

**MINUTES OF THE CLIMATE CHANGE AND ENVIRONMENT SCRUTINY COMMITTEE  
MEETING  
HELD AT 7.00PM, ON  
WEDNESDAY 12 JULY 2023  
BOURGES/VIERSEN ROOMS, TOWN HALL, PETERBOROUGH**

**Committee Members Present:** Councillors Day (Chair), N Sandford (Vice Chair), Ahmed, Elsey, J A Fox, Jones, Khan, Perkins, Sharp, Strangward and Warren and Co-opted Member Parish Councillor Micheal Samways and Independent Co-opted Members Matthew Barber and Dr Esther Norton

**Officers Present:** Jim Newton, Service Director Infrastructure and Environment  
Hannah Swinburne, Principal Climate Change Officer  
Charlotte Cameron, Senior Democratic Services Officer

**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Independent Co-opted Member Stuart Dawks.

**2. DECLARATIONS OF INTEREST AND WHIPPING DECLARATIONS**

No declarations of interest or whipping declarations were received.

**3. CALL IN OF ANY CABINET, CABINET MEMBER OR KEY OFFICER DECISIONS**

No call ins were received.

**4. MINUTES OF CLIMATE CHANGE AND ENVIRONMENT SCRUTINY COMMITTEE  
MEETING HELD ON 28 FEBRUARY 2023**

The minutes of the Climate Change and Environment Scrutiny Committee meeting held on 28 February 2023 were agreed as a true and accurate record.

**5. APPOINTMENT OF CO-OPTED MEMBERS 2023/24**

The Climate Change and Environment Scrutiny Committee received a report in relation to the appointment of Co-opted Members in accordance with the Council's Constitution Part 3, Section 4 – Overview and Scrutiny Functions.

The purpose of the report was to seek approval from the Committee to appoint Matthew Barber, Stuart Dawks, Esther Norton and Parish Councillor Micheal Samways as non-voting Co-opted Members for the municipal year 2023/24 and to approve the appointment of Parish Councillor Neil Boyce as the substitute for Parish Councillor Micheal Samways for the municipal year 2023/24 to the Climate Change and Environment Scrutiny Committee in accordance with Part 3, Section 4 – Overview and Scrutiny Functions.

The Senior Democratic Services Officer introduced the report and explained that the nominations for Parish Council Co-opted Members had been put forward by the Parish Council Liaison Working Group and that the appointments would be reviewed annually.

The Committee unanimously agreed to the appointments of Matthew Barber, Stuart Dawks, Esther Norton and Parish Councillor Micheal Samways as non-voting Co-opted Members for the municipal year 2023/24, and the appointment of Parish Councillor Neil Boyce as substitute.

The Chair welcomed the co-opted members who were in attendance and invited them to join the committee for the rest of the meeting.

### **AGREED ACTIONS**

1. Appoint Matthew Barber to the Committee as an Independent Co-opted Member with no voting rights for the municipal year 2023/2024. Appointment to be reviewed annually at the beginning of the next municipal year.
2. Appoint Stuart Dawks to the Committee as an Independent Co-opted Member with no voting rights for the municipal year 2023/2024. Appointment to be reviewed annually at the beginning of the next municipal year.
3. Appoint Dr Esther Norton to the Committee as an Independent Co-opted Member with no voting rights for the municipal year 2023/2024. Appointment to be reviewed annually at the beginning of the next municipal year.
4. Appoint Parish Councillor Michael Samways as an Independent Co-opted Member with no voting rights to represent the rural area for the municipal year 2023/2024. Appointment to be reviewed annually at the beginning of the next municipal year.
5. Appoint Parish Councillor Neil Boyce as the nominated substitute for Parish Councillor Michael Samways should he be appointed as the non-voting Co-opted Member representing.

## **6. INTRODUCTION TO CARBON LITERACY AND CARBON LITERACY TRAINING**

The Climate Change and Environment Scrutiny Committee received a report in relation to the Council's proposed approach to Carbon Literacy Training.

The purpose of the report was that this report is brought to the Scrutiny Committee to share a proposed approach to Carbon Literacy training. Councillors are requested to review the approach and provide comments.

