

Leicester
City Council

FORWARD TIMETABLE OF CONSULTATION AND MEETINGS:

Cabinet

24th September 2001

EMAS Action Programme – Annual Review

Report of the Director of Environment and Development and Commercial Services

1. Purpose of Report

This report presents the Annual review of the EMAS action programme with the progress made on actions and the new actions which are designed to move the council forward in meeting the targets it has set for environmental improvement.

2. Summary

The City Council became successfully registered for EMAS, the Eco-Management and Audit Scheme, in July 1999. This commits the to continuous environmental improvement which is regularly assessed by independent verifiers and declared to the public in an annual environmental statement. The EMAS Action programme is the tool used by the council to take actions in all departments to move the council towards its environmental targets. Schools do not have any obligations under EMAS, but some are investigating it on a voluntary basis.

The aim of the EMAS Action Programme is to demonstrate how the 19 targets will be delivered. It aims to strike a balance between being able to deliver significant environmental improvements whilst being achievable and realistic. It also incorporates one of the other original aims of the EMAS system which is to involve staff throughout the whole organisation.

In the previous annual report, members were asked to approve the deletion of successfully completed actions and to add new actions. This year, 30+ actions are identified as either complete or are being removed because, no further progress is considered possible. Approximately 35 new actions are proposed. These reflect the work of the Sustainable City Officers Group to address the council's progress towards the EMAS targets.

The proposed new actions are highlighted in the Action plan included in Appendix 1

3. Recommendations

Cabinet are asked to:

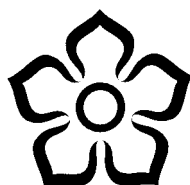
- 3.1 endorse the revisions to the EMAS Action Programme
- 3.2 consider referring the Action Programme to the Arts, Leisure and Environment Scrutiny Committee for monitoring of implementation

4. Headline Financial and Legal Implications

Meeting many of the 19 EMAS targets will save the council money and increase efficiency of the service. The cost of EMAS verification is approximately £7000 per annum and is met from the Environmental Action Budget.

Whilst EMAS requires that the council can demonstrate its legal compliance with environmental legislation, this particular paper does not address these issues.

5. Report Author/Officer to contact: Anna Dodd, Environment Team x 7257



Leicester
City Council

WARDS AFFECTED
All

FORWARD TIMETABLE OF CONSULTATION AND MEETINGS:

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REPORT ON THE EMAS ACTION PROGRAMME ANNUAL REVIEW 2000/2001

SUPPORTING INFORMATION

1. Report

Appendix 1: contains the new actions added to the action programme up to July 2001

Appendix 2: contains actions which have been deleted from the action programme

A number of actions have been removed from the action programme, either because they are complete or because no further progress can be made.

FINANCIAL, LEGAL AND OTHER IMPLICATIONS

1. Financial Implications
2. Legal Implications
3. Other Implications

OTHER IMPLICATIONS	YES/NO	Paragraph Within Supporting information	References
Equal Opportunities	No		
Policy	Yes	Para 2	
Sustainable and Environmental	Yes	Para 2	
Crime and Disorder	No		
Human Rights Act	No		

4. Background Papers

None

5. Consultations

Sustainable City Officers Group

Lead Officers identified in the action programme

6. Report Author

Anna Dodd (ext 7257)

