

Reading Climate Change Partnership

Board Meeting Minutes, Thursday 18th of October 2022

MS TEAMS meeting online Recorded, 10 AM-12 PM

<p>Attendees Tim Dixon (co-Chair) Tracey Rawling-Church (co-chair will chair today) Alison Foster Scott Witchalls</p>	<p>Heather Marshall Peter Moore Chris Maddocks Paul Ducker</p>	<p>Nick West-Oram Tony Page Michila Critchley (InterClimate) Richard Usher (JustIdeas)</p>
--	---	---

Item	Action-Who?
<p>1. Welcome, introductions, and apologies for absence</p> <p>Apologies: Becky Pollard, Brian Grady, Shreeya Paudel, Rachel Hazell, Tricia Marcouse, Grace Andrews, Ben Burfoot, Lisa Hill, Sarah Parker, and Rachel Spencer</p>	
<p>2. Minutes of last meeting – approval</p> <p>No issues arising from previous meeting and approved.</p>	
<p>3. Model UN Schools Conference- JustIdeas and the InterClimate (Michila Critchley and Richard Usher)</p> <p>InterClimate Network having been working with secondary school age young people, raising awareness of climate change issues, and arranging Model UN Schools Climate Conferences. They have been running model climate conferences since 2009 and these have been occurring in Reading since 2010.</p> <p>Schools Sign Ups for Model UN Schools Conference</p> <ol style="list-style-type: none"> 1. Reading Girls' (RBC) 2. Kings Academy Prospect (RBC) 3. Denefield (West Berkshire) 4. Kendrick (RBC) 5. Maiden Erlegh (RBC) 6. Highdown (RBC) 7. Ranelagh (Bracknell) <p>JustIdeas and InterClimate have made a funding request of £3,950 and this must be decided by the board about whether funding will be received.</p> <p>Questions</p> <ol style="list-style-type: none"> 1. TD: What is the split between state schools and independent schools? RU: They are all state schools. 2. TD: Is there anyway for the people who attend the conference to then go on and run the conference later at their own school? MC: We are running 	

<p>a Run Your Own COP 27 webinar, and this can be shared with the board after the meeting.</p> <ol style="list-style-type: none"> 3. HM: Is there anyway to execute the ideas that emerge from the conference? MC: It is something that we are keen on contributing to after the conference. 4. PD: Have you got any anecdotes of how schools have acted after the conference? RU: We have individual students who have changed career paths due to the conference. We have evidence that schools have started up green school initiatives and eco groups. Because of a lack of funding the follow up has been more difficult. MC: Some of the eco groups are very active in their schools. It gives students exposure into going into a council and giving them a sense of belonging in government. 5. TP: What constitutes the big increase in funding asked compared to last year and what is this based upon? MC: In previous years RCAN contributed £3,500 and this was matched by the Rowntree Foundation. There are two tiers in running a conference. One is to have all the core support and the other is for materials, and resource development. We have asked for £450 more than last year. NatWest have been asked for a contribution but have not funded anything. 6. HM: Is there any follow up materials that can be shared and used? MC: Unfortunately, our survey is focused on secondary aged students and we don't have things for primary aged students due to funding. <p>Actions:</p> <ol style="list-style-type: none"> 1. Michila to send RCAN board member a webinar on how to run your own COP at your school 	MC
<p>4. Finance Report (Summary made by Peter Moore on behalf of Ben Burfoot)</p> <p>There was a dip in finances last year because of some issues which are currently being looked at. The partnership is funded by solar panels and generate an income through a feeding tariff that is good until 2037.</p> <p>The Partnership has a reserve policy to maintain between 12- and 36-months' worth of expenditure in the unlikely event that the partnership needs to be dissolved. The annual expenditure of the partnership is around £20,000- £25,000 per year.</p> <p>Sponsoring the Model UN Schools Conference would take funds into the slightly lower level of the reserve. It has been recommended that we underwrite the contribution of £3,950 while also seeking other sources of funding.</p> <p>Questions</p> <ol style="list-style-type: none"> 1. TD: Is there anybody who disagrees with funding the UN Model Schools Conference in the amount of £3,950? No objections and the board have agreed on funding the conference in the amount of £3,950. The condition of receiving the funding is that we need an update after the event on how it went and the impact. 	

Reading Climate Change Partnership

Budget Summary

Years:- 21/22 & 22/23

The partnership funds are provided for using incomes from solar panels installed in 2012 via the government feed in tariff. There remain, fifteen years of Feed in Tariff on installed arrays (2037).

The partnership has underspent in some years since being formed and this has led to a reserve fund being 'carried' from year to year.

