

Trustees' Annual Report 2022



Securing the district's future

Charity Number: 1192634



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What we do

We are the leading climate action group in the Harrogate District. We are a trusted independent voice and set a vision for the benefits of a thriving local zero carbon economy. We advocate for rapid decarbonisation, and we act to bring about this transition.

The goals we have set ourselves are based on the climate science. Based on this challenging reality, they are not easy. But by building strong partnerships within the community, with local government, individuals and businesses, we believe that it is possible.

Chair's Report

Strategy and Priorities

During the year we have been working towards our long-term ambition to act as a catalyst for urgent and rapid transition to a local zero carbon economy. Building on our current volunteer interests, successful projects, and funding successes, we have focused on four priority areas:

1. **Retrofit.** Our fully funded Retrofit Programme was launched this year and has been looking at how to overcome the barriers in the domestic retrofit market.
2. **School Engagement.** This has been delivered through three coordinating project teams: Walk to School; Solar for Schools; and Trees for Schools.
3. **Planning Advocacy.** This has focussed on new build developments delivered by the Planning Working Group.
4. **Our People.** We have continued to build and develop our team of staff and volunteers to expand our capacity and reach.

For each priority area, we have aimed to amplify their impact by celebrating and publicising carbon reduction success, working in partnership with other local

organisations and acting in a "matchmaking role", helping to connect stakeholders across the community.

Key Achievements in 2022

Becoming an employer this year has moved the charity to another level and enabled a significant uptick in our ability to deliver on our goals.

John Kerr, joined us as our Retrofit Programme Manager in June, working to reach local building professionals and trades people to meet the skills deficit in the industry.

Our successful bids from the Industry Energy Redress Fund (£125,000) and National Lottery Together for Our Planet (£10,000) are funding the project which includes training costs for retrofit coordinators, assessors, heat pump engineers and a general retrofit awareness course. We have been pleased to work in partnership with Harrogate College on this project which will run to February 2024.

Additionally, we have secured funding from the Players of People's Postcode Lottery (£25,000) to enable us to employ a part time Operations Manager from January 2023. Having consistent administrative and organisational support will provide a firmer foundation from which to grow the charity's effectiveness.

As we move towards North Yorkshire becoming a unitary authority, we have

been frustrated with the stagnation of local political action and leadership on climate matters as the eight local authorities focus on the transition to one. However, after the May County Council elections, we have worked to establish ZCH as a respected voice within the newly emerging local political landscape.

We have met with local MP Andrew Jones to seek his intervention in a number of key areas where national policy prevents local transition.

Our Planning Group has had significant input on a number of local property developments through engagement with Harrogate Borough Council Planning department and other organisations.

Through the year there have been some ongoing post pandemic challenges to meetings and adjustments to new ways of working. Some of these, such as the shift to hybrid and home working will help to cut travel emissions locally.

We continue to be challenged by the breadth of issues that need addressing to reach net zero locally.

Local collaboration

The transition to net zero will only become a reality if our community works together to make it happen. This year we have been pleased to further develop our relationships with organisations and businesses to share our learnings and ideas and help us to reach more people.

Harrogate Town Football Club have become regular supporters of our Walk to School Days, which have been established as regular half-termly events involving over 50 schools across the



district. Harry Gator, the team mascot, has been extremely popular, joining pupils and their families at a different school for each event.

We have continued to develop our partnership with Harrogate College, which has provided some of the training for our Retrofit Programme. The college also hosted a Retrofit event for landlords which was run by Harrogate District Climate Change Coalition (HDCCC), of which we continue to be an active member.

In recognition of the changing regional political landscape, we have worked alongside 22 community climate action groups to establish a North Yorkshire Climate Coalition. By working collaboratively, the coalition can play an influential role across the region, and we were pleased to participate in a number of meetings with senior councillors this year.

We have worked closely with Harlow and Pannal Ash Residents Association on planning matters pertaining to the Western Arc of Harrogate. We continue to have a positive relationship with Harrogate District Chamber of Commerce and have started to work with the Harrogate Civic Society.

