

## Climate Change - Member Advisory Board Meetings Action List

Key



### Actions from last meeting (27th July 2021)

Item No.	Date of Meeting	Points raised	Action to be taken	Responsible /Lead Officer	Update	Status
1	27/07/21	(4.2) The group raised that as the action plan is evolving, the list is growing longer. Have officers thought of coming up with a different format which allows the plan to focus on the more significant actions?	The Chair recommended taking the eleven basic themes and give an overview report on each of those subjects while still keeping and attaching the original list as an appendix.		Update 01/12/2021: Format revised and circulated with papers	Complete
2	27/07/21	(4.7) The group asked if there could be an agenda item for the next meeting to discuss the consideration of a Medway wide convention (one day event) to discuss CC.	The Director of Place and Deputy Chief Executive confirmed that regarding the point on Medway wide convention/sessions, these are to be discussed and considered as part of the communications and engagement strategy.	Lucy Kirk (Climate Response and Environmental Protection)	Update 01/12/2021: Medway communities were invited to an event to share their ideas and talk through climate action in Medway on 9 November. Ideas raised and feedback on the event are being collated for the development of a community action plan and will shape the refresh of the Climate Change Action Plan.	Complete
3	27/07/21	(4.8) The group asked if we could add to the next meeting where we are with regards to the climate emergency being recognised in the procurement process for Medway Council. Can a harder approach be taken to have a direct influence?	Cllr Gulvin advised that currently there is a strong emphasis on using local suppliers if possible. The social value element is something that could be increased as currently only 5%. However, this 5% can make a big difference. Cllr Gulvin also updated that with regards to action 2.1.1 and the refreshment of the Council Plan he has arranged to meet with the Business Intelligence Team to discuss what KPIs we want to put in.	Michael Kelly (Category Management)	Update 01/12/2021: An update will be provided under item 3 of the agenda.	Complete

4	27/07/21	<p>(4.14) The Chair discussed funding and confirmed that the allocated funding has been increased for 21/22 and at the next meeting we should have more detail and a draft budget on what we intend to do with regards to resources and arrangements to be made to take this out to the public. The Director of Place and Deputy Chief Executive confirmed that we have £11 million for LED street lighting underway and £12 million on Refit investment and feel that there will be more opportunities in the runup to COP 26 in November but confirmed that we are always looking for external funding opportunities. Cllr Gulvin discussed the different tranches of the Refit budget. Also, conversations with SSE on the district heating system and it could potentially be anything up to £40 million of private funding coming into Medway</p>	<p>At the next meeting we should have more detail and a draft budget on what we intend to do with regards to resources and arrangements to be made to take this out to the public.</p>		<p>Update 01/12/201: To be tabled at the meeting as additional funding sources may come out of COP26.</p>	Complete
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5	27/07/21	(4.21) The new Country Park that is being built on the Peninsula is only going to have 2 charging points put in (out of nearly 100 parking spaces) is this correct?	RH to discuss this with Greenspace Development Officers and confirm	Martin Hall	The provision of EV charging points at Cockham Community Parkland must always be considered in the context of its original need. Cockham Community Parkland is not a traditional country park and should not be compared to Riverside and Capstone Farm Country Park in terms of visitors and facilities. There will be no brown tourism signage and its promotion will remain local. The site is there to address the local increases in access associated to potential new housing coming forward and the impact on the estuary. This is clear in the Design & Access Statement submitted in the planning application and supported in conversation with statutory stakeholders. We will be doing our utmost to encourage local people to walk and cycle to Cockham and the other community parklands to be delivered as part of the Housing Infrastructure Fund (HIF) Strategic Environmental Management Schemes (SEMS). These community parklands are proposed as doorstep resources therefore if the SEMS sites end up attracting lots of visitors then they will not have served their planning purpose. The core reason why the council did agree to provide parking at Cockham Community Parkland is to address the impact of some locals who will still drive to the site and the need to limit the impact on parking in local roads. The level of parking provided aims to address this issue. In an ideal world everyone would walk or cycle there but we have to accept people will still want to bring a car. The consultants we have worked with have followed relevant guidance regarding parking. In terms of electric vehicle charging points (EVCPs) it is understood that the policy approach is that designs should accommodate these, although there is no specific standard for the type of development proposed (parkland). There is 1 charging point at each car park location. These each can service 2 cars, therefore 4 in total. We feel this is more than adequate considering the above.	Complete
6	27/07/21	(4.22) Feasibility studies are underway in all of the other Medway car parks, and we do expect an additional 132 to be installed.	Officers to look at the installation of further EV points at Cockham Community Parkland and also review the other Country Parks for points.	Martin Hall	See note above. Riverside and Capstone Country Park are two of the sites considered as part of the Kent 600 project.	Complete
7	27/07/21	(4.24) Morrisons recently announced that they will be fitting 100 of their sites with super-fast EV charging, have we approached them to request that some go into our Medway stores?	Climate Response Officers to ensure that this is actioned, but also not just contact Morrisons but all the other major supermarkets to find out if they are intending to install EV points and if they are to ensure that Medway are included.	Michael Edwards (Transport and Parking)	Update 01/12/2021: Work is underway by officers to better understand the planned roll out of EV charge points across the commercial sector within Medway. The major supermarkets, hospitals and sports facilities have been contacted and a response is awaited. Provision across retail parks, stores, shopping centres, hotels, pubs, restaurants, emergency services premises, railway stations, universities and business parks is also being recorded. This information will be very useful in establishing the wider intentions in Medway and how the Council can effectively work with our commercial settings in providing a good combined coverage. It will also support the emerging EV strategy which is due to be circulated among officers by the end of the year.	Complete