Employee costs in 21/22 were higher than usual as we had the kickstart placement. This balanced off the additional costs to the finance section.

	2021/22	2022/23	Budget	Comments
Employees	21546	5149	17900	2021/22 had Kick Start Employee also premises includes servicing and checks
Premises costs	4741	0	2500	
Travel	111	0	0	No travel costs in 2022/23 to date
Supplies and services	4286	4883	6000	including commitments
Reserves	-36222	-36222	-28898	reserves are carried funds Some systems not functioning correctly
Solar income	-16095		-23200	
Kick start income	-7265		0	Income in 21/22 was a one off
Reserves to carry	-28898		-25698	

5. Annual Report 2021/2022

The first annual report was done last year, and this has been circulated with the board. It was agreed at the last meeting that the previous annual report was okay but based on feedback we are going to be including more storytelling in the form of case studies. Appendix with the theme action plan will need sign off and will be sent as soon as possible.

Actions

1. PM to send the board the appendix with theme action plans as soon as possible so that everything is signed off before going to RBC's SEPT Committee on the 15th of November.

Questions

1. TP There are great gaps in various pages? Is it going to be run where the gaps are finished before publication? PM: They will be more tidying up before the final version is done.
2. TRC If people need to give feedback after the meeting what is the deadline? PM: By close of play this Friday.
3. TRC: When will the appendix be circulated? PM: This will be done as soon as possible but will follow up with a deadline when the appendix is sent.

PM

6. Planning of the next Climate Strategy

Current strategy runs from 2020-2025 and the next strategy runs from 2025-2030. The next strategy is the last chance to achieve a commitment to be a net zero climate resilient town by 2030. The next strategy should be more analytical, and data driven. It should count the carbon.

Vote: TRC proposed to the board that we start planning the next strategy in January of 2023 and has asked the board to vote on whether they agree to the proposal. The motion was unilaterally passed by the board.

In starting the process of planning the next Climate Strategy a conversation needs to happen about what is the best way to go about this.

HM commented that the list of actions on the strategy are a bit overwhelming given the resources and that it could be more focused. She also mentioned how there are a lot of climate action strategy and documents out there that would provide a good template instead of starting from scratch.

PD mentioned that a lot of the actions are integrated and not just across the confines of one theme. Examples from outside sources should be drawn upon.

CM there is a new local transport plan (LTP) with the council and there is new government guidance coming out on it shortly. The transport theme will be a bit different to other themes. A draft document of the LTP should be coming out in the New Year and this is followed by a statutory consultation that takes 12 weeks. The government LTP guidance has not come out yet. A new LTP will be coming out sometime around next summer.

TRC stated that transport is a theme where the local authority has a much larger part to play than other themes. Having the LTP published before the strategy is a better order as the opposite happened in the last strategy.

AF has asked how the strategy was coordinated previously as she is new to the board.

TRC said that in creating the last strategy there was a series of facilitated events at RBC comprised of mini workshops that anybody could join to determine what actions would be appropriate for the themes. Once that was decided the themes leads developed the actions independently. Then a draft was published, and people had a period to feedback on it before it was revised and then finally published. There are various models of public consultation that can be considered. SW The challenge for the partnership is that we need a science-based baseline and if we were to project it forwards it is going to be challenging to get to Net Zero by 2030 even if they are successful. We need to understand the scale of the challenge properly.

CM asked how explicit are we going to be in terms of what we can control and what is outside of our direct control as an organisation?

TRC There are massive questions around boundaries and which categories of scope 3 do we include. We should have a mutually agreed baseline that we can measure against.

PM stated that we need to be more scientific as what is our carbon budget and what will our contributions be to stay within it. The LCE training that a few members have gone to can help with public engagement. We need a project plan working backwards from 2025.

AF asked if November 2025 is when we want to launch the next strategy?

TRC there needs to be a conversation about if we want to launch the strategy earlier in 2025.

PM we need to be a bit more realistic as to what we can achieve given that not everything is in our control.

Vote: TRC has asked for a vote on using the next board meeting primarily for deciding on an approach for the next climate strategy for 2025-2030 which has been unanimously decided.

7. Publicity Support for the Climate Message

This point has been brought up by TM who could not attend but has given TRC notes which TRC has read. The point is regarding publicity support in general. TM was disappointed that so few of the board members participated in the Reading Climate Festival. In particular about the lack of material from Thames Water given the hosepipe ban and the council about their retrofit programme for improving housing stock. TM felt that there were a small number of people on the board who were engaged, and she would like to see more buy in not just for the Climate Festival but also general for climate change work in Reading. TM has said that we should try to attend events that are already setup instead of doing our own events. TM stated in her notes that there is a tendency to think that there is a communication group that can do everything, but we only have very dated material.

