

EFDC GREEN CORPORATE WORKING PARTY MINUTES

DATE: July 6 2010
TIME: 2.30pm
VENUE: The Conference Room, Civic Offices

Chair: John de Wilton Preston (JP)

Attending: Sarah Creitzman (SC), Mike Tipping (MT), Mike Warr (MW), Dawn Jolley (DJ), Ann Kossick (AK), Brian Bassington (BB), Paul Hewitt (PH), Jim Nolan (JN), Cllr Penny Smith (PS)

Minutes: Elizabeth M Thomas (EMT)

Apologies for absence	Action
<p>Lewis McGann (LMG), Tom Carne (TC), Ian White (IGW)</p> <p>Welcome to new group members Cllr Penny Smith, Safer & Greener Portfolio Holder, & Jim Nolan, Assistant Director, Environmental & Street Scene.</p>	
<p>Matters arising from last meeting</p> <p>Minutes agreed.</p> <p>Green Fleet Review: SC: smart driver training will go ahead, dates to follow.</p>	
<p>KloE 3.1 Use of Natural Resources</p> <ul style="list-style-type: none"> • Self assessment has been done across Directorates (upper tier councils have been assessed, districts are being audited now). • Initial discussion generated a request for more information to ensure we attain Level 2, which is average for councils of EFDC's type. • If we stay at Level 1 our accounts will have to be qualified and stricter assessments done. • PKF Auditor John Taylor in process of meeting with EFDC team: his initial comments were that some of what we do is ad hoc and not followed through. • Housing & Biodiversity data is satisfactory, Use of Natural Resources in EFDC buildings less so: more to follow soon. • Deadline for information and comments is July 23 2010, and John Taylor will meet EFDC team on July 9. SC and MT working on this. <p>Comments:</p> <ul style="list-style-type: none"> • BB: Use of Natural Resources is part of Value for Money remit. • We now need to do a Carbon Reduction strategy as well as covering Climate Change. • Bob Palmer has given information about server virtualisation projects. 	<p>SC MT</p> <p>ALL</p>
<p>Climate Change Strategy</p> <ul style="list-style-type: none"> • This was discussed in the last meeting – a sub-group has been set up to scrutinize the strategy and its future. • We need to re-think targets in re. updated documents and works. • The agenda has moved on from concern on climate to concern about carbon. • A sub-group will tackle the carbon strategy. • New ideas are being mooted re. carbon saving, subject to finances. • Simple visuals could be used (eg signs in bathrooms about turning off taps) 	

<p>as inspectors would pick up on these at once.</p> <ul style="list-style-type: none"> • We should have a clear remit, smart targets, and refer to agreements that EFDC have signed up to such as 10:10. • A Forward Program over the next 3 years will help to reduce CO2, boosted by what we have done in previous years. <p>The Sub-Group</p> <ul style="list-style-type: none"> • Need to consider the expectations for this. • Need a report to CEF & Safer Cleaner Greener about a carbon document. • SC, TC, M Hobbs, MT DJ & MW to be on the group. • Need to work to one goal eg 10:10 fulfilment. • Safer Cleaner Greener scrutiny should be involved: prepare something for October scrutiny to be a catalyst to agree scope and objectives for a new EFDC carbon strategy. This will arise via the Green CWP. • Once we know what we are aiming at, consult staff focus groups. • PS: Half of this is for specialists to deal with, half is for everyone to be involved in – so let's advertise it, like ICT and their mouse mats. • JP: Events such as sweets for people who turn off PCs have helped a lot. • A screensaver message re. shutting down computers is being formulated. • Agreed to pull together a position statement: what we have signed up to, what we have done, where we are going: action group's first task. 	
Travel Plans	
<ul style="list-style-type: none"> • Report going to next JCC about costs for refurbishing showers. We hope for an agreement re. ringfenced funds. • Report also to go up about refurbishing the staff rec room. • We have an agreement to instal cycle racks and bike bays. • New council agreed principles of new staff car parking policy with preference for car sharers. A register of car sharers to be done; pool cars also mooted. • Chris Overend to come to next meeting to feed back on this and give advice. • Lease Cars report is going to CEF, it refers to Green Fleet Review. 	
Green Fleet Review	
Covered.	
Cycle training, bike racks and showers	
<p>Covered.</p> <p>MW remarked on dangers of roads around Epping for cyclists: PS agreed we have to incentivise cycling. BB suggested doing a survey. DJ: showers will help those jogging to work and in lunch hour.</p>	
Renewable training for planning officers	
Schemes exist for this – JP will report next time. LEA have a course on this that leads to City & Guilds. AK will look into it and send details to EMT.	AK EMT
Any other business	
Sub-group: SC to do updated, shorter terms of reference for this, and update the main ToR for this working party..	SC
Date of next meeting	
Next meeting scheduled for August 17, at 2.30pm and in the Conference Room.	