

EXETER CITY COUNCIL
SCRUTINY COMMITTEE – ECONOMY
9 JUNE 2011

ENERGY PARTNERSHIP WITH E.ON
PROGRESS REPORT

1.0 PURPOSE OF REPORT

1.1 This report updates members on the work of the partnership with E.ON

2.0 BACKGROUND

2.1 At the November 2010 meeting members requested that they be kept informed of the work of the Energy partnership with E.ON. Executive agreed to enter into the partnership on the 23 November and this was reported to the Exeter and East Devon New Growth Point Steering Board on the 9 December 2010, when it was resolved that the Board would provide a governance structure for the work of the partnership. At the same meeting Devon County Council have been informed of the decision by the City Council and East Devon District Council to enter into the partnership and were invited to engage in taking forward the work programme.

2.2 Devon County Council has now confirmed its intention to join the partnership and a formal signing of a memorandum of understanding took place at the launch of the Devon County Show. The details of the memorandum are attached to this report.

3.0 RECOMMENDATION

- (i) That Scrutiny Committee notes the signing of the memorandum of understanding between Exeter City Council, Devon County Council, East Devon District Council and E.ON for the purpose of developing, overseeing, influencing and where appropriate commissioning projects within a programme which is intended to achieve the ambitious goals of reducing carbon emissions, tackling fuel poverty and stimulating the low carbon economy for the region.

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ECONOMY & DEVELOPMENT DIRECTORATE

Local Government Act 1972 (as amended)

Background papers used in compiling this report:-

A Sustainable Energy Future – A Strategic Partnership with E.ON, 11 November 2010, Scrutiny Committee; 23 November 2010 Executive

A Sustainable Energy Future for Exeter and East Devon

Exeter City Council

East Devon District Council

Devon County Council

Low Carbon Task Force Terms of Reference

1. Status

Key stakeholders including Local Authorities and representatives of major institutions and the business community in Exeter and East Devon are coming together to deliver real reductions in the area's carbon footprint. An informal partnership has been established with E.ON who are helping to pioneer the development of Cranbrook as a low carbon community and who have experience of similar partnership working in other parts of the country. The intention is to establish shared goals and identify real outcomes that that can be achieved.

2. Role

The Low Carbon Task Force (LCTF) has been formed for the purpose of developing, overseeing, influencing and where appropriate commissioning projects within a programme which is intended to achieve the ambitious goals of reducing carbon emissions, tackling fuel poverty and stimulating the low carbon economy for the region.

The process will bring together and ensure coordination between a range of initiatives. This includes in relation to the areas of major change and development in the designated Growth Point. The essence is of joined up action, prioritisation, coordination and identifying who is leading on which aspects/projects.

3. Objectives

The principal objectives of the LCTF are to coordinate activities which:

- Reduce energy consumption / carbon footprint / energy costs
- Increase energy efficiency through smart initiatives / technologies
- Seek continuous improvement through regular communications
- Promote the transition to a low carbon economy and secure opportunities for business development
- Bring about additional benefits to the community through education, training, job creation and community engagement

4. Composition/membership

The composition of the LCTF is neither exclusive nor restricted and is open to all interested parties, by invitation, who share and can demonstrate their aim and ability of securing a sustainable energy future.

It is an aspiration of the LCTF to build on the existing partnerships delivering key services to the Councils in the delivery of carbon reduction. In addition, it is

envisaged that the scope of the LCTF will eventually include other key partners, other major utilities and large employers within the area.

Membership of the LCTF shall be confirmed by the signing of a Memorandum of Understanding (MoU) (see appendix A).

The signing of the MoU demonstrates that the following values are held by the signatories of the MoU:

- No party has a monopoly on best practice, initiative or solution;
- All information is shared openly where possible;
- Problems are solved jointly;
- Innovative proposals are positively criticised;
- Working relationships are friendly;
- The parties will adopt a common approach to the management of risk;
- Confidentially respected where appropriate

The MoU is a statement of intent and should not be interpreted as a binding agreement. It has been written to record the collaborative working between partners and the Councils. It does not create legal obligations between the parties.

