



**Lewes District Council**

## **Community Climate Change Forum tender brief**

Deadline for responses: 31 March 2020

### **Introduction**

In July 2019 the Lewes District Council declared a Climate Emergency and resolved:

*1. To develop a comprehensive Climate Change Strategy within 12 months that addresses all inward and outward-facing Council functions and implement appropriate monitoring and reporting mechanisms in order to:*

- Ensure that all strategic decisions, budgets and approaches to planning decisions are in line with a shift to net zero greenhouse gas emissions by 2030;*
- Ensure that appropriate resources and capacity are put in place to progress the actions needed to address the 'climate emergency' effectively; and*
- Support and work with relevant agencies and stakeholders towards making the entire District zero carbon and climate resilient by 2030.*

*2. To request Scrutiny Committee to set up a Climate Change Scrutiny Panel that receives progress reports on the policy and actions enacted by the Council to address the 'Climate Emergency'. This incorporates the existing request to Scrutiny Committee to monitor the implementation of recommendations made by the Climate Change Action Group. The Panel will also invite appropriate experts to support Council climate change actions.*

*3. To request that a Community Climate Change Forum is convened with representation and participation from across the district. Invitees to include but not be restricted to representatives from local communities, parish and town councils, organisations, business, education, nature groups, agricultural, food, health and transport groups.*

*4. To request that the Council is especially proactive in taking steps to include young people in the 'Climate Emergency' process, ensuring that they have a voice in shaping the future.*

*5. To report on an annual basis to the Audit and Standards Committee on the level of investment in the fossil fuel industry that our pensions plan and other investments have, and review the Council's investment strategy to give due consideration to climate change impacts in the investment portfolio.*

*6. To ensure that all reports in preparation for the 2020/21 budgeting take into account actions the Council will take to address this emergency.*

*7. Portfolio Holder to write to the Government to set out the Council's intentions and call on the UK Government to provide the powers, resources and help with funding to make this possible, and ask our local MP to do likewise."*

## **Objectives**

The Climate Change Resolution made a strong commitment to the council working in partnership with others to progress its sustainability agenda. It has been agreed to establish mechanisms which;

1. Develop a district-wide ownership of the climate emergency, with the council and partners supporting each other in developing solutions to achieve a carbon neutral district by 2030
2. Enable the council to have the input from local experts into the formulation and development of strategy, policy and projects around this agenda
3. Consult with the community and stakeholders; hearing and considering their views as the council develops its plans and proposals
4. Support and encourage voices from all parts of the community, in particular young people, to help shape and deliver the future sustainability of the district
5. Keep the community and stakeholders informed of the council's progress.

As stated in the council resolution there will be a Community Forum open to local communities, parish and town councils, voluntary and community organisations, businesses, educational establishments, nature groups, and bodies with an interest in agriculture food, health and transport to progress the objectives above.

The forum's purpose would be to help develop a district-wide ownership of the climate emergency, provide a vehicle for communication and consultation and provide a focus for sustainability issues in the district.

To enable the Forum to have independence from the council, a third party is being sought to undertake its facilitation and administration. A budget has been allocated with which to commission this work with the aim to provide 3 to 4 events over the course of the next 12 months with a view to the forum becoming self-sustaining.

Expressions of interest are now requested from local not-for-profit organisations who may wish (singly or in partnership) to undertake the work. To be received no later than 31 March 2020

## **Expressions of interest of no more than 1000 words should set out:**

A proposal for the forum to meet the objectives outlined above, including:

1. Specifically how the youth voice will be heard at the forum. [NB The East Sussex Youth Cabinet have advised that young people should be heard on the same platform alongside adults but should have a dedicated 'area' or liaison to ensure their voice is not 'drowned out' and that discussion is held around what they can truly influence and get engaged with.]
2. The format of the forum including: method of management; possible locations of meetings; dates for delivery; method of delivery & facilitation and how outputs will be collated and information disseminated.
3. How facilitation and delivery will be undertaken.
4. A draft terms of reference for the forum.
5. How the forum will meet the requirements to help reduce the districts carbon emissions and help the district become climate resilient.
6. How the work of other organisations and other events taking place that may relate to the climate emergency will be taken into account.
7. How reporting and feedback to the council will be undertaken.
8. How the forum would be expected to become self-sustaining after the first year.
9. A budget for the work, enabling delivery of all forums within the 12 month period not exceeding a £4000 budget.