8	27/07/21	(5.3) The Chair asked for regular meetings as a communications group to ensure that they have all the help needed.	Set up Communication group meetings including Cllr Potter, Tranter and Cllr Curry	Celia Glynn Williams (Comms)	Update 01/12/2021: Meetings have been held in Q3 with Cllr Potter and Doe in relation to the recent Climate Conversation event.	Complete
9	27/07/21	(4.1) The Chair advised that there is continued engagement with KCC and the Kent District. When Government grants become available, strategic Kent and Medway bids will be looked at as joint strategic bids are more likely to command attention.	A working group will be formed to work on this liaison for when grants become available	Sarah Valdue (Climate Response and Environmental Services)	Update 01/12/2021: Existing Kent Climate Change Network exists to support collaboration between districts. Climate Emergency Funding sub-group to take forward.	Ongoing
10	27/07/21	(4.3) The group raised on point 1.2 regarding fuel cards, on the next report can it be specifically broken down into the type of fuel this refers to.	Officer to provide break down.	Vicki Emrit (Climate Response)	Currently being looked at as part of collection of 2020/21 data collection. Update 01/12/2021: It is intended that 2020/21 data will presented to the group in Q1 of 22/23 (actual date to be confirmed) and will include fuel type.	Ongoing
11	27/07/21	(4.4) On point 1.2 regarding monitoring annual carbon emissions data, as we will be consistently monitoring in the future at some point it may be worth devolving some of the work to universities and interns. This could be included in the action plan, how we will monitor and accumulate data over the longer term	Officers to take this up with the Head of Business Change to potentially look at as part of a transformation project.	Annamarie Lawrence (Business Intelligence) /Vicki Emrit (Climate Response)	Update 01/12/2021: Business Intelligence team will be looking at streamlining carbon emissions data for 2020/21. We will continue to have university Interns who will be able to assist with the collection and analysis of data. An Energy Officer has been appointed to the Capital projects team to assist with energy data, including that which pertains to the Re:fit programme. Officers will explore how universities may play a role in extrapolating Scope 3 emissions data.	Ongoing
12	27/07/21	(4.5) The group highlighted that the carbon emissions assessment 19/20 would cover business as usual but have we had any assessment done for 20/21 carbon emissions and the impact of the pandemic. Have we captured the potential changes that home working has covered as part of the assessment?	The carbon emission data specifically for Medway Council for 20/21 will be available in September/October to see if there has been a reduction. The Climate Response Team to bring results to the next meeting. With regards to collecting the data for working at home this is more difficult to assess but something that will be looked into in the future.	Annamarie Lawrence (Business Intelligence)/Vicki Emrit (Climate Response)	Update 01/12/2021: 2020/21 data is currently being collated and it is intended that it will presented to the group in Q1 of 22/23 (actual date to be confirmed). Emissions reports for 2018/19 and 2019/20 have been produced.	Ongoing