5. Responsibilities

The LCTF shall have the following responsibilities:

- To establish, and set terms of reference for, other sub-groups to work on defined tasks or areas of enquiry and report back to the main LCTF.
- To approve any variations to these terms of reference
- To ensure that appropriate forms of communication are used to promote inclusiveness and equality of opportunity and to review these from time to time
- To develop, agree and deliver a programme of projects

6. Decision-making

Decisions by the members of the Steering Group shall as a general rule be confined to matters that fall within the scope of these terms of reference, i.e. decisions relating to structure and process. Where a decision is called for in relation to specific interventions in the area it will as a general rule be for the members of the LCTF to decide as a first step how such a decision should be taken and by whom.

Decisions should be by consensus, and where there is a division of views among the members, the members shall determine a process by which consensus can be reached including, for example, mediation or arbitration.

7. Arrangements for meetings

Attendance

Meetings of the LCTF will be open to all core members of the LCTF and by invitation to others who can assist the group in achieving its aim and objectives.

Core membership group:-

Fliss Morey	Exeter and East Devon Growth Point Director (Chair)
Andrew Wood	Exeter and East Devon Growth Point
Paul McCormick	Exeter City Council
Dianne Berry	East Devon District Council
Joe Keech	Devon County Council
Pauline Warner	Devon County Council
David Morgan	E.ON Sustainable Energy
Steve Marsh	E.ON Sustainable Energy
Chris Lorimer	Bicton College / Chamber of Commerce
Tony Norton	University of Exeter
Mike Mortimer	University of Exeter
Lynda Jones	Met Office
Keith Farley	RD&E

Circulation of Papers

Papers for meetings will be circulated to all attending members of the LCTF.

Times and Venues

Meetings will be arranged at times and at venues with the aim of encouraging access and participation. It is envisaged that the frequency of meetings of the LCTF would in the initial stages be on a monthly basis with a transition to a quarterly review once processes have been established with the purpose of reviewing the successful progression of the LCTF. Once this has firmly been embedded, a monthly project meeting can take place to ensure that all projects, authorised by the LCTF are appropriately resourced and managed.

Chairing

Meetings will be chaired by the Exeter and East Devon Growth Point team on behalf of all members of the LCTF. All those present at meetings shall agree to speak through the Chair and to respect the authority of the Chair to regulate the conduct of business.

Declaration of Interests

All members of the LCTF shall agree to declare any duality or conflict of interests which could prejudice their participation in the LCTF or others perceptions of their participation.

Where issues of commercial confidentiality arise or are identified, then interested parties shall withdraw from the LCTF for the duration of those matters.

8. Servicing and support

Servicing of the LCTF shall in the first instance be the responsibility of the Exeter and East Devon Growth Point team. This responsibility shall include, subject to the availability of resources, the maintenance of mailing lists, organisation of meetings, co-ordination and circulation of papers, briefing/induction of new members, production and distribution of bulletins, newsletters and other forms of communication as necessary. However, all LCTF members will be expected to contribute where necessary and requested.

9. Communications and accountability

Information about the activities and performance of the LCTF will be publicised and communicated by the PR and Communications Teams of the relevant LCTF partners in agreement with other partners and Exeter and East Devon Growth Point team.

The LCTF will develop a communications strategy to ensure that it complies with its responsibilities.

There will be an annual review by the LCTF of its membership, performance and terms of reference and the outcome of the review will be made available to the governing bodies of the respective organisations of the membership of the LCTF

10. Harmful actions / Variations

If at any time the Chair believes that the work of the LCTF is being harmed by the activities of one or more of the representatives of the members of the LCTF attending a meeting or purporting to act in the name of the LCTF, then the Chair may seek the authority of those present to exclude such person or persons from the meeting or the authority of the LCTF to exclude such person or organisations from future meetings and/or refute their actions.

Any variation to these terms of reference shall be agreed by members of the LCTF in open session at a meeting.

The LCTF shall be dissolved upon completion of its tasks or otherwise by agreement of the members at a meeting.