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Ribble Valley
Borough Council

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Dear Councillor

The next meeting of the **ECONOMIC DEVELOPMENT** Committee will be held at **6.30 pm** on **THURSDAY, 4 APRIL 2024** in the **Council Chamber, 13 Church Street, Clitheroe, BB7 2DD**.

I do hope you can be there.

Yours sincerely

M. H. Scott

CHIEF EXECUTIVE

AGENDA

1. **TO APPROVE THE MINUTES OF THE PREVIOUS MEETING** (Pages 3 - 6)
2. **DECLARATIONS OF DISCLOSABLE PECUNIARY, OTHER REGISTRABLE AND NON REGISTRABLE INTERESTS**

Members are reminded of their responsibility to declare any disclosable pecuniary, other registrable or non-registrable interest in respect of matters contained in the agenda.

3. **PUBLIC PARTICIPATION**

ITEMS FOR DECISION

4. **APPROVAL AND ADOPTION OF THE CLIMATE CHANGE ACTION PLAN 2024/25** (Pages 7 - 24)
Report of the Chief Executive enclosed.
5. **CLIMATE CHANGE WORKING GROUP TERMS OF REFERENCE** (Pages 25 - 28)

Report of the Chief Executive enclosed.

ITEMS FOR INFORMATION

6. **REVENUE MONITORING 2023/24** (Pages 29 - 30)

Report of the Director of Resources and Deputy Chief Executive enclosed.

7. **RIBBLE VALLEY TASTE FEST & CLITHEROE FOOD FESTIVAL** (Pages 31 - 34)

Report of the Director of Economic Development and Planning enclosed.

8. **MINUTES OF WORKING GROUPS**

i) Minutes of the Climate Change Working Group (Pages 35 - 40)
Meetings 23 November 2023 and 1 February 2024

9. **REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES**

10. **EXCLUSION OF PRESS AND PUBLIC**

ITEMS FOR INFORMATION

11. **BUSINESS SUPPORT FOR NET ZERO TRANSITION & DECARBONISATION** (Pages 41 - 44)

3

Report of the Director of Economic Development and Planning enclosed.

12. **RURAL ENGLAND PROSPERITY FUND (REPF)** (Pages 45 - 56)

2, 3

Report of the Director of Economic Development and Planning enclosed.

Electronic agendas sent to members of Economic Development – Councillor Jan Alcock JP, Councillor Stephen Atkinson (Vice-Chair), Councillor David Birtwhistle (Chair), Councillor Sophie Cowman, Councillor Louise Edge, Councillor Rosemary (Rosie) Elms, Councillor Stewart Fletcher, Councillor Michael Graveston, Councillor Jonathan Hill, Councillor Stuart Hirst, Councillor Rachael Ray, Councillor Robin Walsh, Councillor Aaron Wilkins-Odudu, Councillor Gaye McCrum and Councillor Gaynor Hibbert.

Contact: Democratic Services on 01200 414408 or committee.services@ribblevalley.gov.uk

Minutes of Economic Development

Meeting Date: Thursday, 25 January 2024, starting at 6.30 pm
Present: Councillor D Birtwhistle (Chair)

Councillors:

J Alcock	M Graveston
S Atkinson	J Hill
S Cowman	G McCrum
L Edge	R Ray
R Elms	R Walsh
S Fletcher	A Wilkins-Odudu

In attendance: Director of Economic Development and Planning and Head of Strategic Planning and Housing, and Head of Financial Services.

Also in attendance: Councillor S O'Rourke

637 APOLOGIES FOR ABSENCE

Apologies for absence from the meeting were received from Councillor S Hirst.

638 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 2 November 2023 were approved as a correct record and signed by the Chairman. The revised minutes of the meeting held on 28 September 2023 were signed by the Chairman.

639 DECLARATIONS OF DISCLOSABLE PECUNIARY, OTHER REGISTRABLE AND NON REGISTRABLE INTERESTS

There were no declarations of disclosable pecuniary, other registrable or non-registrable interests.

640 PUBLIC PARTICIPATION

There was no public participation.

641 REVISED REVENUE BUDGET 2023/24

The Director of Resources and Deputy Chief Executive submitted a report asking committee to agree a revised revenue budget for 2023/24 for this committee.

Members were reminded that at this time of year the estimates are revised for the current financial year in order to predict the likely outturn. In essence the revised estimate was the Council's latest forecast for the outturn on the current financial year's budget. This also assisted the Council in preparing the original estimates for the coming financial year.

The original budget for 2023/24 included the provision for pay increase at 5% and price increase at 7.5% as it was anticipated inflation would fall during the year.

The pay award for 2023/24 had now been settled at £1,925 per full time employee. Overall the cost of the pay award was 6.5% which was around £170k above the 5% that had been allowed for.

The report noted that significant levels of inflation had been experienced and the revised estimate took into account the levels of inflation experienced so far. A comparison between the revised and original estimates, and detailed analysis of the variances, were included in the report.

The difference between the revised and original estimate was a decrease in net expenditure of £13,770.

RESOLVED THAT COMMITTEE:

Agree the revenue revised estimate for 2023/24.

642

ORIGINAL REVENUE BUDGET 2024/25

The Director of Resources and Deputy Chief Executive submitted a report asking Committee to agree the draft revenue budget for 2024/25 for this Committee for consideration at the Special Policy and Finance Committee.

The forecast in September predicted a budget gap of £877k in 2024/25, £2.261m in 2025/26, and £2.740m in 2026/27. Since the forecast was prepared the Government's Policy Statement on Local Government Finance had been published on 5 December 2023, announcing that all local Councils would receive an increase in Core Spending Power the following year of 3% by continuation of the One-Off Funding Guarantee. Since the forecast was prepared, the Council had seen further cost increases particularly due to inflation and energy costs.

The Policy Statement also announced that:

- New Homes Bonus Allocations would continue for 2024/25
- Rural Services Delivery Grant would continue for 2024/25
- Revenue Support Grant (RSG) would increase in line with CPI with no negative RSG
- Business rates would not be reset and Business Rate Pooling would continue, and
- A Council tax referendum principle of up to 3% or £5 for district councils

The total movement from the original estimate 2023/24 to the original estimate 2024/25 was a reduction in net expenditure of £35,920. Detailed information on the individual budget areas under the Committee were included in the report, along with the movements from the 2023/24 Original Estimate to the draft Original Estimate for 2024/25, with comments on the main variances.

RESOLVED THAT COMMITTEE:

Approve the revenue Original Estimate for 2024/25 and submit this to the Special Policy and Finance Committee.

643

REVISED CAPITAL PROGRAMME 2023/24 AND FUTURE CAPITAL PROGRAMME REVIEW AND NEW BIDS

The Director of Resources and Deputy Chief Executive submitted a report seeking Committee's approval of the revised estimate for this Committee's capital programme for the current financial year.

