



18th January 2022

To Members of Environment Committee Working Group

You are hereby invited to a virtual MEETING OF THE ENVIRONMENT COMMITTEE WORKING GROUP **to be held on** Tuesday, 25th January 2022 at 7.30pm, **to conduct the following business.**

Helen Bojaniwska
Town Clerk

The meeting will be held via the [Zoom meeting platform](#)
To attend the meeting please use ID 876 4262 1623 – password - Community
For more information please refer to the [guidance on our website](#)

AGENDA

1. To receive apologies
2. To receive declarations of interest or requests for dispensations
3. To receive questions from members of the public
4. To approve the minutes of the meeting of 30th November 2021 previously circulated
5. To receive the Green Spaces Manager report
6. To receive the budget monitoring report to end December 2021
7. To approve a letter to Stroud District Council supporting residents in their campaign for improvements to the Highfield Road play area
8. To note the funds remaining in the carbon reduction budget
9. To discuss grant applications received for the Carbon Reduction grant budget

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, race, gender, sexual orientation, faith, marital status and disability); Crime and Disorder (Section 17); Health and Safety; and Human Rights.

GSM REPORT JAN 2022

Covers period 22 Nov – 17 Jan

AUTHOR

Chris Woolner – Green Spaces Manager (GSM)

CONSULTEES

Green Spaces Team (GST)

FOR MEETING

Environment Committee

DATE

25/01/22

RECOMMENDATIONS

None

REPORT

Summary

Report writing time seemed to come around very quickly this time! Maybe Christmas explains this. My highlight has been developing the Sub Rooms forecourt project. I'm confident we can do something really good with a real positive impact on the town. I have also enjoyed working with Helen and Kate a bit more than usual. The bulk of my work in this period has been covering hands-on tasks due to sickness and leave or working in the Sub Rooms project. My lowlight was being out of action with Covid for a bit. - Chris



Biodiversity

- Tree and Shrub work has been carried out at the cemetery to give more light to areas of meadow and improve site lines for visitors.

- Annual strimming was increased this year in the western end on the new cemetery to increase the area likely to support more wildflowers.
- We experimented putting out bird feeders in some areas to see if they would be used and/or be vandalised. Mixed results.
- We have sown wildflower seed harvested from our sites in various areas elsewhere on our sites.

Maintenance and Buildings

- I still await the tree survey report.
- We have agreed to change the path level in Bank Gardens adjacent to Bank House in late Jan. This should solve ongoing issues with silt build up. GS team will carry out the work.
- Following the request at the last meeting to install a container at trinity pocket park, I forwarded the notes and actions to the applicants. I have heard nothing back as yet.
- We had a lot of alarm call outs at the depot caused by rats and spiders setting the sensors off. I have asked Stroud alarms to disconnect the PIR sensors as these are additional sensors that are being triggered. Our insurance is unaffected.
- Minchinhampton Rangers have requested installing a sitesafe for extra football equipment at Uplands. I have given the OK for this subject to it being not too big and in a tucked away location.
- We have removed much of the fencing and gates at the entrance to the Long Ground at the Gannicox Road end. They were unsightly.
- We have spent some time clearing out compost bays throughout our sites to implement an improved system of compost and arisings management. Whilst doing it we found this guy/girl who was of course, safely relocated.



Horticulture

- We have done lots of hedge and shrub pruning throughout our formal sites
- Lots of hedge and shrub pruning at the new cemetery
- Our new local supplier for baskets and planters fell through. We have reverted to our previous supplier for 2022
- I need to do some long-term planning for trees throughout our sites. Especially in Park Gardens, Daisy Bank, Long Ground and the new Sub Rooms Forecourt. We have had a team discussion about some of these things. I am keen to have an in depth discussion with Cllr Green in the next few weeks.

Training / Team Development

- Sam continues in his Royal Horticultural Society Level 2 training in Bristol.
- Our new Task Planner system is now in place. Anyone with an STC Office account (all councillors and staff) can view it.
- I have delivered further training sessions on using MS Planner for staff.
- I have asked Rangers to take the lead on some of my project work. Both to give them experience in project management that they are asking for and to up our project development capacity a bit.
- I am attending a Mental Health First Aider training session at the end of this month.
- I will be booking introductory Project Management training for team members (Association of Project Management Fundamentals) for the coming period.
- I would like to do some work to better manage Quality Assurance for Visitors to our sites. This will link to both the Signage and Interpretation project and to introduce a new approach to Visitor H&S management as set out below. There are 2 steps that I am proposing to carry out over the next period.
Feedback on this approach would be welcome.

