

		If External: IN WHOLE	
Approved by (insert details):	LY:16.8.11		VR:18.08.2011

Environmental Strategy Programme Board

26th July 2011, Room (3.04), One First Street

Minutes

Present:

Chair: Vicky Rosin, Director of Neighbourhood Services (VR)

Bryan Cosgrove, Environmental Strategy (BC)
David Lea, Commercial Services (DL)
Lydia Morrison, Corporate Property (LM)
Cllr Nigel Murphy (Cllr NM)
Richard Sharland, Environmental Strategy (RS)
Louise Yates, Environmental Strategy (LY)
Joanne Sclater, Traded Services (JS)

Apologies:

Matthew Bennet, Financial Management (MB)
John Lorimer, Capital Programme (JL)
Michael O'Doherty, Housing (MO'D)

Item	Discussion	Action
1.	Introductions and apologies As above	
2.	<p>Minutes and Matters Arising VR noted that the new meeting format had worked well.</p> <p>Item 4 VR advised that discussions had taken place with MB about the wording of the report to clarify that there was no presumption of access to the reserve fund. RS stated that the most recent cycle of applications to the fund was complete and asked the Board how the next cycle ought to proceed. DL remarked that the Board ought to identify and set out the Council's priorities before inviting further applications to the fund. This was agreed and RS offered to undertake this work in conjunction with JL, as part of the paper framing the Council's carbon reduction ambitions described at the last Board meeting.</p> <p>Item 5 VR informed the Board that the annual Carbon Reduction Plan 2011-12 had been through scrutiny and was now proceeding to Executive Committee (at the time of writing, the strategy had been approved by Exec) RS advised that the paper to be written with JL had not yet started and would be carried over to the next meeting, as per minute above.</p>	RS/JL

Item	Discussion	Action
	Item 9 RS apologised that the C40 briefing note had not yet been circulated and offered to circulate following the meeting (this had been completed by the time of writing)	
3.	JS provided a brief overview of two sustainable food initiatives recently undertaken by Manchester Fayre, in collaboration with the Kindling Trust, and Food Futures: Both projects considered carbon impact and general sustainability of food provision in Manchester schools. JS offered to circulate reports and recommendations for each following the meeting. The Board agreed it would be useful to invite Food Futures to a future Board to discuss the subject in more detail.	JS
4.	BC presented short paper proposing a response to the latest request from DECC for local authorities to publish their organisational carbon emissions locally. The approach was agreed in principle but VR requested that the Treasurer be consulted on the proposal, before reports were published.	BC to forward report
5.	LY presented a paper describing the governance arrangements underpinning the monitoring and delivery of the council's annual Carbon Reduction plan. DL remarked on the importance of ensuring alignment of CO ₂ and finance reporting and VR agreed that it was important to have an appropriate mechanism for apportioning the cost of carbon. RS highlighted LY's role in monitoring Directorate's performance in meeting carbon objectives. LY informed the Board that she had recently met with SMT Use of Resources Sub Group to reinforce this and gain approval for Directorate level Carbon Budgets. At the time of writing approval has been give for the approach. The Board agreed that over the coming months, representatives from each of the directorates, including but not restricted to low carbon leads, should be invited to engage in high-level discussion about their own low carbon service plans, in terms of achievements to date, future plans, and areas where further support may be required. It was agreed that either Children's or Adult Services should be invited to the next Board meeting.	BC to invite
6.	RS provided a brief update on the GM Climate Strategy, reminding the Board that it would be presented to AGMA/CA Executive on Friday 29 th July, and adding that work on an Implementation Plan would now beginning, taking outputs from the District workshops as a starting point. (At the time of writing, the strategy had been approved)	
7.	LY presented the Environmental Strategy Programme dashboard. VR remarked that many of the projects were rated Green, raising concerns that targets were being set too low or were not stretching enough. The Board agreed that the Dashboard ought to provide an indication of the Council's carbon performance. LY agreed to liaise with project owners to ensure targets and milestones were appropriate, and to update future dashboards with overall carbon performance.	LY
8.	AOB LY Informed the Board that the CRC audit had been successfully completed, with few recommendations for future years.	

Item	Discussion	Action
9.	Next Meeting September 23 rd , 11.30-14.00, Room 5.01 One First Street November 29 th , 13.00-15.30, Room 3.03 One First Street	