

MINUTES OF CLIMATE EMERGENCY WORKING GROUP

16 DECEMBER 2019

PRESENT:

Members of the Working Group: Councillors Roberts (Chair), Brader, Mrs Brown, Mrs Crane, McQueen, Picker and Roodhouse

Officers: Mannie Ketley (Head of Corporate Resources and Chief Financial Officer), Dan Green (Head of Environment and Public Realm), Raj Chand (Head of Communities and Homes), Stephanie Chettle-Gibrat (Head of Growth and Investment) and Veronika Beckova (Democratic Services Officer)

8. MINUTES

The minutes of the meeting held on 7 November were approved and signed by the Chair.

9. DRAFT SPECIFICATIONS FOR WORK RELATING TO SCOPES 1 AND 2

Draft specifications for work relating to scopes 1 and 2, as defined by the Greenhouse Gas Protocol, were drafted and presented to the Working Group for consideration by Head of Corporate Resources and Chief Financial Officer.

It was noted that to support this work, the Council will be required to procure specialist advice for the baselining of the Council's CO₂ footprint and the production of a Carbon Neutral Strategy and Delivery Plan.

10. REVISED SCOPING DOCUMENT

The revised scoping document was presented by the Head of Environment and Public Realm. The following main points were raised during the discussion:

- The Working Group was informed that Warwickshire County Council's Cabinet consider a series of recommendations resulting from the work of the Climate Change Adaptation Task and Finish Group. The report may be viewed [here](#). It was recommended to broaden this Council's aims to include adaptation.
- Procurement – consideration should be given to how climate change could be embedded into the Council's procurement process while ensuring that small businesses are not put at a disadvantage as they may not have the resources to undertake the necessary exercises. The use of local, sustainable suppliers should be encouraged throughout the Council.
- Commercial opportunities – consideration should be given to the inclusion of a workstream that would solely focus on the financial options and commercial opportunities created by the move towards carbon neutrality. It was noted that this point would be covered in the Carbon Neutral Strategy and Delivery Plan.

- Due to the complex subject matter, the development of a action plan for the six workstreams identified in the scoping document will require specialist expertise. As this expertise may not exist within the Council’s workforce, the Council will be required to procure a subject expert. Members’ assistance will be appreciated as part of that process.
- It was noted that public engagement was to be undertaken as and when appropriate throughout the Council’s work in relation to climate emergency. Public engagement could be carried out in two initial stages – firstly to engage residents in the Council’s declaration and gauge public priorities and secondly to seek feedback on any strategy and delivery plan produced.

11. PUBLICATION OF MEETING MINUTES

The Working Group agreed that all reports, background papers and minutes were to be published on the Council’s website unless one or more of the categories of exempt information, as specified in the Council’s Constitution, was applicable.

12. REPORT TO CABINET – 3 FEBRUARY 2020

The report to Cabinet will detail the recommended approach, scope and future actions in response to the climate emergency.

The Working Group recognised that the recommendations made to date had a financial implication for the Council and that there was no existing budget specifically set aside for such activity.

The report would contain a recommendation that funds are made available, through a one-off allocation, to support the initial work required.

13. FUTURE MEETING ARRANGEMENTS

It was agreed that the next meeting would be held in early January 2020 when the Working Group would consider the following:

- Revised Scoping Document
- Revised Specifications for Work relating to Scopes 1 and 2
- Draft Report to Cabinet – 3 February 2020

CHAIR