

Public Document Pack

NOTICE OF MEETING

www.rbwm.gov.uk



SUSTAINABILITY PANEL

will meet on

TUESDAY, 19TH MARCH, 2019

At 7.00 pm

in the

COUNCIL CHAMBER - TOWN HALL,

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, CHARLES HOLLINGSWORTH,
PHILIP LOVE, JACK RANKIN AND EDWARD WILSON**

Karen Shepherd – Service Lead, Governance - Issued: 11 March 2019

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 or contact the Panel Administrator **Wendy Binmore** 01628 796251

Accessibility - Members of the public wishing to attend this meeting are requested to notify the clerk in advance of any accessibility issues

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. Do not re-enter the building until told to do so by a member of staff.

Recording of Meetings –In line with the council's commitment to transparency the public part of the meeting will be audio recorded, and may also be filmed and broadcast through the online application Periscope. If filmed, the footage will be available through the council's main Twitter feed @RBWM or via the Periscope website. The audio recording will also be made available on the RBWM website, after the meeting.

Filming, recording and photography of public Council meetings may be undertaken by 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 in the public domain. 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 confirm the Part I minutes of the meeting of the previous Panel	7 - 12
4.	<u>OPEN FORUM</u> Opening remarks by the Chairman on the Panel's role.	Verbal Report
5.	<u>ON STREET CAR CHARGING POINTS</u> To receive a presentation from Ubitricity.	Verbal Report
6.	<u>ENERGY STRATEGY 2019-2023, ENERGY POLICY AND PROJECT PLAN 2019-2020</u> To receive the above reports.	13 - 28
7.	<u>COMMUNITY SOLAR PRESENTATION</u> To receive the above presentation from MaidEnergy.	Verbal Report
8.	<u>UPDATE ON PLASTIC DEPOSIT RETURN SCHEME IN SCHOOLS</u> To receive the above update.	Verbal Report
9.	<u>WASTE FIGURES</u> To receive the above update.	Verbal Report

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 the discussion or vote at a meeting.** The speaking time allocated for Members to make representations is at the discretion of the Chairman of the meeting. In order to avoid any accusations of taking part in the discussion or vote, after speaking, Members should move away from the panel table to a public area or, if they wish, leave the room. 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, 22 JANUARY 2019

PRESENT: Councillors Marion Mills (Chairman), David Coppinger (Vice-Chairman), Derek Sharp, Lynda Yong and Simon Werner

Officers: Wendy Binmore, Naomi Markham and James Thorpe

Also in attendance: Will Hattersley, WhiffAway

APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Nicola Pryer.

DECLARATIONS OF INTEREST

None.

MINUTES

RESOLVED UNANIMOUSLY: That the minutes of the meeting held on 8 November 2018 be approved.

OPEN FORUM

The Chairman stated the Panel continued to look for ways to reduce energy consumption. The new Energy Reduction Manager had hit the ground running since starting working at the Borough and would continue to keep up with energy savings initiatives.

WATERLESS URINALS

Will Hattersley from Waterless Solutions by Elemental gave a presentation to Members on the benefits of using waterless urinals in Council buildings. He explained he originated from Australia and had lived in the UK for four years; water was a precious resource in Australia where they used tanks to preserve water and so, he had grown up with the lifestyle of preserving water. Will Hattersley stated men's urinals always bugged him due to the amount of water they used so he began working with Whiff Away to reduce the water used in public buildings.

Even through pricing regulation for water, there were still huge variants in the prices for water and urinals were the single biggest user of water per day with over 157,000 litres per day being used on average for four flushes per day. Will Hattersley continued to give his presentation which included the following key points:

- The WhiffaAway Group was founded in 1992, they invented the original waterless urinal in 1993, making it the world's first retro-fit. They now had in excess of 100,000 urinal installations across the globe.
- WhiffAway controlled the process from start to finish and were the only company to design, manufacture, install and maintain their waterless urinals.
- They had a nationwide network of qualified engineers and plumbers.
- One of their key USP's were their initial free site assessments. That was not just a count of the urinals in situ, they also determined compatibility with their retro-fit systems and any access issues to pipes for servicing.