Strategic Report

Priorities for 2023

Our focus for the year ahead is to:

1. **EDUCATE** our community on the need for urgent climate action and decarbonisation.
2. **ENGAGE** collaboratively with organisations and political decision makers around climate action; encourage commitment and hold each other to account for delivery.
3. **SUPPORT** individuals, groups and organisations in taking effective climate action by sharing knowledge and information; run 'proof of concept' projects to build confidence, capacity and momentum.

Key areas of work to support these priorities in 2023 will be:

- Continued growth of our Retrofit Programme.
- A renewed programme of business engagement with additional volunteer resource.
- The creation of a larger Engagement Group to grow our programme of local political engagement.
- Launch of a new communications and stakeholder engagement strategy to increase reach in the district, including amongst Parish Councils and resident groups.

- Continued progress from our Working Groups supported by funding bids.
- Volunteer growth and engagement strategy.

We are grateful to all our volunteers for their love of the Harrogate area and their dedication to enacting the change needed to decarbonise here. We continue to be a volunteer-led charity and our work simply wouldn't be possible without their time, expertise and enthusiasm.

This year we have welcomed Jane Gaukroger as Vice Chair, Catriona Hawkins as Secretary, Jessica Eaton as Communication Lead and Garic Taylor as Funding Officer.

We have sadly had to say goodbye and thank you to trustees Steve Scales, Lisa McKiddie, Kirsty Hallett and Rod Bearshall.



Jemima Parker

ZCH Chair

2022 Progress in Numbers

We have continued to grow our reach in 2022. Our social media platforms have all seen growth in new followers and the number of subscribers to our online monthly newsletter has also increased.

Compared with last year, we doubled the number of Walk to School Days, with an encouraging 16% increase in the number of schools taking part.

1	Member of Parliament meeting
15	Meetings with individual County Councillors
6	County and District project consultation meetings/workshops
2	Presentations to North Yorkshire County Council's Area Committee
17	Partner organisations
39	Number of volunteers
8	Number of Trustees
6	Walk to School Days
51	Schools involved in Walk to School Days
3	Radio Interviews
3	Presentations to community groups
1132	Facebook followers
748	Twitter followers
753	Instagram followers
503	Newsletter subscribers

Summary of Activities by Working Group

1. Buildings and Retrofit Project

Launched in June 2022, with funding from Ofgem's Energy Redress Fund and The National Lottery Community Fund - Together for our Planet, the Retrofit Programme has made good progress. The programme's objectives are centred around addressing the retrofit skills gap in the local construction industry, alongside providing knowledge resources for householders, increasing their awareness of home retrofit and how they can reduce their CO2 emissions from domestic heating, and in turn reduce energy costs.



There are approximately 64,000 homes in the Harrogate District, many of which were built before 1980. If we are to make a significant reduction in the CO2 levels contributed by domestic heating, some form of retrofit will be required. For many properties, increasing existing insulation and relatively modest upgrades, will have a significant impact on their efficiency.

Across the country there is a significant retrofit skills gap, presenting us with a considerable challenge to meet our zero carbon targets. Nationally things are starting to move, awareness is growing and more funding is becoming available.

At the heart of ZCH's Retrofit Programme is funding to upskill the local construction industry in four key areas:

- Retrofit awareness for builders
- Air source heat pump design and installation for plumbers and heating engineers
- Retrofit Assessors
- Retrofit Co-ordinators

Our aim is to help the industry to recognise the need and market opportunity for retrofit, and understand the specific skills required.

Further to our training funding, we are creating construction industry professional networks to help support this growth and stimulate the supply chain which is critical to the overall success of retrofit. The professional network meetings are already underway and have been extremely well attended, demonstrating a willingness to meet the challenge. It is our hope that these meetings will be the catalyst to a local retrofit infrastructure that can meet the demand of home retrofit across the Harrogate District.



Reaching out to the householders of the district, informing them of the importance and benefits of house retrofit, is critical to this decarbonising programme. Retrofit is very much misunderstood amongst many householders, and although that is changing, we are committed to continue to increase our efforts in both communicating and providing trusted resources that householders can rely on when considering home retrofit.



