



**Full Commission Meeting**  
Friday 10<sup>th</sup> November - 11.00am to 1.30pm  
University of Huddersfield

## **Minutes**

### **1. Welcome and introductions.**

A full list of attendees is appended (see Appendix 1 – Attendees).

Apologies were received from: Gideon Richards (GR), Tony Newham (TN) and Tom Taylor (TT)

#### **Welcome to -**

Yusra Hussain (YH) provided an overview of her background, highlighting her wide-ranging portfolio with a focus on the green agenda, air quality, and cultural events. She expressed pleasure in being part of the Commission and emphasized the importance of working together to achieve common goals.

Hannah Tombling (HT) has also recently joined the Commission and is chair of the Youth sub-group.

#### **Minutes from previous meeting**

Professor Peter Roberts (PR) asked attendees to consider the minutes of the previous KCC meeting (8/09/23). No corrections were proposed, and the minutes were unanimously agreed. Attendees were reminded to email the secretariat promptly if they had any further issues or concerns.

**ACTION:** Secretariat to upload final version of minutes to website.

Minutes from previous meetings are available on the KCC website:  
<https://www.kirkleesclimate.org.uk/meeting-agendas-notes>

### **2. Progress on the Business Plan**

PR discussed the responses to feedback received -

- a letter responding to the points raised by Kirklees Council is in progress and is awaiting input from Tom Taylor (TT) before formal submission.

- The management group has reviewed the business plan responses and consolidated comments from the Council. They emphasized the need to operate within PCAN principles.
- The Commission agrees with the point that the Commission aims to operate within the PCAN principles, with a focus on lobbying for a greener future.
- The Commission will rephrase some of the wording about monitoring and we would be failing in our duty to monitor Kirklees as a whole, so we need to be more explicit there.
- The Commission expressed a strong conviction to retain its role as an active lobbying organisation when deemed necessary. All Commissions engage in lobbying activities, and it was noted that other organisations may express a preference for the KCC to handle lobbying activities due to its perceived independence.
- Concerns were addressed regarding the Commission's independence, emphasizing the need to retain autonomy.
- The Commission expressed eagerness to collaborate on developing a collective climate change action plan.
- Expectations for partners working together were discussed, with a focus on supporting each other.
- The importance of clarity in legal and operational structures was acknowledged.
- It was highlighted that the Commission must retain a degree of independence

#### **Funding Discussion:**

- The need for a funding group was proposed, emphasizing the importance of joint efforts in seeking funding.
- Concerns were raised about the Commission's status as a limited company and its alignment with PCAN advice on voluntariness.
- A unified approach to bidding for funds was suggested, with a focus on identifying appropriate sources of funding.

#### **Comments and Discussion:**

CH stated that we do not want to scrutinise Kirklees Council and we see partnership as essential and that we also discussed the same commission would not be to the benefit of Kirklees Council either. We agree our role is to catalyse action and working together on funding was also there and really welcomed. And the Council has more potential, and the last point is that the business plan is a working document.

BM felt that the feedback raised some strong points and serious issues and agreed with the approach for a unified approach to bidding for funds.

KA stated that it is important to move towards one plan not one for the Council and one for the Commission, we all need to support each other to bid for those funds and it should go to whoever is best placed to deliver this. I would like to go towards a climate change action plan for Kirklees that is everyone's plan, and it has clear carbon reduction targets that we are measuring.

CH agreed with KA about working in partnership with people and this is the only way to go, and we all must use the agency we have to affect this. I would completely support having a unified plan, but the KCC would have to be involved in creating that plan. I have talked to several other commissions who have done this. We need to develop some principles for this.

YH agreed on the set of principles to move forward.

•SS stated that there are potential opportunities to do some joint funding and he will check with his team and see where there is any funding. The Integrated Care System does have money that you can access and does have money.

**ACTION:** PR to provide a written response to Kirklees Council regarding the feedback on the business plan

### **3. Management group report**

#### **Developing Members and Company Processes:**

- Processes for establishing members of the company were discussed, including the development of a board of directors.
- CH stated that he has completed an initial skills matrix for the director selection panel.
- PR met with the members selection panel to discuss the process for the selection of commissioners. A skills matrix was presented to facilitate the establishment of roles within the commission. PR is still waiting for a couple of the commissioners to provide a list of their skills and networks.

