

## Environment & Emergency Committee

**To: Committee Members**

Cllrs Pitt (Chairperson), Banks, Bolanz, Dunford, Goodman, Simonis, and S Smith

**Copies: Town Councillors** – not a member of this committee

**Town Council Website & Noticeboard**

**Agenda** for the meeting of the **Environment & Emergency committee** to be held on **Tuesday 6<sup>th</sup> May 2025** at **6.15pm** in the Eatons Centre, 18 The Maltings, St Neots, PE19 8ES.

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 4<sup>th</sup> March 2025 as a true and accurate record. Attachment 1

**4. Action List**

To receive and note the committee action list. Attachment 2

**5. Solar Street Lights**

To receive and consider a recommendation to trial replacing existing streetlights with solar powered streetlights. Attachment 3

**6. Waste Management**

To receive an update on waste management for the Council and its Operations/events following new statutory guidance. Attachment 4

**7. Electric Bike**

To receive and consider a recommendation on purchasing an electric bike for staff use. Attachment 5

**8. Solar Panels Priory Centre**

i) Members to note that PV array has been permitted through planning with final details to be submitted once the assemblies are determined.

ii) To consider options for PV provision and optimisation as recommended by the project contractors technical consultant. Attachment 6

**9. Communications**

To discuss a communication strategy for the Climate Action Plan and the actions resulting from that plan as part of the Council's journey towards net-zero.

**10. Date of next meeting**

To note that the date of the next Committee meeting will be 1<sup>st</sup> July 2025 at 6.15pm.

## Environment & Emergency Committee

**Present:** Committee Members

Cllrs Pitt (elected Chairperson), Banks, Dunford, Goodman, Simonis and S Smith

**In Attendance:** Town Clerk, Environmental Project Officer

**Absent:** Cllr Bolanz

**Minutes** of the meeting of the **Environment & Emergency committee** held on **4<sup>th</sup> March 2025** at **6.15pm** in the Eaton's Centre, 18 The Maltings, St Neots, PE19 8ES.

### Public Participation

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

#### 088 Apologies for Absence

Apologies were received from Cllr Bolanz.

#### ACTIONS

**089 RESOLVED** to co-opt Cllr Collins to the Environment and Emergency Committee for the duration of the meeting.

#### 090 Declarations of Interest

There were no declarations of interest.

#### 091 Minutes

**RESOLVED** to approve the minutes of the Environment and Emergency Committee meeting held on 14<sup>th</sup> January 2025 as a true and accurate record subject to amending that Cllr Pitt Chaired the meeting and specifying reference to hybrid vehicles to 'plug-in hybrid' vehicles.

#### 092 Action List

Members received and noted the action list for the committee.

The Environmental Project Officer gave the following updates;

- Community Emergency Plan – A meeting had been held with the Chair of St Neots FLAG with regard to the plan, roles and responsibilities. Proposed amendments to the plan may come forward.
- Transition to Plug-In Hybrid Vehicles – Members noted that a report would be presented to the Operation and Amenities Committee seeking additional funds for the agreed replacement of two council diesel vehicles for plug-in hybrid alternatives. The additional funds were needed as second-hand vehicles could not be purchased due to lack of towing capability, which was essential and only available with the newest generation of PHEV Ford Transit Custom's, which was the vehicle identified and agreed by the Council.

### 093 Priory Centre Supply Chain Auditing

Members received and considered a recommendation on using a supply chain sustainability auditor to review the Priory Centre's produce chain. The Environmental Project Officer outlined the benefits and thought process of engaging an audit and the role it would play in reducing the Council's carbon footprint. It was explained there was an annual cost for the auditing platform and that this would be renewed on a rolling 12 month period.

Members discussed the proposed engagement of an audit and software package, highlighting benefits this would have for the Priory Centre and Town Council. Concerns were raised over the level of administrative burden that might be involved in maintaining the software/data. Members also discussed the timing of the audit, noting that due to the closure of the Priory Centre there may be a period whereby the Council has obtained the information it needs from the process prior to needing to reengage as the redeveloped Priory Centre is launched.

Members saw the value of engaging the audit process, but it was agreed that the Environmental project officer should look to further negotiate with the provider to seek a lower cost if the Council signed up for a period longer than 12 months. It was also asked that a query be raised about pausing the service in the event the Council has inactivity ahead of the Priory Centre re-opening.

