

YCC Steering Group Meeting

Stockholm Environment Institute (SEI), 11th December 2024

Attendees: Kate Ravilious, Jenny Kent, Sarah West, Katy Brooke (Minutes), Andy D'Agorne, Denise Craghill, Holly Hennell, Georgia Ramsay, Issy Burkitt, Jamie Sims, Sam Perry, Adrian Lovett, Louisa Hood

Apologies: Shaun Gibbons, Johan Kuylenstierna, Peter Roderick, Alex McCallion, Vicky Blakey-Archer, Sarah Rafferty, Dael Robinson, Jonathan Dent, Louisa Page, Paul Kissack, Stephen Levett

1. MATTERS ARISING FROM THE LAST MEETING

- The Commission unanimously endorsed Jamie's **Climate Hive project** following discussions at previous meetings and consultation with working groups.
- Endorsement implies supporting the ethos and aims of the project in its initial funding bid stage.
- If successful at Stage One, the Commission may provide a letter of endorsement at Stage Two.

2. UPDATES FROM WORKING GROUP CHAIRS

- Adrian gave an update on the **York Good Food Alliance WG**.
 - Meeting scheduled for the following day to finalise 2025 priorities.
 - Seeking collaboration across York and North Yorkshire and hoping to find a "critical mass" of partners.
- Issy gave an update on the **Waste and Circular Economy WG**.
 - Has a new chair (Dael) and will try and meet more regularly going forward.
 - The group is considering a call to action at the January event to attract more participants and connect with existing circular economy initiatives.
- Holly provided an update on the **Connecting with Green Spaces WG**.
 - Recently met and will use the January event to set detailed priorities.
 - Considering collaborative event with "York Unlocked" in 2025.
- Sam gave an update on the **Future Economy of York WG**.
 - Group met recently; preparing a short presentation for January event.
- Georgia gave an update on the **York Educators for Climate Action WG**.
 - A headteachers' breakfast on 6 February 2025 is planned to raise awareness of the Department for Education's climate strategy and encourage school leadership teams to engage with the city-wide sustainability agenda.

- A summer 2025 education conference is being developed to support schools in climate action planning.
- Andy gave an update on the **Transport WG**.
 - Acknowledged that active travel and sustainable transport are key city priorities.
 - The major upcoming focus is the Active Travel Conference on 2–3 July 2025 in York. This is a significant opportunity for cross-working-group collaboration.
 - Call for Papers (open until the end of Jan):
<https://www.landorlinks.uk/active-city-york>
 - The group is also evaluating lessons learned from previous attempts to engage schools on travel planning, noting time/resource constraints in schools.
- Jamie provided an update on the **Buildings and Retrofit WG**.
 - Group have refined Terms of Reference and objectives.
 - Discussing use of their webpage to showcase good practice, resources and key links in sustainable buildings and retrofit.
 - Looking towards early 2025 to define practical actions.

Actions:

- KATY:** Circulate final version of Buildings and Retrofit WG ToR (check with Jamie) to Steering Committee and add to website.

3. ANNUAL YCC EVENT

- Sarah will be chairing and has drafted an agenda for the [York Climate Commission Annual Event](#).
- The event will take place at Merchant Adventurers' Hall, from 9:30–13:30 (with doors opening at 9:15).
- Brief presentations (approx. 15 mins each) from working groups to highlight achievements, challenges and priorities for 2025.
- Invited talks and presentations from key stakeholders (e.g. Climate Action Pledge, Climate Hub, possibly new Chair(s)) after the break.
- Stands and poster presentations are encouraged from projects and partner organisations (e.g. York Community Energy, ROSSY, City of York Council, etc.)
- Each working group will have the opportunity to meet during the working lunch to discuss and agree on their key priorities for the coming year.
- A short final plenary will allow groups to share these priorities and any calls to action, including inviting new members or collaborators.
- The kitchen will be closed for refurbishment, so attendees will be asked to bring their own refreshments. The Commission will try to provide tea and coffee if feasible (e.g. by bringing a kettle and basic supplies).

Actions:

- KATY:** Check what AV facilities will be available (e.g. for presentations).
- ALL:** Let Katy know if anyone hasn't been invited to the event who should be.
- JAMIE:** Contact Lucy Alice/Katie Thomas to check if they or a representative from the Combined Authority's Climate Action Team could attend the event. CC Jenny on the email.

4. STEERING GROUP ROLES AND PROCESSES**Appointment of New Chair/Co-Chair**

- Eight applications have been received for the Chair/Co-Chair position.
- Interviews are scheduled throughout December via Zoom.
- Panel includes Sarah West, Jenny Kent and Kate Ravilious as core interviewers for most candidates.
- Some interviews have only two panel members available; a third volunteer is sought for those slots to maintain fairness and consistency.
- To ensure broader Steering Group input while maintaining a tight timeline, it was agreed:
 - One common question will be recorded during interviews, and all candidates' responses to that question will be shared with the entire Steering Group for feedback.
 - Final decision is intended before Christmas, ideally by 23 December, so the successful candidate(s) can be announced and begin preparing for the January event.

Actions:

- KATY:** Circulate candidates' recorded responses to the Steering Group.

5. STUDENT UNION 'GREEN FAIR'

- Issy reported that University of York Students' Union (YUSU) is organising a "Green Fair" on 7 February.
- The event aims to showcase sustainability initiatives, with stalls and potentially workshops, and is inviting local groups and organisations to take part.
- The organisers have reached out to see if the Council or YCC's working groups would be interested in hosting a stall or otherwise getting involved.
- It was agreed that once Issy had more details, she would share them, and then the Commission could decide whether and how they would like to participate.

Actions:

- ISSY:** Share further details about the Green Fair with the Steering Group once available.

6. MAILING LIST AND NEWSLETTERS

- Katy has now set up a YCC mailing list via MailChimp, and a sign-up option is available on the website.
- A newsletter is planned for the new year. Initially, Katy will coordinate content, but the Commission aims to form a dedicated communications group to handle broader comms strategy.
- The Commission may reference City of York Council's climate newsletter for local content and avoid duplication, but the YCC newsletter should reflect the Commission's independent voice and priorities.
- Current communication channels (website, email address) appear closely linked to the Council. It was agreed that the YCC should aim to have more independent branding and possibly a dedicated commission email address.

7. AOB

- Adrian raised the issue that while the Commission focuses on various climate-related areas, there is no dedicated group looking at rivers, flooding and water quality—issues highly relevant to York's climate resilience and resident concerns.
 - The Commission may consider highlighting this gap at the January event to see if there is interest in forming a working group or integrating these issues into existing groups.
 - Potential links to University of York research and citizen science projects, as well as existing local and regional water-focused organisations, should be explored.
- Sam raised that there isn't a biodiversity working group - could highlight this gap at the January event.
- Issy gave an overview of Shaun presenting the YCC at the CCSMC Scrutiny Committee Meeting.
 - It was agreed that the request from CCSMC that Shaun return in January with a fuller report was inappropriate, given that YCC is an independent body.
 - The question of who should attend in future and on what basis should be decided once the new Chair is in place.

Actions:

- ☑ ~~KATE: Invite John Wilkinson and Alistair Boxall from citizen science project to present at January event, where can discuss if they want to lead on Rivers Working Group.~~
- ☑ ~~KATY: Write to Cllr Fenton thanking him for the CCSMC Scrutiny Committee invite, noting that the next Steering Group meeting may not be until February, when attendance can first be considered with the new Chair in place.~~
- ☑ ~~KATY: Organise next Steering Committee meeting for early February after the new Chair/Co-Chairs are appointed.~~