

Chorley Liaison

Wednesday, 18th October 2023, 6.30 pm Council Chamber, Town Hall, Chorley and Youtube

Agenda

Apologies

- 1 Welcome by the Chair
- 2 Minutes of meeting Wednesday, 19 July 2023 of Chorley Liaison

(Pages 3 - 6)

3 Item from Chorley Council - Carbon Literacy training and an Air Quality monitoring survey

(Pages 7 - 36)

Matt Evans, Climate Change & Air Quality Officer, will attend to introduce a Carbon Literacy training course for Town and Parish Councils and an Air Quality monitoring survey on Citizenspace.

- The Carbon Literacy Project have released a new course for Parish, Town and Community Councils aimed at councillors and officers. The course equips councillors and officers with the information they need to communicate the significance of climate change and achieve the change necessary in their local area to address the climate emergency. It covers the impacts of climate change, carbon footprints, how you can do your bit, and why it's relevant to you and our communities.

 This training complements work we're rolling out at CBC level for Borough councillors and officers, but this new course is designed to be self-directed by Parish Councils themselves. More information can be found at: https://carbonliteracy.com/toolkits/local-authorities/
 Two background documents are attached.
- 2) Chorley Council monitors Air Quality across various locations in the Borough. The locations are determined by several factors such as area traffic data and the proximity to residential dwellings. In 2023 we monitored Nitrogen Oxides (NOx) at 42 locations, in addition we have automatic Particulate Matter monitors co-located at 3 locations. We want our data to be as accurate as possible and are seeking input from residents to support our consideration of new or additional monitoring locations, as part of our continued commitment to keeping the air in the Borough clean and safe. The Citizenspace survey will allow you to see our current monitoring locations, and provides an opportunity for you to suggest other locations for consideration.

https://yoursay.citizenspace.com/2022-environmental-health-and-community-safety-sr/chorley-air-quality-monitoring-2024

Meeting contact Ruth Rimmington, Democratic Services Team Leader on 01257 515118 or email ruth.rimmington@chorley.gov.uk

4 Item requested by Euxton Parish Council regarding Tree Preservation Order (TPO) trees

(Pages 37 - 38)

The question and response are enclosed within the agenda pack.

5 Questions from Members of the Liaison and the public

In order to allow members of the Liaison and members of the public to raise issues of local concern, a period of 20 minutes has been set aside.

A member of the public may speak for no more than 3 minutes. Members of the public are not required to give notice of the issue they intend to raise, although it is expected in the case of service issues that the appropriate mechanisms for resolving the issue have been explored.

Where a question is raised which cannot be answered at the meeting, a record will be kept by officers supporting the meeting and it will be responded to via the appropriate mechanism.

6 Items for Future Meetings

(Pages 39 - 40)

A schedule setting out deadlines for items to be requested on the agenda for the Chorley Liaison and dates for future meetings is enclosed.

7 Any urgent business previously agreed with the Chair

Chris Sinnott
Chief Executive

Electronic agendas sent to Members of the Chorley Liaison and Town and Parish Council clerks for distribution to their representatives.

If you need this information in a different format, such as larger print or translation, please get in touch on 515151 or chorley.gov.uk



Minutes of Chorley Liaison

Meeting date Wednesday, 19 July 2023

Committee
Members present:

Councillor Gordon France (Eastern Parishes) (Chair), Councillor Kim Snape (Chorley Rural East Division, Lancashire County Council) (Vice-Chair) Lancashire County Councillors: Julia Berry, Steve Holgate, and Aidy Riggott. Chorley Borough Councillors: Aaron Beaver, Danny Gee, and Alan Platt. Town and Parish Councillors: Tim Blackburn, Nina Buckley, Terry Dickenson, Colin Evans, Ian Horsfield, Ken McCrea, Steve Mercer Ann Phelan, Katrina Reed, Gillian Sharples, Caroline Turner,

and Marel Urry

Observers Councillors Matthew Lynch and Arjun Singh (attended

present: virtually)

Officers: Angela Barrago (Project Consultant), Matthew Pawlyszyn

(Democratic and Member Services Officer)

Other Members: County Councillor Rupert Swarbrick.

A video recording of the public session of this meeting is available to view on <u>YouTube</u> here

9 Welcome by the Chair

The Chair welcomed everyone to the meeting.

10 Minutes of meeting Wednesday, 22 March 2023 of Chorley Liaison

Resolved: that the minutes be approved as a correct record.

11 LCC Cabinet Member (Highways and Transport)

County Councillor Rupert Swarbrick, Cabinet Member for Highways and Transport attended to provide a strategic update.

Rail Station ticket office closures across the County were an unpopular proposal, and consultations were ongoing.

In terms of road planning, the County Council contributed to the Transport for the North Strategic Road Review. The aim was to identify and highlight improvements.

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The desire was to enable further development to promote active travel such as walking and cycling.

Potholes were an understood issue, but there was a comprehensive biannual survey that assessed the roads which directed resources appropriately.

The 'Love Clean Streets' app was highlighted and recommended to members to report issues, however, issues had to be reported at the site to ensure an accurate report and location of the issue.

The method of road repair used by the County Council was no longer loose chipping and tar due to the number of complaints received and evidenced ineffectiveness.

