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Ingatestone and Fryerning Parish Council Climate Emergency Working Group Terms of Reference

Terms of Reference approved at Full Council in April 2022.

Prime objectives

- To advise the Parish Council on implementing the 'Climate Emergency' declared on 5th November 2020.
- To assist the Parish Council with practical work to deliver the eight points within the 'Climate Emergency' resolution.
- To do everything within the Parish Council's power to make Ingatestone & Fryerning carbon neutral by 2030.

Key tasks

- To engage the whole community in addressing Ingatestone & Fryerning's 'Climate Emergency' – including, but not restricted to, our residents, school children, businesses, employers, faith groups, community organisations, and visitors.
- To source data and other information in support of these objectives – seeking Ingatestone & Fryerning, Brentwood and Essex specific data, where possible.
- To make recommendations to Full Council on how its policies and activities might be modified to reduce emissions – including, but not restricted to, Neighbourhood Plan, Planning, Highways & Transport, Land & Property, Facilities, Communications and Grants.
- To make recommendations to Full Council on our villages could contribute to the 2030 target – developing initiatives and project as appropriate.
- To develop a rolling plan to "to make Ingatestone & Fryerning carbon neutral by 2030" – first draft and proposals for adoption to be presented to Full Council by May 2021, and thereafter to be reviewed annually.
- To make recommendations to Full Council on any calls that should be made to Brentwood Borough Council, Essex County Council, Central Government, and any other external bodies for the powers and resources to make the 2030 target possible.

Meetings

The Climate Emergency Working Group will meet bi-monthly with frequency and timings to be determined by the working group.

Membership

The membership of the Climate Emergency Working Group will be noted at full council. It will consist of at least two councillors and can include non-councillors as members. The Climate Emergency Working Group will invite local representatives and community groups to attend.

Reporting to full council

The Climate Emergency Working Group should make updates and recommendations to full council monthly and should be ready to answer questions from councillors.

Conduct

All Climate Emergency Working Group members should adhere to code of conduct as specified in the Ingatestone and Fryerning Parish Council Code of Conduct and section five of the parish council's Communications Policy.