Environment and Sustainability Panel Meeting

Online Meeting, Virtual Meeting Platform
Thursday, 17 December 2020 at 18:00

The Environment and Sustainability Panel explores methods of conservation of natural habitats and biodiversity through adapting existing practices or creating new ecologically diverse environments. The Panel encourages renewable energy generation and carbon footprint reduction in both the public and private sectors by examining air and water quality, plastic and waste reduction and renewable energy generation. The Panel monitors the progress and implementation of the Council's Emergency Climate Action Plan and regularly reports to Cabinet and Full Council.

Information for Members of the Public

Access to information and meetings

You have the right of access to all meetings of the Council, its Committees and Cabinet which may be conducted remotely such as by live audio or video broadcast / webcast. You also have the right to see the agenda (the list of items to be discussed at a meeting), which is published on the Council's website at least five working days before the meeting, and minutes once they are published. Dates of the meetings are available here:

https://colchester.cmis.uk.com/colchester/MeetingCalendar.aspx.

Occasionally certain issues, for instance, commercially sensitive information or details concerning an individual have to be considered in private. When this is the case an announcement will be made, the live broadcast will end and the meeting will be moved to consider in private.

Have Your Say!

The Council welcomes contributions in the form of written representations from members of the public at most public meetings. One single contribution to each meeting of no longer than 500 words may be made by each person which must be submitted via the form accessed by this link, before noon on the working day before the meeting date: Environment and Sustainability Have Your Say!

If you would like to submit representations to a meeting and need to find out more, please refer to the Have Your Say! arrangements here:
https://colchester.cmis.uk.com/colchester/HaveYourSay.aspx.

E-mail: democratic.services@colchester.gov.uk
www.colchester.gov.uk

Environment and Sustainability Panel - Terms of Reference (but not limited to)

1. To acknowledge our “Climate Emergency” and translate aspirations into actions.

2. To explore methods of conservation of natural habitats and biodiversity, whether through adapting existing practices and places or creating new ecologically diverse environments with sustainable practices built in.

3. To engage, communicate and collaborate with strategic partners, external bodies, Parish Councils and local communities, to encourage biodiversity enhancement and sustainable practices through their work.

4. To encourage environmental stewardship focusing on carbon footprint reduction by improving air quality, water quality, plastic and waste reduction and renewable energy generation in both public and private spheres across the Borough

5. To be a leading voice for environmental sustainability, promoting innovative environmental practices, having influence across the borough and beyond, including public and private sector policy, at regional and national levels.

6. To promote, monitor and regularly report to Cabinet and Full Council upon progress and implementation of the Council’s Climate Emergency Action Plan and it's goal to be net carbon neutral by 2030.

COLCHESTER BOROUGH COUNCIL
Environment and Sustainability Panel
Thursday, 17 December 2020 at 18:00

The Environment and Sustainability Panel Members are:

Councillor Mark Cory	Chairman
Councillor Peter Chillingworth	Deputy Chairman
Councillor Nigel Chapman	
Councillor Robert Davidson	
Councillor Mark Goacher	
Councillor Sam McCarthy	
Councillor Lee Scordis	
Councillor Lorcan Whitehead	

The Environment and Sustainability Panel Substitute Members are:
All members of the Council who are not Cabinet members or members of this Panel.

AGENDA
THE LIST OF ITEMS TO BE DISCUSSED AT THE MEETING
(Part A - open to the public)

Please note that Agenda items 1 to 6 are normally dealt with briefly.

1 **Welcome and Announcements (Virtual Meetings)**

The Chairman will welcome members of the public and Councillors to the meeting and remind those participating to mute their microphones when not talking. The Chairman will invite all Councillors and Officers participating in the meeting to introduce themselves. The Chairman will, at regular intervals, ask Councillors to indicate if they wish to speak or ask a question and Councillors will be invited to speak in turn by the Chairman. A vote on each item of business will be taken by roll call of each Councillor and the outcome of each vote will be confirmed by the Democratic Services Officer.

2 **Substitutions**

Councillors will be asked to say if they are attending on behalf of a Committee member who is absent.

3 **Urgent Items**

The Chairman will announce if there is any item not on the published agenda which will be considered because it is urgent and will explain the reason for the urgency.

4 **Declarations of Interest**

Councillors will be asked to say if there are any items on the agenda about which they have a disclosable pecuniary interest which would prevent them from participating in any discussion of the item or participating in any vote upon the item, or any other pecuniary interest or non-pecuniary interest.

5 **Minutes of Previous Meeting**

The Councillors will be invited to confirm that the minutes of the meeting held on 29 October 2020 are a correct record.

Environment and Sustainability Panel draft minutes - 29-10-2020 7 - 18

6 **Have Your Say! (Virtual Meetings)**

Members of the public may make representations to the meeting. Each representation may be no longer than three minutes (500 words). Members of the public may register their wish to address the meeting by registering online by 12.00 noon on the working day before the meeting date. In addition a written copy of the representation will need to be supplied for use in the event of unforeseen technical difficulties preventing participation at the meeting itself.

7 **Colchester Borough Council Greenhouse Gas Emissions 2019/20** 19 - 24

1.1 The Panel will consider a report setting out the Council's Greenhouse Gas Emissions recorded for financial year 2019/20. It also outlines how emissions reductions will be managed going forward with the introduction of a Carbon Management Plan for 2020-2023.

8 **Fleet Transition Forward Plan** 25 - 36

1.1 The Panel will consider a report setting out the programme for the transition of the Council's diesel fleet to a zero-carbon fleet by 2030. This is in line with the Council's commitment to tackle the climate emergency as set out in the Climate Emergency Action Plan and to be carbon neutral by 2030.

9 **Climate Emergency Action Plan – Progress Update** 37 - 42

1.1 The Panel will consider a report detailing key progress made with the Climate Emergency Action Plan, and other relevant updates since the previous meeting on 29th October 2020.

10 **Work Programme 2020-2021** 43 - 46

The Panel will consider a report setting out the current Work Programme 2020-2021 for the Environment and Sustainability Panel. This provides details of the reports that are scheduled for each meeting during the municipal year.

11 **Exclusion of the Public (not Scrutiny or Executive)**

In accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public, including the press, from the meeting so that any items containing exempt information (for example confidential personal, financial or legal advice), in Part B of this agenda (printed on yellow paper) can be decided. (Exempt information is defined in Section 100I and Schedule 12A of the Local Government Act 1972).

Part B
(not open to the public including the press)

Environment and Sustainability Panel

29 October 2020

Present: Councillor Nigel Chapman
Councillor Peter Chillingworth
Councillor Mark Cory
Councillor Robert Davidson
Councillor Mark Goacher
Councillor Sam McCarthy
Councillor Lee Scordis
Councillor Lorcan Whitehead

Substitutes:

7. Minutes of previous meeting

RESOLVED that the minutes of the meeting of 17 September be approved as a correct record.

8. Air Quality Project Update

Councillor Cory introduced this item and explained that due to the attendance of external parties in relation to this report, he proposed to take this item first, out of sequence with the published agenda, unless any objections to this proposal were received, in order to allow the eternal parties to leave the meeting once their presentation had concluded.

Belinda Silkstone, Environmental Protection Manager attended to present the report and assist the Panel with their enquiries. The Panel heard that through March and April when the country was in lockdown, a 40% improvement in air quality had been measured when compared to the same time period in 2019, and this had been noted and reported by local residents. Although the improvement in air quality had not remained at this level, a general improvement in quality of 20% was noted compared to 2019, and it was felt that it was appropriate to build on this change, principally through the Council's 'No Idling' project and associated signage.

Amy Meadows of Meadows Communications addressed the Panel in her role as a behaviour change specialist who had been working with the Council since summer 2020 on the 'No Idling' campaign. The Panel heard that it was crucial that the feelings of residents were understood, and that over 11,000 residents had been surveyed in respect of air pollution and vehicle idling. The survey demonstrated widespread support for turning off vehicle engines, but highlighted the need for more specific information about the impact on individuals, and it was for this reason that the intended campaign looked to make people aware of the link between vehicle idling and poor air quality, and the consequences of this for them and their families. Community

engagement was a key thread to the project, and community volunteers had been engaged to approach motorists in areas with high incidents of vehicle idling, and key local partners and businesses had been engaged with the project. The Panel heard that as well as traditional print media coverage, social media was being used to promote the project, together with ambient advertising around Colchester. Emma Wallace of Meadows Communications advised the Panel that the launch of the project had taken place on 8 October 2020, coinciding with Clean Air Day, and had provided an excellent opportunity to engage with the public and distribute campaign materials. The event had been supported by a number of Borough Councillors, and received good coverage in the media including strong social media coverage from the National Health Service (NHS) East Suffolk and North Essex, the University of Essex, Community 360, Actual Radio, Colchester United, Anglia News and Clean Air Colchester, among others. Billboards and banners had been located in Colchester, including next to schools, where parents dropping children off were a key target, and petrol pump stickers were also in place. A postcard containing myths and facts around engine idling had been produced to address common concerns of motorists and provide reassurance to them.

Amy Meadows addressed the Panel to give further details of the campaign, which was to run until April 2021. The areas around schools were a key priority, particularly in areas with poor air quality, and toolkits were being prepared to distribute to schools with suggestions on how to run events supporting the campaign within school activities and to engage the children in the project. Work was also ongoing with the Colchester Business Improvement District (BID) to target businesses in the town centre via mailings in community owned channels and offering training opportunities for business and their staff and encouraging businesses to develop their own anti-idling policies. It was intended to work together with the Mercury Theatre and Colchester Mosque, together with other partners such as the Hospital and Clinical Commissioning group. Further promotional activities were planned for the start of 2021 with the intention to get media coverage again, including further ambient advertising and case studies with local people to talk about the impact of air quality on their health.

The Panel received an update on the signage project which supported the ‘No Idling’ project, and heard that planning permission had now been received for the signage, and signs were to be sited at the top and bottom of Brook Street and at Eastgates level crossing. Research assistants were to be engaged to monitor the number of times engines were switched off at these locations and they would be equipped with portable air quality sensors. The messages on the signs were based on social norms, self efficacy and reflectiveness, and research had demonstrated that these were effective for a short time, and the aim of the project was to test their effectiveness over a longer period of time up to eighteen months. Now that planning permission had been obtained, the project would be up and running by mid-November 2020.

Councillor Cory expressed his pleasure in the progress of the project so far, and commented that he was particularly keen to see more engagement with local schools, and enquired how the project could support the current 3PR project being run with schools by the North East Parking Partnership (NEPP). He also enquired

how many volunteers had bene engaged as part of the project to date. Rosie Welch, Air Quality and Community Engagement Officer, confirmed that so far twenty three volunteers had signed up, together with thirty two people on a stakeholder list.