- When retro-fit was not possible, they offered other options ranging from new bowls to alternative water saving options.
- Additionally. Their smart water metering was able to determine current water usage so that actual savings were fact rather than fiction.
- Everything they provided was backed up by their service and satisfaction guarantee.
- WhiffAway were happy to carry out free trials and they would not remove any urinals already fitted that were in good working order.
- Their traps were manufactured in Scotland.
- The traps used a one-way valve so the urine went down the valve and then the valve seals which stopped any smell.
- The device was patented and the seal worked with a cartridge which contained a green enzyme block which broke down the urine.
- The enzyme blocks were replaced quarterly and there was also a filter that captured any gum or hair to stop the device getting blocked.
- Their pipes were custom made and tested. Nothing would be removed that was needed and the Council could always revert back to using a water system if it chose to.
- WhiffAway provided three months' supply of cleaning product and they scheduled quarterly visits to carry out the service, replace cartridges and clear through the pipework; a flow test was also carried out.
- A report would be provided on how the system was working and if further cleaning was required. The cleaning products would also be replenished.
- Cleaning the system was a very simple process, using a spray and a wipe of the bowl every day. And then a deeper clean was to be carried out once a week.
- There were other systems out there but WhiffAway provided maintenance, replacement valves, cartridges etc.
- WhiffAway had installed sensors at Heathrow's T3 to show the water usage used. Heathrow were shocked to see how much water they used before WhiffAway installed their waterless urinals, compared to how much water they saved following installation.
- The waterless urinals were the Council's big opportunity to reduce water consumption and try and be greener.
- The bowls at the Town Hall were very easy to adapt.
- The Coach Park in Windsor had 12 urinals installed and WhiffAway could adapt those to waterless urinals.
- WhiffAway were unable to convert the bowls at Bachelors Acre but, they could work on a solution in the longer term.
- There was a long lead time on installation as WhiffAway needed to ensure the public and other stakeholders were happy before installation took place.
- Will Hattersley proposed installing a water metre to measure usage over two months. If a considerable amount of water was being used, the waterless urinals could be fitted, monitor how they were working for up to eight weeks and then provide the Council with a report putting the case together for all toilets that would work using the WhiffAway system.

Will Hattersley confirmed if WhiffAway converted five urinals in the Town Hall, that would cost £120 per urinal. It was then £45 per service per urinal which included the cleaning products. It worked out much cheaper than running a water based system. Councillor Sharp asked if the system was available to buy. Will Hattersley responded it was available to buy but, he tried to steer people away from that option. Sainsburys had installed the WhiffAway system nationwide and had their own cleaning team carry out the maintenance, but it went wrong so Sainsburys asked WhiffAway to go back in and do the maintenance. He added that it would cost a little more for WhiffAway to carry out the maintenance but, it would not cost much more and it was an option.

Will Hattersley confirmed each green enzyme cartridge cost approximately £13 each. He stated it would be marginally cheaper for the Council to change the cartridges and carry out the maintenance in house but, it was not that much cheaper. Councillor Yong said speaking from a feminine perspective, when she walked passed men's toilets, it often smelled. If the WhiffAway system stopped that smell, then the costs would be worth it. Will Hattersley

confirmed there was a seven month lead time and if the Panel wanted to see what they were like, they were installed in Sainsburys. He added he could also offer a one-way valve for floor drains too which stopped smells getting up through the drains.

The Chairman asked if any other Council's had installed the WhiffAway system. Will Hattersley responded trials had been carried out in Bath and with Greenwich Leisure. Other customers included the Olympic Stadium, Fullers, Heathrow, PFP Leisure, as well as other independent restaurants. The Chairman asked if WhiffAway were working with old bowls, and a bowl was to get damaged, would that be at WhiffAway's expense. Will Hattersley stated all bowls would be surveyed and if they were needing to be replaced, that would be built into the price. However, if a new bowl was not required, but got broken by WhiffAway, the costs would be covered by WhiffAway. The bowls were cleaned before and after works were carried out.

Will Hattersley confirmed that bleach would damage the seal in a one-way valve and then the smell would return; that would be picked up during a service and the seal would be replaced. The valve would go white if bleach is used, but it was easily fixed. If it was a one off, WhiffAway would not charge for a replacement but, if it kept happening, the Council's own maintenance staff could change the valve. He added the cartridges used were also recycled so it was a much more environmentally friendly system.

The Chairman stated the concept was very interesting and thanked Will Hattersley for attending and giving his presentation.

FOOD WASTE CADDY REPLACEMENT BAGS

Naomi Markham, Waste Strategy Manager, stated she had looked at the costs since the launch of the food waste recycling campaign started in 2015/16, and they came to £68,000. The campaign involved door knocking and distributing food waste bags to all houses. The current costs were £19,000 for replacement bags and her team were now carrying out a leaflet drop with a few bin bags per household at a cost of £28,000. Replacement bin bags were available at the libraries and that was the most popular way of residents obtaining their replacement food waste bin bags.

