

**Reading Climate Change Partnership Board Meeting**  
**9.30am-11.30am Wednesday 10<sup>th</sup> July 2013**  
**Reading Borough Council**



<b>Attendees:</b>	
Ben Burfoot	Reading Borough Council (Chair)
Summreen Sheikh	RBC (minutes)
Kim Wilkins	Primary Care Trust
Tracey Rawling Church	Kyocera Document Solutions
Paul Gittings	Councillor, RBC
Jenny Allen	Peter Brett Assoc.
Tom Yearley	University of Reading
John Booth	GREN
Tony Page	Councillor, RBC
<b>Apologies:</b>	
Sally Coble	Environment Agency (Chair)
Chris Rhodes	Transition Town Reading

<b>1</b>	<b>Welcome and introductions</b>
	The Board welcomed Tony Page, Lead Councillor for Strategic Environment, Planning & Transport Committee and Deputy Leader of the Council. He will take the RBC elected member seat on the RCCP Board.
<b>2</b>	<b>Minutes &amp; Matters Arising</b>
	Minutes were agreed.  <b>Matters Arising</b>  Item 5 - Clarification on an approval process for projects put forward by a wider audience across Reading was sought. <b>This could possibly be channeled through the RGBN website. This will be discussed at the next Board meeting.</b> <b>ACTION:</b> Tom will pull together a form for consideration <b>ACTION:</b> Tracey will look into the viability of using RGBN
<b>3</b>	<b>Green Deal - The Social Enterprise, Fuel poverty and solar revenues</b>
	The Green Deal subsidy (Energy Company Obligation or ECO) can be utilised to sustain Reading Boroughs fuel poverty work. The Warm Homes Initiative has been set up and £30,000 of the LSP Reward Grant has been approved to support x 2 Sustainable Homes Officer posts as well as minor works in vulnerable peoples homes. Until the ECO becomes

	<p>available, the WHI will utilize this capital to carry out minor works to improve homes, such as draught proofing. Once there is an eligible ECO programme in place the project will be able to fund boilers, insulation and bigger works in the home.</p> <p>RBC has joined the APSE energy collaboration. Partners in the collaboration (Southampton) are setting up a contract to select an ECO provider (includes Green Deal) to work with going forward. Reading and any public body within Hampshire or neighbouring counties will be able to access the contract.</p> <p>Tracey fed back that her Green Deal assessment report was not detailed enough to see evidence for payback through installing insulation.</p>
<b>4</b>	<b>Solar Panels</b>
	<p>The project manager of a new free school next to the Meadway Leisure Centre / new Avenue School has been in touch in regards to putting solar on the flat roof. The school is currently being built due for completion in September 2013.</p> <p>Ben proposed using £50,000 of the remainder of the LSP reward grant set aside for solar panels. There is currently £68,000 of the £430,000 left in this fund. The money would fund 200 panels and generate £3,000 return every year in addition to the school saving £2500 electricity a year. (The paper originally proposed £68,000 which may be delayed due to RBC procurement guidelines for spend &gt;£50,000).</p>
<b>5</b>	<b>Business and Public Sector engagement on 7% reduction</b>
	<p>7% is an ambitious target but is also aspirational.</p> <p>The Awards scheme is an incentive to get people signed up. Tracey highlighted that businesses already reducing their carbon emissions will struggle to meet this target and new businesses will do it easily. An award scheme to reward both new comers and existing improvers would help address this.</p> <p>The Public Launch is about actions (not the strategy) and launching a legitimate scheme highlighting what businesses can do to reduce their emissions and sign up to 7%.</p> <p>Tracey suggested putting together a help pack on ‘how to reduce your emissions’ which can be put together from easily available existing information. Ben suggested having a virtual sub-group on this, to discuss issues like the awards categories, how to gather evidence etc.</p> <p>It was noted that SME’s are hard to reach for any agenda and that this should be acknowledged in the strategy somewhere as a reality rather than a criticism and that we should seek to overcome the challenge to engage them. Include actions on how can we attempt to overcome this locally, eg awards scheme, written guidance, RESTART project which is looking to train ‘green’ local businesses on procurement.</p> <p>Tracey continued that different types of businesses need different opportunities: Retail - target Broad Street Mall and The Oracle;</p>

