

Agenda Item	4
Report No	CCP/1/19

HIGHLAND COUNCIL

Committee: Climate Change Panel

Date: 17th October 2019

Report Title: Draft Terms of Reference – Climate Change Panel

Report By: Director of Development & Infrastructure

1. Purpose/Executive Summary

1.1 This report presents the draft terms of reference for the Climate Change Panel.

2. Recommendations

2.1 Members are asked to:

- i. Discuss and agree the Terms of Reference for the Climate Change Panel.

3. Background

- 3.1 At a meeting of The Highland Council on 9th May, 2019, it was agreed that the Council should establish a Climate Change Panel, which would have responsibility for oversight of climate change work across the Council, make recommendations around new climate change targets and to consult Highland communities around our approach to tackling the climate emergency.
- 3.2 This paper presents a draft Terms of Reference document for the Climate Change Panel, setting out the scope of its functions, frequency of meetings, chair etc.

4. Overview

- 4.1 The Terms of Reference, which can be found at **Appendix 1**, have been framed in a way to provide Members of the Climate Change Panel with a clear understanding of their role in moving forward the climate change agenda at The Highland Council.
- 4.2 It is hoped that the Terms of Reference will allow the Climate Change Panel to help accelerate action and understanding within the Council in respect of the climate and ecological emergency, as well as to make recommendations to Council and strategic committees around more demanding targets whilst identifying and proposing solutions around the key barriers to progress.

5. Implications

- 5.1 Resource - There are no resource implications arising from this report. However, it should be recognised that facilitating the successful function of the Climate Change Panel, providing regular update reports and undertaking additional workstreams arising from requests from the Panel will necessarily have resource implications for the Climate Change and wider Environment team. This needs to be an early consideration for the Climate Change Panel.
- 5.2 Legal - The Climate Change (Scotland) Act 2009 places a legal duty on the Council to support national efforts to tackle climate change. The Climate Change Panel will have a critical role in scrutinising the Council's performance in this regard.
- 5.3 Community (Equality, Poverty and Rural) – There are no community implications arising from this report.
- 5.4 Climate Change/Carbon CLEVER – There are no direct climate change implications arising from this report. However, in undertaking the functions set out in the Terms of Reference, the Climate Change Panel will be positively contributing to reducing the Council's climate change impacts.
- 5.5 Risk – Given increasing public awareness of the issues around the climate and ecological emergency, there is a reputational risk to the Council around not being seen to be delivering climate and ecological action at sufficient pace.
- 5.6 Gaelic – There are no Gaelic implications arising from this report.

Designation: Director of Development & Infrastructure

Date: 4th October 2019

Author: Keith Masson

Appendix 1

Climate Change Panel

DRAFT Terms of Reference

Purpose & Authority of the Climate Change Panel

The Climate Change Panel (CCP) exists as a consultative forum, to provide advice and directional guidance on the climate, ecological and environmental sustainability agenda across The Highland Council's estate, including its schools, non-domestic properties, services, and other areas within its realm of wider influence. This includes the following specific functions:

1. To be updated of the legislative, regulatory, policy and practice issues in relation to climate change, sustainability and biodiversity issues which impact The Highland Council, by Council officers and key partners.
2. To consider the development of a revised Carbon CLEVER vision for climate and ecological action that moves the Council's agenda beyond risk-based compliance towards a more truly low-carbon Council.
3. To propose new actions to achieve net zero by 2025, drawing out budgetary and other resource implications for the Council and wider Highland region.
4. To receive, scrutinise and comment on a new Climate Change Plan for The Highland Council.
5. To receive, scrutinise and comment on a new Energy Strategy & Action Plan for The Highland Council.
6. To scrutinise and comment on the work being progressed under the respective remits of the Energy & Renewables and Staff Travel Project Boards.
7. To consider and comment on responses to the Scottish Government and other relevant bodies regarding climate and ecological issues, including statutory reporting under Scotland's Public Bodies Climate Change Duties.
8. To consider how best to promote awareness of the need for climate and ecological action within the Council and amongst partner organisations, and where appropriate, the wider community in Highland.
9. To identify, support and champion climate and ecological progress across the Council whilst providing an appropriate level of critical challenge for the organisation.
10. To take evidence and consider specific Highland issues, for example, electrical grid constraints, which impact the Council's low carbon ambitions.
11. To consider and make recommendations to The Highland Council and / or any other appropriate strategic committee in relation to these matters, including any proposed changes or developments to Highland Council policy & strategy.
12. To support and champion Highland's high quality environment, air, land, water, food products and renewable energy resources to bring appropriate commercial opportunities, maximise income whilst raising awareness of the need to protect and enhance our critical environmental assets.

Membership

Membership of the CCP will be agreed by The Highland Council. The CCP has the authority to make decisions only according to these terms of reference.

Frequency of Meetings

Meetings of the CCP will normally be held every 6 weeks. The Chair may request additional meetings if they consider this to be appropriate.

Formal minutes will be taken at each meeting and reported as an agenda item at the next suitable meeting of The Highland Council.

Quorum

Meetings of the CCP will be quorate if attended by the Chair / Vice-Chair and an additional four members of the CCP.

Chair

The Chair of the CCP will be **TBC**.