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**To** All Members of the Environmental and Sustainability Committee:

**Keynsham Town Councillors:** S Alenshasy, C Brennan, E Cannon, C Davis, A Greenfield, C Leonard, H MacFie

**Lead Community Organisations:** Erica Davies, Ros Durrant

**Business Representatives:** Phillipa Paget

**Members of the Public:** Ruth & Robert Cole, James Boxall Clasby

cc. All Other Town Councillors

**Dear Members of the Environment and Sustainability Committee**

You are invited to a meeting of the **ENVIRONMENT & SUSTAINABILITY COMMITTEE** on Tuesday 30<sup>th</sup> May 2023 commencing at 7.00 pm in the Town Council Office.

Signed on 24<sup>th</sup> May 2023

**Katherine Sears**

By Katherine Sears, Deputy Town Clerk

**EMERGENCY EVACUATION PROCEDURE**

When the continuous alarm sounds, you must evacuate the building by the exit and proceed to the assembly point: Grassed area past St. Cadoc House, Temple Street.

Arrangements are in place for the safe evacuation of disabled people.

**ENVIRONMENT AND SUSTAINABILITY CONSULTATION AGENDA**

**1. ELECTION OF CHAIRMAN 2023/2024**

**RECOMMENDATION:**

*To elect a Chair of the Environment and Sustainability Committee for the Municipal Year 2023/2024.*

**2. ELECTION OF VICE CHAIRMAN 2023/2024**

**RECOMMENDATION:**

*To elect a Vice Chair of the Environment and Sustainability Committee for the Municipal Year 2023/2024.*

**3. MEMBERSHIP OF THE ENVIRONMENT AND SUSTAINABILITY COMMITTEE 2023/2024**

**RECOMMENDATION:**

*To note that Councillors S Alenshasy, C Brennan, E Cannon, C Davis, A Greenfield, C Leonard and H MacFie are the appointed Town Council members of the Committee for the Municipal Year 2023/2024, as agreed at the meeting of the Town Council on 23<sup>rd</sup> May 2023.*

**4. APOLOGIES:**

To receive and accept apologies for absence.

**5. DECLARATIONS OF INTEREST**

To receive any Declarations of Interest under Keynsham Town Council's Code of Conduct (adopted on 16<sup>th</sup> April 2019) issued in accordance with the Localism Act 2011 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, SI No. 1464 and as per Standing Order 3(v).

**6. DISPENSATIONS**

In accordance with Standing Order 13, to consider any requests for dispensations (for disclosable pecuniary interests) prior to the item(s) being discussed, that Members may only become aware of during the meeting itself and to receive any disclosures of decisions as per item 7 of Keynsham Town Council's Dispensations Policy and Procedure Guide.

**RECOMMENDATION:**

*To receive requests for dispensations (for disclosable pecuniary interests) prior to an individual item(s) being discussed, that Members may only become aware of during the meeting itself.*

## 7. TERMS OF REFERENCE

NAME OF COMMITTEE	ENVIRONMENT & SUSTAINABILITY COMMITTEE
<p style="text-align: center;"><b>MEMBERSHIP</b></p>	<p>7 Members of the Town Council</p> <p>5 (Lead) Community Representatives</p> <ul style="list-style-type: none"> <li>• Keynsham Plastics Reaction</li> <li>• Keynsham Wombles</li> <li>• <b>Transition Keynsham</b></li> <li>• Keynsham In Bloom</li> <li>• Churches Together</li> </ul> <p>2 Business Representatives – one large employer, one High Street independent trader</p> <p>1 B&amp;NES Ward Councillor</p> <p>B&amp;NES Cabinet member for Climate Emergency and Neighbourhoods</p>
<p style="text-align: center;"><b>OFFICERS</b></p>	<ul style="list-style-type: none"> <li>• Nominated B&amp;NES Officer</li> <li>• Town Clerk or Deputy Town Clerk of Town Council</li> </ul>
<p style="text-align: center;"><b>TERMS OF REFERENCE</b></p>	<p>(i) To make recommendations to the Town Council on an Action Plan to implement its Single Use Plastic Policy and monitor progress towards implementation and delivery of the 12 commitments.</p> <p>(ii) To formulate a climate change and ecological emergency policy and action plan for adoption by Town Council, to include a proposed date for reaching net zero, and monitor progress towards implementation and delivery.</p> <p>(iii) To consider how the Town Council can best achieve its corporate objectives, priorities and actions so as to minimise or eliminate carbon emissions, single use plastics and the adverse impacts of climate change.</p> <p>(iv) To champion positive and constructive actions to support the climate change and single use plastics agendas across the Town Council's operations, actions and broader sphere of influence.</p>

**RECOMMENDATION:**

*To consider the Terms of Reference for the Environment and Sustainability Committee and make a recommendation to full Council of any amendments required.*

**8. RECORD OF PREVIOUS MEETINGS**

**RECOMMENDATION:**

*That the Minutes of the Environment and Sustainability Committee meeting held on Tuesday 24<sup>th</sup> January 2023 (previously circulated) be confirmed as a true record and signed by the Chairman.*

**9. KEYNSHAM TOWN COUNCIL ENVIRONMENT AND SUSTAINABILITY PROJECT PLAN (attached)**

**RECOMMENDATION:**

- i) To receive a verbal update on the draft Environment and Sustainability Project Plan. (See attached – KTC Draft Environment and Sustainability Project Plan)*
- ii) To discuss the project and action list from Cllr MacFie in line with the Environmental Plan. (See attached – Helping Keynsham towards Net Zero)*

**10. KEYNSHAM TOWN COUNCIL 4 YEAR PLAN (attached)**

**RECOMMENDATION:**

*To consider the KTC 4 Year Plan and to make a recommendation to full Council of any amendments or additions required.*

**11. BRISTOL EAST CYCLE AND WALKING PATHS**

**RECOMMENDATION:**

*Receive verbal update in respect to this matter.*

**12. CONNECTING CYCLE AND FOOTPATHS (CROSS COUNTY BORDERS)**

**RECOMMENDATION:**

*To receive verbal updates in respect of this matter.*

**13. TREE PLANTING**

KTC have at our lock up, a number of trees that the Grounds team have been looking after.

**RECOMMENDATION:**

*To decide on a suitable place(s) for the trees to be planted.*

**14. FIGHTING CLIMATE CHANGE TRAINING (see attached)**

**RECOMMENDATION:**

*To receive and discuss feedback from Councillors who attended the training last week.*

## 15. ROOFTOP REVOLUTION

*RECOMMENDATION:*

*To invite Alastair Singleton to the next E&S meeting to discuss the progress of the solar panels on the Keynsham Leisure Centre.*

## 16. WESSEX WATER – TACKLING STORM OVERFLOWS (see attached)

*RECOMMENDATION:*

*To receive and note the information from Wessex Water.*

## 17. NATURE CHAIN

Philippa Paget has suggested taking a look at the links below with a view to this being a project that this Committee may wish to instigate.

<https://www.naturechain.co.uk/>

<https://www.winsley.org.uk/local-information/nature-chain-2>

*RECOMMENDATION:*

*(i) That the information is received and noted.*

*(ii) That the Committee decide if this is a project that they may like to take forward.*

## 18. DATE OF NEXT MEETING

*RECOMMENDATION:*

To note that the next meeting of this Committee will be held on **TUESDAY 11<sup>th</sup> JULY 2023** at 7.00 p.m. in Keynsham Town Council office.