

BOROUGH OF BROXBOURNE



ENVIRONMENTAL SUSTAINABILITY PANEL

WEDNESDAY 17 MARCH 2021 AT 7.00 PM

THIS MEETING IS BEING HELD REMOTELY AND CAN
BE VIEWED ON THE COUNCIL'S WEBSITE OR VIA
THE FOLLOWING LINK: [MEETING](#)

AGENDA

1. **APOLOGIES FOR ABSENCE**
To receive apologies for absence.
2. **DECLARATION OF INTERESTS**
Members should declare any interests in advance of the meeting by submitting an electronic declaration form. For a copy of the form, please email Member Services at memberservices@broxbourne.gov.uk.
3. **MINUTES AND MATTERS ARISING** (Pages 1 - 2)
To approve as a correct record the minutes of the meeting of the Panel held on 2 December 2020 and consider any matters arising.
4. **ENVIRONMENTAL SUSTAINABILITY STRATEGY AND ACTION PLAN UPDATE**
(Pages 3 - 26)
To receive an update on the Environmental Sustainability Strategy and Action Plan.
5. **CARBON REDUCTION IN NEW DEVELOPMENTS** (Pages 27 - 28)
To receive a presentation from officers on carbon reduction in new developments.
6. **BROXBOURNE OFFICE RECYCLING IMPROVEMENTS** (Pages 29 - 30)
To receive a presentation from officers on Broxbourne office recycling improvements.
7. **IDEAS AND THOUGHTS FOR FUTURE WORK OR INVESTIGATIONS**
At each meeting the Panel will be invited to indicate any thoughts or ideas for future work streams or investigations in support of the Council's Environmental Sustainability Strategy. Members will be invited for their comments.
8. **ANY OTHER BUSINESS (IF ANY)**
9. **DATE OF NEXT MEETING**

J STACK
Chief Executive

MEMBERS OF THE COMMITTEE

Councillors D Holliday (Chairman), M Greensmyth, Mrs S McDaid, G Nicholson, S Norgrove,
Miss L Russell, P Seeby and D Taylor.

This document can be viewed on the Council's website

If you have any queries about this agenda, please contact Mr T Ellis on 5757

Borough Offices
Bishops' College
Churchgate
Cheshunt
Hertfordshire
EN8 9XG

Wednesday 10 March 2021

ENVIRONMENTAL SUSTAINABILITY PANEL

2 December 2020

Councillors D Holliday (Chairman), M Greensmyth, Mrs S McDaid, G Nicholson, Ms S Norgrove, Miss L Russell, P Seeby and D Taylor.

Also present: Councillors M Iszatt and T Siracusa.

Officers: P Linkson (Director of Environmental Services), A Bradford (Facilities and Maintenance Manager), S Whitlam (Community Development Manager), and T Ellis (Corporate Policy and Support Officer).

1. APOLOGIES FOR ABSENCE

None.

2. DECLARATIONS OF INTEREST

None.

3. MINUTES AND MATTERS ARISING

RESOLVED that the minutes of the meeting of the Panel held on 22 September 2020 be approved as a correct record and signed by the Chairman.

Officers will continue to pursue the return of Farmers' Markets.

4. ENERGY EFFICIENT SAVINGS

RESOLVED that a presentation on energy efficient savings be received.

5. IDEAS AND THOUGHTS FOR FUTURE WORK OR INVESTIGATIONS

- A greater focus on solar panels and wind energy to be considered in the draft sustainability strategy.
- Information was requested on the planning rules associated with solar panels for residential properties.
- An update was requested on bio-diversity net gain and sustainability for new builds and other general planning applications.
- The Director of Environmental Services said he would arrange for officers from the Council's Planning team to attend the next meeting in March 2021.

6. ANY OTHER BUSINESS

The Director of Environmental Services presented the latest version of the Council's Environmental Sustainability Strategy for comment. It was noted the strategy would be presented to Cabinet in March 2021 and that updates would be then brought to the Panel twice a year thereafter.