Appendix 1: New Actions: July 2001

Target No.	Action No.	Description of Action	Responsibilities	Timescale for Completion	Resources Staff time and Budget	Monitoring/ Performance Indicator
1.1		Reduce the council's total building energy consumption (to 50% of the 1990 level by 2025)				
E&D Housing	1.1.7	All premises officers, caretakers and security staff to have received training in energy issues New energy awareness course to be introduced and administered by energy group with training sessions run every month. Training will introduce new changes within the energy deregulation market and increase awareness of energy use as well as the new monitoring systems in place and improved feedback data	Don Lack (& Nick Morris) Ian Mackay/ Env. Team	September 2001 to June 2002	Staff time from Energy Team and Personnel and Housing Training.	Number of staff trained. Number of staff trained and certificates issued
E&D	1.1.18	Interim, monitorable targets to be set. Annual progress should equate to 3% per annum (as for the city-wide model). Need to set targets for individual buildings. 08/01: 63 sites have been surveyed and issued with reports and applications have been made for funding for energy efficiency works to capital programmes or other funding schemes	Don Lack	Mar 2001 August 2001		Annual profiles
E&D	1.1.20	Ensure regular feedback is provided to all building managers. Information is now available monthly & can be tailored to meet individual requirements. Bi-annual feedback should be collected to ensure that the right info is sent to the right people. The first check will be carried out at the building managers training session. Intelligent metering: after a successful pilot, a programme is in place to link 50 city council sites' gas electricity and water meter information to a central computer system in LEAC, this will give immediate feedback about a particular building's energy and water consumption	Energy Team	Monthly reports issued (on going) first check Nov 99: Completed March 2002		Bi-annual sample checks? 50 sites completed and data being monitored
E&D	1.1.22	Energy Awareness Week A programme of awareness raising with staff Special offers, feature in FACE	Don Lack	October 2001	From within existing budgets and staff time	Programme of events during October 2001
1.2	New target	Reduce the energy usage of council houses by 30% of the 1996 level (2,431 Terra joules), by the year 2006				
E&D Housing	1.2.6	NHER re-assessment of council housing stock Energy team are carrying out an independent re-assessment of the HNER ratings for the council's housing stock	Don Lack	October 2001	Trading agreement with Housing Dept.	Report

1.3		Increase the council's use of renewable energy (from 0% in 1997 (Mar) to 20% of energy requirement in 2020))				
E&D	1.3.2	Undertake one major renewable energy project per year until 2020. A more detailed programme indicating progress towards the target will be produced with target percentages to be achieved between 1999 and 2020. 10 solar projects have been completed in 2000-2002 so far, evaluation is underway to identify good practice issues. Future programme is dependent on funding: external funding being sought for a solar rental scheme based on above good practice.	Don Lack	1 per year until 2020 1999 project Completed Apr 1999 Programme Jan 2000	*Energy Capital Programme. Attainment of target is dependant on a future capital programme.	Working project installed Programme to Jan Env Committee & SCOG post 2000.
E&D	1.3.3	5 district heating sites to have solar panels installed by 2020. Pilot project under test. Possible funding opportunity, going out to tender in July 2001 to test market for solar tracker system, funding to be sought from Energy Capital Programme and/or EU	Don Lack	2020	*Energy Capital Programme or EU funding	Working project installed
Housing	1.3.6	Altener (CURE) Project was completed in October 2000 and solar panels were fitted to 6 council houses. Housing (Technical Services) have agreed to install solar panels on a further 5 council houses in this current financial year in 2001-02. Solar panels to be fitted on an owner occupied property by Advantica (formerly BG Technology). Performance and efficiency will be monitored by Advantica as part of a separate pilot project.	Nick Morris	March 2002	EU ALTENER II prog funding Housing maintenance budget	5 houses completed by March 2002 Report

1.4		Reduce staff commuting by car (10% reduction of the number of people coming to work by car in 1997, by 2005)				
E&D	1.4.2.	Publicise and promote alternative modes of transport - Don't Choke Britain and other initiatives. BUG to co-ordinate cycling initiatives: cycle map on intranet, bike to work week Re-promotion of bus information: Investigate placing information on intranet site: links to Rail & bus timetables	Env Team BUG	March 2002 March 2002	existing staff time and Environmental Action Budget	Publicity produced (Env. Team file)
CX's & all depts	1.4.3.	Staff Travel Package, including a reassessment of staff recruitment and job descriptions. STP abandoned. Some elements of package in place (eg cycle facilities): corporate group has focused on re-assessing criteria for essential car users. Matrix is being developed to determine which posts should have essential user allowance. Will be trialed and reported back to Travel Allowances Working Party in September 2001 Review of staff car parking to take place and development of a car parking policy	Env Team Zafar Saleem Zafar Saleem	Jan 2000 Autumn 2001 March 2002	*Existing staff time (full implementation has potential to generate considerable cost savings)	Report approved at committees