One capital scheme totalling £54,750 had been approved by Special Policy and Finance Committee and Full Council in February and March 2023 respectively. The

approved scheme had been moved from the 2022/23 capital programme to the 2023/24 capital programme. There had been no spend on the Economic Development initiatives scheme to date, and it was proposed that the scheme budget of £54,750 be left within the 2023/24 revised capital programme should any opportunities arise before the end of the financial year.

For this Committee there were no previously approved capital schemes for 2024/25 and 2027/28 and no new bids had been submitted for 2028/29.

RESOLVED THAT COMMITTEE:

Approve the 2023/24 revised estimate of £54,750 for this Committee's capital programme.

644

MEMBERSHIP OF WORKING GROUPS

The Chief Executive submitted a report for Committee to consider the membership of the Working Group under the remit of this Committee for the remainder of the municipal year 2023/24.

Committee had approved the appointment of Members to the Climate Change Working Group for 2023/24 on 15 June 2023. Committee then agreed to amend the membership and add two further Members on 28 September 2023. Following political group changes, the revised membership of the Economic Development Committee based on the new political balance had been confirmed at the meeting of the Full Council 12 December 2023.

There was no longer a Liberal Democrat representative on the Working Group. Members requested that all political groups were represented, and Committee therefore agreed to add Councillor G Hibbert as the Liberal Democrat representative, bringing the Membership of the group to eight Members.

RESOLVED THAT COMMITTEE:

Appoint Councillor G Hibbert to the Climate Change Working Group, with the revised membership as follows:

Climate Change – Councillors S Atkinson, L Edge, J Alcock, S Fletcher, A Wilkins-Odudu, D Birtwhistle, G McCrum, and G Hibbert.

645

CORPORATE PLAN PERFORMANCE REPORTING

The Chief Executive submitted a report informing Committee about year-end reports for 2021/22 and 2022/23 that detailed performance against the Council's local performance indicators.

The report provided an overview of the Council's performance up to 31 March 2023. There was only one key performance indicator (KPI) monitored for Economic Development Committee, which reported CO2 reduction from local authority operations. This could be compared to target as follows:

- the KPI had met target (green) or was on track.

Where performance trend could be compared with previous years:

- Performance had improved

The monitoring report along with narrative on performance and targets was provided in the report.

646 TOURISM UPDATE

The Director of Economic Development and Planning submitted a general progress information report on tourism activity.

The report provided information for Members on the Visitor Economy in the Ribble Valley, the Ribble Valley Destination Management Plan, funded projects, current marketing and promotional activity, print marketing, the annual photographic competition, the Ribble Valley Tourism Association, and the Tourism Gathering and Stars in Tourism Awards.

At the meeting, Members were provided copies of the annually published Love Ribble Valley magazine.

647 MINUTES OF WORKING GROUPS

There were no minutes from working groups.

648 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from representatives on outside bodies.

649 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That by virtue of the next item of business being exempt information under Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 the press and public be now excluded from the meeting.

650 BUSINESS SUPPORT FOR NET ZERO TRANSITION AND DECARBONISATION

The Director of Economic Development and Planning submitted a report updating Committee on the Business Support for New Zero Transition and Decarbonisation Project, which was being funded from the Council's UK Shared Prosperity Fund.

The report provided updates on the project actions and events covering quarter one to quarter three.

651 RURAL ENGLAND PROSPERITY FUND (REPF) UPDATE

The Director of Economic Development and Planning submitted an information report on expressions of interest received for the Rural England Prosperity Fund (REPF) grant scheme.

The scheme had opened for expressions of interest forms on 12 September 2023 and would remain open with applications being assessed on an ongoing basis during the funding period. To date fifteen eligible applicants had been invited to complete a full application. Of these, two full applications had been received and considered by Policy and Finance Committee at their meeting of 23 January 2024.

The meeting closed at 7.00 pm

If you have any queries on these minutes please contact the committee clerk, Rebecca Hodgson 01200 414408 rebecca.hodgson@ribblevalley.gov.uk.

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO ECONOMIC DEVELOPMENT COMMITTEE

meeting date: THURSDAY 4 APRIL 2024
title: APPROVAL AND ADOPTION OF THE CLIMATE CHANGE ACTION PLAN 2024/2025
submitted by: ADAM ALLEN, DIRECTOR OF COMMUNITY SERVICES
principal author: JAQUI HOULKER, PRINCIPAL POLICY AND PERFORMANCE OFFICER

1. PURPOSE

1.1 The purpose of this report is to present Committee with the Climate Change Action Plan 2024/2025 for approval and formal adoption.

1.2 Relevance to the Council's ambitions and priorities:

- Community Objectives - To be a well-managed Council providing effective services.
- Corporate Priorities - To protect and enhance the existing environmental quality of our area: to help make people's lives healthier and safe.
- Other Considerations - To work in partnership with other bodies in pursuit of the Council's aims and objectives

2. BACKGROUND

2.1 At the Economic Development Committee meeting on Thursday, 15 June 2023. It was agreed that a working group should be formed to develop a Climate Change Action Plan for 2024/25

2.3 The working group has met three times and developed the attached plan at Appendix 1.

3. RISK ASSESSMENT

3.1 The approval of this report may have the following implications:

- Resources – There is no specific ringfenced budget for the Climate Change action plan. However, budgets are in place for a variety of revenue and capital scheme initiatives that have already been considered and approved. Reports and feasibility studies with costings for any further initiatives will be taken to relevant committees for discussion and consideration. If approved at service committee level, budget approval will then be considered by Policy and Finance Committee prior to any schemes being progressed further.
- Technical, Environmental and Legal – This report sets out initiatives that will have a tangible impact on reducing the Council's Carbon emissions.
- Political – None identified.
- Reputation – It is important that the Council is seen as a leader in the community regarding climate change.
- Equality and Diversity – For all RVBC Policies and Strategies and in line with the Council's approach to equalities, an Equality Impact Assessment (EIA) checklist will be completed to determine whether a full EIA is required. This will identify the potential impact of the organisation's policies, services and functions on its residents and staff, and will actively look for negative or adverse impacts of policies, services, and functions on any of the nine protected characteristics.

4. RECOMMENDED THAT COMMITTEE

4.1 Consider and approve the Climate Change Action Plan 2024/25 for formal adoption.

Jaqui Houlker
PRINCIPAL POLICY AND
PERFORMANCE OFFICER

Adam Allen
DIRECTOR OF COMMUNITY SERVICES

Ref: JH/EconomicDevelopment/4 April 2024
Appendix 1 Climate Change Action Plan 2024/25

For further information please ask for Jaqui Houlker, extension 4421



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Appendix 1

RIBBLE VALLEY BOROUGH COUNCIL CLIMATE CHANGE ACTION PLAN



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DRAFT Ribble Valley Borough Council Climate Change Action Plan 2024/2025

Executive Summary

In September 2021, Ribble Valley Borough Councils [Climate Change Strategy 2021-2030](#) was adopted by Policy and Finance Committee. The associated action plan was always intended as a live document that would be regularly reviewed and updated.

