

Environmental Transformation FPG Meeting Minutes

Time and Place: 14:30-16:00, Tuesday 4th June 2019, Lord Mayor's Office, City Hall, BS1 5TR

Present: Julian Hall, Ryan Munn, Roy Kareem, Ian Townend, William Hervey (minute taker), Sue Turner, David White

Apologies: Ian Barrett, Taylor Meagher, Fin Boyter, Savita Willmott, Philip Stott, Emma Burlow, Janine Michael

1. Welcome and apologies

2. Minutes and actions from last meeting

- Corrections need to be made to previous minutes. **Taylor to edit and circulate.**
- Ryan to circulate the markers of transformational change. **Still incomplete as ToC needs to be discussed.**
- Ryan will circulate the metrics/outcomes framework for comments. **Still incomplete as ToC needs to be discussed.**

There was a discussion on hosting the researcher. There is a budget of £700 per FPG for a 3 day placement over 3-6 months. Agreement should be made between the FPG members on the parameters of the placement.

3. Declarations of interest

4. Theory of Change discussion and approval

Concern re the research quality level expected from the brief. We can still amend the document and assist/direct the researcher throughout the programme. We should include environmental inequality targets and measurements as well as environmental diversity.

Ryan suggested amending the Theory of Change to include: "Not all parts of the city are always considered when funding Environmental Interventions leading to environmental inequality"

The Theory of Change is a working document and amendments should and would be made.

Agreement on Theory of Change.

5. Update on researcher and metrics

- We need a discussion on the metrics being used to measure performance and transformational impact for projects. These metrics will also be used to compare the data of local organisations to relate to City Leap targets and sustainability figures. The brief can be assessed against the metric data to show how to track systemic change.

- There was concern about the information not being attributed to the impact of local organisations and furthermore transformational impact. The Thriving Places framework was introduced and will be used to understand the impact on funded projects. It will apply information from over 40 indicators. City Funds will prioritise projects which have the most environmental and societal impact. Through using these metrics along with information from the City Office it will be possible to create impact assessments.
- QCF have used similar performance indicators for tracking health and welfare; however it is challenging to determine which indicators are most useful for measuring transformational change without the hindsight. Ryan explained that there is only limited information available from current projects; however the framework should try to establish if a ripple effect is created through FPG projects.
- There was a concern that the metrics model and planned indicators haven't been created in conjunction with the programme parties just recycled from previous projects. This is being looked at to establish gaps within systems which could highlight a need for external help.
- There was a concern whether a sufficient review mechanism was built in to determine causation. Part of the research brief could be finding a working example, although this may be difficult.
- BGCP are reluctant to host until all parties have supported the working plan and brief. In trial research, the supervision offered was satisfactory given the cost-effective element.
- BGCP would like clarity on the directional assistance and feedback opportunities expected. This can be addressed by Rob at the SWDTP.

Action: Ian T agreed to circulate the costs and requirements for hosting the researcher to get each member feedback.

6. Update on City Leap - postponed

7. Launch of City Funds

City Funds launch is on the 5th July. The next event will be the distribution of Investment Funds in September. The dates for the launch do however mean that 'No Child Goes Hungry' conflicts with the Holiday Hunger appeal and will have to be deferred.

There is DCMS money that can be used towards a fundraising campaign for each group. FPG's can raise money within their groups as long as it doesn't conflict with fundraising from FPG members organisations. It may not be possible currently due to other commitments.

8. General discussion following updates

The 5th July communication won't include any in-depth criteria, just enough to spark interest but not create any barriers. Further discussion was had on the plan for the City Gathering.

9. AOB