It was highlighted that the utility companies had the power to attend and work on the roads, then retroactively inform the council of the work completed. This was usually in the cases of emergency maintenance such as a leaking gas or water pipe. There was said to be positive communication between the County Council and the utility companies in relation to planned works.

At the request of members, it was agreed that there would be further and more frequent communication, contact and attendance by the Cabinet Member in relation to town centre issues and concerns.

Frustrations were expressed in relation to a local road adjacent to a school with a 40mph limit instead of 20mph. with the explanation given that the entrance to the school was on a side street. There was significant support for a 20mph limit to be installed by Members, the MP, and residents on the street.

The County Council did not want to make any overstretched statements or promises, but it was highlighted that highways was highly technical and regulated and those that would be able to provide the information were the officers within the County Council.

Issues with parking was often due to irresponsible behaviour. Partnerships between highways, the police and affected parties such as schools were the best method of resolving issues and providing solutions.

The Chair thanked County Councillor Rupert Swarbrick for attending the meeting, and it was **resolved: that the update be noted.**

12 Item from the Director of Governance/ Monitoring Officer

The Director of Governance has offered to provide training for Parish Councils on Register of Interests and Code of Conduct and would like to gauge interest in this training.

Members responded positively and indicated that they would make contact to arrange the training.

13 Questions from Members of the Liaison and the public

There were no questions.

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Items for Future Meetings			
A suggestion was raised for an officer to speak and present in relat recreation and well being in the borough.	ion	to	sport,
Chair Date			

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Carbon Literacy for Parish, Town and Community Councils Course Overview

This document gives you an overview of what's included in the Carbon Literacy Parish Town and Community Councils Course. This includes extracts from the slide deck, trainer manual and other support documents.

For further details please see our website: https://carbonliteracy.com/toolkits/local-authorities/

Getting Started



Sector Specific

Co-developed by people in the sector & designed to be delivered by peers.

User Friendly

You don't need

to be a carbon

expert but we

advise attending

a CL course

before delivery.

Adaptable

Make it relevant to your organisation and area with customisable sections.

Complete Kit

All materials needed for a day's worth of certified Carbon Literacy training are included.

Accreditation

The Toolkit is only licensed for certified Carbon Literacy training within the sector - all learners must pledge an individual and group action. The trainer must submit learners' evidence forms to evidence@carbonliteracy.com within approx. 2 weeks of the training with a certificate request form.

Becoming a Carbon Literate
Organisation showcases
commitment to a low-carbon
culture.

Before starting training

In our getting started pack you will find our bank details document and our invoicing setup form. Before starting training please complete and return our invoicing setup form to accounts@carbonliteracy.com and set up The Carbon Literacy Trust on your accounting system. This allows us to issue invoices to cover certification costs and prevents hold-ups in returning certificates. Some organisations bulk purchase certificate applications in advance which reduces admin for both parties. Alternatively, we can invoice you for each batch of learners.

What does the Toolkit include?



Carbon Literacy for Parish, Town and Community Councils

Trainer Manual

Distance Delivery CC000244

2022

The Carbon Literacy Project







Carbon Literacy Project



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CL for Parish, Town & Community Councils detailed trainer guide

This guide will provide you with all the information you need in order to carry out the Carbon Literacy Parish, Town and Community Councils Distance Delivery course. Please note that it is not meant to be read as a script but to be used as a guide for running the training. For more succinct delivery notes, please see the slide notes underneath each slide.

Carbon Literacy: "An awareness of the carbon costs and impacts of everyday activities, and the ability and motivation to reduce emissions, on an individual, community and organisational basis"

You can choose to either deliver the documentary pathway or the workshop pathway in Module 1:

Documentary pathway - ask learners to watch the full 1 hr David Attenborough Climate Change The Facts Documentary, and skip/hide the slides 'The carbon cycle' to 'Wetter winters, what's the issue?'.

Workshop pathway – don't play the full 1 hr David Attenborough Climate Change The Facts Documentary. Instead deliver all the remaining slides in Module 1.

Materials checklist

This trainer manual

Slide deck

Activity pdf

Evaluation forms (pre & post course surveys)

Evidence forms - there are two versions of our evidence form. We have an offline downloadable Word document and a live online Microsoft forms link available.

Certificate request form. You can access the certificate request form here.

Pre-course work. Please ask learners to calculate their carbon footprint using the WWF's carbon footprint calculator https://footprint.wwf.org.uk/ before Module 4. If the trainer calculates their carbon footprint, it can help to initiate discussion in the 'Your Carbon Footprint Activity' in Module 4.

Carbon footprint of transport Excel sheet (optional)

Preparing for your training session

Documents

Getting started

Please read the getting started document in the getting started pack which explains what is included in the Toolkit and how to use it.

Slides

A PowerPoint slide deck is included with accompanying notes underneath each slide. The slide notes are a condensed summary of this trainer manual and a guide of what to cover for each slide.

Trainer manual

Ensure you have a good understanding of what is outlined in the trainer manual as this can support your confidence.