TRC a suggestion she made to TM is that we assemble a subgroup to see how we can better communicate with the community. There were some gaps in the programme.

PD has asked what we can do as a network to work within the community and attend events that are already occurring instead of organising something ourselves.

PM disagrees with the point that there wasn't a lot of board buy in as several board members did put on events for the Climate Festival and the Council put on more events than last year.

TP has thanked Tracey and Sarah for their work and commitment in their efforts for the Reading Climate Festival. A lot of expectation rests on the council resources but we need to explore what other organisations can bring to the table but particularly on the comms side.

TRC, we need to be consistent with our outreach programme throughout the year.

AF stated that we should establish a regular comms team meeting between all the comms teams throughout the year.

HM has said Thames Water have a newsletter which could be useful for RCCP to share news and other organisations have similar which the partnership should try to use.

8. Reading Climate Festival 2022 Report (PowerPoint Presentation created by TRC)

This was the third Reading Climate Festival and like last year it was aligned with the Great Big Green Week from the 24th of September to the 2nd of October. This year we collaborated with the Reading Cycle Festival, Reading Libraries Fun Palaces, and Reading Borough Council's Older People's Day which meant we could extend our reach without increasing our organisational burden. There were 23 online events (which we have requested have been recorded) and 12 in person events. There were events for individuals, businesses, faith groups, businesses, as well as a new Youth Fair. There were over 736 registrations on Eventbrite.

The Reading Climate Festival Youth Fair was aimed at teenagers and young people and consisted of an exhibition with stalls and a series of workshops. Report to follow. The consensus was that it was a great idea that should be repeated but that there need to be some changes for it to be more successful.

There was an initiative taken for a Reading Business Climate Fayre but not enough lead in time before the Climate Festival so this will be taking place on the 22nd of November at Green Park.

Everyone who registered for an Eventbrite event was sent a survey and there were only 37 responses, but the responses were mostly consistent. Most people heard about the festival from social media, emails, and word of mouth. In terms of outcomes, most people said that they were more engaged with climate change and that they had talked to other about it. In terms of content, the majority thought the balance of content was right, but a few people thought there was too many events related to energy. However, this was intentional and in relation to the cost-of-living crisis. Festival had a net promoter score of 43% with a good score anything above 50%. More than 60% of people said that they would attend in the future so there is an appetite to continue for next year.

There were a lot of challenges include the passing of the late HM the Queen which meant there was a moratorium on comms and promotion. The funding this year was greatly reduced from £11,000 to £2,000 which meant we were unable to invest in workshops for the public. In terms of staffing there was only Sarah and Tracey to work on the Reading Climate Festival. Due to the Kickstart programme

<p>last year, there was additionally staffing. It is not sustainable to continue the festival which the current level of staffing and resources. We had significant levels of public drop out which could be solved by charging people.</p> <p>The next Reading Climate Festival will be happening next year from the 10th to 18th of June to align with the Great Big Green Week. RBC, REDA, and the University of Reading have a provisional booking with the art installation Gaia to make Reading synonymous with climate action. GAIA is made by Luke Jerram which is a 7m diameter representation of Earth created by NASA imagery. The cost for this art installation is covered so we would not need to contribute any funds.</p> <p>PD hybrid events for the Climate Festival give people an excuse not to attend as there is an assumption it will be recorded. The numbers for the Youth Fair weren't great but the event was good in that it was an exhibition with workshops running alongside it. In person events like the Youth Fair had challenges but should be supported in the future.</p> <p>Actions</p> <ol style="list-style-type: none"> 1. AF to get her team to help with editing Reading Climate Festival Videos 	<p>AF</p>
<p>9. Large Business Member- Mike Nat West</p> <p>TRC Based on conversations with the board Mike Waddelove of NatWest has been approached to be the large business member on the RCCP board.</p> <p>There were no objections to Mike Waddelove being approached.</p> <p>HM has proposed potentially Tarmac.</p>	
<p>10. AOB</p> <ol style="list-style-type: none"> 1. Past actions from last meeting and whether they have been reviewed please see below of outstanding actions: <ol style="list-style-type: none"> a. Outstanding action for SP and TM to come up with a list of speakers who can be called on to speak at schools- progressing b. Theme leads sending content to SP c. UK Shared Prosperity Fund d. Net Zero Placemaking e. Circulate Key Messages about LCE Training f. Canvas theme leads about theme meetings 2. PM We have been nominated to be on the Net Zero List for busses 3. NWO Together fund for Sport England 	

Questions:

1. AF: Should we have an action log? PM: There didn't seem to be many outstanding actions.

Please see item 1 for outstanding actions.