

ENVIRONMENT STRATEGY ACTION PLAN FINAL UPDATE REPORT 2006/07

Outcome "A": To increase participation in implementation of the Environment Strategy throughout Leicestershire County Council						
	ACTIVITIES	BY WHEN	BY WHOM	OTHER OUTCOME LINKS	OFFICER	Update March 07
1	All County Council members and employees to receive County Green newsletter County Green Team meeting minutes posted on CIS	Minimum of three issues per year	County Green Editorial Board SDO	B, C, D, E, F, G	Rachel Sweetland	<ul style="list-style-type: none"> • Newsletter published quarterly • Emailed to all staff on email and paper copies sent to those not • All CGT minutes posted on CIS
2	An Annual Report on progress of the Environment Strategy available for all members and staff via CIS	Annually by End May	Sustainable Development Officer (SDO) Editor, input from all departments	B, C, D, E, F, G	Hetal Patel	<ul style="list-style-type: none"> • Report sent to CMT

3	<p>Run themed campaigns</p> <p>Energy Efficiency Awareness campaign</p> <p>Staff survey to measure impact of campaign</p>	<p>1 annually by End of March</p> <p>By end of March</p>	Resources	B, C, D, E, F, G	Melvin Harrison	<ul style="list-style-type: none"> • See bullet points 3 and 4 below • Not achieved as Energy Efficiency Campaign delayed to April 2007 onwards awaiting the publication of the Energy and Water Strategy and Action Plan and securing sufficient resources to carry out an effective campaign • However, a couple of events at County Hall were carried out to raise personal awareness of energy efficiency and climate change:- • Leicestershire Energy Efficiency Advice Centre distributed Energy Survey forms and free energy saving lightbulbs and computer powerdown plugs to staff at CH 23/2/07 (distributed 200 survey forms) • Staff and member screening of the film 'An Inconvenient Truth' 14th February 2007
---	---	--	-----------	------------------	-----------------	--

	support with school	year				group has recently been established. Will continue with an annual meeting 07/08.
--	---------------------	------	--	--	--	--

SHORT TERM ACTION PLAN

Outcome "B" To ensure staff receive the necessary support in the implementation of the Strategy						
	ACTIVITIES	BY WHEN	BY WHOM	OTHER OUTCOME LINKS	OFFICER	Update March 07
1	Produce or make available leaflets for staff on sustainable lifestyles e.g. water saving, energy efficiency, car buying and transport	Ongoing as new initiatives occur	SDO/ HR/ All Depts	A, C, D, E, F, G	ALL	<ul style="list-style-type: none"> County Hall Nature Trail leaflet published March 2007 to coincide with Wildlife Survey and displayed next to all tea bars in County Hall
2	Environmental awareness training for 4th tier staff including lunchtime talks and presentations	Minimum 1 per year	SDO/County Green Team	A, C, D, E, F, G	ALL	<ul style="list-style-type: none"> Not achieved due to lack of staff time and resources, part time SDO on maternity leave
3	Investigate inclusion of Environmental Management in management training	End March 2007	HR/ SDO	A, C, D, E, F	Lesley Woodward	<ul style="list-style-type: none"> Management Development recently been investigated by Deloitte, a private consultancy firm but

						Environmental Management Training not included as part of this investigation. CGT now required to develop a framework for training on environmental management for managers whether that may be a formal training session or awareness raising sessions.
4	Promote better access to environmental and heritage information ensuring the dissemination and availability of environmental information meets the requirements of the Environmental Information Regulations	Ongoing	HNE/LERC Team/PIE	F, G	Graham Walley	<ul style="list-style-type: none"> Regionally Important Geological Sites website established 2005 Community Heritage Initiative developed website containing information on Leicestershire Wildlife Site Layers to be transferred onto GEOMAP during the financial year 2007/8 Information can be accessed by staff via GIS for use in assessing planning applications

Outcome “C” To minimise waste and increase the percentage of recycling from Leicestershire County Council sites

	ACTIVITIES	BY WHEN	BY WHOM	OTHER OUTCOME LINKS	OFFICER	Update March 2007
1	Finalise and introduce waste audit action plan	End July 2006	HTWM	A, B, D, G	Holly Field	<ul style="list-style-type: none"> Finalised March 2007 with initial plan focussing on County Hall then transferring LCC wide Community Services formed a Recycling Group to implement recycling initiatives throughout Community Services as a pilot initiative before rolling out LCC wide
2.	<p>Use a minimum of 18, 000 tonnes of crushed recycled Type 2 materials from the HTWM stockpile per annum</p> <p>Use a minimum of 7000 tonnes washed and rescreened surface dressing materials when resurfacing roads</p>	End March 2007	HTWM	D, E, G	John Carr	<ul style="list-style-type: none"> 100% achieved No scope to improve unless LCC extend road building programme 100% achieved No scope to improve unless LCC extend road building programme as currently re-use all unattached dressings