Activity pdf

This is for activities used throughout the course. Please inform learners that the activity pdf is interactive and that they can type/write/tick in the boxes. Please ensure that learners have access to the activity pdf throughout the course. To avoid formatting issues, please advise learners to open this document in an offline pdf viewer.

Evidence form

All learners need to fill in an evidence form. It is best for learners to complete the evidence form during the training session, to ensure timely submission to The Carbon Literacy Project.

There are two versions of our evidence form. We have an offline downloadable Word document and a live online Microsoft forms link available. If you wish to use the downloadable word document you can find this here: https://carbonliteracy.com/trainer-consultant/documents/ and our live online Microsoft Forms link can be found here: https://forms.office.com/Pages/ShareFormPage.aspx?id=5h69uub_b0i4Oi28B7V_6j6ypvR5m https://sbc.com/Pages/ShareFormPage.aspx?id=5h69uub_b0i4Oi28B7V_6j6ypvR5m https://sbc.com/Pages/ShareFormPage.aspx?id=5h69uub_b0i4Oi28B7V_6j6ypvR5m https://sbc.com/Pages/ShareFormPage.aspx?id=5h69uub_b0i4Oi28B7V_6j6ypvR5m https://sbc.com/Pages/ShareFormPage.aspx?id=5h69uub_b0i4Oi28B7V_6j6ypvR5m https://sbc.com/Pages/ShareFormPage.aspx?id=5h69uub_b0i4Oi28B7V_6j6ypvR5m https://sbc.com/Pages/ShareFormPage.aspx?id=5h69uub_b0i4Oi28B7V_6j6ypvR5m https://sbc.com/Dages/ShareFormPage.aspx?id=5h69uub_b0i4Oi28B7V_6j6ypvR5m https://sbc.com/Dages/ShareFormPage.aspx?id=5h69uub_b0i4Oi28B7V_6j6ypvR5m https://sbc.com/Dages/ShareFormPage.aspx https://sbc.com/Dage

Project

If you would like to use our Microsoft form, you need to duplicate our template. If trainers share the link to the template form without duplicating the form, learners will not be able to submit their answers (the submit button will be greyed out). A guide to duplicating this form can be accessed via:

https://forms.office.com/Pages/ShareFormPage.aspx?id=5h69uub_b0i4Oi28B7V_6j6ypvR5m

W5EiBkZsQuk7TBUQUk1SVFGMDRJSkdUQkVZQlpYSDBXUIZTRi4u&sharetoken=cF19PB

DJupg1jFuy5IFI

Currently there is no 'Save and continue later' feature in Microsoft Forms. If learners intend to complete the form later, please ask them to record their answers somewhere else.

Pre-course evaluation form

You will find a pre-course evaluation form in the getting started folder. This is optional but is recommended to help you gain feedback.

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Running orders

Workshop pathway split into 3 sessions

Day 1			
		Duration (hrs:mins)	Start time
Introduction	Tech check/Intro & What is Carbon Literacy?	00:10	18:00
introduction	The role of town, parish and community councils	00:06	18:10
	All or nothing? / Icebreaker	00:12	18:16
	Training overview	00:01	18:28
	The difference between weather and climate	00:01	18:28
	The carbon cycle	00:03	18:29
	The greenhouse effect and GHGs	00:04	18:32
	Which activity releases which greenhouse gas?	00:05	18:36
	How is the climate changing?	00:04	18:41
	The scientific consensus	00:05	18:45
	Carbon budgets	00:03	18:50
Module 1	Break	00:10	18:53
	Global impacts	00:07	19:03
	Pathways to our future / What the impacts mean for society	00:05	19:10
	Climate change impacts in the UK	00:05	19:15
	UK climate change impacts	00:15	19:20
	Climate change impacts in your local area	00:05	19:35
Climate change impacts UK climate change impacts Climate change impacts	How's everyone feeling any questions?	00:05	19:40
	The Carbon Map	00:15	19:45
	Equity and vulnerability	00:07	time 18:00 18:00 18:10 18:16 18:18 18:28 11 18:28 11 18:28 11 18:28 11 18:29 14 18:32 15 18:45 16 18:45 17 19:03 18:50 19:10 19:15 19:15 19:15 19:40 15 19:45 17 20:00 19 20:07 12 20:16 12 20:18 15 20:20 12 20:25
	International policy	00:09	20:07
	Emission trajectories	00:02	20:16
Module 2	UK greenhouse gas emissions 2020	00:02	20:18
	UK policy	00:05	20:20
	Your local authority's climate strategy/progress	00:02	20:25
	Your parish/town/community council's climate strategy	00:03	20:27
Finishing Time:	20:30		
Total Session (M 1-2) Time			



