

**CONSULTATIVE MEETING OF MEMBERS OF THE CLIMATE EMERGENCY
ADVISORY COMMITTEE**

MONDAY, 22ND JANUARY, 2024

PRESENT: Councillor K Dye in the Chair

Councillors B Anderson, J Bowden,
P Carlill, E Carlisle, R Downes, A Hannan,
N Harrington, M Rafique, A Rontree,
M Shahzad, E Thomson and J Tudor

27 Apologies for Absence

Apologies for absence were received from Councillor M Foster, Councillor O Newton and Councillor A McCluskey with Councillor A Rontree substituting for Councillor A McCluskey.

28 Declarations of Interest

No declarations of interest were made.

29 Notes of the Previous Meeting

RECOMMENDED - That the minutes of the meeting held on the 15th of December 2023, be approved as a true and correct record.

30 Matters Arising from the Minutes

The following matters arising were raised:

- Minute 34 - *As a further method to engage with residents, including text on ongoing climate initiatives and the impacts in Leeds, was proposed for letters that were sent out regarding elections. It was noted that Council tax bills and the Leeds by example website had previously been utilised to promote certain topics, however, depending on context and priorities the intention was not to overload residents with information on multiple subjects.*

An update was provided regarding the action of including text on Council tax bills. It was outlined that the slot for promotional text on the bills had been allocated for 2024. An early request had been made for inclusion on the 2025 bill letters.

31 Open Forum

No matters were raised under the Open Forum item.

32 Directors Update - Director of Communities, Housing and Environment

The Director of Communities, Housing and Environment provided the Committee with a verbal update on the work of the multitude of the services covered by the directorate.

James Rogers, The Director of Communities, Housing and Environment presented the following information to the Committee:

- The directorate covered the following public facing departments; Climate, Energy and Green Spaces (CEGS), Environmental Services, Safer Stronger Communities, Community Hubs and Welfare and Elections and Regulatory (including Environmental Health).
- Leeds City Council had been awarded an A grade rating, for the second year in a row, in November 2023 by the Carbon Disclosure Project. The submission is led by the CEGS team. 119 other cities had received an A rating and Leeds was in the top 13% performing authorities globally.
- CEGS were at the forefront of substantial work to decarbonise the infrastructure within the district, including the expansion of the Leeds PIPES Network. A report was due to be considered by the Executive Board on the Leeds PIPES district heating network in February 2024.
- Decarbonisation schemes had been delivered across a range of buildings, including, schools, leisure centres and heritage buildings, in support of other service areas advancement of climate initiatives.
- The Leeds Food Strategy had been launched in 2023, in line with the Council's climate emergency response.
- Methods to improve green spaces, biodiversity and climate adaptability were outlined, including tree planting, with the Trees for Streets programme being piloted, wildfire and drainage management training, insect hotels, 128 Urban Buzz hotspots and relaxed mowing area extensions.
- The Housing Strategy had been adopted in 2022 which included a focus on the improvement of energy efficiency. £100 million of funding for renewable heating and energy efficiency projects was to be delivered over 2020 to 2025. A complementary Net Zero Housing Plan had also been developed.
- £15 million had been secured as part of the Home Upgrade Grant to improve the building fabric and heating systems for up to 750 low income private homes, as well as £200,000 from the Green Home Finance Accelerator for middle income homes.
- Partnership work with Lloyds Banking Group and Octopus Energy was ongoing to research retrofit co-ordination for 'able to pay' homes.
- As part of the West Yorkshire Housing Bid, a successful bid for £14.7 million of Social Housing Decarbonisation Funds had been secured, supporting a range of works.
- 59 high rise blocks have now had renewable heating sources installed, as part of the Leeds PIPES and Ground Source Heat Pumps projects, with more blocks to follow.
- Safer Stronger Communities supported Community Committees and were involved in creating pocket parks, installing hanging baskets, tree planting and improving energy efficiency for community buildings, as well as partnership work with 'In Bloom' and 'Friends of' groups.
- Elections and Regulatory covered responsible pest control, electric vehicle (EV) opportunities, incentives for taxi and private hire for EV, reductions in the need for travel with approximately 50,000 people

registered for postal votes and reductions in energy use with portable buildings or generators no longer used at polling stations.

