

Environmental Sustainability Group

Terms of Reference

1. The East of England Environmental Sustainability Group is established as an executive sub-committee of the European Programmes Strategy Group (EPSG).
2. This document sets out the core tasks of the Environmental Sustainability Group
3. The role of the Environmental Sustainability Group is to provide advice and expertise to the EPSG and promote best practice in the delivery of Environmental Sustainability across the region's European Structural Fund programmes. Its key responsibilities are to:
 - Identify and spread best practice in order to add value to projects during their development and appraisal
 - Contribute to the development and production of relevant project selection criteria
 - Prepare quarterly progress reports for EPSG meetings and recommend further research, evaluation, remedial and other action, as appropriate
 - Monitor the region's programmes to ensure the integration of sound environmental principles into project development and implementation
 - Contribute to the Environmental Sustainability section of the Annual Implementation Reports, as appropriate
 - Promote the development of understanding of good environmental practice amongst regional structural funds partnership groups, project developers and others by organising appropriate training and coaching activities
 - To take on such other duties, as appropriate.

Environmental Sustainability Group Rules of Procedure and Membership

1. Chair. The Group will be chaired by the Environment Agency
2. EEDA's Europe and International Division will provide the Group's Secretariat and will oversee the preparation of papers, agendas and minutes of meetings
3. Papers will be circulated a minimum of 5 working days before meetings
4. The Group will meet as often as necessary but normally between each meeting of the EPSG
5. Decisions will be made by consensus. In exceptional circumstances, proposals may be circulated to members for agreement by written procedure. Members will normally be given 7 days in which to respond. In such cases, a non-response by the deadline will be taken as approval of the proposal.
6. The Group will operate according to Nolan Rules

Membership (Provisional)

Organisation/Sector	Number of seats	
Environment Agency (Chair)	<u>2 (Chair + 1 other)</u>	Deleted: 1
EEDA	2	
EERA	2	
GO-East	2	
Natural England	1	Deleted: Competent Environmental Agencies
English Heritage	1	
Business Link	1	Deleted: ¶
HE	1	ERDF Delivery Group 1¶
Territorial Co-operation Delivery Group	1	LSC 1 .
TUC	1	Deleted: Jobcentre Plus 1¶
Inspire East	1	
COVER	1	
National Trust	1	
RSPB	1	
Membership of the group is on a strictly voluntary and unpaid basis		Deleted: Other groups with expertise in the field of environment and climate change/carbon reduction issues 2¶