Councillor Coppinger stated he was disappointed that biodegradable bags could not be used as they could not be broken down by the processing plant. The Waste Strategy Manager responded the Council used an anaerobic digestion system which meant biodegradable bags did not break down as they needed oxygen. Also, biodegradable bags started breaking down very quickly which made it difficult for the bags to be collected as they would break very quickly. They were great for garden waste but not for food waste. The Waste Strategy Manager added that when the Council distributed replacement food waste bags, the team were informing people they needed to use plastic bags and not biodegradable bags. Plastic bags were not sent to landfill, they were recycled into energy.

- ❖ **Action** – the Waste Strategy Manager to circulate the food tonnage collected figures to the Panel.
- ❖ **Action** – the Waste Strategy Manager to explain in an email why biodegradable bags could not be used in food waste caddies and what happened to plastic bags that were used instead and circulate to the Panel.

PLASTIC DEPOSIT RETURN SCHEME

Naomi Markham, Waste Strategy Manager, stated she had been working with Greenredeem who were carrying out a trial plastic deposit return scheme. The scheme could include drinks cartons, cans and glass. The government were looking into plastic return schemes and were possibly looking at implementing a similar scheme as seen in Europe. Greenredeem were trialling a system where plastic got deposited and a voucher would be issued. Greenredeem were working in schools and had a prototype vending machine installed. Some of the schools included Furze Platt, Manor Green, Woodlands Park, Riverside and Hilltop First School.

For every plastic bottle deposited, the school received 5p up to the maximum value of £2,000. The scheme encouraged children and their families to recycle and a letter had been sent to all schools in the Borough encouraging them to sign up to the scheme. The information pack sent to schools included letters to parents explaining the scheme, a webpage that showed a league table of schools and sign up packs.

Greenredeem were working with Plastic Oceans UK which was a UK charity trying to reduce plastic waste reaching the oceans. The scheme enabled schools to plan lessons around recycling that linked with the curriculum and got children more involved in recycling.

Grundon would collect the plastic that had been deposited and they worked with plastic processors which made the collected plastic into a new plastic product. Greenredeem were hoping to provide community based ideas and the Council had a meeting with Greenredeem scheduled for the week commencing 28 January 2019 to look at how ideas could be developed further. If the pilot scheme was successful, Greenredeem were aiming to expand the plastic deposit return scheme into areas with high footfall.

The Chairman said she knew the item was gaining ground, and there was no better way than to start with the Children. It was a great idea to introduce a league table to increase the competition which also increased levels of recycling. She added Grundon were hoping to obtain a government grant and they were also looking at other funding streams. If schools reached their £2,000 target, they could continue to recycle.

Councillor Sharp stated he was impressed with the pilot and that it was a great scheme and requested the Waste Strategy Manager provide an update on the pilot scheme and bring the figures from the schools league table back to the next Panel meeting.

- ❖ **Action** – The Waste Strategy Manager to provide an update on the update on the pilot scheme and bring the figures from the schools league table back to the next Panel meeting.

PLASTIC REMOVAL FROM COUNCIL OFFICES

Councillor Coppinger stated the Motion to remove plastic from Council buildings came about through the work of Maidenhead Matters. The Borough was not trying to create a plastic free world, it was just trying to reduce single use plastics. He added the Council wanted to work with businesses across the Borough.

Maidenhead Matters encouraged all firms to allow people to refill their water bottles for free, particularly cafes, bars and restaurants. Councillor Coppinger had met with officers and agreed a programme of work to get plastics reduced, including to work with external businesses.

Members of the Panel noted and endorsed the Motion and also congratulated the Members that had worked across political parties to produce the Motion to remove single use plastics from Council buildings.

CLOSURE OF SUSTAINABILITY PANEL AFTER MARCH 2019

Councillor Coppinger stated the Panel were aware that the number of Councillors were being reduced in the Borough in May 2019. That put a strain on Councillors that remained due to the number of meetings so, the decision was made at Full Council to merge meetings such as the Sustainability Panel or, run them externally. He added there would still be Cabinet responsibilities for sustainability in the Borough so it would not stop issues being worked on and officers would still be driving sustainability forward but, there would not be as many meetings.

The Chairman stated she was disappointed the meetings would cease but, it would not stop the work being done. The Energy Reduction Manager would continue to work on the energy reduction agenda and had lots of work to do. The Chairman added she would continue to have an interest in sustainability and would not be giving that up. She would continue to work with groups such as Maidenhead Matters and Greenredeem and she would not let the issues be dropped by the Council.

Councillor Sharp stated he felt it was a big mistake to discontinue the Sustainability Panel. The Panel was responsible for a lot of dramatic changes across the Council. Sustainability issues could not be scrutinised without a Panel. He understood the Council needed to make adjustments but, to remove the Sustainability Panel was a big mistake.

