

REPORT TO FULL COUNCIL

CLIMATE EMERGENCY WORKING GROUP



Report Reference C-21-27
Meeting Date 10th January 2022
Agenda Item 8
Prepared by Town Clerk

1.0 BACKGROUND

In September 2021 the council declared a Climate Emergency and tasked the Environment and General Purposes committee with overseeing the implementation of the resolution, which includes to develop a Knutsford Climate Emergency Strategy.

At the September Environment Committee meeting, the principle of establishing a Climate Emergency working group was agreed and at its November meeting it approved a terms of reference for the working group (see Annex A). It was agreed that the membership of the working group should be determined by Full Council.

2.0 ROLE OF THE WORKING GROUP

The working group will comprise three councillors plus one Cheshire East Councillor as it is recognised there will be areas where engaging with Cheshire East Council will be vital. Up to six non-councillor members will be appointed from the local community, at least one of which will be a local shop business.

The working group would be able to coordinate topic focused meetings/engagement exercises to engage a larger range of people, for example a meeting of local businesses, engagement with the schools and housing associations etc. The terms of reference allow for one of the community representatives to potentially chair the working group.

The working group's key objective would be to develop a Knutsford Climate Emergency Strategy for approval by the Environment Committee and subsequently Council. As part of this it would engage with the wider community and develop ideas for initiatives which the town as a whole could take to tackle the Climate Emergency.

The establishment of the working group will be publicised and volunteers sought to join it with the councillor members appointing non-councillor members to fill the space.

3.0 DECISIONS REQUIRED

Council should appoint three members to serve on the working group.

ANNEX A: TERMS OF REFERENCE

CLIMATE EMERGENCY WORKING GROUP TERMS OF REFERENCE

- 1.0 The Working Group shall comprise:
- a. Three councillors, determined by Full Council.
 - b. One Cheshire East councillor (who may also be a town councillor)
 - c. The Town Clerk (or appointed officer) in an advisory capacity
 - d. Up to six representatives of the local community of which at least one should represent a local shop business

The councillor membership shall be reconfirmed/changed by Full Council at its first meeting at the start of a new Mayoral year and the working group shall appoint non-councillor members for vacancies.

- 2.0 At its first meeting (or first in a new Mayoral year) the working group members shall:
- a. Review these terms of reference
 - b. Appoint an elected member as Lead Member to speak on behalf of the working group to council
 - c. Appoint a chairman (who need not be a councillor) who should lead in organising meetings and activities and ensure that all working group's members are kept informed, and suitably involved with progress
- 3.0 In line with the task set by the committee, the purpose and remit of the working group is to:
- a. Oversee the production of a draft Knutsford Climate Emergency Strategy for approval by the Environment and General Purposes Committee and Full Council
- 4.0 The working group does not have delegated powers to make decisions or commitments on behalf of the Town Council nor should exceed its purpose and remit (above) without the Environment and General Purposes Committee's sanction to a change to this Terms of Reference
- 5.0 The group reports to the Environment and General Purposes Committee.
- 6.0 The group shall provide timely reports to the parent body in the following manner:
- a. A verbal update report to each Environment and General Purposes Committee meeting.
 - b. Written reports as necessary
 - c. A draft Knutsford Climate Emergency Strategy when prepared
- 7.0 Meetings of the working group may be public meetings.