

Aylsham Town Council
Aylsham Climate Emergency Working Group
TERMS OF REFERENCE

Approved by Aylsham Town Council on 16th September 2021

Background

Climate change is already affecting the entire world, with extreme weather conditions such as drought, heat waves, heavy rain, floods and landslides becoming more frequent, including in the UK. Other consequences of the rapidly changing climate include rising sea levels, ocean acidification and loss of biodiversity.

Serious steps need to be taken to limit global warming to 1.5 degrees Celsius, a threshold the Intergovernmental Panel for Climate Change (IPCC) suggests is safe.

Aylsham Town Council declared a climate emergency on 18th August 2021.

Purpose

1. Coordinate action towards making Aylsham a sustainable community, by making Aylsham Town Council Zero Net Carbon neutral before 2030
2. Set targets and measure progress against that goal.
3. Work with other organisations and stakeholders in Aylsham towards the same aims.
4. To investigate all possible sources of external funding and match funding to support this commitment.

Membership and Quorum

5. The group shall consist of up to 12 members, at least 4 of these are to be Aylsham Town Councillors.
6. Quorum will be 4 one of which must be a Town Councillor
7. The group will appoint a chairman and secretary. The chairman must be a Town Councillor.
8. The Aylsham Climate Emergency Working Group will meet as called by the Chairman.
9. The Clerk, or other Town Council officer, may attend each meeting to advise or take notes.
10. The notes of meetings will also be in the form of a newsletter which will be placed on the councils website, social media and e-mailed via an e-mail group.
11. The Aylsham Climate Emergency Working Group may co-opt members and liaise with a community panel as they so wish.
12. A person may no longer be a member, if they are absent for three or more concurrent meetings of the group.

Reporting

12. The Aylsham Climate Emergency Working Group will report to the Full Council. All recommendations will be reported to Full Council for consideration.
13. The working group shall advise the Council on how it wishes to spend any grant funding.
14. The Clerk, in discussion with the group, shall be able to incur expenditure up to £500.
15. All expenditure must be in accordance with the Town Council's Financial Regulations.
16. On matters that require further research, for example requesting a more detailed report or seeking clarification from third parties on a specific item, then the Aylsham Climate Emergency Working Group shall have a delegated power to act but not incur expenditure.
17. All members of the group shall conduct themselves in accordance with the general obligations of the Town Council's code of conduct.
18. All meetings will be open to the public and maybe conducted by Zoom (or other online portals)