

TONBRIDGE & MALLING BOROUGH COUNCIL



EXECUTIVE SERVICES

Chief Executive

Julie Beilby BSc (Hons) MBA

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NB - This agenda contains proposals, recommendations and options. These do not represent Council policy or decisions until they have received proper consideration through the full decision making process.

Contact: Democratic Services
committee.services@tmbc.gov.uk

28 May 2021

To: MEMBERS OF THE STREET SCENE AND ENVIRONMENT SERVICES
ADVISORY BOARD

(Copies to all Members of the Council)

Dear Sir/Madam

Your attendance is requested at a meeting of the Street Scene and Environment Services Advisory Board to be held in the Council Chamber, Gibson Building, Kings Hill on Tuesday, 8th June, 2021 commencing at 7.30 pm.

Members of the Committee are reminded that social distancing measures will be in place for this meeting. Other Members are required to participate online via MS Teams.

Information on how to observe the meeting will be published on the Council's website.

Yours faithfully

JULIE BEILBY

Chief Executive

A G E N D A

1. Guidance for the Conduct of Meetings - Coronavirus Regulations

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Members in any doubt about such declarations are advised to contact Legal or Democratic Services in advance of the meeting

4. Minutes 11 - 14

To confirm as a correct record the Notes of the meeting of the Street Scene and Environment Services Advisory Board held on 9 February 2021

Matters for recommendation to the Cabinet

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The report brings forward a one-year trial proposal to reduce the cost of Season tickets in Tonbridge town centre for residents to help address significant parking problems in the area and generate additional income to the Council from its car parking assets.

6. Waste Services Update Report 21 - 30

The report provides updates on a number of issues and initiatives managed by the Waste and Street Scene Services Team and makes recommendations relating to flytipping, the Saturday freighter service and the trial roll out to flats in Tonbridge.

7. Climate Change Action Plan 31 - 66

The report provides details on progress against the Year 1 Climate Change Action Plan and seeks endorsement of the Year 2 Action Plan.

8. Carbon Reduction Options 67 - 92

Members are invited to consider the options set out by Laser, the Council's appointed energy consultants.

Matters submitted for Information

9. Capital Programme: Post Implementation Reviews 93 - 98

The report brings forward Post Implementation Reviews (PIRs) for a number of completed capital schemes.

10. Urgent Items 99 - 100

Any other items which the Chairman decides are urgent due to special circumstances and of which notice has been given to the Chief Executive.

Matters for consideration in Private

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The Chairman to move that the press and public be excluded from the remainder of the meeting during consideration of any items the publication of which would disclose exempt information.

PART 2 - PRIVATE

12. Urgent Items 103 - 104

Any other items which the Chairman decides are urgent due to special circumstances and of which notice has been given to the Chief Executive.

MEMBERSHIP

Cllr M O Davis (Chairman)
Cllr R I B Cannon (Vice-Chairman)

Cllr Mrs J A Anderson
Cllr G C Bridge
Cllr C Brown
Cllr D J Cooper
Cllr D A S Davis
Cllr S M Hammond
Cllr M A J Hood

Cllr F A Hoskins
Cllr J R S Lark
Cllr B J Luker
Cllr R V Roud
Cllr J L Sergison
Cllr T B Shaw
Cllr Miss G E Thomas

Measures under which all meetings of the Council will be conducted after 7 May 2021 to comply with coronavirus regulations and/or guidance in place at the time.

As it is necessary to maintain social distancing to limit the spread of infection the way meetings are conducted will change. This page summarises the process. If you have any questions, please contact Democratic Services via the contact details provided on the agenda.

Attending Meetings

- All meetings of the Council will be held in the Council Chamber, Gibson Drive, Kings Hill until social distancing requirements are no longer necessary.
- To help contain the virus, Members of the public (including anyone exercising a right to speak e.g. at an Area Planning Committee) are encouraged to participate remotely via MS Teams if possible.
- Meetings will also be live streamed via our [YouTube channel](#) to minimise the need for the public to attend in person.
- Any members of the public wishing to attend in person at the Gibson Building can view proceedings via video link in the Committee Room (maximum capacity of 10).
- Prior notification on a "first come first served" basis for entry to the Committee Room will be adopted. Anyone wishing to 'reserve' a place in the Committee Room should contact committee.service@tmbc.gov.uk
- Public speakers for planning committees will be hosted in a separate area and escorted into the Council Chamber for their allocated time. There will be a limit on the number of public speakers at planning committees due to capacity issues arising from social distancing guidelines.
- Public speakers are asked to remain standing to address the Committee to avoid having to clean or change seats between speakers.
- Staff will be available to escort public speakers into the meeting room and to manage any crowd control issues.
- Doors and windows will remain open throughout all meetings to ensure circulation of fresh air. Attendees are advised to dress appropriately.
- All participants are required to wear face coverings when not speaking at meetings.
- Hand sanitiser will be available at entrances.
- All attendees must have the NHS Test and Trace app and scan the QR code at the entrance to the building/meeting room if they wish to participate. Contact details will be requested on arrival for those who do not have the app.
- The toilet facilities at Gibson Building will be open but may be used by only one person at a time.
- Car parking: Attendees are asked to leave a parking space free between vehicles.
- Refreshments will not be available, and all participants are advised to bring their own water or other refreshments.

Anyone with covid symptoms should not come to the Council offices.

Thank you for your assistance.

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Apologies for absence

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Declarations of interest

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TONBRIDGE AND MALLING BOROUGH COUNCIL

STREET SCENE AND ENVIRONMENT SERVICES ADVISORY BOARD

Tuesday, 9th February, 2021

Present: Cllr M O Davis (Chairman), Cllr Mrs S Bell (Vice-Chairman), Cllr G C Bridge, Cllr D J Cooper, Cllr M A J Hood, Cllr F A Hoskins, Cllr A P J Keeley, Cllr D Keers, Cllr R V Roud, Cllr J L Sergison, Cllr T B Shaw and Cllr Miss G E Thomas

Councillors Mrs P A Bates, R P Betts, J L Botten, M D Boughton, V M C Branson, A E Clark, M A Coffin, N J Heslop, P M Hickmott, S A Hudson, J R S Lark, D Lettington, B J Luker, Mrs A S Oakley, W E Palmer, M R Rhodes and Mrs M Tatton were also present pursuant to Council Procedure Rule No 15.21.

An apology for absence was received from Councillor D A S Davis

PART 1 - PUBLIC

SSE 21/1 DECLARATIONS OF INTEREST

There were no declarations of interest made in accordance with the Code of Conduct. However, in the interests of transparency, Councillor F Hoskins advised that Priory Wood, Tonbridge, bordered on to her property.

SSE 21/2 MINUTES

RESOLVED: That the notes of the meeting of the Street Scene and Environment Services Advisory Board held on 8 December 2020 be approved as a correct record and signed by the Chairman.

SSE 21/3 PRESENTATION BY LASER ENERGY

The Advisory Board received a presentation from H Cartledge and S Marks of Laser Energy which outlined work undertaken to date to establish the carbon footprint of the Borough Council and its operations and to identify options for achieving the Council's aspiration to be carbon neutral by 2030. The Chairman thanked the representatives for their detailed presentation which would inform the consideration of the Council's Climate Change Strategy.

MATTERS FOR RECOMMENDATION TO THE CABINET

SSE 21/4 CLIMATE CHANGE FORUM

Decision Notice D210017MEM

The report of the Chief Executive outlined the format for a proposed “Climate Change Forum” to establish wider engagement on climate change issues.

RECOMMENDED: That the format of the proposed Climate Change Forum, as outlined at section 1.2 of the report, be endorsed.

SSE 21/5 PRIORY WOOD, TONBRIDGE - LANDFILL GAS INVESTIGATION - UPDATE

Decision Notice D210018MEM

The report of the Director of Planning, Housing and Environmental Health provided an update on the monitoring of landfill gas levels at the Priory Wood site in Tonbridge and outlined a number of possible refinements to the Quantitative Risk Assessment undertaken since 2019. Particular attention was drawn to the consultants’ recommendation to undertake an Infrastructure Report in respect of the gas extraction system which provided an important safeguard to residential properties (Annex 4 refers). It was noted that, currently, the gases generated within the landfill posed a moderate to low risk to site users and those properties within the immediate vicinity of the public open space.

RECOMMENDED: That

- (1) a Gas Extraction System Condition Survey, as set out at Annex 4 to the report, be undertaken; and
- (2) the Environmental Protection team undertake monthly monitoring of gas levels to keep the situation under review and any changes be reported to a future meeting of the Advisory Board.

SSE 21/6 WILDFLOWER STRIP ON AMENITY OPEN SPACE

Decision Notice D210019MEM

Consideration was given to the potential introduction of wildflower strips on areas of amenity open space to support increased biodiversity. The report of the Director of Street Scene, Leisure and Technical Services outlined liaison undertaken with the Medway Valley Countryside Partnership and the Council’s grounds maintenance contractor regarding

a potential trial location in Tonbridge. It was noted that the outcome of the trial and an assessment of additional borough-wide opportunities would be reported to a future meeting of the Advisory Board.

RECOMMENDED:

- (1) the proposed trial of a roadside nature reserve on amenity open space at Darenth Avenue, Tonbridge be progressed; and
- (2) liaison be undertaken with the Medway Valley Countryside Partnership and the Council's ground maintenance contractor on the potential for proposals across the wider borough and a report submitted to a future meeting of the Advisory Board.

MATTERS SUBMITTED FOR INFORMATION

**SSE 21/7 STREET SCENE AND WASTE SERVICES –
RESPONSE TO COVID 19**

The report of the Director of Street Scene, Leisure and Technical Services provided an update on progress with the themes and activities identified in the Street Scene and Waste section of the approved First Year Addendum to the Corporate Strategy. This included updates on service performance, the reintroduction of the weekend bulky waste collection service, the roll out of the new service arrangements to flats and communal properties, the reduction in the number of bring bank/recycling sites, and the transfer of public conveniences to Parish/Town Councils.

SSE 21/8 EXCLUSION OF PRESS AND PUBLIC

There were no items considered in private.

The meeting ended at 9.50 pm

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TONBRIDGE & MALLING BOROUGH COUNCIL

STREET SCENE and ENVIRONMENT SERVICES ADVISORY BOARD

08 June 2021

Report of the Director of Street Scene, Leisure & Technical Services

Part 1- Public

Matters for Recommendation to Cabinet - Non-Key Decision (Decision may be taken by the Cabinet Member)

1 TONBRIDGE TOWN CENTRE - RESIDENTS PARKING SEASON TICKET TRIAL

Summary

This report brings forward a one-year trial proposal to reduce the cost of Season tickets in Tonbridge town centre for residents. This is to help address significant parking problems in the area and generate additional income to the Council from its car parking assets.

1.1 Current Parking Issues

1.1.1 At the present time the lack of parking in and around the flats in Tonbridge town centre has led to significant obstructive and unlawful parking problems in the area. Enforcement is regularly undertaken by the Council's Civil Enforcement Officers, but this has not managed to resolve the problem. The area, shown in the plan at Annex 1, is not appropriate for a residents parking permit scheme and demand for parking far exceeds supply. Whilst it is true to say that the residents were fully aware of the lack of parking and the cost of season tickets when they purchased their flats, the reality is many are car owners which is creating significant problems and generating high levels of complaint. Whilst payable parking is available in one or two of the developments, the only other option available is to purchase an annual season ticket within a number of town centre car parks (Sovereign Way East/ North, Vale Road and Lower Castle Fields) from the Council at £1,020. An off-peak annual season ticket is also available at £290. The off-peak season ticket enables parking between 4pm-9pm weekdays and all-day Saturday and Sunday. At the present time it is not possible to determine whether season tickets are being purchased specifically by commuters, shop owners/workers or residents. Feedback from local Members, however, would indicate demand from residents is low due to the level of cost. With regard to off peak season tickets 24 have currently been purchased.

1.1.2 The result of this is significant parking issues in the area with underutilised long stay car parks adjacent to where the problems exist. Significant comments from

residents were received as part of a recent consultation on residents parking charges reported to the Joint Transportation Board in March 2021, and it was agreed at that meeting that the possibility of an affordable Town Centre residents season ticket be investigated.

1.2 Proposal

1.2.1 At the present time the long stay car parks in Tonbridge Town centre are under - utilised with the Sovereign Way North car park located adjacent to where the most significant parking problems exist. The proposal is to introduce a more affordable Residents Parking Season ticket on a trial basis, available to those residents in the area shown on the attached plan at **Annex 1**. Applicants would need to prove residence and vehicle details. The cost of the season ticket is proposed to be £350 per annum (inc. VAT) making it more affordable than the existing charge. The level of charge has been determined through consideration of the existing off-peak season ticket offer in Tonbridge and similar charging regimes. We have also consulted with local Members to ensure the affordability. The proposed charge will enable the ticket to be marketed as being less than a pound a day. The charge for the off-peak option would remain unchanged. The season ticket would enable parking in Sovereign Way North, Sovereign Way East and Vale Road car parks which have iro. 277 spaces. Initially it is suggested to offer a limited number of 100 season tickets to gauge demand and the impact on the car park capacity. This could generate up to £29,000 of additional income to the Council if all the tickets were purchased. It is also proposed to introduce the Residents Season tickets on the basis of a one-year trial. Local Members have been consulted and are supportive. It is recognised that some of the local Members reside within the area affected by the proposal and would therefore be eligible to apply.

1.3 Legal Implications

1.3.1 Off Street parking places may be provided by the Borough Council under section 32 of the Road Traffic Regulation Act 1984. Under section 35 of the 1984 Act, the Council is further empowered to make provision for such matters as-

(i) the use of the parking place, and in particular the vehicles or class of vehicles which may be entitled to use it,

(ii) the conditions on which it may be used,

(iii) the charges to be paid in connection with its use

1.3.2 The use of parking places within these car parks is governed by an existing car parking order under the 1984 Act, namely the Tonbridge & Malling (Off Street Parking Places) Order 2021. This order provides that season tickets may currently be purchased at an annual price of £1020 (monthly cost £120), with off-peak season tickets (4pm to 9am the following day) available at an annual cost of £290. Season tickets in the Sovereign Way East & Vale Road car parks are available at the same cost, with season ticket holders in these 3 car parks (collectively known

as the Sovereign Way complex) able to park in any of the 3 car parks Monday to Saturday.

- 1.3.3 To alter or introduce new charges for parking the Council must promote a revised Traffic Regulation Order or make an Amendment to its existing Orders, in accordance with the Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996.
- 1.3.4 In order to make these changes, the Council will be required to undertake a prescribed procedure (as set out in the 1996 regulations), including a statutory consultation and invite objections, and any objections can then be considered by Member of this Board.
- 1.3.5 However, given that the proposal is to offer a reduced price season ticket to residents within a restricted locality, with season tickets elsewhere remaining at their existing rates i.e. the creation of a preferential parking rate, Members are recommended to consider whether a wider consultation (i.e. over and above the minimum statutory consultation) is undertaken. This would allow the Council to consider the potential impact of the proposals upon parking provision generally, and to ensure that it approaches the exercise of its parking functions fairly and consistently across the Borough.
- 1.3.6 The Council will ensure that the consultation is conducted in accordance with the usual legal principles e.g. we must give sufficient reasons for the proposal to permit of intelligent consideration and response, in order to ensure that we are able to meet the overriding duty of public authorities to act fairly in the exercise of their functions.

It is proposed that the consultation would be conducted as follows:-

- Notices in the car parks and in local newspapers, inviting objections
- Letters to residents that would be affected by the proposals
- Documents placed on-deposit at Council Offices and on the Council's web pages for comment and invitation of objections

The consultation will run for at least 21 days and we envisage starting this process mid-July.

- 1.3.7 Subject to the agreement of Cabinet to progress the proposals set out in this report, the outcome of the consultation would be reported to a future meeting of this Board.

1.4 Financial Implications

- 1.4.1 If popular, the proposal could create additional income to the Council as outlined in sub-section 1.2.1 of the report.

1.5 Risk Assessment

- 1.5.1 The impact of the trial will be assessed after a full year to enable Members to consider whether it is appropriate to continue with the reduced charge for residents. The temporary nature of the proposal will also enable the car park to be considered as part of any future development opportunities for the town centre.

1.6 Equalities Impact Assessment

- 1.6.1 The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users.

1.7 Policy considerations

- 1.7.1 Asset Management, Community, Customer Contact, Health and Safety

1.8 Recommendations

- 1.8.1 It is **Recommended to Cabinet** that;-

- i) a period of formal consultation is undertaken in respect of the proposals set out in this report for a trial Tonbridge Town Centre Residents Season ticket with a report on the outcome of the consultation to be reported to a future meeting of this Board;

The Director of Street Scene, Leisure & Technical Services confirms that the proposals contained in the recommendation(s), if approved, will fall within the Council's Budget and Policy Framework.

