Agenda No

AGENDA MANAGEMENT SHEET

Name of Committee	Committee	
Date of Committee	8th November 2005	
Report Title	Internal Review of Environmental Sustainability - Service Improvement Plan	
Summary	This high level plan brings together the improvements the Authority intends to make under the five key strategic headings supporting the corporate policy, with regards to sustaining the environment. It follows the work undertaken during the Internal Review of Environmental Sustainability and forms the work programme for the Environmental Sustainability Board.	
For further information please contact	Martin Stott Deputy Director, PTES Tel:01926 412525 martinstott@warwickshire.gov.uk	David Carter County Solicitor and Assistant Chief Executive Tel. 01926 412564 davidcarter@warwickshire.gov.uk
Would the recommended decision be contrary to the Budget and Policy Framework?	Yes /No	
Background Papers	None	
CONSULTATION ALREADY U	INDERTAKEN:- Details t	to be specified
Other Committees	Environment and Rural Affairs Overview and Scrutiny Committee 1st June 2004, Cabinet 24th June 2004. Environment and Rural Affairs Overview and Scrutiny Committee 22nd March 2005.	
Local Member(s) (With brief comments, if appropriate)		
Other Elected Members	Councillor C K N Browne	

Councillor Mrs J Lea



Cabinet Member (Reports to The Cabinet, to be cleared with appropriate Cabinet Member)	X Councillor M Heatley - for Information	
Chief Executive		
Legal	X K Grasby - Agreed	
Finance		
Other Chief Officers		
District Councils		
Health Authority		
Police		
Other Bodies/Individuals		
FINAL DECISION	YES/NO (If 'No' complete Suggested Next Steps)	
SUGGESTED NEXT STEPS :		
SUGGESTED NEXT STEPS :	Details to be specified	
Further consideration by this Committee	Details to be specified	
Further consideration by	·	
Further consideration by this Committee	·	
Further consideration by this Committee To Council		
Further consideration by this Committee To Council To Cabinet		



Environment Overview and Scrutiny Committee8th November 2005

Internal Review of Environmental Sustainability - Service Improvement Plan

Joint Report of the Director of Planning, Transport and Economic Strategy and County Solicitor and Assistant Chief Executive

Recommendation

That:-

- 1. The status of the Corporate Environmental Management Objectives 2005/6 in **Appendix A** is endorsed.
- 2. The suggested amendments are made to the objectives to ensure engagement from all County Council Departments.
- 3. The remainder of the Environmental Sustainability Service Improvement Plan be integrated into the ISO14001 Environmental Management Process, and report annually to Cabinet.

1. Introduction

- 1.1 As part of the authority's Comprehensive Performance Assessment (CPA) improvement plan (December 2003), the authority's corporate performance in environmental sustainability was highlighted as an area for improvement. An internal review of performance in this area was undertaken and the Environment and Rural Affairs Overview and Scrutiny Committee endorsed the final report at its meeting on 1st June 2004 and Cabinet at its meeting of the 24th June 2004.
- 1.2 The detailed Service Improvement Plan actions have been incorporated into the Corporate Environmental Management Objectives. These Corporate Objectives have supporting targets and actions from the relevant Departments and progress towards them is reviewed regularly at the Environmental Sustainability Board (ESB).
- 1.3 Over the past two years the majority of the Corporate Environmental Management Objectives have been supported by the Planning, Transport and Economic Strategy (PTES) Department as it has been piloting the International Environmental Management Standard ISO14001. Due to its successful



progress towards ISO14001, it was agreed by Chief Officers Management Team (COMT) on 4th September 2005 to roll out ISO14001 across all other County Council Departments commencing October 2005. It is therefore imperative to ensure the Corporate Environmental Management Objectives are inclusive of all County Council activities.

2. Areas of Progress Against the Service Improvement Plan

2.1 Significant work has been undertaken since the last report to this Committee in March 2005. A summary of the significant actions and completed actions are shown below with the complete document attached as **Appendix A**.

