



## AGENDA

### COUNCIL MEETING

Date: Wednesday, 8 January 2020

Time: 7.00pm

Venue: Council Chamber, Swale House, East Street, Sittingbourne, Kent, ME10 3HT

#### RECORDING NOTICE

Please note: this meeting may be recorded.

At the start of the meeting the Chairman will confirm if all or part of the meeting is being audio recorded. The whole of the meeting will be recorded, except where there are confidential or exempt items.

You should be aware that the Council is a Data Controller under the Data Protection Act. Data collected during this recording will be retained in accordance with the Council's data retention policy.

Therefore by entering the Chamber and speaking at Committee you are consenting to being recorded and to the possible use of those sound records for training purposes.

If you have any queries regarding this please contact Democratic Services.

Quorum = 16

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	Pages
1. Prayers	
2. Emergency Evacuation Procedure	
<p>The Chairman will advise the meeting of the evacuation procedures to follow in the event of an emergency. This is particularly important for visitors and members of the public who will be unfamiliar with the building and procedures.</p>	
<p>The Chairman will inform the meeting whether there is a planned evacuation drill due to take place, what the alarm sounds like (i.e. ringing bells), where the closest emergency exit route is, and where the second closest emergency exit route is, in the event that the closest exit or route is blocked.</p>	
<p>The Chairman will inform the meeting that:</p>	
<p>(a) in the event of the alarm sounding, everybody must leave the building via the nearest safe available exit and gather at the Assembly points at the far side of the Car Park. Nobody must leave the assembly point until everybody can be accounted for and nobody must return to the building until the Chairman has informed them that it is safe to do so; and</p>	

(b) the lifts must not be used in the event of an evacuation.

Any officers present at the meeting will aid with the evacuation.

It is important that the Chairman is informed of any person attending who is disabled or unable to use the stairs, so that suitable arrangements may be made in the event of an emergency.

3. Apologies for Absence

4. Minutes

To approve the [Minutes](#) of the Meeting held on 13 November 2019 (Minute Nos. 356 - 367) as a correct record.

5. Declarations of Interest

Councillors should not act or take decisions in order to gain financial or other material benefits for themselves or their spouse, civil partner or person with whom they are living with as a spouse or civil partner. They must declare and resolve any interests and relationships.

The Chairman will ask Members if they have any interests to declare in respect of items on this agenda, under the following headings:

(a) Disclosable Pecuniary Interests (DPI) under the Localism Act 2011. The nature as well as the existence of any such interest must be declared. After declaring a DPI, the Member must leave the meeting and not take part in the discussion or vote. This applies even if there is provision for public speaking.

(b) Disclosable Non Pecuniary (DNPI) under the Code of Conduct adopted by the Council in May 2012. The nature as well as the existence of any such interest must be declared. After declaring a DNPI interest, the Member may stay, speak and vote on the matter.

(c) Where it is possible that a fair-minded and informed observer, having considered the facts would conclude that there was a real possibility that the Member might be predetermined or biased the Member should declare their predetermination or bias and then leave the room while that item is considered.

**Advice to Members:** If any Councillor has any doubt about the existence or nature of any DPI or DNPI which he/she may have in any item on this agenda, he/she should seek advice from the Monitoring Officer, the Head of Legal or from other Solicitors in Legal Services as early as possible, and in advance of the Meeting.

6. Mayor's Announcements

7. Questions submitted by the Public

To consider any questions submitted by the public. (The deadline for questions is 4.30 pm on the Wednesday before the meeting – please

contact Democratic Services by e-mailing [democraticservices@swale.gov.uk](mailto:democraticservices@swale.gov.uk) or call 01795 417330).

8. Questions submitted by Members

To consider any questions submitted by Members. (The deadline for questions is 4.30 pm on the Monday the week before the meeting – please contact Democratic Services by e-mailing [democraticservices@swale.gov.uk](mailto:democraticservices@swale.gov.uk) or call 01795 417330).

9. Leader's Statement

10. Progress on The Climate Change and Ecological Emergency Declaration 5 - 24

11. Appointment to Outside Bodies - Queenborough Fisheries Trust 25 - 28

12. Appointment to Outside Bodies - Faversham Pools 29 - 32

13. Appointment of Local Independent Members for Swale to the Independent Members' Remuneration Panel 33 - 36

14. Recommendations for Approval

Council is asked to note the recommendations from the following meetings:

Cabinet meeting held on 18 December 2019

15. Exempt appendices for Appointment of Local Independent Members Remuneration Panel 37 - 40

## Issued on Monday, 23 December 2019

The reports included in Part I of this agenda can be made available in **alternative formats**. For further information about this service, or to arrange for special facilities to be provided at the meeting, **please contact DEMOCRATIC SERVICES on 01795 417330**. To find out more about the work of Council, please visit [www.swale.gov.uk](http://www.swale.gov.uk)

Chief Executive, Swale Borough Council,  
Swale House, East Street, Sittingbourne, Kent, ME10 3HT

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<b>Council Meeting</b>	
<b>Meeting Date</b>	8 January 2020
<b>Report Title</b>	Annual Climate and Ecological Emergency Progress Report
<b>Cabinet Member</b>	Cllr Tim Valentine, Cabinet Member for the Environment
<b>SMT Lead</b>	David Clifford, Head of Policy, Communications and Customer Service
<b>Head of Service</b>	
<b>Lead Officer</b>	Janet Hill, Climate Change Officer
<b>Key Decision</b>	No
<b>Classification</b>	<b>Open</b>
<b>Recommendations</b>	1. To note progress

## 1 Purpose of Report and Executive Summary

- 1.1 On June 26<sup>th</sup> Swale Borough Council declared a Climate and Ecological Emergency setting ourselves challenging targets to achieve net zero carbon for the council by 2025 and net zero carbon across the borough by 2030.
- 1.2 Part of the declaration requires an annual progress report to be taken to Council in January each year.
- 1.3 This is the first annual report covering the activities undertaken towards achieving our targets in the first six months after the declaration.

## 2 Background

- 2.1 Since the Spring of 2019 councils across the UK and beyond have been declaring climate emergencies of varying types and ambition. To date 265/408 (65%) of District, County, Unitary & Metropolitan Councils, and eight Combined Authorities/City Regions, have declared a Climate Emergency. (Source: <https://www.climateemergency.uk/blog/list-of-councils/>)
- 2.2 One of the first things the newly elected council did after the May 2019 local elections was to develop a Climate and Ecological Emergency declaration motion which was passed unanimously on 26<sup>th</sup> June.
- 2.3 Swale has set the most ambitious targets in Kent to achieve net zero carbon by 2025 as an organisation and by 2030 as a borough.
- 2.4 Our policies and strategies are being reviewed, changes will be made as necessary to achieve net zero carbon across the borough by 2030 An action plan is in development, as required by the declaration, and will be taken to Council in

April 2020.

### **3 Proposals**

3.1 That progress is noted.

3.2 A full report can be found at Appendix I

#### ***Progress highlights***

3.3 A cross service area steering group of key councillors and officers has been set up and meets regularly to progress actions

3.4 The Carbon Trust has been appointed to analyse our own estate and develop an action plan to achieve net zero carbon by 2025 Two workshops have been run by the Carbon Trust. Current recommendations include electrification of our heat sources, installation of on-site solar PV, and the roll out of electric vehicles (new leases are under consideration now).

3.5 A Special Projects Fund has been set up to fund projects which will include those that help to tackle the emergency.

3.6 Swale's Air Quality Action Plan was approved by the Department for Environment, Food and Rural Affairs (Defra). A clean air zone feasibility study is planned, and we are working with schools close to AQMAs to promote sustainable travel. We have developed an air quality planning technical guide.

3.7 We have lobbied local MPs and the Prime Minister. We received a very helpful response from the then Minister for Business Energy and Clean Growth, confirming that the declaration of a climate emergency would be a material consideration for planning. We are also able to set our own targets for the use of renewables in new developments.

3.8 A joint bid with borough wide partners has been submitted to the National Lottery's Climate Action Fund. This fund will enable local communities to take action to tackle the climate emergency. This bid includes projects on habitats and biodiversity by Kent Wildlife Trust, water quality by the Medway and Swale Estuary Partnership, community energy projects led by Orchard Community Energy, food wastage reduction and education projects by Children and Families and speed reduction projects led by 20's Plenty to promote active travel.

3.9 An audit of the council's purchases of single-use plastic use has been undertaken and elimination or replacement of products is being instigated. For example, the plastic envelopes used to post papers to members will be replaced by a compostable envelope which can be put in the food waste bin or composted at home. We are working closely with Plastic Free Faversham to reduce the amount of single-use plastic used at events.