E&D	1.4.4.	<p>Better cycle facilities:</p> <p>2001/2002: £464,000 proposed spending on cycle facilities from LTP settlement.</p> <p>A five year bid for funding towards measures to improve travel by bicycle is about to be submitted in the Local Transport Plan Bid Jun 2000 (CM).</p> <p>Energy group now have 8 staff (55%) of staff using bicycles to commute to work following installation of secure bike parking and shower/changing facilities</p> <p>Sally Killips to investigate provision of covered, secure cycle parking on piazza at NWC for staff visiting NWC from outlying buildings and visitors.</p>	Sally Killips, Ian Dyer	to be reported Aug 1999 and annually in Aug thereafter	<p>Existing staff time</p> <p>*Budget depends on success of bids.</p> <p>Cycle racks provision from existing budgets.</p>	Report to Cyclist Consultative Panel 1999 report: 12/10/99
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1.5		Reduce the fuel used by staff vehicles at work (not commuting) (5% reduction of fuel used in 1997 by 2005)				
CS	1.5.2	<p>'Greener Driving' leaflet:</p> <p>Leaflet distributed 11.1.99 to City Transport staff. Before and after study results not to be carried out until leaflet more widely distributed.</p> <p>Leaflet to be published to all staff in Purchasing Guide & possibly in FACE. Next update to purchasing guide Oct 2001</p> <p>CS to give further consideration to use of external training provider on 'green' driving techniques, decision expected by October 2001</p>	David Ison in conjunction with env team	<p>Oct 2001</p> <p>Oct 2001</p>	Existing staff time and resources	Report to Sustainable City Officers Group
E&D	1.5.6. (&1.4.2)	<p>Publicise and promote alternative modes of transport -</p> <p>Inclusion of alternative modes of travel into induction packs and induction training</p> <p>Investigate having a staff travel page on Council's intranet site with, bus route maps, timetables, rail timetables contact telephone numbers</p>	Env team and BUG	<p>March 2002</p> <p>March 2002</p>	existing staff time and Environmental Action Budget	Publicity produced and included in packs
E&D CS	1.5.10	<p>Target high-mileage fleet drivers with driver training to improve fuel efficiency & reduce emissions.</p> <p>Driver training package researched and developed. Passed to Fleet Vehicle Manager. Training of City Transport drivers commenced Jun 2000.</p> <p>Before and after Mpg Info to be provided by DI (action 1.5.2). Figures being collated on numbers of staff trained for Sep 2001</p> <p>Funding investigated from ETSU: no funding secured yet</p> <p>CS to give further consideration to use of external training provider on 'green' driving techniques, decision expected by October 2001.</p>	Env Team with David Ison)	<p>Training commenced June 2000</p> <p>Sep 2001</p> <p>Oct 2001</p>	Existing staff time	Report to SCOG
CS	1.5.15	<p>Group managers in City Consultants to review working practices involving high mileage.</p> <p>Data collected on the mileage of staff within City Consultants. This is currently being reviewed with the intention of determining those currently in</p>	Mark Wills		reducing fuel-used has financial savings	Reported findings

		receipt of a car parking space who do not meet the criteria. Once this exercise is complete it is anticipated that a proportion of those who lose their entitlement will choose to get to work by public transport and City Consultants will make pool cars available to these staff for work related journeys. Decision to be made about entitlement to car parking by Oct. 2001		Oct 2001		
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1.6		Increase the use of bicycles at work (not commuting) (100% increase of the 1997 levels by 2000 and 200% increase of 1997 levels by 2002)				
All	1.6.16	Introduce an annual bike to work week in June (Don't Choke Britain week) See 1.4.2 also	BUG/Env Team	June 2002	Existing staff time	Programme of events and incentives
All	1.6.17	Leicester Cycle Map to be placed on Intranet	BUG/Juliet Owen	Dec 2001	Existing staff time	Map on Intranet
All	1.6.18	Investigate Health & Safety implications of travelling by cycle on council business (helmet, waterproof clothing etc.)	Env. Team	March 2002	Existing staff time	
All	1.6.19	Include information about staff travel by cycle for council business in induction packs and training	Env. Team & Personnel depts	March 2002	Existing staff time	