Councillor Goacher informed the Panel that he had spent some time as a warden for the project, holding placards in Brook Street and Ipswich Road and had some feedback for the group as a result of this. He commented that the orange signs associated with the project were effective if the drivers already knew what the signs meant, but the message to turn off engines was not clear enough if drivers had not seen the media campaign. He further commented that a Colchester Borough Council van had been approached on Brook Street, and the driver had refused to run off his engine or engage with the volunteers, and he wondered what education had been undertaken with regard to Council staff. Councillor Goacher observed that a common reason given by drivers for not turning off their engines was that they didn't know how long they would be waiting, and although this was primarily an issue with Essex County Council Highways, he wondered why traffic lights in the UK did not provide information on how long there was left until the lights changed.

Belinda Silkstone confirmed that there had been a feasibility study into driver facing timers on traffic lights, but unfortunately it was not possible to implement these in Colchester. With regard to the signage, Amy Meadows confirmed that the design had initially been intended to go on notice boards in schools and workplaces where it could be read in detail and following requests the posters had been given out to people to use. In fact, an additional poster was in being designed to go by the roadside with a much stronger, clearer message for motorists, together with additional banners to go outside schools.

Councillor Davidson lent his support to Councillor Goacher's points on poster legibility, and also commented that the banners and signs were only produced in English and could therefore not be read by visitors, and he felt that the message needed to be distilled into a simple image which could be understood by all. He went on to express his disappointment that the campaign appeared to be only directed at areas around traffic lights, and requested that it be expanded to incorporate other areas of known serious air pollution.

Belinda Silkstone confirmed that there had been a feasibility study into driver facing timers on traffic lights, but unfortunately it was not possible to implement these in Colchester. She acknowledged the issues with air quality around Mersea Road, but confirmed that for funding reasons the signage project had been focussed on the air quality management area currently in place around Brook Street and East Gate. Amy Meadows confirmed that work was underway to translate the materials into other languages, including working with Colchester Mosque and the Council's own Engagement Officer to determine the most suitable languages to use.

In response to a further question from Councillor Davidson, Belinda Silkstone explained that although Essex County Council (ECC) Highways held the responsibility for the transport infrastructure, Colchester Borough Council was doing all it could to change behaviours at a local level, and held regular meetings with ECC in a bid to find ways to improve air quality.

Councillor Chillingworth congratulated the team on the campaign, but stressed that the programme had to be continued in the long term and he enquired whether the volunteers and staff would be in place for the coming years, whether more work was planned with schools and what the practicality of lorry drivers turning off their engines was. Emily Wallace confirmed that the impact of the signage was being specifically studied and signs were to be rotated as necessary to ensure that their impact was maintained. It was the intention that over time volunteers from the community would add to the capacity of Clean Air Colchester, and would be in a position to carry the project forward over the coming years using established promotional materials and research. Belinda Silkstone confirmed that the four schools in the air quality management area were a key part of the project, and said that an email had been received from the Civic Society saying that since the start of the campaign the idling of busses was much improved. She saw no reason why lorry drivers should not turn off their engines as well.

Councillor Scordis praised the design of the posters on display, but agree with previous comments that the message needed to be simplified so that those who were unaware of the campaign could understand the message as they were driving. He wondered whether there were any schools in the air quality management area who were not engaging with the project. Amy Meadows confirmed that new promotional materials were being prepared with reduced wording which would be distributed more widely, building the impact of the project over the coming months, together with the ‘myths and facts’ leaflet which would be accompanied by some ‘infographics’ which were very simple pictorial designs which would greatly help with the recognition of the project. There had been generally excellent engagement with schools in the air quality management area and beyond, and they were seen to be a key part of the project. Rosie Welch confirmed that the public engagement work that had been carried out at the start of the year revealed that the overriding concern in relation to idling was its impact on public health, and this was the reason that health messages were at the heart of the campaign.

Councillor Nigel Chapman wondered whether any direct contact had been had with the bus companies, or whether the drivers were turning off engines on their own accord, and he also wondered whether any contact had been made with rural schools as he was aware of some idling issues in the villages. It was confirmed that although the pro-active focus was on urban schools at the present time, the toolkit that had been prepared was available for any school to use and the messages contained within it were targeted at the whole of Colchester and were not just relevant to the urban areas. The Panel heard that prior to the launch of the campaign, there had been a number of meetings with the bus companies, some of whom already had a no-idling policy and some of whom were interested in supporting the project. Under the current restrictions being imposed by covid, discussions were ongoing with ECC as to how to bring the bus companies further on board with the project.

Councillor Whitehead confirmed that he had received some promotional material via a school and had found the ‘myths and facts’ leaflet particularly useful, and he also raised the issue of traffic light waiting indicators. It was explained that the difficulty in

installing simple waiting timers was linked to the fact that traffic light wait times varied dependent on traffic flow, and although other options had been explored in detail with ECC, including an electronic sign linked to traffic lights, the cost and planning restrictions associated with even a short term test of a system were prohibitive.

RESOLVED that the content of the report be noted.

9. Climate Emergency and Community Engagement

Ben Plummer, Climate Emergency Project Officer attended to present the report and assist the Panel with their enquiries. Following the Council's declaration of a climate emergency in 2019, although there had been community engagement on specific projects, it was now intended to carry out an engagement project with the public around broader climate emergency issues. The Panel were being asked to consider a number of approaches that could be taken to engage with the public, and a suggested package of community engagement was presented. The Panel heard that the most effective way of engaging with communities had been determined to be by way of Asset Based Community Development (ABCD), which placed local communities at the heart of addressing issues and implementing long term sustainable solutions.

Linked in to the ABCD approach, Ben presented four methods of community engagement starting with resident consultation, which was important to understand the needs of the community that required to be addressed. Consultation could be carried out by way of surveys either online or in person and the Panel heard that Leeds City Council had sent out several thousand surveys to residents generating a good response. Another option could be to set up an online platform seeking the opinions and ideas of residents, and the Panel were shown an example of a webpage from another Council where residents had been able to propose ideas which other residents were then able to 'upvote', giving an indication of popularity. It was also possible to link residents ideas to a specific geographical area, enabling problems to be identified and dealt with. An additional method of seeking resident input was demonstrated by a scheme run by the London Borough of Redbridge who had given citizens the option to select different activities of the Council, and allocate points to these, and outcome of the allocation was then explained in some detail. Although the majority of the methods of consultation were focussed online, support would be provided to anyone who did not have access to these to ensure that they could still take part either in person or via post.

The second area of community engagement examined was the holding of citizens assemblies, taking the form of a series of workshops where residents are invited to discuss a specific issue. A number of other Local Authorities had adopted this approach, and although these groups were normally carried out in person, it was possible to hold the workshops online.

Ben presented the third method of engagement which was an organisational climate change network which would contain representatives from different groups in Colchester who were working separately to tackle climate change. It was suggested that a sub-group of the One Colchester group could be set up as the One Colchester Climate Change Network, reporting to the One Colchester Strategic Board, of which the Council is a member.

The final proposal to the Panel was the setting up of a sub-group of the Environment and Sustainability Panel, which would be operated in a similar manner to the One Colchester Climate Change Network, but would report directly back to this Panel.

Ben emphasised that all the approaches that could be taken should be as inclusive as possible so that as broad an array of residents as possible could participate in the process. He confirmed that previous engagements carried out by the Council would be analysed to determine the most appropriate method and style of seeking community engagement.

It was suggested to the Panel that as a starting package of engagement, would be a combination of a resident-wide survey to understand attitudes and behaviours in relation to climate change in terms of what actions were being taken to combat climate change, and what could be done in the future with the support of the Council. It was also proposed that setting up the One Colchester Climate Change Network would be extremely beneficial.

Councillor Cory confirmed his support to engaging with as wide a cross-section of residents as possible, and ensuring that not just those familiar with Council ways of working were able to be heard. He supported the carrying out of a baseline survey of residents to determine the current level of knowledge of the climate emergency, and their behaviours in relation to this. He fully supported the setting up of the suggested One Colchester Climate Change Network, and requested that the Chair and Vice Chair of the Environmental and Sustainability Panel be added to this group as representatives of this Panel. Councillor Cory was also in support of wider online forums to seek the views of the public, although he recognised that these would need to be managed carefully.

Councillor Chillingworth commented that it was necessary to be clear on why we were engaging with the community, and felt that it was important to seek views on the work of the Council and the Carbon Trust. He also pointed out that there was a national campaign to achieve carbon neutrality by 2050, and felt that the Council should be playing its part to explain the reasoning behind some of the changes that were necessary to support this work. He supported the use setting up of a One Colchester Climate Change Network, and the engagement of the public via assemblies and surveys.

Councillor McCarthy believed that key to success was to engage the community as fully as possible, and he felt that an effective way to do this would be via online platforms. He enquired whether any information was available on the cost of setting up an online platform, and the level of engagement that had been generated by a similar platform hosted by the London Borough of Redbridge.

Councillor Scordis supported the setting up of consultation an online forum where residents ideas could be seen by all, and it would be possible to see what other people were talking about. He also supported the setting up of citizens assemblies but felt that any such group needed to ensure that different opinions could be heard. His only concern about the setting up of a One Colchester Climate Change Network was ensuring that action was taken as a result of money expended. His preferred options would be engagement by way of survey and assemblies.

Rory Doyle, Assistant Director – Environment, addressed the Panel to explain that he considered it extremely useful to make use of a network like One Colchester that was already in existence which could be utilised quite quickly. As part of the wider work around resident engagement, he proposed that the cost associated with the different methods of engagement would be further examined and reported to the Panel in the future.

Councillor Davidson pointed out that the age group who would be most affected by climate change would be the youngest, and he considered that approaches should be made to school and pre-schools to engage with the children and parents there.

Councillor Whitehead supported the comments of Councillor Davidson, in specifically looking at consulting via schools. He also supported the proposal of the One Colchester Climate Change Network, but did not consider that setting up a sub-group of this Panel was an appropriate action to take. He echoed previous comments on the need for diversity of engagement via residents surveys, and he supported the use of citizens assemblies to encourage discussion and the development of independent ideas.

Mandy Jones, Assistant Director – Place and Client Services, addressed the Panel and explained that there were three broad areas that would be supported by community engagement. The first of these was gaining insight and understanding of the broader issues, and realising what barriers there were to communication and action. The second area concerned the wider issues of engagement and how continued participation would be achieved, and finally the outgoing communication that would lead to behaviour change. The intention was to consider all information obtained, and consider costing and feasibility of developing a broader engagement plan potentially in conjunction with One Colchester. Councillor Cory added his support to this approach, pointing out that engaging with One Colchester allowed communication to be carried out through a number of different organisations, increasing its effectiveness in line with the ABCD approach.

Ben Plummer supported the idea of community engagement via assemblies which allowed residents to formulate their own ideas and not just create a conversation around issues that the Council considered important, even if this lead to negative feedback. He updated the Panel on work undertaken with the University of Essex to create climate action plans for schools which was in the early stages.

Councillor Cory noted that the proposal for a One Colchester Climate Change Network had received the most support across the Panel, together with obtaining a baseline understanding of the needs of the community to be used to inform further, more detailed, consideration of additional work to be undertaken.