- 3.10 A fuel and water poverty outreach service has been developed as a way of reaching our more vulnerable residents to help them reduce bills and carbon emissions. The service provider will be appointed in February.
- 3.11 A joint bid with Arriva has been submitted to Defra to acquire an electric bus to serve of the 333/334 bus route (Faversham and Sheerness to Maidstone).
- 3.12 A network of EV chargers are being installed in council car parks. Charge points are already available in Sittingbourne (Swallows and Swale House car parks, and the MSCP), new charge points will be installed in the Central Car Park, Faversham and Rose Street, Sheerness in summer 2020.
- 3.13 The Planning Committee has successfully requested more renewable energy and energy-efficiency measures to be included in new developments. Highlights include 2 x 50Kw rapid chargers, a number of fast chargers, solar PV and - use of air-source heat pumps to heat a care home, hotel and supermarket at Perry Court, Faversham.

## 4 Alternative Options

- 4.1 An alternative option would be to carry on with business as usual, taking no notice of the Carbon Trust’s recommendations. This would mean our own emissions would decline more slowly than required to meet our 2025 targets as declared in the emergency. Borough wide taking no action would have similar consequences with a failure to meet 2030 targets. We would also risk reputational damage.

To do nothing is not a valid alternative.

## 5 Consultation Undertaken or Proposed

- 5.1 The Steering Group, Cabinet member for the Environment the Deputy Cabinet member for the Environment and the Deputy Cabinet member for Planning have all been involved in the development of this report.

## 6 Implications

Issue	Implications
Corporate Plan	Progress on the declaration will support the delivering improved quality of life and delivering the council of tomorrow priorities
Financial, Resource and Property	This report is for noting but going forward activities to address the declaration will have financial implications and these will be addressed through Special Project Fund funding and through the revenue and capital budget processes.

Legal, Statutory and Procurement	None identified at this stage.
Crime and Disorder	None identified at this stage.
Environment and Sustainability	The progress made to date supports improving our environment and contributes to the development of a more sustainable council and borough.
Health and Wellbeing	Improvements to the environment and sustainability have tangible health and wellbeing benefits.
risk Management and Health and Safety	None identified at this stage.
Equality and Diversity	None identified at this stage.
Privacy and Data Protection	None identified at this stage.

## **7 Appendices**

7.1 The following documents are to be published with this report and form part of the report:

Appendix I: Annual Climate and Ecological Emergency Progress Report

## **8 Background Papers**

Motion to full council 26<sup>th</sup> June 2019

<https://services.swale.gov.uk/meetings/documents/g2156/Public%20reports%20pack%2026th-Jun-2019%2019.00%20Council.pdf?T=10>



## **Swale Borough Council**

### **Annual Climate and Ecological Emergency Progress Report**

#### **Background**

In June 2019 Swale Borough Council, in common with many other local authorities, passed a motion to declare a Climate and Ecological Emergency.

Swale has some of the most ambitious targets in Kent and the UK, seeking to achieve net zero carbon for our own estate by 2025 and across the borough by 2030. Other Kent local authorities' target dates range from 2030 to 2050.

The motion included the provision of an annual report in January of each year.

This is the first annual report covering the first six months of activity to address the emergency.

#### **Establishing a baseline**

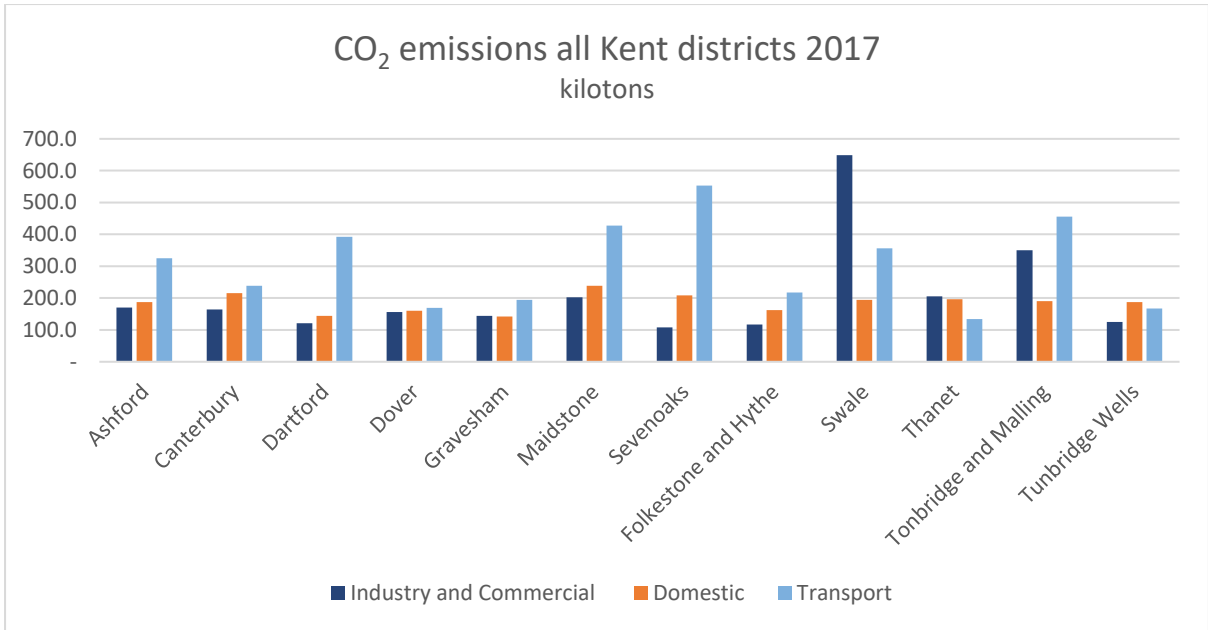
In order to establish the activities required to achieve our targets we needed to understand the existing situation in both the council and the borough as a whole.

#### **Energy consumption and emissions**

Researchers at the Tyndall Centre in Manchester University have developed a tool which local authorities can use to determine reductions. Inputting our details gives an annual reduction across the borough of at least 13% per year and up to 25% in order to achieve our targets

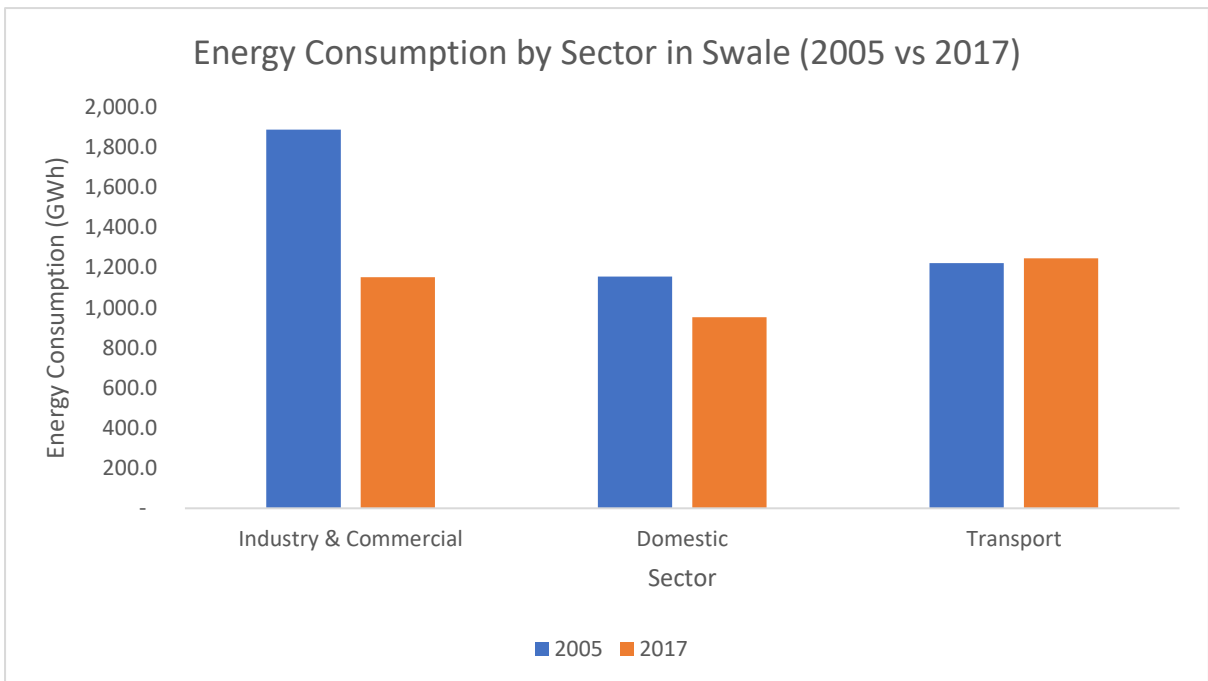
Latest figures on CO<sub>2</sub> emissions are released annually by the Department for Business, Energy and Industrial Strategy (BEIS). The latest figures, released in July, give us the data up until the end of 2017.

