

**CLIMATE CHANGE WORKING GROUP
MEETING HELD ON WEDNESDAY 17 OCTOBER 2007**

Present part one Mike Brean, Will Cockerell, John Farnell, Russell Goodey, Sally Johnson, Andrea Oram, Keith Osborne, Jake Roos, Cllr David Sadler, Aaron Wood

Present part two: Mike Brean, Hilary Lock, Keith Osborne, Jake Roos, Cllr David Sadler,

Minutes: Sue Kempster

	ACTION
<p>1 Apologies Richard Auty, Russell Clarke, Suzanna Clarke, Melanie Jones, Simon Martin, Roz Millership, Ron Pridham, Helen Rodgers</p> <p>HRA account – agreed time spent on HRA work should be apportioned to HRA. Eon electronic data – they are going to catch up without charge because of their errors but going forward they will charge – can it be added to HRA budgets? JF to check with P Clanchy.</p>	JF
<p>2 Carbon Management</p>	
<p>2a Matters arising</p> <p>EMAS – outstanding</p> <p>Loft hatches/draft excluders – RG will lodge works order with Newport. Could do as Salix project. Use H205 FEE. JR capital budget fine but revenue budget cut from £15K to £4K and £1.5K is already allocated.</p> <p>Electric heaters need a policy backed by members to prevent use of these. Discussion on main stat located in CSC office, SJ raised that TVR's in there too, which would need removing.</p> <p>M2G still waiting supplier accreditation.</p> <p>JR received quote from Initial of £8117 for water point heaters at London Road. Use £2,500 on gas payback in 4 years. JR not sure how much electricity would use – worth considering push button taps. RG said Newport could do the work cheaper. Aqua are keen to quote too. Water meter to be fitted on incoming pipe that feeds tanks to get estimate of current cost. Suggested rent a meter for a month.</p> <p>Members Shower has not been used this year. Would cost additional £500 to change with this project. Cllr Sadler asked why there is a member's shower. Need to check if members still require it.</p> <p>Lighting project is too expensive to meet criteria for Salix. Retrolux case for doing it with 5ft tubes (old part of the building) JR to move project ahead.</p> <p>Sheltered Housing - temperature dropped to 22/23 degrees in corridors last week of September. J Bradford is currently reading meter for year on year comparisons. JR to look at Walden Place energy data to demonstrate saving. Rebellion was very low. There is an opportunity to further reduce temperature in corridors as windows still being opened.</p> <p>JR still to visit Gt Dunmow office (November) Carbon Trust offered to do workshops – JR will move ahead and organise</p>	KO RG JR/SJ RG JR JR
<p>2b Ideas Sharing Conference (Carbon Trust)</p> <p>JR gave feedback on the recent conference attended by all local authority project leaders. Opportunity to compare notes on carbon saving. Quite a few authorities have adopted same target as us (25%) and have similar initiative taking place, e.g. power perfecter, staff campaigns, energy reports, building rationalisation, blade servers (Sheffield quoted saving of CO2 2,500 tons, Devon CC reduced servers by 80% and have reduced energy by 50%). Next conference in January 2008.</p>	

