



**PLACE-BASED
CLIMATE ACTION
NETWORK**

CLIMATE COMMISSION COOKBOOK

**PCAN'S RECIPE
FOR PLACE-BASED
CLIMATE ACTION**



**Economic
and Social
Research Council**

GETTING STARTED

1. WHAT IS A CLIMATE COMMISSION?

A Climate Commission is an area-wide partnership bringing together people and organisations from the public, private and civic sectors who work collaboratively to deliver local climate action.

2. WHY DID PCAN SET UP CLIMATE COMMISSIONS?

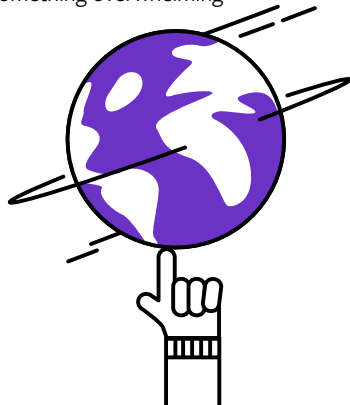
Climate Commissions were designed to fill a gap in local climate governance to explore whether introducing an independent partnership model could help accelerate local climate action and deliver transformational change.

Climate Commissions were one of the main platforms of the Place-based Climate Action Network (PCAN), which established city based Commissions in Leeds, Belfast and Edinburgh, and a regional Commission for Yorkshire and Humber. Their success inspired the PCAN 'Plus' that brings together a UK-wide network of over 25 Climate Commissions and similar partnerships to share challenges and collaborate on solutions.

3. WHY DOES PLACE-BASED ACTION MATTER?

Place matters in designing and delivering climate action. It transforms the scale of the climate challenge from something overwhelming to tangible and achievable actions with realisable goals.

The concept of 'place' is more than local - it's about people, and the values they bestow on cities, towns, neighbourhoods and streets.



WHEN CAN A CLIMATE COMMISSION HELP WITH LOCAL CLIMATE ACTION?

Commissions are independent bodies that complement the activities of local government, combined authorities and local enterprise partnerships, so they can help to build an area's capacities to deliver climate resilience and low carbon transitions.

What can they do?

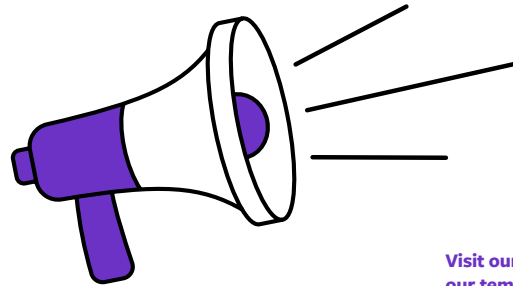


- Provide a trusted voice
- Build shared responsibility
- Act as a critical friend
- Provide long-term support
- Connect and mobilise actors
- Foster collaborations
- Catalyse new partnerships
- Provide robust evidence

What they are not:

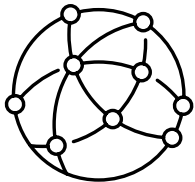
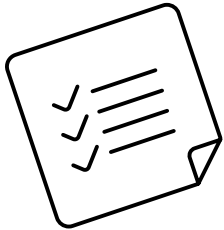


- A place for marketing or lobbying
- An attempt to take over council responsibility or an extension of local authority power
- A substitute for direct public representation
- Policy makers
- Funders, managers or direct implementers of programmes



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KEY INGREDIENTS FOR A SUCCESSFUL CLIMATE COMMISSION



1 CLEAR PURPOSE

+

2 DEFINED SCOPE

+

3 RESOURCE

Strong leadership

Bold, passionate and independent leadership is required to define the scope of work and to inspire others to give their time, energy and resources.

Tip: Be clear on why you want a Climate Commission and what you want it to do.

Mission Statement

Establish a clear mission that will drive the scope, subsequent actions and outputs of the Commission.

Tip: Consider what the existing climate action landscape looks like.

Periodic Evaluation

Decide on a time to take stock and evaluate the Commission's progress. It's important to remain agile and be able to respond to changing circumstances.

Tip: Agree terms of reference from the start to be clear about Commissioners' responsibilities and length of service.

Timeline

How long will your Commission last? Decide the length of time it will run for, and whether it will have short or longer term objectives.

