

Public Document Pack



RUSHMOOR BOROUGH COUNCIL

POLICY AND PROJECT ADVISORY BOARD

*To be held at the Council Offices, Farnborough on
Thursday, 21st March, 2024 at 7.00 pm*

To:

Cllr Marina Munro (Chairman)

Cllr A. Allen
Cllr Jib Belbase
Cllr Michael Hope
Cllr Peace Essien Igodifo
Cllr T.W. Mitchell
Cllr M.J. Roberts
Cllr Calum Stewart
Cllr Becky Williams
Cllr G. Williams

Standing Deputies:

Cllr Gaynor Austin
Cllr P.J. Cullum
Cllr Halleh Koohestani
Cllr Jacqui Vosper

Enquiries regarding this agenda should be referred to the Administrator, Adele Taylor, Democracy Team, Tel. (01252) 398831, Email. adele.taylor@rushmoor.gov.uk.

A G E N D A

1. **MINUTES – (Pages 1 - 4)**

To confirm the Minutes of the Meeting held on 13th February, 2024 (copy attached).

2. **APPOINTMENT OF VICE-CHAIRMAN –**

Following the resignation of the Vice-Chairman, Cllr Jess Auton, to consider the nomination and appointment of Cllr Michael Hope as Vice-Chairman of the Policy and Project Advisory Board for the remainder of the 2023/24 Municipal Year.

3. **DEFIBRILLATORS AND BLEED KITS – (Pages 5 - 20)**

To receive a progress update (attached) on the work being carried out, as recommended by the Board at its last meeting, with the aim of finalising matters in late March/early April.

4. **CLIMATE CHANGE ACTION PLAN 2020-2030 – (Pages 21 - 48)**

To consider a refresh of the Climate Change Action Plan 2020-2023 (copy attached). Community and Partnerships Service Manager – Emma Lamb and Climate Change Officer – Sophie Rogers will be in attendance at the meeting to guide the discussion.

At its meeting on 8th February 2024, the Overview and Scrutiny Committee looked at progress on the Climate Change Action Plan and made some suggestions to be considered as part of the refresh, these will be shared with the Board as part of the presentation (report attached).

5. **WORK PLAN – (Pages 49 - 58)**

To discuss the Policy and Project Advisory Board Work Plan (copy attached).

Feedback on the meeting held on 26th February, 2024, to discuss the response to the Hampshire County Council Future Services Consultation, has been included in the Work Plan.

MEETING REPRESENTATION

Members of the public may ask to speak at the meeting on any of the items on the agenda by writing to the Panel Administrator at the Council Offices, Farnborough by 5.00 pm two working days prior to the meeting.

Applications for items to be considered for the next meeting must be received in writing to the Panel Administrator fifteen working days prior to the meeting.

POLICY AND PROJECT ADVISORY BOARD

Virtual meeting held on Tuesday, 13th February, 2024 at 6.30 pm.

Voting Members

Cllr Marina Munro (Chairman)
Cllr Jessica Auton (Vice-Chairman)

Cllr A. Allen
Cllr Jib Belbase
Cllr Michael Hope
Cllr Peace Essien Igodifo
Cllr T.W. Mitchell
Cllr M.J. Roberts
Cllr Calum Stewart
Cllr Becky Williams

Apologies for absence were submitted on behalf of Cllr G. Williams.

Cllr Gaynor Austin attended the meeting as Standing Deputy.

16. MINUTES

The minutes of the meeting held on 29th November, 2023 were agreed as a correct record.

17. DEFIBRILLATORS AND BLEED KITS

The Board welcomed Emma Lamb, Community and Partnerships Service Manager and Nick Seal of the Artery Project, who were in attendance to provide a presentation on the current position and requirements for defibrillators and bleed kits across the Borough. The presentation gave details on current accessibility and maintenance, an assessment of cost commitments and recommendations for expanding the provision of defibrillators and bleed kits, across the Borough.

The Board were made aware of The Circuit, a national defibrillator network that mapped the location of devices across the UK, and connected them directly to the appropriate ambulance service, who held access details for each unit in their area. It was noted that not all defibrillators were registered on The Circuit, therefore not allowing for a true picture of the number of devices across the UK to be known. Locally, it was estimated that there were 138 defibrillator units in Rushmoor, (51 in Aldershot and 87 in Farnborough), 30 of which were accessible to the public and available 24/7. It was advised that 95 of these were registered on The Circuit.

The Board reviewed the cost of purchasing and maintaining defibrillators. A unit cost between £850 - £1400 and additional costs included installation, storage cabinets

and running, training and maintenance costs. It was noted that there were a number of funding streams to apply for to assist in purchasing and installing defibrillators.

It was advised that there was currently no central database for the location of Bleed Kits, however the ambulance service were currently working on the implementation of a service to register kits. It was noted that bleed kits cost in the region of £85 - £200 and had an expiry date, which required them to be replaced more frequently.

In conclusion, it was felt that there had been a range of coverage across the Borough, but the full picture was unknown. It had also been important to ensure that all defibrillators were registered on The Circuit. Gaps that had been identified were linked to areas of deprivation and high footfall, i.e. town centres. The Board discussed other areas where gaps may be an issue, including public open spaces, including tennis courts and other sporting facilities, industrial sites, supermarkets, 24hr garages etc.

The Board discussed the presentation and were advised that training sessions lasted 1-1.5hrs, but training was not necessary to use the equipment. It was also noted that defibrillator units were subject to vandalism and theft and some were fitted with a code to access them, the code was provided by the ambulance service as required.

Other matters raised by the Board, included:

- The need for more bleed kits and knowledge of their location
- Consideration be given to bulk buying of equipment to secure discounts
- Engage the community to take the lead on securing defibrillators and bleed kits in their areas

The Board agreed that a survey and needs assessment was necessary to assess the full picture of provision for both defibrillators and bleed kits across the Borough. The work should also consider on-going costs and training needs. It was also suggested that a meeting could be held with a local company, that provided such equipment, to scope possible ways of working.

The Chairman thanked Emma and Nick for their presentation.

18. **WORK PLAN**

The Board noted the Current Work Plan, and were advised on the following issues:

- at the meeting in March 2024, the Board would consider a refresh of the Climate Change Action Plan 2023-26
- Executive Head of Operations, James Duggin would provide a written update on the Bins for Boys project raised at the previous Progress Group meeting
- A meeting would be held on 26th February, for Members of the Board's Progress Group to consider the Council's response to the Hampshire County Council Future Services Consultation

The meeting closed at 8.01 pm.

CLLR MARINA MUNRO (CHAIRMAN)

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**POLICY AND PROJECTS
ADVISORY PANEL**

21ST MARCH 2024

REPORT NO. ACE2404

DEFIBRILLATORS AND BLEED KITS IN RUSHMOOR**SUMMARY**

At the meeting on 7th December, the Council resolved to refer a Notice Of Motion on defibrillators to the Policy and Projects Advisory Panel (PPAB) for consideration:

The Notice of Motion requested that:

- PPAB produce a report into the current accessibility and maintenance of defibrillators and bleed kits in Rushmoor
- Assess the cost commitments in expanding provision of defibrillators and bleed kits in Rushmoor
- Make recommendations for expanding the provision of defibrillators and bleed kits across Rushmoor

This report provides information on the provision and cost of defibrillators and bleed kits. It makes recommendations for future work to enhance accessible defibrillators across Rushmoor to mitigate the dangers of out of hospital cardiac arrests.

RECOMMENDATION:

Funding of up to £10,000 to be assigned from the UKSPF neighbourhood level interventions project to allow the purchase of six Public Access Defibrillators (PADs) in the priority locations identified through the survey and needs assessment.

1. INTRODUCTION - DEFIBRILLATORS & BLEED KITS

- 1.1 A Notice of Motion to Council on 7th December recognised the importance of defibrillators. It identified that the Council would like to build on existing provision and work in collaboration with the voluntary and community sector, businesses and partners to find suitable locations for additional defibrillators and bleed kits where required.

- 1.2 On 13th February PPAB received a presentation from officers and the Artery Project, outlining the existing provision, associated costs and funding opportunities for defibrillators.
- 1.3 It estimated that there were 138 defibrillator units in Rushmoor, (51 in Aldershot and 87 in Farnborough), 30 of which were accessible to the public and available 24/7. It advised that only 95 of these were registered on The Circuit (the National Defibrillator Network used by Emergency Services)
- 1.4 The presentation acknowledged that given not all defibrillators had been registered on the Circuit, the information was not as comprehensive as officers would like. Despite this, the data identified a good level of coverage across the borough but highlighted some potential gaps, particularly in areas of deprivation and areas with a high footfall.
- 1.5 It was also noted that there is very limited knowledge of bleed kits in the borough. Unlike the Circuit for Defibrillators, there is currently no central database for the location of Bleed Kits, however the ambulance service is working on the implementation of a service to register kits.
- 1.6 PPAB agreed that a survey and needs assessment was necessary to provide a more comprehensive local picture and enable a recommendation on further provision. It was agreed that the survey and needs assessment should consider on going costs and training needs.

2. **BACKGROUND**

- 2.1 It is recognised that in the event of an out of hospital cardiac arrest the availability of a defibrillator, prior to the arrival of professional medical help, has a significant effect on the likely survival rate.
- 2.2 Heart and circulatory diseases are strongly associated with health inequalities. A study by the University of York in 2023 (Burgoiné T, 2023), [Automated external defibrillator location and socioeconomic deprivation in Great Britain | Heart \(bmj.com\)](https://www.bmj.com/lookup/doi/10.1136/bmj-2023-074444), showed that people in deprived areas, who are among the communities at the greatest risk of cardiac arrest, are further away from life-saving equipment, highlighting the risk to life and the need for equal access to defibrillators.
- 2.3 To date the Council has allocated £9,656 towards defibrillators via Supporting Communities Grants. In addition, the Council has provided significant officer time, from the Community & Partnerships Team and Legal Team to support local groups who have fundraised independently.
- 2.4 There are existing defibrillators on the following Council buildings:
 - RBC Offices
 - Princes Hall
 - The Meads
 - The Crematorium
 - Aldershot Pools

They are all currently located inside their respective buildings.

3. SURVEY ON DEFIBRILLATORS & BLEED KITS

- 3.1 A borough wide survey was circulated to partners, charities, sports clubs and businesses on Monday 26th February, closing on Friday 8th March. It was also included in the Council's email news, a specific business newsletter and shared widely on social media.

The purpose of the survey was to:

- Enhance the understanding of the location of defibrillators and bleed kits
- Identify the number and location of PADs (Public Access Defibrillators)
- Identify gaps in provision where additional defibrillators may be needed
- Encourage registration of existing defibrillators to the circuit.
- Identify barriers to installing defibrillators/bleed kits.
- Seek permission to plot defibrillators on a map.

A copy of the survey can be found at Appendix A

SURVEY RESULTS

- 3.2 Sixty nine organisations responded to the survey. From those responses, three additional defibrillators have been identified. Following on from the mapping exercise in January where 138 defibrillators were plotted, it is estimated that there are 141 defibrillators in the borough. (Appendix B This map includes all doctors' surgeries and schools in the borough)
- 3.3 Seven additional Public Access Defibrillators were identified – which means that there are a total of 37 Public Access Defibrillators available in the borough 24/7 (Appendix C)
- 3.4 20 responders said they had registered their defibrillator on the circuit. Eight had not registered or were not sure if they had but said they would consider it because of the survey.
- 3.5 Eleven responses identified they would like a defibrillator but identified the following barriers:
- Lack of funds
 - Limited access to premises/don't own the premises
 - I don't know how to get one installed

Of the 11 responses six are in Aldershot and five in Farnborough

- 3.6 The survey indicates that there is sufficient coverage in supermarkets and industrial sites across the borough.

- 3.7 As a result of the survey, Council officers are in discussion with The George Public House in Aldershot Town Centre and the 3rd Farnborough Scouts Group, who have expressed an interest in obtaining a defibrillator and bleed kit respectively. In addition, North Camp Matters Partnership has been in contact with the Council to confirm they have funding in place to install two defibrillators in the area and seek support to identify the most appropriate locations based on the mapping that has taken place.
- 3.8 The survey identified seven bleed kits (Five in Farnborough and two in Aldershot). These are located at schools (3), churches (2), St John's Ambulance and one owned by a community group.

4 NEEDS ASSESSMENT

- 4.1 In addition to the survey, a needs assessment was carried out to further help identify the areas that need a defibrillator.
- 4.2 Using Lower Layer Super Output areas (LSOA's) each area was given a score of 1-5 using the following metrics:
- 2019 Index of Multiple Deprivation (IMD) Score
 - 2019 IMD score for health deprivation and Disability Domain
 - 2021 Census Date - The Number of people aged 65 and over
 - Nature of the place – including:
 - A cluster of shops, cafes, petrol stations restaurants or pubs
 - Community Centre
 - Sports club/playing field/open space
 - Cemetery and or Church
 - Static homes/caravan sites
 - Pharmacies
- 4.3 The needs assessment (Appendix D) identifies the scores for 60 LSOA's. The higher the score, the greater the need for a defibrillator. The data/scores identify town centres and areas of deprivation with the highest scores.

5. LOCATION OF DEFIBRILLATORS & FUTURE PROPOSALS

- 5.1 The survey and needs assessment identified six locations with a gap in provision, where the availability of a defibrillator would significantly increase the chance of survival should anyone suffer a cardiac arrest. In no priority order, these locations are:
- Aldershot Town Centre
 - Farnborough Town Centre
 - Aldershot Park – South of the Ward
 - Fernhill – North of the Ward
 - Cove and Southwood – St Christophers Estate

- Prospect Centre, Cherrywood

Further details are included in Appendix E.