2.1		Reduce fleet vehicle emissions (98% reduction in sulphur dioxide, 42% reduction in total hydrocarbons, 12% reduction of nitrogen oxides by 2002)				
E&D	2.1.7	Develop new target for reducing air emissions from fleet.	Env. Team/CS	March 2002	staff time	Report
E&D CS	2.1.9	Investigate EST funding available for retro fitting regenerating TRAPS to diesel engines	Env Team/David Ison	TBA	staff time. Potential grants available from Powershift to be investigated	As part of report 2.1.6

3.1		Reduce the amount of council waste going to landfill (40% of City Council waste to be recycled by 2003)				
4.1	New target	Increase recycling of household waste (40% of household waste collected in 2004 to be recycled)				
5.1		Reduce water used in council buildings (5% reduction of 1997 levels by 2005)				
		No new actions				

5.2		Increase the use of greywater in place of potable water (15% of total water consumed to be from greywater by 2010 (reviewed in 2000 and 2005)				
E&D	5.2.10	Investigate the feasibility of collecting and using greywater at Blackbird Road	TBC	March 2002		Findings Report

Housing		Depot				
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6.1	New target	Reduce consumption of paper (5% reduction in the quantity of paper purchased in 2000, by 2003)				
All	6.1.23	Council is developing a corporate IT equipment purchasing policy which will include a 'shopping list' of corporately approved IT equipment; this will include approved printers with duplex facility.	Jill Craig	March 2002	Exisiting budgets	Corporate IT purchasing policy in place

6.2		Increase the use of recycled paper (98% of the paper purchased in 2003 to be 100% recycled post consumer waste)				
7.1	New target	100% of parks and open spaces managed by Arts and Leisure to have corporate management data in place by 2000 and full plans in place by 2005				
7.2	New target	100% of trees and woodland managed by Arts and Leisure to have corporate management data in place by 2000 and full plans in place by 2005				
		No new actions				

7.3		Ensure the Riverside Park is sustainably managed (100% of the park to have a management plan in place by 2005)				
E&D	7.3.3	Produce action plan/programme for achieving sustainable management (including management plan production)	Paul Leonard Williams/Anne Provan	2001-02	<ul style="list-style-type: none"> a) Interim programme presented to Nov 99 SCOG b) Draft 'summary' Riverside Strategy and consultation process completed - to be adopted as policy during 2001-02 c) Riverside Action Plan (to be completed 2001-02 to clarify programme for 'sustainable management' -including management plan production 	Action programme plan
E&D	7.3.4	Carry out actions which help progress towards sustainable management	Paul Leonard Williams/Anne Provan		<ul style="list-style-type: none"> a) Riverside Development Officer now in post b) Infrastructure review started, detailed survey of path works completed -as a basis for a long term rolling programme 	Action Programme/plan Annual report

					c) More than 50 practical improvement projects completed 2000-01 d) Strategy Action Plan to define future programme	
E&D	7.3.5	Ensure annual monitoring & reporting of target	Paul Leonard Williams/Anne Provan	Ongoing (annual report on progress)	a) Progress reported in paper on Strategy to Scrutiny Committee, May 2001	Annual reports Physical improvements against those criteria
E&D	7.3.6	Review wording of EMAS target: Policy/marketing proposal to call area 'Riverside', rather than 'Riverside Park' - will require changes in wording of EMAS targets	Carol Brass/Mark Jeffcote	On adoption of Strategy final draft due Autumn 2001		

7.4		Ensure prime ecological sites are retained (<i>The area of land covered by council-owned SINC sites (Sites of Importance for Nature Conservation) to be maintained at 1999 levels until 2003 and to be managed according to their SINC schedules..</i>)				
E&D A&L	7.4.10	Identify and schedule SINCS	Sue Timms (E&D) Nick Gordon (Museums) Andy Lees (Environ) ?? (Parks)	April 2000 first tranche and review April annually	Existing staff time and Environ SLA	Number of SINCS identified
E&D	7.4.11	Develop SINCS Monitoring Programme Has been developed and now being implemented	Sue Timms (E&D)	Compile report for April	Existing staff time	April report
E&D A&L	7.4.12	Dissemination of information through Site Alert Map and SINC notification documents. Site Alert map has been produced and disseminated widely within council and to outside agencies and individuals	Sue Timms (E&D) Nick Gordon (Museums) Andy Lees (Environ) ?? (Parks)	Annually march	Existing staff time	Production of Site Alert Map and EMAS consultation procedure
E&D A&L	7.4.13	Maintain and update SINC and BES information on Map Info	Sue Timms Andrew Penn	Annual	Existing staff time	Map Info

