

Environment & Emergency Committee

To: Committee Members

Cllrs Bolanz, Cooper-Marsh, Dunford, Goodman, Macnab-Grieve, Pitt and Slade

Copies: County Councillors – S Ferguson, K Prentice, S Taylor & G Seeff

District Councillors – L Davenport-Ray, S Ferguson, A Jennings, M Pickering, I Taylor, S Taylor & G Welton

Town Councillors (not a member of this committee)

Local Press, Town Council website

Agenda for the meeting of the **Environment & Emergency committee** to be held on **Tuesday 5th March 2024 at 7.15pm** in the Priory Centre, Priory Lane, St Neots, PE19 2BH.

Please be aware that meetings may be recorded and made available to the public. Your participation in the meeting indicates your consent to being included in these recordings.

Public Participation

There will be a 10-minute session before the meeting to allow any resident to address the committee on any matter appearing on the agenda for this meeting.

Members of the Environment & Emergency committee are hereby summoned to attend this meeting to consider the following business.

C Robson
Town Clerk

1. Apologies for absence

To receive Councillors apologies for absence.

2. Declarations of interest

To receive from Councillor's declarations as to Disclosable Pecuniary Interests and/or Non-Statutory Disclosable Interests along with the nature of those interests in relation to any agenda item.

3. Minutes

To approve the minutes of the Environment and Emergency Committee meeting held on 9th January 2024 as a true and accurate record. Attachment 1

4. Action List

To receive and note the committee action list. Attachment 2

5. Repair Cafe

To receive and note feedback from the St Neots repair café held on 17th February 2024 run in partnership with Huntingdonshire District Council. Attachment 3

6. Emergency Plan

To receive and consider a report on the draft Community Emergency Response Plan. Attachment 4

7. Climate Action Plan

i) To receive an update second draft of St Neots Town Council's Climate Action Plan and consider recommending for adoption. Attachment 5

ii) To agree the priority actions from the Climate Action Plan that the Environmental Officer will be asked to focus on delivering based on each actions impact and ease of implementation. Attachment 6

8. EPC Reports

To seek approval or recommendation from the committee on the expenditure of budget for the undertaking of EPC surveys for Town Council buildings. Attachment 7

9. Date of next meeting

To note that the date of the next Committee meeting will be 7:15pm on 7th May 2024.



Environment & Emergency Committee

Present: Committee Members
Cllrs Bolanz (Deputy Chairperson), Cooper-Marsh, Dunford, Goodman, McNab-Grieve, Pitt, Simonis and Slade

In Attendance: Town Clerk, Environmental Project Officer

Absent: Cllr Laycock

Minutes of the meeting of the **Environment & Emergency committee** held on 9th January 2024 at 7.15pm in the Priory Centre, Priory Lane, St Neots, PE19 2BH.

Public Participation

There were three members of the public present. No member of the public wished to address the Council.

032 Apologies for Absence

There were none.

ACTIONS

033 Declarations of Interest

There were no declarations of interest.

034 Minutes

RESOLVED to approve the minutes of the 14th November 2023 as a true and accurate reflection of the meeting subject to amending the in attendance and apologies list to remove the duplication of Councillors.

035 Action List

Members received and noted the committee action list.

The Town Clerk drew Members' attention to the Community Emergency Plan and the importance of bringing this forward, which was highlighted by recent flooding. Members noted that the purpose of the Plan was to pull together key information which would be of use during an emergency. The Town Council will need to be clear in its messaging and that it is not the Council's role to cover the remit of emergency services or larger authorities. Homeowners have a responsibility to prepare and protect their properties, including sandbags which aren't available through the Council. The Plan should make clear what the Town Council won't be doing during emergency situations. The Council can advise on measures individuals can take, although it can not recommend certain suppliers.

036 Climate Action Plan

Members received an initial draft Climate Action Plan from the Environmental Project Officer who introduced the item.

Members thanked the Environmental Project Officer for such a comprehensive plan. It was recognised that the plan was presenting the council with a significant

number of actions it could consider and that these were based on actions that other Councils were successfully implementing. The Plan includes a lot of options around working with and supporting other organisations in developing initiatives.

It was noted that the actions needed to be considered in the context of impact, cost and value. It was recognised that there were a lot of actions and that the Council would need to take forward those which it deemed highest priority and that many actions may be phased over the next six years. It was also noted that the Council may ultimately not undertake every potential action depending on its impact and value.

A Member referred to the Biomass heating system at the Eatons Centre which was not the greenest solution the Council could put in place. The Environmental Project Officer said she was aware of the heater and that it was unreliable and expensive to upkeep. Alternative options could be considered in the context of the Plan and priority levels set against actions.

A Member commented that it may help Members to reduce paper and use electronic agendas if they could be made easier to navigate.

Members asked that the document be amended to make the priority column easier to refer to, perhaps by splitting into two columns or using a red, amber/green labelling system. A Member asked if a 2x2 graph could be used to measure value and cost.

Members also asked that reference numbers are used for each item to help navigate the document.

The Clerk informed the Committee that the Plan and recommended actions from the Environment and Emergency Committee would need to be considered by committees and ultimately be agreed by the Council. A number of recommendations from the Plan may impact on activities of other committees and it would be important to consult with them. The Environment and Emergency Committee will need to provide evidence to other committees supporting recommendation actions and the positive impact alternatives can have. The Council will need to make objective decisions on where there is value in certain activities and how these balances against undertaking environmentally friendly alternatives.

The Environmental Project Officer confirmed she would re-issue the Plan with reference numbers/points and invite Councillors to email comments and feedback to help guide the next stage of the plan and the priority actions.

037 Ecology Survey

Members received and noted a report from the Environmental Project Officer on the results of a Huntingdonshire District Council ecology survey of the Old Cemetery. The complete audit is a large and detailed document which can be made available to Councillors on request. A summary of the audit results and

recommendations for beneficial works was provided. It was noted that HDC's Operations Team have undertaken a more detailed quote for the recommended works and a new grant application has been submitted based on those costs. Once confirmation of a successful grant application is received the recommended bio-diversity interventions/works for the Old Cemetery will go to the Operations and Amenities Committee for consideration and approval.

A Member raised a query over a proposal to change metal fencing for hedge rows. It was clarified that this was not the heritage fencing atop of the boundary wall with Cemetery Road, but rather a stretch of standard metal fencing. This proposal would need further consideration by the Operations Manager and Operations and Amenities Committee.

Members noted the report and that the outcome of the grant application and consideration of recommended works would go to the Operations and Amenities Committee.

038 Repair Cafe

Members received and noted information from the Environmental Project Officer on a pilot Repair Café to be held on 17th February 2024 in partnership with the St Neots Mans Cave and District Council. Cambridge Carbon Footprint are also assisting with the initiative but can only provide support until mid-February due to deadlines on funding they have in place for resource. The Environmental Project Officer explained the concept of Repair Cafes and how they would operate.

Members welcomed the initiative, which they felt was positive and exciting. It was commented that achieving a model whereby the Council could kick start initiatives and build momentum for projects which were then taken on by the community this would be extremely positive and would avoid consuming the Environmental Project Officer's time in the long-term. The Environmental Project Officer confirmed that they would invest time into the first few cafés with the intention that this would then be picked up by partner group/s.

039 Date of Next Committee Meeting

Members noted that the date of the next committee meeting would be 9th March 2024 at 6:15pm.

