



Babergh & Mid Suffolk District Councils Climate Change Task Force

Terms of Reference

1. Title of Task Force	Babergh & Mid Suffolk District Councils (BMSDC) Environment & Climate Change Task Force
2. Purpose	<p>The Task Force has been convened in response to climate change and biodiversity motions passed by both Councils in July and September 2019. Its role is to make recommendations to Cabinet(s) on opportunities and actions to protect and improve the environment, both in the way in which the Councils jointly carry out their own operations and initiatives, and through partnership working.</p> <p>Both Babergh and Mid Suffolk District Councils recognise that there is an urgent need for action. The Task Force will consider how best to embed environmental considerations that support the districts' climate change and biodiversity ambitions into future decision-making, alongside wider social and economic factors.</p>
3. Rationale	<p>The Councils along with Suffolk County Council and other local authorities recognise the need to act decisively to respond to the commitments they have made. One of the first steps must be to ensure that there is clarity about the effects of current operations and to understand where the most potential lies for improvement. This will enable resources to be prioritised to achieve maximum benefit. Further work, beyond the scope and term of this Task Force, will be required with partner organisations to tackle emissions across Suffolk.</p>
4. B&MSDC Priorities	<p>The work of this Task Force meets all three priority areas of the Joint Strategic Plan:</p> <ul style="list-style-type: none"> • Economy and Environment • Housing • Strong and Healthy Communities
5. Sponsoring Cabinet Members and joint Chair of the Task Force	<p>Councillor Elisabeth Malvisi Councillor Jessica Fleming</p>
6. Task Force Members	<p>There will be three seats available on the Task Force for each Council additional to the cabinet members of each Council. These seats will be filled by invitation from the Chair only.</p>
7. Lead Officer	<p>Cassandra Clements - Assistant Director of Environment & Commercial Partnerships</p>
8. Supporting Officer	<p>James Buckingham – Sustainable Environment</p>

9. Short description of issues to be covered

Meetings to cover (subject to amendment by the Task Force):

- Introduction to the Task Force – scope, timescale, process, context
- The rationale for developing an Emissions Reduction Plan including a Biodiversity Action Plan for BMSDC
- Understanding the factors contributing to climate change and biodiversity loss
 - What are harmful emissions?
 - How do we measure emissions?
 - Definition of carbon neutral/net zero emissions
 - Analysis of data we currently hold (are we (joint task force) qualified to analyse such data)
 - BMSDCs emissions vs Suffolk's emissions
 - Cumulative effects of changes in land use
- Role of Biodiversity and Natural Capital
- Establishing our baselines for Climate Change and Biodiversity
- Deciding on the scope of (emissions = CO2 or Carbon Footprint?) and sources to include in BMSDC's reduction plan
- A review of good practice from external organisations and other local authorities.
- Existing programmes and practices (Greenest County, Carbon Charter, Warm Homes etc.)
- Opportunities to manage future BMSDC carbon footprint
 - An evidence-based approach to reduction
 - Carbon usage we can control directly
 - Carbon usage we can affect indirectly
 - Energy schemes
 - Fossil Fuels
 - Transport
 - Planning and Design
 - Carbon and Biodiversity off-setting
 - Procurement and contract management
 - Policy development and decision making
- Opportunities to conserve important habitats and wildlife corridors
- Future monitoring, verification and governance
- Funding the reduction plan – investment approach and sources of capital
- Opportunities to collaborate across public and private sector
 - Prioritisation and recommendations to Cabinet;
 - Emissions reduction plan for BMSDC
 - Approach for BMSDC to manage future climate risk
 - Relevant recommendations that fall outside of Task Force scope.

10. Outcome	<p>Recommended actions to delivering net zero carbon emissions from BMSDC by 2030 in line with the aspirations for Suffolk and other neighbouring local authorities.</p> <p>Recommended actions to avoid future biodiversity loss and conserve and enhance existing habitats and species</p>
11. Outline Timescale	<ul style="list-style-type: none"> • Meetings to cover the issues shown in 9 above commencing October 2019 and completing by the end of March 2020. • Presentation to spring Cabinet Meeting for approval.
<p>The Chairman and Supporting/Lead Officer may choose to set up a sub-group or task and finish group to address specific areas of work. The composition of any such group would be at the respective Chairman's discretion and may involve members outside of the Task Force.</p> <p>The Chairman and Supporting/ Lead Officer may invite guest speakers and/ or third parties to widen the expertise and advice available to the Task Force as the work of the group dictates.</p> <p>The Chairman and Supporting/Lead Officer must ensure the Panel adheres to all relevant dates in respect of submitting reports to Cabinet. This will include a date for Cabinet briefing of the draft final report and deadline for submission of the final report to Democratic Services. It will also include submission of the Key Decision Forward Plan Request.</p>	
12. Details of other parties that may be involved	This list will be added to throughout the Task Force term.