



Environment Theme Group

Minutes of the meeting held on Friday 6th March 2009
The Ellen Terry Suite, in St Mary's Hall

Present:

Peter Woodward (PW)	Chair - Quest Associates
Sarah Perry (SP)	Coventry Partnership Support Officer
Ric Richards (RR)	Federation of small businesses
Melody Stokes (MS)	CCC – Sustainability and Campaigns Manager
Tony Crompton (TC)	GOWM
Tony McNally (TM)	Climate Change Solutions
Myles Bremner (MB)	Garden Organic
Trevor Errington (TE)	CCC – Head of Strategic Planning & Transportation
Elise Smithson (ES)	Coventry University
David Hudson (DH)	Environment Agency
June Jeffrey (JJ)	CEN
David Cockcroft (DC)	ENCAMS
Gennie Holmes (GH)	CCC – Play Strategy Manager
Cllr Nigel Lee (NL)	CCC

Apologies:

Richard Monk	Whitefriars
Martin Yardley	CCC – Deputy Director of City Development
Stephen Beasley	Coventry University
Richard Barron	ENCAMS

Agenda No	Item	Action
1	Welcome and Apologies: The Chair welcomed everyone to the first Environment Theme Group meeting since the re-launch in September 2008 and asked for apologies to be noted.	
2	Introductions: Introductions were made around the table.	
3	Terms of Reference/Method of working: PW circulated a draft TOR (attached) and gave a brief overview of the role and structure of the Environment Group and its position within the Coventry Partnership. The two themes within the Sustainable Community Strategy which relate to the Environment Theme Group are: Climate Change and Cleaner & greener. The TOR was discussed and accepted by the group.	

4	Update on key activities:	
4.1	Following the re-launch of the Environment Theme Group, five key projects were identified that have the potential to put Coventry firmly on the map for sustainable development.	
4.2	An update on the five projects was circulated (attached) and a verbal update on each followed, below are updates that are not included in the attachment:	
4.3	Innovative network of decentralised energy production + distribution: <ul style="list-style-type: none"> • Discussions with Energy Supply Companies are ongoing. Support from the Partnership is useful in terms of gathering interest from organisations who may wish to use district heat and power supplies. 	
4.4	Growing Coventry – Celebrating Local Food: <ul style="list-style-type: none"> • Stakeholder workshop will take place on 9th March at Ryton Organic • Mary Griffin from the Telegraph expressed interest in the event and is may run several articles on this • Launch of Growing Coventry will take place at the Herbert in April • Ensure that linkages with Warwickshire are made • For more information contact MB or SP 	
4.5	Coventry to become a world leader in the development and deployment of low carbon vehicles: <ul style="list-style-type: none"> • MS reported that following a recent meeting with a vision statement document they produced is particularly focussed on their own business and as such is confidential. Another version is being prepared. However, a more detailed vision and implementation plan is needed and AWM is considering funding this. • Lord Bhattacharyya has agreed to champion the project – the official launch has been planned for 30th April – a planning meeting has been arranged. Action: MS to meet with Martin Mangan of AWM to take this forward.	MS
4.6	Coventry Bishopgate – gateway to a low carbon future: <ul style="list-style-type: none"> • Empty retail space in the City Centre is being investigated for energy advice, showcasing projects in the local area and training in low-carbon materials and technologies. Action: TM suggested a meeting to be arranged with Ralph Hepworth to take this forward.	MS/TM
4.7	Detailed aerial thermal survey of the City: <ul style="list-style-type: none"> • The survey has not taken place yet – clearance to use airspace was not available. Action: To be added to the agenda for the next meeting.	SP
4.8	In conclusion all projects are progressing well, MS was thanked for her substantial contribution and it was agreed to add this item as a standing agenda on future meetings.	SP

5	Action on climate change adaptation:	
5.1	MS discussed the NI188 – adapting to climate change indicator. CCC, like other public bodies are required to consider Climate change adaptation, including risk assessments and planning – the indicator consists of a five stage process which requires gathering information on what partners are already doing in relation to coping with extreme weather and to provide training across the Partnership. A letter has been sent to the Partnership Board and Leaders and Advisors requesting this information and inviting them to the training workshop on 13 th May, 2009.	
6.	Future activities/meetings:	
6.1	Communication was highlighted as an area which needs to be looked into. SP discussed that the Communications Strategy for the Climate Change Strategy will be taken to the Partnerships Communications Group on 13 th March for comment, and will be launched the end of March. If anyone would like a copy please contact MS.	All
6.2	SP reported that communication messages can be passed to Tim Coleman (Communications Officer – Coventry Partnership) to discuss at the Communications Group or to be added to the website, partnership e-bulletin or events calendar.	
6.3	JJ also reported that CEN produce a newsletter that can be used to get messages to community organisations.	
6.4	It was agreed that an item for the next meeting is to feedback on the cleaner and greener event on Monday 9 th March, (which is part of Growing Coventry).	MN
7.	Any Other Business:	
7.1	PW reported that at the last Partnership Board meeting it was requested that Theme Groups identify three actions in response to the current economic climate to improve peoples lives: <ol style="list-style-type: none"> 1. Growing Coventry 2. Empty retail space in the City Centre to be use for energy advice, showcasing projects in the local area and training in low-carbon materials and technologies. 3. Encouraging young people into green-collar jobs 	
7.2	WWF Earth Hour is on Saturday 28 th March 8.30 – 9.30pm. Action: All partners to promote within their organisation.	All
7.3	TM suggested that we invite energy companies to a future Environment Theme Group meeting.	SP
	Meeting ended at 11.30 am	
	Date of the next meeting is on Friday 5th June 2009 Time and venue TBC	