

**Manchester: A Certain Future Steering Group
&
MACF CIC Board of Directors**

**Date: 23rd June 2016
Venue – BDP, 11 Ducie Street, Manchester City Centre
5.30 – 7.30pm**

MINUTES

Present:

Steering Group

Gavin Elliott (GE) (chair)

Dave Coleman (DC)

Jeremy Carter (JC)

Holly Bonfield (HB)

Ali Abbas (AA)

Simon Curtis (SC)

CIC Team

Jonny Sadler (JS)

Visitors

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Apologies

Steve Merridew (SM)

Helen Seagrave (HS)

Warburton (SW)

Will Swan (WS)

Kate Chappell (KC)

	Discussion	Action
1.	Introductions and apologies As above.	
2.	Minutes from Steering Group Meeting May 2016 <ul style="list-style-type: none"> • MACF CIC Business Plan – sent by JS. CIC Directors will need to formally review the BP once the CIC name change is complete. • CL4RPS – DC is working with chair of CL4RPS RE including adaptation in their work. • What is the process for proof-reading website news articles, inc. from volunteers? 	All DC JS
3.	Minutes from DIC Directors Meeting May 2016 CIC insurance – check public events are included.	JS
4.	Monthly Report Priorities for the coming month agreed as:	Note

	<p>1) CIC funding & operational issues</p> <ul style="list-style-type: none"> - Meet with 5-10 potential founding members of the Manchester Climate Change Partnership, as part of developing the 2050 strategy – <i>ongoing</i> - Confirm MCC support for 2016/17 – <i>carried over from April 2016</i> - Formal name change to Manchester Climate Change Agency CIC – <i>carried over from May 2016</i> <p>2) Policy & political commitment</p> <ul style="list-style-type: none"> - Zero Carbon 2050 Strategy and Implementation Plan 2016-20 – see June 2016 Steering Group papers. <p>3) Engagement</p> <ul style="list-style-type: none"> - Further development and delivery of the Climate Lab 2016 programme – <i>ongoing</i> <p>4) Communications</p> <ul style="list-style-type: none"> - New website – by 19th July 2016 - Tell Us event – 4th July 2016 @ Manchester Museum - Broadcast event – AGM 19th July 2016 @ Manchester Town Hall <p>5) Projects</p> <ul style="list-style-type: none"> - Horizon 2020 stage 2 bid (6th September 2016 deadline) - Health and climate change pilot programme 2016/17 	
5.	<p>Bank Account</p> <p>Awaiting response from Co-operative.</p> <p>To discuss process for approving funding at future Directors meeting.</p>	All
6.	<p>Name Change</p> <p>Awaiting response from Companies House. JS to update at next meeting.</p>	JS
7.	<p>Zero Carbon 2050 Strategy and Implementation Plan 2016-20 – drafts for discussion</p> <p>SG comments:</p> <ul style="list-style-type: none"> • 2050 timescale – we need to be clear that there needs to be progress on the way – this is not just about ‘dipping under the line’ in 2050 	

	<ul style="list-style-type: none"> • ‘By starting now this a) gives us the lead-in we require to deliver the scale of transformation we need, and b) to secure benefits that are available to us earlier if we act now • Need to make clear points that create a sense of urgency e.g. 400pm, hottest X on record, rainfall and flooding • Title: ‘Manchester 2050: ahead of the curve’ to reflect that we will be ahead of the CO₂ curve, innovation curve, etc • We need an explanation in here – ‘this is written by MACF and MCCA, to set out objectively what the city needs to do, based on the science – but it is not our responsibility to deliver – it is the responsibility of all etc’. • Things will change – we may therefore need to change our targets over time • Business engagement – need to ensure is SMEs as well as large (97% of businesses are SME – check figure) <p>JS to update draft Strategy.</p>	JS
8.	<p>Annual Report 2016 – draft for discussion</p> <ul style="list-style-type: none"> • Take on board points from the 2050 strategy discussion • Explanation of why 3% Mcr vs 4.5% UK CO₂ reduction • Very long – but comprehensive. • Add ‘request for feedback’ page/para at the end. <p>JS to update Annual Report.</p>	JS
9.	<p>AGM 2016 – draft agenda for discussion</p> <ul style="list-style-type: none"> • Nancy Rothwell briefing note – ask to include examples of UoM progress and challenges. 	JS
10.	<p>Website – draft brief for discussion</p> <p>Agreed the brief. JS to produce in time for AGM on 19th July 2016.</p>	JS
11.	<p>AOB</p> <p>a) Kate Chappell</p> <ul style="list-style-type: none"> - Maternity leave from 19th July 2016; cover will be arranged. - There are various councillors interested in this agenda. - Discuss engagement with MCC councillors as part of future discussion on 2050 Strategy governance. <p>b) GM Community Renewables</p> <p>Promote share issue – ends next week.</p>	All All

12.	DONM and future agenda Items <ul style="list-style-type: none">- 19th July – MACF AGM; 2050 Strategy, Implementation Plan & AR launch- 18th August – CIC Directors Meeting- 15th September – Steering Group Meeting (theme TBC)- 20th October – CIC Directors Meeting- 17th November – Steering Group Meeting (theme TBC) To be scheduled: <ul style="list-style-type: none">- GM Spatial Framework- GM Devolution- Governance for Manchester Strategy climate change commitments/Zero Carbon 2050 strategy (inc. engagement with MCC councillors)	
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