**RESOLVED** that the Environment and Emergency Committee approves up to £4,776 in funding from the Carbon Neutral budget to pay for a sustainability audit of the Priory Centre's supply chain and associated recommendations for more sustainable purchasing. **RESOLVED** that the Environmental Project Officer have delegated approval to negotiate with the preferred contractor on the length of term and costs for engaging the company up to a maximum 24 month period.

A Member commented that they would like to see publicity around this work, explaining why the Council was doing it, what is working and lessons learned.

*It was agreed to bring agenda item 7 forward to allow for more time to discuss agenda item 6, which would be a more detailed conversation.*

### 094 Biodiversity for All Project

Members received and noted an update on the Biodiversity for All project following the recent completion of the first stage of works. The Environmental Project Officer outlined planting that had taken place at the Old Cemetery as part of the project. Wildflowers and bulb planting were due later in the year and bat and bird boxes will also be installed in due course.

The Environmental Project Officer was thanked for their work in bringing the project forward.

#### **095 Climate Action Plan Ongoing Work Timeframe**

Members received and considered a report with suggested timescales for completing actions from the Climate Action Plan. The Committee discussed the plan, priorities and timescales.

The Environmental Project Officer commented that timescales for some actions had been allocated in line with the proposed Neighbourhood Plan review, which could include some of the actions within the plan.

Members discussed prioritisation and the approach the committee might wish to take to establishing timelines for individual actions. It was suggested a separate meeting might be needed, but that the committee could take an early approach at highlighting key actions it saw as a priority.

Members noted that some actions in the plan, such as retrofitting council buildings and transitioning the vehicle fleet to environmentally better alternatives were already underway.

Members considered the actions in the CAP, with each Member presenting their view on priority actions. The following areas were common priorities amongst committee members and officers;

- Waste Management
- Environmental Asset Planning for Green Spaces
- Reduction in Pesticide Use
- Reduce Waste at Events and Cafe
- Increase/safeguard biodiversity

It was agreed that the Environmental Project Officer consolidate Members feedback and discuss with the Chair and Deputy Chair next steps and bringing forward actions.

#### **096 Date of Next Committee Meeting**

Members noted that the date of the next Committee meeting will be agreed at a meeting of the Full Council to be held on 25th March 2025 as part of agreeing the 2025-26 meeting schedule.

**COMMITTEE CHAIRPERSON**

## ST NEOTS TOWN COUNCIL – ENVIRONMENT AND EMERGENCY COMMITTEE

### ACTION LIST 2025/26

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	Status	Responsibility	Timescales
2025/26 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.	<p>Environmental Project Officer has reviewed current document and contacted relevant external partners to gather information required to complete the plan.</p> <p>Responses have been incorporated into the document, and it is now being brought back to the committee for adoption.</p> <p>Adopted by Full Council on 26<sup>th</sup> November 2024.</p> <p>Request by member of the public to amend the plan regarding flooding brought to Full Council meeting on 17<sup>th</sup> December 2024.</p> <p>Met with FLAG representative – they will email across the amendments they would like us to make in respect of FLAG's responsibilities.</p> <p>Chased FLAG representative for amendments April 2025 – awaiting response.</p>	1) Env. Officer	To review flood element of plan with FLAG representative – completed and awaiting updates on FLAG role

**AGENDA ITEM 4****ATTACHMENT 2**

<b>CARBON NEUTRAL PROJECTS</b>				
Transitioning Operational fleet to electric	To transition the Operational fleet away from fossil fuels towards a fully electric fleet	<p>Environmental Project Officer and Project Delivery Manager have reviewed the fleet to establish what vehicles are currently in operational use.</p> <p>The E&amp;E Committee recommended that all Operational vehicles be transitioned to electric by 2030. Recommended that the oldest diesel vans and a mower be replaced first, within the next 12-18 months. At this stage, plug-in hybrid vans are the only suitable vans on the market, so agreed to purchase these now and look for full EV at the next replacement cycle.</p> <p>Officers have been working with the Operations team to establish the most appropriate alternative vehicles to suit their requirements.</p> <p>Two new plug-in hybrid vans and an electric lawnmower have been purchased – initial feedback is very positive. Will continue to review suitability in preparation for the next round of transitions.</p>	1) Env. Officer 2) Project Manager 3) Operations Manager	Stage 1 complete – two plug-in hybrid vans and an electric lawnmower are now being used by the Ops team.
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.	<p>The E&amp;E Committee requested that quotes be obtained for this work, with a separate quote for an associated battery which would be paid for by the tenant. Quotes will be taken to the Operations &amp; Amenities Committee.</p> <p>Ops Committee resolved that they would not support paying for solar panels at Gate Lodge, but that there may be opportunity to support the tenant to purchase the panels themselves through a lease re-agreement.</p>	1) Env. Officer	Town Clerk to contact tenant to discuss options moving forward.

