

# Public Document Pack

## NOTICE OF MEETING

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## SUSTAINABILITY PANEL

will meet on

**MONDAY, 27TH NOVEMBER, 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, LYNDY YONG AND SIMON WERNER

### SUBSTITUTE MEMBERS

COUNCILLORS MICHAEL AIREY, GERRY CLARK, PHILIP LOVE, JACK RANKIN,  
EDWARD WILSON AND CHARLES HOLLINGSWORTH

Karen Shepherd - Democratic Services Manager - Issued: 17 November 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 **Wendy Binmore** 01628 796529

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## **AGENDA**

### **PART I**

<b><u>ITEM</u></b>	<b><u>SUBJECT</u></b>	<b><u>PAGE NO</u></b>
1.	<b><u>APOLOGIES FOR ABSENCE</u></b>  To receive any apologies for absence.	-
2.	<b><u>DECLARATIONS OF INTEREST</u></b>  To receive declarations of interests from Members of the Panel in respect of any item to be considered at the meeting.	5 - 6
3.	<b><u>MINUTES</u></b>  To approve the Part I minutes of the meeting of the Panel held on 18 September 2017.	7 - 10
4.	<b><u>OPEN FORUM</u></b>  Opening remarks by the Chairman on the Panel's role.	Verbal
5.	<b><u>TOWN HALL BUILDING MANAGEMENT SYSTEM (BMS) UPGRADE</u></b>  To receive an update - Paul Slais, Simon Garrard (Aztec Control Services)	Verbal Report
6.	<b><u>WASTE UPDATE</u></b>  Verbal update by the Energy Reduction Manager	Verbal Report
7.	<b><u>ENERGY REDUCTION MANAGERS UPDATE</u></b>  To consider the report.	11 - 20
8.	<b><u>DATE OF FUTURE MEETINGS</u></b>  The dates of future meetings are as follows (7.00pm start):  To be approved at Panel.	-



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## 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.***

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# Agenda Item 3

## SUSTAINABILITY PANEL

MONDAY, 18 SEPTEMBER 2017

PRESENT: Councillors Mills (Chairman), Yong, Sharp and Pryer.

Officers: Mr Potter, Mr Scott and Ms Binmore.

### APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Coppinger and Werner.

### DECLARATIONS OF INTEREST

None.

### MINUTES

**RESOLVED UNANIMOUSLY: That The Part I minutes of the meeting held on the 3 July 2017 were agreed as a correct record.**

### OPEN FORUM

Mr Martin Fry informed Members that the Switch to Save link had been circulated to Parishes. And he thanked the Council for the project on the refitting of the school and for the support. He will forward the report to the local MP.

The Chairman stated she had an update on waste cages on refuse lorries for bags of textiles had been fitted to all vehicles and had been in use since late August 2017; that had led to an increase in textile recycling.

The Chairman updated the Panel with regards to residents not been checked for identification prior to using the refuse centres; signage was being installed to help with that. She added that the Council had objected to the Bagshot site closure as Ascot residents used that facility. The objection had been noted.

### TOWN HALL BUILDING MANAGEMENT SYSTEM (BMS) UPGRADE

Paul Slais from Aztec stated that BMS was a management system, a computer system which ran various aspects of buildings intelligently managed. The old format was a closed door protocol which meant every manufacturer's system did not connect to any other systems. Now, it was an open protocol system which was being used. Aztec's system was not written into any protocol which meant it could be used in conjunction with various systems. It was a language that could communicate with other systems.

At present, various protocol systems were used on various floors of the Town Hall. The plan was to remove the Honeywell controls and replace them with ones that communicated with other systems and then upgrade the other systems.

The chillers and boilers were operating separately which were not talking to each other so a system could be cooling an area while the boilers were heating that area up at the same time. The new system would save energy by streamlining systems and having them talking to each other. That would also save money.

Progress to date had included the boiler house being programmed, the chiller room being programmed and the ground floor had been converted and networked. Paul Slais added that the Desborough suite should be completed by the end of the week and the only thing left to do would be to get the front end progressed.

