



### **Library of Things**

- The Licence with Asda has now been signed. This is for the maximum 6 month period under Licence agreement so will need to be renewed every 6 months, however Asda are fully invested so this should just be a formality.
- The Agreement with LOT has now been drafted and we are awaiting the final document for signature.
- Full costs have now been agreed including metal lockers and an overnight install at Asda. Year 1 install costs have exceeded the £30k budget by about £5,500 however it is anticipated that this can be recouped from the borrowing income over the next few years as operating profit is well within the yearly £10k budget.
- The locker location has been approved for the end of the tills between the toilets and café, alongside the WTC noticeboard.
- A public survey is currently out to get further input as to the tools needed by residents and this will inform the final locker design. Tools will be purchased after Christmas.
- A job application pack is about to go live for the maintenance technician for a paid role of 2 half days per week. Backup volunteers are still needed and this option will also be added. A presentation has been done to Men's Shed asking for volunteers but this is considered unlikely to be fruitful. A backup plan would be to train a WTC maintenance staff member to provide technician cover.
- The Ware Shares logo went down well with Asda at our recent project meeting and HP will be working with their design team to agree locker colour (Asda green expected), vinyl locker decorations, signage and general comms branding.
- HP has worked with the architect to design the maintenance technician workshop as part of the toilet block refurb and work will soon be started on site.
- A lunch event and countdown comms will be planned in conjunction with Asda ready for the launch in March 2025.

### **City to Sea Refill**

- 10 businesses have currently registered as refill stations. Step by step instructions have been provided together with information and a window sticker to interested parties. Despite a further visit to interested parties no further businesses have signed up on the App. HP will do another visit in the new year in an effort to get more businesses on board before the spring.

- Comms launching Refill were put out in July including pictures of the Mayor, TP & Southern Maltings representative with our giant plastic bottle model and our own Refill station in the Priory grounds. These were also in place at the Festival.



- A stall was organized for the Hertford EcoFest event in October at which Refill and their partners were supposed to attend with all their visual comms. Refill and their partners pulled out last minute and then the event was cancelled due to the weather.
- Unfortunately Refill have not been very forthcoming and speaking to Hertford it's considered unlikely that it will be worth paying for Refill's contribution next year. This will obviously mean losing the App however the physical refill provision can still be promoted and we can still look at a coffee refill scheme moving forward between the Councils.

### Single Use Plastic in WTC Operations

- Work has started on removing the bindweed from the area identified for an on-site composting facility.
- Quotes have been obtained for a concrete base for the pallet compost bins and it is intended to lay this over the autumn/winter period.
- There have been very few beaker suppliers that have been able to verify certification to Seedling logo status for home composting. Vegware seems to be the most reliable (also used by Glaxo) and prices have been obtained together with prices for a regular collection. This works out quite expensive for the relatively small number of cups used for most events therefore it seems prudent to try home composting before entering into any collection agreement.
- HP has reviewed internal activities and highlighted a number of SUPs that can be removed and replaced with an alternative. Teams will be sourcing alternatives once current stock has been used. Processes will be reviewed again once suitability has been confirmed and new procedures put in place.
- No stallholders have been provided with SUP vessels this year. Recycled plastic glasses have been used for all events held outside and together with plenty of signage highlighting intent and encouraging their return, this has so far been successful.

- HP will be looking at upstream supplier processes with regards to amending procedures, obtaining climate documentation and updating contracts to include requirements for SUPs, waste and recycling.

### **In-house Energy Efficiency & Carbon Reduction Actions**

- The Utility Aid Surveys of WTC buildings have been finalised and the results used to inform the following actions:
- Lido : HP has worked with the design team for the refurb/extension. The initial Design SBEM (energy calculation) shows a high A Rating on it's EPC (energy performance certificate) will be achieved. The final Design calculation is expected shortly.
- Fletchers: Recommendations and approximate prices for improvements have been passed onto KM to include in the tender pack where possible. These include PV, a heat pump for the hot water provision, an unheated air curtain for over the front door and restricted taps and WC cisterns.
- Priory: Recommendations and approximate prices for improvements have been discussed with TP which include digital radiator valves (now installed), updated schematics of the mechanical and electrical systems to enable efficiency and an air curtain for the front door.
- Carbon Reduction Grant applications (max £3k each) have been made for the Fletchers ASHP, Priory Air Curtain, Priory Digital TRVs and Priory Schematics. We expect to hear back by 25<sup>th</sup> November with any approved works to be completed by March 2025.

### **Walking to School Play**

- Box Clever have been booked to provide 9 showings of the "Getting There" play during the week commencing 24<sup>th</sup> February 2025 based at local schools. A final showing is being offered on Saturday 1<sup>st</sup> March at the Priory to allow children and parents unable to attend during the week to watch the show.
- The play tackles the child and parent points of view with regards to independence for years 5/6/7 with the transition to walking to school or using public transport.
- 10 local primary schools have recently been approached and 2 have already booked in.
- A Carbon Reduction Grant application for a contribution towards the cost has been made.

### **Electric Vehicle Charging**

- 2 additional charging points have now been installed and a Carbon Reduction Grant application has been made for a contribution towards the cost.

## **Events**

- A Grant Application has been made for the cost of providing 2 Biodiversity Day events looking at promoting biodiversity in our gardens.
- HP would like to put forward the idea of a Christmas Jumper Swap event and would welcome input from Councillors.

## **ESG, SECR & General Carbon Counting**

- No further action has been taken with regards to starting with Green Business Benchmark. It was considered a good idea to get a number of the in-house energy efficiency improvements completed across the building first in order to give us a good baseline ESG rating on which to start. This will also enable HP to give it full attention and make the yearly fee cost effective.
- Data is being collected for SECR as we need a whole year's worth before reporting.
- Prices have been obtained for REGO backed contracts providing 100% renewable gas and electricity which will start in April. Confirmation has been received that this will effectively negate all energy usage from our carbon emissions, although we still need to practice energy efficiency to reduce environmental and cost impact.
- Overall Carbon counting is currently done by an external assessor who produces our Eco Report every 2 years. Whilst this has served WTC well and the above actions are all contributing towards updating this, HP has found a number of anomalies which don't make for accurate reporting. HP is therefore looking at a software which can use spend based data from our accounts together with activity based data collected from our operations. This will result in more accurate carbon counting.
- Due to the nature of the existing buildings and the range of events provided by WTC, it is considered possible to get to zero carbon for Scope 1 and 2 but that the target of 2030 for Scope 3 emissions is unrealistic. Further investigation into this will be possible once accurate carbon counting has been carried out based on a whole year's data.