

Climate Change - Member Advisory Board Meetings Action List

Actions from the last meeting (10th November 2022)

Item No.	Date of Meeting	Action No.	Points raised	Action to be taken	Responsible /Lead Officer	Update	Status
1	11/10/22	189	3.2 The group referenced item 21, the Refill project, regarding the weak reasoning on the loss of revenue in the update. The group hoped for a stronger policy across the council to set an example. The chair agreed and noted that this subject would also be discussed under AOB. 3.3 The Chair referenced the following actions which should be marked as ongoing, action 11 with regard to Arriva buses under 'Actions from the last meeting', action 4 on tree planting and action 7 on planning under 'Actions from Previous Meetings'.	Climate Response Team to review action 21, 11, 4 and 7.	Marion Phillips	Update 19.12.22: Actions highlighted have been reopened for further review.	Complete
2	11/10/22	190	4.3 The Chair supported the proposal noting that a lot of work is needed in this area and requested for three members to join the committee. 4.4 The Chair accepted nominations from Cllr Tranter, Cllr Edwards (proposed by Cllr Maple) and Cllr Hackwell	The Head of Transport and Parking to notify democratic services to finalise the subgroup membership	Michael Edwards	Update 05.01.22: Democratic services were notified and the group has now been formally signed off with the first meeting scheduled for 22nd February 2023.	Complete
3	11/10/22	193	4.11.The Chair noted that the Head of Category Management was unable to present at the meeting as planned and the presentation will be brought forward to the next meeting.	Head of Category Management to present at a future meeting	Mike Kelly	Update 19.12.22: Mike Kelly will be presenting at the February 2023 MAG meeting	Complete
4	11/10/22	194	5.3. The Chair noted that Kent wide bids were always envisaged and suggested raising the attention of this in discussions with KCC.	Climate Response Team to discuss and seek Kent wide bids with KCC	Vicki Emrit	Update 19.12.22: The Climate Change Network has been asked to add funding onto their standard agenda items with the intention of identifying funding opportunities in partnership.	Complete
5	11/10/22	195	5.4.The group noted that KCC have secured funding for zero emission buses along with some other local authorities and enquired as to if there might be further opportunities for zero emission bus bids in Medway following the unsuccessful bid in 2019. The group also asked if Medway could link into the successful KCC scheme.	Head of Transport and Parking to enquire about potential links with KCC on their zero-emission bus scheme.	Michael Edwards	Update 05.01.23: The Transport Team regularly liaise with colleagues at KCC. KCC's zero emission bus scheme, funded by ZEBRA, is being used on Fastrack buses in Gravesend/Dartford and Dover. Medway previously bid for the All Electric bus town funding but was unsuccessful. Medway did not go for the ZEBRA funding as the DfT was only providing up to 25% of the difference between a diesel bus and the electric bus and there was not funding available for Arriva and/or the council to put forward the remaining 75%. The team keep updated on any future funding streams that become available and will continue to seek funding (see action no. 196).	Complete

6	11/10/22	197	5.8.The group highlighted their disappointment that Medway's biggest bus provider appears to have sent their most modern buses to Essex where the council has more specific air quality requirements. The impact of this for Medway's main bus users (young and old) was noted.	Head of Transport to follow up with bus company on the deployment of modern buses in locations outside of Medway.	Michael Edwards	Update 05.01.23: Arriva's allocation of their fleet around the country is influenced by factors including any restrictions on emissions such as an Ultra Low Emission Zone in Essex. If Medway introduced an ULEZ it would likely increase the cost of contracts going forward. Arriva is however introducing some new Euro VI low emission vehicles in Medway which are currently awaiting final sign off at the manufacturer and should be in service by the end of January 2023, with a promotional launch on 17 January. These buses will largely be used on the 145 route from Chatham to Warren Wood. In addition to this, all 2004 double deckers (with Euro III engines) will now be phased out from Medway with vehicles cascaded down or redeployed from other areas. The first few cascaded buses are due in Gillingham in the next couple of weeks and will be repainted before being launched on the road in February.	Complete
