

THE BRYN LIAISON GROUP TERMS OF REFERENCE

1. PURPOSE

1. To promote effective engagement between the Bryn Group, the Local Residents, MS, Local Authority Members, Natural Resources Wales, Public Health Wales and Local Authority Officers.
2. To receive and consider operational issues including areas of interest, complaints and concerns regarding operations undertaken by the Bryn Group, Gelligaer (excluding details of ongoing enforcement investigations and matters relating to planning applications pending consideration) and to evaluate responses to these complaints and the resultant remedial action.
3. To be informed of any proposed changes to operations at the site.
4. To receive information about action taken by regulatory, statutory and other bodies in relation to the operation of the Bryn Group, with particular regard to incident reports received.
5. The effectiveness of the Liaison Group will be evaluated after it has been operating for a period of 2 years.

2. MEMBERSHIP

Councillors: Cabinet Member for Corporate Services and Property (Chair), Cabinet member for Planning and Public Protection, Members for the St Cattwg ward.

Senedd Constituency Member for Caerphilly: Hefin David MS

Residents: 6 local resident representatives. *Resident representatives to change at each meeting in order to ensure maximum community reach.*

Bryn Group: Mr. A. Price, Ms J. Price and Mr R. Thomas (or their representatives)

Public Health Wales: Dr S. Jones and Mr A. Kibble (corresponding members with attendance when appropriate)

Natural Resources Wales: Mr J Goldsworthy and Mr D Griffiths (or their representatives)

Caerphilly CBC senior staff: Corporate Director (Economy and Environment) and/or Head of Public Protection, Community and Leisure Services

Caerphilly CBC Environmental Health: Miss C Edwards and Mrs. C Davis (or other Environmental Health Officers)

Caerphilly CBC Planning: Mr R Thomas (or a representative(s))

Co-opted members: as may from time to time be required.

3. MEETING SUPPORT

Chair: Cabinet Member for Corporate Services & Property

Administrative Support: Committee Services (meeting arrangement and minutes). Meeting papers will be circulated to attendees electronically.

4. MEETINGS

Meetings of the Group will be held every 6 months as a minimum or as deemed appropriate by the Chair.

Meetings are not open to the general public (local resident representatives will attend as detailed in Membership above). Meetings will not be webcast.

5. REPORTING ARRANGEMENTS

Notices of meetings, minutes and other appropriate papers will be circulated to members of the Group. It will be the responsibility of Committee Services to ensure circulation of the minutes to appropriate persons.

The Group will also liaise with other agencies and organisations as deemed appropriate.

Residents attending meetings of the Group will be expected to feedback the key discussion points and outcomes of each meeting to the wider community.