- Environmental Services had reduced their grey fleet mileage by 26% compared to the previous financial year. Only 0.29% of collected household waste was sent to landfill, including all black, green and brown bins. The service also manages 8 household waste recycling sites, litter bins, and bulky collections.
- The Newmarket House facility had enabled Environmental Services to significantly reduce its carbon footprint.
- A new Waste Strategy was in development, alongside the revision of waste collection routes. The Recycling and Energy Recovery Facility (RERF) recovered energy from non-recyclable household waste and provided heat for the Leeds PIPES network.
- Community Hubs and Welfare were engaged with the Community Hub Development Programme, which explored methods for broader management of energy saving and decarbonisation. The service also supported adaptive and flexible measures for the public to access Hubs and Welfare services in light of weather changes and has put in place checklists for extreme heat events.
- Adaptations for working during heatwaves were considered across the directorate (and Council), with new guidance put in place including flexible hours and alternative work locations wherever practical, welfare checks, regular breaks for staff working outdoors, and provision of sun cream and water.
- Statistics for the reduction of business mileage across the services for the last financial year were noted as; Customer Access, Welfare and Business support by 34%, Environmental Services by 26%, Elections and Regulatory by 23%, Stronger, Safer Communities by 11% and Housing by 9%. The comparison for CEGS was not available due to the impact of the change in the service's directorate and scope but reductions were expected.

The Committee's discussions included the following matters:

- Given the high footfall at Community Hubs, and similar venues, it was noted to be an appropriate arena to distribute information to the public regarding carbon reduction and climate initiatives taken by the Council and opportunities for individuals. Officers noted that hubs were already used to promote schemes (such as leaflet and poster sharing) and agreed to explore further pro-active engagement with individuals at Hubs, although resource constraints were noted as a barrier.
- Methods for external partners working in Housing services, such as Mears, to improve their carbon footprint, with multiple re-visits often required to resolve issues, were noted to be addressed through stronger requirements upon renewal of contract agreements. The frustration and carbon output involved with re-visits were understood and more information on existing contractual agreements were to be provided back to Members.
- It was confirmed that a map covering the locations for the Urban Buzz hotspots was not available; Members noted this would be a useful tool

for communities and to identify where more provision was required, in consultation with communities.

- Urban Buzz, Trees for Streets, Bio-diversity Net Gain and similar schemes should be consulted with the public. It was desirable to create a mapping system to cover green space development. Community Committees were noted to be an appropriate avenue for promotion.
- In response to a question relating to what the 0.29% of household waste going to landfills was comprised of, it was outlined that some waste was unable to be disposed of via existing recycling contract arrangements and also, national definitions for recycling did not allow for all 99.71% of waste to be considered 'recycled' or 'recovered' despite being converted into energy or ash.
- It was confirmed that pest control was no longer outsourced, and the associated vehicle fleet was electric.
- Further information relating to the carbon impact of returning lost or replacement keys to tenants was agreed to be provided back to Members. This was raised in response to the figures for costs and visits required for lost keys that had been noted.
- A visit to the RERF was scheduled for the 23rd of January 2024 at 4:00pm as part of the training induction programme for recently Elected Ward Members. The offer to the visit was extended to Committee Members but given the short notice, it was also noted there were more visits planned with dates to be confirmed.
- The process for reducing business mileage and allowances for further improvements were queried. In response it was noted further analysis was required to understand the full scope of potential improvements, but the figures outlined good progress, however, further data may display smaller reductions in business mileage.
- Monitoring energy use at Community Hubs, leisure centres and civic buildings was covered by the Planned Maintenance team. Remote monitoring was noted to be resource and cost intensive but provided a better diagnosis model for any energy issues or leaks. As part of the Community Hub review, through Asset Management, remote monitoring work was ongoing.

RECOMMENDED – That the update, along with Members comments, be noted.