7	11/10/22	200	6.12.The group noted how hearing the experiences of this case study will be positive for other small business owners and how organisations like the Federation of Small Businesses (FSB) and The Kent Invicta Chamber of Commerce (KICC) also need to be hearing about this.	Economic Development to ensure the FSB and KICC are aware of Medway Case studies and opportunities to promote further.	Sean Henry	Update 19.12.22: The Climate Response Officer presented to a group of businesses at the relaunched Business for Medway event in November, at which the Federation of Small Businesses were in attendance. The presentation included a simple approach to calculating emissions and developing an action and engagement plan. Businesses were shown the case studies page on the Council's climate change webpage and encouraged to submit examples of their own progress. The www.medway.gov.uk/netzerojourney link was also shared with the group so that they could look at the resources and funding opportunities available to businesses. Economic Development met with Sustainability And Services, the subcontractor for KICC's net zero business support, and shared our Medway businesses case studies and Climate Change Action Plan. Economic Development have requested the 2023 agenda's from FSB and KICC to explore ways of working together.	Complete
8	11/10/22	202	9.2.The Chair advised that Single Use Products at Council meetings needs to be addressed and asked that this is followed up. The Deputy Chief Executive and Director of Place confirmed the Council is committed to this, conversations have been had and asked the Climate response Officer to pick up conversation again.	Climate Response Team to follow up with Facilities team.	Vicki Emrit	Update 19.12.22: Medway Norse will be reinstating water jugs once existing stocks of bottled water are used up. Clear messaging to explain the benefits of this will be shared with all councillors via Democratic Services.	Complete
9	11/10/22	191	4.5 The group noted that they would like public transport, not currently included in the terms of reference, to form an element of discussions by the subgroup as it is interrelated to walking and cycling.	Active Travel subgroup to consider cycle storage (locations and funding options) and include the relationship to public transport in the terms of reference.	Michael Edwards and PA4 Subgroup	Update 05.01.23: The inclusion of public transport and consideration of cycle storage and its funding has been noted and included in the suggested terms of reference for the new subgroup. The requirement to identify funding for cycle storage was raised at the Climate Emergency Funding Subgroup in November 2022 and has been added to a climate change action funding needs document monitored by the group for funding opportunities. Transport are also keen to consider Section 106 opportunities for cycling, particularly for edge of town developments potentially contributing towards destination facilities with the view that this will be taken forward by the transport team when looking at planning applications.	Ongoing
10	11/10/22	192	4.10. The Chair noted the importance of pushing harder for walking to school groups with the aspiration that all schools should have these.	Sustainable Transport Officers to seek increased participation of schools in the provision of walking to school groups.	Michael Edwards/James Sutton	Update 05.01.23: the aspiration for all schools to have walking to school groups/initiatives has been included in the suggested Terms of Reference for the Active Travel Subgroup.	Ongoing
11	11/10/22	196	5.6.The Deputy Chief Executive and Director of Place also noted with regard to the zero-emission bus funding, that KCC were successful in the same round that Medway was not and that Medway would seek to progress bids at every opportunity.	Head of Transport and Parking to continue to seek funding for zero emission buses.	Michael Edwards	Update 05.01.23: This has been included as a suggested agenda item for the Active Travel Subgroup and added to the funding needs document held by the Climate Emergency Funding subgroup.	Ongoing

12	11/10/22	198	<p>5.10The group noted that they have not seen Section 106 commitments on climate emergency improvements and asked that a specific fund is included in any draft.</p> <p>5.11The group noted in relation to developers that although we are getting better at pushing harder on landscaping schemes, the quality of these sites following completion does not match the applications and a more robust process is needed for holding developers to account over a longer period to ensure that landscape quality is maintained.</p> <p>5.16.The Deputy Chief Executive and Director of Place noted the discussions on S106 and deployment on climate change measures and that these will form a key part of discussions on the Section 106 refresh.</p>	The Head of Planning to respond on comments raised regarding Section 106 and a robust process to ensure long term quality on developments.	Dave Harris	<p>Update 19.12.22: Planning officers will consider the potential for S106 contributions towards climate change mitigation/adaptation measures in the review of the Developer Contribution Guide that will be aligned to the preparation of the new Medway Local Plan.</p> <p>The council has taken enforcement action where landscaping has not been maintained properly, and will continue to keep processes under review.</p>	Ongoing
