



ChalCAN Constitution

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1. Background

- 1.1. 16th November 2018 Stroud District Council announces a “Climate Emergency” and pledged to *“do everything within the Council’s power to make Stroud District carbon neutral by 2030”*
- 1.2. 4th July 2019 Chalford Parish Council passes a motion declaring: *‘a Climate and Environmental Emergency and pledges to do everything within its powers to make Chalford Parish Community carbon neutral by 2030 at the latest.’* Chalford PC establishes the ‘Chalford Climate Group’
- 1.3. 1st April 2021 Chalford Climate Action Network (ChalCAN) becomes independent of Chalford Parish Council and continues to target ‘carbon zero’ by 2030 and to generally address the Climate and Environmental Emergency

2. Purpose

- 2.1. To work alongside individuals, households, business and community groups and the Parish Council to promote and coordinate the required steps to achieve CN 2030 within Chalford Parish

3. Values

- 3.1. ChalCAN values the contribution of everyone in our community. We will work to ensure that everyone is able to play their part, and to overcome barriers to participation
- 3.2. ChalCAN also aims to work as sustainably as possible, minimising our use of resources
- 3.3. ChalCAN aims to have transparent, open and honest communication to build trust within the group and with the wider community
- 3.4. The activities of ChalCAN will be lawful and not align with any political party

4. Objectives: RECLAIM

4.1. Raising awareness

- 4.1.1. Promote discussion around environmental, climate and biodiversity issues
- 4.1.2. Provide a central repository facilitating information dissemination
- 4.1.3. Outreach to all demographics and locations in the Chalford Parish
- 4.1.4. Use of physical and virtual resources
- 4.1.5. Challenge accepted practice to highlight carbon and other environmental concerns

4.2. Engagement

- 4.2.1. Parish Council
- 4.2.2. Residents
- 4.2.3. Businesses
- 4.2.4. Community Groups
- 4.2.5. Local and regional action groups
- 4.2.6. Stroud District Council
- 4.2.7. Gloucestershire County Council

4.3. Consultation

- 4.3.1. Provide opportunities for members of the community to voice opinion
- 4.3.2. Determine preferred courses of action
- 4.3.3. Facilitate constructive discussion
- 4.3.4. Survey to establish public opinion
- 4.3.5. Establish focus groups to better understand responses to complex issues

4.4. Lobby

- 4.4.1. Engage apolitically in wider environmental campaigns
- 4.4.2. Participate in national / regional consultations
- 4.4.3. Communicate formally with key stakeholders, including Members of Parliament
- 4.4.4. Petition apolitically as appropriate

4.5. Action & Implement

- 4.5.1. Prioritise, plan and deliver on initiatives which will decrease carbon use and address wider environmental issues in the parish
- 4.5.2. Investigate and implement renewable energy generation schemes
- 4.5.3. Consider energy use in heating, lighting, transport, food, waste, general consumption etc
- 4.5.4. Promote schemes to improve biodiversity
- 4.5.5. Consider and positively influence the wider value of all aspects of environmental integrity, including pollution and health & well-being

4.6. Monitor

- 4.6.1. Attempt to assess current carbon emissions to use as a baseline / reference
- 4.6.2. Predict likely impact of initiatives
- 4.6.3. Prioritise initiatives accordingly
- 4.6.4. Review effectiveness and impact of actions
- 4.6.5. Survey biodiversity and monitor changes
- 4.6.6. Communicate progress towards overall goal of carbon neutrality and environmental improvements

5. Membership & Organisation

5.1. Coordination Group

- 5.1.1. Posts elected on an annual basis:
- 5.1.2. Chair, Treasurer, Secretary, Communications Officer, External Group Liaison to be elected by all active members of ChalCAN at an AGM
- 5.1.3. Coordinator of each sub group; elected within each sub group
- 5.1.4. Co-opt additional members for agreed periods of time where a special project is being coordinated
- 5.1.5. Monthly meeting (2nd Tuesday of each calendar month)
- 5.1.6. Quorum of 4
- 5.1.7. Minutes to be made available and posted on the website

5.1.8. Roles

- Primary focus on driving progress and coordinating actions across the Parish towards CN2030
- Promote productive relationships with the Parish Council, seeking a common approach and facilitating effective action to achieve CN2030
- Key contact points
- Forum for consultation and discussion between sub groups, facilitating good communication
- Track, calendar and coordinate actions between subgroups
- Promotion of ChalCAN activities through all media, including the website, monthly bulletins, Facebook, other social and printed media
- Coordinate liaison with Chalford Parish Council as appropriate
- Annual General Meeting to hold formal elections of annual posts. Interim resignations can be filled by locally elected co-optees
- Finance and budgeting
- (Two signatories for expenditure from chair, treasurer, communications officer and external group liaison officer)
- Oversight of legal concerns eg GDPR, insurance
- Consultation regarding branding of ChalCAN and discussion to promote ChalCAN as a positive influencer in climate action
- Coordinate liaison with external groups (e.g. Transition Stroud, other CANs, FoE etc)

5.2. Action Groups

- 5.2.1. Energy / Transport / Biodiversity / Food & Waste / and any other such group as may be determined by the coordination group
- 5.2.2. Membership of any sub group is open to any individual residing or working in Chalford Parish. Membership is open to all persons without discrimination and the group will not discriminate against anyone in its practices
- 5.2.3. One nominated representative from each sub group will be a key contact for all incoming communications and to disseminate information and queries to the sub group
- 5.2.4. A representative from each group should attend Coordination group meetings and report back to the sub group
- 5.2.5. Regularly update the Coordination Group around key decisions, outcomes of meetings and actions
- 5.2.6. Create an annual action plan which outlines priorities and planned initiatives
- 5.2.7. Maintain accurate data about community involvement, including notifying the administrator about new volunteers and ensuring activities comply with insurance and GDPR requirements
- 5.2.8. Sensitively consider actions which may be contentious and consult accordingly to garner opinion and promote positive engagement
- 5.2.9. Discuss with the Coordination group any action which requires funding, overlaps with activities or responsibilities of other groups or which may be contentious
- 5.2.10. In liaison with the Coordination Group, the group has the right and responsibility to suspend or expel a member who has brought the name of ChalCAN into disrepute, or been deemed to work against the aims or values of ChalCAN, after at least one month's notice has been given to all members

Liam Nolan

Chair ChalCAN

15/02/21