

## Reading Climate Change Partnership

### Board Meeting Minutes, Thursday 14<sup>th</sup> of July 2022

#### MS TEAMS meeting online Recorded, 10 AM-12 PM

<p><b>Attendees</b>          Tim Dixon (co-Chair)          Tracey Rawling-Church (co-chair will chair today)          Tricia Marcouse          Lynn Bushell (on behalf of Alison Foster)</p>	<p>Heather Marshall          Grace Andrews          Ben Burfoot          Peter Moore          Sarah Parker (SPR)</p>	<p>Poppy Harris          Rachel Spencer          Nick West-Oram (Get Berkshire Active Guest)          Francesca Flach</p>
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Item	Action-Who?
<p><b>1. Welcome and apologies for absence</b></p> <p>Apologies: Alison Foster, Becky Pollard, Brian Grady, Chris Maddocks, Paul Ducker, Scott Witchalls, Shreeya Paudel (SPI), Rachel Hazell, and Tony Page.</p>	
<p><b>2. Minutes of last meeting – approval</b></p> <p>No issues arising from previous meeting and approved.</p>	
<p><b>3. Presentation from Nick West-Oram (Director of Operations and Development, Get Berkshire Active) on scope for joint working</b></p> <p>Presentation Overview:</p> <p>Get Berkshire Active (GBA) work to help people be more active and change sedentary behaviour. As an organization one of their many priorities is to tackle inequalities by using physical activity as a tool among those that are most in need. RCAN and GBA have a lot of common goals and shared outcomes. Both organisations are working towards behaviour change among decision makers and the public. The Climate Emergency Strategy themes resonates with work that GBA are working on.</p> <p>GBA can use their networks to share things RCAN are doing and trying to achieve. They distribute funding and could encourage projects that have a climate angle to them and support disadvantaged groups within their work.</p> <p>Next steps need to be simple and manageable to begin with and may include West Berkshire Physical Activity strategy, Healthy Streets, Together Funding, comms, or participating in forums.</p> <p>Q&amp;A from the Board:</p> <p>1. TM: Does GBA come to events and try to get people involved? NWO: can attend events, but mostly do things at a strategic level and work with partners for events.</p>	

<p>2. HM: How do you prioritize your green space initiatives and activities? NWO: priorities are around disadvantaged groups: lower socioeconomic status, diverse communities, disabled people, and those with health conditions. There an aspect of finding partners who are working with those groups to support them. GBA are doing more work around streets and the natural environment around them -more beneficial for people than indoor settings such as gyms.</p> <p>3. PM: How are you embedding the climate emergency into your funding application criteria? Can we connect your comms lead to the RCAN comms leads? Would you like to participate in our climate festival? NWO: asking partners about climate has elicited a lot of enquiries and people wanting to learn more about it. GBA would love to be involved in all the things mentioned.</p> <p><b>Actions:</b></p> <ol style="list-style-type: none"> <li>1. <b>TM to setup a meeting with NWO to discuss how we can work together</b></li> <li>2. <b>SPr to contact NWO about participating in the Climate Festival and getting in touch with their comms leads</b></li> </ol>	<p>TM and SPr</p>
<p><b>4. Quick Round of Introductions</b></p> <p>Introductions for those attending for the first time:</p> <p>Lynn Bushell: Works with Alison Foster and in the communications team based at Royal Berkshire Hospital for the Trust and leads on building Berkshire together, which is their new hospital programme and their net zero sustainability journey for the trust.</p> <p>Sarah Parker: Climate Change Partnership Coordinator</p> <p>Grace Andrews: Member of Youth Parliament for Reading</p> <p>Francesca Flach: Work experience at Reading Borough Council and helping with the Climate Festival.</p> <p>Rachel Spencer: Chief Officer for Reading Voluntary Action. RVA has 600 voluntary groups around Reading. They provide training, information, and support for these groups. They do volunteer promotion and brokerage. They have 8 social prescribers.</p>	
<p><b>5. Reading Area Greenhouse Gas Emissions Update Presentation (BB) and preparation for 2021/22 Annual Report (PM)</b></p> <p>Reading Area Greenhouse Gas Emissions Update Presentation (Ben Burfoot)</p> <p>Overview: There have been several commitments to reduce emissions in Reading both from the Council and from the partnership, which is culminated in climate emergency declaration, to get to net zero by 2030.</p> <p>BEIS data for 2020 shows Reading had reduced overall emissions by 55% since 2005. The commercial sector has reduced significantly more than anything else.</p>	

