



**Reading Climate Change Partnership
Board Meeting Agenda
Tues 9th July 2019
Councillor Room 1 at Civic Offices.
10.00-12.30 pm**

Attendees:

Chris Beales (CB) (Chair), Environment Agency

Councillor Tony Page (TP), Lead Councillor for Strategic Environment, Planning & Transport

Tricia Marcouse (TM), GREN partnership (Waste Saddoes Ltd)

Tracey Rawling Church (TRC), Connect Reading (Independent Sustainability Consultant)

Ben Burfoot (BB), Reading Borough Council - Sustainability Manager

Katie Brett (KB), RCCP Support Officer (Reading Borough Council - sustainability team)

Tim Dixon (TD), University of Reading

Willem Londeman (WL), Bottomline Technologies

Paul Harrison (PH), Berkshire NHS

Rebecca Lindsay (RL), Reading Borough Council

Apologies

Poppy Harris (PH), Environmental and Community Coordinator, The Oracle Shopping Centre

Minutes of 5 April to be agreed in advance, with outstanding actions added to this agenda as appropriate

ITEM
Chair intro, including: <ul style="list-style-type: none">• Introductions

- **Update since last board meeting and forward look**

Round table introductions. Rebecca Lindsay is working 1 day a week with BB to develop the Zero Carbon Reading Plan

See link to Chair's introduction slides here:

<https://alto.chrisbeales.net/index.php/s/BD4RJY4C8HPGnEo>

CB gave an overview of recent climate change weather events reported around the world including the heatwave in France (new record set of 45.9°C) where museums and swimming pools were opened up for free to help the public stay cool. Extreme rainfall in others areas, dry weather events, and the Arctic and Antarctic heating up faster than scientists had feared.

The Climate Change Strategy (RCCS3) launch event took place in the Council Chambers on 13th June. CB was very pleased with the event which was attended by over 120 people - with a very impressive energy. The challenge now is to maintain this energy for the development of the action plans over the next 6 months.

CB highlighted that he has done a series of interviews around climate change in Reading, the RCCP and ReadingCAN. These can be viewed on www.readingcan.org.uk.

The website received at its peak 260 hits a day (13 June) and on average gets around 30 hits per day.

Timeline - until mid 2020 (see slides* 5 and 6). Current strategy performance report, adaptation plan- start oct, midpoint review - oct, draft strategy - before xmas, 6 dec - un climate conf, 2020 - theme events continuing, public consultation - start feb - launch strategy mid may. April 2020 - hand over to next chair.

Poppy is moving job

Poppy Harris, a board member is moving job from The Oracle Shopping Centre to Oracle in Reading. Poppy wishes to stay on the board and highlighted in a note to CB that she intends to still maintain links with The Oracle Shopping Centre.

Decision: It was agreed by all that Poppy should remain on the board (to be reviewed in Jan). Then the business expertise would feedback on what activity was needed going forward. The board highlighted the importance of business to community linking as well as business to business. Board members bring insight as well as influence.

Action: KB to investigate using the art boards in the shopping centre - to Launch the RCCP strategy

Reading Green Business Network met for the first time last Wednesday. There is a strong interest from the local BID.

Review Plans for the Strategy Consultation

- Vision from the Chair
- Roles RCCP, Chair, Theme Groups
- Confirm Board is happy with direction of travel
- Events plan - including Town Hall event

CB presented 'ReadingCAN for RCCP approval' (see slides* 8-12)

Decision: CB reaffirmed the outcome of the RCAN scoping discussions from January was that the Reading Climate Action Network (RCAN) will develop in unison with the development of the next strategy (RCCP3), and this network will become more energised during the strategy delivery. The board agreed.

CB is sending 'Messages from the Chair' emails to the theme groups. This highlights the timeline and role and responsibilities of each theme group.

CB reported that each theme group has a 'theme co-ordinator' (note not 'a theme leader' now as it is a whole group of people taking forward each theme), with a vibrant strong group behind it. It is important that we are inclusive - to community, businesses, experts, institutions, campaigning groups... and that we look at the key players that have been missing so far.

A couple of theme coordinators who have met again as a theme group reported that their discussions were very useful and informed and that individuals are interested in contributing their knowledge to the wider debate. However it is challenging to gain the help of others in running the group/doing the administration/writing the plan.

Decision: There was a discussion about developing the new action plans. CB reiterated that these need to be ambitious. It was felt it is important to highlight actions for delivering the known unknowns. It is important to have a Resources column on the plan in order to manage expectations, and highlight: actions with no owners; or those outside of our direct control (e.g. if we need to lobby other local authorities or national government).

CB noted that each action plan table will be interactive on the new ReadingCAN website. This will be great for everyone to be able to follow up on progress and to be able to find out what we have delivered.

Action CB: create a demo of action plan proposal on website.

It was strongly felt that some guidelines would be very useful now for those starting to write the action plans - to ensure consistency (in content and tone) across all the work, and clarity on how they link. Actions need to be clearly defined using some form of methodology. The ICLEI principles were suggested by TD which all agreed would be a useful starting point. The full report can be found at: <http://e-lib.iclei.org/wp-content/uploads/2016/02/Guiding-Principles-for-City-Climate-Action-Planning.pdf>

CB suggested that at this stage the development of the actions plans is key. The Board also noted that there needs to be a top-down narrative, which sets the context for scale of challenge and how it impacts Reading.

Action - BB and KB to develop a guidance note for Theme Co-ordinators (Sub group for comment: TD, CB and TRC).

