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Date: 18th February 2015

Dear Sir/Madam,

A meeting of the **Sustainable Development Advisory Panel** will be held in the **Sirhowy Room, Penallta House, Tredomen, Ystrad Mynach** on **Thursday, 26th February, 2015** at **5.00 pm** to consider the matters contained in the following agenda.

Yours faithfully,

A handwritten signature in blue ink that reads 'Chris Burns'.

Chris Burns
INTERIM CHIEF EXECUTIVE

A G E N D A

- 1 To receive apologies for absence.
- 2 Declarations of interest.
Councillors and Officers are reminded of their personal responsibility to declare any personal and/or prejudicial interest(s) in respect of any item of business on this agenda in accordance with the Local Government Act 2000, the Council's Constitution and the Code of Conduct for both Councillors and Officers.

To approve and sign the following minutes: -

- 3 Sustainable Development Advisory Panel held on 6th November 2014.

To receive and consider the following reports/presentations: -

- 4 Maes yr Onn Farm - How is it performing ? (A presentation by Simon Lannon, Welsh School of Architecture, Cardiff University).

A greener place Man gwyrdach

Correspondence may be in any language or format | Gallwch ohebu mewn unrhyw iaith neu fformat



- 5 Cyd Cymru Collective Energy Switching Scheme. (A report by Steve Martin, Principal Contracts Officer (Energy) WHQS).
- 6 Energy Grants. (A presentation by Steve Martin, Principal Contracts Officer (Energy) WHQS).

Circulation:

Councillors M.A. Adams, Mrs A. Blackman, Mrs P. Cook, K. Dawson, C. Elsbury, D. Havard (Vice Chair), K. James (Chair), C.P. Mann, J.A. Pritchard, S. Kent and Ms P. Leonard

And Appropriate Officers



SUSTAINABLE DEVELOPMENT ADVISORY PANEL

**MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, TREDOMEN,
ON THURSDAY, 6TH NOVEMBER 2014 AT 5.00 P.M.**

PRESENT:

Councillor K. James - Chairman
Councillor D. Havard - Vice Chairman

Councillors:

M. Adams, C. Elsbury, S. Kent, J.A. Pritchard

Together with:

P. Cooke (Team Leader, Sustainable Development & Living Environment), S. Martin (Energy Officer), W. Grimstead (Area Principal Enforcement Officer), S.M. Kauczok (Committee Services Officer).

WELCOME

The Panel welcomed Dan and Sarah Moody, who had been invited to the meeting to share their views and experiences of life on their One Planet Development at Nant y Cwm Farm.

A welcome was also extended to Wayne Grimstead, Area Principal Enforcement Officer, Caerphilly CBC, who had led the planning application submitted by Mr. and Mrs. Moody in 2013 under the One Planet Development policy.

1. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillors Mrs P. Cook and C.P. Mann.

2. DECLARATIONS OF INTEREST

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

3. MINUTES

The minutes of the Sustainable Development Advisory Panel meeting held on 14th July 2014 (minute nos. 1-6) were approved and signed as a correct record.

4. ONE PLANET DEVELOPMENT - PLANNING FOR SUSTAINABLE RURAL COMMUNITIES

Wayne Grimstead, Area Principal Enforcement Officer, Caerphilly CBC, presented the report, which outlined the background to the One Planet Development policy, which stems from Wales' Sustainable Development Scheme, "One Wales, One Planet". In 2010 Welsh Government published Technical Advice Note 6 "One Planet Development", Planning for Sustainable Rural Communities" as part of its commitment to "One Wales, One Planet" that "within the lifetime of a generation, Wales should use only its fair share of the earth's resources".

Members were informed that TAN 6 sets out a set of essential characteristics that all One Planet Developments in the open countryside must have viz: -

- They must have a light touch on the environment – positively enhancing the environment wherever possible through activities on the site.
- Be land based – the development must provide for the minimum needs of residents in terms of food, income, energy and waste assimilation in no more than five years.
- Have a low ecological footprint – the development must have an initial ecological footprint of 2.4 global hectares per person or less with a clear potential to move to 1.88 global hectares per person over time.
- Have very low carbon buildings – these are stringent requirements, requiring that buildings are low in carbon in both construction and use.
- Be defined and controlled by a binding management plan which is reviewed and updated every five years.
- Be bound by a clear statement that the development will be the sole residence for the proposed occupants.