**AGENDA ITEM 4****ATTACHMENT 2**

Solar panels on Museum	To obtain quotes and work with the museum to bring forward a proposal on the installation of solar panels on the building, as recommended in the energy audits	<p>Following the energy audits, solar PV panels were recommended for installation at the museum. The E&amp;E Committee requested that quotes be obtained for this work, with a separate quote for an associated battery which would be paid for by the museum.</p> <p>The Council resolved to fund both panels and battery at the museum (29/4/25) and the EPO will now progress this.</p>	1) Env. Officer	EPO to contact contractor and museum and arrange for works to start
Heat Pump at the Eatons Centre	To obtain quotes to bring forward a proposal on the installation of an ASHP at the building, as recommended in the energy audits	<p>Following the energy audits, an ASHP was recommended for installation at the Eatons Centre. The E&amp;E Committee requested that quotes be obtained for this work, to be taken to the Operations &amp; Amenities Committee.</p> <p>O&amp;A Committee resolved to move forward with an ASHP – quotes taken to F&amp;G Committee and approved by Full Council on 29/4/25. EPO to progress.</p>	1) Env. Officer	EPO to contact contractor to start design and assessment phase. Planning permission to be sought before any work begins.
Upgraded heating system at Gate Lodge	To obtain quotes to bring forward a proposal on the installation of an upgraded heating system at the building, as recommended in the energy audits	<p>Following the energy audits, an upgraded heating system (AC air-to-air heating) was recommended for installation at Gate Lodge. The E&amp;E Committee requested that quotes be obtained for this work, to be taken to the Operations &amp; Amenities Committee.</p> <p>Council resolved to fund replacement heating system (29/4/25). EPO to progress.</p>	1) Env. Officer	EPO to contact contractor and tenant and arrange for works to start
Upgraded heating system at Steve Van De Kerkhove building A (Man Cave)	To obtain quotes to bring forward a proposal on the installation of an upgraded heating system at the building, as recommended in the energy audits	<p>Following the energy audits, an upgraded heating system (AC air-to-air heating) was recommended for installation at the Steve Van De Kerkhove building A (Man Cave). The E&amp;E Committee requested that quotes be obtained for this work, to be taken to the Operations &amp; Amenities Committee.</p> <p>Council resolved to fund replacement heating system (29/4/25). EPO to progress.</p>	1) Env. Officer	EPO to contact contractor and tenant and arrange for works to start



## AGENDA ITEM 4

## ATTACHMENT 2

Quick Wins	To obtain quotes to bring forward a proposal on 'quick win' energy improvements at Council owned and operated buildings	<p>Following the energy audits a series of 'quick win' energy improvements were identified for the buildings we own/use. The E&amp;E Committee recommended that these 'quick win' improvements be completed using funds of up to £5,300 from earmarked reserves for Community Buildings over the next 6-12 months.</p> <p>Ops team have been assessing the recommendations and are putting together estimated costings for the works they can complete. They will advise of any works which need to be outsourced.</p>	1) Env. Officer	In progress
Insulation at the temporary Council Office	To conduct an initial review and feasibility on options to improve insulation of the Town Council temporary office building located at the Steve Van de Kerkhove Community Centre.	A Councillor raised that the floor at the temporary Council office is uninsulated and would benefit from insulation. Recommendation made that the Environmental Project Officer and Project Delivery Manager review the feasibility of completing this work.	1) Env. Officer 2) Project Del. Officer	Not started
<b>BIODIVERSITY - NATURAL FLOOD MANAGEMENT</b>				
HDC Biodiversity Audit and Grant	Reviewing the results of HDC's audit and bringing forward opportunities / ideas that may arise from the audit	<p>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.</p> <p>Grant award confirmed and HDC will undertake works. Awaiting funding from HDC.</p> <p>HDC will provide timescales for works which will be reported to the committee. Works will most likely need to be undertaken in autumn.</p> <p>First phase completed on 18<sup>th</sup> February (hedgerow and</p>	1) Env. Officer	In progress – expected completion November 2025

