

Date/time	Wed 17 Feb 1400-1645
Attendees (members)	Andrew Linfoot, Ben Ross, Dale Southerton, Dan Green, Esther Coffin-Smith (alternate for SW), Gwen Frost, Iain McGuffog, Jessica Ferrow, Katherine Piper, Rebecca Kirk, Sara Telahoun, Savita Willmott, Simon Roberts, Zoe Willcox
Chairs	Ann Cousins (chairing today's meeting) and Cllr Afzal Shah
Apologies	Members: Ian Barrett, Noah Sapla, Simon Wood. Invitees: Jim Longhurst (BACCC co-chair)
Secretariat	Lizzi Testani, Claire Jacob and Clara Fung (BGCP)
Observers	Helen Iles (WECA), Lucy Rees (S Gloucestershire Council), Nicola Webb (N Somerset Council), Anna Jones (BCC)
Invitees	Alex Ivory (BCC), Alex Minshull (BCC), Allan Macleod (City Office) [AMac], Jo House (BACCC co-chair), Ken Lawson (BCC), Sam Morgan (BCC)

ITEM	ACTIONS
Regular items	
(1) Welcome, quorum & declaration of interests	
<p>[AC] welcomed members to the meeting and confirmed quorate.</p> <p>[AC] declared new interest – ARUP has been appointed BCC's strategic partner to support on their capital programmes. If conflicts arise, [AC] will step aside from chairing individual items on the agenda</p> <p>Anna Jones introduced herself as Climate Change Project Manager at BCC, aided the setup of the board and here to observe the meeting.</p> <p>Next meeting: 16th June 2021</p>	<p>[BGCP] add new interest to the Interest Register.</p>
(2) Minutes of last meeting & action register	
<p>Board reviewed actions register, notes and changes agreed as follows:</p> <ul style="list-style-type: none"> WECA: link has been made with the One City Climate Strategy (OCCS) subgroup – action to change to green Food working group: [ZW] delay due to focus on working on the Going for Gold bid [AM] broad group of partners involved in working on the bid which is due early April, Health & Wellbeing board will officially sign it off. Welcomed members to get in touch if interested in seeing the final application by email correspondence. [AC] should have at least a member of this board have sight of it as Going for Gold bid is featured in the One City Plan environment timeline. 	<p>[AM] to reconvene OCCS subgroup</p> <p>[All] to contact [AM] if interested in viewing the final Going for Gold application</p>
(3) One City Climate and Ecological Emergency Strategies	
One City Ecological Emergency Strategy	
<p>[SW] reported updates on implementation of the strategy, which was approved in September 2020 after being brought to the board's attention in Spring of that year, as per slides shared before the meeting:</p> <p>Additional notes:</p> <ul style="list-style-type: none"> Implementation has been focused on the 33 commitments outlined in the strategy. Resources / Governance: [SW] at Natural History Consortium to work with [IB] at Avon Wildlife Trust (AWT) to implement strategy between 2021-2023 Putting together the Terms of Reference of the One City Ecological Emergency Project Board which will be circulated with the Board for comments and representation. Space for Nature: AWT leading the work on Bristol's Wildlife Index. 	

- **Pesticides:** Would be great to be put in touch with the right person to understand landowner’s pesticide disposal.
- **Pollution:** Producing briefing paper for the Environment Agency’s involvement in the ‘opportunities map’ to improve water quality/pollution. Calling for 1-2 members, particularly those not working in this area, to review briefing paper around end of Feb. [JF] volunteered to review.
- **Wider footprint:** least developed area of the strategy
- **Communication and Engagement:** generic presentation material available to circulate within members’ organisations and networks to raise awareness.
- **Collaboration with Climate Strategy:** the need to raise awareness of the Ecological alongside Climate Emergency is particularly important in discussing response and coordination in the lead up to COP26. Many organisations’ work and thinking in their response to Climate Emergency is considerably more developed than their response to Ecological Emergency. The Board has a role in communicating both emergencies as twinned and the coordinated approach required to accelerate progress in both areas.
- **Comments from the Board:**
- [AC] How does the proposed board fit with the Environment Board Ecological Emergency Working Group (EEWG)? EEWG was a task and finish group which worked rapidly and to a strategy development brief. This project board will have a strategy delivery remit and ToRs to identify who might be missing from the group.
- [AL] Is the increase use of parks and open spaces, particularly over the last year, a perceived threat to dedicated 30% of land to nature or is it an opportunity? Eco Emergency work by [SW] and [IB] is focused on everything outside the BCC’s land properties (e.g. parks). Working closely with Sarah who is leading BCC’s work.
- [AMac] Is there an opportunity for this project board to work across the other City boards because interest has been expressed by some boards on how they can work towards the Ecological Emergency strategy [SW] yes, it will be a fantastic opportunity. Need to get the governance piece right on how the group responds, reports and align to this Environment Board.
- [JF] Who would be ideal members of that board? Existing members of One City Boards? [SW] it has taken time to work on the ToRs as difficult to establish where responsibilities lie for each strategy commitment so important to understand this before drafting ToRs
- [SR] members of the OCCS subgroup aren’t necessarily the people with the responsibility or the right networks to action the strategy. It may be better to seeing how the governance follows the need rather than trying to set the governance up first. Approach to the project board similar to where we need to be on the Climate Strategy in terms of ensuring those who are overseeing the implementation of the strategy for the city have the range and reach to do so.

