

Date/time	Wed 2 Dec 1400-1645
Co-chairs	Ann Cousins [AC], Marvin Rees [MR]
Attendees (members)	Afzal Shah [AS], Ian Barrett [IB], Jessica Ferrow [JF], Gwen Frost [GF], Dan Green [DG], Rebecca Kirk [RK], Andrew Linfoot [AL], Iain McGuffog [IM], Simon Roberts [SR], Ben Ross [BR], Noah Sapla [NS], Cllr Afzal Shah [AS], Dale Southerton [DS], Sara Telahoun [ST], Savita Willmott [SW], Zoe Willcox [ZW]
Apologies	Katherine Piper, Simon Wood
Secretariat	Lizzi Testani and Vicki Woolley (BGCP)
Observers	Helen Iles (WECA), Lucy Rees (S Gloucestershire Council) [LR]
Invitees	Alex Ivory (BCC), Alex Minshull (BCC) [AMin], Allan Macleod (City Office) [AMac], Jim Longhurst (BACCC co-chair) [JL], Jo House (BACCC co-chair), Esther Coffin-Smith (NBT), James Sterling (BCC Energy Service) [JS], Aisha Stewart (BCC Energy Service) [ASt]

ITEM	Actions
Regular items	
(1) Welcome, quorum & declaration of interests	
<p>[MR] welcomed all members to the meeting.</p> <p>[SR] declaration of interest in relation to Fuel Action Poverty Plan - CSE has been involved in the delivery of this plan.</p> <p>Next meeting in February 2020: Board agrees that if it can be done safely, we will try to meet in person. Request from several members to also include a zoom option for the next meeting for those who cannot meet in person.</p> <p>[AC] shared Ben Ross's change in role, having left Bristol Energy. Members invited to consider Ben's retention as a member of the board.</p> <p>Decision: Board agree with proposal to retain Ben as member on the board.</p>	
(2) Minutes of last meeting & action register	
<p>Board reviewed actions register, changes agreed as follows:</p> <ul style="list-style-type: none"> Learning & Skills board action – no longer applicable as skills agenda has been incorporated into Economy (& Skills) and the new Childrens board currently being established) – action to be removed 	
(3) Introducing new members	
<p>[MR] welcomed to Afzal Shah, taking over from MR as co-chair as named lead for Green Growth, Ecological and Climate Emergency within Bristol City Council cabinet (although MR will still attend future meetings).</p> <p>[AS] provided brief update on importance of Fuel Poverty Action Plan and the need for a collaborative approach, the One City Approach and thanked the Board for efforts so far.</p> <p>[MR] welcomed Rebecca Kirk replacing Andy Hicklin on the board. [RK] joined Environment Agency 5 weeks ago, working previously in housing for Dorset Council, and is looking forward to taking forward work within Bristol.</p>	
Main items for discussion	
(4) One City Economic Recovery Plan	

[AMac] Thanks Environment Board for input and involvement in developing the One City Economic Recovery Plan, and is keen for this feedback to also be used during One City Plan refresh.

Next steps will be to update the plan based on new findings from: upcoming citizens assemblies, engagement with citizens through summer surveys, and from Voluntary, Community and Social Enterprise (VCSE) Strategy currently in development.

Next iteration to be launched alongside the revised One City Plan at March 2021 gathering. Further opportunities to engage with this next timeline will be shared in due course via secretariat.

(5) One City Climate and Ecological Emergency Strategies

[SW] Ecological Emergency Strategy Update: See slides.

Board agreed the One City Ecological Emergency strategy at last meeting, and 46 organisations took part in launch conversations.

A small working group (from initial strategy working group) is now discussing next steps, focusing on identifying what is already happening, what should happen next and 2021 plans (requiring board input). With this small group, there is a need to identify how to resource the capacity, work and progress the pipeline of projects.

Additional comments and questions:

- [IB] Working group is made up of a dedicated group of 30 organisations taking part but highlighted time and resource constraints, so need work out how to maintain momentum. Recognised BCC's momentum on this issue. Keen to hear thoughts from Board on how we achieve that.
- Since Green Recovery Grant application has been unsuccessful, it has been challenging to resource engagement or campaign going to encourage stakeholders to set aside land for nature.
- [AC] flagged conversation with Business West Climate Group about incorporating Ecological Emergency goals within their work.
- [AS] currently looking at how Businesses can use CSR to support ecological goals and asked [ZW] how homes building agenda may contribute.
- [ZW] confirmed preparation for [biodiversity net gain](#) within new schemes and putting resource into thinking through BCC's approach – e.g. Hengrove. This has raised potential challenges, incl. ongoing maintenance and ongoing mitigation.