**AGENDA ITEM 4****ATTACHMENT 2**

		understory planting). Second phase to be completed in March 2025, and final phase to be completed autumn 2025.		
		Second phase completed, and wildlife boxes/houses purchased.		
<b>CLIMATE ACTION</b>				
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.	<p>An initial draft plan was brought forward by the Chairperson for consideration. The 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.</p> <p>The Committee is asked to consider recommending the plan for formal adoption.</p> <p>The Climate Action Plan has now been formally adopted by Full Council.</p>	1) E&E  Env. Officer	COMPLETED

**ST NEOTS TOWN COUNCIL**

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<b>Committee</b>	<b>ENVIRONMENT AND EMERGENCY COMMITTEE</b>
<b>Date:</b>	<b>6<sup>th</sup> MAY 2025</b>
<b>Title:</b>	<b>SOLAR STREETLIGHTS</b>
<b>Contact Officer:</b>	<b>ENVIRONMENTAL PROJECT OFFICER</b>

**1. Purpose of the Report**

- 1.1 To receive and consider a recommendation to trial replacing existing streetlights with solar powered streetlights.
- 1.2 To seek the committees view on whether to progress further with investigating and obtaining quotes for solar lighting.

**2. Recommendations**

- 2.1 That the Committee recommends to the Operations and Amenities Committee that the Council trial replacing existing streetlights with solar powered streetlights.
- 2.2 To recommend that the trial of solar powered streetlights be located at Saxon Gate playpark.

**3. Background**

- 3.1 The approved Climate Action Plan requires the Council to use renewable and low energy options wherever possible. Currently, streetlight bulbs are being replaced with LED lamps as they fail (as per 1.4.1); however, there is an opportunity to trial replacing existing streetlights with solar powered alternatives which would prove more energy efficient than even LED lamps.
- 3.2 St Neots Town Council owns approximately 150 streetlights in total throughout the town which are all currently powered by the mains electricity supply.

