

# Agenda



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## A meeting of the **Climate Emergency Advisory Committee** will be held on Monday, 10 January 2022 at 6.00 pm as a virtual meeting

This meeting will be live streamed on YouTube, and can be accessed here:  
<https://www.youtube.com/c/southandvalecommitteemeetings>

### 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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Patrick Arran  
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 of the last meeting**

(Pages 4 - 7)

To review and agree as a correct record the minutes of the meeting on 4 October 2021, 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. Update from Cabinet member for Environment**

To receive a verbal update.

### **8. Task and finish group updates**

To receive any updates from task and finish groups.

## **9. Future agenda items**

For committee to discuss potential agenda items and upcoming items for the committee.

### **REPORTS FOR THE CONSIDERATION OF THE COMMITTEE**

## **10. Greenhouse Gas Emissions Annual Report**

For committee to review the annual report for increasing awareness of council emissions, and for public promotion of the report. (report to follow)

## **11. Climate Action Plan**

For committee to review the draft Climate Action Plan and recommend it's adoption to Cabinet (paper to follow).

## **12. Climate Action Fund**

For committee to review the draft fund guidance and discuss opportunities for scheme promotion and recommend it's adoption to Cabinet (paper to follow).

## **13. Tree Planting Update**

Committee to receive a verbal update on applications received for tree planting on council land.

# **Minutes**

of a meeting of the

## **Climate Emergency Advisory Committee**



held on Monday, 4 October 2021 at 6.00 pm  
Virtual meeting

The meeting was broadcasted live. Watch the recording here:  
<https://www.youtube.com/c/southandvalecommitteemeetings>

**Open to the public, including the press**

**Present:**

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

Officers: Michelle Wells, Heather Saunders, Harry Barrington-Mountford and Suzanne Malcolm, Candida Mckelvey, Heather Saunders and Michelle Wells

Also present: Cabinet member, Councillor Catherine Webber.

### **60. Chair's announcements**

Chair opened the meeting. He explained that we were having quarterly meetings in line with the quarterly performance reporting. There was a Q1 report at today's meeting.

Chair informed committee that Big Green Week had local events taking place across the district.

Draft documents related to the climate action plan will be circulated to the committee in due course.

### **61. Apologies for absence**

Councillor Eric Batts sent his apologies.

### **62. Declarations of interest**

There were no declarations of interest in respect of the agenda items for this meeting.

### **63. Urgent business**

No urgent business.

#### **64. Public participation**

None.

#### **65. Minutes of the last meeting**

The minutes of 19 April 2021 were agreed as a correct record and the chair will sign them as such.

#### **66. Task and finish groups updates**

Councillor Jenner briefed the committee on the Joint design guide task and finish group. When completed and signed off, this report will be a supplementary planning document. It will be a material consideration in planning.

It will help applicants to meet good design criteria and it will be easy to follow.

There were several chapters. Climate and sustainability were focussed on within the task and finish group. Within the document, the climate action issue was explained, as was sustainability, and definitions of active and passive sustainable development. The guide contained information on reducing carbon emissions, standards and certifications, and reducing embodied carbon. Design principles were provided at the bottom of each section. There were links to the GIS data, which can be downloaded for your ward.

Councillor Johnston briefed the committee that the Biodiversity working group met briefly to set terms of reference. The next meeting was yet to be confirmed.

Committee discussed how the working group could be put to effective use. Chair of CEAC would speak to Chair of SODC CEEAC about the scope.

#### **67. Tree planting on council land policy**

Cabinet member for environment, Councillor Webber, introduced this report.

Active communities were keen to get on with planting. This was an important moment to allow this work to go ahead. There was a policy and application form that would need to be approved. This work would help in our tree planting ambitions and carbon reduction goals as a council. We hoped to activate the policy soon to enable planting during the upcoming season. Oxfordshire Tree Scape project was developing an interactive tree map to aid our work.

Suggestions from the committee included providing advice on tree and soil type. Some trees, such as ash, don't survive well on local soils. Other species had poor wildlife / insect biodiversity. The Oxfordshire tree scape map may be very helpful for this. Once the planting guidance in place was reviewed, proposals made by officers would go through the approval process with the policy. Discussion was had regarding tree end-of-life process. What species were best as building materials and furniture?

There will be comms work relating to this policy. Tree protection orders will remain a separate procedure to this document.

It was confirmed that the policy version in the meeting pack was the up-to-date version, but a 6-month review was added (not part of the policy document).

The policy was very well received by the committee.

## **68. Retrofit Scrutiny Report - Feedback from Joint scrutiny committee and discussion**

Councillor Gascoigne introduced this report.

The group consulted experts in the field to find out about the barriers to retrofitting, including OxLEP and local colleges. There was specific training required for such works. The green grants funding was closed by central government, but the task and finish group looked into how we could be prepared for future funding opportunities that will help residents to retrofit their homes and the council to achieve carbon targets.

Some discussion was had around home insulation being important for the effectiveness of different forms of heating.

Regarding the costings for such works, discussion was had on encouraging those that can afford these works to drive demand. Look at methods to help people fund the works, such as loans.

This was a very well received report.

### **Resolved**

To support the recommendations in the report of the Joint Scrutiny task and finish group on retrofitting.

Chair of CEAC will check with Chair of Joint Scrutiny committee, in order to ascertain the most effective way CEAC can support this work, and to check whether CEAC should make recommendations to Cabinet.

## **69. Future Oxfordshire Partnership - Environment Advisory Group**

A verbal update from Councillor Webber, who was a representative of the Future Oxfordshire Partnership, previously known as the Growth Board. Councillor Webber was reporting to committee on the Environment Advisory Group (EAG) strand of the Partnership.

There had been three recent meetings and presentations on the county carbon baseline data, the county transport plan, and a Pathways to Zero Carbon Oxfordshire (PAZCO) presentation.

The EAG officers group supports the work of the Partnership, to establish a forward plan, and a PAZCO delivery and a retrofitting plan. Cabinet member suggested that this could be a standing agenda item.

## **70. Pathways to Zero Carbon Oxfordshire Report - Section 4**

Committee reviewed section three of the substantial report, focussing on the five scenarios within section four.

Some debate was had about the downsides of green hydrogen.

**Resolved:**

That committee favoured scenario four, "Oxfordshire leading the way".

## **71. Quarter 1 performance management report - theme 2**

The committee focussed on theme two of the report – Tackling the climate emergency.

The report had been finalised after Cabinet approval. The focus of this report was on the achievements of quarter one. Any discussions about future improvements and outcomes should be directed to the relevant Cabinet member listed in the report.

The committee discussed future agenda items they would like to see. There was some discussion around bulky waste, and Chair would like to focus on this in future meetings next year.

A detailed update on EV park and charge project and leisure centre energy use was requested.

An annual report from the council on emissions was expected, and Chair hoped the committee could see this when its ready.

No recommendations were provided to Cabinet for this item.

Meeting closed at 19:37

The meeting closed at 7.37 pm