

## Climate Change - Member Advisory Board Meetings Action List

Key

Complete
Ongoing

### Actions from the last meeting (1st December 2021)

Item No.	Date of Meeting	Points raised	Action to be taken	Responsible /Lead Officer	Update	Status
1	01/12/21	The Chair advised that he had received a report on the sustainability of new MDC developments and that this will be circulated after the meeting.	Climate Response Support Officer to circulate MDC report with minutes	Marion Phillips	MDC report shared with minutes by email to members	Complete
2	01/12/21	Feedback report from Community Conversation event will be shared with people in the coming weeks	Feedback report to be shared by Climate Response Engagement Officer	Katie Hargrave-Smith	Approval to send received from Cllr Doe 06/01/22 and report sent out 07/01/22.	Complete
3	01/12/21	In terms of the website work, the group asked if Climate Change could be on homepage along with other key services.	Head of Communications and Marketing to include Climate Change on the homepage of Medway Council's website	Celia Glynn-Williams	Complete	Complete
4	01/12/21	Phase 1 of the Re-fit program, to improve energy efficiency across 11 council owned buildings, started in October.	Energy and Carbon saving stats were provided on a slide and will be shared with the minutes.	Marion Phillips	Across all 11 sites: Annual guaranteed energy saving - 2,185,431kwh Financial savings - £265,665 per annum Annual carbon savings - 446 tonnes of CO2 (20%)	Complete
5	01/12/21	The Chair asked if for every vehicle the council now intends to buy, if EVs are considered first rather than further petrol/diesel vehicles. The Assistant Director of Frontline Service confirmed this was the case where possible. Many vehicles are leased, and it is the intention to review each time the lease comes up.	Head of Category Management to ensure EVs are considered for all new vehicles bought or leased	Mike Kelly	Whilst EVs are being considered first, which can be further addressed via the inclusion of Social Value, currently the term of some EV contracts cannot be made long enough to make them competitive.	Complete
6	01/12/21	The group asked for a link to advice to encourage energy efficient households on the Climate pages of the webpage for people to pick up.	Climate Response Engagement Officer to ensure climate webpage updates includes a link to advice	Katie Hargrave-Smith	The new web launch includes a whole webpage dedicated to 'Energy and Water advise'	Complete

7	01/12/21	The group asked about air quality management and monitoring at Four Elms Hill	Climate Response and Environmental Protection Manager to forward a copy of the annual status report on air quality to Cllr Curry	Lucy Kirk	Further information and a copy of ASR provided via email to Cllr Curry and have agreed to meet with him if needed.	Complete
8	01/12/21	The group commented on the work of Capital Project team in improving our buildings and the Head of Capital Projects who has made presentations to outside organisation and requested one for this group.	The Climate Response Officer confirmed that the Head of Capital Projects is lined up to attend the February meeting with an update.	Vicki Emritt	Rob Dennis and Mark Breathwick will be giving presentations at the next meeting on 1 <sup>st</sup> February.	Complete
9	01/12/21	A draft social value policy has been produced.	Climate Response Officer to share the draft policy with the group.	Vicki Emritt	The draft social value policy is awaiting sign off from Cllr Gulvin and the Assistant Director of Legal at Procurement Board. Further to any additional requirements, the report will then be shared with the group.	Ongoing
10	01/12/21	The CR Team will be looking to develop the concept of Climate Cafes with the University of Kent who were delivering the cafes and link local community groups.	Climate Response Engagement Officer to take forward.	Katie Hargrave-Smith	The cafes were delivered by the School of Anthropology and Conservation's Sustainability Working Group, at the University of Kent. The working group has been contacted to see if they would be happy for their contact details to be shared with local community groups to arrange climate cafes. If so, this will be included in the January newsletter.	Ongoing
11	01/12/21	A request to consider addressing strange ideas and myths that people have and if communications could help address myth busting too and help guide people to what has the most impact.	Head of Communications and Marketing to look at a myth busting document in Comms messages to help guide people to the best actions they can take.	Celia Glynn-Williams	Comms will run this through the year with our social media messages and run a feature in Spring Medway Matters about Myth Busting. Myth busting on EVs is included on our new climate webpages.	Ongoing
12	01/12/21	Recommendation to attend the Cathedral Business Guild Breakfast meetings that cover various subjects and could include this.	Climate Response Engagement Officer to contact the Cathedral Guild to engage businesses via breakfast meetings.	Katie Hargrave-Smith	The Cathedral Business Guild has been contacted and we are awaiting a response.	Ongoing
13	01/12/21	More enquiries are being received around corporate volunteering opportunities from local businesses looking for ways to engage their staff in environmental improvements. The group requested a list of ways in which businesses could engage.	Climate Response Engagement Officer to create list of corporate volunteering opportunities that support the Climate Change agenda	Katie Hargrave-Smith	VE has emailed ASL (Child Friendly City) regarding developing a shared offer of volunteer opportunities for young people however ASL does not have capacity to work on this at the moment. CR Team to compile list of potential opportunities. Insurance and H&S requirements to be checked. VE has also emailed Annamarie Lawrence as she was involved previously in collating volunteer opportunity info across the council, may be a useful reference.	Ongoing

