

# Public Document Pack

## NOTICE OF MEETING

www.rbwm.gov.uk



# SUSTAINABILITY PANEL

will meet on

**TUESDAY, 9TH MAY, 2017**

**At 7.00 pm**

in the

**COUNCIL CHAMBER - TOWN HALL, MAIDENHEAD**

TO: MEMBERS OF THE SUSTAINABILITY PANEL

COUNCILLORS MARION MILLS (CHAIRMAN), DAVID COPPINGER (VICE-CHAIRMAN),  
NICOLA PRYER, DEREK SHARP, LYNDA YONG AND SIMON WERNER

SUBSTITUTE MEMBERS

COUNCILLORS MICHAEL AIREY, GERRY CLARK, PHILIP LOVE, JACK RANKIN,  
EDWARD WILSON, MALCOLM BEER AND LYNNE JONES

Karen Shepherd - Democratic Services Manager - Issued: Thursday 27 April 2017

Members of the Press and Public are welcome to attend Part I of this meeting. The agenda is available on the Council's web site at [www.rbwm.gov.uk](http://www.rbwm.gov.uk) or contact the Panel Administrator **Tanya Leftwich** 01628 796345

**Fire Alarm** - In the event of the fire alarm sounding or other emergency, please leave the building quickly and calmly by the nearest exit. Do not stop to collect personal belongings and do not use the lifts. Congregate in the Town Hall Car Park, Park Street, Maidenhead (immediately adjacent to the Town Hall) and do not re-enter the building until told to do so by a member of staff.

**Recording of Meetings** – The Council allows the filming, recording and photography of public Council meetings. This may be undertaken by the Council itself, or any person attending the meeting. By entering the meeting room you are acknowledging that you may be audio or video recorded and that this recording will be available for public viewing on the RBWM website. If you have any questions regarding the council's policy, please speak to the Democratic Services or Legal representative at the meeting.

## AGENDA

### PART I

<u>ITEM</u>	<u>SUBJECT</u>	<u>PAGE NO</u>
1.	<u>APOLOGIES FOR ABSENCE</u>  To receive any apologies for absence.	-
2.	<u>DECLARATIONS OF INTEREST</u>  To receive declarations of interests from Members of the Panel in respect of any item to be considered at the meeting.	5 - 6
3.	<u>MINUTES</u>  To note the Part I minutes of the meeting of the Panel held on Tuesday 21 March 2017.	7 - 12
4.	<u>OPEN FORUM</u>  Opening remarks by the Chairman on the Panel's role.	-
5.	<u>UPDATE FROM THE WASTE TEAM</u>  A verbal update by the Waste Strategy Manager (Naomi Markham).	-
6.	<u>ENERGY REDUCTION MANAGER UPDATE</u>  By the Energy Reduction Manager (Michael Potter).	13 - 22
7.	<u>DATE OF FUTURE MEETINGS</u>  The dates of future meetings are as follows (7pm start): <ul style="list-style-type: none"><li>• Monday 3 July 2017.</li><li>• Monday 18 September 2017.</li><li>• Monday 27 November 2017.</li><li>• Tuesday 30 January 2018.</li><li>• Thursday 8 March 2018.</li><li>• Thursday 10 May 2018.</li></ul>	-



This page is intentionally left blank

## MEMBERS' GUIDE TO DECLARING INTERESTS IN MEETINGS

### Disclosure at Meetings

If a Member has not disclosed an interest in their Register of Interests, they **must make** the declaration of interest at the beginning of the meeting, or as soon as they are aware that they have a DPI or Prejudicial Interest. If a Member has already disclosed the interest in their Register of Interests they are still required to disclose this in the meeting if it relates to the matter being discussed.

A member with a DPI or Prejudicial Interest **may make representations at the start of the item but must not take part in discussion or vote at a meeting.** The term 'discussion' means a discussion by the members of meeting. In order to avoid any accusations of taking part in the discussion or vote, Members should move to the public area or leave the room once they have made any representations. If the interest declared has not been entered on to a Members' Register of Interests, they must notify the Monitoring Officer in writing within the next 28 days following the meeting.