The website has a new Event sign up Option which allows people to sign up to notifications of future events (and posts?).

Action: CB to check the event sign up works for all as people have been in touch having trouble activating it.

CB presented a suggested timeline for events for the strategy development (slide* 10). He urged that theme group events are important opportunities for the theme to engage publically: showing progress and openness; as well as giving an opportunity for the group to attract new members and potential sources of expertise. There was a robust discussion about this, with some theme co-ordinators noting concern that they did not have capacity to arrange these events, on top of their workshops. They were also concerned that more public events would be a distraction from the focused work on developing the action plans.

Decision: CB accepted the direction of the Board: theme specific public events will not take place before Christmas. However, he encourage that all groups still publicise workshops, and other events, onto the ReadingCAN website diary. This will help to show that there is momentum in the RCCS3 development.

Action : BB - Are the theme groups being successful? - check and bring resource in if not.

Action: CB to update the timeline plan and send to Board and theme co-ordinators.

CB noted that there are other events which we can use to engage with the public. The Adaptation event will be in Oct (after mid term review) in Town hall where CB and Lisa Horrocks will present the key findings from the adaptation work. TP noted some reservations on Oct event if it opens us up to public criticism about the strategy.

Action: CB to arrange Adaptation event

Feedback from the launch event and first few weeks

- Round table - as board members and theme group members
- Any actions / decisions / concerns?

TP: Transport theme: on 22nd July RBC is launching the Transport Consultation. They plan to invite all theme members to a workshop on 23rd July - to feed into the transport consultation. They also plan to set up a focus group going forward which theme members are encouraged to join. The information gathered and developed will feed into the draft Local Transport Plan and RCCP Transport Action Plan.

PH: Health theme: David Munday, a public health leader from RBC met with CB and is keen to engage with the development of this action plan. The theme has its first workshop on 25th July.

TRC: Resources theme: reported that she has been back on touch with group, and written up outputs from the meeting. Workshop date tbc and will focus on the consumer side of resources.

BB: Energy theme: reported that group recently met at Reading University and had a very positive conversation.

CB: Water theme: Kathryn at the university is leading this theme and is ok.

TM: Nature theme: trying to determine how this theme interacts with other themes, and the cross-cutting themes (community, education) and how will this work.

TD: Cross-cutting themes - TD reported that this was a useful table at the event, and the issues highlighted and discussed could be fed into action plan development during the discussion at the mid point review meeting.

WL: reported about the development of a Green Business group which has been set up since the event. It is keen to keep closely linked into how all themes are being developed - so it can feed into them appropriately. All themes have been asked to feed in appropriately to this group. There will be a meeting in September which will have a similar structure to the June event, but focus mainly on a Business/Resources link. Any feedback info will be gathered and fed back to each of the co-ordinators.

Action: All theme co-ordinators to feed in relevant info into this business event on their theme.

Action: WL to co-ordinate invites of theme co-ordinators to present at business meeting going forward

Plans for the current strategy (RCCS2) action plan monitoring

Decision: CB asked the Board to confirm that the current strategy (specifically the actions plans) will dovetail with RCCS3 next year. This was agreed.

It was recognised that the current strategy was last monitored for a meeting in March 2018. It was felt it would be helpful to review the plan in March 2020 - to dovetail with new strategy launch.

Completing the Board membership

- Filling 2 Communities reps vacancies
- See actions list

There are no current leads on filling these vacant posts. It was felt that perhaps the RCAN process will help find these representatives. Aim to get posts filled by Xmas.

Action: CB and KB to follow up contacts at Parent Governors Association.

Confirmation of status on Grants

It was agreed that the grant applications continue to remain on hold.

Action: Add to RCCP board agenda in Jan for review

AOB

Green business network has been set up so businesses learn from each other, and stop reinventing the wheel. The : IEMA (The Institute of Environmental Management and Assessment) happy to support the group too. Looking at supporting Sustainability Champions in businesses - via Ethical Reading. Currently 5-10 businesses have shown interest. The scope of the network is to encourage as many Reading businesses to join as poss.

It was suggested that a Young people group could also be developed.

- **Action:** TD to investigate if University would be interested in hosting meetings

There was a discussion around past engagement programmes with Reading schools.

- **Action:** KB to write letter to all school governors and all neighbourhood managers

- to highlight strategy being written - and to get involved. What do you need from us? - you can help shape the agenda.

- **Action:** Rebecca Lindsay to enquire with RBC's cultural scheme to suggest that their recent event have climate change as their theme

On 20th Sept there is a 'school strike for climate'.

- **Action:** CB to attend demo on behalf of RCCP. Also investigate using our boards.

PR material - a discussion was had on what material we have available to promote RCCP and RCAN. We currently have 1 pull up banner.

- **Action:** TM to put a shopping list together of materials that would be good for events and take forward with KB.

GIS maps - TM is working with Martin Newman.

- **Action:** All theme co-ordinators to send TM info for mapping

Reading 2050: TD is running an event on 17 Oct - to refresh and reinvigorate the Vision on Reading 2050.

PCAN funding bid has been submitted by BB. We will hear about success at start of Jan

- **Action:** All theme co-ordinators to consider finance gaps in your theme areas and highlight them now. We need to engage investors to help plug the gaps.

It was highlighted that all are to engage with pension funds, green funds, capital funding... collectively and as per theme.

CB closed by noting that recent agenda have been dominated by items lead by the Chair. This has been inevitable given the focus of the last year but he gave a plea to the rest of the board to consider items for future meetings.

Date for the next meeting - Fri 18 Oct 10am -12:30pm