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| **Present** | * Michael Cusack, ACS Clothing * June Ford - Youth Work, North Lanarkshire Council (NLC) * Munro Fraser - ACT Now Project Assistant, VANL (Minute Taker) * Maddy Halliday – CEO, VANL (chair) * Anna Porteous – Young Climate Ambassador * Marie Porteous - Head of Sustainability and Environment Manager, * NHS Lanarkshire (NHSL) * Amy Reynolds – Youth Work, NLC * Lynda Stevenson - Climate Change Lead, NLC * Claire Williams – North Lanarkshire (NL) Community and Voluntary Sector (CVS) Biodiversity and Climate Emergency Network (BCEN) and Northern Corridor Community Volunteers |
| **Apologies** | * Kirsten Thomson - Youth Work, NLC * Kamil Tomzik – Development Officer, VANL |

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| **Agenda Item** | **Summary of Key Discussion Points and Agreed Actions** | **Actions - who and when** |
| **1. Welcome and introductions** | MH welcomes everyone to the meeting.   * 1. AR introduced herself in KTs absence as support for youth climate ambassadors’ group. Everyone else introduces themselves.   2. MH shares apologies. |  |
| **2. Minutes of previous meeting (19.5.21) and matters arising not on agenda** | **2.1** Minutes Approved.  **2.2. Matters Arising Not on Agenda**  **2.2.1 CG Terms of Reference: Membership**   * Community Forums: MH advised that some have folded or are not currently meeting. Where they exist, they are on Community Boards. Proposed that CFs are not currently included as members of the CG. Will review. * NLC: following further discussion, it was agreed that LS would continue as the sole representative from NLC. It was also agreed that Youth Ambassador reps. would be supported by one member of staff from NLC’s CLD team (usually Kirsten Thomson) but the latter were not members of the CG. * Noted that a second business sector rep still to be recruited. * Noted that reps from the following NLP partner organisations still need to be nominated and will be reminded.   + Fire and Rescue Lanarkshire   + Police Scotland Lanarkshire division   + Scottish Enterprise Lanarkshire rep   + University of the West of Scotland   2.2.2 New College Lanarkshire (NLC) membership of NLP Strategic Leadership Board. Noted that if NCL wished to be represented on SLB their principal would need to liaise directly with the SLB Chair. | 2.1.1 MH/MF - CG  MH – By Sept.  MH – asap |
| **3. Report to NLP Strategic Leadership Board** | * The ACT Now Report to the June SLB was noted. * Members were invited to contact MF if they had any questions. | Members/MF |
| **4. Launch and engagement plan** | 4.1 MH provided following update:   * Official launch was on 30th June with media release and other communications with link to new ACT Now website. Launch and future media releases will be available in News section on Website. Launch email to be shared with members. * MH thanked NLC’s comms team for support in preparing and distributing launch media release. * Members invited to review website and send comments to MF and to suggest to case studies and resources. * ACT Now general PowerPoint presentation ready and will be available as an open resource on the ACT Now website. An introduction to Climate Emergency presentation will be prepared and available on the website. * VANL staff are preparing plans for a community (residents) and community and voluntary sector launch and engagement event in Sept. * ACT Now ebulletin will be launched in July with bi-monthly editions. Members and many others would receive this directly and invited to sign up for future editions and share within their organisation and networks.   4.2 LS advised that NLC is still organising its ACT 21 events for schools and business. MH advised she would contact Yvonne Weir, (Head of Enterprise) to discuss link to ACT Now Launch. MH also to clarify ACT Now link to school's event.  4.3 MH advised she had a meeting with a comms lead for NHS Lanarkshire to discuss support for ACT Now.  4.4 AP advised that the Climate Change Youth Ambassadors Group have decided to work with NCL to produce an ACT Now film.  4.5 MH advised that we were not successful with our application to UK Govt to host an ACT Now stall at COP26. We will now organise a fringe event.  4.6 Members agreed to discuss launch and engagement at next and future meetings as required. | MF – asap  Members/MF – Asap - ongoing  MF – by mid-August  MF and others – in progress  MF – members  July onwards – in progress  4.2 MH – asap  4.3 MH and others – complete  4.4. AP and others – in progress  4.5 MF/MH with others – before Nov.  4.6 MF/MH - members – future meetings |
| **5. ACT Now Workplan** | The updated workplan was noted.  Members were invited to contact MF if they had any questions. | Members/MF |
| **6. ACT Now Risk Log** | Members noted the draft ACT Now Risk Log and agreed to discuss at the next meeting.  Members were invited to contact MF if they had any questions. | Members/MF |