- 5.2 North Town, North Camp and Rowhill also recorded high scores in the needs assessment: However, there are defibrillators in these areas, and it is felt that provision is adequate (especially for North Camp who have already secured funding for an additional two devices)
- 5.3 11 responses to the survey said they would like a defibrillator but faced barriers, either due to lack of funds or lack of premises. The Council is committed to working with local communities and interested parties to identify funding opportunities and is liaising with the organisations who have expressed an interest. Support is being prioritised for The George Public House in Aldershot who are one of the eleven responses and one of our priority areas above.
- 5.4 The Council is also in early discussions with Vivid about a Public Access Defibrillator being located on the outside wall of Totland Concierge.
- 5.5 It is recognised that to increase the number of defibrillators across Rushmoor generally requires significant engagement with local communities and stakeholders. Where possible, community groups must have responsibility of maintenance (including checks) and ownership of a device to ensure a sustainable model.
- 5.6 Making as many existing devices as possible fully accessible to the public will improve our local coverage. Whilst recognising there is a cost implication, it is important to encourage and support communities and businesses, to move defibrillators located inside, to be situated outside and therefore publicly available 24 hours.

6. COSTS AND MAINTENANCE

- 6.1 Typically defibrillators can cost between £800 and £2,500. The current cost of Public Access Defibrillators (PADs) including a suitable public use defibrillator, external cabinet, pads (adult and paediatric) and associated equipment is approximately £1,800 plus VAT plus the additional cost for fitting and installation.
- 6.2 The fitting and installation cost vary significantly depending on the location of the external defibrillator and the distance from the nearest suitable power supply. It is estimated that installation costs are in the region of £600.
- 6.3 Additional costs associated with PADs include regular maintenance checks and routine replacement of the battery and pads, plus additional replacement of the pads if the defibrillator is used.
- 6.4 The ongoing maintenance of a PAD does not require technical expertise. Manufacturer recommended checks include a daily check that the “active status” indicator is green (which can be observed without the need to open

the external box) and monthly checks to ensure the condition of the unit and accessories are intact, the battery and pads remain in date, together with a manually initiated self-test. Additional checks are required every time the defibrillator has been used.

- 6.5 Bleed kits cost in the region of £85 to £200. They have an expiry date, which requires them to be replaced more frequently.
- 6.6 Whilst increasing the number of defibrillators and bleed kits would provide a more comprehensive coverage across the borough, at this time, there is no budget allocated to support either installation or ongoing maintenance.
- 6.7 The Supporting Communities grants has, to date, allocated £9,956 to local groups towards the cost of defibrillators. Whilst the opportunity remains for groups to apply to this fund for new defibrillators the Council may wish to consider a proactive, targeted, approach and utilise UKSPF funds (Community Interventions) to pay for defibrillators and bleed kits in the areas identified by the needs assessment.

7. RECOMMENDATIONS

- 7.1 It is recommended that PPAB consider the following recommendations.
- 7.2 Funding of up to £10,000 to be assigned from the UKSPF neighbourhood level interventions project to allow the purchase of six Public Access Defibrillators (PADs) in the priority locations identified through the survey and needs assessment.

The six areas are:

- Aldershot Town Centre
- Farnborough Town Centre
- Aldershot Park – South of the Ward
- Fernhill – North of the Ward
- Cove and Southwood – St Christophers Estate
- Prospect Centre, Cherrywood

- 7.3 Existing defibrillators, inside Council owned premises at The Meads, Council offices and Princes Hall to be relocated to outside walls to make them permanently accessible to the public. It is estimated to cost approximately £500 to move one defibrillator. The Council's property team will fund the cost of relocating the defibrillators from existing budgets.
- 7.4 The Council to work with communities to encourage community owned defibrillators, located inside, to be relocated on external walls, thereby increasing the number of publicly available defibrillators across the borough. The Council will identify external funding opportunities to support this whilst ensuring community groups have ongoing responsibility and ownership of the device.

- 7.5 The Council to continue discussions with Wel medical in relation to securing six defibrillators at a reduced cost.
- 7.6 Work with partners, in particular The Artery Project and Wel Medical, to enhance CPR skills by providing defibrillator awareness training sessions for key contacts and community groups. This should include raising awareness of defibrillator locations and what to do if you are a bystander when someone has a cardiac arrest. The Council may also wish to consider exploring opportunities for young learners currently involved in The Duke of Edinburgh Award Scheme to be actively involved in the maintenance checks as part of their volunteering element.
- 7.7 The Community Safety Team to continue working with the Police and the Hampshire & Isle of Wight Licensing Officers Group to identify the most suitable locations for additional bleed kits.

8. CONCLUSIONS

- 8.1 Members of PPAB are invited to consider the recommendations in this report in order to formulate a recommendation to Council in line with the Notice of Motion submitted on 7th December.

CONTACT DETAILS:

Emma Lamb – Service Manager Community & Partnerships
Emma.lamb@rushmoor.gov.uk

Sharon Sullivan - Policy Officer
Sharon.sullivan@rushmoor.gov.uk

APPENDIX A – COPY OF THE SURVEY

Defibrillators in Aldershot and Farnborough

Introduction

We would like to understand where defibrillators are in Aldershot and Farnborough and identify places in the community where new ones might be needed.

If you are a representative from a local organisation, business, school or community group we would be grateful if you could take a few minutes to complete the following survey.

The closing date for our survey is Friday 8 March.

To view our consultation survey privacy notice please visit www.rushmoor.gov.uk/consultationprivacynotice.

* 1. Please provide the name of your organisation/company/business/school/group.

* 2. Please provide the postcode for your organisation/company/business/school/group.

* 3. Do you have a defibrillator on your premises?

Yes

No

Defibrillators in Aldershot and Farnborough

* 4. Is the defibrillator accessible for the community/members of the public 24-hours-a-day, 7 days a week?

Yes

No

5. If no, what are the restrictions? For example, the defibrillator can only be used within working hours or opening hours, or only for use by staff as part of medical practice etc.

To understand the coverage of defibrillators in Aldershot and Farnborough, we would like to map where they are. This map will be on our website, as part of a Rushmoor Borough Council committee report.

*** 6. Do you consent to your defibrillator being included on this map?**

- Yes
- No

The Circuit is the national defibrillator network providing an overview of where you can find defibrillators. At the moment, many defibrillators never get used because emergency services don't know where they are or how to access them. [The Circuit - the national defibrillator network](#).

*** 7. Has your defibrillator been registered on the national data base the Circuit?**

- Yes
- No
- Not sure

8. If no, will you consider registering your defibrillator with the Circuit?

- Yes
- No
- Not sure

Defibrillators in Aldershot and Farnborough

*** 9. Do you think there is a need for a defibrillator at your organisation/company/business/school/group?**

- Yes
- No
- Not sure

10. If yes, what are the barriers your organisation/company/business/school/group getting a defibrillator?

- I don't know how to get one installed
- Lack of funds
- Limited access to our premises
- Other (please tell us)

Defibrillators in Aldershot and Farnborough

We are also interested in knowing where bleed kits are located in Aldershot and Farnborough.

A bleed kit is a collection of medical supplies and equipment designed to provide immediate aid to someone with severe bleeding. The kits are intended for use in emergencies until professional medical help arrives.

* 11. Does your organisation/company/business/school/group have a bleed kit?

Yes

No

No, but we know where one is located (please tell us where it is)

12. If we can contact you about your answers, please provide a contact email address.

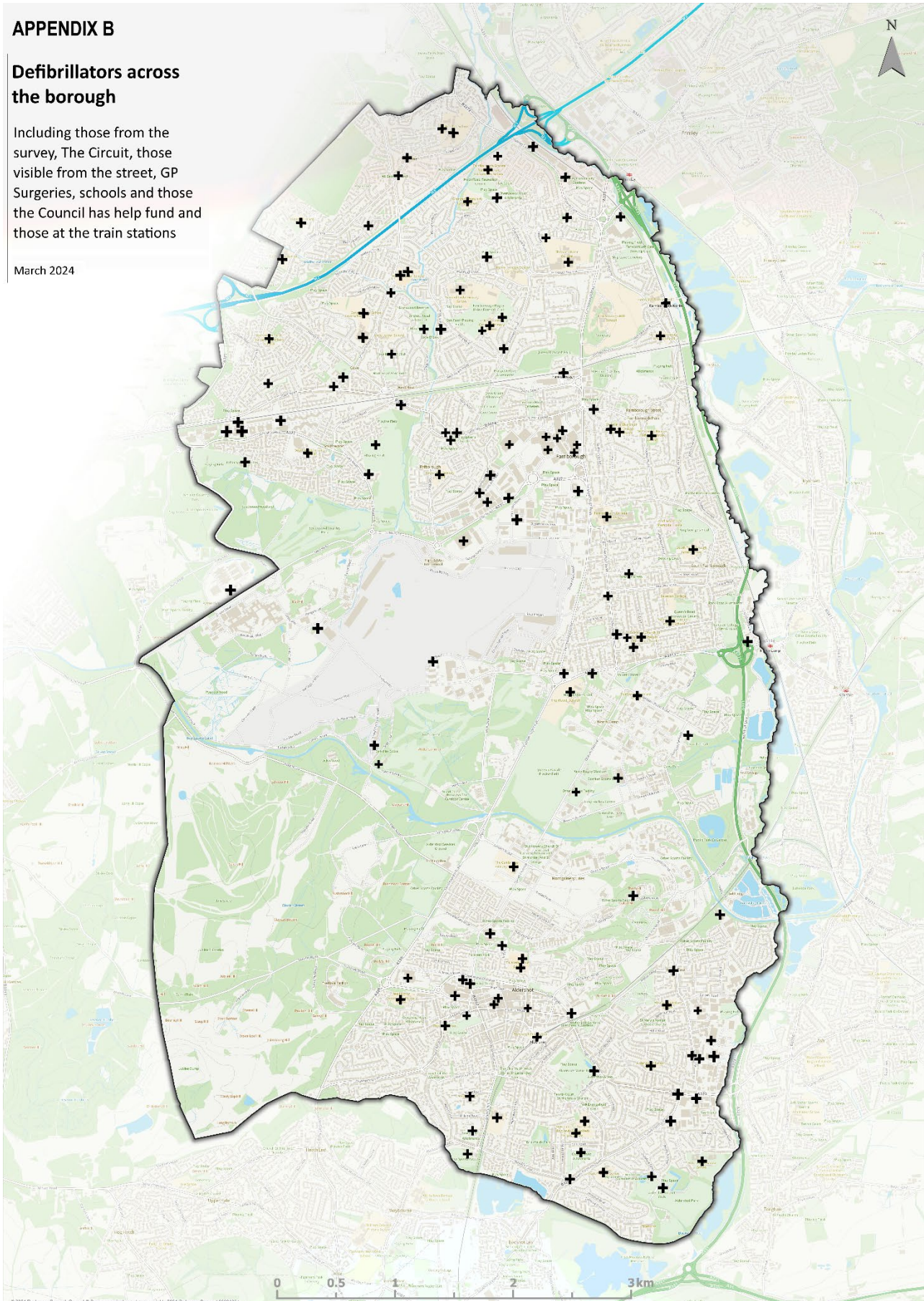
Thank you for taking part in our survey

APPENDIX B

Defibrillators across the borough

Including those from the survey, The Circuit, those visible from the street, GP Surgeries, schools and those the Council has help fund and those at the train stations

March 2024



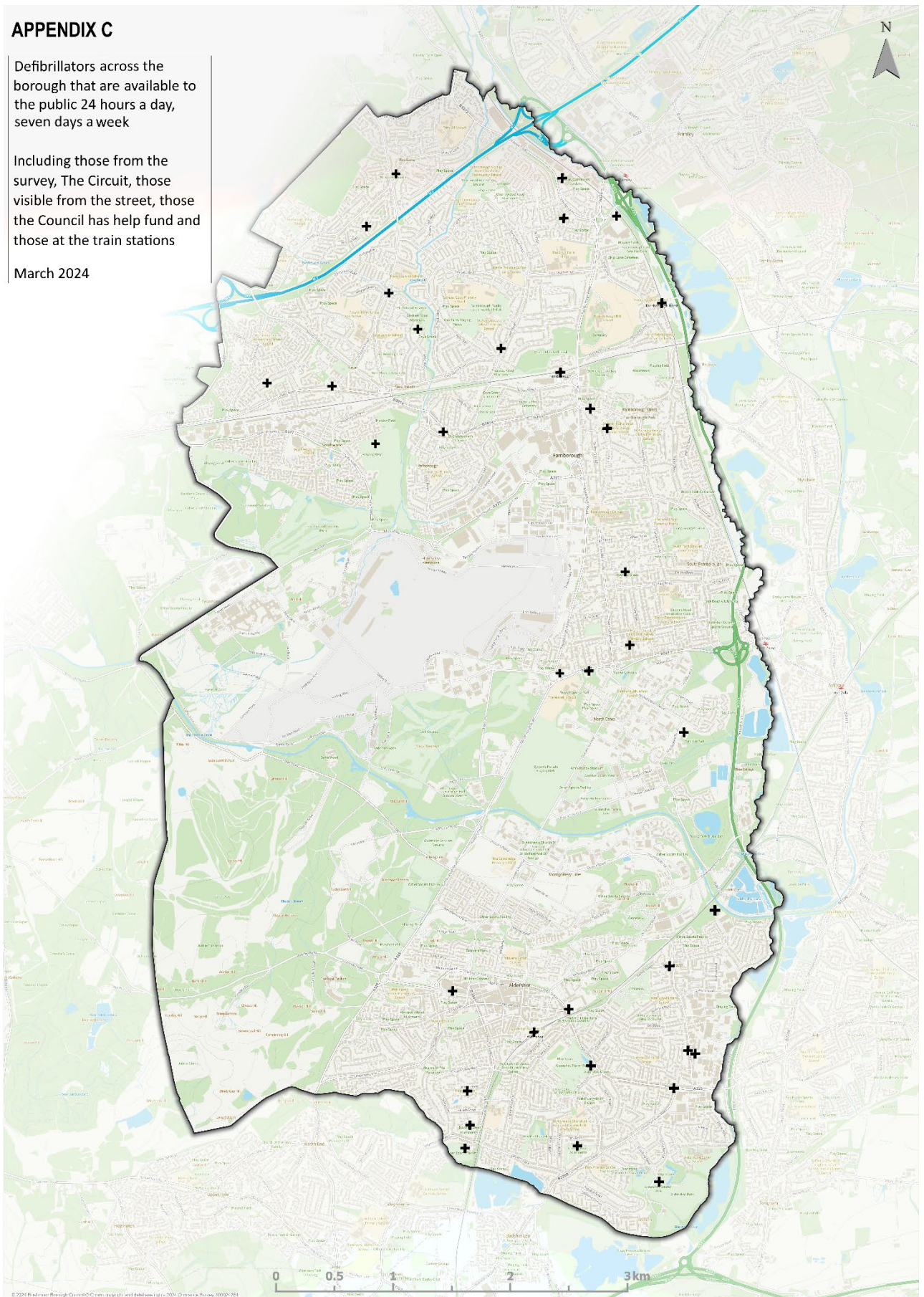
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APPENDIX C

