

# CLIMATE CHANGE WORKING GROUP

Minutes of meeting held on  
Wednesday 21 May 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, Cllr David Sadler

Minutes: Jake Roos

		ACTIONED BY
1.	<b>Apologies</b> Mike Ovenden, Ron Pridham	
2.	<b>Minutes of the last meeting</b> JF reports utility bills to the end of March have been loaded on the energy management system.  KO reports from SMB it would be useful to liaise with Simon Martin on car allowances as he is working on this again. Adrian Webb has the ultimate responsibility for the scheme and any changes.  KO and SJ report Simon Martin now also has overall responsibility for facilities management.  KO is now the conduit for reporting the activities of the climate change working group to SMB.	
3.	<b>Car lease scheme (continued)</b> JF and JR looked at scheme. JF identified the threshold for the essential user scheme costing the council more than the lease scheme is at approximately 5500miles per year.  Ways to rebalance the scheme in favour of 'green' lease cars were discussed. Adjustments to the lump sum payment on the lease scheme based on an independent assessment of miles that would be driven, based on historic information about the job role, was thought to be the best way not to motivate people to drive more. However, as the lease cost would increase with increasing miles, there would be a natural correction against this also.	
4.	<b>National Liftshare Day 9 June</b> Thought to be too soon to organise the launch of the green travel scheme to coincide with this. However, JR will check to see if liftshare maps will be available to create a display in the staff room in time.	JR
5.	<b>Emissions 2008-09</b>	

	<p>JR reported reduced gas use and reduced business miles in 2008-09. However diesel use had apparently increased offsetting these improvements, according to the figures provided by Finance. Figures from the fuel management system gave a different total, slightly less than the previous year. JR to sort out with Anne Owen and Angela Knight what the correct total is, and complete the council 'carbon footprint' for 2008-09.</p> <p>RC reported that before and after the new recycling system was rolled out in 2006, the same number of dustcarts was on the road, leaving no obvious explanation for an increase.</p>	JR
6.	<p><b>Climate change action plan update</b></p> <ul style="list-style-type: none"> <li>- Strategic KO says SMB understands if strategic actions are slipping because of lack of resource. SMB cannot provide any corporate admin support for meetings but KO offered help from building control admin once new staff member is appointed.</li> <li>- Housing/HECA JR reports UDC will be leading a bid for EERA funding for energy efficiency improvements in deprived households for the London Commuter Belt housing subregion.</li> <li>- Waste/recycling RC reports recycling rate 55%, 2<sup>nd</sup> best in the country, but should have been more. There have been difficulties getting flats recycling because of abuse of communal facilities. Bespoke systems being developed for the individuals keen to do it properly. Schools are recycling well.</li> </ul> <p>RC reports they are looking to expand and improve their trade waste recycling services.</p> <ul style="list-style-type: none"> <li>- Community engagement RA trialled a web search engine called 'Meltwater' which found many mentions of Uttlesford in relation to the Ashden Awards. Useful software, but costs £4,000.</li> </ul> <p>RC reports Greener Homes Guide revisions need to be given to the printroom. RA asked for another round of proofing. Methods of distribution still being sorted.</p> <p>RA reported Uttlesford Life would resume soon as a supplement sent with Essex Matters.</p>	
7.	<p><b>Carbon Management – status of projects</b></p> <ol style="list-style-type: none"> <li>1. Retrolux adapters new sample shows no problems, JR has requested more units to expand trial before moving to purchase again.</li> </ol>	

	<p>2. Museum lighting Surveyed with Chelmsford Electrical, awaiting quote</p> <p>3. Point of use water heating Proposal to install water meter on cold supply approved. Data essential to assess viability of project.</p> <p>4. Quattro seal draught proofing Awaiting window repair at Walden Place before project can proceed. Russell Goodey has agreed to order this.</p> <p>5. Controls in sheltered housing RG and JR meeting with Aqua to sort out a programme of works.</p> <p>6. Work at day centres Will be sorted as part of the above two items.</p> <p>7. M2G Awaiting quotes. Analysis of trial data needed also – JR still to complete.</p> <p>8. Renewables Awaiting quotes for solar water heating from Planet Energy Solutions.</p> <p>9. Cavity wall insulation All properties to be surveyed to double check this is not required – List provided to Aran Insulation.</p> <p>10. Fuel additives Trial at Dunmow Depot to proceed.</p> <p>11. Driver training Ron Pridham reports this cannot proceed for a few months.</p> <p>12. Vehicle re-routing Shire Hill dustcarts to offload at Haverhill instead of Braintree, leading to a reduction in miles. RC reports that offloading may switch to a transfer station within the district, once the operator obtains their license.</p>	
8.	<p><b>AOB</b> RA renewed a request for Dyson Airblade hand driers to be investigated. SJ reported the council was currently spending £800/quarter on towels at public conveniences.</p> <p>JR to make contact with Simon Martin and invite to rejoin group given his responsibilities for facilities management and the car lease scheme.</p> <p>Low water use urinals being investigated – SJ to make</p>	<p>JR</p> <p>JR</p>

	<p>contact with company to arrange flush counters to be fitted to establish water use baseline.</p> <p>SJ is adding notes to light switches so people know what lights switch what areas.</p>	
9.	<p><b>Date and Time of Next Meeting</b> 9.30 am on Wednesday 25 June 2008. Committee Room, London Road, Saffron Walden.</p>	