

Environment Committee Draft Terms of Reference

Main Objective/Remit: To consider measures to protect the natural environment, address the climate crisis and oversee the management of the Town Council's parks, gardens and green spaces.

Reports to: Full Council

Outside Representatives: Durlston Country Park, National Trust, Dorset Wildlife Trust, Dorset Council, Planet Purbeck, Sustainable Swanage, Swanage Landers, Beach Buddies

Frequency of Meetings: Three scheduled meetings per year, otherwise as and when required.

Member Training requirements: All Committee Members to be invited to undertake training on the climate crisis.

Sub-Committees/Advisory Committees: To receive recommendations from the Beach Management Advisory Committee.

Working Parties/Panels: The following working parties will report to the Committee (or to full Council), and can also be instructed to examine specific matters by the Committee:

- Environmental Policy & Action Plan Working Party
- Waste Management Working Party

Other Matters:

The public shall be excluded from any matter that is confidential in nature. This may include non-voting committee members.

Delegated Matters:

- 1.1 To oversee the management, within agreed budgets, of the following Town Council services and properties: grounds maintenance, waste management, Peveril Point & The Downs Local Nature Reserve, parks, gardens and green spaces, footpaths and sustainable transport.
- 1.2 To oversee implementation of Council policies relating to the services and properties listed in 1.1, including the Environmental Action Plan, Carbon Neutral Plan 2030, and Green Infrastructure Strategy.
- 1.3 To oversee the Council's relationship with Sustainable Swanage and the delivery of its objectives.
- 1.4 To determine the allocation of existing budgets where the relevant manager requires clarification or wishes to bring forward an alternative allocation of funds. N.B. Where a formal virement is required it must be dealt with in accordance with the Council's Financial Regulations.
- 1.5 To consider recommendations relevant to the Committee's remit from the Beach Management Advisory Committee.
- 1.6 To agree minor amendments to relevant Council policy documents.
- 1.7 To consider any other matters delegated to the Committee by full Council.

Other functions:

- 2.1 To consider project proposals from partner organisations and other third parties relating to the protection of the natural environment or to the management of the Council's parks, gardens and green spaces.
- 2.2 To refer matters for detailed consideration to a relevant working party.
- 2.3 To make recommendations to full Council regarding matters requiring the allocation of unbudgeted expenditure or significant changes to policy.
- 2.4 To consider relevant capital and revenue budget proposals as part of the annual budget setting process and make recommendations to the Finance & Governance Committee.
- 2.5 To consider any other matters relating to the natural environment, the climate crisis or the management of the Council's parks, gardens or green spaces.

Swanage Town Council

DRAFT Environment Policy Action Plan

Version 6

The draft Environment Policy agreed by Council in March 2020 provided six distinct policy areas and, in the sections below, the actions have been categorised under each of these. Swanage Town Council have taken the approach of producing a short action plan with a small number of key actions that can be developed quickly. This is seen very much as an iterative action plan that can grow and develop as we better understand what is required to meet the challenges of the climate crisis.

1. Managing the Town Council in an environmentally sustainable manner

We shall ensure that sustainability is at the heart of how we manage the Town Council and its functions.

No.	Action	How will we do this	Cost	Date required by	How will we measure this?	Responsible Committee	Progress to date	Officer
1.1	Consider options for renewable energy on the Town Council estate	Undertake research and produce report	Not yet known	31 st March 2022	Report produced detailing relevant options	Operations	ONGOING – Currently working with the Energy Consultant with final report due by September 2022	CULVIN /GAIL
1.2	Move to a fully renewable energy contract for the electric supply to the Town Council	Educating ourselves re. green options and undertaking a procurement exercise if required	Not yet known	30 th September 2021	New contract set up	Full Council	PART COMPLETE – New green energy contract started on 1 st October 2021.	ALISON
1.3	Review the waste created by the Town Council and consider options to increase the amount	Identify waste streams and review options	Not yet known	31 st March 2021	New waste contracts set up and new systems in place	Operations	TO REVIEW - Culvin/Gail to put together waste tonnages collected over last few years as part of monitoring system. New recycling bins were set up at the depot during 2021.	GAIL

	recycled or reduced amount disposed								
1.4	Review vehicle & equipment needs and where possible move to electric machines	Equipment asset list to be reviewed to consider options	Not yet known	31 st March 2021	Review undertaken	Operations GAIL	TO REVIEW - Operations Manager to produce asset list of machines including power source during 2022 – Feedback to EWP positive about current plans		GAIL
1.6	Develop an environmental monitoring system for the town council's business which includes the tracking of carbon use	System to be set up and managed by officers	None	31 st March 2021	System set up	?tbc	NO PROGRESS - As part of the proposed new staff structure for 2022-23, this work will be incorporated within the new teams		CULVIN
1.7	Provide climate crisis training for all STC staff and councillors.	External providers	Not yet known	31 st March 2021	Course undertaken	Full Council	ONGOING - Deferred until 2022-23 so that training can be undertaken face to face. A course has been identified with Leeson House – need to agree date.		CULVIN

