

## SUSTAINABILITY PANEL

TUESDAY, 29 NOVEMBER 2016

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

Also in attendance: Rob McKinnon (Local Partnerships) and Martin Fry (MRF&A / City University).

Officers: Tanya Leftwich, Michael Potter and Naomi Markham

### APOLOGIES FOR ABSENCE

None received.

### 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

The Part I minutes of the meeting held on the 3 October 2016 were agreed as a correct record.

### OPEN FORUM

Nothing raised.

The Chairman informed everyone present that the Panel's role was to deliver the Council's Sustainability Strategy that had got six separate work streams which were available on the RBWM website (sustainability, energy, water, waste, transport, renewable generation). It was noted that the work streams fed into a list of three main pathways. Members were informed that with regard to water savings the Panel would be receiving an update on the toilet situation.

The Chairman stated that she was pleased the Council had achieved some monetary savings due to the solar panels on the Town Hall roof. The Chairman requested confirmation that the solar panels were in full working order following the fireworks display.

The Hines Meadow lighting savings were also noted.

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

### SCHOOLS RE:FIT FRAMEWORK

The Chairman welcomed Rob McKinnon (Local Partnerships) to the meeting and invited him to address the Panel.

The Energy Reduction Manager explained to the Panel that he had recently been speaking to Local Partnerships regarding the Re:fit Framework which was now running across the country and specifically working with schools.

Rob McKinnon explained that the Local Partnerships had been asked to work with Re: fit outside of London in 2014/15. Members were informed that the Schools Re:fit Framework programme could be taken to schools in the Royal Borough. It was noted that Buckinghamshire and Hounslow Council had launched Schools Re:fit Framework programmes.

Members were given a brief presentation on the Schools Re:fit Framework.

The presentation covered the following:

- Schools Re:fit Programme.
- What could be offered to schools?
- Experience of working with schools.
- School Energy Efficiency Programme.
- How schools can participate.
- Case Studies.
- Salix Schools Loan Application.

In the ensuing discussion the following points were noted:

- That this process could also support Academies.
- That it was a time consuming process to gather the momentum needed which meant that schools programmes usually resulted in a rolling programme over two years.
- The Energy Reduction Manager, Michael Potter, explained that the Council was now in the monitoring and verification stage of its Corporate Re:fit programme. The first year's figures are currently being reviewed. . It was noted that the Energy Reduction Manager would also soon be looking at the second year's figures. Members were informed that the Energy Reduction Manager felt it to be a different set-up now as to what it was. The Energy Reduction Manager stated that the experience gained over the years regarding the Re:fit Framework was essential to the current Re:fit framework.
- That the Re:fit Framework had been available since 2008.
- That DEFRA were using the Re:fit Framework.
- That the Re:fit Framework was used by the Government, NHS, University's and Councils.
- Councillor Yong informed the Panel that the RBWM had rated 385 out of 389 Councils for air quality. Members were informed that Councillor Yong had attended a presentation at Heathrow which had stated that Heathrow were offering schools a generous package (e.g. funding triple glazing, roofing, etc which would add to energy savings) which Councillor Yong had felt could benefit some of the schools in Windsor. Rob McKinnon explained that if the RBWM could get that grant from Heathrow on behalf of the schools then it would still need to be 'delivered', which was something the Re:fit Framework would allow to happen.
- Rob McKinnon explained that if the Council could compliment funding with Salix and grant funding then a solution could be blended to meet schools differing requirements.
- That Academies had an option of being funded directly via the Education Funding Agency.
- That savings of between 30-50% could be made in schools by changing lighting, insulating boilers, etc.
- That Rob McKinnon worked for Local Partnerships and that Local Partnerships had a 50% share in the Re:fit Framework which enabled projects to be procured whilst Salix helped deliver the funding.

- That Local Partnerships had a fee which was compliant with regard to the Salix loans. It was noted that suppliers were pre-qualified and taken through the process by the Local Partnerships.
- It was noted that three estimates / quotes were initially needed plus a process of validation. It was explained that the framework terms protected the risk element.

The Chairman stated that the Panel would like to see some case studies for similar sized schools so they could work out a case study scenario.

**RESOLVED Unanimously: That the Schools Re:fit Framework be investigated further and more detail be brought back to the meeting in March 2017.**

The Chairman thanked Rob McKinnon for attending the meeting and presenting to the Panel.

### UPDATE FROM THE WASTE TEAM

The Chairman welcomed the Waste Strategy Manager, Naomi Markham, to the meeting and invited her to update the Panel. The Waste Strategy Manager explained that the main bulk of the rolling campaign with regard to flats where bins were not labelled up well in bin stores would be completed by the end of the week (approximately 700 flats across the Royal Borough). It was noted that it was now clear which bin was for what and what should and should not go in the bins. The Waste Manager explained the flat residents had been left with a recycling storage bag which had worked well in London Boroughs. It was noted that the campaign was also to target the correct bin capacities for flats within the Royal Borough and where possible excess waste bins had been swapped for recycling bins. The Waste Strategy Manager explained that there had been about a 25% contact rate to date officers would be going out again door knocking. It was noted that the contamination rates had been looked at in order to help reduce contamination levels.

The Waste Strategy Manager informed Members that textile collections had started on the 14 November 2016 from kerbside properties. Members were informed that there was a great range of charity shops in the UK so the Council was encouraging people to bag up and label textiles they no longer wanted so they could be collected. It was noted that lower quality textiles could be recycled to wool, etc if they could not be re-used and were often sent outside of the UK.

The Waste Strategy Manager informed the Panel that she had been pleased to see the increase in the volume of food waste collected over the last 10 months (since the campaign had finished at the end of December) of 35% being maintained.