This draft Climate Change Action Plan for 2024/2025 sets out a framework for collective action on climate change and aligns with the terms of reference established by the Economic Development Committee. The plan aims to be a major step in achieving the Council's aspiration of being a carbon neutral Council by 2030.

Stage 1 of the plan focusses on Council emissions and working towards meeting this target. Stage 2 will run into future years and see the Council engaging with businesses and the wider community to reduce carbon emissions across the whole of the borough.

This plan aims to accelerate carbon emission reductions through a deliverable set of actions across four themes:

- Stage 1 Focusing on Council Emissions
 - Theme 1 – Understanding Our Emissions
 - Theme 2 – Minimising the Council's Emissions
- Preparing for Stage 2
 - Theme 3 – Minimising carbon reduction through Business /Partnerships
 - Theme 4 – Mobilising the Community

The actions in the plan will be subject to the relevant committees approval. The role of the working group is advisory and the ultimate decision making on financial investment and impact on service delivery will lie with the committee.

The Action Plan framework seeks to respond ambitiously to climate change whilst ensuring that services delivered by the Council are not adversely affected. As such, this plan is intended to be a living document that will need to evolve as we broaden our engagement, learn from early implementation, and improve our evidence on how to reduce emissions most effectively in partnership with everyone in Ribble Valley. The plan must also adapt to ensure it is affordable if the financial situation of the Council should change.

Finance and funding

The full overall costs of achieving a Carbon Neutral Council by 2030 cannot be calculated at this time. Further information and feasibility studies on the costs associated with specific actions / projects will need to be developed over the strategy lifecycle. Plans for investment and funding will need to be approved by the relevant committee.

Additional external funding and externally funded resources are likely to be required to achieve our ambitions.

Monitoring, Evaluation and Reporting

The Climate Change Working Group will continually monitor and evaluate the progress of this action plan against the intended outcomes, and review and refine it based on lessons learnt.

Progress Reporting

Performance monitoring on the action plan will take place each year to track progress against agreed actions and performance. An annual progress report will be presented to Economic Development Committee.

Emissions Data

Ribble Valley Borough Council will calculate and report publicly on our organisational emissions each year using data collected from One Carbon World Annual Reports.

About Ribble Valley

54% of survey respondents say they are very concerned about climate change

46% of survey respondents say they are already doing something and want to do more to help reduce carbon emissions

37% of survey respondents would like to change to renewable energy sources

33% of survey respondents drive an electric or hybrid vehicle

52% of survey respondents would like to improve the energy efficiency of their home e.g. insulation

Our Climate Change Action Plan 2024/2025

Stage 1 Focusing on Council Emissions

Theme 1 – Understanding Our Emissions

Objective / Goals	Actions	Owner / lead officer	Project cost or funding in place	Progress review	Target / Milestone	CO ₂ Impact / Carbon Saving potential (High, Medium, Low)
Understanding Council Emissions	Undertake Annual One Carbon World (OCW) Assessment	JH	February 2021 – OCW 50% grant funding awarded.	Awaiting 2023/24 Request for Information (RFI) from OCW	Complete and return 2023/24 RFI to OCW after financial year end when data is available	Low
Performance framework	Establish a performance and targeting framework to demonstrate tangible reductions in Carbon Emissions.	AA	Officer time		Pre April 2025	Low
Governance	Consideration of a Council declaration on climate change impact	AA/JH	Officer time	For discussion by Climate Change Working Group (14/03/24)	April 2024	Low
Engagement and Policy Change	Lobby Government for external funding and support	AA/JH	Councillor and officer time		Pre April 2025	Medium
Sharing progress with all Councillors / staff	Annual Report to Economic Development Committee detailing reductions in emissions and proposed actions for the coming year	AA/JH	Officer time – Use 2023/24 OCW Annual report and Climate Change Action Plan to monitor and report RVBC’s corporate emissions performance each year		Economic development Committee April 2024	Low

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Training and awareness raising	Engage and keep staff informed - promote good housekeeping	AA/JH/TS /HB/AG / Backchat	Officer time		Pre April 2025	Medium Can achieve 5-15% savings per person – 1 tonne per person (RVBC staff and members) per annum
Establish best practice across Lancashire	Work with other Lancashire local authorities that demonstrate best practice in tackling climate change. Work with Ribble Valley Town and Parish Councils to enable collective action on climate change	JH	Officer time		Pre April 2025	Medium
Understanding Lancashire wide emissions	Engage Lancashire County Council (LCC) in sharing their Lancashire Wide Data and whole borough data.	JH	Officer time - JH attends LCC Climate Change Officers Group		Complete	Low
Lancashire County Council, Climate Funding and best practice	Work in partnership with LCC to install EV charging points at domestic premises through LEVI Funding	JH	Officer time - JH attends LCC Districts EV Working Group (LEVI Funding)		Assessment complete by Autumn. Installation 2025	High
Revise procurement requirements to ensure environmental impact is part of social value	Review the Procurement Policy to influence behaviours and activities of new and existing suppliers to reduce their CO2 emissions via the Council's procurement and commissioning activity	LO	Officer time – part of the Procurement Policy review		December 2024	Low
Embed cost saving environmental practices with staff and Councillors	Launch a “Good Housekeeping” initiative for staff and Councillors to reduce energy and waste	AA/ JH/ TS / HB /AG	Officer time - minimum cost (Comms / Good housekeeping campaigns e.g. design and print posters)		June 2024	High

	Continue to reduce paper consumption / newspapers / improve use of IT	All staff	Officer time - minimum cost (Comms / Good housekeeping campaign)		Pre April 2025	High
Eliminate single-use plastics at Council venues, events on Council land and festivals	Encourage Single Use Plastics minimisation by staff and at events and festivals held across the borough e.g. Food Festival	AA/ JH/ TS	Officer time - minimum cost (Comms / Good housekeeping campaign)		Staff – June 2024 Events - 2025	Low

