



WEST MALLING PARISH COUNCIL

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Clerk to the Parish Council: Mrs Claire Christmas

CLIMATE CHANGE & BIODIVERSITY ACTION GROUP

TERMS OF REFERENCE

Background

When West Malling Parish Council declared a Climate Change and Environmental Emergency in January 2022 the Parish Council committed to setting up a Climate Change and Biodiversity Action Group (CC&BAG), involving Councillors, residents, young citizens, climate science and solutions experts, businesses, local land owners and others relevant parties, to help shape and promote the Parish Council's zero-carbon strategy.

Aims

The Parish Council established the group to achieve the following aims:

1. to map the Parish Council's carbon footprint using the tool developed by KALC.
2. to work towards making WMPC activities net-zero carbon by 2030.
3. to work with KCC, the UK government and other partners to achieve net zero carbon emissions in West Malling by 2050.
4. to achieve 100% clean energy use across our full range of functions as soon as possible
5. to embed climate emergency considerations in all work areas, decision-making processes, policies and strategies.
6. to review the Local / Neighbourhood Plan to ensure it is "green to the core" & ensure that the ecological emergency and nature recovery are strategic priorities.

Membership

Parish Councillors will be appointed to the working group by the parish council, annually. Members of the public with interest and expertise will be welcomed to the group and encouraged to participate in its activities and provide expert knowledge. Membership shall be informal.

Adopted 13/5/24

Leader

A leader and deputy leader will be appointed annually to the working group by the Parish Council and they will usually be Parish Councillors. The leader will be the main point of contact with the Clerk to the Council, Councillors, and members of the public.

Powers

The working group shall have powers of recommendation only. All decisions must be approved by Full Council, and all activities must follow legislative requirements, regulations, and safe-guarding guidance, and be approved by Full Council.

Budget

The group cannot make decisions or spend money on behalf of the Parish Council without the agreement of the Full Council, or the appropriate committee. The group can spend within the Climate Change and Biodiversity Action Group budget, which is agreed by Full Council in advance of making any commitments.

Meetings

The working group shall meet at least 6 times a year and sometimes monthly if work requires additional meetings. Meetings of the working group will be held in a publicly advertised location. The clerk will be notified as soon as possible before a meeting and it will be advertised publicly 3 days beforehand. The working group shall be quorate if a parish councillor and two other members are present.

Adopted: 13/5/24

Minute number: 24/284.5

Review Date: March 2025