Due to the nature of businesses in Swale, Swale has always had high energy consumption and emissions compared with other Kent Districts.

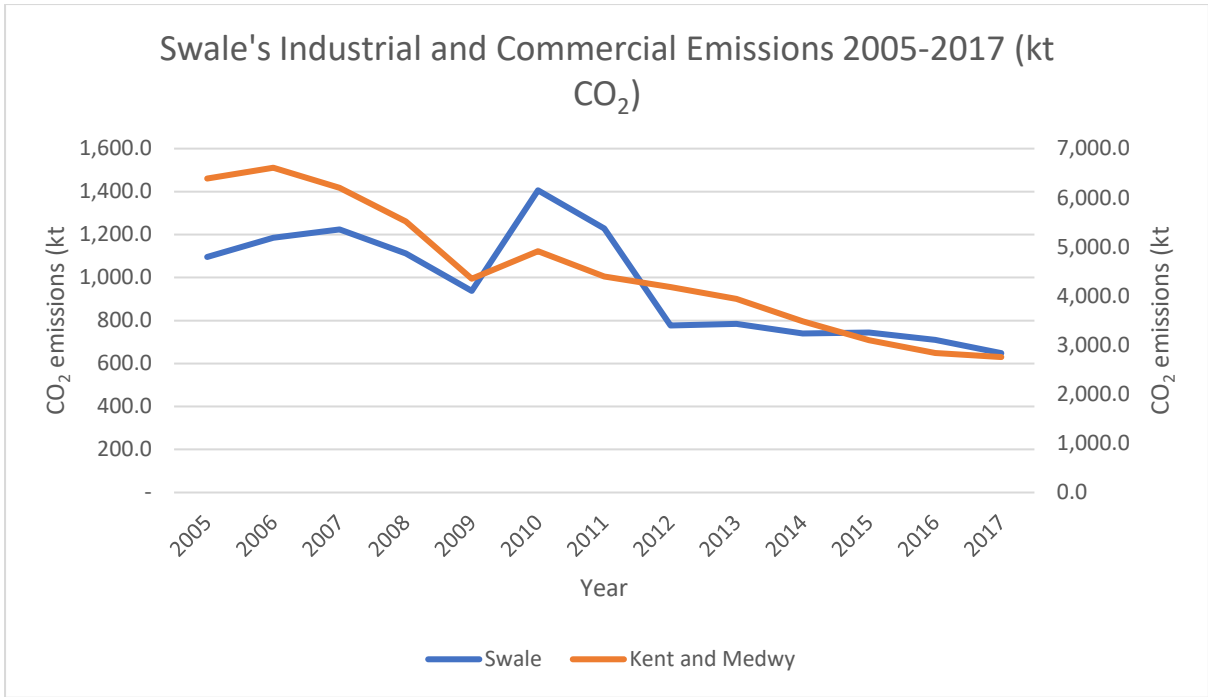


Source BEIS

If we look at levels of emissions over the last 12 years, we can see an overall decrease across the borough, with the exception being in the Transport sector, which has hardly changed during the same period. In Swale 29% of emissions come from domestic properties, 32% from transport, and 39% are industrial and commercial emissions.

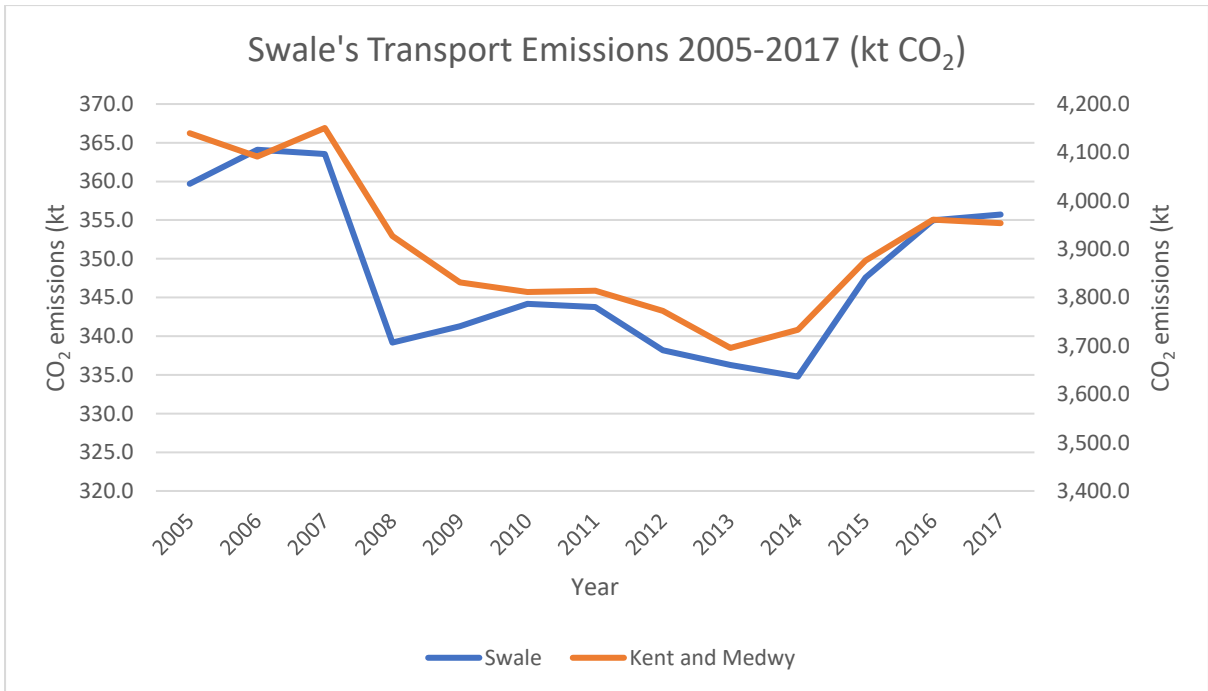


Source BEIS



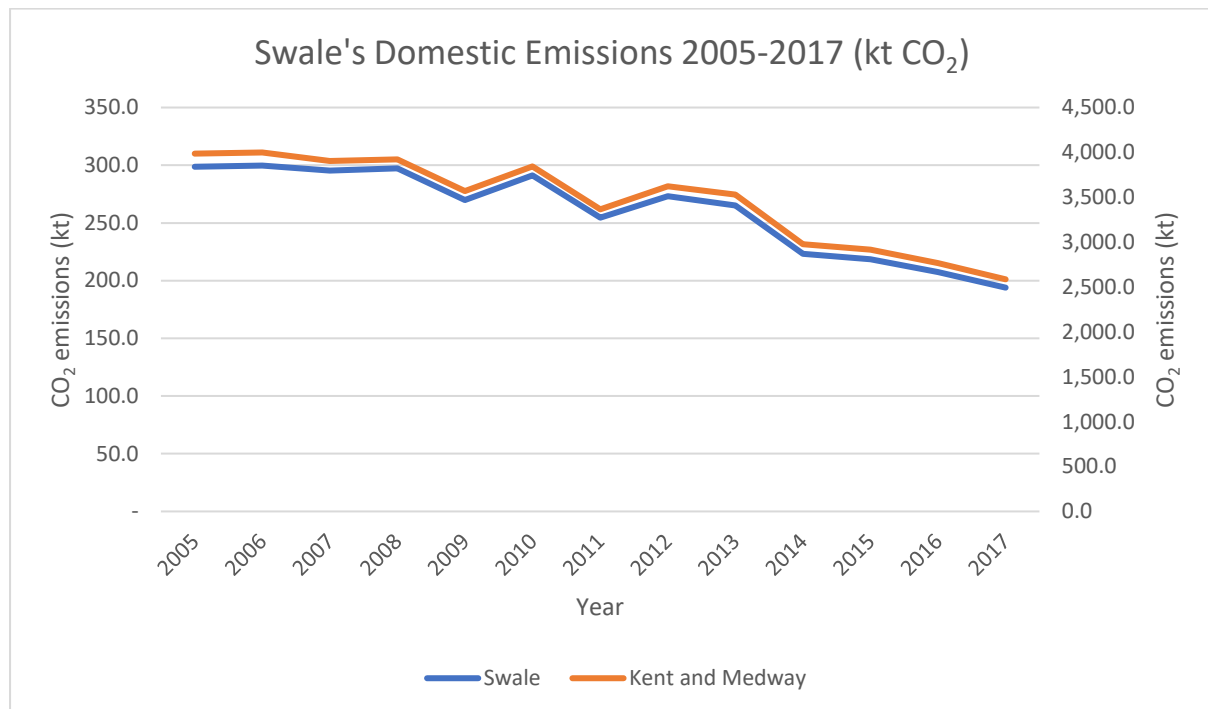
Source BEIS

At both borough and county level there has been a decrease in emissions from industry. Within Swale's industrial and commercial sector there has been a 41% decrease in CO<sub>2</sub> emissions between 2005-2017 with a steep fall to between 2010-2012, which has continued to decline overall. The 2017 total of 648.4kt CO<sub>2</sub> comprises 55% of the districts total CO<sub>2</sub> emissions.