### Disclosable Pecuniary Interests (DPIs) (relating to the Member or their partner) include:

- Any employment, office, trade, profession or vocation carried on for profit or gain.
- Any payment or provision of any other financial benefit made in respect of any expenses occurred in carrying out member duties or election expenses.
- Any contract under which goods and services are to be provided/works to be executed which has not been fully discharged.
- Any beneficial interest in land within the area of the relevant authority.
- Any licence to occupy land in the area of the relevant authority for a month or longer.
- Any tenancy where the landlord is the relevant authority, and the tenant is a body in which the relevant person has a beneficial interest.
- Any beneficial interest in securities of a body where:
  - a) that body has a piece of business or land in the area of the relevant authority, and
  - b) either (i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body **or** (ii) the total nominal value of the shares of any one class belonging to the relevant person exceeds one hundredth of the total issued share capital of that class.

Any Member who is unsure if their interest falls within any of the above legal definitions should seek advice from the Monitoring Officer in advance of the meeting.

A Member with a DPI should state in the meeting: ***'I declare a Disclosable Pecuniary Interest in item x because xxx. As soon as we come to that item, I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'***

*Or, if making representations on the item: 'I declare a Disclosable Pecuniary Interest in item x because xxx. As soon as we come to that item, I will make representations, then I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'*

### Prejudicial Interests

Any interest which a reasonable, fair minded and informed member of the public would reasonably believe is so significant that it harms or impairs the Member's ability to judge the public interest in the item, i.e. a Member's decision making is influenced by their interest so that they are not able to impartially consider relevant issues.

A Member with a Prejudicial interest should state in the meeting: ***'I declare a Prejudicial Interest in item x because xxx. As soon as we come to that item, I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'***

*Or, if making representations in the item: 'I declare a Prejudicial Interest in item x because xxx. As soon as we come to that item, I will make representations, then I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'*

### Personal interests

Any other connection or association which a member of the public may reasonably think may influence a Member when making a decision on council matters.

Members with a Personal Interest should state at the meeting: ***'I wish to declare a Personal Interest in item x because xxx'. As this is a Personal Interest only, I will take part in the discussion and vote on the matter.***

This page is intentionally left blank

# Agenda Item 3

## SUSTAINABILITY PANEL

TUESDAY, 21 MARCH 2017

PRESENT: Councillors Marion Mills (Chairman), Nicola Pryer, Derek Sharp, Lynda Yong and Simon Werner

Also in attendance: Ian Featherstone (Energy Saving Trust), Martin Fry (MRF&A / City University) and Rob McKinnon (Local Partnerships).

Officers: Tanya Leftwich, Gordon Oliver and Michael Potter

### APOLOGIES FOR ABSENCE

The Chairman informed the Panel that the Vice-Chair was running approximately 30 minutes late and that Councillor Sharp was currently stuck in traffic.

### DECLARATIONS OF INTEREST

None received.

The Chairman informed everyone present that the meeting was being recorded and that the audio would be made available on the RBWM website.

The Chairman informed everyone present of the fire evacuation procedures and asked that all mobile phones were switched off during the meeting.

### MINUTES

**RESOLVED Unanimously; That the Part I minutes of the meeting held on the 31 January 2017 were agreed as a correct record.**

### OPEN FORUM

The Chairman thanked the Panel for their enthusiasm and Martin Fry for regularly attending the meetings and linking up with the Energy Reduction Manager on various projects / varied topics.

Members were asked for any ideas or residents ideas on sustainability to be fed into the Chairman.

### ON-STREET ELECTRIC VEHICLE CHARGING POINTS

The Chairman welcomed Ian Featherstone (Energy Saving Trust) and the Principal Transport Policy Officer, Gordon Oliver, to the meeting and invited them to address the Panel.

Members were given a brief presentation on Electric vehicle charging in residential streets. The presentation covered the following:

- Introduction to Energy Saving Trust.
- Vehicle technology & charging.
- Charging in residential areas & case study.
- Funding available.