1. To audit each site for quality of experience and set agreed levels of quality assurance with my team.
2. To schedule quality assurance checks that integrate with current H&S schedule of checks producing actions that input into our Task Planner

Health and Safety

- I would like to do some work on how we manage health and safety for our visitors. This is just for info at this stage. I will bring a report to the next meeting
 - Firstly, I will seek approval from Environment committee to formally adopt a strategic approach to managing Visitor Health and safety as set out by the [Visitor Safety Group](#) and to become a member of that group.
 - Secondly, I will write site specific Visitor Risk Assessments for each of our sites. These don't currently exist.

Vehicles and machinery

- Our current e-bike battery is failing. I can't find anyone willing to fix it and it is out of warranty.
- Machinery and vehicle changes as approved last Env Comm meeting will be delegated to a GS Ranger.

Community Engagement

- Mat ran the last of this run of Habitat Management sessions with volunteers in the cemetery. He has recruited a few new volunteers.
- Mat, Sam and I are planning our recruitment and management of volunteer teams for Spring.
- We are meeting to plan 2022 events and activities next week. We plan to do "fewer, bigger, better" this year. Focussing our efforts to coincide with 2022 Festival of Nature. I am planning to create an Audio Tour of the cemetery with a resident who wrote one for her creative writing MA.

Media

- Very little media / comms in this period. Other than the odd Facebook post. Had to prioritise other work.

Known vandalism/ antisocial behaviour/damage

- Lots more graffiti in Park Gardens shelter. Will need a complete repaint once temperature gets a bit higher
- A few bits of furniture fly tipped in Bank Gardens
- Goalposts at Uplands were vandalised. We will help the football club repair them.



- There was also a vandalism incident at the cemetery over the Xmas break where some stonework was damaged on the main gate and the compound gate was also damaged. The stonework will need contractors to repair.



- Community Committee have approved funds to replace the SDC CCTV cameras in Bank Gardens and Park Gardens. I support this.

Project Updates

Note there are quite a lot of projects in the GS pipeline currently. I am mindful to defend adding to the current list but also open to new ideas and to seize new opportunities as they arise.

1. Sub Rooms forecourt

I have done quite a lot of work taking this project forward in this period, which reports to the Regeneration Committee. Progress highlights are as follows.

- John Parker from the Arboricultural Association has agreed to sit on the design team.
- The Project Brief is complete and includes large scale upgrade of the area including large trees, planting, seating and rainwater capture.
- I am waiting for quotes from 2 architects that are both currently engaged with us and SDC. Initial meetings have been very positive.
- Conservation officer at SDC has been engaged and is very positive about the scheme
- Stakeholder engagement is underway including Public consultation planning.
- I expect it to be around a £200k project going into the LUF bid
- Delivery will be in Winter 2022/2023 if funded

I am happy to take any Qs from the Environment Committee

2. Bank Garden Railings

I have passed this on to Pete to complete before Spring 2022. We have contractors coming for a site visit next week.

3. Leazes Play Area

Contractors booked in for April.

4. Interpretation and Signage project

On hold until Sub Rooms projects gets to Final concept sign off.

5. Daisy Bank climbing frame

SDC have indicated that they would be supportive of an application for funding of £12k from the S106 for provision of play equipment from the Bowbridge Wharf development. I have started the application process with assistance from FODB.

6. Carbon Reduction Plans

I have passed the delivery of the agreed carbon reduction measures from the last Environment Committee meeting on to a GS Ranger to deliver.

7. Nursery / growing our own plants

On hold – There was a funding opportunity that came up from Severn Trent Community Fund. We were ineligible due to the size of our income. However, it did prompt lots of conversation in the team as to what we could do in future. Likely to pick this up in Autumn 2022

8. Bog Ponds at Long Ground

On hold

9. Accessibility Audit

On hold

10. Drinking water @ Daisy Bank

I will talk to FODB to see how much of their funds they want to put into the climbing frame and if there will be any left for this. I will do some costing in this period.

11. Fennels View

Community consultation started. Need to take a design back to the community in the next period.

1. French Drains at New Cemetery

On hold while Defra consultation on new cemetery regs takes place

12. Project Management Framework

On hold.

13. Green Flag Application – Old Cemetery and Daisy Bank

Not started. Will probably start Summer 2022

14. Old Cemetery Management Plan Review

On hold.

New Projects

None for this period.

