



Notes of a meeting of the Climate Emergency Advisory Group (CEAG) held at the Town Hall, High Street, Chippenham on Monday 10 February 2020 at 6pm

Advisory Group Members Present:

Cllr Desna Allen (Chairman)	Gillian Johnson
Cllr Ruth Lloyd	Alex Lockton (Vice Chairman)
Cllr Teresa Hutton	Kiran Sakhyani
	Karen Simpson

Officers Present:

Barry Pirie, Director of Community Services
Heather Rae, Democratic Services Manager
Michael Weeks, Democratic and Civic Officer
Lynsey Nichols, Communications and Customer Services Manager

24. **APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Chris Ruck, Cllr Nick Murry, Cllr Sandie Webb, Glynis Cosgrove and Ollie Phipps, Chippenham Community Engagement Manager.

The Chairman welcomed Cllr Teresa Hutton to the meeting.

25. **DECLARATION OF INTEREST**

No declarations of interest were made.

26. **CHAIRMAN'S ANNOUNCEMENTS**

There were no Chairman's announcements.

27. **NOTES FROM PREVIOUS MEETING**

The notes of the meeting held on 06 January 2020 were approved as a correct record and duly signed by the Chairman.

28. **CHIPPENHAM AREA BOARD**

The Director of Community Services verbally updated the group on the climate change & environment networking and workshop themed Chippenham Area Board that took place at Sheldon School on the 03 February 2020. The Director of Community Services told the group that the event was successful, with 134 people signed in, and the exhibition space was full of various local groups, including the two Town Council stands which focused on the Climate Emergency Advisory Group and the Neighbourhood Plan. The Director of Community Services highlighted to the group that he would like Chippenham Town Council to hold a similar event in the near future, in partnership with Zero Chippenham.

The Director of Community Services used slides that had been prepared by the Democratic and Civic Officer to feedback the results of the questionnaire that was taken to the event.

Action Point - The Democratic and Civic Officer to send out the slides to the group.

Karen Simpson confirmed that Zero Chippenham who led the workshop have a upcoming wash up meeting, and a report feeding back the results of the workshop will be shared shortly.

29. **SUSTAINIBILITY SCHOOL EVENT MARCH 2020**

Gill Johnson updated the group on the two confirmed dates for primary school visits. St Peters on the 04 March 2020 and Redlands on the 23 March 2020. Gill Johnson will be attending with Cllr Desna Allen in her capacity as the Mayor of Chippenham.

An overview of the history and work of Wicked Weather Watch was presented to the group by Gill Johnson.

30. **BASELINING UPDATE - CHIPPENHAM TOWN COUNCIL**

Alex Lockton updated the group on the baselining exercise to identify the carbon footprint of Chippenham Town Council Estate. The figures had been checked by Gill Johnson and the figure that Alex Lockton could confidently publish is 192 Tonnes. This covers scope 1 and scope 2 emissions for the Town Council Estate.

The next step is to achieve zero tonnes, and Alex Lockton highlighted that a plan would need to be put into place to achieve this target, made up of quick easy gains while some parts of the plan will take several years to achieve.

Alex Lockton pointed out that there needs to be some work done on the scope 3 emissions for the Town Council estate, but a procurement policy based on reducing carbon will have a huge impact.

Kiran Sakhyani updated the group on the work currently taking place on finding out a figure for the Town. Using identified post codes, via electoral services at Wiltshire Council there is Government data that can be used to work out domestic and non-domestic carbon figures.

Alex Lockton confirmed he will be meeting Tracy Carter from Wiltshire Council to try and identify the data they hold regarding carbon. All the data will give the group a reasonable platform going forward.

The Director of Community Services thanked everyone involved so far, and the next steps need to be communicating the initial results to members of the public, and to set a plan for the future.

31. **CLIMATE EMERGENCY ADVISORY GROUP COMMUNICATION, ENGAGEMENT AND SURVEY**

The group initially discuss the next steps of a carbon reduction plan. Alex Lockton highlighted the friends of the earth action plan, which contains items that the Town Council could include in their plan.

Councillor Teresa Hutton highlighted that residents of the town don't think the Town Council is doing anything towards the climate emergency so a plan that could be communicated would be beneficial.

Alex Lockton reminded the group that the Leadership of the Town Council needed to champion and take ownership of the plan.

Cllr Desna Allen supported this proposal, and noted that the next step would be to take a report to Full Council on 25 March 2020 to inform all councillors of the initial findings of the baselining exercise of the Town Council Estate prior to public communication. Cllr Desna Allen also noted she would like the new Chippenham Youth Council to view the action plan so their feedback can be obtained.

Action Point - The Democratic and Civic Officer to email and invite all public members of the Climate Emergency Advisory Group to the meeting of Full Council on 25 March 2020, and for Alex Lockton to prepare a short presentation regarding the Town Councils carbon footprint for Full Council to be presented on 25 March 2020.

The Director of Community Services advised the group he would like to ensure biodiversity is included in the plan, due to recent social media criticism. Alex Lockton highlighted there isn't enough knowledge in the room regarding biodiversity.

Action Point - Alex Lockton and Gill Johnson to think about who the group could co-opt, so when the Director of Community Services shares the upcoming Wildlife Trust report to the group, the group can be used as an effective sounding board.

The Director of Community Services verbally updated the group on work currently taking place to come up with a visual identity for the advisory group.

Kiran Sakhyani asked the group if the Town Council on their website could host / produce a directory of all local community groups involved in the climate emergency.

Action Point - The Democratic and Civic Officer to resend the area board exhibitors list to the Communication and Customer Services Manager.

The group discussed a future baselining workshop similar to the recent area board, and it was agreed by all that it would need careful timing due to volunteer diaries, ensuring public participation and needed clear aims to keep the workshop on track.

Action Point - Karen Simpson to check volunteer availability and report back to the group.

32. FUTURE AGENDA PLANNING

The group highlighted the following items for a future meeting / agenda

- Invite Youth Council to a future meeting
- Kiran Sakhyani to reach out to Lawrence from the cycling network about a future presentation.
- Groups to be invited to future meetings included off the ground and be the change.

Gill Johnson agreed to work with the Youth Council has a representative of the Climate Emergency Advisory Group.

Alex Lockton gave details of the forthcoming Zero Chippenham Low Carbon Transport event taking place at Castle Combe Circuit on the 05 July 2020. It would not only highlight electric cars but other modes of transport such as bicycles and public transport.

33. DATE/TIME OF NEXT MEETING

The next meeting of the Climate Emergency Advisory Group will be on 16 March at 6pm in the Town Hall.

The meeting finished at 7.15pm

These notes are subject to confirmation at the next meeting.

Signed on behalf of the Town Council as a true record of the meeting.

Signature

Date