

**MINUTES OF THE MEETING OF THE LOW CARBON HUB BOARD  
HELD ON MONDAY 29 JULY 2019, BOARD ROOM, GMCA,  
CHURCHGATE HOUSE, 56 OXFORD STREET, MANCHESTER M1 6EU**

**PRESENT:**

Councillor Andrew Western (Chair)	Green City Region Portfolio Holder & Chair (Trafford Council)
Councillor Alan Quinn	Waste & Recycling Committee Representative (Bury Council)
Anne Selby	Chair, Natural Capital Group Representative (Wildlife Trust)
Lee Rawlinson	Environment Agency Representative
Louise Blythe	Private Sector Representative (BBC)
Peter Emery	Private Sector Representative (ENWL)
Bernard Magee (Substitute)	Private Sector Representative (Siemens)
Richard Jenkins	Private Sector Representative (Suez)
Dave Coleman (Substitute)	Private Sector Representative (Cooler Projects)
Robin Lawler	Private Sector Representative (Northwards Housing)
Patrick Allcorn	Central Government Representative (BEIS)

**OFFICERS IN ATTENDANCE:**

Mark Atherton	GMCA
Megan Black	TfGM
Bryan Cosgrove	City of Trees
Sam Evans	GMCA
Jenny Hollamby	GMCA
Simon Nokes	GMCA

**LCHB/26/19 INTRODUCTION AND APOLOGIES FOR ABSENCE**

The Chair opened the meeting, welcomed all those present and introductions took place around the table.

Apologies for absence were received from Eamonn Boylan (GMCA), Hisham Elkadi (Salford University), Phil Korbel (Cooler Projects), Chris Matthews (United Utilities), Roger Milburn (Arup), Mark Pilling (Siemens), Kiristina Poole (PHE), Councillor Angeliki Stogia (MCC), James Thompson (Manchester University) and Simon Warburton (TfGM).

Councillor Alan Quinn, the appointed representative from Waste & Recycling Committee for the 2019/20 Municipal Year from Bury Council was welcomed to his first meeting of the Low Carbon Hub Board (the Board).

BOLTON  
BURY

MANCHESTER  
OLDHAM

ROCHDALE  
SALFORD

STOCKPORT  
TAMESIDE

TRAFFORD  
WIGAN

James Thompson (Manchester University) who was leaving his position and was unable to attend the meeting, was thanked for his support and valuable contributions over the last two years. The Chair looked forward to welcoming his replacement to the next meeting.

The Chair explained that he had been appointed as the Portfolio Lead for the Green City Region and Chair of the Board for the 2019/20 Municipal Year. His priorities for this year were rapid decarbonisation over the next five years, stimulating energy innovation, developing a more circular economy and creating a greener City Region, which was more resilient to climate change.

The Board was provided with a copy of the revised Climate Emergency Declaration recommendation that was agreed at the GMCA meeting on 26 July 2019.

#### **LCHB/27/19 DECLARATIONS OF INTEREST**

There were no declarations received in relation to any item on the agenda.

#### **LCHB/28/19 MINUTES OF THE MEETING HELD ON 15 MARCH 2019**

##### **RESOLVED/-**

That the minutes of the meeting held on 15 March 2019 be approved as a correct record.

#### **LCHB/29/19 MISSION BASED APPROACH - PRESENTATION**

It was explained that following approval of the 5 Year Environment Plan in March 2019, an indicative budget of £1m (over three years) had been identified to initiate actions which, would support its delivery.

The report provided an overview of how the indicative budget, from retained business rates, might be utilised to deliver a Mission Based Approach to achieve the challenge of carbon neutral living within the Greater Manchester (GM) economy by 2038.

It was reported that the GMCA and Local Authorities (LAs) could not deliver the 5 Year Environmental Plan in isolation. Work was needed with partner organisations to achieve its goals. The GMCA's role would be a convenor and also to demonstrate leadership of the public estate. In addition to allocating funding for communications, establishing a GM Environment Fund (the Fund) and establishing a mechanism for the collective procurement of photovoltaic (PV)/battery technologies, the primary task would be to build capacity to accelerate actions.

The GMCA's Assistant Director of Environment provided the Board with a presentation about delivery of the 5 Year Environmental Plan, which covered:

- Environmental threats and challenges – opportunities for GM.
- Early decarbonisation and increased innovation.
- Reduction measures.
- 5 Year Environmental Plan performance.