Defibrillators across the borough that are available to the public 24 hours a day, seven days a week

Including those from the survey, The Circuit, those visible from the street, those the Council has help fund and those at the train stations

March 2024



APPENDIX D – DEFIBRILLATOR NEEDS ASSESSMENT

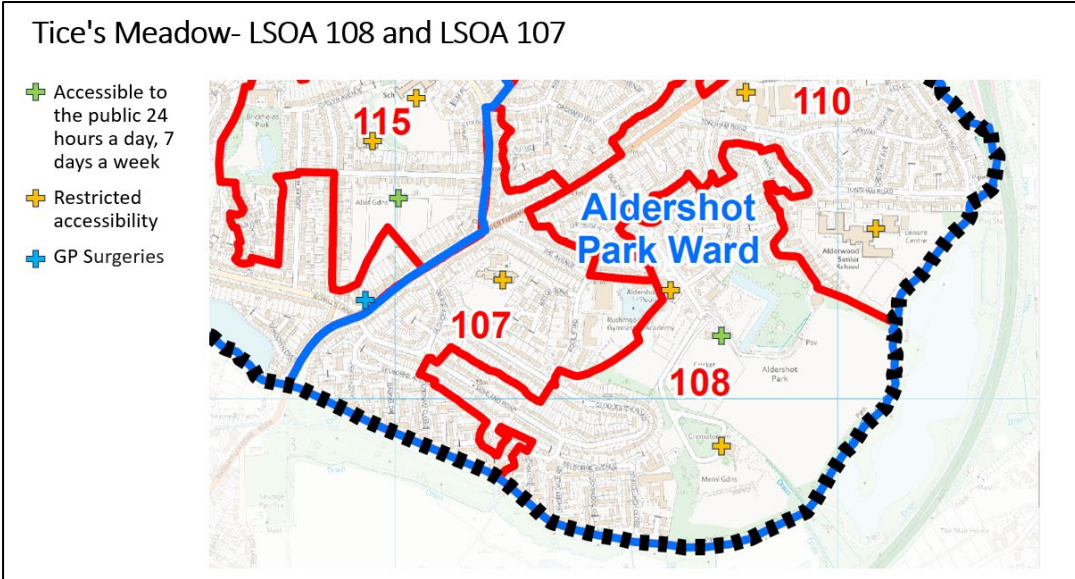
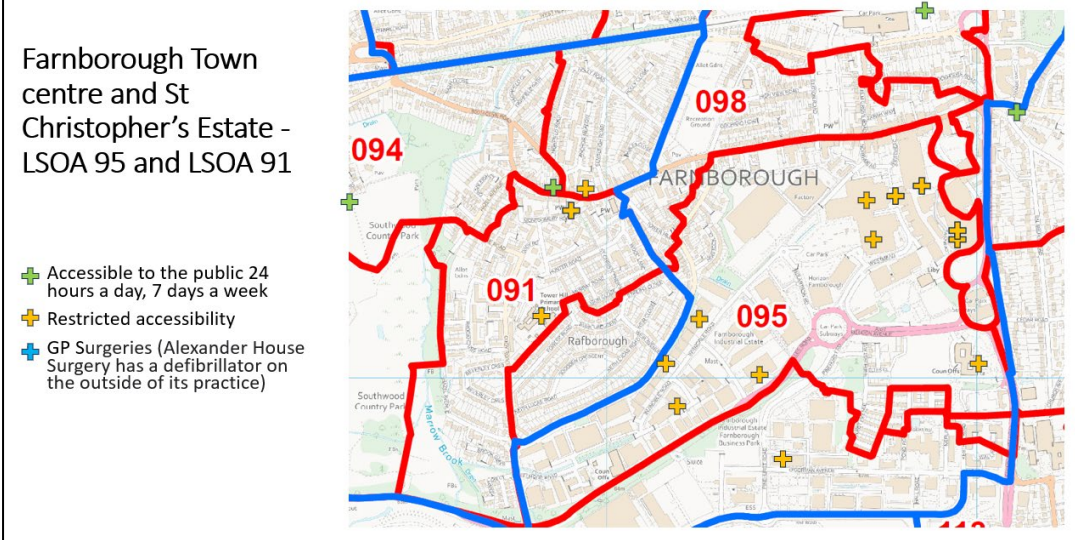
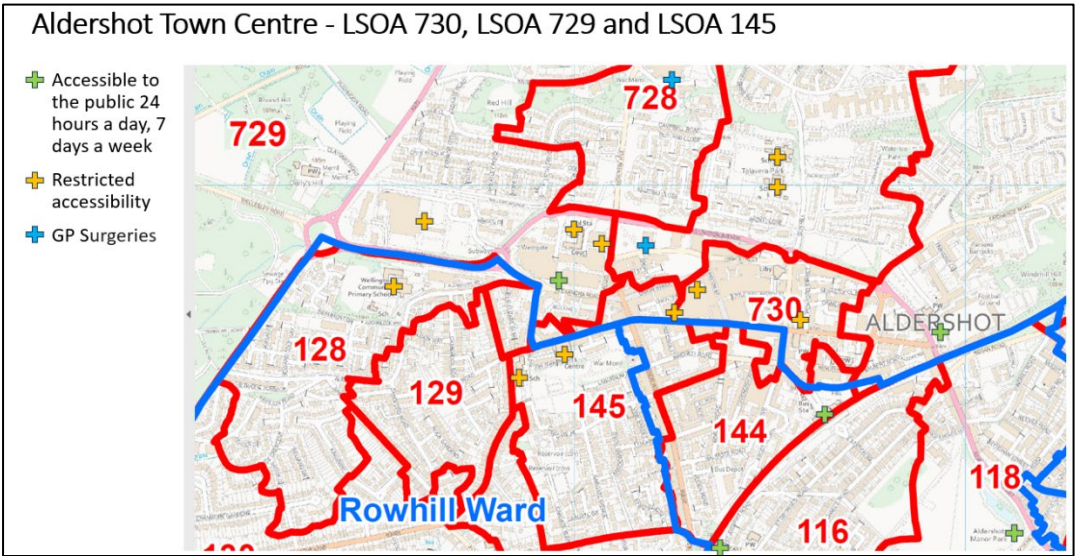
***Areas of multiple deprivation.**

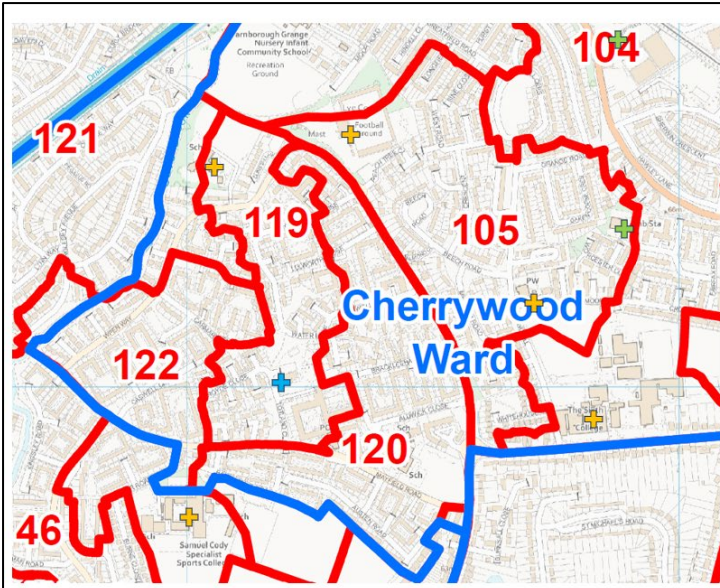
Note: After the 2021 Census LSOA 142 (an area of multiple deprivation) was split into LSOA 727 and 730. An assumption has been made that the deprivation will be worse in LSOA 730 (in/near to Aldershot town centre), than in 727 (mainly Army housing and Wellesley).

	2019 IMD	Health deprivation score	Number of old people - plus 65	Nature of place	
LSOA	Rank	Rank	Rank	Rank	Total
730 - Aldershot TC	5	4	4	5	18
145 - Aldershot TC	4	3	5	5	17
108 – Aldershot Park	5	5	4	3	17
091 – St Christopher’s Estate	4	5	3	4	16
858 – North Town	4	4	3	5	16
107 – Aldershot Park	4	5	4	3	16
119 – Totland area Cherrywood	5	5	3	2	15
095 - Farnborough TC	3	3	4	5	15
099 – Fernhill ward	3	4	4	4	15
729 - Aldershot TC	3	4	2	5	14
140 - North Camp Village	3	4	2	5	14
105 – Cherrywood ward	4	4	4	2	14
131 – Rowhill ward	2	4	5	3	14
106	4	4	3	2	13
120	4	3	4	2	13
132	2	3	4	4	13
139	3	4	3	3	13
118	3	3	3	4	13
104	3	2	4	3	12
121	4	3	5	0	12
146	4	4	3	1	12
103	2	1	4	5	12
098	2	2	4	4	12
149	2	3	4	3	12
113	2	4	4	2	12
137	2	3	3	4	12
144	4	3	4	1	12
109	2	3	4	3	12
122	4	4	3	0	11
096	1	1	5	4	11
135	3	2	4	2	11
141	2	4	1	4	11
128	3	4	4	0	11

129	3	4	3	1	11
110	3	4	4	0	11
093	1	1	4	4	10
094	1	2	4	3	10
114	1	2	3	4	10
138	3	3	3	1	10
116	2	2	3	3	10
117	1	2	5	2	10
100	2	4	2	1	9
147	1	2	4	2	9
092	1	1	3	4	9
148	1	2	4	2	9
136	1	2	3	3	9
727	3	2	2	2	9
125	2	2	4	1	9
115	1	2	4	2	9
123	2	2	3	2	9
101	1	2	4	1	8
102	1	2	4	1	8
097	1	2	4	1	8
130	1	1	4	2	8
111	1	1	5	0	7
728	2	3	1	1	7
124	2	2	3	0	7
112	1	1	3	1	6
134	1	1	3	0	5
133	1	1	3	0	5

APPENDIX E – MAPS SHOWING THE AREAS OF GREATEST NEED (LSOA's THAT SCORED 14 OR OVER IN THE NEEDS ASSESSMENT) AND WHERE DEFIBRILLATORS ARE LOCATED.

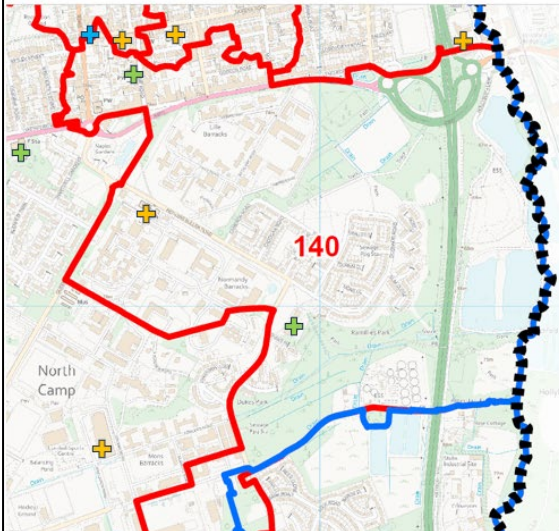




Cherrywood - LSOA 119 and LSOA 105

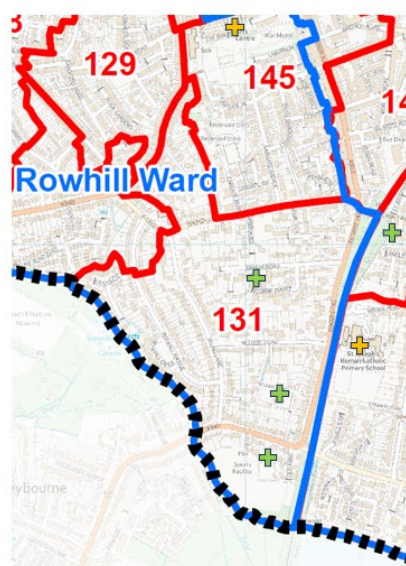
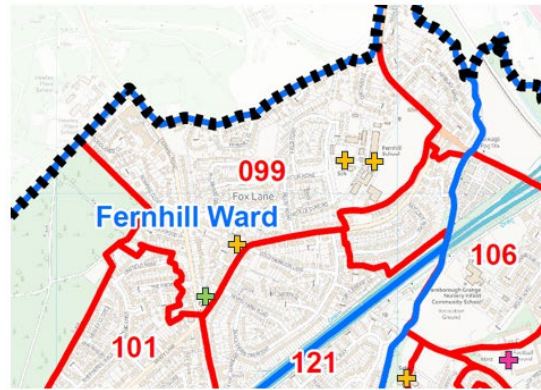
- ⊕ Accessible to the public 24 hours a day, 7 days a week
- ⊕ Restricted accessibility
- ⊕ GP Surgeries

