



Hadleigh Town Council

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Hadleigh

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Working Group Request Form

Name of person proposing a working group to be set up	Climate Change Emergency and Environment Sub Committee
Name of Working Group	Biodiversity Action Plan Working Group
To which Committee the working group reports	CCE and E subcommittee
Purpose/Task of the working group	To take actions to establish a Biodiversity Action Plan To establish a Biodiversity Action Plan To review the BAP and take further actions as required To advise on initial changes to the Biodiversity Policy
End Date	14 months from the start of the project
Decision making powers	Only to make recommendations to the CCE&E SC

Biodiversity Action Plan Working Group

Membership:

- The Working Group shall consist of at least 3 Councillors.
- The Working Group shall consist of other non-Councillor members up to a limit set by the CCE and E subcommittee. New members will be appointed by resolution of the CCE&E sub committee.
- The Working Group will elect a Chair. In the absence of the Chair at any meeting, the first order of business must be to elect any member present as the Chair for that meeting.
- The Working Party may invite non-members to attend any meeting
- The Working Party can meet as many times as it deems suitable.
- The Working Party will not have powers of spend but may make recommendations for approval to spend to its Parent Sub Committee.
- The Working Party is responsible for organising its own meeting schedule, meeting locations and administration.