- Environment Team performance overview.
- Taking action together.
- Green City Region integrated governance.
- Natural Capital Group Terms of Reference.
- Indicative GMCA budget.
- External funding.
- Green City Region websites.

The Board discussed the report and presentation, the main points referred:

- To provide more detail, the Board asked that there be a rolling programme of deep dives into the key themes.
- A Member asked about buildings and reducing carbon, the GM's Plan for Homes, Jobs and the Environment (formerly known as the Greater Manchester Spatial Framework (GMSF)) building standards and sustainable drainage and onshore wind. It was explained that onshore wind had not been banned but there were challenges obtaining planning permission. The 5 Year Environmental Plan had accounted for buildings and reducing carbon. Should the GMSF be approved, it was envisaged there would be an uplift of building regulations. There would also be a step shift in the next couple of years towards carbon neutrality.
- An Officer asked if funding for the development of a GM Local Energy Market (GM LEM) was from the Prospering from the Energy Revolution funding call. It was reported that funding for Phase 1 (Scoping Study) had been secured but a bid would be submitted for Phase 2 (Development of a GM LEM).
- The relevant sections of the GMCA website would be rebranded to the Green City Region Partnership (GCR Partnership).
- The National Energy White Paper could potentially experience delays due to the change in Government leadership.
- The Challenge Groups would be supported by the existing governance arrangements, such as the Natural Capital Group.
- It was agreed that Professor Andy Gibson, Manchester University's Pro-Vice Chancellor would be invited to join the GCR Partnership.

#### **RESOLVED/-**

1. That the Board supported the intention to utilise a Mission Based Approach.

2. That it be noted that the GMCA had been asked to release £1m from the retained business rates reserve (over 2019/20 to 2021/22) to support the implementation of the 5 Year Environment Plan and delegated individual expenditure decisions within this £1m to the GMCA Treasurer, in consultation with the Portfolio Leader and Lead Chief Executive for the Green City Region and included approval of any consequent grants to Districts from this money where appropriate.
3. That Professor Andy Gibson, Manchester University's Pro-Vice Chancellor be invited to join the GCR Partnership.

### **LCHB/30/19 PERFORMANCE REPORT QUARTER 1 2019/20**

The GMCA's Assistant Director of Environment's report provided the Board with the usual update on progress of the Low Carbon Hub for the first Quarter of 2019/20.

#### **RESOLVED/-**

1. That the Board noted on the progress outlined in the report and the latest position set out in the dashboards attached to the report at Annex 01 (Environment Team Performance Overview) and Annex 02 (5 Year Environment Plan Performance).
2. That the Board was content with the dashboards as a means of updating the Board on progress, risks and issues and agreed that regular deep dives on the key themes be provided.

### **LCHB/31/19 GOVERNANCE CHANGES AND TERMS OF REFERENCE**

It was reported that delivery of the Mission Based Approach would require a number of changes to the existing governance structures and consequential changes to then Terms of Reference. The proposed changes to governance structures and Terms of reference required to begin delivery of the 5 Year Environment Plan were outlined in the report.

#### **RESOLVED/-**

1. That the Board noted the proposed transition from Low Carbon Hub Board to the GCR Partnership and approved the revised Partnership's revised Terms of Reference for the 2019/20 Municipal Year.
2. That the proposed governance structure for the Mission based Approach (Minute LCHB/29/19 Mission Based Approach, Annex 02 Green City Region – Integrated Governance refers) be endorsed.
3. That the Board agreed to the Partnership's Board Members to Chair and Deputy Chair the proposed Challenge Groups. The following nominations were agreed at the meeting:

- a) Communication Challenge Group  
(Engaging and communicating with all stakeholders)  
**Louise Blythe (BBC) Chair and Phil Korbel (Cooler Projects) Deputy Chair**
- b) Low Carbon Buildings Challenge Group  
(Reducing emissions through post-meter actions)  
**Robin Lawler (Northwards Housing) Chair and \*Deputy Chair required**
- c) Natural Capital Challenge Group  
(Ecosystem services and natural adaptation)  
**Anne Selby (Wildlife Trust) Chair and Chris Matthews (United Utilities) Deputy Chair**
- d) Sustainable and Consumption and Production (SCP) Challenge Group  
(More with less)  
**Richard Jenkins (Suez) \*Deputy Chair required**
- e) Energy Innovation Challenge Group  
(Reducing emissions through pre-meter action)  
**Peter Emery (ENWL) Chair and \*Deputy Chair required**

\*It was suggested that the University Representatives might want to fulfil the Deputy Chair roles.