COMMITTEE CHAIRPERSON

ST NEOTS TOWN COUNCIL – ENVIRONMENT AND EMERGENCY COMMITTEE

ACTION LIST 2023/24

The following Action List summarises outstanding resolutions and activities that are ongoing from the last Council and will continue to be worked on over the year.

ENVIRONMENT AND EMERGENCY COMMITTEE				
Project	Objective	Actions	Responsibility	Timescales
2022/23 Activities				
COMMUNITY EMERGENCY PLAN				
Community Emergency Plan for St Neots	To continue to develop and bring forward a completed, comprehensive Community Emergency Plan document for consideration by the Committee.	Newly appointed Environmental Project Officer has reviewed current document and will be progressing the plan development and liaising with relevant external partners to gather information required. Amended plan to be brought forward.	1) Env. Officer	On Agenda
CLIMATE ACTION				
Climate Action Plan for St Neots Town Council	To continue to develop a climate action plan, with achievable and measurable actions for adoption and implementation by the Council.	An initial draft plan was brought forward by the Chairperson for consideration. The newly appointed Environmental Project Officer will be developing the process and the plan itself in partnership with the Committee. The development of the Plan forms a key part of the role.	1) E&E 2) Env. Officer	On Agenda

AGENDA ITEM 4

ATTACHMENT 2

Solar Panels on Cemetery Gate Lodge	To obtain quotes and work with the tenant of Gate Lodge to bring forward a proposal on the installation of solar panels on the building, as requested by the tenant.	Quotes to have the installation of panels have been obtained and discussions to be held with the tenant on options around payment and payback periods for panels with a view to bringing a recommendation proposal forward to the Council for consideration	1) Env. Officer	E&E Committee expressed support for the proposed panels. Proposal to go to Operations Committee
ENERGISE REPORTS				
Progression of recommendations made within Energise reports for Council owned buildings	<i>Any outstanding recommendations from the Energise reports to be considered by new Environmental Officer as part of review and action planning</i>			
	Replace Eatons lighting with LED lighting as and when they fail.	As lights fail within the centre they are to be replaced with new LED lights. Rolling program.	1) GM Eatons	Ongoing as required
	Actioning recommendations within the reports	Environmental Project Officer reviewed the energise reports and provided a summary on relevance and actions to the Committee.	1) Env. Officer	Forms part of Climate Action Plan
BIODIVERSITY - NATURAL FLOOD MANAGEMENT				
Use of Brickhills open space for a Natural Flood Management Scheme	Consider any proposals brought forward by CCC/EA and make relevant recommendations to the Operations & Amenities Committee	The Operations and Amenities Committee heard from an EA officer on a proposal to use Town Council owned land for flood management as part of wider schemes along the Henbrook. No objections were raised to CCC & EA continuing with site assessments to bring forward detailed proposals for consideration by the Council. No commitment was given to any use of the land and concerns were raised about the impact a project may have on amenity space. Still awaiting further details and reporting from CCC/EA. No updates as of 09/01/24	1) CCC/EA Working Group	Ongoing No further updates at time of meeting

AGENDA ITEM 4

ATTACHMENT 2

HDC Biodiversity Audit and Grant	Reviewing the results of HDC’s audit and bringing forward opportunities / ideas that may arise from the audit	Biodiversity Audit has been completed by HDC. Awaiting publication of resulting report. To review and see whether it provides opportunities for SNTC and the committee. Grant award confirmed	2) Env. Officer	Grant Award Timeline for works to be brought to Operations Committee
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ST NEOTS TOWN COUNCIL

Committee	ENVIRONMENT AND EMERGENCY COMMITTEE
Date:	5th MARCH 2024
Title:	REPAIR CAFE
Contact Officer:	ENVIROMENTAL PROJECT OFFICER

1. Purpose of the Report

- 1.1 To provide the committee with feedback on the first St Neots Repair Café held on 17th February 2024 and run in partnership with Huntingdonshire District Council.

2. Recommendations

- 2.1 That the Committee notes the report.

3. Background

- 3.1 The Committee previously expressed its support for a proposed Repair Café to be run by the Environmental Project Officer in partnership with Huntingdonshire District Council and support from Cambridge Carbon Footprint.
- 3.2 Repair Cafés are free meeting places and they're all about repairing things (together). In the place where a Repair Café is located, you'll find tools and materials to help you make any repairs you need. On clothes, furniture, electrical appliances, bicycles, crockery, appliances, toys, et cetera. You'll also find expert volunteers, with repair skills in all kinds of fields.
- 3.3 The Café went ahead on 17th February 2024 operating out the Steve Van de Kerkhove Community Hub.

4. Information

- 4.1 St Neots' first repair café generated a lot of social media traction in the run-up to the event, resulting in the event being fully booked for most types of repair.
- 4.2 The Repair Café was supported by 12 repairers (six new repairers from St Neots, and six repairers from the wider CCF network) and seven volunteers, plus the Environmental Project Officer and Auriane Cirasuolo (from HDC) as organisers.
- 4.3 33 customers (many of whom brought family along), plus a number of visitors interested in seeing how the café worked attend on the day. Repairs fixed/repaired 38 items (11 powered and

27 unpowered), meaning 116kg of waste and 553kg of CO2 emissions were saved from entering our environment.

- 4.4 Where items couldn't be repaired, customers were advised on the best action to take for their item, whether that be sourcing replacement parts for a future repair, taking the item to a specialist, or recycling the item where it had reached the end of its life.

5. Financial Implications

- 5.1 Costs of running the Repair Café;

Insurance for one-off event:	£30
Toolkit contribution (per event):	£20
Room hire:	On this occasion £0 as building was empty and officers working on the project ensured it was cleaned and set up, but there would normally be hiring costs for any venue.
Refreshments:	cost of tea, coffee, juice, and cake as a minimum. Donations received for items which contributed to cost.
Staff time:	A significant number of hours went into the organisation, preparation and running of the Repair Café. The Environmental Project Officer picked up the bulk of the organising with support from outside bodies.
Annual insurance (if this were to be come a regular event):	£240.20

6. Community Feedback

- 6.1 The following feedback was received from attendees;

"All people were very friendly and helpful"

"Very busy, lively, rewarding, satisfying, interesting, and useful"

"It was fantastic! I have tried to get this fixed for ages and it was great that it was not only fixed but I could see how and interact with the fixer"

"Excellent"

"Excellent help from repairer. Loved having a repair café – there needs to be more! Lovely cake. Nice being taught how to fix it myself"

"Friendly, enjoyed chatting to other punters and repairers while waiting. Would love to see this run more central in St Neots and even bigger! Great to gain some new skills"

"Very friendly and kind – great repair men and women"

"My repairs were managed beautifully"

“Really helpful and pruner has now been fixed”

“A wonderful experience even though Santa was beyond repair”

“Very impressed and grateful”

“Thank you so much”

“Lovely friendly helpful people. So glad we came to get a much-loved nursery light of 35 years mended”

“Amazing! Not only repaired my beastly machine (sewing) but talked through what does what, what went where, history of machine. Warm and lovely”

“Fantastic service, please do another one”

“A1 service”

“Everyone was nice, friendly, and helpful”

“Excellent service from start to finish”

“Just wanted to say a big Thank You to you and all the team who organized and made the Repair Café a success on Saturday”

“I just wanted to say what a great event that was. I was there at the beginning but the atmosphere soon built up to a very friendly and helpful ‘buzz’. I am recommending it to anyone who will listen!”