Michael Potter, Energy Manager stated the new protocols meant that everything could be linked up and if a new system needed to be added, it could be. David Scott, Head of Communities and Highways said it would be good to know if the new systems improved the fuel figures. It was good to hear the project was almost at the results end of the programme. Paul Slais offered to bring results to the next panel that he could show on his laptop. David Scott said he would like to see the base line data sets and projections on figures of improvement.

## UPDATE ON POOL CARS AND ELECTRIC VEHICLE CHARGING POINTS

David Scott, Head of Communities and Highways explained to Members that this was a follow up report due to earlier interest in using more efficient vehicles. There were four recommendations focused around procurement of up to 10 hybrid and electric vehicles. Further analysis was being carried out to ensure the correct, most efficient number of cars were procured.

The Employment panel would be looking at the pool car use policy to try and increase staff usage of the cars. The whole fleet would not be able to be electric only as Social Workers required the cars for longer journeys, therefore, the fleet would need to be a mix of hybrid and electric.

David Scott explained to the Panel that the Borough was looking at starting a pilot car scheme where the public could use the fleet during evenings and weekends. He was also looking at the number of car rights linked to properties, and a car club scheme could help to reduce the number of cars in the Town Centre.

The final recommendation was regarding charging points and looked at final locations and applying for grant funding for installation. There were a number of options for charging points, access and availability and parking provision issues. There were limitations to parking in Windsor and Ascot. David Scott confirmed the team were looking to building flexible, longer term solutions into the contract with the lease company due to the rapidly changing market situations.

David Scott confirmed the Borough was using the same company that supplied the last fleet of cars because when the Council originally went with them, they did not offer an electric fleet, but now they did. By using them again, it would minimise any early termination fees of contract. Councillor Sharp stated he did not like the original contract and did not see the point of sticking with that company as they could only supply one type of vehicle. He added he would not vote to have the contract with that company; two years ago, the Council was stuck with a company that did not supply what the Borough wanted and now, the Borough was sticking with them again. David Scott responded he was happy to take the feedback away regarding carrying out a rival market study and see if there was further potential to not staying with Alpha City to supply the fleet.

Councillor Sharp said he was very in favour of electric cars, but until electric charging points were installed, the Borough should stick with the current vehicles on lease. He added that everything in the current contract was very restrictive and the vehicles were not that good and the new contract would mean the Council would have more vehicles that were not good enough.

Martin Fry stated that Hurley Village were planning on installing electric vehicle charging points. David Scott stated they could contact him and he could help them with putting the Parish Council in touch with a company that installs the charging points. He added that the



Borough was looking at an infrastructure improvement plan and was looking at electric charging points being put in place more widely around the Borough as the use of electric cars increases.

Councillor Sharp queried what happened to the pool cars if they were used as part of a car club scheme and they ran out of power outside of the Borough. David Scott explained that that might influence the overall mix of electric and hybrid cars. The Chairman stated there were a lot of people concerned that the original pool car lease did not go to Panel when the Mini's were chosen. Technology was changing so quickly and it worried her that the Borough's technology will be left behind. The Chairman added that the best electric cars of 2017 was the BMW i3; however, more research needed to be done.

The Chairman stated one of the sites that had been identified for the installation of a charging point was a private road which was a concern. The Chairman said she wanted more choice. Councillor Yong commented there were a lot of properties being built in Maidenhead and the younger buyers might not have the finances to also have access to their own cars. The car club scheme was a good idea for residents and se encouraged more people to share cars. David Scott confirmed the legal team at the Council were looking into insurances for the car club scheme. He added that Transport for London had carried out work on how to operate and they looked at registering users in a similar way to hiring a car. He would like to get agreement in principal to look for a partner who had experience in car clubs elsewhere. He wanted to identify partners for the next stage of the process. With regards to charging points, David Scott stated that he wanted to make sure that private roads would not limit access people using the cars.

Councillor Sharp stated he agreed with Councillor Yong's comments as the Borough could not guarantee usage for residents on purely electric cars and the scheme would not work until the charging points issue was sorted. The other issue with charging points was that people might not want charging points right outside their house as others my use them and then residents would not be able to park outside their houses David Scott stated there were a whole raft of issues that needed to be resolved but, unless the Borough started to look into them, nothing would be able to get started. The Chairman stated that the Sustainable Panel were very happy to move towards both hybrid and electric cars but, more work was needed on this.