The Principal Climate Change Officer introduced the report and highlighted key points including:

This report discussed what carbon literature was and what it could offer to the council, staff, and communities to help deliver upon council net zero target for the organisation and city. The training would allow people to undertake carbon reduction action and would educate people. The Officer hoped this would help to have a tangible effect on carbon reduction.

The Climate Change and Environment Scrutiny Committee debated the report and in summary, key points raised and responses to questions included:

- Members noted the percentage of trained Councillors and queried what the target was for this municipal year.
- The Officer clarified that there was no end defined target and there had been an increased capacity to deliver more training.
- Members noted that it appeared that the fee for training included £1950 for a license and queried if once that was paid the Council could train as many people as it liked.
- Members raised concerns regarding the nominated person for each team as if they left it would need to be tracked so someone else could take up that position.

- The Officer agreed with Members and outlined the plans for a mini service review with the Heads of Service to understand the highest areas of emissions for the Council and city.
- The team would like to deliver the training to as many people as possible and for it to be seen as a useful tool for development.
- Members noted in figure 4.2 the various training session and asked if it could be condensed and completed in one session.
- Members were advised that there was a balance to ensure that everyone felt confident with the learning and time commitment.
- Carbon literacy training session were all around 7-8 hours but the options for delivery would vary in single or two half day blocks.
- Officers were happy to run various models if it would support increased take-up.
- The Officer clarified that shorter condensed courses could be run but it would mean that the individual would not be considered carbon literate under the Carbon Literacy Trust.
- Members referred to the 5-15% benefit and sought clarification on how the benefits of the time taken to deliver the training were measured and how were the individual benefits measured if it was not directly related to the council.
- The Officer clarified that the figure had been taken from the Carbon Literacy Trust and they had concluded that figure from the scale of commitment made following the training.
- Members were advised that at the end of the training the participant would be asked to make two pledges to reduce carbon emissions. One would be related to yourself and the other related to an action that would involve your network.
- Members welcomed the fact that the training would be more flexible and queried if it could be part of the core training that the Council undertake with new Officers and Members.
- The Officer advised that conversations would need to be held with Human Resources (HR) and the Democratic Services team but that it was something the team could facilitate.
- Members welcomed the approach to carbon literacy training and highlighted the opportunity to be more ambitious and develop training for wider sectors than the council.
- Members were advised that through the climate change schools programme there were connections that helped produced termly newsletters which talked about the highlights of work around climate change.
- There would be training offered for education leaders and there was an education offer for schools.
- Officers engaged with various eco networks across the city, were liaising with Parish Councils and work had been undertaken with Opportunity Peterborough that had looked for ties within the community.
- Members were encouraged to engage with Officers around any network they know that would like to take up the course.

The following recommendation was made by Councillor Day and seconded by Councillor Eley, that the Committee recommended to encourage as many Councillors and Officers as possible to undertake the carbon literacy training, in particular those who serve on the Climate Change and Environment Scrutiny Committee. A vote was taken on the recommendation from Councillor Day and was **UNANIMOUSLY AGREED**.

### **AGREED ACTIONS**

The Climate Change and Environment Scrutiny Committee considered the report and **RESOLVED** to:

1. Comment on the proposed approach to Carbon Literacy training.

## RECOMMENDATION

That the Climate Change and Environment Scrutiny Committee considered the report and **RESOLVED** to **RECOMMEND** encouraging as many Councillors and Officers as possible to undertake the carbon literacy training, in particular those who serve on the Climate Change and Environment Scrutiny Committee.

### 7. REVIEW OF 2022/2023 AND WORK PROGRAMME FOR 2023/2024

The Senior Democratic Services Officer presented the report which considered the 2022/2023 year in review and looked at the work programme for the new municipal year 2023/24 to determine the Committees priorities. Members also noted the Terms of Reference for the Committee.

Members were advised that Appendix 1 had been added at the request of the Committee so that an in-depth review of items presented in the previous municipal year could be done.