One Planet Development in the open countryside is required to meet the minimum needs of residents in terms of food, income, energy and waste assimilation from the site. This means that it should be broadly self-sufficient, in ways, which have a low environmental impact. The policy also requires that a management plan, which will form the basis of a legal agreement relating to the occupation of the site, should accompany applications. The management plan should provide evidence that the proposals meet the exceptional nature of One Planet Development in the open countryside. Annual monitoring reports on progress are required and a full review after five years needs to be undertaken as part of the planning condition. Failure to fulfil the management plan if not corrected as the management plan envisages, can be addressed by planning enforcement measures.

The Panel noted the content of the Planning Policy Wales, Technical Advice Note 6, "One Planet Development, Planning for Sustainable Rural Communities".

5. PRESENTATION - NANT Y CWM FARM, ONE PLANET DEVELOPMENT

The Panel welcomed Dan and Sarah Moody, who had been invited to the meeting to share their experiences of life on their One Planet Development at Nant y Cwm Farm.

It was noted that Caerphilly CBC had been the first Local Authority in Wales to grant planning permission under the One Planet Development. The application had created a lot of excitement throughout the network and another application had recently been granted in Pembrokeshire.

Technical Advice Note (TAN) 6 "One Planet Development, Planning for Sustainable Rural Communities" which was published by Welsh Government in 2010 states that One Planet Development in the open countryside should provide for the minimum needs of the inhabitants in terms of income, food, energy and waste assimilation over a period of no more than five years from the commencement of work on the site. In addition to meeting planning

regulations, applicants are required to produce a detailed management plan and ecological footprint analysis, which demonstrates a commitment to sustainable living.

Members were advised that an independent body "One Planet Council" had been established to provide a bridge between applicants and local planning authorities with guidance and tools to support anyone making the transition to a more sustainable way of life. It also works with those who have already made the leap and with policy makers, academics and landowners.

As well as being invited to book launches and country fairs to talk about their experiences, references to Dan and Sarah, who hope to be able to help people to live more sustainable lives, have also appeared in various books and on relevant websites. In addition to producing meat, eggs and a wide range of fruit and vegetables on their farm, some of which is sold to local residents, they have a working horse and support different local causes, one of which is Kaleidoscope a charity, which helps people recovering from drug and alcohol addiction.

The Panel heard about the various courses run by the Council's RDP Team, which Dan and Sarah are attending e.g. basket weaving, chainsaw training and hedge laying. All of which are helping them to live more sustainably whilst acquiring additional skills. They are also working with the Council and the Ruperra Woodland Trust to show what can be built with locally sourced timber.

The Chair thanked Dan and Sarah for their extremely interesting account of life on their farm and a full discussion ensued. Members congratulated Dan and Sarah on their achievements to date and wished them well for the future.

6. WELL-BEING OF FUTURE GENERATIONS (WALES) BILL

On 7th July 2014 the Well-Being of Future Generations (Wales) Bill was tabled as the start of its legislative journey. It is anticipated that it will receive Royal Assent in the Spring of 2015.

The Act is in four parts with sustainable development at its heart. The general purpose of the Act is to ensure the governance arrangements of public bodies, including local authorities, for improving the wellbeing of Wales take the needs of future generations into account. The aim is for public bodies to improve the economic, social and environmental wellbeing of Wales in accordance with the sustainable development principles.

Part 2, which is the main part of the Bill, provides an overview of the main provisions. It sets out 6 well-being goals against which all public bodies must set and publish well-being objectives that are designed to maximise their contribution to the achievement of these well-being goals. Public bodies covered by the Act, including local authorities, are required to publish annual reports of the progress they have made in meeting their well-being objectives.

The Act makes provision for the establishment of a public services board for each local authority area in Wales. The board will have the local authority, Local Health Board, Welsh Fire and Rescue Authority and Natural Resources Wales as members. In addition, the board must invite Welsh Ministers, the Chief Constable, the Police and Crime Commissioner and representatives of the probation service and voluntary organisations in the area.