Background papers:

contact: Andy Edwards

Nil

Robert Styles

Director of Street Scene, Leisure & Technical Services

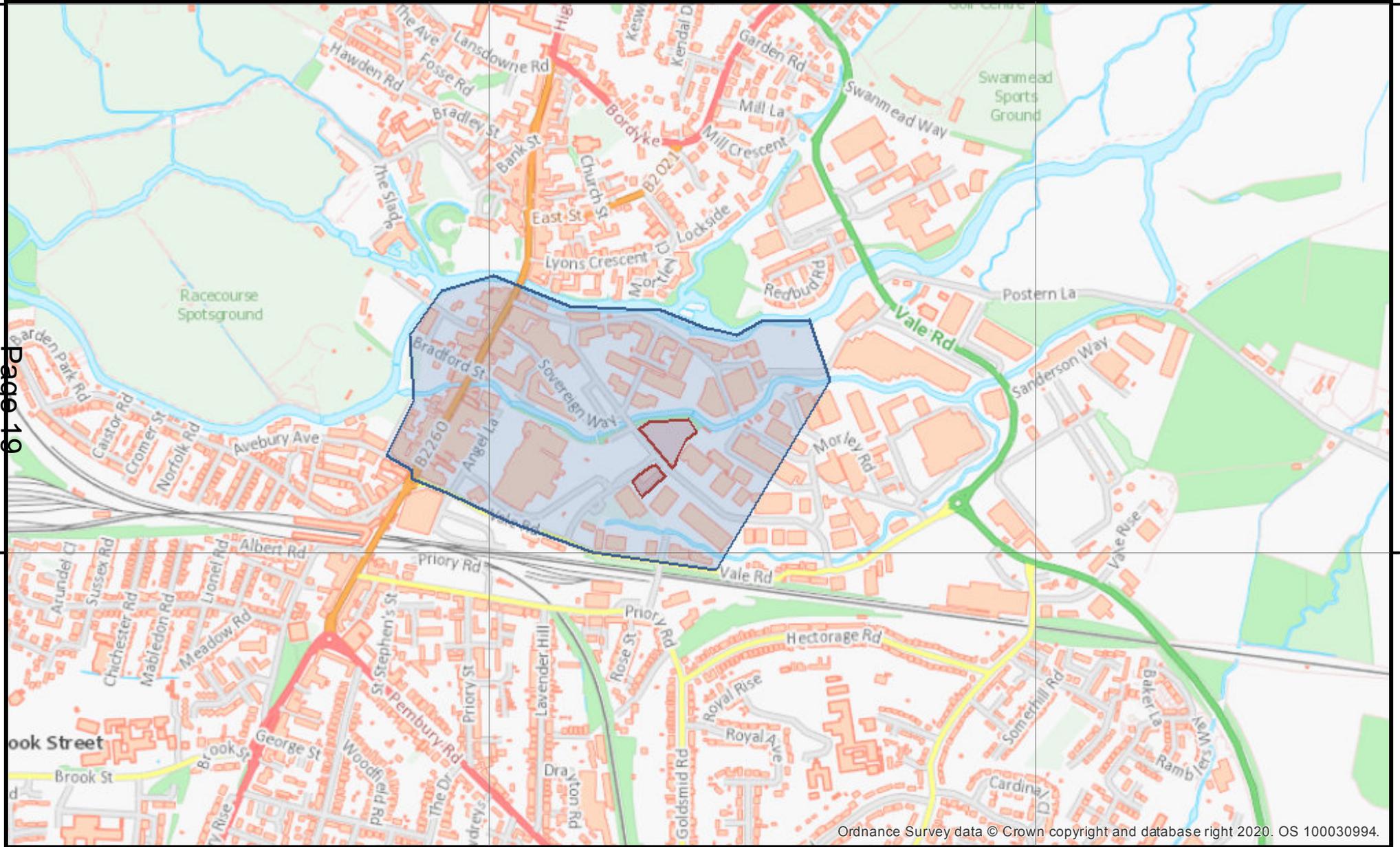
POTENTIAL TOWN CENTRE RESIDENTS SEASON TICKET AREA

TMBC Technical Services



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Map Dated: 11 Feb 2021

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TONBRIDGE & MALLING BOROUGH COUNCIL

STREET SCENE and ENVIRONMENT SERVICES ADVISORY BOARD

08 June 2021

Report of the Director of Street Scene, Leisure & Technical Services

Part 1- Public

Matters for Recommendation to Cabinet - Non-Key Decision (Decision may be taken by the Cabinet Member)

1 WASTE SERVICES UPDATE REPORT

Summary

This report updates on a number of issues and initiatives managed by the Waste & Street Scene Services team and makes recommendations relating to flytipping, the Saturday freighter service and the trial roll out to flats in Tonbridge.

1.1 Service Performance

- 1.1.1 Members will be aware of the previous implications that Covid-19 has had on the delivery of core services within the Council's Waste Contract. Through the period of the first lockdown this was most evident with around 50% of contractor staff either on sick leave, self-isolating or "shielding" at some points. This was combined with significantly increased tonnages across all waste streams, a situation that was replicated across Kent and nationwide. As such, service provision was prioritised to focus on key kerbside collections and resulted in several other service suspensions including garden waste collections, new garden waste subscriptions, bulky collections (charged doorstep collection service) and the Saturday Freighter Service. In addition, resources were also temporarily directed away from Street Cleansing, as well as from enforcement initiatives.
- 1.1.2 As the Covid-19 staffing pressures eased for Urbaser all services were reintroduced except for the Saturday Freighter Service. Whilst service performance improved following the re-introduction of services non-completion of rounds have again been an issue lately, with nine out of the last twelve weeks requiring some weekend catch up, both of non-completed rounds during the week and a build up of individual missed collections, due to prioritising resources to main collection rounds. This has largely been the result of a combination of staff shortages, vehicle breakdowns and delays at tips.

- 1.1.3 With national Covid restriction measures currently easing, consideration is now being given to current and future service delivery. Officers continue to monitor staffing and resource levels on a daily basis in liaison with Urbaser and - if required - prioritise key services in accordance with our Business Continuity Plan. Members will be aware that there continues to be issues with the quality of service provision, such as spillages not being cleared by the crews; bin placements; missed collections and delays in container deliveries. These are being monitored and managed through the regular Partnership Steering Group meetings and close liaison with the staff at the depot. When issues are not rectified within timescales as instructed by the Client team, default points are issued which, when reaching levels specified within the contract documents, result in financial deductions from Urbaser's monthly invoices.
- 1.1.4 A new street cleansing schedule has been approved and introduced recently. Specialist resources have also been deployed to clean high-speed roads and dual carriageways across the borough. Improvements on these roads has been facilitated by close partnership working with both Kent Highways and Highways England, partly due to the latter now having a dedicated officer for liaison with Kent districts.

1.2 Fly Tipping

- 1.2.1 In the past twelve months, levels of reports of fly tips have significantly increased in Tonbridge & Malling (up 76%), as well as across Kent (up 35%) and the South East (up 26%). Although still amongst the lowest levels for Kent districts, second only to Tunbridge Wells, this is clearly concerning. Analysis of the types of waste being fly tipped indicate a significant rise in larger items of furniture and building/construction waste. The highest rise in the size of fly tips is in the categories of small van & transit van loads. This would indicate that rather than individual householders fly tipping, it is more likely to be unregistered waste carriers, or registered carriers tipping illegally.

Total fly-tipping incidents			
	2018/19	2019/20	2020/21
Ashford	1,465	1,538	2,004
Canterbury	1,197	1,533	1,825
Dartford	2,446	2,700	3,495
Dover	948	942	1,517
Folkestone & Hythe	955	1,360	1,780
Gravesham	2,240	2,278	2,307
Maidstone	1,634	2,402	3,022
Sevenoaks	732	778	1,617
Swale	2,789	2,633	3,299
Thanet	1,918	2,066	3,330
Tonbridge and Malling	585	581	1,025
Tunbridge Wells	634	659	1,008
Kent Total Incidents	16,909	19,470	26,229
South East Total	83,752	90,507	113,653
National Total Incidents	1,072,431	975,631	1,051,425

1.2.2 TMBC does not record the cost of clearance of fly tips separately from other aspects of its street cleansing operations, as there are various resources which are used to clear fly tips as well as carrying out other works. However, each Waste Collection Authority in the country has a legal duty to report the number, size and type of fly tip incidents they deal with to the national "Waste Data Flow" database. That system uses national standard cost estimates based on the size of fly tipping being reported (e.g. £7.00 for a single sack of waste, £115 for a transit van-size load, etc). Using this data, the estimated costs of clearing fly tips for which TMBC are responsible was £69,948 in 2020/21. However this does not include the fly tips for which TMBC are not responsible, such as those blocking the highway which are cleared by KCC Highways, and those on private land which are the responsibility of the landowner to clear.

1.2.3 Throughout 2020/21 and into the current financial year, the Kent Resource Partnership has been implementing publicity campaigns across Kent, largely aimed at raising awareness with the public of the importance of using registered waste carriers and checking the disposal point when paying to have waste taken away from their household or business premises. It's considered that cutting this illegal activity at source will have the effect of reducing illegal dumping of waste, as well as effective enforcement initiatives. It has also been suggested that increased costs for skip hire and reliable waste carriers have gone up since the pandemic, in order for businesses to make up for lost revenue. If this is the case, it opens up more opportunities for individuals who can register with the EA easily and cheaply, and not use the legal disposal methods, as per a recent Panorama investigation.

- 1.2.4 Whilst some councils have a team of staff dedicated to enforcement activities, TMBC's Waste Services team also has the responsibility for monitoring and managing the Waste & Street Cleaning contract, including dealing with service requests and complaints, Health & safety inspections, etc. As outlined above at 1.1.1, during 2020/21, the team have had to prioritise the delivery of core kerbside collection services, with little resource being available to deal with enforcement initiatives.
- 1.2.5 As Urbaser's performance stabilises, we can start to refocus on enforcement activities. However, in order to do so, staff need to receive appropriate training to carry out enforcement actions such as investigations, interviews under caution, issuing Fixed Penalty Notices, preparing prosecution cases, etc. Two members of staff have recently undergone the National Enforcement Academy training, with two further members of staff to complete it over the coming months. This training is nationally recognised as being an essential requirement for any staff who are to be designated as "authorised officers". The team are also currently recruiting a part-time Waste & Enforcement Support Officer whose main role will be to manage and coordinate fly tip reports, carry out initial investigations, arrange clearance as required and to feedback to the residents who have reported the fly tip so that they know what action is being taken.
- 1.2.6 The resources of KCC's Intelligence Unit (linked to their Trading Standards team) for supporting enforcement work have largely been focussed in those districts with highest levels of fly tipping. "Operation Assist" events, which are joint days of action with the Police targeting illegal waste carriers, have been put on hold due to Covid but will restart when safe to do so. A list of regular hot spots, largely in some of our rural areas has been provided to KCC for camera deployment as and when they become available. Officers feel that it would be useful for Members to gain a full understanding of the work being carried out in Kent to target fly tippers, and as such it is recommended that a KCC Intelligence officer present to a future meeting of this Board as to how they can support with enforcement activities aimed at deterring fly tippers.

1.3 Reintroduction of Weekend Bulky Waste Collection (Saturday Freighter Service)

- 1.3.1 The weekend service is still currently suspended, in both Tonbridge & Malling and Tunbridge Wells. Whilst its suspension was in part related to staffing resources, the other key consideration was the implications of social distancing guidance and the safety and welfare of both those residents using the service and the staff operating them. This was also an issue for Kent County Council in relation to the Household Waste Recycling Centres and whilst these have reopened, attendance continues to be controlled through a strict pre-booking system and safe social distancing measures that remain in place. The reopening of these KCC facilities

does provide the opportunity for TMBC residents to dispose of bulky waste that they may have otherwise taken to our weekend service. To date the Council has received a low level of public comment on the suspension of this service, although it is recognised that local Members have had the issue raised direct with them.

1.3.2 Officers will be carrying out a full review of this service prior to making a decision, taking into account a number of factors:

- Safe delivery of the service in the light of Covid, which still remains a concern even as national restrictions may be lifting.
- The impact of KCC's decision to retain the booking system at their HWRCs.
- The lack of recycling capability on the previous service. Although separate vehicles have been provided for electrical equipment, everything else was mixed together and not separated for recycling. There is also no incentive for reducing waste if residents are able to throw their items out, compared with HWRCs where there is ample opportunity for recycling, and potentially reuse;
- KCC's plans for introducing an additional HWRC within the borough, at Allington.

As such officers will be carrying out a full review of the service and will bring recommendations back to a future meeting of this Board.

1.4 New Service Arrangements to Flats and Communal Properties

- 1.4.1 As reported to Members of this Advisory Board on 8 December 2020 it was proposed and agreed that a trial/pilot rollout of the new service arrangements to flats and communal areas in a designated area of Tonbridge commence in January 2021. Subject to the outcome of the trial it was then the intention to roll out across the rest of the borough during the spring. Progress had been made on the arrangements for the trial with a proposed commencement date of 25 January.
- 1.4.2 Following the further national lockdown a decision was taken to postpone the trial and review the issue in light of national & corporate guidance.
- 1.4.3 With the recent easing of Covid guidance it is now felt appropriate to review the implementation of the trial. Discussions have commenced with Urbaser regarding its capacity to implement the trial in light of recent performance and any potential impact on other parts of the contract. It is clear that residents in the flats quite understandably wish the opportunity to recycle more and are eager for this to be implemented as soon as possible.

1.5 Kent Resource Partnership – National Waste Strategy Consultations

- 1.5.1 As part of the development of the National Waste Strategy, DEFRA are carrying out consultations on three elements which require changes to legislation and to associated regulations. Officers are currently working with KRP colleagues, including the other twelve Kent councils, to formulate a consistent approach to the Kent councils' responses.
- 1.5.2 The first of the current consultations seeks views on proposals to introduce a Deposit Return Scheme for drinks containers in England, Wales, and Northern Ireland: <https://consult.defra.gov.uk/environment/consultation-on-introducing-a-drs/> It refers solely to deposit return schemes, explicitly for drinks containers, and the current proposal is for a system where you pay an upfront deposit which you must return the container to redeem.
- 1.5.3 Following their first round of consultation in 2019 the Government indicated they still intended to introduce a deposit return scheme for drinks containers in England, Wales, and Northern Ireland from 2023 and that the introduction of a deposit return scheme would be subject to receiving additional evidence and carrying out further analysis on the costs and benefits of such a scheme.
- 1.5.4 The Government says it remains committed to delivering on its commitments to introduce a deposit return scheme, but it also recognises that the Covid-19 pandemic has disrupted the economy and society in unanticipated ways. This current consultation will build on the first round, offering a chance to explore further what the continued appetite is for a deposit return scheme in a 'post-Covid' context.
- 1.5.5 The Government have reassessed what a realistic timeline for implementation of a deposit return scheme looks like, ensuring that sufficient time is given for a successful roll-out of the scheme. They anticipate that the introduction of a deposit return scheme in England, Wales and Northern Ireland would be in late 2024 at the earliest.
- 1.5.6 The second of the current consultations covers proposals for reforms to the packaging waste regulations: <https://consult.defra.gov.uk/extended-producer-responsibility/extended-producer-responsibility-for-packaging/> The current system of producer responsibility for packaging has been in place since 1997 but is considered to need reform. Initial reforms were outlined in the first round of consultations, where governments signalled their intent to introduce EPR for packaging so that producers pay the full costs of dealing with the waste they produce.
- 1.5.7 The Government estimates that producers' costs will be in the region of £2.7bn in the first full year of implementation. £1bn of this related to packaging waste collected from households, £1.5bn for packaging waste collected from businesses, and £200m for the management of bin and ground packaging litter. One of the key governing principles for packaging EPR is for payments to local

authorities to be fair and transparent and should include the cost of collecting packaging waste in the residual waste stream.

- 1.5.8 The third consultation is concerned with having consistent recycling collections to improve the quantity and quality of municipal waste recycled in England and achieve a national recycling rate of 65% by 2035:
<https://consult.defra.gov.uk/waste-and-recycling/consistency-in-household-and-business-recycling/>
- 1.5.9 It directly impacts on local authority waste services and is looking at proposals for all waste collection authorities to:
- collect the same core set of dry recyclable materials from households;
 - have separate weekly food waste collections from households; and
 - have separate minimum fortnightly collection of green waste (possibly free).
- 1.5.10 The section on collection of dry recyclable materials from households seeks views on the materials to be included in each of the dry recyclable waste streams; timelines for when the requirements must be implemented by and possible exemptions to collect a particular recyclable waste stream separately from other recyclable waste streams. This section also discusses the interaction of recycling consistency reforms with the other two consultations on Extended Producer Responsibility (EPR) for packaging and the introduction of a Deposit Return Scheme (DRS) for drinks containers. The proposed core set of materials required to be collected for recycling are:
- glass bottles and containers – including drinks bottles, condiment bottles, jars;
 - paper and card – including newspaper, cardboard packaging, writing paper;
 - plastic bottles – including clear drinks containers, HDPE milk containers, detergent, shampoo and cleaning product containers;
 - plastic pots, tubs and trays, and plastic film; and
 - steel and aluminium tins and cans.
- 1.5.11 Defra expect all local authorities to be able to collect the core materials from October 2023 to align with the date that they anticipate EPR for packaging will commence. The exception is for plastic films, where they have proposed this should be phased in with a defined ‘end date’ of the financial year 2026/27. Members will be aware that our current kerbside collection services comply with this proposal, with the exception of plastic films, which under current reprocessing capacity – which is lacking – and contractual arrangements with KCC’s existing disposal facilities, it is not possible to collect at present.