RESOLVED that the Panel's preferred methods of community engagement be resident consultation, the formation of community groups and the possibility of setting up the group One Colchester Climate Change Network.

10. Positive Parking Review

Richard Walker, Group Manager – Parking Partnership, attended to present the report and assist the Panel with their enquiries. The Panel heard that Colchester's Positive Parking Strategy was one of the first in the country, and the full strategy was due to be presented to Cabinet in November. By way of support for the Policy, Colchester Business Improvement District (BID) had provided a transport paper, and a large public survey had been carried out in February 2019, receiving over four hundred and fifty responses. It was determined that the majority of people travelling in to Colchester at peak times lived in the borough, and the approach to this was one of the key questions to be addressed. The Panel heard that the Policy was balanced between

supporting town centre vitality while addressing issues of air quality and the supply and demand for parking places. The Policy that had been initially prepared was a large document of sixty six pages with eight core themes; Publicity, Perceptions, Promotion, Place/Provision, Prosperity, Environment, Parking Requirements and Online Payment, and of the eight themes, environment was the largest of those. As part of the survey carried out, a large number of residents had indicated their support for electric vehicle charge points being provided in car parks. The Panel were advised that the Policy had been through all required levels of governance of the Council, and following a public consultation in August 2020, the final document was being prepared now. The final policy would focus on four core workstreams based on twelve principals, with environment remaining the top priority. The environmental focus of the strategy was around reduction in carbon emissions, and a number of principles supported this, including setting the quantities and location of parking available and the tariff used, and planning requirements supporting car free development in the future. The Panel heard that the tariffs used were designed to encourage people to think about how they accessed the town centre, and whether it would be more economical to travel in by bus or other means. If people paid via digital means after parking, this data could be analysed to provide information on when people travelled and parked, and whether this was at peak times. Some other initiatives covered by the Policy included using car park land for other purposes at non-peak times, offering a reward to those travelling at off-peak times, schemes that improved access to parking for blue badge holders, low income families and electric vehicle clubs, and the funding of car park improvements.

Councillor Goacher spoke on behalf of the residents of Castle Ward, and suggested that the focus of the policy should not be on positive parking, but rather positive enforcement of poor parking. He gave a number of examples of poor parking which had been challenged by business owners and residents, and asked why more parking enforcement officers were not on hand in high visibility jackets to enforce the rules.

Richard Walker explained that there were forty three Civil Enforcement Officers across North Essex, who issued seventy seven thousand penalty charge notices every year, but that it was not possible for the Officers to be everywhere. Further, the relevant legislation was old and in a lot of cases it was not possible to issue an instant ticket, with the Officer having to wait to ensure that the parked vehicle was not loading, for example. He made the point that the Positive Parking Strategy dealt exclusively with off-street parking, and not the on-street parking that was dealt with by the Civil Enforcement Officers. In addition to this, the Panel were advised that parking on the pavement remained within the remit of Essex Police, and although there was a current survey exploring the possibility of transferring this power to Local Authorities, this had not happened yet.

Councillor Davidson noted the importance of income generation, and enquired what the income generation potential of electric vehicle charging points would be. He also enquired what incentives would be offered to people to encourage them to park off-peak, and whether or not the Council should be trying to compete with commercial car parks offering parking to businesses, or just focussing on the shopping trade. In

response, Richard explained that the style of parking had changed dramatically over the past year and careful consideration was being given to how long stay parking could be used in the future. With regard to electric vehicle charging points, he pointed out that installing these required a careful balance between the developing capacity of new electric vehicles, and the power supply that was available, and he considered that the most likely location for electric vehicle charging points was in long stay car parks where vehicles could charge at a low rate for a long time. It was not considered that these would make any income for the Council over that charged for the parking itself. Incentives were provided to encourage people to park off-peak via cheaper parking, and this had been very effective in the past. In the future means of making parking offers were being considered via the Mi-Permit software, together with encouraging people to make use of the park and ride facilities.

Councillor Whitehead enquired whether business parking could be targeted in the provision of electric vehicle charging points, and Richard Walker explained that the was a scheme called the private non-residential parking levy, and part of this could be used to support sustainable transport and trying to influence the way that people travel into Colchester.

Councillor Cory welcomed the Policy document and requested that an update be provided to the Panel in the future. Richard Walker suggested that an appropriate time for this update to be referred back to the Panel may be at its meeting in March 2021.

RESOLVED that the Panel had considered the report on the Positive Parking Strategy, and noted the contents.

11. Safer, Greener, Healthier – Active Travel in Colchester

Jane Thompson, Project Officer (Transport and Sustainability) attended the meeting to present the report and assist the Panel with their enquiries. The Panel received a detailed update on the plan of Essex County Council (ECC), which was mainly, but not exclusively, concerned with accessing Colchester town centre in a greener and healthier way, including a funding bid to Government to improve the access routes to the town centre. The Panel were advised that Colchester's Future Transport Strategy was being prepared by ECC, and this would be published soon. The aim of the Safer Greener Healthier project was to encourage people to rethink their approach to travel to reduce pollution by providing more choice in terms of cycle hire or other ecologically friendly ways to travel in Colchester, and to change attitudes to support sustainable travel. The Panel heard that across Essex it was intended that the schemes would deliver more walking and cycling leading to improved physical wellbeing, safer streets with less pollution, and a revitalising of local economies and High Streets. Some of the key design principles were influenced by changing Government advice, which now stated that cyclists should be kept apart from

pedestrians and vehicles, and that cycle routes must join together and be consistent, providing direct routes into the town centre. It was suggested to the Panel that the use of tarmacked spaces would be considered in the future, with consideration being given to reallocating spaces from use by cars to use by cycles and pedestrians with clear segregated routes. The aspiration from ECC was to increase the number of cycling trips taken, doubling these by 2025 by providing high quality cycle paths and working with groups such as Love Cycling to encourage greater cycle use. The Panel were advised of some of the proposals being considered for cycling, including shared pathways, cycling segregation and contraflow cycling, where cyclists using quiet one way streets would be able to ride against the direction of travel. Jane suggested that an essential part of improving cycle access to the town centre was to provide secure cycle parking both in residential areas and town centre locations to support people who did decide to travel in this way. As part of the proposals for Colchester ECC were considering school streets, particularly the Norman Way schools and adjacent roads. The aim of this would be to create a safe walking and cycling environment by various method such as introducing a 20mph speed limit or looking to close roads near to pick up and drop off time. ECC will be talking to the schools themselves about these proposals. Within the town centre itself, consideration was being given to services and deliveries, and in particular last mile deliveries via e-cargo bikes which the Panel were aware were already being made available in Colchester. Reallocation of road space may be necessary to reduce traffic and promoting walking and cycling, together with point closures to close roads to through traffic which could be a cost effective way to implement or test out a scheme in an area.

Specific detail was presented on how Colchester was to be included in the scheme through school streets, contraflow cycling, 20mph zones, bidirectional segregated cycle tracks and low traffic neighbourhoods. Currently being considered by ECC was a route starting at Butt Road car park and travelling towards the park and ride side. This would include a contraflow cycleway, 20mpoh zones and some measures within North Station Road to reduce the speed of the traffic and potentially a closure of the road to non-essential traffic. The second priority route for ECC was a route running from Spring Lane to Priory Street, which could include contraflow cycling or a one way system for cyclists. It was important that priority routes linked in with communities and it was explained that they would link in with the local walking and cycling investment routes.

The Panel were assured that representatives from the Council sat on a stakeholder group, together with other stakeholder organisations which met every two weeks and had produced a design workshop group who would look at the details of what was required for each of the proposed routes. If ECC were successful in their bid for Government funding, it was hoped that community engagement would be able to commence in the near future, with implementation of the schemes following as soon as possible after this.

Councillor Cory welcomed the scheme, but stated his preference for greenery to be included in any new routeways instead of just tarmac, which had negative impacts on surface runoff, heat reflection and biodiversity.

Councillor Chapman also wished to see less tarmac and signage, and he further commented that rural areas were not being served by the proposals, and had been ignored in the plans.

Councillor Goacher also supported the introduction of additional greenery along the routes, and further commented that he did not consider that it was a good idea for cycle lanes to be intermixed with bus lanes, and he urged ECC to consider removing shared spaces for cyclists, cars and pedestrians. He expressed his firm support for an increase in secure cycle parking in Colchester.

Councillor Davidson expressed a concern that some of these schemes were very costly, and he wondered whether a more cost effective way forward may be to use shrubs to screen the routes instead of more permanent fixtures. He also sought assurance that businesses affected by the proposals had been fully consulted with at an early, as they may be adversely affected if traffic was stopped near to them.

Councillor Scordis spoke in support of the idea of quiet neighbourhoods, citing the improvements seen in the Dutch Quarter of Colchester since cars had been prevented from using it as a cut through. He voiced concern that the funding for the scheme may be withdrawn by central Government, and he felt that the proposals were necessary to move Colchester forward. He acknowledged the concerns expressed by Councillor Chapman about rural areas, but felt that the initial priority was to deal with the congested town centre areas. In response, Councillor Cory stated that he did support the scheme being rolled out to rural area simultaneously, and considered that having cycle routes that ended at the edges of the town just encouraged more people to drive in.

Councillor Whitehead commented that the plans were positive and ambitious, and was very supportive of low traffic neighbourhoods and the use of point closures to minimise drivers cutting through minor roads by way of shortcuts and to direct them into the main routes.

Jane Thompson confirmed that ECC had not yet wanted to start talking in details with businesses until they had secured the funding and had proposals to evaluate. The Panel was assured that the Stakeholder Active Travel Group which was chaired by County Councillor Mitchell, did represent the business community as well, and this group was well attended by businesses. Work was being carried out with businesses to form the proposals, and more work would be taken on in the future.

Councillor Cory expressed his gratitude to Councillor King for the work that he had undertaken in respect of the proposals in linking businesses with ECC, and the large volume of work that he had put in to help to achieve the fine balance that was needed.

RESOLVED that the contents of the report be noted.

11. Brief Verbal Update

Councillor Cory introduced the item, and Maggie Ibrahim, Sustainability and Climate Change Manager introduced herself to the Panel. She explained that her remit was to guide the Council and the community towards achieving zero carbon emissions in the decade ahead. Maggie explained that her past employment experience was in the international development sector on climate change, and she looked forward to working with the Panel, Officers and communities.

Rory Doyle extended his own welcome to Maggie, and praised the work that had been undertaken to date by Ben Plummer. He noted that the Panel was due to receive a full update on the work being undertaken with the Carbon Trust at its next meeting, and suggested that as the work was ongoing it may be more appropriate to deal with this item in depth at the next meeting.

12. Work Programme

Matthew Evans, Democratic Officer, attended to present the report and assist the Panel with their enquiries.