[SW] to circulate ToRs for the Ecological Emergency working group once finalised.

[SW] to share pollution briefing paper with [JF] for review.

[All] to contact [SW] if interested in receiving presentation material to raise awareness

One City Climate Strategy

[AM] Last update provided was on BCC’s Climate and Ecological Emergency programme approved by cabinet. This includes additional capacity within BCC to deliver its own commitment and facilitate more active engagement at city-level.

Work towards implementation of the Climate Strategy so far has involved the recruitment of the Strategic Coordinator - appointment will be made soon. Their focus is to think through the structures and process needed and ensure that happens. Recruitment for role to increase capacity in Communications and Engagement work to follow and will have particularly focus on communities, diversity and inclusion, to help bring forward One City Communications Engagement Plan.

Listen, Engage and Empower has been the approach to BCC's work so far:

- **Listen:** 2 out of 4 weekends for Bristol's Citizen's Assembly have been conducted. Includes theme of climate change, with [AC] as chair of this board presenting on strategy and [SR] on the measures needed to achieve decarbonisation in energy in homes, that being the focus drawn for the climate change theme as it's an area assembly members can relate too, it's an area of pressing need for action with capacity for local and national action and it's the largest single source of emissions of the city' footprint. Final evidence session is in 10 days' time and final recommendations will be made end of March. Board to consider reviewing final recommendations when ready.
- **Engage:** main communications work will be around COP26 and how Bristol is represented in and around the event, and within COP26 local activity.
- **Empower:** this is about information provision to enable people to make choices, new Bristol Climate Hub being an example. BCC is looking into setting up a small grant scheme in the Summer for Autumn awards, providing direct grants to communities. They will be looking to the board for input on the design of the scheme.

Questions from the Board on One City Climate Strategy:

- **Heat decarbonisation** [JF] Has there been any progress of the plan to get heat pumps installed to decarbonise heat? [AM] BCC are working with BEIS, who are funding consultancy looking at opportunities for and how to create business cases for investment heat decarbonisations in property types (social housing, non-academy schools, hospitals, public buildings and universities). Working with owners of those estates to understand their existing heat plans and how to join at city or spatial level. [AC] Assuming these property types were chosen as they are easy wins? [AM] This project is happening in four cities and they emerged as the collective area where the local authorities and analysis conducted in the first phase of work found opportunities, mainly down to who owns them, drivers and incentives that those people have got to a) make longer-term investments b) many have declared a Climate Emergency. This work will report by May to set out outline business cases for investment in those areas. [BR] If this work is funded by BEIS, they will be working on a timeline to achieve the national net zero target by 2050 so it should be suggested for the city to look at private homeowners and private rental sector as a matter of urgency. There have been many pilot programmes on the quick-wins but the more difficult areas are avoided. [AM] The project team has recently discussed what the target date is and the difference between those by the local authorities and the government creates an interesting set of policy choices. Bristol will be working towards 2030 target. One of the other posts BCC will be recruiting will focus on work in the private sector.
- [AMac] Home's Board provisional timeline for next year's goal to begin conversations on what decarbonising and retrofitting the housing stock in the city will look like. Andrew, member of the Home's Board, confirmed this and noted not having had any links since October 2020 due to reorganising but happy to get involved when Home's Board is ready. [BR] suggested link to be made between that board and BACCC.
- [SR] There is not one or a set of people responsible – upgrading and improving housing has never been subject to centralised plans. BCC's additional capacity to get the right people round the table is more important than trying to determine what the right actions are, as it is difficult to do for a large-scale, complex challenge and there is a wide range of people who need to work together to tackle it. There is another challenge with time being spent locating the people who are responsible rather than working on how to sort it out. Private rented market will be more challenging than homeowner market in a way. There is no single point of

coordination for those areas and no obvious place to ‘commission’ that work to. Homes Board may try to simplify the home retrofit system which may not be the right approach.

