

# YCC Steering Group Meeting

Stockholm Environment Institute (SEI), 6<sup>th</sup> September 2024

**Attendees:** Kate Ravilious, Jenny Kent, Shaun Gibbons, Sarah West, Katy Brooke (Minutes), Holly Hennell, Issy Burkitt (online), Jamie Sims, Sam Perry, Johan Kuylenstierna (online), Jonathan Dent, Paul Kissack (online)

**Apologies:** Georgia Ramsay, Peter Roderick, Louisa Page, Adrian Lovett, Andy D'Agorne, Matthias Ruth, Charlie Lavemai-Goldsbrough

## 1. MATTERS ARISING FROM THE LAST MEETING

- **Jamie presented the York Climate & Nature Hub Project**
  - The project is a co-design piece with an iterative process, involving gathering feedback from organisations.
  - Deadline for the National Lottery funding is before Christmas, and they are seeking feedback and commitments from organisations to become partners (delivery and governance) in the bid.
  - Organisations are being asked to confirm interest by the end of the month to adjust the bid accordingly.
  - Current status: York Community Energy has joined, and discussions with other organisations are ongoing.
- **Climate Change Action Plan**
  - Shaun has integrated comments from working group leads and the plan is with the Executive Member for review.
  - Proposed publication date: October, pending final review.
  - A discussion took place about the sustainability of the update process, and whether updates should happen annually or every two years.
  - Improvements such as a progress bar and prioritisation for actions were discussed but are deferred to the next update.

### Actions:

- ALL:** Check within your organisations whether can participate as delivery or governance partners in York Climate & Nature Hub Project and confirm with Jamie by the end of the month.
- ALL:** Consider reaching out to local community groups who may be interested in joining the York Climate & Nature Hub and put them in touch with Jamie.
- Issy:** Liaise with communications team to work on design and presentation of updated Climate Change Action Plan.

- Shaun:** Circulate latest version of Climate Change Action Plan to working group leads for final comments before publication.

## 2. UPDATES FROM WORKING GROUP CHAIRS

- Jenny and Issy gave an update on the **Waste Working Group**.
  - Struggled to meet, but potential chairs have been identified to take over from Issy.
  - Various new initiatives in the pipeline, such as a community swap template and recycling facilities for coffee pods and vapes.
- Holly gave an update on the **Connecting with Green Spaces Working Group**.
  - Organising York Opens Green Spaces events as part of York Environment Weeks.
  - There's a plan to review and potentially expand the event next year, possibly with joint activities with York Unlocked.
- Jamie gave an update on the **Buildings and Retrofit Working Group**
  - Have had two meetings and are in the process of arranging a third.
  - Working through a process of self-education and have engaged with various experts, including planning and housing.
- The **Energy Working Group** currently lacks activity, but Shaun proposed nominating a council officer to lead it.
  - Would be some overlap with the Buildings and Retrofit Group, especially around community energy and solar power.
- Kate gave an update on the **Transport Working Group**
  - Pedestrian priority trial at the Blossom Street junction has been beneficial for pedestrians (reducing waiting times) and a full report will follow.
  - The Active City Conference in July was also discussed as a good opportunity for the group to engage and plan tours or learning opportunities.
- The **Health and Climate Working Group** was not present, but Jenny mentioned their involvement in York Environment Week with planned events.
- Sam provided an update on the **Future Economy Working Group**.
  - Charlie has stepped down as co-chair, leaving Sam as the sole chair.
  - Exploring greening businesses and has planned further discussions with businesses about challenges and opportunities.
  - Event is being organised as part of York Environment Weeks.
- Jenny gave a brief update on the **Food Working Group** in Adrian's absence, including plans for food management and production.

### Actions:

- Issy and Jenny:** Confirm chairs who will set up meetings for the Waste WG.
- Jamie:** Set up meeting with Councillor Michael Pavlovic to explore potential collaboration on housing and planning.

- Shaun:** Appoint Neil Fletcher as Energy WG chair if he is willing.
- Jenny:** Follow up on the status of the Biodiversity/Nature Working Group and find out who is in this group.
- Katy:** Establish the correct names of the working groups for the website.