Significant Actions

(a) The Authority has adopted a Five Year Environmental Procurement Strategy, containing staged milestones on key procurement issues including transport, suppliers and contract placement.

County Procurement Unit - Chief Executive's Department and Sustainability Group, PTES

(b) An Eco-Schools event was held on 10th October 2005 for 230 teachers and students to promote the activity and support the Warwickshire Strategic Plan target of 100 schools involved by 2008. The target was 15 schools for 2005/6, however the build up to, and the event itself, has taken the total to 38.

Sustainability Group, PTES

(c) The Authority has introduced the use of recycled A4 and A3 white copy and print paper with effect from 1st September 2005. In addition all public documents will carry a recycled paper statement.

County Procurement Unit and Print Unit – Chief Executive's Department

Completed Actions

(d) Continuously Regenerating Traps have been specified on diesel Heavy Goods Vehicles (HGVs) to reduce particulate emissions and the fact that a trap is fitted is to be advertised on the vehicle.

Transport Operations, PTES

3. Proposed Improvements and Changes to the Corporate Environmental Management Objectives

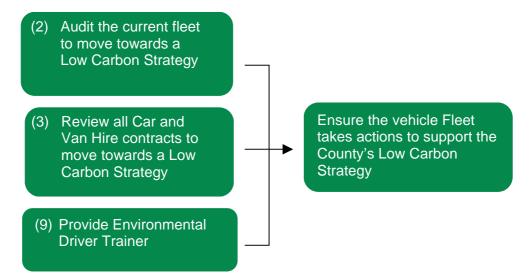
3.1 We currently we have a very large number of Corporate Environmental Management Objectives – 22 in all. It is proposed to reduce this number to nearer 15 to ensure that the Objectives become more generic and all Departments feel that they can develop actions to support them. This would be



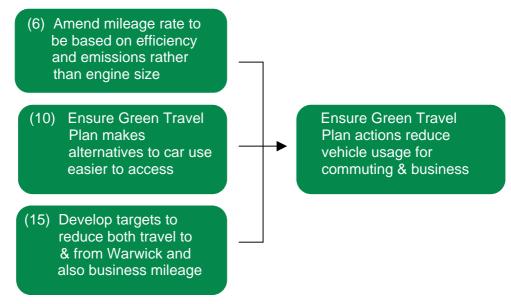
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achieved by removing completed Objectives, combining existing Objectives on a similar topic, and adding new key areas which currently do not have a focus.

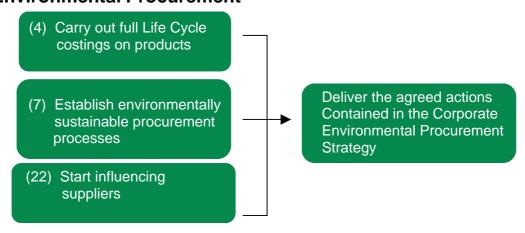
County Vehicle Fleet



Green Travel Plan

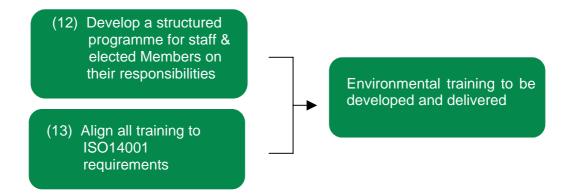


Environmental Procurement

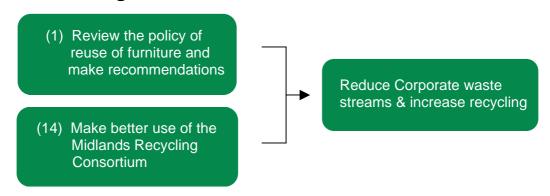




Training



Waste Management



4. Recommendations

- 4.1 The status of the Corporate Environmental Management Objectives in **Appendix A** is endorsed.
- 4.2 The suggested amendments are made to the objectives to ensure engagement from all County Council Departments.
- 4.3 To integrate the remainder of the Environmental Sustainability Service Improvement Plan into the ISO14001 Environmental Management Process and report annually to Cabinet.