2. Managing our built environment sustainably

We are directly responsible for both historic and modern buildings and infrastructure which will be managed sustainably

No.	Action	How will we do this	Cost	Date required by	How will we measure this?	Responsible Committee	Progress to date
2.2	Implement energy reduction measures as per report	The report will detail what can be done – measures will be variables of short/medium/long term and low/medium/high cost	Not yet known	31 st March 2022	Energy use will reduce and tracked by the 'environmental monitoring system'	Operations	ONGOING – Solar panels and LEDs are to be considered for implementation in 2022-23, however this will form part of the Carbon Neutral Strategy for 2030.

2.3	Ensure all new town council constructions have sustainability embedded into their design	Included within each specification	Not known	Immediate	All specification will include sustainability	Operations	ONGOING	
-----	--	------------------------------------	-----------	-----------	---	------------	---------	--

3. Protecting and enhancing the natural environment

We are directly responsible for a wide range of natural environments and shall work to enhance these and look to support initiatives that enhance other natural areas within the town

No.	Action	How will we do this	Cost	Date required by	How will we measure this?	Responsible Committee	Progress to date
3.1	Undertake a 'bio-diversity' audit of all sites owned by the Town Council to assess their importance within the natural environment	Volunteers could be used from Sustainable Swanage or consultancy employed, depending on type of work required	Not yet known	31 st March 2022	A map will be produced demonstrating high, medium or low bio-diverse areas and should include ideas for improvements	Operations	TO REVIEW - Sustainable Swanage to identify top 3 sites and to consider ways to undertake this work alongside Operations Manager.
3.2	Review options to reduce or eliminate pesticide use, including herbicides	Current use will be reviewed and proposals for alternatives considered	Not yet known	31 st Sept 2021	A weed management plan to be developed which shows a demonstrable reduction in pesticide use, including a current use audit	Operations	TO REVIEW - Weed Management Plan to be produced DURING 22-23. Feedback to EWP during May 22 demonstrated that the Council currently restricts the use of pesticides

3.3	Identify areas on Town Council land where trees can be planted	Areas identified and trees planted	Not yet known	On-going	Trees planted	Operations	ONGOING - STC procured 29 trees in Dec. 2020 and a further 20 were planted by Dorset Council in partnership with Sustainable Swanage. 26 trees were planted in 2021-22 alongside new grasses, shrubs, and bushes. Further trees will be planted during 2022-23	GAIL
3.4	Work with partners to implement actions identified within the Green Infrastructure Strategy	Identify areas within Strategy that can be developed	Not yet known	Ongoing	Action Plan developed	?	TO REVIEW - Many areas are being undertaken (trees in car parks, Prospect Green, Downs Nature Reserve)	GAIL/ CULVIN
3.5	Develop the 'Downs' as a Local Nature Reserve	Continue to work with Sustainable Swanage to deliver this	Not yet known	31 st March 2023	Nature Reserve established	Operations	ONGOING - Customer survey released in January. Sustainable Swanage Open Meeting in early 2021. A Management Plan is currently being written	GAIL

4. Encouraging, educating and embedding environmental best practice

We shall work with the community and other stakeholders to encourage environmental best practice

No.	Action	How will we do this	Cost	Date required by	How will we measure this?	Responsible Committee	Progress to date
4.1	Recommend that all new constructions in Swanage have sustainability at their heart	Include recommendation in all responses – speak with Avril	None	Ongoing	tbc	Planning	TO REVIEW

4.2	Continue to support Sustainable Swanage to deliver community based environmental improvements	Through funding, oversight, and management staff time	£20,000 per annum	Ongoing	Successful projects being delivered	Full Council	ONGOING - Costs included in 2022-23 budget with agreement to fund this role for 3 years	CULVIN
4.3	Develop partnership projects through Town Partnership/Chamber of Trade/National Trust and other relevant organisations	Through funding, monitoring, and staff time	Not yet known	Ongoing	Successful projects being delivered	Full Council	TO REVIEW	CULVIN / MARTIN
4.4	Establishment of a Youth Council		None	Ongoing	Council in place	Full Council	TO REVIEW	MARTIN

