

NOTES			Date: 26 April 2023
			Time: 14:00
<b>Meeting Title:</b>	<b>Norfolk Climate Change Partnership</b>	<b>Venue:</b>	<b>Microsoft Teams</b>
<b>Chair:</b>	<b>Lorraine Gore</b>	<b>Note Taker:</b>	<b>Sandra King, NNDC</b>
<b>Attendees:</b>	Lorraine Gore Steve Blatch Paula Boyce Ged Greaves Ben Spratling Michel Bolaboto Elena Brister Deborah Carr Annie Sommazzi Phil Hunt Adam Thorp Jason Cole	Borough Council of King's Lynn and West Norfolk North Norfolk District Council Great Yarmouth Borough Council Borough Council of King's Lynn and West Norfolk Norwich City Council Breckland District Council Borough Council of King's Lynn and West Norfolk Norfolk County Council South Norfolk & Broadland District Council Norwich City Council East of England Local Government Association Breckland District Council	
<b>Apologies:</b>	Harry Mach James Wilson Lisa Roberts Kate Rawlings Al Collier	Broads Authority Great Yarmouth Borough Council New Anglia LEP North Norfolk District Council Norfolk County Council	

<b><u>Item 2: Notes from previous meeting on 29 March 2023</u></b>	
These were agreed as a true record.	
<b><u>Item 3: Actions from previous meeting</u></b>	
<p><b>Item3:</b> PB advised that the Fast Followers bid was successful - next step to talk to Net Zero East with a request to change the scope of their Norfolk Investment Framework (NIF) Proposal which had similar objectives. No funding through the NIF until endorsed.</p> <p>SMB reported that there is already an expectation in some communities with the work that Andy Holyland is doing. There could be some overlap of work so SMB would welcome an early conversation. Does need to be seen as an opportunity to avoid duplication. DC to confirm status of conversations with Andy Holyland and the communities the NIF project anticipated working with to avoid duplication.</p> <p>It is understood that contact has been made with Hethersett and Aylsham Town Councils, as well as with Holt. It was understood that this funding has not yet been confirmed and therefore raising expectations with parishes is premature. However, we should be aware that there is a connection between the two and the projects should complement each other. NIF funds should only be released if district councils sign an agreement first. We do however need to be mindful that his bid was submitted in good faith which went through a proper appraisal process with a grant offer letter issued.</p>	

<p>PH reported that he cannot see great similarities between the two projects. It is an opportunity to work better with local consultants so maybe we need to be better joined up and look at producing a forward action plan to work with people to bid for funds.</p> <p><b>Item 4:</b> Funding contributions from local authority partners toward the Partnership Manager post have been confirmed by GG</p> <p><b>Item 5:</b> Secretariat details confirmed and circulated and will be provided by NNDC. BCKLWN to continue with hosting the NCCP website.</p> <p><b>Item 7:</b> Presentation slide pack was circulated</p>	
<p><b><u>Item 4: Partnership Manager update</u></b></p> <p>SMB reported that a draft JD has been prepared, largely through Debs and Paula and has been benchmarked against the Norfolk Waste Partnership Manager's post.</p> <p>The JD has been shared with NNDC's HR Manager for alignment with the next item to ensure clear demarcation and responsibilities. The two posts are complementary to one another and the grades of the posts will be similar. Looking to joint market the two posts in order to obtain value for money.</p> <p>Feels need sign off at an Executive Level as some people here might wish to apply for the roles.</p> <p><b>Action:</b></p> <ul style="list-style-type: none"> <li>• <b>SMB to share JD with LG</b></li> </ul>	<b>SMB</b>
<p><b><u>Item 5. Fast Followers project update - Paula</u></b></p> <p>PB prepared some slides to summarise the offer.</p> <p>Accepted on the Innovative UK – Net Zero Living Fast Followers Programme which offers up to 20 places with total funding pot of £6m to help local authorities to develop Net Zero plans and develop pathways. Spend is within 2 years and must start on 1<sup>st</sup> July 2023.</p> <p>Half must go towards the Net Zero Innovation and Delivery Officer and half to support a project aimed at tackling non-technical barriers and supporting learning by experience.</p> <p>The expectation is that the officer must complete a series of activity modules and aim to better define our Net Zero plans and must participate in monthly peer network.</p> <p>Will strengthen our partnership and skills and knowledge to our communities. The project is not for infrastructure or technology but will focus on non-technical barriers. About shining the light on clean growth supply chain available locally so they can upskill themselves to understand how to respond to consumer demands and how we stimulate our residents to be ready for net zero.</p>	