33 Working Groups Update

As no Working Group meetings had been held since the last meeting of the Climate Emergency Advisory Committee an update on their work was not provided, but dates for upcoming Working Groups were noted as follows:

- Biodiversity, Food and Waste on the 29th of January 2024.
- Finance and Economy on the 31st of January 2024.
- Community and Business Engagement on the 5th of February 2024.
- Planning and Buildings on the 6th of February 2024.

34 Carbon Disclosure Project Feedback and areas of Development

Draft minutes to be approved at the meeting to be held on the 19th of February 2024

The report of the Chief Officer, Climate, Energy and Green Spaces outlined that the Carbon Disclosure Project (CDP) was a global non-profit that ran the world's environmental disclosure system for companies, cities, states and regions. More than 24,000 organisations around the world disclosed data through CDP in 2023 (including listed companies worth two thirds of global market capitalization) and over 1,100 cities, states and regions.

Chad Newton, Senior Policy and Communications Officer, presented the report and highlighted the following information:

- In November 2023, Leeds received an A Grade rating, for the second year running, from the CDP, a global non-profit organisation that runs environmental disclosure systems for companies, states, cities and regions.
- The CDP process provided a useful, independent review at no cost to Local Authorities for participation with private sector companies instead charged for their own engagement.
- Only 119 cities globally received an A grade rating over 2022 and 2023, with the regional European average rating noted as a B rating and the global as a C rating.
- The item had been brought at the Committee's request for feedback after Leeds's submission to the CDP in November 2023.
- A list of other A grade rated Council's within the UK was provided, as well as a list of grade definitions as D, disclosure, C awareness, B management and A leadership. The highest grades required integrated plans for climate action and adaptation.
- The process required transparency, with the Leeds submission available on the CDP website as well as being contained online as part of an Executive Board report.
- As the CDP project progressed annually, the target requirements become more stringent in order to encourage better practice and further action.
- The 2024 submission was to be informed by the 2023 review and for improved scores, feedback from CDP requires that the Council better explain flood alleviation scheme progress, public engagement on climate adaptation policies—especially with those more vulnerable, better explain Connecting Leeds progress, provide new data for public travel methods at a local and district level, provide more detailed tree planting metrics, provide area wide targets for renewable energy generation, and disclose Leeds's carbon credit requirements to achieve net zero.
- The next steps were outlined as the CEGS team to continue co-ordination of the 2024 submission, engaging with relevant departments and partners as part of the process. The team will also explore new data sources for improved transparency and accountability of the city's progress. Council officers requested the support of CEAC to consider relevant plans and options.
- Key dates for the 2024 submission were for CDP to publish questionnaires and guidance in April 2024, CDP to open the questionnaire in June 2024, Leeds to complete the submission and

publish it alongside the annual report due for Executive Board in September 2024, and for results to be published in early 2025.

During discussions the Committee discussed the following:

- A message of thanks and congratulations was extended to officers for their work on the submission and the A grade rating.
- With the reference to Leeds being within the top 13% of performers, it was outlined that relative positions compared to other cities were not provided as part of the CDP results and only the grade rating for each city were received. Officers agreed to further scrutinise the results and data and feedback any notable findings to the Committee.
- The work on expected usage of carbon credits was difficult to scope and officers noted it was unlikely to be contained in the 2024 submission, however, conversations regarding the process were opening.
- Engagement with other A grade cities was ongoing and had uncovered similar queries with regards to developing best practice for understanding carbon credits.
- It was confirmed that the criteria for ratings was changing annually to encourage improvements (e.g. there had been a greater focus on climate adaptation in recent years), in line with Paris Agreement targets.
- Contact with a CDP representative had outlined that the 2024 rating criteria had not been finalised and it was alluded that the 2024 results for Leeds would likely remain as A grade, with opportunities to improve Leeds's score had been identified.
- The forward plan for the Committee could help examine data and review the specific asks of the CDP through scrutiny of items brought to the Committee and associated working groups.
- The results displayed many positives which covered a vast range of topics and Leeds had developed good models for flood alleviation, tree planting and transport which can be expanded for future submissions.

RECOMMENDED –

- a) That the report, along with Members comments, be noted.
- b) That the feedback used to develop the CEAC Main Committee forward plan, be agreed.