### **4. Marketing and Communications**

#### **Chris Morgan presented the item Kirklees Local TV**

- Local TV collaboration was discussed, with plans for a Kirklees Climate TV in conjunction with the Commission.
- CM discussed the background to Kirklees Local TV. The company has been working for last 13 years and specialise in local events, live streams etc. They are fully independent and separate from Kirklees Council but have worked with them on several projects in the past. They are self-funded and want to tell the story and living history of Kirklees. They want to capture the history of Kirklees and reach about 180,000 a month through there you tube channels and social media, and this hit 1 million views on you tube.

#### **Website and Communications – Helen Curtiss (HC) presented the item**

- HC stated that it would be good to work towards a 12-month marketing plan.
- There is going to be a meeting between herself, local tv, GR and CH on Friday 17<sup>th</sup> November to discuss general expectations, resources and to discuss the decision-making process for signing things off.
- CH – in terms of the process at this point all work is done through the management group and work on what we need to develop, we will be moving from the management

group to board of directors, and we should have a subgroup to deal with this and report back.

- PR agreed that this made sense.
- YH stated that regarding the marketing side it would be good to have a joint working relationship in terms of sign off, the Council should also have oversight of this before it is signed off.

**ACTION:** CH to send a copy of the business plan to Chris Morgan (CM)

## **5. The role of KCC in the Community Buildings and Energy Project – PR led this item**

- It is proposed that KCC should be partnering with third sector leaders so that we can identify ways of enhancing the energy performance of community buildings.
- TT presented a draft business plan for a lottery bid to support community energy initiatives in deprived communities.
- Community building audits and a January meeting were highlighted to engage building owners.
- JAt – noted that Council officers have been supporting the steering group as well. It is a good example of the type of project that we should be pursuing and there does seem to be quite a lot of lottery interest in this space.
- CH – the lottery bid isn't about capital work it's about enabling communities to come together and work on small scale projects.
- JA – worth putting that group in touch with the University research group who are looking into smart buildings, and we are looking at existing buildings and what type of retrofit would be suitable and use one of these buildings as a case study and use research funding as well. This may then lead onto more and JA will contact TT about this.
- PR – we wish to support this and do wish to partner and do all that we can to help, and Johns' point is well made as well.

## **6. An Overview of progress monitoring / reporting mechanisms for action on climate change:** presentation is appended (see appendix 2)

- John Atkinson (JAt) presented CDP, GCoM and Climate Emergency Scorecard UK.
- Concerns were raised about the methodology of the Climate Emergency Scorecard UK.

## **7. Pre-approval pledge to the Environment Strategy: see presentation appended (appendix 3).**

- Robert Green (RG) led the discussion and associated decision.
- The Commission discussed pledging to the Environment Strategy, addressing concerns about the efficacy of pledges.
- The importance of accountability and tangible actions behind pledges was emphasised.
- Third sector leaders' involvement and feedback were encouraged for a robust governance process.
- Commissioners agreed to pledge, and this was confirmed by PR.

8. Meeting date forward plan:

- To be arranged.

**Appendix 1 – Attendees**

<b>Name</b>	<b>Initials</b>	<b>Role</b>
Professor Peter Roberts	PR	Chair of the Commission
Councillor Yusra Hussain	YH	Vice Chair of the Commission
Chris Herring	CH	Commissioner
Kiran Bali	KB	Commissioner
Stuart Sugarman	SS	Commissioner
Hannah Tombling	HT	Commissioner
Katherine Armitage	KA	Kirklees Council – Senior Officer Representative
Shaun Berry	SB	Kirklees Council – Representative
Karen Hill	KH	Commissioner
Phil Sugden	PS	Commissioner
Professor John Allport	JA	Commissioner
Bill Macbeth	BM	Commissioner
Karen Rispin	KR	Secretariat
Helen Curtis	HC	Advisor to the Commission
John Atkinson	JAt	Secretariat
Robert Green	RG	Kirklees Council Officer

## Appendix 2 – An Overview of progress monitoring / reporting mechanisms for action on climate change: John Atkinson



### Introduction



#### Why disclose climate plans?

Transparent annual public reporting of climate information is considered global best practice – what is measured can be managed!

