

Agenda



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A meeting of the **Climate Emergency Advisory Committee (CEAC)**

will be held on Monday, 14 December 2020 at 6.00 pm

Virtual meeting – view the meeting live at
<https://www.youtube.com/channel/UCTj2pCic8vzucpzlaSWE3UQ>

Members of the Committee:

Councillors

David Grant (chair)
Amos Duveen (vice chair)
Eric Batts
Eric De La Harpe
Hayleigh Gascoigne
Alison Jenner
Bob Johnston

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A handwritten signature in black ink, appearing to read 'M Reed'.

Margaret Reed
Head of Legal and Democratic

Agenda

Open to the Public including the Press

1. Chair's announcements

To receive any announcements from the chair and general housekeeping matters.

2. Apologies for absence

To record apologies for absence and the attendance of substitute members.

3. Declarations of interest

To receive any declarations of disclosable pecuniary interests in respect of items on the agenda for this meeting.

4. Urgent business

To receive notification of any matters which the chair determines should be considered as urgent business and the special circumstances which have made the matters urgent.

5. Minutes

(Pages 4 - 8)

To review the minutes of the meeting held on 7 September, to agree them as a correct record and for the chair to sign them as such.

6. Public participation

To receive any questions or statements from members of the public that have registered to speak.

7. One-year work programme progress update, alignment to Corporate Plan and future planning

(Pages 9 - 20)

For CEAC to receive a verbal update on the progress of the projects in the approved year-one work programme and future work planning.

Item led by Michelle Wells, Insight and Policy Manager, and Cabinet Member for Environment, Councillor Catherine Webber.

8. Task and Finish group update

For CEAC to receive a verbal update on the work of the CEAC task and finish group from the chair, Councillor David Grant.

9. Oxfordshire Electric Vehicle Infrastructure Strategy update

(Pages 21 - 24)

For CEAC to receive a project update from Andy Egan, Climate Change Lead, and Cabinet member for the environment.

10. HM Government's 10-point green plan

(Pages 25 - 28)

For CEAC to receive a summary paper on HM Government's 10-point green plan. Item Lead: Michelle Wells.

11. Greentech - Supporting the low carbon economy in the Vale

(Pages 29 - 43)

For committee to note the benefits of Founder Membership of Oxfordshire Greentech (OG) and the proposed support package negotiated with OG.
Item lead: Michelle Wells

Minutes

of a meeting of the

Climate Emergency Advisory Committee

held on Monday, 7 September 2020 at 6.00 pm

This was a virtual meeting

View the recording here:

<https://www.youtube.com/channel/UCTj2pCic8vzucpzlaSWE3UQ>

Open to the public, including the press

Present:

Members: Councillors Eric Batts, Eric De La Harpe, Hayleigh Gascoigne, David Grant (Chair), Alison Jenner, Bob Johnston.

Officers: Andrew Lane, Suzanne Malcolm, Candida Mckelvey, Heather Saunders and Michelle Wells

18. Chair's announcements

The Chair welcomed everyone to the committee. There had been a change to the membership of the committee. Chair thanked Councillor Max Thompson for his service and input to the committee. Councillor Bob Johnston was welcomed to the committee as a new member, replacing Councillor Max Thompson.

There were a few items from the one-year work programme to update the committee on:
A Greentech report is due in December.

Opportunities for off-site solar energy are being investigated.

The role of Climate Change Lead officer is advertised now for people to apply.

There is a Local Government Association (LGA) webinar on scrutinising climate change, on 18th September. The council is a member of LGA so it is free for councillors to sign up.

19. Apologies for absence

Apologies were given from Councillor Amos Duveen.

20. Declarations of interest

Councillor Hayleigh Gascoigne declared an interest in item 7 of the agenda, as she is an investor in the Low Carbon Hub. She would not take part in this discussion.

21. Urgent business

There was no urgent business.

22. Minutes of the last meeting

The minutes of the last meeting on 01 July 2020 were declared a correct record. The Chair will sign them as such.

23. Public participation

There was no public participation.

24. Power Purchase Agreement

Corporate energy officer Heather Saunders introduced the report to the committee.

The paper is for the committee's consideration. A Power Purchase Agreement, or PPA, could be an element, along with a broad portfolio of projects, to help achieve the council's carbon neutral target.

The first priority, from our climate emergency one-year work programme, is that we will aim to reduce energy use from our operations, and to install renewable technologies on site. These actions alone are unlikely to bring our carbon emissions to zero, so further options need to be considered. A PPA is a mechanism for matching zero carbon electricity generation at a new renewable energy asset with the council's energy use. It then allows us to declare zero carbon emissions for the contracted energy. If a new renewable energy asset is in South Oxfordshire, this also has additional local benefits. We therefore wish to enter into discussions with other Oxfordshire Councils and other external parties to identify the opportunities available.

As written in the report, there will be a range of financial and procurement issues to resolve, so no commitment has been made yet.

There is no conflict between these proposals and the parallel process of procuring gas and electricity for the council's properties.

We realise this is a complex proposal, and we have set out the key issues in the paper, and we welcome questions.

Councillors commented on the following:

- The difficulty of being truly green.
- Slewing was discussed, we need to find out if the costs are viable. Slewing has to happen as there has to be a third party for balancing, the energy can't just come from the generator.
- It was asked if battery storage could be counted towards this. The officer confirmed that this report is not about investing, the report is about enabling our emissions to be carbon neutral by contracting with an asset that hasn't allocated its emissions to another party.
- How are discussions with other parties going? Are Parish councils included? Officer confirmed there has been one meeting so far with Oxfordshire County Council (OCC). It will be reported back to the Chair when it is confirmed that discussions have been had with Chief Financial Officers.
- What is the benefit of having a local supplier? Officer confirmed we have Oxfordshire targets, so a local supplier benefits that, and the local economy. It was confirmed that if contracting with a wind farm further away, we could still benefit from the certification, but we will look at local options first. Locally sourced assets reduce transmission losses.
- Point 24 in the report – regarding 70% of council's energy demand is from leisure centres. Our contractor pays the energy bills for leisure centres. We include leisure centres in our emissions. Our demand is currently small. If we can add the leisure demand, we can have a more complex arrangement with investment and a PPA in the same project. Investment takes several years, but right now we aren't responsible for leisure centre energy bills.
- Who are the other organisations/commercial partners to be involved? Officer responded this is other organisations who are part of the PPA.

The committee agree with the recommendation that PPA should be explored, with added wording to include larger parish councils and town councils.

25. England's Economic Heartland - transport strategy consultation

Andrew Lane from Planning Policy gave an introduction to the consultation of the draft transport strategy.

England's Economic Heartland is a partnership of local transport authorities and Local Enterprise Partnerships (LEPs).

The consultation covers the Draft Transport Strategy, the Integrated Sustainability Appraisal, and the Proposal to Establish a Statutory Sub-national Transport Body. The end date for the consultation is 6 October 2020.

The website (link provided in the agenda) is very helpful and the final strategy is planned for the beginning of 2021.

Cabinet member sign off is the expected process for the response from the council.

The strategy's draft vision is "to realise sustainable growth opportunities and improve quality of life and wellbeing for Heartland residents and businesses, by harnessing the region's globally renowned centres of innovation to unlock a world class, de-carbonised transport system".

Draft key principles are:

- The strategy touches on the impact of Covid-19 and how we can do things differently in the future.
- Achieving net zero carbon emissions from transport by 2050.
- Accessibility and inclusivity – improve quality of life to all.
- Support the regional economy by connecting people and businesses to markets and opportunities.
- Ensuring the Heartland works for the UK by enabling the efficient movement of people and goods.

The consultation is asking for comment on the vision, key principles, having a step-change approach, 30 policies over 4 themes, and implementation and delivery pipelines supported by the Integrated Sustainability Appraisal.

There is no specific mention of the Ox-Cam Expressway. Policy 12 mentions the ARC with travel from Oxford to Milton Keynes is mentioned as a strategic issue to resolve.

The proposal to establish a Statutory Sub-national Transport Body – views are sought on whether to become statutory (currently operates as non-statutory). This would give more powers to create policy and be consulted on rail franchises, road infrastructure strategy and procuring bus services.