7.5	New target	Develop measurable indicators of ecological quality (completion of first monitoring programme by 2010)				
E&D A&L	7.5.12	Develop Sites and Habitats Monitoring Programme	Nick Gordon (Museums) Sue Timms (E&D) Andy Lees (Environ) ?? (Parks)	April 2000	Existing staf time and Environ SLA	Monitoring Programme Annual Report
E&D A&L	7.5.13	Carry out Phase 1 Habitat Survey	Nick Gordon (Museums) Sue Timms (E&D) Andy Lees (Environ) ?? (Parks)	2003	Funds will need allocating	Phase 1 survey
E&D A&L	7.5.14	Carry out programme of Phase 2 surveying	Nick Gordon (Museums) Sue Timms (E&D) Andy Lees (Environ) ?? (Parks)	Annually	Existing staff time and Environ SLA	February Reports
A&L	7.5.15	Set up Environmental Records Database	Nick Gordon (Museums) Andy Lees (Environ)	December	Existing staff time and Environ SLA	Number of records and sites input: Management and Development plan for ERC

8.1		Ensure that the council continues to provide Leicester people with publicly accessible green space (<i>publicly accessible green space owned by the council covers at least as much land in 2020 as it did in 1994 = 863 hectares</i>)				
		No new actions				

Appendix 2: Completed/Deleted actions: July 2001

Target No.	Action No.	Description of Action	Responsibilities	Timescale for Completion	Resources Staff time and Budget	Monitoring / Performance Indicator
1.1		Reduce the council's total building energy consumption (to 50% of the 1990 level by 2025)				
E&D Housing	1.1.7	All premises officers, caretakers and security staff to have received training in energy issues Housing has had a one-day Energy Awareness Training Course as part of Housing Training Programme since 1997. All new officers from other departments have had an Introduction to the Home Energy Strategy as part of the Introduction to Housing Course).	Don Lack (& Domini Gunn) Departmental Personnel	Sep 2000 Nov 1999 Completed	Staff time from Energy Team and Personnel and Housing Training.	Number of staff trained. 1 session 25 building managers
E&D	1.1.16	Council activities associated with Turning The Tide energy awareness campaign. Internal campaigns should be assessed for their effectiveness by the team. No further work is anticipated on Turning The Tide for Council staff. However, energy campaign was run and will be assessed by Mar 2001.	Env. Team	Mar 2001 Mar 2001	Staff time and within existing budget	Monitoring report.
E&D	1.1.20	Ensure regular feedback is provided to all building managers. Information is now available monthly & can be tailored to meet individual requirements. Bi-annual feedback should be collected to ensure that the right info is sent to the right people. The first check will be carried out at the building managers training session. Housing and A&L are supplied with monthly data. Other sections have annual reports and specific site requests. However at present, Housing have not signed their trading agreement so the Energy Team cannot enter their premises. The Energy Team are considering a direct monitoring system for all sites (CM).	Energy Team	Monthly reports issued (on going) first check Nov 99 Completed		Bi-annual sample checks?
1.2	New target	Reduce the energy usage of council houses by 30% of the 1996 level (2,431 Terra joules), by the year 2006				
Housing	1.2.4	Boot House replacement programme - Saffron (leading to an increase NHER rating from 3 to 10).	Nick Morris	Mar 1999 Completed	Housing Capital programme & Estates Action funding	Number of houses built Jun Committee
1.3		Increase the council's use of renewable energy (from 0% in 1997 (Mar) to 20% of energy requirement in 2020)				
E&D	1.3.7	Comparison of 2 solar projects on NW Centre and Phoenix House, timescale 1 year to allow collection of data from Phoenix House. Case Studies have been completed (6 of them) funded by DTI numbers 25,	Don Lack	Jul 1999 Jan 2000 Completed Jun 2000	staff time	Report to Jan 2000 Committee