The Climate Change and Environment Scrutiny Committee debated the report and in summary, key points raised and responses to questions included:

- Members noted that the Task and Finish Group's recommendations were approved in February but had not been presented to Cabinet.
- Members asked why there had been a hold up and were advised that various Officer meetings had been held and a timetable would follow after it had been presented to the Corporate Leadership Team (CLT)
- Members highlighted that this was not just any report as it supported the policy framework for future funding proposals and sought clarification on the implications the delayed report would have.
- Members were advised that if potential funding rounds were to come available the draft strategy would be the basis for a bidding document.
- The Officer added that without a formal document there may be a risk but that it would be low.
- Members queried what the collaboration of funding from Innovate UK were and how it related to the outcome of funding. Members were advised that this was the delivery of projects within the local area that contained 66,000 houses and the installation of heat pumps.
- Members were advised that the Net Zero Path Finder project was a feasibility study that explored barriers to carbon reduction and the Officers had made a strong bid for phase 2.
- The Officer added that the project supported the council in how to identify the solutions to non-technical barriers so that the Local Area Energy Plan (LAEP) could better support the end user adopting the technologies.
- Members questioned what Officers had done in the 4 months since the Task and Finish Group had been presented to the Committee. The Officer agreed to provide a briefing note that included this information.
- Members requested that Officers look into the arrangement of appointing a cycle champion to ensure that appropriate arrangements were in place for the Cycle Forum.
- Members raised concerns regarding the confusion of what the city-wide carbon reduction target was. The Officer advised that options would be put forward at the meeting in September to help consider and determine what the target should be.

## **AGREE ACTIONS**

The Climate Change and Environment Scrutiny Committee considered the report and **RESOLVED** to:

1. Considers relevant items which were presented to the Climate Change and Environment Scrutiny Committee during 2022/2023 and makes recommendations on the future monitoring of these items where necessary.
2. Notes the information provided in Appendix 1 and considers if further information on the items presented in 2022/2023 is necessary.
3. Notes the Recommendations Monitoring Report attached at Appendix 2 and considers if further monitoring of the relevant recommendations made by the Climate Change and Environment Scrutiny Committee during 2022/2023 municipal year is required.
4. Determines its priorities and approves the draft work programme for 2023/2024 attached at Appendix 3
5. .Notes the Terms of Reference for this Committee as set out in Part 3, Section 4, Overview and Scrutiny Functions attached at Appendix 4 and paragraph 2.1 item 4, Climate Change and Environment Scrutiny Committee.

The Committee also requested that:

- Section 1.3 of Appendix 1 be amended to reflect the actual recommendation that was made, to include the word not.
- The Transport and Environment Manager provide a briefing note on what progress has been made since the Cycling and Walking Task and Finish Group's recommendations were agreed in February 2023.
- Officers look into the arrangements for confirming a cycle champion so that the Council can be represented at the Cycle Forum.
- Discussions of the City/Council Carbon target take place at the next group representatives' meetings and that it is included in the scheduled climate debate report.

## **8. FORWARD PLAN OF EXECUTIVE DECISIONS**

The Senior Democratic Services Officer introduced the report which included the latest version of the Council's Forward Plan of Executive Decisions containing decisions that the Leader of the Council, the Cabinet or individual Cabinet Members would make during the forthcoming month. Members were invited to comment on the plan and where appropriate, identify any relevant areas for inclusion in the Committee's Work Programme.

- Members note referred to item KEY/21NOV22/01 Charging residents and developers for replacement bins and sought clarification on the progress that had been made.
- Members noted that Peterborough Local Plan - Issues and Options Consultation Document – KEY/05JUN23/03 item and promoted the idea of a cross-party working group.

## **AGREED ACTIONS**

The Climate Change and Environment Scrutiny Committee considered the current Forward Plan of Executive Decisions and **RESOLVED** to note the report.

The Committee also requested that:

- Officers provide them with a briefing note on key decision 'Charging residents and developers for replacement bins – KEY/21NOV22/01'
- Officers provide a briefing note on the progress of a cross party working group for the development of the local plan, in relation to key decision 'Peterborough Local Plan - Issues and Options Consultation Document – KEY/05JUN23/03'

**11. DATE OF NEXT MEETING**

The date of the next meeting was noted as being 20 September 2023.

CHAIR

Meeting began at 7.00pm and ended at 7.46pm