The Chairman stated the Council had changed their lights to LED lights, added Solar Panels to buildings as well as other large projects which had all started at the Sustainability Panel. However, moving forward, issues would still be scrutinised, but at other Panels and officers just needed to work out which scrutiny panel items would go to.

Councillor Werner said he was disappointed, he feared sustainability would be squeezed out and forgotten about. Yes, there would be scrutiny but, that would be part of a huge range of issues being scrutinised. Councillor Coppinger said if the Panel still felt that way after a period of time, he was happy to promote bringing the Panel back into existence. Councillor Werner said the opposition parties would encourage the Sustainability Panel being brought back. The Chairman stated if Members were re-elected in May, they could push the agenda as individual Councillors.

DATE OF FUTURE MEETINGS

The date of the next meeting was noted. Councillor Coppinger gave his apologies for the next meeting as he was unable to attend.

Councillor Yong shared some facts on textile recycling and asked the Waste Strategy Manager to provide an update on the Borough's recycling of textiles figures be brought to the next meeting. She stated it cost the UK economy £82m to send textiles to landfill and the Panel needed to keep the pressure on the Council and raise awareness on the impacts the clothing industry had on the environment.

The Key facts shared by Councillor Yong included:

- £82m - The amount it costs the UK economy a year for sending clothing and household textiles to landfill.
- 2050 - The year that the fashion industry will have used up 25% of the world's carbon budget.
- 500,000 - The number of tonnes of microfibres that are released into the oceans every year during clothes washing.
- 3% - The drop in EBIT margin companies can expect by 2030 if they do not invest in sustainability
- **Action** – The Waste Strategy Manager to provide Members with an update on textile recycling in the Borough and add a piece to raise awareness of textile recycling to the next edition of Around the Royal Borough.

The meeting, which began at 7.00 pm, finished at 8.15 pm

CHAIRMAN.....

DATE.....

Royal Borough of Windsor & Maidenhead

Energy and Water Strategy

2019-2023



Contents	
Foreword	3
Executive Summary	4
Introduction	4
Targets	5
Scope	5
Themes and Projects	6
Technical Projects	6
Operational Projects	7
Engagement Projects	8
Financial Benefits	8
Non-Financial Benefits	9
Funding	9
Governance	10
Compliance	11
Future Ambition	12

Foreword

Sustained energy and water reductions not only make good environmental sense, they make good business sense. They help ensure we deliver on our promise to residents to secure best value in all that we do whilst also protecting the Borough for future generations to enjoy as we do today.

Energy price rises are now common place and we expect to see prices continue to increase for the foreseeable future. At the same time, evidence on human impact to the natural world is mounting with Blue Planet affecting many of us. Now more than ever, we need to take responsibility and ensure we manage our resources efficiently and effectively.

The council recognised the benefits of good energy management many years ago and it was proud to hit its 15% energy reduction target in 2018. This strategy looks ahead and sets out how we will achieve a further 10% reduction in our energy consumption by 2023. This will not be easy and there will of course be difficulties along the way. We are however determined to deliver on our promises and I believe that all areas of the council will step up and collectively, we will meet the challenge.

Cllr. Coppinger, Cabinet Member for Heath and Planning (including Sustainability)

Executive Summary

The Royal Borough of Windsor & Maidenhead is proud of its achievements to reduce energy consumption and its associated environmental impacts. This document commits the council to achieve a further 10% energy reduction by 2023 based on a 2016/17 baseline. This is an ambitious but achievable target and will demonstrate the council's commitment on the issue.

The work already undertaken has saved in excess of £1 million since 2014, providing value for money for residents of the Borough. Further work will build on these savings through a programme of technical, operational and behavioural change projects. We will continue to ensure compliance with all relevant legislation and put in place governance procedures to ensure oversight of the programme.

The scope of the strategy will include buildings within the operational control of the council as well as street lighting. Council maintained schools will not be included in the targets but their energy consumption will be reported on annually to track their energy usage and we will support them in making their own energy reductions. Leisure Centres, academies and investment properties will all be excluded.

Introduction

The Royal Borough of Windsor & Maidenhead aspires to be a regional leader in reducing its environmental impact by managing its resources efficiently and effectively. Over the last 5 years, it has been successful in making reductions to its energy consumption which has resulted in both financial and non-financial benefits. This has been against a backdrop of significant escalating energy prices and has made the work of energy reduction more important than ever.

Whilst significant progress has already been made, the basis of a good energy management system is continuous improvement and this strategy sets out how the council will achieve further reductions in energy consumption in the coming years.

