

Review Committee – 5 April 2022

Minutes of the meeting of the **Review Committee** held on **5 April 2022** when there were present:-

Chairman: Cllr S A Wilson

Cllr R P Constable
Cllr R R Dray
Cllr Mrs E P Gadsdon
Cllr J N Gooding

Cllr B T Hazlewood
Cllr Mrs C A Pavelin
Cllr Mrs L Shaw

VISITING MEMBERS

Cllrs D S Efde, Mrs C E Roe, D J Sperring and A L Williams.

APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs I A Foster, Mrs C M Mason, Mrs J E McPherson, G W Myers, P J Shaw and M G Wilkinson

SUBSTITUTES

Cllr Mrs L A Butcher - for Cllr P J Shaw
Cllr Mrs J R Gooding - for Cllr G W Myers
Cllr D Merrick - for Cllr I A Foster

OFFICERS PRESENT

M Hotten - Assistant Director, Place & Environment
S Worthington - Principal Democratic & Corporate Services Officer

73 MINUTES

The Minutes of the meeting held on 1 March 2022 were confirmed as a correct record and signed by the Chairman.

74 APPROVAL OF REVIEW COMMITTEE'S ANNUAL REPORT

The Committee considered the draft Annual Report to be submitted to Council, detailing the work undergone during the past year.

It was noted that prior to submission to Council links to corresponding Review Committee minutes would be inserted into the document.

A Member commended the report and asked that the contents page list 'Regulation of Investigatory Powers Act 2000', as well as the corresponding acronym, RIPA and officers confirmed that this would be amended in the final version to be received by Council.

In response to a question relating to the Centre for Governance and Scrutiny's recommendation that the Committee name be amended, it was advised that the intention was that the Committee name change would take effect in the new

municipal year and that a report to the Annual Council meeting would include this recommendation.

Recommended to Council

That the Annual Report of the Review Committee be received. (ADLD)

75 CARBON NEUTRAL BY 2030

The Committee considered the report of the Assistant Director, Place & Environment providing details of progress on the Carbon Neutral Working Group's action plan in respect of the Council's Carbon Neutral by 2030 policy.

The following responses to Member questions were noted:-

- There were quarterly meetings at Essex County Council, the most recent of which was held on 22 March.
- There is set methodology for calculating carbon footprints which was broadly based around converting units of energy into a corresponding amount of greenhouse gas emissions.
- The Executive approved the budget of £20,000 for the delivery of a suitable communication and engagement campaign and to keep the momentum going.
- There had been a delay in the infrastructure for electric vehicles. More rapid chargers were needed for electric vehicles; charging facilities would be put in place, at the Council depot and at Hockley Woods, the latter also being available for public use. The Council initial procurement for the lease of an electric van was unsuccessful. It is anticipated that electric vehicles would be procured and delivered over a 14-month period.
- The Carbon Neutral Working Group would be asked to look at draft Local Plan policies as they came forward and would, in particular, look at building standards.
- It was not yet possible to confirm whether carbon neutral standards would be required of all new developments, including smaller ones. The Council wished to be as ambitious as possible in terms of the carbon neutral agenda; however, the Council's new Local Plan would be subject to the approval of the Planning Inspectorate.
- Most meter readings had now been undertaken of the Council's assets; however, usage estimates had been challenging, particular in respect of water usage. The Council's carbon footprint last year was lower than the baseline year of 2018 as many buildings were closed. The current year compared to 2018 would provide a more meaningful comparison.

- The work on establishing the cost and feasibility of introducing automated meter reading across the Council's assets had not started and were waiting for the transfer of assets under the Council's asset delivery programme due to the costs of this work; the costs of installing suitable meters into buildings could not be justified when these would not contribute to the Council's carbon footprint in the future.
- 2018 was being used as a baseline year for carbon footprint comparison as it had to be a non-COVID year in the interests of meaningful data.
- There was still no progress in terms of car sharing; this was largely due to COVID and new agile ways of working.
- The carbon literacy course proposed for staff was anticipated to be scheduled for quarter 2 – October 2022.

Resolved

- (1) That progress be noted on the carbon neutral action plan (Appendix 1).
- (2) That the change in the terms of reference for the Carbon Neutral Working Group be noted.
- (3) That the proposed public consultation on the draft Sustainability Strategy be noted.
- (4) That it be noted that a further report outlining the proposed finalised Sustainability Strategy will be presented for consideration by the Review Committee in the autumn.

Recommended to the Executive

That a formal service level agreement be drawn up to secure continued access to the Climate & Sustainability Officer. (ADPE)

(This was unanimously agreed.)

76 KEY DECISIONS DOCUMENT

The Committee noted the contents of the Key Decisions Document.

77 WORK PLAN

The Committee agreed to add to the work plan a review of the criteria/terms of reference of the Council's Flood Forum.

The meeting closed at 8.05 pm.

Chairman

Date

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