North Camp - LSOA 140

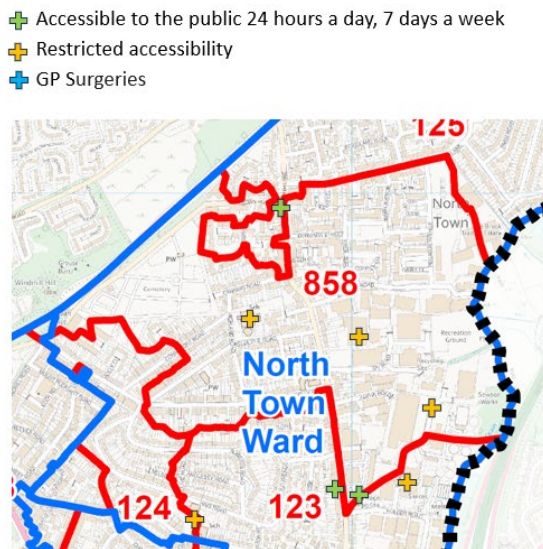


- ⊕ Accessible to the public 24 hours a day, 7 days a week
- ⊕ Restricted accessibility
- ⊕ GP Surgeries

Fernhill- LSOA 99



Rowhill - LSOA 131



North Town - LSOA 858

CABINET

COUNCILLOR MARTIN TENNANT
DEPUTY LEADER AND MAJOR
PROJECTS AND PROPERTY
PORTFOLIO HOLDER

4 JULY 2023

REPORT NO. ACE2306

KEY DECISION? No

CLIMATE CHANGE ACTION PLAN 2023-26**SUMMARY AND RECOMMENDATIONS:**

Following the declaration of a climate emergency in June 2019, the Council has been delivering a number of projects and programmes that seek to mitigate the impact of climate change. This report provides further detail on actions taken to date and presents the Council's carbon footprint for the period 2021/22. In light of this information, a revised climate change action plan for the Council is proposed which will cover the period 2023 – 26.

Cabinet is asked to:

- i) Note the progress in delivering the actions in the climate change action plan which was agreed in November 2020
- ii) Note the Council's carbon footprint for 2021/22 and the carbon footprint target setting report in Annex A.
- iii) Agree the Climate Change Action Plan 2023 – 26 as set out in section 4 of this report.

1. Introduction

- 1.1 In June 2019 the Council declared a climate emergency with a motion unanimously passed by Council. Following on from this, in November 2020, Cabinet agreed a climate change action plan which contained 90 identified actions. This report includes an update on the implementation of these actions.
- 1.2 A key action that the Council has been to appoint dedicated officer resource to lead and coordinate activity in line with the climate change action plan and also to calculate the Council's carbon footprint for 2021/22. This has helped to shape the development of the revised action plan which is set out in section 4.

1.3 This report seeks Cabinet approval to the revised climate change action plan which sets out actions to directly reduce the Council's carbon footprint between 2023 and 2026. This will be reviewed and updated annually in light of the updated Council carbon footprint and an annual report detailing progress against actions will be published.

2. Approach to date

2.1 The current climate change action plan was comprised of 90 actions. This was a rolling plan, with a view that it would be updated in light of the Council's carbon footprint. Each action was given a 1 year, 3 year or longer-term timeframe.

2.2 The action plan was divided into four areas as set out in the Climate Change Strategy:

- A: Awareness Raising and Engagement
- B: Reducing Impacts (Mitigation)
- C: Building Resilience (Adaptation)
- D: Other Sustainable Initiatives

2.3 Of the 90 actions identified within the plan, almost two-thirds have been progressed. Key Achievements against the current climate change action plan include:

- A separate weekly food waste collection service was successfully rolled out across the borough.
- A grant was given to Winchester Science Centre to develop and deliver a programme (Eco-schools) to two schools within the borough in 2022. This was based around a repeat engagement model approach and due to its success was extended to a further two schools (total 4) in 2023 (Climate Trackers).
- A Climate Change Competition for KS3-KS5 was organised for young people to submit proposals on how they, their school or community, could reduce their negative impact on the environment. The key objectives of this project were to get young people engaged in the climate debate and to increase their understanding of environmental issues.
- Rushmoor Borough Council is part of Portsmouth Consortium, which has secured funding for decarbonisation measures on domestic properties within the borough (Local Authority Delivery scheme; LAD2, LAD3, and the Home Upgrade Grant; HUG1 & HUG2)
- Rushmoor Repair Café in Aldershot was successfully launched in December 2022 and takes place on the third Saturday of every month, supporting a circular economy and reducing the number of items sent to landfill.
- The Council's carbon footprint (2022/23) was calculated using SUSTRAX, by Carbon Footprint Ltd. Carbon Footprint Ltd then produced a Carbon Footprint

Target Setting report, which put forward recommendations for reducing the Council's greenhouse gas emissions until 2050, with the aim of becoming carbon neutral by 2030.

- The appointment of a climate change officer within the Council, allowing for dedicated resource to be available and for the Council to increase engagement with external groups including the Hampshire Climate Change Officer Group.

2.4 The Cabinet had also appointed a Climate Change Champion role who had acted as the Chair of the Climate Change Working Group. The Climate Change Working Group was established in November 2020 to “guide the development and detail of the implementation plan” and has provided advice and guidance on the development of the Council’s carbon footprint. Further policy and project matters will be presented to the Policy and Projects Advisory Board (PPAB) and progress in delivering the plan will be reported to as part of the Council’s quarterly monitoring and the Overview and Scrutiny Committee. These arrangements reflect the changes within Cabinet Portfolios which sees climate change positioned more corporately and the move of responsibility for climate change from the climate change champion role to the Deputy Leader and Major Projects and Property Portfolio Holder. There will be a meeting with the previous members of the climate change working group in the coming months to enable for a transition of these arrangements.

3. Calculating the Council’s carbon footprint

3.1 The carbon footprint is comprised of three scopes and includes both direct and indirect emissions. The data that each scope encompasses within Rushmoor Borough Council's carbon footprint is shown in the table below.

Rushmoor Borough Council’s carbon footprint scopes

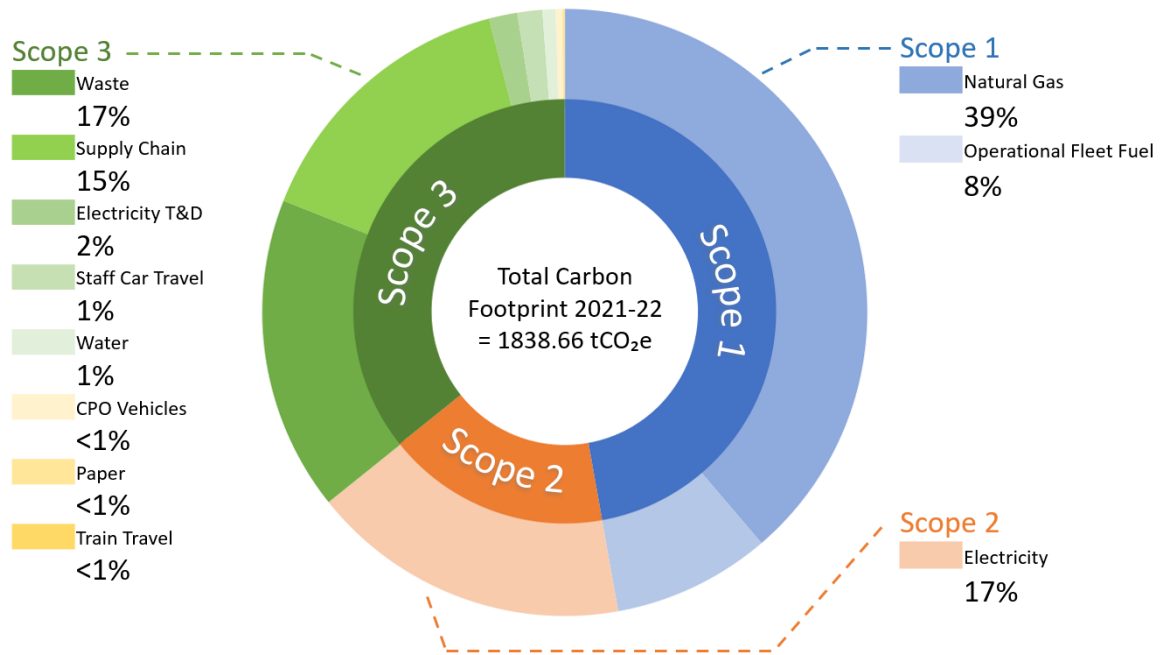
Scope 1	Direct Emissions	Gas (Heating) and Council Owned Vehicles (Operational Fleet)
Scope 2	Indirect Emissions	Purchased electricity
Scope 3	Indirect Emissions	Business Travel, Paper, Waste, Water and Supply Chain (procured goods & services)

3.2 The Council's previous carbon footprint (19/20) was calculated by The Carbon Trust. The 2021/22 carbon footprint was undertaken using SUSTRAX by Carbon Footprint Ltd. The methodology that is used in SUSTRAX is aligned with the greenhouse gas protocol and in relation to supply chain data; DEFRA recommended conversion factors. This means that the two footprints are not directly comparable. The methodology set out in SUSTRAX will be used going forward in order to track progress and therefore can be used as a baseline for the future.

- 3.3 All data categories, with the exception of the supply chain, is based on primary data. Supply chain data was calculated using contract cost and Standard Industrial Classification (SIC) code categories. Primary data for the vehicle mileage and waste tonnage from the Council's contract with SERCO was used. The recommendation would be in the future to work with contractors and suppliers to increase the amount of primary data used in the supply chain category in order to increase the accuracy of the footprint.
- 3.4 The carbon footprint is expressed as an absolute amount in tCO_{2e}. This is the amount of greenhouse gas emissions as represented by tonnes of carbon dioxide equivalence, meaning other greenhouse gases impacts are quantified using carbon dioxide's warming effect as reference.
- 3.5 The overall operational carbon footprint (2021-22) was 1,838.66 tCO_{2e}. The breakdown of these emissions is shown in the table and image below.

Breakdown of Rushmoor Borough Council's Operational emissions

Scope	Source	Rushmoor	Contractors	Total
1	Natural Gas	712.12	-	712.12
	Operational Fleet Fuel	13.24	141.98	155.22
2	Electricity Generation	314.1	-	314.1
3	Waste	1.06	306.84	307.9
	Supply Chain & Purchased Goods	275.24	-	275.24
	Electricity T&D	27.8	-	27.8
	Staff Car Travel	24.52	-	24.52
	Water	12.98	-	12.98
	CPO Vehicles	6.49	-	6.49
	Paper	2.25	-	2.25
	Train Travel	0.04	-	0.04
Total:		1389.85	448.82	1838.66



4. Climate change action plan 2023 – 2026

4.1 The Climate Change Action Plan 2023-2026 has been developed in an evidence-based way, with the majority of proposed actions linked back to the Council’s carbon footprint. The Council has sought independent advice on its target setting and the full report which has shaped and informed this action plan can be seen at Annex A.

4.2 The Action Plan 2023-2026 contains 12 proposed actions set out below. This Action Plan is predominantly focused on reducing the Council’s own carbon footprint but does also include some actions which support the objective of achieving a greener and more sustainable Rushmoor. The Action Plan does not aim to summarise all the activity that the Council is undertaking to support the climate change and biodiversity agenda, much of which is undertaken as business as usual activity following changes made in recent years (including the introduction of food waste collection and changes to mowing and planting to increase biodiversity). The annual report proposed in Action 12 allow for the full range of associated activity to be reported on an annual basis, alongside progress to reduce the Council’s carbon footprint.

4.3 The twelve priority actions proposed for 2023-2026 are as follows:

Action 1: Transition electricity across the Council’s sites to 100% renewable tariffs.

Action 2: Switch the Council’s car fleet to electric alternatives and investigate options for other Council vehicles.

Action 3: Achieve a 5% annual reduction in overall travel from employee-owned vehicles for business purposes and refresh the Council's Workplace Travel Plan.

Action 4: Consider opportunities arising from a relocation of the Council's offices to reduce gas consumption and/or increase renewable energy generation on-site.

Action 5: To continue to engage young people on climate change through the schools' programme which is now running in four junior schools within Rushmoor.

Action 6: To use the Council's communications channels (including through Member engagement) to promote opportunities for residents and local businesses to reduce their own carbon footprint, including promoting schemes to improve energy efficiency of their home or business.

Action 7: To hold an eco-fair in September 2023 at Southwood Country Park and Field Centre to allow residents to find out more about climate change and opportunities to reduce their own carbon footprint and to hold an event for local businesses on low carbon opportunities.

Action 8: To work with Hampshire County Council to improve access to EV charging facilities across Rushmoor.

Action 9: To refresh the Council's procurement strategy to ensure that the goods and services that the Council buys support the aim of the Council being carbon neutral by 2030.

Action 10: To review processes for the Council's capital programme so that environmental impacts are incorporated into business case development and whole life cycle carbon assessments are undertaken.

Action 11: To develop the Council's offsetting approach with a view to ensuring that any offsetting undertaken by the Council has a local impact.

