

5. WASTE MINIMISATION AND DISPOSAL REVIEW PROCESS

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The purpose of this report is to set out the consultation and approval process for the Waste Minimisation and Disposal review given the adoption of the amended protocol at the May Council meeting.

NEW PROTOCOL

The new protocol sets out an amended consultation and approval process for the significant activity reviews undertaken by the Budget Scrutiny and Audit Special Committee. In summary, the key steps are:

1. Budget Scrutiny adopts its work programme.
2. Terms of reference are prepared, viewed by the appropriate standing committee Chairperson, and adopted by Budget Scrutiny.
3. Background and context information will be provided to Budget Scrutiny.
4. Issues and opportunities are presented to a seminar meeting(s) of Budget Scrutiny.
5. Key findings are presented to a joint seminar of Budget Scrutiny and the standing committee.
6. Key findings are reported to Budget Scrutiny who makes recommendations on these.
7. Report with Budget Scrutiny recommendations is forwarded to the standing committee for its consideration and recommendations.
8. Standing committee submits a report to the Council, the report to include the original Budget Scrutiny and Audit Special Committee findings and recommendations plus any additional comments and recommendations from the standing committee.
9. The Council receives report as a standing committee item and resolves based on the full report.

The key changes to the original process are the requirement for the review findings to be presented to a joint seminar of the Budget Scrutiny and Audit Special Committee and the standing committee and for the review report to be reported through the standing committee.

WASTE MINIMISATION AND DISPOSAL REVIEW PROCESS

To date the Waste Minimisation and Disposal Review has had the terms of reference adopted, background and context information presented in a Budget Scrutiny and Audit Special Committee seminar and a brief presentation on key findings. In terms of the new protocol as set out above the process the key process steps, and indicative timing, from here are:

1. Present key findings to a joint seminar of the Budget Scrutiny and Audit Special Committee and the Sustainable Transport and Utilities Committee – mid June.
2. Report key findings and recommendations to the Budget Scrutiny and Audit Special Committee – 1 July.
3. Forward report to the Sustainable Transport and Utilities Committee for its consideration – 9 July.
4. Final report to the Council

Chairperson's

Recommendation: That the information be received.