



## **TERMS OF REFERENCE**

### **ENVIRONMENT COMMITTEE**

#### **Membership – up to 9 Members**

**(To be elected annually at the Annual Meeting of the Parish Council each year)**

- The Environment Committee is to consist of up to 9 members
- The Chair of the Committee is to be elected annually at the Annual Council meeting of Stainland & District Parish Council and shall hold office until the next Annual Council meeting.
- The quorum of the committee is three.

#### **Aims**

To champion the nature, quality, diversity and conservation of the built and natural environment within the Parish

#### **Meetings**

The Clerk will call the Environment committee meetings as and when necessary. Members will be summoned to attend meetings which will be held in Stainland Library and Public Notice of the meeting shall be given in accordance with Schedule 12, Para 10(2) of the Local Government Act 1972.

#### **Documentation**

Minutes of all meetings will be recorded and then will be circulated by the Clerk. All resolutions and recommendations to Full Council shall be recorded in the minutes of the meetings

#### **Accountability**

The Environment committee must not act ultra vires. Any recommendations it may wish to make outside its terms of reference shall be recorded in the minutes for consideration by Full Council.

#### **Scope**

- To be responsible for the Parish Council's allotments
- To be responsible for the Parish Council's work to regenerate, improve and maintain the physical environment of the parish
- To review, make proposals for and if approved oversee the development of the range of recreational facilities across the district that provide both value for money for the funding available and that best meet the needs of the local community.
- To be responsible for youth facilities, seats, litter bins, including dog poo bins
- To monitor highways, including the Public Rights of Way network, and report problems and where appropriate draw in views from the Parish to determine possible solutions.
- To monitor salt bins
- To be responsible for Environment financial expenditure, forecasting and budget.
- To monitor Environment related health and safety issues and informing Parish Clerk of concerns
- Produce an action plan of issues arising from any of the above items and monitor progress and completion.
- To be responsible for upholding the Council's duty (under Section 40 of the Natural Environment Rural Communities Act 2006) to have regard to the purpose of conserving biodiversity.
- To inform Calderdale MBC of any health and safety issues raised by residents.

Reviewed October 2020

**Review**

The Environment committee's terms of reference are to be reviewed annually at the Annual Council Meeting.

Adopted 17<sup>th</sup> October 2019

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