**4. Information Supporting Recommendations**

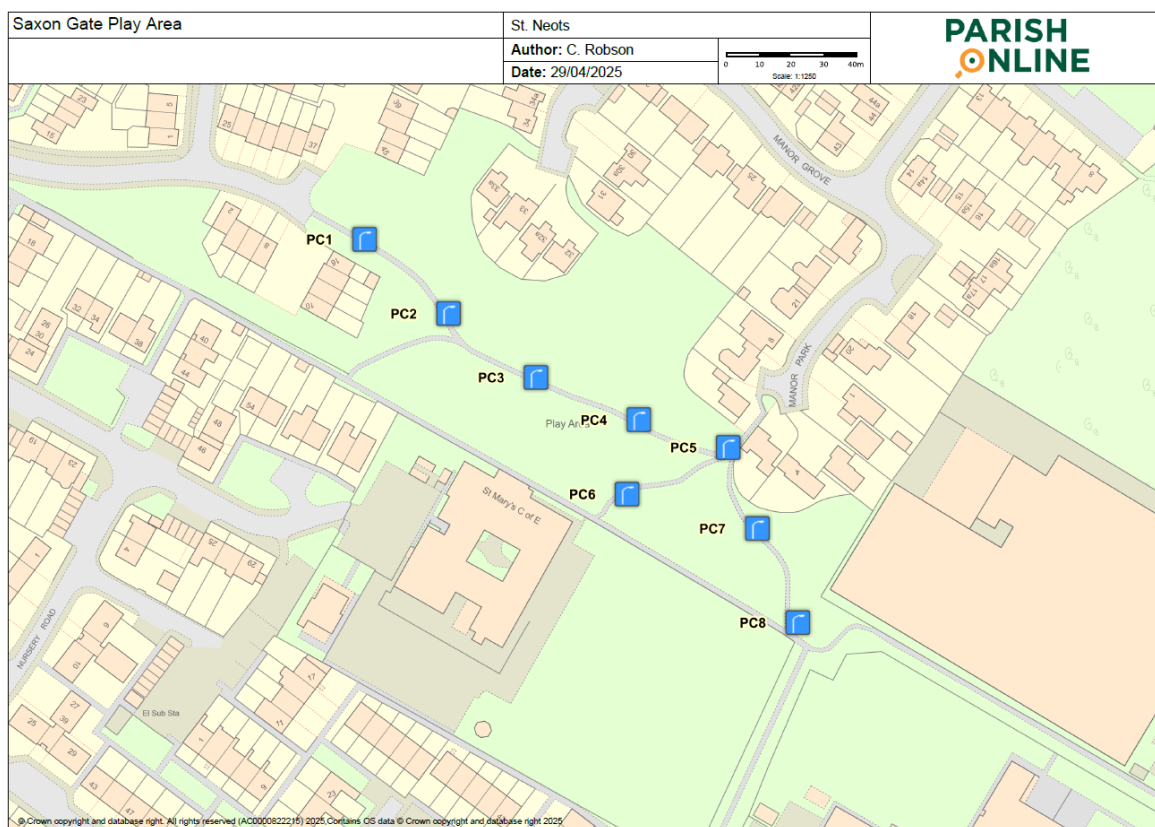
- 4.1 Solar powered street lighting can be a highly effective and efficient means of providing lighting to communal spaces whilst reducing electricity costs and contributing positively to the Council's Net Zero objectives.
- 4.2 Whilst the nature of the UK's weather (often cloudy/overcast skies and short daylight hours in winter) may not seem especially conducive to solar powered street lighting, a high-quality design using a system which optimises solar energy can prove very effective.
- 4.3 In addition to the obvious energy-saving measures, some solar streetlights are programmed to operate at 30% brightness when no one is around but then increase to 100% brightness when sensors detect people moving into

the vicinity. This further reduces the amount of energy used, as well as vastly reducing light pollution which can greatly impact on local wildlife.

#### 4.4 Case study – Little Paxton Parish Council

Little Paxton Parish Council installed three solar streetlights in October 2024. These lights include the sensors which reduce the lamp’s brightness when no-one is around. The cost for these three streetlights, including installation but excluding removal of existing streetlights, was £7,545. The streetlight trial has proven so successful that Little Paxton Parish Council is rolling out the programme to replace all of their existing streetlights with solar powered streetlights.

#### 4.5 The Operations Manager has suggested the streetlights located at Saxon Gate playpark would be ideal for a trial due to their advanced age, one of them not working and an upcoming need to replace columns. There are approximately eight streetlights at this location.



### 5. Financial Implications

#### 5.1 The financial implications of the actions recommended within this report are currently unknown as quotes would need to be obtained for these works. Members are advised to note that funds cannot currently be drawn from general reserves, so funding for this project would need to come from existing budgets until the Council approves General Reserve expenditure once the RFO has clarified the end of year position.

**6. Legal Powers**

- 6.1 The action undertaken is covered by the Localism Act 2011, s.1 the General Power of Competence, for which St Neots Town Council is eligible and is a power of first resort allowing the Council to do anything an individual can do.
- 6.2 Highways Act 1980 — Section 301
- 6.3 Local Government Act 1972 — Section 111
- 6.4 Parish Councils Act 1957 — Section 3

**ST NEOTS TOWN COUNCIL**

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<b>Committee</b>	<b>ENVIRONMENT AND EMERGENCY COMMITTEE</b>
<b>Date:</b>	<b>6<sup>th</sup> MAY 2025</b>
<b>Title:</b>	<b>WASTE MANAGEMENT</b>
<b>Contact Officer:</b>	<b>ENVIRONMENTAL PROJECT OFFICER</b>

**1. Purpose of the Report**

To receive an update on waste management for the Council and its Operations/events.

**2. Recommendations**

- 2.1 That the Committee notes the information provided in the report.

**3. Background**

- 3.1 At the Environment and Emergency Committee meeting of 4<sup>th</sup> March it was highlighted that Waste Management is a key priority for members, as per actions on the Climate Action Plan (1.2.2 and 1.3.2).
- 3.2 In addition, the new Simpler Recycling regulations which came into effect on 31<sup>st</sup> March 2025 place a requirement on the Town Council to improve its waste management across our sites and events.