<p>Industrial and public sector emission have also reduced. Domestic and transport haven't reduced emissions.</p> <p>Reading has been in and around the top 20 performers in emission reductions - most recently we are 4<sup>th</sup> out of 374 local authorities. COVID reduced 2020 emissions significantly and there is a risk of 'bounce-back' in 2021.</p> <p>In terms of prioritising sectors one thing to really focus on for carbon emissions reduction is domestic gas which is quite a challenge. All the data suggests the need to move to electric technology to achieve a goal of net zero for 2030.</p> <p>Preparation for the 2020/2021 annual report</p> <p>RCCP committed during the review of governance arrangements last year to report annually and publicly on progress to the council. Producing the annual report will sit with PM and SP with input from the theme leads on action plan updates.</p> <p><b>Actions:</b></p> <ol style="list-style-type: none"> <li><b>1. Theme leads: BB, CM, TM, PD, HM, AF, RH to liaise with PM and SP and report on progress for the annual report following the same guidelines as last year.</b></li> <li><b>2. SPr and PM to circulate reporting template and contact theme leads after the meeting to see what support is needed by the end of August.</b></li> </ol>	<p>BB, CM, PD, RH, HM, AF, SPr, PM and TM</p>
<p><b>6. Planning for the future (TD and TRC)</b></p> <p>a. Next Climate Strategy 2025-30</p> <p>TRC proposed we begin planning the next strategy at the beginning of 2023 to make sure we have adequate time to consult. If anyone has any suggestions, or recommendations to improve the strategy process please contact SPr and PM.</p> <p>b. Selection of Chairs</p> <p>The formal tenure for the chairs comes to an end in June 2024 according to the Partnership Agreement. Tim and Tracey will both be stepping down at the end of their tenure and have given their formal notice that they do not intend to stand again. This gives the partnership plenty of time for succession planning. If any Board member is interested in the position of becoming a chair, please contact TRC or TD.</p>	
<p><b>7. Reading's CDP Submission 2022 (PM)</b></p> <p>RBC submitted their climate action programme for an international body called the Carbon Disclosure Project (CDP) last year. The CDP is regarded as a gold standard for disclosure and reporting of environmental performance for both cities and for corporates. We were placed on their 'A' List for cities taking bold climate action. It is an annual process and PM is working on resubmitting.</p>	