- 1.5.12 Defra intend to take powers in the Environment Bill to require all Waste Collection Authorities (WCAs) in England to arrange for the collection of food waste, separately and at least once a week for recycling or composting. This consultation seeks views on the timelines for the requirements to be implemented, considerations regarding collection with garden waste, provision of caddy liners and collection of biodegradable and compostable packaging materials. Defra intend to introduce the requirement for separate food collections in 2023/24 and want all local authorities to have collections in place by 2024/25 at the latest. TMBC already provide such a service, so would already be compliant.
- 1.5.13 The Environment Bill requires all Waste Collection Authorities in England to arrange for the separate collection of garden waste for recycling or composting. However, there was mixed support in response to the first round of consultations in relation to introducing a free, minimum collection service for householders producing garden waste. Support was – unsurprisingly - lowest amongst local authority respondents. Defra are now seeking views on alternatives to a having to provide a free minimum collection service, including updated guidance on reasonable charges, clear communications to non-participating households, and increasing home composting. Currently the average charge in England is £43, compared with TMBC's current charge of £42.
- 1.5.14 The first two consultations on EPR and DRS have a deadline of 4 June for response, and the Consistency consultation of 4 July. At the time of writing, officers are finalising the KRP responses for the first two, with progress already being made on the response to the third.

1.6 National Spring Clean 2021

- 1.6.1 The National Spring Clean event, organised and promoted by Keep Britain Tidy, was unfortunately postponed last year due to Covid restrictions. This year's event was delayed from its usual March timeslot to late May and June this year to tie in with the phased lifting of legal restrictions. Our residents have, as always, responded very enthusiastically, and have planned litter picking events in most areas of the borough this year. There are now over 30 groups regularly litter picking on a weekly or monthly basis. This spring we also have over 40 groups carrying out ad-hoc or one-off events, such as schools, youth groups and uniform groups. There are also 20 young people litter picking for their Duke of Edinburgh service award.
- 1.6.2 In addition, there are now over 50 small family groups and individuals who have requested litter picking kits. This is proving hugely popular due to previous restrictions relating to Covid, and residents' ability to get out of the house and take exercise in smaller groups.
- 1.6.3 One issue of concern, that has been raised and discussed through the KRP working groups, is the litter picking by volunteers alongside high-speed roads. Our own contractor has to implement specialist traffic management procedures when

carrying out this type of work, as would any street cleaning contractor. As such the advice sent to residents prior to TMBC supporting their events clearly states that roads with a speed limit of over 30mph should not be included within their events and ideally to avoid working along any roads at all, particularly when large numbers and/or children are taking part. As a result of the concerns raised by Kent councils, the KRP are reviewing & revising the standard advice being issued.

1.7 Legal Implications

- 1.7.1 The statutory framework governing the response to the pandemic is evolving and changing on a frequent basis, both in the restrictions placed upon individuals and upon the responsibility of local authorities. Specific proposals or changes brought forward will be assessed at the appropriate time in liaison with Legal Services to ensure they are lawful.
- 1.7.2 The responses to the various Defra consultations outlined at 1.5 above will hopefully influence the legislation being brought forward. However, the final legislation & associated regulations will need to be fully reviewed and any measures required, such as changes to service delivery, implemented to ensure compliance.

1.8 Financial Implications

- 1.8.1 None

1.9 Risk Assessment

- 1.9.1 The Operational Risk Assessment for Street Scene Leisure and Technical Services has been updated and is being revised on an ongoing basis as government guidance on Covid-19 changes.

1.10 Equalities Impact Assessment

- 1.10.1 The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users.

1.11 Policy considerations

- 1.11.1 Community, Customer Contact, Health and Safety

1.12 Recommendations

- 1.12.1 It is **Recommended to Cabinet** that:-

- i) an officer from Kent County Council's Intelligence Unit be invited to present to a future meeting of this Board on fly tipping;
- ii) a review of the Saturday freighter service be undertaken and reported to a future meeting of this Board; and

- iii) discussions continue with Urbaser over the implementation of the trial roll out to flats in Tonbridge.

The Director of Street Scene, Leisure & Technical Services confirms that the proposals contained in the recommendation(s), if approved, will fall within the Council's Budget and Policy Framework.

Background papers:

contact: David Campbell-
Lenaghan

Nil

Robert Styles

Director of Street Scene, Leisure & Technical Services

TONBRIDGE & MALLING BOROUGH COUNCIL

STREET SCENE and ENVIRONMENT SERVICES ADVISORY BOARD

08 June 2021

Report of the Chief Executive

Part 1- Public

Matters for Recommendation to Cabinet - Non-Key Decision (Decision may be taken by the Cabinet Member)

1 CLIMATE CHANGE ACTION PLAN

To report on progress against the Year 1 Climate Change Action Plan and to seek endorsement for the Year 2 Action Plan.

1.1 Background

- 1.1.1 A Climate Change Strategy and Year 1 Action Plan was approved by this Committee in 2020. It was agreed that progress would be reported and published on an annual basis. It was also agreed that this Committee would oversee and agree targets to be set for the following year.
- 1.1.2 The pandemic has impacted all areas of Council activity. In addition to increased workloads, resources have been diverted to deal with the ongoing situation and the lockdown restrictions and closures have meant that some of the targets could not be progressed as planned. Those that have had to be postponed due to the lockdown, will be carried forward into the Action Plan for 2021/22.
- 1.1.3 It should also be noted that there have been a number of carbon reduction benefits and opportunities due to the pandemic. Some initiatives have been accelerated, with a potential “new normal” that will deliver greater opportunities to lower carbon and reduce negative environmental impacts.

1.2 Progress 2020/21

- 1.2.1 Attached at Annex 1 to this report is the Year One Progress Update. Good progress has been made in all themes, with most targets either complete or in progress. Where targets have been postponed, an explanation has been provided in the progress section and a revised timescale has been included where possible.
- 1.2.2 A key area of work identified in the Climate Change Strategy was to evidence, prioritise and agree measures to be taken to lower carbon emissions at the Council. In line with GHG Protocol guidance, to determine which entities and operations will be in scope and secondly determine which emissions sources will

be in scope. The scoping work is now complete, and Members will remember that Laser (energy consultants) presented their findings at the last meeting of this Board. We are now at the stage where future targets and options can be discussed. This work will be fundamental in helping the Council work towards zero carbon status.

- 1.2.3 To promote a shift towards ULEV, the Council aims to increase the number of electric vehicle charge points across the borough. Research has been undertaken regarding the best way to achieve this which has been reported to CHAB, with a suggested phased approach to delivery. Work can now progress to help deliver a cohesive network of chargers.
- 1.2.4 Biodiversity and the need to strengthen local protection and enhance species, habitats and ecosystems is an important part of the Strategy and Action Plan. Actions for year one have been completed, except drafting the “Tree Charter”. This has been postponed due to the Government launch of the “England Trees Action Plan” on 18 May 2021. Contextual information from this plan can inform the Tree Charter and a draft will be brought to a future meeting of this board.
- 1.2.5 There has been very good progress in relation to housing and energy conservation, particularly surrounding the success of the “Solar Together” collective solar group purchasing scheme. 97 households have accepted the schemes proposed offer and PV panel installations are now taking place.
- 1.2.6 Promoting sustainable business has also been very effective with £84k pledged to 31 different projects, which included energy efficiency measures. A new LOCASE grant scheme has also been launched to further promote and encourage schemes that tackle and adapt to climate change. The Council will also launch the Green Business Grant Scheme which will further support carbon reduction measures and improve energy efficiency amongst local businesses.
- 1.2.7 Work has progressed well to lower carbon emissions from the Council’s own estate. The Council will soon be changing energy supplier to ensure that energy provided to the Council is supplied by renewable sources. Solar powered pay and display machines have also been installed in high profile on-street sites, and the migration to “Cloud” for IT services has enabled significant carbon reductions. Calculations provided by Microsoft (attached at Annex 2) confirm that the Council will see a reduction of 73% (34472kg of CO₂/annum) compared to the current on-premise hosting at Gibson Building. The migration project is underway with the aim to migrate most of our systems to Microsoft Azure cloud hosting by June 2021.
- 1.2.8 As mentioned earlier in the report, there are some themes that inevitably have had to be postponed. It was appropriate to leave the development of a dedicated climate change web page until the launch of the new TMBC website. Equally, some of the transport and travel choices campaigns would not have worked well against the backdrop of a national lockdown. Plans for an anti-idling campaign for schools, has also been put on hold as they have been partially shut or focusing on their covid measures and class bubbles.

1.3 Targets for 2021/22

- 1.3.1 Attached at Annex 3 to this report is the proposed Action Plan for 2021/22. Again, key focus will be on the carbon reduction measures identified by Laser. Careful consideration will need to be given to the options that have been suggested and we will need to allow time to build this work into the medium-term financial strategy. It is suggested that Members have time to review the options and the Council can agree and publish future targets towards the end of the financial year.
- 1.3.2 Timescales for the phased EV charging point initiative have been highlighted, with further details on this towards the end of the financial year when the outcomes of the procurement exercise have been progressed.
- 1.3.3 Measures that were postponed in 2020 have been carried forward, such as the consultation due to take place with taxi stakeholders regarding a vehicle replacement schedule, to meet higher Euro emission standards, working towards vehicles becoming zero emission capable (ZEC) or ULEV over the next 10 years. Responses from the consultation will be brought to the relevant board Autumn 2021.
- 1.3.4 To support biodiversity and carbon reduction measures, trial planting plots were established in 2020/21. We will report back on the progress of the Tiny Forest site at Leybourne along with the trial Roadside Nature Reserve in Tonbridge, to establish if further sites should be sought.
- 1.3.5 Following the successful funding bid from the Social Housing Decarbonisation Fund, work will begin to retrofit energy efficiency measures in up to 80 homes in Tonbridge. In addition, £330,000 Green Homes Grant will be used to help improve energy efficiency measures in 60 homes over the coming year.

Work is already underway with actions in the 2021/22 Action Plan, and progress will once again be reported back to this Board along with targets for the next year. We will of course continue to seek funding to provide any additional activity which will help to promote the Council's climate change agenda.

1.4 Legal Implications

- 1.4.1 None

1.5 Financial and Value for Money Considerations

- 1.5.1 An earmarked reserve has been established in the sum of £250,000 to fund in full or part recommendations/ initiatives that come out of the scoping exercise in relation to the carbon descent plan for the Council.
- 1.5.2 £6,000 has been spent on consultancy expertise from Laser of which 50% has been met by KCC and the balance funded from the climate change reserve.

- 1.5.3 A further £55,000 may also be required from this reserve to fund green initiatives currently being investigated for the new Leybourne Lakes Country Park facility. Further details on this will be brought to the relevant board.

1.6 Risk Assessment

- 1.6.1 N/A

1.7 Equality Impact Assessment

- 1.7.1 The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users.

1.8 Policy Considerations

- 1.8.1 Asset Management
- 1.8.2 Biodiversity & Sustainability
- 1.8.3 Business Continuity/Resilience
- 1.8.4 Climate Change
- 1.8.5 Communications
- 1.8.6 Healthy Lifestyles
- 1.8.7 Community

1.9 Recommendations

- 1.9.1 That the progress of the Climate Change Action Plan 2020-21 as set out in Annex 1 of this report **BE ENDORSED**
- 1.9.2 That the Climate Change Action Plan 2021-22 as set out in Annex 3 of this report **BE ADOPTED**

The Chief Executive confirms that the proposals contained in the recommendation(s), if approved, will fall within the Council's Budget and Policy Framework.

Background papers:

contact: Gill Fox

Nil

Julie Beilby
Chief Executive

Climate Change Action Plan – 2020/21

YEAR ONE PROGRESS UPDATE

THEME	TARGET	PROGRESS
<p>Policy and Engagement</p> <p>Recognise climate change as a corporate commitment for the Council</p>	<p>Ensure climate change is recognised as a priority within the Corporate Strategy 2020 – 2023</p> <p>Ensure climate change issues and biodiversity goals are considered in decision making, by including climate change impacts within all reports to Council Members.</p>	<p>Complete: Climate Change Strategy and year 1 action plan adopted by Members in 2020. Climate Change is a priority within the Corporate Strategy and the Corporate Plan Year 1 Addendum.</p> <p>Complete: Climate change and biodiversity are included as “Policy Considerations” on all report templates for Council Advisory Boards and Committees.</p>
<p>Work with partners to address climate change issues, lower carbon and adapt to the effects of climate change</p>	<p>Sign up to and adopt the principles of the Kent Environment Strategy, Kent and Medway Energy and Low Emissions Strategy and the Climate Change Adaptation and Implementation Plan. Ensure representation and input into key partnership working groups in Kent.</p>	<p>Complete: The Kent Energy and Low Emissions Strategy (ELES) was endorsed by TMBC in December 2020. The Council has taken part in the consultation regarding the draft ELES Implementation Plan. Officers regularly attend the Kent Climate Change Network meetings along with the annual Kent Environment Conference.</p>

THEME	TARGET	PROGRESS
<p>Policy and Engagement</p> <p>Evidence, prioritise and agree measures to be taken to lower carbon emissions at the Council. In line with GHG Protocol guidance, this will determine which entities and operations will be in scope and secondly determine which emissions sources will be in scope</p>	<p>Appoint consultants to scope out existing carbon footprint and prioritise programme of activity to reduce carbon emissions from TMBC estate and operations. Approve future targets.</p>	<p>Complete: Laser Energy consultants were appointed early in 2020. The scoping exercise is complete, and the carbon footprint baseline work was reported to Street Scene and Environment Services Advisory Board (SSEAB) in February 2021. Targets and options to be reported to SSEAB June 2021.</p>
<p>Sustainable Development</p>	<p>Through the grant of planning permission, the Council will seek to deliver sustainable development outcomes in line with the adopted development plan and future amendments to this.</p>	<p>In Progress: The Core Strategy and Managing Development and the Environment DPD remain part of the development plan for the borough, alongside the NPPF. These policy documents are used to guide development management decisions.</p>
<p>Transport</p> <p>Work with partners to support the delivery of active and sustainable transport infrastructure improvements and initiatives, to encourage the take up of these modes for everyday journeys and support active lifestyles.</p>	<p>Through the grant of planning permission, seek to prioritise active and sustainable travel outcomes within all new developments, and where appropriate to secure s106 contributions towards off-site improvements.</p>	<p>In Progress: The Council supports the prioritisation of active and sustainable travel outcomes on and off-site where these can be achieved. This is evidenced in many of the applications granted this year including Aylesford Newsprint which includes new cycle and other public rights of way improvements</p>

THEME	TARGET	PROGRESS
<p>Transport</p> <p>Review and implement the TMBC corporate staff travel plan and work with KCC through their STAR programme to support the wider take up of work place travel planning, and active travel promotion.</p>	<p>Working in partnership with KCC through the West Kent Infrastructure and Transport Sub Group as well as through the Council's Joint Transportation Board, to secure funding for and promote the implementation of active and sustainable transport infrastructure improvements.</p> <p>Using Department for Transport's Emergency Active Travel Fund, work with KCC to introduce a town-wide 20mph zone in Tonbridge.</p> <p>Strengthen the corporate staff travel plan, including cycle to work scheme and other sustainable travel initiatives.</p>	<p>In Progress: The council is in the process of refreshing its infrastructure delivery plan, this is used to inform the West Kent Priorities for Economic Growth as well as the Kent Growth and Infrastructure Framework, ensuring that the Council's priorities for investment are promoted as and when funding becomes available.</p> <p>In Progress: This was implemented in September 2020 and was accompanied by a public consultation on the scheme which was proactively promoted online and locally. The project remains under review by KCC with survey and monitoring work ongoing during 2021. It is anticipated that project outcomes will be reported to the council's Joint Transportation Board later in 2021</p> <p>Postponed: Due to the pandemic most staff have worked from home since March 2020. Work is now underway to assess future working arrangements on a permanent basis. This will dramatically reduce the need for staff to travel to the office to work.</p>

THEME	TARGET	PROGRESS
<p>Transport</p> <p>Improve the environmental standards of licensed taxis operating in the borough.</p>	<p>Host an active travel road show(s) in the borough, to be delivered by Active Mob (KCC funded), and to encourage business engagement.</p> <p>Bring forward a proposal to work in partnership with KCC and other stakeholders on the preparation of a draft walking and cycling strategy for the borough, to replace the outgoing strategy.</p> <p>Undertake consultation with taxi stakeholders regarding a phased vehicle replacement schedule, to meet higher Euro emission standards, working towards vehicles becoming Zero emission capable (ZEC) or Ultra Low Emission (ULEV) over the next 10 years.</p>	<p>Postponed: It was hoped that an active travel road show could have been hosted alongside the launch of the Tonbridge 20mph scheme and station cycle hub. Due to lockdown, tiered restrictions, and social distancing it was not possible to hold any physical event(s). Future opportunities to reschedule this are not currently known.</p> <p>In Progress: This work is progressing, and it is expected that an update will be considered by the Planning and Transportation Advisory Board in June before member engagement and public consultation on a draft strategy is undertaken.</p> <p>Postponed: Due to the impact of the pandemic on the taxi industry, the decision was taken to defer this work. This will now be carried forward and a report will be published Autumn 2021.</p>
<p>ULEV</p> <p>Provide electric charging points across the borough.</p>	<p>Research cost and practicalities of introducing electric vehicle charging points at Council owned public car parks and the Council Offices. Publish findings.</p>	<p>Complete: Proposals reported to May 2021 meeting of CHAB to provide electric vehicle charging in several car parks across the Borough. This will be progressed through two phases of work. Phase 1 - will consider a smaller number of sites with delivery</p>