2c	<p>Case for action presentation MB/JR agreed 31 Jan that JR will do at Council meeting. However in the current financial situation may need to persuade again. 6.25% per year target and this year one third of the way there – JR needs to quantify.</p>	JR
2d	<p>HRA in relation to carbon management Using general fund money to ‘pump prime’ energy efficiency in HRA buildings not wise in current situation. Pump priming should come from HRA if possible. After survey of buildings by JR in November, see what projects we’ve got and then look to HRA for funding as appropriate. JR meeting with capital accountant on Friday</p>	JR/RG
2e	<p>Sheltered Housing – covered above</p>	
2f	<p>Travel Plan working on four key areas with the aim of completing the two difficult ones before Christmas.</p> <p>The first on being the Green Service Target Scheme. Reducing current number of business miles in service areas. Will need to gather data and discuss a target with HOD’s to reduce miles and the method. Initially look at two service areas one of which will be building surveying the other one will be determined once JR looked at the data.</p> <p>The second piece of work looking at Members – they probably attend 16/18 meetings without including any smaller meetings. Need to consult with A Martin about administering the scheme. Car sharing 5p additional mile if car share – should be on mileage form. Need to promote the fact. Members attend same committees, look at who drives past whom and try to change behaviour.</p> <p>Both of these result in financial saving</p> <p>For action after Christmas</p> <p>Monitor travel movement of staff. Perhaps a click button email to establish how staff get to work? JF said that he and S Bronson will be meeting with HOD’s on mobile/home working opportunities and could incorporate how staff get to work in that discussion as they will be looking at each HOD’s organisation charts line by line. AO/JF to liaise.</p> <p>Looking at producing a map of where everyone lives with a view to car sharing. Plotting dots in areas where people live - members of staff could then contact AO to see if willing to car share and double up with the on line register</p> <p>Greenbank scheme – 1 credit every time complete a journey by walking, public transport, cycling, car share (anything but single occupancy car journey). Entered into 3 monthly draw for £100 gift voucher. Each journey to be verified by line manager. AO to check with A Webb to see if budget still there.</p> <p>SJ asked if need to look at issues around car insurance if car sharing. KO said that Access Committee had to go through taxi licence process. Speak to Murray Hardy for advice. Cambridgeshire running car share scheme might save AO time – AO to follow up.</p> <p>AO to check lease car rates for car sharing</p> <p>Discussion on essential user scheme – advised that SM looking at the 2,500 miles to qualify.</p>	AO/JF
		AO
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		AO

WC raised air pollution and congestion problems – air quality nitrogen dioxide – so should promote the health effects.

MB requested that Travel Plan should go before next SMB before any further action is taken.

AO

2g **Blade Servers** – AW explained these are virtual servers and could condense 60 servers to 6 or 7 and would result in a considerable power reduction. Need to complete capacity planning exercise (this would take at least one month). A Webb not going for the finance at present time - over £100K capital, the money is available but concern about committing spend. Payback needs to be established. Can virtualise 60-75% of our servers. Will not be able to demonstrate budget savings as already stripped out. There is a business case/IT case for making the change and not just power saving. Server room could be redesigned to reduce space and save on air conditioning. Looking at next year and will be going before ITWG. Can get Salix money 20% rule – 5 year payback on remaining 80% depends on average Kwh rating on new set – 08/09 or whenever we like.

2h **Thaxted Day Centre** £325K, £225K build, £100K sustainability, two lowest tenders still 70K over budget. Reduced footprint on place (SMB approved) looking at design and build contract. RG to involve KO/JF before go too far forward. KO requested that make sure go through our building control.

RG

Current 35% grant lapses for Vicarage Mead PV in two months time. Solar Century could get 50% grant – but it would still be an extra £17K on the budget.

Second Part of the Meeting

Climate Strategy Launch will take place on 29 October at 11:00 in the Council Chamber.

3 & 4 Items 3 and 4 – waste and recycling and community engagement deferred to next meeting.

5 Planning

5a **SPD** – HL to ask MJ to feedback to JR on SPD dates. Hold Seminar to publicise possibly March 2008.

HL

5b Energy efficiency condition

First appeal tested the condition, inspector unimpressed with it. Need to get it into a better form – still proposing to use it. Braintree are looking to use the condition and JR suggested a meeting with Mark Wilson to discuss the issues of following the condition through. Need to improve wording. Colchester also interested.

HL

5c Training Planners and Developers

JR suggested co-ordinating with Braintree and other authorities. 2 day course is £300 per head CSE course.

6 AOB

6a **Logo** – to be used on documents such as the home energy report – incorporate in building control surveys, insulation work, strategy etc. A Greener Uttlesford – add wording Uttlesford District Council – speak to RA

JR

6b **Covalent** – JR needs to get familiar with it

JR

Date of next meeting: Wednesday 21 November 2007.