- Wider opportunities for ULEV adoption.

In the ensuing discussion the following points were noted:

- That from the 01 January 2018 there would be ultra low emissions in London.
- That by 2020 all small vehicles working on Heathrow Airport would be electric.
- That the electric vehicles available ranged from £13k - £100k.
- That the tested charged range was 109 miles in 2011 compared to 250 miles in 2017.
- That about 1.5% of new car registrations were plug in vehicles.
- That the aim of new car registrations being plug in vehicles by 2040 was 20,000,000.
- That the two main options for residential parking was a charge point or a lamppost with a charge point. It was noted that a charge point could be placed in a wall if there were no safety issues.
- That the Energy Saving Trust could provide the RBWM with consultancy help, could look at grey fleet use and could help with the implementation.
- Martin Fry stated that he felt this to be a very good presentation re: vision for the future.
- That the technology would be relatively cheap to upgrade in the future (to remove charging points and move to underground charging).
- That vehicles could be charged via credit card payments or memberships.
- That the charging plugs locked in once charging had started which meant you could not be charged for energy not used.
- That the standard charge for a Nissan Leaf was four hours.
- That it was no longer believed that using a fast charge point was detrimental to an electric cars battery.
- That you could identify the locations of charge points by going to 'National Charge Point Registry'.
- Councillor Werner questioned whether it would be better to put the charging points in Local Authority car parks, workplaces and leisure centres rather than on residential roads. It was noted that whilst this was possible it would not be part of the scheme being put before the Panel today.
- Councillor Werner raised his concern over the space available / needed on on-street parking roads in the Royal Borough.
- That the concern was that the Royal Borough might be left with charge points that were out of warranty.

The Principal Transport Policy Officer informed Members that he had talked to Pod Point, who were one of the largest suppliers of charging infrastructure in the UK. It was noted that their offer was summarised below:

- If the Council was to get a grant to fund 75% of the purchase / installation cost, then Pod Point would provide the match funding, so there would be no net cost to RBWM.
- They would take on all running and maintenance costs and all responsibilities for the life of the charge point (estimated at 7 years).
- They would install 'fast' 7kW / 32A charge points, which could charge a Nissan Leaf from flat in 4 hours. Each charge point had two outlets and could charge two vehicles at a time.
- The tariff that they would charge users would replicate the home charge cost and would be a PAYG basis.
- The profit that they make would cover all maintenance costs and could potentially pay for replacement costs after 7 years.
- Each charge point would serve two vehicles and would come with standard Type 2 connectors.
- The charge points were secure and could only be accessed via a smartphone app.
- They were protected by a guardrail to avoid accidental damage.
- If the Council was to install 10 charge points, then the total cost would be circa £50k depending on electrical connection costs (75% grant / 25% Pod Point / 0% RBWM). The only cost for the Council would be in making the order for / marking out the dedicated bays.



The Clerk was asked to circulate this presentation to the Panel following the meeting.

The Chairman thanked Ian Featherstone and the Principal Transport Policy Officer for attending the meeting and presenting to the Panel.

### SCHOOLS RE:FIT PROGRAMME

The Energy Reduction Manager, Michael Potter, informed the Panel that the report provided information relating to a potential schools retrofit energy efficiency project. It was noted that the project would be run under the RE:FIT framework and potentially in partnership with Slough Borough Council. It was estimated that a programme including all the borough's schools would attract an investment of around £2m. The Energy Reduction Manager explained that the scheme would be financed using government funding called Salix Finance and that this funding offered 0% loans to schools for energy efficiency works. The programme would be multi-phased with potentially a first round of surveys commencing in late 2017.

It was noted that the Energy Reduction Manager had spoken to Slough Borough Council who seemed happy for the Council to link up with them. The Energy Reduction Manager explained that Slough Borough Council would do the procurement and form a contract with one supplier that the Royal Borough could also use. It was noted that if the Royal Borough linked up with Slough it would be via a phased approach (5-10 schools per phase).