13	27/07/21	(4.12) On 2.21 and imbedding in the council plan, an idea of introducing competition in a light hearted way on who can be greenest/have the lowest carbon footprint with an award, could be worth considering.	This will be looked at as part of communications	Lucy Kirk (Climate Response and Environmental Protection)	Staff have been sharing photos of their upcycling projects on the intranet. The Climate Response Team successfully completed a 'Walk to COP26' challenge last month, by recording the distance walked as a team across the month before. Ideas are now being discussed on setting a challenge for teams across the council.	Ongoing
14	27/07/21	(4.13) Planning policies have been developed but we need to check the evidence and that they are being adhered to and that they are robust and reasonable.	The Planning Policy Manager to share with this group further information of what has been included in the local plan.	Dave Harris (Planning)	Update 01/12/2021: Policies have been drafted and they are being checked by sustainability appraisal consultants who will feed back comments by the end of the month	Ongoing
15	27/07/21	(4.15) The group asked that natural capital calculations (4.3 robust financial strategy) be included. All big metropolitan centres have done these calculations. Cost savings down the line are huge and in terms of investment. People want to live in cleaner, greener areas, brings in work and business.	Look to incorporate natural capital calculations/green accounting as part of the action plan.	Peter Garrett (Greenspaces)	Update 01/12/2021: Officers are exploring an ecosystem services approach that will place a value on natural capital assets in Medway to enable better planning of biodiversity enhancements and mitigation measures against climate change. A pilot project is being delivered in East and West Sussex and officers have been in discussion with the South East Park Managers Forum to assess the best practice being developed when that project completes by April 2022. Officers have also been involved in the Kent Nature Partnership and its Biodiversity Recovery Network sub group that will be developing a strategic approach to this area of work that has just become a legal requirement of the new Environment Act. This is still very much in its early stages and will be further developed in 2022. It is planned that the State of Nature in Kent will be published by the end of 2021 that will further enable this work to be better planned	Ongoing
16	27/07/21	(4.16) RH updated that at CMT tomorrow there will be a discussion to discuss Medium Term Financial Strategy and he will ensure that funding for Climate change is included to deliver actions in the action plan and wider strategic considerations will be included in thinking.	The Chair is to bring up a note to next meeting on how we can obtain this information and possibly learn from other Councils. Cllr Curry updated that he has already done work on this and will provide more information.	Peter Garrett (Greenspaces) Sarah Valduz (Climate Response and Environmental Protection)	Update 01/12/2021: As above. Separate update on funding to be tabled at meeting as additional funding sources may come out of COP26.	Ongoing
17	27/07/21	(4.19) The group asked around EV progress and where does Medway fit in with comparison to other boroughs?	Climate Response team to make sure that we will continue to benchmark ourselves	Michael Edwards (Transport)	Update 01/12/2021: Officers will consider the draft EV strategy when it is circulated for comment and ensure that clear benchmarking criteria is established within the EV working group	Ongoing
18	27/07/21	(4.21 and 4.23) The Group asked if there was any feedback on pilot for the social workers EV scheme	Climate Response Officers will get some stats to share at the next meeting	Paul Boyd (Business Change)	Update 01/12/2021: information outstanding	Ongoing

19	27/07/21	(4.25) New growing spaces - Officers are looking at what allotment spaces we can add in time to be built into next year's capital programme.	Officers to look at making some bids.	Peter Garrett (Greenspaces)	Update 01/12/2021: No new funding opportunities have been made available to date but officers will continue to look for funding.	Ongoing
20	27/07/21	(4.27) Regarding Section 11, flood risk, the group discussed the recent flooding issues and as part of this whether there will be specific lessons across local government (in UK and across Europe). Do we need to include in future meetings specific focus items such as extreme weather impact in Medway and take lessons learnt to ensure that our plan is fit for purpose?	The Chair asked that when we have more updates from COP26 we then review our plan to ensure that they are captured.	Climate Response team	Update 01/12/2021: This is ongoing as COP26 has only just ended. Officers intend to provide an update at the next MAG. Information and case studies are still being worked through by the team including lessons shared by other local authorities at COP26.	Ongoing

