

Remit

1. The Sub-Committee's remit encompasses examination of issues affecting public green spaces, the river towpath and shoreline, the street scene, public amenities, and noise and air pollution. It considers national or local government policies on the environment and historic heritage which impact Kew Village (Kew Ward and parts of North Richmond Ward). It comments on these policies, drafting responses for signature by the Chair of the Kew Society.
2. It responds to queries raised on environment related issues, referring people to other sources of information where queries do not fall within the remit of the Environment Sub-Committee and another source of help is appropriate. If a query is raised by a non-member, they are encouraged to join the Society.
3. It co-operates with other community groups and organisations on shared actions where the Sub-Committee identifies a common interest.
4. It instigates improvement projects for agreement by the Executive Committee.
5. Any expenditure the Sub-Committee wishes to undertake in furtherance of its remit is proposed to the Executive Committee for approval prior to any commitment being made. This will usually be at the next available Executive Committee meeting or, exceptionally, via email to all members of the Executive if approval is needed more urgently.
6. It provides a written update to meetings of the Executive Committee of its activities and if necessary by email in the period between Executive Committee meetings, identifying issues which may need discussion and/or decision by the Executive Committee.
7. It provides information to the membership of the Kew Society on its activities through updates on the Kew Society website and in the Kew Society Newsletter.

Composition

8. The Sub-Committee comprises:
 - At least one and preferably two or more Executive Committee members who are Trustees of the Society (Kew Society Environment Trustees) and
 - such other individuals, who need not be members of the Kew Society or residents of Kew, as may be invited from time to time to assist because of their expertise. Such individuals, if they are members of the Kew Society and residents of Kew,

may be co-opted to the Executive Committee and the Sub-Committee until the next AGM or an EGM when they are eligible to stand for election as Trustees.

9. The Sub-Committee appoints one of the Kew Society Environment Trustees as its chair.

Time Commitment

10. The time commitment varies according to the environment issues being considered. The following gives approximate time commitments:
 - reviewing Richmond Council's emailed weekly digest to see if any local policy consultations on environmental issues require a Kew Society response – approximately 10 minutes a week;
 - reviewing email updates from Civic Voice and the London Forum to see if any national or London-wide environment policy consultations require a Kew Society response – approximately 5 minutes a week as notified by the Kew Society Chair;
 - responding to email queries sent to environment@kewsociety.org if asked to do so by the Sub-Committee chair – approx. 15 minutes per month on average;
 - attending meetings and commenting on or drafting documents for environmental groups to which the Kew Society subscribes or supports, currently the Richmond Heathrow Campaign, the Old Deer Park Group, the West London River Group and the Thames Landscape Strategy. The time commitment varies according to the group involved;
 - implementing improvement projects. The time commitment is project specific;
 - communicating by email and meeting other members of the Sub-Committee as necessary to agree actions - on average approximately 1 hour a month;
 - if a Trustee or, on occasion as a co-opted member of the Sub-Committee, attending meetings of the Kew Society Executive Committee, currently once a month except in August and lasting up to 2 hours, and attending the AGM and any EGMs;
 - attending functions and meetings to which the Kew Society is invited and events organised by the Kew Society from time to time.