Source BEIS

In Swale CO<sub>2</sub> emissions from the transport sector have risen by 6% since 2014. Between 2005-2014 transport emissions had fallen by 7%. Between 2016 and 2017 Swale has seen a 0.21% increase in transport CO<sub>2</sub> emissions.



Source BEIS

The average domestic electricity consumption per household in Swale was 3,909kWh in 2017, with the average mean consumption of 10,552KWh.

The mean gas consumption (domestic and non-domestic) in Swale in 2017 was 20,186GWh, higher than the Kent average of 18,389GWh. This is lower than in 2015 where the mean for Swale was 23,240GWh

Despite an overall downward trend in emissions they are not falling quickly enough to achieve our borough wide target of net zero carbon by 2030.

### Renewable Energy

In Swale at the end of 2017 there were 1,628 installation sites producing renewable electricity, 99.3% of these were photovoltaic. The majority of these were domestic roof top installations.

These sites provide a total capacity of 750.4MW of electricity – generating nearly 2,500,000MWh. 89% of this comes from offshore wind, and the rest comes from solar photovoltaics (3%), onshore wind (2%), sewerage gas (<1%), landfill gas (<1%) and plant biomass (6%).

As of September 2019, logged on the public database (BEIS Regional Renewable Statistics) there are the general facility details for 12 operating renewable energy sites – seven are solar PV sites, four are onshore wind and one is a dedicated biomass site.

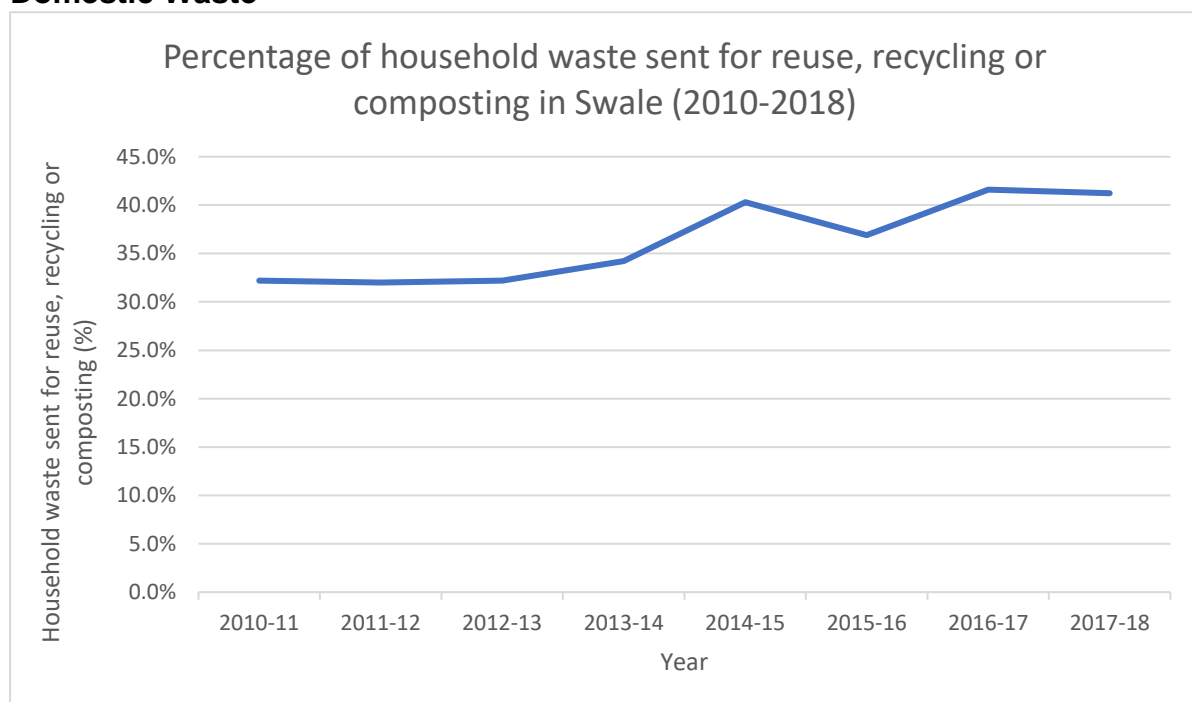
Swale also has two domestic wind installations.

Feed-in Tariffs (FiTs) - The scheme was a government programme designed to promote the uptake of renewable and low-carbon electricity generation technologies. As of 1<sup>st</sup> April 2019, the FiT scheme has been closed to new applicants. The Smartt Export Guarantee should come into force in January 2020 enabling domestic and small-scale renewable energy generators to be paid for energy fed into the grid.

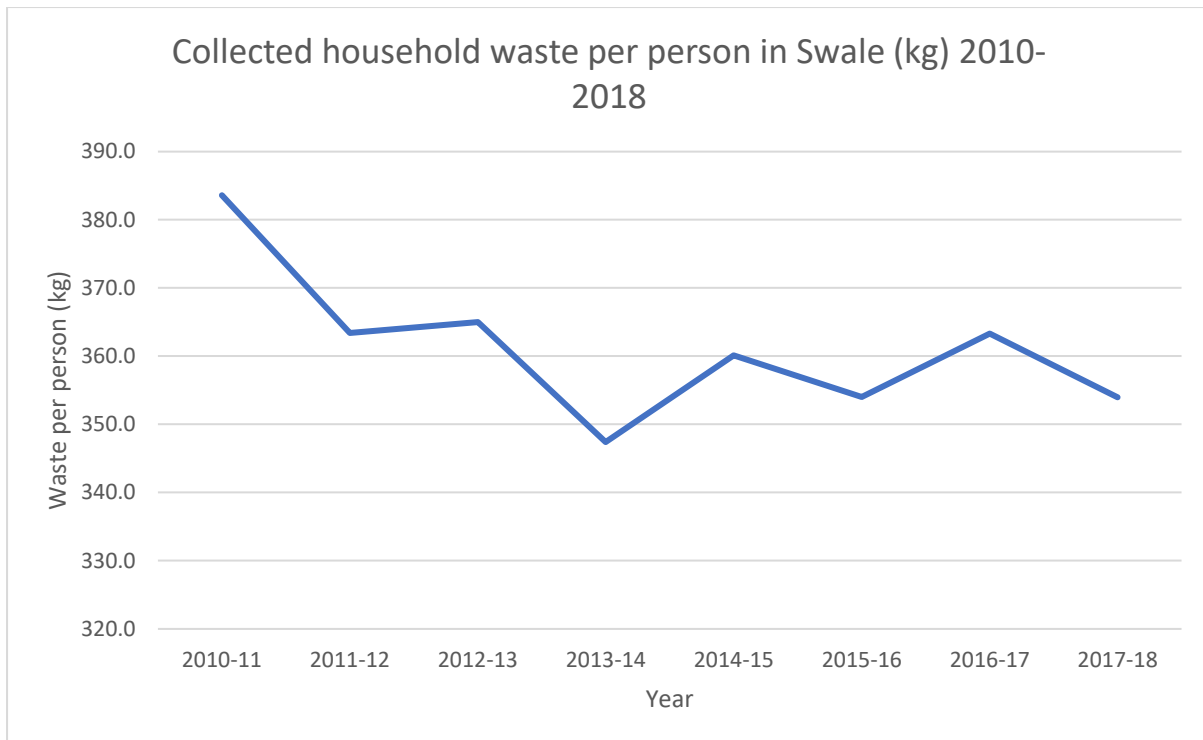
Renewable Heat Incentive accreditation – the RHI is a government scheme that aims to encourage the uptake of renewable heat technologies amongst householders, communities and businesses through financial incentives.