D HOLLIDAY
Chairman

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17 MARCH 2021

**4. ENVIRONMENTAL SUSTAINABILITY
STRATEGY AND ACTION PLAN UPDATE**

Director of Environmental Services

RECOMMENDED that the Environmental Sustainability Strategy and Action Plan tracker be noted.

Purpose

To update Members on progress made against the draft Environmental Sustainability Strategy and Action Plan 2020-2024.

For members' information, Appendix 'A' relates to this item.

Introduction

The purpose of the Environmental Sustainability Strategy and action plan is to provide a framework for Council action on sustainability over the next four years; 2020 to 2024. The strategy sets out the Council's key sustainability objectives, and the Action Plan details tasks that the Council will resource, with quantified targets that can be used to monitor progress.

The Strategy and Action Plan is going to Cabinet on 31 March for approval.

It is proposed that progress against the actions listed in the strategy's action plan will be reviewed bi-annually by the Council's Member led Environmental Sustainability Panel. Progress will also be reported to Cabinet at an Informal Cabinet meeting once a year.

Work on the Sustainability Strategy began shortly before the Covid-19 pandemic and was delayed by the pandemic. Therefore some of the items in the Action Plan have already commenced and are reported in the accompanying action plan tracker. Actions are RAG rated to enable easy identification for progress and future prioritisation.

Other Developments

a) Sustainability Officer

The Council is in the process of recruiting a Sustainability Officer with the purpose of leading on the Council's sustainability agenda, implementing and delivering the actions within the Sustainability Strategy and Action Plan and providing professional and technical expertise to Council departments in implementing sustainability principles and carbon reduction in service plans and policies. 44 applications were received and six people interviewed by the Director of Environmental Services and the Community Development Manager. At the time of writing, job offers and recruitment checks are being made with the intention of having someone in post by mid-April 2021. This post will sit within Environmental Services but report to the Community Development Manager who has been overseeing the Council's Sustainability work in recent months.

b) Hertfordshire Climate Change and Sustainability Partnership / Hertfordshire Sustainability Officers Group

The Hertfordshire Climate Change and Sustainability Partnership (HCCSP) is a Member-led countywide partnership with representatives from all 11 local authorities and the Hertfordshire Local Enterprise Partnership and reports to the Hertfordshire

Growth Board. It meets six-weekly. It is supported by the Hertfordshire Sustainability Officers Group (HSOG). The HCCSP has identified four key priorities and established four thematic officer-led subgroups that are developing actions plans for each theme. The four themes are (1) Water Sustainability; (2) Biodiversity; (3) Transport and (4) Carbon Reduction. HCCSP and HSOG will enable the sharing of good practice and opportunities for joint working and joint commissioning/procurement.

Financial, Legal and Risk Management Implications

The key risks associated with the achievement of the tasks in the action plan is resourcing; both financial and officer time. Cabinet established a budget of £50,000 to implement environmentally sustainable projects. In addition to this a £60,000 budget has been established funded by S106 contributions for the Council's tree planting programme.

Equalities Implications

There are no equality implications arising from the recommendation in this report.

Alternative Options Considered

There is no statutory requirement to have a Sustainability Strategy. However, it is regarded as necessary so the Council can decide the approach, priorities and resourcing for achieving the policy commitment to sustainability. The strategy also contains targets so that progress can be monitored.

Contribution to the Council's Objectives and Environmental Sustainability Priorities

The Sustainability Strategy and Action Plan contribute to the following corporate objectives:

- Take action to improve air quality.
- Increase tree cover and greenery and enhance biodiversity in the Borough.
- Increase the proportion of local journeys made by sustainable modes of travel.

Contact Officers:
Mr S Whitlam (Ext 5909)

List of Background Papers:
None.

