

STAFFORDSHIRE & STOKE-ON-TRENT JOINT SUSTAINABILITY MANAGEMENT BOARD

TERMS OF REFERENCE

Purpose

The Joint Sustainability Management Board (JSMB) will develop a Joint approach to mitigate and adapt to Climate Change, working together to meet Local, National and international environmental targets. The JSMB will be responsible for coordinating the successful delivery of the objectives set local to achieve National targets.

Waste Management is a major contributor to climate change through its Carbon emissions. It is also an important function of all members of the board therefore will remain an area of focus for the Partners.

Objectives

The JSMB will on behalf of each of the Member Authorities:

• Develop and recommend a Joint Staffordshire Sustainability Strategic Framework (SSSF), for Staffordshire and Stoke-on-Trent for adoption by each of the Member Authorities:

- The SSSF will encompass waste management as part of the joint commitment to net Zero carbon emissions by 2050 in line with the UK Government target.
- Develop and recommend a Joint Municipal Waste Management Strategy (JWMS) for Staffordshire and Stoke-on-Trent for adoption by each of the Member Authorities

To oversee the implementation of the JCCS and JWMS, monitoring delivery against agreed targets and milestones and reporting to the Joint Leaders and Chief Executives Group on progress on a regular basis.

• Encourage and support partnership working between local authorities, both within Staffordshire, the West Midlands region and elsewhere in the U.K.

Provide technical advice in planning and developing to all member authorities to ensure their operations have the most beneficial impact on Waste and Climate change.

Wherever possible share Knowledge and resources available to tackle Climate Change Encourage and promote best practice in Climate Change Mitigation and adaptation and Waste Management

Develop a County-wide Plan for public education on Climate Change and Waste Management.

Ensure that Staffordshire and Stoke-on-Trent are represented both regionally and nationally on Climate Change and Waste Management issues and that opportunities to influence the regional and national agenda are pursued effectively.

Through a joint approach to bidding for external funding of the JCCS and JWMS, ensure opportunities are explored to secure external funding for developments.

- Develop and agree arrangements for the management and distribution of external monies secured jointly by the JSMB for approval by the partner authorities.

Membership

The board will be attended by the Portfolio Holder and Lead Officer for Sustainability and Waste Management services, or their nominees, for each of the Member Authorities, namely:

- Staffordshire Moorlands District Council
- East Staffordshire Borough Council
- Newcastle-under-Lyme Borough Council
- Stafford Borough Council
- Lichfield District Council
- Cannock Chase District Council
- South Staffordshire Council
- Tamworth Borough Council
- Staffordshire County Council
- The City of Stoke on Trent

Chair

The Joint Climate Change Management Board will elect a Chair and Vice Chair from the body of elected members on the JSMB on an annual basis at the Annual Meeting.

Reports to:

The JSMB reports to the Staffordshire Leaders & Chief Executives Group.

Each member (elected and officer) must undertake to report to their respective cabinets/decision making bodies and report back to the JWMB any relevant information from their Local Authority, to ensure effective governance of the waste management agenda.

Agenda

Owing to some member Authorities have Sustainability and Waste Management represented by different Portfolio Holder and/or Lead Officer, the agenda will be split into two parts:

Part A Waste Management

Part B Sustainability

With relevant Portfolio Holder and Lead Officer attending the appropriate part.

Decisions of the Board

Each Member Authority shall be bound by the decisions taken by the Board following approval by the Member Authorities

Frequency of Meetings

Meetings will be held on a quarterly basis, commencing in January each year, or more frequently as deemed necessary by the Chair, or Vice Chair.

An Annual Meeting will be held at the first meeting following June 1st of each year.

Review

These Terms of Reference will be reviewed regularly and as may be deemed necessary by the Members.

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