THEME	TARGET	PROGRESS
ULEV	<p>Working in partnership with Tonbridge and Malling Leisure Trust, research cost and practicalities of introducing electric vehicle charging points at Leisure sites. Publish findings.</p> <p>Undertake a vehicle replacement schedule (transitioning to ULEV) for all parking vehicles, in line with capital renewals programme and expected lifespan.</p>	<p>direct by the Council. Phase 2 is a County wide procurement exercise being facilitated by KCC and in partnership with other Boroughs and Districts in Kent. With the ambition to deliver a cohesive network of chargers.</p> <p>Postponed: Due to the Covid pandemic, focus with the Trust has been on the reestablishment of basic facility provision in accordance with government guidance.</p> <p>Complete: Capital funding has been identified for the purchase of a ULEV for use by Officers undertaking specific duties. A replacement schedule has been produced for vehicles used by the Parking Team.</p>
Air Quality Review Air Quality and put measures in place to reduce emissions.	<p>In partnership with KCC, prepare and launch a public awareness and travel choices campaign.</p> <p>Consider installation of green walls/increased vegetation. Publish findings.</p>	<p>Postponed – Due to the Covid pandemic and the ongoing impact on public transport this work has been postponed.</p> <p>Postponed – This action, which forms part of our draft Air Quality Action Plan has been postponed until the draft AQAP is finalised and adopted.</p>

THEME	TARGET	PROGRESS
<p>Air Quality</p>	<p>In partnership with KCC and linking to the “Smart Cities” agenda, improve public transport information availability by developing App based systems to deliver high quality accessible information.</p> <p>Develop a borough wide Anti Idling Campaign, to eliminate emissions from idling engines.</p>	<p>Postponed: with IT resources focused on home working support, it has not been possible to progress this action</p> <p>In Progress: Anti idling signs have been put up at the Taxi rank/ train station area in Tonbridge, which had been highlighted as a problem area. Focus on schools across the borough has been postponed due to Covid/school closures and increased difficulties for schools in managing covid secure measures at drop off/pick up times.</p>
<p>Habitats and Biodiversity</p> <p>Strengthen local protection and enhance protection of species, habitats and ecosystems</p>	<p>Working with relevant partners, produce, adopt and publish a Tree Charter for the Borough.</p> <p>Create a larger wildflower meadow at Leybourne Lakes Country Park</p> <p>Install a new sewage disposal plant at Haysden Country Park to reduce amount and frequency of waste being taken offsite.</p>	<p>In Progress: The Draft Tree Charter will be completed following consideration of emerging Government policy (Government launch of the “England Tree Action Plan” May 2021).</p> <p>Complete: Project complete and saw the creation of 1.7 acres of new meadow at the site.</p> <p>Complete: The scheme was completed in 2020 and with a dramatically reduced frequency of waste removals has met the project targets. The new unit can also be increased in treatment capacity to accommodate the busier summer if required.</p>

<p>Housing and Energy Conservation</p>	<p>Support our residents by signposting to information on energy efficiency measures and funding schemes so they can make informed decisions. In addition we will seek to assist 10 eligible low income vulnerable to cold households to access affordable warmth in the home through the Council's housing assistance, where other forms of funding are not available or top up funding may be required.</p> <p>The council purchased four houses in March 2020 and intends to convert them to provide 12 individual units. A feasibility assessment for energy efficiency measures will be included in the project, to explore options such as low carbon heating systems, PV panels and other renewable measures.</p> <p>Proactively target 75 private rented properties to undertake HHSRS assessment to identify significant hazards including excess cold. As part of this work we will offer energy efficiency advice to landlords and identify properties with a Category 1 Excess Cold hazard present and where necessary the appropriate</p>	<p>Complete: 10 households have received Warm Homes Assistance between January 2020 and December 2020</p> <p>Complete: The feasibility assessment for energy efficiency measures of newly purchased temporary accommodation has been undertaken by Greater South East Energy Hub. This will inform the renovation works planned to take place in 2021/22.</p> <p>In Progress: The Council has targeted 220 private rented properties which appear to be in breach of Minimum Energy Efficiency Standard regulations and offered advice to landlords. 47 properties have been improved and a further 35 are working towards compliance of a minimum EPC rating of band E. COVID 19 has impacted on our ability to undertake</p>
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<p>Housing and Energy Conservation</p>	<p>enforcement action will be taken or the landlord may be eligible for housing assistance to improve the energy efficiency and help reduce carbon emissions.</p> <p>Assist with removing barriers for private sector households by working with Kent County Council to target promotion of 'Solar Together' a collective solar group purchasing scheme with the aim of achieving 60-80 accepted Solar Together recommendations by the end of the year. The Council will monitor the response to determine future promotion of this initiative.</p> <p>Look at the feasibility of setting a minimum energy efficiency standard EPC rating as a licence condition for mandatory licensable Houses in Multiple Occupation (HMOs) and include in the Council adopted guidance on minimum amenity standards for all HMOs, where an Energy Performance Certificate is required.</p>	<p>proactive property inspections for most of the year. We are aiming to complete this target in 2021/22.</p> <p>Complete: TMBC has participated in the Solar Together collective solar group purchasing scheme and 97 households accepted the schemes proposed offer. PV panel installations are taking place across Kent region and will continue until July 2021.</p> <p>Postponed: This target has been carried forward to Year 2 to give greater time to consider what the minimum standard might be and the impact of implementing this.</p>
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<p>Waste Minimisation and Recycling</p> <p>Encourage more people to reduce their waste and make it easier for residents to recycle.</p>	<p>Increase our recycling rate from 43% to 50%</p> <p>Develop a robust communication plan in partnership with KRP and TMBC media team to further improve resident communications in relation to waste minimisation and recycling.</p>	<p>Complete: Unaudited data for the first nine months of 2020/21 indicates a recycling rate of 53% for that period.</p> <p>Complete: During 2020/21, a campaign programme was developed & delivered in partnership with KCC and all Kent district councils through the Kent Resource Partnership's Residents Communication Group. The campaign subjects were:</p> <ul style="list-style-type: none"> • Love Food Hate Waste – out of date food • Where does Kent's recycling & refuse go? • Pledge2Recycle - plastics recycling (three campaigns) • National Recycle Week • How to safely dispose of batteries, needles and electrical equipment • Christmas & New Year - waste minimisation & recycling • Reduce & Reuse – waste minimisation • There were also some further seasonal campaigns including safe disposal of BBQs over the summer; pumpkin use & disposal at Halloween; and safe disposal of fireworks <p>A further campaign programme has been developed and approved for 2021/22</p>
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THEME	TARGET	PROGRESS
<p>Community and Business Engagement</p> <p>Raise awareness of climate change, providing regular updates and information.</p> <p>Support local businesses and encourage sustainable growth in the economy.</p>	<p>Create and maintain a designated climate change web page on the TMBC website.</p> <p>Promote and increase uptake of the Council grant scheme to improve local centres and parades. Publicise grants via business newsletters, social media and promotion to ensure that grants (of up to £3,500) are used to deliver energy efficiency measures.</p> <p>Promote and increase uptake of the LOCASE grant scheme to tackle and adapt to climate change. Publicise grants via business newsletters, social media and promotion.</p>	<p>In progress: The new website due to launch in June 2021 will provide greater visibility of TMBC environmental and climate change initiatives. There will be prominent links from the main home page and dedicated areas within the site for promotion of our strategy, action plan and related topics. The site’s new layout will also allow updates about climate change policies to be given greater prominence via a live news feed on the homepage.</p> <p>Complete: The Council has pledged £84,846.90 towards 31 projects undertaken as part of the scheme, which included improvements to energy efficiency measures.</p> <p>Complete: New LOCASE grant scheme has recently launched and has been promoted through the business e-newsletter. More promotion and referrals will be undertaken as the Economic Regeneration Team gradually moves back to core business following Covid-19 related work.</p>

THEME	TARGET	PROGRESS
Community and Business Engagement	<p>Promote climate change messaging to local businesses using social media and by publishing a monthly business bulletin to support the climate change agenda.</p> <p>Review Economic Regeneration Strategy to include measures that encourage sustainable economic development and green growth.</p>	<p>Complete: Over the past year, there has been several updates on local climate change developments in the business bulletin newsletter which is circulated to over 700 local businesses and organisations. These newsletters run in parallel to social media updates to provide a wide circulation.</p> <p>Complete: Sustainable economic growth is a key strand of the Economic Recovery Strategy and forms part of the vision for the borough. The Council continues to support green growth through developments in the Borough - most notably, the Advanced Technology Horticultural Zone at NIAB EMR, which will lead to further R&D and the relocation of other green business to the site.</p>

THEME	TARGET	PROGRESS
<p>Community and Business Engagement</p>	<p>Working with the Media and Communications Team, develop a communications strategy to raise awareness of domestic housing energy efficiency and renewable energy schemes available.</p> <p>Encourage schools, businesses and churches to appoint Environmental Champions, to increase the visibility of the environmental agenda and share ideas and progress against climate change.</p>	<p>Complete: To support the private rented sector Minimum Energy Efficiency Standard (MEEs) pilot project, a communication plan was developed with the Media and Communications team to raise landlord and tenant awareness of MEEs involving a digital marketing campaign undertaken during March 2021. To launch the Climate Change Strategy the Media and Communications team promoted various initiatives on social media in September 2020, including the Solar Together renewable energy scheme.</p> <p>In progress: A new Climate Change Forum has been established with representation from Councils, businesses, faith, environmental, education and the voluntary sector. The Climate Change Forum will provide an opportunity to share ideas and initiatives. Work with schools has been postponed due to the pandemic.</p>
<p>TMBC ESTATE</p> <p>Reduce the environmental impact of the Council’s activities, increasing the sustainability of all our operations.</p>	<p>Change energy supplier to ensure that energy provided to the Council is supplied by renewable sources.</p>	<p>Complete: From 1st April 2021, energy supplier Renewable Energy Guarantees Origin (REGO) backed tariff to Council offices, meaning electricity is sourced from renewable sources.</p>

THEME	TARGET	PROGRESS
<p>TMBC ESTATE</p> <p>Progress the digitisation of services and reduce the amount of paper both internally and being sent out to clients.</p>	<p>Evaluate the viability of installing renewable energy systems at Larkfield Leisure Centre, publish findings.</p> <p>Research cost and practicalities of replacing Council owned pay and display machines to be solar powered. Publish findings.</p> <p>Amend Council Procurement Policy to include a requirement that any equipment replacements are more energy efficient with higher environmental standards.</p> <p>Undertake an assessment of business mileage for all staff and develop a policy to support tele-conferencing and skype meetings to reduce business travel.</p> <p>Amend the Homeworking Policy to encourage greater take up of homeworking/flexible working where possible, to reduce home to work travel.</p>	<p>In progress: Potential scheme to install renewable energy technology on the sports hall roof at Larkfield Leisure Centre has been added as a List C capital scheme, which will be evaluated in the 2021/22 financial year.</p> <p>Complete: Solar powered machines installed in high profile sites on-street.</p> <p>In progress: A review is being undertaken of the Council's Contract Procedure Rules and accompanying policies and guides, which will include promotion of 'green' technologies and practices.</p> <p>Complete: An assessment of business mileage for 2019/20 has been undertaken by Laser. All staff have undertaken virtual meetings via Microsoft Teams for the last year.</p> <p>Complete: Work is underway to assess future working arrangements on a permanent basis, which will include greater take up of homeworking/agile working and virtual meetings, to enable a reduction in home to work travel. The Management Team has set out a 'Transitional working arrangements policy' and a trial period of 6-12 month on a voluntary basis.</p>

THEME	TARGET	PROGRESS
TMBC ESTATE	<p>Introduce 'Always on VPN' remote working solution to enable staff to work more flexibly.</p> <p>Introduction of mobile working to improve efficiency and reduce repeat visits along with printing and mailing paper works to clients (Public Health, Housing, Electoral services)</p> <p>Consolidation of devices and swapping desktop machines to more energy efficient laptops.</p> <p>Migration of our Disaster Recovery services to a cloud-based platform</p>	<p>Complete: All laptops issued to staff and Members have been enabled with 'Global Protect' 'Always on VPN' (remote working solution) since March 2020.</p> <p>In progress: The project was delayed due to the pandemic lockdowns as infield work were restricted. However, the Enterprise Mobile Working platform has been implemented and currently undergoing pilot tests with the Food safety team. Subject to completion of the workflow automations to reduce/eliminate paperwork and UAT approval.</p> <p>In progress: 202 desktop PCs replaced with docking stations, approximately 25 PCs outstanding due to lockdown.</p> <p>In progress: TMBC's Data Centre is in the process of being migrated to the Microsoft Azure cloud-based platform this includes our Disaster Recovery services. The landing zone has been configured and services are being prepared to be migrated. This will remove the need for an on-premises data centre for these systems and dramatically reduce the IT infrastructure as most of the workloads will be cloud-based. Completion ETA May/June 2021</p>

THEME	TARGET	PROGRESS
TMBC ESTATE	<p>Introduction of online and automated solutions for internal administrative workflows to further eliminate paper-based forms</p> <p>Introduction of online services and e-Billing (Revs & Bens)</p> <p>Back scanning of existing paper records and digitisation of future documents (Public Health, Environmental protection, Exchequer, Payroll, Planning)</p> <p>Introduction of a unified “My Account” customer portal enabled via a new CMS and CRM systems including a new functionality and feature-rich Website</p>	<p>In progress: over 70% of the Business processes have been mapped and currently being analysed and reengineered. Completion ETA May 2023</p> <p>Complete: e-Billing is available for Revenue and Benefits services. Campaign currently underway to increase take-up amongst residents.</p> <p>In progress: quotations acquired and currently awaiting business case confirmations.</p> <p>In progress: My Account portal has been built and currently undergoing UAT. Advisor sessions arranged for CXM (digital concierge providing effective digital customer self-service) prior to Go-Live scheduled for June 29th.</p>

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TMBC – DC Migration

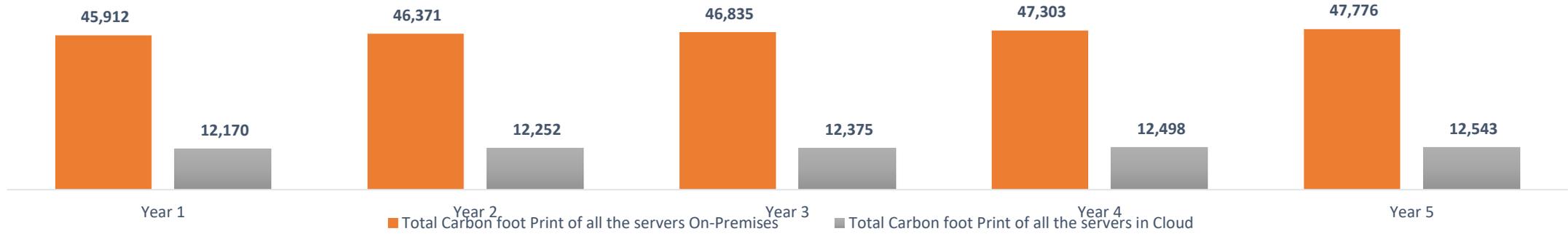
Business Value Assessment

Page 5

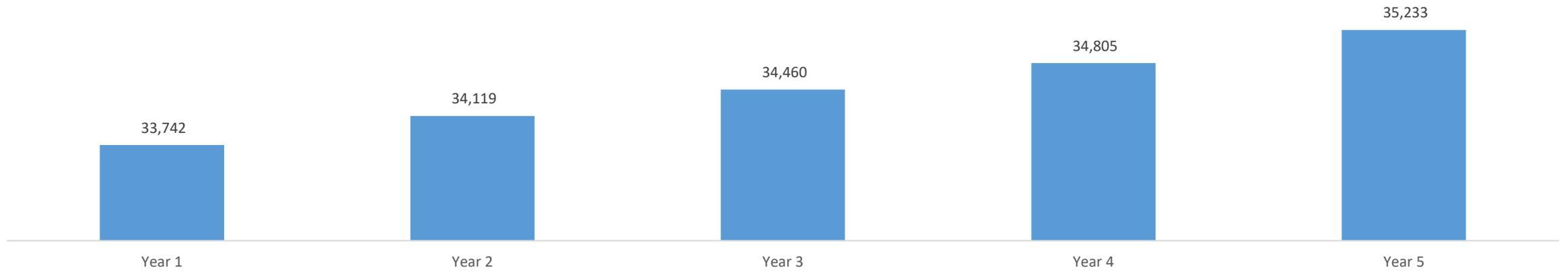
Carbon Footprint comparison

Carbon Footprint analysis

Carbon foot print On-Premises Vs Cloud

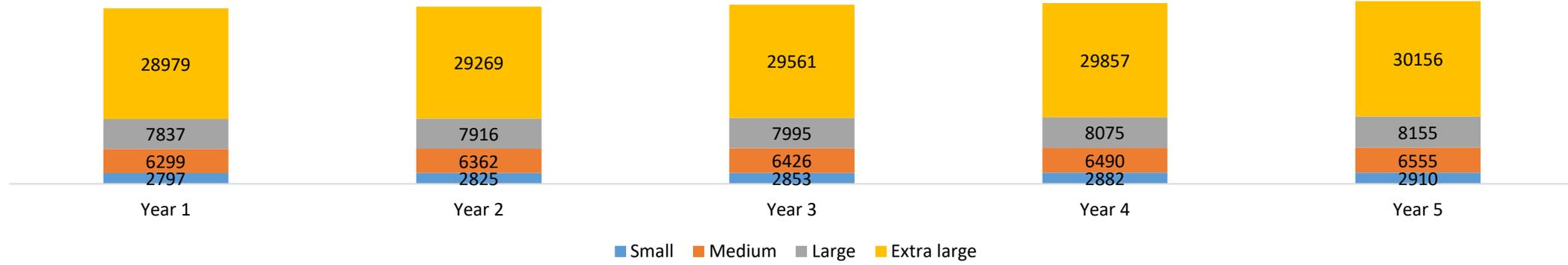


Reduction in Carbon footprint per year (Kgs of CO₂)