7. Future Events

- 7.1 Whilst the Repair Café proved popular and there are calls to have it run on a regular basis, it’s worth noting that it requires a significant time commitment to organise and pull together all that is required. Whilst the Environmental Officer is happy to support and guide others to run future repair café’s, it is too much work for one person to do alone alongside their other responsibilities. It is also worth noting that HDC won’t be able to provide support ongoing. Therefore, if future events are to happen on an ongoing basis an external community group would be needed to deliver these with support from the Council.

ST NEOTS TOWN COUNCIL

Committee	ENVIRONMENT AND EMERGENCY COMMITTEE
Date:	5th MARCH 2024
Title:	COMMUNITY EMERGENCY PLAN
Contact Officer:	ENVIROMENTAL PROJECT OFFICER

1. Purpose of the Report

- 1.1 To seek the committee's position on the inclusion of sandbags and a community response group within the Community Emergency Plan.

2. Recommendations

- 2.1 That the committee consider the information provided and advise officers on the approach they wish to be investigated in regard to inclusion of sandbag provision and a community response group within the Community Emergency Plan.

3. Background

- 3.1 The recent flooding in St Neots has highlighted the need to revisit the draft Community Emergency Plan, with a view to approving and implementing it. The primary goals for the Community Emergency Plan are to provide signposting and communication to St Neots residents in relation to the (pre-) emergency situation, and to provide key local information to agencies with responsibility for responding to emergencies.
- 3.2 The purpose of this document is to review two key areas for discussion and consideration, following on from a previous review of the entire Plan [Draft Emergency PlanV2.pdf](#)

4. Information

- 4.1 The majority of the content of the draft community emergency plan is in place and officers now need to liaise with organisations and groups in the town to seek support and involvement in the plan as part of providing key safe spaces, information and resources to support emergency responders in the event of an emergency.
- 4.2 As part of completing the plan there are two areas that need further consideration on how the committee would like to recommend the Council act, specifically involvement in sandbag provision and the formation/use of a community response group for the purpose of information sharing and signposting.

5. Sandbags

- 5.1 There have previously been discussions as to whether St Neots Town Council can help with the provision of Sandbags in the event of an emergency and whether community sandbag distribution is feasible?
- 5.2 Main considerations;
 - 5.2.2 Could a community sandbag store be set up? Is there storage space? Who would fund the purchase of bags? Who would manage distribution?
 - 5.2.3 There is no requirement/duty for Council's to distribute Sandbags. HDC do not get involved in sandbag provision.
 - 5.2.3 With a limited number of sandbags available decisions on how these are distributed and what areas are prioritised would need to be agreed. How such decisions are made would need to be agreed.
- 5.3 HDC have confirmed they would not recommend or provide sandbags and have no funds for alternative options, such as gel filled sacks.
- 5.4 Given current restrictions around council storage space, it is not felt feasible by the Operations Manager that the Council would be able to store and distribute an effective number of sandbags.
- 5.5 Alternatives to the Council providing sandbags could be investigated, including whether there is any potential for an arrangement with another authority whereby in the event of severe flooding they agree to drop off sandbags at specified area for collection by residents. Alternatively, it may be that an agreement could be reached with a local business to provide sand to residents, if sandbags could be provided sandbags in the event of severe flooding.
- 5.6 By way of example, 200 empty polypropylene sacks cost £180.

6. Community Response Group

- 6.1 Some other counties operate volunteer Community Response Group's within towns to assist in communication and signposting in the event of an emergency. Such a group would include Town Council representatives, volunteers, and key officers from other authorities and individuals from key organisations that can bring together local resources and knowledge to help in an emergency. In some areas these groups will directly form part of a larger Community Emergency Response Team (CERT) and Local Resilience Forum framework.
- 6.2 The committee are asked to advise its view on the value of a Community Response Group and whether they would like to see this incorporated into the Community Emergency Plan. Members of the community would most likely need to play a role in the group and its communication.

- 6.3 The role of the group would not be to act as any form of emergency response, but rather a key group (over whatsapp) for the purpose of information sharing and distribution during an emergency to ensure the same information and messaging is given in a coherent way. The group would also gather local information, including that within the Community Emergency Plan for provision to relevant authorities.

6.4 **Emergency Coordinator Roles & Responsibilities**

The role of Emergency Coordinator (and deputies) will be fulfilled by Members or Officers of St Neots Town Council who provide a vital link between residents and relevant organisations planning for and responding to an Emergency or Community Incident.

Their role is to:

- Facilitate the completion and maintenance of the Community Emergency Plan (this plan)
- Call a community meeting during an Emergency or Community Incident (if deemed necessary)
- Provide the focal point for the community response to an Emergency or Community Incident and establish the Control Centre as a base location (if deemed necessary – see page XX for Emergency Meeting Point details)
- Provide a link between the community and other agencies responding, which may include the emergency services and the Local Authorities
- Assist the Local Authorities and appropriate agencies in emergency preparedness through awareness-raising activities.

This Community Response Group (CRG) will be responsible for providing information to relevant authorities and supporting emergency activity within the town, under the direction of the emergency services where and if appropriate.

As emergencies can occur at any time, it is not possible to guarantee that all members of the CRG will be available within the town. Therefore, deputy Emergency Coordinators would be appointed who should be familiar with the plan and can act as an Emergency Coordinator if required.

In addition, Town Councillors, during the emergency, may be requested to attend the Control Centre to support the response and decision-making processes.

6.5 **St Neots Town Councillors' Role**

The primary role of St Neots Councillors is to receive information from the Emergency Coordinator and assist in communicating this to residents in their ward. They may also help with the identification of vulnerable persons/groups and monitoring of their welfare, assist with transport, and pass messages on foot when telecommunication networks are down.

Ward Maps and contact details for relevant Councillors are detailed with the Community Emergency Plan. The activation call tree for these Councillors is also provided within the Plan. Other volunteers, subject to qualification, may be co-opted to support the Ward Councillors

where necessary. In a local emergency, the role of the CRG is to provide whatever support or information it can, potentially under the direction of the emergency services (police, fire brigade, ambulance), or other authorities.

- 6.7 The CRG will operate mainly from Whatsapp in the event of an emergency and will be dependant on the agreed involvement of other key organisations, such as key HDC officers who lead on emergency response and communications.

7. Financial Implications

- 5.1 The Council has a £5,000 EMR for flood prevention.

AGENDA ITEM 7

ATTACHMENT 5

St Neots Town Council's Climate Action Plan 2024 - DRAFT

This first draft is being provided for Councillors of the Environment and Emergency Committee to have input into the objectives of the plan. Introductory information, detailing the reasons for the CAP, is in the process of being written and will be inserted later for when the plan is ready to be reviewed for adoption by Full Council, and in advance of wider publication. Most targets need to be agreed with E&E Councillors (or a working group), so have not been completed here. Costs and payback (where applicable) will need to be calculated for individual projects.

Introduction

This section to be edited, but gives an idea of the information it will contain.

St Neots Town Council declared a Climate Emergency in 2019, and, more recently in 2023, an Ecological Emergency. These highlight our commitment to tackling the very real environmental degradation that is happening globally. With a changing climate bringing changes in weather patterns and making weather extremes more likely, it is imperative that we do our part to minimise further warming, and ensure St Neots becomes resilient to the damage already done. In addition, the ongoing loss of biodiversity not only impacts the plants and animals around us, but has huge cascading effects on the quality of our environment and our own ability to thrive.