JOHN DEEGAN

Director of Planning, Transport and Economic Strategy Shire Hall Warwick

DAVID CARTER

County Solicitor and Assistant Chief Executive Shire Hall Warwick

24th October 2005



Environment Overview and Scrutiny Committee8th November 2005

Warwickshire County Council



Objectives & Targets 2005/6



Environmental Sustainability Board Strategy 2004-2007

Promote understanding

and partners who live here,

work in or visit our county

Assess our departmental plans and services in terms of sustainable development



- (1) Review the policy of reuse of furniture and make recommendations
- (2) Audit the current fleet to move towards a Low Carbon Strategy
- (3) Review all Car and Van Hire contracts to move towards a Low Carbon Strategy
- (4) Carry out full Life Cycle costings on products
- (5) Carry out a prioritised Environmental Aspects Analysis of WCC activities

hare our experiences with others in WCC to encourage our services to adopt sustainable development principle



- (6) Amend mileage rate to be based on efficiency and emissions rather than engine size
- (7) Establish environmentally sustainable procurement processes
- (8) Influence the development and achievement of the Warwickshire Strategic Plan

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- (9) Provide Environmental Driver Training
- (10) Ensure Green Travel
 Plan makes alternatives
 to car use easier to
 access
- (11) Encourage schools to take part in environmentally sustainable work
- (12) Develop a structured programme for staff & elected members on their responsibilities
- (13) Align all training to ISO14001 requirements

Use our local and other strategic plans to secure funding and action



- (14) Make better use of the Midlands Recycling Consortium
- (15) Develop targets to reduce both travel to & from Warwick and also business mileage
- (16) Reduce environmental risk from the top ten items in PTES identified as Environmental Aspects
- (17) Develop an Action Plan to meet the Government Targets on Carbon reduction by 2010

Act as a role model, use our experience with Warwickshire businesses and partners



- (18) Develop plans to reduce waste sent to landfill
- (19) Get Continuously
 Regenerating Traps
 (CRT) specified on
 all new diesel HGV's
- (20) Take action to 'offset' current carbon emissions
- (21) Identify water usage within PTES and look for opportunities, eg rainwater
- (22) Start influencing suppliers



A 1 of 6



Environmental Management Objectives & Targets 2005/6

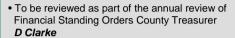


Assess how sustainable our departmental plans and services are in terms of environmental protection

(1) Review the portion reuse of furnit make recomm
(2) Audit the curry to move towal Low Carbon S
(3) Review all Cal Hire contracts towards a Low Strategy
(4) Carry out full L costings on pro



• The internal processes prior to the disposal for reuse of furniture and equipment are re-examined so as to test their relevance, purpose and necessity (W2)







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endations



• That an audit be carried out to determine the duty cycle of various groups of vehicles within the County Vehicle Fleet and the results reported to the ESB with a view to producing a strategy for the most appropriate use of low carbon vehicles. (V1)

• A free survey has been carried in October 2005 on our Corporate Vehicle Fleet by a company called 'GFLEET'. The findings and results will be available early in December 2005



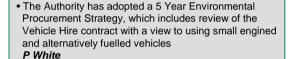
M Stott & D G Carter



and Van to move Carbon



• That the car and van hire contract and the policy should be reconsidered in light of the recommendations in the internal review and the result of that reconsideration should be reported to the ESB. (V4)





ife Cycle oducts



 Cost Centre Managers to be provided with a procurement options appraisal model, which includes criteria to assist them in making informed decisions, which take into account the whole life cost of individual acquisitions. The whole life cost would need to be weighed against other criteria such as reliability, maintenance costs, fit for purpose, etc. as part of the options appraisal process. (P1)





 The Procurement Tool will operate on three levels, aligned to current Contract Standing Orders financial limits for Minor, Ordinary and Major contracts. Pilot of two levels is scheduled for Nov 2005. P White