Action 12: To review, update and publish the Council's carbon footprint on an annual basis, publish an annual report detailing all that the Council has achieved in relation to its climate action plan and associated strategies (e.g. Green Infrastructure Plan).

- 4.4 The report from Carbon Footprint Ltd suggests that implementation of the measures above would have the potential to reduce the Council's carbon emissions by over 40% by 2030 and it is acknowledged that there is the potential to reduce carbon emissions by over 80% by 2050. The model from the report in Annex A recognises that it is likely that the Council cannot be net zero by 2030 (largely as a result of operations at the crematorium) but can achieve carbon neutrality by this date through offsetting the remaining footprint.

5. Implications

Legal

There are no anticipated legal implications arising from the proposed action plan.

Financial

A climate change reserve was created in November 2020 and this will be used to support actions 5, 6, 7, 8 and 12 with the proposed plan and could also be used to support other activity within the climate change action plan. At the end of last financial year (2022/23), the balance of this reserve was £178,000.

Other actions will be funded through relevant service budgets and in accordance with the financial procedure rules. Wherever possible, external grants and funding sources will be sought to support the delivery of the action plan. Members should note that the delivery of some of the actions contained within this plan could have financial implications and business cases will be developed and presented for consideration where this is the case.

Equalities impact

Equality Impact Assessments will be undertaken on the individual actions within this plan if required.

6. Conclusion

- 6.1 Since declaring a climate emergency in summer 2019, progress has been made to deliver the actions within the existing climate change action plan. Following the calculation of the Council's carbon footprint and the delivery of a number of actions within the existing plan, a refreshed action plan.
- 6.2 Cabinet is asked to approve the 12 priority actions contained within the refreshed Action Plan which will help to deliver a reduced carbon footprint for the Council and a greener and more sustainable Rushmoor. An annual report on progress against each of these actions and the broader environmental actions that the Council has taken over the previous 12 months will be prepared each year and the Action Plan will be reviewed in light of this.

**COUNCILLOR MARTIN TENNANT
DEPUTY LEADER AND MAJOR PROJECTS AND PROPERTY PORTFOLIO
HOLDER**

BACKGROUND DOCUMENTS:

Annex A – Carbon Footprint Target Setting Report

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Carbon Footprint Target Setting for Rushmoor Borough Council

Based on data from Assessment Period:
1st of April 2021 – 31st of March 2022

Executive Summary

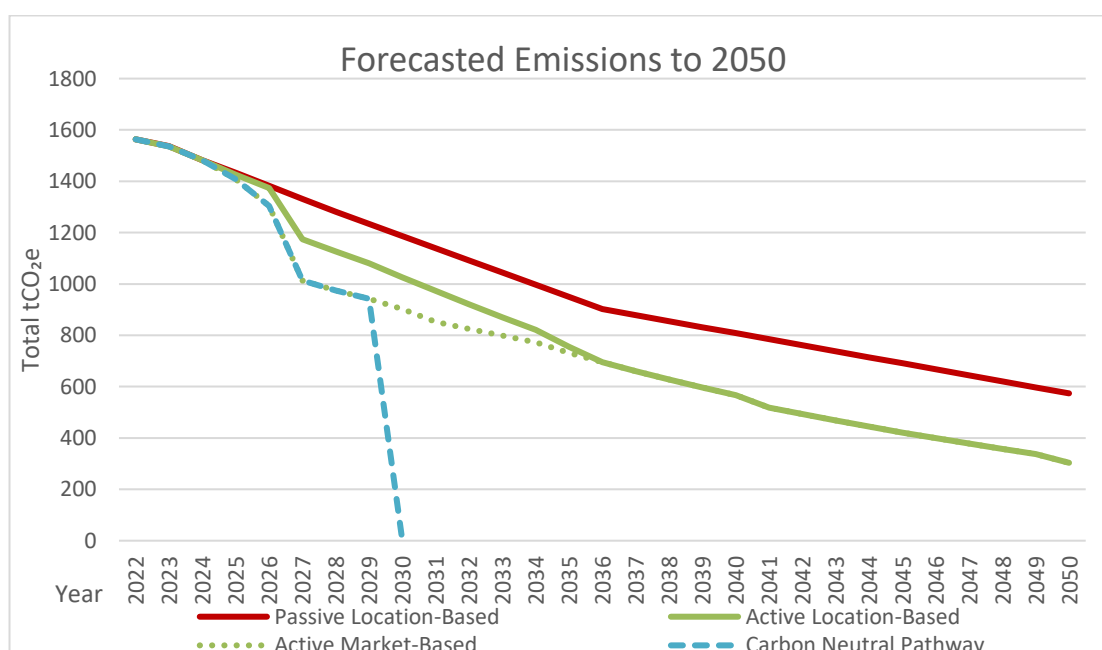
Carbon Footprint Ltd has completed a forecast of the greenhouse gas (GHG) emissions of Rushmoor Borough Council until 2050 based on a dataset provided by the council for the period of the 1st of April 2021 to the 31st of March 2022.

Key Outcomes

- Baseline absolute location-based emissions are 1563.43 tCO₂e and 6.30 tCO₂e respectively on a per FTE Employee basis.
- Baseline absolute emissions including the council’s Scope 3 supply chain footprint are 1838.66 tCO₂e.
- Rushmoor Borough Council should aim to reduce total market-based emissions by 42.3% and market-based emissions on a per employee basis by 46.7 %, each, respectively, by 2030.
- Rushmoor Borough Council should aim to reduce total market-based emissions by 80.6% and market-based emissions on a per employee basis by 85.2%, each, respectively, by 2050.

Recommendations

- Offset the GHG emissions created within this data period to become carbon neutral.
- Swap all electricity utilities to 100% renewable tariffs by 2030 across all sites to reduce market-based emissions.
- Switch to a 100% renewable electricity tariff at the Council Offices site by 2025.
- Begin phasing out gas usage across all sites (excluding the Aldershot crematorium) from no later than 2030 onwards and replacing with electric system alternatives.
- Select a waste contractor transitioning to an electric vehicle fleet from no later than 2035.
- Commit to implementing a travel policy aimed at reducing total travel from employee-owned car travel by 5% per year, from 2024.



¹ Targets within this report should be re-assessed in the next 3-5 years to allow remodelling with inclusion of any potential hydrogen alternatives to current natural gas usage which may become available during this time.



Executive Summary..... 2

1. Carbon & sustainability targets 4

2. References 9

Quality Control

Report issue number: 1.1
Date: 03 June 2023

Calculations completed by: Joe Murray
Calculations reviewed by: Zoe booth

Report produced by: Joe Murray
Report reviewed by: Zoe Booth
Director approval: Dr. Wendy Buckley



1. Carbon & sustainability targets

1.1. Target setting

We recommend targets are set against a growth metric, to account for changes in the size of the council. For Rushmoor Borough Council we recommend setting the reduction target on a per FTE and per borough resident population basis, to allow comparison with future emissions, when the council may have grown.

There are four categories of carbon dioxide² reductions to consider whilst setting targets:

1. **Passive Reductions** – these are carbon reductions that would happen without any action needed by the organisation e.g., the decarbonisation of the electricity grid will gradually reduce the carbon emissions associated with the electricity you use and purchase.
2. **Market-Based Reductions** – these are achieved by selecting and paying for energy tariffs that have lower emissions e.g., buying a green electricity tariff.
3. **Active Reductions** – these are achieved by making technological, behavioural and operational changes within the organisation. E.g., choosing to reduce the number of miles driven in cars; choosing to put a limit on the number of flights people make; investing in new technology to reduce energy consumption etc.
4. **External Reductions** – carbon **compensation/offsetting** to reduce emissions external to your own footprint to reduce your Net emissions.

Figure 1 shows this recommended approach applied to Rushmoor Borough Council's emissions to 2050.

The **Passive Reductions** assume:

- Electricity Grid emissions will reduce linearly to zero by 2035 (which is the UK's target to achieve zero carbon emissions electricity grid). Note: the grid emissions have reduced by approximately 50% over the last 5-6 years on a tCO₂e per kWh basis.
- Rushmoor Borough Council's crematorium site will continue to require natural gas consumption for its operations, past 2035.
- Car & van emissions will transition to being 100% electric by 2050. Note: the UK government has moved to end the sale of non-electric cars by 2030. In the assessment we assume electric cars will require the same amount of energy as those powered by internal combustion engines, based on the litres of fuel burned by Rushmoor Borough Council during the 2020/21 assessment period.
- The council's contracted waste collection lorries will transition to electric/hydrogen models from between 2045 to 2055, assuming that by this point, lorries powered by batteries, hydrogen or other renewable advances will be readily available.
- The council will continue to hold a responsibility to collect some forms of household waste not likely to be recyclable, via its contractor(s), until 2050.

² Referred to as "carbon" or "CO₂"

- The **Active Reductions** assume:
- All utilities to swap to 100% renewable electricity tariffs by 2030.
- Site electricity at the Council offices to transition to a 100% renewable electricity tariff by 2025.
- Site electricity at the Aldershot Crematorium site and Princes Hall site to transition to a 100% renewable electricity tariff by 2027.
- The council offices to phase out onsite gas usage for heating purposes from 2027 by transitioning to a renewable energy alternative.
- Phase out natural gas usage from site energy mix across all remaining sites from 2030 onwards, with a 10% annual reduction in site gas consumption (equivalent to retrofitting 3 sites per year from 2030 – 2040 based on current site numbers).
- Lorries are transitioned to renewable alternatives 10 years ahead of the passive reductions forecast (2030 - 2040).
- CPO vehicles are swapped to electric vehicle alternatives in 2024/25.
- A 5% annual reduction in overall travel from employee-owned vehicles for business purposes, to 2035.

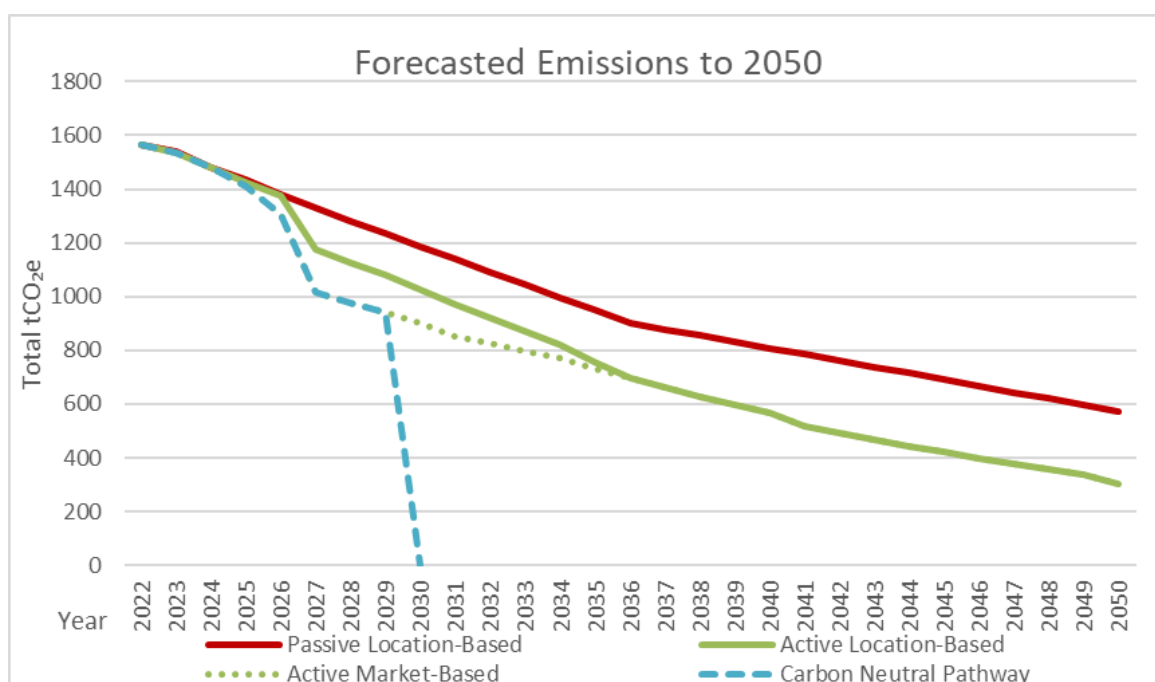


Figure 1: Emissions forecast for Rushmoor Borough Council until 2050

The above graph provides simulations that are designed to be best and worst-case scenarios. However, it is impossible to predict the future with 100% accuracy. The area between the passive and active lines represents emissions that could be saved.

Figure 2 forecasts the estimated breakdown of Rushmoor Borough Council’s future emissions on a per FTE Employee basis, with Figure 3 forecasting emissions on a per borough resident basis (100,100 as of 31st March 2022), this will allow Rushmoor Borough Council to scale the numbers to account for growth. Figure 4 details the breakdown of emissions by source category from the baseline year to 2050.

