

By: Gaetano Romagnuolo, Research Officer (Overview and Scrutiny) and
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To: Energy Security Select Committee – 22 October 2015

Subject: Draft Terms of Reference and Scope

Classification: Unrestricted

Summary: To discuss and agree proposed Terms of Reference, Scope and general approach for the Review

1 Introduction

Kent County Council has significant existing commitments to energy generation and security, as exemplified in the work of the previous Renewable Energy Select Committee and outlined in the Kent Environment Strategy. Increasing energy prices, limited spare energy capacity and the ongoing effects of climate change make energy security a pressing issue.

The establishment of the Energy Security Select Committee demonstrates Kent County Council's ongoing commitment to furthering a balanced mix of low carbon energy generation measures; to critically and fairly evaluating all applicable energy generation measures and to ensuring that Kent has as resilient and sustainable an energy supply as possible.

This review will aim to provide an informative and objective basis for the further development of a joint Kent and Medway energy security strategy, which would in turn serve to inform an updated version of the Kent Environment Strategy.

The supply and generation of energy for Kent, as well as the reduction of energy consumption, is of significant importance to citizens, businesses and local government alike, as are the related social, environmental, and economic impacts of such measures. This review reflects a commitment on the behalf of Kent County Council to securing the future energy needs of Kent, and ensuring that this is done in a sustainable, cost-effective and rigorous way.

2 Committee Membership

The Select Committee consists of nine elected Members of Kent County Council. It is proposed that one additional KCC Member joins the Committee as a co-optee (non- voting).

Mr David Brazier (Conservative)

Mr Brian Clark (Lib Dem)

Mr Adrian Crowther (UKIP)

Mr Peter Homewood (Conservative)

Mrs Eileen Rowbotham (Labour)

Mr Chris Smith (Conservative)

Mr Christopher Hoare (UKIP)

Mrs Carole Waters (Conservative)

Mr Jim Wedgbury (Conservative)

Mr Martin Whybrow (Independents) – proposed co-optee

3 Draft Terms of Reference

1. To clarify the meaning of “Energy Security” and the responsibilities of KCC in ensuring this security.
2. To examine and assess a range of energy generation methods so as to best secure the future energy needs of Kent.
3. To identify existing best practice across the UK and abroad on how best to strengthen a sustainable, reliable energy infrastructure for Kent.
4. For the Energy Security Select Committee to make recommendations after having gathered evidence and information throughout the review.

4 Draft Scope

The complexity of this topic and the tight timeframe of the review require a clear and focused approach. The key themes and aspects to be covered by this review are detailed below:

1. To clarify the meaning of “Energy Security” and the responsibilities of KCC in ensuring this security.

- a. To explore the definition of “Energy Security”.
- b. To examine the responsibilities and roles that KCC holds in securing energy security.

2. To examine and assess a range of energy generation methods so as to best secure the future energy needs of Kent.

- a. To investigate the various energy security measures available to KCC, Kent residents, and Kent businesses.
- b. To assess these measures and their suitability in helping to secure the future energy needs of Kent.

3. To identify existing best practice across the UK and abroad of how best to strengthen a sustainable, reliable energy infrastructure for Kent.

a. To explore best practice examples, both across the UK and abroad, of how local authorities and other relevant organisations work to develop energy security and sustainability in their area.

b. To consider how this best practice can be replicated to improve energy security in Kent.

4. For the Energy Security Select Committee to make recommendations after having gathered evidence and information throughout the review.

a. To use the findings of the review and the resultant recommendations to inform the development of a joint Kent and Medway energy security strategy and to contribute to the updating of the Kent Environment Strategy.

5 Proposed Timetable (summary)

Early October 2015:	Informal cross-party meeting for Committee to discuss the review's terms of reference.
22 October 2015	First meeting of Select Committee, to appoint the Chair and to discuss and agree the Terms of Reference of the review.
End October to mid November 2015	Arrangement of hearing sessions, site visits and other evidence gathering methods.
Mid/late November to late December 2015	Hearings and possible site visits.
Late December 2015/early January 2016	Committee meets to identify key issues and to make recommendations.
Mid January to mid February 2016	Report writing, production of first draft.
Mid/late February 2016	Committee discusses the first draft of the report and suggests amendments. Amendments carried out accordingly.
Late February/early March 2016	Committee discusses the second draft of the report and suggests amendments. Amendments carried out accordingly.
Early/mid March 2016	Final draft sent to Committee, relevant Cabinet Members and Directorates.
Mid/late March 2016	Select Committee share the report with relevant Cabinet Members and Corporate Directors.
Early April 2016	Report shared with relevant boards.
23 April 2016	Despatch for Cabinet. The report becomes public.
4 April 2016	Report presented to Cabinet.
11 May 2016	Despatch for County Council.
19 May 2016	Report presented to County Council.

6 General Approach

The review is proposed to include a short period of desk-based research. Written evidence will be obtained during the course of the review and will be provided to Members of the Committee as soon as it is received.

7 Evidence Gathering – Hearings

It is proposed that about 12 hearing sessions of 45 minutes each will take place in November and December 2015. Hearings will normally be open to the public unless there is a specific requirement to hold a closed session.

It is proposed that Members remain for 30 minutes after each set of interviews (normally 3 in each set) to ensure that all views, key points and emerging recommendations are captured.

Details of suggested witnesses/organisations to invite to hearings are outlined below. Others may be suggested as the review progresses (written evidence may be requested from those who are unable to attend or cannot be included in the timetable).

- Kent County Council:
 - Adam Morris, Fusion Research and Data Analyst, KCC
 - Carolyn McKenzie, Sustainability and Climate Change Manager, KCC
 - Steve Baggs, Assistant Energy Manager, LASER (KCC)
 - Neil Hilken, Economic and Spatial Development Officer, KCC
 - Sam Simmons, Environmental Programmes Officer, KCC
 - A senior officer from the Planning service, KCC
- Representatives of other local authorities to discuss energy security with the Committee.
- Representatives of central government:
 - Department of Energy and Climate Change
- Academics specialising in energy and energy security.
- Business owners who have implemented/are considering implementing low carbon energy schemes and technology.
- Representatives of organisations that can contribute with information and evidence with regard to energy security.

8 Site Visits

Potential site visits for Members of the Committee include the following:

- Little Cheyne Court wind farm – Dungeness, Kent
- Richborough anaerobic digestion plant and solar farm – Kent
- Sheppey Community Energy Trust - Kent
- Dungeness B nuclear power plant – Kent
- Estover energy plant – Kent
- Harvey's Brewery solar plant – Lewes, East Sussex
- University of Greenwich CHP system - London

9 Project Risks

The complexity of this topic and the tight timeframe of the review require a clear and focused approach.

Recommendations:

1. To agree the Terms of Reference and general approach to the review of Energy Security.
2. To agree to an additional KCC Member, Mr Martin Whybrow, being co-opted onto the Committee on a non-voting basis.

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