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**To:               Climate Change Sub-Committee**

**On:               28 October 2020**

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**Report By:     Head of Policy and Commissioning**

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**Heading:       Climate Change Sub-Committee – Meeting Arrangements**

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## **1.     Summary**

- 1.1     On 16 September 2020, the Leadership Board agreed a proposal to establish a sub-committee of the board, which would provide oversight of the strategic actions being undertaken by the Council in response to the climate change emergency.
- 1.2     In line with the recommendations agreed within the report on 16 September 2020, nominations were sought from group leaders to fill 7 places on the sub-committee, and these are detailed in paragraph 3.4 below.
- 1.3     This paper sets out the remit, membership and meeting arrangements for the sub-committee as agreed by the Leadership Board. The paper outlines several issues for consideration by members of the sub-committee, which require decision in order to finalise ongoing meeting arrangements.
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## **2.     Recommendations**

- 2.1     It is recommended that members of the sub-committee:
- note the remit of the sub-committee as agreed by the Leadership Board on 16 September 2020;
  - consider whether the membership of the sub-committee should be extended to include additional non-voting members and discuss how this will be progressed; and
  - agree the appointment of a vice chair for the sub-committee in line with the agreed terms of reference.

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### **3. Background**

- 3.1 On 16 September 2020, members of the Leadership Board agreed that a sub-committee of the board would be established to maintain oversight of the progress being made by the Council in achieving its target of net zero carbon emissions by 2030. It was agreed that a key role for the sub-committee would be to consider and contribute to the development of a climate change adaptation plan for Renfrewshire.
- 3.2 Members of the board agreed the terms of reference, meeting and membership arrangements required to establish the sub-committee, and agreed that the first meeting of the sub-committee would take place by end of October 2020. The terms of reference for the sub-committee is attached as Appendix 1 to this report.
- 3.3 The sub-committee does not hold decision making powers, and any recommendations made by the sub-committee will require to be referred to the Leadership Board for further consideration and approval where required.

#### **Membership**

- 3.4 In line with the recommendations agreed by the Leadership Board, nominations were sought from group leaders in order to appoint 7 membership roles within the sub-committee. The confirmed membership is as follows:
- Councillor Iain Nicolson (chair)
  - Councillor Bill Brown
  - Councillor Cathy McEwan
  - Councillor Neill Graham
  - Councillor John Hood
  - Councillor Marie McGurk
  - Councillor John Shaw
- 3.5 As outlined in the terms of reference, the sub-committee may wish to consider extending membership to include other individuals with an interest or expertise in terms of the client change agenda. Additional members would not hold voting rights. Members of the sub-committee are asked to consider whether additional representatives should be invited to attend the sub-committee going forward.
- 3.6 The terms of reference also proposes that the role of vice chair will be held from an opposition member drawn from the sub-committee membership. Members of the sub-committee are invited to discuss and agree the appointment of the vice chair position.

#### **Schedule of meetings**

- 3.7 In line with the recommendations agreed by the Leadership Board, meetings of the sub-committee have been scheduled to align with the existing schedule of the Leadership Board itself.

The meeting dates have been scheduled as follows:

- Wednesday, 28 October 2020 at 2pm
- Wednesday, 9 December 2020 at 1pm
- Wednesday, 3 March 2021 at 11.30am
- Wednesday, 5 May 2021 at 12 noon
- Wednesday, 23 June 2021 at 1pm

- 3.8 It is anticipated that meetings will initially take place via the Teams platform, in line with arrangements for existing policy boards during this phase of the pandemic.

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## **Implications of the Report**

1. **Financial Implications** – none
2. **HR & Organisational Development Implications** – none
3. **Community/Council Planning Implications** – none
4. **Legal Implications** – none
5. **Property/Assets Implications** – none
6. **Information Technology Implications** – none
7. **Equality & Human Rights Implications** -

The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.

8. **Health & Safety Implications** - none
9. **Procurement Implications** - None.
10. **Risk Implications** - none
11. **Privacy Impact Implications** - None.
12. **Cosla Policy position** – None
13. **Climate Risk** – as per the content of the report.

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## **List of Background Papers**

None

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## **Appendix 1: Terms of reference – Climate Change Sub-Committee**

### **1. Remit:**

To consider matters relating to Climate Change and the Council's response to the Climate Emergency including its progress towards achieving the target of net zero carbon emissions by 2030, the development of an adaptation plan for the Council in order to achieve this target, and to make recommendations to the Council and the Leadership Board regarding those matters.

### **2. Chair and membership:**

The sub-committee will be drawn from members of the Leadership Board. It will be chaired by the Leader of the Council, with the vice chair position to be filled by an elected member from the opposition groups.

Membership will comprise:

4 members of the administration

3 members of the opposition.

The membership of the Climate Change Sub-Committee will be drawn primarily from the membership of the Leadership Board but with the discretion available to groups to appoint members who are not on the Board but who have a particular interest in the remit of the sub-committee. It is proposed that the role of vice chair will be held by an opposition member from the sub-committee.

The sub-committee may wish to appoint additional members to its core membership, for example external representatives from relevant groups and organisations. Additional members would be invited to join the sub-committee in an advisory capacity, subject to agreement of the majority of sub-committee members. Additional members would not hold voting rights.

### **3. Frequency of meetings:**

The Group will meet approximately 5 times per year in line with the Leadership Board cycle and regular updates will be reported to the Leadership Board. Special meetings of the sub-committee may be called as agreed by the sub-committee.