

Policy Review Low Carbon Working Group

Proposed Draft Terms of Reference

Purpose

Lead on the development of the Council's approach to carbon reduction in order for the Council's activities to be carbon neutral by 2050.

This will be achieved through: developing our understanding of the impacts of Council activities – including the potential impacts of possible future activities – on levels of carbon in the environment; and proposing recommendations to shape the Council's approach to reducing the Council's environmental impact through identifying and promoting low carbon.

Membership

Chair

The Working Group chair will be the Chair of the Policy Review Committee.

Elected Members:

To be confirmed – a sub group of the Policy Review Committee.

Officers

A small group of officers will support the activities of the Working Group. Suggestions include:

- Michelle Dinsdale - Senior Policy and Performance Officer
- June Rothwell – Head of Operations
- Ben Jewell - Senior Economic Development Officer
- Wayne Palmer – Environmental Health Team Leader
- Caroline Skelly – Planning Policy Manager

Resources

The organisation and facilitation of working group meetings will be carried out by Victoria Foreman, Democratic Services Officer.

The Working Group will have access to a limited budget designed to support the breadth of Scrutiny activity (currently £2,500). This could be used to support learning and development, horizon scanning etc to aid understanding of the agenda.

Scope of Activities and Deliverables

Scope

The primary focus of the Working Group is on the *Council's* contribution to the low carbon agenda, i.e. aspects that are within the gift of the council to control and affect.

This entails:

- A review of the work the Council is currently undertaking, e.g.:

- electric vehicle charging points
- the spatial planning framework to inform future development
- the energy efficiency of Council homes
- Identification of new work streams such as:
 - understand the council's and district's carbon footprint
 - climate change action plan setting short/medium/long term priorities
 - develop an impact assessment tool to ensure climate change priorities are integrated into the council functions and policies
 - governance and policy – identify an appropriate level of governance to ensure leadership and oversee the necessary changes in relation to climate change mitigation and adaptation.

Note, there is potential to consider similar work being undertaken by the North Yorkshire Climate Change Scrutiny Sub-Committee.

- Exploration of wider opportunities for further action on climate change.

Deliverables

The key deliverable will be a report to Executive including a proposed policy approach and series of recommended actions to enable the Council to meet the Government's 2050 target.

The Chair to report progress to the Policy Review Committee at every meeting of the Committee until the project ends.

Timeline

Meetings will be monthly – dates, times tbc.

The Group will review progress and report back to the Executive with:

- a progress update to Executive on 6 February 2020; and
- a final set of recommendations to Executive on 2 April 202.

Members Code of Conduct

- All members of the group will have equal status
- All members of the group will need to commit through the lifetime of the project and attend as many meetings as needed.
- All members must be prepared to meet outside of scheduled meetings as far as is practicable.
- Any member who is unable to attend may send a delegate where appropriate
- The group will be a forum to express views freely
- Any conflicts of interest must be declared before the issue that gives rise to the conflict of interest is discussed.
- If the chair of the Group decides that some part or all of the discussion of a particular item needs to be kept confidential, members will be expected to respect that confidentiality.