	<p>Target business landlords to overcome the lack of control SME's have on their premises. In addition; Add in a competitive element which will be of reputational value to them and; Put together an easy toolkit with examples and incentives.</p> <p>Councillor Page quoted from a recent report which breaks down Readings business sector: 87% of businesses in Reading are SMEs employing 1 - 9 people; 8% are larger businesses based on employee numbers.</p> <p>However, it is usually the larger companies that are engaged on energy reduction issues.</p> <p><b>Action - form subgroup to progress targeted business engagement</b></p>
6	<p><b>Website for the Climate Change Strategy</b></p>
	<p>The Board feedback on the website structure: -have a special focus on businesses in the website to make engagement easier for them. -the website should be clear about its purpose to recruit people to actions. This should be prominent -use the table of actions to encourage small steps in the right direction. Give a range of examples of the benefits. -website should be clear on what you can do and what the benefits are for you.</p> <p>Councillor Page recommended contacting Head of Communications at RBC to arrange a link on the RBC front page to give it more prominence. ACTION: Ben to arrange web site link.</p> <p>The name for the 'Community of Action' chosen was 'Reading CAN' (Reading Climate Action Network) which is already newly used by the 'Culture and Arts Network'. It was agreed to use it unless there is a serious problem.</p> <p>ACTION: Contact Reading CAN to make sure they are happy for us to use it as well.</p> <p>We currently have #ClimateRDG on Twitter.</p> <p>ACTION: Extra RCCP meeting in early September before the event for a website dry run.</p>
7	<p><b>Strategy and action plan</b></p>
	<p>Action plans are now amended and there is a sense of how they will be delivered. The faces indicate the level of resource. There were a few actions that had no resource and consequently they were moved around to fit into other actions or removed. There are now a smaller number of Strategic Priorities.</p> <p>The next step is to get stakeholders buy-in, before the action plan is published by the Council at the Policy Committee on 23<sup>rd</sup> September and at the launch on the 24<sup>th</sup> September.</p> <p>ACTION: All to read the action plan in detail and feedback to Jill - it will be finalised at the end of August.</p>

a. Use of the term 'Zero Carbon'

John felt it was not helpful to use this term as it was misleading and mandatory. Ben would like to see this term used as it is included in the development of building standards and geared at allowable solutions.

It was agreed to take out the mention of zero carbon in the wording of the relevant strategic priority and amend the wording to remove the term.

b. It was felt that a separate 'summary version' of the strategy was not needed but that the pages on the website should be printable to be used in the way a summary would be. The wording will be plainer than the full document, it will list the priorities and be brief.

It was agreed that going forward, only an overview of the action plan at Board Meetings would be needed with minimal discussion.

**8 CCS Launch Event**

Tracey has invited a speaker from BT who will talk about their carbon reduction strategy which uses the products that they supply and their consumers. It is very integral to business and very public, so other people can use this platform. It also includes full life-cycle analysis of products.

The Board are happy to invite Reading Buses to be on the panel.

The Vice Chancellor of the University is also available.

**ACTION:** Sally to write to Sir Madejski to ask him to open the event with Sir David Bell and donate the venue.

**ACTION:** Summreen to email information about My Electric Avenue.

**ACTION:** Summreen to update event schedule as per discussion.

**9 Any other business**

John requested more information on the criteria for the LSP Reward Grant as he is aware of a community hydro project for Reading and wants to know if it could pay for a feasibility study.

**ACTION:** John to contact Ben to discuss potential hydro opportunities.

Jenny commented that the potential for renewables on the Thames is being looked into a lot at the moment. Currently there is an auger screw installed at Mapledurham mill, Windsor (silent) and a proposed scheme at Streatly. The EA are looking at sites on the Kennet, especially at Fobney Lock. There is also work being done to utilise the energy in waste water which could be interesting.

John commented that he would like the minutes of the meetings uploaded onto the website

	quicker.
	Date of next meeting
	A special meeting on the website and launch to be arranged for early September. D.o.N.M - October 23 <sup>rd</sup> 9.30 - 11.30am