Day 2			
		Duration (hrs:mins)	Start time
Mar Inda O	How action on climate sits within society	00:03	18:00
Module 3	Job creation	00:02	18:03
	Co-benefits of climate action	00:32	18:05
	How can we fund climate action?	00:09	18:37
	What is a carbon footprint?	00:01	18:00 18:03 18:05 18:37 18:46 18:47 18:55 18:57 18:59 19:02 19:04 19:08 19:10 19:16 19:26 19:30 19:35 19:38
	Your carbon footprint (WWF Calculator)	00:08	
	Food: greenhouse gas emissions across the supply chain	00:02	18:55
	The carbon footprint of transport	00:02	3 18:00 2 18:03 2 18:05 9 18:37 1 18:46 8 18:47 2 18:55 2 18:57 3 18:59 2 19:02 4 19:04 2 19:08 6 19:10 0 19:16 4 19:26 5 19:30 3 19:35 0 19:38
	Resource consumption	00:03	18:59
	Greening buildings	00:02	19:02
M. D.L.	How does home working influence carbon footprints?	00:04	19:04
Module 4	Personal choices to reduce your contribution to climate change	00:02	19:08
	Emissions under your council's influence and neighbourhood planning	00:06	19:10
	Break	00:10	19:16
	Your local area's footprint	00:04	19:26
	Reducing your local area's carbon footprint	00:05	
	Community engagement	00:03	19:35
	Your best idea for community engagement / Dragons' Den	00:20	19:38
Module 5	Action planning and levers of influence	00:19	
Finishing Time:	nishing		
Total Session Time (M 3, 4 and 5)			

Day 3



		Duration (hrs:mins)	Start time
	Levers of influence	00:04	18:00
	Transform the change targets using the levers of influence	00:30	18:04
Module 5	Case studies of climate action	00:04	18:34
	Taking action	00:06	18:38
	Spheres of influence	00:10	18:44
	Break	00:10	18:54
	Completing your evidence form	00:42	19:04
	Talking about climate change video	00:05	19:46
	Britain Talks Climate / Communicating climate		
Module 6	change	00:31	hins) time 00:04 18:00 00:30 18:04 00:04 18:34 00:06 18:38 00:10 18:44 00:10 18:54 00:42 19:04 00:05 19:46 00:31 19:51 00:01 20:22 00:02 20:23
modulo o	How do we empower people?	00:01	
	The discourses of delay	00:02	20:23
	Wrapping up	00:10	20:25
Finishing Time:	20:35		
Total Session Time (M 5 & 6)	02:35		
Total Training Time (M 1-6)	07:23		

How can we fund climate action?

Material: Slides
Timing: 9 minutes

Purpose: To make learners aware that there are many different ways parish, town and

community councils can fund climate action.

How can we fund climate action? (01:00)

This slide acts as an introduction to the following slides which outline case studies of how parish, town and community councils can fund climate action.

Salix (02:00)

Salix is owned and funded by the UK Government.

Salix offers a range of different financing options including interest-free loans to support energy efficiency initiatives.

The interest-free loans are paid back through the predicted savings on energy usage, typically within a five year period.

Projects can work in tandem with energy performance contracting. Energy performance contracts oblige the energy company to generate energy savings by stipulating energy performance requirements in the tendering process.

Lots of case studies are available on the Salix website including:

Twyford Parish Council: https://www.salixfinance.co.uk/twyford-parish

Grendon Parish Council: https://www.salixfinance.co.uk/sites/default/files/2019-

07/grendon_web.pdf

Hazlemere Parish Council: https://www.salixfinance.co.uk/sites/default/files/2019-

07/hazlemere flyer.pdf

Sywell Parish Council: https://www.salixfinance.co.uk/Sywell_Parish

References: https://www.local.gov.uk/sites/default/files/documents/Green%20Finance%20Report%20-%20Updated.pdf

Section 106 agreements (England & Wales) (02:30)

In England and Wales: Planning obligations under Section 106 of the Town and Country Planning Act 1990 can be used to require developers to pay local authorities a fee to offset the 'planning gain' associated with property development.

Work with your local authority to ensure Section 106 money is used for local environmental projects – Section 106 money is usually awarded to projects in the same town or parish as the property development.

E.g., Chigwell Parish Council used £1.2m in Section 106 contributions from developers to fund three new local bus services. All three services will be free and for residents only.

In Scotland: Planning obligations under Section 75 of the Town and Country Planning (Scotland) Act 1997 can be used to require developers to pay local authorities a fee to offset the 'planning gain' associated with property development.

Work with your local authority to ensure Section 75 money is used for local environmental projects – Section 75 money is usually awarded to projects in the same town or parish as the property development.

"Excerpts from Climate change case studies have been reproduced, by permission, from the National Association of Local Councils"

Reference: https://policy.friendsoftheearth.uk/insight/33-actions-local-authorities-can-take-climate-change

Community shares (02:30)

Community shares allow local residents and businesses to invest in social and environmental initiatives by purchasing shares.

The funds raised through the shares offer a flexible way to raise finance.

Community shares have been invested into co-operative and community businesses including shops, pubs, renewable energy schemes, housing projects and community hubs.