13	11/10/22	199	The Chair noted that our awards should recognise contractors work on climate change.	Head of Planning to review option for the Medway Design and Regeneration Awards to include a new award to recognise developers work on climate change	Dave Harris	<p>Update 19.12.22: Sustainability was included as a judging criteria in the recent design awards. A specific award related to climate change will be reviewed in the planning for the next awards in 5 years' time. As an interim, Head of Planning to consider options for publicly recognising climate change work for issue at the annual Major Developer's Forum.</p>	Ongoing
14	11/10/22	201	7.12.The group suggested 'Chatty Cafes' as a place to engage with the community of which there are four in Rochester. The cafes are also being set up as 'Warm Places' during the winter. This could just be the provision of materials and information at the venues.	The Head of Communications and Marketing and the Housing Strategy and Partnerships Manager to provide material to be shared at Chatty Café and Warm Place locations across Medway	Celia Glynn Williams	<p>Update 11.01.23: We are putting our "Stay Warm this Winter" brochures into the Chatty Cafes and warm place locations. We are also giving out leaflets summarising advice pages on our websites about energy and water efficiency.</p>	Ongoing

Update on actions from previous meetings

1	13/07/22	184	4.14.The Chair highlighted that the standard of dialogue at events was impressive, and it would be good to take this further, and commented that in seeking to get all schools participating, it would be good to get a small plaque or similar to show they are participating.	The Climate Response Engagement Officer and Head of Communications and Marketing to consider the plaque and climate champion idea.	Celia Glynn Williams & Katie Hargrave Smith	Update 05.10.22: A logo has been designed and will be presented at the meeting on 10 November. Update 19.12.22: The new school climate network logo was shared at the November MAG meeting and has been shared with all schools involved in the network.	Complete
2	13/07/22	178	4.3.The Chair asked if the actions being taken in schools can be used as an exemplar.	Climate Response Engagement Officer to share school actions as an exemplar.	Katie Hargrave Smith	Update 05.10.22: Through our Schools Network, we are working with schools to share best practice with other schools. It has been highlighted that we would like school case studies for our local projects and progress page. However, at the beginning of term, the schools were all at capacity. We intend to raise this again at the next schools network meeting on Tuesday 8th November, and offer to support the writing of case studies. The Howard Trust have offered to write a case study on their LED lighting scheme and we are currently awaiting this. Update 19.12.22: We have asked the schools for any projects they would like to submit as case studies. This will continue to be picked up through the Medway Schools Climate Network.	Complete
3	13/07/22	174	3.14.The Principal Economic Development Officer updated on another local project to reduce food waste, highlighting the work by the University of Greenwich in Medway which is leading on research at the Medway Food Innovation Centre. The Chair asked for a feature on this in a future edition of Medway Matters.	Economic Development to share contacts with Communications for future article	Sean Henry and Celia Glynn Williams	Update 05.10.22: Unfortunately, the Medway Matters deadline for Christmas was too short to work with Greenwich on a story. However, the Comms team have started liaising with Greenwich to make sure we have a story to be included in the next edition. Officers from Economic Development, Climate Response and the Communications Teams visited the Medway Food Innovation Centre on Thursday 13 October and further links have been made, with plans to write a Medway Matters article in January about the Centre and also feature it in the Medway 1 Regeneration Magazine. Update 19.12.22: An article on the Medway Food Innovation Centre is being included in the Spring edition of Medway Matters 2023.	Complete
4	13/07/22	173	It was noted that the company had a single business card with a QR code which the council could consider.	The Chair asked for Business Change to look at the business card idea.	Paul Boyd	Update 05.10.22: The use of QR codes for staff would require the development and maintenance of webpages for each individual. This would be too costly to create and maintain, however it would be viable for Councillors as there are already pages on the official Council website that can be linked to. Officers who use business cards could potentially have QR codes directing to LinkedIn accounts. Electronic business cards with QR codes on mobiles could also remove the need for a single reusable card. Economic Development are taking this action forward in discussion with the Comms team to see if the idea is viable. Update 19.12.22: Officers who are frequently business facing can now request a QR code for either their mobile or as a business card, once their current stockpile runs out and Members will also be given this option after the next election.	Complete
