

Net Zero Knowledge Community Governance Board

MINUTES OF MEETING

Record of:	Net Zero Knowledge Community Governance Board #1				
Prepared by:	Stuart Walker				
Date:	20.01.22	Time:	09:30 – 12:00	Location:	MS Teams Meeting

Strategic Alignment and Stakeholder Engagement Phase:

Strategic Goals - ED1 & 2 - Improve Customer Service / EV & Heat / Net Zero Carbon

10 Point Green Recovery - Prep for Low Carbon Buildings / Net Zero Carbon / EV

Stakeholder Engagement - Phase 4 - 9 / Hi - Hi / ICE

(This information for SP Energy Networks internal use only)

PRESENT / * APOLOGIES**

Karl Watson - SPEN...KW	Hugh Muschamp – Fife Council... HM
David Overman – GTC... DO	Paul Tuohy – Strathclyde University... PT
Kenny Bowie – SPEN... KB	Stephen Kelso – Cala Homes / Homes for Scotland – SK
Sian Hughes – SSEN... SH	Morag Millar – Fife Council... MM
Lise Gunn – Energetics... LG	Gordon Reid – Scottish Water – GR
Colin Thomson – SGN... CT	Sat Patel – CEC (City of Edinburgh Council) ... SP
Barbara Whiting – SGN... BW	Beth Hall – CEC... BH
Denver Romney – EON – DR	
Lorna Clark – East Ayrshire Council (EAC)... LC	Additional Attendees to be considered
Fiona Paterson – EAC... FP	
Euan Norris – Scottish Power Smart Solutions – EN	Paul Wheelhouse – SOSE... PW (agreed to join)
Ranald Boydell – EcoHus – RB	Scottish Government - TBA
Karen Primrose – St Andrews Uni...KP	Catapult - TBA
Dean Drobot – Edinburgh Uni... DD	Colleges / Skills / Training Partners – TBA
Stuart Walker - SPEN... SW (Chair)	Consultants and installers (Denver Romney agreed to fulfil this role)

Purpose / Expectation

To provide free, non-partisan, accessible, easy to understand information and support, for all key stakeholders; both novice and experienced; in facilitating the UK, Welsh and Scottish Governments net zero targets for the proclaimed climate emergency.

By forming a strong; all party; governance hierarchy to oversee the knowledge creating activities

1. *Governance Board – Utilities, Academia, Business leads – 12 max*
2. *Expert Panel – Product and solutions Experts – 30 max*
3. *Contributor Forum – Local authority strategy partners, development associations, connection stakeholders – 100+*
4. *User group to benefit from information – 1000+*

Providing Knowledge for the following 10 Net Zero Products (micro / macro)

1. *EV Chargers*
2. *Heat Pumps*
3. *Solar*
4. *Housing Fabric*
5. *Green Hydrogen*
6. *Energy Storage*
7. *Wind*
8. *Bio-Carbon Capture (Trees)*
9. *Hydro*
10. *Sustainability and Local Employment*

And these 5 Net Zero Solutions

1. *Heat Pumps, Fuel Poverty*
2. *EV Parking, Solar, Storage vs Demand constraints*
3. *Wind, Solar, Storage vs Generation limitation*
4. *Housing Fabric vs Heat pumps*
5. *Green Hydrogen vs EV / Heat pumps*

All within a 24-month timescale and with the full support and endorsement of the net zero knowledge community

Initial Agenda for first meeting: -

1. Introductions – 15 min
2. Agree Net Zero Knowledge Community Purpose – 15 min
3. Agree Governance Board “*terms of reference / constitution*” – 30 min... I will send a rough draft nearer the time as a starting point
4. Agree membership - 10 min
5. Agree top ten products – 25 min
6. Agree top five multi-product solutions – 25 min
7. Agree full life cycle approach and rough template of contents – 20 min
8. Capture Actions and Owners – 10 min
9. Thanks, and close

Red = agenda item not discussed, Green = agenda item discussed

General Discussion at Meetings

- i. Key to keep an open and innovative mind and not to close off to any technologies, in particular ensuring Water, Hydrogen Gas and Electricity are all part of the solution, remaining energy and solution agnostic throughout the partnership. Considering Sewage water heat pumps, Green Hydrogen, Micro wind, energy storage (not just battery), micro grid balancing mechanisms, as well as the electric solutions.
- ii. Ensuring outputs are practical and meet the operational here and now as well and the aspirational long term and Align as a minimum to; the Journey to net zero Scotland, New Building regulations, COP26 outputs etc.
- iii. Focusses on sustainability and the education of key groups: Apprentices, Graduates, Communities, Local Authorities, existing tradespersons and employees; via collages, universities and key employers.
- iv. View net zero solution holistically throughout their entire lifecycle balancing Impact and benefits, short, medium and long term; PLANET, PEOPLE (Communities), PROPERTY & PROFIT (Sustainability). For Micro, Mini, Midi, Macro solutions based on facts and shared data.
- v. Customer to be at the centre of all decisions made from a net zero viewpoint to optimise the people impact... running costs, maintenance regimes, reliability, ease of use, installation disruption etc.
- vi. To cover domestic and non-domestic buildings looking at integrating with LHEES, City deals and NERDS funding and strategies.
- vii. Similar net zero education or information provisions are taking place, we should look to reach out to all these key players and combine our efforts through synergies and resource optimisation.

