

STRATFIELD MORTIMER PARISH COUNCIL TERMS OF REFERENCE

CLIMATE AND ENVIRONMENT WORKING PARTY

Purpose of the Working Party

To research and advise on matters concerning climate & environment actions/initiatives; make recommendations and manage/lead resulting related activities and initiatives that have been agreed by the Council.

Membership of the Working Party

At least two members of the Council as appointed by the Council and members of the public co-opted, as required and as agreed by the Council.

Aims and Objectives

To research actions and initiatives that will make a positive contribution to local and global efforts to restore and preserve our climate & environment.

- To advise on actions and initiatives the Council can undertake that will make a positive contribution to local and global efforts to restore and preserve our climate & environment.
- Act as a conduit and information Hub and reporting mechanism to the Council for all climate change and environmental matter in the Mortimer community.
- Undertake specific actions on relevant climate change and environmental issue as agreed by the Council.
- To interact with the various groups in the Mortimer community on matters of climate change and environment.
- To work with third parties and other authorities where needed, to acquire information necessary for the Council to take decisions.
- To identify, organise/manage/lead actions and events the Council can undertake that will make a positive contribution to local and global climate & environment conservation, including and especially those that will include the Parish community.
- Communicate relevant information to the wider Mortimer community.

Ways of Working

- The Working Party will elect a Chair at its first meeting. Should the need for the Working Party extend past a year, then further elections of a Chair shall take place at each of the Working Party's subsequent first meetings of the new Council year.

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- Members of the public may be co-opted as agreed by the Council.
- Meetings will not be held in public, and Standing Orders are not, therefore, applicable. The Code of Conduct will still apply.
- Meetings will be held when necessary and may be called by any member of the Working Party, with a councillor being appointed to take the notes to be reported back to the Council.
- Recommendations by the Working Party on the management of climate and environment related initiatives and activities will be made to the Council. All decisions and approval of associated expenditure will be made and minuted at full Council meetings and shall be managed in accordance with Standing Orders and Financial Regulations..
- The Working Party shall be disbanded by the Council, as appropriate, on the completion of its purpose.