

BILLERICAY TOWN COUNCIL
HEALTH, WELLBEING & ENVIRONMENT COMMITTEE : TERMS OF REFERENCE

The Committee to have delegated power to act on behalf of the Council within the terms of reference.

1. Responsible for:

Bus Shelters
War Memorial - Lighting and Tommy statuettes
Billericay in Bloom competition
Festival Gardens
Flags
Flower Beds
Hanging Baskets/Planters
Jim Shields Garden
Litter (inc. Litter pick events)
Christmas Lights
Public Recreational Facilities
Lake Meadows Partnership
Town Trail Walks
Tree Wardens
Any Commemorative Events
Queen's Diamond Jubilee Beacon

Approval of minutes from Working Parties & Project Groups

This list to be adjusted as and when necessary

2. The Environment Committee to have the following delegated powers:

- (a) Approval of expenditure detailed within the Estimates relevant to the above responsibilities.
- (b) Correspondence arising from agenda items requiring information.
- (c) To adjust Working Party and Project Group recommendations in the interest of progressing the work.

3. Any request for additional expenditure above that included in the Estimates to be submitted to the Finance and General Purposes Committee for consideration.

4. The Environment Committee will draw up written estimates for the coming financial year for submission to the Finance and General Purposes Committee meeting at which Draft Estimates are considered prior to submission to the December meeting of the Town Council.

5. Membership will be the Chairman and Vice-Chairman of the Town Council ex officio and a maximum of nine councillors.

6. The Environment Committee will contribute to the content of the Annual Report.
7. Working Parties and Project Groups to submit a set of minutes or report to the next meeting of the Environment Committee.
8. The terms of reference to be reviewed annually for recommendation to the meeting of the Town Council, prior to the Annual Town Council meeting.