

# Action 2030

## Terms of Reference

The Governing Board has approved the formation of a working group on the climate emergency and biodiversity crisis to be known as Action 2030, to:

- a) provide challenge and advice on how CIEEM can achieve net-zero carbon emissions in its operations and activities by 2030; and
- b) provide advice as to how CIEEM members can effectively address the climate emergency and biodiversity crisis through their professional activities.

### **PURPOSE**

The purposes of Action 2030 are to:

- Challenge and provide advice to CIEEM on achieving net-zero carbon emissions by 2030 in all of its operations and activities.
- Identify means by which CIEEM can lead change to professional practice to reflect opportunities to address the climate emergency and biodiversity crisis.
- Provide information and advice to members on how they can help to address the climate emergency and biodiversity crisis through their professional work.
- Promote the use of nature-based solutions to address the climate emergency.
- Build relationships and share knowledge with other relevant climate emergency and biodiversity crisis working groups.

### **MEETINGS**

In the initial stages, the group will meet monthly. The Group members will have the flexibility to decide on the frequency of meetings but must meet, as a minimum, at least twice per year. Meetings will normally be held by teleconference or videoconference.

The Chair will liaise with the Secretariat regarding meeting organisation and logistics, which will be supported by the Secretariat.

The group will be a sounding board, an ideas generator and a challenge body; and the need to undertake work between meetings will be voluntary.

### **REPORTING**

The Group will be responsible to the Strategic Policy Panel - a sub-committee of the Governing Board. The Group will report on its activities and meetings to the Strategic Policy Panel and to the Head of Policy and Communications.

All meeting notes will be made available to the Governing Board, Strategic Policy Panel and Secretariat.

### **COMPOSITION**

Group members will:

- Attend meetings of the group and participate in the group exercising its role and functions in compliance with the terms of reference;
- Provide advice and expertise to assist the group in its deliberations; and
- Act in the best interests of CIEEM and its members.

Membership of Action 2030 is open to all CIEEM members. Members will have interests and experience relevant to the group and be able to demonstrate one action that they have implemented in the last 12 months to address the climate emergency and biodiversity crisis.

Selection will be through a brief statement outlining the applicant's interests and experience in relation to the climate emergency and biodiversity crisis and their ambitions for the group. Membership will be determined by the Strategic Policy Panel.

The maximum size of the Group shall be limited to 15 individuals.

Group members will represent the diversity of the CIEEM membership, including appropriate geographic, age and gender representation.

The group will have a Chair. The first Chair will be nominated by the Strategic Policy Panel and approved by the Governing Board. Subsequent Chairs will be nominated by the Group members and approved by the Strategic Policy Panel.

## **REVIEW**

This Group is time-limited with an initially agreed period of operation of two years. A review of the functioning and membership of the Group will be undertaken annually. Should the group wish to continue, it will provide the Strategic Policy Panel with its rationale and future plans.

**Last reviewed December 2019**