BROXBOURNE BOROUGH COUNCIL
SUSTAINABILITY STRATEGY AND ACTION PLAN 2020 – 2024
Action Tracker – March 2021

A SUSTAINABLE COUNCIL

This priority concerns reduction of the Council's own carbon footprint, and setting an example for others in the Borough. The objectives are:

1. Reduce the carbon footprint of Council buildings
2. Reduce the use of petrol and diesel by the Council and minimise emissions
3. Consider sustainability in use of materials and procurement decisions

Objective 1: Reduce the carbon footprint of Council buildings					
Task	Responsibility	Target	Resourcing	Programme update	RAG Status
1.1 Undertake Carbon Emissions assessment to develop baseline figures for Scope 1 and Scope 2 emissions.	New Sustainability Officer	Initial assessment by 31 October 2021	Existing	Sustainability Officer appointed, pending confirmation of start date.	
1.2 Obtain expert audit of energy use and recommendations for improvement.	Facilities Manager	December 2021	Basic asset survey for existing plant estimated between £3k and £5k per major site to be funded from £50k Environmental Sustainability budget.	Full survey to develop a design to RIBA stage 3 sufficient to obtain tenders from contractors estimated £24k for low carbon technology.	
1.3 Develop a programme of energy efficiency measures, which takes account of the recommendations from the audit and decisions about the long-term future of Council buildings.	Facilities Manager	Begin implementation in 2020/21. Application submitted to Public Sector Decarbonisation Fund.	Capital programme or Public Sector Energy Grants.	January 2021. Unsuccessful with decarbonisation fund bid as was oversubscribed.	

		<p>Achieve improvement of at least one EPC grade band for Council offices.</p> <p>By April 2023, all new industrial and business premises let out by the Council meet at least Band E requirements for energy efficiency.</p> <p>Liaise with Thames Water to carry out a review of water consumption and conservation in all large Council premises.</p>			
1.4 Reduce office space requirement by replacing PCs with laptops, introducing hot-desking, and promoting home working, as appropriate.	Director of Finance	Reduce office space requirement by 30% by March 2022 ¹	Existing	Designs have been provided to the Council and costs for these works are awaited. An indicative budget has been requested for 2021/22 of £1.1m	

¹ Target likely to be reviewed due to impact of COVID-19 epidemic; possibly brought forward

1.5 Increase proportion of gas and electricity supply that are from sustainable sources.	Leisure Projects Manager	At renewal of current energy supplier contract, increase proportion of gas and electricity that has to be from sustainable sources. [Contract via Laser consortium ends in September 2024. Currently 30.7% of electricity is from sustainable sources. Feasibility study for increased use of Bio-mass boiler at Laura Trott Leisure Centre.	Could increase the proportion from sustainable sources but it could cost more than the current deal.	To commence at renewal of current energy supplier contract	
1.6 Reduce waste and increase recycling from Council offices and leisure centres.	Facilities Manager Leisure Centre Manager Strategy and Business Manager for Sport	Higher percentage of waste recycled. Baseline data set in March 2021.	£15k capital for standardising bins / recycling points across all Council facilities.	Proposal being presented to the Environmental Panel on 17/03/21.	
1.7 Create Green Wall on the Monarchs Way external wall of the Pavilions Shopping Centre.	Director of Environmental Services Head of Community Infrastructure and Regeneration	Green Wall installed	S106 funding will be requested once a project has been developed.	Possible concepts discussed with suppliers. Fee proposal for a design framework is being sought.	

Objective 2: Reduce the use of petrol and diesel by the Council and minimise emissions					
Task	Responsibility	Target	Resourcing	Programme update	RAG Status
2.1 Develop and implement a staff travel plan to reduce car journeys by staff. This may include more use of online conferencing, setting up car sharing and providing bicycles for journeys in-borough – pool bikes for any officer to use, and bicycles allocated to officers in certain roles.	Treasury Insurance Risk Manager Parking Manager Personnel Manager, Sports Development Officer	a) Undertake review of home working arrangements b) Reduction in car mileage claims by staff c) Switch from car to bicycle for growing proportion of in-Borough journeys by officers d) Car share scheme in operation [subject to Covid-19]	Possible capital expenditure for creation of quiet zones for online meetings in Council offices; and for purchase of bikes/e-bikes.	a) In progress, prompted by lockdown restrictions b) General reduction due to Covid-19 c) External funding schemes for cycling currently diverted to assist with the impacts of the pandemic. d) on hold due to Covid-19	
2.2 Increase proportion of Council fleet journeys, including pool cars, made in electric or hydrogen powered vehicles.	Treasury Insurance Risk Manager Director of Environmental Services	a) Financially viable timetable for replacement of vehicles in place by January 2022 b) Annual reduction in use of fossil fuels by Council fleet c) Electric charging points or hydrogen fuelling points installed for fleet use as required	Capital programme – allocation would be required for fuelling or charging points and for higher upfront costs of vehicles. Depot relocation may influence timescale.	Installation of charging infrastructure for the use of pool vehicles is anticipated by the end of February 2021. Contracts have been signed for the supply of three electric vehicles which will replace three of the diesel cars. The	

