

REPORT TO ASSETS AND OPERATIONS COMMITTEE

ENVIRONMENTAL AUDIT 2021

RECOMMENDATIONS



Report Reference A-21-17
Meeting Date 22nd November 2021
Agenda Item 8
Prepared by Town Clerk

1.0 BACKGROUND

The council adopted a revised Environmental Policy in 2020 in which it set out its key environmental objectives. The policy also committed the council to undertaking an annual assessment of its operations against its environmental objectives. The Environment and General Purposes Committee reviewed the first annual audit at its November 2021 meeting. In accordance with the council's policy, each committee shall receive a report on the areas from the audit under its remit at its next ordinary meeting.

In September 2021, the council also declared a Climate Emergency. The resolution committed the council to working towards carbon neutrality and considering the climate impact in all its decision making.

2.0 ACTIONS IDENTIFIED UNDER THE COMMITTEE'S REMIT

The Environmental Audit has been provided to all committee members (except those on the Environment Committee who will have already received a printed copy).

The table in the appendix summarises the improvements identified by the Environment Committee. In addition, there is an overarching action to prioritise purchasing of British made goods in all procurement.

3.0 DECISIONS REQUIRED

The committee should:

- a) review the Environmental Audit 2021
- b) consider if further / alternative areas of improvement should be included in the committee's action plan for 2022
- c) consider the approval of the action plan as detailed in appendix A.

APPENDIX A: ASSETS COMMITTEE ENVIRONMENTAL AUDIT ACTION PLAN 2022

Ref	Improvement Identified	Actions to be taken	Target
A1	Investigate capital and operational cost of upgrading fluorescent lighting to LED	Planning and Facilities Officer to determine operational cost of existing lighting and capital investment required for upgrade. Report to be tabled to committee for consideration.	MAY 2022
A2	Investigate options for reducing gas consumption at the council offices	Planning and Facilities Officer to investigate options. Report to be tabled to committee for consideration as necessary.	SEPT 2022
A3	Confirm water usage data for the cemetery	Water usage at the cemetery to be monitored monthly against usage/activity to identify areas/needs for improvement.	OCT 2022
A4	Install water butt at Council Offices	Planning and Facilities Officer to enquire if Listed Building Consent is required for attaching a water butt to an existing downspout at the side of the building. Town Ranger to install water butt.	JAN 2022
A5	Investigate electric replacements if any tools require replacement during 2022	Planning and Facilities Officer to consider replacement of tools with electric at the point of requirement.	ONGOING
A6	Gather data to measure percentage of waste recycled from waste collections	Information to be sought from waste collection companies on weights of collections. Data to be recorded monthly and interventions assessed.	OCT 2022
A7	Internal campaign to increase recycling rates	Town Clerk to discuss with officer team to agree measures to increase recycling and decrease waste generation.	JAN 2022
A8	Investigate improving recycling at the cemetery	Planning and Facilities Officer to work with Cemetery Groundskeeper/Caretaker to assess quantum of recyclable waste.	JUNE 2022
A9	Investigate provenance of any paper products at point of order and with Danfo and where possible move to FSC certified or recycled products.	Planning and Facilities Officer to engage with DANFO, Administration and Support Officers to investigate certification at point of orders.	JAN 2022 / ONGOING
A10	Install compost bin at Council Offices to compost green waste and food waste generated in the Council Offices.	'Green Joanna' sealed compost bin to be installed in Council Office grounds and internal cadies provided in kitchen/staff room for food waste.	JAN 2022

A11	Obtain the Green Flag award for the cemetery	Town Clerk to finalise draft Cemetery Management Plan with Cemetery WG for early 2022 and table for committee. Green Flag application to be submitted in spring 2022.	MAY 2022
A12	Consider the enhancement of biodiversity at the council's open spaces as part of developing site management plans	Town Clerk and Planning and Facilities Officer to develop management plans for each of the council's open spaces and table for committee approval.	JUNE 2022
A13	Introduce perennial plants into cemetery flower beds in 2022	Planning and Facilities Officer and Cemetery Groundskeeper to action in next planting season.	JUNE 2022
A14	Introduce perennial plants into Council Offices flower beds once Town Council is responsible	Planning and Facilities Officer and Town Ranger to action in next planting season.	JUNE 2022
A15	Investigate provision of cycle parking at the cemetery	To be addressed as part of the Cemetery Management Plan.	MAY 2022
A16	Encourage eco-friendly coffin usage in the cemetery	Enquiries to be made with local funeral directors to assess market and demand. Promotion of options to be included in cemetery literature.	APRIL 2022