St Neots Town Council have therefore committed to working towards Net Zero Carbon emissions by 2030, and improving biodiversity by embedding biodiversity considerations into our policies and planning, and committing 30% of St Neots to nature by 2030. We have prepared this Climate Action Plan, which includes the actions necessary for our Biodiversity commitments, as a way to prepare and plan how we will meet our ambitious commitments, and to keep us accountable and on target for our actions. Whilst there are direct actions for us to implement, there are also actions for our town which we will support and promote, but which we cannot do without our residents. Here, we ask that we all pull together to safeguard St Neots from further environmental degradation, securing the future prosperity of our town, and the people and other life that call this place home.

We will review this plan annually to ensure we are on track to meet our objectives, and to update residents of our progress.

AGENDA ITEM 7

ATTACHMENT 5

1	Buildings and SNTC Business
Introduction: <i>To complete</i>	
Progress 2024/2025 <i>To complete</i>	

AGENDA ITEM 7

ATTACHMENT 5

Reference Number	Action	Rationale	Priority	Ease of implementation (1 = easy; 5 = hard)	Costs and payback (where applicable)	Target Date and Progress
1.1	Getting Started					
1.1.1	Set the Council's emissions baseline and continue to review and report on it annually (including F-gas leakage and emissions)	Necessary for us to establish current greenhouse gas output (includes Carbon Dioxide, Methane, Nitrous Oxide, and F Gases) to understand where reductions are required	High	2	N/A	01/04/2024; in progress
1.1.2	Develop an approach to capturing carbon emissions in reports and business case development	To ensure a robust application of our Net Zero goal from the outset of project development	Medium	2	N/A	TBC Not started
1.1.3	Set a carbon budget (exponential) that, as a minimum, aligns with the UK Governments carbon budgets and future budget cycles	To allow measurement in tonnage, making target for Net Zero more tangible	High	2	N/A	TBC Not started
1.1.4	Develop a communications plan for the CAP (internal and external)	To facilitate understanding and importance of the need for and application of our climate and environmental goals	High	2	N/A	TBC Monthly 'Eco Roundup' already in place for external publication
1.1.5	Understand sources and availability of data for scope 3 reporting	Scope 3 is the most difficult scope to set a baseline for and have influence over. Wider research is required to mitigate these issues	High	2	N/A	TBC Not started

AGENDA ITEM 7

ATTACHMENT 5

1.2	Our Buildings					
1.2.1	Use EPC ratings to monitor and improve on our own estate: <ul style="list-style-type: none"> Improved insulation Improved heating efficiency Improved windows Opportunities for adding solar panels and wind turbines Opportunities for changing heating (air/ground source heat pumps; thermostatic valves; infrared heating) Switch to LED light bulbs 	EPC's support with setting a baseline from which to improve our estate: <ul style="list-style-type: none"> Reduce heat loss Reduce heat waste Reduced heat loss Able to generate our own renewable energy for electricity, reducing reliance on grid Able to generate our own heat, reducing fossil fuel and grid reliance (air/ground source heat pumps); less heat waste Reduced electricity use 	High	4	Will require separate quotes for each project in terms of cost and payback. Ranges from <£500 with short payback, to >£20,000 with 10+ years payback, hence, will require individual assessment	TBC In progress – Gatehouse Lodge retrofit in progress
1.2.2	Ensure appropriate waste management: <ul style="list-style-type: none"> Recycling bins Collection points for soft plastics, light bulbs, batteries, terracycle products 	Reduced waste means reduced greenhouse gas emissions (in landfill) and reduced need for fossil fuels to produce new products	High	2	TBC Payback N/A	TBC Not started
1.2.3	Secure cycle parking with CCTV to promote active travel to our venues	Reduces emissions of visitors and staff; CCTV to reduce risk of bike theft and so build confidence in cycle safety	Medium	2	TBC Payback N/A	TBC Not started
1.2.4	Install EV charging point(s) at our buildings	To support transition to electric vehicles for our visitors and staff	Low	3	TBC Payback N/A	TBC Not started
1.2.5	Explore opportunities for including additional climate-resilient building structures, including: <ul style="list-style-type: none"> Living walls (10m+ of 	As our climate continues to warm, it is preferable to make our buildings more heat tolerable (for the safety of visitors and staff) rather than	Medium	3	Will require separate quotes for each project in terms of cost and payback	TBC Not started

AGENDA ITEM 7

ATTACHMENT 5

	<p>greenery on the front of buildings can reduce surface temps by up to 5°C)</p> <ul style="list-style-type: none"> • Allow openings for cross-ventilation • Louvered shade structures • Lime-based whitewash on roofs 	switch on air conditioning (releases F gases) or fans (consume electricity)				
1.2.6	<p>Reduce water waste:</p> <ul style="list-style-type: none"> • Water saving blocks in toilets • Grey water capture for watering planters/gardens or for general external cleaning (i.e., washing decking/paving) 	As our climate continues to warm and our population continues to increase, clean water availability will reduce. Reducing waste will reduce pressure on this vital resource	High	2	TBC Payback N/A	TBC Not started

AGENDA ITEM 7

ATTACHMENT 5

1.3	The Buildings We Use					
1.3.1	<p>Use EPC ratings to monitor and improve on the buildings we utilise, working with HDC (owners) to ensure improvements come to fruition:</p> <ul style="list-style-type: none"> • Improved insulation • Improved heating efficiency • Improved windows • Opportunities for adding solar panels and wind turbines • Opportunities for changing heating (air/ground source heat pumps; thermostatic valves; infrared heating) • Switch to LED light bulbs 	<p>EPC's support with setting a baseline from which to improve the energy efficiency of the buildings we use:</p> <ul style="list-style-type: none"> • Reduce heat loss • Reduce heat waste • Reduced heat loss • Able to generate our own renewable energy for electricity, reducing reliance on grid • Able to generate our own heat, reducing fossil fuel and grid reliance (air/ground source heat pumps); less heat waste • Reduced electricity use 	High	4	<p>Will require separate quotes for each project in terms of cost and payback. Ranges from <£500 with short payback, to >£20,000 with 10+ year payback, hence, will require individual assessment</p>	<p>TBC Not started – waiting for meeting with Priory Centre developers</p>
1.3.2	<p>Ensure appropriate waste management</p> <ul style="list-style-type: none"> • Recycling bins • Collection points for soft plastics, light bulbs, batteries, terracycle products • Appropriate green waste disposal • Appropriate food waste disposal 	<p>Reduced waste means reduced greenhouse gas emissions (in landfill) and reduced need for fossil fuels to produce new products</p>	High	2	<p>TBC Payback N/A</p>	<p>TBC Not started</p>
1.3.3	<p>Secure cycle parking with CCTV to promote active travel to our venues</p>	<p>Reduces emissions of visitors and staff; CCTV to reduce risk of bike theft and so build confidence in cycle safety</p>	Medium	2	<p>TBC Payback N/A</p>	<p>TBC Not started</p>
1.3.4	<p>Install EV charging point(s)</p>	<p>To support transition to electric vehicles for our visitors and staff</p>	Low	3	<p>TBC Payback N/A</p>	<p>TBC Not started</p>

