



North Devon Council

Climate Action Team (CAT) - Terms of Reference

Background

On 24 July 2019 North Devon Council agreed a Climate and Biodiversity Emergency, as part of a Devon wide consortium.

The Council has an Environment Policy containing ambitious objectives to protect and enhance the environment.

The Council published a Climate, Environment and Biodiversity Plan in June 2022 which identifies actions needed to meet our organisation's net zero by 2030 commitment.

The Devon Carbon Plan, published in September 2022, contains actions to meet Devon's net zero by 2050 target.

1. Purpose

The purpose of this Group is to support North Devon Council's response to the Climate Emergency both in North Devon District but also its contribution to Devon's work. It will:

- champion the Council's Environment Policy both within the organisation and North Devon;
- develop partnership working across the organisation and with our customers, businesses, Town and Parish Councils, stakeholders and communities to deliver environmental outcomes;
- oversee delivery of the Council's Carbon, Environment and Biodiversity Plan, regularly reviewing progress, identifying risks and reporting to other Committees, full Council and Senior Management Team as appropriate;
- ensure actions within the Council's Carbon, Environment and Biodiversity Plan are embedded throughout the organisation and in relevant plans such as the Local Plan;
- ensure the Council has the funding, staff and technical expertise to deliver its environmental objectives;
- support the work of the Council as part of the Devon Climate Emergency Partnership, ensuring strong links between delivery of action at District and County level;

- identify funding opportunities from central government to deliver our environmental objectives and champion these projects within the Council;
- identify opportunities where achievement of environmental objectives will deliver other benefits to the Council and our communities, including delivery of other Corporate priorities.

2. Membership

The Group is self-selected and is not required to be democratically representative of the current electoral membership of the Council but attendees will include:

- Lead Member for Climate Change (Chair);
- Officer representation: Head of Environmental Enhancement, supported by Senior Management Team and other officers as required.

The group is considered quorate if three Members are available.

3. Meetings

Meeting will be held every other month, or ahead of key project deadlines/reporting timelines and will fit in with reporting deadlines for the Strategy & Resources Committee. Reports may be circulated to CAT for comment between meetings by email, if necessary.

Any documents for consideration should be circulated to all participants at least **5 working days** in advance of the meeting.

Meetings will normally be held virtually, although an in-person meeting may be held when circumstances require.

4. Reporting

Minutes of the meetings will be reported to Strategy and Resources Committee and recommendations of the Working Group made to Strategy and Resources Committee or Joint Planning Policy Committee for consideration and approval as appropriate.