

**Aylsham Town Council**  
**Aylsham Climate Emergency Working Group**  
**TERMS OF REFERENCE**

**Approved by Aylsham Town Council on 5<sup>th</sup> April 2023**

**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 18<sup>th</sup> 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 have an open membership.
6. Quorum will be 5. At least one member of the Town Council or a Town Council staff member must be present
7. The group will appoint a chairman..
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 Aylsham Climate Emergency Working Group may co-opt members and liaise with a community panel as they so wish.

**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)