The Panel noted the content of the Well-Being of Future Generations (Wales) Bill.

7. WLGA EARLY ADOPTERS PROGRAMME FOR THE WELL-BEING OF FUTURE GENERATIONS BILL

The WLGA has developed an "Early Adopters" programme for local authorities to start work towards the requirements of the Well-Being of Future Generations (Wales) Bill. The support from WLGA is free and will include an opportunity to help shape the guidance to support the

implementation of the Bill. Involvement in this programme will allow the Authority to continue to be at the leading edge of SD in Wales.

On 21st August 2014 Corporate Management Team approved a recommendation for Caerphilly to join the Early Adopters Programme. The first part of the programme involves senior officers completing an on line diagnostic questionnaire that will help to establish the starting point for each of the early adopter authorities. It is proposed to hold a workshop for those who completed the questionnaire to receive feedback on the results and to identify a "critical path of actions". This will form the basis for the work of the Authority as part of the programme.

The Panel noted the decision to join the WLGA programme as an "Early Adopter" for the Well-Being of Future Generations (Wales) Bill.

The meeting closed at 6.20 p.m.

Approved and signed as a correct record subject to any amendments being recorded in the minutes of the meeting held on 26th February 2015.

CHAIR



SUSTAINABLE DEVELOPMENT ADVISORY PANEL - 26TH FEBRUARY 2015

SUBJECT: CYD CYMRU COLLECTIVE ENERGY SWITCHING SCHEME

**REPORT BY: ACTING DIRECTOR OF CORPORATE SERVICES AND SECTION 151
OFFICER**

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- 1.1 The attached report was presented to Cabinet on 21st January 2015. The report sought Cabinet approval to sign up to the Cyd Cymru Charter "A Collective Energy Scheme for Domestic Homes in Wales".
 - 1.2 Currently for each household that switches its supplier through Cyd Cymru, a fee is paid by the energy provider into a community fund. This fund is redistributed to local authorities across Wales based on the number of fuel switches in each area. The fund should be donated to local charities and in this respect a further report would be presented to Cabinet following the end of the financial year to determine how and which local charities would benefit.
 - 1.3 Following consideration and discussion, Cabinet endorsed the report and agreed to sign up to the Cyd Cymru Charter.
 - 1.4 The report is presented to the Sustainable Development Advisory Panel for information.

Author: S. M. Kauczok, Committee Services Officer, Ext. 4243.

Appendices:

Appendix 1 Report and appendix to Cabinet on 21st January 2015.

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CABINET – 21ST JANUARY 2015

SUBJECT: CYD CYMRU COLLECTIVE ENERGY SWITCHING SCHEME

REPORT BY: INTERIM CHIEF EXECUTIVE

1. PURPOSE OF REPORT

- 1.1 To seek Cabinet endorsement to sign up to the Cyd Cymru Charter “A collective energy scheme for domestic homes in Wales.

2. SUMMARY

- 2.1 The report outlines the Cyd Cymru scheme and the benefits of signing up to the Charter.
- 2.2 The potential benefits to households are reflected within the report and how the Cyd Cymru scheme can be communicated to residents within Caerphilly.

3. LINKS TO STRATEGY

- 3.1 Signing up to the Cyd Cymru Charter would link to the following strategies:-

“Living better, using less” Sustainable Development Strategy

“Caerphilly Delivers” Single Integrated Plan 2013-17

4. THE REPORT

- 4.1 Fuel poverty is high on the council’s agenda. Domestic energy prices have been dramatically rising over recent years. The Energy Saving Trust informs that energy prices have risen by 28% between 2008 and 2013.
- 4.2 Cyd Cymru – is a collective energy switching scheme developed to offer people in Wales an opportunity to save money by coming together to buy fuel “in bulk”. However, there are other switching groups which can be accessed independently by residents.
- 4.3 The scheme has been developed by Cardiff Council and the Vale of Glamorgan Council, with support from the Welsh Government’s “Regional Collaboration Fund”. Cyd Cymru was developed in the Autumn of 2013.
- 4.4 To date two switches have taken place between January and March 2014. 6,800 households across Wales registered. Over 1,500 households switched saving an average of £185 per household. It is noted that the bulk of residents resided within the Cardiff and Vale of Glamorgan Council boundaries.