The Chairman requested that a verbal update be given at the meeting in July. It was noted that this date could be pushed back if necessary.

#### **RESOLVED Unanimously: That the Sustainability Panel noted the report and:**

- i) Approved progression of the schools RE:FIT programme proposal in principal (subject to school interest and further internal approvals) and the working up of a full delivery model in partnership with Slough Borough Council and Local Partnerships.**
- ii) Approved the writing up of an information document for schools regarding the scheme. The document, once agreed, will be sent out to schools to gauge initial interest.**

### UPDATE FROM THE WASTE TEAM

The Chairman referred the Panel to the written update from the Waste Strategy Manager, Naomi Markham, which could be found on pages 29-30 of the agenda.

Councillor Yong stated her disappointment that guidelines as to what could and could not be recycled were not being stuck on the bins. The Chairman agreed to email the Waste Strategy Manager to ask if a smaller version of the stickers used on apartment / flat bins could be produced.

The Chairman also agreed to email the Waste Strategy Manager to ask if the recycling of textiles had picked up and for clarification on the below two points.

Councillor Sharp stated that he was amazed that whilst the Council could record the amount of food waste collected and provide information packs they were unable to provide residents with food recycling bags. It was felt that if residents were provided with recycling bags to their door it would encourage them to recycle more, increasing tonnage.

Councillor Yong added that she felt that pink bags should be provided for recycling textiles and should be attached the top of the bin and distributed across the Royal Borough.

## ENERGY REDUCTION MANAGER UPDATE

The Energy Reduction Manager, Michael Potter, referred Members to pages 31-42 of the agenda and explained that the report provided an update and gave the Panel an overview of the progress being made to deliver the Panel's energy and water reduction strategy.

The key areas covered were noted as follows:

- European Regional Development Low Carbon Funding
- Annual Plan 2016/17
- Close the door campaign
- Energy Switch to Save Scheme
- Building Management System, LED lighting tenders and Town Hall water reduction project
- Work planned over the next period until the next Sustainability Panel

In the ensuing discussion, the following points were noted:

- That the water reduction project at the Town Hall had completed.
- Councillor Sharp stated that he felt the BMS programme was excellent.
- The Chairman informed the Panel that she was in discussions with the Managing Director, Alison Alexander, and that the Strategy & Performance Manager, Anna Trott, was now looking into how best to display the Councils energy savings to the public.
- That 153 people had signed up to the Energy Switch to Save Scheme.
- Councillor Yong stated that she felt that energy companies should give existing customers better rates automatically.
- That a lot of the LED lighting project work would be done out of hours.
- The Panel felt that with regard to the close the door campaign not much could be done if stores were being dictated to by their Head Offices so better use of the Energy Reduction Manager time would be spent undertaking re-fit projects.

That work planned over the next period included:

- LED lighting upgrade programming
- Building Management System upgrade programming
- Contacting Reading Borough Council about the ERDF funding
- Managing water reduction project installations
- Working up an action plan for 2017/18

**RESOLVED Unanimously: That the Sustainability Panel notes the report, the progress made and comments on the proposed work plan over the next period as detailed in paragraph 11.18.**

**RESOLVED Unanimously: That the Sustainability Panel approves contacting Reading Borough Council to discuss the possibility of ERDF funding for the schools RE:FIT programme.**

DATE OF FUTURE MEETINGS

Future meeting dates were noted to be as follows:

- Tuesday 9 May 2017.
- Monday 3 July 2017.
- Monday 18 September 2017.
- Monday 27 November 2017.
- Tuesday 30 January 2018.
- Thursday 8 March 2018.
- Thursday 10 May 2018.

The meeting, which began at 7.00 pm, finished at 8.42 pm

CHAIRMAN.....

DATE.....