England: The Community Shares Booster Fund is a funding scheme designed to support community share offers. To help groups to prepare community share offers, the initiative offers development grants averaging £5,000 and matches investment pound for pound up to

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£25,000, providing the minimum share offer target is achieved. Community Energy England lists a selection of share offers on their website: https://communityenergyengland.org/pages/share-offers

Scotland: Community Shares Scotland provides free support and guidance to anybody interested in learning more about community shares. Eligible groups can also receive up to six days of tailored consultancy to help develop a community share offer, and can apply for a Microgrant to support the marketing and promotion of a community share offer. https://communitysharesscotland.org.uk/

Wales: The Community Shares Wales Resilience Project is delivered by Cwmpas. Cwmpas offers support and advice to groups looking to raise investment through community shares. https://cwmpas.coop/what-we-do/services/community-shares-wales/

More information about Community Share Offers:

https://www.uk.coop/start-new-co-op/support/community-shares

https://www.uk.coop/support-your-co-op/community-shares/support

https://www.uk.coop/start-new-co-op/support/community-shares/booster-programme

https://www.uk.coop/start-new-co-op/support/community-shares/standards

Lots of other case studies are available on the Internet including:

https://www.sharenergy.coop/portfolio/

https://www.repowering.org.uk/

Other references: https://www.repowering.org.uk/north-kensington-community-energy/ https://www.thenews.coop/151027/topic/financial/as-high-street-giants-fall-community-shareshelp-businesses-thrive/

Bringing people together for bulk purchases (01:00)

Parish, town and community councils can bring together local homeowners and businesses.

Bringing groups of people together for bulk purchases helps local people to achieve discounts through economies of scale and allow parties to purchase clean energy at affordable prices.

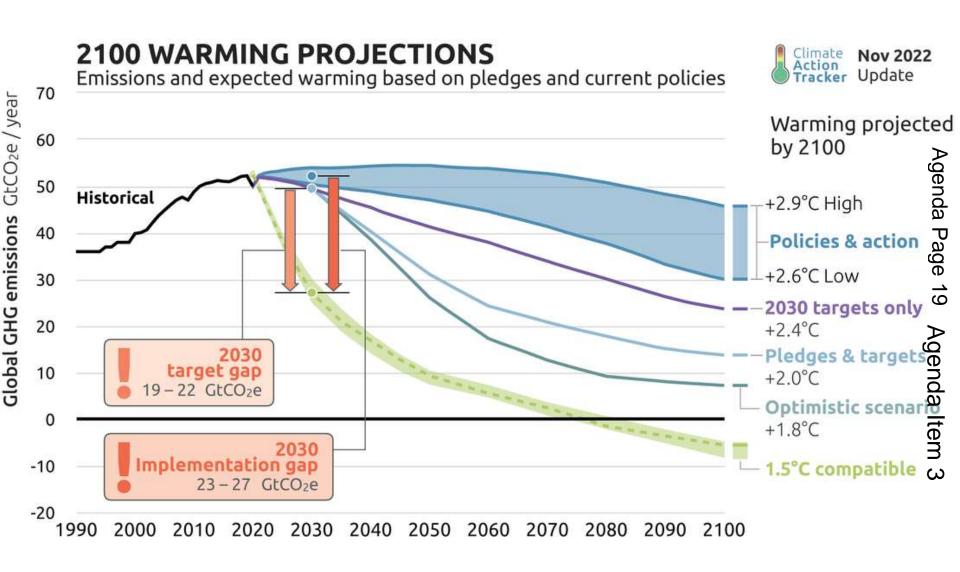
The Centre for Sustainable Energy outlines more information about the benefits of bulk buy schemes. https://www.cse.org.uk/news/view/1853

References:

https://www.frometowncouncil.gov.uk/fromes-solar-streets/ https://policy.friendsoftheearth.uk/reports/20-actions-parish-and-town-councils-can-takeclimate-and-nature-emergency



Emission trajectories



Activity: Co-benefits game

Farnham & Hovingham Parish Councils

From over 60 events, Farnham
Repair Café has led to savings of
over 35.5 tCO₂e and £105,582.
Hovingham Parish Council and a
community group run a virtual share
shed where tools, cleaning and
gardening equipment can be shared.







Financial savings









Green space

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A return trip from [London] to [Manchester]



Your local area's footprint

Blandford Forum

14.2t CO2e*

per-household consumption footprint (p.a.)

EMISSIONS BREAKDOWN (t CO2e)

Consumption	of goods and	5.22
services		

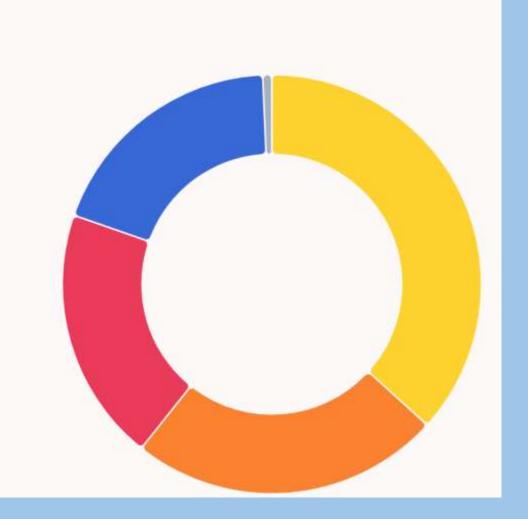
Food and diet 3.41

Housing 2.79

Travel 2.7

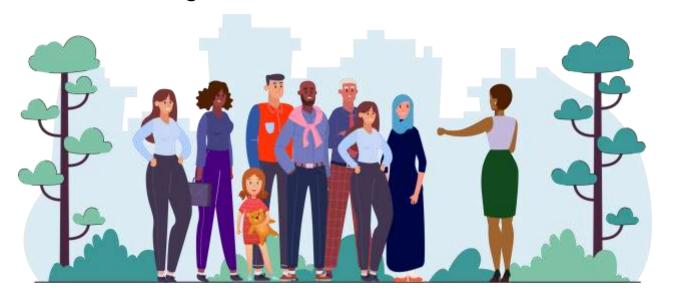
Waste 0.1

*CO2e stands for "carbon dioxide equivalent" and is a standard unit of measurement in carbon accounting, It expresses the impact of a number of different gases collectively as a common unit.