#### Ongoing actions from previous meetings

21	20/04/21	(5.16) The group asked for a reporting system to assist with monitoring the "Do It Now" actions.		Vicki Emrit (Climate)	Update 01/12/2021: This will be presented as a scorecard for members. Work is due to start in Q1 on the development of a scorecard to support refreshed action plan.	Ongoing
22	20/04/21	(5.22 & 5.23) Members highlighted that transporting by river produces 80% less carbon than by road and asked to what extent are we engaging with marine based businesses and whether it is a gap that we need to look into?. Aviation and shipping are now being included in emissions etc so we may have a bit of gap in terms of engaging.	Members to forward list of aviation and shipping contacts to include in the stakeholder engagement plan.	Lucy Kirk (Environmental Protection)	Update 27/07/21: Details received, and contact will be made under engagement strategy work on formal appointment of Climate Response Engagement Officer.	Ongoing
23	20/04/21	(5.24) Members asked Planning officers if they know the number of applications that have conditions around car clubs.	Planning to find out how many applications there are around car clubs and how many have been implemented	Dave Harris (Planning)	Update 27/07/21: Further work required to embed the collation of this information within monitoring processes. Update to be given at next meeting. Update 01/12/2021: work still required – action to roll over.	Ongoing

24	20/04/21	(6.1) The Chair noted that a stakeholder board will be required to embrace businesses, public bodies such as the NHS. The board should have a robust structure.	Set up stakeholder board	Celia Glynn Williams (Comms)	Update 01/12/2021: Networks to be set up as per Climate Change Communications and Engagement Strategy. Currently establishing a community network.	Ongoing
25	08/12/20	Request for EV strategy to be presented at a future meeting	Present EV strategy at a future meeting	Michael Edwards (Transport)	Update 20/04/21: Medway's EV officer working group continue to meet on alternative months to progress the EV workstream	Ongoing
26	08/12/20	CLlr Curry requested the criteria for selecting appropriate charging sites and questioned how kerbside charging would operate in areas where on street parking was limited.	Officers are seeking approval from Senior Leadership to instruct a specialist consultancy to provide data/advice for potential on street and kerbside parking options. The intention is to go out to procurement early in the New Year. Officers are meeting with consultancies to explore what can be supplied and timescales for that work	Michael Edwards (Transport)	Update 20/04/21: Responses to the EV charge point survey have continued to be received and analysed, with 177 received to date. Officers have worked with the Business Intelligence Team to create an EV reporting dashboard using Power BI to help illustrate and monitor these survey responses. Update 01/12/2021: Tree strategy to be shared with the group in early 2022. The responses, including suggested locations for charging points, and separate evidence of predicted EV uptake scenarios are being used to inform a new 5 year Medway Ultra Low Emission Vehicle (ULEV) Strategy and Implementation Plan. CENEX have been appointed to develop the Strategy by August 2021. The feasibility of introducing super fast charge points will be considered as part of this work as will a review of options for on street charging provisions where on street parking is limited. CENEX will be asked to provide advice on future technologies, within the narrative of the ULEV strategy. Following the development of the Strategy, officers will share an update with the Board later in the year.	Ongoing
27	08/12/20	A request was made to include estimated timescales for installation of charge points and consideration to be given to alternative future technology such as hydrogen and driverless vehicles.	Officers to update the EV roadmap and provide more robust timescales as and when the different workstreams are further advanced. In addition, options for Hydrogen are being actively considered. There is a willingness to explore driverless vehicles in the future, but this will be predicated on the speed of small cell deployment for 5G coverage	Michael Edwards (Transport)	Update 20/04/21: Officers are progressing a separate EV project involving installation of 34 charging points within three council-owned car parks in Medway; Rochester MSCP, Station Road, Rainham and Commercial Road, Strood. Medway have been successful in their bid to the Office for Zero Emission Vehicles (OZEV) to fund 75% of the capital costs, with the remaining 25% to be secured through the Local Transport Plan. It is anticipated that the charging points will be installed by Summer 2021. Update 01/12/2021: 34 charge points installed, programme for next phase required as part of ongoing reporting/refresh of action plan.	Ongoing