Actions update Board #1-

1. Due to the scale of this project it was decided that the partners should look to get funding to provide additional dedicated resource to focus on the activities and outputs of the board and the associated outputs and outcomes from the expert panels... **All 10.07.22 – SW Secured £50K from SPEN Innovation funds**
2. Determine the most appropriate use of the funding from action 1 above to optimise the additional resource e.g. doctoral and or degree students on 3 monthly placements or a permanent resource on 6 Month contracts... **ALL 10.07.22**
3. Create a visual timeline tree of all key regulations and their impact on net zero, aligned with technologies coming on stream e.g. 100% hydrogen by 2032 and considering the key industrial parties that must install and maintain them... **TBA 05.08.22**
4. Set up separate expert panels to determine the key product details and case studies to be provided and to review best practice solution, panels to alternate between product and solution starting with the key local authority challenge of decarbonising heat while reducing fuel poverty ... **SW 20.07.22** (benchmarking with other projects and partnerships e.g. Fife's Kirkaldy LHEES project **HM to support**)... **First meeting held in Feb 2022... minutes to be circulated to the Board for review**
5. Output template to be created which is in three sections; easy explanation of the product of solution in non-technical terms, Technical section for all variants of product in the form of data / specification sheets and a case study section with key contact details for benchmarking and follow ups, with installation & resident impact assessments, purchase, install, running, maintenance and decommissioning costs (full lifecycle)... NB these will form the basis of the net zero book of knowledge... **TBA 10.07.22**
6. The board needs to determine a suit of outputs and outcomes to measure its success on this to include as a minimum; alignment with policies and regulations, educate the wider community, follow and or create best practice solutions, form an open communications process and media, be inclusive and non-partisan, ideally in a visual dashboard... **TBA 20.07.22... NB should meet the needs of Communities, industry, councils, housebuilders, suppliers and manufacturers**
7. Communication plan for outputs and outcomes to be created for each level of the net zero knowledge community, with face to face community workshops, breakfast clubs and industrial net zero events to be considered as some of the methods for cascading the education on each of the products and solutions – **TBA 20.09.22**
8. Review and information sharing of other similar net zero education or information sharing schemes to be conducted to determine if we can accelerate the outputs and outcomes by synergising our efforts and optimising our resources... **All on info gathering 20.06.22... Review TBA 20.07.22 perhaps a smaller sub-group to review... to include as a minimum; catapult, Scottish Enterprise, SOSE, Transport Scotland, Barrier Busting Taskforce etc.**
9. A through life carbon score to be devised and communicated for each product and solution which includes embedded carbon and end of life carbon... **MC 25.07.22**
10. Impact assessments templates to be created to include as a minimum, servitudes, planning, legal aspects, community and personal preference / acceptance, product solution physical foot print, utility network impact, installation disruption, cost increase decrease, noise, security, cultural changes etc... **TBA 20.08.22... NB this to include net zero readiness assessment, shovel ready to desk top theory.**
11. Create a case study Db to demonstrate how net zero solutions were delivered, by whom, at what costs and what were the key lessons learned... **TBA 22.07.22**

12. Work with Colleges, Universities, Enterprise and Training / Skills agencies to ensure the skills transition is made for both rural and urban communities ideally having net zero pathway from school through to employment at all levels... **SW 10.03.23**
13. Additional members of the community to be invited to join to ensure the widest and deepest of representation; Scottish Government (Scottish Futures Trust, Local Energy Scotland, Transport Scotland), Catapult, Installers, Consultants and Colleges / Skills / Training agencies... **ALL 15.07.22**
14. To ensure good governance is adhered to and is transparent we will create and agree a charter and audit programme for this group... **SW 22.06.22 Draft charter written and will be sent out for review**
15. Chair, vice Chair and Secretary to be confirmed at the next meeting... **ALL 20.06.22...**
16. Agree 18 months for the next Governance and expert panel meetings, durations and frequency, action updates and sub-groups and lock them in our diaries... **ALL 20.06.22**