- Bristol Advisory Committee on Climate Change [JH] BACCC are having a refresh of their priorities so there is opportunity to bring heat decarbonisation this more into the group’s priorities and there are BACCC members and registered experts who can give support and technical expertise on this area. [JH] left the meeting.
- [RK] Environmental Health Housing staff are responsible for healthy homes and should be working with private landlords where ‘cold’ homes are identified and should be part of the conversation if they aren’t.
- [AS] shared thoughts on head decarbonisation - Capacity building needed considering the scale of change needed. Recommended applying learnings from WarmUp Scheme.
- Re commercial buildings, [JF] Bristol Green Capital Partnership (BGCP) is launching a new Climate Action Programme on April 7th to help engage organisations in reducing their carbon emissions in their own operations and Business West are working to support members to Trading to Net Zero.
- [GF] How to start conveying this to the public and get their buy-in and understanding of the scale needed? [AM] colleagues are pulling a group of people involved in communications and engagement from across partner organisations to come up with a broader communications engagement plan involves partners beyond BCC.
- [BR] What is the scope of the Culture Board? Is there opportunity to influence ToR? [AMac] Details of the Culture Board can be found [online](#) and ToR should already be published, the board’s role is to work with the other boards to ensure culture is embedded into the other themes and also to support communications. They are interested in how they can support communications of the One City Plan and work in the city. There will be space to collaborate. Have only met twice. [BR] noted that Culture Board should link up with BCC’s comms and engagement group.

(4) 2021 & 2022 goals

Board members took part in an interactive session to explore what success looks like for the 2021 and 2022 One City Plan Environment goals. [AS] provided the following context:

- Bristol was the first city in the UK to declare a Climate Emergency and 435 local authorities followed suit. Also the first to declare an Ecological Emergency which is a good start. But lots of work needed to tackle these emergencies and it’s the nuts and bolts of this work that we are keen to look at.
- There have been promising signs of process e.g. BCC’s auditors established 9% reduction of BCC’s direct carbon footprint in 2019-20.
- Bristol’s goal comes 20 years ahead of the Government’s target and some of the work needed to be done is not yet supported by national policy

2021 Environment Goals are:

1. **Citywide activity launched to engage citizens on pathways to achieving Bristol's 2030 climate and ecological goals, in lead up to COP26.**
2. **Publish a Bristol green infrastructure strategy demonstrating links with One City Climate and Ecological Emergency Strategies.**
3. **2021 Nature-based solutions projects are delivering multiple benefits, e.g. beginning to lock up carbon, improve habitats and reduce flooding and pollution across the West of England**

2022 Environment Goals are:

4. **First City Leap Energy Partnership projects deliver low carbon and smart energy infrastructure that support Bristol to become carbon neutral by 2030**
5. **Bristol is a Gold Sustainable Food City and 'Bristol Bites Back Better' is actively supporting sustainability and resilience across our food system.**
6. **Levels of fertilisers, pesticides, plastics and pharmaceuticals in Bristol's waterways are decreasing.**

The Board broke out into three groups to discuss 2021 and 2022 goals, reflecting on:

- 1) What success looks like
- 2) What work is already happening towards the goals
- 3) How progress will be monitored
- 4) Whether there is a board member who could act as a lead for this goal
- 5) What steps does the board need to take

Each group reviewed one goal from each year and captured their feedback on two separate Jamboards. Groups fed back as per slides shared. Additional comments made:

- [SR] need for citywide engagement activity to identify what we, the city, as opposed to individuals, need to do to tackle the climate emergency.
- [AC] Andrew Linfoot chosen as lead for goal 2 above, as Jacobs has been appointed to write the national Green Infrastructure design guide.
- [JF] group thought about how to join up the dots with work in Bristol and other local authorities in the West of England area

[All] to continue contributing feedback on the Jamboards for 2021 goals and 2020 goals, particularly around identifying leads for goals before co-chairs reflect on feedback and propose a way forward.

