

# CLIMATE CHANGE WORKING GROUP

**Minutes of meeting held on  
Friday 23 April 2008 at 9.30 am**

**In the Committee Room, Saffron Walden.**

Present: Jake Roos, Russell Clark, Will Cockerell, John Farnell, Sally Johnson, Keith Osborne, Richard Auty, Mike Ovenden.

Minutes: Jake Roos

		<b>ACTIONED BY</b>
1.	<p><b>Apologies</b> Received from Russell Goodey, Melanie Jones, Cllr David Sadler, Suzanna Clarke, Russell Clark</p>	
2.	<p><b>Minutes of the last meeting</b> Fuel bills – up to date but need to be loaded on system</p> <p>Covalent – JR currently updating projects on the system.</p> <p>Re-organisation of staff in London Road offices – JF says audit carried out but no decision yet. Only recommending some minor shuffles. 2<sup>nd</sup> floor in old part of building may be vacated by staff and let out. JR noted overheating in this space would cause problems for tenants.</p>	JF
3.	<p><b>Carbon management projects for 2008-09</b> Not discussed in detail as key staff (Russell Goodey, Ron Pridham) not present.</p> <p>Many projects progressing, but site surveys have revealed some projects not likely to be viable (some lighting refits, boiler replacements), but other good projects identified (i.e. controls, solar water heating) that should pick up slack.</p> <p>Sally Johnson suggested lighting zoning but JR said prices were prohibitive. SJ suggested finding alternative quotes that simply Chelmsford Electrical. JR to check Marketplace with advice of Mel Maguire</p>	JR
4.	<p><b>Forward planning carbon mangement</b> Covered in item above</p>	
5.	<p><b>Update on driver training/fuel additives</b> Danny Johnson trained – 27% reduction in fuel use on the same 57 mile using techniques and only took one minute longer. JR reports Ron Pridham says due to staffing problems training cannot be rolled out for a few months.</p> <p>JR investigating fuel additive ‘ChemEcol’ which can reduce fuel consumption by around 3% as well as reduce other air</p>	

	pollution. I widespread use by local authorities in the Home Counties. JR to meet company with Ron Pridham.	
6.	<p><b>Update on staff travel plan</b></p> <p>Absence of support/out sourcing of Human Resources means project will need to be progressed by others. JR taking lead and RA and WC volunteer to help. Plan made but implementation still not started. JR taking first steps by mapping done with help of Moira Mason at ECC.</p> <p>WC suggests 'going green' is main thrust of programme, not just money</p> <p>For business travel, scope may be limited. First step to establish baseline by department/section and monitor, then see what scope there is.</p> <p>Lease car scheme and work carried out by Simon Martin discussed. JR and JF to pick up on this work and get recommendations to Environment Committee. They will also explore additional measures to improve attractiveness of Lease Car scheme relative to Essential User scheme.</p> <p>Because of sensitivity, thought best not to change Essential User scheme itself.</p>	<p>JR, WC, RA</p> <p>JR, JF</p>
7.	<p><b>Recycling and Greener Homes Guide</b></p> <p>RC reports copy being finalised and design made. Distribution will take three months June – August. Will be main booklet for 2 years. Shorter annual update will be sent with council tax mailing.</p>	
8.	<p><b>Climate change action plan review and update</b></p> <p><u>Strategic</u></p> <p>Major slippage on EMAS and Green Procurement due to lack of support. JR to address if he can find time. Keith will support EMAS, noted procurement is now responsibility of Michael Perry.</p> <p><u>Planning</u></p> <p>MO reports policies being implemented. JR suggested promoting new policies at event for developers – possibly Agent's Forum. This would be in September.</p> <p>MO reported Section 106 'offset' fund for new development flagged up in SPD but cannot be put in place until core LDF is adopted sometime in 2009/10. JR noted the opportunity to collect offsets is on the non-zero carbon development built before 2016.</p> <p><u>Community Engagement</u></p> <p>RA reported that the group's work was good news and would like to keep press releases going out every two weeks or so. Greener Homes Guide is also a very good example of</p>	<p>JR, KO</p> <p>JR, MO</p>

	the 'joined up' Greener Uttlesford campaign.	
9.	<p><b>AOB</b></p> <p>Greater member involvement discussed. Decided it will not be pursued unless suitably enthusiastic members can be identified (addendum: JR suggests Cllr Derek Jones may fit the bill as he has an interest in facilities management).</p> <p>Roll of Covalent discussed. Although a good reporting tool for senior management, agreed it was still worthwhile for group to meet monthly.</p> <p>SJ reported on trial of low water use urinals 'Envirofresh'. RA suggested Dyson 'Air Blade' hand driers may also be good for public conveniences.</p> <p>JR concerned with loss of Mike Brean interface of group with SMB had been lost. KO to report on groups behalf instead through the HODs joint meeting with SMB.</p>	KO
10.	<p><b>Date and Time of Next Meeting</b></p> <p>9.30 am on Wednesday 21 May 2008.</p> <p>Committee Room, London Road, Saffron Walden.</p>	