Activity: Your best idea for community engagement

- What low carbon initiatives would be popular with local people?
- How do we actively engage the community in supporting/taking climate action?
- Does your best idea align with local concerns?
- How does it benefit the local community?
- Who do we need to get involved to make this work?



Community engagement

- Make it about local issues
- Don't do it alone
- Don't wait for everyone to be on board
- Find your angle
- Emphasise the co-benefits of taking action
- Offer practical solutions
- Turn action into engagement







Taking action: why is your action pledge important?

- Everyone plays a part in the transition to a low carbon society.
- By pledging two actions today, you are one step closer to reducing your carbon footprint to a more sustainable size.
- This is also essential in order to receive your Carbon Literacy certificate!



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Making the Case for Carbon Literacy in Parish, **Town and Community Councils**

The Carbon Literacy Project has developed a Toolkit Course enabling Parish, Town and Community Councils to train councillors and officers in a day's worth of action-based learning. This Toolkit Course is one of a number of courses within the Local Authorities Toolkit suite. This document provides you with some initial guidance and materials to assist you in pitching Carbon Literacy to councillors and officers.

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What is Carbon Literacy?

Carbon Literacy provides learners with 'an awareness of the carbon costs and impacts of everyday activities and the ability and motivation to reduce emissions, on an individual, community and organisational basis.'

Carbon Literacy is globally unique – there is nothing else quite like it anywhere. It was recognised as such by the UN at COP21 in Paris, where it was awarded as a TAP100; one of 100 worldwide Transformative Action Programs that could materially change the way we deal with climate change.

Learners who successfully complete a day's worth of approved Carbon Literacy learning are certified as Carbon Literate. As part of their certification, participants are required to complete an Action Plan in which they must commit to a significant individual and group action to reduce carbon emissions. Upon successful assessment, a learner is awarded a uniquely numbered certificate to evidence their Carbon Literacy, and confirm that they have met the requirements of the Carbon Literacy Standard.

Find out how many people are currently Carbon Literate **here**.

"Carbon Literacy gives people the knowledge to speak with confidence about climate change to their peers, friends and neighbours, which is so important in shifting attitudes and raising awareness. It also allows participants to develop a broad, instinctive understanding of where carbon emissions come from, and know what steps they and others can take to reduce them."

- CCF Capacity Building Officer at Keep Scotland Beautiful

Why Carbon Literacy in Parish, Town and Community Councils?

Over half of the emissions cuts needed to meet net zero rely on decisions that are made at a local and individual level. Do you need further engagement and buy-in to meet your net zero ambitions? Do councillors and officers lack the tools and knowledge to improve the council's environmental performance and drive local action?

It is critical that councillors and officers have the tools and skills to communicate the significance of climate change in order to achieve the behavioural change necessary in their local area to address the scale and urgency of the climate emergency. As local councils are closest to their constituents, there is a unique opportunity to really understand the needs of the local residents and community, include them in creating plans to mitigate and adapt to climate change, and integrate climate change into decision making.

Carbon Literacy is a very real and practical means to share knowledge and best practice throughout your council and the communities you serve. By rolling out Carbon Literacy training within your council, you are joining a network of councils which are already delivering training and committed to this agenda.

The Parish, Town and Community Councils Toolkit Course

With the support of the Department for Business, Energy and Industrial Strategy, we developed off the shelf Toolkits together with partner organisations for five public sector audiences; Central Government, Local Authorities, Universities, the NHS and Blue Light services. Carbon Literacy Toolkit Courses have been developed to maximise the ease and speed of adoption of Carbon Literacy.

The Parish, Town and Community Councils Toolkit Course sits within our <u>Local Authorities</u> <u>Toolkit suite</u>. Within this suite, there are Toolkit Courses for Generic Staff, Elected Members and Leadership and Management working in a local authority environment. Following the launch of these, as of February 2023, over 8700 Local Authority staff have been certified as Carbon Literate across 235 councils.

No matter where your council is within the UK, the Toolkit Course is designed to be adaptable and customisable according to your location, climate strategy and carbon footprint, to be specific to your unique needs. The Toolkit Course is an easily accessible format for in-house delivery. It consists of all the resources needed to deliver training: slides, a comprehensive trainer manual that guides you through every step of the training, activity resources and a 'getting started' pack.

A panel of councils have co-created, reviewed and piloted the materials, ensuring the latest and best sectoral materials are used. Data sources have been carefully selected to provide up-to-date, robust and accurate information relevant to your setting. We are very grateful to the National Association of Local Councils, for granting us permission to reproduce excerpts from their climate change case studies.

What will councillors and officers gain from the training?

