

**CARBON REDUCTION/CLIMATE CHANGE BOARD
WEDNESDAY 25 NOVEMBER 2015**

ACTION NOTES

PRESENT: Neil Long (In the Chair), Dominic Pooler, Lorraine Chamberlin, Chris Horth, Keith Watson, Karl Woodhall-Cooper

APOLOGIES: Pat Jones-Greenhalgh, Paul Cooke, Clinton Judge, Alex Holland, Sara Turner

Item No	Discussion	Action Agreed	By Whom
1	<p>Notes of Last Meeting – 28th August 2015</p> <p><u>Sustainability Criteria for New Build</u> Need to chase up Sharon Hanbury to provide a progress report to go out with the minutes.</p> <p><u>Office Recycling</u> Neil had followed this item up with Glenn Stuart and Talat Afzal. Talat has come up with a compromise and she is leading on this and taking matters forward. Six Town Housing confirmed that they were recycling in the main but that food waste is not being recycled. Neil advised that he would contact Talat for a briefing note to be attached to the minutes.</p> <p>The notes were agreed as a correct record.</p>	<p>Sharon to pull a Task and Finish Group together to provide update in due course</p> <p>Neil to action with Talat (see update at foot of minutes)</p>	
2	<p>CRC Risk Register</p> <p>CRC has been completed for 2014/15. All allowances have been purchased and were surrendered in September. This is the first completed cycle without Sharon Vernon. Bury Council have forward purchased 13,500 allowances towards the 2015/16 submission. Our internal audit was completed in October with recommendations that we should complete a procedure document for the</p>		

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	<p>process. This is being compiled by Martin Stott, Moira Broadbent and Lorraine. The audit was based on the 2013/14 submissions by the Environment Agency auditor and was carried out in September 2015. The audit was satisfactory with no further actions requested. The CRC and other energy taxing processes are currently up for consultation.</p>		
<p>3</p>	<p>Low Carbon Hub Environment Liaison Group Meeting</p> <p>Meetings are being held approximately every 8 weeks with Climate Change representatives from each Local Authority, Fire Service and TfGM. LCH produced a GM Climate Change Strategy in 2012 and implementation plan which is currently being refreshed. The liaison group provides a catch up on what is happening through the Low Carbon Hub Board which is facilitated by the GM Environment Team and it is a chance to share good practice around the GM authorities. Matters of interest arising from the last two meetings:</p> <ul style="list-style-type: none"> • ENWORKS supports a local business initiative called Green Growth, where SME's can make a pledge to go green. They have supported many local companies and were asking Bury to spread the word. We have a weak spot keeping businesses and the public informed but there is an expectation that businesses seek out information and contacts. • Growth agenda – a key element of business success will be to ensure businesses are: <ul style="list-style-type: none"> - Energy efficient - Prepared for climate change - Aware of the opportunities in a low carbon economy <p>In Bury we have circulated links to:</p> <ul style="list-style-type: none"> • Our entire business database • GM Chamber 	<p>Need to include key internal businesses and keep them informed. Neil can provide a list of key contacts, ie STH and Persona</p>	

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	<ul style="list-style-type: none"> • Best of Bury <p>We intend to put it on the Bury Director site and can also provide fortnightly newsletters to send out to our Green Champions.</p> <p><u>Carbon Literacy</u> Behaviour/culture change is a headline objective in the GM Climate Change Strategy. A social enterprise called COOLER and the Virtual College have developed a staff e-learning package for Manchester Council. Awaiting an evaluation report which could provide evidence to roll out the programme across GM, although we already have our own in-house e-learning pack.</p> <p><u>Salix Financing</u> GM have secured a deal for interest free loans in our region but there is a call for more projects for both this financial year and next. Lorraine has emailed Properties, Architects and Education to make them aware. We are already committed to some Salix funding. Rochdale are using it for groups of small buildings such as pavilions to make improvements prior to passing them on to private and social enterprise. Salix are particularly keen on educational initiatives such as energy displays and behaviour change as well as the plant.</p> <p><u>Fire Service</u> Have presented their Stay Warm Stay Well initiative. Holistic home visits to be made to vulnerable households in conjunction with local Adult Care Services delivering advice and signposting for preventing ill health. Also responding to low risk 999 calls, eg elderly falls. 60,000 visits were made last year by Community Risk Intervention Officers. Saving water with high pressure droplet kits, have measured water usage and can downsize fire tenders in future.</p> <p><u>Behaviour Change</u> The following are policies and initiatives from around GM, mostly around schemes with Almo's/housing providers:</p>		