Theme 2 – Minimising the Council’s Emissions

Objective / Goals	Actions	Owner / lead officer	Project cost or funding in place	Progress review	Target / Milestone	CO ₂ Impact / Carbon Saving potential (High, Medium, Low)
Reduce emissions from our Council Office building and other Council owned buildings	Install Solar panels on Council Offices	WR	Project design in development. Scheme agreed in principle by Policy and Finance Committee in March 2023. 2024/25 £95K (based on quotes) to be funded from Invest to Save Earmarked Reserve agreed February 2024	Once funding approved – expected installation during summer 2024 and completion by end of September 2024	End of September 2024	High Savings will be identified and quantified as part of the project feasibility process
	Ensure all lighting in Council Offices is Low Energy LED	WR	Council Offices LED Lighting upgrade.	Upgrade nearing completion March 2024	April 2024	High Savings identified and quantified as part of the project feasibility process
	Mains upgrade in Council Offices	WR	Council Offices mains upgrade. Budget moved to 2024/25 £90K	2024/25 due to the complexity of programming 'power-down' time to all the	November 2024	High

				offices, particularly the IT office		
Reduce emissions from Ribblesdale Swimming Pool	Significantly reduce energy consumption at the Pool as part of any refurbishment/redesign	MB	Ribblesdale Pool Feasibility Study – Capital Programme 2023/24 £32,610 approved for feasibility study. Proposal due March 24	Review when feasibility study has been received.	Post April 2025	High Savings will be identified and quantified as part of the project feasibility process
	Electric pool cover	MB	£25K Sport England Funding		July 2024	High
	Update Control system at the Pool to reduce gas consumption	MB		Completed	Completed	Completed
Reduce emissions from refuse vehicle fleet/operations	Replacement of diesel vehicles – Evaluate / review the use of Electric or Hydrogen refuse vehicles.	WR	See Capital Programme for year 2023/24 to 2027/28 for diesel vehicle replacement. No additional funding agreed for increased cost of e-vehicles or recharging infrastructure.	Diesel fleet vehicles includes 12 x refuse collection vehicles, 2 x car park enforcement vans, 3 x general vans, 1 x Ford Pickup, 1 x Iveco Tail Lift, 3 x Ford Transit vans, 2 x Ford Rangers, 3 x Flat-Back Wagons, 1 x Tractor, 1 x JCB, 6 x mowing machines. All but the 2 dog warden vans run on diesel.	2 x dog warden vans are now electric Other vehicles post April 2025	High

	Replacement of petrol powered hand tools and blowers with battery powered units.	MB / WR	Approved Five-year Capital programme - Replacement of petrol powered hand tools and blowers with battery powered units - £56K (2027/28)		Replacement programme – could be brought forward	Medium
Reduce emissions through delivery of our services in the community	Promote and or support the installation of Electric Vehicle (EV) charging points on Council owned car parks	NH/AA/WR	£50K UKSPF Funding for installation of EV charging points on 4 Council owned car parks agreed by P&F Committee (September 23)	Year 1 (2022/23) UKSPF - EV charging points in villages feasibility study-complete	July 2024	High
Encourage uptake of low emission vehicles	e-bike charging				On going	A fully electric car could save 2 tonnes of CO2 per year.
Invest in tree planting and woodland management	Identify Council and private land for tree planting - develop a tree planting scheme that engages the community and local land owners –	DH/AS/ AA/ JH/ RS/ MB / partners	Funded via external funding		Planting season November 2024 to March 2025	Medium
	Use offsetting practices e.g. tree planting as an educational opportunity for local residents and schools about the issues we face and the available solutions		Work with partners Funded via external funding		Planting season November 2024 to March 2025	Medium
Examine areas for re-wilding schemes	Re-wilding schemes (biodiversity restoration)	MB / RS	No cost / minimum cost if seed plugs are required	Re-wilding completed at two sites Edisford and Clitheroe Castle	On going	Low
Promote sustainable travel	Bike and e-bike salary sacrifice scheme Council e-pooled cars	HR Team	Feasibility study required for any schemes identified Year 2 (2023/24) UKSPF Funding allocation		Assessment by August 2024	Low

			Cycle Routes - Five circular self-guided cycle routes £2K			
Change the Electricity contract if financially viable to all renewable in 2027 or earlier if possible	Electricity contract is 47% renewable at the moment	LO / Finance Procurement teams	Officer time - unknown cost to renewing the contract		Pre 2027 if possible	High OCW report – CO2 reduction from electricity
Public convenience refurbishment	Installation of waterless urinals resulting in lower water consumption	WR	See Capital Programme for year 2023/24 to 2027/28		Commenced and on going	Low

Preparing for Stage 2

Theme 3 – Minimising carbon reduction through Business / Partnerships						
Objective / Goals	Actions	Owner / lead officer	Project cost or funding in place	Progress review	Target / Milestone	CO₂ Impact / Carbon Saving potential (High, Medium, Low)
To engage partners that can help make a tangible difference	Identify key partners and develop a business and partnership engagement plan.	Working Group	Investment Programmes / grant funding		Pre April 2025	High
	Chamber Low Carbon (East Lancs Chamber of Commerce and Industry in partnership with N&W Lancs Chamber of Commerce and BOOST)	NH	UK Government supported programmes – providing fully funded services		Commenced and ongoing	Medium
Understanding our biggest emitters and actions planned	Continue engagement with Heidelberg Materials Cement and support projects to reduce their carbon emissions by lobbying government to attract funding	CCWG / Hanson Cement Liaison Committee / AD	Officer time (RH-Democratic Services & Complaints Officer - Hanson Cement Liaison Committee Meeting administration / notes taker)		On going	High
Publicise and share information on available grants to make homes more energy-efficient	Press releases / e-newsletters / Council website updates on grants for heating system upgrades, insulation, and household carbon emission reduction.	TS	For example, ECO4 scheme April 22 to March 26 (qualifying benefits required) include Affordable Warmth Scheme Cosy Homes in Lancashire (CHiL) programme		On going	Medium
	Ensure Grant Schemes factor in Carbon reduction benefits	NH/MB			Grant cycle 2024/2025	Medium
Encourage energy efficiency standards and	Promote available grants to private landlords to improve eco-standards and reduce domestic emissions	RP / RS			On going	High

improvements and reduce fuel poverty	Social Housing Decarbonisation Fund (SHDF) and Home Upgrade Grant (HUG) and Public Sector Decarbonisation Scheme to upgrade social homes and public buildings.	NH / RP	Government funding (£1.8 billion collectively – allocated regionally).		On release of next grant schemes	High Government initiatives to reduce overall UK energy demand by 15% by 2030.
Ensure Planning and Building Control supports carbon reduction and growth.	Ensure full compliance with The Future Homes Standard (FHS): changes to Part L and Part F of the Building Regulations for new homes built from 2025.	LH	2024 – FHS Implementation consultation. 2025 – FHS regulations come into effect		Post April 2025	High New homes built from 2025 will produce 75-80% less carbon emissions than homes built under the current Building Regulations.
	Ensure that Carbon reduction is considered in the new Local Plan and supports the local economy.	RP	Officer time		Post April 2025	High Look to align the Local plan with the Climate Change Action plan
	Examine the possible use of additional Supplementary Planning Guidance to enhance carbon reduction in all new developments.	NH	Officer time		Post Local Plan publication	High

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Theme 4 – Mobilising the Community						
Objective / Goals	Actions	Owner / lead officer	Project cost or funding in place	Progress review	Target / Milestone	CO₂ Impact / Carbon Saving potential (High, Medium, Low)
Campaign to promote reduce, reuse and recycle messages	Newsletters, social media campaigns - Recycling Week / Garden waste service /	TS	Officer time - minimum cost (Comms / Good housekeeping campaigns - design and print)		Commenced and on going	Medium A tonne of waste sent to landfill emits 466kg CO ₂ e

