



Report of:	Meeting	Date
Overview and Scrutiny Chair, Councillor Peter Cartridge	Overview and Scrutiny Committee	17 July 2023

<p style="text-align: center;">Climate Change Overview and Scrutiny Sub-Committee Terms of Reference report</p>
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1. Purpose of report

- 1.1** To recommend proposals relating to the constitution of the Climate Change Overview and Scrutiny Sub-Committee.

2. Outcomes

- 2.1** To support and strengthen the council's delivery of its climate change target to reduce the council's carbon emissions by at least 78 per cent by 2035.
- 2.2** To support the successful delivery of the Climate Change Strategy.
- 2.3** To ensure that the sub-committee has effective governance arrangements.

3. Recommendations

- 3.1** To agree the Terms of Reference of the Climate Change Overview and Scrutiny Sub-Committee
- 3.2** To agree the membership for the sub-committee as detailed at paragraph 5.2 of the report.
- 3.3** To agree a climate change focussed topic for review by a scrutiny task group and for the officers to draft a scoping document detailing its focus to be submitted to the first meeting of the sub-committee.

4. Background

- 4.1** On 11 July 2019 the council declared a Climate Emergency, this recognised the severe impacts of climate breakdown and acknowledged the urgent need to act to prevent further damage. This subsequently resulted in a unanimous decision at full Council on 3 October 2019 to establish a Climate Change Policy Group. This group aimed to assist

officers in the development of the Climate Change Action Plan and to monitor and review progress on the development and implementation of measures to alleviate the impact of climate change.

- 4.2** At full Council on 18 May 2023, the Climate Change Policy Working Group was disbanded and the decision was made to remove the scheduled meetings from the Calendar of Meetings for 2023/24. The decision was also made to appoint a Lead Member for Climate Change. The proposal to create a sub-committee of the Overview and Scrutiny Committee, with a Climate Change theme, chaired by that Lead Member was also announced. This proposal aimed to strengthen the Council's approach to Climate Change by including it as part of the Overview and Scrutiny function via a sub-committee with task groups, to review specific climate change issues.
- 4.3** At its meeting on 12 June 2023, the Overview and Scrutiny Committee agreed to the establishment of a sub-committee to consider Climate Change matters. It agreed that a full proposal, including terms of reference, be brought to the next Overview and Scrutiny Committee meeting scheduled on 17 July 2023 so that the sub-committee can meet as soon as possible after that date.

5. Key issues and proposals

- 5.1** The proposals considered in the sub-committee's terms of reference will assist members in their understanding of the scope and remit of the sub-committee. The sub-committee will discharge the functions conferred by Section 21 of the Local Government Act 2000 and the Local Authorities (Committee System) (England) Regulations 2021/1020. The remit and functions of the sub-committee is set out in Appendix 1.
- 5.2** The sub-committee is to be treated as a body to which section 15 of the Local Government and Housing Act 1989 (duty to allocate seats to political groups) applies. The Climate Change Overview and Scrutiny Sub-Committee will comprise of eight members resulting in five seats for Conservative members and three seats for Labour members. The proposed membership to the sub-committee for the remainder of the 2023/24 municipal year, as follows:

Conservative (5):

- Councillor Sir Robert Atkins (Ch)*
- Councillor Callum Baxter (VCh)*
- Councillor Dan Bolton
- Councillor Peter Cartridge
- Councillor Alice Collinson

Labour (3):

- Councillor Maureen Blair
- Councillor Rob Fail
- Councillor Cheryl Raynor

*Nominations, subject to appointment at first meeting of the sub-committee.

- 5.3** Following members' comments on the timescales for establishing the sub-committee at the Overview and Scrutiny Committee meeting on 12 June 2023, it is proposed that the Overview and Scrutiny Committee agree to commission a task group to review a specific climate change topic that will be considered by the sub-committee. A scoping document for the proposed review will be submitted at the first meeting of the sub-committee, outlining deadlines and major milestones. Democratic Services will then contact all non-executive members to express interest in joining the group. After reviewing the evidence, the task group will make recommendations and submit a report to the Climate Change Overview and Scrutiny Sub-Committee for approval. This will then be forwarded to the Cabinet for review.

Financial and legal implications	
Finance	The establishment of the sub-committee has had an impact on resources; while Democratic Services will have overall responsibility for the sub-committee, Climate Change will provide specialist expertise to meetings and reviews. With the current officer resources, it has been determined that four sub-committee meetings per year and one climate change task group running at any one time is manageable without requiring additional resource to be brought in. This will be kept under review.
Legal	The proposals in this report are in accordance with legal requirements, as set out in paragraph 5.1 and 5.2 of the report.

Other risks/implications: checklist

If there are significant implications arising from this report on any issues marked with a ✓ below, the report author will have consulted with the appropriate specialist officers on those implications and addressed them in the body of the report. There are no significant implications arising directly from this report, for those issues marked with a x.

risks/implications	✓ / x
community safety	X
equality and diversity	X
sustainability	X
health and safety	X

risks/implications	✓ / x
asset management	X
climate change	✓
ICT	X
data protection	X

Processing Personal Data

In addition to considering data protection along with the other risks/ implications, the report author will need to decide if a 'privacy impact assessment (PIA)' is also required. If the decision(s) recommended in this report will result in the collection and processing of personal data for the first time (i.e. purchase of a new system, a new working arrangement with a third party) a PIA will need to have been completed and signed off by Data Protection Officer before the decision is taken in compliance with the Data Protection Act 2018.

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List of background papers:		
name of document	date	where available for inspection
None		

List of appendices

Appendix 1 – Overview and Scrutiny Climate Change Sub-Committee Terms of Reference