35 Update on Heat Network Zoning

The report of the Chief Officer, Climate, Energy and Green Spaces provided an introduction to a presentation on the proposals for Heat Network Zoning contained in the Energy Act and the implications for the city.

George Munson, Senior Project Manager, outlined the following information to Members:

- Heat Network Zoning was Government policy, as part of the Energy Act 2023, designed to support district heating network growth in areas identified to deliver lower cost decarbonisation than heat pumps. The detailed policy was at a consultation stage, closing at the end of February 2024, and was expected to be fully implemented by 2025.

- The policy mandated that larger buildings and new developments were connected to district heating, with Local Authorities becoming Zoning Coordinators, holding a coordination, liaison and enforcement role. Zoning Coordinators were to issue tenders for heat network delivery bodies that build networks and connect customers.
- Potential zoning areas, where criteria for district heating to be lower cost than heat pumps had been met, had been identified for Leeds via a Heat Network Zoning Pilot. The Advanced Zoning Delivery Programme (AZP) had consolidated data for potential sites and focused on the city centre and Aire Valley zones, existing Leeds Pipes network zonal expansion, Skelton Grange energy from waste site, as well as additional areas of interest.
- Work had been conducted to understand the extent and scope of the policy in Leeds, with an estimated 650 gigawatts per year of mandatable building heat loads, 175km length of pipe network, a zone demand of 1,439 gigawatts per year of zone demand and a capital investment of £650 million.
- The AZP was a Government sponsored programme and Leeds had chosen to focus this on the city centre, Aire Valley and Southbank area to understand the cost of strategic oversizing of elements of the network. The Green Heat Network funding application for a network in the Southbank area was to form the base case.
- Early stages of the AZP project had identified the Southbank network was required to be three times larger than initially planned to provide capacity for mandated buildings.
- The key points of the consultation were noted as understanding the role and requirements to perform as a Zoning Coordinator, acting as a local regulator, establishing and procuring zone networks, running competitions to secure delivery bodies, as well as an enforcement, liaison and review role, including internal appeals. Funding was to be initially central, with support from the Central Zoning Authority.
- The key issues identified for the Zoning Coordinator model were similarities to the planning authority, unclear levels of funding required and delivery capabilities, the proposed governance process, and the implication of appeals and liability of the Council.
- The impacts on existing networks were to avoid the need to sell network output to delivery bodies with an incumbent rule proposed, gifting rights to existing network operations, outside of incumbent areas competition for delivery bodies was held. If the Council was to become a delivery body, it was required to establish a separate Zoning Coordinator entity.
- For inoperable areas, outside or on the fringes of network heating zones, Officers were minded to render these zones unviable and allow Zoning Coordinators powers to designate the areas as separate zones, as part of the consultation response.
- Issues that may impact existing networks were outlined as setting up a Zoning Coordinator as a separate body outside the Council may be undemocratic; the planning authority was recommended as an appropriate vehicle for zone coordination. Also, if a district heating

contractor was already competitively procured, it was anticipated to satisfy requirements of the Utilities Act 2023.

- The following recommended consultation responses were outlined, as part of zoning development, coordinators should reserve the right to engage with mandated buildings and heat sources and hold a stronger position to refine recommended zones from the Central Authority. A longer statutory consultation period prior to zone establishment than the proposed 21 days, a loan facility with deferred repayments for delivery bodies to account for the significant investment need ahead of revenue generation and a consistent approach to carbon standards to avoid a preference for air source heat pumps.
- The policy was considered to be overall good, and a response was to be submitted by the end of February 2024.

During the discussions the following matters were considered:

- Likely sources of low carbon heat were outlined as initial point sources including the Skelton Grange Energy and Waste Plant, industrial waste processes, such as the glass factory, data centres, old mine works and then environmental heat such as sewers or rivers in order to create a mixed economy approach.
- In response to a query relating to financial penalty collection, it was confirmed that this was not contained in the consultation but was anticipated to be a process covered by Zoning Coordinators or delivery bodies. Clarity on this matter was to be requested.
- For areas outside the larger identified zones, smaller potential zones had been devised, however, the push for implementation by 2025 had created pressure on the industry. All potential areas were to be published by the Government and then Zoning Coordinators were to bring forward bigger, or more viable zones first, with third parties also potentially requesting zone development.
- The process for holding suppliers accountable for charges to residents in large residential buildings covered by community heating networks was queried, it was noted that gas price increases were understood as an issue at a national level. Alongside the Heating Network Zoning policy, the Government were to introduce heat network regulations, overseen by Ofgem, for householders dissatisfied with current provision.
- It was not the intention for the policy to impact current developments timeframes, but important that the policy is taken into consideration. Developments that proposed sources of heating that could be connected to district heating once infrastructure was in place, should be favoured.
- The anticipated changes to existing networks were considered to be overall positive and a worst case scenario was outlined as stand alone networks serving the city centre and the Aire Valley, with the ability to extend and subject to approval of the plans by the Executive Board, and the best case was, the Government agreeing with the consultation response to make all zones deliverable through existing networks.

- Implications to the Council were the £650 million of required investment to deliver the infrastructure. Potential funding options were to be considered by the Executive Board in February 2024.
- A message of thanks was extended to Officers for their work on this item and the anticipated future work required.

RECOMMENDED –

- a) That the report, along with Members comments, be noted.
- b) That the intention for the Chief Officer, Climate, Energy and Green Spaces to respond to the consultation on behalf of the Council in consultation with the Chair of the Climate Emergency Advisory Committee, be noted.

36 Update on Connecting Leeds Transport Strategy

The report of the Chief Officer, Highways & Transportation provided an introduction and overview of the Annual Progress Report of the Connecting Leeds Transport Strategy (CLTS), Action Plan 1 with respect to the Climate Emergency.

Paul Foster, Transport Planning Manager, outlined the following information to Members:

- An annual progress report had been considered by the Executive Board in November 2023. A key part of the strategy, annual report and update was methods and data related to carbon reduction across the service, with targets to reduce distances travelled by 30%, to shift from private car to public transport and active travel models, including a 30% reduction on private car reliance, 130% increase in bus provision, a 70% increase in rail services, 400% increase in cycling rates and 30% increase for walking, set against 2016 figures.
- An additional aim was to decarbonise the Council's vehicle fleet which was ongoing but so far successful.
- Department for Transport data was presented, outlining, carbon emissions from transport had decreased over the period of 2019 to 2021 but had slightly increased over 2020 to 2021. Distance travelled data correlated with carbon emission data and substantial work was required to achieve net zero, it was hoped that further uptake in EV use will further reduce emissions.
- EV uptake data outlined in 2022 there were 26,730 zero emission vehicles registered in Leeds, this was only 7% of the approximate 407,000 registered vehicles.
- Data for active travel and public transport use during peak commuter hours was overall positive with a long term trend for uptake in sustainable travel options and a 10.9% reduction in car use over 2022 to 2023.
- A notable intervention of the service was the closure of city square for motor vehicle access, which reduced vehicle commutes by approximately 6,000 cars, however, for context there was around 1 million car journeys within the district daily.
- A travel to work survey had been conducted, with some businesses mandated through the planning authority to engage with the travel plan network and had displayed a decrease in car use and alternative travel

methods promoted to commuters. Data outlined a continued decrease in car usage, which correlated with working from home effects. Measures to reduce car use required more stringent policy for example, planning conditions and plans had reduced car parking space provision at new office sites.

- Training sessions had been conducted by the service in relation to road safety and influencing sustainable travel for road users most at risk of harm, including cycle training in schools.
- Strategies of the service were required to be conscious of wider Council strategies, such as Health and Wellbeing and Vision Zero to develop all encompassing, safe travel models with delivery aimed at culture and attitude changes and enforcement, as well as physical changes to highways.
- The strategy was engaged with bus reform, through the West Yorkshire Combined Authority (WYCA) with a consultation conducted to consider options, including franchising. The decreased fare of £2 for a single a £4.50 for a day rider had been implemented by the WYCA Mayor.
- The Healthy Streets Approach, including a useful tool kit to co-design schemes and Road Space Reallocation, shifting to sustainable transport, were notable policies included in the strategy.
- Infrastructure improvements had been implemented or were ongoing at Armley Gyratory, Leeds Train Station, Morley Train Station, White Rose Train Station, Thorpe Park Train Station and Fink Hill junction in Horsforth.
- Work was proceeding with third party providers for EV charging point delivery to allow residential access at equitable prices.
- The E-Bike scheme had been implemented in and around the city centre, with initial data showing a positive uptake, with more expected through Summer 2024 and were a safe and space efficient travel option. Delivery robots becoming more frequent, and the Smart Signal Programme were both reducing congestion.
- In order to meet 2030 net zero targets, there was a considerable amount of work required, with influential action and planning noted to accelerate the programme. The Executive Board were to be updated on progress annually.