		26, 27, 28, 29, 24 and published in Jun 2000. Now good practices guides (CM).				
1.4		Reduce staff commuting by car (10% reduction of the number of people coming to work by car in 1997, by 2000)				
E&D	1.4.1	Repeat Staff Travel Survey in 2000 as a student project. Survey was carried out Apr 2000. Results currently analysed by De Montfort University. Report to SCOG in the autumn.(CM).	Anna Dodd	Summer 2000 Completed	student bursary costs to be investigated, possible funding from the Env Action Budget	Survey figures collated
E&D	1.4.2.	Publicise and promote alternative modes of transport - Don't Choke Britain 1999 and other initiatives. Alternatives not promoted for 1999 due to EMAS verification. DCB 2000 and "Ride the net" in 2000 will be publicised and promoted. DCB 2000 reported to SCOG in May 2000. Campaign included mailing 750 EMAS manual holders details of all events, a bus travel leaflet & timetable & a "You can manage without your car" promotional poster (CM).	Mark Allen	Jun 2000 Completed	existing staff time and Environmental Action Budget	Publicity produced (Env. Team file)
E&D	1.4.7	Work in partnership with the bus companies Discounts of 10-20% negotiated with bus companies. Promote bus travel to employees: leaflet published Dec 1999 with season ticket loan scheme arranged through TCCR. Bus discounts and other benefits negotiated & communicated to all Teams via leaflet & In Contact. Leaflet distributed as part of DCB2000. Article published in Green Government magazine Feb 2000 & FACE.(CM).	Mark Allen	Apr 1999 Completed Dec 1999 Completed Mar 2000 Completed	staff time and existing resources	Pilot survey results: Pilot conducted with Community Public Health resulted in over 8% reduction in commuting and work mileage
E&D	1.4.8	Develop green commuter plans in partnership with other organisations and with assistance from ETSU. Service Development bid being considered for green travel plans officer to continue work started with Momentum. Travel plans officer appointed Oct 2000 (CM).	Howard Thomas	Nov 1999 (acceptance of bid) Appointed Oct 2000		Bid accepted, Manager started.
E&D	1.4.10	Long term impact of integrated transport planning in the city. Second LTP published 2000 next plan due 2005.	Howard Thomas	Jul 2000 Completed Oct 2000 Next plan 2005		Yearly capital investment secured
1.5		Reduce the fuel used by staff vehicles at work (not commuting) (5% reduction of fuel used in 1997 by 2000)				
E&D	1.5.6. (also 1.4.2)	Publicise and promote alternative modes of transport - Don't Choke Britain 1999 and other initiatives. DCB 2000 and "Ride the net" in 2000 will be publicised and promoted. DCB 2000 reported to SCOG in May 2000. Campaign included mailing 750	Mark Allen	Jun 2000 Completed	existing staff time and Environmental Action Budget	Publicity produced (Env. Team file)

