



## Saffron Walden Town Council

### Climate Change and Environmental Working Group

#### Terms of Reference – Re-Adopted Full Council July 2025

#### Membership:

Cllrs Asker, Freeman, Gadd, Hawke-Smith (Chair), Meloy (Deputy Chair) and Reeve.

Co-opted third parties: Chloe Fiddy and Edward Gildea, also bound by the Town Council's Standing Orders and other such policies and procedures as may be appropriate.

Officers Town Clerk and Deputy Town Clerk.

That meeting quorum be retained as 1/3 membership and that at least 1/3 of those members present at any meeting must be elected Town Councillors

#### Overall aim:

To oversee the formulation of the council's climate change and environmental strategy, actions and implementation.

The working group and council acknowledges its commitment to addressing Climate Change, which is a key priority, which is at the heart of all current and future decision making. As noted within 3.1 of the Climate Change Action Plan: *The working group will act for and on behalf of the Council in the implementation of the Council's overall aims and strategies.*

#### Key objectives:

1. To oversee the implementation of the climate change action plan and present findings to Council, where possible, on a quarterly basis. In overseeing the climate change action plan, the working group will implement the objectives ensuring all targets are SMART.
2. Prepare and present biodiversity statements at a future full council meeting, these statements are considered best practice (as noted at January 2024 Full Council). The statements will refer to:
  - a. Managing or developing the built environment
  - b. Managing or creating sources of renewable energy
  - c. Managing and creating sites for biodiversity
  - d. Managing council operations including transport
3. To accordingly review existing SWTC climate policies, as appropriate.
4. Continue to work alongside and support third party projects, to ensure work is collaborative and not duplicated. In doing so the working group aims to follow best practices.

#### Delegation

Council authorises the working group to act accordingly in actioning the steps above and utilising the Action Plan Initiatives ear-marked reserve up to and including £10,000.