(5) Carry out a prioritised **Environmental Aspects** Analysis of WCC activities



• That the Authority investigates the funding of a fixed term project to consider GIS habitat information against WCC landholdings, to identify and assess Sites of Importance for Nature Conservation (SINCs) on WCC land and to provide outline costings for the development of a site management programme. (B1)

 A trial mapping exercise has been carried out at the County's Dunchurch and Wolston farm estate. Further training on the GIS mapping system is required but full implementation across the landholdings should be completed by Autumn 2006. Costed proposals will be produced. H Maclagan







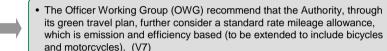


Environmental Management Objectives & Targets 2005/6

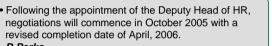


Share our experiences with others in WCC to encourage other services to adopt sustainable development principles

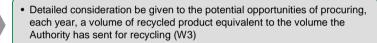
(6) Amend mileage rate to be based on efficiency and emissions rather than engine size



revised completion date of April, 2006. B Perks



(7) Establish environmentally sustainable procurement processes



• The Authority will introduce the use of recycled A4 and A3 white copy and print paper with effect from 1st September 2005. All public documents will carry a recycled paper statement P White / J Chapman



 That the Council's GM policy be an integral part of the programme (biodiversity) (B4)

 GM policy being followed by County Caterers S Russell - CAMS



(8) Influence the development and achievement of the Warwickshire Strategic Plan



• Work with the Warwickshire Sustainability Commission





Promote understanding among our staff, volunteers and partners who live here, work in or visit our county

(9) Provide Environmental **Driver Training**



• That environmental driver tuition is provided for each different type of vehicle or plant, which the Authority operates. (V6)

• The Environmental Driver Training programme has been postponed until early next year to incorporate the findings of the audit of the vehicle fleet. This will identify a prioritised list of officers to target based upon the type of vehicles and the mileage covered. G Fleet







A 3 of 6 oascenv/vw1a



Environmental Management Objectives & Targets 2005/6



(10) Ensure Green Travel Plan makes alternatives to car use easier to access



 That the Green Travel Plan should include efforts to make it easier to use alternatives forms of transport, including walking to the car and should investigate more rigorous essential user criteria. (C3)

• See Item 15 COMT



(11) Encourage schools to take part in environmentally sustainable work



The international EcoSchools programme should be adopted in Warwickshire to encourage schools to take part.

•An EcoSchools event was held on 10/10/05 for 230 teachers and students to promote the activity. The target was 15 schools for 2005/6, however the build up to, and the event itself, has taken the total to 38.



B Golding / A McDarmaid

(12) Develop a structured programme for staff & elected members on their responsibilities



 That a structured corporate education/training programme be developed for delivery to both employees and Members thereby ensuring both employees and Members consider their actions now in order to provide an environment tomorrow which is unharmed through their actions. (E1)

 When developing the structured corporate education/training programme for officers and Members, other authorities' experiences should be taken into account. (E3)

 Training programmes are being developed for officers on their responsibilities. These are to be delivered as a support to the corporate ISO14001 Environmental Management Standard rollout commencing in Oct 05 A McDarmaid / B Perks



(13) Align all training to ISO14001 requirements



 That a short life task group looks at the links required with improvement areas, such as ISO 14001, and aligns appropriate training/education. (E2) • ISO14001 requirements for training are being piloted in PTES and will become the framework for the wider corporate programme.



A McDarmaid / B Perks



Use our Local Transport Plan, waste plan, and other strategic plans to secure funding and actions

(14) Make better use of the Midlands Recycling Consortium



• County Council recyclables should use this route to ensure that we get the best market price for our waste.

 Office recyclables go through the consortium when it is viable. Storage of cardboard and paper within separate containers is not possible at Shire Hall due to space, so on that basis we have been unable to included them in the tenders, but these material are still recycled through our Caretakers Unit.







