

## Lincoln Climate Commission: Terms of Reference

### **Vision:**

Working with partners, stakeholders and the community, the Lincoln Climate Commission provides an inclusive, collective approach, in making Lincoln a 'net-zero' climate resilient city.

### **Background:**

There is an established, long standing commitment in Lincoln to achieve more sustainable futures which involve reducing the overall carbon footprint of the City and making it more resilient to the challenges and impacts of climate change. A range of groups exist within Lincoln, including Lincoln Green and Lincoln Low Carbon.

The Lincoln Climate Commission has been created to harness the collective energy, vision and ambition of key stakeholders across the City of Lincoln to deliver a step-change in its response to the climate emergency.

The Commissions provides the opportunity to ensure policies align with stated aims, and to monitor delivery.

### **Objective:**

The purpose of the Climate Commission Group is to:

- provide a strategic forum for setting and championing Lincoln's transition to a zero carbon and climate resilient future
- act as a source of best practise and thinking to advise policy development
- develop partnerships throughout the city to facilitate this transition
- act as an independent, apolitical intermediary for stakeholders and associated groups across the city to come together and align action on climate change
- monitor progress and highlight good practice.

The basis for the climate commission is underpinned by UN's Sustainable Development Goals, specifically goal 13 (Climate Action), 9.4 (sustainable infrastructure), 11.2 (transport), 11.3 (sustainable urbanisation), and goal 12 (sustainable production and consumption)

### **Roles:**

To act as a:

- Commissioner - to commission the delivery group and provide overall guidance on the vision and development of a strategic zero carbon framework for Lincoln
- Connector - the Commission will feed into existing groups in the city who have either the ability to influence the change needed for Lincoln to make the

transition to a net zero carbon city, or who have the ability to lead and making that change.

- Facilitator - the transference and sharing of knowledge amongst existing groups and to facilitate collaboration and communication on the net zero carbon agenda
- Broker – between a wide range of groups, seeking to provide resolutions to issues and blockages that are impacting on the delivery of a carbon neutral framework
- Champion - the drive toward a low carbon future for the city, its vision and implementation, raising the issue of climate and low carbon at a range of existing groups in the city, and feeding into their wider discussions
- Influencer – To work with our partners in Greater Lincolnshire to inform the necessary changes required within Lincoln and beyond to achieve a low carbon future.

**Chair:** The Lincoln Climate Commission is currently chaired by Cllr Ric Metcalfe, as Community Leader. Once the commission has established regular members the chair will be reviewed.

**Membership:** Group members currently identified are as appendix 1. The commission has agreed that to ensure equal representation from businesses, organisations, charities and community/voluntary groups and from public sector services as of January 2020 individuals will be able to apply to become members. We will aim to invite a total of 21 members, 8 from the public sector, 8 from the private sector and 8 from the community/3<sup>rd</sup> sector. Members will be agreed based on the value of their contribution to the group and identified synergies with ongoing work across the city. Members of the Commission will be appointed on an individual basis (i.e. not as representatives of their company or organisation) but senior-level authorisation from within their place.

The LCC delivery group will act as a panel to independently score applicants based on expertise, skills, ability to contribute to the work of the commission and will collectively agree the selection of 21 members. If required the panel will review membership annually to ensure that the commission retains 21 active members. The deliver group members will not count as formal members of the Commission.

**Governance:** The Commission will aim to update public on progress of the commission through events, decisions will be reached by consensus by the commission, tasks will be delivered by the delivery group and task and finish groups. See appendix 2 for the Governance chart.

**Secretariat:** Secretariat support will be provided by City of Lincoln Council. Meetings will be minuted and sent out with an agenda and any necessary papers in advance of each meeting. The Council will aim to circulate minutes within 5 working days following the meeting.

**Meeting frequency:** The Commission will aim to meet at least 4 times a year, with working groups meeting as and when required to deliver the actions as agreed by the commission.

**Specifics:** Commission, own, monitor and review the climate commission vision and action plan.

- **Document control**

<b>Title</b>	<b>Terms of Reference</b>
<b>Date agreed</b>	1.3.2020
<b>Version</b>	<b>V.1.0</b>
<b>Next review date</b>	<b>2021</b>

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Appendix 1.

Initial Group Attendees		
Name and position	Representing	Sector
Kate Bell	City of Lincoln Council	Public
Kate Ellis	City of Lincoln Council	Public
Rebecca Forster	University of Lincoln	Public
Richard Jones	EV Camel	Private
David Greenop	Transition Lincoln	Community
Professor Edward Hanna	University of Lincoln	Public
Dr Claire May	University of Lincoln	Public
Michael Hurtley	City of Lincoln Council	Public
Dr Andrew Kythreotis	University of Lincoln	Public
David Lewis	Siemens	Private
Professor Mark Macklin	University of Lincoln	Public
Cllr Ric Metcalfe – <b>Chair</b>	City of Lincoln Council – Leader	Public
Cllr Lucinda Preston	City of Lincoln Council – Sustainability Advocate	Public
Geoff Stratford	Transition Lincoln/ Extinction rebellion	Community
Nathan Vear	Kapaciti	Private
Mark Schofield	Lincolnshire Wildlife Trust	Community
Joanne Murphey	Environment Agency/Fothergill Associates	Public/private

NB Membership to be confirmed in Summer 2020 to be made up of 'commissioners' and delivery groups. TOR to be updated once membership has been confirmed.

## How the commission is structured

