

**Bracknell Forest Joint Climate Action Board  
Working Group Terms of Reference**

<b>Name of Working Group</b>	Council Member Sector
<b>Purpose of Group</b>	To oversee and co-ordinate climate change activities in the areas controlled by Bracknell Forest Council.
<b>Authority:</b>	Self-organising, with oversight from the Joint Climate Action Board (JCAB)
<b>Commencement of group</b>	26.10.2023
<b>Venue, frequency and format of meetings</b>	Every six weeks Room in Time Square or Teams
<b>Termination of Group</b>	Ongoing
<b>Membership</b>	14 members: 7 x Labour 3 x Conservative 2 x Liberal Democrats 2 x Green
<b>Quorum</b>	5 members
<b>Chair/Lead(s) and roles</b>	Cllr Mary Temperton
<b>General objectives of Group</b>	The overarching aim of the group is to consolidate the Council's climate change activities and contribute to borough-wide collaboration through the JCAB. Objectives in support of this will include the following: <ul style="list-style-type: none"> <li>• To agree group membership; meeting frequency/locations; chairs/leads and representatives to the JCAB; and overall administrative responsibilities.</li> <li>• To collate updates on the climate actions of the sector.</li> <li>• To identify and promote opportunities for climate action to in the sector.</li> <li>• To run programmes and projects, where appropriate.</li> <li>• To collaborate with other working groups through the JCAB, providing updates and contributing to the Community Climate Emergency Strategy and Joint Action Plan.</li> </ul>
<b>Objectives for group area of focus:</b>	<ul style="list-style-type: none"> <li>• Review the Bracknell Forest Council Climate Change Strategy and ensure KPIs are included.</li> <li>• Monitoring the reduction of the footprint where controlled by the council.</li> <li>• Review the base level of biodiversity on council-maintained areas and improve where necessary, including KPIs.</li> <li>• Monitor the increase of biodiversity on Council maintained areas.</li> </ul>
<b>Objectives for group membership</b>	
<b>Dependent groups and/or meetings</b>	Joint Climate Action Board
<b>Administrative Arrangements</b>	Organised by the Executive Member for Climate Change with support from the Joint Climate Action Board and/or Bracknell Forest Council officers where appropriate.