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## CLIMATE CHANGE AGENDA

### 1 SUMMARY

- 1.1 The purpose of this report is to review progress made with regard to climate change initiatives since approval of the original Climate Change and Sustainability Strategy 2008/13. The report will also identify a proposed action plan for the next year.

### 2 INTRODUCTION

- 2.1 At the meeting of the Review Committee on 14 June 2011, it was agreed that an update on the Climate Change Agenda and review of the Council's progress in this area would be included in this year's work programme.
- 2.2 The Council adopted its Climate Change and Sustainability Strategy 2008/13 on 5 November 2008 where the Executive delegated approval of subsequent updates of the action plan to the Portfolio Holder for the Environment.
- 2.3 The initial Climate CO<sub>2</sub>de (action plan) approved in 2008, reflected the organisation's initial step to embed concerns about climate change within Rochford District Council, as well as to demonstrate leadership on this issue within the wider community.

### 3 PROPOSED 2011/12 CLIMATE CO<sub>2</sub>DE

- 3.1 Moving forward the Council has set itself a target within the Corporate Plan to work on reducing its carbon dioxide emissions by 10% by 2015, based on a 2008 baseline.
- 3.2 As well as focussing upon mitigation measures such as reducing carbon emissions, the Climate CO<sub>2</sub>de is also evolving in terms of reflecting the increasing need to realise cost efficiencies in terms of resource consumption. Current escalating energy prices require us to look more closely at how we are using energy and other natural resources and where we can reduce consumption. The proposed 2011/12 Climate CO<sub>2</sub>de includes actions to review all our buildings and consider the scope for achieving greater efficiencies in this respect.
- 3.3 In shaping the remainder of the action plan, we have reflected upon the appropriate guidance from the Audit Commission and good practice elsewhere. It should be appreciated however that in view of recent changes to local authority audit arrangements, our progress against the Key Lines of Enquiry – Use of Natural Resources – is unlikely to be formally assessed.
- 3.4 The proposed 2011/12 Climate CO<sub>2</sub>de action plan is shown at Annex 1. This will be delivered with the assistance of an external consultant and involve a variety of actions ranging from policy developments, establishing our

Environmental Champions Group (RDC staff), community engagement and performance management enhancements.

- 3.5 Once the Committee have deliberated upon the proposed action plan, it is intended to seek approval from the Portfolio Holder for the Environment.

#### **4 ACHIEVEMENTS**

- 4.1 Annex 3 details the initial action plan, together with the progress made against the various objectives. Our key achievements against this plan are detailed in Annex 2 and included a variety of audits, policy developments and performance management arrangements.

#### **5 RISK IMPLICATIONS**

- 5.1 Failure to adopt an action plan could result in the failure to:-
- achieve a co-ordinated review of energy efficiency opportunities across the estate;
  - manage and reduce the environmental impact of the organisation including performance reporting;
  - achieve a realisation of corporate carbon reduction target.

#### **6 ENVIRONMENTAL IMPLICATIONS**

- 6.1 Adopting the action plan will promote the aims of the Climate CO<sub>2</sub>de Strategy.

#### **7 RESOURCE IMPLICATIONS**

- 7.1 The 2005 Stern Review on the Economics of Climate Change clearly illustrated the financial benefits of the UK acting early and decisively to mitigate the effects of climate change, whilst also acknowledging that adaptation measures are crucial in reducing the economy's vulnerability to the effects of climate change.
- 7.2 All proposed actions can be resourced from within existing budgets.

#### **8 RECOMMENDATION**

- 8.1 It is proposed that the Committee **RESOLVES**

To note the progress made with climate change mitigation measures since approval of the original Climate Change Sustainability Strategy.

#### **AND RECOMMENDS**

That the Portfolio Holder for the Environment approves the proposed 2011/12 Climate CO<sub>2</sub>de, together with such other matters as Members may consider appropriate.