The Chair welcomed comments and questions and split the discussion into two parts. First, to comment on the strategy:

- Seems very high level – not much to object to.
- Welcomed the recognition of home working
- East -West Rail - not hard enough on that. Need to consider that franchises are no longer.
- Integration of bus and rail – need more on this. E.g Tyneside integrated metro and buses was popular.
- OCC are developing LTP5 – Local Transport Plan – need to integrate this strategy with County plans
- Ox-Cam ARC and EEH – how will these two bodies work together – want more on this. Not clear on this.
- The strategy would benefit from clarity on the relationship with planning at the district level.
- Councillor Gascoigne asked why parking lorries was flagged – Officer added that freight is an important element of movement and economy in the region. Councillor

- Johnston added that the British Road Federation is putting on pressure to provide more lorry parks.
- Chair mentioned that pages 22-23 lists areas, and some local areas/towns are not listed – Abingdon, Wantage, Faringdon – can these be listed in a category, so that no area appears to be missed out.
 - Rural connectivity – needs to be given more importance. Neighbouring villages to market towns – there aren't easy active transport links to Didcot transport hub – people have to use their cars – Councillor Gascoigne asked for more emphasis on this in the strategy.
 - Chair mentioned the strategy's carbon neutral targets for transport. This council has targets that are sooner than 2050, and midway points should be added to the strategy targets. We'd be happy to bring the target date forward in line with our local targets.
 - Make life easier to travel on public transport – one ticket. This will encourage the public.

Item 2 is for the proposal to have a statutory body.

- List of powers seem reasonable – powers brought locally.
- Governance structure is not overly clear. Democratic accountability is going to be important and needs to be maintained throughout.

The Chair listed the areas the committee thought the council should respond on:

- Electrify East-West Rail as far as possible. Councillor Johnston is happy to provide details.
- Integrate rail and bus is important – as is connectivity with villages/rural communities and transport hubs.
- Clarity on the Ox-Cam Arc and how this will work with this body. There needs to be coordination with local planning. More guidance needed in the strategy on what planning powers local districts have. What are the links between district planning authorities and the statutory body?
- List all market towns to show they are considered in the strategy.
- Support the sub-national body becoming statutory as long as democratic accountability and an appropriate governance structure is in place.

The committee voted in favour of these recommendations to feed into the consultation response of the council, which is expected to be signed off by the relevant Cabinet members.

26. Updates from the Task and Finish groups

Councillor Gascoigne informed the committee that two task and finish groups had been held, to brainstorm and talk in detail. No decisions are made at these meetings.

The topics were:

1. The design guide: This was a chance to learn from planning officers. It is a guide for those putting in permissions – what does the council want to see in terms of building materials, look, energy efficiency etc. There is an update planned for the current version, therefore a chance for the councillors to feed into it. Planned to be a joint South and Vale district council document.
2. Biodiversity: There is a policy in place – we need to have a net gain in biodiversity when developing land. Onsite is better than offsetting. There will be a tree planting guide. The group learned more about the nature recovery strategy. Councillor De La Harpe asked if the presentation could be made public as it was very interesting.

The meeting closed at 6.58 pm

Reference	Work Programme Item
BB1	<p>Invite local businesses to move more strongly toward a low carbon economy and support local businesses wherever possible, including continued promotion of Oxfordshire Green Fund (see appendix one 'current activity')</p>
<p>Please describe your vision of how this item could be implemented: <i>Please indicate here if the approach would be different for South or Vale Council and provide details. If you would prefer, please complete a separate template for South and Vale</i></p> <p>For all following work programme items, I propose a unified approach for South and Vale. This is in keeping with the current approach of the Economic Development team through our business facing South and Vale Business Support (SVBS) function. SVBS exists to provide impartial advice, support and resource signposting to the 15,000+ businesses based in the districts.</p> <p>SVBS would be able to offer support and resource signposting through dedicated pages of the South and Vale Business Support website (svbs.co.uk) under an appropriate heading such as "Low Carbon Economy" or "Sustainable Business".</p> <p>Providing Support</p> <p>The Economic Development team does not currently have specific expertise related to the low carbon economy. To address this, it is suggested that the councils strengthen ties with organisations who can provide appropriate expertise and cost-effective solutions.</p> <p>The most appropriate organisation identified is Oxfordshire Greentech, a recently formed network for low carbon and cleantech companies based in Oxfordshire.</p> <p>Oxfordshire Greentech is part of the OxFutures programme, a £3.2m project to boost low carbon economic development in Oxfordshire. It is supported by the European Regional Development Fund (ERDF) and run through a collaborative partnership between the Low Carbon Hub, Cherwell District Council, Bioregional, Oxford City Council, the University of Oxford, and Oxford Brookes University.</p> <p>There is an option to join Greentech as a "Founder Member". This would cost the councils £5000.00 (£2,500 each) per annum if joined under a joint entity spanning both councils, i.e. South and Vale Business Support. Alternatively, it would cost the councils' £5,000 each per annum for individual council membership. (See prices at: https://oxfordshiregreentech.co.uk/member-benefits/types-of-membership/)</p> <p>Founder membership would include the following benefits for the Councils:</p> <ul style="list-style-type: none"> • Steering group membership • Access to exclusive networking events • Access to facilitated international innovation events • Business sustainability visioning workshop with senior leadership using the One Planet Living framework • Dedicated account manager and bespoke membership action plan for the councils 	

This is in addition to standard benefits, including:

- Free entry to all Oxfordshire Greentech Special Interest Groups – Including Access to Finance, Built Environment and Electric Vehicles
- Regular roundup of events, funding and commercial opportunities in the Greentech sector
- Regular networking events in and around Oxfordshire
- Discounted tickets to our annual conference and the Cleantech Venture Day investment forum
- Associate membership and access to all events and activities of Cambridge Cleantech – a partner organization with a UK and international network
- Information and guidance on integrating sustainability into your organisation – using the globally recognized One Planet Living framework
- Jobs, news and events posting to 2000+ cleantech companies and individuals
- Oxfordshire Greentech also administer the **Oxfordshire Green Fund**.

The Economic Development team would be able to promote activities, news and opportunities from Oxfordshire Greentech to all South and Vale businesses, whilst also building knowledge and connections within the low carbon / cleantech industries.

The **bespoke action plan** offered by founder membership should mean that the councils would need to engage with consultants to establish a wider understanding of the opportunities for businesses in the low carbon economy. This could be a cost saving, considering the day rate of a consultant is in the region of £350.00 per day.

Please set out the elements which can be delivered within existing resources:

The Economic Development team can help to showcase opportunities in the low carbon economy, such as the green fund, through our regular newsletter, website and social media channels. The same channels can signpost businesses toward events, opportunities and guidance related to business support.

Businesses based in South and Vale have access to various support services, including dedicated business mentors, workshops and networks. The new SVBS Business Mentoring scheme offers business planning and marketing workshops, alongside dedicated one to one support from industry experts. Two of the workshops are dedicated to the low carbon economy. The mentoring scheme is funded through the councils' one-off Brexit preparedness funding. It will cease on 31 March 2020. Additional funding is required to continue the service.

The Economic Development team's annual business breakfast is typically themed around a theme or industry and attracts over 100 business guests alongside councillors and support organisations. A future event could be themed around opportunities to embrace the low carbon economy, with appropriate speakers and information available.

Would additional budget and/or staffing resource be required? Please set out which elements of the vision would require additional resources and itemise any elements that would need extra resources/funding together with the officer time/costs:

Please indicate whether any costs provided are based on quotations or are based upon officer estimation at this stage. If applicable, please attach quotations.

Making support for the low carbon economy a priority for the Economic Development team would result in the de-prioritisation of a current priority (business support, skills, infrastructure, and space) being de-prioritised and is likely to have a significant impact on resources .

The challenge of inviting more businesses to move towards a low carbon future is ensuring that the message reaches businesses not aware or engaged in the low carbon conversation, and that the team can offer adequately qualified advice. To grow the reach of the message, significant resources will be required to ensure that accurate, clear advice can be relayed to a large audience on a regular basis.

To help achieve this, a dedicated new post - Economic Development Low Carbon Lead – would be needed. The skilled officer would be tasked with collating and managing all the available strands of support that already exist, and highlighting any opportunities related to the low carbon economy. A dedicated officer would help to manage regular communications with relevant stakeholders.

The post would be Grade 6 working 0.6 FTE. The post holder would be responsible for working with and gaining knowledge of low carbon activities. The total cost for this would be £27,617 per annum (including on-costs).

In addition to the post, an increase in marketing budget would help to accelerate business awareness and engagement. The cost would be between £5,000. to £10,000.

As previously outlined, Founder Membership of for Oxfordshire Greentech would be priced at £5000.00 per annum per council and include several benefits that could be presented as cost savings when set against costs of consultancy.

A Low Carbon Business Breakfast event could be organised for £2,000.

Please indicate any internal or external timescales which would impact on the ability to deliver this item:

Oxfordshire Greentech is linked to EU ERDF Funding. Although it is understood that ERDF funding is guaranteed by government until 2023, it is unclear how funding might continue or be replaced after this point.