				intention is to replace the remaining diesel pool car when the lease expires in June 2022.	
2.3 Maximise fuel efficiency and minimise emissions from Council vehicles running on fossil fuels.	Director of Environmental Services	Council vehicles follow procedures to maximise fuel efficiency in operation, avoiding idling if possible for example. Ensure the Council's commercial vehicles are all Euro 6 compliant by 1 March 2021, with smaller vehicles (vans, etc) compliant by 26 October 2021.	Capital requirement to replace vehicles.	All LGV vehicles used by the Council are Euro 6 compliant.	

Objective 3: Consider sustainability in use of materials and procurement decisions					
Task	Responsibility	Target	Resourcing	Programme update	RAG status
3.1 Reduce office paper usage by greater use of technology and development to sustained home working.	All heads of service Communications Manager (interim)	Reduction in amount of paper purchased. In 2019/20 a total of £17,733 was spent across the Council.	Existing	Ongoing	
3.2 Purchase locally produced goods where possible and in compliance with financial regulations to secure value for money. Include a scoring criteria for locality/distance/environmental sustainability within the evaluation model for procurement of goods and services.	Economic Development Manager Head of Finance	a) Local providers of goods and services purchased by the Council identified by March 2021 and circulated to purchasing managers b) Evidence of purchases made from new local suppliers c) Explore 'inclusive growth' concept of social value in procurement	Existing	Not started	
3.3 Take account of sustainability in procurement of goods, including whole life and disposal costs, and favour renewable or recycled materials. . Include a scoring criteria for locality/distance/environmental sustainability within the evaluation model for procurement of goods and services.	Head of Finance Waste & Street Scene Manager	a) Procurement guidance and training modified for purchasing managers to ensure sustainability is taken into account, including whole life and disposal costs for	Existing	a) The Council is recruiting a Procurement Officer who will action this task. b) As above. c) Farmers' Market traders have	

		<p>goods, and sustainability practices of tenderers to provide services.</p> <p>b) Evidence of sustainability taken into account in purchasing.</p> <p>c) Seek locally sourced market offerings e.g. Farmers Markets and other local producers.</p> <p>d) Subject to affordability, introduce requirements to purchase commodities from Fair Trade sources to all contracts to provide food and beverages at Council facilities</p>		<p>previously not wished to engage with the Council due to the lack of footfall in the town centres. The Council will continue to speak to these specialist traders to encourage attendance post Covid.</p> <p>d) See a).</p>	
3.4 Increase use of environmentally friendly cleaning products in Council buildings, subject to sanitisation requirements arising from COVID-19 epidemic.	Facilities Manager, Leisure Centres Manager, Strategy and Business Manager (Sport)	Subject to affordability, evidence of increased use of cleaning products that do not contain environmentally harmful ingredients such as bleach.	Existing	Ongoing	

A GREENER BROXBOURNE

This priority deals with protecting and enhancing the Borough's environment, tackling air pollution and providing more greenery to help offset carbon emissions and add to the enjoyment of residents. The objectives are:

4. Take action to improve air quality
5. Protect and enhance biodiversity
6. Carry out a tree and greenery planting programme