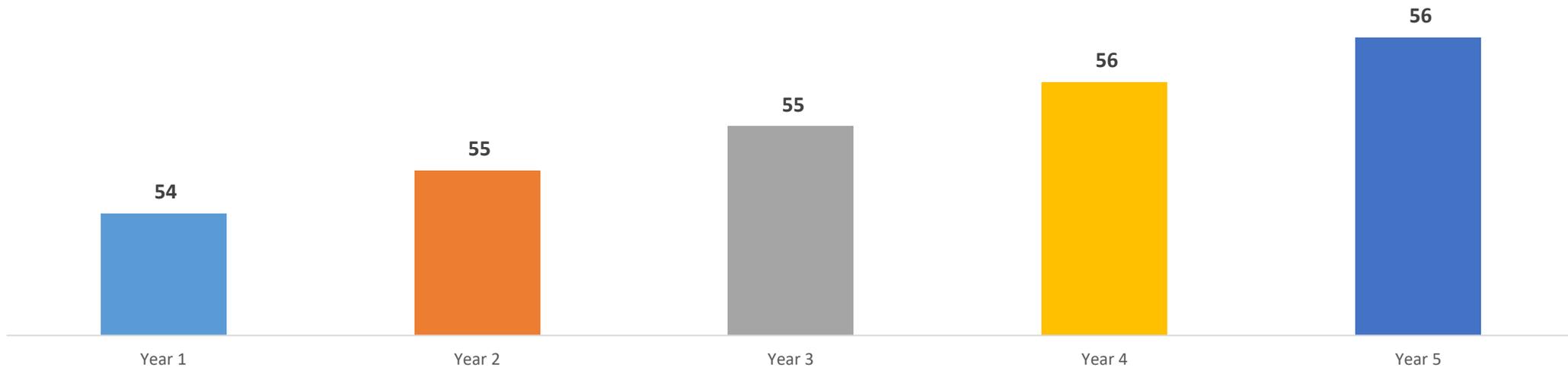
CFP – On-premise

CFP by Size of Machines



Page 54

Equivalent acres of forest that can absorb the carbon dioxide produced by On-Premises DC



How sustainability analysis was done

- Any analysis of the climate impact of a data center should take into consideration **resource utilization** and **energy efficiency**, in addition to **power mix**.
- Carbon emissions are driven by three items:
 - the number of servers running,
 - the total energy required to power each server, and
 - the carbon intensity of energy sources used to power these servers.
- Using fewer servers and powering them more efficiently are at least as important to reducing the carbon impact of a company's data center as its power mix.

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▪ Cloud Customers Consume Fewer Servers

- On-premises data centers typically have fairly low server utilization rates.
- In contrast, large-scale cloud infrastructure operators have a much larger pool of customers and applications allowing them to smooth out peaks and run at much higher overall utilization levels.
- So, with better server utilization rates for the typical large-scale cloud provider when compared to on-premises, it means that when companies move to the cloud, their applications can be supported using fewer server resources, so this means they typically provision fewer servers than they would on-premises. This alone is a material gain.

How cloud customers have less Carbon footprint

▪Cloud Customers Consume Less Power

- The annual Uptime Institute survey has found average data center PUE to be 1.7
- Azure datacenter PUE is 1.12
- => For like-powered servers, the power consumption in the cloud would be 33% lower than on-premises data centers.

▪Cloud Customers Reduce Their Carbon Emissions

- Average corporate data center has bad power mix than the typical large-scale cloud provider. A popular way to look at the climate impact of power mix is carbon intensity (grams of carbon emissions per kWh of energy used).
- Microsoft remains focused on working towards our long-term commitment to 100% renewable energy usage.
- MS commitment: To be carbon negative by 2030 and use 100 percent renewable energy by 2025.
- Microsoft says at the end of 2018 half the power used by its data centers came from renewable energy and it should hit 60 percent by the end of 2019. With the 60 percent milestone in sight, the company is now targeting over 70 percent renewable energy for its data centers by 2023.
- Microsoft is on track to increase its reuse of data center components by up to 90% by 2025.

Thank You

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Climate Change Action Plan – 2021/22

The Climate Change Strategy sets out the aspiration for Tonbridge & Malling to be carbon neutral by 2030. The action plan targets will help to support this ambition and will be set and published on an annual basis.

THEME	TARGET	TIMESCALE
Policy and Engagement Recognise climate change as a corporate commitment for the Council	Ensure climate change issues and biodiversity goals are considered in decision making, by including climate change impacts within all reports to Council Members.	Ongoing
Work with partners to address climate change issues, lower carbon and adapt to the effects of climate change	Work with Kent County Council and attend the Climate Change Network meetings to ensure collaboration and help to meet targets in the Kent Energy and Low Emissions Strategy. Launch the Tonbridge & Malling Climate Change Forum. Agree terms of reference with the partners, set work programme/actions for the group and publish on the Council website.	Ongoing June 2021
Evidence, prioritise and agree measures to be taken to lower carbon emissions at the Council.	Consider carbon reduction options (identified by Laser) from own estate and operations at SSEAB. Agree future targets and publish details.	March 2022

THEME	TARGET	TIMESCALE
Sustainable Development	<p>Continue to pursue planning policies in the Council's emerging Local Plan that will facilitate the delivery of sustainable development through location, orientation, and design, and through the integration of measures such as Sustainable Drainage Systems (SuDS), charging points for electric vehicles, water efficiency and habitat creation.</p> <p>Support, where appropriate, sustainable development which achieves an energy performance better than the regulations through decision-taking on planning applications.</p>	<p>Ongoing</p> <p>Ongoing</p>
<p>Transport Support the improvement of walking and cycling infrastructure in the borough.</p> <p>Improve the environmental standards of licensed taxis operating in the borough.</p>	<p>To prepare a new active strategy which will include cycling and walking infrastructure recommendations.</p> <p>Undertake consultation with taxi stakeholders regarding a phased vehicle replacement schedule, to meet higher Euro emission standards, working towards vehicles becoming Zero emission capable (ZEC) or Ultra Low Emission Vehicle (ULEV) over the next 10 years.</p>	<p>November 2021</p> <p>November 2021</p>
<p>ULEV Provide electric charging points across the borough.</p>	<p>Subject to consideration by CHAB and subsequent approval of the proposed approach by Cabinet in July, it is the intention to progress the Phase 1 programme of charges in selected car parks as soon as is practicably possible. Phase 2 will be dependent on the outcome of the procurement exercise being progressed on a partnership basis with KCC.</p>	<p>Phase 1 – Dec 2021</p> <p>Phase 2 – March 2022</p>

THEME	TARGET	TIMESCALE
<p>Air Quality</p> <p>Review Air Quality and put measures in place to reduce emissions.</p>	<p>Continue to full implementation of a borough wide Anti Idling Campaign, to reduce emissions from idling engines.</p> <p>In conjunction with the Kent and Medway Air Quality Partnership, refresh the Kent Air website as a one stop shop for air quality matters in Kent and include updated educational material to inform on current air quality and simple steps which can be taken to improve air quality.</p> <p>Adopt and publish TMBC's revised Air Quality Action Plan.</p>	<p>December 2021</p> <p>September 2021</p> <p>September 2021</p>
<p>Habitats and Biodiversity</p> <p>Strengthen local protection and enhance protection of species, habitats and ecosystems</p>	<p>In partnership with Kent County Council, monitor the establishment of the recently planted Tiny Forest in Leybourne. Publish findings.</p> <p>In partnership with Medway Valley Countryside Partnership, monitor the Roadside Nature Reserve trial in Tonbridge. Publish findings.</p> <p>Publish a Tree Charter for the Borough</p>	<p>Ongoing with KCC for 3 years.</p> <p>Oct/Nov 2021</p> <p>August 2021</p>
<p>Housing and Energy Conservation</p> <p>The Council is working in partnership with Fenland District Council and Clarion Housing Group having successfully obtained £2.25m Social Housing Decarbonisation Fund Demonstrator funding.</p>	<p>Deliver deep retrofit energy efficiency measures to up to 80 hard to treat Wimpey No Fines constructed homes in Tonbridge. Clarion to provide £2.25m match funding.</p>	<p>December 2021</p>

THEME	TARGET	TIMESCALE
<p>Housing and Energy Conservation TMBC has been provisionally allocated £332,903 Green Homes Grant Local Authority Delivery Phase 2 funding to help improve the worst energy efficient homes occupied by low-income households across all tenures</p> <p>Offer energy efficiency advice to landlords and identify properties with a Category 1 Excess Cold hazard present. Where necessary action will be taken to improve the energy efficiency and help reduce carbon emissions.</p> <p>Support our residents by signposting to information on energy efficiency and renewable energy measures and funding schemes so they can make informed decisions.</p>	<p>Develop and implement a proposal to help improve 60 homes.</p> <p>Proactively target a further 100 privately rented properties in breach of Minimum Energy Efficiency Standards following up where landlords have not responded to requests for information in last year's MEEs initiative and undertaking HHSRS assessment to identify significant hazards including excess cold.</p> <p>We will seek to assist 10 households. Financial assistance is available to assist low income vulnerable to cold households to access affordable warmth in the home while also encouraging these households to take action to reduce carbon emissions.</p> <p>Support any new provision of temporary accommodation within the borough with feasibility studies to advise on potential for improved energy efficiency and any renewable potential.</p>	<p>June 2021</p> <p>April 2021 – March 2022</p> <p>April 2021 – March 2022</p> <p>April 2021 – March 2022</p>

THEME	TARGET	TIMESCALE
<p>Waste Minimisation and Recycling</p> <p>Encourage more people to reduce their waste and make it easier for residents to recycle.</p>	<p>Continue to reduce waste arisings and increase recycling/composting levels in line with the Kent Resource Partnership Business Plan.</p>	<p>Ongoing</p>
<p>Community and Business Engagement</p> <p>Support local businesses and encourage sustainable growth in the economy</p>	<p>Promote the Climate Change Strategy and its objectives via the Borough Council's e-bulletin.</p> <p>Launch the Green Business Grant Scheme</p> <p>Fund a minimum of 15 initiatives through the Green Business Grant scheme that support carbon reduction and improve energy efficiency amongst our local businesses.</p> <p>Complete the Local Shops and Parades Fund Scheme, with a minimum of 12 projects that support improvements to our independent retail outlets.</p> <p>Work with KCC to promote and support the Lower Carbon Across the South East initiative.</p>	<p>Ongoing</p> <p>July 2021</p> <p>March 2022</p> <p>March 2022</p> <p>Ongoing</p>

THEME	TARGET	TIMESCALE
<p>Community and Business Engagement</p> <p>Raise awareness of climate change, providing regular updates and information.</p>	<p>Launch new website with greater visibility of TMBC environmental and climate change initiatives. Regular updates and prominent links to be provided from the main home page. Establish a dedicated area within the site for promotion of Climate Change Strategy, Action Plans and related topics. Provide updates about climate change policies and give greater prominence via the live news feed on the homepage.</p>	<p>June 2021</p>
<p>TMBC ESTATE</p> <p>Reduce the environmental impact of the Council’s activities, increasing the sustainability of all our operations.</p>	<p>Continue to progress review of office accommodation with a view to rationalising the space occupied, to reduce energy usage and reduce carbon emissions. Publish findings.</p>	<p>Ongoing</p>

THEME	TARGET	TIMESCALE
TMBC ESTATE Progress the digitisation of services and reduce the amount of paper both internally and being sent out to clients.	Deliver a new lakeside facility at Leybourne Lakes Country Park giving due consideration to environmental credentials including a ground source heat pump and solar panels. Publish findings.	April 2022
	Investigate the potential provision of solar panels on the pool hall roof at Larkfield Leisure Centre. Publish Findings.	March 2022
	Continuation of cloud migration to enable significant carbon reductions. It is anticipated that the Council should see a reduction of 73% (34472kg CO ₂ / annum).	March 2022
	Implement a digital post room to significantly reduce the amount of paper sent out by the Council.	March 2022

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TONBRIDGE & MALLING BOROUGH COUNCIL

STREET SCENE and ENVIRONMENT SERVICES ADVISORY BOARD

08 June 2021

Report of the Chief Executive

Part 1- Public

Matters for Recommendation to Cabinet - Non-Key Decision (Decision may be taken by the Cabinet Member)

1 CARBON REDUCTION OPTIONS

To Consider options set out by Laser (energy consultants appointed by the Council)

1.1 Background

1.1.1 Members will be aware that Laser attended the last meeting of this Board to outline the current position in relation to the existing carbon footprint of the Borough Council. The slides are attached as Annex 1 for reference. It was agreed at the previous meeting that Laser would begin work to suggest carbon descent options for consideration.

1.1.2 This work has now been undertaken and the report from Laser is attached at Annex 2. We will also be hearing from Helen Cartledge and Steve Marks from Laser as they will talk us through the report and answer any questions that Members may have.

1.2 Model Output Summary

1.2.1 The report is in the form of a Model Output Summary, with a scenario that highlights key points, option details and strategic and secondary actions, which support the “forecasts and planned actions” and “associated cashflow position” charts.

1.3 Future zero carbon support

1.3.1 Members will need to consider the necessity of gaining further support to help the Council reach the zero-carbon goal by 2030. Three key areas have been identified by Laser to be of significant relevance to the Council’s current position:

- Annual Review of scope and carbon footprint
- Consult, Design & Install Dynamic Purchasing System (CDI DPS) – taking into consideration the high level of carbon emissions associated with gas

usage for heating of the leisure centres, this DPS includes routes to consultants who can provide feasibility studies and potential solutions on how to help mitigate these emissions

- Green Energy Options – it is recommended that the Green Basket and PEPPPA are explored for future energy contracts. The GHG Protocol plan to bring out further guidance later this year / early next year in relation to the reporting of carbon emissions associated with electricity consumption, which could mean more rigorous criteria for suppliers to classify energy as ‘zero emissions’ or ‘green’.

1.4 Legal Implications

1.4.1 None

1.5 Financial and Value for Money Considerations

- 1.5.1 An earmarked reserve has been established in the sum of £250,000 to fund in full or part recommendations/ initiatives that come out of the scoping exercise in relation to the carbon descent plan for the Council
- 1.5.2 £6,000 has been spent on consultancy expertise from Laser of which 50% has been met by KCC and the balance funded from the climate change reserve.
- 1.5.3 A further £55,000 may also be required from this reserve to fund green initiatives currently being investigated for the new Leybourne Lakes Country Park facility. Further details on this will be brought to the relevant board.
- 1.5.4 Additional funding will be required to invest in any proposed carbon reduction options as identified by Laser. **It is very important to note that these suggestions have not been factored into the medium-term financial strategy.**
- 1.5.5 Members will note from the cashflow projection in Annex 2, that over the period modelled, to 2050, there are a number of measures or projects which either have a positive or negative effect on the cashflow projection.
- 1.5.6 Although at the end of the period a positive, accumulative cashflow position of £270,000 is predicted, by 2030 the position will be a predicted negative, accumulative position of approximately £600,000, the breakeven point being reached by 2041. This results from having to make an initial investment in energy projects such as rooftop solar and heat pumps.
- 1.5.7 These figures assume the savings made from reduced utility usage associated with estate rationalisation is used to offset the costs of proposed energy projects, however, those savings have already been factored into the Council’s Savings and Transformation Strategy and can therefore not be ‘double counted’, meaning the accumulative net cashflow will increase in cost by approximately £74,000 per annum.

1.5.8 The current modelling shows that from 2030 the Council will need to pay for carbon offsetting which, by 2050, is estimated to cost the Council approximately £1.658M over the period. Further investigative work will be required with the aim of reducing the need for carbon offsetting in the future.

1.5.9 It is recommended that Management Team be asked to carry out further analysis of the energy projects proposed in the report and their associated impact on the cashflow projection, with the aim of identifying projects for inclusion in the Capital Plan process.

1.6 Risk Assessment

1.6.1 The Council has committed to an aspiration to become carbon neutral by 2030. If the Council does not implement measures and projects to achieve that aspiration there is a risk of reputational damage to the organisation.

1.7 Equality Impact Assessment

1.7.1 The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users.

1.8 Policy Considerations

1.8.1 Asset Management

1.8.2 Biodiversity & Sustainability

1.8.3 Climate Change

1.8.4 Business Continuity/Resilience

1.8.5 Procurement

1.9 Recommendations

It is **RECOMMENDED** to Cabinet that;

1.9.1 Members note that none of the proposed carbon reduction options have been factored into the Council's Medium Term Financial Strategy;

1.9.2 Members note Laser's Carbon Reduction Model Output report at Annex 2, and;

1.9.3 Management Team be asked to analyse the energy project proposals outlined in the report, along with their financial implications, and report their findings to the relevant Advisory Board.

