

**CLIMATE CHANGE WORKING GROUP
MINUTES OF MEETING HELD ON 20 AUGUST 2009**

Started 15.00
Finished: 16.10

Present: Jake Roos (Chair)
Emmy Pateman
Keith Osborne
John Farnell
Lisa Lipscombe
Richard Auty
Will Cockerell

ACTION

- 1.0 APOLOGIES**
Apologies were received from Mike Ovenden, Suzanna Clarke and Russell Goodey.
- 2.0 MINUTES OF THE LAST MEETING**
There were no changes to the previous minutes.
- 3.0 NI 185/NI 194 CARBON FOOTPRINT AND AIR QUALITY** **JR**
Jake stated that Uttlesfords carbon footprint has been cut by 3.9% in the last 2 years. Uttlesfords normalised reduction for the last 2 years is 13%. Jake explained that this year has been a mild year so far therefore the reductions should leap ahead. It was stated that if diesel thefts could be eliminated it would save 5% – 7% on diesel emissions and 2% - 3% on Uttlesfords overall carbon footprint.
- 4.0 STRATEGY**
- 4.1 ACCREDITATION – CARBON TRUST STANDARD** **JR**
The Strategic Management Board (SMB) has agreed that Uttlesford can go ahead for the Carbon Trust Standard; the logo will go onto all Uttlesford documents and letter headings. Jake has secured funding in order to achieve the standard, the accreditation should be received by November 2009 and will last for 2 years. An assessor will be coming to monitor the Council. Being granted the accreditation is based on a points system, 60 points are needed in order to pass as well as showing a carbon footprint saving.
- 4.2 RENEWING STRATEGY DOCUMENT** **JR**
Jake is going to complete the document before the audit commissioner comes in 2010 as it will help the Council during their visit. Jake commented that he is going to complete it before he leaves in January as it will help Jake's replacement to have a head start. The strategy is no longer going to include employee's names but will include job titles/sections. A special meeting is going to be held with everyone which attends the Climate Change

Working Group in order to start working on the changes to the Strategy.

- 4.3** **AUDIT COMMISSION VISIT NEXT YEAR** **JR, WC, LL**
Jake stated that the audit commission are coming next year to do an assessment of the Councils use of natural resources. The assessment is going to cover everything up until 31 March 2010 and will form part of the Organisational Assessment. The assessment will also include Air Quality (Will Cockerell) and Adaptations (Lisa Lipscombe). Jake is going to be attending a training session to help prepare for the audit commissioner.
- 4.4** **PEAK OIL WORKSHOP 10 SEPTEMBER 2009** **JR**
This is being held with Local Strategic Partnership. Jake stated Ron Pridham is unable to attend which is a shame as he is responsible for everything to do with diesel. Jake is hoping that the workshop will get people thinking about the seriousness of the issue.
- 5.0** **CARBON MANAGEMENT – STATUS OF PROJECTS**
- 5.1** **TAC ENERGY SOLUTIONS** **JR**
A workshop is being held with TAC week beginning 24 August 2009. Jake currently puts all carbon management projects together but TAC could take on project management and carry out all projects that need doing at once. TAC would also take on the risk that the projects do not produce savings. The sooner the projects are carried out; the sooner the Council could start saving both money and carbon.
- 5.2** **PLANT ROOM REFURBISHMENTS** **JR**
Jake is currently the only one who can work the new system, he can control the system from his computer wherever he is. He is going to show people how the system works before he leaves.
- 5.3** **WALDEN PLACE BEMS**
There was nothing to report on this issue.
- 5.4** **LED LIGHTING**
There was nothing to report on this issue.
- 6.0** **STAFF TRAVEL PLAN/AIR QUALITY MANAGEMENT AREAS** **WC**
Will Cockerell commented that the action plan is going to the next Environmental Committee; once it has been approved work will be started on it. They are currently waiting for the new Intranet in order get the Staff Travel Plan up and running. Richard Auty stated that the templates are being started for the Intranet on 24 August 2009. Will continued that under Air Quality the junction at Radwinter Road/Thaxted Road is going to be improved.

- 7.0 PLANNING** **JR, RA**
There is currently a campaign underway on sustainability on planning condition for extensions. ITV are going to run a news article on the issue after they saw our press release. A meeting has been arranged with the Department on Communities of Local Government to talk to the Government directly on the issue, the meeting should be towards the end of September.
- 8.0 HOUSING**
No one was available to comment.
- 9.0 RECYCLING**
No one was available to comment.
- 10.0 COMMUNITY ENGAGEMENT**
There was nothing to report.
- 11.0 ANY OTHER BUSINESS** **JR, LL**
NI 188 Adaptation – Lisa Lipscombe commented that we have reported to the Government as Level 0 and everything has now been sorted. Lisa stated that as of yet she has not had the chance to sit down and work on the adaptation further. Jake suggested that NI 188 could be written into the Strategy in order to achieve the few areas needed to get the Council to Level 1. Level 3 needs to be achieved by 2011.
- 12.0 DATE AND TIME OF NEXT MEETING**
17 September 2009 at 3:00pm in the Council Chamber.