<p>Each of the seven district areas will get a pilot net zero community who will work jointly together to map data. To pick areas that we feel might want to engage or perhaps an area that it will be hard to engage with and commission agencies to work with us and citizens in the area.</p> <p>Citizen preparedness – behaviour change approach to provide targeted guidance to citizens and visitors to Norfolk on what they can personally do to make changes to adapt to the effects of climate change.</p> <p>In terms of governance, will report to this group and two SROs and will form an advisory group to act as a critical friend. PB would like to set up an Officer Working Group to kick start the project.</p> <p>LG suggested that a NCCP collective newsletter could be put together from the group as a key place for people to go for information.</p> <p>SMB suggested that as the money is not huge, could see if Andy Holyland might have some capacity to look at infrastructure – need to look at optimising opportunities.</p> <p>Also need to look at how we actually measure success and key milestones regularly to ensure the project is delivering, as well how we prioritise.</p> <p>AM commented that in addition to an advisory group he can assist in terms of academia. Also, could be opportunities for match funding through other bids for funding.</p> <p>PG - has hooks into some projects that are going on. Also mapping opportunities through a European project tool which could be used for communities and Local Authorities as well as for this project.</p> <p><b>Action:</b></p> <ul style="list-style-type: none"> <li>• <b>PB to send the slides to SJK for circulation to the group.</b></li> <li>• <b>PB to discuss the JD with SMB and LG.</b></li> </ul>	<p>PB PB</p>
<p><b><u>Item 6. NCCP Collaboration Space</u></b></p> <p>Looking at a way of sharing files and information. Tried using Teams but some technical challenges so looking for other good collaboration tools.</p> <p>GG reported that there is data repository software available - <a href="https://khub.net/group/norfolk-climate-change-partnership/group-home">https://khub.net/group/norfolk-climate-change-partnership/group-home</a> - Yammer is another collaboration tool which might work and comes with a Microsoft suite.</p> <p>The new Project Officer can look at how we publish those pieces of work.</p> <p>DC to take forward and speak to her IT team and then work with Norwich Hub Tool too. AT would like to work with DC on that too.</p> <p><b>Action:</b></p> <ul style="list-style-type: none"> <li>• <b>DC to take forward and discuss with her IT team.</b></li> </ul>	<p>DC</p>

<p><b><u>Item 7. Regional Climate Change Forum update</u></b></p> <p>To remind colleagues about the Regional Climate Change Forum. There to complement a community, to add value to County and District areas.</p> <p>If anyone has any best practice that can be shared contact GG or AT to share at a regional level.</p> <p>LG – still need to sort out a Member representative for Norfolk but need to wait until after the elections as well as sorting out the Portfolio Member group.</p> <p>Also have list of meetings that can be added to our forward plan.</p> <p><b>Action:</b></p> <ul style="list-style-type: none"> <li>• <b>Outstanding action re making contact with Cllr Vardy, NCC’s current Portfolio Member but due to the change of leadership, this may change.</b></li> <li>• <b>Agreed to look at again after the elections.</b></li> </ul>	
<p><b><u>Item 8. Review of Forward Plan</u></b></p> <p>DC – Norfolk Climate Change Strategy going to Cabinet in May and will welcome views on that piece of work.</p> <p>SMB reported on a Norfolk OPE Board presentation on Friday. He is a bit concerned that this has not been given as a priority for us as the NCCP and feels that there needs to be a prioritisation amongst Estate teams on how this is taken forward so highlighted that representatives on this group need to be aligned with their Property teams re this.</p> <p>Also a concerning position around skills i.e. for the maintenance of onshore turbines where the Constabulary had reported the nearest contractor is from Scotland. Therefore, believe we have lots of catching up to do and need to capture and provide inside our local economy. LG to pick up position re skills in support of Net Zero industries.</p> <p>PH – re public estates – think these should sit together. Respects our individual sovereignty but would be good to share information. SMB - need to ensure objectives are largely in alignment to get best benefits.</p> <p><b>Future agenda items:</b></p> <ul style="list-style-type: none"> <li>• Collaboration space – May meeting</li> <li>• Fast Followers – to be added as a monthly discussion.</li> <li>• Latest position from BEIS – for August meeting</li> </ul> <p><b>Actions:</b></p> <ul style="list-style-type: none"> <li>• <b>LG to pick up position re skills in support of Net Zero industries.</b></li> <li>• <b>Look at rearranging date in May and December as fall within holiday periods.</b></li> <li>• <b>To put in place a Forward Plan for Portfolio Holders meeting when that is up and running too.</b></li> </ul>	<p>LG SJK</p>

<b><u>Item 9. Any other business</u></b>  There was no further business	
<b><u>Item 10. Date and time of next meeting:</u></b>  31 May 2023, 2-3.30pm via Teams – due to this date falling within the school half term holidays, this meeting was subsequently rearranged to take place on Friday, 26 May – 10.00am to 11.30am.	