(5) Board workplan for 2021

- **Review member recommendations**
- **Strategy priorities, 2021 goals and COP26**

Board members took part in an interactive session to identify Board priorities for the next year which might be beyond the immediate goals needed to achieve this year. This includes adding reflections to recommendations based on feedback from board members (circulated with papers).

Upon reviewing the [One City Plan Environment 2021 Timeline](#), the board identified the following One City Goals as the least likely to be achieved without action from the Board:

- **35% of domestic homes in Bristol are insulated to a high standard (C+) (2023)**
- **With support, 50% of citizens and businesses have actively made changes and are working towards a carbon neutral and nature rich city by 2030. (2024)**

Thoughts on potential blockers, motivates and how the board might enable/inspire action on these goals was collected via Jamboard.

Breakout groups didn't have sufficient time to comment on ways of working so Jamboards will be kept open for 2 more weeks to allow further contributions.

[All] to continue contributing feedback on the Jamboard before co-chairs reflect on feedback and propose a way forward.

Updates and related initiatives

(6) Draft waste strategy

Ken Lawson [KL] presented on BCC's draft Waste Strategy as per slides. The draft strategy is still going through internal BCC review and sign off. COVID-19 has reduced recycling rate but household waste per person has also increased.

Waste Strategy KPIs: Some of its KPIs come from Bristol's Zero Waste strategy 2016 but will align with One City Climate Strategy as those targets are still ambitious but need to be realistic following post-COVID (12% increase in waste during the pandemic and projecting 10,000-tonne increase in black bin waste). If strategy is approved with current KPIs, it leaves 3-4 years to implement it by 2025 and reduction target will not be achievable in that timeframe. Future KPIs are the same but with target date of 2030. Waste per head per population is the key KPI.

Questions and comments from the Board:

- [ST] Are there any non-household waste categories that are covered by this strategy? Would be interesting to know how overall waste (including commercial) has changed during lockdown. [KL] no correlating data between changes in household and commercial waste as commercial data is not available.
- [RK] Environment Agency regulate sites taking away waste and had number of requests to increase amount of waste that their permits allow – increase caused by clinical waste as caring for a COVID patient generates at least 3-4 times more waste than a non-COVID patient.
- [AS] 1) Enforcement is not explicitly mentioned in the waste strategy's themes? 2) How to ensure highrise block residents are recycling? [KL] 1) Enforcement is a necessary part of the strategy (under 'love where you live' theme) but also about setting what is acceptable and improving our powers – starting to lobby DEFRA to improve enforcement powers due to deregulations in 2018 put in many hurdles to control presentation of waste making it time-consuming for local authorities to undertake. 2) Couple of elements: A) starting to update BCC's planning guidance - have looked at documents produced by Eunomia and developed by London Agency and looking to incorporate guidance in planning policy so new developments encourage recycling. B) Bristol Waste is leading work looking at flats in the city, having conducted audit on 1,000 blocks of flats to identify if recycling is available, if not what is needed and bin capacity. Challenges include communicating with residents, logistical/physical barriers that residents face and holding residents accountable.
- [ST] London's [Library of things](https://www.sharebristol.org.uk/) encourages people to borrow rather than buy things they might need short term - e.g. tent, vacuums etc. - do we/ could we have something like this in Bristol to reduce consumption? [JF] noted <https://www.sharebristol.org.uk/>

(7) COP26 – opportunities for One City Environment Board

Samantha Morgan, International team at BCC, presented on topics shared in Bristol One City Environment Board COP26 discussion paper circulated.

Comments and Questions from the Board:

- [SW] is there an opportunity to share, as part of COP26 activities, the work around the Ecological Emergency with Nature being a key theme? The Natural History Consortium is working with natural environment colleagues in DEFRA and looking to running a stakeholder event in June as part of festival of nature looking at nature-based solutions, ecological literacy and how nature-based organisations are pointing

towards COP. UN is starting the [Decade of Ecological Restoration](#), launching on June 5 on World Environment same day as the launch of Festival of Nature so will try to link up with the decade of ecological restoration and COP