Ben Plummer proposed some amendments to the existing work plan for the next meeting of 17 December by moving the item entitled Discussion of an Interim Action Plan back to the meeting of the Panel in March, and that this report would deal with the tangible actions that the Council would deliver. With regard to the January meeting, Ben proposed removing the item on developing an Environmental Sustainability Strategy, as it was being considered whether this document was still relevant to the work of the Council, or whether it had now been replaced by newer documents such as the Climate Emergency Action Plan. Ben further proposed adding as a standing item to all meetings a brief report on the progress of the Climate Emergency Action plan, summarising actions that had been achieved or progressed since the last meeting of the Panel.

With regard to the suggestion relating to the item on the Environmental Sustainability Strategy, Councillor Cory requested a very brief report on why this strategy may no longer be relevant, and what the different agendas of the Council were that sat under the overarching Climate Emergency Action Plan.

RESOLVED that the proposed changes to the contents of the work programme be noted.

Environment and Sustainability Panel

Item **7**

17 September 2020

Report of	**Assistant Director of Place and Client Services**	**Author**	**Ben Plummer ☎ 508965**
Title	**Colchester Borough Council Greenhouse Gas Emissions 2019/20**		
Wards affected	Not applicable		

1. Executive Summary

1.1 This report sets out the Council's Greenhouse Gas Emissions recorded for financial year 2019/20. It also outlines how emissions reductions will be managed going forward with the introduction of a Carbon Management Plan for 2020-2023.

1.2 Some summary points from the report are:

- The emission sources within the Council's target to become carbon neutral include: gas and electricity consumption from Council operated buildings (including sheltered housing stock), fleet, commuting, water use, business travel and waste production.
- Notable changes in emissions were seen for both electricity consumption and waste production in 19/20 compared to 2018/19. For electricity consumption, the decrease in emissions is influenced by the decarbonisation of the electricity Grid. For waste production, emissions increased because waste data was collected from more Council buildings in 19/20.
- For scope 3 emissions (indirect), the majority of emission sources did not change in 19/20 relative to 18/19 with the exception of procured goods and services. This is because the type and value of contracts the Council procured in 19/20 were different from those in 18/19.
- The Council plans to measure its emissions going forward with help from the Carbon Trust to create a new Carbon Management Plan (CMP). The scope of the CMP will be a three-year plan, instead of the previous 5 years. This is recommended as technology and investment through the central UK government will provide new opportunities for the Council to reduce its emissions. The plan will also look towards 2030, setting key milestones and a pathway for carbon reduction between now and 2030. Options on emissions offsetting will also be included to demonstrate how CBC could offset its emissions locally.

2. Recommended Decision

2.1 The panel note the contents of the report and feedback any comments about the process of managing the Council's emissions in the future.

3. Reason for Recommended Decision

3.1 The report is for information only.

4. Alternative Options

4.1 Not applicable

5. Background Information

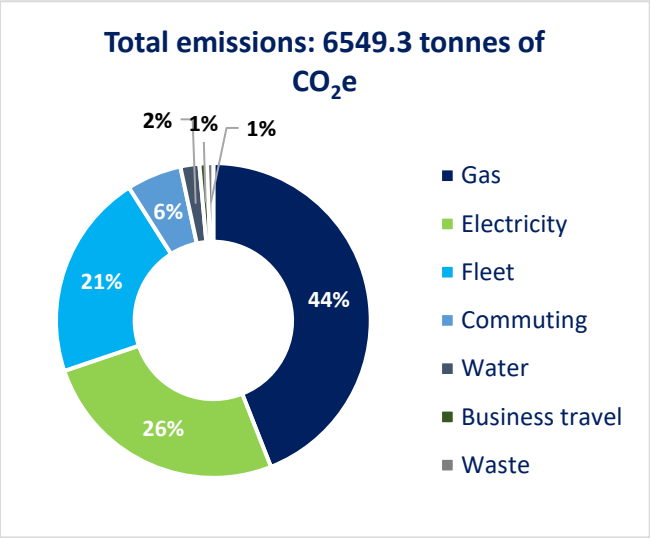
5.1 The Council records emissions according to the Greenhouse Gas Protocol which are broken down into three 'scopes'. A breakdown of these scopes is provided below:

- Scope 1: Emissions resulting from the burning of fuels, such as those used for heating in Council buildings or for fuel consumption in vehicles.
- Scope 2: Emissions associated with electricity consumption from Council buildings and vehicle usage (where these are EVs or hybrids).
- Scope 3: Emissions associated with operations not directly in the Council's control. These include emissions from business travel, commuting, waste production, water consumption, procured goods and services, leased buildings, investments and upstream fuel and energy activities.

5.2 The Council has set a target for its operations to become carbon neutral by 2030. This encompasses various emission sources, including scope 1, scope 2 and elements of scope 3 emissions. This report will look at the individual emission sources included in the Council's 'carbon neutral target' and the scope 3 emissions.

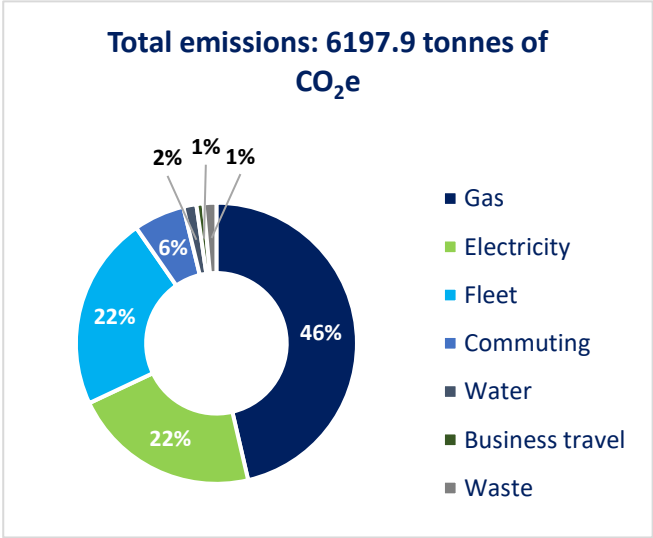
Carbon Neutral Target

2018/19



Emission source	Emissions in 2018/19 (tonnes of CO_2e)
Gas	2884
Electricity	1687.3
Fleet	1387.9
Commuting	369.5
Water	127.4
Business travel	49.8
Waste	43.4
Total	**6549.3**

2019/20



Emission source	Emissions in 2019/20 (tonnes of CO_2e)
Gas	2874
Electricity	1340.8
Fleet	1384.6
Commuting	363.2
Water	93.5
Business travel	50.9
Waste	90.9
Total	**6197.9**

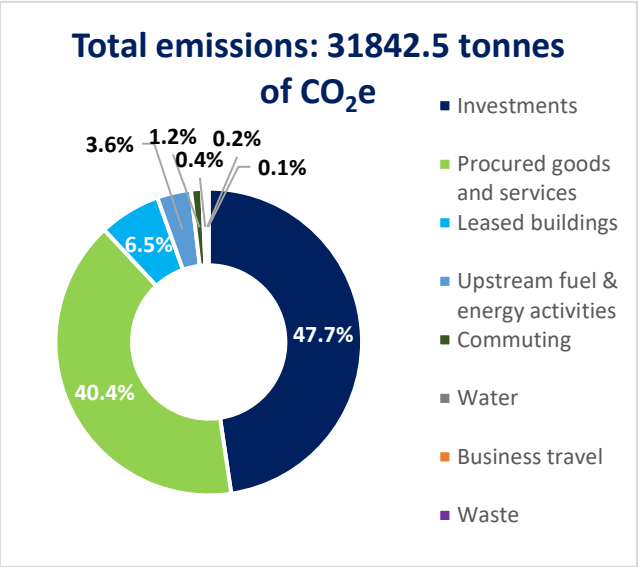
5.3 The above diagrams compare the Council's emission sources included in the carbon neutral target between 2018/19 and 2019/20. Compared to the 2018/19 baseline, emissions have decreased by 224 tonnes of CO_2e. This has predominantly been produced by a reduction in emissions associated with electricity usage in Council operations. Part of this will have been contributed by the continued 'decarbonisation' or 'greening' of the electricity grid.

5.4 The other notable change since 2018/19 is the increase in emissions from the Council's waste production. This is predominantly because more waste production data was sourced in 2019/20 compared to 2018/19. Additional data this year was sourced from the Town Hall, Greenstead Housing Office, Lion Walk Day Centre and two of the Council's car parks.

5.5 The three biggest contributors to overall emissions are those associated with gas and electricity consumption in Council buildings and fuel usage in the fleet. Note: Council buildings refers to those which the Council owns and operates out of such as Rowan House, Town Hall etc. It also refers to the gas and electricity consumption used in the sheltered housing stock, as the Council agreed to include emission figures from these in the carbon neutral target, even though the Council is not directly responsible for these emissions. The emissions from the rest of the Council's housing stock is accounted for in its Scope 3 emission footprint.

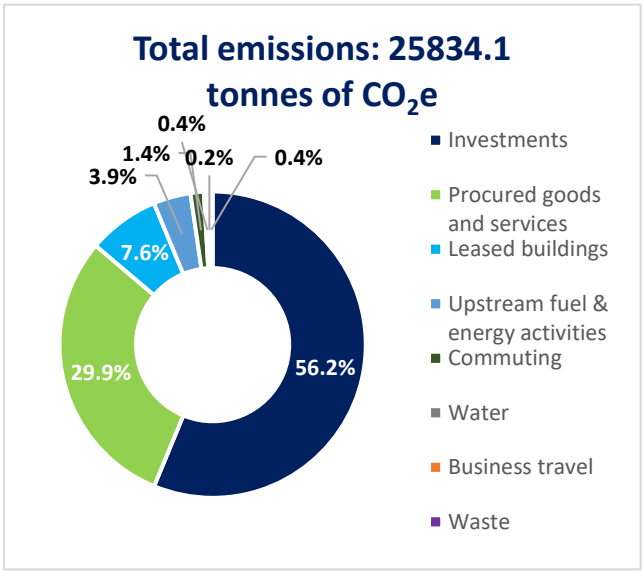
Scope 3 emissions

2018/19



Emission source	Emissions in 2018/19 (tonnes of CO_2e)
Investments	15173.2
Procured goods and services	12868.7
Leased buildings	2068.1
Upstream fuel & energy activities	1142.4
Commuting	369.5
Water	127.4
Business travel	49.8
Waste	43.4
Total	**31842.5**

2019/20



Emission source	Emissions in 2019/20 (tonnes of CO_2e)
Investments	14529.8
Procured goods and services	7735.4
Leased buildings	1951.8
Upstream fuel & energy activities	1018.6
Commuting	363.2
Water	93.5
Business travel	50.9
Waste	90.9
Total	**25834.1**

5.6 The 'scope 3' emissions that the Council measures are recorded in the diagrams and tables above, comparing emissions for 2018/19 and 2019/20.

5.7 The Council measured 'scope 3' emissions for the first time this year, and therefore many of the figures in both diagrams are based on estimates and assumptions, in the absence of better data being available.