In September 2022, we launched an online survey to gather the views and level of understanding from local residents about making their homes more energy efficient. The results showed a high level of interest in making improvements, with 94% of respondents wanting to look at ways to reduce their home's carbon emissions and 98% were unsurprisingly concerned, or very concerned, about the current cost of energy.

Only 11% of respondents were aware of their home's Energy Performance Rating (EPC), however most respondents wanted to know more about home retrofit.

Momentum around retrofit both locally and nationally is beginning to grow, and we are confident that the Retrofit Programme will be instrumental in

establishing the foundations for the district to achieve net zero targets for domestic heating.



We understand that our timescales are very tight, with funding for our programme ending in February 2024. However, we continue to search for additional funding that will allow this fundamental work to continue.



2. Energy

One of our two main areas of focus this year was to explore the opportunity for the installation of PV solar panels on the roofs of local schools as part of the Solar for Schools project.

We contacted all suitable schools in the Harrogate District to explain the benefits of installing solar panels, particularly since the large increase in the cost of electricity. Unfortunately, this hasn't yet yielded any positive uptake and we believe the continued impact of the pandemic in 2022 played a large part in schools' inability to commit in 2022. We will continue this work in 2023.



Our second area of focus was energy saving advice for households. Based on information from the Energy Saving Trust, we created helpful Energy Saving Tips which we shared on our website and Facebook page. We also gave two talks to local community groups; U3A Naturalists and Harrogate Men's Forum.

3. Advocacy and Engagement

The engagement activities of ZCH have taken a major step forward in 2022. We have been pleased to increase our profile in the district through a monthly column in

the Harrogate Advertiser and our membership of the Harrogate Chamber of Commerce. We have sought to become actively involved in local policy making by developing our relationship with councillors across the political spectrum and were pleased to have met again with our MP, Andrew Jones

A key challenge during 2022 has been adapting our approach to the changing political geography created by the formation of unitary local government and the proposals for a new Combined Authority covering the York and North Yorkshire areas.

As we have considered the demise of Harrogate Borough Council, and the formation of North Yorkshire Council (NYC), it has seemed sensible to join with other voluntary groups under the umbrella of the North Yorkshire Climate Coalition. The Coalition brings together the activities of 22 (currently) local groups centred on various towns and villages across the whole of North Yorkshire. Through the Coalition we have:

- Canvassed the views on environmental issues of candidates of all 90 divisions in the run-up to the May 2022 elections.
- Undertaken discussions with many newly elected councillors in the Harrogate area (all new councillors were invited to engage);
- Met with the new Council leadership teams from each of the political groups alongside Coalition colleagues.

This process has placed us in a position to have an initial meeting (early in 2023) with the new Chief Executive of NYC and senior colleagues responsible for environmental matters.

At a local level we have built a good working relationship with the Harrogate &

Knaresborough Area Committee (made up of the local councillors in the Parliamentary constituency) and contributed to the work of their Climate sub-group. We also continue to work closely with the Harrogate and District Climate Change Coalition on policy issues.

4. ZCH Planning Group

The ZCH Planning Group has continued to monitor the local planning scene, seeking to influence both developers and Borough planners to promote sustainability and ensure that applications take full account of national and local climate change policies.

We have objected to and made representations about a number of the larger housing developments proposed in the area. On some of these developments we have worked in close partnership with local residents' groups and Parish Councils, notably on the large arc of proposed housing on the western fringe of Harrogate.

ZCH does not believe that the Climate Change provisions contained in the Local Plan are adequately aligned with national net zero targets. It is our opinion that they fail to deliver detailed planning consents that guarantee low-carbon buildings that will not be reliant on fossil fuels for heating. They do not promote a building stock that depends less on carbon-intensive materials, or high-quality construction methods on which well-insulated/low energy spaces rely.

ZCH is therefore preparing for the forthcoming review and replacement of the Local Plan by the new Council.

5. Natural Climate Solutions

In the efforts to address the challenges of the climate emergency, the race to net zero, at international, national and local levels, the state of the natural world is now getting much more attention. Biodiversity loss leading to weakened ecosystems leaves our landscapes, communities, country, and our neighbouring countries much more vulnerable to the effects of climate breakdown. A resilient natural world has a big role to play in the race to net zero. Put simply, without a sufficient amount of nature recovery, the climate emergency will not be resolved. The UK, for many historic reasons, has one of the most nature depleted landscapes in the world.