Please set out any partners who would be essential to delivering this item:

Oxfordshire Greentech.

Reference	Work Programme Item
BB2	Develop and compile a portfolio of project examples to inspire local businesses to act
<p>Please describe your vision of how this item could be implemented: <i>Please indicate here if the approach would be different for South or Vale Council and provide details. If you would prefer, please complete a separate template for South and Vale</i></p> <p>Identification, collation, validation and distribution of case studies appropriate to businesses in South and Vale.</p> <p>Guides such as Lloyds Sustainability eBook, and B-Corp’s Impact Measurement tool can be actively promoted and pointed to as resources.</p> <p>Projects that don’t take the form of case studies could include:</p> <ul style="list-style-type: none"> • Involving and engaging businesses in the sustainability of the area. Don't seek to force decisions on them, but let businesses know they can play a part in the vision. Ask them to contribute their suggestions for improving sustainability, either through regular events or by sending ideas to a dedicated email address. • Regular feedback – including sustainability reports and statistics. A live dashboard could be a great way of communicating this to the public. The best example on offer is the environmental dashboard for Oberlin, that offers the community visual feedback on their consumption of resources: https://environmentaldashboard.org/cwd • Showcase environmentally friendly businesses, including regular sustainability awards or highlighted monthly articles and posts based on local “Sustainability Champions”. • A “low carbon” themed business breakfast could be organised for late 2020, inviting appropriate businesses and interested parties together to showcase successful projects and initiatives. 	
<p>Please set out the elements which can be delivered within existing resources:</p> <p>A portfolio of suitable case studies, as well as guides and tools can be sourced by the Economic Development team The content can be distributed through existing SVBS channels including the website, newsletters and social media posts.</p>	
<p>Would additional budget and/or staffing resource be required? Please set out which elements of the vision would require additional resources and itemise any elements that would need extra resources/funding together with the officer time/costs: <i>Please indicate whether any costs provided are based on quotations or are based upon officer estimation at this stage. If applicable, please attach quotations.</i></p>	

Making support for the low carbon economy a priority for the Economic Development team would result in the de-prioritisation of a current priority (business support, skills, infrastructure, and space) and have a significant impact on resources required. As above a skilled part time Grade 6 post dedicated to supporting the low carbon economy is essential to achieving the councillors' vision.

Compiling and distributing regular business sustainability reports and statistics, or designing a live dashboard is likely to require significant resources. This includes:

- Depending on the statistics included within the dashboard reports, data and input will be required from multiple sources.
- Designing an environmental dashboard such as that for [Oberlin](#) would need significant design and technical expertise. As the Oberlin tool is relatively unique it's hard to put an estimate on design for a similar tool.
- Showcasing environmentally friendly businesses, including regular sustainability awards or highlighted monthly articles would require staff time. This could be the responsibility of a dedicated low carbon business lead or alternatively, the activity could be covered by members of the ED team, but would need to replace an existing focus area. (Areas of focus include business support, business space, skills, infrastructure, Science Vale and more)

It may also be possible to deliver a low carbon focused business breakfast event in 2020 without additional budget or staff resources.

Please indicate any internal or external timescales which would impact on the ability to deliver this item:

Nil

Please set out any partners who would be essential to delivering this item:

Oxfordshire Greentech is an essential partner to identify relevant case studies and the latest credible statistics and reports

Oxford Universities

Business park owners

Innovation centre managers

Any other factors, information or comments you wish to provide:

Making this item a priority for the Economic Development team would result in the de-prioritisation of a current priority (business support, skills, infrastructure, and space)

Case studies would not be effective as a standalone piece of work, but can be compelling when linked to business support, funding and particularly access to customers.

Reference	Work Programme Item
BB3	Encourage new, low-carbon enterprises business into the area, identifying incentives for them to locate locally
<p>Please describe your vision of how this item could be implemented: <i>Please indicate here if the approach would be different for South or Vale Council and provide details. If you would prefer, please complete a separate template for South and Vale</i></p> <p>At the planning stage, the team would need to understand what incentivises businesses that operate in in the low carbon sector. This would involve engaging consultants to undertake research and compile a report and appropriate recommendations.</p> <p>Desired incentives may be similar to businesses operating in other sectors. This would mean potential incentives could include:</p> <p>Being part of a cluster or a low-carbon enterprise zone: Businesses are attracted to areas where clusters of similar businesses are thriving. This can improve access to skills, facilities and supply chain.</p> <p>Access to business support: General business support is available from a range of sources throughout Oxfordshire. Although existing services could be applied to businesses operating in any sector, we may want to offer specific support to low carbon businesses. This could be completed in association with an organisation such as Greentech, or through engaging relevant consultants / business mentors (see the SVBS mentoring scheme as an example of existing expert support).</p> <p>Access to funding: Access to relevant investors, grants funds or advice on the best source of funding for businesses is all desirable. Strategies detailed in the Oxfordshire LIS include an investment fund for Oxfordshire businesses that may prove attractive if actioned.</p> <p>Financial incentives: The possibility of offering a discretionary rates relief for low carbon businesses could be explored. This would require input from the council’s policy and finance departments. If arranged, the councils would be able to market a financial incentive for businesses to relocate.</p> <p>Access to markets / sales opportunities: One of the best ways to attract businesses to the area is to offer access to potential customers. The council could seek to establish access to markets in several ways including:</p> <ul style="list-style-type: none"> • Utilise Community Employment Plans (CEP) for new developments. CEPs often include meet the buyer events for local businesses. The Economic Development team could seek to ensure more low carbon businesses are aware of these opportunities and seek to broker relationships with developers. • Establishment of a low carbon cluster or enterprise zone as described above. The presence of large corporates in the area offer positive supply chain opportunities. 	

- Establish an approved low carbon business register listing South and Vale based businesses that are environmentally friendly or offer energy efficiency products or services. This could be used by consumers and business alike to source suppliers.
- Procurement. The Councils could look to leverage and support low carbon businesses by a weighted procurement approach basing more emphasis on supporting environmentally friendly businesses.
- Another attractive idea from the Oxfordshire LIS is the possibility of establishing Living Labs in the county. A living lab is a research concept, defined as a user-centered, open-innovation ecosystem, often operating in a specific territory. A living lab allows businesses to test innovative new products or services from concept to commercialisation with support of local governance. This could offer direct routes to market for businesses involved in a host of areas, including automated vehicles, real world charging or energy consumption. The Didcot Garden Town, Berinsfield Garden Village, or Dalton Barracks Garden Village sites could be low-carbon living labs

Please set out the elements which can be delivered within existing resources:

Making this item a priority for the Economic Development team would result in the de-prioritisation of a current priority (business support, skills, infrastructure, and space) Business support, encompassing signposting, impartial advice, planning and infrastructure support can run alongside existing economic development activities.

All other measures would require additional financial resources to be delivered.

Would additional budget and/or staffing resource be required? Please set out which elements of the vision would require additional resources and itemise any elements that would need extra resources/funding together with the officer time/costs:

Please indicate whether any costs provided are based on quotations or are based upon officer estimation at this stage. If applicable, please attach quotations.

Establishing a low carbon cluster or enterprise zone: Suitable businesses would need to be identified, mapped, contacted and connected. They would also need to be convinced to be marketed as part of a cluster.

Cluster management and promotion takes expertise and budget. Examples such as the Space, HealthTec and Energy clusters established at Harwell employ development managers and offer business space and facilities. Typical salary expectations for a cluster development manager are £70,000+.

Marketing a low carbon cluster would also take significant resources in order to be successful in attracting businesses. Science Vale is a similar local scheme, the scheme has several stakeholders and significant marketing budget.

Access to business support: There are several options to establish dedicated business support service for low carbon businesses, these include:

1. A dedicated Low Carbon Officer post sitting within the economic development team. It is proposed the Grade 6 post would work 0.6 FTE. The total cost for this would be £27,617 per annum (including on-costs).
2. Founder membership of Oxfordshire Greentech at £5000.00.
3. Engaging relevant consultants or mentors at £360.00 per day.

Access to funding: As above point.

Discretionary rates relief: Dependent on the council's finances and commitment. Marketing the scheme would take significant budget.

Access to markets / sales opportunities:

- It should be possible to deliver CEP's under existing resources, but would require the assistance of colleagues in planning and at OxLEP to grow the number and impact of CEPs.
- Establishing a low carbon business register would require branding and marketing, as well as someone to administer and monitor the scheme. Buying into an existing brand or working in collaboration with a partner such as Greentech or the Low Carbon Hub may reduce costs. Estimate of establishing a scheme - £25,000.
- Procurement initiatives should be delivered in house by the appropriate department and marketed through existing channels. Would require changes to policy and the possibility of a consultant to advise on the procurement weighting changes. i.e. comparing sustainability to economic benefits.
- Living labs would require input from planning policy and approval at various levels of governance. Opportunities would need to be identified with countywide partners including OxLEP.

