

Carbon Neutral Cornwall Partnership Group

Terms of Reference



1. Purpose

The scale of the challenges that climate change presents us with is unprecedented. Combating climate change requires system wide change that involves communities, business, individuals and stakeholders across all sectors of society. Above all, it will involve collective leadership and shared ambition to deal with these threats head on. Whilst the future challenges and opportunities are unclear they will require an emergent and flexible approach which can grasp both the day-to-day experiences of different people across Cornwall and beyond, but also the bigger picture of the complex systems which govern our world. This group will map and assess the changes and opportunities, and the sharing of good practice which are necessary to inform the new systems which will ensure that the fixed goal of carbon neutrality does not supersede the overarching goal of a just, thriving and resilient future for Cornwall.

a. Role

The role of the group is to contribute to the ongoing delivery of the Carbon Neutral Cornwall programme. The group will provide a broad range of perspectives and leadership based on their sector experience through a systems thinking approach, which will influence and inform the actions taken by Cornwall Council and other stakeholders towards the goal of carbon neutrality by 2030. The group will also ensure that sector appropriate advice is provided to ensure that discussions and actions are informed and appropriate.

b. Process

The group will engage with issues, challenges and opportunities that are specific to their sector as well as society-wide issues. The process will involve four cyclical stages:

- i. Observe/listen – identifying and mapping root causes, barriers, opportunities and key actors
- ii. Explain/understand – Defining boundaries, points of leverage and what can be changed
- iii. Design/explore – Assess control or influence, clarify objectives for actions
- iv. Act

c. Output

The main output of this group will be the compilation of a strategic sector action plan that will map engagement and recommended actions across Cornwall and encourage joint working where appropriate. This will inform the strategic planning required to support the journey towards Cornwall becoming net carbon neutral. This will be an ongoing and emerging document, designed to make the most of the variety of perspectives involved and with a desire to avoid replication of existing groups and action plans.

2. Membership

Membership of the group will need to be limited in terms of numbers and scope for practical purposes, so that the group can meet and agree on actions with some flexibility and responsiveness. With these limitations in mind, the group should be as representative as possible, including practitioners, advocates and researchers, across a balance of sectors. Members will be invited to join and make a commitment to proactively contributing to the emerging agenda for the length of their term.

a. **Criteria**

It is expected that members of this board will be leaders in their field with the ability to either share their organisation's strategic intent or initiate actions based on agreed priorities. Members of the group will represent key sectors working across Cornwall and beyond, including but not limited to traditional carbon-emitting sectors. Members should be willing to commit time to the requirements of the group, and act as gatekeepers to their wider networks, ensuring that they are equipped to offer advice and guidance on the contribution that their sector can make.

b. **Size and composition**

The group will consist of the following sector perspectives that represent the key emitting sectors of Cornwall as well as representatives from research and internationally focussed organisations to ensure that the discussions and actions are grounded in a wider context:

- i. Energy
- ii. Transport
- iii. Agriculture
- iv. Business
- v. Housing
- vi. Health
- vii. Waste
- viii. Biodiversity
- ix. Tourism
- x. Research
- xi. Social
- xii. Global

3. **Governance**

Only through breaking with traditional leadership models can we hope to tackle the existential threat posed by the climate emergency, and Cornwall can and should be at the forefront of this place-based, systems leadership approach. The group will utilise a distributed leadership approach, with actions delegated across members and accountability shared and transparent.

a. **Roles**

i. **Chair**

Edwina Hannaford, Portfolio Holder for Neighbourhoods and Climate Change, Cornwall Council

ii. **Facilitator**

Peter Lefort, Carbon Neutral Cornwall Sector and Partnerships Lead

iii. **Secretariat**

Wendy Gibbard, Carbon Neutral Cornwall Programme Co-ordinator

iv. **Keepers of Perspective**

At least one member will hold one of the perspectives not represented by the lived experience of the membership. This role will give the holder responsibility for presenting that experience wherever possible.

1. *Global* – the perspective of people living outside of Cornwall, including the rest of the UK and the wider, including the Global South.
2. *Social* – the perspective of people living in levels of deprivation which are not represented by the membership.

b. **Actions and advice**

Agreed actions and advice to decision makers will be captured in a simple plan that can be jointly used as a strategic tool to enable better co-ordination of activity to help deliver against the aspirations of the Carbon Neutral Action plan.

c. **Relationship with other groups**

The group cannot exist in isolation and must work closely with other stakeholder groups inside and outside Cornwall, including local community representation and specifically the community stakeholder group. Actions and outcomes from the group will be shared with others, and vice versa, to promote transparency and identify new opportunities or potential challenges.

4. **Working methods**

The group will meet quarterly at a venue agreed by the members. Meetings will be facilitated to ensure that sector specific perspectives drive good decision making and forms a set of agreed actions to help us collectively meet our key challenges or opportunities. Outside of meetings, members will be invited to submit updates, opportunities, challenges and ideas to the rest of the group, either individually, as sector representatives or as part of collectively agreed working groups.

5. **Timeframe**

Members will be invited to serve a two-year term, with the option to serve further terms with the agreement of the other members. The group will be subject to a review every twelve months, assessing its purpose and working methods in response to ongoing developments in research, policy, society and other areas.

6. **Transparency**

A transparent approach to carbon neutrality will support all stakeholders – organisations and individuals – to engage with the actions taken and understand their own agency and potential role. Non-members will not be invited to group meetings unless specific skills, experiences or perspectives are agreed as required by members. The Terms of Reference, meeting minutes, Membership Role Profile and current membership will be made publicly available on the Carbon Neutral Cornwall webpage.