

AGENDA

London Borough of Croydon

Climate Action Forum (CAF)

Date: Tuesday 18th November 2025

Time: 18:30 – 19:30

Venue: BWH 1.01/1.02

Item	Item/Details	Who	Timing
1	Apologies/Disclosure of interests	Carbon Neutral Team	18:30 – 18:35
2	Welcome from Cllr Roche – Cabinet Member for Streets and Environment	Cllr Roche	18:35 – 18:40
3	Purpose of Meeting and Terms of Reference	Carbon Neutral Team	18:40 – 18:45
4	Presentation on Achievements to Date & Questions	Carbon Neutral Team	18:45 – 19:00
5	Choice of Workshop <ul style="list-style-type: none">• Workshop 1 – Council Led Initiatives• Workshop 2 – Partnership Ideas• Summary		19:00 – 19:25
6	Closing Date of Next Meeting: TBC Location & Time: TBC	To note	19:25 – 19:30

Meeting Minutes

Attendees	Apologies
<p>From representative sectors and groups</p> <ul style="list-style-type: none"> • Richard Barnes – Wild London • Sam Baker - Croydon Climate Action • Ben Cook – Friends of South Norwood Lake • Tim Coombe – Croydon Community Energy • Jacqui Daukes - Quakers • Catherine Drake Wilkes – Sustainable Thornton Heath • Dawn Gibbons – Croydon Union • Ann-Christine Harland – Croydon College • Pamela Mascall – Croydon Conservation Societies • Rachel Maya - Croydon Community Energy • Silvia Sanchez – Downsview Primary School • Becky Vicars – Croydon Climate Action • John Woodhouse – Faiths Together in Croydon <p>Also attended</p> <ul style="list-style-type: none"> • Cllr Clive Fraser – Labour & Cooperative Councillor 	<ul style="list-style-type: none"> • Councillor Roche - Cabinet Member for Streets and Environment • Rajan Amin – Connecting Croydon • Matthew Goldschmied – RVI • Tracey Hague - Sustainable Thornton Heath • Angus Hewlett – Croydon Cyclists • Amanda McGrath - Good Food Matters • Ima Miah – Asian Resource Centre • Andrea Perry - AP Consultancy • Russell Smith – Cotality

Minutes and Actions Arising	
<p>1. Apologies/Disclosure of interests</p>	<p>Apologies were received from Councillor Roche - Cabinet Member for Streets and Environment.</p>
<p>2. Welcome from Cllr Roche – Cabinet Member for Streets and Environment</p>	<p>The welcome was overseen by Daniel Shepherd. Daniel introduced himself as the Head of Independent Travel and the Head of Service that manages the Carbon Neutral (climate) Team.</p>

	<p>Daniel welcomed the group to the first Climate Action Forum (CAF).</p> <p>Attendees around the table introduced themselves (see attendee list above).</p>
3. Purpose of Meeting and Terms of Reference	<p>Daniel opened the meeting by outlining the purpose of the meeting and confirming that the intention is to hold an in-person CAF every six months. He noted that it is likely that the Council may also schedule additional online CAF meetings as needed.</p> <p>He explained that the forum will operate in line with the Terms of Reference which had been circulated to all attendees by email prior to the meeting and invited any questions on these. Daniel emphasised that the CAF is intended as a two-way forum and does not have decision-making powers.</p> <p>Sam Baker (Croydon Climate Action) asked who the forum reports to.</p> <p>Daniel clarified that the forum is chaired by Councillor Roche, Cabinet Member for Streets and Environment and will feed into the Council's internal governance board for the Climate Action Plan. He explained that at present, the intention is for the CAF forum minutes to be reported through the same governance structure.</p>
4. Presentation on Achievements to Date & Questions	<p>Vivina Vincent (Programme Manager, Carbon Neutral Team) delivered a PowerPoint presentation titled 'Climate Action External Forum' which highlighted the recent achievements of the Carbon Neutral Team.</p> <p>The following questions and responses were noted-</p> <p>1. Progress of the Local Area Energy Plan (LAEP): A question was raised about the status and intention of the LAEP. Vivina explained that the Council is in the process of finalising funding and the contract for a specialist company to</p>

develop the LAEP plan which requires technical expertise and modelling. As part of the plan completion the specifications have required to have around 10 implementation ready projects for which the council intends to use S106/CIL funds.