During a day's worth of interactive learning, councillors and officers will:

 Gain an understanding of the basic science of climate change and how climate change will affect us both globally and locally.

- Learn about emissions under their influence.
- Understand the scale of the challenge, what they need to do, and which actions will
 have the greatest impact in helping your council reach net zero.
- Create an action plan to help reduce the carbon footprint of their local area.
- Explore strategies for talking to and influencing constituents to act on climate change.
- Be empowered to support constituents in making informed low carbon choices.
- Be empowered to mobilise change within their sphere of influence.

Beyond climate

By embedding awareness of the climate impacts of everyday actions, Carbon Literacy training enables councillors and officers to make informed decisions to cut carbon, energy and waste in your council and local community, but what other benefits does Carbon Literacy provide?

The Energy Saving Trust reports that the key advantages of implementing a **behavioural change programme** are:

- 1. Reduced energy bills and transport costs.
- 2. Improved morale, satisfaction and productivity.
- 3. Enhanced image and credibility.
- 4. Up-to-date knowledge and information.

The financial case for Carbon Literacy

 Carbon Literacy generates energy, resource and financial savings; Jacobs UK, indicate that typical carbon savings from behavioural approaches similar to Carbon Literacy are at least 5-15% per person.

'To say [Carbon Literacy] has been something of a life changing experience for me, is probably not an overstatement.... In hard economic terms, so far we have already reduced our organisation's energy consumption significantly, and this has saved us over £10,000 this year alone. All the more impressive perhaps when you consider that we've been doing this now for less than six months.'

Building Operations and Logistics Manager from The Atkinson, Southport

'Carbon Literacy will save our company money, increase our staff's well-being and most of all enable us to bring these skills to our tenants. They will benefit through lower bills, healthier lifestyles and greater employability. Based on the pledges the staff made during the training, the estimated initial carbon saving is 77 tonnes CO₂.'

CEO, Northwards Housing

Here's the cumulative carbon savings from pledges made by Halton Housing staff as part of their Carbon Literacy training.

Here's how Palatine has used its influence to help other organisations generate financial and carbon savings through Carbon Literacy training.

The social case for Carbon Literacy

- Carbon Literacy provides councillors and officers with the opportunity to actively engage with your council's and community's priorities and ambitions through taking responsibility for climate change.
- Carbon Literacy provides councillors and officers with the knowledge and skills to cascade and embed environmentally sustainable and socially responsible values throughout your council and community. Carbon Literate councillors and officers are more environmentally conscious and inclined to engage with environmental and social initiatives.

Prioritising climate change will address council-wide issues

- The role and ambitions of councils often align with the aims of creating Carbon Literate communities. We can address poverty, social inequality and health issues through decarbonising. Measures such as promoting a circular economy, planting more trees and community engagement (to name but a few) can help councils to increase citizens' standard of living, climate awareness as well as creating a resilient community. This agenda shouldn't be framed as merely climate mitigation but seen as improving the day-to-day lives of local residents.
- Carbon Literacy provides councils with the opportunity to work collaboratively with other councils and share best practice on how climate strategy and council priorities can be more closely aligned.

How can training be rolled out?

Designate one or two councillors/officers to take part in a Carbon Literacy course. Check out these pages for upcoming courses or please contact us if you have different requirements:

The Carbon Literacy Project Events Page Save Our Shropshire Society of Local Council Clerks

- Once one or two councillors/officers are certified as Carbon Literate, they can roll out training to peers. You don't need to be a certified trainer to deliver Carbon Literacy training, just some knowledge on climate change and confidence in speaking and presenting, as the materials come with a comprehensive trainer manual that guides you through every step of the training.
- Trainers can sign up for our free, monthly **Delivering Successful Carbon Literacy** workshops to learn the basics of delivering Carbon Literacy training.
- Those delivering training can help to facilitate training in other councils and collaborate to share and save resources.
- The Carbon Literate Organisation (CLO) accreditation offers organisations and councils a visible 'badge' that showcases their commitment to Carbon Literacy and a low carbon culture. There are four levels of accreditation; Bronze, Silver, Gold and Platinum. Over 130 organisations are now accredited as Carbon Literate Organisations.

What do trainers think about the Toolkit Course?

'Striking to see the 'pennies dropping' and the reality and urgency of the climate crisis making an impact.'

'Very surprising to me as a seasoned campaigner just how little was known about the climate science and the availability of simple community solutions.'

'Our pilot showed 'pennies dropping', roles and responsibilities becoming clearer and ideas being generated by group activities and the free and open exchange of ideas.'

Video - Naomi Wise, Sustainability Officer at Winchester City Council discusses her experiences of delivering training using the Local Authorities Generic Staff Toolkit Course.

Blog - The experiences of trainers from Peterborough City Council who piloted the Local Authority Elected Members Toolkit Course.

What do councillors and officers who have piloted the course say about their experience?

'Better informed is better equipped.'

'I went to the meeting slightly naïve regarding the urgency of the need to change our attitude to climate change, I came out at the end of the meeting convinced of the need to react now and not tomorrow.'

'This is a training in enabling community action on climate change – it's more than just telling people about carbon.'