AGENDA ITEM 7

ATTACHMENT 5

1.3.5	Explore opportunities for including additional climate-resilient building structures: <ul style="list-style-type: none"> • Living walls (10m+ of greenery on the front of buildings can reduce surface temps by up to 5°C) • Allow openings for cross-ventilation • Louvered shade structures • Lime-based whitewash on roofs 	As our climate continues to warm, it is preferable to make our buildings more heat tolerable (for the safety of visitors and staff) rather than switch on air conditioning (releases F gases) or fans (consume electricity)	Medium (High for Priory Centre due to opportunity to include in development plans)	3	TBC Payback N/A	TBC Not started - waiting for meeting with Priory Centre developers
1.3.6	Reduce water waste: <ul style="list-style-type: none"> • Water saving blocks in toilets • Grey water capture for watering planters/gardens or for general external cleaning (i.e., washing decking/paving) 	As our climate continues to warm and our population continues to increase, clean water availability will reduce. Reducing waste will reduce pressure on this vital resource	High	2	TBC Payback N/A	TBC Not started
1.4	Other Assets					
1.4.1	Ensure current bulbs are replaced with LED bulbs as they fail in our street lighting	Require less energy consumption	Medium	1	TBC	TBC Progress TBC
1.4.2	Consider opportunities for installing EV chargers on street lamp posts	To support transition to electric vehicles for our community	Low	4	TBC Payback N/A	TBC Not started
1.4.3	Add bee stops to bus stops	Improve biodiversity and safeguard nature by establishing wildlife corridors	Medium	1	TBC Payback N/A	TBC Not started
1.5	Operations					

AGENDA ITEM 7

ATTACHMENT 5

1.5.1	<p>Undertake a fleet review to plan a reduction in fossil fuel use in Council vehicles and equipment:</p> <ul style="list-style-type: none"> • Reduce mileage of commercial vehicles • Reduce weight of commercial vehicles • Use clean energy vehicles/equipment where possible (pedal/e-bikes, EV, hydrogen, e-lawnmowers, etc.) 	<p>Current fleet consists of mix-powered vehicles and equipment. Ideally swap out fossil fuel vehicles and equipment for electric but, where this is not yet possible, reducing their weight and mileage will reduce energy use and thus lower carbon impact</p>	High	3	<p>TBC – variable for each vehicle/item</p> <p>Payback TBC – weight and mileage reduction will immediately payback; replacement will not payback financially</p>	<p>TBC</p> <p>In progress – 1x electric van, all electric strimmers, and electric mini lawnmowers in place already (<i>need to confirm exact asset demographic</i>)</p>
1.5.2	<p>Develop an Environmental Asset Management Plan for our green spaces, parks and cemeteries. To include:</p> <ul style="list-style-type: none"> • Mowing schedules - Either mow or don't mow - avoid cutting long grass in autumn • Using native hedging instead of fencing where possible • On-site rainwater harvesting/built-in reservoirs for planters • Drought-resilient planting options • Perennials rather than annuals biennials • End-of-season plant sales (to recycle bedding plants where still in use) 	<p>To meet our biodiversity and safeguarding nature objectives in the face of the ecological emergency:</p> <ul style="list-style-type: none"> • Long grass will have larvae and pupae in it bedded down for winter which will be destroyed • Native hedging supports biodiversity and nature recovery • Reduces need to transport water from the river over distances • Saves water and Ops time • Saves water and Ops time • Saves Ops time; less plants entering waste so less emissions from breakdown • Stops plants entering waste system so less emissions from breakdown 	High	3	<p>TBC – variable costs</p> <p>Payback – most will payback in terms of reduced Ops workload and reduced mileage for team and water transport</p>	<p>TBC</p> <p>Not started</p>

AGENDA ITEM 7

ATTACHMENT 5

1.5.3	Reduction in pesticide use (review all pesticide use, not just Glyphosate)	Pesticides not only kill weeds, but the chemicals leach into the soil and water supply, harming wildlife	High	3	TBC Payback N/A	TBC
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AGENDA ITEM 7

ATTACHMENT 5

1.5.4	Place hedgehog warning stickers on strimmers	To remind Ops staff of risk to wildlife	Medium	1	TBC Payback N/A	01/03/2024 Not started
1.5.5	Use of polywood and recycled materials in repairs and maintenance (i.e., in public benches)	To reduce reliance on new fossil fuel products	Low	3	TBC Payback N/A	TBC Not started
1.6	Procurement and Services We Use					
1.6.1	Printing: <ul style="list-style-type: none"> • Reduce printing to essential only • Shift to online agenda's for all Council meetings • Shift to e-storage and e-signing of documents • Purchase recycled paper for printing and use this for any printing that will not be for public viewing 	We use 105 reams of paper per year, which is 52,500 sheets of paper. This is approximately 5 trees a year. The majority of this printing is for hard-copy agendas. A shift away from printing will reduce our environmental impact and costs.	High	1	Costs – overall costs should reduce (less paper and printer ink required). Recycled paper costs more than non-recycled paper but this should be negated if less is used. Additional costs incurred if Councillors require devices/equipment	TBC Not started
1.6.2	Services: <ul style="list-style-type: none"> • Review eco credentials of services i.e., energy suppliers, banks, contractors, goods suppliers, etc. • Contractors have a 'zero to landfill' policy 	Will support our aims to reduce our Scope 3 emissions	Medium	3	TBC Payback N/A	TBC In progress – energy supplier is confirmed as fully renewable
1.6.3	Products and furniture: <ul style="list-style-type: none"> • Buy local, fair-trade, recycled, repairable and sustainable 	Will support our aims to reduce our Scope 3 emissions	High	2	TBC Payback N/A	TBC Not started

AGENDA ITEM 7

ATTACHMENT 5

	products/furniture where possible <ul style="list-style-type: none"> • Environmentally friendly toilet roll, paper towels, soap, cleaning products, etc. • Sustainable disposal of equipment and products that we use 					
1.6.4	Encourage staff to use Ecosia search engine	Ecosia plant trees using the ad revenue from searches. N.B., not to be used as a means of carbon offsetting.	Medium	1	N/A	TBC Not started
1.7	Staff and Councillors					
1.7.1	Assess carbon impact of staff office commute and encourage a shift to sustainable commuting such as active travel, use of public transport, and lift sharing	To reduce our Scope 3 emissions, and to lead by example	Medium	2	N/A	TBC Not started
1.7.2	Purchase of e-bikes for staff use to travel between sites. E-cargo-bikes can also be considered for transporting equipment etc.	To reduce use of private/individual vehicles when travelling between sites	Medium	2	TBC Payback N/A	TBC Not started
1.7.3	All staff and Councillors to complete training on climate change, environmental impact, carbon literacy (or similar)	To increase understanding of climate change and environmental issues and the importance of changing our behaviours	High	2	TBC Payback N/A	TBC Not started

AGENDA ITEM 7

ATTACHMENT 5

1.8	Events, Markets, and Priory Centre Café (PCC)					
1.8.1	Waste: <ul style="list-style-type: none"> • Reduce waste at events and make events and the PCC plastic-and-polystyrene free, encouraging traders to also limit their use of single-use plastic • Ensure recycling bins are available at all events • Ensure litter picking is always completed after events/markets 	Reduce environmental impact of all our events, by reducing need for new fossil fuel products, and preventing harm to our environment from improper disposal of waste	Medium	3	TBC Payback N/A	TBC Not started
1.8.2	Food and trade: <ul style="list-style-type: none"> • Use local food and suppliers for events and PCC, and ensure markets traders are also local (within 30 miles of St Neots) • Ensure vegan and vegetarian food options are available at all events and at PCC. Reduce availability of the foods that have the biggest negative impact on the environment (beef, lamb, and pork) • Hold events for The Great Big Green Week to engage the community and local businesses with greener-living. As part of this, host an eco fair which sells only vegan 	Reduce environmental impact from our trader's vehicle emissions and from the meat industry	Medium	3	TBC Payback N/A	TBC In progress