The Chief Executive confirms that the proposals contained in the recommendation(s), if approved, will fall within the Council's Budget and Policy Framework.

Background papers:

contact: Gill Fox
Stuart Edwards

Nil

Julie Beilby
Chief Executive

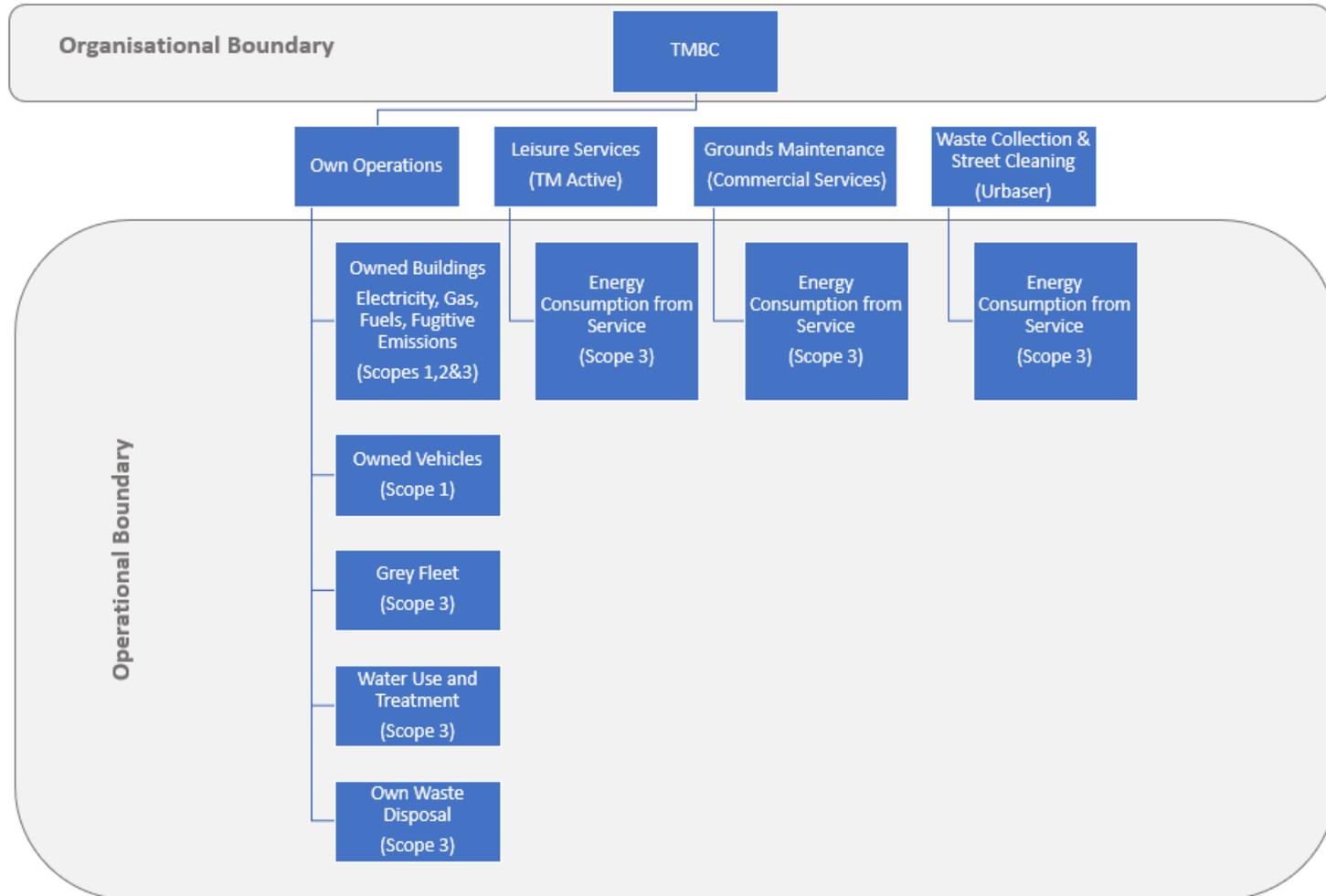
TMBC Net Zero Project Carbon Footprint & BAU Forecast

Date: 9th February 2021

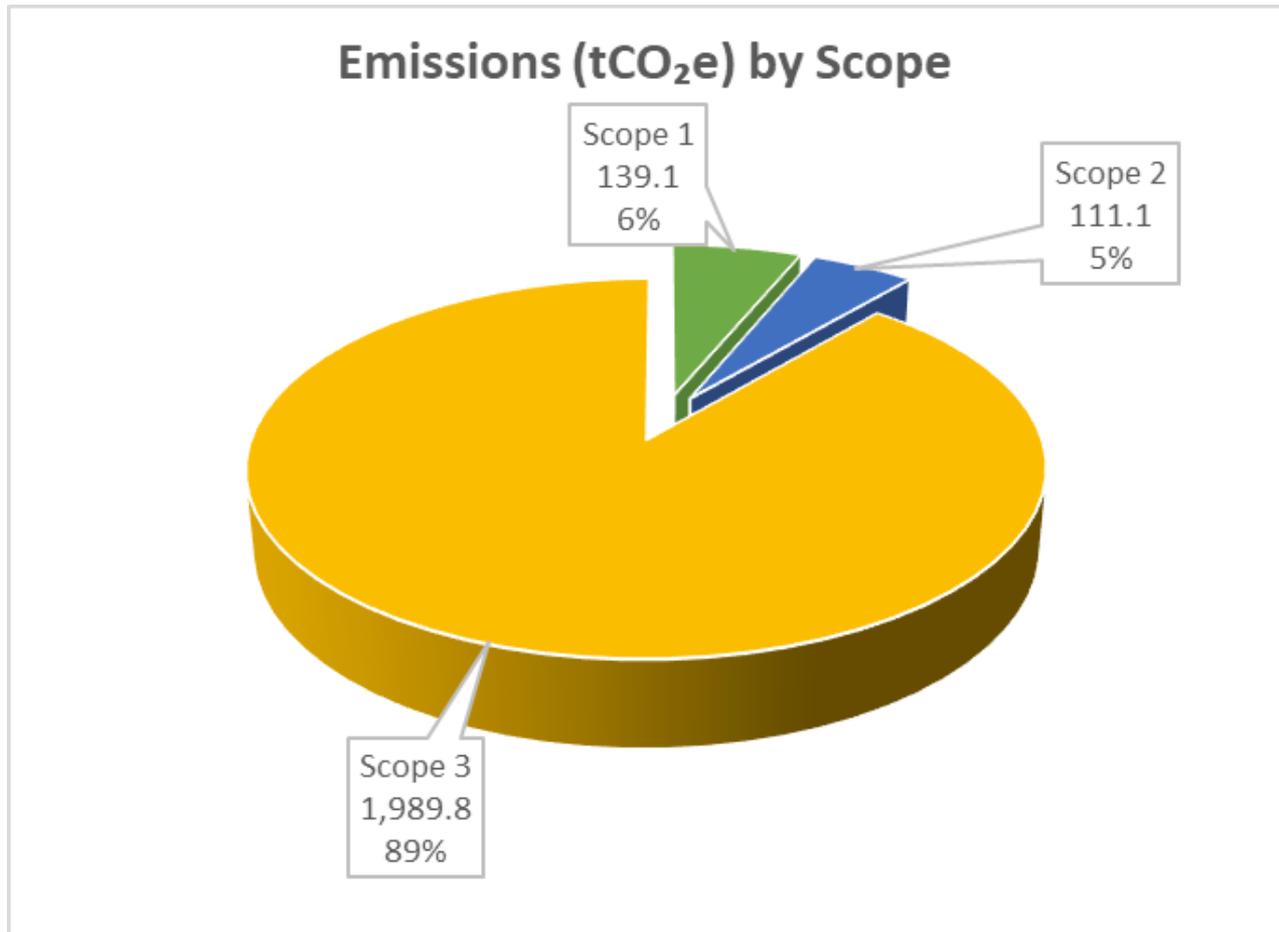
Contents

- Scoping Recap
- Carbon Footprint
 - Emissions by Scope
 - Emissions by Source
 - All Entities
 - Own Estate
 - Leisure Contract
 - All sources (Own estate breakdown, Leisure, Grounds Maintenance and Waste contract combined)
 - Emissions by Sector
 - Emissions from Transport Fuel Use
- BAU Forecast to 2050
- Points of Note

Scoping Recap

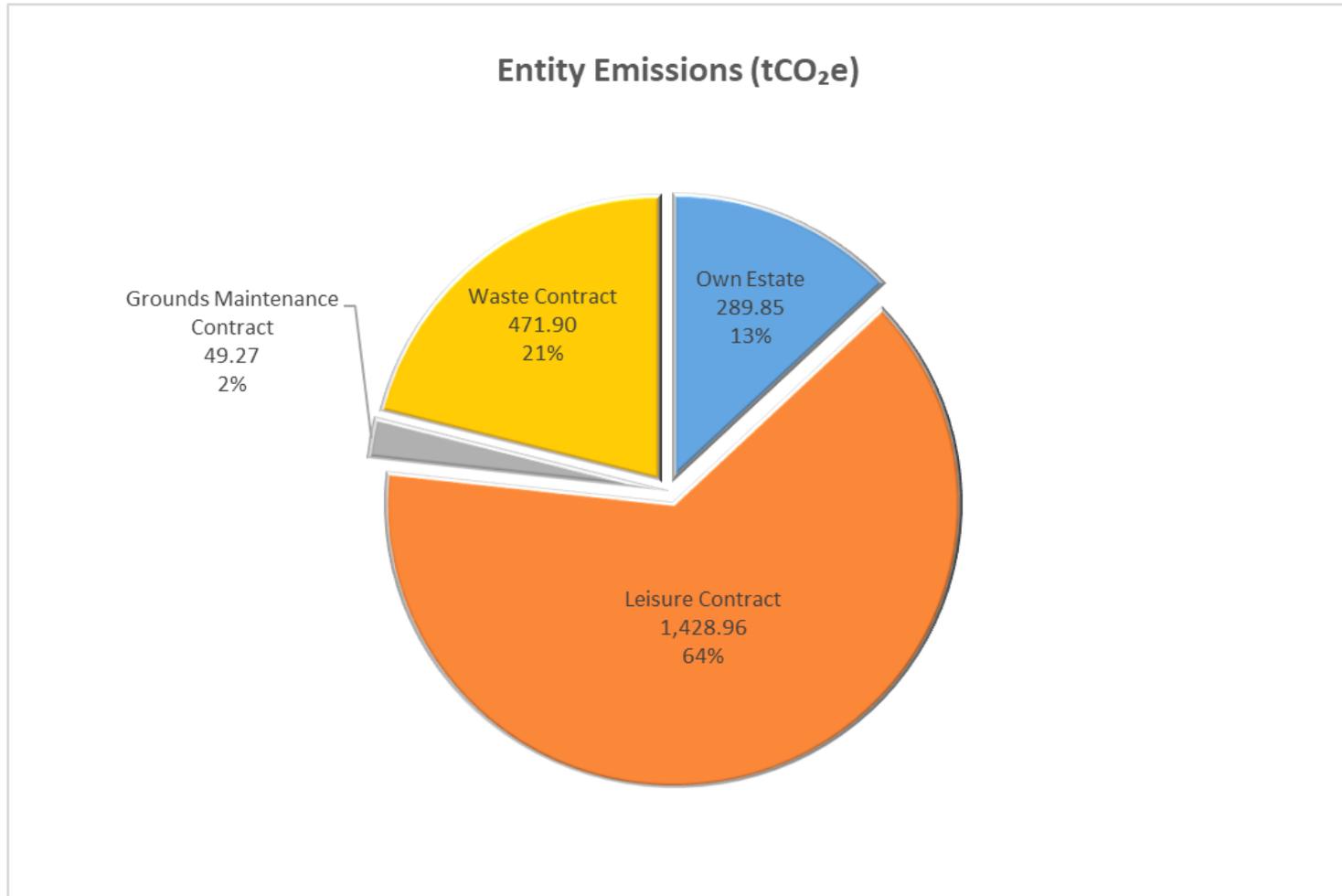


Emissions by Scope



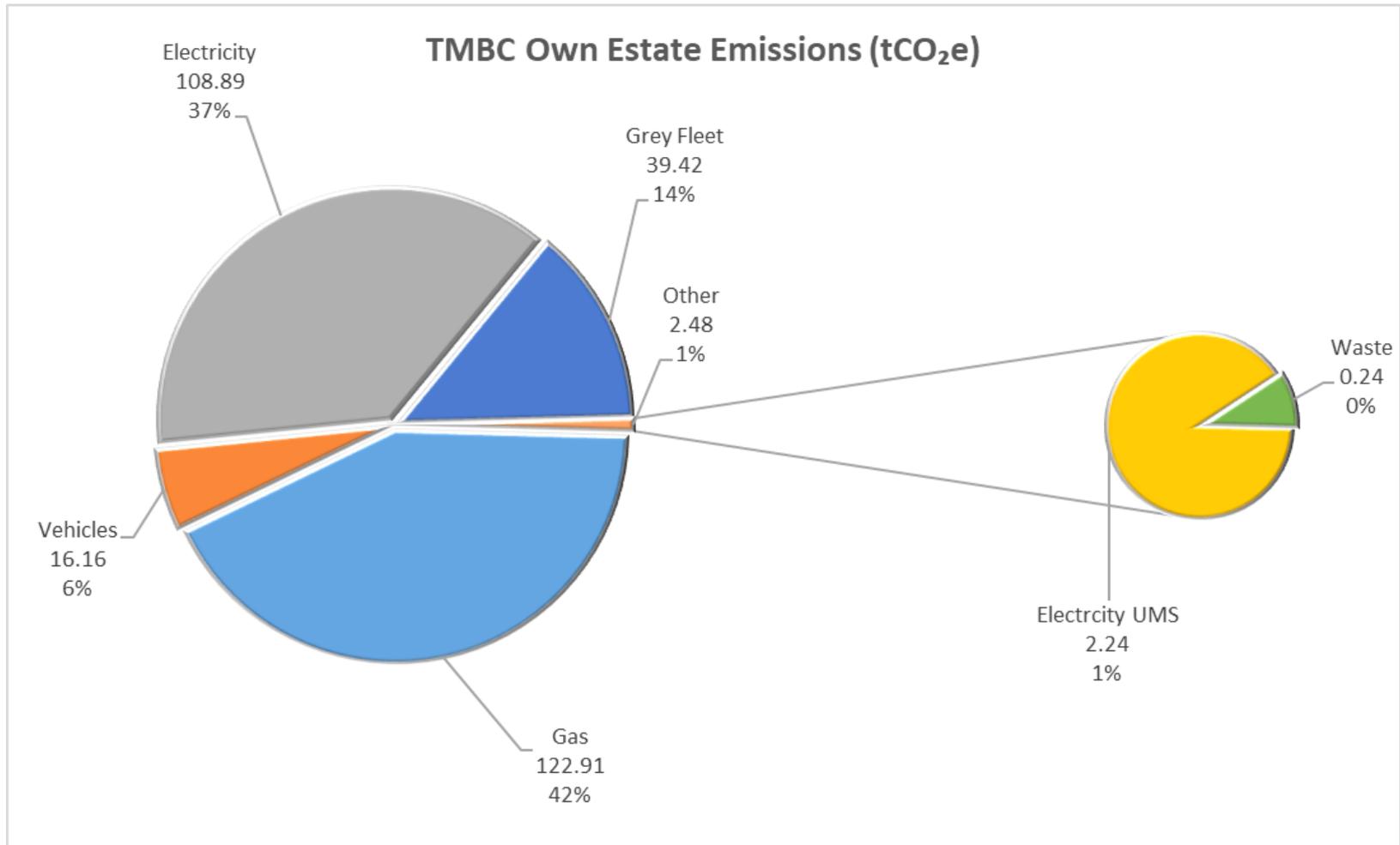
Total emissions FY 2019 to 2020: 2,240.0 tCO₂e