5. Protecting local infrastructure

By working with the community and stakeholders we shall strive to protect and enhance local infrastructure to retain a vibrant and sustainable town

No.	Action	How will we do this	Cost	Date required by	How will we measure this?	Responsible Committee	Progress to date	
5.2	Support, where possible, the establishment of a community bus in Swanage	Review options around a community bus for Swanage	Not yet known	1 st May 2024	Options exist around improving the route of the Durlston Bus. But a true community bus needs to serve the whole community and could take some time to develop	Roads and Transport	ONGOING - Discussed at R+T on 25 th November 2020. Proposal to meet again in April to consider arrangements around the Durlston Bus for 2021 and a further meeting in autumn 2021 to start to consider options around a future bus. NO FURTHER PROGRESS AT TIME OF WRITING	CULVIN
5.3	Campaign to ensure essential services are	By working with Dorset Council,	None	Ongoing	By recording and reviewing the actions	Full Council	TO REVIEW	MARTIN

	retained in Swanage in accordance with the Swanage Local Plan, to minimise travel requirements	and other relevant authorities, such as DCCG, and supporting community initiatives to maintain our services		undertaken and reporting to full Council		
--	--	---	--	--	--	--

6. Supporting Sustainable Tourism

We shall support the town's tourism economy through the promotion of sustainable tourism

No.	Action	How will we do this	Cost	Date required by	How will we measure this?	Responsible Committee	Progress to date
6.1	Develop a sustainable tourism vision	Work with stakeholders to develop a vision of what a sustainable destination might mean for Swanage	£0	31st March 2021	Report to Tourism Committee	Tourism	ONGOING - Discuss at Nov 20 meeting and bring to Feb 21 mtg. This has been built into the Marketing Strategy that the Marketing Working Group are developing and it is likely that a new strategy will be developed towards the end of 2022-23.
6.2	Promote sustainable transport and walking around the town to reduce the need for visitors to use cars	Look at alternative forms of transport and promote these on website and digital media	?	31 st March 2021	Customer feedback and uptake	Tourism	ONGOING - Sustainable Swanage now has an 'Active Travel Group' which is looking at ways to optimise sustainable transport. So far this includes the installation of 3 bike racks to accommodate over 30 bikes and a car club survey, a free bike repair event in July 2022.

6.4	Enhance electric facilities on event fields and the market so that there is no longer any requirement for the use of fossil fuelled generators	Report produced detailing costs of upgrades to sites	Not yet known	31 st March 2022	Upgrades undertaken	Operations	ONGOING - Two electric points have been installed at the market and are now in use. Further work required for PAG and Sandpit Field – will likely wait until the Phase 2 Seafrost Development.
-----	--	--	---------------	-----------------------------	---------------------	------------	---

Completed Actions

No.	Action	How will we do this	Cost	Date required by	How will we measure this?	Responsible Committee	Progress to date
1.5	Make climate impact a determinant in all grant giving.	Add section to grant application form	None	31 st March 2021	Revised application form	Full Council	COMPLETE – Criteria now included within application form
2.1	Undertake an energy audit of all Town Council buildings and identify ways to reduce energy consumption	Review options to procure a consultancy to undertake this work	£2,000	31 st March 2021	A report will be produced once complete	Operations	COMPLETE - A report was procured which provided a range of options for the installation of LED bulbs and solar panels across the Council's estate. This will be incorporated in further work being undertaken by the Council in 2022-23.
5.1	Support a Rights of Way survey to encourage walking in the area	Identify solution and work with partners or other stakeholders	£250	Summer 2021	Survey completed with areas for improvement identified. STC will present findings to Dorset Council for implementation, if necessary	Operations	COMPLETE – Survey complete, Rights of Way Open Meeting on 21 st June 2022 – setting up volunteer hub to undertake grading of ROWs.