	Contamination campaign (graphics) / recycle it right					A tonne of waste recycled or combusted emits 21kg CO2e
Implement food waste collection	Preparation for implementing separate food waste collection in April 2026	AA/WR	Officer time		Pre April 2026	High
Increase recycling	Packaging producers - waste packaging recycling responsibilities (to be introduced in 2026)	AA/WR	Officer time		Pre October 2025	High
Support community initiatives - empower homeowners, tenants, and landlords to use energy from low and zero carbon sources	Community wide low carbon heating systems High Temperature Ground Source heat pumps (GSHP) / Air Source Heat Pump network (ASHP) / community hydro scheme to enable residents, organisations, and local communities to install and use renewable energy technologies.	CCWG/AA/JH	Funded by external innovative funding and support	Examples: Chipping Community Energy and Whalley Community Hydro (constructed in 2014 – total cost £750k)	On going	Medium
	Lobby Government to provide funding for the decarbonisation and expansion of local low carbon heat networks, enabling a transition from natural gas to low carbon (electrified) heat sources	CCWG/AA/JH	Officer time		On going	Medium
Identify private land for potential community growing initiatives	Community orchards / work with local ecology and flood groups / enable community groups to manage	AA/ WR/ DH/ AS /RS	Identify land and external funding		Planting season November 2024 to March 2025 and beyond	Medium

	greenspace to aid and maximise carbon capture					
Lobby LCC to actively seek opportunities to creatively engage young people in climate change activities	<p>Work to ensure young people are engaged in solutions.</p> <p>Raise aspirations and skills of young people</p> <p>Work with local schools, sixth forms, and other education bodies to increase understanding and involvement in climate change solutions</p>	SA/AA/JH	Officer time – working with LCC		September 2024	Medium

Action Plan administration

Action Plan ownership and governance

Committee	Economic Development Committee
	The actions in the plan will be subject to the relevant committees approval. The role of the Climate Change Working Group is advisory and the ultimate decision making on financial investment and impact on service delivery will lie with the committee

This Action Plan is maintained and published on behalf of Ribble Valley Borough Council. A copy of this document will be published on the Council website and will be reviewed and updated as stated below.

Version control and review date

Version	Date	Reason for Publication	Approved by Committee / Date	Review Date
V1.0	September 2021	Development of the RVBC Climate Change Strategy 2021 - 2030	Policy & Finance Committee / September 2021	Annually
V1.1	November 2023	Review and update of the Climate Change Action Plan by the Climate Change Working Group	Economic Development Committee / April 2024	This action plan will be reviewed, as a minimum, on an annual basis

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RIBBLE VALLEY BOROUGH COUNCIL REPORT TO ECONOMIC DEVELOPMENT COMMITTEE

meeting date: TUESDAY 4 APRIL 2024
title: CLIMATE CHANGE WORKING GROUP TERMS OF REFERENCE
submitted by: ADAM ALLEN, DIRECTOR OF COMMUNITY SERVICES
principal author: JAQUI HOULKER, PRINCIPAL POLICY AND PERFORMANCE OFFICER

1. PURPOSE

1.1 The purpose of this report is to present Committee with an updated Terms of Reference (ToR) for the Climate Change Working Group.

1.2 Relevance to the Council's ambitions and priorities:

- Community Objectives - To be a well-managed Council providing effective services.
- Corporate Priorities - To protect and enhance the existing environmental quality of our area: to help make people's lives healthier and safe.
- Other Considerations - To work in partnership with other bodies in pursuit of the Council's aims and objectives

2. BACKGROUND

2.1 At the Economic Development Committee meeting on Thursday, 15 June 2023. It was noted that a recommendation was being made to the Policy and Finance Committee meeting on 20 June 2023 that the Climate Change Working Group Parent Committee be amended to Economic Development Committee, for the municipal year 2023/24.

2.2 Committee agreed that a working group should be formed, in the event that the recommendation was approved. This would avoid delay in establishing the working group.

2.3 The Climate Change Working Group and the membership for the 2023/24 municipal year was agreed subject to final agreement which was provided by the Policy and Finance committee on 20 June 2023.

2.4 At that time it was agreed that the nominated members of the Climate Change Working Group are Councillors S Atkinson, L Edge, A Wilkins-Odudu, S Fletcher, and M Peplow.

2.5 At the Full Council Meeting of 11 July 2023, following a change to the membership of Economic Development Committee, Councillor M Peplow was replaced on the working group by Councillor G McCrum. This change was agreed at the Economic Development Committee on 28 September 2023.

2.6 Also at the Economic Development Committee on 28 September 2023, Committee was asked to adopt the Terms of Reference (ToR) for the Climate Change Working Group. At this Committee meeting it was resolved that the ensure that:

- Objectives are realistic and within the remit of Ribble Valley Borough Council (RVBC) responsibilities and budgetary controls; and
- That the Working Group work towards developing and enhancing the economy of the Council and ultimately its business sector.

3. THE CLIMATE CHANGE WORKING GROUP AND TERMS OF REFERENCE

- 3.1 Following political group change and based on the new political balance, the membership of the Economic Development Committee was revised and confirmed at the meeting of the Full Council on 12 December 2023
- 3.2 It was agreed that the nominated members of the Climate Change Working Group are Councillors D Birtwhistle (Chair), S Atkinson, L Edge, S Fletcher, G McCrum, A Wilkins-Odudu, J Alcock, and G Hibbert.
- 3.3 The ToR for the group has therefore been updated to reflect the changes to membership and the resolution at 2.6.

4. RISK ASSESSMENT

4.1 The approval of this report may have the following implications:

- Resources – There is no specific ringfenced budget for the Climate Change action plan. However, budgets are in place for a variety of revenue and capital scheme initiatives that have already been considered and approved. Reports and feasibility studies with costings for any further initiatives will be taken to relevant committees for discussion and consideration. If approved at service committee level, budget approval will then be considered by Policy and Finance Committee prior to any schemes being progressed further.
- Technical, Environmental and Legal – This report sets out initiatives that will have a tangible impact on reducing the Council’s Carbon emissions.
- Political – None identified.
- Reputation – It is important that the Council is seen as a leader in the community regarding climate change.
- Equality and Diversity – For all RVBC Policies and Strategies and in line with the Council’s approach to equalities, an Equality Impact Assessment (EIA) checklist will be completed to determine whether a full EIA is required. This will identify the potential impact of the organisation’s policies, services and functions on its residents and staff, and will actively look for negative or adverse impacts of policies, services, and functions on any of the nine protected characteristics.

