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Description automatically generated with medium confidence**TERMS OF REFERENCE**

**COMMUNITY SERVICES AND ENVIRONMENT COMMITTEE**

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| **Membership and voting:**  Minimum 4 Councillors, voted annually by the Town Council. At its first meeting following the Annual Meeting of the Town Council, the Committee shall elect a Chair who will have an ordinary vote and a casting vote and may use the latter although is not compelled to do so. | **Quorate:**  Three |
| **Meeting Frequency:**  With effect from May 2023 there are 2 scheduled meetings. More meetings may be arranged upon request of the Chair if required with the Clerk and/or Deputy Clerk in attendance. | |
| **Accountability:**  The Committee is a Committee of The Council with lawful status and shall function and operate in accordance with The Council’s approved Standing Orders Section 4. It has delegated powers to act on behalf of the full council in relation to the defined terms of reference only; any recommendations outside the Committee’s terms of reference shall be made to the full council. | |
| **Aims:**  To promote the health and social wellbeing of the town, facilitate and support the local community and voluntary organisations and promote initiatives which support environmental awareness and improvement.  **Roles:**  1. Manage all community services within the responsibility of or devolved (now or in the future) to the Council and ensure good levels of community engagement.  2. To review crime and disorder issues with the police  3. To promote and support environmental awareness and initiatives  4. To promote floral and planting initiatives  5. To protect and preserve local heritage  6. To support young people in the community | |
| **Delegated Powers:**  1. Maximise the benefit to the town of any external funding directly or with partner organisations.  2. To work with partner organisations to improve the health of people in the town.  3. To work with partner organisations to support the young people in the community.  4. To review and make decisions on environmental issues, such as the single use of environmentally damaging materials, use of renewable resources etc  5. Manage the council’s youth green grant initiative  6. Liaise with the Allotment Associations which manage the town council’s allotment sites; review the Allotment Agreements, Allotment fees and make decisions on matters raised by members of the Associations.  7. Make decisions on scope of floriculture throughout the town  8. Makes decisions on issues relating to Street furniture | |
| **Agreed by Knaresborough Town Council at its meeting on 25 May 2023** | |
| **Review Date: April 2024** | |