14	01/12/21	Could links be made with larger companies such as Volker or BAE, to start sponsoring works that have higher costs such as recycling in parks and their involvement could be advertised.	Climate Response Team to consider asking larger companies such as BAE or Volker to sponsor initiatives	TBC	The Climate Response Team will start to compile a list of projects for potential sponsorship and also local companies that could be approached.	Ongoing
15	01/12/21	The Chair asked about mapping of EV points available in Medway, including those in developments.	Climate Response Engagement Officer to ensure further promotion of the Zap Map and ensure it is up to date.	Katie Hargrave-Smith and James Sutton	A link to the Zap Map is included on the Climate Change Webpages and it has been promoted in a newsletter. The Climate Response social media will continue to promote the Zap Map. The 34 council EV charging points installed within three of our public car parks last year have been included on the map along with a number of those located within commercial premises in Medway too, such as retail parks, supermarket car parks and the like. The sustainable Transport team will continue to ensure that any new public council-owned charging points are featured on the Zap-Map website. A spreadsheet containing public EVCP provision in Medway has been compiled by Sustainable Transport who are also looking to see if any EVCP infrastructure linked to planning applications [both existing and proposed] can be collated by colleagues in Planning.	Ongoing
16	01/12/21	The effectiveness of the EV pilot will now be reviewed and a presentation of the findings, and future options will be presented to the next Transformation Board in early 2022	Head of Business Change to share findings with the group following Transformation Board	Paul Boyd	The data on the trial has not yet been received from the supplier and so it has been put on the agenda for the Transformation Board on Monday 21 March 2022.	Ongoing
17	01/12/21	The Chair advised that we hope to be able to bid again for further trees.	Greenspace and Access Programme Manager to update on findings in relation to potential tree funding.	Peter Garrett	The CR Team updated Cllr Doe via email (03.12.21) that there were currently no relevant tree funding opportunities. Ongoing review of grants.	Ongoing
18	01/12/21	The Climate Response team continue to keep an eye on funding opportunities as they arise, particularly in light of COP26.	The Climate Response team continue to keep an eye on funding opportunities as they arise, particularly in light of COP26.	All CR Team	Ongoing	Ongoing
19	01/12/21	The group commented that a large proportion of housing in Medway might not be suitable for heat pumps due to the insulation issue. Need fairly robust advice and guidance on this for people, to safeguard residents.	Climate Response Engagement Officer and Head of Strategic Housing to ensure provision of robust advice and guidance on heat pumps	Dave Harris/Vicki Emrit/Katie Hargrave Smith	The refreshed climate change web pages include a link to Simple Energy, which has information about Ground Source Heat Pumps. <a href="https://www.simpleenergyadvice.org.uk/measures/meta_ground_source_heat_pump">https://www.simpleenergyadvice.org.uk/measures/meta_ground_source_heat_pump</a> . Officers will explore options for providing additional guidance to residents such as planning permission.	Ongoing