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**Background Papers:-**

None

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## ANNEX 1 – 2011/12 Climate CO<sub>2</sub>de Action Plan

Ref.	Action	Milestones	Responsibility	Target finish	Outcome	Progress to date
STP14	Adopt and Publish a (Green) Travel Plan for the Council	<ol style="list-style-type: none"> <li>1. Integrate Working Group feedback;</li> <li>2. Collate and Integrate feedback from wider Environment Strategy Group;</li> <li>3. Integrate feedback, prepare report;</li> <li>4. Create Web/intranet page and upload document.</li> </ol>	HES/ESG	Apr 2011 Apr 2011 July 2011 August 2011	Clear Corporate Objectives and commitment to reducing the authorities transport impact.	Consultation process complete on Draft Travel Plan Report in final preparation.
STP14	Deliver 2011/12 (Green) Travel Plan Action Plan for the Council	<ol style="list-style-type: none"> <li>1. Prepare Project/Performance Plan;</li> <li>2. Delivery of actions;</li> <li>3. Progress Reporting to Environment Strategy Group.</li> </ol>	HES/ESG	May 2011 Mar 2012 Quarterly	Reduce environmental impact of RDC's transport movements.	As above.
EMS1	Investigate how ISO14001 framework may benefit approach	Prepare methodology for research to include:	PEHO		Ensure RDC is utilising best practice in its efforts to manage and	

Ref.	Action	Milestones	Responsibility	Target finish	Outcome	Progress to date
	to green agenda within Authority	<ol style="list-style-type: none"> <li>1. Role and purpose;</li> <li>2. Reviewing experience of other authorities using ISO14001;</li> <li>3. Identify Climate Co2de aims and objectives;</li> <li>4. Organisation aims and objectives (include emerging new operating model and service area resource capability);</li> <li>5. Undertake detailed service and compatibility assessment;</li> <li>6. Options;</li> <li>7. Conclusions and Recommendations.</li> </ol>		Dec 2011	reduce its environmental impact.	
EC15	Create Environment Champions Group to review and promote projects/campaigns	<ol style="list-style-type: none"> <li>1. Establish Membership;</li> <li>2. Establish terms of reference;</li> <li>3. Establish EC working group (inc meeting timetable);</li> <li>4. Establish twin track work programme including: <ul style="list-style-type: none"> <li>• Pre set work (including Zero</li> </ul> </li> </ol>	PEHO/ CCO	July 2011	<p>Embed ownership for Climate Co2de throughout the organisation.</p> <p>Make the Climate Co2de more effective in terms of relevance to the organisational aims and relevant to its</p>	Lead officer appointed

Ref.	Action	Milestones	Responsibility	Target finish	Outcome	Progress to date
		Waste Project; Travel Plan) <ul style="list-style-type: none"> <li>Development and prioritise of their own work programme.</li> </ul>			sphere of influence	
CPR1	Review Procurement Policy with regard to environmental considerations (especially embedded carbon) This needs to be as part of an overall update.	<ol style="list-style-type: none"> <li>1. Prepare methodology for research to include:</li> <li>2. Role and purpose;</li> <li>3. Review best practice including Government Buying Standards / National Sustainable Public Procurement Programme (NSPPP);</li> <li>4. Reviewing experience of other authorities in terms of environmental procurement;</li> <li>5. Identify Climate Co2de aims and objectives;</li> <li>6. Organisation aims and objectives (include emerging new operating model and service area resource capability);</li> <li>7. Undertake detailed compatibility assessment;</li> </ol>	ESG		Inform Corporate Procurement Approach in order to ensure RDC minimises environmental impact of procurement.	Currently at scoping stage

Ref.	Action	Milestones	Responsibility	Target finish	Outcome	Progress to date
		8. Develop options; 9. Conclusions and Recommendations.		Feb 2012		
COM1	Promote campaigns and awareness days that RDC wish to support to staff and public via website, displays and activities as appropriate.	1. Compile list of campaigns and awareness days; 2. Establish Communication Strategy; 3. Provide as work theme for Environment Champions Group;	Communication	Apr 2011  June 2011  As appropriate	Maintain awareness and engagement within the community and RDC of environmental issues and Climate Co2de.	Draft list compiled
EE1-EE12	Energy Management programme	1. Evaluate existing projects in terms of contribution to Corporate Plan Target; 2. Undertake audit of sites to identify further opportunities; 3. Prepare annual business case for improvement.	ESG/Asset Manager	May 2011  Aug 2011  Sept 2011	Establishment of a clear and managed delivery plan to realise corporate environmental targets.	Project Management Tool developed with associated carbon tracker module (calculate estimated savings to be achieved and savings achieved to date)
PMM16	Performance management programme	1. Evaluate existing performance management measures in relation to aims and objectives of	HES/ESG	June 2011	Effective management and performance of the Climate Co2de and RDC's environmental	Established corporate performance framework for Energy and Business mileage