5. RECOMMENDED THAT COMMITTEE

5.1 Approve the attached Terms of Reference and membership for the Climate Change Working Group

Jaqui Houlker
PRINCIPAL POLICY AND
PERFORMANCE OFFICER

Adam Allen
DIRECTOR OF COMMUNITY SERVICES

For further information please ask for Jaqui Houlker, extension 4421
Ref: JH/EconomicDevelopment/4 April 2024

Climate Change Working Group Terms of Reference

1. Following the May 2023 Elections, the Climate Change Working Group has been transferred from the remit of the Policy and Finance Committee to the Economic Development Committee.
2. The working group has been constituted by the Economic Development Committee at its meeting held on the 28 September 2023 to consider how the Council is meeting the challenge of Climate Change.
3. The Terms of Reference as agreed by the Economic Development Committee are outlined to the working group as follows:

That the Committee ask the Working Group to ensure that in reviewing and agreeing the action plan priorities of the proposed 2-stage process that the Working Group ensure that:

- Objectives are realistic and within the remit of RVBC responsibilities and budgetary controls; and
- That the Working Group work towards developing and enhancing the economy of the Council and ultimately its business sector.

4. Nominated Members of the group are Councillors, David Birtwhistle (Chair), Stephen Atkinson, Louise Edge, Aaron Wilkins-Odudu, Stewart Fletcher, Gaye McCrum, Jan Alcock and Gaynor Hibbert.
5. The group will meet as necessary.
6. The working group does not have any delegated decision-making powers. However, the working group should be able to make specific recommendations to Economic Development Committee.

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RIBBLE VALLEY BOROUGH COUNCIL REPORT TO ECONOMIC DEVELOPMENT COMMITTEE

meeting date: 4 APRIL 2024
 title: REVENUE MONITORING 2023/24
 submitted by: DIRECTOR OF RESOURCES
 principal author: HELEN SEEDALL

1 PURPOSE

1.1 To let you know the position for the period April 2023 to February 2024 of this year's revenue budget as far as this committee is concerned.

1.2 Relevance to the Council's ambitions and priorities:

Community Objectives – none identified.

Corporate Priorities - to continue to be a well managed Council providing efficient services based on identified customer need. To meet the objective within this priority, of maintaining critical financial management controls, ensuring the authority provides council taxpayers with value for money.

Other Considerations – none identified.

2 FINANCIAL INFORMATION

2.1 Shown below, by cost centre, is a comparison between actual expenditure and the revised estimate for the period to the end of February. You will see an overall underspend of £3,705. on the net cost of services. Please note that underspends are denoted by figures with a minus symbol.

Cost Centre	Cost Centre Name	Net Budget for the full year	Net Budget to the end of the period	Actual including commitments to the end of the period	Variance	
ALBNM	Albion Mill	21,020	25,870	25,085	-785	G
CLFFE	Clitheroe Food Festival 2023	13,940	13,940	13,944	4	G
INDDV	Economic Development	168,730	10,320	6,545	-3,775	A
TURSM	Tourism and Events	151,100	44,905	45,756	851	G
	Total	354,790	95,035	91,330	-3,705	

2.2 The variations between budget and actuals have been split into groups of red, amber and green variance. The red variances highlight specific areas of high concern, for which budget holders are required to have an action plan. Amber variances are potential areas of high concern and green variances are areas, which currently do not present any significant concern.

Key to Variance shading	
Variance of more than £5,000 (Red)	R
Variance between £2,000 and £4,999 (Amber)	A
Variance less than £2,000 (Green)	G

2.3 For this committee all variances are less than £2,000 in the period April 2023 to February 2024 and are not currently of significant concern.

3 CONCLUSION

3.1 The comparison between actual and budgeted expenditure shows an underspend of £3,705 for the period April 2023 to February 2024.

3.2 The current variations do not present any significant concern. However, this situation can fluctuate depending on activities that take place.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES AND
DEPUTY CHIEF EXECUTIVE

ED4-24/HS/AC
25 March 2024

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO ECONOMIC DEVELOPMENT COMMITTEE

Meeting date: THURSDAY, 4 APRIL 2024
Title: RIBBLE VALLEY TASTE FEST & CLITHEROE FOOD FESTIVAL
Submitted by: DIRECTOR OF ECONOMIC DEVELOPMENT AND PLANNING
Principal author: HASSAN DITTA

1 PURPOSE

- 1.1 To provide an update on Ribble Valley Taste Fest and Clitheroe Food Festival.
- 1.2 Relevance to the Council's ambitions and priorities:
 - Community Ambitions – to sustain a strong and prosperous Ribble Valley
 - Corporate Objectives – Provide an opportunity for local businesses to develop their market share with exposure to new customers.

2 BACKGROUND

- 2.1 At Economic Development Committee on 28 September, Committee agreed to hold the Ribble Valley Taste Fest from Monday 5 August to Friday 9 August 2024 and the Clitheroe Food Festival on Saturday 10 August 2024.

3 RIBBLE VALLEY TASTE FEST

- 3.1 Following the success of last year's inaugural Ribble Valley Taste Fest, plans are underway to expand on the programme of food related events arounds the borough in the week leading up to the Clitheroe Food Festival.
- 3.2 Most of the businesses involved last year have indicated an enthusiasm to participate again and several new businesses have already expressed a keen interest to be involved. We are keen to expand the programmes to new locations and new food experiences and are actively promoting this opportunity to businesses in the Borough.

4 CLITHEROE FOOD FESTIVAL

- 4.1 The application portal for businesses to apply for stalls opened on 2 February 2024. Initially, from 2 February to 1 March, the application portal was only open to traders who attended the 2023 event. During this period, we received a total of 64 applications. Since 1 March, the application portal has been open to all traders. In this time, we have received a further 21 applications bringing the total to 85 applications.
- 4.2 To put this into context, in the report to Economic Development Committee on 15 June 2023, it was stated that on the 18 May 2023, there had been 85 trader applications. This highlights the increase in demand for a place at this year's event in comparison to last years.
- 4.3 As usual, we will be having stages on both King Street and Castle Street. Duncan Sykora and Ivana Douglas will be arranging the music acts. They are both involved with Ribble Valley Arts and are well placed to suggest the best local talent. We have worked with them on arranging music acts at previous food festivals.

- 4.4 It was highlighted at the festival last year that when the day was at its busiest, the street entertainment was ineffective and at times caused obstructions for people trying to pass. As an alternative, we are looking into providing further stage entertainment in place of the street entertainment.
- 4.5 As with previous years, there are several sponsorship opportunities available for this year's Food Festival (Appendix 1). Two headline sponsorship packages have been sold; the remaining sponsorship opportunities are being promoted.
- 4.6 Given the size of the festival, there are many elements that need procuring. Work is ongoing with the procurement of traffic management for the road closures, security, first aid, marquee hire and signage. We are also seeking to secure the Red Arrows flyover for this year's festival.

5 RECOMMEND THAT COMMITTEE

- 5.1 Note the report.