- 4. That the Board approved the revised Terms of Reference for the Natural Capital Group for the 2019/20 Municipal Year and confirmed Anne Selby (Wildlife Trust) as Chair and Chris Matthews (United Utilities) as Vice- Chair.
- 5. That the Board agreed that similar Terms of Reference should be developed for the other proposed Challenge Groups: SCP, Low Carbon Buildings, Energy Innovation and Communications for agreement at the next GCR Partnership meeting in October 2019.

#### **LCHB/32/19 COLLECTIVE PV/BATTERY PROCUREMENT**

The Board considered a report that presented an opportunity for a Solar PV Collective Purchasing pilot across the GM's ten Districts. The proposal aimed to support GM's achievement of the Green Summit aspiration for the City Region to be carbon neutral by 2038, through the increased uptake of local renewable generation. The proposal would complete one of the 5 Year Environment Plan actions to: examine the potential to establish a GM collective solar PV/battery purchase to drive up residential uptake.

The Board was asked to discuss how their organisations could help support the procurement and disseminate the broader message about local renewable generation.

The Board discussed the report, the main points referred to:

- Members and Officers welcomed and supported the proposal.
- It was clarified that the scheme would best suit domestic households and small businesses. The scheme would also appeal to churches and schools but this was dependent on type of building and size.
- A business case for residents to help them understand recovery would be beneficial. There could be other renewables.
- An Officer enquired about supply chain issues. It was suggested that there would only be a problem if the scheme moved outside GM.
- It was clarified that there would be one manufacturer and local installers would be used for fitting. The manufacturer would guarantee the equipment and liability would be the responsibility of the local installer.
- Officers asked about a GM framework for electrical vehicle leasing. It was explained that this work could potentially take place next year.
- A Member suggested that domestic heating and air source heat pumps needed to be emphasised in spatial planning work.
- The GMCA's Assistant Director of Environment would provide the Board with an update on the low cost loan option next time.
- An Officer highlighted issues with rateable values. ENWL was happy to get involved and would ensure that infrastructure was available should three or four streets join the scheme.
- Further thoughts and comments should be forwarded to the GMCA's Assistant Director of Environment outside of the meeting.

**RESOLVED/-**

1. That the Board noted the contents of the report.
2. That the contractual requirements were being finalised and that the GMCA had been asked to delegate approval to GMCA Treasurer, in consultation with the Portfolio Lead, to proceed with the appointment of a Solar PV Collective Purchasing partner, commencing with the pilot in September 2019 be noted.
3. That Officers will forward their comments and suggestions to the GMCA's Assistant Director of Environment outside of the meeting.

## **LCHB/33/19 DRAFT BUILDING RETROFIT REPORT**

The report had been drafted in association with key partners and interested parties. Subject to agreement, it was envisaged that the report would be considered by the GMCA 27 September 2019. The Board was asked for their thoughts and comments on the overall approach.

The GMCA's Head of Environment Policy, provided the Board with a presentation, which covered:

- Priority areas in the 5 Year Environmental Plan.
- The importance of buildings in meeting our environmental ambitions.
- The scale of the challenge.
- The wider opportunity and the need to take action.
- Reducing energy demand in homes, commercial buildings and public buildings.
- Taking this forward across sectors.

The Board made a number of comments, which were noted as:

- An Officer made the following suggestions; a move to a level of consistent funding to meet aspirations; a ten year programme of building investment; more work around renewable heating sources; a review of the total cost and a shared investment model would be beneficial.
- An Officer was concerned that the following areas; types of heating; the point of action; tougher planning conditions around extensions and driving retrofit should be strengthened in the report.
- The actions for the public and private sectors were almost the same. A consistent measurement model was required.
- There was an opportunity for young people and skilled jobs. Officers asked what mechanism was in place for communication with the relevant groups. It was explained that the governance structure was linked to the GM Local Industrial Strategy and the GMCA's Director of Policy and Strategy's job was to make sure communication was happening.
- Consideration should be given to issues around Continued Professional Development (CPD) and accredited training.
- An Officer asked about procurement incentives. It was explained that the supplier offered a rate for installing but the range was vast.