4.5 How is Cyd Cymru delivered?

Cyd Cymru collective energy switching scheme is being delivered in partnership with the Energy Saving Trust Wales. The Energy Saving Trust is a social enterprise with a charitable foundation. The Energy Saving Trust supports the delivery of Cyd Cymru with specialist knowledge and expertise. They have developed a detailed implementation plan which includes the procurement of the switching provider, delivery of a local engagement plan and project evaluation methodology. In September 2013, a tender for a switching agent was ran on Sell2Wales and the winning bidder was the 'energyhelpline'. This contract is currently in place until March 2015.

4.6 The Charter

The purpose of the Charter (see appendix 1) is to set out the simple steps required for making Cyd Cymru a successful collaboration across Wales, and how organisations can get involved in the scheme. By signing the Charter the council will receive support to promote collective energy switching in return for a few pledges:-

- Promote collective energy efficiency switching through Cyd Cymru.
- Take action to help alleviate fuel poverty which currently affects 30% of Welsh households
- Help households to improve their energy use and increase their knowledge of how to save energy in the home
- Promote the scheme via local press and media, partner networks and engagement events to local residents to encourage registration
- Share local marketing plans (or list of planned activity) with the Cyd Cymru project team
- Share the proposals of the community fund allocated to the council with locally agreed charities

4.7 In support to signing the Charter the council will receive:-

- Material and support to promote the scheme
- Access to a community fund

4.8 Community fund

Currently for each household that switches supplier a fee is paid by the energy provider into a community fund. This fund is redistributed to local authorities across Wales based on the number of fuel switches in each area; this fund should be donated to local charities. A further report will be presented to Cabinet following the end of the financial year to determine how and which local charities these funds are to be donated to.

4.9 The next collective switch by Cyd Cymru is planned for January 2015. Registration will open on 2nd January 2015 with offers and switching planned between 2nd - 16th March 2015. If the contract is extended, this will allow further opportunities in the future to register for switching.

5. EQUALITIES IMPLICATIONS

5.1 There are no equalities implications associated with this report.

6. FINANCIAL IMPLICATIONS

6.1 There are no financial implications associated with this report.

7. PERSONNEL IMPLICATIONS

7.1 There are no personnel implications associated with this report.

8. CONSULTATIONS

8.1 There are no consultation responses that have not been reflected in this report.

9. RECOMMENDATIONS

9.1 That Cabinet endorse this report and agree to sign up to the Cyd Cymru Charter.

10. REASONS FOR THE RECOMMENDATIONS

10.1 To reduce energy bills for residents within Caerphilly County Borough and help take households out of fuel poverty.

11. STATUTORY POWER

11.1 There are no Statutory Powers associated with this report.

Author: Steve Martin Principal Contracts Officer (Energy)
(E-mail: martins@caerphilly.gov.uk)

Consultees: Cllr Keith Reynolds Leader of Council
Cllr Gerald Jones Deputy Leader and Cabinet Member for Housing
Chris Burns Interim Chief Executive
Nicole Scammell Acting Director of Corporate Services & Section 151
Officer
Shaun Couzens Chief Housing Officer
Phil Davy Head of Programmes (WHQS)
Kenyon Williams Private Sector Housing Manager
Liz Lucas Head of Procurement
Steve Pugh Corporate Communications Manager
Paul Cooke Team Leader, Sustainable Development.
Paul Rossiter Energy & Water Leader
Gail Williams Interim Head of Legal Services & Monitoring Officer
John Rogers Principal Solicitor

Appendices:

Appendix I Cyd Cymru Charter

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Cyd Cymru / Wales Together

Charter

A Collective Energy switching Scheme for Wales



Cyd Cymru Charter

The purpose of the Charter is to set out the simple steps required for making Cyd Cymru a successful collaboration across Wales and how your organisation can get involved in the scheme. Cyd Cymru is a collective energy switching scheme being jointly led by the City of Cardiff and the Vale of Glamorgan councils. Collective energy switching allows participants to come together to receive a better deal on their energy bills. By switching energy together last year Cyd Cymru helped households across Wales to save on average £185 per year on their energy bills.