The Natural Climate Solutions (NCS) Group of ZCH has been active across a number of areas:

- Contributing to the Yorkshire and Humber Climate Commission's Delivery Impact report, its nature recovery aspect.
- Membership of the White Rose Forest (WRF) steering group means ZCH has influence on how our community forest develops. An example is helping shape the 1000 Tree Challenge, a way of increasing community involvement with creating our community forest.
- Working with ZCH's Planning Group to promote green and blue infrastructure into our urban environment to support climate resilience and biodiversity.
- Working with separate organisations, including:

A photograph showing three containers filled with chestnuts on a grassy area. A blue plastic bucket is at the top, filled with green and yellow chestnuts. To its right is a red plastic bucket, also filled with chestnuts. In the foreground is a white plastic bucket, also filled with chestnuts. The chestnuts are mostly green with some yellowing, indicating they are fresh. The background is a grassy field with some scattered leaves.

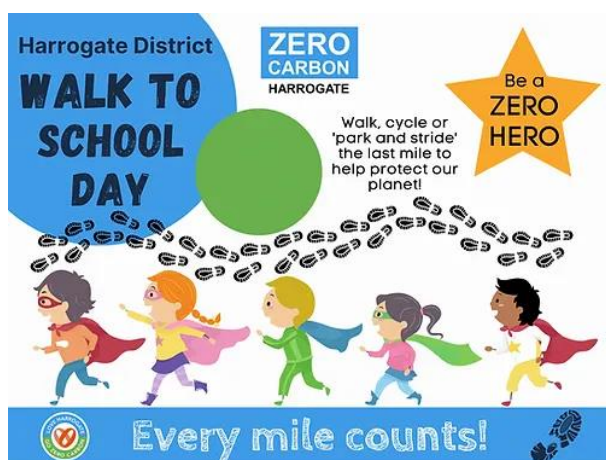
11

Long Lands
Common site



6. Transport

The Schools sub-group has continued to run the Walk to School campaign with six events over the year (one per half term) and over 50 schools in the district taking part. Mascot, Harry Gator from Harrogate Town AFC has been an active participant, encouraging the children at different schools during the events. Harrogate & Knaresborough MP, Andrew Jones and several Councillors have also attended.



The aim is to encourage schools to increase the frequency of these events and make them a normal part of school life.



The Transport group has also been active in responding to consultations and discussions on the Western Arc charging and Road Safety around our schools.

The ZCH Car Free Friday initiative was well supported by the Harrogate Bus Company.



Public Benefit Confirmation

In accordance with the Charities (Accounts and Reports) Regulations 2008, the ZCH Trustees confirm that they have complied with their duty to have due regard to the Charity Commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.

Details of ZCH's purpose and activities in the year to 30 December 2022 which demonstrate its compliance with the Commission's guidance are provided throughout this report, specifically:

- A review of the significant activities undertaken by ZCH to carry out its charitable purposes for the public

benefit – see Chair's Report and Summary of Activities by Working Group sections.

- Details of purposes and objectives and strategies adopted, and activities undertaken to achieve those purposes and objectives – see Chair's Report and Objects, Governance and Management sections.
- Details of the achievements by reference to the purposes and objectives set - see Chair's Report and Summary of Activities by Working Group sections.

Financial Summary

The accounts of ZCH for the year ended 31 December 2022, together with the Independent Examiner's Report, are presented in the Appendix. These accounts were prepared on a receipts and payments basis, according to the Statement of Recommended Practice (SORP).

ZCH finished the year with an overall surplus of £28,358 (2021: £2,037) of which £20,456 related to Restricted funds (2021: £2,196). During the year ZCH received grants from People's Postcode Lottery, Together For Our Planet and the Energy Industry Voluntary Redress Scheme totalling £42,283 (2021: £nil). As mentioned in the Chair's Report these grants will enable ZCH to progress with several projects, including the Retrofit Project, aimed at reducing carbon emissions in the Harrogate district.

Expenditure for the period totalled £25,397 (2021: £1,870), which included staff costs of £12,542 and training costs of £11,063 associated with the Retrofit Project (2021: £nil).