LEGAL IMPLICATIONS

none

FINANCIAL AND STAFFING IMPLICATIONS

See training / team development section

EQUALITY IMPLICATIONS

None

CO2 IMPLICATIONS

See project updates

ITEM 6 ENVIRONMENT COMMITTEE**Expenditure to end December 2021**

ENVIRONMENT COMMITTEE	Budget	Spent	Committed	Balance
Staff costs	129,349	89,374		39,975
Training	2,000	2,340	325	- 665
Travel/expenses	200	-		200
Rates	9,149	9,611		- 462
Rent (Depot)	10,000	10,000		-
Health safety security	3,000	1,914	77	1,009
Utilities	2,000	1,429		571
Tel/post/communications	2,000	930		1,070
Insurance/Computer/Consultancy	2,000	2,138		- 138
Site materials	7,500	3,152	25	4,323
Refurbishment	-	99		- 99
Small tools and equipment	2,750	680	26	2,044
Equipment hire	1,500	224		1,276
Equipment maintenance	1,000	928	18	54
Fuel and oil	1,400	1,224		176
Vehicle lease	300	50		250
Vehicle maint./MOT/Tax	3,500	1,898	96	1,506
Planting	10,000	12,967	208	- 3,175
Consumables	600	523	669	- 592
Legal expenses	-	1,141	465	- 1,606
Consumables - G/Maint		-		
Contracted grass maintenance	14,350	11,100	589	2,661
Contracted infrastructure	10,000	2,273	13	7,714
Contracted grave digging	12,000	6,030	-	5,970
Contracted waste management	8,000	8,272	202	- 474
Contracted play equip works	25,000	1,096	-	23,904
Contracted tree reports&works	3,000	633	583	1,785
Environment projects	35,000	155	-	34,845
Stroud Valleys Project	1,000		250	750
Community engagement	1,800	646	250	904
Climate change grants	10,000	2,570		7,430
Loan repayments	15,484	7,743		7,741
Carbon Auditing		-		
Graffiti removal / vandalism	500	-		500
Contingencies/liabilities	4,000	-		4,000
TOTAL	328,382	181,139	3,796	143,447

DATE



Highfield Road Park

Dear Councillor Schoemaker,

We have been alerted to the campaign by local residents to lobby for updated play facilities at the area in the centre of Highfield Road. The Environment Committee have considered the campaign and would like to support the residents in their endeavours to get the space updated to a suitable specification.

The committee would like to request that the District Council prioritise this space in their refreshment and refurbishment plan for the coming financial year.

The area at Highfield Road has become neglected and is in poor condition. As a result the community report that it is under-utilised by the younger children who need play options close to their homes and tends to attract older children, with the potential risk of noise and vandalism. While we recognise that the site represents numerous challenges it is also imperative that the District Council invests time and resources to work with the local community to ensure the space reaches its maximum potential.

It is felt by community members that some moderate investment could make this a much more attractive and useful area for the use of the whole community.

We support the residents in their request for improvements to be made to the play area itself, and we would like the space as a whole to be made into an attractive and useful community area, whether through planting or some other means.

Yours sincerely,

Helen Bojaniwska
Town Clerk

On behalf of Members of Stroud Town Council Environment Committee

Rob Green – Chair

Mark Graham – Deputy Chair

Liz Child

Susan Fenton

Steven Nauman

Naomi Seffar

Megan Sheer

Item 8

Month	Date	Reference	Organisation	Transaction Detail	Debit
1	01/04/2021	GRSTCAN	Transition Stroud	Grant for STCAN website	£1,305.00
4	19/07/2021	NSWRTHCAN	Nailsworth CAN	Retrofit Fair at Sub Rooms	£385.00
9	17/12/2021	SLADBANK	Sladebank Woods CIC	Battery Chainsaws	£880.00
				TOTAL	£2,570.00
				FUND BALANCE	£7,430.00

Stroud Town Council – Grant Application Form

This page is required for all applications, and will be shared publicly on the council's website and in paper form.