<p><b>Actions:</b></p> <p><b>1. All invited to submit community level initiatives for CDP submission before 25<sup>th</sup> July.</b></p>	All
<p><b>8. Climate Festival 2022 (TRC)</b></p> <p>Dates: 24<sup>th</sup> of September to the 2<sup>nd</sup> of October.</p> <p>The mission of the Climate festival is to inspire and encourage everybody in Reading to take positive action on climate change. RCAN throws a big top over a variety of events that are hosted by other organizations or individuals. We are keen to reach communities that are not engaged with climate change.</p> <p>Timeline: now until the end of July - seeking expressions of interest from those who would like to take part. From w/c 18<sup>th</sup> of July - beginning social media and marketing. w/c 25<sup>th</sup> of July - announcing the first wave of events. August - announcing further events.</p> <p>We are trying to secure funding for the event, and we have some venue sponsors already Reading Rep, Phantom Brewery, and Reading Biscuit Factory.</p> <p>Business fair will be on the Friday of RCF week. University of Reading has been approached to see if we can align. Nature Nurture to suggest a Sunday flagship family event.</p> <p>Questions:</p> <ol style="list-style-type: none"> <li>1. TM: Are you happy for events to be online? TRC: yes - hybrid so reach is greater.</li> <li>2. TM: Who will be coordinating online events? TRC: We will be upgrading our Zoom account to premium so we will have a professional platform. We are trying to find people who can offer Zoom tech support as that was a barrier last year.</li> <li>3. Yes. If speakers charge fees/expenses, funding may be available from the partnership but this needs to be discussed before agreeing to anything.</li> <li>4. Question: Can people make donations? TRC: If we use the same system again, we will be able to specify who receives any donations.</li> </ol> <p><b>Actions:</b></p> <p><b>1. All partner organisations represented on the Board are requested to contribute at least one event for the Climate Festival and to promote it through their networks.</b></p>	All Board Members
<p><b>9. Board members availability to give presentations to schools and community groups</b></p>	

<p>Can we use RCAN as a tool to engage the local community by delivering presentations, workshops, or events to engage behaviour change and is this something that RCAN would want to do?</p> <p>RS said RVA have done vaccine pop up events in communities that are not accessing information through the usual communication channels, and it has been successful. Door to door leaflets have also been very successful for engagement.</p> <p>GA said students are not as interested in just having a traditional presentation, but an interactive workshop to engage more age groups is a better tool to engage, and this is something RCAN can explore.</p> <p>Many board members are volunteers and there are limits on availability. Before the pandemic this was a widely used tool but RCAN has gotten out to the habit of events since the pandemic.</p> <p><b>Actions:</b></p> <ol style="list-style-type: none"> <li><b>1. SPr to setup a meeting with RS</b></li> <li><b>2. TM and SPr to start planning on delivering events to the local community</b></li> <li><b>3. SP to setup a matrix to see who would like to speak and on what topics and availability</b></li> </ol>	<p>SPr, and TM</p>
<p><b>10. Theme Lead Updates</b></p> <p>BB (Energy): Retrofit activity happening via Green Homes Grant-20 homes being retrofitted (50% social housing 50% private). Progressing feasibility work on district heating. Moving onto next phase with the governments district energy program. Developing schemes on renewable energy.</p> <p>TM (Nature): Lottery funded project for developing schemes around Shinfield Rd Recreation Ground and Great Knollys Street is not going well due to lack of community involvement. Plans for October open day for bulb planting, starting changes to the mowing regimes, and trying to get local primary schools involved. Need for more local people and groups to take part. Running workshops on DraughtBusters in low-income areas. Work being done at Clayfield Copse and a Meadow's Day held. PhD funding for food fermentation is starting in September.</p> <p>HM (Water): Updated website to include more detail around the water cycle and the water resource situation. Media campaign launched in May, includes new YouTube videos on making every drop count from a non-household perspective. Longer term strategic aspirations coming through from a more targeted business water efficiency perspective and looking to introduce a target for reducing consumption for non-households. Meter installation, particularly smart meters continues to be really important, both to residents and businesses. Working on financial incentives for rainwater harvesting or sustainable drainage. Big new campaign called 'how big is your butt'? Might be useful to have a meeting with Lambeth Council who have also declared a climate emergency.</p> <p>LB on behalf of AF (Health): AF is updating health action plan and setting up meetings to report on progress with SPr and PM. NHS net zero goal is 2040 but</p>	