- The Council opted to **disclose environmental and climate impact to CDP** as a 'Phase 1' action as part of the Council's response to the Climate Emergency in 2019. CDP is the world's leading environmental reporting platform and progress accountability mechanism for cities, tracking over 1,100 cities worldwide
- Disclosure to CDP follows the international 'Common Reporting Framework' standard, which means that for a municipality, disclosing to CDP also includes a **Global Covenant of Mayors (GCoM) submission**.
- The **Climate Emergency Scorecards UK** is a charitable organisation in the UK which assesses local authorities' progress on the climate emergency using predefined, self-appointed criteria.



## What is CDP?



- CDP (formerly the Carbon Disclosure Project) is a global, non-profit charity that runs the world's disclosure system for investors, companies, cities, states and regions to assess their environmental impact and drive the urgent action needed to reduce their greenhouse gas emissions and safeguard natural resources
- CDP was founded in 2000 and has been working with cities since 2011. In 2023, over 23,000 companies and over 1,100 cities, states and regions disclosed data through CDP on climate change, water security and deforestation.
- Disclosure to CDP was outlined as a 'Phase 1' action as part of the Council's response to the Climate Emergency in 2019.
- The Council has disclosed to CDP for four times since 2019 and is currently awaiting the result of the 2023 submission.
- Submissions are scored from A-D. The Council has previously scored C, C, and most recently, B. 2023 results are expected shortly.

We're Kirklees

## How CDP Disclosure Works



## Global Covenant of Mayors (GCoM)



- The Global Covenant of Mayors is the largest international alliance of cities, local governments, and partners committed to combating climate change.
- CDP reporting is aligned with the reporting requirements (the 'Common Reporting Framework') of GCoM, so the same submissions counts for both schemes
- Cities earn 'badges' for GCoM compliance
- As of 2023 Kirklees has achieved badges for Adaptation and partially for Mitigation



## Climate Emergency Scorecards

- The Scorecards are a charitable UK organisation which assess Local Authorities' progress on addressing the climate emergency using predefined, self-appointed criteria
- The Scorecards' assessment process for 2023 has been achieved through the assessment of published LA information and remaining information sourced through Freedom of Information Requests.
- The Council has voluntarily engaged with the Scorecards process and provided a response via the right of reply. However, we note that there are discrepancies between the right of reply process and the eventual published results.
- Further information on the Scorecards has been previously circulated.



Thank you

### Useful Links

CDP: <https://www.cdp.net/en>


GCoM: <https://www.globalcovenantofmayors.org/>

CE Scorecards: <https://councilclimatescorecards.uk/>





## Appendix 3 Pre-approval pledge to the Environment Strategy Rob Green



The slide features a dark green background with a grid pattern. On the left, there is a photograph of a forest canopy with sunlight filtering through the trees. The text is arranged as follows:

- Kirklees** (top right)
- Kirklees Climate Commission** (middle right)
- Rob Green**  
Senior Climate Change Officer (middle right)
- 9<sup>th</sup> November 2023 (middle right)
- Environment Strategy**  
Everyday, Life. (bottom left)
- 2023 (bottom right)

### Aims and Objectives of Today

- For the commission to come to a decision on if, as an organisation, you'll complete a pre-approval pledge for the Environment Strategy.



## Introduction

### Our Collective Vision

**We are committed to making the environment a priority in all decision-making, whether big or small, to create a flourishing and sustainable Kirklees. We want to harness the power of the natural environment to enhance the lives of the people who live work and study in Kirklees, fostering healthy, happy, and better-connected communities.**

To deliver this strategy, we will work together as **a partnership**. Our commitment is to ensure that Kirklees is a place where it's easier than ever to make the clean, green choices that will make a tangible difference and that **fairness** is a factor in the decisions we make.

When it comes to the environment, we all have a part to play and this is **one plan, for all**.

### Our Pillars of Ambition

We are proposing **four pillars** around which our Strategy is organised, covering **12 targets** and **31 wider objectives**.



#### Closing the loop

Taking radical action on ensuring all products, services and systems are designed to **maximise their value** and **minimise waste**, including tackling food waste, textiles and remanufacturing.

To make, use, remake as opposed to make, use, dispose!