5.8 The biggest contributors to scope 3 emissions are primarily investments and procured goods and services. Investments refers to emissions from the two companies the Council owns, Colchester Commercial Holdings Limited and Colchester Borough Homes CBH. The majority of emissions in the investments category is associated with CBH, primarily the housing stock (14,106 tonnes of CO_2e). Procured goods and services refers to the emissions associated with delivering key Council contracts for works and projects. The emissions estimate for this is taken by working out the emissions associated with the top ten contracts the Council has within a year based on their monetary value.

5.9 The main reason scope 3 emissions decreased between 2018/19 and 2019/20 was due to a decline in emissions associated with procured goods and services. The reason for this decline is because the value of the top ten contracts in 2019/20 was lower than in 2018/19 and because the contract types involved were less 'carbon intensive'. This demonstrates the variability that can occur with measuring scope 3 emissions, especially whilst the data the emissions are based on is still mainly estimated.

5.10 However, estimating scope 3 emissions has enabled the Council to understand the size of these emissions, and that action will have to be taken to reduce these. This has already been recognised with the housing improvement programme spending of £4.4m being approved to contribute to decarbonising the Council's housing stock.

Carbon Management Plan 2021-2023

5.11 The Council recognised the need to cost, estimate emission reductions and assign timescales to actions and projects going forward. This will be actioned through the creation of the Carbon Management Plan 2021-23, which will be led by the Carbon Trust as the Council has done in the past.

5.12 The Council recognises that the next Carbon Management Plan (CMP) will need to be for a shorter time period (3 years) compared to the previous 5-year plan. This plan will need to be adaptive and shorter in timescale to accommodate the changing technology and funding context as well as the Council's use of assets going forward. The CMP will include a section for between 2023-2030 to highlight broad areas of focus for the Council and a trajectory it should look at to reach its carbon neutral target by 2030. Critically, the CMP will look to set key milestones for reducing carbon emissions between now and 2030 to ensure we stay aligned to a suitable trajectory for reducing emissions.

5.13 Emissions offsetting will be included within the report to provide local options for doing this and highlight any best practice from other councils.

5.14 A clear Terms of Reference is being developed after conversations with Carbon Trust on how other councils have approached the need for adaptability and flexibility in planning. We will report back to the Environment and Sustainability Panel on 28th January 2021 with the full proposal for how the CMP will work including its detailed scope and timescales for action.

6. Equality, Diversity and Human Rights implications

6.1 There are no equality, diversity and human rights implications of the report.

7. Strategic Plan References

7.1 This report directly links to the Strategic Plan 2020-2023 theme of 'Tackling the Climate Challenge and Sustainability'.

8. Consultation

8.1 There are no consultation considerations.

9. Publicity Considerations

9.1 There are no publicity considerations.

10. Financial implications

10.1 There are no financial implications at the current stage. However, working with the Carbon Trust to develop a Carbon Management Plan will involve a cost that is currently being estimated.

11. Community Safety Implications

11.1 There are no community safety implications.

12. Health and Safety Implications

12.1 There are no health and safety implications.

13. Risk Management Implications

13.1 There are no risk management implications.

14. Environmental and Sustainability Implications

14.1 This report documents changes in emissions associated with Council operations and activities. The production of a new Carbon Management Plan will help the Council to plan out how to reduce the emissions from its operations over time, setting key milestones along the way.

Environment and Sustainability Panel

Item **8**

17 December 2020

Report of	**Assistant Director Environment**	**Author**	**Rosa Tanfield** **Tracy Allen** **2256**
Title	**Fleet Transition Forward Plan**		
Wards affected	Not applicable		

1. Executive Summary

1.1 This report is to set out the programme for the transition of the Council's diesel fleet to a zero-carbon fleet by 2030. This is in line with the Council's commitment to tackle the climate emergency as set out in the Climate Emergency Action Plan and to be carbon neutral by 2030.

1.2 By 2030 the Council's ambition is to transition to a fully electrified fleet. During this ten-year programme diesel vehicles will be replaced where viable with electric vehicles (EV), but other options may be considered such as hybrid alternatives.

2. Recommended Decision

2.1 To note the content of the report, the recommendations made, and endorse the rolling programme of EV or hybrid replacement as diesel vehicles come to the end of their recommended life span (or earlier where financially and operationally viable).

3. Reason for Recommended Decision

3.1 One of the key priorities of the strategic plan for 2020 – 2023 is tackling the climate challenge and leading sustainability. A key element is to reduce carbon emissions to help achieve a net zero carbon footprint by 2030, and to improve air quality across Colchester.

4. Alternative Options

To develop and deliver an alternative timeframe for the transition of the Council's fleet from diesel to EV.

Page break after Section 4.

5. Introduction

5.1 On 17 July 2019, Colchester Borough Council declared a climate emergency, acknowledging that urgent action is required to mitigate the impact of climate change. One of the key priorities of the strategic plan 2020/23 is tackling the climate challenge and leading sustainability. A key element is to improve air quality and reduce the Council's direct carbon emissions and achieve a net zero carbon footprint by 2030.

5.2 The Climate Emergency Action plan identifies the Council fleet as accounting for 1,384 tonnes of Scope 1 emissions in 2019/20 which is approx. 22% of its total emissions for that year. As the grid continues to decarbonise and purchased electricity becomes 'greener' emissions from the Council's fleet will become an increasingly larger portion of the overall footprint. An action from the Plan is to take a phased approach to renewal of the fleet as new technologies and associated infrastructure becomes available.

5.3 The Council is working with the Carbon Trust to develop a detailed Carbon Management Plan. As a result of the potential for change over a 10-year period this plan is likely to be set out in phases with incremental milestones setting a clear pathway to the net zero target over 10 years. Phase 1 covering the next 3-5 years will contain the detail of projects, impact on emission targets and funding implications (see separate report on Carbon Management Plan). The timeline for fleet replacement will be included in the wider footprint work to be covered in the Carbon Management Plan timeline.

5.4 This report sets out the strategy for achieving this transition and has been supported with expert advice from the Energy Savings Trust (EST) who have assisted the development of this programme. They have provided detailed reports, extracts of which are provided within this document.

5.5 This report will set out:

1. The Council's current fleet
2. The fleet transition strategy
    a. The principles
    b. Short/immediate plans (2020 and 2021)
    c. Medium term plans (2022 to 2025)
3. Development of the strategy

6 The Council's current fleet

6.1 The Council's fleet is used to deliver a range of important and front-line services, including Neighbourhood Services (street cleansing and maintenance, country park operations, refuse, recycling and trade collections), Pest Control and the Helpline Service. All of which relate to fulfilment of statutory duties.

6.2 The Council has a responsibility to ensure that all fleet complies with national standards, is adequate in terms of capacity, reliable, and is fit for purpose to deliver against the agreed outcomes for the service.

6.3 The Council's full fleet is listed below (except for North Essex Parking Partnership - NEPP)

Table 1: Council's Full Fleet, Lifespan and Replacement*

Vehicle Type	Vehicle Count	Purchase/Lease date	Estimated Life Span	Replacement Due Date
3.5t van	1	2007 (purchase)	5 years	Not to be replaced

Refuse Collection Vehicles (RCV)	2	2018 (used vehicle purchase)	4 years	If it can be supported by infrastructure
Food vehicle	1	2020 (used vehicle purchase)	3 years	If it can be supported by infrastructure
JCB	2	2020 (lease)	3 years	2023
Refuse Collection Vehicles (RCV)	27	2018/2019 (purchase)	7 years	2025
Sweepers	6	2019 (purchase)	7 years	2026
Food Vehicle	7	2020/2021 (purchase)	7 years	2027
Caged tippers	21	2021 (purchase)	7 years	2028
4x4	2	2021 (purchase)	7 years	2028
Medium Vans	3	2021 (purchase)	7/10 years EV	2028
Small van/car	12	2021 (purchase)	7/10 years EV	2028
Small van/car	4	2021 (purchase)	7/10 years Hybrid	2028

*Note, NEPP's contract runs until 31/03/2022, and a project will soon be in place to review the new arrangements with Essex County Council. Once these decisions have been made NEPP intends to move to EV for its car and van fleet, being able to sell the ICE (Internal Combustion Engine – Petrol/Diesel/Gas) cars and vans it owns, to move quickly to a new cleaner, greener fleet.

7. The Fleet Transition Plan

7.1 The Council has an ambition to transition all its current fleet to EV by no later than 2030. In order to achieve this aim, this strategy sets the following objectives:

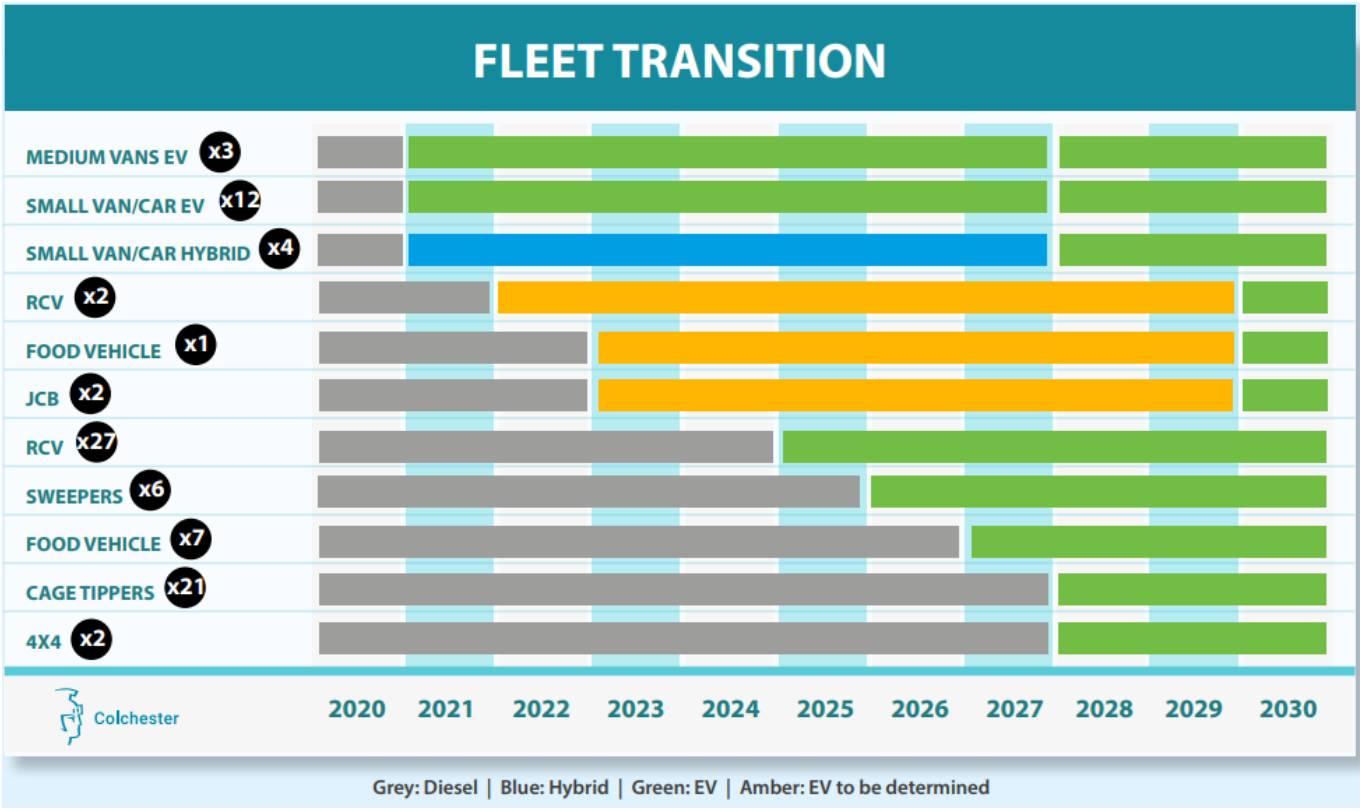
- Make effective and robust informed decisions
- Ensure efficient and effective fleet management
- Improve and future proof service delivery
- Enhance fleet performance