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Environmental Management Objectives & Targets 2005/6



(15) Develop targets to reduce both travel to & from Warwick and also business mileage



- Criteria within the Green Transport Plan should have clear reduction targets on car travel. (C4)
- That both current mileage allowance schemes be reviewed as part of the Green Travel Plan so as to encourage the minimisation of business travel (C5)
- The Green Transport Plan was officially launched in March 2005 and some of the actions delivered are:-

From June 2005 the number of Pool Cars available. has been increased to five. Secured covered parking for both cyclists and motorcyclists close to the main entrance. See Item (6)



· Following the appointment of the Deputy Head of HR. negotiations will commence in October 2005 with a revised completion date of April, 2006.

(16) Reduce environmental risk from the top ten items in PTES identified as Environmental Aspects



• That a sustainable funding package is sought for the key data sources and systems, which underpin the collection and management of the information on which biodiversity conservation depends. (B2)

- Management review in progress centralised biological record data under review
- Preparation of LBAP's [Local Bio-diversity Action Plans] for habitats and species ongoing
- Partner funding difficult but system being examined by partners -sustainable funding yet to be identified



(17) Develop an Action Plan to meet the Government Targets on Carbon reduction by 2010



- That the Local Authority Carbon Management Programme –be referred to the ESB with the requirement that they develop an action plan which, inter alia, will establish targets and identify the resources necessary. (C1)
- That the ESB be the corporate group responsible for the delivery of the Carbon Management Action Plan. (C2)
- That each Departmental Improvement Group should consider the implications of "Climate change and local communities - How prepared are you?" on the future delivery of their services and assess future needs against current practice. The Council's own building stock will need to be reviewed to consider the effects of climate change on the stability of structure. (C6)

- An Energy Strategy for Warwickshire has been drafted following consultation with both external and internal stakeholders.
- Scoping work for a Climate Change Adaptation Strategy for Warwickshire is well in hand as a precurser to engaging key stakeholder organisations.
- The Adaptation work will be tested internally with ESB Members and partners then taken to the Warwickshire County Strategic Partnership during Aug and Sept.
- This issue has been raised at the Corporate Risk Management Group and Departments asked to consider the implications. The issue is due for further discussion at the next meeting of the Group on 6th September 2005







A 5 of 6 oascenv/vw1a



Environmental ManagementObjectives & Targets 2005/6



Act as a role model, use our experience, and influence with Warwickshire businesses and partners

- (18) Develop plans to reduce waste sent to landfill
- Consideration be given by the ESB for responsibility for the management of the Authority's waste e.g. The Deputy Director of PTES and that each department of the County Council nominate a named individual to be accountable to that person (W4)
- Apart from office recycling there has been little progress. The issue has become more important with the introduction of the new Hazardous Waste Regs. It is an area that the ESB needs to take a corporate lead. M Stott



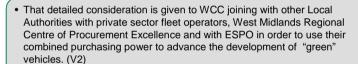


- (19) Get Continuously Regenerating Traps (CRT) specified on all new diesel HGV's
- That Continuously Regenerating Traps should be specified on diesel Heavy Goods Vehicles (HGVs) to reduce particulate emissions and the fact that a trap is fitted, to be advertised on the vehicle. (V3)
- Action Completed
 R Bedding



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(20) Take action to 'offset' current carbon emissions



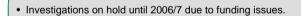




- That the Authority should investigate appropriate 'off set' action to mitigate
 the carbon emissions and other environmental impacts of business miles
 travelled by the County Fleet e.g. planting of trees. (V5)
- County Tree Strategy is being developed. Meeting has been convened for 19th Sept with all parties to form a partnership approach. It is to be reported to the O&S Committee by the end of 2005. K Simons/J Birkbeck

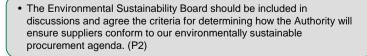


(21) Identify water usage within PTES and look for opportunities, eg rainwater



8

(22) Start influencing suppliers



 The Authority has adopted a 5 Year Environmental Procurement Strategy, which includes staged objectives for working with suppliers to improve their performance *P White*







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