28	08/12/20	CLr Maple queried how the Electric Vehicle Roadmap will interact with the Energy and Transport sections of the emerging Local Plan.	The Planning service to bring forward a paper to a future board meeting setting out how the Local Plan will support the demand for EV charging infrastructure. Planning service to provide update as part of wider update on developing policies.	Dave Harris (Planning)	Update 20/04/21: Planning service update to be programmed into future board meeting schedule. Update 01/12/2021: Include this item on the agenda in July 2022 alongside Low Carbon Business Support - TBC	Ongoing
29	08/12/20	The Kent and Medway Solar Together PV Group Buying Scheme	Officers to provide case studies of participants who have saved through the Solar Together Kent scheme.		Update 20/04/21: iChoosr anticipate that information will be made available during Summer 2021, post installation. Update 01/12/2021: An evaluation report has been completed by KCC and is with officers for review and consideration for participation in the next round scheduled for Spring 2022.	Ongoing
30	08/12/20	CLr Maple's request to understand the factors that may lead to a resident declining the installation offer, for example cost or inconvenience.	Officers responded that this will be investigated after the offer deadline of 11 December 2020 passes and will be reported back to the group once information is available.		Update 20/04/21: iChoosr anticipate that information will be made available during Summer 2021, post installation. Update 01/12/2021: An evaluation report has been completed by KCC and is with officers for review and consideration for participation in the next round scheduled for Spring 2022.	Ongoing
31	08/12/20	It is proposed that a year on year tree planting programme at scale is taken forward, subject to Forestry Commission funding, as part of a new Medway Tree Week.	Request made for a year-on-year tree planting programme to be taken forward as part of a new Medway Tree Week. Communications team to publicise planting and explore possibility of Medway Tree Week.	Peter Garrett (GAB)/ Colinda LeGall (Norse) / Celia GW (Comms)	Update 20/04/21: The Climate Change Action plan includes an action to develop a Tree Strategy for Medway and funded action plan, setting clear actions and targets to increase tree canopy cover and encourage community action. The draft of the strategy is being finalised following a review by officers and will then follow the appropriate governance approvals.	Tree Strategy and both actions (tree planting programme and funding for native trees) - Ongoing
32	08/12/20	CLr Gulvin queried possible investment opportunities to plant specialist native trees as with Fort Amherst planting walnut trees for harvest	Consider possible future funding opportunities to plant specialist native trees as with Fort Amherst planting walnut trees for harvest. Priority being to increase tree stock for now.	Peter Garrett (GAB)	The Urban Tree Challenge Fund was promoted via social media. Further to some incidents of anti-social behaviour, signs were put up to deter any further incidents and to explain the benefits of planting more trees across Medway	Tree Strategy and both actions (tree planting programme and funding for native trees) - Ongoing
33	08/12/20	The Chair requested that this is included in future communications if the Kent to DEFRA's Air Quality fund bid is successful.	If the bid to DEFRA's Air Quality fund (which Medway supported) is successful, include details of the project in future communications.	Lucy Kirk (Environmental Protection)	Update 20/04/21: Medway have supported a bid with other local authorities in Kent for funding from DEFRA's Air Quality Fund which has been successful. The project is to develop a digital resource for primary schools across Kent which educates children aged 5 to 11 years and their parents about air pollution. The resource will include animated learning with an interactive storybook adventure including gaming elements to earn rewards and unlock further information. Communications will follow to support the launch of the resource.	Ongoing