7.2 It is proposed that as the Council formulates its transition from diesel to greener fleet options, the following principles are agreed and considered at each stage and during the procurement process:

- Review the data systems in place to track, monitor and evaluate the fleet
- Undertake robust evaluation of operational need and financial viability
- Challenge the number and size of vehicles
- Explore both lease hire and purchasing options, considering existing budgets
- Base decisions on expert recommendations and guidance

7.3 In assessing each stage of transition, the following factors will be considered on a case by case basis to ensure an effective (operational, financial and environmental) replacement of an ICE vehicle to EV:

- typical daily journey and load – longest daily trip, maximum load
- single-charge range – ideally avoiding charging during the day
- carrying capacity – seats in cars, weight and volume in vans
- whole life cost (WLC) – cost over the operational lifetime (investment and operating the vehicle)
- grant funding available – funding to cover cost difference



Phase 1 - Short term plans (2020 and 2021)

7.4 The Council has, in the current financial year, followed the principles outlined above and committed to vehicle replacements, as summarised below:

Food waste vehicles

7.5 During the recent Food Waste Vehicle procurement, Officers investigated the potential of procuring low emission / electric food waste vehicles. Unfortunately, there were no electric food waste specific vehicles being manufactured at that time. Therefore, there was no operational impact assessment that could be made in relation to the use of electric food waste vehicles or their associated costs. In pursuit of the best practicable environmental option, Cabinet agreed on 11 March 2020 to the recommendation of procuring food waste replacement fleet with the latest Euro VI engines. This ensured cleaner fuel technology and reduced CO^2 emissions, which falls under the Directive on the Promotion of Clean and Energy Efficient Road Transport Vehicles.

Caged tipping vehicles

7.6 Low emission/electric caged tipping vehicles have been considered. At the time of the report to Cabinet on 14 October 2020 the market for these vehicles in an electric format was restricted, making it operationally unviable and cost prohibitive compared to the Euro

VI diesel engine equivalent. The costs associated with EV vehicles were estimated to be 200% higher compared to a Euro VI diesel engine equivalent, resulting in a potential £95,000 annual budget pressure. The Energy Savings Trust recommended the Council undertake one more procurement of Euro VI engines for this section of fleet and at the end of that period, electric vehicle technology, cost and viability will have improved.

EV transition –Small Fleet Vehicles

7.7 On 23 November 2020, Cabinet agreed that it would be operationally and financially viable to initiate the first phase of transition to a low carbon fleet, by agreeing the recommendation to procure 15 EV's, 4 hybrid and 2 diesel vehicles, from a fleet of 21 small fleet vehicles. The reasons for the hybrid and diesel purchase are set out below.

7.8 The Helpline service, covers North East Essex (Colchester and Tendring) on a twenty-four-hour basis. It is a critical service for vulnerable members of the community. To deliver this service, the fleet needs to provide absolute reliability and certainty. Having considered usage and vehicle charging times in relation to demand and call outs, there is a risk that reliance on fully electric vehicles may jeopardise service resilience and response times. For this reason, hybrid vehicles are being recommended that better match operational need at this time and which will provide a significant improvement on the current diesel vehicles in terms of environmental performance.

7.9 Neighbourhood Services operate two Land Rovers supporting operations in Castle Park and Highwoods Country Park. At this time there are no viable electric or hybrid 4x4 pick-up truck alternatives and as such it is proposed to procure replacement combustion engine vehicles to the latest emission standard. Should these vehicles be purchased through the procurement process they will be subject to continual review and earmarked for replacement as the EV market for 4x4 pick-ups develops.

EV Charging Infrastructure

7.10 Rowan House has been identified as the best location for the installation of the infrastructure for the small fleet procurement, as the Shrub End depot requires significant electrical supply investment and infrastructure. Rowan House was pre-surveyed earlier in 2020 and it is believed that the required 20 chargers will be achievable. The works will cost £114,000 and it is anticipated that £14,000 will be secured through the Office for Low Emission Vehicles (OLEV) workplace charging grant scheme for the charging units. This is currently going through the procurement process.

Phase 2 - Medium term plans (2022 and 2025)

7.11 The following sets out the impact and recommendations on the transition to EV for each of the following:

- Small fleet – any 3.5tonne or smaller vehicles
- Heavy Commercial Vehicles 7.5 tonne and above
- Infrastructure requirements

Small fleet – any 3.5tonne or smaller vehicles

Vehicle Type	Vehicle Count	Replacement Due Date	Propose replacement to EV
JCB	2	2023	Undertake review (dependent on EV infrastructure)
Sweepers	6	2026	Undertake review

Cage tippers	21	2028	Undertake review
4x4	2	2028	Undertake review
Medium Vans EV	3	2028	Already EV
Small van/car EV	12	2028	Already EV
Small van/car Hybrid	4	2028	Undertake review

7.12 Electrification of the small fleet set out in the above table (excluding JCB and Sweepers, which are deemed as plant and referenced in paragraph 8.6) would reduce the CO_2e produced by this fleet by approximately 38%.

7.13 The following table gives an indicative comparator of the capital costs for purchasing the vehicles.

Vehicle type	**EV**	**Diesel**
3.5t van	£60,000	£28,000
Car/small van	£25,000	£13,000
Sweeper	£213,750	£66,500

7.14 The total revenue implication would be an increase of c.£101,000 a year, based on a 5-year replacement cycle model, as opposed to the Council's current 7-year replacement programme. This revenue impact would need to be further analysed at each stage of the transition.

7.15 In terms of maintenance, EVs have many fewer moving parts and as a result, service costs are lower (experience to date in car and van fleets suggests at least 30% to 40% lower) and reliability is higher.

7.16 EVs have lower energy (fuel) costs; a typical electric car or small van, charged overnight on a standard tariff, costs no more than £0.04/mile or about one third the comparable ICE cost. Using off-peak tariffs EV energy costs can be as low as £0.02/mile.

7.17 Whilst replacing the fleet now would generate a reduction in CO_2e emissions, by 2030 the grid will be considerably cleaner than it is today and so it is estimated emissions from a fully electric fleet charged by the grid by 2030 would be nearer to 90%.

7.18 Small and medium EV vans (up to two tonnes) offer a lifetime cost-saving alternative to ICE equivalents. But 3.5 tonne electric vans are currently expensive, have a limited range and a limited carrying capacity.

7.19 Between 2022 and 2025 it is expected that 3.5 tonne vans will become available with a single-charge range of at least 150 miles under full load and with a good towing capacity. They will have a whole life costs comparable to or better than ICE models.

7.20 RECOMMENDATION: Replacement of these vehicles to EV will not be undertaken until after 2022 at least and is dependent on EV infrastructure discussed further below.

<u>Heavy Commercial Vehicles 7.5 tonne and above</u>

Vehicle Type	**Vehicle Count**	**Replacement Due Date**	**Proposed replacement to EV**
Refuse Collection Vehicle	2	2022 (to be replaced?)	If it can be supported by infrastructure

Food Waste Vehicle	1	2023	If it can be supported by infrastructure
Refuse Collection Vehicle	27	2025	Undertake review
Food Waste Vehicle	7	2027	Undertake review

7.21 27 Refuse Collection Vehicles have been replaced by the Council within the last 2 years, meaning that the fleet is very modern and only the five "back-up" vehicles do not comply with the latest Euro VI (trucks) emission standards.

7.22 The following table gives an indicative comparator of the capital costs for purchasing the vehicles.

Vehicle type	**EV**	**Diesel**
Refuse Collection Vehicle	£380,000	£170,000
Food Waste Vehicle	£135,000	£70,000

7.23 Based on the data available it is estimated a 27 electric fleet would provide a revenue saving of £612,377 over a ten year period (£61,237 per year) but this estimation is very sensitive to factors such as the diesel price, introduction of a carbon tax, road pricing, diesel Euro VI CAZ charges and significant reductions in the off-peak cost of electricity including occasional negative pricing and local private-wire generation. However, the diesel vehicles still cost nearly £200,000 less to procure than the electric vehicles. In addition, the key dependency to delivering an effective transition to EV is establishing the available power supply and current baseline usage at each site where change is planned. This is discussed further below.

7.24 As with the sub 3.5t fleet the same typically applies to electric RCVs (eRCV) that when the operational life is optimised, they are usually no more expensive to buy and operate than diesel vans, when assessed from a WLC perspective.

7.25 Most of the fleet is not due for replacement until 2025/26 at which time the whole fleet could be switched to EV, which should reduce CO_2 emissions of the fleet by at least 80% (570 tonnes per year) depending on the UK grid carbon intensity at that time.

7.26 RECOMMENDATION: From 2022 replacement of 7.5 tonne and all other HCV's should proceed as models become available, and dependent on EV infrastructure discussed further below.

<u>EV Infrastructure requirements</u>

7.27 A key determinate of the success of the strategy is the provision of electricity. Whilst under Phase 1 a solution is in place and electricity will be provided at Rowan House, if the entire fleet (small fleet and heavy commercial vehicles) is moved to EV, the capacity required will not be sufficient at Shrub End Depot.

7.28 Investment is set aside under the capital works programme to improve the Shrub End Depot site. This includes initial 'future proofing' site works which will include installing trunking beneath the car park resurface in preparation for installation of infrastructure for EV charging points. The charging points will be required for 2024 in advance of the next RCV procurement for 2025. CBH are project managing the Shrub End Redevelopment Programme and are currently scoping the power supply capacity and associated costs for the required infrastructure. The cost implications and timeframe for the installation of the

infrastructure required are being explored and researched with UK Power Networks. It is currently indicated that to access a power supply with capacity to charge the entire fleet, a separate substation will be required. Early market testing indicates the estimated cost at this stage to be at least £500,000. Other alternatives and options that will be considered, include:

- Installing onsite battery storage
- Charging some of the fleet at other council sites
- Smaller vehicles charged at employee homes, if practicable
- Power Purchase agreement (e.g. By installing an EV Canopy over the Depot, the Council would be able to wrap the cost of the proposed substation into a long term (25 year) Power Purchase Agreement and any excess power would be utilised by the contractor and exported to local green energy customers (both Domestic and Commercial). The contractor will have an investment grade proposition ready to go and could make the site a local renewable generation facility without impacting normal site operations.