20	01/12/21	The group raised that in central Chatham and other parts, where there is a lot of new development, can it be ensured that where possible the same car club is operating and that these clubs are pushing issue of electric cars. Can we make this a default expectation?	Head of Planning to confirm default expectations on car clubs	Dave Harris	Choice of car club would be dependent on the scale, location and type of development, and would likely be considered as a part of a bespoke travel plan. Planning officers to give update at February Member Advisory Group meeting.	Ongoing
21	01/12/21	On tree funding, councillor colleagues have donated significant amounts from Ward Improvements Funds. Can this be included in the figure of funding for tree planting.	Climate Response team to include figures on Ward Improvement Funds contributed for tree planting.	Marion Phillips	WIF team have been contacted to see if they are able to provide us with this data.	Ongoing
22	01/12/21	The group referenced Cockham County Park planning permission with only two electric charging point. Clarity was requested on the response on only 4 charge points for 90 parking spaces. The response focuses on walking yet providing so many parking spaces. The amount of charge points should reflect the number of spaces, not who is expected to travel there.	Assistant Director of Frontline Services to raise with Head of Regeneration.	Ruth Du-Lieu	The Council's EV Strategy is in development and part of this work will be consideration of the level of EV charge point provision in all car parks.	Ongoing
23	01/12/21	On item 15, natural capital calculations, the group commented on the idea of the state of nature for Kent and Medway as a whole. Can we go alone rather than waiting for wider area. Produce our own natural capital calculations independently?	Greenspace and Access Programme Manager to review and feedback on the implications of this suggestion	Peter Garrett	In terms of the State of Nature in Kent, we are an established part of that partnership and there is no benefit at this stage to us going alone and doing our own thing. There will however be a focussed Medway element of that work relevant to our area. A Natural Capital calculations 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. We will be developing our own proposals for ecosystem services bespoke to Medway.	Ongoing
24	01/12/21	The group asked about the issue of green and blue hydrogen.	CR Team to link up with Simon Barnes at the University of Kent with regard to Hydrogen based gas – to be briefed, keep up to date and inform the public.	Lucy Kirk	CR team have emailed Simon Barnes and are waiting on a response	Ongoing
25	01/12/21	It was noted that hydrogen gas being manufactured in Medway could bring jobs and employment too. The Chair advised he would talk to	Request for Assistant Director of Frontline Services to also speak to Director of Place and Deputy Chief Executive about the opportunity	Ruth Du-Lieu	The opportunities of Hydrogen have been discussed. There are lots of opportunities and the council is working with the Thames Estuary Growth Board using ARG money to work up a study and determine our approach, given this is new technology and a new opportunity that has only recently emerged, albeit there is considerable	Ongoing

## Ongoing actions from previous meetings

26	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 be presented to the group in Q1 of 22/23 (actual date to be confirmed) and will include fuel type.	Ongoing
27	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
28	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 be 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
29	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. Update 01.02.21: January challenge for all staff has been set to encourage teams to make small changes and report back on experience and results. To be shared on staff intranet and comms.	Ongoing

30	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
31	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. Update 01/02/2022: Publication of State of Nature in Kent report delayed - now due end of Financial Year.	Ongoing
32	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 Valdus (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. Update 01/02/2022: As part of refresh of Climate Change action plan, officers are ensuring that options for funding each action are clearly identified.	Ongoing
33	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)/Vicki Emrit (Climate Response)	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. Update 01/02/2022: Climate response and Environmental Protection team reviewed first draft of EV strategy and provided comments. Benchmarking to be taken forward as an item within EV working group.	Ongoing
34	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

35	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. Update 01/02/2022: Cozenton tree nursery report was approved by the Property board in December 2021. Officers are working with Norse to investigate cost neutral options for the running of the site by the end of January. Subject to further approval by Property Board, delivery of the project will commence in the new financial year.	Ongoing
36	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. Update 01/02/2022: Outcomes of COP26 are being reviewed and will inform the refresh of the Climate Change Action Plan, which will be presented at the April meeting.	Ongoing
37	27/07/21	(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. Update 01/02/2022: This is being picked up as part of the refresh of the climate change action plan.	Ongoing
38	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
39	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

40	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
41	20/04/21	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
42	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
43	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



44	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
45	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
46	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
47	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
48	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
49	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

50	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
51	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
52	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
53	08/12/20	<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
54	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

55	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
56	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
57	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
58	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
59	08/09/20	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
60	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
61	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

62	17/06/20	<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>Clr 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
63	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
64	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