Objective 4: Take action to improve air quality					
Task	Responsibility	Target	Resourcing	Programme update	RAG status
4.1 Implement an Air Quality Management Plan for the Borough's four Air Quality Management Areas.	Head of Environmental Health and Licencing	a) Complete Air Quality Management Plan for the Borough's Air Quality Management Areas. b) Milestones in the Plan are met.	Government funding is being sought for improvement works.	In progress	
4.2 Implement road junction improvements on the A10 as described in the Infrastructure Delivery Plan in the new Local Plan.	Head of Planning and Development and Head of Community Infrastructure and Regeneration Hertfordshire County Council	Junction improvements completed within 3-5 years at: a) A10 with A121 and B198, Waltham Cross b) A10 and College Rd, Cheshunt c) A10 and Church Lane, Cheshunt	Subject to availability of s106 funding, possible Growth Deal funding, other sources of external funding and project management capacity.	Project implementation is with HCC and currently held in abeyance pending Growth Deal funding. HCC leading on a Major Road Network bid with Department for Transport.	

4.3 In the programme to increase the number of trees in the Borough (see Objective 6) give priority to areas affected by poor air quality.	Director of Environmental Services	Evidence of planting on Council land near areas of poor air quality, e.g. parts of Waltham Cross.	A budget for tree planting has been established.	Hedgerow and tree scheme at WXPf undertaken as part of Urban Tree Challenge Funding bid in January 2021.	
4.4 Continue to monitor air pollution regularly and take appropriate action on the results in accordance with guidance from DEFRA.	Head of Environmental Health and Licencing	a) Monthly air pollution monitoring. b) Annual return to DEFRA.	Existing	On-going	
4.5 Ensure that up-to-date warnings about poor air quality are available to residents.	Head of Environmental Health and Licencing, Communications Manager	Link to air quality alerts is made available via the Council's website (in place).	Existing	On-going	

Objective 5: Protect and enhance biodiversity					
Task	Responsibility	Target	Resourcing	Programme update	RAG status
5.1 Implement the new Local Plan, including commitments to minimise the impact of developments on current wildlife habitats and to enhance biodiversity.	Head of Planning	Evidence that biodiversity net gain is considered in determination of all major planning applications and in Council's own plans for new footpaths and cycle paths.	Existing	Net biodiversity enhancements are sought from all major developments.	
5.2 Continue environmental stewardship programme in Cheshunt Park.	Green Spaces Manager	a) Continued grazing by a traditional breed of Longhorn cattle b) Continued grassland management and hedge restoration	Existing	Extension to 2022 confirmed.	
5.3 Continue land management to support bees and other pollinators.	Green Spaces Manager	a) Increased habitats for bees and other pollinators b) Increase plantings to attract pollinators c) Minimise use of pesticides, avoiding neonicotinoids completely. d) Beehives introduced to at least one park or open space.	Beehives may require funding	a) to be updated. b) First phase of planting undertaken at Cedars Park. c) No neonicotinoids applied. d) Beehives at Cedars Park and a number of allotment plots around the Borough.	

5.4 Provide information to residents about local flora and fauna to encourage them to support protection of local biodiversity.	Green Spaces Manager, Communications Manager, Community Development Manager, Herts & Middlesex Wildlife Trust	a) Information available on Council website by October 2021 along with social media posts. b) Walk leaders identify natural features of interest when leading guided walks.	Existing	a) Scheduled for Autumn 2021 b) Walk leader training scheduled for April 2021.	
5.5 Provide advice to residents on how they can support biodiversity in their own gardens.	Green Spaces Manager, Communications Manager, Head of Finance	Information available on Council website by October 2021, and a feature in <i>Our Broxbourne summer 2021</i> issue.	Existing	Scheduled for Autumn 2021	
5.6 Encourage composting by residents.	Green Spaces Manager, Communications Manager, Head of Finance	Information available on Council website, social media channels and in <i>Our Broxbourne magazine</i>	Existing	Spring social media campaign. Summer 2021 edition of <i>Our Broxbourne</i>	
5.7 Review potential to expand introduction of retrofitted Sustainable Urban Drainage Systems (SUDS) on Council land to reduce surface water flooding, improve water quality and enhance the amenity and biodiversity value of the environment.	Head of Planning	Establish mechanisms for review in conjunction with Hertfordshire Climate Change and Sustainability Partnership water sub-group Delivery of SUDS where appropriate on	Existing Joint procurement with other Hertfordshire authorities	Pending update.	