### 3. YORKSHIRE AND HUMBER CLIMATE COMMISSION CLIMATE ACTION PLEDGE

- Sam presented the Climate Action Pledge, explaining its purpose as a simple declaration for organisations to act on the climate emergency and enhance nature.
- The pledge is designed to be inclusive and scalable, with peer-to-peer networking and resource sharing.
- While sign-up numbers are good (around 80 organisations), it has lacked follow-up and engagement (something they are working on improving).
- It was agreed that the pledge should be promoted to working groups rather than involvement being compulsory.
- It could also be promoted through YCC's newsletter and website, allowing organisations to sign up voluntarily without any obligation tied to their participation in YCC activities.

#### Actions:

- Sam:** Share the Climate Action Pledge with working group leads for dissemination to group members.
- Working Group Leads:** Promote the pledge to group members, encouraging them to sign up if it aligns with the organisation's goals.
- Sam:** Present the pledge at the January YCC annual event to promote it further.
- Katy:** Include the pledge in communications (newsletter, website).

### 4. YORK ENVIRONMENT FORUM

- Shaun presented a proposal for joint events with York Environment Forum, but concerns were raised about overlap and attendance.
- Alternative suggestions included inviting the forum members to YCC Steering Group meetings instead.

#### Actions:

- Shaun:** Discuss with Penny Bainbridge about attending a future YCC Steering Group meeting to explore collaboration.
- Working Groups:** Start planning for next year's York Environment Week in advance.

### 5. FUNDING

- Shaun presented the **Carbon Negative Challenge Fund**, which provides funding for community energy, retrofit and other carbon-reducing projects.
- The fund has a budget of £10 million over four years, with match-funding requirements of 20-50%, depending on the project type.

- The application process will be two-phased:
  - Expression of Interest (EOI)
  - Full business case
- Timeline for funding:
  - Revenue projects: Successful applicants could receive funding by late spring 2024.
  - Capital projects: Funding would likely be available by late summer or early autumn 2024.
  - The fund prospectus is expected to be released in winter 2023, providing more specific details on the application process.
- Shaun presented the [Community Energy Fund](#), which is administered by the North Eastern Yorkshire Net Zero Hub and is part of a £10 million grant scheme to support community energy projects that benefit local areas.
  - Phase 1: Grants up to £40k for feasibility projects to explore renewable energy options or reduce energy consumption in community-based organisations.
  - Phase 2: Development grants of up to £100k for more detailed investigations into technology, design or support for planning applications and business cases.
  - Phase 1 application deadline: 13th October.

**Actions:**

- Working groups:** Consider potential projects and partnerships that align with the fund's criteria.
- Shaun:** Circulate detailed guidelines once the fund is officially launched in the winter.

**6. ANNUAL YCC EVENT**

- Planned for January.
- Half-day celebratory event, highlighting the achievements of the working groups.
- Invite everyone we invited last time and open up more widely.
- Order catering if there's budget for this (Jonathan said St Nicks could potentially contribute).
- Catering ideas included using food waste and offering soup/bread.
- Although the Merchant Adventurers Hall offered the space for free, they may expect attendees to buy refreshments like coffee and cake.

**Actions:**

- Jenny:** Contact Merchant Adventurers Hall (cc. Katy) to secure the venue and confirm catering arrangements.
- Katy:** Help manage invites, likely using Eventbrite.

## 7. NEWSLETTER AND WEBSITE

- The group generally agreed that the minutes should be made available on the website.
  - Before uploading, Katy will send the minutes out for review and for each member to check for any comments they wish to have redacted.

### Actions:

- Katy:** Request new biographies and photos from steering group members to update the website.

## 8. STEERING GROUP ROLES AND PROCESSES

- Due to time constraints, discussion deferred until the next meeting.
- Need to review and update the ToR.

### Actions:

- Katy:** Put 'Steering Group Roles and Processes' at top of Agenda at next meeting.
- Katy:** Remove current version of ToR on website with a view to uploading the new version after the next meeting.

## 9. AOB

- The York Council's scrutiny committee has requested a one-year update on YCC's activities.
  - Jenny doesn't believe that YCC is obligated to accept an invite to CCSMC, but has asked the Democratic Services Officer to confirm.
- New CEO has started at St Nick's.
- Next steering group meeting tentatively scheduled for November, with ongoing discussions about the January annual event.