34	08/12/20	<p>Clr Hackwell raised the issue of air quality and in particular opportunities to erect signs in Rainham High Street as one of the worst affected areas to encourage drivers to switch engines off when stationary. Officers advised that they are in discussions with the University of Kent regarding a project looking at anti-idling and nudge behaviour messaging.</p>	<p>Report back on discussions with the University of Kent regarding a project looking at anti-idling and nudge behaviour messaging, at the next meeting.</p>	<p>Lucy Kirk (Environmental Protection)</p>	<p>Update 20/04/21: The Environmental Protection team have been in discussions with the University of Kent regarding a 'Switch off Signage Project in Rainham' which would expand on work that the University has previously undertaken with Canterbury City Council. The initial costings which we have received are in excess of our current budget. We are therefore going to work with the University to produce a 'shovel ready project' to be in a position to submit a bid to the DEFRA Air Quality Grant later this year. We have also investigated the option of just putting up anti-idling signs in Rainham, however due to the amount of Covid-19 signage which is in currently in place, there is not currently any free street space for additional signage.</p>	Ongoing
35	08/12/20	<p>Clr Maple provided an update on a meeting with Medway Norse to identify some areas for wilding in a cemetery in Chatham in an appropriate and sensitive way. Conversations are ongoing.</p>	<p>The Chair requested that appropriate sites for wilding continue to be identified and progressed.</p>	<p>Sarah Valds (Environmental Services)</p>	<p>Update 20/04/21: This action is included in the draft Climate Change Action Plan for progressing. No further update at the moment.</p>	Ongoing
36	08/12/20	<p>Clr Thompson raised awareness of the possibility of partnering with drone companies looking to trial drone deliveries to properties which could contribute to removing vehicle movements from Medway's roads.</p>	<p>The Chair will discuss with RH how this may be taken forward</p>	<p>Paul Boyd (Smart Cities)</p>	<p>Update 20/04/21: It is clear that drones, or unmanned aerial vehicles (UAVs) are an increasingly familiar aspect of work and life in the UK today. During a time when organisations are under pressure to be more efficient, innovative and ambitious in how they deliver services, UAVs offer a unique lens on the world below. The use of drones will be covered within the emerging Smart Cities strategy and options are being drawn up as to how and importantly, when, to utilise this form of technology in future years to optimise Services within the Council. The Business Change team are exploring opportunities for their application.</p>	Ongoing
37	08/09/20	<p>Clr Doe asked officers to consider incorporating meadows into the churchyard that adjoins the Council buildings and the old Grange Road Cemetery.</p>	<p>Greenspaces officers to explore the suitability of the sites mentioned for mini-meadows.</p>	<p>Martin Hall (Greenspaces)/ Colinda LeGall(Norse)</p>	<p>01/12/2020 update: in progress – on a site by site basis, depending on safety.</p>	Ongoing
38	08/09/20	<p>Clr Doe asked officers to consider contacting churches in Medway and invite them to join the scheme. Officers were made aware of guidance available through Natural England on positive management of wildlife within churchyards.</p>	<p>Greenspaces officers to raise awareness with internal teams to show how the Natural England guidance can be used and promote with local churches.</p>	<p>Martin Hall (Greenspaces)/</p>		Ongoing

39	08/09/20	CLr Maple asked officers to consider whether Maidstone Road/Palmerstone Road cemetery might be a potential pilot site.	Environmental Services officers to coordinate this and correspond with councillors on specific site requests, the level of work required and likely costs.	Sarah Valdus (Environmental Services)	02/12/2020 update: in progress – on a site by site basis, depending on safety.	Ongoing
40	08/09/20	CLr Tranter noted that Medway has some great dark sky areas around the Medway Estuary which are an important asset.	Greenspaces officers to build into the Whose Hoo project around the Hoo Peninsula.	Martin Hall (Greenspaces)	02/12/2020 update: This possible idea has been fed in to the Whose Hoo project development and will be raised again in a meeting on 16 December 2020.	Ongoing
41	08/09/20	CLr Hackwell queried why anti-idling signs have not been erected in Rainham High Street and asked officers to install and state on the signs that Rainham is one of the four poor air quality areas in Medway.	Environmental Protection team to look at this as part of their engagement work on idling and in line with Road Safety/Traffic Management considerations.	Lucy Kirk (Environmental Protection)	01/12/20 Update: Environmental Protection team are in discussions with the University of Kent on a potential anti-idling study. The intention of the study would be to assess the impact of signage on driver behaviour. The feasibility of the study is still being confirmed and The Environmental Protection team will provide an update when available.	Ongoing
42	08/09/20	CLr Maple asked officers to consider where else we can promote anti-idling for example social media, Facebook and Medway Matters.	Environmental Protection and Communications officers to progress this further communications work on Air Quality.	Lucy Kirk (Environmental Protection)/ Jo Wilkins (Communications)	01/12/20 Update: Environmental Protection team are in discussions with the University of Kent on a potential anti-idling study. The intention of the study would be to assess the impact of signage on driver behaviour. The feasibility of the study is still being confirmed and The Environmental Protection team will provide an update when available.	Ongoing
43	17/06/20	Group discussed <b>Heat District Network</b> application	Update on techno-economic feasibility study to be brought to next MAB meeting in September 2020	Matt Pinder (Smart Cities)/Lucy Kirk (Environmental Protection)	01/12/2020 update: Project Manager (Avieco Ltd) has been appointed and currently in the process of procuring specialise consultants to undertake the project. Procurement process for specialist consultancy due to be completed by w/c 14th December, with a contract start for w/c 11 January 2021.	Ongoing
44	17/06/20	Councillor Doe asked officers to monitor the <b>Council vehicle fleet</b> and report on the <b>conversion</b> to alternative fuel vehicles.	Officers to report on fleet conversion at each meeting.	Vicki Emrit (Climate Change)/Sarah Valdus (Environmental Services)		Ongoing
45	17/06/20	Councillor Hackwell queried with Planning officers how they ensure that there are not any deficiencies in approved planning applications with regards to <b>EV charge points</b> and requested a process to monitor agreed planning conditions.	Planning to investigate examples provided of developers not meeting EV charge point obligations. Transport and Parking team to investigate future process.	Dave Harris (Planning)/ Michael Edwards (Transport)		Ongoing