Between April 2014 and April 2019, 128 domestic installations have been accredited in Swale – 11% of Kent and Medway’s total.

### Domestic Waste



Source Defra



Source Defra

Domestic waste collection has fallen, and while recycling rates have risen, they are lower than our partners in the waste partnership.

A council wide Steering Group of key councillors and officers has been set up and meets regularly to progress actions.

## Progress against targets

### 1.To declare a 'Climate and Ecological Emergency'

The Climate and Ecological Emergency was declared on 26<sup>th</sup> June 2019

### 2. To draw up an action plan with improvement in energy efficiency and making space for nature as key priorities in all strategies and plans.

A consultant has been appointed and the action plan is in development.

The Local Plan Review will investigate the potential to increase energy efficient standards in new homes and conversions/renovations. Biodiversity net gain is now a requirement within the National Planning Policy Framework (NPPF), and new development will need to demonstrate how this has been achieved.

Existing policies on landscape and biodiversity in the local plan are robust, nevertheless these will be reviewed in light of updated policy, guidance and best practice. A recent review of AONBs suggests they are well situated to be the focus for nature recovery and climate change mitigation and form the backbone of the

Nature Recovery Networks. With part of the North Downs AONB within Swale we are well placed to work with the AONB unit on this.

Kent Nature Partnership (KNP) Biodiversity Strategy 2019-2044 – Swale has a representative on the countrywide environmental steering group. The strategy is nearing completion. The review commenced in May 2018 through KNP and in February 2019 the initial draft underwent information consultation with the wider KNP network. Public consultation ran from 24 June to 1 September 2019. The aim of the strategy is to deliver over 25 years the restoration and creation of habitats that are thriving (wildlife and plants) ensuring Kent's terrestrial, freshwater, intertidal and marine environments regain and retain good health. Key goals are: Terrestrial Habitats, Ecosystems and Species; Marine Habitats, Eco systems and Species; Freshwater and Intertidal Ecosystems and Species and Connecting People with the Natural Environment

### **3. Pursue the Swale Strategic Air Quality Action Plan 2018-22 and to actively lobby all responsible authorities to improve air quality within Swale.**

Swale Borough Council's 2018 Air Quality Action Plan (AQAP), was approved by the Department for Environment, Food and Rural Affairs (Defra) in September 2019 and identifies key measures to improve air quality within all five of its declared AQMAs.

We intend to undertake a feasibility study on implementing a Clean Air Zone along the length of the A2 from Brenley Corner to the western boundary with Medway. Partner support will be essential to deliverability. We hope to have completed the study by May 2020

Local measures: Local School and Business Travel Plans - Working with primary schools (Ospringe, Newington and Lower Halstow) and other schools such as Swale Community College, liaising with KCC departments to support adoption and improvement.

Other work: Clean Air for Schools – this includes actively working with Ospringe, Newington and Lower Halstow primary schools on a range of activities to promote sustainable travel options and raise awareness of air quality. A tree planting strategy for schools and anti-idling campaigns are planned.

Following the anticipated future implementation of a comprehensive 20mph zone in Faversham one suggestion is that the Council should aim to implement 20mph limit across built up areas of borough as a cost effective and swift way to improve air quality, reduce health inequalities, lower carbon footprint and encourage active travel.

### **4. To provide leadership by taking all measures within our control to make Swale Borough Council's own operations carbon neutral by 2025, taking into account both production and consumption emissions (scope 1, 2 and 3).**

The Carbon Trust has been appointed to undertake carbon foot-printing and baselining of our own estate and develop an action plan to achieve carbon zero by

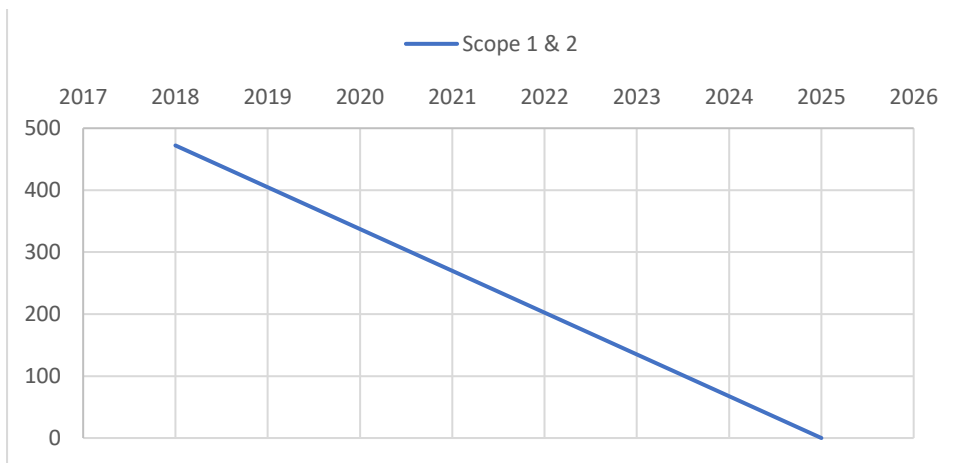
2025.

Two workshops have been run so far. The Action Plan is expected to be complete in early 2020. Some early indicators include:

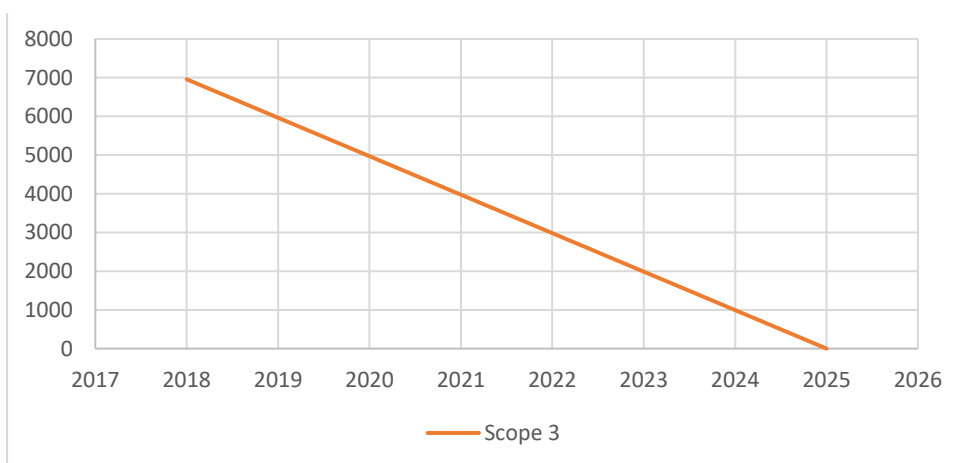
To reach a carbon neutral target by 2025, the council must reduce scope 1 and 2 emissions by approximately 68 tCO<sub>2</sub>e per year, and scope 3 emissions by 994 tCO<sub>2</sub>e per year.

This equates to a 14% reduction in emissions year on year to achieve the target.

Scope 1 emissions are direct emissions from owned or controlled sources. Scope 2 emissions are indirect emissions from the generation of purchased energy. Scope 3 emissions are all indirect emissions (not included in scope 2) that occur in the value chain of the council, including both upstream and downstream emissions.



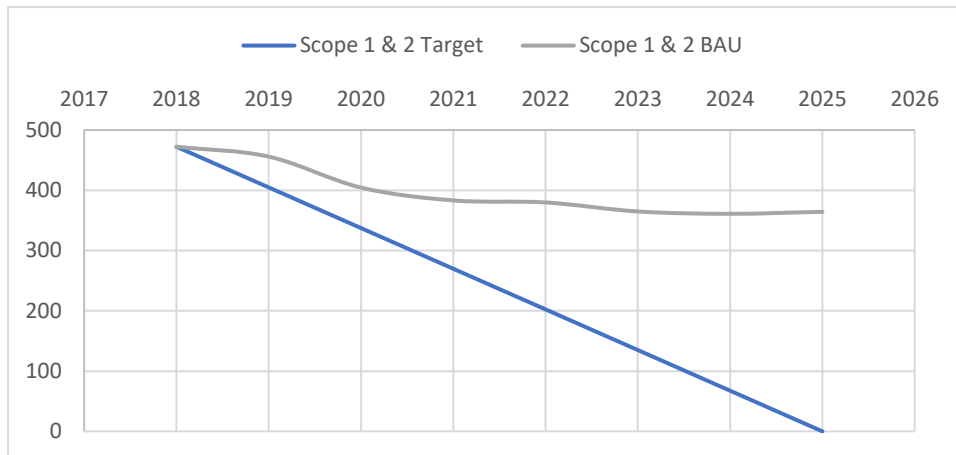
Tonnes CO<sub>2</sub>e



Tonnes CO<sub>2</sub>e



Maintaining a business as usual case, where energy consumption remains constant will still result in a decrease in electricity emissions as a result of grid decarbonisation.