It's important to measure and report on the impact and success of each factor so that understanding can be gained of the success of each in attracting businesses to South and Vale. This would require additional resources.

Please indicate any internal or external timescales which would impact on the ability to deliver this item:

- Adoption of the Oxfordshire LIS and establishment of associated strategies (living labs, investment fund) may take several years. The document covers the period 2020 to to 2040.
- Large developments suitable for CEP's may already be in action or at advanced planning stages.
- Identification and appointment of appropriate officers and consultants resources could take 12-18 months.

Please set out any partners who would be essential to delivering this item:

Internal council departments including planning policy and finance.

Countywide partners including OxLEP, **Oxford Universities, Business park owners, Innovation centre managers**

Industry partners including Low Carbon Hub and Oxfordshire Greentech.

Any other factors, information or comments you wish to provide:

Making this item a priority for the Economic Development team would result in the de-prioritisation of a current priority (business support, skills, infrastructure, and space)

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Reference	Work Programme Item
BB4	Develop skills in the local workforce, including apprenticeship opportunities, in respect of low carbon infrastructure and installation
<p>Please describe your vision of how this item could be implemented: <i>Please indicate here if the approach would be different for South or Vale Council and provide details. If you would prefer, please complete a separate template for South and Vale</i></p> <p>It is important to recognise the councils’ locus of control. The councils have little to no ability to influence the curriculum taught at schools and colleges, and if an apprenticeship course for low carbon infrastructure has been developed. Ultimately these are national level conversations that need to be driven by the education sector as it responds to market demands.</p> <p>However, there are two distinct options for increasing awareness of low-carbon jobs and skills</p> <ol style="list-style-type: none"> Light touch approach. Review existing national or regional skills-based research papers that offer broad guidance on the skills required for the low carbon economy. This can involve papers such as Oxfordshire’s Low Carbon Economy by the Institute for Environmental Change. <p>Increasing awareness of the skills needed could be integrated with the Economic Development Skills Lead work plan for 2020 / 21. This would form a major part of the role and would need to be balanced with other areas such as a focus, such as digital and enterprise skills, and pressing needs in industries such as healthcare and engineering.</p> <ol style="list-style-type: none"> Local detail. Alternatively, to tailor skills development to the local area, we would need to build a broader understanding what skills are required by the local workforce in relation to low carbon. This is likely to be a large body of work that would involve: 	

- Identification of, and contact with, local employers involved with low carbon infrastructure and installation.
- A period of research.
- Identification of relevant training and apprenticeship providers.
- A skills report with recommendations of career paths and opportunities.
- Monitoring and review periods to ensure information is relevant.
- Ongoing work with educational providers and employers to develop and maintain a workforce pipeline.

Option one is the preferred option as it can be accommodated within the current economic development work plan at little cost. Option two would be a costly, intensive programme that would require outside consultancy and the support of a dedicated skills officer on an ongoing basis.

Please set out the elements which can be delivered within existing resources:

Making this item a priority for the Economic Development team would result in the de-prioritisation of a current priority (business support, skills, infrastructure, and space) It should be possible to deliver option one with existing resources, however this would need to be balanced with skills projects focusing on other pressing skill shortages and needs.

Would additional budget and/or staffing resource be required? Please set out which elements of the vision would require additional resources and itemise any elements that would need extra resources/funding together with the officer time/costs:

Please indicate whether any costs provided are based on quotations or are based upon officer estimation at this stage. If applicable, please attach quotations.

Option 2 would require significant resources, including research specialists and consultants. For similar projects quotes of £25,000 to cover consultancy would be reasonable.

Please indicate any internal or external timescales which would impact on the ability to deliver this item:

Regarding option 1, publication timescales of national and local skills strategies are unknown. Whilst existing papers are available, they may not be relevant to South and Vale, or quickly become outdated.

If option 2 is preferable, it would take in the region of 12-18 months to engage appropriate consultants, conduct research and generate a report. A similar time scale would be required for our Skills Lead to finish existing work programmes in order to be dedicated to a Low Carbon skills programme.

Please set out any partners who would be essential to delivering this item:

OxLEP Skills team
Local school enterprise advisors
Oxfordshire Greentech
Federation of Small Business
Thames Valley Chamber of Commerce
Oxford Universities

<p>Business park owners Innovation centre managers</p>
<p>Any other factors, information or comments you wish to provide: Making this item a priority for the Economic Development team would result in the de-prioritisation of a current priority (business support, skills, infrastructure, and space)</p>

Reference	Work Programme Item
BB5	Work with partner bodies across the County to ensure that the climate emergency is adequately reflected in the development and implementation of county wide strategies and plans such as the Oxfordshire Industrial Strategy and Oxfordshire Energy Strategy
<p>Please describe your vision of how this item could be implemented: <i>Please indicate here if the approach would be different for South or Vale Council and provide details. If you would prefer, please complete a separate template for South and Vale</i></p> <p>The Economic Development team can raise the climate emergency when informing the development and delivery of local, county-wide and national economic strategies. If the strategies are not owned by the South and Vale councils, the Economic Development team is unable to guarantee that the climate emergency is reflected in all county-wide economic strategies.</p>	

The Economic Development team can support the information, delivery and implementation of the county-wide strategies at the South and Vale level and help to communicate the implications of such strategies to all local businesses.

**Please set out the elements which can be delivered within existing resources:
The Economic Development team can raise the climate emergency at relevant opportunities.**

Would additional budget and/or staffing resource be required? Please set out which elements of the vision would require additional resources and itemise any elements that would need extra resources/funding together with the officer time/costs:
Please indicate whether any costs provided are based on quotations or are based upon officer estimation at this stage. If applicable, please attach quotations.
Nil

Please indicate any internal or external timescales which would impact on the ability to deliver this item:

The Oxfordshire Local Industrial Strategy document is already published. The investment prospectus and delivery plan are due to be completed by March 2020. Whilst there may be opportunities to help influence future documents, these are externally owned and compiled policy documents and as such the economic development level of influence is limited.

Please set out any partners who would be essential to delivering this item:

**OxLEP
Oxfordshire district councils
Oxford Universities
Business park owners
Innovation centre managers**

Any other factors, information or comments you wish to provide:

Making this item a priority for the Economic Development team would result in the de-prioritisation of a current priority (business support, skills, infrastructure, and space)

Climate Emergency Advisory Committee



Report of Head of Acting Deputy Chief Executive – Place

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To: Climate Emergency Advisory Committee

DATE:14 December 2020



Oxfordshire Electric Vehicle (EV) Infrastructure Strategy

Recommendation(s)

(a) Committee to note the progress of the Oxfordshire Electric Vehicle Infrastructure Strategy development with consideration of the contribution to the Council’s Climate Emergency.

Purpose of Report

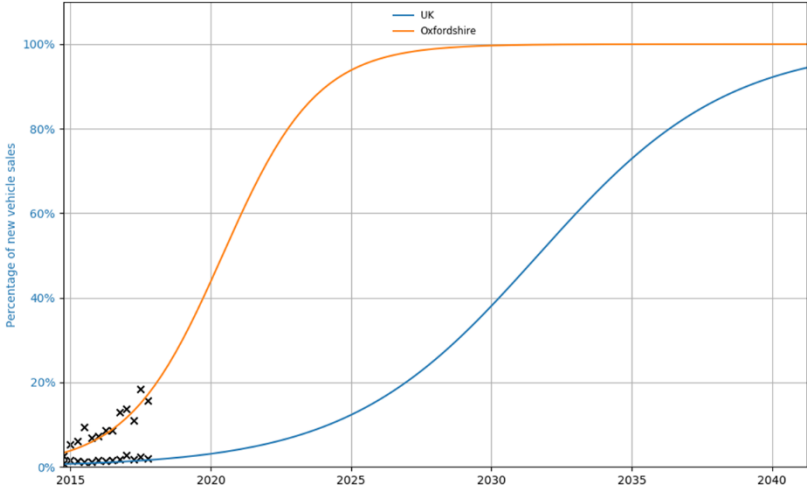
1. To bring attention to the Draft Oxfordshire EV Infrastructure Strategy (OEVIS) and to recommend that the Council operates in line with this strategy once approved in January 2021.

