

**Herne & Broomfield Parish Council**  
**ENVIRONMENT AND LEISURE COMMITTEE**

**TERMS OF REFERENCE**

1. The committee is responsible for delivery and strategic development of the Council's environment and leisure services. The Environment & Leisure Committee considers all aspects of sports and recreational facilities in the parish. It will be responsible for looking at play equipment, facilities for young people, and provision of recreational facilities in general. They will also be responsible for deciding all fund raising events in the parish. To report back to full council with recommendations and decisions.

**2. Environment**

To co-ordinate and direct environmental improvements and related initiatives throughout the Parish. To oversee the Broomfield Community Park, and be responsible for the management of same. To be responsible for overseeing any provision of recreational facilities in the parish.

**3 Leisure**

To provide active and passive leisure opportunities and facilities for residents of and visitors to the parish.

**4 Administration**

To deal with all matters relating to the administration of the committee's services, including: -

Consideration of capital programmes, new initiatives or the establishment of funds for future responsibilities and liabilities.

Management of grounds maintenance and other contracts.

Making appointments for representatives to outside organisations where their work is allied to the responsibilities of the committee and to receive feedback from those representatives.

The provision of notice boards at specific locations to promote Parish Council meetings and initiatives.

Any expenditure over £250 to be agreed by full council.

**5 To be responsible for overseeing any future projects and/or building**

**6 To conduct an Environment Audit annually**

**In all its deliberations the committee will take into consideration Agenda 21 issues.**

January 2008