**RESOLVED UNANIMOUSLY: That the Panel endorsed the recommendations with the additional comments:**

**The Sustainability Panel were very happy to move towards hybrid and electric vehicles however, the Panel requested a rival market study be carried out to see if there was an alternative provider which was better value for money and had a greater choice of vehicles. Members also requested that an update be brought back to the Sustainability Panel prior to the final decision being made.**

## ENERGY REDUCTION MANAGER UPDATE

The Panel considered the report that provided an update on the progress being made to deliver the Council's energy and water reduction strategy. It provided a breakdown of the Council's energy savings, information on a Southampton City Council white label scheme, an update on the Town Hall building management system and LED lighting phase 2 projects and an update on the Energy Switch to Save Scheme. A recommendation was made that the Council signs a letter of support for Southampton City Council's white label scheme.

The Panel were informed that Appendix A provided a breakdown of energy savings that had been achieved. The table shows savings have been made at a wide range of buildings. The savings made at Hines Meadow Car Park eclipse the savings made at any other site but there are some great savings being made across the portfolio. Overall the energy savings and feed

in tariff income for the Town Hall solar panels provide the second largest site saving followed by lighting works carried out at Stafferton Way Car Park under the RE:FIT contract.

The Panel went on to consider the update on the Southampton White Label Scheme which if accepted would offer a set of local tariffs to the residents and businesses across the southern region. Southampton City Council are leading on the procurement process to find a suitable energy supply partner to deliver the Scheme across the southern region. The principal aims of this municipal energy project were to help to alleviate fuel poverty and to help people who do not normally switch supplier to switch to a more favourable tariff. A fuel poor household is defined as one which needs to spend more than 10% of its income on all fuel use when the home is heated to an adequate standard of warmth. If approved it was proposed to send a letter of support for the scheme.

During discussion on this item concern was raised that the information screens in libraries were not working as these provided valuable information on schemes. It was noted that this was targeted at vulnerable residents and concern was raised that when an individual switched energy supplier their previous supplier may harass them; it would be recommended that information on residents rights could be produced. The Panel supported the recommendation to send a letter of interest to Southampton.

The Panel also noted the phase 2 LED lighting scheme and the Energy Switch to Save Scheme as detailed within the report.

**Resolved unanimously that: the Panel:**

- **notes the report and the progress made on the proposed work plan.**
- **approves signing a letter of support for Southampton City Council's energy white label scheme.**

DATE OF FUTURE MEETINGS

The Panel noted the future meeting dates and approved a new start time of 7pm.

The meeting, which began at 7.30 pm, finished at 9.00 pm

CHAIRMAN.....

DATE.....

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 - 27 November 2017
Responsible Officer(s): Andy Jeffs, Executive Director David Scott, Head of Communities, Enforcement & Partnerships
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 provides initial information on the new strategy 2018-2022, an update on this year's sustainability strategy action plan, an update on the Town Hall building management system & LED lighting phase 2 projects, an update on the Energy Switch to Save Scheme and information on a EU Structural Investment Funds bid. The report recommends that an Energy and Water strategy replaces the Sustainability strategy and that the water reduction target baseline is changed from the 2013/14 year to 2016/17.
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 a new energy and water strategy is written to replace the existing sustainability strategy.

**RECOMMENDATION:** That the water reduction target uses the 2016/17 year as the baseline rather than 2013/14.

## 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 three years of the strategy the 2013/2014 energy baseline has been reduced by 15%. This equates to the Council avoiding just over £300,000 of energy costs over these three 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. (Para 2.3)
(c) The Council replaces the Sustainability strategy with an Energy and Water strategy. <b>This is the recommended option</b>	(c) This would allow the Energy Reduction Manager to focus on energy and water reduction. Other teams will still be able to report into the Sustainability Panel as they currently do. (Para 11.2, 11.3)
(d) The Council uses the 2016/17 year as the baseline for the	(d) The current baseline for the target is not reliable and it doesn't take