<p>Royal Berkshire NHS Foundation Trust has shaved ten years off to align with Reading's Climate Emergency Strategy. Launch new net zero target news during the Climate Festival in September. Launching Green Rewards App for staff across trust launching at the end of July. Carbon literacy training for 10 members of staff in September.</p> <p><b>Actions:</b></p> <ol style="list-style-type: none"> <li>1. HM to find out about bath water recycling</li> <li>2. TRC to talk to HM about getting other councils to talk about their climate emergency strategies at our Climate Festival</li> <li>3. Theme leads to give a few sentences to SPPr about their achievements and initiatives ideally with photos for social media outreach</li> <li>4. Theme leads please keep notes about achievements to report on annual reports</li> </ol> <p>Notes: PD's written theme update is attached.</p>	<p>HM TRC, and Theme Leads</p>
<p><b>11. UK Shared Prosperity Fund (including) DraughtBusters (PM)</b></p> <p>The government has allocated money to every local authority and RBC must submit an investment plan by the end of July. RBC have around a million pounds over the next three years.. DraughtBusters has been put on the longlist but there are no guarantees. The Climate Festival and more RCCP core support has also been added. TM asked if RCCP could fund DraughtBusters for £2,000 if no funding is secured from the UK Shared Prosperity Fund?</p> <p><b>Action:</b> TRC will endeavour to respond to TM's funding request by the end of the week. <b>PM to update on if any funding has been received via SPPr</b></p>	<p>TRC and SPPr</p>
<p><b>12. Net Zero Placemaking (PM)</b></p> <p>Offer for free training funded by the government on how we can tell better stories on climate action in Reading. PD, TRC, PM and TD were involved with sessions with them.</p> <p><b>Actions:</b></p> <ol style="list-style-type: none"> <li>1. PM to chase a report or advice sent from the trainers</li> </ol>	<p>PM</p>
<p><b>13. LCE Training</b></p> <p>RBC bid in competitive process for local authorities to access free training to better engage communities in climate action. SPPr, PM, RH, Amanda McDonnell (Climate Comms Lead), and James Turner (Transport Lead) have attended this training. Should help in our next Climate Strategy.</p> <p><b>Actions:</b></p> <ol style="list-style-type: none"> <li>1. SP and PM to circulate key messages about the training to theme leads</li> </ol>	<p>PM, and SPPr</p>

<p><b>14. Dates of future board meetings</b></p> <p>The board meets quarterly and more information about the next meeting will be shared soon.</p> <p><b>Actions:</b></p> <ol style="list-style-type: none"> <li><b>1. SPr to share as soon as possible the date for the next meeting and will discuss the date with TRC.</b></li> <li><b>2. SPr and TRC to discuss board meetings for the next calendar</b></li> </ol>	
<p><b>15. AOB</b></p> <p>Potential for having more theme meetings to be discussed with theme leads.</p> <p>Questions:</p> <ol style="list-style-type: none"> <li>1. BB: Is there a festival pack? TRC: There are various assets: a briefing on what the festival is and how it works for the contributors and a toolkit for marketing and running events.</li> <li>2. PM to RS: Do you want present to the board at the next meeting about the RVA? TRC: RS has already agreed to come and present at a future meeting.</li> <li>3. PM to GA: would you like to talk about what the RCCP can be doing to engage more young people at a future meeting?</li> <li>4. TM: Can we redesign our marketing materials? TRC: This will need to be picked up with RH and the comms team.</li> <li>5. NWO: What other kind of climate actions groups or leads are there in other Berkshire boroughs? TRC: Berkshire Net Zero Taskforce has been convened by the LEP which contains representatives from all six boroughs and other organisations. BB: Various council officers do meet from time to time to share best practices.</li> </ol> <p><b>Actions:</b></p> <ol style="list-style-type: none"> <li><b>1. SPr to canvas theme leads to find out about whether to have more theme meetings</b></li> <li><b>2. SPr and TRC to share climate festival assets with BB</b></li> <li><b>3. RS and GA to let PM know if they would like to present or talk at future meetings</b></li> <li><b>4. RH and comms team to revisit marketing materials</b></li> <li><b>5. SPr to poll on whether to have in person meetings</b></li> </ol>	<p>SPr, TRC, RS, and GA.</p>