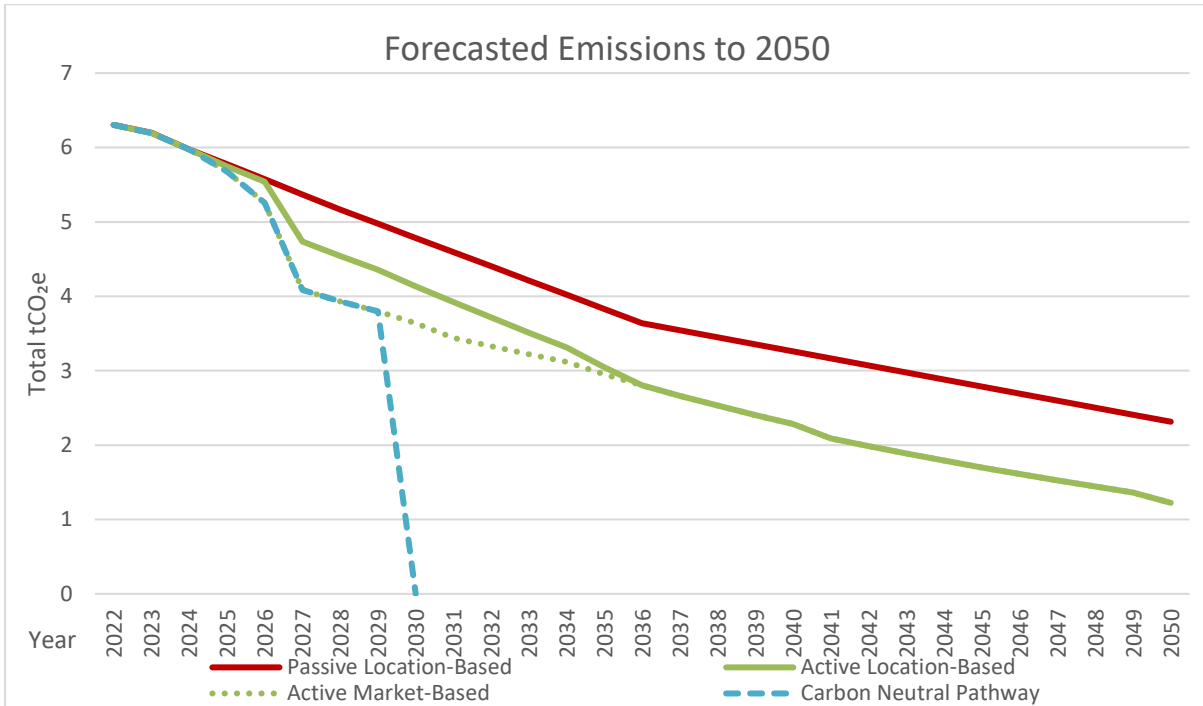


Figure 2: Breakdown of Rushmoor Borough Council's future emissions sources per FTE

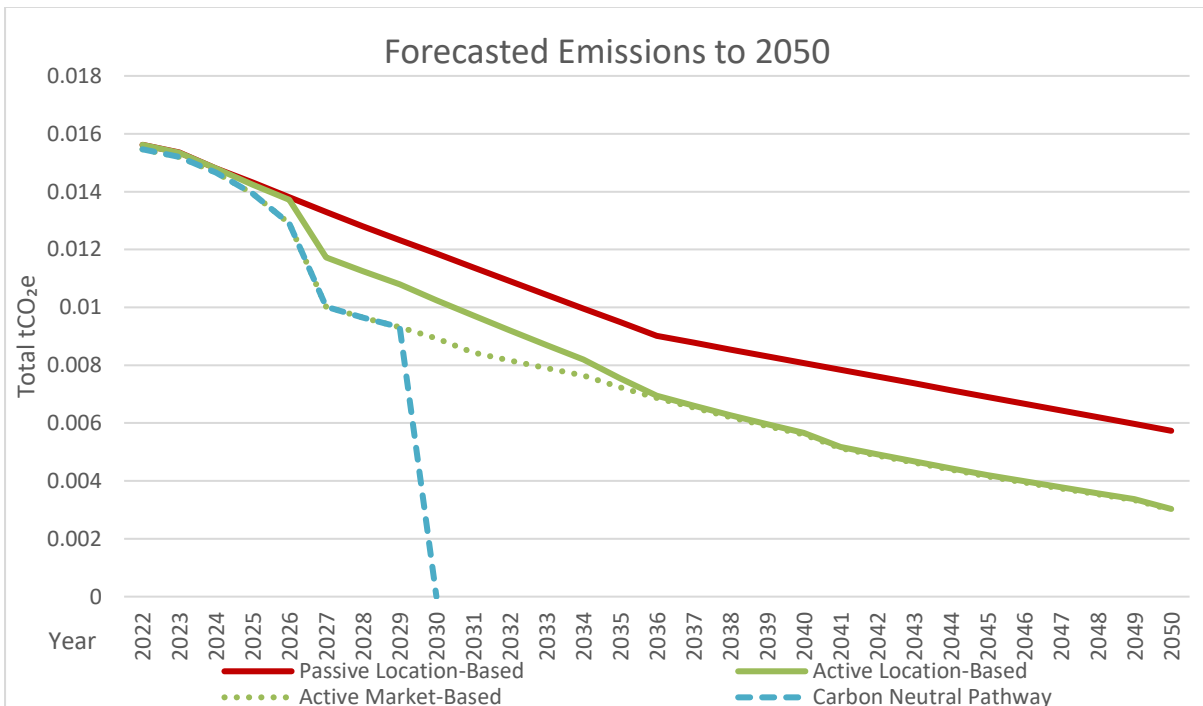


Figure 3: Breakdown of Rushmoor Borough Council's future emissions sources per borough resident

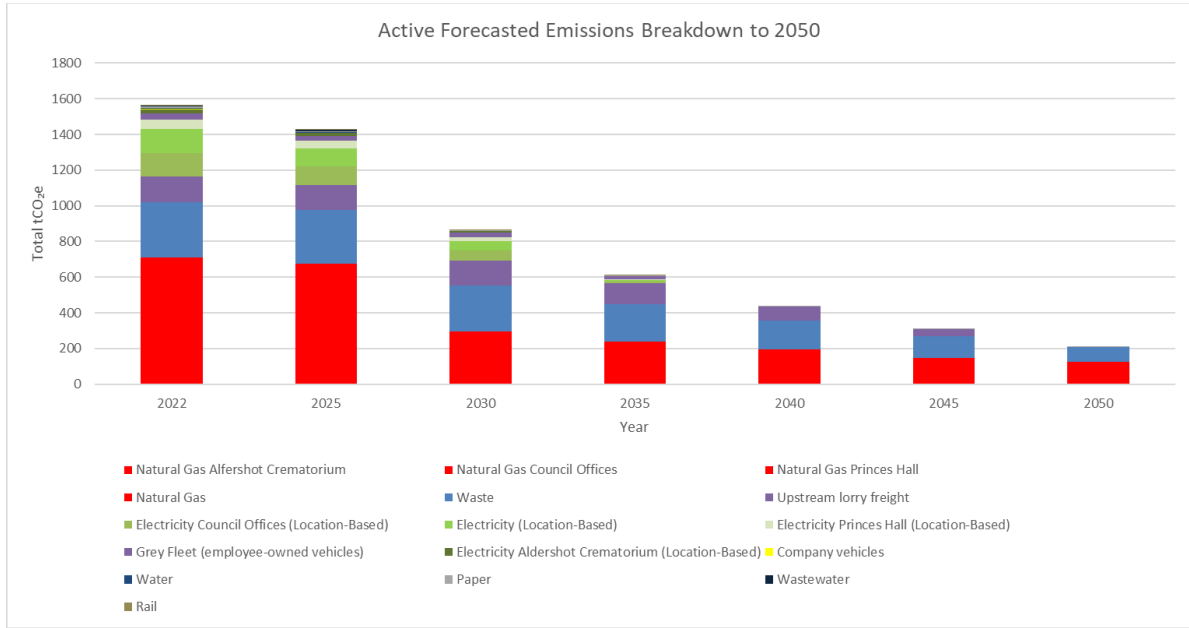


Figure 4: breakdown of Rushmoor Borough Council’s emissions by source category

All targets set should be reviewed regularly (e.g., on an annual basis) and amended accordingly (i.e., target increased if it is met ahead of schedule). This will prevent complacency if the target set was too conservative from the onset. An action plan should be developed to set out how the targets will be met, and an employee should be allocated the responsibility for carrying out the plan.

1.2. Supply Chain Target Setting

Forecasting emissions from the supply chain footprint analyses the trends in emissions factors and assumes that, by 2040, there will be carbon neutral alternatives for Rushmoor Borough Council’s entire supply chain either available or becoming available. Therefore, between 2040 and 2050, the supply chain footprint linearly reduces to zero for all sources based on this modelling assumption.

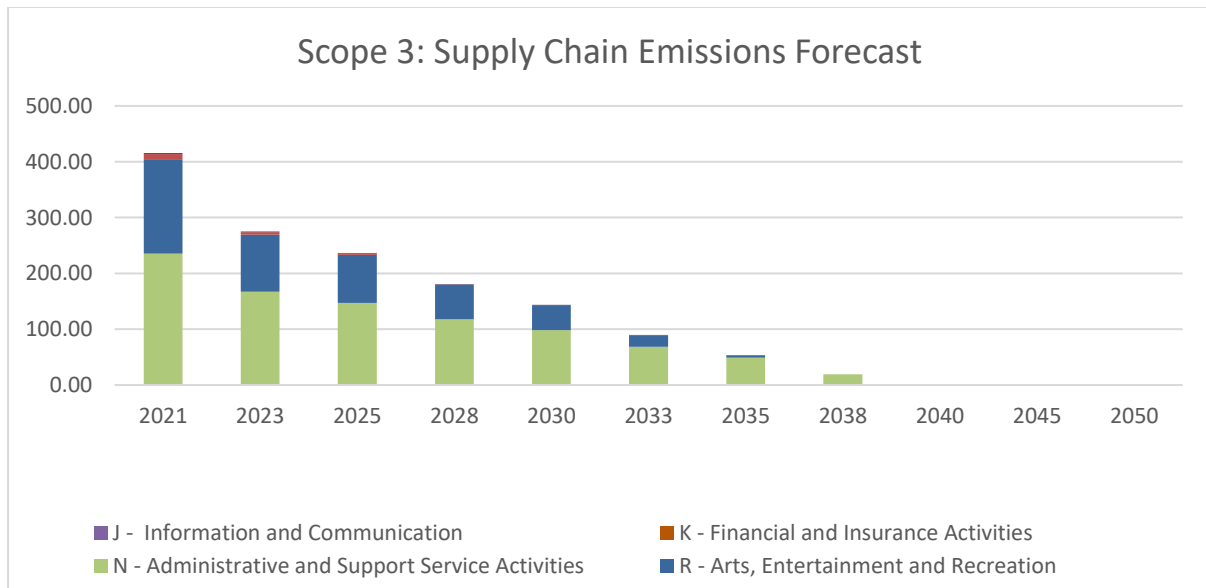


Figure 3: Forecasted emissions from Rushmoor Borough Council’s supply chain

1.3. Summary of Target Setting Recommendations

In summary we recommend Rushmoor Borough Council set the following targets:

- Offset the calculated footprint by supporting climate change solutions around the world to become a 'Carbon Neutral Organisation'. Carbon offsetting is the only way to account for those emissions which have already been caused.
- The model forecasts that the council likely cannot reach its current target of being net zero (according to the SBTi understanding of the term) by 2030, but can achieve carbon neutrality by this date through offsetting its remaining footprint which it cannot reduce further from no later than the year of the 2030 assessment year, onwards.
- Rushmoor Borough Council should aim to reduce total market-based emissions by 42.3% and market-based emissions on a per FTE basis by 46.7 %, each, respectively, by 2030.
- Rushmoor Borough Council should aim to reduce total market-based emissions by 80.6% and market-based emissions on a per FTE basis by 85.2%, each, respectively, by 2050.
- Transition all electricity utilities across the council's sites to 100% renewable tariffs to reduce market-based emissions by 2030.
- Swap to a renewable electricity tariff at the Council offices from 2025.
- Begin phasing out gas usage from the council's sites from 2030 onwards.
- Consider transitioning to waste collection contractors which can provide electric vehicles within their fleet from as soon as possible.
- CPO vehicles are swapped to electric vehicle alternatives in 2024/25.
- A 5% annual reduction in overall travel from employee-owned vehicles for business purposes, to 2035.

2. References

1. BEIS GHG Conversion Factors for Company Reporting (2016-2021)
2. Carbon Footprint Ltd's Target Setting White Paper (2021)
3. Guidelines to Defra's Greenhouse Gas (GHG) Conversion Factors for Company Reporting – annexes (June 2013)
4. Science Based Targets Initiative (SBTi) (2021)
5. The Greenhouse Gas Protocol: A Corporate Accounting and Reporting Standard, Revised Edition (March 2004)

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Climate Change Action Plan 2023 -26 - progress update for Overview and Scrutiny Committee, 8 February 2024

Background

The Council's revised [Climate Change Action Plan](#) was agreed by Cabinet in July 2024 and contained 12 actions to be progressed over the next three years. This report sets out a progress update on the delivery of each of those actions for the Overview and Scrutiny Committee. Further additional information will be provided to Overview and Scrutiny Committee Members at their meeting on 8 February 2024 alongside a presentation of the latest Council carbon footprint information.

Information relation to the Council's carbon footprint for 2021-22 (latest published information) can be found on the [Council's website](#)

Action 1: Transition electricity across the Council's sites to 100% renewable tariffs.

The Council's energy contracts will need to be re-procured before October 2024. Work on this commenced in January 2024 and will include obtaining quotes for 100% renewable tariffs.

Action 2: Switch the Council's car fleet to electric alternatives and investigate options for other Council vehicles.

Work is underway and a verbal update to be given.

Action 3: Achieve a 5% annual reduction in overall travel from employee-owned vehicles for business purposes and refresh the Council's Workplace Travel Plan.

Work is underway to get a plan in place in 2024 which will include signposting to relevant resources.

Action 4: Consider opportunities arising from a relocation of the Council's offices to reduce gas consumption and/or increase renewable energy generation onsite.

The decision to include new Council offices within the RIBA Stage 3 design for the Leisure and Cultural Hub was made in October 2023. This building is aiming to be the first Net Zero Carbon building in the Borough and is being designed to achieve PassivHaus certification which will significantly reduce (at least 70%) operational carbon.

Action 5: To continue to engage young people on climate change through the schools’ programme which is now running in four junior schools within Rushmoor.

