

**MINUTES OF A MEETING OF THE
CLIMATE EMERGENCY WORKING GROUP
HELD REMOTELY VIA MICROSOFT OFFICE TEAMS
ON 15TH JANUARY 2024**

PRESENT –

Councillor S. Cockburn-Price (Chair)

Councillors

*David Albin
Zafar Ali
Tom Whipp*

Co-optees

*Sylvia Godfrey
David Penney
John Turley
Jane Wood*

Officers in attendance:

<i>Phillip Spurr</i>	<i>Director of Place</i>
<i>Iftikhar Bokhari</i>	<i>Head of Economic Growth</i>
<i>Gill Dickson</i>	<i>Programme Manager</i>
<i>Kerry Ford</i>	<i>Programme Officer</i>
<i>John Halton</i>	<i>Principal Planning Officer (Policy)</i>
<i>David Walker</i>	<i>Assistant Director Operational Services</i>
<i>Jessica Robinson</i>	<i>Committee Administrator</i>

(Apologies for absence were received from Dr Caroline Spencer-Palmer and Councillors Mohammad Kaleem and Yvonne Tennant).



1. MINUTES

AGREED

That the Minutes of the meeting of the Climate Emergency Working Group held on 20th November 2023 be agreed as a correct record and signed by the Chair.

2. WASTE REFORMS

The Assistant Director Operational Services submitted a report to provide the Working Group with an update on the recent introduction of simpler recycling collections to meet the requirements of the Environment Act 2021 and the impact on Pendle Borough Council (PBC) as a Waste Collection Authority (WCA).

Under the new legislation:

Climate Emergency Working Group (15.01.2024)

- By 31st March 2026, all WCAs in England would be required to collect the same recyclable waste streams, i.e. paper and card, plastic, glass, metal, food waste and garden waste, for recycling or composting from households including flats, HMOs and holiday lets. Collections in Pendle would continue on an alternate week/fortnightly basis in line with Government guidance with the exception of food waste which must be collected on a weekly basis.
- By 31st March 2025, all non-household municipal premises in England, such as businesses, schools and hospitals, would need to make arrangements to have the same set of recyclable waste streams, with the exception of garden waste and plastic films, collected for recycling or composting. Such customers were already being contacted to be advised of the changes and to be encouraged to register for a scheme in advance of the deadline.
- By 31st March 2026, all non-household municipal premises in England would need to arrange for the separate collection of food waste, but they would not be required to have weekly collections.
- By 31st March 2027, micro-firms with fewer than 10 full time employees would need to make arrangements for dry recyclable waste streams (excluding film) and food waste to be collected. It was positive to hear several hundred micro-firms in Pendle already participated in a collection scheme.

For PBC, much would remain the same, aside from the need for new kerbside collection schemes for food waste from both commercial and domestic properties to be introduced by the given deadlines.

PBC would have to review resource levels to react to possible fluctuations in participation rates in the schemes introduced under the new legislation, such as the deposit return scheme.

PBC would also need to be mindful of Lancashire County Council's (LCC's) capabilities to manage comingled and newly separated materials through its current material reclamation facilities. LCC was already advising that significant investment would be required to handle plastic film, Tetrapak and food waste.

PBC faces challenges created by an anticipated national increase in demand for vehicles and caddies. It was anticipated that an additional 7 or 8 vehicles might be required for PBC's fleet. The estimated capital investment for vehicles and caddies was currently in excess of £2,500,000, with ongoing revenue costs expected to exceed £1,000,000 annually. The Government (DEFRA) had recently announced that approximately £800,000 of new burden funding would be provided in 2024/25 to support the introduction and continued delivery of a weekly food waste collection in Pendle. There would also be opportunities to request further funding from DEFRA.

More locally, PBC might see challenges in recruiting and retaining drivers and labourers to deliver the new schemes as neighbouring Councils sought to deliver their own schemes.

These challenges, together with the then lack of news on funding, were considered at PBC's Executive meeting on 20th July 2023. The Assistant Director Operational Services, with the Executive's approval, was now working towards the completion of a Technically Environmentally Economically Practicable (TEEP) assessment for submission to the Secretary of State, if required.

AGREED

That the report be noted.

3. PENDLE CLIMATE FORUM TASK GROUP ENGAGEMENT UPDATE

The Director of Place submitted a report to provide the Working Group with an update on Pendle Climate Forum Task Group's planned engagement projects and activities.

Pendle Borough Council (PBC) was currently undertaking work to update its Climate Emergency Action Plan (CEAP), with a view to finalising it by March 2024 once decisions on resourcing had been made by Full Council as part of the annual budget setting process.

As part of the work to update the CEAP, consideration had been given to engagement with different internal and external audiences including:

- PBC staff;
- Councillors;
- Schools and Young People;
- Businesses;
- Communities and Residents;
- Landowners.