Provide independent, evidence-based advice

Climate Commissions should provide impartial, robust evidence and advice to influence policy and plans and monitor delivery and progress on climate action.

Tip: Create links to a university or other local organisations that can produce and commission data.

Convening conversations

Bring together organisations and individuals from the public, private and third sector to learn and facilitate effective climate action initiatives.

Tip: Activities could include workshops and other in-person or online events, or promoting or supporting initiatives.

Catalysing action

Utilise the independence and trust of the Commission to create collaboration and manage partnerships to drive and enable ambitious climate action.

Tip: Climate Commissions aren't delivery or regulatory bodies. Focus on harnessing the power of partnerships and their potential for leverage and broader impact.

Funding

Transparent resourcing of funding and time to support a secretariat and projects.

Tip: Consider long-term funding options, both direct and voluntary time (examples are Universities, grants, partner contributions (in-kind, or perhaps a CIC model.)

Membership

Climate Commissions need a diverse membership of individuals from the public, private and third sectors with influence within their own organisations.

Tip: Decide what organisations need to be represented, bearing in mind the Commission's mission.

Relationships

A healthy and cooperative relationship between your Commission and your local and/or combined authority and relevant anchor institutions (especially universities) is vital. Ensure that these are developed from the outset.

Tip: Consider co-chair representation.

METHOD FOR ESTABLISHING A CLIMATE COMMISSION



1 PREPARATION AND PRE-MEETING ACTIONS

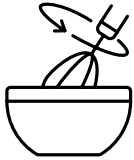
Actions for the organisation that want to establish a Climate Commission

- ✓ Draft the purpose and aims of the Commission
- ✓ Create a list of key stakeholders from the public, private and third sectors
- ✓ Establish a temporary advisory group to support the establishment and recruitment of the Commission

2 ORIENTATION AND SCOPING

Actions for the temporary advisory group to lead

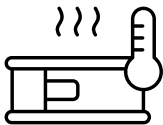
- ✓ Refine and agree on purpose and aims
- ✓ Develop a process to identify focus areas and specific outputs or outcomes
- ✓ Establish a leadership model and define the role of a chair/co-chair and Commissioners
- ✓ Open recruitment for a chair or co-chairs
- ✓ Consider fundraising options for a secretariat and lifespan



3 APPOINTMENT OF INDEPENDENT CHAIR AND CO-CHAIR/S

Actions for the temporary advisory group to lead

- ✓ Review and appoint chair or co-chairs
- ✓ Confirm terms of reference (structure, ways of working and defined roles)
- ✓ Open recruitment for Commissioner positions with emphasis on diversity and inclusion
- ✓ Confirm early sponsors of the Commission (to support the secretariat)



4 APPOINTMENT OF MAIN COMMISSION

Actions for the temporary advisory group to lead

- ✓ Review process to appoint Commissioners
- ✓ Set the agenda for the launch meeting of the full Commission



5 LAUNCH MEETING WITH FULL COMMISSION

Actions for the full Commission lead by chair or co-chairs

- ✓ Advisory group step back
- ✓ Agreement and buy-in on the aims and scope of the Commission
- ✓ Consultation process to set focus area and agree specific outputs (e.g published strategy, targets, reports or events)
- ✓ Confirm panels or working groups with Commissioners leads

Tip: Once operational it is important to actively ensure the key ingredients remain in place (e.g timebound refresh of Commissioners, re-invigoration of purpose and future funding secured).

LEARN AND CONNECT WITH CLIMATE COMMISSIONS

Place-based climate action takes different forms. We can learn from other successful models but need to be flexible and adapt to local needs and solutions.

One size does not fit all, as PCAN Climate Commissions and other similar climate partnerships in our PCAN Plus Network demonstrate.

Find out more about PCAN Plus and how your Climate Commission can get involved: www.lse.ac.uk/granthaminstitute



**LEEDS
CLIMATE
COMMISSION**



**EDINBURGH
CLIMATE
COMMISSION**



**YORKSHIRE
& HUMBER
CLIMATE
COMMISSION**



**BELFAST
CLIMATE
COMMISSION**



**LINCOLN
CLIMATE
COMMISSION**



**KIRKLEES
CLIMATE
COMMISSION**

Surrey
Climate 
Commission

**YORK
CLIMATE
COMMISSION**



Essex Climate Action Commission