- It was highlighted that the export guarantee had not been launched, so any additional incentive was a bonus. Government had confirmed its intention to end solar panel incentive payments on 31 March 2019, meaning people who had solar panels installed after this would not receive payments for generating electricity or exporting it to the grid. It was advised that work with suppliers had made the price point very attractive plus there was a renewable heat incentive. It was noted that Government work was on-going to separate groundwork and infrastructure from heat source.
- A Member suggested that the apex of a roof could be used to for battery storage.
- Officers stated that it would be ideal if estate agent staff were able to talk about energy at the point of sale, which might drive demand for more energy efficient homes.

**RESOLVED/-**

That the presentation be noted.

**LCHB/34/19 AIR QUALITY UPDATE**

The Board noted the verbal update provided by Transport for Greater Manchester's (TfGM) Head of Logistics Environment, which provided an overview of the GM Clean Air Plan – July 2019.

The Board discussed people potentially using the scheme to renew their cars and work taking place in other City Regions.

The update along with the presentations provided at the meeting would be circulated to the Board following the meeting.

**RESOLVED/-**

That the information be received and noted.

**LCHB/35/19 GM ENVIRONMENT FUND**

The Board considered a report which, outlined the progress made in establishing the Fund. It was explained that GM Leaders had agreed to the establishment of the Fund. The Environment Agency, Peel Group and United Utilities were thanked for their input and contributions. The next step would be to market test the proposal.

In response to a question, it was confirmed that the Fund would be charitable and there would be a Gift Aid option.

It was suggested that the Fund could be complex due to the funding streams and it was recommended that Officers ensure the Fund was compliant with all rules and regulations.

**RESOLVED/-**

1. The Board noted the progress in identifying the role and opportunities of setting up a Fund, based initially on voluntary contributions.
2. That it be noted that GMCA's in principle approval to initiate the Fund and delegate authority to the GMCA's Chief Executive, Solicitor and Treasurer, in consultation with the Portfolio Lead, to agree the form and make-up of the Fund.
3. That the Board noted that in the interim, Lancashire Wildlife Trust had been asked to hold existing donations to the Fund be noted.

**LCHB/36/19 GM SPATIAL FRAMEWORK (NOW KNOWN AS GM'S PLAN FOR HOMES, JOBS AND THE ENVIRONMENT)**

It was explained that the first consultation ran from 14 January to 18 March 2019 and Officers were in the process of reviewing the responses and updating the framework in light of what people had said. The GMCA would be provided with an update at the next meeting on 27 September 2019.

**RESOLVED/-**

That the update be received and noted.

**LCHB/37/19 TREE AND WOODLAND STRATEGY**

Consideration was given to the City of Tree's Technical Officer's Green Infrastructure report that provided an update on the draft GM Tree and Woodland Strategy (the Strategy), which had been developed on behalf of the GM Forests Partnership.

In light of diseases and pests, it was suggested that Officers should be planning years ahead and Districts should be planting trees 2 meters tall at a ratio 5:1. Communications work was required to help people understand and be made aware of their value. The Chair of the Natural Capital Group suggested a Net Gain Policy would resolve these types of issues.

**RESOLVED/-**

1. That the Board noted the progress on the Strategy, since the last meeting.
2. That the Board noted that the Strategy would be considered further by the Forest Partnership, Planning Officers and the Planning and Housing Commission.

**LCHB/38/19 SMART ENERGY PLAN**

The Smart Energy Plan was made available at the meeting for attendees.

### **LCHB/39/19 THE 5 YEAR ENVIRONMENTAL PLAN**

The 5 Year Environmental Plan was made available at the meeting for attendees.

### **LCHB/40/19 FUNDING BIDS - LOCAL ENERGY MARKET BID**

The Board considered a report that outlined the progress made in bidding for funding under the Prospering from the Energy Revolution funding call for the detailed design of a GM LEM.

The total project bid was £6-10m (50% intervention) over 24 months. If successful, the project would commence on 1 January 2020. Further detail on the proposed GM bid was provided at Annex 01 of the report.

### **RESOLVED/-**

That the Board noted the progress report.

### **LCHB/41/19 DATES AND TIMES OF FUTURE MEETINGS**

It was agreed that future meetings would be held on the following dates at 10.00 am at the GMCA:

- Friday 18 October 2019
- Monday 20 January 2020
- Friday 20 March 2020
- Friday 24 July 2020