

# RIBBLE VALLEY BOROUGH COUNCIL

## REPORT TO ECONOMIC DEVELOPMENT COMMITTEE

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DECISION

meeting date: TUESDAY 4 APRIL 2024  
title: CLIMATE CHANGE WORKING GROUP TERMS OF REFERENCE  
submitted by: ADAM ALLEN, DIRECTOR OF COMMUNITY SERVICES  
principal author: JAQUI HOULKER, PRINCIPAL POLICY AND PERFORMANCE OFFICER

### 1. PURPOSE

1.1 The purpose of this report is to present Committee with an updated Terms of Reference (ToR) for the Climate Change Working Group.

1.2 Relevance to the Council's ambitions and priorities:

- Community Objectives - To be a well-managed Council providing effective services.
- Corporate Priorities - To protect and enhance the existing environmental quality of our area: to help make people's lives healthier and safe.
- Other Considerations - To work in partnership with other bodies in pursuit of the Council's aims and objectives

### 2. BACKGROUND

2.1 At the Economic Development Committee meeting on Thursday, 15 June 2023. It was noted that a recommendation was being made to the Policy and Finance Committee meeting on 20 June 2023 that the Climate Change Working Group Parent Committee be amended to Economic Development Committee, for the municipal year 2023/24.

2.2 Committee agreed that a working group should be formed, in the event that the recommendation was approved. This would avoid delay in establishing the working group.

2.3 The Climate Change Working Group and the membership for the 2023/24 municipal year was agreed subject to final agreement which was provided by the Policy and Finance committee on 20 June 2023.

2.4 At that time it was agreed that the nominated members of the Climate Change Working Group are Councillors S Atkinson, L Edge, A Wilkins-Odudu, S Fletcher, and M Peplow.

2.5 At the Full Council Meeting of 11 July 2023, following a change to the membership of Economic Development Committee, Councillor M Peplow was replaced on the working group by Councillor G McCrum. This change was agreed at the Economic Development Committee on 28 September 2023.

2.6 Also at the Economic Development Committee on 28 September 2023, Committee was asked to adopt the Terms of Reference (ToR) for the Climate Change Working Group. At this Committee meeting it was resolved that the ensure that:

- Objectives are realistic and within the remit of Ribble Valley Borough Council (RVBC) responsibilities and budgetary controls; and
- That the Working Group work towards developing and enhancing the economy of the Council and ultimately its business sector.

### 3. THE CLIMATE CHANGE WORKING GROUP AND TERMS OF REFERENCE

- 3.1 Following political group change and based on the new political balance, the membership of the Economic Development Committee was revised and confirmed at the meeting of the Full Council on 12 December 2023
- 3.2 It was agreed that the nominated members of the Climate Change Working Group are Councillors D Birtwhistle (Chair), S Atkinson, L Edge, S Fletcher, G McCrum, A Wilkins-Odudu, J Alcock, and G Hibbert.
- 3.3 The ToR for the group has therefore been updated to reflect the changes to membership and the resolution at 2.6.

### 4. RISK ASSESSMENT

4.1 The approval of this report may have the following implications:

- Resources – There is no specific ringfenced budget for the Climate Change action plan. However, budgets are in place for a variety of revenue and capital scheme initiatives that have already been considered and approved. Reports and feasibility studies with costings for any further initiatives will be taken to relevant committees for discussion and consideration. If approved at service committee level, budget approval will then be considered by Policy and Finance Committee prior to any schemes being progressed further.
- Technical, Environmental and Legal – This report sets out initiatives that will have a tangible impact on reducing the Council's Carbon emissions.
- Political – None identified.
- Reputation – It is important that the Council is seen as a leader in the community regarding climate change.
- Equality and Diversity – For all RVBC Policies and Strategies and in line with the Council's approach to equalities, an Equality Impact Assessment (EIA) checklist will be completed to determine whether a full EIA is required. This will identify the potential impact of the organisation's policies, services and functions on its residents and staff, and will actively look for negative or adverse impacts of policies, services, and functions on any of the nine protected characteristics.

### 5. RECOMMENDED THAT COMMITTEE

- 5.1 Approve the attached Terms of Reference and membership for the Climate Change Working Group

Jaqui Houlker  
PRINCIPAL POLICY AND  
PERFORMANCE OFFICER

Adam Allen  
DIRECTOR OF COMMUNITY SERVICES

For further information please ask for Jaqui Houlker, extension 4421  
Ref: JH/EconomicDevelopment/4 April 2024

## **Climate Change Working Group Terms of Reference**

1. Following the May 2023 Elections, the Climate Change Working Group has been transferred from the remit of the Policy and Finance Committee to the Economic Development Committee.
2. The working group has been constituted by the Economic Development Committee at its meeting held on the 28 September 2023 to consider how the Council is meeting the challenge of Climate Change.
3. The Terms of Reference as agreed by the Economic Development Committee are outlined to the working group as follows:

That the Committee ask the Working Group to ensure that in reviewing and agreeing the action plan priorities of the proposed 2-stage process that the Working Group ensure that:

- Objectives are realistic and within the remit of RVBC responsibilities and budgetary controls; and
- That the Working Group work towards developing and enhancing the economy of the Council and ultimately its business sector.

4. Nominated Members of the group are Councillors, David Birtwhistle (Chair), Stephen Atkinson, Louise Edge, Aaron Wilkins-Odudu, Stewart Fletcher, Gaye McCrum, Jan Alcock and Gaynor Hibbert.
5. The group will meet as necessary.
6. The working group does not have any delegated decision-making powers. However, the working group should be able to make specific recommendations to Economic Development Committee.