7.29 RECOMMENDATION: Planning for the infrastructure requirements are initiated immediately with all options properly explored and considered.

Development of the Strategy

7.30 The EV sector, technology, learning, research and development is moving at a fast pace and is ever evolving. This requires officers to keep well informed and as such it is the intention to remain engaged with the Energy Savings Trust to inform, advise and provide expert guidance and recommendations. As a result, this strategy will need to be reviewed and adapted to ensure that Council maintains a relevant fleet strategy.

7.31 In order to ensure the strategy is underpinned by well informed decisions, it is proposed that the following is undertaken:

- Careful monitoring of new electric vehicles as they join the fleet
  This will allow the estimate of future demand to be refined and a strategy developed long before the whole fleet has switched to electric power. All Council EVs should all be equipped with on-board telemetry that is “EV-aware” and can report battery state of charge as well as total kWh received from charge points and distance travelled. This data needs to be linked to good fleet data management systems.

- Purchasing of a fleet data management system
  The energy consumption and energy efficiency data captured and used as a basis for review and validation.

7.32 The Council will also continue to invest and action other measures to mitigate environmental impact across its fleet operations and bring more certain carbon saving through the use of its fleet. These include:

- Plan more efficient routes to reduce emissions from fleet
- Driver training for fuel efficiency
- Closer monitoring of driver performance indicators (safety and fuel efficiency)
- Better use of fleet telematics to improve driving efficiencies (e.g. reducing idling)
- Closer monitoring of fuel consumption performance
- Better use of E-cargo bikes
- Sourcing grant funding opportunities for all activities

8 Summary of EST recommendations

8.1 The following sets out a summary of the recommendations from the Energy Savings Trust as described above, in this strategy.

8.2 The Council should actively pursue the option to implement an electric refuse fleet when the current fleet is due for replacement. The whole fleet should then be changed using a phased introduction, which should ensure a smooth transition to zero emission operation. This has significant implications for the charging infrastructure at CBC's properties.

8.3 We have assumed in making this recommendation that any potential issues in power supply are resolved by 2026. If it cannot, CBC should explore its options such as adding additional sites and capacity or even consider allowing appropriate (smaller) vehicles to be taken home, in order to free up capacity at its own sites for the larger vehicles. We also recommend CBC revisit the modelling nearer the point they wish to replace the fleet, to take into account any developments in the market. Based on the data made available, it is expected that by 2025 and at the latest 2027, a viable, cost-neutral or cost-saving EV option will be available for all of the vehicle types currently in use at CBC.

8.4 An electric RCV (eRCV) costs about £380,000 while an electric 3.5t van currently costs about £60,000 and a car about £25,000 so five electric 3.5t vans or nine cars would cost £300,000 and £325,000 respectively – so on balance, CBC can achieve a slightly better return on investment by replacing more of the smaller vehicles for less overall expenditure for the same carbon saving.

8.5 However, given the total CO2e produced by the RCV fleet, unless CBC does tackle the RCV fleet it is only taking account of 40% of its transport emissions. So, we would suggest that CBC (if replacement cycles allow,) target the smaller vehicles for replacement first and then once these have been successfully electrified, target the larger fleet beginning with RCVs. We would suggest that planning for the RCV to be replaced by eRCVs begins now, as electrifying the whole fleet will have significant impact on the electricity supply needed, and how/where it is supplied.

8.6 CBC should actively pursue the option to implement electric vehicles across the rest of the fleet before attempting to adopt electric items of plant such as sweepers, unless they are able to obtain grant funding offset the addition cost. For the smaller items of plant, CBC needs to begin to collect mileage and fuel data, so that a whole life cost analysis can be performed on the electric alternatives.

8.7 Electric vehicles are significantly more energy efficient than internal combustion engine (ICE) vehicles and we estimate that the energy use (MWh) of an all-electric fleet will be at least 75% less than the equivalent ICE fleet. An all-electric CBC fleet charged from the UK Grid in 2030 will reduce CBC transport energy use by 75%, energy costs by 73% and GHG emissions by 91%.

9. Environmental and Sustainability Implications

9.1 Keeping EVs for longer does not have a negative impact on either Green House Gas emissions or air quality, which is the opposite of what occurs with older, internal combustion engine vehicles. Research suggests that electric vehicles are also more reliable and enjoy fewer maintenance issues.

9.2 The fleet contract will include obligations on the contractor to ensure that the Council is kept informed about the latest environmental technology innovations.

9.3 The Council will constantly investigate and identify alternative options to improve the environmental impacts of the Council's fleet and will seek opportunities to trial new technology in line with the net-zero Carbon target.

9.4 Any replacement diesel Heavy Goods Vehicles (vehicles over 3.5 tonne) will have the latest Euro VI engines. This will ensure cleaner fuel technology and therefore this will reduce CO^2 emissions, which falls under the Directive on the Promotion of Clean and Energy Efficient Road Transport Vehicles.

10. Financial implications

10.1 The EV sector is developing fast. By 2025 EVs could be less expensive to buy than their ICE equivalent because the EV will not need expensive emission and "light-weighting" technology to meet challenging new emission targets. Over this time the cost of batteries will continue to fall, and their energy density will increase. Affordable battery cars and small vans with a single-charge range of 250 miles or more will become the norm.

10.2 If vehicles are purchased rather than leased, they can be sold to make way for the EV's as soon an operationally viable model becomes available. Alternatively, deferring purchases or entering into short term leases may allow the switch to electric to be made earlier when vehicles become available later in the decade.

10.3 The EV charging infrastructure at Rowan House is subject to a separate Capital Investment Programme bid and there will be associated revenue impact for the hosting, back-office support and on-going maintenance of the charging units. These costs are estimated at £10,400 per year but vary per supplier and will be identified and costed fully during the procurement process.

10.4 The full costs associated with the infrastructure required for the Shrub End Depot EV Charging points are currently unknown but indicative costs are at least £500,000. The costs and power capacity are currently being explored and researched.

10.5 To support the recommendations in this report additional revenue costs are to be explored for the installation of a telematics and fleet management system. It is estimated that a telematics/tracking system will cost in the region of £10-15,000 per year and a fleet management system will cost in the region of £20-30,000 dependent on the specification.

11. Equality, Diversity and Human Rights implications

11.1 The relevant Equality Impact Assessment for the Council's Procurement Strategy can be found HERE

11.2 Through the Council's procurement strategy, officers will ensure that all procurement and purchasing documentation recognises, understands, and supports the Council's policies with regards to equal opportunities, diversity and human rights.

12. Strategic Plan References

12.1 Fleet operations are a key element of the way the Council delivers its services to residents and businesses and therefore underpins much of the activity that will deliver against the strategic priorities. Fleet operations within the context of the Council's 'Climate Challenge and Sustainability' Strategic Priority are considered within section 9 of this report.

13. Consultation

13.1 Frontline staff and service managers involved in the operational management of core services that require fleet vehicles have been consulted and will continue to be involved at all stages of the procurement and selection process to ensure that vehicles are fit for purpose and appropriate.

13.2 Demonstration EVs have been tested with teams and the feedback received was extremely positive. Drivers will experience a calmer driving experience in new quieter vehicles with less vehicle downtime due to the reduction in engine components.

14. Publicity Considerations

14.1 The introduction of EV and hybrid fleet vehicles is a demonstration of the Council's commitment to tackling the Climate Emergency and demonstrates positive progress on the journey to being net zero carbon for Council operations by 2030.

14.2 The vehicle fleet underpins many of the Council's core frontline teams and is a highly visible asset out in communities supporting services that benefit residents, local businesses and visitors to Colchester.

15. Health, Wellbeing and Community Safety Implications

15.1 These new vehicles should contribute to staff wellbeing as the vehicles will be more reliable meaning less downtime in fulfilling daily duties. They are also quieter which creates a more comfortable and relaxing driving experience.

15.2 Most of the small fleet will be electric with additional hybrids reducing the Council's carbon footprint. This will improve air quality and reduces air pollution leading to better health of workers and residents supporting improved wellbeing outcomes.

16. Health and Safety Implications

16.1 The Council has a corporate responsibility to ensure that all fleet and transport operations comply with national standards.

17. Risk Management Implications

17.1 The Council will seek to mitigate against any potential risks by following the compliant procurement process and ensure contingency plans are in place for any failure of vehicles that may impact on core services.

17.2 Without these vehicles it would make it difficult for the Council to undertake it duties under the Environmental Protection Act 1990 and the Clean Neighbourhoods and Environment Act 2005.

Environment and Sustainability Panel

Item 9

17th December 2020

Report of	**Assistant Director of Environment**	**Author**	**Ben Plummer and Maggie Ibrahim ☎ 508965**
Title	**Climate Emergency Action Plan – Progress Update**		
Wards affected	Not applicable		

1. Executive Summary

1.1 This report details key progress made with the Climate Emergency Action Plan, and other relevant updates since the previous meeting on 29th October 2020.

1.2 Key elements of progress are:

- Community & Staff Engagement Strategy draft developed
- An MoU has been created for the One Colchester sub-group on climate change
- A draft survey has been produced to understand resident's attitudes and preferences for actions in relation to climate change
- A behaviour change challenge for staff has been developed – Hero for Zero
- Made bid for a £528,250 grant from Salix Finance to decarbonise and increase the energy efficiency of Rowan House.
- Developing scope of new Carbon Management Plan
- Decision taken to procure Electric Vehicles (EVs) and hybrids as phase one of the fleet transition plan.

Other Updates:

- Interim report produced by Essex Climate Action Commission and reviewed by CBC staff
- Planting dates agreed and tree seed nursery set up for Woodland and Biodiversity Project
- Submission of Town Deal bid
- Agreement to adopt Positive Parking Strategy
- Agreement to assign £4.4m to decarbonise the Council's housing stock
- Exploring Grants: i.e. Economic Development & Active Living Fund
- Exploring a potential collaboration with QGO, a start up e-mobility business, in partnership with the University of Essex.

2. Recommended Decision

2.1 The Panel is asked to note the contents of the report and to provide any guidance on the progress being made with areas of the action plan.

3. Reason for Recommended Decision

3.1 This report is for information only.

4. Alternative Options

4.1 Not applicable

5. Background Information

5.1 Each of the updates will be covered in turn relating to several key areas of action related to the action plan.

Community and Staff Engagement

5.2 Several actions have been progressed regarding engagement around the climate emergency declaration. These are summarised below:

5.3 A draft Community and Staff Engagement Strategy around the climate emergency has been developed in order to hear from residents and staff as well as encourage behaviour change. The actions below are a beginning to operationalise the strategy.