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	<p>Stockport has a UNISON representative carrying out staff engagement and their planning system asks for energy statements from developers. Attempting to aspire to 13% - 15% above Building Regulations Part L standards.</p> <p>Rochdale and Salford – currently have a salary sacrifice scheme for electric vehicles – Bury needs to consider this and Neil has asked Steve Fleming to look into it. Their In-Bloom groups are now including sustainability.</p> <p>TfGM currently have a cycling campaign and “get me the app” to encourage use of public transport. Metrolink tickets are now available to purchase on smart phoned. This facility was introduced 3 weeks ago.</p> <p>Manchester has 1000 staff trained on carbon literacy.</p> <p>Stockport, ENWORKS and Manchester are looking at a sustainable food initiative.</p>	<p>Neil to ask Steve Fleming to provide a note to go out with the minutes to consider where we are up to and plans for the future</p>	
4	<p>One Public Estate and Bury Strategic Estates Group</p> <p>Alex was unable to attend the meeting but the Board was informed that meetings are taking place monthly and the group are feeding into the Localities Plan. Everything is ongoing. There is an intention for Whitefield Ambulance Service and the Fire Service to operate from the same premises.</p>		
5	<p>GM Climate Change and Low Emission Implementation Plan</p> <p>This is currently out for consultation and there are five specific goals:</p> <ul style="list-style-type: none"> • Rapid transition to a low carbon economy • Reduction in GM carbon emissions of 48% compared to 1990 • Being prepared for and actively adapting to a rapidly changing climate 		

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	<ul style="list-style-type: none"> • A shift in personal and collective behaviour towards more low carbon lifestyles and practices • Tough action to reduce air pollution and the impact it has on ill health in GM – PHE estimate 1000 deaths per year in GM attributable to particulate air pollution <p>It is acknowledged that these goals cannot be achieved by Local Authorities alone.</p> <p>Lorraine gave a short presentation around the Greater Manchester Climate Change and Low Emissions Strategies 2016-2020. Headlines from the presentation:</p> <ul style="list-style-type: none"> • Need a 48% decrease in carbon emissions by 2020. We are not far off the trajectory. • Local Authority Level Date – figures are produced annually, lots of modelling happening. Our carbon emission taxes are not based on this. • Breakdown of emissions • Summary of achievements • Carbon Wedge approach 		
6	<p>Bury Town Centre Heat Network</p> <p>£44k grant funding from DECCs Heat Network Development Unit towards a heat network feasibility study. We have carried out a tendering exercise with GM and Tameside Council and have awarded the contract to Ove Arup and Partners Ltd. The cost will be £21,832 - £14,555 and will be paid by DECC. Bury Council will pay £7,277 and this will come from section 106 monies paid by Viridor as part of a planning application to extend the landfill site. A meeting will be held with consultants this Friday. Heat Network will look at potential for a heat network to serve Knowsley Place, the Town Hall, Bury Adult Learning Centre, the Library and Museum, the Fusiliers Museum and Castle Leisure Centre.</p>		

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	<p>Looking at potential sites for an Energy Centre to generate heat – this could be Castle Leisure or possibly at Pyramid Park behind Knowsley Place. We also need to consider if there is still any potential for capturing waste heat from Pilsworth landfill. Any Energy Centre at Castle Leisure could be used to extend the network to Chamberhall which the Council wants to market as a Green Business Park. Potential customers there would be the Fire Station and Police Station. Neil enquired whether other sub issues could come out of the work which the consultants are doing which could have cost implications. Chris advised that we would have the opportunity to increase on the £44k but that the Arup are on the low carbon hub so they have a vested interest in making this work.</p>		
<p>7</p>	<p>Salix in Schools</p> <p>This is a project to promote energy efficiency in schools using Salix interest free loans. The following five schools have already been audited:</p> <ul style="list-style-type: none"> • St Gabriel's • Tottington High • Derby High • Parrenthorn High • Bury C of E <p>Now in the process of following these up to see which measures the schools would want to pursue. They will be able to access Salix interest free loans to cover work that have up to a 10 year payback. Chris has also attended the School Business Managers Cluster meeting to recruit more schools to the project. Lorraine asked if Six Town Housing had access Salix and that this should be flagged up as a possible funding source.</p>		
<p>8</p>	<p>Greenhouse Gas Report</p>		