The next 4 years are an exciting time for the borough with big regeneration projects being developed. Embedding strong energy management into projects from the outset will support the council's priority of ensuring we provide value for money to our residents whilst protecting the environment for generations to come.

Targets

The council set itself a 15% energy reduction and a 3% water reduction target in 2014 to be achieved by 2018 against a 2013/14 baseline. It successfully achieved these and is now looking ahead by setting new, ambitious targets for further energy and water reductions. These new targets will look forward from 2019, covering the 4 year period to 2023 and are absolute targets, so are not dependent on what happens to the council's estate in the forthcoming years.



10% reduction in energy usage from the corporate building estate compared to a 2017/18 baseline.



10% reduction in energy related carbon emissions from the corporate building estate compared to a 2017/18 baseline



5% reduction in water usage from the corporate building estate compared to a 2017/18 baseline

Scope

It is important to establish what is, and what is not included within the scope of the energy reduction target. The council's estate is going through a period of change with exciting plans for regeneration of areas of the borough starting to take shape. As we have set an absolute target, these changes may contribute towards the target or make it more challenging. The council has a complex estate and it is difficult to anticipate these changes. The following scope has been set to include the majority of energy consumption under the operational control of the council.

Excluded

Investment Properties

Academies

Leisure Centres

Reported

Maintained Schools

In Scope

Council Buildings and Depots*

Libraries

Car Parks & Street Lighting

** This includes buildings operated by partner organisations such as Achieving for Children and Optalis.*

Themes and Projects

Technical Projects

Heating and BMS Controls

A new building management system (BMS) was installed in the Town Hall in 2018 so optimising the controls will ensure we get best value from the new system. Other buildings in the estate have few controls on the heating systems and looking at how control of these buildings can be improved, will be an important piece of work.

Heating / Electrical / Water Plant Efficiency

Much of a buildings energy is consumed by essential equipment used to keep a building operational such as pumps, motors and boilers. Ensuring this plant is operating efficiently is important to prevent energy wastage and a programme of replacements of the oldest, most inefficient equipment will be considered. This could also include looking at water efficient alternatives to existing facilities such as low flow taps and waterless urinals.

Low/Zero Carbon (LZC) Opportunities

Renewable energy technologies provide free, low carbon electricity to buildings and are a powerful symbol of the council's commitment to energy management. Solar photovoltaic panels are already installed on a number of buildings across the estate and a further array will be installed on Braywick Leisure Centre where a combined heat and power unit will also be used. Opportunities will be investigated for further solar installations across the estate. In addition, LZC solutions to heating systems especially where current boilers are coming to the end of their life will be looked at.

Operational Projects

Introduction of Energy and Water Policy

The council has no policy in place making it clear its commitment to continuous energy and water reductions. A policy is required to clearly set out the council's overarching energy management principles which will be available to staff, contractors and residents.

Introduction of Heating and Cooling Policy

The council has no policy in place on how it heats and cools its building, when heating and cooling should take place and at what temperature buildings should be conditioned to. A policy, signed off by the corporate leadership team, to provide guidance on how we manage heating and cooling in buildings could significantly reduce the amount of energy required by heating, ventilation and air conditioning (HVAC) systems.

Monitoring, Measuring and Targeting

Smart metering is becoming increasingly common across the country and the council's estate is no different with many of our meters now having smart functionality. Using the data from these energy and water meters to identify opportunities for improvement is an important part of any energy management system.

Procurement

Whilst we do not include emissions associated with the products we purchase, procurement decisions made across the council have an impact on energy and water consumption. Ensuring sustainable procurement is a consideration in the purchase of equipment with a high energy consumption can deliver substantial savings over the life time of the item. It will be important to work closely with colleagues in Procurement to develop sustainable purchasing practices and embed those in decision making processes.

Re-charging

To achieve best value for residents, the council works with partner organisations to deliver services. Many of these partner organisations are based within council owned buildings

where the council pays the energy bills. Using appropriate sub-metering, over time, the council will look to recover the costs of the energy used by those partner organisations subject to contractual obligations and where reasonably practicable.

Engagement Projects

Internal Awareness

Whilst many buildings have lighting sensors installed, embedding a culture of responsibility is an important part of working towards ambitious energy reduction targets. Awareness of the council's commitment to its energy reduction targets and what each member of staff can do to help achieve them can result in significant savings. Simple actions such as not using individual electric heaters or making suggestions on how to improve the energy management system can multiply the impact a small energy management team can have.