Name of organisation	Transition Stroud		
Main purpose/activities of your organisation	Encouraging and enabling community action for a sustainable future, including to reduce carbon emissions		
How is your organisation constituted?	<input type="checkbox"/> Registered Charity <input type="checkbox"/> Charitable Incorporated Organisation <input type="checkbox"/> Community/Voluntary Group <input checked="" type="checkbox"/> Not-for-profit limited company <input type="checkbox"/> Community Interest Company <input type="checkbox"/> Other (please explain)		
Grant fund applied to	<input type="checkbox"/> Small Grant <input type="checkbox"/> Community Support fund <input type="checkbox"/> Arts and Culture fund <input checked="" type="checkbox"/> Carbon Reduction fund		
Overall purpose of grant	<p>To enable the installation of rooftop solar PV on non-domestic properties across Stroud Town and neighbouring parishes.</p> <p>The project is a collaboration between Transition Stroud and the not-for-profit social enterprise the Big Solar Co-op (BSC).</p> <p>The grant will contribute to the costs of employing a part-time Project Coordinator, dedicated to a 'Stroud Valleys node' of the BSC programme (2 days per week for one year).</p> <p>BSC are prepared to part-fund the post for one year to enable the local project to really make progress, and this grant is to contribute to match-funding.</p> <p>The Project Coordinator will be employed and managed by the BSC. The project will be overseen by a Local Advisory Panel, with opportunity for membership from local funding bodies as well as from Transition Stroud.</p>		
Amount applied for	£3000		
How do you intend to spend the grant if successful? (e.g. equipment, materials, staff expenses, training, room hire etc.)	Purpose	Total spend	Spend from this grant

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	The grant will contribute to the costs of employing a part-time Project Coordinator, promoting the project and convening the local advisory panel	£15000	£3000
How will the balance be funded?	the balance to be met by BSC (£7000) and other Parish/Town Councils and Stroud District Council.		
Give details of other applications for funding for this project. <i>*If you have not yet received a decision on other applications, please give the date when the decision is expected</i>	Source	Amount applied for	Amount awarded*
	Big Solar Coop	£7000	£7000
	Stonehouse Town Council	£2000 (end Jan 2022)	
	Cainscross Town Council	£1000 (end Jan 2022)	
	Rodborough Parish Council	£800 (Jan 2022)	
Stroud District Council	Under discussion – depends on balance required		
If the grant is for an event when will it take place?		-NA-	
How will your project meet the criteria for this grant fund? <i>(See guidance notes)</i>	<p>Carbon Savings: The installation of PV panels means that buildings reduce their consumption of electricity from the grid, which comes from a mix of sources including the burning of fossil fuels. As an example a non-domestic rooftop PV install of 30kWp would typically save 12 tonnes of carbon per year.</p> <p>Innovation: Since the end of Government subsidy (the Feed in Tariff), it's been much harder for local energy cooperatives to develop rooftop PV projects. Business case viability now depends primarily on the income from selling PV electricity to the site. This means finding willing sites with relatively high on-site electricity use. The Big Solar Coop has been set up to re-invigorate community rooftop PV projects through working with local communities and volunteers, and achieving benefits of scale. BSC is developing a 'node' based approach, which involves working collaboratively with local community groups in specific geographic areas. A first node has been established in Birmingham, and a 'Stroud Valleys node' would be only the third one to be established in the UK.</p>		

Stroud Town Council – Grant Application Form

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	<p>More sustainable community: Hosts of BSC PV installs will be able to have PV panels installed <i>without having to meet any capital costs</i> (which are funded through community shares), and will typically pay 10-20% less for the electricity from the panels. Site generated electricity will also help reduce the running costs of future increases of on-site electricity use eg in heating or EV charging.</p> <p>Community engagement: There will a number of opportunities for engagement, including: through recruitment of volunteers to assist the Project Coordinator; through engaging with local building owners and managers; and through promotion of community share issues to fund installation costs. This will encourage community engagement around sustainability and carbon reduction.</p>	
<p>How will your project help to reduce CO₂ emissions? (See <i>guidance notes</i>)</p>	<p>As above, the installation of PV panels enables buildings to reduce their consumption of electricity from the grid, which comes from a mix of sources including the burning of fossil fuels. As an example, a non-domestic rooftop PV install of 30kWp would typically save 12 tC/y.</p> <p>It is not possible to quantify the number of installations that will result from this project. However, heightened understanding of the need to find cost-effective ways of reducing both carbon emissions <i>and</i> electricity bills, should make the BSC 'offer' attractive to building owners/managers.</p>	
<p>CHECKLIST I confirm that:</p>		<p>Yes/No/ N/A</p>
<p>I have read the grant terms and conditions</p>		<p>Yes</p>
<p>I have attached a copy of our latest accounts, including a breakdown of salary costs</p>		<p>Yes</p>
<p>I have attached a copy of our governing document/constitution</p>		<p>Yes</p>
<p>I have attached a copy of our safeguarding policy (only required for projects working with children, young people or vulnerable adults)</p>		<p>n/a</p>