

CLIMATE CHANGE TASK AND FINISH GROUP

TERMS OF REFERENCE

1 PURPOSE

Royal Leamington Spa Town Council has accepted the conclusion of the UN's Intergovernmental Panel on Climate Change that global warming above 1.5^oC greatly increases climate change risks such as extreme weather, spreading of diseases, species extinction and extreme poverty in Africa and Asia; and that "ambitious action from national and sub-national authorities, civil society, the private sector, indigenous peoples and local communities can support the implementation of ambitious actions implied by limiting global warming to 1.5^o C". The Council is therefore committed to investigating the actions that it is able to take with the aim of producing a relevant plan of action by the end of December 2019.

A Task and Finish Group is established to undertake this work and report its findings to the Council.

2. SPECIFIC OBJECTIVES

- (i) Consider the implications for Council policy making arising from the acknowledgement of a "Climate Change" emergency
- (ii) Assess the impact on the Town Council of any actions to address climate change particularly those undertaken by the principal tiers of local government (Warwickshire County Council and Warwick District Council)
- (iii) Develop appropriate policy solutions that contribute locally to the achievement of a reduction in carbon emissions and delivery of the UK Government objective of zero greenhouse gas emissions by 2050,
- (iv) Recommend the Council the adoption of an Environmental Policy, including a time-bound plan of action
- (v) Consider the financial implications arising from any changes to Council policies and procedures arising from attainment of the climate change objectives
- (vi) Ensure a suitable mechanism is in place for the monitoring of outcomes and the review of the Council's Environmental objectives

3. MEMBERSHIP

Membership of the Task and Finish Group shall be open to all Members of Council. To maintain the Group as an effective forum for discussion and decision making, the membership shall not exceed **seven** Members of the Council who shall be nominated by the respective Group Leader. Members of Council, who are not members of the Group, may attend its meetings in an observing capacity.

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The Group may invite contributions from any person who it considers to be qualified to advise it on the subject matter under discussion.

4. **CHAIRMAN**

The Group shall, at its first meeting, elect a Chairman from among its number who will preside over proceedings. In the event of an equality of votes on any matter, the Chairman shall exercise a casting vote.

In the absence of the Chairman, the Group shall elect a Chairman for the meeting.

5. **MEETINGS**

- (i) Meetings shall be held as required, at such times as is considered convenient.
- (ii) The quorum at any meeting shall be 4 Members
- (iii) At least 3 clear days' notice of meetings shall normally be given to Members, either in writing or email, to the address notified to the Town Clerk.
- (iv) All records of meetings, including Agenda, Reports and Minutes shall be maintained by the Town Clerk and are available to any member on request.
- (v) At the discretion of the Group, meetings shall be open to the public. Notice of such meetings will be published at the same time as being notified to Members.
- (vi) Rules for the disclosure of interest and conduct shall apply to all meetings of the Group. Conflicts shall be recorded in the Minutes and the Chair shall exclude members from participating in parts of the meeting where a conflict has been declared.
- (vii) All members are expected to show courtesy and respect to each other.

6. **DISSOLUTION**

The Group has been convened for a specific task that once completed will result in the submission of a final Report to the Council.