Resident Awareness

Communicating the work undertaken by the council to residents is an important way to demonstrate the leadership it has taken on managing energy consumption. By highlighting the success and benefits of the work, it will encourage residents to take a more pro-active role in managing their own energy by switching providers or improving insulation in their homes. This will reduce their energy bills and reduce energy poverty in the borough.

Financial Benefits

Energy prices fluctuate constantly but the long term trajectory has been upward. The council purchases its energy through Crown Commercial Services to benefit from the bulk purchasing they can secure when buying over £2 billion of energy on behalf of the public sector. Whilst this approach has reduced energy prices compared to buying independently ensuring we get best value for residents, we have seen significant increases over the past year with an 18.3% annual increase in our non-half hourly electricity supplies forecast for 2019/20¹.

The final cost for energy is split between the commodity cost, the price for the electricity or gas and the non-commodity costs which are the costs added to bills to support the installation of new generation capacity or distributing that energy around the country. Currently non-commodity costs make up 60% of the electricity unit price where the commodity makes up just 40%. Gas unit prices are approximately 25% non-commodity and 75% commodity costs.

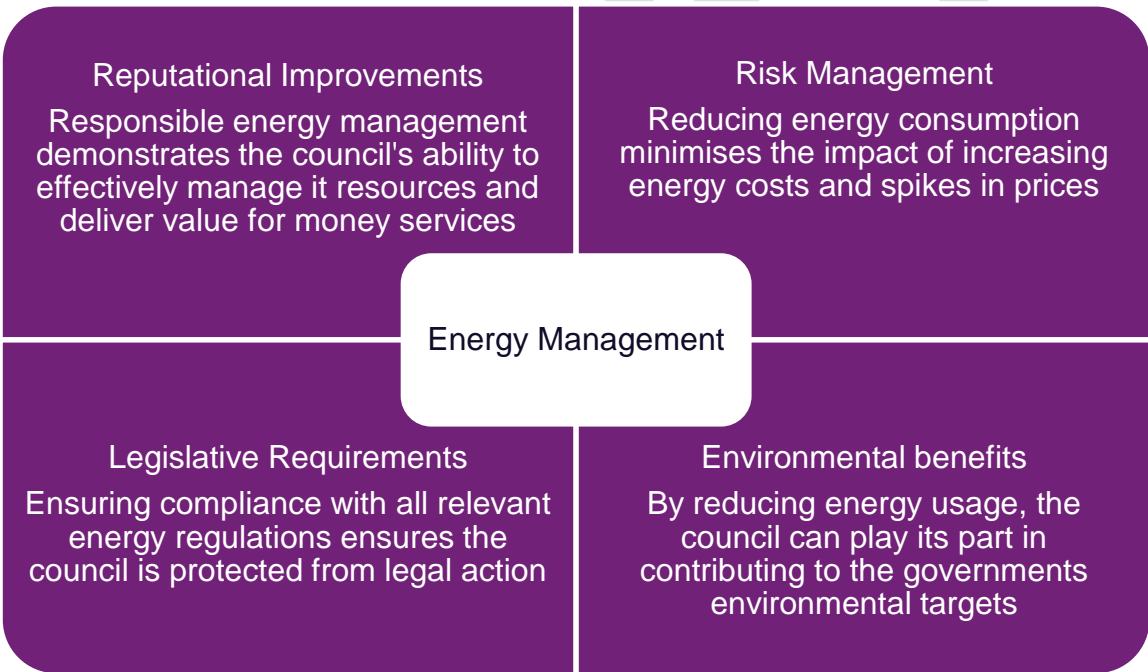
¹ Crown Commercial Service, *Energy Budget Forecast 2019/20*, Page 3, January 2019

This means that whilst reducing the unit cost for energy is important, reducing our usage of energy overall is the only way to control both elements of the bill.

Whilst the council has many demands on its funding, investing in energy efficiency often results in the initial investment being returned in less than 5 years with the benefits of reduced energy bills being seen for many years after.

Each project brought forward will have a full financial business case associated with it, with predicted savings being compared to the investment required. Projects will have a target return on investment of less than 5 years and an upper limit of 8 unless in exceptional circumstances. Projects will be monitored after installation to ensure they have been effective.

Non-Financial Benefits



Funding

There are a number of funding opportunities available to the council to deliver its commitments as detailed below. A variety of funding sources were used in the 2014-18 plan and a similar approach is likely to be taken going forward which will include internal and external finance.

