



# **KINGSTHORPE PARISH COUNCIL**

## **CLIMATE CHANGE AND ENVIRONMENT COMMITTEE**

### **TERMS OF REFERENCE**

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# Terms of Reference

## Operations of the Committee

The Climate Change and Environment Committee will comprise of a minimum of 4 members (Cllrs). Members of the public can be invited to join the Committee as non-voting members only

3 voting members of the Committee will constitute a quorum

To elect a Chair and Vice Chair for each Civic year

Public Notice of the meeting shall be given in accordance with Schedule 12 of the Local Government Act 1972

**Frequency of meetings:** Meetings are held monthly (except August) subject to planning applications received or varied by agreement of the Committee

## Responsibilities

The Climate Change and Environment Committee has been created to reduce the overall impact of climate change and assist those that live within the community to reduce their impact on the climate with emphasis on the following areas within KPC powers and duty:

The Committee has delegated powers to consider and act on the behalf of the Council in relation to the following matters making recommendations and liaising with other standing Committees where appropriate. Any recommendations outside the Committee's Terms of Reference shall be made to full Council

All resolutions and recommendations to full Council shall be recorded in the minutes of the meetings

To ensure that the Council remains climate neutral by 2030, by monitoring Council's operations and travel-related emissions and identify further opportunities to offset i.e., potential for tree planting

Consider the relevance of effect on the climate and carbon emissions when making all future Council decisions

To have input into the development of a Community Plan for Kingsthorpe

To consider projects, and possible funding streams, which work towards developing a carbon neutral community including but not limited to recycling and air quality

The Committee may establish small working groups to research specific items if required

## Finance

The Committee may spend up to £2000 per item on Committee projects within its Terms of Reference without referring to full Council. The budget to be set annually on the recommendation of the Finance Committee. All expenditure and any costs must be approved in advance by the Committee

The Committee members shall be entitled to 'agreed and reasonable expenses', e.g., travel, postage, etc. expenses claims should be submitted on the appropriate form and will be subject to agreement by the full Council

The Committee will decide its budget priorities and submit those to the full Council meeting either where the budgets and annual precept are decided for approval or on an ad hoc basis depending on the nature of the spend

The Committee shall abide by Council's Financial Regulations and Code of Conduct