

# **FARINGDON TOWN COUNCIL**

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Clerk: Katherine Doughty



## **Climate Change Working Party (CCWP) Terms of Reference**

**Membership:** Members will be resolved at each Annual Town Council Meeting and will consist of at least 4 members of FTC and an Officer appointed by the Town Clerk.

**Meeting frequency:** At least twice a year.

**Quorum:** One third of membership.

**Authority:** The committee has **advisory authority** only as follows:-

### **1. Background**

Faringdon Town Council declared a climate emergency on 11<sup>th</sup> September 2019. The working party was set up by FTC to oversee the Council's response.

### **2. Constitution**

- a) The Chair to be elected annually by the CCWP before proceeding to any other business at the first meeting.
- b) The Chair shall have a second or casting vote in the case of an equality of votes.
- c) The Town Clerk, or other Officer appointed by the Town Clerk, shall be responsible for the day-to-day CCWP matters.
- d) Members of the public are permitted to join this working party.
- e) The CCWP is advisory and cannot make decisions on behalf of the council.
- f) Recommendations must be made to Full Council for approval.
- g) Meetings of the CCWP are not held in public.

### **3. Terms of Reference**

- a) Develop a draft plan for how environmental sustainability can be achieved.
- b) Oversee an audit of FTC current practices and improve where possible in areas like:
  - i) energy use
  - ii) recycling
  - iii) cleaning products
  - iv) vehicles
  - v) weed spray
- c) Invite community members to join the Climate Change Working party.
- d) Hold regular public meetings to share ideas and decide how the town should act.
- e) Set up climate action groups to work in specific areas.
- f) Recommend responses to the Council to national and local issues.

- g) Oversee a collaboration with District Council regarding implementing new practices and to ensure we all work towards making the vale district carbon neutral by 2045.
- h) Launch and manage initiatives to promote a re-use campaign. Such as clothes swaps and repair cafes.
- i) To consider any initiatives and issues regarding climate change and the environment as directed by FTC.
- j) The working party has a duty to consider the long-term environmental impacts of its decisions and take steps to reduce FTC's carbon footprint and promote sustainability.