Local Climate Engagement

Expression of Interest form

This form is for local authorities or partnerships to express interest in joining the Local Climate Engagement programme. Before you fill it in, please make sure you have read the [programme prospectus](https://www.involve.org.uk/sites/default/files/field/attachemnt/Prospectus.pdf) and [FAQs](https://www.involve.org.uk/sites/default/files/field/attachemnt/FAQs.pdf).

**Please return completed forms to** **membership@UK100.org** **with the subject line ‘LCE application’. The deadline for expressions of interest is Monday 24th January 2022.**

## Who to contact with questions

If you have any questions about filling in this form, please contact us at membership@UK100.org or by using any of the contact details on the final page of the prospectus linked to above.

## How to fill out the form

Simply add your responses under each question by editing the Word document.

We have tried to keep our requests for information proportionate to the scale of the project.

* Everyone filling out this form needs to complete Sections 1, 2, 3 and 6;
* In addition:
	+ If you are expressing interest in joining the Coaching Group you need to complete Section 4;
	+ If you are expressing interest in joining the Project Group you to complete Section 5;
	+ If you are expressing interest in joining both groups, you need to complete both sections 4 & 5.

## How will successful applicants be chosen

Three questions on this form are scored questions: 4.1, 5.1 and 5.2. These questions will be scored as described in the table on the next page.

|  |  |
| --- | --- |
| **Score** | **Description** |
| 5 | Covers all the requested areas in full. Makes a strong case for why and how the local authority would benefit from taking part in LCE.  |
| 4 | Covers most of the requested areas in full. Makes a good case for why and how the local authority would benefit from taking part in LCE.  |
| 3 | Covers some of the requested areas in full. Makes a good case for why and/or how the local authority would benefit from taking part in LCE.  |
| 2 | Covers a few of the requested areas in full. Makes a partial case for why and/or how the local authority would benefit from taking part in LCE.  |
| 1 | Covers none or minimal requested areas in full. Does not make a clear for why and how the local authority would benefit from taking part in LCE.  |

We will make our decision about who to work with based on these scorings and our desire to work with a range of local authorities in terms of:

* Geographic spread across England;
* Type of location (town, city, rural etc);
* Type of council;
* Party political control;
* How developed local authorities’ plans on climate change are;

And also, for the Project Group only:

* The issue the public engagement will focus on;
* The type of engagement method suitable to meet each local authority’s brief;
* The public engagement local authorities have already undertaken on climate.

# Section One: About the local authority

## 1.1 Name of local authority:

## 1.2 Type of local authority:

*(e.g. Combined Authority, County Council, District Council, Unitary Authority, Parish Council etc)*

## 1.3 The political administration:

*(e.g. Conservative - majority, No Overall Control, Coalition of Labour and Green etc)*

## 1.4 UK region:

*(e.g. North East, North West, Yorkshire and the Humber, East Midlands etc)*

## 1.5 Brief description of geography of area:

*(e.g. “Largely rural with a number of small market towns”)*

## 1.6 If you are filling out this form on behalf of a partnership, please briefly tell us the name of the partnership, its purpose, members (a link to a membership list) and the role the local authority plays in it.

# Section Two: Contact information

## 2.1 Name of key contact:

*(This is who we will contact if we have questions, and to tell you if the local authority has been accepted into the project)*

## 2.2 Job title of key contact:

## 2.3 Email address of key contact:

## 2.4 Phone number of key contact:

**Section** **Three: Background information**

## 3.1 Which of the LCE groups is the local authority or partnership expressing interest in joining? (please delete as appropriate)

* Coaching Group
* Project Group
* Both

## 3.2 If the local authority or partnership is expressing interest in both groups, which group is its first preference? (please delete as appropriate)

* Coaching Group
* Project Group

## 3.3 If the local authority or partnership has undertaken any public engagement in its climate decision-making in the last three years (traditional or more innovative), please briefly describe it. We are looking for an overview that gives us a feel for what the local authority or partnership already does, not an exhaustive list of initiatives. *(Approx. 350 words)*

3.4  Please briefly describe the work undertaken by your local authority or partnership to reach Net Zero, adapt to climate change, deliver clean air or address the decline in the natural environment? We are looking for a brief background of your aspirations and work undertaken to date. *(Approx. 350 words)*

**Section Four: Coaching Group**

### Please only fill out this section if you are expressing interest in joining the Coaching Group.

4.1 How would taking part in the Coaching Group enable the local authority or partnership to take forward public engagement in its climate decision-making in a way that would not be possible if it was not part of LCE?

Please include in your answer:

* What the local authority or partnership hopes to get out of the training, self-guided resources, mentoring and peer learning; who will take part;
* Who has been involved to-date in discussions about taking part in LCE;
* Why the local authority or partnership sees public engagement in its climate decision-making as important, how taking part in LCE fits with its short- and medium- term plans or aspirations for public engagement in its climate decision-making.

*We are not worried about precise word limits, but to give you an idea of the sort of detail we have in mind, we suggest you write a maximum of around 1 side.*

**Section Five: Project Group**

### Please only fill out this section if you are expressing interest in joining the Project Group.

5.1 How would taking part in the Project Group enable the local authority or partnership to take forward public engagement in its climate decision-making in a way that would not be possible if it was not part of LCE?

Please include in your answer:

* What the local authority or partnership hopes to get out of the training, self-guided resources, practical delivery and peer learning; who will be taking part;
* Who has been involved to-date in discussions about the practical engagement work and how it will feed into future decision-making;
* Why the local authority or partnership sees public engagement in its climate decision-making as important, and how taking part in LCE fits with its short-, medium- and long-term plans or aspirations for public engagement in its climate decision-making.

*We are not worried about precise word limits, but to give you an idea of the sort of detail we have in mind, we suggest you write a maximum of around 1 side.*

|  |
| --- |
| **IMPORTANT NOTE:** If you have already answered this question in Section Four, you do not need to write a whole new answer. Instead, please feel free to use the same text, just making edits to account for the different content of the Project Group and slightly different requests for information in the bullet points above.  |

5.2 Please tell us the local authority’s initial thoughts about the issue(s) it would like the practical public engagement we deliver with you to cover. The local authority may already be certain about where it would like the engagement to focus, or you may be considering a range of options. Whatever the situation, please cover the local authority’s initial thoughts on:

* The issue(s) the public engagement would focus on and why your authority wants to engage on these issues;
* How important are these issues for your area in achieving Net Zero or adapting to climate change;
* What decisions will the public engagement inform and the timescales for these decisions.

*We are not worried about precise word limits, but to give you an idea of the sort of detail we have in mind, we suggest you write* a maximum of around half a side.

5.3 If you have any thoughts on the public engagement methods you would like to use for the practical engagement and/or who precisely you would like to reach, please tell us here. If you do not have initial thoughts on these areas then please leave this blank.

**Section Six: Signatures**

We require signatures from the local authority’s CEO and a senior Councillor who is part of the administration to confirm their support for this Expression of Interest to join LCE. Electronic signatures are fine*.*

6.1 Please include the name and signature of the local authority’s CEO.

Name:

Signature:

6.2 Please include the name, role and signature of a senior Councillor within the administration.

Name:

Signature: