

Leeds Initiative Climate Change Partnership

DRAFT Terms of Reference

Overall Purpose

The overall purpose of this group is to contribute to the achievement of the Vision and objectives for this theme (Environment, and specifically, climate change) in the Vision for Leeds 2004 to 2020 and to support other partners and partnerships to deliver the overall Vision for Leeds that is

Our Vision for Leeds is an internationally competitive European city at the heart of a prosperous region where everyone can enjoy a high quality of life

It will do this by bringing partners from the public, private and voluntary, community and faith sectors together to oversee the delivery of the strategic outcomes, improvement priorities and targets for this theme in the Leeds Strategic Plan and supporting partners and partnerships in their work to realise the Vision for Leeds as a whole.

In addition, the Climate Change Partnership will oversee the delivery of the priorities identified in the Leeds Climate Change Strategy: Vision for Action and for challenging poor performance and celebrating successes.

Main Role and Responsibilities

- To work collaboratively to ensure all partners play a full and active part in the delivery and review of the Vision and objectives for this theme in the Vision for Leeds.
- To develop thematic and other supporting plans to contribute to the achievement of the Vision and objectives for this theme in the Vision for Leeds and the strategic outcomes, improvement priorities and targets for this theme in the Leeds Strategic Plan.
- To sponsor debate with all contributing partners on policy, operational and resource issues that impact on the Vision and objectives for this theme in the Vision for Leeds and the strategic outcomes, improvement priorities and targets for this theme in the Leeds Strategic Plan.
- To receive and consider highlight reports on performance against the improvement priorities and targets in the Leeds Strategic Plan on a six monthly basis.
- To receive and consider highlight reports on performance against the priorities in the Leeds Climate Change Strategy: Vision for Action on a three monthly basis.
- To sponsor problem-solving debate to identify the appropriate route to adopt in tackling under performance against targets.
- To sponsor debate that identifies opportunities to extend and promote good practice arising from excellent performance.

- To refer, as appropriate, under performance and excellent performance to respective partner organisations and/or partnership groups or boards and/or to a multi-agency task group.
- To contribute on a multi-agency basis to innovative solutions in areas of under performance, working with the lead organisation on a task focused basis.
- To review and refresh the contents of the Vision for Leeds, Leeds Strategic Plan, Leeds Climate Change Strategy: Vision for Action and thematic and supporting plans as required.
- To identify opportunities for greater efficiency, effectiveness and economy of delivery through a common or innovative approach to areas such as planning, performance management, consultation, reporting and communication, resource allocation and delivery of services in the city and make recommendations as appropriate.
- To monitor progress and evaluate the impact of interventions, capture learning and disseminate good practice across partners in the Leeds Initiative.
- To influence, local, regional and national government policy initiatives linked to this theme.
- To contribute to the refresh of the Vision for Leeds as a whole.

Linkages

This group is part of the Leeds Initiative family of boards, partnerships and groups. It has links to

- Leeds Initiative Executive Board,
- Going Up a League Board
- Narrowing the Gap Board
- Leeds Strategy Group
- Other Strategy and Development Groups
- Other partnership groups

In addition, members of the Climate Change Partnership should ensure that links are made between the group and the internal decision making processes of their own organisations or of the partnership that they represent.

Membership

The membership of this group includes partners in Leeds who contribute to the achievement of the Vision and objectives for this theme in the Vision for Leeds and the strategic outcomes, improvement priorities and improvement targets in the Leeds Strategic Plan.

Membership should normally include

- The Accountable Director (from Leeds City Council) for this theme and/or the Lead Officers for the improvement priorities in this theme (normally from Leeds City Council).

- Statutory partners named in the Local Government and Public Involvement in Health Act 2007 whose work is principally concerned with this theme.
- A representative from a voluntary, community, faith group or body working in this theme
- Other representatives from public, private and voluntary, community or faith groups whose work contributes to the achievement of this theme
- Other representatives to ensure that the membership of this partnership or board reflects the views and interests of underrepresented groups.
- Three elected Members, one each from the major party groups on Leeds City Council. The Executive Member for this theme will nominate the Chair for this group
- An officer from Leeds Initiative, Leeds City Council or another body who will advise the group, prepare agendas, minutes, reports and briefings for the group, and follow up actions arising from discussions and decisions made at the group.

Values, Rights and Responsibilities

As part of the Leeds Initiative the Climate Change Partnership endorses the values and rights and responsibilities of partners adopted by the Leeds Initiative Board

Values

Leeds Initiative's values are to be:

- Open and honest
- Respectful, valuing each other's contribution
- Consensual, based on structured discussion
- Learning from each other and experience
- Rigorous, professional and pro-active
- Sharing of information, advice and know-how
- Encouraging - not blameful

Openness

Meetings are not open to the public but papers, agendas and minutes will be published on the Leeds Initiative website promptly. A forward plan of meetings will be published on the Leeds Initiative website. Comments and queries about the work of the group should be sent to the officer responsible for preparing papers, agendas and minutes, advising and following up actions from the group who will deal with the issues raised and report any action taken to the next meeting of the group.

Meetings

The group will normally meet for two hours each quarter in a central Leeds location. The meeting will be structured to allow an hour of open debate about key strategic issues, with input from non-member experts, with the aim of reaching a resolution and agreeing a way forwards. At each meeting, members will be invited to suggest topics for discussion at future meetings and to agree the topic for the next meeting.