Outcome “D” – To achieve improved environmental performance through ensuring staff are better informed of the environmental impact of potential purchasing decisions

	ACTIVITIES	BY WHEN	BY WHOM	OTHER OUTCOME LINKS	OFFICER	Update March 2007
1	Encourage the use of the environmental purchasing guidelines - part of the general purchasing guidelines – through training and promotion	After launch	Resources/ ESPO/SDO	B, C, E, G	Fiona Holbourne	<ul style="list-style-type: none"> Delayed until September 2007 as have been concentrating on developing new Purchasing Strategy to 2009.
2	Develop minimum environmental standards for common purchases to compliment e-procurement programme.	End Aug 2006	Resources	C, E, G	Rachel Sweetland	<ul style="list-style-type: none"> Top 20 Sustainable Purchases list from the ESPO catalogue added to the i-procurement system. Includes products such as recycled paper and card, manilla envelopes
3	Ensure that an assessment of significant environmental risks associated with the Authority’s major contractual arrangements is taken into account in departmental risk registers and in the annual service planning processes.	End March 2007	Resources	A, E, G	Fiona Holbourne	<ul style="list-style-type: none"> Delayed until September 2007 as have been concentrating on developing new Purchasing Strategy to 2009.
4	Introduce and monitor Procurement Policy – include a recycled paper policy		Resources/HTW M/Central Print	B, C, E, G	Fiona Holbourne /Holly Field	<ul style="list-style-type: none"> Development of Procurement Policy delayed until September 2007 due to

						<p>concentrating on developing new Purchasing Strategy to 2009</p> <ul style="list-style-type: none"> • Recycling Paper Policy and Procurement of duplex photocopiers and printers Policy to be introduced as part of Waste Action Plan
--	--	--	--	--	--	--

Outcome “E”- To help tackle climate change by;

- Increasing energy efficiency across the County Council estates.
- Increasing the proportion of our energy demand met by renewable sources.
- Reducing our greenhouse gas emissions.
 - Achieving improved efficiency of water use by setting and achieving targets for water consumption reduction

	ACTIVITIES	BY WHEN	BY WHOM	OTHER OUTCOME LINKS	OFFICER	Update March 2007
1	Develop a Corporate Climate Change and Energy Strategy Action Plan	End March 2007	Resources/ SDO	A, G	Peter Williams	<ul style="list-style-type: none"> • Signed the Nottingham Declaration on Climate Change December 2006 • Energy and Water Strategy and Action Plan developed and approved by Cabinet 12/2/07 • ENABLE is producing a Climate Change Action Plan

						<p>to be approved by Leicestershire Together which will help Leicestershire Together partners produce their own Climate Change Action Plans</p> <ul style="list-style-type: none"> • ENABLE has produced a Leicestershire Together Climate Change Declaration for non local authority Leicestershire organisations to sign up to, similar to the Nottingham Declaration
2	Continue to purchase green electricity wherever possible	Ongoing	Resources, ESPO /	A, G	Melvin Harrison	<ul style="list-style-type: none"> • Budget set for purchasing green electricity at the majority of sites. 2006/07 figures state 550 out 633 sites purchase green electricity

3	Implement 2006/07 actions from the County Hall Travel Plan	March 2007	County Hall Travel Plan Co-ordination Group	A, G	Julie Smith/ Steve Siddons	<ul style="list-style-type: none"> • The car share scheme is being promoted to new starters. • Employees received up to date information on bus routes to County Hall • A drying room in Pen Lloyd is being developed along with new shower facilities for cyclists and joggers • Legal services have purchased video conferencing equipment – available to all employees • A new programme – Flexible and Mobile Working is being developed as part of the Change Management Programme giving staff the opportunity to work from home thus avoiding the need to always travel to work. This is a longterm programme with areas for immediate progress to be identified in the near future
---	--	------------	---	------	-------------------------------	---

4	Complete a comprehensive assessment of water consumption per building occupier at County Hall	June 2006	Resources	A, B, G	Melvin Harrison	<ul style="list-style-type: none"> Approximately 1,900 employees are based at County Hall equating to a water consumption rate of 10.9 m³ / person / per annum
5	Replacement of bottled water with mains fed water coolers where technically/ physically possible	End March 2007	Chief officers	A, B, G	Chris Owen	<ul style="list-style-type: none"> Replacement has been delayed in Pen Lloyd Building as need to install new mains water lines. Water coolers will be installed as soon as new water lines fitted.
6	Investigate opportunities for reduced emissions from LCC transport fleet	March 2007	All depts	A, B, D, G	John Carr	<ul style="list-style-type: none"> The highways fleet is diesel which is more fuel efficient than petrol therefore more miles per gallon All highways fleet meet Euro IV Standards (EU Emission Standards for Vehicles) introduced 1st January 2005. Emissions limits set for carbon monoxide, hydrocarbons, oxides of nitrogen and particulates, the main emissions from vehicles. The limits help improve air