Option	Comments
water reduction target. <b>This is the recommended option</b>	into account the work that has been done to reduce water usage.(Para 11.6)

### 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%	15-16%	16.1-17%	>17%	31 <sup>st</sup> March 2018
Reduction of water consumption in Council office buildings in 2017/18 compared to the 2013/14 baseline.	<3%	3.0-3.5%	3.6-4.0%	>4%	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	Low

<b>Risks</b>	<b>Uncontrolled Risk</b>	<b>Controls</b>	<b>Controlled Risk</b>
		of overall progress to ensure the Council meets its annual projected reductions and savings commitments.	
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 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.	Low

## 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 – Progress against action plan 2017/18

## 11. BACKGROUND DOCUMENTS

### **New strategy 2018-2022**

- 11.1. The current Sustainability Strategy 2014-2018 will finish at the end of March next year and so a new strategy will need to be put in place beyond this. The current strategy that the Sustainability Panel is working to is a Sustainability Strategy and currently covers energy, transport and waste.
- 11.2. Whilst the Sustainability Strategy looks to encompass energy, transport and waste, in reality most of the work of the Sustainability Panel is geared around energy and carbon reduction. It is therefore proposed that the future strategy is purely based on energy and water topics rather than Sustainability as a wider field. The waste and transport fields have strategies in place but energy does not and so it is felt that this greater focus would help going forward. The Council's energy and water usage as well as carbon emissions would still be monitored as part of the new strategy to ensure reductions continue to be made.
- 11.3. Another matter to consider is the future of the Sustainability Panel. It has been proposed as part of the ward boundary review that the Sustainability Panel is one of the meetings that is dropped when the changes are made in May 2019. If this is the case then individual fields i.e. Transport, Waste, Energy will need to report to the relevant replacement overview and scrutiny panel. Since there is not a member of staff that is directly responsible for Sustainability but there are staff members responsible for the various fields it perhaps makes sense to have individual strategies for each field.

### **Sustainability strategy action plan 2017/18 progress update**

- 11.4. A progress table for the first 6 months of the year can be found in appendix 1. Overall the table shows progress against the action plan with many actions either completed or currently being carried out. The energy saving target appears well on target but unfortunately the water saving target is not progressing as hoped.
- 11.5. The water saving target for the corporate office buildings, namely Town Hall, Tinkers Lane Depot, St Mary's House is not currently performing well against the baseline. The water consumption was 1.8% higher over the first 6 months of 2017 compared to the baseline figures when the target was a reduction of 3%.
- 11.6. Following a review of the water usage figures a number of issues were identified. Firstly the water baseline figures are unreliable. Two of the three sites needed to have the original baseline adjusted so that the baseline was more realistic. One site needed the baseline consumption to be increased and the other needed it reduced. This was because the billing data supplied by the water suppliers was very poor quality. The data used to form the baseline shouldn't have been relied upon. Any adjustments made to the baseline were made based on more reliable billing data from the site.
- 11.7. Secondly, although some large savings are being made this year compared to last year at the Town Hall, it would appear that during the baseline year there

were not very high levels of usage. This means the savings made over this strategy period at this site are not being fully accounted for.

- 11.8. Thirdly, estimated billing in the current year at Tinkers Lane Depot may mean that the usage is not accurate. There was a problem with the logger on the site but this has now been resolved.
- 11.9. Moving forward, it seems unlikely that the target as it stands will be met. Works to reduce water usage will still be carried out where possible but there is limited scope to reduce the water usage by the required 194m<sup>3</sup> when over the first 6 months water usage was higher by 62m<sup>3</sup> using the adjusted baseline.
- 11.10. One possibility is to compare this year's consumption against last year's consumption (2016/17) to determine whether the target has been met. Of course this isn't a comparison to the baseline but it would show the work of the panel to reduce water consumption in the corporate office buildings. When comparing the first 6 months of 2016/17 to the first 6 months of the current year it shows that a 10% reduction has been made. This is obviously a very different picture to the 1.8% increase compared to the 2013/14 baseline year.