Ref.	Action	Milestones	Responsibility	Target finish	Outcome	Progress to date
		Climate Co2de; 2. Identify and commence baseline collection of potential future performance indicators.		Mar 2012	objectives.	KPI's  Commissioned flow meter installation at civic suite to ensure all energy consumption is monitored
COM1	Implementation plan and progress/brochure	Prepare physical/virtual identity to Climate Co <sub>2</sub> de including:-  1. Prepare public facing document on organisations commitment and progress achieved; 2. Prepare annual action plan insert.	HES/ESG	July 2011	Establish and maintain a clear Corporate identity for the Climate Co2de.  Illustrate RDC's corporate leadership and commitment to the management and reduction of its environmental impact.	Initial scoping meeting with Communication and Marketing.
AER1	Climate Co2de Report	1. Review 2011/12 Action Plan; 2. Prepare 2012/13 Action Plan;	HES/ESG	Quarterly  Dec 2011	Continuing improvement on environmental progress.	



## **ANNEX 2 - 2009/10 Action Plan Achievements**

- Waste Composition Analysis – Ascertained current composition of black bag waste stream arising from the Council Offices in South Street and which informed the establishment of a revised Waste and Recycling contract and Infrastructure at the council offices during 2011;
- Water efficiency Audit – undertaken on the South Street offices and Civic Suite;
- Sustainable Procurement – Policy, strategy and training programme prepared, to inform review of Corporate Procurement Strategy;
- Performance Monitoring – established robust performance monitoring framework and indicators on energy consumption on the authorities 5 major buildings;
- Staff Travel Survey – Ascertained existing travel patterns of the authority's employees in terms of travel to work and business travel and which has informed the preparation of travel plan;
- Smarter Driving Day – In partnership with Energy Saving Trust, provided interactive training for staff on more fuel efficient driving styles;
- Thermal Imaging Service – Provision of a “heat loss” service to residents providing advice on measures to improve the efficiency of their homes;
- Provided Green Doctor Surgeries (in partnership with Energy Saving Trust) at Rochford and Rayleigh Library, providing free walk in advice service to residents on energy efficiency;
- Staff Environment Champion Network – The format, service area action plan framework; guidance for establishing the network has been prepared. Now a core theme within the Environment strategy Group and membership from across all service areas has now been secured;
- Climate Change Adaptation Risk Assessment – Corporate risk assessment undertaken across all service areas
- Governance Arrangement – the establishment of the Corporate Environment Strategy Group has provided clear governance and progress reporting for the Climate CO<sub>2</sub>de as well as providing a conduit to SMT. The Strategy Group is also establishing clear programme and supporting project plans around the following core themes for 2011/12:
  - Business and Community Leadership
  - Communication & Environment Champions
  - Premises
  - Policy

ANNEX 3 - 2009/10 Work Plan (Climate CO2de Action Plan)											
External/community		Internal/ RDC									
Priority	Reference to Climate CO2de	Deliverable	Timeline for delivery						RAG	Comment	Year 2
			Oct-09	Nov-09	Dec-09	Jan-10	Feb-10	Mar-10	Mar-10		
Launch/ mobilise											
Launch	G6, G7, G8, G9, G11, G13, NL2, NL3	Signing of Nottingham Declaration and launch of Climate CO2de and partnership working with ECC. To include press release and photo opportunity with members.								Complete	
Launch	G5, G9, NL2, NL3	Engage senior management in RDC natural resource efficiency programme								Complete	
High visibility	G5, G11, G12, G13, IC2, IC3, NL2	Internal communications strategy								Complete	
High visibility	G5, G6, G7, G8, G11, G12, G13, EW4, IC2, IC3, NL2, NL3	External communications strategy								Complete	
Quick wins'											
NI 186	G5, G6, NL3, EW4	EST Home Energy Conservation form mail out to residents and promotions, in partnership with RDC								EST did not undertake mail out during 2009/10	
		Promotion of existing RDC British Gas rebate scheme for loft and cavity wall insulation								Decision made to not promote British Gas scheme in favour for warmer homes	
		Pilot thermo-imaging service and promotions								Completed	
		Linking RDC into ECC resource efficiency services and promotions, including:									
		> Energy monitor scheme in libraries								Link made	
		> Essex Buy With Confidence scheme								Link made	
		> Capacity building in Home Improvement Agencies								Completed	
Preparation for CAA Use of Natural Resources assessment											
Utility management	EW5, EW6, G5, IC1, IC4, IC5, NL2	Stocktake of work to date								Completed	
		Proposal detailing energy saving opportunities within RDC (drawing on 2007 Carbon Trust study, further engagement with Carbon Trust if required and opportunity workshop with key RDC stakeholders)								Opportunities workshop held detailed audit to be undertaken in 2010/11	
		Subject to outcome of proposal:									
	EW3, G5	> Application for project funding to Salix Finance/ other sources							Premature during 2009/10		
	EW5, EW6	> Water audit by water company with report detailing opportunities for improvement							To be undertaken in spring 2010/11		
	EW7, G5, NL2	> Updated Energy and Water Strategy							To be undertaken in 2010/11		
Waste and recycling	W2	Stocktake of work to date								Completed	
		Waste and recycling audit, identifying opportunities for improvement								Waste audit completed in 2009/10	

