

## Environmental Transformation 2<sup>nd</sup> Scoping Meeting Minutes

**Time and Place:** 15:00-16:30, Tuesday 2<sup>nd</sup> April 2019, Avon Wildlife Trust, 32 Jacobs Wells Road, Bristol, BS8 1DR

**Present:** Ian Barrett, Taylor Meagher, Ryan Munn, Emma Burlow, Philip Stott, Savita Willmott, Janine Michael, Roy Kareem, Ian Townend, Andrew O'Sullivan, David White

**Apologies:** Sue Turner, Ed Rowberry, Andy Street

### 1. Welcome and apologies

### 2. Minutes and actions from last meeting

- Everyone to send fundable ideas to Ryan (grant or investment) **Ongoing**
- Taylor to add conflict of interest text into all ToR's **Added to all Terms of Reference's**

Members will be updated on the Fundraising Campaign by Quartet in the coming months.

### 3. Moving from scoping group to FPG

Everyone would like to officially join the FPG. Ian B will take names to the Board next week.

### 4. Discussion on revised Terms of Reference

Two changes made to the ToR, Ryan to make amendments. **There was agreement from the group to sign off the Terms of Reference.**

### 5. Update on research

All research is being saved in a central location. The researcher will bring this together and identify gaps. The brief needs to be clear but flexible; looking at what can have a transformational impact using our blended finance tool. We need to build on existing information and have a clear vision and outcomes.

No Child Goes Hungry researcher collected primary research from 60 people as well as completed a literature review. He started to map out issues and activities within Bristol and created a full report and Theory of Change. This enabled the group to draft grant guidelines.

### 6. Report on impact workshop

The Centre for Progressive Policy advised on metrics and data. Transformational change has not been defined but we do have indicators for it which can be shared.

**Action: Ryan to circulate the markers of transformational change.**

We pulled together metrics from lots of different areas, BCC, Centre for Cities, SDG alliance, etc. and each FPG identified the key ones.

Potential indicators for environment impacts:

- Reduced greenhouse gas concentration
- Increased biodiversity (urban)
- Reduced waste output generation
- Increased tree canopy
- Increased green infrastructure (physical and human)

Next steps are to; finalise the framework (including defining transformational change), identify the top 3 goals the FPG wants to achieve, map the outcomes we want to see, and create a tool of how we assess each project.

There was a brief discussion regarding a follow up meeting to focus more on the environment. Each FPG will use the above indicators to build on their own impacts and outcomes. We want to tell people our outcomes and support them with their own metrics. Not an industry of constantly reporting back. Many environmental projects are used to working on a smaller scale; we will work with many projects offering capacity and support to lead into investment. There are plenty of projects happening at varying levels of quality across the city, we need to set clear communications and expectations. We need to give access to marginalised and excluded groups.

**Action: Ryan will circulate the metrics/outcomes framework for comments.**

## 7. Update on projects

We have 4 projects that Ryan is liaising with.

**Action: Taylor/Ryan to circulate the project pipeline.**

As we are launching in July we are looking to give small amounts of money and support to some projects that fit within the City Funds model and FPG ToR's. Discussion that there needs to be a fair and open process for people to apply for funds **Action: Ian to go to the Governing Board regarding the communications strategy and giving out funds to projects before the launch.**

## 8. AOB

Taylor mentioned having an FPG social after the next meeting.

**Action: Ian to send details of the Green Mingle to Taylor for an FPG social.**

Philip shared details of a social event helping SME businesses with sustainability awareness. It is taking place at KPMG on the 16<sup>th</sup> May; let him know if you wish to attend.

**Action: Taylor to add item on the agenda next time for David to update on City Leap.**