

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

**Date: 5th December 2017
Venue – BDP, 11 Ducie Street, Manchester City Centre
6.00 – 8.00pm**

MINUTES

Present:

Steering Group

Gavin Elliott (GE) (chair)
Richard Elliott (RE)
Ali Abbas (AA)
Simon Curtis (SC)
Jeremy Carter (JC)
Helen Seagrave (HS)

Visitors – Climate Change Youth Board

(from item 4)
Tudor Baker (TB)
Jonathan Keen (JK)
Emilia Gilchrist (EG)
Hannah Mitchell (HM)
Dan Walsh (DW)
Ash Farrah (AF)

CIC Team

Jonny Sadler (JS)

Apologies

Cllr Angeliki Stogia (AS)
Steve Merridew (SM)
Dave Coleman (DC)

Holly Bonfield (HB)
Will Swan (WS)
Simon Warburton (SW)

	Discussion	Action
1.	Introductions and Apologies As above.	-
2.	Minutes from Previous Meeting Outstanding actions: - MCCA Sustainable Procurement Policy to be drafted	JS, HS
3.	Manchester Climate Change Board: planning for the first meeting JS updated on the membership. All members were formally invited in a joint letter sent by Gavin and Sir Richard Leese in December 2017. JS to chase confirmations. Agenda Agreed the following outline structure and draft times:	JS

	<ul style="list-style-type: none"> • 2-3.30pm: presentations on background to the city’s climate change agenda, the climate change strategy 2017-50 and current position • 3.30-5pm: workshop session for board members to begin to engage with key issues • 5-6pm: informal networking • 6-7.30pm: dinner <p>GE and JS to develop agenda.</p> <p>JS to Doodle availability for mid-February 2018 meeting and arrange venue.</p>	<p>JS</p> <p>JS</p>
4.	<p>Manchester Climate Change Youth Board: feedback from first meeting</p> <p>GE welcomed the six members of the Manchester Climate Change Youth Board (MCCYB; working title). In parallel with the first hour of tonight’s MACF SG meeting, the MCCYB has been holding their first meeting. MCCYB reported back on their discussions:</p> <ul style="list-style-type: none"> • Roles and responsibilities: agreed to focus firstly on establish the priority activities for the MCCYB, then define the roles needed to deliver the activities. • Meeting frequency: plan for 6 meetings/year (with additional events) • Other groups and networks: agreed the MCCYB will develop links to other groups and networks; to be developed once the MCCYB has become more established • Terms of reference: agreed to produce based on MCCB ToRs, but likely to be punchier • Engagement of other 16-25 year old MCCB applicants: agreed the first activity will be to hold a ‘Listening Event’ to feed into the GM Green City Summit. <p>Discussion and questions</p> <ol style="list-style-type: none"> 1. Resources to support the MCCYB? JS confirmed that Steph Lynch would support the Board’s activities 2. Venue for GM Listening Event – Steph to arrange 3. Agreed to undertake analysis of the networks that the twenty three 16-25 year old MCCB applicants are part of. Steph to complete. 	<p>JS</p> <p>JS</p> <p>JS</p>
5.	<p>Financial Controls Policy: proposed amendments</p> <p>To be discussed at future meeting.</p>	<p>Note</p>

6.	AOB GM Green City Summit JS to provide update on the plans for the Summit, following the next Steering Group meeting.	JS
7.	Next Meeting This was the last meeting of the MACF Steering Group. First meeting of the MCCB to be arrange for February 2018, as above.	Note