						<p>quality, reduce air pollution and reduce human health risk.</p> <ul style="list-style-type: none"> • The use of biodiesel to run the fleet has been investigated and would be possible to run vehicles on a 15% blend of biodiesel/diesel but ESPO have difficulties sourcing in sufficient quantities however, In response to the EU Biofuels Directive, the UK Renewable Transport Fuels Obligation has set targets for 2.5% sales of biodiesel during 2008-9, increasing to 3.75% 2009-10 therefore it should be easier to source biodiesel in the future.
7	Investigate opportunities for availability of clean vehicles through Lease Scheme	March 2007	ESPO	A, B, D	Kevin Willsher	<ul style="list-style-type: none"> • CO2 emissions from lease car fleet have fallen recently:- <ul style="list-style-type: none"> - 2001 – 167g/k - 2007 – 140g/km • Majority of lease car fleet is diesel with more smaller cars than previously, both

						<p>are more fuel efficient than larger cars therefore fewer emissions released</p> <ul style="list-style-type: none"> • Lease car fleet meets Euro IV emissions standard for vehicles (see above) • Investigations have been made into procuring hybrid diesel/electric vehicles but very expensive and would require subsidising
--	--	--	--	--	--	---

Outcome “F” – To improve biodiversity through increasing the number of Biodiversity Action Plan (BAP) priority habitats on Leicestershire County Council sites

	ACTIVITIES	BY WHEN	BY WHOM	OTHER OUTCOME LINKS	OFFICER	Update March 2007
1	Develop an action plan for improvements to the County Hall site	March 2007	CTS/ Resources/ Community Services/Historic and Natural Env't	A, E, G	Tony Fletcher	<ul style="list-style-type: none"> • County Hall Wildlife Survey conducted June-September 2006. Report available on CIS • Nature Trail Leaflet for County Hall published March 2007 • Monitoring programme currently being developed • Action Plan developed in conjunction with Ian

						<p>Howden and grounds maintenance contract</p> <ul style="list-style-type: none"> • 12 bird boxes to be sited on trees around County Hall estate
2	Establish a programme of mapping areas of priority habitat on LCC estates, beginning with Country Parks	Country Parks completed by end March 2007	Community Services HNE and Country Parks	D, G	Graham Walley/Rose mary Mills	<ul style="list-style-type: none"> • Currently in progress. Paper based records have already been produced which need digitising as part of countywide map of wildlife sites including Sites of Special Scientific Interest, Sites of Importance for Nature Conservation, Local Nature Reserves and Ancient Woodlands. • Will commence with Country Parks

Outcome “G” – To demonstrate environmental benefits for the community by promoting good environmental practice

	ACTIVITIES	BY WHEN	BY WHOM	OTHER OUTCOME LINKS	OFFICER	Update March 2007
1	Environmental Policy Statement displayed in all key	Ongoing	SDO/ County Green/ Resources	A, B, C, D, E, F	Hetal Patel/ Rachel Sweetland	<ul style="list-style-type: none"> • Redistributed to County Hall Notice boards and libraries, museums and service

	LCC locations					shops
2	Regular articles in internal and local press and publications	Minimum 4 per year	SDO/ Public Relations	A, D	Hetal Patel/ Rachel Sweetland	<ul style="list-style-type: none"> Articles in County Green relating to new showers and lockers for cyclists, publication of this Environment Strategy Action Plan, Energy and Water Saving tips for the office, Signing the Nottingham Declaration and Energy and Water Saving Action Plan, County Hall Travel Plan update, Energy Efficiency Advice Centre home energy checks write up.
3	Provide support to business and partners for improving their environmental performance. Provide examples of good environmental practice.	Ongoing	SDO/ Procurement Group/ ENABLE	A, B, C, D, E, F	ENABLE Business Sub group	<ul style="list-style-type: none"> In the process of developing the ENABLE website with environmental advice for businesses with a link from the LCC Business pages on the website
4	Review the usage and effectiveness	March 2007	SDO	A, B, D	Hetal Patel/ Rachel	<ul style="list-style-type: none"> Not achieved due to lack of staff time and resources,

	of the sustainability appraisal scheme				Sweetland	part time SDO on maternity leave
--	--	--	--	--	-----------	----------------------------------

LONG TERM ACTION PLAN

Longer term outputs –reference letters/ numbers in brackets

Outcome (A): To increase participation in the implementation of the Environment Strategy throughout Leicestershire County Council					
	ACTIVITIES	BY WHEN	BY WHOM	OTHER OUTCOME LINKS	OFFICER
(1)	Develop a network of Green Champions across the authority to persue individual departmental targets	2008	County Green Team	A, C, E, F, G	ALL