During the discussions the following matters were considered:

- Concerns were raised in relation to the lack of integration between bus and rail services and also the accessibility of stations, given outer areas often had a lack of cycle routes and active travel investment and further dissuasion by the potential introduction of parking charges. In response it was noted the service providers were not subject to public control and demand was required for viable investment and increased service.
- Road safety measures required significant levels of funding, often through Government funds for larger scale investments. City Regional Sustainable Transport Settlement (CRSTS) funding was available again from 2027, with the model shifting towards smaller, local investment. An area transport plan was to be devised for each

Community Committee as a platform for knowledge and access to grants.

- The price set by Beryl Bikes for the use of the E-Bikes in Leeds had been reported to be high. It was outlined a partnership with Beryl had been procured and charges were dependant on structure and the further travelled, the cheaper the cost. The company covered a lot of schemes across the UK and were believed to be a sustainable model, however, concerns were to be addressed with colleagues at the project board.
- It was confirmed that the E-Bike scheme had been part funded by the Council, as part of the Transforming Cities Fund via the Government and WYCA.
- Residents, particularly young families, had raised concerns regarding the safety measures for the E-Bike scheme, with no helmet provision or clear plan on the occurrence of an accident. No accidents had been reported on the E-Bikes yet, but work was ongoing with West Yorkshire Police to address safety concerns, particularly with food delivery drivers or riders and illegal EVs. When city's adopt cycling, the culture was noted to change regarding safe use and safety gear.
- Air quality issues were raised with the closure, or restricted access, to many roads in the city centre. This issue may be exacerbated at night time with standstill traffic at Lower Briggate caused by the build up of taxis. Air quality was monitored by a different department, but reports were expected to follow as data was compiled. Neville Street was reported to be the worst area for air quality in the city and the changes introduced in 2022 should have seen a marked improvement.
- Measures to address night time economy travel needs were demand based, however, provision of later bus schedules were sought as an option for sustainable travel.
- A lack of disabled parking bays and safe waiting places for pickups were noted, with the changes to road access in the city centre. Officers noted information on disabled bays and specific road access policy was available and mapped online and also the ability for disabled badge holders to park on double yellow lines. There was high demand for kerb space with bus service, taxi and loading bay provision and was a balance between the demand.
- With the lack of reliability and frequency of bus services over and since the pandemic, particularly for outer areas, people had lost faith in public transport and were using cars out of necessity. It was agreed that more work was required for the strategy to influence provision of better bus services.
- The road accident reduction targets and Vision Zero were noted to be somewhat unfeasible given the number of factors at play. In response the ambitions were arduous but aimed to change behaviours with road users working together and being more mindful; there was no regret in the ambitious nature as the methods saved lives. Other cities around the world had made these changes successfully.
- Ways to improve short journeys in outer areas to town centres were queried, it was noted that it was distance dependent and if walkable,

safe environments on and around highways should be provided as well as network and attitude changes, through good consultation.

- The Healthy Streets programme and Local transport plans were being developed and trialled to identify local issues and were required to secure funding. Community Committees were considered a good arena to support this work.
- Work on a freight travel policy at a WYCA level as part of the next statutory Local Transport Plan was ongoing and noted to be challenging, with one third of emissions produced by freight travel and limited influence over third party companies. The Council was setting an example by moving their fleet to EV.

RECCOMENDED – That the report, along with Members comments, be noted.

37 Date and Time of Next Meeting

RECCOMENDED – To note the date and time of the next meeting as Monday the 19th of February at 2:00pm.