

## Environmental Transformation 3<sup>rd</sup> Scoping Meeting Minutes

**Time and Place:** 15:30-17:00, Thursday 2<sup>nd</sup> May 2019, Centre for Sustainable Energy, St James Court, Cannon St, Bristol, BS1 3LH

**Present:** Ian Barrett, Ryan Munn, Emma Burlow, Philip Stott, Savita Willmott, Janine Michael, Roy Kareem, Ian Townend, Fin Boyter, Rachael Hooper (minute taker)

**Apologies:** Taylor Meagher, Sue Turner, David White

### 1. Welcome and apologies

### 2. Minutes and actions from last meeting

- Action: Ryan to circulate the markers of transformational change. **Incomplete as Theory of Change to be discussed.**
- Action: Ryan will circulate the metrics/outcomes framework for comments. **Incomplete as Theory of Change to be discussed.**
- Action: Taylor/Ryan to circulate the project pipeline. **On the agenda for the Board to discuss what information on projects can be shared to the group due to GDPR.**
- Action: Ian to go to the Governing Board regarding the communications strategy and giving out funds to projects before the launch. **The Board agreed we would revisit this and not have any projects before launch. BBRC are still working on the investment policy and what products will be.**

It is possible to have grant-only projects.

### 3. Declarations of interest

Please complete and return to Taylor by end of May.

### 4. Theory of Change and priority outcomes

We will use connective City Funds language across all the ToC's. The ToC will be consulted on by Happy Cities and will come back for approval. This will feed the research. The overall City Funds ToC is almost final and gives an idea as to how this FPG relates to the Fund as a whole.

Comments were given on the document and amendments made.

**Action: Remove outcome 'Increased green infrastructure (physical and human)' as we need to be more specific.**

There was some discussion that Happy City can only use available data; therefore we need to identify what is missing. We can use social value indicators but Ryan commented that these are different. Framework needs to be changed to understand this. There is a draft

document re reduced waste output, it's better to have a catch all rather than residual waste, and people pushing for zero waste and zero carbon.

**Action: Ryan to return in one month with an answer.**

## **5. Research update**

The researcher will have a 3 to 6 month post and needs to be hosted. They will need a desk, computer and incidental travel expenses.

**Action: Ian T to think further re hosting researcher**

**Action: Ryan to do sensor check of the draft research proposal document.**

- We should map out Bristol projects and what the scope is for more.
- We should do interviews and a literature review.

**Action: Ryan to update Theory of Change with comments.**

## **6. Update on City Leap (David not present)**

This will be a joint venture with partners (including BGCP) and currently under procurement protection. City Leap will be the overall mechanism for approaching projects. The scale of investment is huge and City Funds may act as a conduit. We are looking at ways to engage.

**Action: Ryan to ask David to circulate a link re what we can say.**

## **7. Launch of City Funds**

City Funds is launching at the City Gathering on 5<sup>th</sup> July. This may bring in funders/investors. We would like FPG members to attend and be part of FPG breakout sessions.

## **8. General discussion following updates**

- Blended finance product will be a repayable loan structure. Joint Bristol based bid with the Local Access Programme.
- Ways to approach funding from philanthropists needs to be themed. Research will help to define where we are.
- Pre-launch communications will need to happen in order to optimise quality of applicants.
- Open expression of interest & FAQ's on the new Environmental Sustainability Board to be co-chaired by the Mayor is now available on the One City website. Looking to address diversity issues e.g. BAME people and seeking gender balance.

## **9. AOB**