AGENDA ITEM 7

ATTACHMENT 5

	food and sustainable products					
1.8.3	Environmentally harmful practices - fireworks <ul style="list-style-type: none"> Replace firework displays with environmentally friendly displays such as video projection mapping 	Reduce environmental impact of pollutants and harm to wildlife	Medium	3	TBC Payback N/A	TBC Not started
1.8.4	Environmentally harmful practices - other <ul style="list-style-type: none"> Ban balloons at events Invest in reusable banners Invest in deposit cups for events 	Reduce environmental impact of pollutants and harm to wildlife (balloons); reduce need for new fossil fuel production	Medium	3	TBC Payback N/A	TBC In progress
1.8.5	Hold public showings of climate films/documentaries with Q&A sessions. Support production of a local environmental play	To support community access to climate change and environmental information	Low	3	TBC Payback N/A	TBC Not started
1.8.6	Hold cycling and walking events	To encourage active travel	Low	2	TBC Payback N/A	TBC Not started
1.9	Committees					
1.9.1	Develop an environmental-proofing strategy for all policy decisions: <ul style="list-style-type: none"> Ask grant applicants to consider the environmental impact of their proposals and ensure this is considered when reviewing the application 	To safeguard the future of St Neots' biodiversity and ensure an easy transition away from fossil fuels is possible for our residents	High	4	N/A	TBC Not started

AGENDA ITEM 7

ATTACHMENT 5

	<ul style="list-style-type: none">• Request that all development, be it housing, commercial, or infrastructure, is designed and delivered in a way that contributes to nature's recovery, not its decline• Encourage development to be located in areas which are less important for nature and which also delivers an overall improvement in the natural world (a 'net biodiversity gain')• Ensure new developments have walking and cycling links and bike storage options• Request that new houses include bee bricks and swift houses. New developments to include ponds, wildlife corridors and native hedgerows at the design stage• Ground source and air source heat pumps and solar panels as a planning condition for all new homes• Establish a Council Community Grant Scheme which funds only green initiatives					
1.10	Networking and Wider Engagement					

AGENDA ITEM 7

ATTACHMENT 5

1.10.1	Link in with Environmental/Climate Teams at CPCA, CCC, and HDC	To share knowledge and resources	High	1	N/A	TBC – in progress
1.10.2	Join Global Covenant of Mayors	To share knowledge and resources	Low	1	N/A	TBC Not started
1.10.3	Source wider funding opportunities	To access additional funding to support our efforts for a more sustainable St Neots	Medium	2	N/A	TBC – in progress
1.10.4	Work with twin town (Faches Thumesnil)	To share knowledge and resources	Low	3	N/A	TBC Not started
1.10.5	Support wider promotional campaigns (i.e., the Great Big Green Week)	Share the work of other organisations with our community, enabling access to wider information, whilst demonstrating our commitment to tackling environmental issues	Medium	1	N/A	TBC In progress
1.10.6	Partnership working with local developers	To safeguard the future of St Neots' sustainability and biodiversity and ensure an easy transition away from fossil fuels is possible for our residents	High	3	N/A	TBC Not started

AGENDA ITEM 7

ATTACHMENT 5

2	St Neots Town
	Introduction: <i>To complete</i>
	Progress 2024/2025: <i>To complete</i>

AGENDA ITEM 7

ATTACHMENT 5

Reference Number	Action	Rationale	Priority	Ease of implementation (1 = easy; 5 = hard)	Costs and payback (where applicable)	Target Date and Progress
2.1	Residents and Community					
2.1.1	Update Neighbourhood Plan to include climate and biodiversity initiatives	To safeguard the future of St Neots' nature and ability to thrive in a rapidly changing climate	High	3	N/A	TBC Not started
2.1.2	Host/support local sustainability initiatives, such as: <ul style="list-style-type: none"> • Repair cafes • Toy and tool libraries • Clothes swishes • Climate action group(s) • 'Green Heroes' meetings and prizes for biggest contributor to net zero/environmental improvement • Carbon 'weight-watchers' group / low-carbon programme • Green opportunities for young people • Competitions for initiatives, such as prizes for most improved street (in terms of retrofitting) and a postcode lottery for initiatives • Litter picking groups • Hedgehog streets • Community fridge • Community composting • Expansion of allotments • E-bike hire initiative (link 	Improve sustainability for St Neots residents for environmental and cost reasons; engage community with sustainability initiatives to support their transition to lower fossil fuel dependence; support community to improve biodiversity and food availability	Medium	3	TBC Payback N/A	TBC In progress

AGENDA ITEM 7

ATTACHMENT 5

	with library and GP surgeries?) • Water stations					
2.1.3	Building community resilience: • Host public meetings with Q&A's • Promote retrofitting schemes and funding options • Support open days for eco homes • Carry out thermal imaging of homes to support understanding of importance of retrofitting • Educate on intricate links between climate change, health, wellbeing, and finances • Develop green corridors to keep pedestrians and cyclists out of direct sun • Water fountains for evaporative cooling • Flood prevention group and support	Support residents to understand the climate emergency and to feel empowered to make changes which will improve their resilience to climate change	High	3	TBC Payback N/A	TBC Not started
2.1.4	Ensuring everyone living in St Neots has doorstep access to nature (within 10 minutes of home)	To improve the biodiversity of St Neots, and the health and wellbeing of our residents	Medium	1	N/A (payback will be to town, residents and NHS)	TBC Not started
2.1.5	Communicate regular updates on SNTC environmental progress plus useful links and advice	To ensure residents are kept abreast of developments and can hold us accountable; to support residents to make	Medium	2	N/A	TBC In progress

AGENDA ITEM 7

ATTACHMENT 5

		environmentally sound decisions				
2.2	Business					
2.2.1	Engage with local businesses to explore ways in which they can reduce their own and their customer's carbon footprint	To contribute to a Net Zero St Neots	Low	4	N/A	TBC Not started
2.2.2	To support creation of a freight transport depot outside of town (Neighbourhood Delivery Hub)	To reduce emissions within the town centre, improving the health of local residents	Low	5	N/A	TBC Not started
2.2.3	Company-sponsored patches of sidewalk - remove grass and plant up with low-maintenance shrubs	To improve biodiversity whilst improving morale of staff at local businesses, fostering sense of community, and reducing burden on Ops Team who can then focus on other areas of improving St Neots	Low	3	N/A	TBC Not started
2.2.4	Encourage blister pack collection points	Encourage recycling locally	Medium	4	N/A	TBC Not started
2.2.5	Control number of fast food outlets (at planning stage)	Reduce impact of a carbon-heavy industry	Low	4	N/A	TBC Not started
2.2.6	Local farm engagement - open farm event for a low carbon farm example	To encourage our local farmers to engage with our ambitions to make St Neots net zero and improve biodiversity and food security	Low	3	N/A	TBC Not started
2.3	Transport					
2.3.1	Active travel: • Promote a favouring of pedestrians over traffic in the town centre to	To reduce pollution within the town centre and contribute to efforts to reduce St Neots' carbon	Medium	3	N/A	TBC Not started

