

GREAT WALDINGFIELD PARISH COUNCIL

BIODIVERSITY & SUSTAINABILITY WORKING PARTY TERMS OF REFERENCE

Purpose - The Biodiversity and Sustainability Working Party ('the Working Party') is a Working Party of Great Waldingfield Parish Council ('the Council') and is established to co-ordinate the Parish's overall approach to biodiversity and sustainability.

1. Membership - The Membership of the Working Party shall be at least two Members of the Parish Council ('Council members'), and up to a maximum of 12 other members of the community ('Community members'). N.B. These numbers are flexible – the Council recognises it is important to have the right skills and interests on the Working Party and, whilst membership will be generally reviewed annually at the Annual Parish Council Meeting, it is possible that Community Membership may increase and go above 12. Membership (Community Members) includes representatives from our District and County Councils.

The Chair of the Working Party will be a Member of the Parish Council and shall be chosen by the Working Party Members at the first meeting of the Working Party. The Chair of the Working Party can change on an annual basis if required.

One Member of the Parish Council (out of the minimum two Members) of the Parish Council will administer the Meetings on behalf of the Parish Council and Community. The Chair will convene meetings and liaise with the Parish Councillor Administrator regarding a schedule of meetings and agenda items.

2. Decisions - The Working Party shall recommend actions / decisions to the Parish Council who will vote on those requirements/motions at the next relevant Meeting and feedback accordingly so as not to delay actions unduly. The Working Party has no budgetary or spending powers – if expenditure of any kind is expected as a consequence of the Working Party recommendations it must be referred to the Parish Council, (via the two Members of the Parish Council) for the full Parish Council's approval.

3. Meetings - The Working Party shall meet at least twice a year. Copies of the draft notes of the Meeting shall be circulated to all Members and the Parish Council within 10 working days. Working Party meetings are not required to be held in public. The Parish Councillor Meetings Administrator will follow normal statutory regulations in terms of notice of Parish Council Meetings, i.e. 3 working days notice prior to any given Working Party Meeting.

4. Quorum -The quorum shall be four members of the Working Party. If the number of members present falls below the required quorum of four, the Meeting may be adjourned unless it is felt necessary, due to urgent requirements, to continue discussions. The notes of that Meeting will then be forwarded to the Full Parish Council for consideration as per usual (see Decisions above).

5. Responsibilities - The Working Group's main function is to monitor, advise, engage, and promote environmental matters by the sharing of ideas and expertise with the aim to implement change which reduces our overall impact on the Environment. The Working Group will consider the following:

- The initial aim is to "re-train all of our thinking" by asking the question "How can what an individual or an organisation is doing in our Parish be done in such a way that it reduces its impact on the Environment?"
- To be effective there will be a need for the Working Group to look at every aspect of its workings when making recommendations to the Parish Council in order to achieve effective results. This will require input from the full Parish Council.
- For Implementation to be effective there will be a need to engage with the whole community of the Parish.

Transport - Aim to reduce pollution and carbon usage -

1. To inform and to help to enable the change from carbon fuels to electricity and hydrogen.
2. To promote better, safer, and more practical pedestrian and cycling networks to encourage more cycling and walking.
3. To support public transport use.

Heating and Electricity – Aim to become carbon neutral -

1. Encouraging the switch to renewable tariffs.
2. Encouraging the switch from gas and oil for heating and encouraging the installation of alternative energy generation, such as solar power on new developments in particular.

Promoting Reduce, Re-use, Re-cycle

Housing -

1. Encouraging existing homes to become more energy efficient.
2. All new homes should be carbon neutral and old homes should be supported in reducing heating loss.

A Progressive Tree Planting Programme -

Trees are a very effective natural form of Carbon Capture. The Parish Council should work with its Volunteer Tree Warden, Residents, the District Council, the British Tree Council, and the Woodland Trust, etc., identifying available grants and support and identify areas for planting.

Creation in respect of Hedgerows and Roadside Verges - Liaise with residents, landowners and Highways to provide habitat for insects/bees etc., on the verges etc.

Protecting & Enhancing the Quality of the Environment & Supporting Sustainability-

The Working Party will seek to protect and enhancing the quality of the local environment and support the concept of a sustainability to ensure that environmental priorities are fully integrated into all its functions and will:

- Take all reasonable steps to protect and prevent any cruelty to wild animals.
- Seek to conserve protected wildlife species and habitats.
- Manage existing wildlife habitats, create new ones, and encourage others to do the same.
- Work with nature conservation organisations to monitor and record wildlife.
- Protect and enhance the open space, waters, trees and hedges under the Parish Council's control to meet the aims and objectives of A Greenprint for Great Waldingfield.

Review Annually at Annual Parish Council Meeting each May. Review Body – Full Parish Council.