



Notes of a meeting of the Climate Emergency Advisory Group (CEAG) held on Zoom, on Monday 15 March 2021 at 7.00pm

Advisory Group Members Present:

Cllr Clare Cape	Nick Hodges
Cllr Teresa Hutton (Chairman)	Kerry Linde
Cllr Ruth Lloyd	Gill Johnson
Cllr Nick Murry	Alex Lockton
Cllr Chris Ruck	Karen Simpson

Officers Present:

Matt Kirby, Director of Community Services
Michael Weeks, Democratic and Civic Officer
Gillian Ballinger, Finance Manager

47. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Sandie Webb.

48. **DECLARATION OF INTEREST**

There were no declarations of interest

49. **CHAIRMAN'S ANNOUNCEMENTS**

- i) There were no Chairman's announcements.

50. **NOTES FROM PREVIOUS MEETING**

The notes of the meeting held on 15 February 2021 were approved as a correct record and all agreed will be signed at a later date.

51. **CHIPPENHAM CARBON REDUCTION ACTION PLAN**

- i) Alex Lockton reminded the group that the Carbon Reduction Plan matrix had been circulated via google docs. It was agreed that any further comments should be added no later the 1 April.

The link would be recirculated amongst the group to ensure everyone had access to the matrix.

- ii) Alex Lockton updated the group regarding his work on the Town Council estate. He had revisited all 3 Council buildings, taking in room by room, ensuring conversations were had with the relevant managers of the facilities.

Some quick wins have been identified e.g., loft insulation at the Town Hall where appropriate, but some work would need to be done to quantify the findings, because for example Stanley Park is relatively new, while the museum is a lot older.

Next steps include a conversation with the Finance Manager regarding how the Town Council procures items although Alex Lockton confirmed he had already looked at the current Town Council procurement policy.

Matt Kirby confirmed that there are areas of behavioural change that have been identified.

The Chairman thanked Alex Lockton for all his work so far, and highlighted the challenges that face the Town Council, but with this ongoing work shows the Town Council were moving in the right direction.

52. IMPACT CARBON FOOTPRINT TOOL

Matt Kirby introduced the Impact carbon footprint tool, which had been previously circulated amongst the group members. Matt Kirby said that until recently he was unaware that Cllr Nick Murry had been involved in its development.

Cllr Nick Murry updated the group regarding the reasons for the tool's development, coming out of a partnership between Exeter University and CSE. The SCATTER tool which had been used previously by organisations is seen as not being fit for purpose. The Impact tool gives you a snapshot of a parish using multiple data sets. It is planned the model will be updated over time.

It was noted by group members that using the tool showed Chippenham is below the national average per household regarding its carbon footprint, and it would be good to compare Chippenham to neighbouring towns that are the same size.

53. RENEWABLE WEBINARS PROPOSAL

Alex Lockton updated the group following the recent meeting on the 9 March concerning the home renewables webinars proposals.

At the meeting it was discussed by members their recent experiences of attending other similar webinars, and it was highlighted how not to do it. The content would be Chippenham focused as much as possible to ensure resident participation.

The original 9 topics were looked at on the evening and it was decided that some topics could be grouped together for example 3 under home efficiency and 2 under transport which would be delivered together.

It was identified that due to the forthcoming elections and the impact on the Town Council, that the earliest any content would be delivered would be June with a couple dates. It would then be planned to deliver another set of dates in July.

Alex Lockton confirmed to the group that it was agreed at the meeting on 9 March that the dates would not be labelled webinars, but more along the lines of 'a conversation'. With

approx. 30mins of information and then some time for some conversation time with participants which then may help create content in the future which is more focused on resident's needs.

The Youth Council would like to be included in delivering a youth focused topic, and the current thinking was about engaging with young people and their respective adults concerning transport to and from school.

Members discussed the need to record the sessions so they could be watched at a later date if members of the public miss, and some thought would need to be put into evaluating the impact of the sessions.

The Chairman thanked the members involved with the work so far and acknowledged a lot of work taken place in a short period of time.

54. **REVIEW OF MEETING START TIME, FREQUENCY AND DATE**

Matt Kirby introduced the reasoning for moving to a 6 weekly meeting schedule highlighting that effectively with the Democratic cycle, there is effectively only a week and half to two weeks between meetings to progress any work, alongside other Town Council day to day business and projects. Matt Kirby explained that he is keen to put dedicated resource into the Climate Emergency work, but this would need to be evidenced and taken to Council.

The group agreed that the group are starting to evidence the work that needs to take place to reach the target of Carbon neutral by 2030, and the ongoing work on the carbon reduction matrix was an example of this.

It was agreed to move to a 6-weekly cycle in the new Municipal year from May and that the later start time of 7pm should stay in place.

55. **DATE/TIME OF NEXT MEETING**

The next meeting of the Climate Emergency Advisory Group will be on 18 April 2021 at 7pm on the Zoom virtual platform.

The meeting finished at 7.58pm

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