Funding Option	Advantages	Disadvantages
Internal funding	<ul style="list-style-type: none"> • Straightforward • Low administration burden • Council gets maximum benefit 	<ul style="list-style-type: none"> • Competition with other demands on council funding
Community benefit funding	<ul style="list-style-type: none"> • No revenue investment for council • Good publicity and opportunity to involve residents • Council could jointly invest with residents 	<ul style="list-style-type: none"> • Complex negotiations leading to high administration • Considerations of long-term ownership of plant • Savings will be shared with investors to the scheme
Energy performance contracting	<ul style="list-style-type: none"> • No revenue investment for council • Independent verification of savings will be an integral part 	<ul style="list-style-type: none"> • Complex negotiations • Council will share savings achieved with contractor
Salix Interest Free Loans	<ul style="list-style-type: none"> • 0% interest loan • Independent verification of projected savings • No revenue investment for council 	<ul style="list-style-type: none"> • Loan required to be paid back within 5 years • Can put delivery timescales under pressure
Grant funding	<ul style="list-style-type: none"> • No revenue investment for council • Money does not need repaying 	<ul style="list-style-type: none"> • Competitive and difficult to access • Can be subject to a number of different conditions which limit work • May require the council to also provide funding • Fixed timescales often don't fit in with projects

Governance

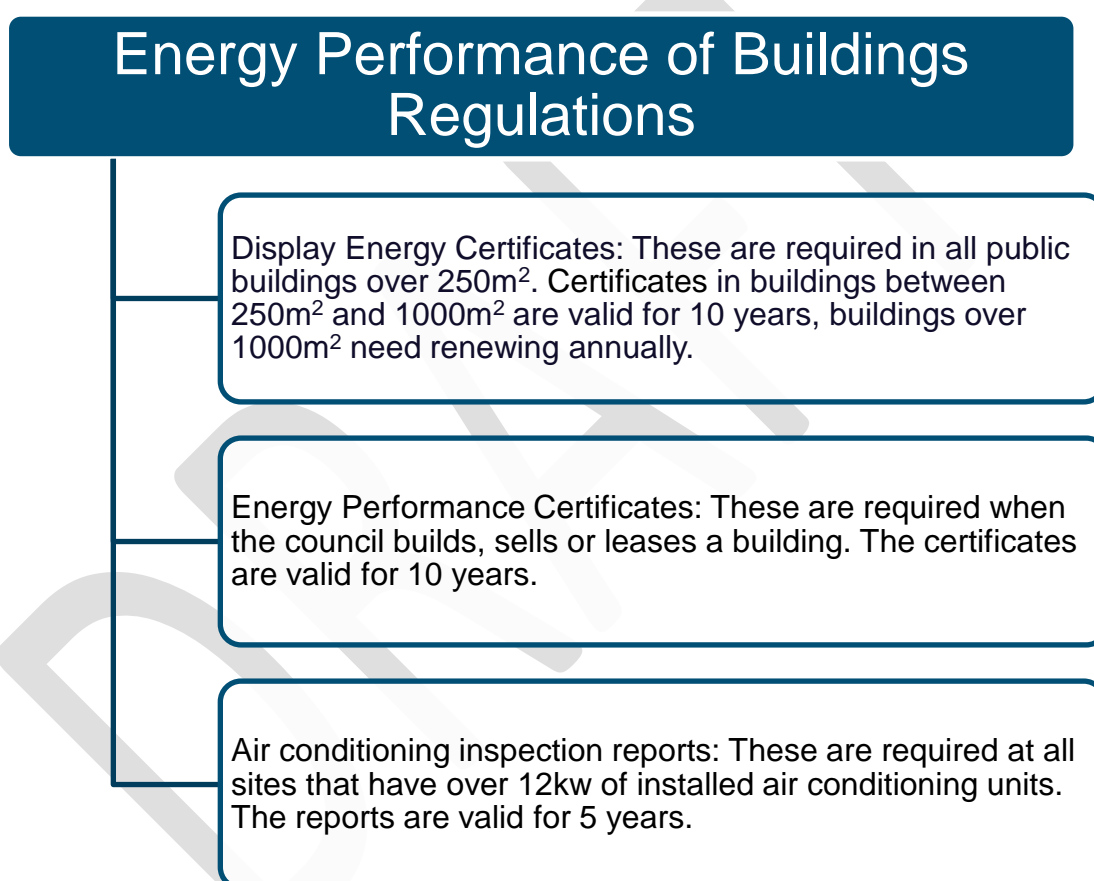
The Energy and Water Strategy will be delivered by the Energy Reduction Manager, on a day to day basis. The Lead Member for Sustainability, will sponsor the work at Member level.

An annual report will be written each year which will detail the work undertaken in the previous year to improve energy performance. This report will follow the end of the financial

year and will be reported annually to Communities Overview and Scrutiny Panel. The report will also include the annual plan for the following 12 months of work.