Strategic Objectives

2. Oxfordshire’s Councils have an opportunity through the EV Infrastructure Strategy to support the reduction of transport emissions as part of a hierarchy of sustainable transport; encouraging uptake of clean EVs by working together to enable the development of a high quality EV charging network.
3. The draft vision for EV charging in Oxfordshire is:
 - Residents, businesses and visitors in Oxfordshire will be confident they can recharge EVs conveniently, and in a manner appropriate for their needs.
 - Oxfordshire’s EV charging provision will develop to meet the needs of users now and in the future, and in doing so support Oxfordshire’s transition to decarbonising transport and improving air quality

Background

4. To support the drive to reach net zero carbon emissions by 2050, the UK government has set out its ambitions for all new cars to be electric by 2035, with between 50-75% of new cars sold being electric vehicles (EVs) by 2030. Socio-economic factors mean Oxfordshire is likely to have faster growth in EV sales than the national average; University of Oxford predictions indicate that by 2025 we could see up to 30,000 EVs on Oxfordshire’s roads. The projected growth of electric vehicles in Oxfordshire is well ahead of the national average as shown by the following chart:



- 5. The forecast increase in EV uptake makes the need for adequate EV charging infrastructure urgent – we need to plan now for action to be taken on EV charging within the coming 3-5 years.
- 6. The strategy has strong links with Connecting Oxfordshire and the Oxfordshire Energy Strategy which seeks to integrate EVs into a smart and zero carbon energy infrastructure, and the Oxfordshire 2050 Plan to promote future-proofed development in the planned growth across Oxfordshire. The strategy will be linked closely with the council’s Climate Emergency and Oxfordshire County Council’s Climate Action Framework; where it will act as a supporting strategy to facilitate delivery of recommended actions.
- 7. This strategy is guiding the Park and Charge project which is being led by the Councils’ technical services team and will primarily provide EV charging facilities to residents without access to their own off-street parking and therefore enable wider scale EV adoption.
- 8. The strategy will help to deliver elements of the Vale of White Horse District Council’s Corporate Plan under Tackling the Climate Emergency and Providing Homes that people need.

Process

9. Oxfordshire County Council are leading development of the strategy, with representatives from each district council contributing to a Steering Group. The Vale representative is Cllr Catherine Webber; although the Steering Group has yet to meet. A meeting is scheduled for the week of 14 December. The officer Project Board representative is Michelle Wells, Insight and Policy Manager. Specialist support has been provided by Stuart Walker and Cathy Pearce in Development Management. The draft strategy document has been reviewed by Hannah Guest and Vicky Aston in Planning and Heather Saunders and Andy Egan in Insight and Policy.

Scope

10. The Strategy will provide an operational approach to enabling and deploying charging infrastructure. In the short-term (2020-2025), the objectives are to:
- Enable and deliver public EV charging across Oxfordshire
 - Adopt a common approach to managing EV charging in Council car parks
 - Enable residents without access to private off-road parking to access a range of options for EV charging
 - Ensure that new developments include high quality EV charging infrastructure
 - Set standards for the quality of EV public EV charging in Oxfordshire which support development of a network which is high quality, open and accessible
11. This strategy covers the administrative area of Oxfordshire County Council and includes the administrative areas of each of the five District Councils, and focusses on EV charging for cars, car-based vans, and taxis (hackney carriage and private hire vehicles) for three user groups with differing needs for EV charging: residents, local businesses and visitors.
12. The strategy does not cover EV charging for buses or large goods vehicles or e-bikes and other micro-mobility solutions. These may be considered in future.

Policies

13. The strategy proposes a set of policies grouped under the following areas: Targets for EV charging; Funding public EV chargers; Public charging in local authority car parks; Visitor and workplace charging at Council sites; Charging without off-road parking; EV charging in new developments; EV charging in historic areas; Commercial car parks; Communal residential car parks; Workplace charging; Rapid charging on the strategic road network; Charging standards for Oxfordshire; managing impacts on the grid; promoting EVs and infrastructure.

Financial Implications

14. A number of the projects and actions arising from the strategy may have financial implications for the Council. As a county wide strategy there will be opportunities for a shared resource. Before proceeding with any options, a financial evaluation will be undertaken to assess these costs, before recommendations are made to the Cabinet.
15. As work develops and funding is required, projects and activities will be

subject to individual business cases as appropriate, and financial scrutiny.

Legal Implications

16. There are no specific legal implications arising from this report. Legal implications may arise in respect of individual projects included within the subsequent work programme as they are scoped, approved by Cabinet and implemented. These will be subject to identification and appropriate action as required.

Risks

17. The EV Infrastructure Strategy will be promoted as part of the forthcoming Council's Climate Action Plan and supporting communication strategy. It will be important to manage expectations and to align communications to the capacity of the Council to deliver EV infrastructure improvements in the Vale.

Other Implications

18. The EV Infrastructure Strategy will help the districts to identify:

- The opportunities and challenges for the EV charging network in the South and Vale districts
- The likely uptake of EVs across the districts and the centres of demand for EV charging
- How we will contribute to and accelerate local deployment of EV charging infrastructure to ensure high quality EV charging is accessible in our county
- A framework of EV charging options for residents without access to private off-road parking
- Opportunities to work with landowners and businesses to further increase EV charging provision
- Opportunities to further support the decarbonisation of road transport and manage the impact of EV charging on the grid.

19. An assessment of the carbon reduction impact of this strategy for the Vale of White Horse district should be considered as part of our planned modelling exercise.

Conclusion

20. While we are not formally required to adopt the Oxfordshire EV Infrastructure Strategy as a strategy of the Council, we are supporting and working within it as part of a joined-up county wide approach.

21. The Oxfordshire EV Infrastructure Strategy will be presented to Cabinet in February 2021.

Climate Emergency Advisory Committee



Report of Head of Acting Deputy Chief Executive- Place

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To: Climate Emergency Advisory Committee

DATE:14 December 2020

AGENDA ITEM

The ten-point plan for a green industrial revolution

Recommendation(s)

(a) Committee to note HM Government’s policy thinking on implementing the ten-point plan for a green industrial revolution principles and how this can support climate change action.

Purpose of Report

1. This report provides an overview of HM Government’s ten-point plan for a green industrial revolution.

2. Strategic Objectives

This report aligns to the Vale of White Horse District Council Corporate Plan 2020-24 and the theme Tackling the Climate Emergency.

Background

3. On 18 November 2020, the Prime Minister set out his ten-point plan for a green industrial revolution. In addition to helping create and support up to 250,000 jobs, it is also intended to act as a blueprint for the UK to achieve net-zero by 2050.

The Ten Point Plan for a Green Industrial Revolution

4. HM Government’s ten-point plan covers several interconnected areas ranging from clean energy through to innovative technologies. It will mobilise £12 billion of HM

Government investment and it is envisioned that it will spur over three times as much private sector investment by 2030.

5. In addition to providing a guide to how the UK aims to eradicate its contribution to climate change by 2050, the plan is also seen as forming a key part of HM Government's plans to level up the country through a green industrial revolution which will create the jobs and industries of the future.

THE TEN POINT PLAN

- i. Offshore Wind – The UK should produce enough offshore wind to power every home in the country. In order to achieve this, the amount of offshore wind produced will be quadrupled to 40GW by 2030. This will support up to 60,000 jobs.
- ii. Hydrogen – Working in conjunction with industry, it is HM Government's ambition that the UK should generate 5GW of low carbon hydrogen production capacity by 2030 for businesses, transport, power and homes. In addition, HM Government are looking to develop the first town heated entirely by hydrogen by the end of the decade.
- iii. Nuclear – HM Government will look to advance nuclear as a clean energy source. This will be achieved not only through large scale nuclear projects, but also through the development of a new generation of small and advanced reactors. This could support up to 10,000 jobs.
- iv. Electric Vehicles – HM Government will support car manufacturers to accelerate the transition to electric vehicles. In addition, major improvements to the existing electric vehicle infrastructure will be made to reinforce and quicken this shift.
- v. Public Transport, Cycling and Walking – HM Government will look to make cycling and walking more attractive ways to travel. They will also invest in zero-emission public transport.
- vi. Jet Zero and Green Maritime – HM Government will support the greening of difficult-to-decarbonise industries through research projects for zero-emission planes and ships.
- vii. Homes and Public Buildings – It is HM Government's intention to make the UK's homes, schools and hospitals greener, warmer and more energy efficient. This programme of work will help create 50,000 jobs by 2030. A target has also been set for 600,000 heat pumps to be installed every year by 2028.
- viii. Carbon Capture – The UK should become a world-leader in technology to capture and store harmful emissions. A target has been set to remove 10MT of carbon dioxide by 2030.
- ix. Nature – It is HM Government's intention to protect and restore our natural environment. This work will include the planting of 30,000 hectares of trees every year.