5	13/07/22	171	3.9.The group suggested promoting the scheme at a breakfast session with the Medway champions where there are many individuals that could advocate for it.	Public Health Team to promote the award programme via the Medway Champions	Michelle Saunders	Update 05.10.22: The Public Health Project Officer is planning to attend the next Medway Champions meeting in November to make links and request to present at the following meeting in January. Update 19.12.22: The Public Health Project Officer attended the November meeting. It has been agreed to have health and wellbeing as a more regular section at Medway Champions meetings for 2023 and a presentation on the award programme will be included under this item in the new year.	Complete

6	13/07/22	188	7.7.The Assistant Director of Front Line Services confirmed that conversations are being had with bus operators and a bus improvement programme is being developed.	Public Transport Manger to advise on Arriva's 5-10 year plan	Rob Carmen	Arriva have advised that they are experiencing challenging times which has limited their investment opportunities. Electric and hydrogen buses are still a lot more expensive to purchase than diesel, and are also more operationally challenging due to issues with range and battery degradation. However, technology is moving very close to the point where over the lifetime of a vehicle, the business case for electric vehicles makes sense, particularly where there is Zebra funding available. It was noted that Hydrogen is someway from being comparable. Arriva are still working on their future investment plans and are keen to work with Medway to make bids for electric bus funding when available. Update 11.01.23: We have not seen a 5-10 year plan specifically for the local area, but Arriva have advised that investment across the group as a whole will depend on National government policy and investment/bidding opportunities both locally and nationally. At present no deadline has been set for final purchase of new diesel buses by government, but Arriva believe they are coming close to not buying a sole diesel engine bus again, moving on to hybrids and electrics. There are currently new Euro VI low emission vehicles for Medway awaiting final sign off at the manufacturer and these should be in service by the end of January 2023, with a promotional launch on 17 January. These buses will largely be used on the 145 route from Chatham to Warren Wood. In addition to this, all 2004 double deckers (with Euro III engines) will now be phased out from Medway with vehicles cascaded down or redeployed from other areas. The first few cascaded buses are due in Gillingham in the next couple of weeks and will be repainted before being launched on the road in February.	Complete
7	13/07/22	185	4.15.The group mentioned the Refill project and how it does not appear that all council buildings have been investigated to check for suitability for the scheme.	The Climate Response Team to take this back to the Refill project officer to investigate.	Katie Hargrave Smith - Lena Bhohi and Stevie Hunt to pick up	Update 05.10.22: Three council locations are currently registered to Refill, the cafes at Gun Wharf, Riverside Country Park and Capstone Farm Country Park. The Refill project officer has collated a list of council owned properties for review of suitability and over the next few months will work to drive awareness and encourage sign ups. Initial conversations have been had with libraries who are keen to offer Refill but who have highlighted that most libraries do not have access to drinkable water in public areas and have expressed concern over staff leaving counters to head back to their staff kitchen to fill up bottles. Funding would be required to install a drinking water station in the public areas. Another barrier highlighted by the Innovation Centre and theatres has been a loss of revenue from bottled water. Update 19.12.22: The Climate Response Team have asked the Assistant Directors for Culture and Community and HIF and Regeneration to respond to the request for a stronger council policy on Refill and eliminating single use products. The Culture and Libraries team are working on a paper to outline the opportunities and challenges which will be completed in February.	Ongoing
8	13/07/22	183	4.13.With regard to social media, the Head of Communications and Marketing responded that the Comms Team will look at how the climate change channels can be used to develop conversations, with people directed from the corporate channels.	Head of Communications and Marketing to seek to progress dedicated social media conversations.	Celia Glynn Williams	Update 05.10.22: Good engagement is being recorded on social media. We will use our next round of Small Changes campaign to direct these conversations further. The challenge we have is ensuring that we are able to resource this properly as online engagement that is not maintained can also damage your reputation. Update 19.12.22: The next round of small changes commences in January with the intention to encourage people to share tips and recent small changes undertaken. The comms team will try to spark debates. This will be on the Climate Change channels and then shared on other channels. A first post to encourage debate was shared in December on real versus artificial Christmas trees. This post reached 1.1K people and had 52 engagements.	Ongoing