The Trustees were pleased with the overall results and ZCH's ability to meet the future financial requirements of the various projects it has committed to.

The accounts were prepared by the ZCH Treasurer, a Chartered Accountant. Although there was no external audit of the accounts, they have been reviewed by an Independent Examiner in line with the Charity Commission's requirements for small charities. The Independent Examiner's Report is included, together with the accounts in the Appendix.

Objects, Governance and Management

Overview and Governing Document

ZCH is a Charitable Incorporated Organisation (CIO), incorporated and registered as a charity on 3 December 2020. ZCH was established under a constitution document dated 3 December 2020, which established the objects and powers of the CIO as well as setting out key matters of Governance.

ZCH is registered as a charity with the Charity Commission. Our Charity Commission registration number is 1192634.

Objects

The constitution document defines ZCH's objects (purpose) as, for the public benefit, the advancement of environmental protection and improvement by promoting a zero carbon, sustainable society in the Harrogate District through: (a) The advancement of the education of the public in subjects relating to sustainable development and the protection, enhancement and rehabilitation of the environment and the prudent use of natural resources; in particular, but not exclusively, by raising awareness, and providing information and advice, in accordance with scientific evidence on climate change and encouraging and supporting local residents to reduce their carbon emissions and live in a more

sustainable way; and (b) The promotion of a sustainable economy and local regeneration.

ZCH seeks to carry out its purposes through:

- Volunteer involvement in working groups, education, providing information, events, signposting, and advocacy, to enable the citizens of the Harrogate district to reduce their carbon emissions and conserve and protect the physical and natural environment.
- Promoting low carbon solutions across the district in building, energy, transport, and food and promoting natural climate solutions such as tree planting and rewilding.
- Supporting and actively encouraging the reduction of energy and food wastage, the use of renewable energy, energy efficient building and retrofit, low carbon means of transport and reforestation.
- Engaging with local decision makers, business leaders, schools, and the general population to promote and enable carbon emission reduction.

Trustees and Organisational Structure

The constitution allows for a minimum of three and a maximum of 12 Trustees to be appointed. Trustees are appointed or

reappointed annually at the Annual General Meeting (AGM).

At each AGM one third of Trustees must retire from office. Retiring Trustees may be reappointed but may not serve for more than three consecutive terms. They may be reappointed after an interval of at least three years.

ZCH's first AGM was held on 22 June 2022, in accordance with the ZCH constitution.

Our Trustees are responsible for setting ZCH strategy and overseeing the running of ZCH activities.

All Trustees are members of the ZCH Management Committee. During the year under review the Management Committee met monthly, providing strategic direction and overall oversight of ZCH activities, governance matters and progress against objects.

In November 2022, Programme Group meetings were established in addition to Management Committee meetings, with Programme Group meetings providing a more focused forum for detailed operational review, while Management Committee meetings continue to focus on strategic direction and governance matters.

From their inception in November 2022, Programme Group meetings have been in two out of three months in the quarter, with the Management Committee meeting in the third month. Programme Group Meetings are attended by the Chair, Vice Chair and all Working Group Leads (see below).

Key matters discussed at Programme Group meetings are escalated to all Trustees at Management Committee meetings for review and approval, as necessary.

ZCH activities are principally delivered via seven Working Groups (see Summary of Activities by Working Group section for further details). Working Groups meet regularly to plan and deliver ZCH activities.

All Trustees, unless otherwise stated, served for the entire period from 1 January 2022 to 30 December 2022:

Catriona Rose Hawkin – Secretary (appointed on 22 June 2022)

Ian Arthur Fraser

Ian Nicol Stalker

Dr Jane Gaukroger (appointed on 22 June 2022)

Jemima Waterlow Alice Parker

Karen Elizabeth Kelsey-Wilson (appointed on 22 June 2022)

Kirsty Anne Hallett (retired 17 August 2022)

Lisa Caroline McKiddie (retired 11 March 2022)

Stephen David Scales (retired 22 June 2022)

Timothy Charles Larnier (appointed on 22 June 2022)

All existing and previous Trustees, aside from expenses, were not remunerated for their trusteeship.

