# Grappenhall and Thelwall Parish Council

# Climate and Ecological Emergency Committee

## Terms of Reference

*(Adopted at Parish Council Meeting 19th September 2024 v3)*

## 1. Background

1.1 The Committee is constituted as a Standing Advisory Committee of Grappenhall and Thelwall Parish Council (the Council) in accordance with Standing Order 15a.

1.2 The membership of the Committee shall comprise of 6 members to include Parish Councillors and local residents/members of the public The membership of the Committee shall be elected at the Annual Parish Council Meeting held in May, or at such other times as appropriate.

1.3 The Chair of the Committee shall be a Parish Councillor that shall also be elected at the Annual Parish Council Meeting in May.

1.4 The quorum of the Committee shall be three members.

1.5 Non-Council members of the Committee shall have no voting rights in accordance with Local Government & Housing Act 1989 s1 and Parish and Community Councils (Committees) Regulations 1990)

## 2. Conduct of Meetings

2.1 Meetings of the Committee will be held in accordance with Local Government legislation as set out in the Council's Standing Orders, Financial Regulations and other such policies as exist of the Parish Council.

2.2 Members of the Committee will be bound by the Parish Council's Code of Conduct.

2.3 There will be a minimum of three meetings in any financial year. Additional meetings may be called by the Clerk to the Council or Chair of the Committee to consider necessary business or if requested by two Councillors.

2.4 Meetings of the Committee will be supported and minuted. The minutes of the Committee will be tabled for approval at the next meeting of the Climate and Ecological Emergency Committee and received at the next meeting of the Council. The minutes of the Committee will be placed on the Council's website.

## 3. Confidentiality

3.1 Where the nature of the business to be transacted by this Committee is of a confidential nature the public and press may be excluded by resolution at the commencement of the meeting.

## 4. Purpose of the Committee

4.1 To identify, explore and make recommendations to the Council on initiatives that embed adaptation and resilience to climate change in the Parish Council's activities.

4.2 To identify, explore and make recommendations to the Council on initiatives that enhance and improve the bio-diversity of the local area.

4.3 To advise other Committees of the Council on activities within their remit in relation to points 4.1 and 4.2 above.

4.4 To encourage and support the local community to make sustainable choices to reduce the 'carbon footprint' of the Parish.

4.5 To work in conjunction with other local parishes in surrounding areas and other local authority organisations in support of the above points.

4.6 To report back to the Council with proposals and possible initiatives for consideration.

## 5. Delegated Powers

5.1 The Committee will be an Advisory Standing Committee of the Council. It will have no delegated functions or budgetary responsibilities. Any recommendations of the Committee will be made to and, if necessary, authorised by the Council at the next available meeting.

## 6. Terms of Reference

6.1 These Terms of Reference will be reviewed on an annual basis to ensure the needs of the Council continue to be met.