AGENDA ITEM 7

ATTACHMENT 5

	<p>encourage use of the bypass</p> <ul style="list-style-type: none"> • Organise activities to raise profile of cycling in St Neots • Secure bike parking in town • Support and promote e-cargo bike delivery scheme • Promote and organize active travel challenge with local schools • Promote paths and walking routes 	<p>footprint. Tackle, in conjunction with other organisations, the barriers to active travel.</p>				
2.3.2	EV chargers on lampposts	To encourage transition away from fossil fuels by making EV charging more accessible	Low	4	TBC Payback N/A	TBC Not started
2.4	Renewable Energy					
2.4.1	Support community hydro-power, wind power, and solar schemes	To reduce local reliance on fossil fuels and ensure energy security through local sustainable generation	Medium	2	N/A	TBC In progress

AGENDA ITEM 7

ATTACHMENT 5

3	Local Environment					
	Introduction: <i>To complete</i>					
	Progress 2024/2025 <i>To complete</i>					
	Actions	Rationale	Priority	Ease of implementation 1 = easy; 5 = hard)	Costs and payback (where applicable)	Target Date and Progress
3.1	Protection of SNTC Land for Biodiversity and Nature Restoration					
3.1.1	30% of St Neots for nature by 2030 (UK has committed 30% of land for nature by 2030)	To combat the ecological emergency which in turn mitigates against climate change-induced issues	High	3	TBC Payback N/A	2030 In progress
3.1.2	Protection: <ul style="list-style-type: none"> • Increase the amount of public green space we own so we can protect it • Legally protect the future of riverside parks 	To combat the ecological emergency which in turn mitigates against climate change-induced issues	Medium	4	TBC Payback N/A	TBC Not started
3.2	Fauna (Animals)					
3.2.1	Increase/safeguard biodiversity <ul style="list-style-type: none"> • Bug corridors • Wildlife corridors and eco bridges • Swift and bee boxes on buildings • Install bird & bat boxes • Bug hotels, deadwood trees, and log piles • Hedgehog houses 	To combat the ecological emergency which in turn mitigates against climate change-induced issues	High	2	TBC Payback N/A	TBC Not started

AGENDA ITEM 7

ATTACHMENT 5

	<ul style="list-style-type: none"> Bee stops on bus stop roofs 					
3.2.2	<p>Community Engagement:</p> <ul style="list-style-type: none"> Community wildlife mapping project - involve residents and schools to complete surveys to establish a biodiversity baseline for the town and its spaces Signage and interpretation boards to provide information about biodiversity Engagement with children and young people about biodiversity 	Set baselines for our current biodiversity; engage our community to do their bit to improve our biodiversity and environment; to facilitate understanding of our work and commitment to tackling the ecological emergency	High	2	TBC Payback N/A	TBC Not started
3.3	Flora (Plant Life) and Fungi					
3.3.1	<p>Increase/safeguard biodiversity</p> <ul style="list-style-type: none"> Plan and targets for native tree planting Native hedgerows instead of fences Perennials rather than annuals or biennials in displays Plant bulbs and native grasses Drought-resilient planting options Rooftop gardens Street trees and trees in grey spaces Explore further locations for rewilding 	To combat the ecological emergency which in turn mitigates against climate change-induced issues; also supports our ambition to be Net Zero by providing local, meaningful, carbon offsetting through carbon sequestration	High	2	TBC Payback N/A	TBC In progress

AGENDA ITEM 7

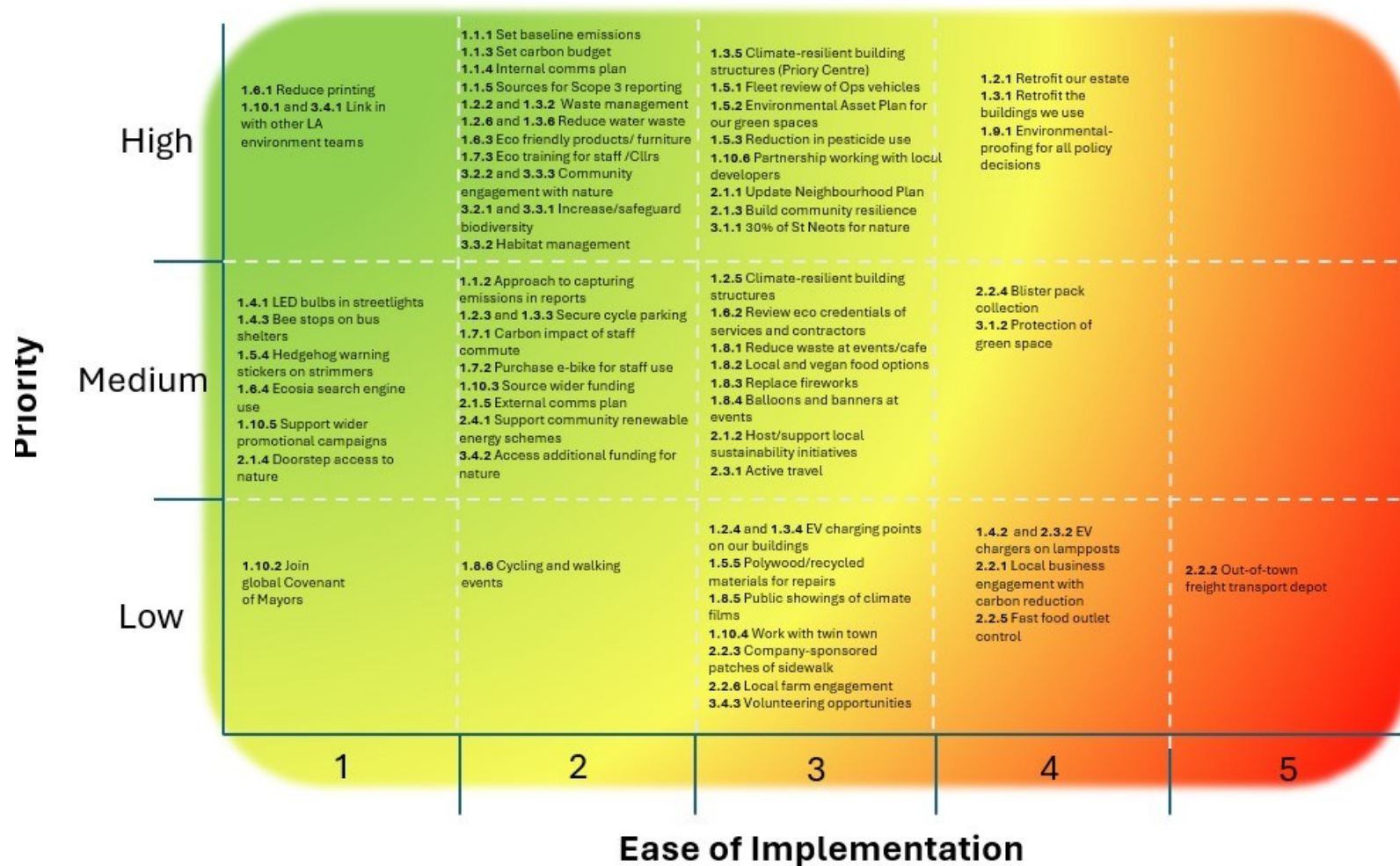
ATTACHMENT 5

	<ul style="list-style-type: none"> Sponge gardens / rain gardens 					
3.3.2	Management <ul style="list-style-type: none"> Built-in water reservoirs for plant pots etc. to reduce need for watering Pesticide amnesty for town Leave blackberry bushes uncut until fruiting has finished Leave deadwood in-situ 	To combat the ecological emergency which in turn mitigates against climate change-induced issues; reduce pollution from pesticide runoff	High	2	TBC Payback N/A	TBC Not started
3.3.3	Community Engagement <ul style="list-style-type: none"> Engagement with children and young people about biodiversity Tree guardian scheme Increased allotments Community orchards and gardens Composting in parks etc. Facilitate conversations with local farmers to discuss restorative and rewilding agriculture among St Neots' farming community; also trying to discourage use of pesticides and monoculture 	Engage our local community to care about our environment and to understand the importance of improving biodiversity; providing residents with the life skills to support resilience against food shortages	High	2	TBC Payback N/A	TBC Not started
3.4	Networking and Wider Engagement					
3.4.1	Link in with Environmental/Climate Teams at CPCA, CCC, and HDC	To share knowledge and resources	High	1	N/A	TBC In progress