Winchester Science Centre (now named Wonderseekers) were given a grant to run a Climate Trackers scheme to schools within the borough. The focus on the scheme is to raise climate awareness, whilst developing interest and skills in Science, Technology, Engineering and Maths (STEM).

The second year of delivery of this scheme has concluded and was delivered to four schools in the borough. This reengaged the two schools who took part in the first round of the scheme (Talavera and Tower Hill), as well as an additional two schools (Alderwood and Cherrywood). This focused on years 4 and 5, where approximately 300 children took part.

For the coming year, we would like to continue the Climate Trackers scheme out of the climate change allocation fund, with a view of looking at other funding sources for the future to ensure its sustainability and possible expansion.

Action 6: To use the Council’s communications channels (including through Member engagement) to promote opportunities for residents and local businesses to reduce their own carbon footprint, including promoting schemes to the improve energy efficiency of their home or business.

Over the course of 2023/24 the following communications campaigns have appeared on the Council’s communications channels:

Warmer Homes (HUG2 – Home Upgrade Grant)	<ul style="list-style-type: none">• Targeted Mailout• Social Media (Facebook, Instagram, Twitter)• Radio Interview – Cllr Sheehan (Portfolio Holder for Operational Services)• Warm & Welcome event at Library• Eco Fair• Arena Article• Citizens Advice / Customer Services• RBC Website• Internal communications (Viva Engage & CEX News)• Leaflets (eg. library, Senior Citizens Forum)• Next door
Solar Together (iChoosr)	<ul style="list-style-type: none">• HCC/iChoosr – targeted mailout• Social Media (Facebook, Instagram, Twitter, LinkedIn)
Eco Fair	<ul style="list-style-type: none">• Social Media (Facebook, Instagram, Twitter, LinkedIn)• Poster – Southwood Visitor Centre• RBC Website
Big Tree Giveaway	<ul style="list-style-type: none">• Social Media (Facebook, Instagram, Twitter)• Eco Fair – Stallholder• Posters (Southwood visitor Centre, Noticeboards)

	<ul style="list-style-type: none"> • RBC website
Recycling & Food waste	<ul style="list-style-type: none"> • Social Media (Facebook, Instagram, Twitter) • Arena Magazine • Events • Eco Fair
Other – social media	<ul style="list-style-type: none"> • Climate Change Action Plan 2023-26 (Cabinet outcome) • Rushmoor Youth Influence Climate Change Session • Flood Information Event • Eco Explorers • Repair Café • Wellesley Woodlands • Blackwater Valley Partnership • Thames Valley Basin Heath Partnership • Citizens Advice Energy Advice

In addition, the following has been shared with the business community within the Borough:

LoCASE (Low Carbon in the South and East)

LoCASE's offer provided business grants for business of up to £10,000 as well as an environmental training scheme and events. The LoCASE programme is supported by the European Regional Development Fund to provide a free business support programme. It offered focused, individual support to small and medium sized enterprises (including social enterprises) improving competitiveness and creating jobs through increased energy efficiency and new low carbon business.

Sustainable Business Network

Rushmoor Borough Council contributes to the Sustainable Business Network (North Hants), and also supports the development of the Sustainable Business Network seminars to improve support and mentoring to SMEs on carbon reduction and sustainable business measures. This is organised and run by Carbon Footprint Ltd.

23/24 sessions have included:

- Renewable Energy On-Site - Cutting Costs & Taking Control
- Net Zero Latest and the Role of Carbon Removal
- Renewable Energy On-Site Pt 2 - Cutting Costs & Taking Control
- Demystifying Sustainability Reporting – Compliance Reporting Now and What's Coming Soon.
- Sustainable Procurement - What is it and how to do it well.

EM3 Growth Hub

The EM3 Growth Hub have been offering Net Zero business workshops for businesses. This has been promoted on LinkedIn.

Action 7: To hold an eco-fair in September 2023 at Southwood Country Park and Field Centre to allow residents to find out more about climate change and opportunities to reduce their own carbon footprint and to hold an event for local businesses on low carbon opportunities.

The Eco Fair was held at Southwood Visitor Centre on Saturday 9th September 2023.

Stallholders Included:

- Rushmoor Borough Council – Contracts team
- Citizens Advice – Energy Advice
- Fleet Beekeepers Association
- Hampshire Tree Partnership – Big Tree Giveaway
- Repair Café
- Tice Meadow Bird Group
- Blackwater Valley Partnership – Childrens activities
- Refill shop selling sustainable products (Weren't able to attend due to unforeseen circumstances)

Stallholder Feedback:

“We really enjoyed the event – a great range among the stalls showing different ways we can all contribute to the environment: and a lovely building; good to see the new centre. The opportunity to talk with other stallholders was great, but we also had a good level of engagement with many of the visitors, to talk about energy saving and answer questions: lots of responses to our quiz!” – Citizens Advice

“We were delighted to be able to help people make the connection between saving energy and saving money - we had a really positive response from the residents we spoke to on the day” – Citizens Advice

“Thanks for inviting the Hampshire Forest Partnership to have a stall, think it was a successful event despite the scorching temperatures(!)” – Hampshire Forest Partnership

The aim is that this will be an annual event. The next event has a hold date of: **14th September 2023**, 10am – 2pm (subject to change).

Action 8: To work with Hampshire County Council to improve access to EV charging facilities across Rushmoor.

The Council continues to work with Hampshire County Council on EV infrastructure throughout the borough. Hampshire County Council are currently applying for Local Electric Vehicle Infrastructure (LEVI) funding and further support will be given as this progresses.

Action 9: To refresh the Council's procurement strategy to ensure that the goods and services that the Council buys support the aim of the Council being carbon neutral by 2030.

The Council's Procurement Strategy is currently being reviewed. This will take into account procurement reforms arising from the Procurement Act.

Action 10: To review processes for the Council's capital programme so that environmental impacts are incorporated into business case development and whole life cycle carbon assessments are undertaken.

This is now being implemented with environmental impacts embedded into project development for the Leisure and Cultural Hub and a specialist piece of work on the carbon footprint of the crematorium refurbishments commissioned.

The approach will be reviewed over 2024 so that further improvements to business cases for capital schemes can be included.

Action 11: To develop the Council's offsetting approach with a view to ensuring that any offsetting undertaken by the Council has a local impact.

This will be developed further down the timeline, due to not having to offset until 2030. This will ensure that the most up to date opportunities and best practice can be considered.

Action 12: To review, update and publish the Council's carbon footprint on an annual basis, publish an annual report detailing all that the Council has achieved in relation to its climate action plan and associated strategies (e.g., Green Infrastructure Plan).

The annual report will be published in the spring and will include the updated carbon footprint calculations.

Action 12 of the Climate Change Action Plan states that the Annual Report will include details of other relevant initiatives and projects delivered in the last year. These include:

Council Office Ceiling Lighting

In recent months there has been work within the Council offices to replace the lighting. The existing lighting within the council office is not energy efficient and was contributing to the Council's carbon footprint. There are approximately 822 light fittings within the building and each light was 55 watts (with very few set up on sensors). There is now a programme underway to replace the existing lighting with LED energy efficient lighting, which comes with a 5-year warranty for all parts. This provides a more natural light at lower wattage. There will not be the need for as many fittings / lights as we have currently, due to the lighting being more effective and there will also be a cost saving for the Council as a result of this programme.

Reduction in the number of office printers and planned replacement:

The Council has undertaken a programme in 2023/24 to reduce the amount and cost of printing. A recent trial has brought a 22% reduction in printing with little evidence of any productivity issues. In February 2024, the printers within the Council offices will be replaced. These new printers will have a reduced environmental impact and will bring a reduction in electricity costs due to more efficient heating and cooling. The printers have also been procured from a certified carbon neutral supplier.

Introduction of food waste bins in the Council Offices

In June 2023, food waste bins were introduced in kitchen areas across the Council Offices to reduce the amount of food waste being put into general waste bins and going to landfill.

Rushmoor Youth Influence:

Delivered a Rushmoor Youth Influence Session around Climate Change. This included a presentation around RBC's Commitments, Carbon Footprint and an interactive session around carbon footprints and the impact of everyday actions. Guest Speakers from Fluor Ltd on their net zero goals for their premises and carbon capture feasibility projects.

Lunch & Learn

Delivered lunch and learn sessions to officers from across the Council's services. This details Rushmoor Borough Council's Climate Change commitments, as well as an interactive activity to explain and better understand carbon footprints and to engage officers in to how they can reduce their negative environmental impacts, both in and outside of work. Twelve Officers attended the first session, with a further ten due to attend a second session on the 1st February.

Carbon Literacy

Carbon Literacy training was shared that had been developed by The Innovation South Virtual Campus. The Innovation South Virtual Campus is a project initiated by a group of regional Colleges and Universities in collaboration with the Enterprise M3 Local Enterprise Partnership (LEP) and have developed a variety of short online courses. Carbon Literacy courses were shared with Senior Leadership and Members.

Eco Explorers Club

Eco Explorers Club is held in town centres on the first weekend of every month (Aldershot on Saturday. Farnborough on Sunday. May-December). These workshops focus on a variety of topics that have an environmental scheme, such as pollination, global warming, green energy, plastic, and recycling.

Warmer Homes (HUG2 – Home Upgrade Grant)

Rushmoor are part of a Consortium of districts within Hampshire that have been awarded funding. This gives residents the opportunity of fully-funded energy efficiency improvements. This only applicable to off-grid properties with an EPC of band D or lower. These improvements are funded by the Home Upgrade Grant (HUG) funding, which is administered by the Government's Department for Energy Security & Net Zero (DESNZ). This Scheme runs until March 2025.

Hitting the cold spots service

This service provides advice to residents on heating, insulation, energy bills, smart meters and switching energy tariffs.

It also has a small budget to help residents with heating repairs and can provide portable heaters if a heating system breaks.

Great British Insulation Scheme

Residents are signposted to this scheme on our webpage. This is a scheme to help lower the cost of heating your home, by adding insulation for free or at a discount. Anyone can apply, as long as their home is:

- In a lower council tax band (A to D)
- Rated as with an energy performance certificate D to G

Green Infrastructure Strategy

The Green Infrastructure Strategy for Rushmoor was adopted by the Council in July 2022. The Strategy includes a vision, objectives, and a number of broad priorities. In order to deliver these priorities, the Strategy identifies a number of potential projects. It is noted in the Strategy that these projects were identified as having potential, but their inclusion did not represent a commitment to delivery or assume that partnership working has been agreed.

Since the adoption of the Strategy, the Council has reviewed the potential projects and started to make progress on those considered to be of high priority. These include:

PP3 - A Biodiversity Net Gain Off-Site Scoping Project

The Environment Act 2021 introduces a new mandatory requirement for new development to provide 10% Biodiversity Net Gain (BNG). This is due to come into force on large sites on 12th February 2024. BNG must be provided on-site in the first instance, but if evidence demonstrates this is not possible, it can be provided off-site. Local authorities can offer BNG units on our own land. Therefore, officers have undertaken preparatory work to establish whether a 'Habitat Bank' of units can be created and offered once the mandatory requirement is in place. This has focussed initially on the Council's three Suitable Alternative Natural Greenspaces (SANG) and a number of urban tree planting locations. In January 2024, Cabinet approved the launch of a Rushmoor Habitat Bank and units are expected to be available for applicants to purchase in the coming months.

PP7 - Carbon Reduction through Tree Planting Feasibility Project

This project seeks to identify if, where and what type of tree planting may be desirable within Rushmoor Borough, and how Rushmoor Borough may best contribute towards delivery of national woodland creation commitments. Part of this project is being progressed through the identification of urban tree planting locations which can be funded through off-site BNG payments (see Project PP3 above). The Council has also been successful in securing funding as part of the Urban Tree Challenge Fund. This grant will fund the purchase, planting, and establishment of 194 trees within 14 planting locations, within wards identified as having the lowest canopy cover (i.e. below 20%).

GP1 - Southwood and Cove Brook Floodplain Enhancement Project

The creation of the Southwood Country Park SANG (Suitable Natural Alternative Greenspace) offered an opportunity to restore the habitats and physical processes associated with the Cove Brook corridor and associated floodplain, creating a more resilient ecosystem for the benefit of people and wildlife. The Council has entered partnership with the Environment Agency, to progress a project which will achieve river floodplain and habitat improvements on the Southwood Country Park and Cove Brook. The project is underway, but implementation has been on hold awaiting the completion of the ESSO Southampton to London Pipeline Project.

Big Tree Giveaway

The Big Tree Giveaway was in partnership with Hampshire Forest Partnership. The giveaway was launched at the Eco Fair in September 2023 and designed to help increase the canopy cover in Rushmoor. Rushmoor Residents were eligible for two free trees per residential address for planting in residential gardens. The trees were from a selection of 12 native species and were chosen for their suitability to local conditions and their benefits to biodiversity and pollinators.

Round 1: 464 trees were given away as part of the Big Tree Giveaway in Rushmoor. The final round of collections is due in early February 2024.

Solar Together Hampshire 22

Rushmoor Borough Council worked with Hampshire County Council and iChoosr to take part in Solar together. The second round (2022) finished in summer 2023 and registrations opened for a third round in Autumn 2023. This is a Group buying scheme for residents to reduce the cost of Solar PV and battery storage systems, as well as ensuring a trusted supplier.

Solar together scheme was also run in 2023.

	Solar PV		Retrofit Battery Storage	
	Registered	Accepted	Registered	Accepted
2022	390	63	24	10
2023	160	30	1	0

Rushmoor Community in Bloom

The Council's Climate Change Officer was a judge for RVS's Rushmoor Community in Bloom. This was focused on the Best Environmentally Friendly Garden category. The Council will continue in the future to have representation on the planning committee for this scheme.