Tonnes CO<sub>2</sub>e

Indicative carbon reduction measures that the Carbon Trust recommends include:

### Buildings

- Electrification of heat sources
- Installation of on-site renewables
- Solar PV

### Fleet

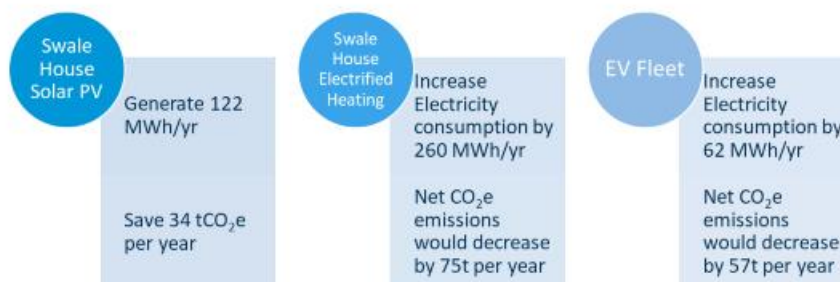
- Roll-out of Electric Vehicles
- Telematics systems
- Reward and recognition schemes

### Contracts

- Waste contract renewal
- Electrification of Grounds & Maintenance Vehicles
- Shared service with neighbouring borough councils



### Potential Major Project Savings



- **Offsetting should only be considered once all feasible options have been explored**
- **How much does it cost to offset a tonne of carbon?**
  - Currently, the GLA's recommended price for offsetting carbon is **£60 per tonne**
  - The majority of Local Planning Authorities (LPAs) are currently using a price of £60 per tonne
  - The new draft London Plan includes a new recommended carbon offset price of £95 per tonne
  - This is intended to be the price LPAs adopt, unless LPAs have set their own local price.

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The Environmental Response Team (ERT) is making use of technology to reduce waste, for example projectors are used at team meetings to remove the need to print reports. Work is underway to move the fleet vehicles from diesel to electric by August 2020. Ahead of this ERT officers to pledge to use the electric pool car for as many journeys as they can.

The Economy and Community Services (culture and places) team regularly engages on this topic.

All staff briefings are planned for the New Year.

### **5. To engage with businesses, organisations and residents to facilitate the action required to make the Borough of Swale carbon neutral by 2030, taking into account both production and consumption emissions (scope 1, 2 and 3).**

We are in the process of identifying key businesses who can champion the cause. An "able to pay" householder solar pv scheme is in development.

Some of the Environmental Grants that SBC have awarded will result in educating residents on environmental matters and waste. Some other initiatives have implemented opportunities for residents to recycle waste streams that were not easily recycled previously.

Key businesses have been identified (industry and visitor economy) following initial steering group meetings – there is good case study material and potential site visits to understand and share best practice.

The Special Projects Fund has been set up to fund projects which will help to tackle the emergency.

### **6. To undertake actions including, but not be limited to, spatial and transport planning to make fewer journeys necessary, improvement to the energy efficiency of new and existing housing and buildings, improved public transport especially in rural areas; encouraging active transport, developing**

**the infrastructure for EVs; deploying renewable energy at every opportunity, while continuing to safeguard our wild places, ancient woodlands and hedgerows.**

Spatial and transport planning will be undertaken as part of Local Plan Review.

The Swale Strategic Air Quality Action Plan 2018 - 2022 include the following strategic measures - ECO Stars fleet recognition scheme - business case is for engaging and inviting new operators with key information on benefits to business, fuel savings and environment. At present Swale has 22 operators signed up.

An application was made on behalf of Swale Borough Council (SBC) for funding from Defra's Air Quality Grant Scheme for a joint bid with Arriva our main local bus Company for an electric bus.

Local school and business travel plans – at present we have been working closely with schools to encourage them to sign up to the Kent Smarter Travel plans run by KCC. This links up with our Clean Air for Schools scheme.

Housing and buildings are covered within our Air Quality Planning Technical Guidance document and has standard mitigation for all developments

Residential:

All gas-fired boilers to meet a minimum standard of <40mgNO<sub>x</sub>/kWh

One Electric Vehicle charging point (best technology available at the time of planning approval) per dwelling with dedicated parking or 1 charging point per 10 spaces (unallocated parking)

Commercial/Retail/Industrial:

10% of parking spaces to be provided with Electric Vehicle charge points (best technology available at the time of planning approval) which may be phased with 5% initial provision and the remainder at an agreed trigger level

Where a development is for more than 50 residential units the following will be required -

- Travel plan including mechanisms for discouraging high emission vehicle use and encouraging the uptake of low emission fuels and technologies
- A Welcome Pack available to all new residents online and as a booklet, containing information and incentives to encourage the use of sustainable transport modes from new occupiers
- Car club provision within development or support given to local car club/EV car clubs
- Designation of parking spaces for low emission vehicles
- Improved cycle paths to link cycle network
- Adequate provision of secure cycle storage
- Using green infrastructure, in particular trees to absorb dust and other pollutants

Commercial/Industrial

As above plus:

- Differential parking charges depending on vehicle emissions

- Public transport subsidy for employees
- All commercial vehicles should comply with current European Emission Standards
- Fleet operations should provide a strategy for considering reduced emissions, low emission fuels and technologies
- Use of ultra-low emission service vehicles
- Support local walking and cycling initiatives
- On-street EV recharging
- Contributing funding to measures, including those identified in air quality action plans and low emission strategies, designed to offset the impact on air quality arising from new developments

#### Additional mitigation

- Contribution to low emission vehicle refuelling infrastructure
- Low emission bus service provision or waste collection services
- Bike/e-bike hire schemes
- Contribution to renewable fuel and energy generation projects
- Incentives for the take-up of low emission technologies and fuels

### **7.To call on Westminster to provide the powers and resources to make the 2030 target possible.**

In September the Prime Minister was written to and a helpful letter from the then Minister, Kwasi Kwarteng, was received confirming that for planning purposes the Climate and Ecological Emergency is a material consideration. The letter also states that local authorities can set their own renewable energy targets

### **8. To call upon the MPs for Sittingbourne & Sheppey and for Faversham & Mid Kent to support this motion.**

Both local MPs were written to, but only the member for Sittingbourne and Sheppey replied. We are in an ongoing dialogue with the member for Faversham and Mid Kent about EV charging point provision.

### **9. To work with other governments (both within the UK and internationally) to determine and implement best practice methods to limit global warming to less than 1.5°C.**

We have not currently engaged with other governments but are aware of the international situation and our global responsibilities.

### **10.To work with partners across the Borough to deliver these new goals through all relevant strategies and plans.**

We have appointed a consultant to review policies. A joint bid with local partners to the Lottery's Climate Action Fund has been submitted.

We continue to work closely with and share best practice with our Green Grid partners, with the Medway Swale Estuary Partnership, Kent County Council and others.

**11.To become a ‘Plastic-Free Council’ by eliminating single-use plastics from the Council’s operations, whenever possible, by 2021.**

An audit of plastic use has been undertaken, and replacement products are being explored.

We are working with Plastic Free Faversham regarding reduced plastic use at events, for example the Faversham Hop Festival.

**12.To request the Cabinet, working through the Policy Development and Review Committee, to report the actions the Council will take to address this emergency to Full Council by the end of the 2019/20 municipal year.**

As discussed above the Action Plan is in development and we anticipate it will be taken to full Council in April next year.

**13.In meeting this pledge, the Council will take steps to avoid any adverse impacts on our most vulnerable residents.**

A Fuel and Water poverty outreach service giving tailored advice to households in fuel and water poverty is in development, tenders have been submitted and the provider being is being finalised. We should be able to commence this service in March 2020

**14.This Council pledges to produce in January of each year, between now and 2030, an annual report detailing the council’s progress against Swale’s carbon neutral action plan, enabling members, residents and other stakeholders to hold the council to account for the delivery of this pledge.**

This is this first annual report

## **Next Steps**

In addition to the work mentioned above Swale needs to consider the following actions across the borough.

We need to more than double our tree cover by 2030. According to the Government's National Forest Inventory (NFI) 8% of the Swale area is woodland. Trees play an important role in sucking the main greenhouse gas carbon dioxide from the atmosphere and storing it as carbon. They also provide a home for nature, clean up air pollution and reduce flood risk.

Currently only 24% of commuter journeys are made by public transport, walking or cycling – this needs to increase to 40% by 2030.