		Council land subject to affordability.			
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Objective 6: Carry out a tree and greenery planting programme					
Task	Responsibility	Target	Resourcing	Programme update	RAG status
6.1 Submit a bid for funding from the Government's Urban Tree Challenge Fund.	Green Spaces Manager	Bid submitted by end of June 2020.	Existing	Bid submitted and approved, planting started January 2021 progress will be reviewed over forthcoming three year period.	
6.2 Implement a tree and greenery planting programme to achieve a significant increase in green cover in the Borough.	Green Spaces Manager	A net increase of 10,000 trees on Council land by 2024 and an improvement in quality and diversity of young trees.	£60k funding from s.106	Phase 2 of the Council's tree planting programme is in progress and by the Spring of 2021 over 2,500 new trees will have been planted.	
6.3 Engage with local public sector and charitable landowners and with schools to encourage planting of trees and greenery on their land, and provide advice if required.	Green Spaces Manager, Community Development Manager New Sustainability Officer.	Evidence of more trees and greenery planted by others in the Borough.	Existing	No progress to date.	
6.4 Add colour to town centres, parks and roundabouts by planting more flowers and flowering shrubs.	Green Spaces Manager	Develop planting programme to improve visual evidence of flowers and flowering shrubs from spring 2022 onwards.	Environmental Sustainability budget subject to business case approval from Panel.	First phase of planting at Cedars Park completed, presentation given to members. Will commission	

				landscape architect to start producing plans over summer for planting in the autumn.	
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SUPPORTING ACTION BY BUSINESSES AND RESIDENTS

This priority is about encouraging and supporting others in the Borough – businesses, organisations and residents – to become sustainable. As community leader, the Council is well placed to identify opportunities, to promote the importance of making changes and to advice on practicalities. The objectives are:

7. Reduce residents' reliance on petrol and diesel vehicles for travel within the Borough
8. Reduce waste and increase recycling
9. Encourage residents further in improving their local environment and adopting a sustainable lifestyle
10. Encourage local businesses to become more sustainable and to develop their resilience to climate risks

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Objective 7: Reduce residents' reliance on petrol and diesel vehicles for travel within the Borough					
Task	Responsibility	Target	Resourcing	Programme update	RAG status
7.1 Implement the Broxbourne Local Walking and Cycling Infrastructure Plan.	Head of Planning and Development and Head of Community Infrastructure and Regeneration Hertfordshire County Council	a) Increase parking facilities for bicycles in Town Centres by March 2021; b) Improve access to the Lee Valley Regional Park for walkers and cyclists in the Cheshunt Station area by June 2021; c) Work with Highways England to deliver a new shared path adjacent to the New River from the M25 to Church Lane, Wormley by end of 2022; d) Construct a section of the New River shared path in	Subject to S106 funding Hertfordshire County Council and central government grants Other external funding sources including Lee Valley Regional Park Authority, Sustrans, and Highways England.	a) Complete b) Proposals under development with the LVRPA/HCC and possibly Canal and Rivers Trust. c) Awaiting funding approval from Highways England	

		<p>Essex Road as part of the Essex Road/New River Project by end of March 2021</p> <p>e) Develop designs for the continuation of the New River shared path from Church Lane, Wormley to Rye House Station by end of 2021</p> <p>f) Consult stakeholders on an initial business case to build a new rail station in Park Lane, WX in Jan 2021</p> <p>g) Construct a new footway/cycleway bridge over the railway in Park Lane. Waltham Cross, including a possible rail station, linking the employment areas to the town centre and residential areas by end of 2025 subject to available funding</p>		<p>d) On track to be completed on time</p> <p>e) Fee proposal sought from designers</p> <p>f) A stakeholder engagement took place on 1 March 2021 with Network Rail, TfL and HCC</p> <p>g) Work in progress</p>	
7.2 Help create a network of rapid charging points for electric vehicles.	<p>Parking Services Manager</p> <p>Head of Planning and Development</p>	<p>a) A network of 100 rapid charging points for electric vehicles across the Borough, sufficient to meet the needs of residents who cannot charge vehicles at home.</p> <p>b) Incorporation of electric vehicle home charging points into new developments.</p> <p>c)</p>	Bid to be made to Office for Low Emission Vehicle grants	No update.	

