



Shipley Town Council

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Dear Councillors Garside, Grady, Hickson, Khan, Parkinson, Robison and Watson,
You are hereby summoned to the meeting of the Shipley Town Council

CLIMATE EMERGENCY AND ENVIRONMENT COMMITTEE

to be held at 7.00pm on Thursday 18 March 2021

The meeting will be held remotely, in accordance with the *Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020*.

An electronic link and telephone number to join the meeting will be sent to your electronic mail address, providing access to the meeting by video link or telephone.

Yours sincerely

Joe Ashton, Town Clerk, 14 March 2021

PUBLIC NOTICE

Meetings of Shipley Town Council are open to the press and public in accordance with the *Public Bodies (Admission to Meetings) Act 1960* and the *Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020*.

Meetings of Shipley Town Council may be recorded and reported upon in accordance with the *Public Bodies (Admission to Meetings) Act 1960* and the *Openness of Local Government Regulations 2014*.

Members of the press and public requiring to view, listen to or participate in the meeting should use the video link or telephone number provided on the Shipley Town Council website at <https://shipleytowncouncil.wordpress.com/meetings/>. Please note that public participation is restricted to the designated session for that purpose*.

A G E N D A

ITEM 1 – CHAIR

- 1.1 To receive the Chair's opening remarks

ITEM 2 – APOLOGIES FOR ABSENCE

- 2.1 To receive and note apologies for absence
- 2.2 To approve reasons for absence (if provided)

ITEM 3 – DRAFT MINUTES

- 3.1 To receive the draft minutes of the meeting of the Climate Emergency & Environment Committee held 21 January 2021
- 3.2 To confirm, as a correct record for signing by the Chair, the draft minutes of the meeting of the Climate Emergency & Environment Committee held 21 January 2021

ITEM 4 – MEMBERS' INTERESTS

- 4.1 To receive disclosures of members' pecuniary and other interests
- 4.2 To agree dispensations for interests (if applicable)

ITEM 5 – PUBLIC PARTICIPATION*

- 5.1 To adjourn the meeting for a period of public participation (to be managed in accordance with the relevant adopted Standing Order)
- 5.2 To invite district councillors and other guests to address the committee (if applicable)

ITEM 6 – COMMITTEE PRIORITIES AND WORKING GROUP

- 6.1 To receive reports from the Working Group and further consider the actions required to implement the agreed priorities of the Climate Emergency & Environment Committee:
 - a) Establishment of a Climate Action Group (CAG) and development of a Climate Action Plan (CAP)
 - b) Completion of a Carbon Audit to baseline carbon dioxide (CO₂) emissions
 - c) Development of a Shipley Town Council Environmental Policy
 - d) Maintain signatory status to the Covenant of Mayors

ITEM 7 – COMMITTEE BUDGET AND GRANTS

- 7.1 To note that £4,000 for Air Quality initiatives will be held in an earmarked reserve (by decision of the Full Council when setting the budget for 2021/22), pending proposals for the allocation of the money to a specific scheme(s)
- 7.2 To agree a recommendation to Full Council that any underspend from the climate emergency grants fund (top-up to the Community Wellbeing Grants Fund) is carried forward to a second round of grants to open in June/July 2021

- 7.3** To recommend to Full Council that the existing £4,000 budget for sustainable transport initiatives is:
- i. Combined with the existing £1,000 earmarked reserve for Neighbourhood Planning
 - ii. Used as a match-funding contribution towards a £5,000 grant application to the Bradford Council “Community Climate Action” scheme (see: <https://www.bradford.gov.uk/your-community/community-grants/bradford-district-community-climate-action-fund/>)
 - iii. Used to procure the services of a transport planning consultant to assist the Town Council with the production an Active Travel Plan for Shipley (in consultation with representatives of the Institute for Transport Studies at the University of Leeds)

ITEM 8 – BRADFORD SHIPLEY TRAVEL ALLIANCE

- 8.1** To receive the Bradford Shipley Travel Alliance newsletter dated 27 February 2021
- 8.2** To receive a request from the Bradford Shipley Travel Alliance for the Council to agree a governance arrangement (“ways of working”) for the Alliance
- 8.3** To agree the extent of the Town Council’s participation during the period 29 March 2021 to 7 May 2021 (and thereafter to the Annual Meeting of the Council 2021), when public engagement and communications will be restricted by the terms of the Code of Recommended Practice on Local Authority Publicity as it relates to pre-election periods of heightened sensitivity

ITEM 9 – CORRESPONDENCE

- 9.1** To note correspondence received by the Town Clerk and which requires the attention of the committee under its terms of reference
- 9.2** To agree any actions arising

ITEM 10 – URGENT NOTICES AND REPORTS

- 10.1** To receive urgent notices and reports, for information only, from the Town Clerk
- 10.2** To receive urgent notices and reports, for information only, from Members of the Council

ITEM 11 – PUBLICITY

- 11.1** To agree the publicity statements arising from this meeting

ITEM 12 – FUTURE BUSINESS

- 12.1** To note the items of business arising for consideration at future meetings (Town Clerk to report)
- 12.2** To receive advance notice from Members as to tabled future business

ITEM 13 – CALENDAR OF MEETINGS

- 13.1** To agree the date of the next ordinary meeting of the Climate Emergency & Environment Committee (if required)