9	13/07/22	182	4.12.The Head of Communications and Marketing advised that the branding was developed to link to the Council's work but that this does not mean that others could not use it and that can be considered with a potential brand guideline toolkit to ensure it is used in the right way	Head of Communications and Marketing to review brand sharing options	Celia Glynn Williams	Update 05.10.22: A tool kit will be developed by the end of the year. Update 19.12.22: The Comms team are looking at an application process for requesting the climate change logo to ensure its correct useage, with a request for information on how climate change is being addressed and how the logo would be used for review before the logo is shared.	Ongoing
10	13/07/22	176	3.19.The Deputy Chief Executive and Director of Place agreed this is a fundamental challenge and highlighted the importance of the work of the Economic Development Team in supporting businesses to navigate through the metrics to be considered to reduce their carbon footprint and the systems to be adopting	Economic Development Team to support businesses to navigate their way to systems that can assist with measuring and reporting their carbon footprint and opportunities for adopting energy efficiency improvements	Sean Henry	Update 05.10.22: A carbon footprint audit and small grant sheme for businesses to enact recommendations have been included as part of the investment plan submitted for the Shared Prosperity Fund. A similar audit scheme is currently offered by Kent Invicta Chamber of Commerce without the grant and ED is in talks with them as our business support partner on how best to replicate/enact this. Update 19.12.22: The audit scheme provided by the Kent and Medway Growth Hub is set to end this month but there is potential for an extension to March. This should coincide with the start of 2023/2024 Shared Prosperity Fund delivery. Early discussions with several carbon reduction business support organisations has revealed an increased requirement in Government and corporate tenders for businesses to provide details of their ambitions to work towards net zero, highlighting the importance of the audits to many businesses in the future.	Ongoing
11	13/07/22	172	3.12.The Chair requested that Climate Response and Economic Development continue to work closely together, including on the potential kite mark scheme.	Climate Response and Economic Development Teams to liaise over Kite mark scheme	Sean Henry	Update 05.10.22: The PA9 (Supporting Low Carbon Business) sub-group is in the process of being set up and the idea for a kite mark scheme will be taken to this group for discussion. Update 19.12.22: Economic Development have considered the wider scope of the Healthy Workplace Team and working together with that team and the climate response team, it is considered that this is covered without the need for a new kite scheme.	Ongoing
12	26/05/22	163	The group welcomed actions addressing the tendering system and advised that they would like to hear more about this in due course	Category Management to present an update to the group in future – format to be agreed.	Mike Kelly	Update 20.06.22: Under review, no update. Update 05.10.22: Head of Category Management to attend the November 2022 MAG meeting. Update 19.12.22: Head of Category Management was unable to attend in November 2022 and has been invited to present at the February 2023 meeting.	Ongoing
13	01/02/22	161	(7.3) Request that recycling in parks is looked at. The Chair requested a pilot scheme as soon as possible.	The Climate Response Team to liaise with Waste and Greenspaces to take forward recycling pilot.	Marion Phillips and Colinda LeGall	A pilot is planned at Riverside Country Park. The aim is to provide two recycling bins at the park, one at the café and one elsewhere on site. Once in place, the Environmental Engagement Team will be undertaking some public engagement and light monitoring of their use and survey the levels of contamination, one of the biggest issues affecting the success of recycling in parks. The Environmental Engagement and Climate Response Teams attended the 2022 English Festival to promoting recycling and the Climate Change Action Plan. 590 attendees were engaged on recycling. A bespoke duck recycling bin was in place to monitor and engage people on correct use, however due to high visitor numbers on the day this could not be monitored as closely as planned and there was some contamination. Update 23.06.22: We have been advised that the waste provider currently working at RCP is unable to provide the recycling service and Medway Norse are looking at alternative providers. Update 29.09.22: There are currently a number of barriers to implementing a successful public recycling scheme at the Country Parks. These barriers are being assessed and a separate briefing paper will be produced on this issue. Update 19.12.22: Awaiting briefing paper from Medway Norse	Ongoing

