

**Appendix 5 - Terms of Reference for the Climate Change
and Ecological Emergency Political Working Group**



Climate Change and Ecological Emergency Working Group

Terms of Reference

28 July 2021

Terms of Reference

Role and purpose

On the 2 July 2019 Denbighshire County Council passed the following motion:

Denbighshire County Council will:

- Immediately declare a climate and ecological emergency
- Commit to making the authority net carbon zero by 2030 at the latest
- Set up a task and finish group to draw up a clear plan within 6 months to achieve the above, including ways to enhance biodiversity in Denbighshire
- Call on the Welsh Government and UK Government to provide assistance and resources to enable us to reduce greenhouse gas emissions and enhance biodiversity
- Work with partners across the public, private and third sector to help solve this climate and ecological emergency

The Climate Change and Ecological Emergency Working Group was established in October 2019 to be the task and finish group referred to in Council's decision above to ensure momentum to deliver the plan for 2030 delivery. This plan was formally adopted by Council on 23rd February 2021 and called [DCC's Climate and Ecological Change Strategy \(2020/21 – 2029/30\)](#) ['Strategy'].

At the Scrutiny Chairs and Vice Chairs 11th March 2021, Members passed the recommendation to:

- for the purpose of supporting the delivery of the Climate and Ecological Change Strategy during its first year, the cross party Climate and Ecological Change Working Group continue to meet for the duration of the current Council's term of office; and
- the Group present a report to County Council during the Spring of 2022 on the progress achieved to date, prior to the end of the current Council's term of office.

The Working Group is an advisory, non-decision making body but may make recommendations or requests to other Denbighshire County Council committees, panels, lead members or officers as appropriate.

Its purpose is to:

- Be a cross party political reference group for officers on the climate change and nature recovery agenda
- Provide challenge to ensure delivery of the Strategy
- Champion the climate change and nature recovery agenda amongst Councillors, within Political Groups and with constituents.

Membership

The Working Group membership is 8 county councillors, with 2 members appointed by each of the 4 political groups on the Council. Any vacancies on the Working Group will be filled by the leader of the political group whose member had vacated their position.

A chair and vice chair of the Working Group will be appointed at the Working Group's first meeting.

The Working Group will seek to agree its decisions by consensus of the members present. Where this is not possible and a vote is held, a decision will be determined by a majority of the votes of those present. If there is an equality of votes the chair presiding may – though is not obliged to - use a second or casting vote to resolve the issue.

Quorum

The quorum for meetings of the working group will be 3 members of the working group.

Attendance at Working Group meetings

Meetings of the Working Group will be private, internal meetings of the 8 county councillors on the Working Group and the officers supporting the Group's work.

Attendance at working group meetings as observers by other county councillors will be permitted. Contribution from observers will be permitted at the discretion of the Chair.

Attendance by members of the public or the press will not be permitted except at the specific invitation of the Working Group.

The Working Group will determine the frequency of its meetings.

The Working Group shall be entitled to request information or participation from external groups, individuals and specialists.

Support for the Working Group

Officer support will include the Climate and Ecological Change Programme Senior Responsible Owner, Climate Change Programme Manager, project management and specialist officers.

Document Distribution and Access

The agenda and documents for Working Group meetings will be circulated to the working Group, supporting officers and all councillors prior to each meeting. It is intended to circulate agenda packs 3 clear working days before each meeting. The agenda packs will be available from the mg intranet.

Working Group agenda will be available on the public website, including the meeting minutes. The Working Group will authorise the communication of information arising from its activities.