

Terms of Reference for “Climate Action Addingham”

Name and status

Climate Action Addingham (CAA), an *ad hoc* working group of Addingham Parish Council (APC) and Addingham Civic Society (ACS/AEG), together with representatives of any or all organisations in the village committed to CAA objectives.

Purpose

To work together with all village groups (clubs, churches, societies and other organisations), businesses and residents to tackle the twin global and local challenges of climate change and biodiversity loss and to promote sustainable living in Addingham.

Scope

To embrace the one planet living “zero carbon”, “zero waste”, “sustainable water” and “land and nature” agendas by:

- (i) Adopting sustainability policies to guide the activities of all partner organisations;
- (ii) Raising awareness amongst residents about sustainable living through outreach activities;
- (iii) Ensuring APC, ACS and other partner organisations speak with one voice on sustainability issues;
- (iv) Agreeing priorities for action at the village scale.

Authority

Takes agreed actions and where appropriate recommends actions to APC, ACS, other village organisations and the wider village community

Membership

- (i) There will be up to four members each of APC and ACS and up to two representative members of any partner organisation.
- (ii) The Chair will rotate and agreed at the start of each meeting. It will normally alternate between the APC and ACS/AEG;
- (iii) Current group members are Simon Tennant (APC), Jonathan Walsh (APC), Wes Wilcox (APC/AEG), Dawn Brady (APC), Richard Walton (ACS/AEG), Rick Battarbee (ACS/AEG), Jan Hindle (ACS/AEG) and John Sykes (ACS/AEG).

Meeting arrangements

- (i) Meetings will be quarterly. They will normally be held in person in the Hub;

- (ii) The Parish Clerk, Sallie Lloyd, will attend each meeting and take notes;
- (iii) The agenda for each meeting will be drawn up jointly by the Parish Clerk in consultation with the ACS lead (currently Rick Battarbee);
- (iv) No quorum is required;
- (v) Communication and decision making between meetings will be by email;
- (vi) An open community meeting will be held annually in autumn.

Reporting

Agendas and meeting notes will be publicly available via the CAA website

Resources and budget

The Group will from time to time request financial support from both the APC and ACS on a needs basis and will apply when appropriate to external bodies for project funding.

Deliverables

- (i) The group in consultation with residents will agree a series of medium and long term village environmental targets. These could include, for example, targets for carbon footprints, number of electric vehicle charging points, waste recycling rates, per capita water usage, water butts, biodiversity gain etc.
- (ii) Progress indicators will be established in consultation with residents.

Review

- (i) The activities and functioning of the group together with these terms of reference will be reviewed annually both jointly and separately by the APC and ACS;
- (ii) Progress towards targets will be publicly reviewed at an annual community event to be held in the autumn of each year.