7.3 Promote walking and cycling to school.	Community Safety Manager Hertfordshire County Council Parking Services Manager Sport Development Officer New Sustainability Officer	a) All schools to have dedicated travel plan to promote safer and sustainable travel Support schools to determine multi-agency parking enforcement plan to prevent dangerous parking near schools at start and end of school day if situation becomes very problematic. b) Cycling proficiency training for children (HCC) c) Develop and deliver cycling proficiency programme for adults	Existing	a) Delayed by Covid-19 b) Delayed by Covid-19 c) Researched funding for adults cycling programme. Funding currently being diverted to COVID. Funding returns November 2021.	
7.4 Lobby to improve public transport in the Borough and promote the use of low emission buses.	Head of Planning and Development Planning Policy Manager	Lobbying undertaken for bus routes to major housing developments and stations, f, for a new station at Wormley and Park Plaza, and for low emission buses.	Existing	No update	
Objective 8: Reduce waste and increase recycling					
Task	Responsibility	Target	Resourcing	Programme update	RAG status
8.1 Continue public information campaigns to promote waste minimisation and recycling.	Communications Manager Waste & Street Scene Manager	Household recycling rate reduces gap with average for Hertfordshire.	Existing	Ongoing – current focus on recycling plastics correctly.	

8.2 Provide information on recycling and green waste collection along with the Council Tax bill to households moving into the Borough.	Waste & Street Scene Manager, Head of Finance, Council Tax Manager		Approximately £1k for double sided colour 15 insert	Was unable to dispatch insert along with Council Tax letters.	
8.3 Investigate, and develop, ways of minimising household waste for example, recycling textiles, and small WEEE.	Waste & Street Scene Manager		New routes for diverting household waste may require additional funding.	Timetable for this work linked to government review of waste strategy.	
8.4 Encourage schools to increase recycling, and to address waste minimisation, reuse and recycling through the school curriculum.	Waste & Street Scene Manager Broxbourne Association of Secondary School Heads Broxbourne Youth Council New Sustainability Officer.	Increased uptake of recycling collections by schools.	Existing Herts Waste Partnership - Waste Aware Group	No progress.	

Objective 9: Engage residents further in improving their local environment and adopting a sustainable lifestyle					
Task	Responsibility	Target	Resourcing	Programme update	RAG status
9.1 Consider working with other local authorities in Hertfordshire to recruit enough households to hold an energy switch auction, to secure favourable energy tariffs for local residents.	New Sustainability Officer to explore in 2021	If viable, an energy switch auction is held with at least 100 participating households from Broxbourne. If not, the Council promotes the London Boroughs energy auction (which does not require London residence).	Existing	Sustainability Officer appointed, pending confirmation of start date.	
9.2 Increase allotment usage and promotion of the benefits of working an allotment.	Director of Environmental Services	Increase in allotment usage.	Additional funding required if a new site has to be cleared and facilities installed.	Increase in allotment usage across all sites.	
9.3 Participate in Clean Air Day, to promote awareness of air pollution and encourage residents to join the Council in taking action to reduce it.	Communications Manager	Greater engagement with Social Media	Existing	Aligned with the annual national campaign.	
9.4 Promote World Wildlife Fund's annual Earth Hour, encouraging residents to make pledges to improve the sustainability of their lifestyle, registering the Council's	Communications Manager	At least 100 households each year make sustainability pledges.	Existing	Aligned with the annual national campaign.	

