

WICKHAM MARKET PARISH COUNCIL

Climate Change Working Group



Terms of Reference

- 1 Objective:** To raise awareness and advise on steps to be taken to reduce carbon emissions by the actions of the Parish Council and by Wickham Markets public, businesses and suppliers.
- 2 Membership**
 - 2.1 The Working Group shall consist of Councillors and non-Councillors appointed at the Annual Meeting of the Parish Council each May or a subsequent full Parish Council meeting
 - 2.2 The Chairman will be a Parish Council member and will be appointed at the Annual Meeting of the Parish Council or a subsequent full Parish Council meeting.
 - 2.3 The Quorum for a meeting will be a minimum of three Working Group members.
- 3 Meetings**
 - 3.1 The Working Group will meet on a minimum bi-monthly basis on the 3rd Tuesday of February, April, June, August, October & December.
 - 3.2 The Working Group will produce a Schedule of Meetings.
- 4 Voting**
 - 4.1 The non-Council members will have voting rights to enable them to take part in discussions and vote on recommendations.
 - 4.2 Rules & Regulations
 - The National Code of Conduct will apply to all members of the Working Group.
 - The conduct of meetings will be governed by the Council's standing orders.
 - Decisions are determined by a majority vote.
- 5 Rights & Powers**
 - 5.1 The Working Group has no delegated powers.
 - 5.2 Reports and Proposals for decisions should be presented to the full Council in the appropriate format.
 - 5.3 The Working Group may convene Special Meetings in accordance with the Council's Standing Orders.
- 6 Responsibilities**
 - 6.1 The Working Group will be aware of the Council's published Climate Action Strategy and be familiar with all other relevant Council policies and documentation. The Group's responsibilities are set out below:
 - 6.2 Advise the Council on compliance with the Strategy and recommend Council targets for carbon reduction.
 - 6.3 Advise the Council on ways to engage with parishioners about climate change and carbon reduction e.g. holding climate change events, meetings, surveys and use of the Council's newsletter.
 - 6.4 Identify areas of land within the Parish to increase biodiversity to include tree planting, tree protection, soil improvement, flood protection, protection of green spaces and urban design. Liaise with the Environment & Leisure Working Group and take responsibility for the Council's Biodiversity Strategy.
 - 6.5 Keep in contact with local groups and organisations to identify any vulnerable people in the Parish, most at risk of extreme weather conditions and recommend actions for the Council.
 - 6.6 Advise the Council on how it can help parishioners to engage in better insulated homes and businesses and other energy saving schemes. This will include recommending that the Planning Committee's responses to planning applications are to use renewable energy options in all new builds.

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- 6.7 Promote measures to reduce material and food wastage by recycling and supporting the use of the Men's Shed to repair existing items, together with frequent village litter picks.
- 6.8 Seek to reduce air pollution by reducing vehicle use by promoting measures to encourage more walking, cycling, use of public transport, additional EV charging points and use of Katch, by using newsletters, blogs and climate change events
- 6.9 Consider ways to reduce energy waste within the Parish and move towards more greener energy both within the Council's buildings, existing housing and businesses and in new private sector developments, to include research into suitable solar panels, battery storage and heat pumps.
- 6.10 Actively look at all options to raise funds to implement the Council's Climate Strategy, to include seeking grants to support the Council as well as supporting the village's residents and businesses on how to access funds and expertise in reducing carbon pollution.
- 6.11 When recommending undertaking a new activity/event/service provision to the Council, the Working Group will provide an assessment of potential risks/benefits and estimated cost of the undertaking.