2. **Climate Risk Assessment:** An update was provided on the Climate Risk Assessment, outlining the work completed so far. The council is currently focused on publishing the outputs and will then move on to developing adaptation measures with both internal as well as external consultation. Again the CIL/S106 monies will be explored to implement some of the measures.
3. **Supply chain emissions/London Food Purchase Commitment:** The recording of these emissions have been initiated and will form part of reporting and that Council has signed up to Bronze level of London Food Purchase Commitment.
4. **Climate Fresk :** 17 staff and 12 councillors have attended Climate Fresk sessions. Mentioned the Mayor, Deputy Mayor, two Cabinet Members and two Heads of Service when senior management attendance was queried. It was asked if Fresk is suitable for schools, and Sam Baker offered support for delivery
5. **Timing of The Governance Board:**
Daniel advised that the briefing paper and terms of reference have been reviewed by SMT and are scheduled for DMT and CMT.
6. **Scorecards:**
A question on the Scorecards was received. Vivina explained that the scores had been analysed and a plan for quick wins, medium- and long-term actions had been developed. The Council will assess how much can be progressed with the Internal Board when it is set up.
7. **Updating Council Policies as per the Climate Work Plan:**
A question was received on the how the Council policies will be amended as per the Climate Work Plan. Daniel confirmed that policy updates will form part of the governance board's remit.
8. **Climate Work Plan Timelines and Updates:**

	<p>A question was received on the Climate Action Work Plan and why there were vague timelines and no current updates. Vivina advised that once the governance board is established, the Climate Work Plan will be updated with input from relevant Council services and published on the Council website.</p> <p>9. The scheduling of the CAF: Concerns were expressed about whether two hours a year is sufficient. The Council acknowledged this and confirmed that they can schedule bimonthly online meetings with staff for further regular engagement with the community.</p>
<p>5. Choice of Workshop</p> <ul style="list-style-type: none"> • Workshop 1 – Council Led Initiatives • Workshop 2 – Partnership Ideas • Summary 	<p>The group was invited to participate in a workshop of their choice, focusing on either Council Led Initiatives or Partnership Ideas.</p> <p>Below is a summary of the feedback from each workshop:</p> <p><u>Workshop 1 – Council Led Initiatives</u></p> <ul style="list-style-type: none"> • Request for more information on usage of Carbon Offset Grant / S106 Fun • School Action Plans on the support to schools to develop climate action plans. • Need for further information / plan for heat • Clarification required on tree surgery schedules across the borough • Suggestion to replant tree pits in pavements • Clarification has been requested on ending No Mow May, with a recommendation to inform residents of the reasons instead of discontinuing it.

	<p><u>Workshop 2 – Partnership Ideas</u></p> <ul style="list-style-type: none"> • Include/learn from Croydon Colleges in the Climate Work Plan • Link S106 funds to retrofitting projects and education and this should be a priority • Based on the results from the Climate Risk Maps, place greater emphasis on the North of the borough, given the disproportionate risk • Help improve access to community buildings for solar panel installation • Allocate the Carbon Offset Fund which could include grants for community groups • Use thematic and population segmentation to engage the community on climate issues and consider an online forum which can be accessed at any time for updates and information • Engage Council employees and the supply chain in climate action and explore where Croydon Climate Action could help
<p>6. Closing</p> <ul style="list-style-type: none"> • Date of Next Meeting: TBC • Location & Time: TBC 	<p>Attendees were thanked for their contributions and advised that the forum minutes will be shared by email.</p> <p>Dates for future meetings will be confirmed and communicated accordingly.</p> <p>Feedback was requested to improve the outcomes and experience of the climate Forum. Summary of the feedback</p> <ol style="list-style-type: none"> 1. Average rating of 3.7 on 5 from 10 responses 2. Common feedback is longer and frequent sessions and brainstorming for specific themes; options to join remotely and more people. Bigger font on PPT and have themes like the workplan. Probably a different layout but did enjoy the forum.

	3. Based on the feedback, the council intends to hold an online meeting Feb 4 th 6-7 pm with a specific theme tbc.
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Open Actions					
Item No.	Action	Date Raised	Date Due	Owner	Status (Open/In Progress)

Closed Actions					
Item No.	Action	Date Raised	Date Due	Owner	Status (Closed & Date)
1	Council to explore bi-monthly online meetings.	18/11/25	Jan 25	Daniel Shepherd	Closed on 15/12/2025 Progress will be ongoing (next meeting scheduled for Feb 4th at 6pm)
2	Council to provide details of S106 spend.	18/11/25	Jan 25	Vivina Vincent	Closed on 15/12/2025