



H A D D E N H A M
P a r i s h C o u n c i l

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**The Food We Eat & The Food We Waste Working Group of
the Climate Emergency Committee**

Terms of Reference

Adopted 23rd August 2021
Review August 2022

Purpose of the Working Group

The Food We Eat & The Food We Waste Working Group is a working group of the Climate Emergency Committee. The working group will agree measurable objectives which adhere to the principles of the Parish Council Climate Report that result in a reduction in food waste and changes in food consumption to reduce CO₂e emissions in Haddenham.

Membership

At the first meeting of the Climate Emergency Committee after the Annual Council Meeting members will be appointed to the Food Sustainability Working Group and one member will be appointed as Chair to serve until the next Annual Council Meeting. The working group must have a minimum of three people, one of whom must be a Parish Councillor, to form a quorum and can include co-opted volunteers from the community who have an interest in this area. Each member has equal voting rights on the working group.

The Chair of the Climate Emergency Committee has ex-officio status on all working groups and full voting rights. Any change of membership on the working group must be reported at the next meeting of the Standing Committee.

All co-opted Members will be expected to adhere to the Council's Code of Conduct.

Meetings

The working group must meet a minimum of four times a year, ideally with at least one meeting scheduled between each meeting of the Climate Emergency Committee. The working group meetings are informal and can be held at a time and place agreed by the group, and can be held virtually. A written record of each meeting should be kept by an appointed Member of the group.

Reporting

The working group must produce a report to the Climate Emergency Committee of their activities since the last meeting. This would include progress on projects agreed, future objectives, recommendations and any assistance needed. This will be noted by the Standing Committee and actioned accordingly.

Budget

The working group does not have a budget. Any requests for financial assistance must be considered by the Climate Emergency Committee. Any requests which are outside the agreed budget for the Climate Committee will need to be resolved at Full Council.

Delegated responsibilities

To provide achievable and measurable objectives to reduce CO₂e emissions through food waste reduction and changes to food consumption projects.

- Establish networks with enthusiastic members of the community who have an interest in this area.
- Examine existing and discover more food waste Apps. Run pilots and establish which is the most effective in helping households reduce food waste.
- Establish a pilot to optimise the response to food labelling when new CO₂e labeling information is introduced in 2023.
- Work with local businesses and shops in Haddenham on ways to eradicate food waste.
- Explore home food management behaviours and ways to create new habits to greatly reduce food waste.
- Explore creating innovative ways to educate Haddenham residents on using recipes which have a reduced CO₂e emission footprint.
- To identify opportunities for central government or unitary government grants which can provide financial assistance to support projects.
- To work with the Allotments Group to contribute to the Grow to Give initiative.