Much more is possible. Research shows that 22% of commuter journeys in Swale could be by bike (assuming good cycling infrastructure, such as segregated cycleways and the uptake of E-bikes<sup>12</sup>), better walking routes can encourage more

journeys on foot and improve health, and 6 in 10 drivers would shift to public transport if its quality improved

According to research published in April, the Swale area has 10 electric vehicle charging points (EV chargers). This puts Swale at mid range across Kent. The Committee on Climate Change, which advises the government, says there should be 1 EV charger for every thousand cars by 2030. This suggests that in Swale there should be at least 75 EV chargers. But we need a much faster transition to electric cars, which means many more EV chargers than this

Only 39% of Swale's homes are well insulated. Poorly insulated homes cost more to run, which is inefficient and contributes to fuel poverty. Swale needs to ensure all homes are properly insulated by 2030. Upgrading the insulation of 3,604 homes per year within the Swale area will ensure all homes are properly insulated by 2030, lifting as many people as possible out of fuel poverty.

We also need to switch from gas central heating, which is a major source of greenhouse gases, to eco-heating (such as heat pumps), which doesn't burn fossil fuels. The government provides grants for installing eco-heating. There are only 128 government funded eco-heating systems in the Swale area, yet the UK needs to fit around 1 million per year. A fair share for Swale would be fitting 2,181 eco-heating systems every year

Researchers have identified over 10,000 neighbourhoods across the UK where people are particularly vulnerable to flooding due to their location and factors such as income. Swale has 52 of these neighbourhoods with high social flood risk for surface flooding, taking account a range of vulnerability factors. The local authority needs to target these areas for support in order to help people living there prepare for extreme weather and respond and recover when it occurs.

41% of household waste is reused, recycled, or composted. When waste is not reused, recycled or composted, it may end up burnt, in landfill or even in our waterways and seas. Swale should aim to be on the path to zero waste.

According to Friends of the Earth Swale borough wide performance on climate change is average compared to other similar local authority areas. All local authorities, even the best performing, need to do much more if climate catastrophe is to be averted. Swale particularly needs to do much better on increasing tree cover and increasing waste recycling.

In summary we need to achieve -

Annual emissions reductions of 13%

Homes to insulate per year – 3,604

Number of eco-heating systems, such as heat pumps, to fit each year – 2,181

Proportion of commuters walking, cycling or using public transport by 2030 – 40%

Increase lift-sharing – major employers should aim to have 40% of their staff who travel to work by car doing so by lift-sharing.

Electric vehicle charging stations by 2030 – at least 75 stations.

Trees – Aim to more than double tree cover.

We need to work with both other Kent authorities and national government to keep progressing.

## **Conclusion**

In the six months since the Climate and Ecological Emergency was declared, Swale has made good progress. However, we need to make sure the impetus continues in order to meet our ambitious targets.

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<b>Council Meeting</b>	<b>Agenda Item:</b>
<b>Meeting Date</b>	8 January 2019
<b>Report Title</b>	Appointment to Outside Bodies – Queenborough Fishery Trust
<b>Cabinet Member</b>	Councillor Roger Truelove, Leader
<b>SMT Lead</b>	David Clifford, Head of Policy, Comms and Customer Services
<b>Head of Service</b>	David Clifford, Head of Policy, Comms and Customer Services
<b>Lead Officer</b>	Jo Millard, Senior Democratic Services Officer
<b>Key Decision</b>	No
<b>Classification</b>	<b>Open</b>
<b>Forward Plan</b>	<b>Reference number: n/a</b>
<b>Recommendations</b>	1. The Council is asked to agree Borough Council representation on the Queenborough Fishery Trust (QFT)

## 1 Purpose of Report and Executive Summary

- 1.1 At the Council meeting held on 16 December 2015, the Council agreed the reappointment of Councillor Ken Pugh to one of the two Council representatives on the Queenborough Fishery Trust (QFT) for a period of 4 years, to 31 January 2020. The term of the other representative former Councillor Ted Wicox expires on 31 January 2022.
- 1.2 The Council is asked to make a nomination to the post from 1 February 2020 to 31 January 2024.

## 2 Background

- 2.1 By way of background, the protocol agreed by Council on 23 February 2011 set out the following guiding principles as to whether or not appointments should be made. They are:

### **Essential:-**

- Representation is still required – will be reviewed annually
- Appointee's role is clearly defined and does not duplicate existing arrangements
- Aims and objectives of the Outside Body (OB) are compatible with the Council's

- OB must have Terms of Reference, Constitution, Written agreement, Trust Deed or Memo and Articles, Audited accounts
- OB indemnifies appointed member and adequate insurance cover is arranged by organisation
- Appointment required by virtue of a statutory duty or other legal requirement;
- Appointment required by virtue of a specific decision or policy adopted by the Council;
- Any costs of attendance can be met within resources available to the Authority

**Additional considerations:-**

- Appointment will improve the Council's working relationships with outside bodies
- Appointment deriving from the Council's community leadership/consultative role or enhances the Council's Community Leadership role
- Organisation set up by the Council
- To ensure that the authority is in a position to influence sub-regional strategic decisions
- Capacity building – where interests, expertise or specific skills or knowledge are required – two way process
- Time commitments must be proportionate to the Council's objectives
- Equality of access to Councillors' time
- Expenses covered by external organisation (save from VCS)

2.2 Members may wish to think seriously before being nominated as a trustee or director by the Council, with regard to the legal obligations that this imposes on the appointee. Attention is drawn to the information below:

2.3 **Constitution position** – the appointment process within the Constitution follows certain principles. It is split between (a) those bodies to which the Council appoints as a body corporate e.g. charities and trusts and which fulfil primarily council functions and (b) those which do not require 'body corporate' appointment and are more closely linked to the exercise of executive functions e.g. partnerships.

2.4 **Register of Interests** - Members are required to record any changes to their interests arising from their appointment to an outside body.

### **3 Proposals**

3.1 Council is asked to make a nomination to represent the Council on the QFT from 1 February 2020 until 31 January 2024.

### **4 Alternative Options**

- 4.1 Council can decide whether or not to make appointments to these outside bodies. Consideration should be given to the principles already agreed in the Outside Bodies' Protocol adopted by full Council on 23 February 2011.

## 5 Consultation Undertaken or Proposed

- 5.1 Group Leaders will have been made aware that a nomination will be sought at the Council meeting, and may consider putting forward a nomination.

## 6 Implications

Issue	Implications
Corporate Plan	Open for Business
Financial, Resource and Property	None identified at this stage, although should the Executive recommend to Council to review the process and policy of nominations on outside bodies, this would have a human resource implication.
Legal and Statutory	The Local Authorities (Functions and Responsibilities) (England) Regulations 2000 sets the responsibilities between Council and the Executive.  Some appointments are as Trustees or Directors which have specific legal responsibilities and liabilities for the individual member.  To ensure compliance with the Members' Code of Conduct any member appointed to an outside body must review their declaration in the Members' Register of Interests within 28 days of any change.
Crime and Disorder	None identified at this stage.
Sustainability	None identified at this stage, although should there be a further review of the process and policy of nominations on outside bodies, this could have equality and diversity implications.
Health and Wellbeing	None identified at this stage.
Risk Management and Health and Safety	The audit of outside bodies reviewed the roles and capacities of Members the Council nominates to outside bodies. The audit enabled the Council to identify and manage any risks that may arise from making appointments to outside bodies and allows members to take informed decisions about whether or not they wish to accept appointments that could impose significant legal obligations on them.
Equality and	None identified at this stage, although should there be a further review of the process and policy of nominations on outside bodies,

Diversity	this could have equality and diversity implications.
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**7 Appendices**

7.1 None.

**8 Background Papers**

None.

<b>Council Meeting</b>	<b>Agenda Item:</b>
<b>Meeting Date</b>	8 January 2019
<b>Report Title</b>	Appointment to Outside Bodies – Faversham Pools
<b>Cabinet Member</b>	Councillor Roger Truelove, Leader
<b>SMT Lead</b>	David Clifford, Head of Policy, Comms and Customer Services
<b>Head of Service</b>	David Clifford, Head of Policy, Comms and Customer Services
<b>Lead Officer</b>	Jo Millard, Senior Democratic Services Officer
<b>Key Decision</b>	No
<b>Classification</b>	Open
<b>Forward Plan</b>	<b>Reference number: n/a</b>
<b>Recommendations</b>	1. The Council is asked to agree Borough Council representation on the Board of Faversham Pools Trustees

## 1 Purpose of Report and Executive Summary

- 1.1 This report sets out a request from Faversham Pools to appoint a council representative to join the Board of Trustees.
- 1.2 The Council is asked to make a nomination to the post from 1 February 2020 to 31 January 2024.

