



## **SUSTAINABLE DEVELOPMENT ADVISORY PANEL**

**MINUTES OF THE MEETING HELD AT THE COUNCIL OFFICES, TREDOMEN  
ON WEDNESDAY, 8TH JUNE 2005 AT 5.00 P.M.**

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PRESENT:

Councillor H.A. Andrews MBE - Chairman  
Councillor C.P. Mann - Vice-Chairman

Councillors:

J. Bevan, D.T. Hardacre, G.G. Hibbert, K. James and G.D. Simmonds

Together with:

S. Rosser (Deputy Chief Executive), Dr T. Peppin (Head of Policy and Central Services), A. Brown (Environmental Services Manager), P. Jayne (Countryside and Landscape Manager), T. Hooper (Policy and Research Manager), Ms S. Davies (Sustainable Development Co-ordinator), R. Lamble (Corporate Property Manager), M. Lane (Energy and Water Support Officer) and Mrs K. Wall (Committee Services Officer)

### **APOLOGIES**

Apologies for absence were received from Councillors K. Dawson, Mrs. V. Jenkins, Mrs. J.A. Pritchard and Ms. J.G. Jones.

### **1. DECLARATIONS OF INTEREST**

There were no declarations of interest made during the course of the meeting.

### **2. MINUTES**

RESOLVED that the following minutes be approved as correct records and signed by the Chairman -

Minutes of the meeting of the Sustainable Development Advisory Panel held on 16th March 2005

Minutes of the meeting of the Sustainable Development Advisory Panel held on 24th March 2005

## **Matters Arising**

### **Meeting held on 16th March - Investment in Sustainable Transport (Minute No 4, page 3)**

It was noted that at previous meetings, consideration had been given to reports prepared by Mrs Powell (Fleet Manager) on fuel use in the authority owned fleet and the potential to use alternative fuels. The installation of Continuous Regeneration Traps (CRT) to reduce emissions from heavier vehicles and the use of Clean Up Grants (which would fund up to 75% of the total cost of conversion) had also been discussed and the Panel had agreed to progress the installation of CRTs on the basis that the remaining 25% of the cost would be funded from existing resources.

Ms Davies (Sustainable Development Co-ordinator) updated the Panel and reported that the National Energy Trust no longer offered Clean Up Grants and that therefore this initiative could not be progressed any further.

### **Meeting held on 24th March – Ystrad Mynach Developments (Minute No 2, page 1)**

A Member asked if progress had been made in respect of establishing a Community Partnership in Ystrad Mynach.

Mr Rosser (Deputy Chief Executive) indicated that a report outlining proposals to strengthen and increase the capacity of the Community Regeneration Team to enable staff to support and develop Community Partnerships in non Community First areas (including Ystrad Mynach) was due to be submitted to Cabinet.

## **3. ENERGY CONSERVATION SYSTEMS AUDIT**

The Chairman welcomed and introduced Mr Lamble (Corporate Property Manager) who had been invited to the meeting to present his report that provided information in respect of the Energy Conservation Systems Audit undertaken on a number of the key functions carried out by the Energy and Water Conservation Team within the Property Division at Woodfieldside, during November 2004.

During discussion, Mr Lamble reported that the main problem encountered by the Energy Team was the non-return of meter reading information. The audit report had highlighted possible reasons for this and had identified a number of recommendations to address the problems.

Members expressed their concern that meter reading information was not being returned to the Energy Team and Mr Rosser indicated that he would meet with Mr Lamble to discuss the problems being experienced and would also write to appropriate Officers and Managers to explain the importance of returning data and asking them to make their returns promptly.

Reference was also made to the situation regarding properties the Council leased out to other organisations e.g. community councils and a Member asked whether the Energy Team provided advice and guidance in respect of energy conservation.

Mr Lamble indicated that the Energy Team had limited resources and needed to concentrate on priority areas and was therefore unable to offer advice to occupiers of leased properties.

The Chairman thanked Mr Lamble for attending and Members for contributing to debate.

**4. PROGRESS REPORT ON LOCAL AUTHORITY ENERGY FINANCING SCHEME (LAEF) AND ENERGY EFFICIENCY ACCREDITATION SCHEME (EEAS)**

Mr Mathews (Energy and Water Support Officer) presented his report that provided information on the Local Authority Energy Financing Scheme and the Energy Efficiency Accreditation Scheme.