This page is intentionally left blank

Title: <b>Energy Reduction Manager Update</b>
Contains Confidential or Exempt Information?: <i>NO - Part I</i>
Member reporting: Councillor Coppinger, Lead Member for Sustainability
Meeting and Date: Sustainability Panel - 9 <sup>th</sup> May 2017
Responsible Officer(s): Andy Jeffs, Interim Strategic Director of Communities Craig Miller, Head of Community Protection & Enforcement Services
Wards affected: All

## REPORT SUMMARY

1. This report provides an overview of the progress being made to deliver the Council's energy and water reduction strategy.
2. This update report recommends that Members note progress and comment on the proposed work plan for the next period. It is also recommended that the panel approves the 2017/18 Sustainability Strategy action plan and that the next Energy Switch to Save auction is held in October 2017.
3. Recommendations are being made because it is important that Members provide comment and direction on the work being carried out and that the sustainability strategy targets are met.

## 1. DETAILS OF RECOMMENDATION(S)

**RECOMMENDATION:** That the Sustainability Panel notes the report, the progress made and comments on the proposed work plan over the next period as detailed in paragraph 11.18.

**RECOMMENDATION:** That the Sustainability Panel approves the 2017/18 Sustainability Strategy action plan.

**RECOMMENDATION:** That the Sustainability Panel agrees to the next Energy Switch to Save auction being held in October 2017.

## 2. REASON(S) FOR RECOMMENDATION(S) AND OPTIONS CONSIDERED

2.1 The Council is currently working towards a four year Sustainability Strategy running from April 2014 to March 2018. The strategy focuses on 6 workstreams including: Sustainability, Energy, Water, Waste, Transport and Renewable Generation. The strategy has three key targets over the four year period which are:

1. Reduce energy use in the Council building estate by 15% in 2017/18 compared to a 2013/2014 baseline.
2. Reduce water usage in the Council's corporate office buildings by 3% in 2017/18 compared to a 2013/2014 baseline.
3. Recycling rates increased to 55% in 2017/18.

2.2 Each year an action plan is drawn up to enable the Council to meet these targets as well as other goals presented in the strategy documents. This update provides a progress report for the energy workstream.

2.3 After the first two years of the strategy the 2013/2014 energy baseline has been reduced by 12.5%. This equates to the Council avoiding just under £130,000 of energy costs over these two years.

### 2.4 Table 1: Report options

Option	Comments
(a) The Council does not work towards the sustainability strategy. <b>This is not recommended</b>	(a) Failing to work towards the sustainability strategy would mean the Council would not be able to meet its legislative commitments, would not be able to continually drive down energy costs and therefore would not be offering value for money for its residents.
(b) The Council works according to the current and any future sustainability strategy. <b>This is the recommended option</b>	(b) The Council will be able to meet all its legal requirements whilst improving the local environment and providing value for money for its residents.

### 3. KEY IMPLICATIONS

#### 3.1 Table 2: Target outcome following report

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
Overall reduction of annual gas and electricity consumption in Council buildings in 2017/18 compared to the 2013/14 baseline.	<15%	15 – 15.5%	15.5-16%	>16%	31 <sup>st</sup> March 2018

### 4. FINANCIAL DETAILS / VALUE FOR MONEY

4.1 No new funds are being sought through this paper.

### 5. LEGAL IMPLICATIONS

5.1 None.

### 6. RISK MANAGEMENT

#### 6.1 Table 4: Risks for Sustainability Strategy actions.

Risks	Uncontrolled Risk	Controls	Controlled Risk
Targets for overall energy and water reduction are not met.	High	By providing updates at each panel meeting, Members are able to keep track of overall progress to ensure the Council meets its annual projected reductions and savings commitments.	Low
Increasing energy and water costs for the council puts additional pressures on budgets.	High	By providing updates at Panel meetings on progress to reduce energy and water usage and progress on securing the best	Low

<b>Risks</b>	<b>Uncontrolled Risk</b>	<b>Controls</b>	<b>Controlled Risk</b>
		available energy contracts, Members will be able to assess the work that is taking place to ensure that cost increases are minimised as far as possible.	

## 7. **POTENTIAL IMPACTS**

7.1 This update contains content relating to the sustainable improvement of the Council's buildings and the information collated about them.