[AMin] One City Climate Strategy Update: See slides

Provided a recap of steps taken to date, including working on business case and programme of work that was approved by Cabinet last month.

- Sub-group: has met several times to consider the translation of the strategy into action but notes impacts of Covid 19, need for digital platforms and funding allocated through the BCC programme.
- Delivery plans are progressing on Winter Heat Decarbonisation planning, Comms and engagement, Waste, Natural Environment and Summer over-heating resilience planning (working with Tyndall Institute).
- New BCC Climate & Ecological Emergency Programme has been approved by BCC cabinet: looking at how BCC can lead by example, and opportunities to influence and enable collaboration and action across the city. This programme breaks down into about 20 projects. Of these, elements of pertinence to the Board, are a) strengthening coordination (networks, Bristol Advisory Committee on Climate Change and One City boards) to enable action and b) strengthening communications and engagement, including recruiting a new diversity and engagement project manager, a small comms budget and an upcoming citizens assembly.

Also highlighted the new [Bristol Climate Hub](#) website for citizens and businesses to access information and advice on areas for climate action.

Questions, comments and feedback:

- [ST] Has the council being involved in public sector decarbonisation fund? [AM] Applications are being worked on, and more in pipeline – including in conversation with other public bodies. [ECS] Energy Colleagues at NBT are working on a bid. [AM] There are key opportunities emerging e.g. city leap partners.
- Board members [AC] and [JF] have been contacted by journalists interested in Bristol’s progress. [JF] Is there a plan to update and share this in the public domain? [AM] it is in the public domain, and on list to increase communication about what BCC is doing.
- [ST] flagged the [Public Sector Decarbonisation Scheme](#) as a potential source of funding.
- [DG] Question for Alex, addressing BCC Scope 1 and Scope 2 emissions, is there any interest in a roundtable to share experience. [JF] update on [Climate Leaders group](#), set up for businesses taking strong action. Next meeting in January (quarterly meetings planned) with plans to share best practice, profile action and impact made by organisations within the group.
- [AC] noted work under way on Waste Municipal Strategy. How can this capture opportunities to progress climate and ecological strategies? [AM] and [MR] suggested that Steve Pierce is invited to attend a future meeting. [GF] noted the importance of this work reflecting that a climate and ecological emergency has been declared and to clearly set out strong targets. [AS] noted that Steve has recognised challenges around recycling in high-rises.

[LT] work with BCC to invite Steve Pierce to future meeting.

(6) Bristol Advisory Committee on Climate Change’s Annual Report on Year 1

[JL] introduced BACCC’s newly released [Annual Report on Year One](#) and highlighted key committee activities & priorities:

Year One:

BACCC established Autumn 2019 as an independent technical advisory committee with an expert register to support Bristol’s journey to become carbon neutral – this is a voluntarily group. Monthly meeting schedule established to enable work at pace. Activities have included supporting the efforts of developing the One City Climate Strategy, interrogation of its evidence base and support for development of strategy.

BACCC is also working to ensure connection to the national Committee on Climate Change (CCC) and to localise national developments and recommendations to ensure resilient recovery from COVID-19 and identify opportunities for the One City approach. Thank you to all colleagues on the committee and large register of experts, contributing ideas and expertise in a voluntary capacity – as well as secretariat to the committee.

Year Two:

Next steps are:

- Continue connection with the CCC to bring locally contextualised information into these conversations and take opportunities to reflect and act,
- Focus efforts onto climate risk and adaptation needs (an underdeveloped element of the work in the One City climate strategy) to understand and build resilience and capacity, including the human-centric aspect of resilience
- Continue to monitor progress of One City Climate Strategy, ensuring we take advantage of opportunities and deal with barriers as they emerge.
- To support climate emergency communication and engagement, including opportunity to raise awareness in lead up to COP26.

BACCC is requesting formal receipt and endorsement of the Annual Report from ESB, and for approach to communication and engagement of findings with other One City Boards.

Feedback and comments

- [AC] expressed thanks to BACCC co-chairs and members.
- [SR] welcomed the report as very welcome, well considered and thoughtful set of recommendations. This will help to keep the One City approach focused on addressing the climate emergency. Particularly welcomed the recommendations relating to challenges that stand out: identifying actors that need to take certain steps (noting that BCC’s new diversity and engagement project officer will support delivery and coordination) and the need to indicators that will help understand activities underway and build a sense of trajectory e.g. how many new EV charging points, how many heat pumps, etc. to translate into carbon reductions and projections. Thanks to BACCC for the report.
- [GF] Agreed with the recommendation that engaging with citizens on scale of what they can and need to do is critical and needs actioning.