5.4 A memorandum of understanding (MoU) has been created setting out the proposed purpose and governance of the One Colchester Climate Change Network. This is being brought for discussion on the agenda of the next One Colchester Strategic Board meeting.

5.5 A survey is being drafted to understand resident attitudes and behaviours in relation to climate change and environmental issues. It will also explore resident priorities and preferences for action to reduce the environmental impact of Council operations and behaviours across the borough. Continued liaison with the Council's research and external communications team is taking place in the design of this survey. The proposed questions will be trialled with the new 'Speak up now' staff group to get their opinions on it also. We plan to launch the survey at the end of January 2021.

5.6 Other methods for community engagement have also been explored in further detail, to understand how other Councils have used them and their costs.

5.7 The Council and the University of Essex will be jointly delivering a project with two schools in Colchester, focussed around increasing the environmental awareness of staff, pupils and parents. The project will take place between January-June/July 2021 and will be fully funded by the Local Government Association (LGA) and University College London (UCL).

5.8 A Hero for Zero Challenge has been created to encourage staff behaviour change and cross service collaboration and wellbeing. Staff will sign up to commit to a behaviour change or to reward a colleague through skills sharing (i.e. cooking a recipe, orienteering, etc.) The launch of the challenge will be in January and last for 2 months.

Rowan House

5.9 The Council has made a bid to the Public Sector Decarbonisation Scheme administered by Salix Finance for £528,250 to increase the energy efficiency of and decarbonise Rowan House. If received the money will be spent on:

- An air source heat pump to replace the current gas boiler which will lower emissions associated with heating the building.
- A mechanical ventilation and heat recovery (MVHR) system to circulate fresh air throughout the building. This will ensure Rowan House is covid-safe and will reduce

heat loss from windows being open which is how circulation of fresh air occurs in the building currently.
- Increasing roof insulation in the building to reduce heat loss
- Replacing external and internal lighting with LED bulbs to save electricity in the building

Carbon Management Plan

5.10 The scope of new Carbon Management Plan with the CBC Climate Challenge and Sustainability Project Board and the Carbon Trust has been developed. The scope of the CMP will be a three-year plan, instead of the previous 5 years. This is recommended as technology and investment through the central UK government will provide new opportunities for the Council to reduce its emissions. However, the plan will also look towards 2030, setting key milestones and a pathway for carbon reduction between now and 2030. Options on emissions offsetting will also be included to demonstrate how CBC could offset its emissions locally.

Housing updates

5.11 £4.4m of additional budget estimate was agreed to be spent on the Housing Improvement Climate Emergency Response works at a Cabinet meeting on 23rd November 2020. These works will be focussing on decarbonising the housing stock, taking actions such as replacing boilers, installing external wall insulation and increasing the energy efficiency of over 100 energy inefficient homes. Part of these works may also be able to be funded through the Social Housing Decarbonisation Fund grant from Government. The grant would provide approximately £500k towards the works and the Council is due to hear in December 2020 whether it has been successful in receiving this.

Woodland and Biodiversity Project Update

5.12 The Council marked National Tree Week (28th November – 6th December) by planting 145 trees across the borough. Tree planting dates for the public were revised due to the Covid-19 lockdown in November and are now taking place in January and February with the first taking place on the 9th January at the Mayor's Wood. Several other parish and town councils will be planting trees in December and January as part of the project. These sites have been reviewed by the Colchester Natural History Society to ensure that tree planting taking place on these sites is suitable, considering the wildlife habitats present on the sites.

5.13 The tree seed nursery at the Big Garden in Highwoods is ready to use and will enable the Council to grow trees from seed to use in future years of the project.

Fleet Transition Plan

5.14 On 23 November 2020, Cabinet agreed that it would be operationally and financially viable to initiate the first phase of transition to a low carbon fleet, by agreeing the recommendation to procure 15 EV's, 4 hybrid and 2 diesel vehicles, from a fleet of 21 small fleet vehicles. The plan for transition of CBCs fleet to full EV by 2030 is set out in more detail in the Fleet Transition Forward Plan due for discussion at Panel on the 17th Dec.

Other updates

Essex Climate Action Commission

5.14 Essex Climate Action Commission is an independent, cross-party commission with the purpose of providing recommendations for actions on climate change mitigation and adaptation in Essex that is informed by expert advice. The Commission will be considering actions on six themes: Adapting to an already changing climate, Transport, The built environment, Energy and Waste, Land use and green infrastructure and Community Engagement.

5.15 The Commission have produced an interim report which summarises recommendations already made from the Commission on the first three themes.

5.16 Key long term recommendations made in the report include:

- All new homes and new commercial buildings granted planning permission to be net zero from 2025, and all new schools commissioned to be net zero from 2022.
- 2/3 of homes should be retrofitted to net zero standards by 2030
- Introduce 20 low traffic neighbourhoods per annum from 2022-2030
- Introduce school streets for 25 schools by 2022, and an additional 20 per year to 2050

5.17 The Commission also recognised 'good practice' in each of the three themes that is and will continue to be taking place in the short term, some of which will affect Colchester. These include:

- Introduce school streets for 25 schools by 2022 – Some of these will be present in Colchester, for example along Lexden Road as part of tranche 2 of the Safer, Greener, Healthier infrastructure.
- Sustainable Drainage Systems (SuDS) as the default in all new developments

5.18 Feedback to the Commission will be given upon review by the report in the new Climate Challenge and Sustainability Project Board. A draft response on recommendations that CBC supports has been developed.

5.19 The Positive Parking Strategy that was presented at the previous Environment and Sustainability Panel has now been formally adopted at Cabinet.

5.20 Essex County Council was successful in receiving £7,358,700 in tranche 2 of the Government's Active Travel Fund. Some of this will be going towards implementing infrastructure improvements in Colchester such as school streets and segregated cycle lanes. Detailed design on the north-south and east-west cycling and walking routes are now in place, involving the BID, Colchester Cycling Campaign, Walk Colchester and the blind and partially sighted group. Consultation with other stakeholders will then take place in January and February.

5.21 The Town Deal bid was submitted in October 2020 and the Council is now awaiting to hear before February 2021 whether the £25m bid has been successful. The bid contained many elements that align with the climate emergency, such as the creation of school streets, improving cycling links between the University and Greenstead with the town centre and installing secure cycle parking.

5.22 The Council is currently exploring the use of the Economic Development and Active Living Fund (ED&ALF). The ED&ALF is being explored through the Economic Development Team with Essex County Council as a lead and CBC as a potential partner.

5.23 The Council has recently been having conversations with QGO about developing a proposal for an ebike hire scheme in partnership with the University of Essex (UoE). QGO are a start-up business based at the UoE, who are keen to provide electric mobility solutions that focus on-demand transport solutions, considering the most efficient ways to move people and goods around.

6. Equality, Diversity and Human Rights implications

6.1 In regard to community engagement, we are ensuring that as many residents as possible will have the opportunity to contribute their thoughts about the climate emergency.

6.2 We will be reaching out to members at One Colchester to help us with the communication about the survey to residents. Additionally, we will be asking councillors to help with getting responses to the survey, including any responses they want to give themselves based on their own opinion, and also of residents which they have spoken to before.

7. Strategic Plan References

7.1 All of the updates provided in this report contribute to the Strategic Plan 2020-2023 theme of 'Tackling the Climate Challenge and Sustainability'.

8. Consultation

8.1 In regard to community engagement, we plan to launch the survey for a month to allow as many residents to contribute their opinions. These will then be collated, and presented back to the Environment and Sustainability Panel and uploaded to the Council's sustainability webpage.

9. Publicity Considerations

9.1 There are no publicity considerations.

10. Financial implications

10.1 The potential awarding of the grant for the decarbonisation of Rowan House means that £500,000 set aside in the capital programme for these works could be saved.

11. Community Safety Implications

11.1 There are no community safety implications.

12. Health and Safety Implications

12.1 There are no health and safety implications.

13. Risk Management Implications

13.1 There are no health and safety implications.

14. Environmental and Sustainability Implications

14.1 The updates mentioned in this report all relate to the climate emergency declaration, and will us to positively respond to this through works to decarbonise corporate buildings or to provide greater understanding of resident opinions and priorities around tackling environmental issues in Colchester.

Environment and Sustainability Panel

Item 10

17 December 2020

Report of	**Assistant Director Corporate and Improvement Services**	**Author**	**Matthew Evans** ☎ **ext. 8006**
Title	**Work Programme 2020-2021**		
Wards affected	Not applicable		

1. Executive Summary

1.1 This report sets out the current Work Programme 2020-2021 for the Environment and Sustainability Panel. This provides details of the reports that are scheduled for each meeting during the municipal year.

2. Recommended Decision

2.1 The Panel is asked to note the contents of the Work Programme for 2020-2021. Panel Members are asked to note the addition of a standing item for all future meetings, to provide an update to the Panel in relation to action taken in support of the Climate Emergency Action Plan.

3. Reason for Recommended Decision

3.1 The Work Programme of this Panel is kept under review throughout the municipal year to ensure that business is progressed and Members have the opportunity to review upcoming agenda items.

4. Alternative Options

4.1 This function forms part of the Panel's Terms of Reference and, as such, no alternative options are presented.

5. Background Information

5.1 The Environment and Sustainability Panel deals with existing and emerging environmental issues, and will focus on carbon footprint reduction and monitoring and supporting the Council's Climate Emergency Action Plan.

5.2 The Panel's Work Programme will evolve as the Municipal Year progresses and items of business are commenced and concluded. At each meeting the opportunity is taken for the Work Programme to be reviewed and, if necessary, amended according to current circumstances.

6. Standard References

6.1 There are no particular references to publicity or consultation considerations; or financial; equality, diversity and human rights; community safety; health and safety, environmental and sustainability implications or risk management implications.

7. Strategic Plan References

7.1 Environmental Sustainability is integral to the delivery of the Strategic Plan's priorities and direction for the Borough as set out under the four themes of growth, responsibility, opportunity and wellbeing.

WORK PROGRAMME 2020-21

Environment and Sustainability Panel
Meeting date / Agenda items -
Environment and Sustainability Panel - **17 September 2020**
1. Climate Emergency - One Year On 2. Greening Colchester
Environment and Sustainability Panel – **29 October 2020**
1. Sustainability & Community Engagement 2. Air Quality Project Update 3. Positive Parking Strategy 4. Safer, Greener, Healthier update
Environment and Sustainability Panel - **17 December 2020**
1. Developing a Carbon Management for Colchester (Carbon Trust) 2. Decarbonising our Fleet (EST) 3. Climate Emergency Action Plan – Progress Update

Environment and Sustainability Panel - **28 January 2021**
1. Sustainability in Planning 2. Ecargo bike update 3. Developing an Environmental Sustainability Strategy 4. Climate Emergency Action Plan – Progress Update
Environment and Sustainability Panel – **11 March 2021**
1. Woodland Project Update 2. Town Deal 3. Discussion of an Interim Action Plan (for 2021) 4. Climate Emergency Action Plan – Progress Update