- x. Innovation and Finance – HM Government will support the development of the cutting-edge technologies needed to achieve these environmental goals. Further, they will aim to ensure that the City of London is recognised as the global centre of green finance.

Progressing the Plan

6. To deliver on the plan, further announcements have been made impacting on six of the ten points.

CARBON CAPTURE

7. HM Government have committed an extra £200 million of funding to create two carbon capture clusters by the mid-2020s, with another two set to be created by 2030. This has increased the total invested to £1 billion.

HYDROGEN

8. Up to £500 million will be invested to further work in this area. This will include trialling homes using hydrogen for heating and cooking (this will start with a Hydrogen Neighbourhood in 2023, moving to a Hydrogen Village by 2025 and aiming for a Hydrogen Town by the end of the decade). £240 million of the available funding will go into new hydrogen production facilities.

NUCLEAR

9. £525 million will be provided to help in the development of large and small-scale nuclear plant and the creation of new advanced modular reactors.

ELECTRIC VEHICLES

10. The UK will end the sale of new petrol and diesel cars by 2030 – ten years earlier than planned. Hybrid cars and vans will still be available for sale until 2035. To support the, therefore, necessary transition to electric vehicles, HM Government will:

- Invest £1.3 billion to accelerate the rollout of charge points for electric vehicles.
- Make available £582 million in grants for those buying zero or ultra-low emission vehicles.
- Provide nearly £500 million to be spent in the next four years for the development and mass-scale production of electric vehicle batteries. This is part of a wider commitment to deliver up to £1 billion in this area.

11. HM Government will also be launching a consultation on the phasing out of new diesel HGVs – no date has yet been set.

HOMES AND PUBLIC BUILDINGS

12. £1 billion will be provided next year for making new and existing homes and public buildings more efficient. The Green Homes Grant will be extended, and public

sector buildings will be made greener as part of the Public Sector Decarbonisation Scheme.

GREENER MARITIME

13. £20 million for a competition to develop clean maritime technology.

PREVIOUS ANNOUNCEMENTS

14. Other key parts of the plan will be driven forward by investment set out over the last year. This includes:

- The £1 billion Energy Innovation Fund.
- £5 billion on alternative greener ways of travel including cycling, walking, and buses.
- £5.2 billion to create for new flood and coastal defences in England by 2027.

Conclusion

19. Committee to note HM Government's policy thinking on implementing the ten-point plan for a green industrial revolution

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Climate Emergency Advisory Committee



Report of Interim Head of Development and Regeneration

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To: Climate Emergency Advisory Committee

Dates: 14 December 2020

Oxfordshire Greentech Membership Briefing

Recommendation(s)

- (a) That the Climate Emergency Advisory Committee (CEAC) notes the benefits of Founder Membership of Oxfordshire Greentech (OG).
- (b) That the CEAC notes the proposed Year One support package negotiated with OG.

Purpose of Briefing Paper

1. To inform CEAC members of the benefits of purchasing a joint Council Membership of Oxfordshire Greentech (OG) at Founder Member level.
2. To inform CEAC members of the proposed year one support package negotiated with OG.
3. To seek approval of the Year One support package and allow completion of OG membership at Founder Member level for both Councils.

Corporate Objectives

4. Each of the Council's Corporate Plans 2020-2024 for has a theme on the Climate Emergency, which this report aligns to.

Background

5. In November 2019, the Economic Development team was asked to respond to the proposed CEAC Work Programme with recommendations of how the Councils might support and grow the Low Carbon Economy in South and Vale.
6. In response, Economic Development recommended that the Councils join the Oxfordshire Greentech Network.
 - a) The response outlined how OG membership would enable the Councils to access cost-effective expertise within the low carbon sectorThe full proposal can be found in the "Economic Development Response to year one Climate Emergency Work Programme" included within the appendix

7. OG is a business network supporting growth of the low-carbon sector.
 - a) The network was initially run by a collaborative partnership between the Low Carbon Hub, Cherwell District Council, Bioregional, Oxford City Council, the University of Oxford, and Oxford Brookes University and supported by the £3.2m OxFutures fund
 - b) OG aims to facilitate the transition towards a sustainable, low carbon future in Oxfordshire and the world by bringing together businesses and organisations to encourage innovation, collaboration and knowledge transfer
8. This recommendation for OG membership was included within the CEAC work programme approved by Vale Cabinet in January 2020 and South Cabinet in February 2020.
9. In August 2020, the Insight and Policy Manager requested delegated authority from the Head of Development and Regeneration to approve commissioning OG's services as a Specialist Contract under the Contract Procedure Rules. The approved delegated authority includes the Councils' legal team request that details of a Year One support package were finalised before membership was completed.
10. The following sections detail the proposed Year One support package alongside general and founder level membership benefits.

Benefits for all members

11. Joining Greentech at Founder Member level includes benefits that are available for all tiers of membership. These benefits are:

- a) Free or discounted access to events (dependent on type of event), including OG's Annual Conference, networking events and investment forums
- b) Membership and attendance of special interest groups (i.e. Circular Economy focus group)
- c) Organisation name listed on OG website
- d) Opportunity for promotion via OG's newsletter and social media channels
- e) Opportunity to receive and offer discounts from / to Greentech members and network
- f) Access to Greentech resources, including case study materials and information on funding and commercial opportunities within the low carbon sector

Benefits for Founder Members

12. Joining as a Founder Member allows for additional benefits alongside those available to all membership tiers. Additional benefits are:

- a) Organisation logo and profile featured on OG website
- b) Help to shape the network as a member of Quarterly Steering Group (optional)
- c) Access to exclusive Founder Member networking meetings, including investor and meet the buyer events
- d) Priority invitations to facilitated international innovation events. E.g. Department for International Trade – Greentech Festival
- e) Option to initiate and lead Special Interest Groups
- f) Introductions to key players in sectors of interest
- g) Dedicated and frequent promotion of any of your relevant news, job vacancies, new business ventures etc via our newsletter, social media channels and our media contacts

Bespoke Support for South Oxfordshire and Vale of White Horse

13. To help meet the objectives detailed in the CEAC work programme, Economic Development officers have negotiated an additional Year One support plan that directly relates to the outlined objectives.
14. Suggested actions within the Year One support plan are listed in points 15 to 19. Individual actions are bullet pointed beneath the most relevant CEAC Work Programme objective that it will help us to meet.
15. To meet the objective ***“Help us to invite local businesses to move more strongly toward a low carbon economy and support local businesses to do so wherever possible, including continued promotion of appropriate funding”*** the following actions are proposed:
- a) A speaking slot will be allocated to the Councils at OG's Annual Oxfordshire Conference. This can be used to help build each Councils profile and environmental agendas. The conference is currently scheduled for March 2021.

- b) OG will organise and host a co-branded One Planet Living action plan training event. The event will be available exclusively for South and Vale-based businesses and will allow attendees to plan their sustainability journey (This is usually costed at £270.00 per business). District specific case studies will be developed from attendees. Initial discussions suggest the event can be scheduled for Q1 of 2021.
- c) A ten per cent discount from the standard member rate will be offered to all South and Vale-based businesses wishing to join OG for the duration of our membership, allowing the areas businesses to affordably access OG's services.
- d) The Councils will receive expert advice and support in understanding and promoting low carbon funding streams. These will include Energy Solution Oxfordshire (ESOX) and updated equivalents of the OxFutures fund.

16. To meet the objective ***“Develop and compile a portfolio of project examples to inspire South and Vale based businesses to act”*** the following actions are proposed:

- a) Bespoke case studies will be compiled and available from OG for use by the Economic Development team. Case studies will be promoted via our South and Vale Business Support channels to help influence and inspire local businesses.
- b) The Councils will receive priority opportunities to appear in OG's monthly newsletter, with a reach of over 2,000 subscribers. This could be used to promote the Councils' climate change ambitions, economic opportunities and job vacancies within the districts.
- c) The Councils will be able to access expertise from OG's network. This allows us to make connections for the areas businesses and offer credible speakers at events.

17. To meet the objective ***“Encourage new, low-carbon enterprises business into the area, identifying incentives for them to locate locally”*** the following actions are proposed:

- a) OG's expertise and contacts can assist Economic Development in identification of and promotion of low carbon related clusters and supply chain opportunities within the districts.
- b) The Council's will receive priority access to investment and funding events. This will provide direct links to both investors and investment hungry SMEs.
- c) The Council can access sector expertise from the OG network. This will allow Economic Development to offer specialised support and advice to the areas businesses.