In the ensuing discussion, the following points were noted:

- That there were no financial implications to residents regarding textile contamination in bins at present.
- That the Veolia contract was due for renewal in April 2019.
- That educating residents regarding recycling and contamination issues did help the Council in the long-term.
- That the food waste bags were still available to residents from all Royal Borough libraries, the receptions in the Town Hall in Maidenhead and York House in Windsor.
- That the Council was still not meeting the guaranteed minimum tonnage requirements listed in the food waste contract. The Waste Strategy Manager explained to Members that she was currently in discussions with Veolia to see if there were options to fill it with some commercial food waste and to reduce packaging. It was noted that discussions were also taking place with Re3 to see whether neighbouring authorities could help fill capacity.
- That in 2014/15 there was only a 22% capture rate with regard to food waste in the Royal Borough.

- Councillor Sharp suggested that a new system 'Pyrolysis' be looked into for the Royal Borough in the future.

Councillor Sharp requested that the Waste Strategy Manager emailed the Clerk accurate food waste collection figures (not in a percentage format) so that they could be attached to the minutes.

The Chairman thanked the Waste Strategy Manager for her update and stated that she looked forward to receiving an update at the next meeting.

### UPDATE FROM THE ENERGY TEAM

The Energy Reduction Manager, Michael Potter, referred Members to pages 11-20 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 reduction strategy.

The key areas covered were noted as follows:

- Building LED Lighting project phase 2
- RBWM Energy Switch to Save
- Town Hall Building Management System (BMS) project
- Water Saving Toilet Trial
- Work planned over the next period until the next Sustainability Panel

In the ensuing discussion, the following points were noted:

- Whether there was a breakdown available of the 750 LED lights in the upgrade project.
- The Energy Reduction Manager informed the Panel that the LED lighting upgrade work would take place overnight and at weekends so as to minimise disturbance to users (e.g. Maidenhead Library users). Members were informed that the out of hours and weekend work would likely be charged at the same rate by the contractor.
- The average household saving with regard to the RBWM Energy Switch to Save Scheme was £244.74.
- Councillor Yong informed the Panel that by taking part in the RBWM Energy Switch to Save Scheme had saved her £860. It was suggested that this example saving should be publicised in the Around the Royal Borough newsletter.
- It was suggested that the next 'push' of the RBWM Energy Switch to Save Scheme should be aimed at the elderly, particularly those not on-line, clubs, etc.
- It was suggested that RBWM Energy Switch to Save Scheme be advertised more by linking it to the Councils recycling scheme, via Community Champions and by being included in the recycling guide currently being produced. The Chairman suggested that a table be set up in the Nicholson's Centre at weekends to help promote the scheme.
- Councillor Yong suggested that some case studies should be collated, ideally using Members from this Panel, to show the savings they had achieved by switching energy suppliers. It was suggested that the Energy Reduction Manager emailed all Members to see if they had switched and that photos be taken of those that had before a Full Council meeting so they could be included in case studies.
- That Ichose would need to be informed if the Council was going to take part in the scheme – it was suggested that February would be a good time to take part and that the Council should start publicising the scheme in January.
- That the Energy Reduction Manager emailed the Panel in the next week or so with the timescales of the Town Hall BMS projects tender process.
- That the feedback on the water saving toilets from two local authorities had been quite positive with regard to savings made, level of maintenance required, etc.
- Concerns were noted with regard to the availability of spare parts and what would happen if this company went out of business.
- The Panel felt it was not the right time to proceed with a trial of the water saving toilets and that the Energy Reduction Manager should look at investigating cheaper, more sensible options to help save water.

- That the schools energy savings competition would start on the 9th January and run until the 6th February 2017. Councillor Sharp explained that the Baylis Trust were interested to get involved on an annual basis but would first need to see the scheme in a written format. The Energy Reduction Manager agreed to email Councillor Sharp a copy of the full proposal so he could send it onto the Baylis Trust.
- That the Chairman liked the 'drip feeding' process of promoting energy saving awareness messages to staff via screen savers, internal borough bulletins, etc.

That work planned over the next period included:

- Working with shared building services on the Town Hall BMS project.
- Working on the LED upgrade programme phase 2 tender documentation.
- Further development of schools energy saving competition.
- Development of staff energy awareness scheme.
- Further investigations into water saving measures.

**RESOLVED Unanimously; That:**

- i) **The Panel noted the progress made and commented on the proposed work plan over the next period as detailed in paragraph 17.24.**
- ii) **The Panel approved the building LED lighting project phase 2 subject to procurement rules at a cost of £35,000 using the CY03 capital code. Also, that delegation be given to the Head of Community Protection & Enforcement Services, in consultation with the Lead Member for Sustainability, to review any variance of the cost following a tender exercise.**

DATE OF FUTURE MEETINGS

Future meeting dates were noted to be as follows:

- Tuesday 31 January 2017
- Monday 6 March 2017
- Tuesday 9 May 2017

A.O.B.

Pyrolysis

Councillor Sharp suggested to the Panel that his contact regarding Pyrolysis be invited to attend a future meeting so he could present to the Panel.

The Chairman requested that Councillor Sharp emailed his contacts details to herself and the Energy Reduction Manager so contact could be made.

LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF THE PUBLIC

**RESOLVED UNANIMOUSLY: That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the remainder of the meeting whilst discussion took place on following item 9 on the grounds that it involved the likely disclosure of exempt information as defined in Paragraphs 1-7 of part I of Schedule 12A of the Act.**

The meeting, which began at 7.00 pm, finished at 9.00 pm

CHAIRMAN.....

DATE.....