HASSAN DITTA
SENIOR ECONOMIC DEVELOPMENT
OFFICER

NICOLA HOPKINS
DIRECTOR OF ECONOMIC
DEVELOPMENT AND PLANNING

BACKGROUND PAPERS

None.

For further information please ask for Hassan Ditta, extension 4424

APPENDIX 1

Main Sponsorship Package (x4)

£2,750

- Opportunity to promote your company to all our exhibitors directly via Clitheroe Food Festival website and press releases with photographs out to local press
- Company logo on all materials produced including Clitheroe Food Festival map (5,000 copies produced and distributed) and banners
- Company logo on social media promotion
- Company logo and narrative on Clitheroe Food Festival website
- Company logo at all Taste Fest events in the week leading up to Clitheroe Food Festival
- Car park passes for the Food Festival
- Reception with the Mayor

Stage Sponsorship (x2)

£550

- Stage named after company
- Stage name on map (5,000 copies produced and distributed)
- Opportunity to promote your company to all our exhibitors directly via Clitheroe Food Festival website and press releases with photographs out to local press.
- Promotion on social media posts related to entertainment
- Reception with Mayor

Producer of the Festival

£550

- Opportunity to promote your company to all our exhibitors directly via Clitheroe Food Festival website and press releases with photographs out to local press
- Company logo and narrative on Clitheroe Food Festival website
- A trophy presented to the winner of the 'Producer of the Year Award'
- Reception with the Mayor

Car Park sponsorship

£550

- Car park named after company
- Company name and logo on banner outside car park (used by 376 vehicles last year).
- Company name on map (5,000 copies produced and distributed)
- Company logo on Clitheroe Food Festival website
- Reception with Mayor

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CLIMATE CHANGE WORKING GROUP
Tuesday, 21 November 2023 at 3.00pm in Meeting Room Level D

Present	
Cllr David Birtwhistle (DB) (Chair)	Marshal Scott (MS)
Cllr Stephen Atkinson (SA)	Adam Allen (AA)
Cllr Stewart Fletcher (SF)	Jaqui Houlker (JH) (Note taker)
Cllr Louise Edge (LE)	
Cllr Jan Alcock (JA)	
Cllr Gaye McCrum (GM)	
Cllr Aaron Wilkins-Odudu (AWO)	

The Chair welcomed everyone to the meeting.

1. Apologies for absence

None.

2. Background Presentation

AA presented the attached presentation to the group. The group discussed the following:

2.1 Responsibilities

Who is responsible for what including the UK Government, the Environment Agency (EA), Lancashire County Council (LCC) and Ribble Valley Borough Council (RVBC).

2.2 It was noted that the EA is responsible for industry regulation and enforcement e.g. Hanson UK. RVBC is duty bound to assist the EA with investigations but does not have any enforcement powers for large industry.

2.3 The Hanson Cement Liaison Group was discussed. Representatives on the Councils Outside Bodies list are Councillors S Fletcher, M Graveston and K Horkin, with officers A Dent, Head of Environmental Health and R Tait as Minute taker. Permission has been sought to attach a copy of the presentation made to the Liaison Group by Gary Young (Hanson Cement) on 13 April 23.

2.4 RVBC monitors and manages Local Air Quality reporting to Defra.

2.5 It was agreed by the group that they had limited influence regarding the cement works, over and above what is in place. The group agreed to focus on areas where they can have most influence.

2.6 RVBC is responsible for all Council buildings, vehicles, parks and open spaces. MS requested that Planning is also included.

2.7 A summary of national government grants and support was provided such as the EC04 housing efficiency scheme and the Decarbonisation Fund. Discussion followed with regard to the types of housing in the borough, and the difficulties in renovating some buildings e.g. Grade I and II Listed buildings.

3. Purpose of the Group (Terms of Reference agreed by Economic Development Committee)

3.1 SF said he had been a member of the Climate Change Working Group for a number of years. He recognised that the majority of the members of the 2023 group were new, and that he would like to make a proposal to change the name of the group to

'Climate Emergency Working Group' or 'Climate Crisis Working Group'. Discussion followed.

3.2 It was agreed that it is the responsibility of the Economic Development Committee to determine the name of the group and terms of reference and DB advised any changes should be put forward to the committee and not the working group. SA emphasised that as a Council our priority is to provide good Council Services and that climate change should be embedded across the Council in all it does but should not be to the detriment of providing our statutory responsibilities.

3.3 A discussion took place regarding the declaration of a Climate Emergency by the Council. SA suggested this could be supported on the condition that the delivery of services take precedence, and it does not require the Council to take actions that may negatively impact services or the economy of Ribble Valley.

3.4 It was agreed that AA and JH would research what is required and develop a form of words that can be discussed and considered.

Action 1 – AA and JH to research what is currently expected in declaring a Climate Emergency and propose a form of words that will support our Carbon reduction commitment whilst still ensuring that the delivery of council services and a strong local economy take precedence.

4. Position statement

4.1 Schemes in progress

As well as the listed schemes in progress on the presentation, other climate change projects were also discussed:

4.2 AA informed the group about the use of Hydrotreated Vegetable Oil (HVO) in refuse vehicles. A pilot project to test the feasibility of HVO had been completed and a report is to be taken to Community Committee with the findings. The cost of HVO is considerably more than diesel and is likely to cost up to an additional £100k per annum, however, carbon emissions from vehicles would be reduced by approximately 80%.

4.3 Given the current pressures on Council budgets, it will be necessary to take a report to Policy and Finance Committee to request additional funding. As HVO is easily interchangeable with diesel it would be possible to set an agreed affordable threshold at which point we switch back temporarily. AA offered to share a report with the group that is being taken to the next Community Services Committee in early January on the HVO feasibility study.

Action 2 – Community Services Committee Report about the HVO feasibility study to be shared with the group for information when Committee papers are published prior to the Community Services Committee meeting on 9 January 24.

4.4 SA talked with the group about the use of Hydrogen production and its use in vehicles. St Helen's are running a pilot using a Hydrogen refuse vehicle, but the cost and operational limitations are still prohibitive as are electric refuse vehicles. It was agreed that regular reviews of alternative vehicles was required over the life of the Strategy.

4.5 Chipping Community Energy project (boreholes and heat pumps) was also discussed, and overtime could be rolled out to other villages.

4.6 AA discussed with the group the UK government's plans to increase recycling. The key change being a requirement for the Council to provide free weekly food collections. This can be done in separate caddies or combined with garden waste.

4.7 There is also an option to combine all recyclables in one bin (paper, tins, bottles). There is strong evidence that by reducing the number of bins, recycling increases and also less vehicles are required. The group supported as few types of bins being used as possible.

4.8 A key factor in the types of bins is the ability of Lancashire County Council as the disposal authority to separate waste at their recycling facility. Lobbying is taking place to try and achieve the best outcome for all Lancashire and limit the number of bins required.