14	01/02/22	155	(5.8) Medway Norse are working on a document on replacement timescales for the whole fleet and there are ongoing conversations about alternatives if it is not possible to move to electric now, smaller measures to improve energy efficiency and reduce CO2 and NOX emissions. These are ongoing works and once more information is received it will be shared with the Group.	The Head of Environmental Services to share Medway Norse plans with group once received.	Ian Gilmore – James Stubbs	Medway's Environmental Services team and Norse are working in partnership to explore options for fleet replacement. Once options have been explored, information will be returned to the group, however this will likely take several more months before detailed information will be available. Update 22.06.22: Environmental Services are still working with Norse, Category Management and Finance to produce a fleet replacement strategy for portfolio holder approval, a weekly steering group has been initiated. The fleet has been risk assessed for priority of replacement and the group are in the process of refining financial modelling to inform any final strategy. Update 03.10.22: Work is ongoing. Update 19.12.22: From 1st September 2022 the RCV fleet has been successfully operated on Hydrogenated Vegetable Oil without impact on vehicle operation or service delivery. This switch has the potential to deliver reductions in the fleet's current carbon emissions by up to 90% and Nitrous Oxides emissions by up to 69% simultaneously helping to improve Medway's air quality and reduce service impact upon the environment. The Waste Project team continues to engage with providers and experts in order to identify any future viable solutions to move from HVO to a zero-emission technology for the RCV fleet. Financial implications and the overall requirements of the fleet will also be considerations.	Ongoing
15	01/02/22	150	(3.9) The group raised that at the Business Support Meeting, the issue of the retendering for the Mears contract was raised, and can it be confirmed if this work and the maintenance will take a significant role in the tendering process	The Head of Strategic Housing to confirm procurement process.	Mark Breathwick	Update 23.05.22: Carbon neutrality will play a significant role in both the work undertaken by the contractor but also in their commitments for their own organisations. A further update will be provided once more work has been undertaken to scope the new contracting arrangement . Update 05.10.22: The procurement process is in the very early stages. A project board is to be set up and the Climate Response Team will feed in to this. Update 19.12.22: The options appraisal (GW1) report to reprocur the Mears contract is due to go to cabinet in January 23, with a view to going out to tender in summer 2023 and awarding the contract in April 2024. The project board is still to be set up. Sustainability will form part of the weighted questions during the tender process, and the intention is for the specification to set out clearly targets to be achieved regarding carbon reduction. Carbon neutrality (particularly emission reductions) will be designed into the tender and evaluation process. Tenderers will be required to evidence how their approach to fleet management will reduce emissions, demonstrate a general promotion of green energy, and achieve the FORS (Fleet Operator Recognition Scheme) silver accreditation. Single use plastic policies will also be required.	Ongoing
16	01/12/21	138	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	Katie Hargrave-Smith and Mark Breathwick	The refreshed climate change web pages include a link to Simple Energy, which has information about Ground Source Heat Pumps. https://www.simpleenergyadvice.org.uk/measures/meta_ground_source_heat_pump . Officers will explore options for providing additional guidance to residents such as planning permission. Update 30.03.22: This will be progressed in Q1. Update 20.06.22: Climate Response Intern has commenced research on additional guidance that could be given to residents. Update 04.10.22: Our Climate Intern completed their research. Draft heat pump guidance has been reviewed by the planning team and is now undergoing further review by other teams to see if we can add any further information before being uploaded to our website. Update 19.12.22: Further changes have been made to the guidance which are currently awaiting sign off by the planning team.	Ongoing