#### Nurturing nature

Green spaces, nature recovery and biodiversity, including a reinforced local plan, **nature-based solutions** for issues like flooding and woodland creation & peatland restoration.



#### Bringing it home

**Good buildings, renewable energy** and more sustainable neighbourhoods, including **net zero new housing** and a focus on reducing fuel poverty through renovating homes to be greener.



#### Kirklees on the move

Better, greener transport options for all, including better **rural bus connections**, more walking and cycling and a radically improved Electric Vehicle charging network.

# The Three 'Always on' Priorities

And three themes underpinning everything described as our 'always on' priorities:



**Sustainable Economic Development (SED).** How the Kirklees environment plan only supports sustainable opportunities for growth and avoids short-term economic plans that work against our nature and climate targets.



**Resilient Futures (RF).** How the Kirklees environment plan can nurture 'Climate ready' communities, making them better prepared for the impacts of climate change, and the changes we need to make to cope with the effects, especially for those that are most vulnerable.



**Environment for All (E4A).** How the Kirklees environment plan can support fairness, greater inclusion, diversity and accessibility, particularly for underrepresented communities, minority groups or those with disabilities.

## Proposed Headline Targets

### Closing the Loop

- Zero avoidable waste by 2038
- Growing the sharing economy in Kirklees to be a national leader

This considers designing our industrial practices to minimise the resource they use.

### Nurturing Nature

- Increase Kirklees tree canopy cover to 19% by 2050
- Nature in recovery by 2030
- All homes in Kirklees to be within 500m/ 5 minutes' walk away from accessible green or blue space by 2038
- All degraded peatland to be in restoration by 2038

This includes regenerative agriculture and sustainable food production

## Proposed Headline Targets

### Bringing it Home

- Good buildings - all buildings (residential, commercial, public) in Kirklees to be energy efficient, at a minimum to EPC C by 2030
- Sustainable neighbourhoods programme launched by 2026
- Net zero energy supply by 2038

Achieving the balance between social, economic and environmental aspects of sustainability

### Kirklees on the Move

- 60% of journeys within Kirklees to be Sustainable Journeys by 2030
- 100% fleet vehicles to be zero carbon by 2038
- All of Kirklees homes within 1km of a public transport connection point via safe pedestrian route by 2038

Each theme is accompanied by baseline data, outlining Kirklees' current state of play.

## Our Partnership Pledge

Kirklees  
ENVIRONMENT  
PLEDGE

### Why Pledge?

A vision for a more environmentally sustainable Kirklees can only be achieved by **communities, business, residents, organisations** and the **public sector** working together, **in partnership**.

The **partnership pledge** is a mechanisms by which all of those who live, work and study in Kirklees can help support and deliver our **collective ambition**.

The strategy will be **owned by the partnership**, not just the council. **Kirklees Council will pledge**, just like all other partners.

We are seeking pre-approval pledgers, to support the Councils governance process – enabling us to demonstrate partnership support and backing.



### How Pledging Will Work

#### 1. Strategy

- Pledge to support the strategy in its entirety

#### 2. Theme(s) or Priority

- Pledge to support one or more of the themes or always-on priority.

#### 3. Target(s)

- Pledge to support one or more of the individual objectives.

A pledge will be **voluntary** and **legally non-binding**.



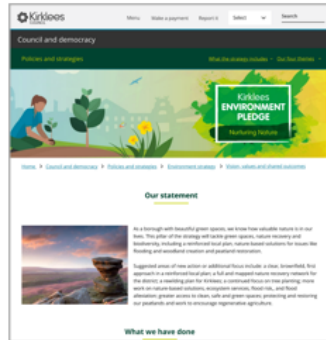
## What Does Pledging Mean?

Pledges will be made through and ultimately published on the **newly developed strategy webpages**.

Signing a pledge is a **two-fold** commitment:

- To support and take action to contribute to achieving our overall vision for a more Environmentally Sustainable Kirklees
- To participate in our monitoring, evaluation and reporting process alongside the associated governance, to help understand and track progress against the vision and ambition of the strategy.

Once pledged, the signatory will receive a virtual **Partnership Pledge Pack** containing marketing materials they can use to advertise their pledge.



## Thank You!

Rob Green  
Senior Climate Change Officer

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