Environment Committee
Terms of Reference 2017–18

1 **Objectives:** To improve the quality of life in the Town by:

1.1 Monitoring and maintaining:

- Public rights of way in Frodsham,
- Marshlands and Manley Road Copse,
- Community Orchards and
- Hob Hey Wood to ensure the Wood's preservation for future generations on behalf of the Council's Charitable Trust; and

1.2 Promoting public walks by organising periodic programmes of walks

1.3 By enhancing the Town's environment through maintenance and improvement of FTC's open spaces, and in particular the planting and care of trees.

2 **Composition**

2.1 *Membership:* The Committee will consist of:

- Up to seven Councillors appointed by Council at the Annual General Meeting in May;
- Up to eight Volunteer members of the public appointed by FTC; and
- The Mayor and the Deputy Mayor as ex-officio members.

2.2 *Chairmanship*: The Committee will elect a Chair & Vice-Chair from its Councillor members at its first meeting after the Council's AGM.

2.3 *Meetings*: The Committee will produce a Schedule of Meetings at its first meeting after the AGM.

2.4 *Voting*: The Volunteer & Ex-officio members may not vote on resolutions.

2.5 *The Quorum* for a meeting will be a minimum of three Councillor members.

2.6 *Rules & Regulations*

- The Councillors' Code of Conduct will apply to all members of the Committee.
- FTC's Standing Orders will apply to conduct of meetings (declaration of interests, debate, voting etc).

3 **Rights & Powers**

3.1 The Committee will have limited delegated powers as provided under SOs 13 & 15.

3.2 The Committee may spend monies subject to the following limitations:

- Extent of the Committee's budget,
- Amount of expenditure on any single transaction as per Spending Limits List (attached)
- Timely publication of minutes of the Committee's meeting to enable FTC to 'call-in' as per methodology approved by FTC.

3.3 The Committee may:

- Make recommendations to the Council for consideration and approval.
- Appoint Working Group(s) for specified purpose(s) with the approval of the Council; and
- Convene Special Meetings in accordance with the Council's Standing Orders.

4 **Responsibilities:** The Committee is responsible for:

4.1 Ensuring effective exercise of Public Rights of Way under the provisions of Countryside & Rights of Way Act 2000, and enabling disabled access under the provisions of the Disability Discrimination Act 1995 and the Human Rights Act 1998. To accomplish this, it will monitor maintain and encourage the use of:

- Footpaths,
- Bridle Ways,
- RUPPs (Road Used as Public Path),
- BOATs (Byway Open to All Traffic),
- Restricted Byways, and
- Permissive Paths.

4.2 Day-to-day administration and maintenance of Hob-Hey Wood.

4.3 To manage all aspects of the Memorial Field, Community Orchards, Manley Road Copse and Marshlands.

Environment Committee – Delegated Spending Limits (ToR 3.2)			
Budget Heading	**Budget 2017-18**	**Transaction Limit as % of Total**	**Comments**
Maintenance	10,000	50%	
Tree Planting/Commemorative Trees	0	100%	
Total	**10,000**		