**4. Information Supporting Recommendations**

- 4.1 The Simpler Recycling regulations place a responsibility on all workplaces (including local Councils) to separate their waste before collection, including waste produced by employees, customers, and visitors, into dry recyclables, food waste, and non-recyclables.
- 4.2 The Environmental Project Officer is reviewing current waste collection within the Council and has also sought clarification from Officers at Huntingdonshire District Council on a couple of grey areas.
- 4.3 Officers at HDC have confirmed that the Council office, depot, and community buildings are required to adhere to the new regulations. Events organised by the Council, such as Armed Forces Day, Christmas Light Switch On and the Dragonboat race, are also subject to the changes, but public litter bins around the town are not considered commercial waste and therefore aren't required to be sorted.
- 4.4 Currently the Council offices and depot only have two bins – dry recycling (not including glass), and general waste. The Priory Centre and Eatons Centre do have all the required bins already in situ. Our events currently only have general waste bins in place (although recycling bins were requested but not delivered at last year's Dragonboat day).

4.5 The management and separation of waste as part of running events may prove the most challenging requirement to meet. At present the Council receives waste collection for its events free from Biffa. The Environmental Project Officer is awaiting a response from Biffa to arrange getting the additional bins that are required, and also to understand how best to manage any issues resulting from accidental contamination (particularly at publicly attended events). At present the Council receives the bins and waste collection free from Biffa as part of supporting community events.

4.6 At present, additional waste such as batteries and soft plastics do not appear to be included in the regulations, so these will be managed separately.

## **5. Financial Implications**

5.1 There will be financial implications in terms of costs associated with extra waste collections, and possibly with staffing events to reduce contamination of bins as far as possible.

## **6. Legal Powers**

6.1 The action undertaken is covered by the Localism Act 2011, s.1 the General Power of Competence, for which St Neots Town Council is eligible and is a power of first resort allowing the Council to do anything an individual can do.

6.2 Environment Act 2021

6.3 Simpler Recycling for Businesses (Statutory Guidance) March 2025.

**ST NEOTS TOWN COUNCIL**

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<b>Committee</b>	<b>ENVIRONMENT AND EMERGENCY COMMITTEE</b>
<b>Date:</b>	<b>6<sup>th</sup> MAY 2025</b>
<b>Title:</b>	<b>ELECTRIC BIKE</b>
<b>Contact Officer:</b>	<b>ENVIRONMENTAL PROJECT OFFICER</b>

**1. Purpose of the Report**

- 1.1 To receive and consider a recommendation on purchasing an electric bike for staff use.

**2. Recommendations**

- 2.1 To receive and consider a recommendation that the Committee recommends the purchase an electric bike and associated safety equipment for staff use from the Carbon Neutral budget.

**3. Background**

- 3.1 The approved Climate Action Plan recommends the purchase of an e-bike for staff use (1.7.2) to reduce the use of private/individual vehicles when travelling between sites.

**4. Information Supporting Recommendations**

- 4.1 Staff often have to commute across the town for meetings, site visits, training, etc. Whilst some of these distances are easily commutable without a vehicle, others, such as from the office to the Eatons Centre, are of a great enough distance that walking the route is unreasonable in terms of staff time and the Council's expectations of them.
- 4.2 As such, staff often resort to using their own vehicles, several of which are powered by fossil fuels, when required to attend a different site to their usual place of work.
- 4.3 An e-bike, based at the Council office (at least initially), would provide staff with an efficient and carbon neutral option for attending different sites when required. It would also allow more freedom and opportunity for staff who don't drive or have access to a private vehicle and therefore have to rely on a colleague to transport them, which isn't always convenient.
- 4.4 An e-bike will also promote positive physical and mental health for staff, whilst proving more physically attainable for staff with mobility or health difficulties than walking or using a push bicycle by providing an easier and speedier journey.
- 4.5 Additionally, an e-bike will ensure Council staff are not contributing to congestion on the roads in and around St Neots.
- 4.6 Alongside an e-bike, associated safety equipment would also be required, such as a helmet/s, lights, panniers, etc.