Sustainable procurement	G5, G7, G8, IC6, P1, NL2	Stocktake of work to date							Completed		
		Draft sustainable procurement policy							Completed		
		Identification of RDC sustainable procurement champion							Under discussion		
		Sustainable procurement training for procurement staff							Training programme prepared		
		Engagement of suppliers through questionnaire around sustainability performance							Engagement process prepared		
Transport	G5, NL2	Stocktake of work to date							Competed		
		Application to Energy Saving Trust Fleet Health Check (if RDC owns over 50 vehicles)								Undertook Staff Travel Survey and established quarterley performance monitoring reports for business mileage	
	Subject to work with EST:										
	G5, NL2	> Proposals for mileage, cost and emissions reduction									
		> Feasibility for Bike to Work scheme									
	G5, NL2	> Feasibility for teleconferencing contract									
	G5, NL2, TA1	> Report detailing options for civic vehicles									
	G5, NL2, TA3	> Report detailing options for staff parking arrangements									
TA6	> Advanced staff driver training										
Overarching	G5, NL2	Formation of departmental environment/ energy reduction action plans							Process and templates completed		
		Subject to data availability and quality, regular performance monitoring of departmental business mileage and energy efficiency							Completed in Q4 of 2009/10		
		Formation of Environment Champion network and engagement through opportunity workshops							Process and templates completed		
	G14, NL2, NL3	Member and officer environmental awareness training							Planned for June/July 2010/11		
	ED2, NL2	Business Support Officer job description to reflect environment									
NI 185/ Carbon Reduction Commitment reporting											
NI 185	G5, G7, NL2	Collation of data for annual reporting							Under discussion with FM		
Carbon Reduction Commitment		Collation of data for annual reporting							Under discussion with FM		
Progress on NI 186/ community natural resource efficiency											
NI 186/ community natural resource efficiency	G5, G6, NL3	Stocktake of work to date							Completed		
		Proposals for RDC community natural resource efficiency opportunities through engagement with RDC stakeholders and LSP partners							To be explored in 2010/11		
		Report detailing potential funding and public incentive opportunities							To be incorporated into 2010/11 actions		
NI 186	G5, G6, NL3	If appropriate, application to Energy Saving Trust 1:1 programme							Not forwarded		
		Subject to results of pilot, district-wide promotion of thermo-imaging service							To be taken forward in 2010/11		
		Linking RDC into ECC smarter driving initiative							Completed		
		Collation of evidence for NI 186 progress (for reporting in summer '10)							To be undertaken in spring 2010/11		
Community natural resource efficiency	D2, G18	Proposal for Land share/ community food growing initiative							Not forwarded		
	EW4	Linking RDC into ECC water efficiency initiative, in partnership with water company							Waste audit to be undertaken in 2010/11		
Compliance with NI 188											
NI 188	G5, G17, NL4	Stocktake of work to date							Completed		
		Analysis and prioritisation of organisational risks posed by climate change (NI 188)							Service Based impact assessment to be completed April 2009/10		
		Collation of evidence for NI 188 progress (for reporting in '10)							To be undertaken in April/May 2010/11		
Policy review											
Policy review	D1, D5, G16, ED1	Stocktake of work to date							To be incorporated into 2010/11 actions		
		Proposal for amendments to specified and agreed policies							To be incorporated into 2010/11 actions		
	G15	Review of Climate CO2de							To be incorporated into 2010/11 actions		
	G5, G6, G8, NL2, NL3	Proposal for Essex Declaration on climate change							To be incorporated into 2010/11 actions		