

**Manchester: A Certain Future Steering Group  
&  
Manchester Climate Change Agency CIC Board of Directors**

**Date: 27<sup>th</sup> June 2017  
Venue – BDP, 11 Ducie Street, Manchester City Centre  
6.00 – 8.00pm**

**MINUTES**

**Present:**

*Steering Group*

Gavin Elliott (GE) (chair)

Dave Coleman (DC)

Ali Abbas (AA)

Richard Elliott (RE)

Holly Bonfield (HB)

Angeliki Stogia (AS)

Simon Curtis (SC)

Will Swan (WS)

Jeremy Carter (JC)

*CIC Team*

Jonny Sadler (JS)

*Visitors*

-

**Apologies**

Helen Seagrave (HS)

Steve Merridew (SM)

Simon Warburton (SW)

	<b>Discussion</b>	<b>Action</b>
1.	<b>Introductions and apologies</b>  As above.	
2.	<b>Minutes from Steering Group and Directors' Meeting May 2017</b>  Outstanding actions: - MCCA Sustainable Procurement Policy to be drafted	JS, HS
	<b>MACF STEERING GROUP</b>	
3.	<b>Campaigns and Engagement</b>	
a)	<b>Climate Conversation, Peter Richards, MCC</b> PR presented an overview of the proposed 'Climate Conversation' that has been developed by MCC. 3 phases were outlined: - Phase 1: Aug-Sep – open questions to gather residents' views on climate change - Phase 2: Sep-Oct – responding to the views	

	<p>- Phase 3: Oct+ – recognising and promoting what residents are already doing; translating action into health benefits, financial benefits, etc</p> <p>Discussion</p> <p>HB – Mcr vs GM? PR – Mcr</p> <p>JC – can we try to elicit positive responses, to help inspire people to act? PR – that will come in a later phase; phase 1 is open questions.</p> <p>JC – need to ensure that mitigation and adaptation are covered. PR – agreed; this will also come in later phases.</p> <p>DC – audience? Residents or businesses? PR – current focus is on residents. AS – we need to better understand our residents’ language on this subject so we can communicate more effectively as a result.</p> <p>HB – schools? PR – not currently included.</p> <p>WS – do we need to ‘segment the market’, recognising that different groups will have different views?</p> <p>RE – air quality and climate change: both subjects will be in the public domain during 2017/18 due to GM and national commitments (new UK AQ Strategy forthcoming). Need to recognise the two subjects are related but that they aren’t conflated. All – agreed.</p> <p>AA – we need to use this as an opportunity to build relationships between people, politicians and a political processes. All – agreed.</p> <p>DC – the same exercise should be run with MCC councillors. AS &amp; PR – to consider for future phase.</p> <p><b>Wrap up and Next Steps (GE)</b></p> <ol style="list-style-type: none"> <li>1. Need to ensure this is a joint initiative between MCC and MCCA. JS and PR to discuss.</li> <li>2. PR to provide a progress report at the September 2017 MACF SG.</li> </ol>	<p>AS, PR</p> <p>JS, PR</p>
--	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------

b)	<p><b>Zero Carbon Manchester logo</b></p> <p>Further to the action agreed at the May 2017 MACF SG, JS presented a set of options for a new 'Zero Carbon Manchester' logo.</p> <p>JS to develop a revised set of options based on the discussion and present to September 2017 MACF SG.</p>	JS
4.	<p><b>Report from Governance Task and Finish Group</b></p> <p>Further to the actions agreed at the May MACF SG, the T&amp;F Group have been working to develop draft terms of reference (ToRs) and processes for establishing the new governance structure for the city's climate change strategy. The drafts were presented to the meeting.</p>	
a)	<p><b>Manchester Climate Change Board ToRs</b></p> <p>All agreed to approve the draft with the following amends:</p> <ul style="list-style-type: none"> <li>- Remove GE, as a new chair will be needed; GE to be interim chair</li> <li>- Expand objective 2 to read: 'Champion climate change action in Manchester by raising awareness and promoting action within all sectors and communities'</li> <li>- 6 members of the current MACF SG to join the Board, as opposed to 5, as agreed at the May 2017 MACF, SG, for a transitional period while the Board is being established</li> </ul>	JS
b)	<p><b>Manchester Climate Change Ambassadors ToRs</b></p> <p>Approved. Ambassador recruitment to commence at a suitable time once the Board is in place. Potential ambassadors to register interest via the website and email.</p>	JS
c)	<p><b>Public Appointments to Manchester Climate Change Board</b></p> <p>All agreed the proposed application form and process, to be launched at the Annual Conference. JS to publish and promote.</p>	JS
5.	<p><b>Annual Conference 2017</b></p> <p>JS provided a verbal update.</p> <p>All agreed not to have a panel, rather to facilitate a discussion between the audience, on questions and issues raised.</p> <p>All agreed that future Conferences could benefit from a detailed briefing session in advance of the main event.</p>	JS  Note
6.	<p><b>MACF Strategic Report 2017</b></p>	

	<p>JS provided an update on the report, which will be the final report against the MACF Strategy; implementation of the 2017-50 strategy will commence from 2017.</p> <p>All to provide comments by Friday 30<sup>th</sup> June 2017.</p>	<p>Note</p> <p>All</p>
	<b>CIC DIRECTORS</b>	
7.	<p><b>MCCA Monthly Report</b></p> <p>No issues raised. Priorities for July-August 2017 approved.</p>	JS
8.	<p><b>AOB</b></p> <p><b>a) Climate Coalition Week of Action</b></p>	Note
9.	<p><b>DONM and future agenda Items</b></p> <p>6-8pm at BDP, unless stated:</p> <ul style="list-style-type: none"> <li>- 10<sup>th</sup> July – AGM &amp; Annual Conference</li> <li>- 26<sup>th</sup> September</li> <li>- 24<sup>th</sup> October</li> <li>- 28<sup>th</sup> November – NB first meeting of the new Board</li> </ul> <p>Items to be scheduled:</p> <ul style="list-style-type: none"> <li>- As per actions arising from above</li> </ul>	<p>All</p> <p>JS</p>