17	01/12/21	130	A draft social value policy has been produced.	Climate Response Officer to share the draft policy with the group.	Mike Kelly	<p>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.</p> <p>Update 22.06.22: Social Value policy is to be considered as part of Contract Procedure Rule review.</p> <p>Update 05.10.22: Contract Procedure Rule is still to be signed off and the social value policy will follow.</p> <p>Update 18.01.23: The CPR was redrafted and went to the audit committee in January. It is due to go to Cabinet and Full Council in February with the aim to go live early in March 2023. The revised CPRs will have specific reference to social value and support the introduction of a subsequent policy and associated training.</p>	Ongoing
18	01/12/21	128	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	<p>Child Friendly Medway contacted 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.</p> <p>Update 30.03.22: This work is being progressed.</p> <p>Update 20.06.22: Included as an action in the refreshed action plan and incorporated within the Climate Change Comms and Engagement Strategy as an action for Oct-Dec.</p> <p>Update 03.10.22: The Climate Change Communications meeting will be reviewing how this action will be taken forward this quarter.</p> <p>Update 19.12.22: A list of climate change related volunteering opportunities has been developed for Council employees and it is intended that this will be adapted to become a masterlist for all climate related volunteering enquiries received. New volunteering opportunities are arising from the School Climate network and further opportunities will also be sought via the Medway Urban Greenspace Forum. We also intend to signpost to other existing local volunteering opportunities such as with Kent Wildlife Trust. Once developed further, the volunteering opportunities will be promoted via the Climate Change and Business newsletters.</p>	Ongoing

19	27/07/21	111	(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 https://www.gov.uk/government/publications/enabling-a-natural-capital-approach-enca-guidance/enabling-a-natural-capital-approach-guidance#introduction-to-natural-capital	Peter Garrett (Greenspaces)	<p>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.</p> <p>Update 30.03.22: Publication of State of Nature in Kent report delayed - now due by the end of June 2022.</p> <p>Update 21.06.22: The Kent Local Nature Recovery Strategy is paused until secondary legislation is published, which is not expected to be in place until Autumn 2022 earliest. Funding is being sought for a Nature-based Solutions Assessment to be undertaken which will look at Medway's current biodiversity, carbon sequestration and nutrient neutrality potential and habitat networks and outline strategic opportunities (type and scale) for biodiversity net gain, carbon capture and nutrient neutrality.</p> <p>Update 19.10.22: Officers continue to attend the Kent Local Nature Recovery Strategy Working Group meetings. The Nature Recovery Strategy work is still awaiting secondary legislation, now due in the new year, which will dictate how local authorities take actions forward. In the meantime we continue to work with the KNP to make sure we are ready and best placed to immediately deal with new legislation, for example by ensuring all mapping across Kent and Medway is up to an appropriate standard.</p> <p>Update 19.12.22: Awaiting further update.</p>	Ongoing
20	20/04/21	98	(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)	<p>Update 01.12.2021: Networks to be set up as per Climate Change Communications and Engagement Strategy. Currently establishing a community network.</p> <p>Update 30.03.22 – the establishment of a business network is included in the Communications and Engagement Strategy for 2022/23.</p> <p>Update 20.06.22: Consideration is currently being given to the best format for the business network and potential funding for a launch event. The intention is to progress this network once the community network has been established.</p> <p>Update 19.10.22: As we are still in the early stage with the community network this has not yet been progressed but we will do this from early 2023</p> <p>Update 19.12.22: The Climate Response Team currently engages with stakeholders through a variety of networks. Businesses are now engaged on Climate Change via the relaunched Business for Medway Network in addition to the Medway Business newsletter. Officers regularly attend NHS Sustainability lead meetings. The Climate Response Team attends relevant meetings with the Medway Champions, Medway Placeboard Champions and Town Centre Forums, runs the School Climate Network, is supporting the set up of Medway Environmental Action Network and liaises with Eco hub groups and the Medway Urban Greenspace Forum. KCC are considering setting up a university and higher education group which we intend to link in to and will update further following the first meeting in 2023. A partnership working chart is to be shared at the February 2023 MAG meeting.</p>	Ongoing