Outcome (B) To ensure staff receive the necessary support in the implementation of the Strategy					
	ACTIVITIES	BY WHEN	BY WHOM	OTHER OUTCOME LINKS	OFFICER
(1)	Develop a programme of targeted training to support an IIES Investors in Environment Strategy	2010	County Green Team/All Depts	A, C, D, E, F, G	ALL

Outcome (C) - To minimise waste and increase the percentage of recycling from Leicestershire County Council sites

	ACTIVITIES	BY WHEN	BY WHOM	OTHER OUTCOME LINKS	OFFICER
(1)	Implement action plan to reduce waste production, minimising waste to landfill and increase recycling at County Hall site by X %	March 2008	HTWM	A, B, D, E, G	Holly Field

Outcome (D) – To achieve improved environmental performance through ensuring staff are better informed of the environmental impact of potential purchasing decisions

	ACTIVITIES	BY WHEN	BY WHOM	OTHER OUTCOME LINKS	OFFICER
(1)	Audit the practices of; and benefits of, the environmental purchasing guidelines contained within the General Purchasing Guidelines	1 year post introduction	Procurement Team/ ESPO/ SDO	A, G	Fiona Holbourne
(2)	Identify contracts from the Forward Plan of Contracts with significant environmental impacts and offer support for tender specification	ongoing	Procurement Liaison Group/ESPO/SDO	D, G	Fiona Holbourne
(3)	Include in invitations to tender/negotiations for	2008	All purchasing depts	A, G	Fiona Holbourne

	partnerships a requirement on bidders to submit optional, priced proposals for the delivery of specified community benefits, which are relevant to the contract and which add value to the Community Strategy				
(4)	Liaise with key suppliers to help them – <ul style="list-style-type: none"> • improve their environmental performance • understand the Authority’s environmental approach 	2010	All purchasing departs	A, G	Fiona Holbourne

Outcome (E) - To help tackle climate change

	ACTIVITIES	BY WHEN	BY WHOM	OTHER OUTCOME LINKS	OFFICER
--	------------	---------	---------	---------------------	---------

Outcome (F) – To improve biodiversity through increasing the number of Biodiversity Action Plan (BAP) priority habitats on Leicestershire County Council sites

	ACTIVITIES	BY WHEN	BY WHOM	OTHER OUTCOME LINKS	OFFICER
(1)	Link species database to appropriate management system	End 2008	Community services HNE	G	Graham Walley All Country Park Rangers to receive

					Geomap during first half 2007/8 to enable them to add to and view wildlife records.
(2)	Identify areas of LCC Country Parks providing opportunities for priority habitat creation and establish a development plan	March 2008	Community Services HNE/ Resources/ HTWM	G	Graham Walley/ Rosemary Mills Management Plans currently being developed for all Country Parks which incorporate improvements for biodiversity.
(3)	Establish restoration/conservation as a primary site management objective on all areas of priority habitat on LCC estates as appropriate to current tenancy/legal agreement and opportunities provided by agri-environment schemes. Incorporate appropriate actions and monitoring programmes in site management plans, report on progress.	March 2008	Community Services HNE/ Resources/ HTWM	G	Graham Walley/ Rosemary Mills Will shortly be producing a Biodiversity Action Plan Strategy for all LCC estates
(4)	Designate sites identified as priority habitats as wildlife sites or SINCS	Ongoing	Community Services/ Resources/ HTWM	G	Graham Walley SINC sites submitted at County Hall and Snibston by Tony Fletcher

Outcome (G) – To demonstrate environmental benefits for the community by promoting good environmental practice

	ACTIVITIES	BY WHEN	BY WHOM	OTHER OUTCOME LINKS	OFFICER
(3)	Implement an environmental management system initially in a single business unit followed by the whole authority	2010	SDO	A, B, C, D, E, F	Hetal Patel
(4)	Complete environmental audits of business units identified with significant environmental impacts	At least one per year from March 2007	SDO/local staff	A, B, C, D, E, F	Rachel Sweetland
(5)	Produce a publicly available environment report	May 2007	SDO	A, G	Rachel Sweetland
(6)	Include indicators and targets in the environment strategy action plan	March 2007	SDO	A, B, C, D, E, F	David Cragg/Melvin Harrison
(7)	Investigate setting environmental standards for buildings to be developed on land sold by LCC	March 2009	Resources/ SDO	A, B, C, D, E, F	David Cragg/Melvin Harrison
(8)	Investigate introduction of an accredited Environmental Management System such as EMAS or ISO 14001	March 2008	SDO		Hetal Patel