Work to develop and refine plans for engagement with each of the audiences was in progress and some of the proposed and planned activities, together with possible timescales for delivery, were detailed in the report. Opportunities to 'piggyback' on other organisations' events and/or activities would also be sought.

What engagement with Landowners/Farmers would look like was enquired about. Connections and conversations would be developed to support them in reducing their environmental impact and accessing funding opportunities. Existing networks would also be tapped into to ensure they received information relevant to them.

AGREED

- (1) That the report be noted.
- (2) That the updated Climate Emergency Action Plan be brought to a future meeting of this Working Group once finalised.

4. CARBON LITERACY TRAINING

The Director of Place submitted a report to provide the Working Group with an update on options for Carbon Literacy training as it had been identified as an action in Pendle Borough Council's (PBC's) updated Climate Emergency Action Plan (CEAP).

Training courses developed through The Carbon Literacy Project had been frequently adopted by other organisations and were available to PBC, but required a significant amount of time, approximately eight hours, from individual trainees. Furthermore, whilst the course was available to individuals at no cost, for organisations to develop and roll-out tailored courses there would be a cost, both financial and in staff time allocated to fulfil the training. This would even more costly if Pendle were to seek to gain Carbon Literate Organisation accreditation.

Consideration would need to be given to the desired outcomes of the training and how to achieve these most effectively, as there was undoubtedly a need and role for increasing knowledge and

understanding of climate issues, particularly in the public sector, where organisations had a responsibility to act and lead by example.

Approaches to Carbon Literacy training would then need to be confirmed, together with associated costs and resource. It was hoped that a programme of training, which was likely to be non-mandatory, for Officers and Councillors could be rolled out in 2024/25. It was suggested that the training be made mandatory particularly for Senior Management and other key Officers. Officers were requested to contact other Councils who had undertaken this training to learn from their experience and identify good practice.

Given the investment required in terms of time, mandating the training would be difficult owing to Officers and Councillors having other priorities and commitments. The training, however, could be made widely available and Officers and Councillors could be actively encouraged to undertake it. The matter could be discussed, subject to the Chair's agreement, at a future PBC Corporate Management Team meeting for a corporate steer going forward to be determined.

AGREED

- (1) That the report be noted.
- (2) That the provision of Carbon Literacy training for Officers and Councillors be discussed at a future meeting of Pendle Borough Council's Corporate Management Team.

5. EXAMPLES OF GOOD PRACTICE

There was an opportunity for Members of the Working Group to share examples of good practice, but none were put forward.

6. ITEMS FOR NOTING

- **Climate Emergency Action Plan**
The Climate Officers' Working Group was currently developing the PBC Climate Action Plan, the resource implications of which would be finalised following the Special Budget Council meeting on 26th February 2024.
- **Review of Climate Emergency Working Group's Terms of Reference and Membership**
The Climate Emergency Working Group's Terms of Reference had remained unchanged since 2019. It was now proposed that the Executive be recommended to consider reviewing the Terms of Reference, including membership, at a future meeting to ensure the Terms of Reference remain fit for purpose.
- **North West of England Community Energy Fund**
North West Net Zero Hub was administering the North West's share of the national Community Energy Fund (CEF), a national £10Million grant programme for community groups and eligible third sector organisations to develop projects from feasibility to commercialisation. The funding would support eligible community groups to consider options, design schemes and overcome barriers to investment but would not provide a grant for capital investment in the projects themselves. www.localenergynw.org/page/community-energy-fund.
- **Countryside Stewardship**
Farmers could receive increased payments for protecting and enhancing nature and delivering sustainable food production under the Government's Environmental Land

Management schemes. <https://www.gov.uk/guidance/countryside-stewardship-get-funding-to-protect-and-improve-the-land-you-manage>.

AGREED

- (1) That the items be noted.
- (2) That the Executive be recommended to review the Terms of Reference and membership of the Climate Emergency Working Group.
- (3) That the information relating to the North West of England Community Energy Fund be shared with Borough Councillors and Community Groups in Pendle.

7. ITEMS FOR A FUTURE AGENDA

The following were suggested for inclusion on Agendas for future meetings:

- Gib Hill Update
- Electric Vehicle Charging Points in Car Parks
- Climate Emergency Action Plan
- Biodiversity Net Gain
- Feasibility of introducing the following in Pendle:
 - Repair Shops
 - Community Enterprise Schemes
 - Re-use Shops at Household Waste Recycling Centres
 - Local Exchange Trading Systems (LETS)
 - Libraries of Things
 - Toy Libraries
- Examples of Good Practice as a standing item
- Walking School Bus Schemes

AGREED

That the listed items of business be included on Agendas for future meetings of this Working Group.

8. DATE OF NEXT MEETING

The next meeting would be held on Monday, 18th March 2024 at 6.00 p.m.

Chair _____