18. To meet the objective ***“Help to develop skills in the local workforce, including apprenticeship opportunities, in respect of low carbon infrastructure and installation”*** the following actions are proposed:

- a) OG will identify and offer qualified advice on workforce opportunities within low-carbon industry. Communication of opportunities can take place via South and Vale Business Support channels including knowledge transfer events.

19. To meet the objective **“Hold a minimum of two knowledge transfer events centred on the low carbon economy”** the following actions are proposed:

- a) Due to Covid-19 restrictions, events are likely to take place online.
- b) The possibility of holding physical events will be reviewed within year one.
- c) OG will work with Economic Development to identify, organise and promote knowledge transfer events on relevant areas of interest.
- d) Events will be co-branded. OG will lead organisation and logistics of events.
- e) These events will likely be scheduled for Q2 and 3 of 2021, to allow for more progress in events restrictions caused by the Covid pandemic.
- f) The focus of events will require further research, initial options include:
 - i. Sustainable construction
 - ii. Retrofitting opportunities
 - iii. Access to finance and investment
 - iv. Green skills and workforce opportunities
 - v. The Circular Economy

Resource Implications

20. Responsibility for handling the OG relationship will primarily fall to the Economic Development team. Existing resources will need to be diverted from other priority areas and to be balanced with priorities outlined in the forthcoming Economic Recovery Plans.

- a) Economic Recovery plans for each Council will be informed by the results of the Business Recovery Survey Autumn 2020.
- b) A link to this survey can be found in the appendices. A full report on the results is scheduled for publication in early November 2020.

21. It is expected that aspects of the proposed membership may be relevant or beneficial to other service areas.

- a) Should the Councils wish to join the OG Steering Group, this opportunity may be best suited to the Cabinet Member for Climate Emergency, Chair of the Climate Emergency Advisory Committee or the Council’s Climate Change Lead.
- b) Special interest groups focused on subjects such as Smart Cities, or Low Carbon infrastructure may be relevant to Garden Communities Team, or colleagues from Planning.

22. Support from Legal and Planning and Policy teams is required to finalise membership.

23. Support from the Communications team will be required to prepare promotional content such as the Councils’ profile for the OG website.

Financial Implications

24. Three-year Founder Membership of OG is costed at £2,500.00 per Council per year.
25. The budget for these works is included in the Climate Emergency Work Programme that has been approved by each Councils' Cabinet.

Legal Implications

26. There is no formal paperwork or contract signing to become a member of OG. The councils are required to provide contact details (organisation name, registered company address, the name of the employee who will be the organisation's point of contact for any future interactions about membership, email address).
27. The Councils receive an invoice at founder membership level. OG request a council logo and short introduction to the organisation for their website and publicity.
28. The agreement is with Oxfordshire Greentech Ltd which is a standalone limited company. Bioregional is one of the founding partners of the network and leads on the running and resourcing of Oxfordshire Greentech (alongside the two others founding partners, Cherwell District Council and Cambridge Cleantech).
29. The contract terms and conditions for engaging this service will be produced by the Councils' legal team.

Risks

30. The risks of proceeding with the recommended course of action are minimal. The main risk would be that OG does not perform the contract satisfactorily.
31. This risk should be mitigated by effective contract and relationship management which will be achieved collaboratively between the councils' Economic Development Team and the Insight and Policy team.
32. There are no obligations placed on the councils by becoming members of OG. As a member, the council are able to take advantage of a range of benefits that suit the councils' needs
33. A risk assessment will be carried out when the detailed support package is agreed.

Conclusion

34. OG membership offers the councils a cost-effective opportunity to access knowledge and expertise to help support and grow the Low Carbon economy.

Background Papers

- APPENDIX 1: CEAC Work Programme – ED Response

- APPENDIX 2: Delegated Authority with specialist exception Greentech Bioregional v6 SM signed180820 (3)
- APPENDIX 3: SODCVale Draft SV Greentech Membership Agreement
- APPENDIX 4: [Business Recovery Survey – Autumn 2020](http://www.sybs.co.uk/business-recovery-survey) - (information and link can be found at: www.sybs.co.uk/business-recovery-survey)

Oxfordshire Greentech Founder Membership action plan

South Oxfordshire and Vale of White Horse District Councils

October 2020

Standard Membership benefits

Free/discounted access to events We are currently hosting all events virtually to mitigate risk during the coronavirus pandemic. There is no restriction to the numbers of attendees for on-line events but may need to limit attendees for physical events to 3 per Founder, but open to negotiation.

- Free access to regular networking events in and around Oxfordshire (limited to three attendees).
- Discounted tickets to our annual conference and the Cleantech Venture Day investment forum
- Associate membership and free/discounted access to all events and activities of Cambridge Cleantech – our partner organisation with a UK and international network
- Free or discounted access to events and activities of other networks including Sustainability West Midlands and Bicester Vision

Free membership of Special Interest Groups

- Join focus groups with an interest in specific green issues e.g. Low-Carbon Mobility and Smart Cities, Built Environment, Circular Economy, Social Enterprise, and Access to Finance

Promotion of your business

- Include an entry on our Professional Services page to highlight what you offer
- Promote your events, news and job opportunities via our social media channels to 2000+ cleantech companies and individuals

Discounts

- Receive, and offer, discounts from/to other Oxfordshire Greentech members (through our membership services page)

Access to valuable resources

- Receive regular member-only roundups of funding and commercial opportunities in the greentech sector
- Access our online resources, exclusively for members - recordings, handouts and slides from previous events and guidance on integrating sustainability into your organisation using the globally recognised One Planet Living framework®
- Keep up to date with what's happening in the greentech world with our monthly newsletter

Founder member additional benefits

Enjoy a close working relationship with the Oxfordshire Greentech team to help realise your ambitions for your membership in our network. A dedicated account manager will make sure you have a rolling forward plan for your membership as well as being on hand for any queries.

- Should you wish, you have the opportunity to shape the future of the network through membership of the Steering Group which meets quarterly
- Access to exclusive Founder networking events, site tours, and Meet the Buyer opportunities
- Receive invitations to facilitated international innovation events. E.g. Department for International Trade – Greentech Festival
- Run events around your area of expertise in partnership with Oxfordshire Greentech – we can take care of logistics and promotion
- Initiate and champion Special Interest Groups
- Profile your company on our website
- Introduce you to key players in the sector that you want to meet
- Dedicated and frequent promotion of any of your relevant news, job vacancies, new business ventures etc via our newsletter, social media channels and our media contacts

Bespoke Membership benefits that help meet South and Vale Objectives

1. Help us to invite local businesses to move more strongly toward a low carbon economy and support local businesses to do so wherever possible, including continued promotion of appropriate funding.

- Allocated speaking slot at Greentech Annual Conference.
- Co-branded One Planet Living action plan training event held for South and Vale businesses (maximum of 20 business attendees)
- Access to practical examples from within Greentech network, including case studies and relevant speakers for co-branded events.
- Offer of 10% off the standard member rate for businesses in South and Vale wishing to join Oxfordshire Greentech. The offer will be available for the duration of S&V's Founder membership

- Greentech will offer advice and support in promotion of low carbon funding streams. These will include Energy Solution Oxfordshire (ESOX) and updated equivalents of the OxFutures fund.
- 2. Develop and compile a portfolio of project examples to inspire South and Vale based businesses to act.**
- Use of existing Greentech case studies
 - Development of new case studies from One Planet Living action plan training cohort, and wider Greentech network.
- 3. Opportunities for features in Greentech monthly newsletter e.g. Highlight SODC as a new member of OG; feature on SODC's Climate Emergency Plan; etc. *Encourage new, low-carbon enterprises business into the area, identifying incentives for them to locate locally.***
- Promotion to members of clusters and supply chain opportunities that exist within S&V.
 - Priority access to investment and funding events providing direct links to investors and investment hungry SMEs.
 - Access to expertise in the Greentech network where bespoke advice is required for S&V based businesses.
- 4. Help to develop skills in the local workforce, including apprenticeship opportunities, in respect of low carbon infrastructure and installation.**
- Skills focused webinar or physical event focusing on opportunities in retrofitting for S&V based businesses.
 - Identification of and advice on relevant opportunities within wider industry.
- 5. To hold 2 - 4 knowledge transfer events centred on the low carbon economy.** We will work with the SVBS team to develop these events.
- S&V co-branded events. A blend of online and physical events.
 - Physical events will be scheduled toward the end of the first year of membership to allow a longer period for Covid recovery.
 - S&V to provide a long list of potential topics, may include:
 - Sustainable Construction
 - Retrofitting Opportunities
 - Access to finance & investment
 - Green skills and jobs
 - S&V could also play a lead role in our Circular Economy Special Interest Group and how this is taken forward.