[AMac] Explore potential to highlight the report at the next One City gathering.

Decision and next steps:

- BACCC to share this report with other boards – ideally helping translate actions specific to each Board and ensure it informs themes, for example, housing delivery.
- [AMac] and BACCC to explore opportunity to share report at City Gathering (18 Dec) and with multi board.
- [MR] to explore with Andrea the opportunity for this report and the Ecological Emergency strategy to be shared at the weekly city leaders’ call.
- Report should be promoted, via Twitter, BGCP and thebaccc.org <https://thebaccc.org/news/>
- **Decision:** Environment Board formerly endorsed BACCC report and approach
- **Decision:** BACCC to liaise with One City Board to approach all One City Boards independently

[MR] to explore with Andrea opportunity for Ian Barrett to present this report and the Ecological Emergency strategy at the weekly city leaders call.

Other items from BACCC:

- Next BACCC meeting is 10 Dec [JH] invited Environment Board members to attend. Agenda will include: presentation from the cabinet office on COP26 and City Leap.
- [Members of the BACCC were involved in the national Climate Assembly UK](#), which reported recommendations in September. BACCC recommend [reviewing the findings](#) and offers to support this work.
- [LR]: South Glos conducting a review of its Climate Emergency Plan and next iteration going to full council on 9 December. Strategic partners have signed up to a joint statement, although ecological emergency hasn’t been included in scope of work yet. An advisory committee in South Glos is also being supported by UWE.

[ALL] Confirm interest in attending BACCC meeting 10 Dec 2pm to LT.

(7) One \City Plan refresh

[BR] recaps on the roadmap to the refresh process.

- Working Group presents a first draft of environment timeline for 2021 One City Plan.
- [AC] Multi-Board meeting recently met to go through ‘asks’ and ‘offers’ in relation to ecological emergency strategy and how this should carry across into other Boards, ‘asks’ were shared with other boards to incorporate certain goals. Clear ‘asks’ received from other Boards on objectives for Environment Board to consider.
- Transport-related goals to go to transport timeline and [AC] reports Transport Board were positive about this and keen to take forward objectives. [AMc] Transport Board meeting tomorrow to undertake timeline refresh process, and both Chairs have agreed they wanted to include more in terms of active and sustainable transport.
- Narrative due to be submitted by 12th February, which is before next Environment Board meeting, so sign off will take place via e-mail.

[All] to feed back any further comments on draft to LT by 4 December

- [LT] noted [ZW] feedback on Local Plan goal to sit in 2024.

Questions, comments and feedback:

- [AC] do we have action 'owners' for new goals? [BR] not yet. This was agreed as a useful next step once plan refresh complete.
- [ST] Queried whether any goals have been transferred elsewhere. [BR] confirmed Transport to own all objectives around transport going forwards. However, air quality was retained in Environment timeline.
- [AL] Has anything being transferred to us from other Boards? [LT] has been sent asks and offers ad general principals from other Boards, which the sub-group of Environment goals can consider as part of this process. [IMc] City Office continuing to think of processes to support these requests.
- [ST] Is there a separate piece to develop metrics? [BR] have been looking at near term measurable goals but can tighten up if felt more appropriate. [ST] will take a look and identify specific areas where this could be helpful.
- [MR] not a complete document, refreshed every year, so goals should be included even if we do not know yet how it will be measured – and organisations can look at how they measure progress. Be bold in putting goals in.
- [JF] Congratulated working group - great to see Ecological Emergency goals being incorporated, feels more up to date and current.
- [IM] At Bristol Water, structure as it stands is helpful in enabling organisation to look at how its actions contribute to these goals, how to measure progress and how they can feed this back in.

Decision and next steps:

- **Decision:** Board delegated authority to working group to finalise One City Plan refresh.
- [ST] and [AC] agreed to support [BR] in development of narrative. This will be circulated to board for comment, with final sign from co-chairs. Key themes to include are: Climate Strategy, Ecological Emergency Strategy, Goals that have been re-allocated (so it doesn't look like they have been lost or deprioritised) and COVID-19.

[ST] and [AC] to support [BR] in developing narrative.

Updates and related initiatives

(8) Fuel poverty action plan

Presentation [Aisha Stewart]:

[ASt] provided an overview of the process to develop the Joint Strategic Needs Assessment chapter on Fuel Poverty and key recommendations and key components of Fuel Poverty Action Plan. Action plan developed by No Cold Homes Steering Group (new members welcome to join) who will be reporting into Health & Wellbeing Board. Now seeking endorsement by Homes & Communities Board, Health and Wellbeing Board and Environment Board.

