

Climate Change TAFF
Notes of Meeting, Thursday 11 July 2019, 1400
Exmouth Town Council Meeting Room

Attendees

TD	Tim Dumper	Councillor/Chair	Exmouth Town Council
OD	Olly Davey	Councillor	Exmouth Town Council
SG	Steve Gazzard	Councillor	Exmouth Town Council
DP	David Poor	Councillor	Exmouth Town Council
MR	Michael Rosser	Councillor	Exmouth Town Council
AT	Andrew Toye	Councillor	Exmouth Town Council
LB	Lisa Bowman	Town Clerk	Exmouth Town Council
NS	Natasha Smart	Note-taker	Exmouth Town Council

Apologies

BB	Brian Bailey	Councillor	Exmouth Town Council
AC	Andrew Colman	Councillor	Exmouth Town Council
FC	Frank Cullis	Councillor	Exmouth Town Council

Election of Chair

1. DP proposed, seconded by MR, that Councillor Tim Dumper be elected as Chair of the Climate Change TAFF.

Welcome and Introduction

2. TD welcomed members and reviewed apologies. He introduced this first meeting of the TAFF by highlighting two key points: firstly, to recognise that Exmouth Town Council (ETC) must do what it can in this area, but that the whole community is involved and it is important not to duplicate work already ongoing, so harnessing ideas from others was an important element. Secondly, to recognise the importance of action to Reduce, Reuse, Recycle (in that order of priority).

Draft Terms of Reference

3. TD invited LB to talk through the draft Terms of Reference (TOR) for the TAFF. LB started by explaining that they follow the same format as the other ETC working party TORs, and then talked through the different sections. Members discussed aspects of these; key points from the discussion are as follows:

- **Partners:** LB had suggested Transition Exmouth as a key partner. Members discussed the fact that recent news from Transition Exmouth suggested that the organisation may be disbanded shortly. TD commented that the situation would be clarified at the planned September AGM of Transition Exmouth, but in the meantime he would approach Transition Exmouth for earlier clarification and, if the organisation continues to be active, establish whether it would wish to become a TAFF partner as suggested;
- **Power:** LB stated that she would check the legal footing and insert the relevant authorisation into the TOR;
- **Delegated Authority:** LB explained that any recommendations or budget requirements would need to be approved by Full Council;
- **Terms:** As a Task and Finish Forum, the assumption was that when the work outlined in the scope was complete, the TAFF would be disbanded;

- **Responsibilities:** With particular reference to section 2.9, outlining key interdependencies with existing ETC committees and working parties, LB commented that the role of the TAFF is not to duplicate existing initiatives but to pull all ongoing work together, engage the local community and publicise it. In this context, SG highlighted the fact that there is a motion on electric car charging points and car parks at an upcoming EDDC meeting.

DP commented that he felt that the Exmouth Neighbourhood Plan (NP) was particularly weak on climate issues and wondered if this could be amended. LB clarified that it could not, but explained that she was currently working on an NP implementation strategy. Any output report from the TAFF could be referred to within this.

4. Following discussion, members agreed that they were content with the draft TOR (once finalised by LB). SG proposed, seconded by DP, that the draft TOR be put forward as a recommendation to Full Council to approve and adopt.

RECOMMENDATION: Seek Full Council approval and adoption of TAFF TOR

5. Please see actions progress list at **Annex A** for details of all actions agreed.

Membership, Co-option and Youth Involvement

6. In respect of TAFF membership, members agreed that, rather than issue an open invitation to anyone who would like to attend, they would prefer to invite experts or those with specific experience to attend as appropriate. LB commented that specific individuals could be co-opted onto the TAFF, although this would need to be carefully managed. Members therefore agreed that, if anyone expresses an interest in joining the TAFF as a permanent member, they should be asked to provide a letter and CV for the TAFF to consider.

7. SG commented that, as Chairman of the Council, he was disappointed that there were no Conservative councillors on the TAFF (TD also pointed out that there are no female councillors). Other members agreed that this was a pity, so TD stated that he would discuss this with Councillor Lynne Elson.

8. SG outlined his idea for a Schools' Conference involving local schoolchildren aged c10-11, to give them a forum to contribute their ideas on climate/environmental issues. Deputy Town Clerk Chetna Jones (CJ) has already contacted local schools and received a positive response. SG and CJ have spoken to the Ocean about hosting the event, which they have agreed to do free of charge. It is scheduled for 25 September 2019, involving c360 students. CJ is currently scoping possible facilitators (eg Devon County Council, Devon Wildlife Trust). LB suggested inviting CJ to attend the next meeting to explain plans in more detail.

9. LB further suggested inviting Nicky Nichols' teenage daughter, who is an advocate for climate change, to a future meeting to hear her ideas. MR commented that it would also be useful to understand what is being taught in schools on this issue and suggested an educator (eg Headteacher or Head of Curriculum/Learning) could come and explain this to the TAFF. As Chair of the TAFF, TD offered to contact Exmouth Community College to facilitate this.

