



TERMS OF REFERENCE FOR THE CLIMATE CHANGE AND ENVIRONMENT COMMITTEE OF ASHINGTON TOWN COUNCIL

1. LEGAL

Unless a statutory prohibition applies, the performance of the statutory powers and functions and related work of a local council can be delegated to a committee.

This Committee is appointed in accordance with the provisions of Section 101, subsection 1 (a) of the Local Government Act 1972.

In accordance with Section 102 (3) of the Local Government Act 1972 Act provides the Council can appoint persons who are not its members to committees and sub-committees, including joint committees and sub-committees.

The powers, duties and functions of this Committee were approved at the Annual Meeting of the Council on 26TH May 2026.

2. CONSTITUTION

- The committee is called the Climate Change & Environment Committee.
- Membership includes up to those Councillors named (Councillors should be appointed at the Annual Meeting of the Council on 26th May), and Non-Councillors from groups operating in the town.
- A third of the membership of this Committee shall constitute a quorum.
- In accordance with section 102 (3) of the Local Government Act 1972, at least one Councillor must be present for the meeting to proceed.
- If the number of members present falls below the required quorum, the meeting shall be adjourned, and business not transacted shall be placed before the next meeting of this committee.
- The Committee shall elect a Chair and Vice-Chair from its membership at the first meeting of the Committee after the Council's Annual Meeting, Councillors will fill these posts.
- The election of Chair shall be the first item of business. At the first meeting of the Committee in each civic year, the election of Chair shall be the first item of business. The outgoing Chair shall preside over that election if they have been elected to serve on the Committee for the new term. If the outgoing Chair has not been elected to serve, the outgoing Vice Chair shall preside if they have been elected to serve on the Committee Name for the new term. If neither the outgoing Chair nor the outgoing Vice Chair has been elected to serve on the Committee for the new term, and where the vote for Chair results in a tie, the Chair shall be determined by draw of straws between the candidates nominated.
- The committee agrees to meet at least four times a year.
- Full council agrees the remit of the committee.
- The committee has full delegated powers of decision making and spending in regards all items within its remit and agreed budget.
- The committee may consider other issues outside its remit referred to it by full council.
- The committee may agree a sub-committee and the terms of reference of that sub-committee.
- As a committee a formal summons for each meeting is required, in line with council standings orders.
- A draft report of each meeting will be presented for approval at the next meeting.

3. TERMS OF REFERENCE

Engagement and Partnership

- To promote Climate Change and Environmental issues within the town via all town council media and events.



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- To engage with local businesses, schools, places of worship, community groups and other establishments to prioritise climate change.
- To run competitions in schools to promote climate change initiatives.
- To promote other climate conscious groups.
- To liaise directly with the NCC Climate Change Team on County-Wide proposals and initiatives.

Encouraging Biodiversity

- To propose ways in which the Council can promote biodiversity.
- To actively seek to be involved in projects that promote biodiversity.
- To ensure the consideration of biodiversity in all Town Council plans and projects.

Reducing Emissions

- To propose ways in which the Council can support the reduction of emissions internally, and to the wider community.
- To actively seek to be involved in projects that contribute to the reduction of emissions.
- To ensure the consideration of carbon emissions in all Town Council plans and projects.
- To receive and consider the detailed breakdown of carbon emissions for Ashington, expected from Northumberland County Council, and the recommendations therein.

Renewable Energy

- To ensure the work of the Council is taken forward with energy efficiency as a priority.
- To actively seek to be involved in projects that contribute to renewable energy and energy efficiency.

Carbon Sequestration

- To consider the management of town council land assets with carbon sequestration as a priority.
- To actively seek to be involved in projects that contribute to carbon sequestration.
- To ensure the consideration of carbon sequestration in all Town Council plans and projects.
- To encourage the community to get involved in projects that support carbon sequestration, i.e., NCC free tree scheme.

Waste and Recycling

- To ensure the work of the Council is taken forward with waste reduction and recycling as a priority.
- To propose ways in which the Council can support the reduction of waste and the benefits of recycling to the wider community.
- To actively seek to be involved in projects that contribute to the reduction of waste and increase recycling.
- To ensure the consideration of reducing waste and increasing recycling in all Town Council plans and projects.

4. AUTHORITY

The group acts in an advisory capacity on matters not directly within its remit, reporting to and making recommendations through the Full Council.

5. REVIEW

These Terms of Reference will be reviewed annually and agreed by Full Council.