4.9 A recycling campaign took place during National Recycling week in late October and further promotion will take place in coming months. It was agreed that AA and SA to continue discussions with LCC as to how we can minimise the number of waste streams.

Action 3 – AA and SA to continue discussions with LCC as to how we can collectively minimise waste streams.

4.10 The group then discussed the installation of solar panels to the Council offices. SF was disappointed that this project had been approved and had been ongoing for some time and that the panels still hadn't been installed.

4.11 AA informed the group that feasibility studies had been completed and that the project was linked to the LED lighting project which did cause some delays. Some further work is therefore required to take this project forward. The group asked AA to bring back more detail and certainty at the next meeting of the group.

Action 4 – AA to bring a more detailed update regarding solar panels to the next meeting.

4.12 Schemes completed

AA talked about the schemes that had been completed, such as installation of electric vehicle (EV) charging points, two new electric vans, refuse vehicles fitted with exhaust breaks, tree planting, rewilding schemes, the upgrade and installation of LED lighting in council buildings and car parks, and upgrading controls at Ribblesdale pool.

5. Climate Emergency UK - Council Climate Action Scorecards

5.1 AWO informed the group that Climate Emergency UK has produced Climate Action Scorecards for each local authority (LA). The scorecards are ranked by how well each LA scores against certain criteria, each covering actions towards reaching net zero.

5.2 Discussion followed with regard to the rankings of the Lancashire-12. SA requested that the information relating to the Lancashire-12 is investigated further to see where

districts are performing well and not so well in each section.

Action 5 – JH to investigate and compare the Climate Action Scorecards for the Lancashire-12 district councils.

6. Develop an action plan for the coming 12 months

The action plan was discussed, and it was agreed that the initial focus could be on stage 1 as agreed by the Committee. However it was also considered important for the group to start discussing what stage 2 will look like and to include this as part of the action plan.

Action 6: AA and JH to develop a draft action plan for the coming 12 months for discussion and agreement at the next working group meeting.

7. Key partners we want to engage with

This will be incorporated into the draft action plan for discussion at a future meeting.

8. AOB

None

9. Actions arising from the meeting

Action 1 – AA and JH to research what is currently expected in declaring a Climate Emergency and propose a form of words that will support our Carbon reduction commitment whilst still ensuring that the delivery of council services and a strong local economy take precedence.

Action 2 – Community Services Committee Report about the HVO feasibility study to be shared with the group for information when Committee papers are published prior to the Community Services Committee meeting on 9 January 24

Action 3 – AA and SA to continue discussions with LCC as to how we can collectively minimise waste streams.

Action 4: AA and JH to develop a draft action plan for the coming 12 months based on the discussions of the group. This to be discussed and agreed at the next working group meeting in early January.

Action 5 – JH to investigate and compare the Climate Action Scorecards for the Lancashire-12 district councils.

Action 6: AA and JH to develop a draft action plan for the coming 12 months for discussion and agreement at the next working group meeting.

10. Date and time of next meeting

Thursday, 11 January 2024 at 3:00 – 4:30pm in Meeting Room Level D.

The meeting closed at 16:40pm

Attachments

- Climate Change working Group PowerPoint presentation, Tuesday, 21 November 23
- Hanson Liaison meeting PowerPoint presentation 13-04-23

Minutes of Climate Change Working Group

Meeting Date: Thursday, 1 February 2024, starting at 3.00 pm
Present: Councillor D Birtwhistle (Chair)

Councillors:

J Alcock	S Fletcher
S Atkinson	G McCrum
L Edge	A Wilkins-Odudu

In attendance: Chief Executive, Director of Community Services, and Principal Policy and Performance Officer.

1 APOLOGIES FOR ABSENCE

Apologies for absence from the meeting were received from Councillor G Hibbert.

2 UPDATE TO TERMS OF REFERENCE

The working group reviewed and approved the updated Terms of Reference for the Climate Change Working Group subject to slight amendments.

3 TO APPROVE THE MINUTES OF THE LAST MEETING

The minutes of the last working group meeting of 21 November 2023 were approved as a correct record. Councillor S Atkinson highlighted that a lengthy discussion took place regarding suitable wording for a climate change declaration, which wasn't reflected in the minutes, however the group agreed that this would be covered under the agenda of this meeting.

4 ACTIONS ARISING AND UPDATES SINCE THE LAST MEETING

The Director of Community Services reported the six actions arising from the last meeting and provided Members with updates. The group discussed the actions as follows:

Action 1 – Declaring a Climate Change Emergency. A note had been produced and would be discussed later on the agenda.

Action 2 – Community Services report on the HVO Feasibility Study. The Director of Community Services presented a report to Community Services Committee in January 2024. A further, more detailed report had been requested by the committee for its March meeting.

Action 3 – Minimising Waste Streams. The Director of Community Services updated the group in regard to ongoing work to assess the changes that would be required. Discussions were taking place with suppliers, LCC, DEFRA and other Lancashire Districts. An update would be provided to Community Services Committee in March.

Action 4 – Council Offices Solar Panels. A briefing note was circulated. A report would be submitted to Policy and Finance Committee in April seeking approval for the works to go ahead.

Action 5 – Climate Action Group Scorecards. The Principal Policy & Performance Officer had cross referenced the themes and scores included in the Climate Emergency UK Scorecards and included them in the Climate Change Action Plan.

Action 6 – Draft Climate Change Action Plan – A draft action plan had been developed for discussion by the Working Group as part of the agenda.

Councillor S Fletcher left the meeting.

5

DRAFT CLIMATE CHANGE ACTION PLAN

The group were asked to consider and recommend a draft action plan for approval by Economic Development Committee. The group worked through the action plan and discussed the following:

- Climate Training for staff
- Appointment of an officer with overall responsibility for RVBC Climate Change
- Collaboration with LCC (LEVI Funding) and local businesses for installation of EV chargers
- Review of the Councils Procurement Policy - procuring local businesses to reduce carbon footprint
- e-bike charging
- Home improvement grant schemes and support
- Sharing energy efficiency information with recipients of planning permission
- Providing information to the public
- Request for RVBC to join LANCSCan and Ribble Valley Climate Action Network (RVCAN)
- Link to supporting the farming Community

Action – consider the inclusion of feedback and progress from the last action plan and add a high/medium/low impact rating to the listed actions.

6

MAKING A CLIMATE CHANGE DECLARATION

The group were asked to consider suggested wording in regard to the Council's Climate Change Declaration.

The group recognised the importance of reaching an agreed wording which represented the views of the wider membership of the Council. Suggestions were made to include scientific information on the challenges being faced and the changes being made in response.

Action: Making a Climate Change Declaration to be discussed further at the next Working Group meeting.

7

DATE AND TIME OF NEXT MEETING

To be arranged in March 2024.

The meeting closed at 5.15 pm.

If you have any queries on these minutes please contact the committee clerk, committee.services@ribblevalley.gov.uk.

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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