ZCH undertook to employ John Kerr as a Retrofit Programme Manager on a four day a week basis for a two-year contract to February 2024.

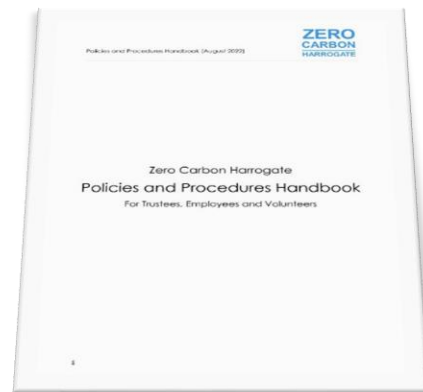
Risk Management, Policies & Procedures

The Management Committee regularly reviews major risks to which ZCH is

exposed. A risk register is maintained and reviewed at Management Committee meetings, with updates made as required.

A Conflicts of Interest register is also maintained and reviewed at each Management Committee Meeting.

As part of our risk mitigations processes and governance review, during the year a comprehensive review of policies and procedures was completed, with a ZCH Handbook created to provide a clear Policy and Procedures Guide for all Trustees, volunteers and employees. The ZCH Handbook is shared with all new Trustees, volunteers and employees as part of their induction training and is available for reference at all times on our internal portal.



Appendix: Financial Accounts

Statement of Financial Activities (SOFA) for the period ended 31 December 2022

	CHARITY COMMISSION FOR ENGLAND AND WALES		Zero Carbon Harrogate		1192634		CC16a
	Receipts and payments accounts						
	For the period from	1-Jan-22		To	31-Dec-22		
Section A Receipts and payments							
	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £		
A1 Receipts							
Members' subscriptions	745	-	-	745	795		
Donations	7,649	-	-	7,649	2,871		
Gift aid	78	-	-	78	241		
Grants	-	42,283	-	42,283	-		
	-	-	-	-	-		
	-	-	-	-	-		
	-	-	-	-	-		
	-	-	-	-	-		
Sub total (Gross income for AR)	8,472	42,283	-	50,755	3,907		
A2 Asset and investment sales, (see table).							
Member loans	-	3,000	-	3,000	-		
	-	-	-	-	-		
Sub total	-	3,000	-	3,000	-		
Total receipts	8,472	45,283	-	53,755	3,907		
A3 Payments							
Staff costs	-	12,542	-	12,542	-		
Promotional material	94	257	-	351	1,021		
External advice and surveys	-	288	-	288	-		
Training costs	-	11,063	-	11,063	450		
IT & web costs	146	677	-	823	73		
Room hire	50	-	-	50	-		
Insurance	154	-	-	154	146		
Memberships	126	-	-	126	180		
	-	-	-	-	-		
Sub total	570	24,827	-	25,397	1,870		
A4 Asset and investment purchases, (see table)							
	-	-	-	-	-		
	-	-	-	-	-		
Sub total	-	-	-	-	-		
Total payments	570	24,827	-	25,397	1,870		
Net of receipts/(payments)	7,902	20,456	-	28,358	2,037		
A5 Transfers between funds	-	-	-	-	-		
A6 Cash funds last year end	1,009	2,196	-	3,205	1,168		
Cash funds this year end	8,911	22,652	-	31,563	3,205		

Balance Sheet as at 31 December 2022

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cooperative Bank	8,911	22,652	-
		-	-	-
		-	-	-
	Total cash funds	8,911	22,652	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Member loans (interest free)	Restricted	3,000	30 April 2024
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	

CCXX R2 accounts (SS)

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Independent Examiner's Report to the Trustees

Independent examiner's report to the trustees of Zero Carbon Harrogate

I report to the trustees on my examination of the accounts of Zero Carbon Harrogate (the Charity) for the year ended 31 December 2022.

Responsibilities and basis of report

As the charity trustees of the Charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 130 of the Act; or

content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: 

Name: GARIC TAYLOR

Relevant professional qualification or membership of professional bodies (if any):
FCA

Address: 20A YEWDAL ROAD, HARROGATE, HG2 8NF

Date: 29th June 2023

Zero Carbon Harrogate

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