'Having an organisation sign up to this training gives more confidence to speak out about these issues within an organisation because the organisation has clearly demonstrated its commitment to these issues.'

'Thanks once again for the very interesting course. The details within have already helped me talk about the issue with more confidence.'

"...it has emboldened me to be more proactive within the council and was an enjoyable and productive experience.'

'I have learned so much doing this... It's interesting to be reminded what others think about the world, and each other. I just need to remember how best to communicate this locally.'

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What could be perceived as barriers?

These are some of the potential barriers that you may be faced with when making the case

for Carbon Literacy training in your council.

'We don't have the time'

Would you omit information from a health and safety induction to save time? Climate change

will impact the health and safety of current and future generations.

There are many different ways to deliver Carbon Literacy training. Learning can also be

broken down into a series of smaller sessions.

Part of responding to the climate emergency is dedicating the time to understanding how the

climate emergency will affect your council and community, and then planning how you can

respond to it. Without dedicating this time and without engaging your staff, it is highly unlikely

you will meet your targets and goals.

'It's not relevant/It's not my responsibility'

Eight in ten local authorities have suffered climate-related incidents in the last five years.

Local councils also have a duty to protect the wellbeing of local citizens and communities.

You understand the unique issues your local community faces. Who better to come up with

these solutions than your team?

'We don't have the capacity and resources'

The course is designed to be rolled out with minimal input from the trainer to maximise the

ease and speed of adoption of Carbon Literacy training for your council. The Toolkit Course

consists of all the resources needed to deliver training and comes with a comprehensive

trainer manual that guides you through every step of the training.

'Cost'

Carbon Literacy is an investment that will payback and is more than offset by the financial and

resource savings made through councillors and officers being more environmentally and

carbon conscious.

FAQs

Why is Carbon Literacy a day's worth of learning?

Significant levels of behaviour change are required to limit global heating to under 2°C of warming. To understand the scale of the challenge, emissions declined by around 7% in 2020, and the science dictates that we should be aiming for at least a 7.6% decrease on a yearly basis in order to stay within the global carbon budget.

All Carbon Literacy courses must consist of a day's worth (~7-8 hours) of learning- an element of The Carbon Literacy Standard. There is a wealth of evidence which proves that Carbon Literacy training changes people's behaviour, and enables and motivates them to take action on climate change.

It is important for learners to understand the scale of the challenge in the first half of the course, before then learning about the specific and significant actions that they can take in the second half. 1-2 hours or a half day of learning has not been proven to bring about the longlasting behaviour change which is required of us.

Only learners who have completed a day's worth of approved Carbon Literacy learning and met the accreditation requirements can be certified as Carbon Literate. To meet the needs of your learners, there are many different ways to deliver Carbon Literacy and training can be delivered over several sessions.

Does The Carbon Literacy Project deliver training?

As the accreditation body, The Carbon Literacy Project doesn't deliver training. Training is delivered in-house by each organisation or out-sourced to experienced Carbon Literacy trainers or training organisations.

More information

Webpage - Toolkits webpage

<u>Webpage</u> – Local Authorities webpage

Overview Pack - Parish, Town and Community Councils Toolkit Course Overview Pack

FAQ - Further Carbon Literacy FAQ

Sign up to our newsletter

Sign-up to receive our quarterly sector newsletter via this online form. We may also use this mailing list to send out invites to Carbon Literacy events, such as launch events for new Toolkit Courses.

Want to find out more? Please get in touch

Email: <u>localauthorities@carbonliteracy.com</u>

Telephone: 0161 2981782
Facebook: @carbonliteracy
Twitter: @carbon_literacy
Instagram: @carbonliteracy

LinkedIn: The Carbon Literacy Project

Item requested by Euxton Parish Council regarding Tree Preservation Order (TPO) trees

Confirmation if a register exists, showing sites of replacements of Tree Preservation Order (TPO) trees which have been chopped down etc. and if not can one be set up?

Response

There are thousands of TPOs across the borough, going back to 1950. The online mapping system on the Council website shows TPOs, however, we could not guarantee it shows every single tree that is protected by a TPO in the Borough, and equally the map with show protected tree that have since been removed. If a definitive answer on the presence of a TPO on a specific property is required then Land Charges can help.

In relation to situations where replacement trees have been planted in compensation for protected trees that have been felled these are not automatically covered by a TPO, and are not mapped. Where replacement trees are required by condition attached to a consent for tree works planting of the replacement trees is not monitored by the Council. If it was identified that replacement tree planting had not taken place and was required by condition then this would be an enforcement matter that should be reported to the Council.





Chorley Liaison agenda management timetable

Date of meeting	Deadline for items to be requested by Members	Agenda Publication Deadline
Wednesday 20 March 2023	Friday 8 March 2024	Tuesday 12 March 2024

Please email <u>democratic.services@chorley.gov.uk</u> if you would like to request an item on the agenda.

Future agenda items

Sport, recreation and well being Community energy funding Revival/survival strategy for Chorley town centre post Covid Time Credits High School Places

Intheboro

We are always on the look out for articles to include in intheboro which may be useful for Parish Councils.

If you have anything you feel may be useful and would like to be included please email intheboro@chorley.gov.uk.

Intheboro is published on the 1st of every month.