7.2 No equality impact assessment has been carried out.

## 8. **CONSULTATION**

8.1 None

## 9. **TIMETABLE FOR IMPLEMENTATION**

### 9.1 **Table 5: Timetable**

<b>Date</b>	<b>Details</b>
31/03/2018	Completion of current annual plan.

## 10. **APPENDICES**

10.1 Appendix 1 – 2017/18 Annual Action Plan

## 11. **BACKGROUND DOCUMENTS**

### **Annual plan 2017/18**

11.1. The new financial year brings the final year of the current Sustainability Strategy 2014-2018. The new action plan continues to expand the work from the previous year, proposes the final targets for the year and looks at some new areas of work. The annual plan can be found in appendix 1.

11.2. The key projects for the year are the Town Hall BMS upgrade, the phase 2 LED lighting upgrade and the water saving projects.

### **Town Hall water reduction project update**

11.3. The Town Hall has recently had all of its urinal controls replaced and upgraded. The flow to the taps in the gents public toilet were also adjusted to see the effect. Further to this a general water survey was carried out. This survey highlighted a piece of equipment that was using water unnecessarily.



- 11.4. The urinal controls appear to be working as expected at this stage. They only flush the individual urinal bowl after use. The trial of reducing the tap pressures did not have any significant effect. It was found that when reducing the pressure on a percussion tap that the length of time the tap was on increased. This therefore meant that the same amount of water was used after each push of the button. The walk around of the building highlighted that a water softening device was using water when the dishwasher it was connected to was not being used. The flow of water to the device was switched off.
- 11.5. The automatic meter reading (AMR) data for the Town Hall water meter was analysed to determine how well the project has performed. It took a number of days for the full effect to take place but changes in the water consumption were noticed immediately. The difference in weekly consumption before the changes were made compared to after were quite startling. Over the two weeks before the changes were made the consumption was on average 216m<sup>3</sup> a week. Over the following two weeks the average consumption was 71m<sup>3</sup> per week. This is a drop of 145m<sup>3</sup>/£305 per week. As a percentage this is a 67% reduction.
- 11.6. Unfortunately the reduction didn't last for long. After two weeks the water AMR was showing increasing water usage. A further survey was carried out and it was found that a toilet was continuously flushing. This matter has now been corrected.
- 11.7. The final amount for the works was £3200 and so this means the work will be paid off in under a year.

#### **Energy Switch to Save Scheme**

- 11.8. The February auction saw 157 registrations in total (pre auction and post auction combined). This is an increase of 43 registrations when compared to the October auction. In total 17 people accepted the offer this time which is a switching rate of 11%. The last auction saw a switching rate of 27%. On average switchers saw a saving of £149 during this auction (£280 in November auction). In total the switchers are anticipated to save £2391 over the next year.
- 11.9. It is positive that the auction showed an increase in registrants. The increase in registrations seems to be due to an increased awareness of the scheme. Distribution of fliers and the use of pop up banners may well have helped this. The key ways that residents stated they found out about the auction were through the Council website, social media and word of mouth. The word of mouth element has more than doubled this auction whilst the Council website and social media played an important role during the last auction. There were many less registrations from people seeing the Around the Royal Borough article this time around. This is probably due to the paper going out later on in the auction cycle.
- 11.10. The reduction in switching rate is likely due to increased prices in the energy markets. The offered price is compared to the rate currently being paid by the resident and so in an increasing market the savings being made will be less.

The February auction saw the average saving roughly halving for the switchers. Further to this slightly more people couldn't make a saving against their current tariff (6 people) compared to the last auction.

11.11. The next ichoosr auction is on the 23<sup>rd</sup> May. Since the last auction has only just ended it is recommended that the Council takes part in the next auction which is in October.

### **Building Management System & LED lighting phase 2 projects**

11.12. The Building Management System contractor is in the process of being appointed. The legal contract and a timetable of works is being discussed with all the relevant parties. It is envisioned that the works will be complete by the end of the summer.