- [AS] Board to consider how climate migration has shaped Bristol, other states on the frontline of Climate Change and what a Climate Emergency looks like for those people – possibly as pre-COP engagement.
- [JF] BGCP is in early stages of planning September event ‘Cities vs Climate Change’ to engage local stakeholders ahead of COP and bring in a few other cities as examples, to generate interest before COP.
- [SR] Agrees with proposal and approach to COP26 shared by BCC’s International Team. One of the challenges is to make sure communications do not pin everything on COP, because its outcomes may not be what we hope for and it is part of a wider set of approaches and solutions to address Climate Change. Bristol using its wider relationships with other cities tackling Climate Change is powerful. Main focus is using the noise around COP and climate change to shift attention on what is going on in Bristol and how they can get involved, rather than what is happening in COP26.
- [JF] Prompted questioning around what is happening in Bristol that week/weeks when COP26 is happening. [SM] Have been/currently speaking with University of Bristol, UWE and Bristol Cultural Development Partnerships in conversations around what that could look like. The COP26 working group will look to bring partners together to scope potential to link in with pre-existing events and use COP as a hook or hold a different event – still yet to develop with working group meeting to convene in next few weeks so input from the Board welcome.
- [SW] volunteered to be part of the working group on behalf of the One City Environment Board.

[All] to contact International@bristol.gov.uk ASAP if interested in joining COP26 Working Group to develop Bristol messaging and approach.

(8) One City Gathering

[AMac] provided updates on the One City Gathering:

- The Board has been invited to the One City Gathering 12 March, 10-1pm – if invitation has not been received, get in contact with [AMac] or City Office team
- The gathering will focus on refreshed One City Plan, update on key work over the past year and priorities for the next year.
- Typically, in the first Gathering of the year, participants vote for the top 3 priorities for the year (e.g. one of those priorities last year was an environmental goal, Going for Gold). One City Boards will be asked to select one of their 3 priorities this year to put for a vote in March. The Environment Board voted for the following goal as the priority: **“Citywide activity launched to engage citizens on pathways to achieving Bristol’s 2030 climate and ecological goals, in lead up to COP26.”**
- Updates will be provided by Board representatives on One City Climate and Ecological Emergency Strategy and Bristol Advisory Committee on Climate Change report at the March Gathering – City Office working with board co-chairs to figure out speakers for those slots. A board representative will also share the Board’s chosen top goal – process of deciding to be worked out between City Office, chairs and secretariat of the board.
- Discussion happening around how Going for Gold updates will be shared - either as slides presented by the City Office or video(s) to showcase work that has happened/been happening in the food sector. Will continue momentum around Food Equality Strategy being developed and work on longer-term deliverables for Going for Gold’s legacy.

(9) AOB

Health and Wellbeing stakeholder event:

- Call for Environment Board representation at Health and Wellbeing Board on the Food Equality Strategy and Action Plan discussion on Thursday 25th February (2.30-3.30pm)

[LT] to ask [NS] if they would be interested in attending the Health and Wellbeing Board discussion on the Food Equality Strategy and Action Plan.

Bristol Advisory Committee on Climate Change

- [JH] BACCC are discussing a refresh of our priorities and working groups for common year ahead too. So will be good to have an idea of Environment Board's needs and feed that into our process. [BR] Useful for BACCC to proactively engage with other boards in implementation of Climate strategy and achieving targets within it. Up to the committee whether they approach the other boards with the Environment Board or separately.
- Committee have connected with the National Committee on Climate Change who have welcome Bristol's insights on how national policy can support local progress
- They are preparing a rapid briefing on BEIS' Energy White Paper and the Government's 10 Point Plan – draft aiming to be ready by the afternoon of this meeting and final to be signed off by end of February. It will be shared with the whole board particularly Ian who is the Environment Board representative at Economy board as the briefing will highlight upcoming funding opportunities to address heat decarbonisation as spoken about today.
- Dr Alix Dietzel from BACCC is conducting research and consent form has been shared with these notes for the recording of this meeting to be shared and used for the purpose of her research.

[LT] to circulate BACCC's Rapid Assessment of BEIS Energy White Paper and 10 point plan to board, once ready.

Environment Board representatives to other boards:

- [SW] expressed interest to be rep at Culture Board and [AS] expressed interest to be rep at Children's Board.

[LT] to send details of Alix Dietzel's research along with minutes after the meeting and [All] to confirm or decline participation in Alix Dietzel's research.

One City Plan 2021:

- [LT] The environment timeline and narrative has been signed off by co-chairs and sent to City Office. Copy will be circulated with these notes. [AMac] have made small edits to narratives to make sure they're coherent across the board in terms of tenses, formatting etc.