

Jersey's Carbon Neutral Citizens' Assembly Expert Advisory Panel – Terms of Reference

The Jersey carbon neutral strategy was adopted by the States Assembly in February 2020. In agreeing the strategy, the States Assembly mandated the calling of a citizens' assembly to consider the question how should we work together to become carbon neutral? The Citizens' Assembly is part of a wider people-powered approach established by the carbon neutral strategy.

The Citizens' Assembly will have 45 participants, randomly selected, who together will be broadly representative of the Jersey population as a whole.

It is important that the Citizens' Assembly is independent and receives high quality objective evidence. The role of the Expert Advisory Panel is to help ensure and assure this, and in particular to:

1. provide overarching advice on what the key issues are for the Citizens' Assembly to consider and the approach taken to present and explore these issues
2. review and consider the quality and credibility of the evidence that is prepared for submission to the Citizens' Assembly
3. ensure both the approach taken to prepare evidence for the Citizens' Assembly, and the evidence provided, is objective, accurate and robust.
4. review and comment on the longlists and finalised shortlists for the roles of those who present for the Assembly,
5. assist with ensuring the widest possible positive engagement with the Citizens' Assembly through involvement in communications as required

Principles

The Panel will operate in an open and transparent manner. These terms of reference, the names of Group members and notes of meetings will be published on the Citizens' Assembly website.

The members of the Panel are jointly appointed by the Sustainability and Foresight Team in the Government of Jersey, the States Greffe and delivery partners New Citizenship Project and Involve. Members are expected to act in a cooperative and collegiate manner.

Appointments are made on the basis of relevant expertise and availability.

The Group will convene end of January 2021 and meet as necessary until the citizens' assembly begins in either March or April 2021. These initial meetings are to provide overarching advice and scrutiny of the approach to evidence preparation and provision.

Based on this high-level advice and the wider Assembly design process, evidence packs will be developed for each of the planned sessions of the citizens' assembly. Additional meetings may be held if the panel feel it helps them consider their advice, but otherwise it is expected that Advisors' time will primarily be spent in reviewing and commenting on documents individually. Members will have an identified 'lead' area of evidence and can comment on all, or some, of the documents, as they prefer.

Panel members would also be asked to provide advice and commentary between meetings to assist in the development of evidence – on an individual or collective basis – such as may be required and as other commitments permit.

It is expected that meetings will be held by video conference. Should the need for a face to face meeting arise, reasonable expenses would be reimbursed.

It is expected that between 6-10 days' time may need to be contributed to the work. In line with other Government of Jersey professional advisory panels, a contribution of £500 will be made for each day worked as an advisor.

Confidentiality

The Advisory Panel will see and be sent documents relating to Climate Assembly in draft form, and also in final form before they are made public. By agreeing to be an Advisory Panel member you commit to respecting the confidentiality of these documents and associated processes. This includes not confirming yourself or anyone else as Advisory Panel members until this is made public.

Notes of Advisory Panel meetings will be made. In addition, specific written advice may be requested.

The Advisory Panel is a key part of any citizens' assembly. We ask you to work constructively in fulfilling your role as outlined above.

Role of the Panel in context

The Panel will receive evidence in draft form from the Government of Jersey policy team and will offer advice in line with these Terms of Reference.

Members of the Panel may also be asked to contribute to planning sessions of the citizens' assembly, where this is helpful, and / or may be invited to address the citizens' assembly as a Speaker. If invited as a Speaker, members of the Panel would produce their own content and share this with the wider Panel for information.