AGENDA ITEM 7

ATTACHMENT 5

3.4.2	Source wider funding opportunities	To access additional funding to support our efforts for a more biodiverse St Neots	Medium	2	N/A	TBC In progress
3.4.3	Develop volunteering opportunities – (i.e., ARU link-up)	To share knowledge and gain access to potential volunteers/interns	Low	3	N/A	TBC Not started



AGENDA ITEM 7

ATTACHMENT 6

The Committee is asked to consider actions set out within the plan and advise on those priorities this wish to focus on in the short term and medium term. The table below measures environmental impact actions may have against 'ease' of implementation. Ease of implementation considers costs, resource and time.

Priority	Ease of Implementation				
	1	2	3	4	5
High	1.6.1 Reduce printing 1.10.1 and 3.4.1 Link in with other LA environment teams	1.1.1 Set baseline emissions 1.1.3 Set carbon budget 1.1.4 Internal comms plan 1.1.5 Sources for Scope 3 reporting 1.2.2 and 1.3.2 Waste management 1.2.6 and 1.3.6 Reduce water waste 1.6.3 Eco friendly products/ furniture 1.7.3 Eco training for staff /Cllrs 3.2.2 and 3.3.3 Community engagement with nature 3.2.1 and 3.3.1 Increase/safeguard biodiversity 3.3.2 Habitat management	1.3.5 Climate-resilient building structures (Priory Centre) 1.5.1 Fleet review of Ops vehicles 1.5.2 Environmental Asset Plan for our green spaces 1.5.3 Reduction in pesticide use 1.10.6 Partnership working with local developers 2.1.1 Update Neighbourhood Plan 2.1.3 Build community resilience 3.1.1 30% of St Neots for nature	1.2.1 Retrofit our estate 1.3.1 Retrofit the buildings we use 1.9.1 Environmental-proofing for all policy decisions	
Medium	1.4.1 LED bulbs in streetlights 1.4.3 Bee stops on bus shelters 1.5.4 Hedgehog warning stickers on strimmers 1.6.4 Ecosia search engine use 1.10.5 Support wider promotional campaigns 2.1.4 Doorstep access to nature	1.1.2 Approach to capturing emissions in reports 1.2.3 and 1.3.3 Secure cycle parking 1.7.1 Carbon impact of staff commute 1.7.2 Purchase e-bike for staff use 1.10.3 Source wider funding 2.1.5 External comms plan 2.4.1 Support community renewable energy schemes 3.4.2 Access additional funding for nature	1.2.5 Climate-resilient building structures 1.6.2 Review eco credentials of services and contractors 1.8.1 Reduce waste at events/cafe 1.8.2 Local and vegan food options 1.8.3 Replace fireworks 1.8.4 Balloons and banners at events 2.1.2 Host/support local sustainability initiatives 2.3.1 Active travel	2.2.4 Blister pack collection 3.1.2 Protection of green space	
Low	1.10.2 Join global Covenant of Mayors	1.8.6 Cycling and walking events	1.2.4 and 1.3.4 EV charging points on our buildings 1.5.5 Polywood/recycled materials for repairs 1.8.5 Public showings of climate films 1.10.4 Work with twin town 2.2.3 Company-sponsored patches of sidewalk 2.2.6 Local farm engagement 3.4.3 Volunteering opportunities	1.4.2 and 2.3.2 EV chargers on lampposts 2.2.1 Local business engagement with carbon reduction 2.2.5 Fast food outlet control	2.2.2 Out-of-town freight transport depot

ST NEOTS TOWN COUNCIL

Committee	ENVIRONMENT AND EMERGENCY COMMITTEE
Date:	5th MARCH 2024
Title:	COMMUNITY EMERGENCY PLAN
Contact Officer:	ENVIROMENTAL PROJECT OFFICER

1. Purpose of the Report

- 1.1 To seek the committee's approval of £2,105 expenditure on EPC reports for Council owned buildings as part of understanding efficiency and actions that can be taken to improve the EPC ratings.

2. Recommendations

- 2.1 That the Council consider the report and agree one of the following recommendations;
- 2.1.1 That the committee approve expenditure of £2,105 from the Carbon Neutral Project budget for the undertaking of EPC surveys on Council owned buildings.
- or
- 2.1.2 That the committee recommend that the Council approve expenditure of £2,105 from the Community Buildings earmarked reserves for the undertaking of EPC surveys on Council owned buildings.

AGENDA ITEM 8

ATTACHMENT 7

3. Background

- 3.1 It was previously identified that, as landlords of several buildings, we are legally required to have Energy Performance Certificates (EPC's) for all our buildings. Currently, these are not in place for all our buildings and, as such, we need to have any outstanding buildings assessed so that we can bring them up to the required energy standards.
- 3.2 We approached several companies for quotes for completing the assessments and were provided with a quote of £2,105 plus VAT for the eight buildings.
- 3.3 Officers are therefore looking for approval for this expenditure, which is a an estate requirement for our buildings but will also help support actions within the Climate Action plan and get key information needed for improving the efficiency of town council buildings.

4. Information

- 4.1 The following table breaks down buildings an costs where EPC's are needed;

Building	Address	Approx size (m2)	Number of room	Quotes	Floor plan availabl	Building use	
Ex-servicemen's Club	20 School Lane, Eaton Socon, PE19 8GW	24.5m x 17.5m	12	£280	No	Meetings and small events	No EPC
St Neots Museum	8 New Street, St Neots, PE19 1AE	16m x 17.5m (Ground floo	26	£455	Yes	Museum and small space fo	No EPC
The Gate Lodge	Cemetery Road, St Neots, PE19 2BX	14.5m x 12m	5	£225	No	Kingfisher funeral home	Expired 2019
Eatons Centre	The Maltings, Eaton Socon, PE19 8ES	23m x 35m	Unknown	£455	No	Community space for group	No EPC
Volunteer Centre	6a South Street, St Neots, PE19 2BW	7m x 4m (Ground floor) +	5	£195	No	Volunteer centre offices	No EPC
St Neots Man Cave	Steve Van De Kirkhove building, Cemetery Road, St Neots	15m x 10m (plus garage 8.	8	£225	No	Community meetings and v	No EPC
Cadet building	Riversmead, St Neots, PE19 1RU	19m x 18m	Unknown	£270	No	Used by air and army cadets	No EPC
				£2,105			

5. Financial Implications

- 5.1 The Council has a £10,000 carbon neutral budget. When established it was resolved that expenditure from this budget would fall under the delegation of the Environment and Emergency Committee for expenditure.
- 5.2 The Council has an EMR for community buildings and works that may be required to them. This EMR has previously been used for large works such as the solar panels at the Eaton Centre. However, the committee may feel it more appropriate to request to the Council that the cost of the EPC survey's come from that budget as they are not directly related to a carbon neutral project and are in part linked to a organisational need to have EPC's carried out on town council buildings.