Emissions by Source – All Entities



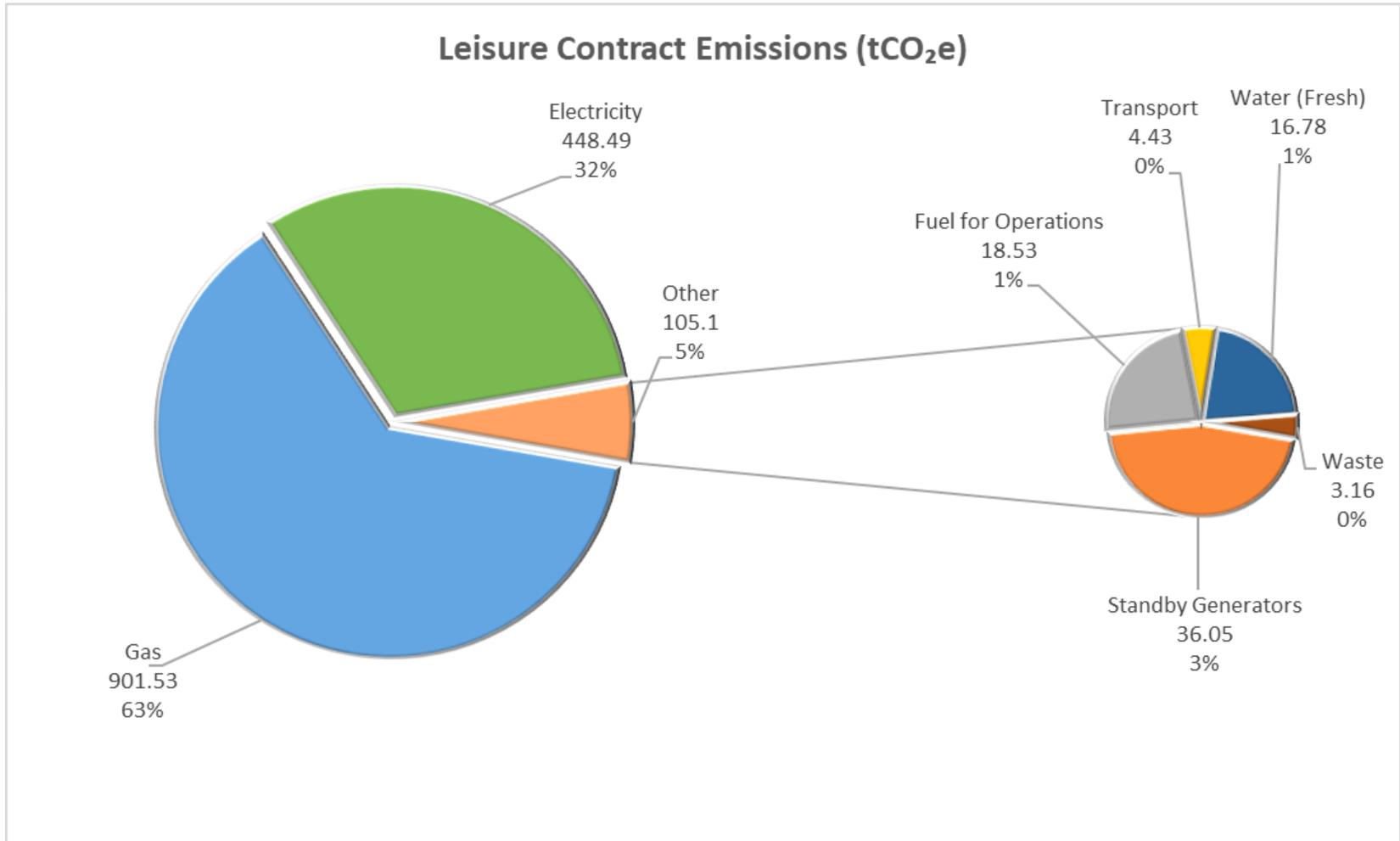
Emissions by Source – Own Estate

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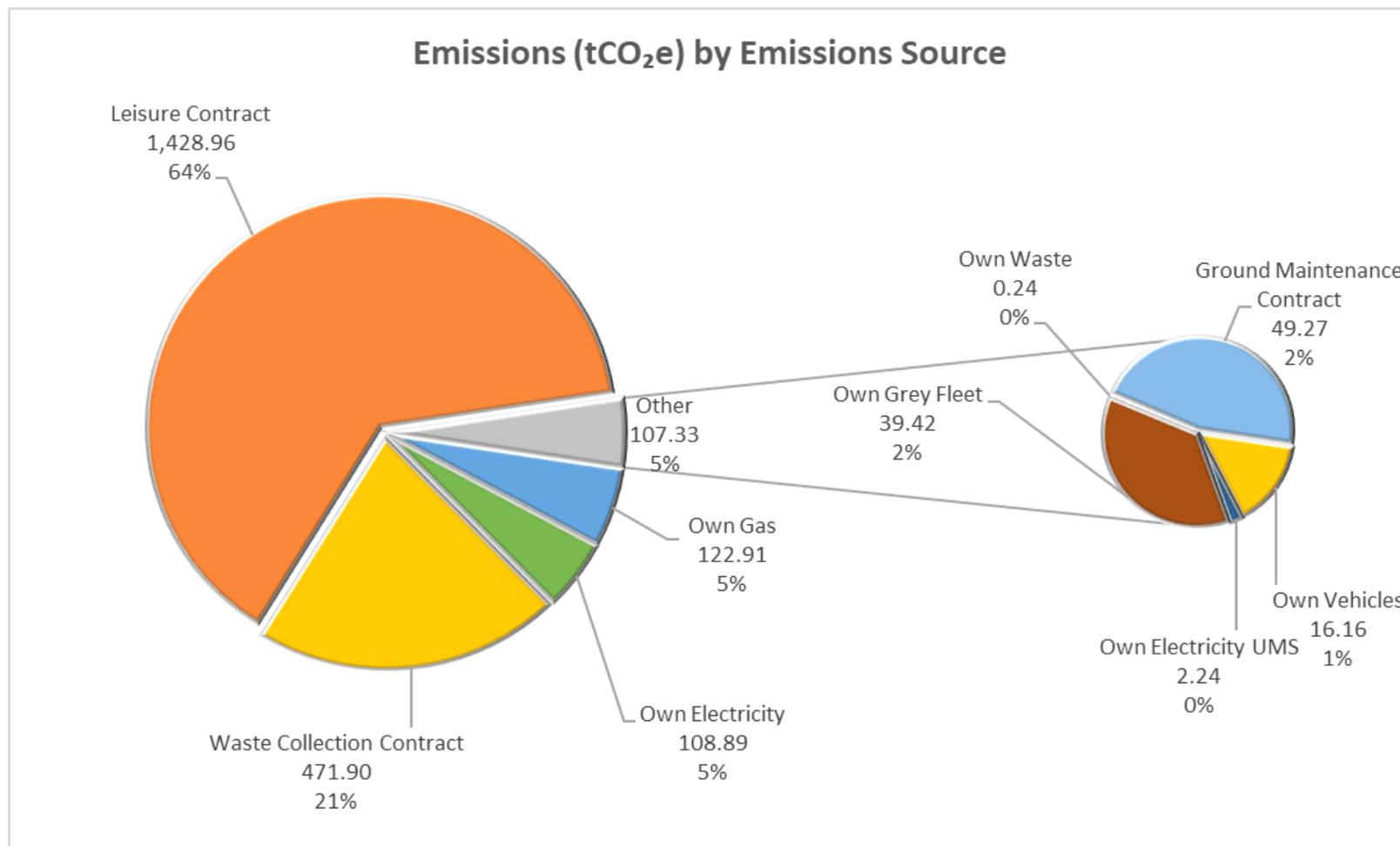
Emissions by Source – Leisure Centre

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Emissions for All Sources

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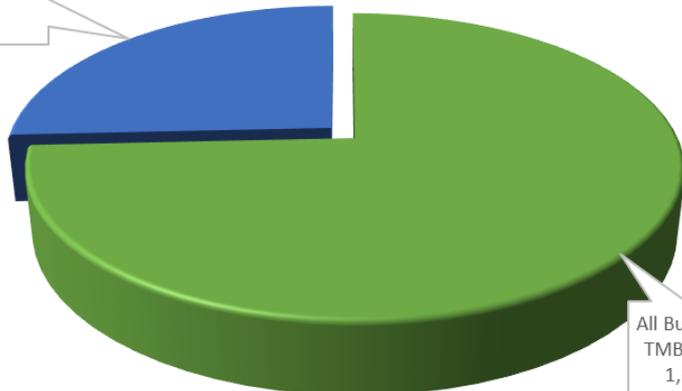


Emissions by Sector

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Emissions (tCO₂e) by Sector
- Combined

All Transport &
Operations
576.6
26%

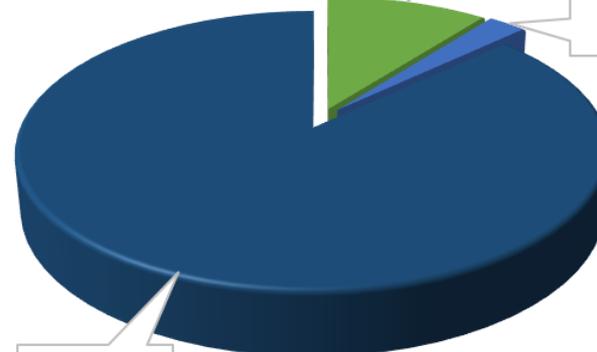


All Buildings &
TMBC Estate
1,663.4
74%

Emissions (tCO₂e) by Sector

TMBC Buildings &
Estate
234.3
10%

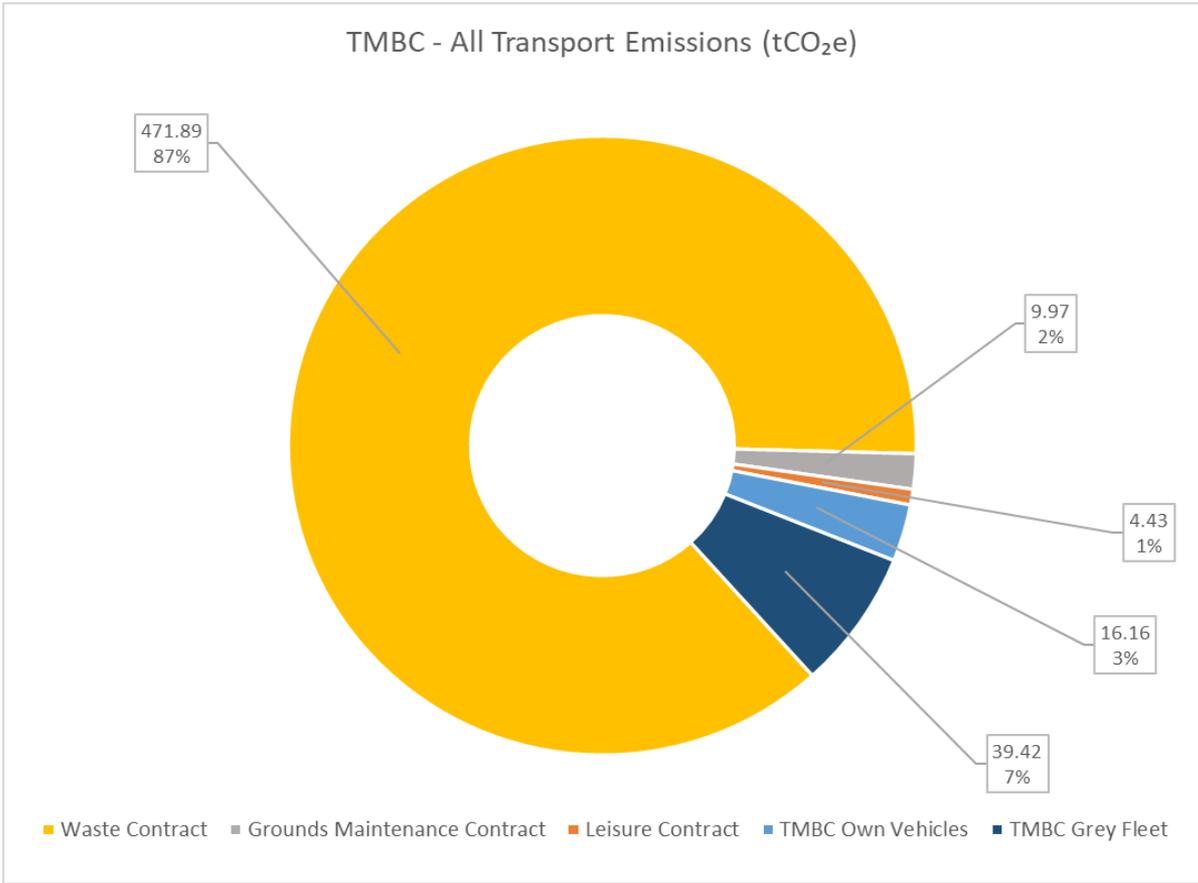
TMBC Transport
55.6
3%



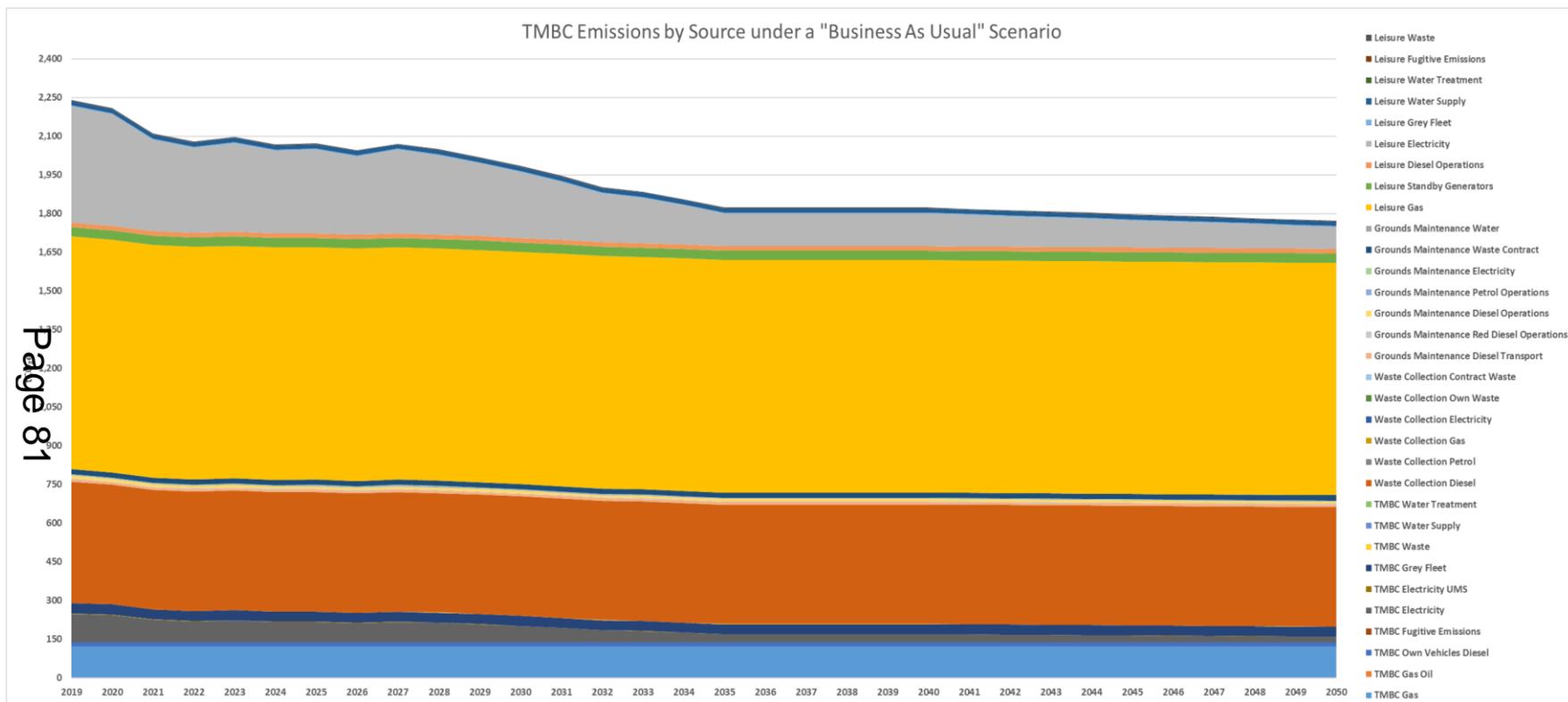
External
Organisations /
Contracts
1,950.1
87%

Transport Fuel Use

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BAU Forecast to 2050



Emissions by 2050: 1,772.50 tCO₂e

• Highlights

- Leisure contract electricity
- Leisure contract gas
- Waste contract diesel for vehicles
- Own estate gas

Points of note

- TMBC's own estate makes up 13% of the overall footprint
- Electricity and gas make up a large and similar proportion for associated emissions
- Leisure contract contributes significantly to the carbon footprint due to gas usage
- Emission reduction for BAU forecast between 2020 & 2035 is largely due to forecasts around electricity generation becoming cleaner
- Gas emissions remain largely static based on current long-term forecasts



Tonbridge & Malling BC

Carbon Reduction Model Output

27 May 2021

Carbon Reduction Model Output

Helen Cartledge

Table of Contents

Overview	2
Model Details	
Error! Bookmark not defined. -8	
Summary and further points of note	8-9

Overview

Modelling has been carried out by LASER to assess and review TMBC’s carbon emissions. Using the business as usual (BAU) forecast as a baseline, the impact of individual initiatives have been modelled to assess the net impact on emissions and give a high level overview of the cashflow position for these projects. The planned actions are tabled below (on pages 6-8) and provide details of the assumed target reduction percentage, as well as the potential start and end dates for each action.

It should be noted that analysis of financial impacts in relation to any estate rationalisation is based on energy costs only. For example, the savings from reducing the size of estate only accounts for reductions in energy consumption, and costs do not take into account revenue from selling or leasing property.

This is an evolving strategy that can be refined, but allows TMBC to understand their current position, the challenge, and options to meet the challenge.

Key Points of Model

Baseline Year	FY 2019-2020
BAU Emissions (Tonnes CO2e)	2,240.96
Investment required (£millions)	0.62
Cumulative net financial benefit to 2050 (£ millions)	0.27
Breakeven year	2041
Year to start Carbon Offsetting	2030
Carbon Offsetting required (Tonnes CO2e) 2030	-550

Comments

The emissions for TMBC’s own estate (office buildings, PCs, carpark lighting, own fleet, grey fleet and waste) have been split out, whilst the emissions associated with each of the outsourced contracts (Waste Collection, Leisure Centre and Grounds Maintenance) have been combined. This model has taken into consideration initiatives applied to TMBC’s own estate and outsourced contracts for the waste collection and leisure centre due to the size of the emissions associated with them.

