

**CLIMATE CHANGE WORKING GROUP
MINUTES OF MEETING HELD ON 21 AUGUST 2008**

Started: 15.00
Finished: 16.10

Present: Jake Roos (Chair)
Emmy Pateman
John Farnell
Keith Osborne
Melanie Jones
Mike Ovenden
Richard Auty
Russell Goodey
Will Cockerell

		ACTION
1.0	APOLOGIES Apologies were received from Russell Clark, Suzanna Clarke, Sally Johnson, Simon Martin and Roz Millership.	
2.0	MINUTES OF THE LAST MEETING There were no changes to the previous minutes.	
3.0	MATTERS ARISING There were no matters arising.	
4.0	CARBON MANAGEMENT – STATUS OF PROJECTS	
4.1	RETROLUX ADAPTERS They have now been installed upstairs.	JR
4.2	TIMER PLUGS Jake explained that he is currently making the cords for the timer plugs. They are going to be put onto plugs that go into floor box sockets.	JR
4.3	MUSEUM LIGHTING Jake Roos has been through all of the information and a plan is now in place. There are several samples of products which are going to be tried out.	JR
4.4	POINT OF USE WATER HEATING The water meter has now been installed. During July 5667 litres of water was used which should of taken 316 kWh to heat, however 6,524 kWh of gas was used. Jake explained that 95% of the energy is going out as heat loss. To heat the same volume of water with electricity instead of gas, it would save 87% in cost and 89% of CO ₂ , which would save £2500 a year. The project would have a four year pay back period and should cost under £10,000 to change to the 'point of use' electric system. The current system in place has been in	JR

4.5 place for eighteen years, the new system should last for at least ten. This will be presented to SMB in the near future, once an updated quote for the works has been obtained. JR

QUATTROSEAL DRAUGHT PROOFING

4.6 The two rotten window frames which were holding the work up at Walden Place were replaced in June. Quattroseal draught proofing will take place at Walden Place, Walden Day Centre and Uttlesford District Council. There is currently no date as to when the work shall take place. RG & JR

CONTROLS IN SHELTERED HOUSING AND DAY CENTRES

Russell Goodey and Jake Roos had a meeting with Aqua concerning improved controls being put into sheltered sites. The potential spend would be around £200,000 however all elements are included in that figure. Jake commented that it would also be an ideal time to have solar water heating installed, which could be done on a spend to save basis.

4.7 Russell went on to say that Jake and himself are going to meet and start to sort out a process, including making a shortlist of six or seven companies and then receiving quotes from them. Russell continued saying that working solidly it would take a 48 day notice period to achieve, JR

M2G

4.8 Jake stated that since installation there has only been a 1% saving. There was a trial period where the system was turned on one day and off the next, however the trial could not be validated as a temperature sensor was knocked at the start. The trial is being started again to see if there is any difference between the days it is turned on and off. If there is no clear conclusion this time then the system shall no longer be used. RG & JR

RENEWABLES

4.9 Jake commented that E-on are keen to survey the properties as they have a new sustainable energy arm which they wish to install. Russell continued in saying that a technical specification is needed to see what needs pricing. However having the survey taken out could be useful as the information could be used to put into the tender. JR

CAVITY WALL INSULATION AND LOFT INSULATION

All of the properties have cavity wall insulation and the loft insulation can be topped up. Jake received a quote stating that it would cost £20,000 to top up all of the loft insulation at all of the sheltered sites. However a different

company said they could do it for £3,000 due to funding. Jake commented that he needs to make sure that it is all above board and that it is a firm quote before it proceeds any further. **4.10** **JR**

FUEL ADDITIVES AND DRIVER TRAINING

The company that supplies the diesel additive claims a saving of 2 – 4 % however a saving of only 1% has been seen. Jake continued that the data from the diesel additive currently being tried out at Dunmow is inconclusive as too many variables have been changed. Therefore driver training is going to be relied on in order to make savings. **4.11** **JR**

WATER SAVING - ENVIROFRESH

Jake explained that flush counters had been installed at White Street toilets and 250 flushes were being used a day. With low usage water urinal the system would only use 10 flushes. Based on a 7 litre system and 250 flushes 641,000 litres of water with a cost of £1,371.74 is being used a year. With Envirofresh this would cut the cost down to £65.61. However the system costs £500 a year to maintain the flush counter and to replace the no smell device every three months. The proposal is going to be put forward to SMB in the near future. **4.12** **JR**

SALIX FUNDING SITUATION

This topic was previously covered. **5.0** **JR**

STAFF TRAVEL PLAN – SURVEY RESULTS

Jake explained that the results had come back from the survey and half the people that responded need their car for work purposes and could therefore not share lifts. 14% said that they would not consider car sharing however incentives and rewards and sharing with someone with a similar work pattern to themselves could persuade them. People could find a “buddy” at coffee mornings to car share with.

The results also showed that people would consider using public transport if the services were better. Bus companies do offer a current scheme. The authority pays less national insurance and the bus company takes a cut of the savings. However it would cost £750 to set the bus and cycle scheme here, the whole town would benefit from such a scheme.

Jake continued that there is not enough money in the current budget to pay for this scheme. Therefore next years budget could be used, Jake commented that he would try to receive £250 funding from Uttlesford ?. A travel plan needs to be put together for SMB.

6.0 Richard commented that a good time to put the coffee mornings would be after John Mitchell's bi-monthly meeting as these usually receive a good turn out. Melanie went on to say that if it was at lunch just after the meeting with food supplied more people would be likely to turn up. JR

CLIMATE CHANGE ADAPTATION AND NI188

7.0 Jake stated that a tick the box document had been received from Essex County Council. However the first thing that needs to be done is a risk assessment. RA & JR

ANNUAL RENEWAL OF CLIMATE CHANGE STRATEGY

8.0 A new Climate Change Strategy needs to be updates and published before the end of October. It needs to include what has and has not been changed, success stories and an update on the action plan. Richard suggested that the best way to make the changes would be to revisit the document and make the changes. It could then be updated on the website and a limited number printed out. RA

ANY OTHER BUSINESS

9.0 Richard commented that Harlow Council has now installed Dyson hand-driers. Richard is going to look into how much they cost. Once Jake has received a quote it can start to progress and look into how much energy they save.

DATE AND TIME OF NEXT MEETING

18 September at 3:00pm in the Committee Room.