

## **Terms of Reference**

## **NAME: The Environment Committee**

**Aim:** To focus on climate and environmental issues that Deal Town Council can address.

**Status:** The Environment Committee shall be a Standing Committee of Deal Town Council appointed at the Annual Meeting of the Council. Some of its decisions do not require ratification by Council, as listed below. It is subject to the same general rules of conduct in relation to meetings as set out in the Council's Standing Orders.

**Membership:** The Committee shall consist of elected Members of Deal Town Council. Its quorum shall be 3.

**Co-options:** Co-opted members shall be representatives of organisations and individuals who in the opinion of the Committee shall enhance the effectiveness and representation of the Committee. The Committee will submit co-option recommendations to Full Council for decision. Co-opted members shall not have voting rights.

**Budget:** A budget of £1000 is available from the contingency fund to cover the costs of producing the carbon audit and roadmap.

A budget of £100 is available for campaigning materials for the Air Pollution Campaign.

A budget of £50,000 has been allocated in the council budget to achieve its commitment to become carbon free by 2025 – expenditure from this budget must be agreed by Full Council

**Meetings:** Meetings of the Committee shall normally take place at least six times a year. The time, date and place of meetings shall be determined by the Council at the Annual Council Meeting, or otherwise by the Council.

Meetings will take place at the Town Hall and will be open to the public.

The Committee Officer will produce and circulate the agenda.

Subject to the meeting being quorate all questions at a meeting shall be decided by a majority of the councillors with voting rights present and voting. The Chairman of the meeting may give an original vote on any matter put to the vote, and in the case of an equality of votes may exercise their casting vote whether or not they gave an original vote (SO 3 r s refers)

## **Objectives:**

### **Decision making on:**

To provide environmental impact assessments for each Council committee to follow before decisions are taken by council.

To explore the means to assist other organisations in the town to reduce their direct and indirect CO2 emissions, in conjunction with specialist advice from Dover District and Kent County Council officers.

To continue with Deal Town Council's publicity campaign to highlight the dangers of air pollution that concentrates on air pollution from idling vehicles, this will involve schools in the Town Council area and a similar number of other areas, such as by the railway crossing.

To continue efforts to reduce plastics use and achieving Plastic Free accreditation, support and promote local businesses to take positive action to reduce plastics use and to sign up to the New Plastics Economy Global Commitment.

To promote efficient use of water resources in collaboration with Water Service Providers

To continue to call on DDC and KCC to prepare a ten-year Tree Strategy for the district by engaging with interested stakeholders, (including tree wardens, community groups and general public)

To plan to provide training for itree-eco should DDC decline to facilitate this

**Recommendations that must go to Full Council for decision:**

Recommendations on how Deal Town Council can become a carbon-neutral organisation by 2025.

To create a carbon audit and roadmap for Deal Town Council by March 2020 and submit to Full Council for decision.

The Environment Committee will undertake an audit of single use plastic items used in council buildings, facilities and at events and develop a strategy for eliminating them. Full Council will make the final decision before implementing these recommendations.

To propose revisions to Full Council on Deal Town Council's standard contracts/terms and conditions in relation to all areas of operation, with a view to eliminating plastic pollution, including but not limited to; Caterers of council events, hirers of Town Hall, market-traders, Stall-holders at council events, Braderie, etc, holders of council grants.