Greening RVS

Continued working with RVS to offer support in their goal of introducing a sustainability policy and action plan. With the further aim of developing a toolkit for membership organisations to become greener and more sustainable.

RVS Forum – Greening the Voluntary Sector

Climate Change Officer presented at the RVS Forum 'Greening the voluntary sector. This detailed Rushmoor's climate change journey from declaring a climate emergency in 2019 to present, the new action plan and carbon footprint.

Citizens Advice Rushmoor

Worked with Citizen Advice Rushmoor to develop an Environmental Policy and Action Plan, with an aim to reduce their negative environmental impact and raise awareness of environmental issues. This included engagement and a workshop with trustees, staff, and volunteers from across the organisation.

Jet Zero

In April 2023, Tom Bircham, Economic Development Officer at Rushmoor Borough Council was seconded to Enterprise M3 LEP to support their development of a Jet Zero Cluster.

In 2022, department of transport launched the Jet Zero strategy with a goal for aerospace to be net zero by 2050 or 2040 for airport infrastructure. The initial piece of activity has been around bringing the appropriate organisations around a table to discuss the direction of travel we need to be taking in order to develop the cluster. To date, there have been four in-person stakeholder meetings bringing together

representatives from industry, academia, funding bodies and the public sector to have very open conversations on the conditions that need to be created. This has helped the LEP to find out what businesses are doing locally and what the barriers are to growth, including investment and skills.

Additionally, in 2023, the LEP commissioned, economic development consultants, SQW, to map the activity taking place within the region and provide a comprehensive database of local organisations who are engaged in activities related to Jet Zero. Working with an organisation called Glass AI and Oxford Brookes they have used AI to scrape the websites of companies within the geography. They created a taxonomy of the key terms related to Jet Zero and have used this technique to provide a comprehensive database of organisations in the region who are engaged in Jet Zero activities.

The results of this work have been used to identify the strengths of the region and will aid the LEP to provide more targeted support, but also allow them to create a network of businesses that can be approached to be part of the cluster.

SQW also undertook a stakeholder consultation exercise to better understand the requirements of the businesses, specifically around skills, premises, funding, and market conditions as well as where the businesses are on their net zero journey and what the challenges and opportunities are. The results of the above have been used to create an evidence paper, action plan and proposition document making the case for the EM3 region as a great place to locate a sustainable aviation enterprise.

The next meeting of the cluster will take place in February, with businesses such as Farnborough Airport, Gulfstream, Tisics and Farnborough Aerospace Consortium all confirmed to attend.

Contact Details:

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Sophie Rogers – Climate Change Officer
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POLICY AND PROJECT ADVISORY BOARD WORK PLAN

The purpose of the work plan is to plan, manage and co-ordinate the ongoing activity and progress of the Council's Policy and Project Advisory Board, incorporating policy development work carried out through working groups.

(A) CURRENT WORKING GROUPS APPOINTED BY THE POLICY AND PROJECT ADVISORY BOARD

GROUP	MEMBERSHIP 2023/24	CURRENT POSITION	CONTACT
Elections Group	Policy and Project Advisory Board Vice-Chairman (Cllr Jess Auton), Portfolio Holder responsible for Elections Matters (Cllr Sue Carter), Corporate Governance, Audit and Standards Committee (Cllr Peter Cullum) and Cllrs Craig Card, Keith Dibble, Calum Stewart (in the Chair) and Becky Williams	<p>The Group met on 3rd August, 2023, where they reflected on the 2023 Elections and received information on the arrangements for the 2023 canvass. With regard to the Elections Act, the Group received details on preparations for 2024. The Parliamentary Boundary Review, Review of Polling District and Places and the 2024 Elections were also considered at the meeting.</p> <p>At its September meeting, the Group were updated on the current electorate, received an update on the Elections Act 2022, considered a report on the background to and proposed arrangements for the Review of Polling Districts and Places.</p> <p>At the January meeting, the Group reviewed the background report and proposed arrangements for the Polling Districts and Polling Places Review. The proposals were agreed by the Group.</p> <p>Subsequently, at the meeting of the Corporate Governance, Audit and Standards Committee on 31st January, 2024, the Committee agreed to adopt the proposals.</p>	<p>Andrew Colver Contractor andrew.colver@rushmoor.gov.uk</p> <p>Elections Team 01252 398824 elections@rushmoor.gov.uk</p>

GROUP	MEMBERSHIP 2023/24	CURRENT POSITION	CONTACT
Transformation Task and Finish Group	Policy and Project Advisory Board Chairman (Cllr Marina Munro), Portfolio Holder responsible for transformation (Cllr Jonathan Canty), and Cllrs Ade Adeola, Abe Allen, Jules Crossley, Peace Essien-Igodifo and Thomas Mitchell	<p>The Group met on 18th July, 2023, where they considered the Q1 highlights, data and insights and the campaign to encourage people to receive council tax bills by email. The Group also looked forward to future activity and received a round robin on actions and decisions.</p> <p>Rushmoor Transformation TF Group Action Notes - 18th July 2023.pdf</p> <p>The Group met on 25 October 2023, where they considered the Q2 highlights, staff health and wellbeing survey results, transformation strategy and IT enabling projects. The Group also looked forward to future activity and received a round robin on actions and decisions.</p> <p>It was agreed that the meeting on 10th April 2024, cancelled.</p>	<p>Rachel Barker Assistant Chief Executive rachel.barker@rushmoor.gov.uk</p> <p>Alex Shiell Service Manager – Policy, Strategy and Transformation 01252 398188 alex.shiell@rushmoor.gov.uk</p>

(B) OTHER ISSUES/MATTERS FOR THE WORK PROGRAMME

ISSUE	DETAILS	CONTACT DETAILS
	PLACE	
Regeneration – Community Engagement and Structure	<p>At the meeting in June, the Board held a workshop to discuss community engagement related to the regeneration scheme in Farnborough.</p> <p>The Progress Group were updated on the work undertaken since the workshop in June. An invitation would be extended to attend the community engagement session on 22nd November and input from the Board going forward, would include participation in events and targeted activity.</p>	<p>Karen Edwards, Executive Director karen.edwards@rushmoor.gov.uk</p>
Anti-Social Behaviour Policy	<p>In September, the Board discussed the key areas to be included in a new Anti-Social Behaviour Policy. Areas covered principles, response times, reporting and enforcement. Following the Boards comments the team would produce a draft to be shared with the Board at its meeting on 29th November, prior to it being submitted to the Cabinet for approval.</p> <p>At its meeting in November the Board endorsed the draft of the ASB Policy for submission to the Cabinet in March 2024.</p>	<p>James Knight – Service Manager – Place Protection james.knight@rushmoor.gov.uk</p> <p>David Lipscombe – Community Safety Manager david.lipscombe@rushmoor.gov.uk</p>

	PEOPLE	
Hampshire Health and Wellbeing Strategy – Mental Health Concordat	<p>In July the Board met to discuss health and wellbeing activities and strategies across Hampshire as part of a proposal to sign the Governments Prevention Concordat for Better Mental Health.</p> <p>Further discussion on signing the Concordat would take place at the September meeting of the Progress Group and would be followed up with the Board at its September meeting.</p> <p>At the September meeting the Board agreed to use available UKSPF funding to support a number of initiatives across the Borough to support Mental Health matters. It was also agreed that the Prevention Concordat would not be signed at this time, but full support of the principles would be expressed.</p> <p>The recommendation would be considered at the Progress Group on 1st November and then presented to the Cabinet at its next meeting.</p> <p>At the meeting of the Cabinet on 21 November, the recommendations of the Board were agreed.</p>	<p>Karen Edwards, Executive Director</p> <p>karen.edwards@rushmoor.gov.uk</p>
Defibrillators and Bleed Kits	<p>At the meeting in February, 2024, the Board discussed the provision of Defibrillators and Bleed Kits across the Borough. It was agreed that a survey and needs assessment would be carried out and a report with the findings would be made at a future meeting.</p>	<p>Emma Lamb, Community and Partnerships Service Manager</p> <p>emma.lamb@rushmoor.gov.uk</p>

<p>Hampshire County Council – Future Services Consultation</p>	<p>Notes of the PPAB main recommendations:</p> <ul style="list-style-type: none"> • Substantiate claims with quantitative evidence • Grants • Coordinate responses with CA and RVS • HCT - Importance of arts and culture for mental wellbeing • Highways • Highways maintenance - move to strongly disagree • Winter maintenance - give a view on where gritting should continue • HWRC • Reconsider agreement with changing days/hours of HWRC - demand led opening hours • Strengthen comments on uneven distribution of HWRC network • Public Transport • Debate between environmental (bus routes with most use) vs socio-economic benefits (bus routes for most vulnerable) of public transport • Consider combination/integration of transport services and accessibility of key locations by the population. • SCP • Agree with "Where a crossing point is not currently safe, to take measures that would make it safe without the need for an SCP" • Alternatives to SCP are in place before removal • Street lighting and community safety concerns • Disagree with extending switch off to 12 - 5, 1 - 5 instead • Disagree with To dim street lights further on residential streets where it is considered safe to do so 	
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POLICY AND PROJECTS ADVISORY BOARD
AGENDA PLANNING – 2023-2024

27th June 2023	<ul style="list-style-type: none"> • Regeneration – Community Engagement and Structure
25th July 2023	<ul style="list-style-type: none"> • Hampshire Health and Wellbeing Strategy - Mental Health Concordat
26th September 2023	<ul style="list-style-type: none"> • Anti-Social Behaviour Policy (New) • Hampshire Health and Wellbeing Strategy - Mental Health Concordat
29th November 2023	<ul style="list-style-type: none"> • ASB Policy • UK Shared Prosperity Fund
13th February 2024	<ul style="list-style-type: none"> • Defibrillators and Bleed Control Kits
21st March 2024	<ul style="list-style-type: none"> • <u>Climate Change-Strategy-2020-to-2030</u> • Defibrillators and Bleed Control Kits - Update
Potential items to be considered for 2024/25	<ul style="list-style-type: none"> • Communications Strategy • <u>Procurement Strategy</u> - <i>(existing till 2024)</i> • Council Business Plan – <i>Refresh – consider early engagement and utilise the June 2024 meeting as a workshop to commence the work</i> • <i>Residents Survey – sent to all Members for general comment</i>

PROGRESS GROUP MEETINGS

Membership: Cllrs Marina Munro (Chair), Jess Auton (Vice-Chair) and Michael Hope, Thomas Mitchell, Mike Roberts, Calum Stewart and Gareth Williams

<p>28th March 2023 Annual Review</p>	<p>Data Hub</p> <p>UKSPF</p> <p>Items going forward</p>	<p>File in Members SharePoint to be set up with data set information – <i>Completed and to be shared with new Members once appointed</i></p> <p>Consider a sub-group in new MY to scope projects</p> <p>RB/AT to meet and pull together a list of all items for consideration for new MY – <i>list compiled awaiting feedback</i></p>
<p>5th July 2023</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 55</p>	<p>Farnborough Town Centre Regeneration - Workshop</p> <p>Mental Health Concordat</p> <p>Potential future items</p>	<p>Need for a Masterplan Strategy for Farnborough.</p> <p>Proposal for 25 July:</p> <ul style="list-style-type: none"> - How HCC’s Public Health Strategy links with the concordat - What the ICS is doing that links with the concordat - How the Supporting Communities Strategy work links with the concordat - How the concordat applies to the Council and how it can be taken forward - Finance, resource implications and partnership working <p>Climate Change Action Plan</p> <p>Artificial Intelligence/Cyber Security Policy</p> <p>Farnborough Town Centre Masterplan</p> <p>Aldershot Town Centre Strategy</p>

1st November 2023	Artificial Intelligence	Following discussion it was agreed that the principles of the use of AI would be considered at the next meeting of the Transformation Task and Finish Group. A report would be made to the Board on the T&F Groups findings.
	Farnborough Town Centre	The Board were updated on the work undertaken since the workshop in June 2023. An invitation would be extended to Members to attend the community engagement session on 22nd November. Input from the Board going forward, would include participation in events and targeted activity. It was suggested that Officers could look at places with continued success in cultural activities to identify best practice.
	Anti-Social Behaviour	It was agreed that the final version would be considered by the Board at its November 29th Meeting.
	Mental Health	It was agreed that a Report would be prepared for the Cabinet which Cllr Munro would present at the meeting on 21 November.
	UKSPF	The Board agreed the structure of the item, which would include a background, focussed discussion areas and options for taking the work forward.
	Future Items for consideration	Defib and Bleed Control Kits – report to a future meeting on the location, increasing capacity, how to use and public awareness.
3rd January 2024	Anti-Social Behaviour Policy	Noted that the Policy would be presented to the Cabinet for approval early in 2024.
	UK Shared Prosperity Fund	The concerns raised by Members on the Town Square in Farnborough had been noted and a report back would be made.

<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 58</p>	<p>Communications and Engagement Strategy</p> <p>Defibrillators and Bleed Control Kits</p> <p>Climate Change Strategy</p> <p>Bins for Boys</p>	<p>The item on the Comms Strategy would be deferred until 2024/25</p> <p>This item would be presented at the meeting in February 2024.</p> <p>Noted that the relevant office would be available at the next PG, to scope this item.</p> <p>It was noted that some research had been carried out on this subject and it was advised that James Duggin and Maurice Sheehan would continue to progress this work and report back as necessary.</p>
<p>28th February 2024</p>	<p>Bins for Boys</p> <p>HCC Future Services Consultation - Response</p>	<p>It was suggested that an item could be included in the CEX's Newsletter to advise on the location of the bins. A check would be made with James Duggin to assess when this would be appropriate.</p> <p>Following the meeting on 26th Feb, feedback has been provided on page 5 of this document.</p>