

Willshee's Skip Hire Ltd
Site Liaison Committee
Terms of Reference
March 2018

To ensure that a committee ("the Site Liaison Committee") is established for the purposes of discussion of the daily recycling operations at the Site including the monitoring of complaints and an action plan in the event of regular and sustained complaints made to the County Council, Environment Agency or South Derbyshire District Council throughout the duration of the Development.

Prior to the first meeting of the Site Liaison Committee to recruit its members by:

1. Inviting South Derbyshire District Council to designate a planning officer and the Environmental Health Officer to represent it
2. Inviting Castle Gresley Parish Council to designate a councillor to represent it
3. Inviting the County Council to designate up to two planning officers of the Council to attend on its behalf; and
4. Inviting the members of the County and District Council for the local area to represent the Councils
5. Inviting the Environment Agency to designate an officer to represent it
6. or by taking any alternative steps which might be agreed between the Council and the Owner.

To ensure the provision of all practical administrative and secretarial facilities which may be necessary to enable the Site Liaison Committee to function effectively including the provision of a suitable local venue for every meeting notification in advance of every meeting to members and the production and keeping of minutes for every meeting (which shall be made available to the public) or will cover the proper cost to the Council of providing those facilities.

To ensure that at the first meeting of the Site Liaison Committee is convened so as to take place at a date which shall be agreed with the County Council at least one month in advance and which shall be no later than two weeks prior to the Commencement of the Development under the Planning Permission and to convene further meetings of the Liaison Committee at such time and intervals as the Site Liaison Committee shall consider to be appropriate.

To make available and maintain a complaints procedure throughout the duration of the Development and to provide a copy of the complaints procedure and any modifications to it to the Site Liaison Committee upon reasonable request.