

Cyngor Tref Llanandras a Norton PRESTEIGNE AND NORTON TOWN COUNCIL

TERMS OF REFERENCE

COUNCIL CLIMATE CRISIS COMMITTEE

MEMBERSHIP

1. Membership of the Climate Committee to be at least four Councillors (the Mayor and Deputy Mayor to be ex-officio Members) and appointed annually. In addition two outside representatives will be appointed.
2. Quorum for the Climate Crisis Committee to be three and at least three Councillors to agree any decision.
3. The Chair of the Committee will be elected at the first meeting of the Committee held after the full Council Annual Meeting in May.
4. All Councillors may attend a meeting and contribute but only those appointed to the Climate Crisis Committee by the Council may vote on resolutions.

RESPONSIBILITIES

1. To review the Climate and Ecological crisis policy annually and make recommendations for amendments.
2. To regularly review the management of Council land and make recommendations in order to support and enhance it as an environment for nature whilst continuing to respecting the other users.
3. To consider and prepare a budget proposal for areas under its remit and to put to full Council for consideration at the budget/precept setting meeting.
4. To prepare an annual report on the Council's actions in tackling the climate and ecological crisis.
5. To consider issues relating to the nature reserve as may be referred to it by full Council.
6. To review the progress of verges and roundabouts and make recommendations for further work or changes to the full Council.
7. To make links with community groups and make them aware of the Council's support for initiatives to combat the climate emergency and aid with nature recovery. Where possible to support groups in other ways e.g. pointing them towards funding opportunities or advice.
8. During the completion of the Nature Reserve Project to assist with day to day matters and oversee contractors and volunteers working on the site. To consider ongoing project matters relating to the nature reserve as may be referred to it by full Council.

9. To review any grants or initiatives that are available to communities to combat the climate emergency and aid with nature recovery and advise full council of opportunities.

10. To facilitate and assist groups to apply for the Council/s Climate Crisis small grants scheme.

11. To consider any other issues relating to the climate crisis as may be referred to it by full Council.

12. In general to consider the following areas and make recommendations to Full Council - Local resilience, Biodiversity, Local Food Consumption and Waste, Personal Initiatives, Transport and EV Charging, Tree Planting, carbon sequestration, energy saving, Wind and Solar Panel Energy and production.

GOVERNANCE

1. The Climate Crisis Committee will act in accordance with its own terms of reference and also with the Standing Orders and Financial Regulations of the Council.

2. The Climate Crisis Committee will meet at least twice annually and may hold additional meetings as required.

3. The Clerk will service the Committee correspondence, Minutes and any other documentation.

4. The agenda for each Committee Meeting will be published at least three working days in advance of the meeting.

5. Minutes will be taken and distributed for agreement at the next Committee Meeting or full Council meeting whichever is soonest.

6. Meetings of the Committee shall be open to the public (in person and online or online only) except where the Committee resolves to exclude the public and press to deal with confidential items as permitted by legislation.

NOTE: THE COMMITTEE DOES NOT HAVE DELEGATED POWER TO MAKE DECISIONS ONLY TO RECOMMEND TO FULL COUNCIL.

<p>Terms of Reference agreed at the full Council meeting November 2022. Reviewed May 2024 Next Review: May 2025</p>
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