commitments to do so, and switching off lights on or in Council buildings and structures as a visible reminder.					
9.5 Provide information on the Council's website to assist residents adopt a more sustainable lifestyle.	Communications Manager / Head of Finance New Sustainability Officer.	Conduct Social Media campaign in Spring 2021.	Existing	Discussion commenced with Communications Team.	
9.6 Work with local community groups to tackle fuel poverty amongst residents on low incomes, helping them to obtain the winter fuel allowance and funding from energy companies to install energy efficiency measures.	Head of Environmental Health and Licencing New Sustainability Officer.	a) Number of households receiving help with energy efficiency measures. b) Number of households assisted or advised on obtaining winter fuel allowance. c) The Council previously participated in a Hertfordshire wide 'Warmer Homes Project' which concluded in July 2020. YES Energy Solutions are now offering a similar scheme for free.	Existing	To be updated.	
9.7 Development of Community Gardens to increase environmental	Community Development Manager, External Partners	Two community gardens established by December 2021 at Hoddesdon (Peace Cottage) and Rosedale	External funding bids by community partners	Peace Cottage project board formed and fundraising	

awareness, biodiversity and to provide opportunities for volunteering and emotional wellbeing.		(Rosedale Community Church).		campaign commenced. Options for Rosedale being discussed.	
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Objective 10: Encourage businesses to become more sustainable and to develop their resilience to climate risks.					
Task	Responsibility	Target	Resourcing	Programme update	RAG status
10.1 Organise an annual event on sustainability for local businesses, to learn about reducing energy usage, sustainable procurement, home working etc.	Economic Development Manager	Annual event held virtually	Existing	Event planned for 22 April 2021 in association with Birch Communities and Herts Chamber of Commerce.	
10.2 Provide links to guidance for businesses on sustainability on the Council website.	Economic Development Manager, Communications Manager	Guidance available on website by March 2021 Promote guidance via e-newsletters and social media.	Existing	This is planned for after the above event, therefore timing slipped to May.	
10.3 Promote take-up of grants currently available for Hertfordshire businesses from Low Carbon Workspaces.	Economic Development Manager	Take-up promoted at business events and on Council website.	Existing	These are promoted as and when they are announced. Several e-newsletters and a printed newsletter that will accompany the business rates bills include details of available grants.	
10.4 Take account of growing opportunities in the low carbon sector in development of the Skills Strategy for Broxbourne with local partners.	Economic Development Manager	Skills Strategy references low carbon sector. By Quarter 1 2021/22/	Existing	Not started.	

10.5 Sponsor an annual award at the SME Hertfordshire Business Awards for sustainability in business.	Economic Development Manager	Award offered in 2020.	Existing	Awards for 2020 have been combined with 2021 due to the pandemic.	
10.6 Working with partners in the West Essex and East Hertfordshire Digital Innovation Zone (DIZ) to make the case for “fibre to the premises” (FTTP) infrastructure throughout the Borough.	Economic Development Manager	Evidence of reporting and lobbying for FTTP infrastructure.	Existing	No update.	
10.7 Encourage larger businesses in the Borough to develop plans to reduce petrol and diesel vehicle use.	Economic Development Manager	Evidence of guidance provided to local businesses.	Existing	Not started.	

5. CARBON REDUCTION IN NEW DEVELOPMENTS

Agenda Item 5
Head of Planning and Development

RECOMMENDED that a presentation on carbon reduction in new developments be received.

Background

The Panel will receive a presentation on carbon reduction in new developments.

Conclusion

The Panel is asked to consider the issues raised and to give any feedback it may have.

Contact Officers:
Mr D Cooper (ext 5561)
Mr M Paine (ext 5570)

List of Background Papers:
None.

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**6. BROXBOURNE OFFICE RECYCLING
IMPROVEMENTS**

Agenda Item 6
Facilities and Maintenance Manager

RECOMMENDED that a presentation on Broxbourne office recycling improvements be received.

Background

The Panel will receive a presentation on Broxbourne office recycling improvements.

Conclusion

The Panel is asked to consider the issues raised and to give any feedback it may have.

Contact Officers:
Mr A Bradford (ext 5408)

List of Background Papers:
None.

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