4.7 To note, a separate policy will need to be written to ensure that both employees and the employer understands their responsibilities for the bike's use.

4.8 Electric bikes retail from £1,300 upwards, although some investigation will be required to determine the best model for the required usage.

**5. Financial Implications**

5.1 The financial implications of the actions recommended within this report are currently unknown as a suitable bike still needs to be identified, along with additional safety equipment. Members are advised to note that funds cannot currently be drawn from general reserves, so funding for this project would need to come from existing budgets.

**6. Legal Powers**

6.1 The action undertaken is covered by the Localism Act 2011, s.1 the General Power of Competence, for which St Neots Town Council is eligible and is a power of first resort allowing the Council to do anything an individual can do.

**ST NEOTS TOWN COUNCIL**

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<b>Committee</b>	<b>ENVIRONMENT AND EMERGENCY COMMITTEE</b>
<b>Date:</b>	<b>6<sup>th</sup> MAY 2025</b>
<b>Title:</b>	<b>PRIORY CENTRE PV SOLAR PANELS</b>
<b>Contact Officer:</b>	<b>PROJECT DELIVERY MANAGER</b>

**1. Purpose of the Report**

- 1.1 To provide the committee with the update on progress on PV Solar panels provision for redeveloped Priory Centre.
- 1.2 To provide the committee with the options for PV provision and optimisation as recommended by the project contractors technical consultant.

**2. Recommendations**

- 2.1 To receive and consider a recommendation that Committee support option 3 but without batteries (base line with ability to export energy to the grid) to optimise cost as preferred to proceed with and delegate officers to work out detailed cost for installation.

**3. Background**

- 3.1 The PV array has been permitted through the planning, though the final proposed details of the system are to be submitted to the LPA for final approval and discharge of the planning condition.
- 3.2 Building Development Group (BDG) discussed and agreed with the project team that the system should be optimised, and potentially sized more generously to offer greater production and potential for export.
- 3.3 The specialists consultant was asked to consider and provide available options.

**4. Information Supporting Recommendations**

- 4.1 Outline of the various options for the PV system at The Priory are described below. The options are listed in order of envisaged complexity and therefore cost.

- 4.1.1 **Option 1 - PV system sized to serve the peak daytime demand of the building** (Base line cost).

This is the basic option. The PV system would be sized to provide electrical energy to serve the building during daylight hours therefore avoiding energy being exported freely to the grid.

System components:

- PV array
- DC/AC Inverter system

4.1.2 **Option 2 - PV system sized to serve daily demand of the building** (Additional cost for battery system and larger PV array).

This option in addition to the basic option (1) incorporates a battery that would be sized to store energy that would be used in the building outside of day light hours.

The PV cells would provide electrical energy to support the building during daylight hours and in addition provide energy to charge the battery.

System components:

- PV array size increased to accommodate battery charging
- DC/AC Inverter system
- Battery

4.1.3 **Option 3 - Each of the aforementioned options could incorporate a facility to export electrical energy to the grid** (larger PV array sized to maximize export).

This would involve a negotiation with the services provider to establish what tariffs are available for export and if this is financially viable.

Additional equipment cost would be incurred for the export facility.

System components

- PV array dramatically increased in sized to maximize export to the grid
- DC/AC Inverter system
- Battery (if option 2)
- Export metering system

4.2 The design team recommended to consider Option 1 with ability to export energy to the grid as the best, most productive solution due to the project's cost limits (batteries are expensive and can at least double the price of the system) and no available space to store the batteries.

## 5. Financial Implications

5.1 PV provision and installation may not be fully covered by the main Priory Centre Redevelopment project. There is a £20,000.00 allowance for PV in the agreed construction budget comprised of HDC's funding and SNTC's agreed contribution.

5.2 The PV system is not included in TC Direct Works and Operational Costs estimate of £541,350 above the committed contribution.

5.3 The financial implications of the actions recommended within this report are currently unknown and will be investigated based on preferred option by the Committee.

5.4 A specialist installer engaged through the supply chain would be best placed to pull together the detailed costings

## 6. Legal Powers

6.1 The action undertaken is covered by the Localism Act 2011, s.1 the General Power of Competence, for which St Neots Town Council is eligible and is a power of first resort allowing the Council to do anything an individual can do.