46	26/09/19	<p>Discussion around the thought that is given to <b>new building works</b>, are new houses fitted with solar photovoltaic included, is this something that we are able to look into.</p> <p>Is this something that Medway Development Company can consider?</p> <p>Is this something that Planning are able to encourage or insist that new builds incorporate?</p> <p>Need to understand what LPA can influence and how much is governed by national policy.</p>	<p>Agreed that Dave Harris is to be invited to the next meeting to give Planning input/advice into this.</p> <p>Forward actions to DH ahead of December meeting.</p> <p>CLlr Doe to discuss with Lewis Small at MDC.</p> <p>17/06/20 update - Planning team to capture which of the items discussed at the June 2020 MAB will be picked up by the Local Plan, what additional resources will be required (including cost) and how we can achieve them. Officers to consider if there are any funds that we can bid for or learn from experience elsewhere. Agreed that opportunities will come from the development of the Local Plan.</p>	<p>Dave Harris (Planning)</p>	<p>DH invited to future MAB meetings.</p> <p>Planning officers attending Local Plan Climate Change workshop on 28th November hosted by Dover District Council – an update on how climate change mitigation and adaptation will be included in the Local Plan will be provided at December MAB.</p> <p>Full update on Local Plan to be given in March 20 once the climate change element of the Local Plan is further along.</p> <p>Planning officers provided update in June. See new actions.</p>	Ongoing
47	26/09/19	<p>Will the Local Plan have a detailed reference to Climate Change?</p> <p>Can we also have an S106 Climate Emergency Levy?</p> <p>Can this be built into the Developers Contribution Guide?</p> <p>Do we know if other authorities use a Climate Change levy – can we be the first to do so?</p>	<p>Explore Climate Change levy with Planning – check with Gill King when levies come through.</p> <p>Forward actions to DH ahead of Dec meeting.</p> <p>Update 17/06/20 – all agreed carbon offset fund to be brought back to the board when we are further along with carbon baseline work</p>	<p>Dave Harris (Planning)</p>	<p>The current developer’s contribution guide includes contributions towards provisions that will lessen the impact of the development on climate change; for example air quality, flood risk and active travel. The requirement for contributions for other provisions will lessen the available contributions for existing obligations.</p>	Ongoing
48	26/09/19	<p>Can we provide <b>energy stats involved in waste management</b>.</p> <p>Where does our waste end up?</p>	<p>Obtain energy stats</p>	<p>Vicki Emrit (Climate Change)</p>	<p>Current (2018) Waste and Recycling stats are available at: 2018 End destination report</p> <p>Updated for 2019</p> <p>Energy stats to be included in review of scope 3 emissions</p>	Ongoing