## 2 Background

- 2.1 By way of background, the protocol agreed by Council on 23 February 2011 set out the following guiding principles as to whether or not appointments should be made. They are:

### **Essential:-**

- Representation is still required – will be reviewed annually
- Appointee's role is clearly defined and does not duplicate existing arrangements
- Aims and objectives of the Outside Body (OB) are compatible with the Council's
- OB must have Terms of Reference, Constitution, Written agreement, Trust Deed or Memo and Articles, Audited accounts

- OB indemnifies appointed member and adequate insurance cover is arranged by organisation
- Appointment required by virtue of a statutory duty or other legal requirement;
- Appointment required by virtue of a specific decision or policy adopted by the Council;
- Any costs of attendance can be met within resources available to the Authority

**Additional considerations:-**

- Appointment will improve the Council's working relationships with outside bodies
- Appointment deriving from the Council's community leadership/consultative role or enhances the Council's Community Leadership role
- Organisation set up by the Council
- To ensure that the authority is in a position to influence sub-regional strategic decisions
- Capacity building – where interests, expertise or specific skills or knowledge are required – two way process
- Time commitments must be proportionate to the Council's objectives
- Equality of access to Councillors' time
- Expenses covered by external organisation (save from VCS)

2.2 Members may wish to think seriously before being nominated as a trustee or director by the Council, with regard to the legal obligations that this imposes on the appointee. Attention is drawn to the information below:

2.3 **Constitution position** – the appointment process within the Constitution follows certain principles. It is split between (a) those bodies to which the Council appoints as a body corporate e.g. charities and trusts and which fulfil primarily council functions and (b) those which do not require 'body corporate' appointment and are more closely linked to the exercise of executive functions e.g. partnerships.

2.4 **Register of Interests** - Members are required to record any changes to their interests arising from their appointment to an outside body.

### **3 Proposals**

3.1 Council is asked to make a nomination to represent the Council on the Board of Faversham Pools Trustees from 1 February 2020 until 31 January 2024.

### **4 Alternative Options**

4.1 Council can decide whether or not to make appointments to these outside bodies. Consideration should be given to the principles already agreed in the Outside Bodies' Protocol adopted by full Council on 23 February 2011.

## 5 Consultation Undertaken or Proposed

- 5.1 Group Leaders will have been made aware that a nomination will be sought at the Council meeting, and may consider putting forward a nomination.

## 6 Implications

Issue	Implications
Corporate Plan	Open for Business
Financial, Resource and Property	None identified at this stage, although should the Executive recommend to Council to review the process and policy of nominations on outside bodies, this would have a human resource implication.
Legal and Statutory	<p>The Local Authorities (Functions and Responsibilities) (England) Regulations 2000 sets the responsibilities between Council and the Executive.</p> <p>Some appointments are as Trustees or Directors which have specific legal responsibilities and liabilities for the individual member.</p> <p>To ensure compliance with the Members' Code of Conduct any member appointed to an outside body must review their declaration in the Members' Register of Interests within 28 days of any change.</p>
Crime and Disorder	None identified at this stage.
Sustainability	None identified at this stage, although should there be a further review of the process and policy of nominations on outside bodies, this could have equality and diversity implications.
Health and Wellbeing	None identified at this stage.
Risk Management and Health and Safety	The audit of outside bodies reviewed the roles and capacities of Members the Council nominates to outside bodies. The audit enabled the Council to identify and manage any risks that may arise from making appointments to outside bodies and allows members to take informed decisions about whether or not they wish to accept appointments that could impose significant legal obligations on them.
Equality and Diversity	None identified at this stage, although should there be a further review of the process and policy of nominations on outside bodies, this could have equality and diversity implications.

## **7 Appendices**

7.1 None.

## **8 Background Papers**

None.



<b>Council Meeting</b>	<b>Agenda Item:</b>
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<b>Meeting Date</b>	8 January 2020
<b>Report Title</b>	Appointment of Local Independent Members for Swale to the Independent Members' Remuneration Panel
<b>Portfolio Holder</b>	Leader – Councillor Roger Truelove
<b>SMT Lead</b>	Head of Policy, Communications and Customer Services - David Clifford
<b>Head of Service</b>	Head of Policy, Communications and Customer Services - David Clifford
<b>Lead Officer</b>	Senior Democratic Services Officer - Jo Millard
<b>Key Decision</b>	No
<b>Classification</b>	Open report with exempt appendices

<b>Recommendation</b>	1. Council is asked to agree the extension of the appointment of Mr Lionel Robbins as a Local Independent Member for Swale to the Joint Independent Remuneration Panel for a further three year term of office.
	2. Council is asked agree the appointment of Mr Christopher Webb as a Local Independent Member for Swale to the Joint Independent Remuneration Panel for a three year term of office.
	3. That it be noted that Independent Members of the Independent Remuneration Panel is restricted to two consecutive three year terms of office to maintain their independence.

## 1 Purpose of Report and Executive Summary

- 1.1 In accordance with the requirements of the Local Authorities (Members' Allowances) (England) Regulations 2001, the Council is required to have an Independent Members' Remuneration Panel whose purpose is to make recommendations to the Council on its Members' Allowance Scheme and that of Parish Councils.
- 1.2 The Swale Independent Review Panel is due to meet in March 2020, to undertake a full review of the allowances scheme. The term of office of one of the local independent members for Swale expired in July 2019, and he has confirmed that he would be willing to continue in the role for a further 3 years.
- 1.3 There is a further vacancy on the panel, and an independent member who is one of the two independent persons appointed under s38 of the Localism Act 2011 to

advise on complaints under the code of conduct (appointed at Full Council 17 September 2017 Minute No. 247), and who also has experience of sitting on the Remuneration Panel for Members Allowances at other authorities, has agreed to fill this vacancy. The Chairman of the Panel, Mark Palmer (South East Employers) has confirmed it is acceptable for an independent person on the Standards Committee to be appointed.

## **2 Background**

- 2.1 The Regulations require Councils to undertake a review of their Members' Allowances Scheme every four years, although a review can be carried out sooner. The last full scheme review for Swale was undertaken in September 2016 and a full review will therefore be necessary in 2020.
- 2.2 In accordance with legislation, there is a minimum of three representatives sitting on the panel. A representative from South East Employers, who is Chairman, also forms part of the panel.
- 2.3 The panel will carry out a full review of the allowances scheme in 2020. Members will be asked to contribute their views via a questionnaire and there will be an opportunity for members to meet with the panel.

## **3 Proposal**

- 3.1 Council is asked to agree to (a) the extension of the appointment of Mr Lionel Robbins as the local independent member for Swale to the Joint Independent Remuneration Panel for an additional three year term of office, and (b) to confirm the appointment of Mr Christopher Webb as a local independent member for Swale to the Joint Independent Remuneration Panel for three years.
- 3.2 To comply with corporate governance guidelines, the current arrangement for Independent Members of the Joint Independent Remuneration Panel to be restricted to two consecutive three year terms of office continues, to maintain their independence.
- 3.3 Background information on both of the candidates is set out in the exempt appendix.

## **4 Alternative Options**

- 4.1 Council could decide not to extend the term of the current representative, or agree to the appointment to the vacant post, and the vacancies could be advertised. However this is not recommended as both candidates fully meet the person specification and criteria and there is some urgency to convening a meeting of the panel. In addition, the legislation requires the Panel to have at least three Members and the next review by the Panel is due to commence in March 2020.

## 5 Consultation Undertaken or Proposed

- 5.1 The Leader is aware of the process being followed and the suggested recommendations.

## 6 Implications

Issue	Implications
Corporate Plan	The appointment of the Independent Members enable the Council to demonstrate good governance and discharge its duty to have an independent panel for the purposes of reviewing the Members' Allowances Scheme.
Financial, Resource and Property	The positions are voluntary; any expenses are set on a travelling and subsistence only basis.
Legal and Statutory	The appointments comply with the requirements of the Local Authorities (Members' Allowances) (England) Regulations 2001.
Crime and Disorder	None identified at this stage.
Risk Management and Health and Safety	Risks of not complying with the statutory requirements will be mitigated by the actions suggested in the recommendation to the report.
Equality and Diversity	No adverse equality or diversity implications, procedures apply equally.
Sustainability	None identified at this stage.

## 7 Appendices

- 7.1 The following documents are to be published with this report and form part of the report:
- Appendix I and II: **Exempt** - details of person recommended for appointment as Independent Members

## 8 Background Papers

- 8.1 None

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