



## ENVIRONMENTAL & SUSTAINABILITY WORKING GROUP

### Accountability

The Working Group reports to Council.

### Purpose

- Protect and enhance biodiversity including habitats and protected species
- Survey Parish Council land and develop a plan to improve biodiversity and ecology.
- Identify neglected areas of land (such as verges) that could be managed differently to promote biodiversity
- Encourage further actions on Parish Council land such as locating bird, bee and bat boxes
- Promote a sustainable environment in the parish.
- Encourage the reduction of waste by promoting the message: Reduce, Reuse, Recycle.
- Aim to go 'single use plastic free'.
- Engage the community in green initiatives and improve environmental awareness.
- Consider environmental and sustainability implications of Council decisions

### Membership

- Membership shall comprise of at least 3 Councillors.
- The Chairman shall be appointed by Council and be maintained for the duration of the lifespan of the working party, subject to availability to maintain consistency throughout the process. Subsequent appointments will be made at the next available Council meeting following the post becoming vacant.
- Co-opted members may join the Working Group if authorised by Council.
- Quorate: Minimum of 2 Councillors at each meeting.
- The Working Group must meet at least three times a year.
- All Members of Council are to be informed of any meetings of any Working Group; and are able to attend and ask for any relevant Working Group documentation.

### 2022 Membership

Cllr L. Winrow (Chair); Cllr D. Conway Read; Cllr. C Baldwin; Cllr R. Heath; Cllr J. Bailey; Cllr D. Buckingham; Cllr. A. King; Cllr. S. Staite

Approved by Council on : *14<sup>th</sup> February 2022 - TBC*

# **WORKING PARTIES**

## **The Role of a Working Party**

- To tackle issues as directed by the Council.
- To be task specific and time limited.
- To examine an issue in detail, read reports and related materials, examine options, get advice for the Council.
- To act as experts and/or liaise with experts.
- To make recommendations to Council and explaining reasons and options to Council by way of a written report.
- To answer questions from the Council.
- No funding or monies to be spent or committed without delegated authority or prior Full Council endorsement.

## **Working Party Relationship**

- Council must direct the Working Party and set clear terms of reference for them regarding objectives, scope and outcome.
- The role of Council is to question and challenge the recommendations, in order to be satisfied of the correct decision.
- The Working Party must facilitate Council with as much information as it requires to ensure it can make a properly informed decision on its recommendation.

## **Operations of the Working Party**

- The number of Councillors on a Working Party to be decided on at time of the Working Party appointment.
- The leader of the Working Party to be appointed by the Council at the time of the Working Party appointment.
- A Working Party must consist of at least 3 Councillors.
- Quorate: Minimum of 2 Councillors at each meeting.
- Work priorities and co-options to be approved by Council.
- A Working Party does not meet in public, therefore Standing Orders are not applicable, although the Code of Conduct still applies.
- All Members of Council are to be informed of any meetings of any Working Party; and are able to attend and ask for any relevant Working Party documentation.