

**CLIMATE CHANGE WORKING GROUP
MINUTES OF MEETING HELD ON 27 OCTOBER 2009**

Started 13.00
Finished: 14.15

Present: Jake Roos (Chair)
Catherine Auckland
Emmy Pateman
Gaynor Bradley
Keith Osborne
Lisa Lipscombe
Melanie Jones
Mike Ovenden
Russell Goodey
Steve Daley
Will Cockerell

ACTION

1.0 APOLOGIES
Apologies were received from John Farnell, Richard Auty, Ron Pridham, Roz Millership, Sally Johnson and Suzanna Wood.

2.0 MINUTES OF THE LAST MEETING
No official minutes were taken, the content of the meeting was documented in the changes to the Action Plan.

3.0 CARBON MANAGEMENT

3.1 SCHNEIDER ELECTRIC PROJECT **JR**
A report went to the Strategic Management Board (SMB) last week (beginning 19 October 2009) for Schneider Electric to take control of all projects the Council want to carry out. The report was approved by SMB and will now go to Environment Committee. Schneider Electric would undertake all projects at once and guarantee savings, if savings are not seen they refund all loss and take corrective action. The majority of the work they would be undertaking is renewing heating systems and controls for the sheltered housing stock.

3.2 10:10 FEASIBILITY/FLEET SAVINGS **JR**
Jake explained that 10:10 is cutting carbon emissions by 10% in 2010. Uttlesford is currently checking the feasibility of participating and a report is going to Council at the next meeting in December. The timing of 10:10 would coincide approximately with the Schneider Electric project which should guarantee 10-15% saving, however the council estate is only about 60% of total annual emissions.

The majority of the remaining 40% is the fleet. Using a fuel additive could save 3 – 4%, in theory efficient driving could save the remaining 6 – 7%. Jake commented that the key to see if 10% could be saved in 2010 is analysing

- the fuel data. Jake continued that collections drivers had been trained in 'SAFED' fuel efficient driving.
- 3.3 HATHERLY COURT CONTROLS UPGRADE JR, RG**
 Jake stated that he has not heard anything from ImtechAqua who are carrying out these works in a while. Russell was going to chase this up
- 3.4 WALDEN PLACE BEMS JR**
 Jake commented that the system is working well. No complaints have been made about the system just that the pump failed. Some summer month's savings have been close to 50%.
- 3.5 LED LIGHTING JR**
 LED lights are currently being installed at the museum.
- 4.0 STRATEGY**
- 4.1 ACCREDITATION – CARBON TRUST STANDARD JR**
 Jake explained that the auditors are coming to visit on Monday (2 November 2009). If they Uttlesford passes then the CTS logo will go onto all Uttlesford documents and letter headings
- 4.2 AUDIT COMMISSION VISIT NEXT YEAR JR**
 Jake stated that the audit commission want to see our use of natural resources, including areas such as climate change adaptation, water use, paper use etc. If the strategy is complete by the time they come then this covers most of the information. The updated strategy which would represent an 'improvement plan' needs to be complete by 31 March 2010.
- 4.3 RENEWING STRATEGY DOCUMENT JR, RM SJ, RP, LL**
 Jake explained that at the previous meeting the majority of the work for updating the strategy document was undertaken. However there are certain actions which require further detail, and possibly resources, such as climate change adaptation work and options appraisal for the vehicle fleet (with a view to reducing emissions) in the longer term.
- Russell Goodey explained that Housing are looking at fuel poverty and reducing CO₂ by replacing oil boilers with air source heat pumps. Russell continued by stating it costs £110 per boiler per year to service. It costs £5500 to install an air source heat pump however there is currently 50% funding available until March 2011. Russell stated that £25000 is currently available for the project this year and they already have next year's programme in place. They are currently in the progress of writing to all residents explaining what is going to be happening. All information is also going to be included in the housing newsletter. Russell stated that they are currently making a

list to install solid wall insulation at properties in Birchanger and Little Canfield next year.

Catherine Auckland explained that kitchen waste is going to be put into flats in the very near future. Any target figures can be referenced in the climate change strategy, Jake needs to get the information from Ron or Chris. **JR, RP**

Jake continued that he has spoken to print room and figures are going to be produced on how much paper each section is using. Quarterly reports are now going to be produced which will take into account that some sections order three months paper at a time. One complication is if people resupply their printer with paper from the photocopier rooms, it cannot be allocated to a particular section. This needs to be acknowledged and discouraged in the new reporting. **JR, LB**

Jake explained that the introduction of the strategy needs to be updated and all achievements in the last two years need to be included within the strategy. Jake continued that the strategy should be with SMB within the next two months. Jake would like the strategy to be set up and in place before he leaves as it means someone would just have to complete the finishing touches. The group agreed the strategy should be renamed the Natural Resources Management Strategy. **JR**

5.0

STAFF TRAVEL PLAN/AIR QUALITY MANAGEMENT AREAS

6.0

Covered when discussing renewing the strategy document.

PLANNING

7.0

Covered when discussing renewing the strategy document.

7.1

HOUSING

HERTS ESSEX ENERGY PARTNERSHIP

JR

7.2

Herts Essex Energy Partnership (HEEP) are being showcasing the 4th Annual Sustainable Homes Show in the Town Hall on Saturday (31 October 2009). A report is going to the Environment Committee next week to end council tax rebates for insulation as the new scheme (HEEP) is more generous. There is a plan for a car with a thermal imaging camera to identify houses needing insulation. The properties without insulation would be sent a letter with their thermal images offering them loft and/or cavity wall insulation for £99 each with this scheme.

HEAT PUMPS FOR COUNCIL HOUSING

7.3

Covered when discussing renewing the strategy document.

AFFORDABLE HOUSING

Feedback from both Sophie and Suzanna regarding this is being put into the strategy. The social housing development in Wimbish is going to be built to extremely high energy efficient standards (PassivHaus). Another development of high-spec affordable housing that the Council was involved in preliminary talks about in Stansted is no longer going ahead.

8.0

RECYCLING

Covered when discussing renewing the strategy document.

9.0

COMMUNITY ENGAGEMENT

Covered when discussing renewing the strategy document.

10.0

ANY OTHER BUSINESS

There was no other business.

11.0

DATE AND TIME OF NEXT MEETING

19 November 2009 in the Committee Room.