Cyd Cymru offers all the people of Wales the opportunity to get involved, including those of pre-payment meters. By signing this Charter you will be given every support to promote collective energy switching in your area, in return for a few basic pledges.

By signing this charter you pledge to:

- Promote collective energy switching through Cyd Cymru in your area
- Take action to help alleviate fuel poverty which currently affects 30% of Welsh households. Traditionally low income households do not regularly switch energy supplier and this is a perfect opportunity to help fuel poor households struggling with high energy bills
- Help households to improve their energy use and increase their knowledge of how to save energy in the home
- Promote the scheme via local press and media, partner networks and engagement events to local residents to encourage registration.
- Share your local marketing plans (or list of any planned activity) with the Cyd Cymru Project team
- Share the proceeds of the Community Fund allocated to your local authority area locally as agreed with the Cyd Cymru Project Board
- Provide a quote in support of the scheme along with your logo

In return - what support will you get after joining Cyd Cymru?

We will provide your organisation with

- Material and support to promote the scheme (listed below)
- Access to a community fund

You

Your organisation agrees to promote Cyd Cymru in your area and share with us some basic details about what you intend to do...

Us

We will provide your organisation with material and support to promote the scheme. You will also have access to the community fund

Together

By working together we can assist more people to get involved, secure a potentially better deal on their bills and generate an even bigger community fund

Who can get involved with Cyd Cymru?

Participating organisations such as Local Authorities, Housing Associations and local customer support groups can all support the promotion of Cyd Cymru. Participating organisations will be expected to ensure that the project is promoted successfully to local residents. In particular, we would expect to see the effective use of local press and media, partner networks and engagement events to encourage registration. Each participating organisation will be expected to share a local marketing plan (or list of planned activity) that will be shared with the Cyd Cymru Project team, simply for visibility and to manage demand for registration.

Take a look at what's happening with our existing partners visit the live website; www.cydymru-energy.com

How can my organisation join Cyd Cymru?

Your organisation can get involved now and participate in the current auction. All you will need to do to join Cyd Cymru as a partner is to:

- Confirm that you want to take part
- Provide us with your organisation's logo and a quote to endorse the scheme from a representative of your organisation
- Provide us with your local marketing plan or a brief summary of how you intend to promote the scheme in your area

Send these to us via email at cydymru_collective_energy@cardiff.gov.uk

What support will we get after joining Cyd Cymru?

We will provide all Cyd Cymru partners with access to designs and materials to help promote the scheme. The following designs are available online to download:

- English language leaflet
- Welsh language leaflet
- A3 poster
- English language pull-up banner
- Welsh language pull-up banner
- Animated email signature banner
- Press Releases

These can be tailored to suit your local need, including adding your own logo, although we ask that you retain the Cyd Cymru brand and core messages. Once you join Cyd Cymru a link will be emailed to you that allows you to access these resources. The designs are supplied as high resolution PDFs which can be imported into design programs, including Illustrator, In Design and Quark that will allow you to insert your logo and have commercially printed.

The registration tool for Cyd Cymru is publically available. Each participating organisation will be featured on the website to demonstrate their endorsement of the scheme.

We can't do it alone. We need your support. We need partner organisations to help us raise awareness and promote the scheme to make collective energy switching an opportunity for everyone.

Key Dates

The Registration period for the third Switch opens from:

2nd January 2015

The period for accepting the offer ("Switching") will be open from:

2nd March – 16th March 2015

It is anticipated that the fourth switch will be later during 2015/16.



We,NAME OF ORGANISATION....., agree to be part of the Cyd Cymru collective switching scheme.

As supporters of Cyd Cymru we are part of an energy collective which offers participants the opportunity to receive a better deal on their energy bill.

The more people that register, the better the deal is likely to be. We therefore commit to promoting Cyd Cymru in our area, making use of our marketing channels and partnership networks as resources allow.

For every person who switches energy suppliers through Cyd Cymru a commission will be paid by the energy supplier to a Community Fund. We agree that this fund will be shared with each local authority on a pro rata basis and spent locally as agreed by the Cyd Cymru Project Board.

Signed:ORGANISATION REPRESENTATIVE.....

Your Logo	
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Working together for cheaper energy, more sustainable futures and to tackle fuel poverty.

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