11.13. The LED Lighting phase 2 installation has been slightly delayed due to the contracts taking a little longer to complete than expected. The works programme is being revised and discussions are taking place regarding working on site with other contractors at Maidenhead Library during the current rewiring works.

### **Schools RE:FIT programme**

11.14. Following the agreement of the Sustainability Panel to make further investigations into the Schools RE:FIT programme it has been found that the partnership approach is not going to be feasible. This is due to the timescales that Slough Borough Council are working towards to take their project to tender. The timescales will not allow sufficient time for the Council to gain Cabinet approval and to organise the partnership working arrangements. Furthermore the Procurement Team are concerned about the approach that Slough Borough Council are taking even if Cabinet approval was gained.

11.15. Whilst it is a shame that the partnership approach is not going to be possible, as it would have saved time and money, it does not mean that the project should be cancelled at this stage. The Schools RE:FIT programme is still possible if the Council tender the project directly on behalf of the schools. This route will require significant school interest and commitment before the Council can proceed with a tendering exercise though.

11.16. It is suggested, as was agreed at the March Sustainability Panel, that the interest of schools is gauged before proceeding any further.

### **Proposed work plan over the next period**

11.17. The work being carried out between now and the next Sustainability Panel will be:

- LED lighting upgrade programming
- Building Management System upgrade programming
- Investigating the Schools RE:FIT project further including seeking initial interests from schools.

12. **CONSULTATION (MANDATORY)**

<b>Name of consultee</b>	<b>Post held</b>	<b>Date sent</b>	<b>Commented &amp; returned</b>
Cllr Coppinger	Lead Member for Sustainability	25/04/17	
Cllr Mills	Chairman of the Sustainability Panel	25/04/17	26/04/17
Lisa Pigeon	Environmental Health Lead	21/04/17	25/04/17

**REPORT HISTORY**

<b>Decision type:</b> Non-key decision	<b>Urgency item?</b> No
Report Author: Michael Potter, Energy Reduction Manager, 01628 682949	

This page is intentionally left blank

## Appendix 1 - Annual Action Plan 2017/18

Code	Work theme	Action	Result	Responsibility	Target Completion Date
E1	Energy Reduction in Council buildings	Reduce energy usage by 15% compared to 2013/14 baseline	15% energy reduction on 2013/14 baseline	Energy Reduction Manager	31/03/2018
E1	Energy Reduction in Council buildings	Replace building management system at Maidenhead Town Hall.	New building management system installed at Maidenhead Town Hall.	Energy Reduction Manager	30/09/2017
E1	Energy Reduction in Council buildings	Install phase 2 LED lighting programme	Phase 2 LED lighting installation programme completed	Energy Reduction Manager	31/07/2018
E3 21	Residents Energy Reduction	Implement Energy Switch to Save auction	Residents reduce their energy expenditure	Energy Reduction Manager	31/12/2018
R1	Council Renewable Energy	Investigate potential for further solar installations on corporate buildings.	Potential installations financially modelled and presented to the Sustainability Panel.	Energy Reduction Manager	31/03/2018
S1	Council sustainability awareness	Implement staff energy awareness programme	Implement staff energy awareness programme using a drip feed information approach	Energy Reduction Manager	31/03/2018
W1/ W2	Borough wide recycling and use of waste	Percentage of household waste sent for reuse and recycling	Waste sent for reuse and recycling increased to TBC	Waste Strategy Manager	31/03/2018
WAT1	Water reduction in Council buildings	Use meter data to determine sites with high water usage wastage. Act to reduce water consumption.	Act to reduce water consumption at 2 corporate sites.	Energy Reduction Manager	31/03/2018

WAT1	Water reduction in Council buildings	Reduce water usage in the Council's corporate office buildings by 3% in 2017/18 compared to a 2013/2014 baseline	Water consumption reduced by 3% in the Council's corporate offices compared to the 2013/14 baseline.	Energy Reduction Manager	31/03/2018
------	--------------------------------------	--	--	--------------------------	------------