Priorities and Next Steps

10. TD invited LB to talk through her list of suggested next actions. Outcomes from the ensuing discussion are as follows:

- **Attend Carbon Foot Printing Workshop, 23 July 2019:** OD agreed to attend the workshop; LB agreed to book his place;
- **Contact Doug Eltham, DCC's Environment and Sustainability Policy Officer:** TD believed he would be seeing Doug Eltham at a DALC committee meeting the following week, so agreed to invite him to attend a future TAFF meeting;
- **Identify Experts to Invite to Future TAFF Meetings:** TD suggested brainstorming ideas at the next TAFF meeting for appropriate experts who could be invited to attend/provide their expertise at future meetings. Initial suggestions included representatives from Transition Exmouth, Exmouth Chamber of Commerce and EDDC officers such as John Golding (who has recently produced a report for Cabinet on climate change) and Andrew Ennis. LB cautioned that the TAFF would also need to be clear on whether invitees were on a permanent or one-off basis;
- **Determine ETC Carbon Footprint:** LB suggested that an initial step (before starting to put pressure on the community) would be for ETC to determine our own carbon footprint and identify measures we could take to reduce our impact (eg our use of town maintenance vehicles). Members discussed the difficulty of accurately measuring CO2 emissions. OD commented that the most important aspect is to be able to show a reduction in CO2 rather than quantifying an amount. The most impactful actions in most residents' control is to achieve this through using house insulation, double glazing and solar panels. MR agreed that it was probably not worth spending money to calculate ETC's footprint; it would be better to ask an expert to advise on how we can reduce our footprint. TD suggested that Doug Eltham would be able to advise on this. AT questioned the use of the big screen in the Council Chamber. LB explained that this was down to EDDC and that John Golding may be able to respond on this;
- **Seek Updates from ETC Committees and Working Parties:** LB further suggested asking ETC working party chairs to provide a report on the work already ongoing within their areas on climate issues, to provide a snapshot of what has already been achieved or is underway and to ensure work is not duplicated.

11. Other ideas/actions discussed included:

- **Environmental Impact Award:** LB explained that an initial action from the Plastic Reduction Working Party was to suggest and sponsor the first Environmental Impact Award at the Exmouth Chamber of Commerce Business Awards 2019 in April, which was won by the Proper Fish & Chip Shop. ETC could continue to sponsor this in future;
- **Devon Climate Declaration:** LB commented that Mark Williams is the EDDC representative on this, so it would be worth either speaking to him directly or through ETC's EDDC councillors;
- **Encourage Community Action:** LB suggested that ETC could publicise climate change initiatives to show how individuals can reduce their personal

CO2 impact, and encourage them to make personal pledges (eg to reduce impact by 10%). Achievable publicity methods could include: a booklet to be delivered to every household; a roadshow-style publicity event in the Strand; a dedicated website with information and links. LB offered to get a quote for producing a publicity campaign and website;

- **Link with District and County Council and National Level:** ETC EDDC councillors have a key role to play here. LB also suggested keeping Hugo Swire MP involved;
- **Link with Local Business:** LB suggested that, as part of the TAFF's leadership role, we should be issuing guidance to businesses. The Town Team working party may be a useful conduit for this;
- **Redistribute Food:** MR suggested that the TAFF should perhaps consider food redistribution as part of its scope. LB suggested that initiatives such as DCC's community fridge (which she believed was coming to Exmouth) and ETC's ownership of allotments would help encourage sharing of surplus food, which could be promoted on a dedicated website;
- **Plant Trees:** DP enquired about planting more trees. LB explained that ETC does not own any land so we would need permission for this. She further explained that ETC already supports Wild Exmouth (£12,000 annually);
- **Ashden Report:** LB mentioned a useful document on environmental issues aimed as a toolkit for local authorities.

12. TD brought the meeting to a close and thanked members for their input. OD took the opportunity to specifically thank LB for all her advance preparation for this first meeting of the TAFF. TD made a final comment that he views the TAFF as still at brainstorming stage and suggested that if members find any other useful information they should bring this to the next meeting.

Date of Next Meeting

13. Wednesday 21 August 2019 at 1600.

Climate Change TAFF: Actions Progress

Description of Action	By
Approach Transition Exmouth for clarification on whether it will continue as an active organisation and, if so, whether it would wish to become a TAFF partner	TD
Finalise draft TAFF TOR	LB
Put forward recommendation to Full Council to approve and adopt TAFF TOR	LB
Discuss TAFF membership with Councillor Lynne Elson	TD
Invite Deputy Town Clerk Chetna Jones to next meeting to outline plans for Schools' Conference	LB
Invite representative from Exmouth Community College to future meeting to discuss climate education	TD
OD to attend Carbon Foot Printing Workshop, 23 July 2019; LB to book place	OD/LB
Invite Doug Eltham to future meeting to advise on ETC carbon footprint reduction	TD
Include expert invitee brainstorming session on next agenda	NS
Seek updates from ETC committees and working parties on existing climate change initiatives	LB
Get a quote for producing a publicity campaign and website	LB
Bring useful information/links to next meeting	ALL