6.3	All events held on Town Council land to be single use plastic free	No single use plastic will be permitted	£0	Nov 2021	No single use plastic in use	Tourism	COMPLETE - 1 st November 2021 - Full Council confirmed that all events should now be single use plastic free	CULVIN
6.5	Enhance the supply of free drinking water solutions across the town	Produce signage for current drinking water taps to make them more obvious and consider if any further are required	Budgeted in 2020-21	31 st March 2021	Signage implemented	Tourism	COMPLETE - Signs have been added to all drinking water taps to make them more visible. A water refill station has been installed on the seafront; part funded by a grant from 'Sea Changers'.	GAIL / CULVIN
6.6	Work with event organisers to ensure that sustainability is embedded into their events	All event applications to detail what positive and negative impacts their events will have on the local environment	£0	Immediate	Event application form updated	Tourism	COMPLETE - All events during 2021 were required to complete an 'Environmental Impact Assessment'. These will be reviewed at year end and a report produced	

Potential New Actions

Revise dates

Increase electric charging points

Bike facilities – signage

St Marks Playing Fields / Northbrook Copse

Next stage of ROWs

Electric vehicle charging proposal

Background

By 2030, all new cars produced in the UK will be electric and sales of new petrol and diesel cars will end.

In 2021, 190,000 battery powered electric vehicles (EVs) were sold in the UK. This is more than the 5 previous years put together. EVs are getting cheaper to buy and more efficient to run with many travelling over 200 miles on a single charge. By 2030 it is anticipated that 30% or more of the cars on UK roads will be electric.

EV car owners will usually charge their vehicles at home but will look for destinations that they can be sure are within their battery radius (approx. 200 miles currently) or where easily accessible public charging points exist at their destinations.

As the number of EV vehicles increase, there will be a requirement both for visitor and residential charging. This proposal relates primarily to the town’s visitor car parks. However, the Town Council should work with Dorset Council to encourage the implementation of on-street charging for residents.

Swanage as a visitor destination

For a tourist economy such as Swanage, and particularly because the town is at the end of a peninsula, it is crucial that Swanage remains ahead of the curve and provides charging facilities that are of sufficient power and in sufficient numbers for it to retain its place as a premier visitor destination.

In 2019 Swanage attracted 917,000 day visitors and 696,000 staying visitors with a total visitor spend of £73 million a year.

While it is difficult to calculate how much of the visitor spend indicated above directly relates to visitors accessing Swanage by vehicle, it can be assumed that if the town is unable to support 30% of the cars on the road this could lead to a significant reduction in the £73 million spend indicated above. Every 10% loss in visitor spend equates to £7.3m.

Current Position

Currently in Swanage the following facilities exist

Area	Spaces	Kwh
Main Beach Car Park (STC)	4	7
Mermond Place (STC)	2	7
Swanage Coastal Park	2	22
Durlston Country Park	2	22

Town Council EV Points, which are supplied by a company called Podpoint, are 7kwh which can take around 8 hours or more to charge a car, although as electric cars become more powerful, this is now becoming increasingly obsolete. Generally new chargers are 22kwh which also require the installation of three phase electric.

How many EV spaces are required by 2030 and how much?

Swanage Town Council maintains 691 spaces across all five car parks. If 30% of cars are electric by 2030, it can be assumed the Council should have 200 spaces converted to electric. If the Town Council chooses to fund this itself it is likely to cost in the region of £1 million. Eventually it can be assumed that as all cars become electric by say 2040, all spaces will need to be electric. It is possible technology may change; however, the direction of travel is clearly towards a requirement to install a large number of EV points.

A budget figure has been put forward for this year to install a machine in one of the car parks and a further budget allocation next year. If the Town Council continues with its current approach it is likely to have a total of around 20-30 spaces available for electric vehicles by 2030, of which only some may be 22 kwh.

What are the future options?

1. Do nothing
2. Fund some or all of the EV charging programme internally
3. Work with a private sector partner

Dorset Council have selected a partner to undertake the rollout of EV charging machines in car parks across the county. Officers have not yet been able to research this option in much detail, however it would appear that this approach is fully funded by a private partner, a model which is increasingly common across the country. The Town Council may wish to select its own private sector partner, however, there could be some benefits in working alongside Dorset Council as they implement their scheme. Appendix 1 includes Dorset Council's EV Charging Strategy 2021.

If this third option is selected by Councillors, it is also recommended that the current budget for EV chargers is placed in a reserve until a future direction is approved by the Town Council. If a private sector partner is selected it remains unclear if the current charging systems and approach would fit with a future model.

Decision required

To consider whether:

1. To instruct officers to liaise with Dorset Council and assess detailed options to ensure that Swanage car parks have sufficient EV chargers and the appropriate electrical supplies to meet future needs, and report further to a future meeting.
2. To delay any future EV charging installations until a future delivery model is approved by the Town Council.

Culvin Milmer
Visitor Services and Business Development Manager

November 2022