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	<p>This is a report which is produced each year to show our Total CO2 emissions. The figure is different to CRC because it includes transport so this gives a clearer picture of our emissions. In terms of pulling the report together, we consider:</p> <ul style="list-style-type: none"> • Energy use of our buildings and street lighting • Council vehicles • Council equipment – lawnmowers, compactors etc • Car allowance mileage • Public transport • Home to school travel • Outsourced services parking enforcement <p>The Council has produced these figures since 2008/098 and it allows us to see/monitor trends. Our achievement to 2013/14 was a 12% reduction and hopefully in 204/15 we will have progressed further. Chris is liaising with Sandy Firth this year to see if she can help to produce the figure and maybe to help gather the data in future.</p>		
9	<p>Health and Wellbeing Board Priority 5 Action Plan Update</p> <p>Lorraine provided copies of the work programme to date on work undertaken around improving air quality, reduced carbon emissions sustainable work. This work needed to be signed off at today’s meeting. It was agreed that Lorraine email the finished article to Board members. This Board has to report every six months to the Health and Wellbeing Board on the progress made on Priority Action 5. Lorraine and Neil attend the HWB to provide the update.</p>	Lorraine to circulate	
10	<p>GM Non Domestic Energy Efficiency Scheme</p> <p>The scheme is to deliver a whole range of energy efficiency measures in five of our buildings, namely:</p>		

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	<ul style="list-style-type: none"> • Town Hall • Bury Adult Learning Centre • Bury Library and Museum • Castle Leisure Centre • Whittaker Street offices <p>The work will be subject to a mini competition using a Greater London Authorities procurement framework called REFIT. But is currently checking the "invitation to tender" documents. We are likely to get some assistance with the tendering process from an agency set up to assist with REFIT projects. Greater Manchester are assisting us to access EU funding to cover this. The lever for the funding is that the buildings included are involved in the Heat Network Study and the EU funding is available for providing technical input to develop Heat Networks.</p>		
11	<p>Update on NEDO Project</p> <p>Karl advised that he had taken over the work which Peter had been doing. Initially, 32 properties had been surveyed and they are now undergoing the installation of source heat pumps. Lorraine asked what the aims of the project were. Karl advised that energy would be monitored remotely from Japan and that a couple of times per day the company would reduce heating for 15 minutes to see if the tenants notice or whether their comfort levels change. Initial feedback from residents has been very positive. Homes are provided with larger radiators which, in turn, provide more heat; however, there has been no negative impact in relation to their size. Karl advised that Six Town Housing entered into the project quite late and it is felt they should have got on board much earlier. Karl is leading on trying to generate more homes to sign up to the project and would like to achieve 50 sign ups before Christmas, but this will be an extremely difficult task. However, Karl has confirmed extra help will be available from Daikin, the manufacturer of the air source heat pump</p>		

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	equipment over the next couple of weeks with the aim of achieving the sign ups on time.		
12	<p>Other Business</p> <p>Neil advised that the Council is currently developing a business case for a £10m leisure and entertainment venue which will aim to be ultra modern and showcase what can be done with energy. Chris Gibbs and Grainne McClean are the project leads.</p> <p>Neil advised that consideration needs to be given to LED street lighting across all areas as a one estate approach. This could possibly link into the work which Alex Holland is doing under One Public Estate. Neil to discuss further with Pat to see if this could be considered at a higher level. Need to audit the buildings as there are potential massive savings to be made in terms of LED lighting.</p>	Neil to progress with Pat	
	<p>Date and Time of Next Meeting:</p> <p>Wednesday 6th January 2016 at 10.30am in Meeting Room A, Town Hall</p>		

Recycling in Office Buildings Update

The full piloted system at the depot is in place wef today (26th November 2015).

I have removed 25 waste bins from around the depot, five of which were 80+ litres in size. Number of recycling areas increased. Other work has also taken place as part of the new system. Awareness raising taken place, staff responses and feedback has been good so far, just two staff who whilst not quite happy with the system understand the clear benefits and will work within the system.

- The piloted system with the removal of most litter bins from desks is taking place this week at the depot. A health & safety audit as well as an updated waste audit, arrangements with caretaking service for bin emptying etc... had to take place

before we could progress under the new system. Agreement by Heads of Service has taken place and a new recycling system in the main has been running for a while now with success.

- KP, a health and safety audit has been completed and the go ahead for location, bin size...has now been approved. A new waste audit of all the floors except floor 4 (circumstances at the time did not allow) has taken place along with a new meeting to discuss responsibilities of emptying bins etc under the new system. We will shortly be ordering the new bins as well as utilising any unused/surplus recycling bins and appropriately sized litter bins to try to save money on purchases. The external bin area at KP has been mostly cleared up from all the office moves and items dumped there. Ensured all correct bins in place signage will be going up on the external bin area shortly. I will be discussing again now in more detail the awareness with the Comms Team.
- In other buildings e.g. libraries, leisure centres, other office buildings... new waste audits are continuing to take place and refreshed recycling systems are being put in place as well as awareness campaigns. Major engagement and awareness etc has already taken place at Whittaker Street and a number of the leisure centres.
- I recently did a presentation to the 7 + 2 children's centres managers... for implementing recycling systems and removal of litter bins from desks. This was very well received and we are in the process of discussing systems appropriate to the centres, as well as engagement.