

Steering Group meeting

Monday 23 March 2026

Action Notes

Attendance:

Cllr Davies (KD), Jeremy Smith (JS), Prof Sigrun Wagner (SW), Donna Stimson (DS), Tina Quadrino (CEC), Graham Owens (GO)

Apologies:

Chris Joyce, Cllr Werner, Simon Wilkes

Council Officer: Heather Mynott (HM) and Hayley George (HG)

1. Climate Partnership Report – Final Comments

HM invited final reflections on the updated Climate Partnership Report, following Steering Group members' review since the previous meeting.

- A small number of members have already provided comments; additional responses are expected.
- Members are happy with it –JS's suggestion that costings can be added into the report rather than just in the appendix.
- HM has updated the projects page on the Climate Partnership website.

Actions

- HM to make final amendments send the report off to comms and graphics

2. Public-Facing Climate Action Plan (CAP)

HM presented an overview of the public-facing CAP, outlining how it differs from the internal operational Climate Action Plan.

Key Points from the Presentation

- The public CAP must be:
 - Accessible, concise, strategic, and written in plain English.
 - Designed for residents with broad levels understanding and literacy.
- The internal CAP is a highly technical, multi-departmental operational document used by officers across Highways, Public Health, Planning, Housing, Finance and more.
It contains:
 - Specialist knowledge
 - Cross-team dependencies
 - Legal constraints
 - Funding and resource considerations
 - Detailed feasibility contentPremature publication could lead to misinterpretation.
- Baselines, detailed costings, and site-specific delivery numbers cannot yet be published due to:
 - Incomplete datasets
 - Variability across locations
 - Dependency on feasibility studies and funding decisions

- The need for accuracy and responsible governance
These will instead be developed through future monitoring and internal delivery planning.

Steering Group Reflections

- There was a disconnect felt from the two versions of the CAP
- They felt funding types should still be added to the Public CAP
- There seems to be a very high expectation of detail for the Public CAP – this was explained that this would make the document lengthy and too technical, also adding business as usual examples to the CAP (like repairing streetlights, line painting, action days) would be disingenuous.
- A solution to this was to supply linked strategies.
- There were questions about why there were not more defined figures – it was explained that baselines for some of those things would still take time.
- It was noted in the discussion but the Steering Group that the council officers and leadership have more constraints and less resources than realised. GO – asked whether a mention of the constraints could go into the public facing CAP
- Potential of adding case studies to the CAP (though these can be included in the review)

Actions:

- HM to further refine the public CAP, ensuring accessibility and clarity.

3. Shaping the Climate Partnership's Priorities for the Coming Year

HM invited the Steering Group to begin submitting ideas for next year's Partnership priorities. A dedicated discussion session will be held later in the year.

Actions: HM to send email to Steering Group members and members are encouraged to send suggestions to sustainability@rbwm.gov.uk and CC in KD

AOB:

GO asked about the Strategy timeline.

HM and HG outlined the timeline:

- Full survey dataset to be analysed following closure on 2 March.
- Updated findings to be presented at the rescheduled Overview & Scrutiny meeting in April (date now confirmed as the 23rd).
- Climate Strategy to be refined ahead of the April Cabinet meeting.
- First 5-year CAP (2026–2031) nearing completion; stronger oversight and monitoring processes under development. Public facing CAP in line with this.

- Draft Comms & Engagement Plan expected ahead of Cabinet.
- Strategy scheduled for adoption by Full Council in summer 2026.