| **7. Partner organisation / sector updates** | **7.1 VANL updates (MH)**  MH provided following update.  7.1.1VANL are liaising with SCVO regarding collaboration on their proposed climate emergency support for Scottish CVS, which is likely to include a CVS guide, which we can use in NL.  7.1.2 VANL is a member of the Lanarkshire Green Health Partnership (LGHP) and we have modest funding to April 2022 to promote green volunteering which includes conservation volunteering so supports climate action. MF will promote LGHP and VANL’s green volunteering work via ACT Now comms, including as a case study.  7.1.3 MH submitted an Expression of Interest (EOI) to National Lottery Climate Action Fund to support community action on Waste Reduction. We were not invited to the next stage of the process. MH advised she will be working with VANL’s new Income Generation Officer Cheryl Reid (CR) to identify and apply for other funding to support ACT Now and community climate action.  7.1.4 The NL CVS Climate Emergency Network, which is convened by VANL and meets every6-8 weeks, has changed its name to the Biodiversity and Climate Emergency Network (BCEN).  **7.2 Northern Corridor Community Volunteers (NCCV) (CW)**  CW provided following update.  7.2.1 CW advised that some residents and CVS organisations have expressed interest in getting involved in climate action but need more support and guidance. NCCV is therefore seeking funding to provide such support. Members supported this plan and CW agreed to provide further updates on progress. CW further advised that   * NCCV had applied to the Adapt and Thrive Government fund via SCVO, with outcome to be confirmed * she had met with Grant Mclean (VANL’s funding officer) and MF to discuss potential funding options for this. MH also advised CW that VANL’s new Income Generation Officer, CR, could also assist * she had met with the Green Action Trust and Clyde Climate Forrest to discuss potential collaboration with NCCV.   7.2.2 CW invited youth ambassadors to get in touch to find out about the work NCCV are doing.  **7.3 North Lanarkshire Council (LS)**  LS provided following updates:  7.3.1 Advised on new [Climate Ready Clyde Regional](http://climatereadyclyde.org.uk/adaptation-strategy-and-action-plan/) Adaption Strategy which was officially launched at the end of June.  7.3.2 Advised on two new climate change motions that were recently passed:   * NLC signed up to the [Edinburgh Bio-diversity Declaration](https://ukc-word-edit.officeapps.live.com/we/Edinburgh%20Declaration%20on%20post-2020%20global%20biodiversity%20framework%20-%20gov.scot%20(www.gov.scot))  on the 22nd of June, which is an international declaration calling for environmental action to support transformative change to halt biodiversity loss. * NLC’s new Impact Assessment for the Environment, which expressly includes carbon/emissions. LS designed the draft tool to be more rigorous. LS will provide further updates.   **7.4 ACS clothing (MC)**  7.4.1 MC provided following update for his company:   * Development of their local Bio-diversity Bubble. The strategy includes three specific biodiversity aims:   + Valuing biodiversity   + Promoting biodiversity   + Investing in nature   And values involvement with the local community, including partnerships with the Developing Youth Workforce, NLCs Sensory Schools and NCL.   * ACS has now have secured their Carbon Neutral certificate which refers to achieving net-zero carbon emissions often through carbon offsetting. * ACS are applying to be registered as a [B Corporation](https://bcorporation.uk/) which is a certification of social and environmental performance and formally commits the company to sustainable and ethical practice.   7.4.2 MC also advised that he and others, including VANL, are still exploring opportunities for the proposed Community Carbon Woodland initiative. MH noted that this would be discussed at the next meeting of this group and the next meeting of NL CVS Bio-diversity and Climate Emergency Network.  7.4.2 MC advised on plans for sustainable fashion events which ASC is organising with NCL and local schools with a series of mini conferences in September and to link to COP26.  7.4.3 MC and MP agree to organise a meeting to discuss “Green Health Promotion”.  **7.5 NHS Lan (MP)**  MP provided following update.  7.5.1 NHSL’s new Climate and Sustainability Strategy will be ready soon. MP agreed to share to support promotion via ACT Now comms routes.  **7.6 Youth ambassadors**  7.6.1 MF to liaise with KT to find out more information on forest schools.  7.6.2 AP advised on a meeting held between the Climate Youth Ambassadors' and Màiri McAllan (Minister for Environment, Biodiversity and Land Reform) which was very useful.  7.6.3 AP advised that KT has made contact with NCL about making the ACT Now young person’s video. | MH – in progress  VANL staff – in progress  MF – asap  MH/CR - in progress  MH/Kamil Tomzik – in progress  CW – next meeting  MH/CR/CW - asap  AM/CW - asap  LS – future meetings  MC – ongoing  MH/MF/MC - next meeting  MC and others – in progress  MC and MP - tbc  MP/MF - asap  MF/KT - asap  KT and others – in progress |
| **8. Next and future meetings** | Members agreed that CG meetings should be ideally held every 6 weeks between 4:30pm – 6pm to ensure youth reps can attend and preferably on a Wednesday. | MH and MF – asap – in progress |
| **9. AOCB** | 9.1 Group agreed to select a vice chair at the next meeting. | 9.1 MH/MF - members – at next meeting |

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