Record of Officer Decision	
Goods/Services to be supplied	South Oxfordshire and Vale of White Horse District councils to become members of Oxfordshire Greentech, Oxfordshire's network for low carbon and cleantech companies.
Asset reference	N/A
Name of officer recommending decision	Michelle Wells, Insight and Policy Manager
Details of decision	<p>For South Oxfordshire and Vale of White Horse District Councils to become founder members of Oxfordshire Greentech, Oxfordshire's network for low carbon and cleantech companies.</p> <p>The Head of Development and Regeneration to approve the commissioning of these services as a Specialist Contract under the Contract Procedure Rules paragraph 143. To enter into a contract with Oxfordshire Greentech for South Oxfordshire and Vale of White Horse District Councils to develop a comprehensive support package for growing the low carbon economy in South and Vale.</p> <p>Oxfordshire Greentech is a successful business network supporting a low carbon future for Oxfordshire. Oxfordshire Greentech will develop a comprehensive support package for growing the low carbon economy in South Oxfordshire and the Vale of White Horse, liaising closely with the Economic Development team, and delivering two to four in-depth, tailored knowledge transfer events for SMEs in South and Vale per year.</p> <p>We consider that the package of support to be provided will meet the councils' objectives. Details of the support package will be negotiated by the Economic Development Team when capacity allows, likely to be from October 2020. Membership will not commence until the first-year support package is agreed, as required by the Legal Team.</p> <p>This programme of work will deliver the South and Vale Climate Emergency objectives as follows:</p> <ul style="list-style-type: none"> • Invite local businesses to move more strongly toward a low carbon economy and support local businesses wherever possible. • Support and inspire local businesses to act through developing and compiling a portfolio of project examples, business events and resources <p>The value of the contract across both councils is £15,000. The resource commitment for South Oxfordshire District Council will be £2,500 per year (£7,500 over three years). The resource</p>

	<p>commitment for the Vale of White Horse District Council will be £2,500 per year (£7,500 over three years).</p>
<p>Details of authority to make decision and required consultee(s)</p>	<p>The year one Climate Emergency Work Programme was approved by South Oxfordshire District Council Cabinet on 30 January 2020 and the Vale of White Horse District Council Cabinet on 2 February 2020.</p> <p>Both Cabinets gave their support to the climate emergency work programmes, and in the later budget discussions, both Cabinets allocated the requested budgets for this work.</p> <p>Under Delegations to Chief Executive and Heads of Service under part 6 Contractual and Financial Matters:</p> <p>6.1 To take any action authorised by the council’s contracts procedure rules and any financial rules and procedures.</p> <p>6.3 To sign on the council’s behalf any contract for works, good or services.</p> <p>Pursuant to this delegation the authority of the Head of Service is requested. Furthermore, the contract may be approved by or on behalf of the Council without seeking quotations or tenders if there are special circumstances justifying an exception. This is considered to be a Specialist contract as Oxfordshire Greentech is the only local business network of its nature, focusing on the low carbon economy. Participation in Greentech events and activities, and the creation of bespoke initiatives for the councils through the umbrella of Greentech, is thought to be the most cost-effective way of reaching and influencing businesses across our districts. Therefore it is requested that the Head of Development and Regeneration whom is the relevant Head of Service approves the commissioning of these services as a Specialist Contract under the Contract Procedure Rules paragraph 143 which states that ‘If the supplies/goods, services or works are of such a specialist nature that quotations or tenders cannot be obtained or can only be obtained from fewer contractors than normally required by contracts procedure rules or, can only be purchased under a trade name or description or, in the case of professional services, e.g. the use of barristers or external solicitors where a particular individual or firm has specialist expertise in the field and the head of service is satisfied that value for money will be provided in all the circumstances’.</p>
<p>Background and reasons for recommending decision</p>	<p>Oxfordshire Greentech is a business network supporting the growth of the low-carbon sector in Oxfordshire. It brings together businesses and organisations to encourage innovation, collaboration and knowledge transfer, to facilitate the transition towards a sustainable, low carbon future.</p> <p>Oxfordshire Greentech is part of the OxFutures programme, which is a £3.2m project to boost low carbon economic</p>

	<p>development in Oxfordshire. It is supported by the European Regional Development Fund (ERDF). Existing partners include Low Carbon Hub, Cherwell District Council, Oxford City Council, the University of Oxford, and Oxford Brookes University.</p> <p>Oxfordshire Greentech aims are:</p> <ul style="list-style-type: none"> • Create jobs and economic growth by promoting Oxfordshire as a centre for low-carbon solutions. • Support local organisations to develop services and products that enable low-carbon, resilient lifestyles. • Facilitate cross-sector collaborations through a forum for innovation and partnership-working. • Provide a platform for our members to showcase how they are creating a low-carbon, sustainable world <p>The agreement will be with Oxfordshire Greentech Ltd which is a standalone limited company. Bioregional is one of the founding partners of the network and leads on the running and resourcing of Oxfordshire Greentech (alongside the two others founding partners, Cherwell DC and Cambridge Cleantech)</p> <p>Bioregional is a charity and social enterprise which works with partners to create a better, more sustainable way to live. Bioregional already has considerable experience of working with Oxfordshire councils on sustainability and climate emergency projects and have a strong reputation in the local area.</p> <p>This decision is believed to represent best value for the councils as Oxfordshire Greentech is the only local business network of its nature, focusing on the low carbon economy. Participation in Greentech events and activities, and the creation of bespoke initiatives for the councils through the umbrella of Greentech, is thought to be the most cost-effective way of reaching and influencing businesses across our districts. Oxfordshire Greentech will liaise closely with the councils' Economic Development Team.</p>
<p>Risks to council in proceeding with recommended decision</p>	<p>The risks of proceeding with the recommended course of action are minimal. The main risk would be that the company do not perform the contract satisfactorily. This risk should be mitigated by effective contract management of the contractor going forward which will be done collaboratively between the councils' Economic Development Team and the Insight and Policy team.</p> <p>There are no obligations placed on the councils by becoming members of Oxfordshire Greentech. Oxfordshire Greentech offers members a range of benefits that members can take advantage of if they choose.</p> <p>A risk assessment will be carried out when the detailed support</p>

	package is finalised.
Alternative options rejected, or other relevant considerations not dealt with above	The alternative option available would be for the Economic Development Team to independently commission and deliver low carbon business events and initiatives. It is expected that it would be more expensive to do this alone rather than in partnership with other councils and the Oxford universities. In addition, the Economic Development Team do not have specific expertise in delivering initiatives to support the low carbon agenda.
Financial implications	The budget for these works is included in the Climate Emergency Work Programme.
Legal implications	<p>There is no formal paperwork or contract signing to become a member of Oxfordshire Greentech. The councils are required to provide contact details (organisation name, registered company address, the name of the employee who will be the organisation's point of contact for any future interactions about membership, email address) We then receive an invoice for the membership at founder membership level. Greentech request a council logo and short intro to the organisation for their website and publicity. We will check at the time of joining whether the councils are able to meet this request.</p> <p>The agreement is with Oxfordshire Greentech Ltd which is a standalone limited company. Bioregional is one of the founding partners of the network and leads on the running and resourcing of Oxfordshire Greentech (alongside the two others founding partners, Cherwell DC and Cambridge Cleantech)</p> <p>The contract terms and conditions for engaging this service will be produced by the internal legal team.</p>
Legal comments	<p>Consultee: Sarah Salotra</p> <ol style="list-style-type: none"> 1) please confirm that it is acceptable to use a shared delegated authority form 2) due to the value of the contract over £10,000 and the specialist nature of the contract it will not be appropriate to use the councils' standard purchase order terms and conditions 3) what type of membership is being proposed 4) please clarify what obligations are placed on the council by becoming a member 5) please clarify the relationship between Bioregional and Greentech 6) please clarify the process for becoming a member of Greentech 7) please provide further explanation why this is a specialist contract for which an exemption is required 8) please confirm that details of the support package will be agreed before entering into the contract 9) please set out when a risk assessment will be undertaken 10) we will need to check at the time of joining whether the council can provide publicity for the Greentech website as requested

	All the above comments have been incorporated into this delegated authority document.		
Proposed action plan assuming grant of authority	For the Head of Development and Regeneration to authorise the appointment of Bioregional to develop a comprehensive support package for growing the low carbon economy in South Oxfordshire and the Vale of White Horse through membership of Oxfordshire Greentech.		
Agreed by Council's Head of Service	Name	Comments	Date
	Suzanne Malcolm	Approved	18/08/20