The red line demonstrates the BAU emissions and the associated carbon emissions if no action was to be taken by TMBC and energy usage remained the same as the baseline year usage (FY 2018-2019). The BAU line can be seen to dip in places and these reductions are

largely due to forecasts around electricity generation becoming cleaner.

When looking at the baseline year, it can be seen that the Leisure Centre contract contributes significantly to the overall total of carbon emissions for TMBC. From 2022, it has been assumed that electricity will be sourced through a Green Tariff for the leisure centres, resulting in zero carbon emissions for electricity. An assumption for the installation of heat pumps for 60% of leisure centre gas usage further reduces emissions.

Carbon offsetting of tCO_{2e} 550 is required from 2030 (shown in pink below the x-axis) with the majority of this associated with the leisure centre contract. Without the assumed initiatives of heat pump installation and moving to a green tariff, (as well as smaller initiatives such as LED which are detailed in the below tables under planned actions), there would be a need to offset a further tCO_{2e} 753.

It has been assumed for the purpose of this model that rationalisation of Gibson West takes place from 2023.

The model assumes an installation of 3 solar PV arrays (totalling 150 kilowatts peak), with an annual generation of 135K kWh and exporting 25K kWh back to the grid.

As from 2030, emissions associated with road fuel for the waste collection contract have been reduced by 100%, as it is anticipated that the use of green vehicles can be built into the new contract at a cost of £100/tCO_{2e}.

Chart 1. TMBC Emissions – reduction in emissions associated with the application of planned actions to TMBCs own estate, leisure and waste collection contracts

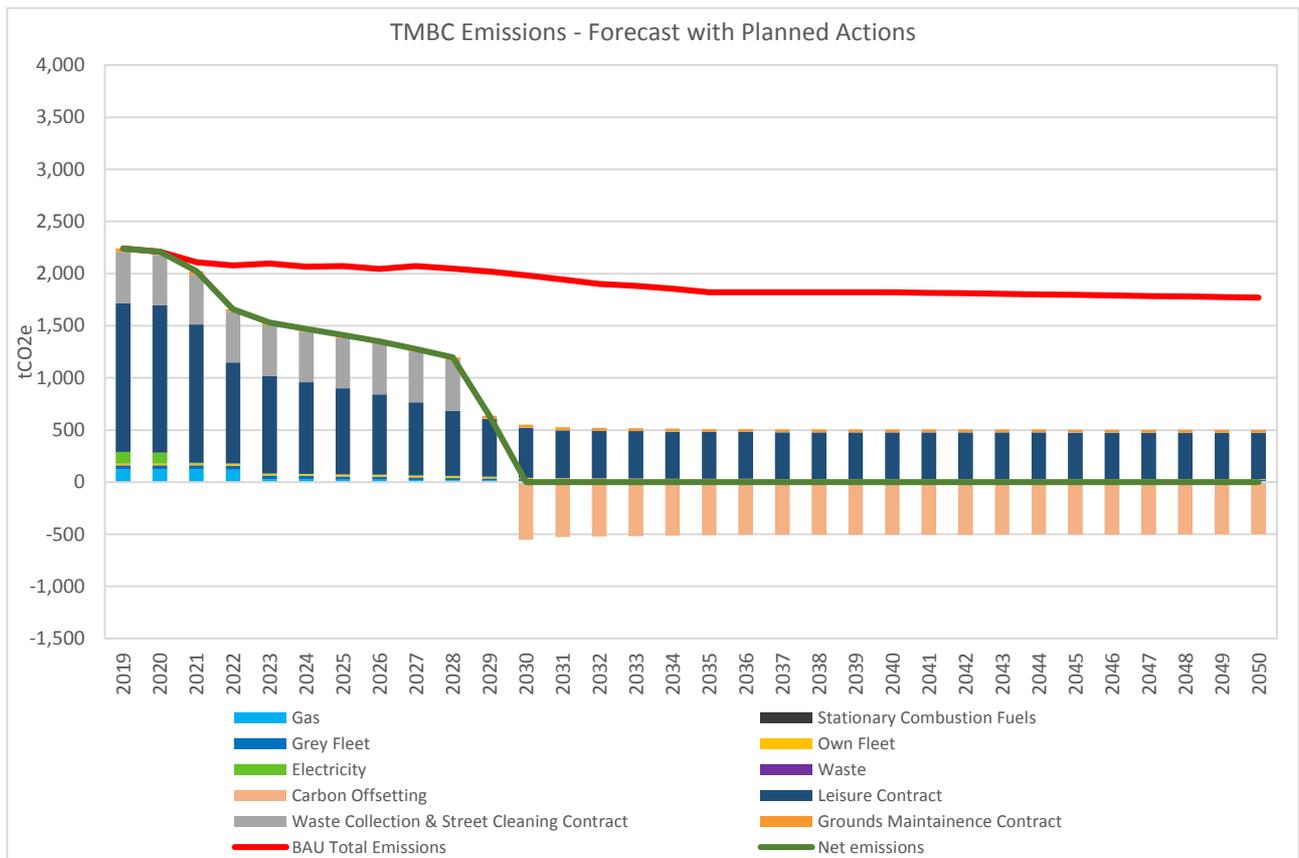
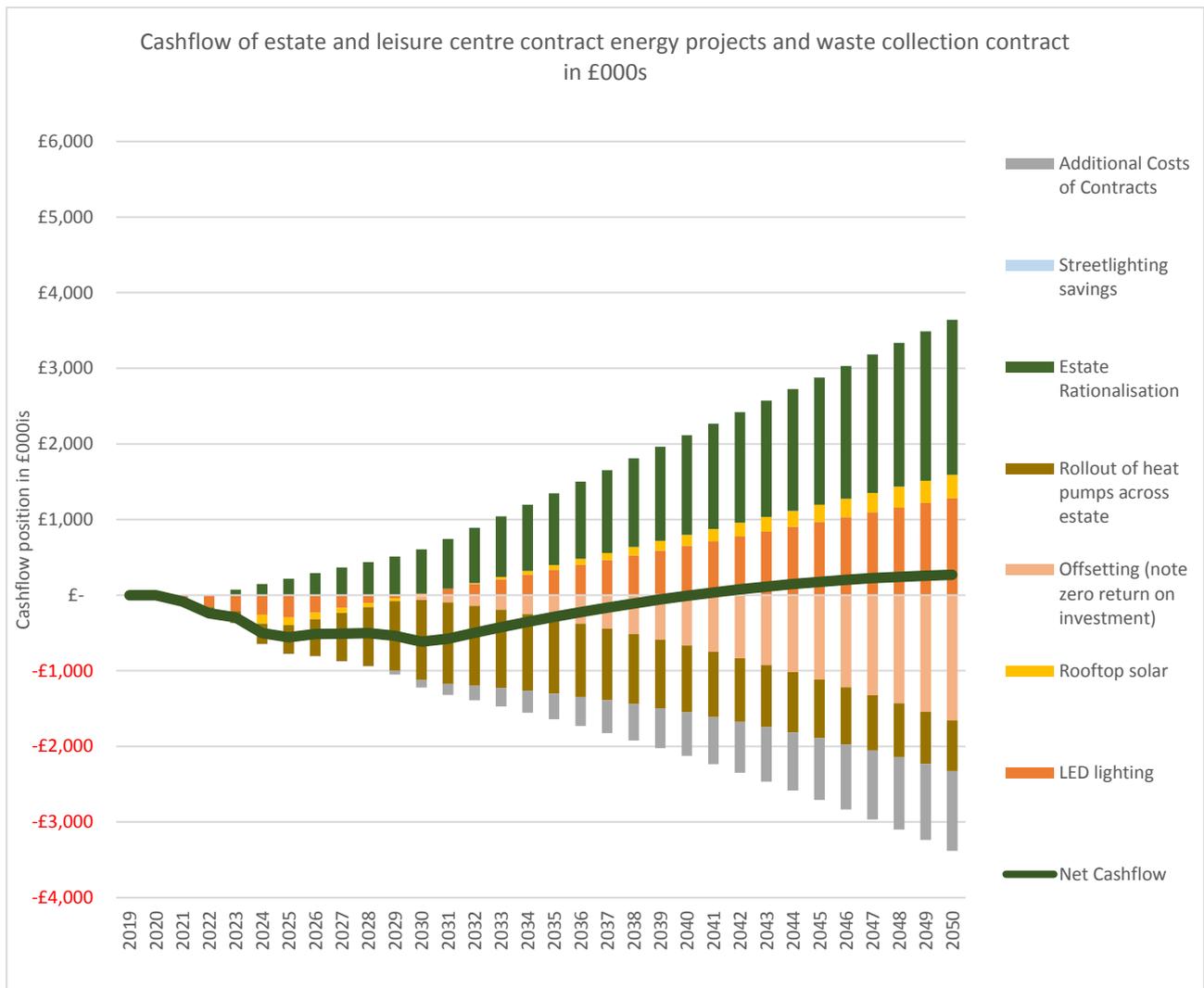


Chart 2 shows the cashflow of the projects with those generating a positive cashflow shown above the x-axis and those negative ones below. The net position is shown by the dark green line. Capital investment cost is included for installation of technologies and the associated energy costs. Additional costs of contracts (shown in grey) is in relation to the waste collection contract and the 'greening' of vehicles.



Planned Actions

The below tables detail the planned actions which have been assumed. Planned actions are made up of strategic actions and secondary actions. The investment and impact of the secondary actions are dependent on the strategic actions – i.e.the installation of heat pumps for TMBCs own estate is based on the remaining gas usage after the assumed disposal of Gibson West.

Strategic Actions

<u>Transport Actions</u>	Target Reduction	By	Start
Owned vehicle miles to be via electric vehicle – covers vehicles used by rangers / parking wardens	50%	2030	2028
Reduction of grey fleet miles travelled – covers business travel for meetings where staff use their own vehicles	40%	2030	2022
Grey fleet miles to be travelled via electric vehicle by - percentage figure is based on Future Energy Scenario forecasts from the National Grid	25%	2030	2023
<u>Estate Rationalisation & Carpark Lighting Actions</u>	Target Reduction	By	Start
<u>Office buildings, PCs and carpark lighting</u>			
Estate Rationalisation - disposal of Gibson West	43% for electricity and 75% for gas	2023	2023
Lighting for carparks- switch offs or further trimming and dimming to reduce energy use by 2030	20%	2030	2022
<u>Green Electricity Procurement</u>	Target Reduction	By	Start
Own Estate (remaining office building, PCs and carpark lighting) – Green Tariff	100%	2021	2021

Grounds Maintenance	-	-	-
Waste Collection & Street Cleaning	-	-	-
Leisure Centres – Green Tariff	100%	2022	2022
<u>Outsourced Contracts</u>	Target Reduction	By	Start
Waste Collection & Street Cleaning – the target reduction includes road fuel for wagons only and is assumed that there will be an additional contract cost of £100/tCO ₂ e associated with the ‘greening’ of vehicles	100%	2030	2030

Secondary Actions

<u>Action</u>	Target	By	Start
Install solar on roofs or grounds of TMBC estate – 3 arrays (c50kWp each) with an estimated annual output of 135K kWh per annum and export of 25K kWh.	-	2024	2024
Move gas heating to heat pumps for own estate and leisure centre contract, insulate those buildings for 20% reduction in heat loss	60%	2030	2022
Roll out LED lighting in remaining buildings, PCs and car parks for TMBC and leisure centre buildings where practicable – a 20% reduction in energy usage is assumed	60%	2025	2021

Summary and further points of note

A significant proportion of the carbon emissions seen in the baseline year are associated with the leisure centre contract (approximately 64%). In the second column below, the below table gives details of the associated cost of carbon offsetting if planned actions are applied to TMBCs own estate only and the greening of the waste collection contract. It demonstrates that the associated costs with offsetting for the leisure centres emissions dramatically

increase and also contains inherent risks as it leaves the council exposed to the market. Additionally, offsetting is seen by some as 'greenwashing' so needs careful management to ensure emissions saving are real.

	Planned actions applied to Own Estate, Waste Collection and Leisure Contracts	Leisure Centre not included within planned actions
Investment required (£millions)	0.62	2.32
Cumulative net financial benefit to 2050 (£ millions)	0.27	-2.32
Year to start Carbon Offsetting	2030	2030
Carbon Offsetting required (Tonnes CO₂e) 2030	-550	-1,303



To find out more about **LASER's Zero Carbon Future** please contact us or visit www.laserenergy.org.uk



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TONBRIDGE & MALLING BOROUGH COUNCIL

STREET SCENE and ENVIRONMENT SERVICES ADVISORY BOARD

08 June 2021

Report of the Director of Street Scene, Leisure & Technical Services

Part 1- Public

Matters for Information

1 CAPITAL PROGRAMME: POST IMPLEMENTATION REVIEWS

This report brings forward Post Implementation Reviews for a number of completed capital schemes.

1.1 Background

1.1.1 The Council's Capital Strategy provides for the reporting of Post Implementation Reviews to demonstrate the effectiveness of capital expenditure. A system for monitoring Post Implementation Reviews has been long established with reports on Capital Projects being reported to the most appropriate Board.

1.2 Post Implementation Reviews

1.2.1 All Capital Plan Schemes are subject to Post Implementation Reviews after completion. These reviews provide the opportunity to assess the success of each project against identified targets. Post Implementation Reviews are submitted to this Board for approval, in accordance with the Capital Strategy and are presented in accordance with the template agreed by the Finance, Innovation and Property Advisory Board.

1.2.2 Two Post Implementation reviews have been brought forward for approval and are fully detailed at [Annexes 1-2]. Members will note that the projects are relatively historic.

1.3 Legal Implications

1.3.1 Considered within the development and implementation of each individual scheme.

1.4 Financial and Value for Money Considerations

1.4.1 1.4.1 As shown at [Annexes 1-2].

1.5 Risk Assessment

1.5.1 All risks identified within the evaluation procedure and any difficulties highlighted through the attached Post Implementation Reviews.

1.6 Policy Considerations

1.6.1 Asset Management

1.6.2 Business Continuity/Resilience

1.6.3 Community

1.6.4 Health and Safety

1.6.5 Procurement

Background papers:

Nil

contact: Andy Edwards
Head of Technical Services

Robert Styles

Director of Street Scene, Leisure & Technical Services

Capital Plan Post Implementation Review	
Service:	Street Scene, Leisure and Technical Services
Scheme Title:	Land Drainage – Drainage Improvement Programme
Scheme Description:	
Evaluation:	Finance & Property Advisory Board January 2008
Capital Plan Year(s)	2007/08 – 2010/11
Approved budget	£75,000
National Priorities	None
Local Priorities	National: Reduce the risks to people, the developed and natural environment from flooding and coastal erosion. Council: 13a Make Tonbridge & Malling a better place in which to live 13b Make a positive local contribution to tackling the causes and effects of climate change. 13c Better represent the community's interests in respect of services provided by agencies or organizations separate from the Council.
Targets for judging success:	To be determined on a scheme-by-scheme basis
Completion date (work completed):	March 2018
Completion date (final payment):	March 2018
Projected date for post implementation review:	After four years of the programme.
Final cost:	£ 58,355 after deducting contributions of £30,000 from partners (£28,000 from Environment Agency and £2,000 from KCC)
Performance against National and Local Priorities and Targets:	The works were completed in line with Local Priorities/Targets
Budget performance / Value for money:	Net budget reduced to £72,000 Capital Plan Review 2010/11. The projects were completed within the revised budget.
Other performance / procurement issues:	Delivered improvements for drainage at Farm lane, Leigh Road and Lavenders Hill
Ongoing / Outstanding issues:	None

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Capital Plan Post Implementation Review	
Service:	Street Scene, Leisure and Technical Services
Scheme Title:	Car Parking Action Plan – Phase 8 & 9
Scheme Description:	Phased programme of car parking measures approved by the Joint Transportation Board to progress the Council's Parking Action Plan.
Evaluation:	Finance & Property Advisory Board January 2015
Capital Plan Year(s)	2015/16
Approved budget	£40,000 (£20,000 for each phase)
National Priorities	None
Local Priorities	2 (key) A clean, smart, well maintained and sustainable Borough 2e Better management of parking
Targets for judging success:	Successful implementation of all actions identified in the Parking Action Plan – Phases 8 & 9.
Completion date (work completed):	Phase 8 – November 2016 Phase 9 - December 2018
Completion date (final payment):	Phase 8 – November 2016 Phase 9 - December 2018
Projected date for post implementation review:	12 months after final payment
Final cost:	£23,056
Performance against National and Local Priorities and Targets:	The works were completed in line with Local Priorities/Targets
Budget performance / Value for money:	The projects were completed within budget.
Other performance / procurement issues:	None
Ongoing / Outstanding issues:	None

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Agenda Item 10

Any other items which the Chairman decides are urgent due to special circumstances and of which notice has been given to the Chief Executive.

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Agenda Item 11

The Chairman to move that the press and public be excluded from the remainder of the meeting during consideration of any items the publication of which would disclose exempt information.

**ANY REPORTS APPEARING AFTER THIS PAGE CONTAIN EXEMPT
INFORMATION**

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Agenda Item 12

Any other items which the Chairman decides are urgent due to special circumstances and of which notice has been given to the Chief Executive.

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