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

- 11.11. The building management system (BMS) is currently in the final stages of its set up. The Town Hall's heating/ cooling is being controlled by the BMS now. Final tweaks are currently being made before the full handover of the system happens.
- 11.12. The LED lighting project is complete with some final snagging left to do.

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

- 11.13. The October Energy Switch to Save auction has now ended and the registrant supply contracts were offered to two energy suppliers; SSE and Boost (prepayment section of Ovo Energy). Offer emails have now gone out to the 133 residents that took part. Currently the average saving per household is £243.
- 11.14. The last auction had 147 registrations by the end. Residents can still sign up for the current auction cycle until the end of November and so there is still time to try and improve on the last auction.

#### **EU Structural Investment Funds**

- 11.15. An opportunity has come about to access EU Structural Investment funding for a number of projects in the borough. The project is looking at ways to stimulate local enterprises in the low carbon/energy fields.
- 11.16. An outline bid for funding has been placed for a project named Thames Valley New Energy and the borough agreed to be a strategic partner. They are looking to support 50 - 100 local enterprises (private and social) to drive innovation and growth in the region's low carbon sector; generate local renewable energy; reduce energy consumption and CO<sub>2</sub> emissions; and deliver sustainable economic growth.



11.17. Currently there are 3 projects being reviewed: the installation of a water source heat pump in the York Stream to feed either Maidenhead Library or the Town Hall, the installation of a solar powered electric vehicle charging station at the new Braywick Leisure Centre and the installation of a biomass boiler heat network between one/ two schools. The projects needed to be innovative and/or contain renewable technologies.

11.18. So far an outline bid was accepted for £1.5m of funding. This funding is to be matched with local funding to create a total £3m budget for the programme. Both Reading Borough Council and Slough Borough Council have also put projects forward for the programme.

11.19. A full application for the funding has now been made. If the application is successful then the funding will be made available next year and it would need to be used over the next 3 years. The Council could potentially receive in the region of 120k of funding through the scheme. Internal and external funding sources will be used to match this funding. The borough would likely be looking to develop the projects in 2018 and 2019 if the application is successful.

11.20. The panel will be informed about any further progress. It must be stated at this stage that the proposed projects might not necessarily go ahead even though they are included in the bid.

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

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

- Writing up the new Sustainability/ Energy Strategy 2018-2022
- Schools energy saving competition set up
- Water saving project development and installation

## **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		
Cllr Mills	Chairman of the Sustainability Panel		
Lisa Pigeon	Environmental Health Lead	31/10/17	01/11/17

## **REPORT HISTORY**

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

Code	Work theme	Action	Result	Responsibility	Target Completion Date	Progress	RAG	Next steps
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	12.2% reduction to the end of September 2017	Green	Continue to monitor performance and highlight any issues quickly when they do occur.
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	New BMS installed. Slightly behind schedule. Final changes currently being made.	Amber	Finalise system and handover.
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	Almost complete. Final snagging to be finished.	Amber	Complete snagging and handover.
E3	Residents Energy Reduction	Implement Energy Switch to Save auction	Residents reduce their energy expenditure	Energy Reduction Manager	31/12/2018	Auction implemented.	Blue	Complete
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	Schemes at York House, Braywick Leisure Centre and Tinkers Lane Depot being investigated.	Amber	Determine whether it is possible to install more PV at York House in collaboration with the developers. Review Braywick Leisure solar installation - determine business case. Tinkers Lane depot - determine cost of replacing roof covering and include in business case.
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	Awareness programme implemented	Blue	Complete
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 50%	Waste Strategy Manager	31/03/2018	Progress not reported at this stage.	Amber	Continue to monitor.
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	Tap volumiser trial investigated at Town Hall. Initial issues with trial overcome. Now ready to implement.	Amber	Implement trial at Town Hall and monitor water consumption. Roll out across building if successful. Implement at Tinkers Lane Depot/ St Mary's House.
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	Currently showing 1.8% increase over first 6 months against 2013/14 baseline. Suggest that baseline should be adjusted.	Red	Consider replacement of baseline to 2016/17. Carry out tap volumiser project to reduce water consumption.

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