Compliance

There are a number of different regulations relating to energy management which the council is legally bound to adhere to. The most relevant is the Energy Performance of Buildings Regulations 2012 for which the council is required to undertake a number of different actions each year as detailed below.



The council must also comply with the Building Regulations 2010 - Conservation of Fuel and Power Part L. This ensures that any significant works done to new or existing buildings are done to the latest energy efficiency standards.

The Fluorinated Greenhouse Gases (Amendment) Regulations 2018 form another way that harmful greenhouse gases are contained. The regulations require specified fluorinated greenhouse gases to be tracked in systems that they are used such as air conditioning systems. If any leaks are detected then they must be resolved promptly. The regulations

provide a mechanism to phase out the most harmful gases over time and a regulated procedure for decommissioning of systems.

Our Commitments

- We are committed to playing our part in helping the UK meet its ambitious carbon target of an 80% reduction by 2050 based on 1990 levels.
- We will continue to invest in energy efficiency across our estate as well as low/zero carbon generation technology.
- We are committed to using our resources effectively so that we can get best value for the residents of today whilst also protecting the environment for the residents of tomorrow.
- We will work with schools to reduce their impact and engage with the next generation, our leaders of the future, to help them understand how they can reduce their energy consumption.

Energy and Water Policy

Purpose

The Royal Borough of Windsor and Maidenhead is committed to securing best value in how it uses its resources and effective management of its utilities is an important part of delivering on this promise.

Energy and water are a significant expense to the Council, costing over £1 million every year. This policy sets out the Royal Borough's approach to robust and sustained energy and water management practices to ensure we continually improve energy performance.

The Council commits to the following objectives and practices;

Members and Senior Officers

- Include energy and water management considerations in strategic decisions made by the Council to ensure best value
- Ensure that necessary information and resources are available to effectively manage energy and water
- Lead by example by embedding every day energy management techniques into working life to encourage all staff to consider their impact

Energy Consumption

- Improve the energy performance of the Council
- Invest in energy and water efficient technology where this can provide best value to the Council
- Maintain an up-to-date strategy to manage energy and water

Monitoring and Targeting

- Monitor energy and water consumption on an on-going basis to identify potential billing issues and opportunities for improvement to energy performance
- Ensure appropriate metering is installed in capital projects to enable effective management of utilities. This may include sub-metering for recharging partner organisations

Engagement and Communication

- Engage with members and staff across the authority to ensure they are aware of the Council's commitments on energy and water management
- Require partner organisations to operate good energy management practices in line with the Council's ambitions

- Encourage suggestions and feedback on current energy management practices
- Report energy and water consumption annually, making it available online

Procurement

- Purchase energy and water cost effectively, ensuring best value for residents
- Where practical, ensuring whole life costing is considered in Procurement decisions

Legislation

- Comply with all current legislation relating to energy and water use
- Anticipate and prepare for future legislation where possible

Signed:

Date:

Version:

Energy Reduction Programme 2019/20 Project Plan

27

Project Title	Project Description	Capital Cost	Utility	Annual Saving (kWh)	Annual Saving (£)	Payback (Years)
Heating Controls - Tinkers Lane	The heating profile at Tinkers Lane does not suggest good controls exist at the site. The building is often overheated and a review will be used to identify opportunities to reduce heating hours and temperatures.	£20,000	Electricity / Gas	40,000 (Elec) 14,000 (Gas)	4,960	4.0
Capital Project Match Contributions	This fund is to be used to make contributions to other capital projects where lighting or other plant is being upgraded to ensure we install the most energy efficient option along with appropriate controls.	£30,000	Electricity	50,000	5,500	5.5
Metering Improvements	There is currently a cost centre specifically for metering. This will utilise that money to improve metering across all utilities so we can better monitor consumption and target improvement work.	£20,000	All utilities	N/A	3,000	6.7
BMS Review - Town Hall	A BMS was installed at the Town Hall last year. A review is needed to ensure it is managing the temperatures effectively and whether further work needs to be done to make best use of the system.	£5,000	Gas	41,000	1,640	3.0
Waterless Urinals Trial	This is to fund a small scale trial of waterless urinals in the Town Hall where urinals can be easily retrofitted with the new system.	£2,000	Water	TBC	800	2.5
Renewables Surveys/Support	Community organisations are looking to fund solar installs on buildings. This fund will act as an enabling fund to ensure we can take advantage of the opportunities available.	£5,000	Electricity	50,000	800	6.3
Contingency	-	£ 20,000	-	-	-	-
		£ 102,000				

This page is intentionally left blank