It was noted that during 2004, the authority had secured external funding from the Carbon Trust of £300,000 to promote and implement energy efficiency schemes throughout the non-domestic building stock. This amount had been match funded by the authority to bring the total fund available to £800,000. Mr Mathews explained that the funding from the Carbon Trust was received in instalments at six monthly intervals and that the contribution from the authority had already been allocated and ring fenced.

He also reported that the Fund had initially been targeted at Leisure Centres and Schools and had included schemes such as automatic lighting control, valve/pipe insulation, reflective radiator panels, swimming pool covers and variable speed drives for pool plant equipment.

It was noted that the second instalment of Carbon Trust funding had been received in February 2005 and that 80% of the funding needed to be committed by September 2005. In order to secure this, marketing and promotion of the Fund had been extended to corporate offices and social services establishments as well as continued working with leisure centres.

Mr Mathews also reported that the Energy Team was working closely with the Eco-Schools Co-ordinator to identify schools involved in the scheme and target them directly to implement energy saving measures and assist them in meeting set criteria in relation to achieving the Eco-Schools or Green Dragon Award.

Members congratulated Mr Mathews and his colleagues in the Energy Team for the work they had undertaken in implementing the Energy Financing Scheme and devising energy saving initiatives and schemes.

Members were also informed that the Energy Efficiency Accreditation Scheme enabled achievement in energy management to be recognised nationally by the Institute of Energy.

Details of the accreditation process were outlined and Members were pleased to note that the authority had scored highly on all sections and that the Council's assessor, CLAWS had commented that the mark gained for section 2 of the assessment had been one of the highest marks ever awarded to a Local Authority.

In addition, Ms Davies reported that the authority, the only one in Wales, had recently been awarded a Carbon Trust Management Award in recognition of the efforts being made in respect of carbon management.

Members were pleased to note this achievement and it was agreed that the award certificate should be presented at the next full Council meeting and that relevant Officers should be invited to attend.

**5. RESOURCES FOR SUSTAINABLE DEVELOPMENT**

Ms. Davies presented the report that outlined the current resources available for sustainable development in the authority and considered the pressures for additional resources to be made available in the budget for 2006/2007.

It was noted that an error had occurred in the printing of the report and that the following text had been omitted from the report's conclusion –

'This report identifies a number of initiatives that could be funded if resources were made available and members are invited to contribute their own views. If further resources were made available for Sustainable Development in future years, the view of the Sustainable Development Core Group is that there are two priority areas. These would be:

- the establishment of a Project Fund that could fund both the development of the ESD Strategy and other specific projects
- Expansion of the officer base so there is more support available to the Core Group and Panel to pursue its priorities. The first priority would be to have a second Sustainable Development Officer to work on a wide range of projects.'

During discussion, reference was made to the fact that the report highlighted that if additional resources were made available to the Sustainable Development Team, a training and development programme on sustainable development could be introduced for Officers and Members.

Members supported this proposed initiative and emphasised that sustainable development was an issue that affected all members of staff and that therefore everyone should be given the opportunity to attend training courses to raise awareness of the subject.

A Member also mentioned Local Development Plans and asked whether they would incorporate sustainable development as a core element and also whether the training referred to above would cover this issue.

Ms Davies indicated that Local Development Plans would require the submission of a sustainable development appraisal and a community involvement statement for all projects. She also confirmed that this issue could be included in the training and development programme.

Members supported the suggestion to establish a Project Fund to fund specific projects and referred to previous Panel discussions relating to the installation of CRTs to reduce emissions from heavy vehicles where grant funding had ceased and to the request for support received from the Caerphilly Free Trade Campaign, where resources had not been available to assist the Campaign; two instances where it would have been helpful if a Project Fund had been available.

Following discussion, the Panel agreed that –

- The sustainable development funding pressures as set out in the report be noted;
- The following two priority areas identified by the Sustainable Development Core Group for further resources be endorsed –
  - The establishment of a Project Fund to fund both the development of the Education for Sustainable Development Strategy and other specific projects
  - Expansion of the Officer base by the creation of a second Sustainable Development Officer post to provide more support to the Officer Core Group and the Panel to pursue their priorities
- A further report on resources for sustainable development be prepared to feed directly into the budget setting process for 2006/2007;
- A further report on the proposed sustainable development training programme be submitted to the Panel in due course.

The meeting closed at 6.25 p.m.