Offer: Publish the action plan and review regularly; Engage with organisations to develop connections and collaborations; Speak to organisations represented on ESB about current support available for those in fuel poverty.

Ask: Endorsement of the action plan, and feed into No Cold Homes Group with info, opportunities or projects

Questions & Discussion:

[All] Contact [ASt] if interested to join the No Cold Homes Steering Group.

<ul style="list-style-type: none"> • [DG] undertaken work with vulnerable customers at Wessex Water and has learnings around importance of signposting people to support available – will connect Aisha with colleagues. • [AS] offered to share with networks including BOPF and social housing providers. • [LT] BCGP interested in a lunchtime learning session <p>Decision & Next steps:</p> <ul style="list-style-type: none"> • Decision: Fuel Poverty Action Plan endorsed by Environment Board. 	<p>[DG] to connect AS with colleagues.</p>
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(9) 2020 One City Goals update

<ul style="list-style-type: none"> • Goal 7 – City Leap [JS]: Recap on City Leap Energy Partnership – which is a new approach towards public and private sector partnership for the investment and delivery of large-scale energy infrastructure in the city. This will include a mixture of projects including low carbon heat networks, renewables, corporate and domestic energy, electric vehicles and smart energy. BCC has invested over £600m investment in the low carbon energy transition already. The overarching vision is to create an interconnected, smart and resilient energy system and take a significant step towards carbon neutrality. We have now announced three finalists in the procurement (Ameresco Ltd with Vattenfall, ENGIE Services Holding Ltd and Sumitomo with Abundance and E.ON UK PLC with Marubeni Corporation). The next step is the invitation to participate (ITP) which will enable us to talk in detail with the bidders and mutually share information. We’re expecting tenders next June and go to Cabinet on preferred bidder September 2021. City Leap will be fully operational and starting to deliver projects early 2022. Environment Board members are invited to contact James directly for further information. • Goal 8 – Going for Gold [ZW]: Still intending to submit bid in March 2021 and raised a proposal for the development of a Good Food Plan to deliver aspects of One City Climate and Ecological Strategies and Food Equality strategy, as well as build on legacy of the Going for Gold programme. Suggested that an Environment Board Working Group could support this, with some BCC support to resource this. [DS] [GF] and [AS] noted interest in joining this group. [AC] agreed Environment Board is well placed to support / champion this work, in partnership with Health and Wellbeing Board. [AM] also confirmed BCC would be looking for input into brief / commission. [AS] noted the opportunity to influence procurement through BCC and have already embedded social value across the supply chain. • Goal 9 – Waste [GF]: Ensure that 50% of all waste collected in the city is sent for reuse, recycling and composting – we are currently achieving 46% and struggling to reach 50% target this year, so uncertain whether we’ll reach 50% this year. Noted that flats across the city are a priority and engagement is difficult. 	<p>[ZW] and [AMin] to follow up with DS, GF and AS to progress this working group with input from Kathy Derrick from BCC and Joy Carey from Bristol Food Network.</p>
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(10) AOB

<ul style="list-style-type: none"> • City Gathering [MR] Ensured that all members had received invite to City Gathering on 18 December 2020. Will focus on how city will work together to recover and rebuild. • Smart and fair energy system [SR] shared CSE has published a report on relationship between innovation required to get a smart energy system and benefits to be distributed fairly, and there are some issues with would be helpful to explore in context of the City Leap and more widely. 	<p>[All] contact AMac if you haven’t received gathering invite.</p>
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- **Kickstart** [MR] BCC is acting as an umbrella for smaller organisations wishing to recruit via the kickstart programme. For more information visit: <https://www.bristol.gov.uk/business-support-advice/guide-to-the-bristol-kickstart-scheme> or contact Kickstart@bristol.gov.uk or Chris Mitchell on 07795 446588.
- **North Bristol NHS Trust** [ECS] confirmed Sustainability Transformation Partnership-wide climate change adaptation plan now approved and it will be published shortly both through the Healthier Together office but also on the NBT website: [here](#). The document itself doesn't actually detail the steps each organisation will take but instead highlights the opportunities available to us. The next step is for each member to tailor our risk assessment to their own organisation, complete it to identify the key risks and then we'll pull those together to identify the shared risks that we can work together to address. Well, that's the idea anyway!
- **Board membership** [AC] Board members were appointed for an initial 2 year period, which will take us up to June / July 2021. Members asked to consider their commitment and interest in remaining involved, and LT to consider with Co-Chairs the process for renewal.
- **Voting** [MR] noted there is currently a drive to increase voter participation in the run up to mayoral elections, also raising awareness of option for postal voting.