21	08/12/20	82	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)	<p>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.</p> <p>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</p> <p>Update 30.03.22 : The final draft of the Tree Strategy is complete and will seek Council approval in Q1 of 22/23. Consideration will be given to specialist local provenance trees and we will plant appropriately in all open spaces.</p> <p>New funding rounds for LATF and UTCF have opened and we hope to submit bids in Q1 for next planting season.</p> <p>Update 21.06.22: Council approval of the tree strategy is being sought this autumn with full adoption due by Dec 2022</p> <p>Applications have been submitted for the LATF and UTCF tree funds and we expect to hear the outcome in August.</p> <p>Update 12.10.22: We have successfully been awarded £115,668.00 from the LATF for 150 trees to be planted across the 2022/23 and 2023/24 planting seasons, as replacements for trees lost on the highway. We have not yet heard the outcome of the UTCF. The Climate Response and Greenspace Teams continue to seek funding opportunities for tree planting, noting that funding is needed for the ongoing maintenance of trees as well as the supply.</p> <p>Update 19.12.22: We have been successful in two further Forestry Commission grants bid, the UTCF to plant 300 trees across 2022/23 and 2023/24 in schools and greenspaces and the Woodland Creation Accelerator Fund, a partnership bid led by KCC for revenue funding to support tree planting across Kent and Medway. Options for a Medway Tree Week will be explored at the beginning of the financial year 2023/24.</p>	Ongoing
22	08/12/20	72	Request for EV strategy to be presented at a future meeting	Present EV strategy at a future meeting	Michael Edwards (Transport)	<p>Update 20/04/21: Medway's EV officer working group continue to meet on alternative months to progress the EV workstream</p> <p>Update 31.01.22: EV Strategy is going to Cabinet April 2022 following which it will be shared with the group.</p> <p>Update 25.04.22 - The draft did not go to cabinet in April as it required further refinement following January's CMT. It is now being signed off before going through the internal governance approval processes. Following this it will be shared with the group.</p> <p>Update 06.10.22: The draft strategy is currently subject to a review which is expected to be completed by January 2023, with the final document ready for consultation in Spring 2023.</p> <p>Update 19.12.2022: Work has continued on the drafting of the EV strategy and it is due to be completed in the first half of 2023. Currently awaiting confirmation of who the lead officer is for EV within the Council before progressing further EV associated actions.</p>	Ongoing
23	26/09/19	9	Can we provide energy stats involved in waste management? Where does our waste end up?	Obtain energy stats	Vicki Emrit (Climate Change)	<p>Current Waste and Recycling stats are available at: End Destination Reports</p> <p>Energy stats to be included in review of scope 3 emissions.</p> <p>Update 29.04.22: work to commence Summer 2022 subject to appointment of work placement.</p> <p>Update 20.06.22: Appointment to industry placement to be confirmed in July.</p> <p>Update 25.10.22: Industrial placement student is due to commence work in November 2022 until end of May 2023 and will be reviewing scope 3 emissions.</p> <p>Update 19.12.22: Industrial Placement student has now started and is looking at best practice for scope 3 reporting and is due to attend a webinar on calculating scope 3 emissions associated with waste on 17th January.</p>	Ongoing

24	26/09/19	4	<p>Discussion around the thought that is given to new building works, 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. Forward actions to DH ahead of December meeting.</p> <p>Cllr Doe to discuss with Lewis Small at MDC.</p> <p>Update 17.06.20 - 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>	Dave Harris (Planning)	<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 on Strategic plans to MAG in June 20 instead of March 2020.</p> <p>Update 30.03.22 -This will be considered as part of the Local Plan work.</p> <p>Update 20.06.22 - Work will develop as part of the emerging local plan.</p> <p>Update 23.09.22: MDC's Project Manager presented their Sustainability paper to MAG in February 2022.</p> <p>Updated policies in the New Local Plan are dependent on the wider timetable to adoption. Climate change is a consideration on the planning validation checklist and developers are required to state how they exceed building regulations which can include the inclusion of photovoltaic panels. Developers can only be encouraged to exceed Building Regs however the regulations are improving in this area and the Planning team intend to update on this at the next MAG meeting.</p> <p>The Climate Change team will also be presenting at the annual major developers forum in November 2022.</p> <p>Update 19.12.22: Head of Planning organised a Climate Change and Energy Efficiency meeting between developers and members on 9 December 2022. This helped promote understanding of the requirements from Building Regulations and the wider role of Planning and responses from the development sector in new build housing.</p> <p>Further policy to be considered as part of new Local Plan.</p>	Ongoing
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