

**Bracknell Forest Climate and Biodiversity Working Group**  
**Terms of Reference – Draft B - 22 March 2024**

<b>Name of Working Group</b>	<b><i>Climate and Biodiversity</i></b>
<b>Purpose of Group</b>	To oversee and co-ordinate climate change activities in the <b><i>Biodiversity sector</i></b>
<b>Authority:</b>	Self-organising, with oversight from the Joint Climate Action Board (JCAB)
<b>Commencement of group</b>	14 <sup>th</sup> November 2023
<b>Venue, frequency and format of meetings</b>	Every two months, a combination of online and face to face
<b>Termination of Group</b>	Ongoing
<b>Membership</b>	Self-nominated representatives of relevant organisations, and other interested parties
<b>Chair/Lead(s) and roles</b>	Co-Chair and JCAB Representative: Paul Adkins Co-Chair and JCAB Representative: Sheila Collings
<b>Quorum</b>	The required quorum for meetings shall be five members, at least one of whom must be a Co-Chair
<b>General objectives of Group</b>	The overarching aim of the group is to consolidate the biodiversity sector'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 organisations in the sector and beyond</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>Goals for group area of focus:</b>	<ol style="list-style-type: none"> <li>1. Research the effects of climate change on local biodiversity. From this develop advice, recommendations and projects to mitigate these effects. Our findings should be evidence-based.</li> <li>2. Monitor biodiversity and ecology over time to measure the effects of climate change and our interventions.</li> <li>3. Improve habitats to increase biodiversity.</li> <li>4. Engage with organisations and the public to build trust, raise awareness and understanding of climate change biodiversity issues.</li> <li>5. Encourage organisations and the public to change their behaviour to support biodiversity and reduce their inputs to climate change.</li> </ol>
<b>Objectives for group membership</b>	<ol style="list-style-type: none"> <li>1. The group will encourage a diverse range of members</li> <li>2. Members should encourage personal contacts and members of other organisations to join the working group.</li> </ol>
<b>Dependent groups and/or meetings</b>	Joint Climate Action Board
<b>Administrative Arrangements</b>	Run by independent sector leads selected by each group, with support from the Joint Climate Action Board and/or Bracknell Forest Council officers where appropriate

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*Note: The separate document “Developing the CCES and your work plan” contains useful prompts for initial discussions which may help you complete your Terms of Reference.*