		EMAS manual holders details of all events, a bus travel leaflet & timetable & a "You can manage without your car" promotional poster. (CM).				
1.6		Increase the use of bicycles at work (not commuting) (100% increase of the 1997 levels by 2000 and 200% increase of 1997 levels by 2002)				
E&D	1.6.2. see 1.4.4	see 1.4.4				
TC&CR	1.6.3. see 1.4.5	see 1.4.5				
CX's & all dpts	1.6.4. see 1.4.3	see 1.4.3				
A&L	1.6.7	Set up cycle loan scheme for DSO staff.	Paul Edwards	Jun 2000 Oct 2001	within existing resources	Existence of scheme
E&D	1.6.12	Target cyclists who commute to work to use their bicycles at work. Leaflets and maps to be put up in cycle cages. Cycle map of Leicester & Cycling for LCC employees' leaflets laminated & put up in NWC cycle cages.	Mark Allen	Dec 1999 Completed Apr 2000	Existing maps and leaflets to be used	Information in place
E&D	1.6.13	Develop a "recruit a friend" incentive scheme. Payroll data to be fed back to users and incentive scheme set up. Recruit a friend & payroll data feedback sent to all claiming cyclists in Dec 1999. (CM)	Mark Allen	Dec 1999 Completed	staff time	Incentive scheme complete
E&D	1.6.14	Set up a bicycle user group. SCOG & SRG approved setting up of BUG in Feb 2000. First meeting of BUG - 28 th Jun 2000. Next meeting 27/9/00. (CM)	Mark Allen	Dec 1999 Completed	staff time	User group in place.
E&D	1.6.15	Investigate including pool bicycles in the target. Issue investigated but mechanism not yet developed - now pending staff travel review.	Env. Team	Autumn 2001	staff time	Pool cycles in target fig.
2.1		Reduce fleet vehicle emissions (98% reduction in sulphur dioxide, 42% reduction in total hydrocarbons, 12% reduction of nitrogen oxides by 2002)				
E&D	2.1.5	Three year research project with DMU to use an electric delivery vehicle (ELCAT) as pool vehicle at NW Centre. First year complete including use for Kerbside Recycling relaunch. Findings from second year of project are written as research dissertation Sep 1999. Third year will focus on use of vehicle for air quality monitoring. Second year reported and results included in vehicle fuels report to Committee (May P&R Vehicles Fuel Report). ELCAT capable of working as pool vehicle, but problems with battery charging using the old technology. Peugeot electric car trailed by Env. Team, new battery technology seems much better for pool use. No point in continuing ELCAT trial beyond third year (CM).	Guy Wisbey	Completion Apr 2001 Research dissertation Sep 1999 Concluding report 2001	DMU funding and Environmental Action Budget funding sought	Report to E&D
E&D	2.1.6	Review of vehicle fuels after results of LAQ strategy known in Dec 1999. Report completed. New policy adopted.	Env. Team, Adrian Russell & David Ison	Mar 2000 Completed	staff time	Report to P&R
E&D CS	2.1.9	Investigate the potential for retrofitting existing fleet vehicles to reduce emissions. Two roll on roll off vehicles now modified at a cost of £700 each but ongoing	David Ison / Carol Brass	Mar 2000 Completed	staff time. Potential grants available from Powershift to be investigated	As part of report 2.1.6

		savings in road fund licence costs of £1000 per vehicle per year will result (EA).				
3.1	New target	Reduce the amount of council waste going to landfill (40% of City Council waste to be recycled by 2003)				
E&D	3.1.17	Send information on 3.1.16 to key purchasers. Information on recycled paper products has been included in the current recommended products list of the purchasing guide. Further progress is tied to 3.1.16.	Alison Lea	Jan 1999 part complete	Existing staff time (80 hours)	Information received by key purchasers
4.1	New target	Increase recycling of household waste (40% of household waste collected in 2003 to be recycled)	No actions removed			
5.1		Reduce water used in council buildings (5% reduction of 1997 levels by 2000)	No actions removed			
5.2		Increase the use of greywater in place of potable water (15% of total water consumed to be from greywater by 2010 (reviewed in 2000 and 2005))				
E&D	5.2.2	Research potential sites for greywater projects. No capital programme approval for Energy conservation measures is preventing progress 2000/01.	Don Lack (in consultation with Andy Bubb)	Dec 2000 Completed	Existing staff time, report may identify potential future costs*	Annual report recommending potential sites for investment
E&D	5.2.4	Implement a grey water project per year In progress. First project is Humberstone Heights golf course. No capital programme approval for Energy conservation measures is preventing progress 2000/01.	Don Lack (in consultation with Andy Bubb)	Annual project until 2000	Existing staff time and Energy Capital Programme*	Projects completed and annual monitoring of water savings
E&D	5.2.10	Produce greywater programme with interim targets. A report will be submitted to Feb SCOG on foreseeable difficulties with the future programme. SCOG report completed which recommends targets that should be reviewed (CM).	Ian Mackay	Feb 2000 Completed	Dependant on Payback Scheme, currently running at 3 years	Report to Jan SCOG
6.1	New target	Reduce consumption of paper (5% reduction in the quantity of paper purchased in 1998, by 2000)				
E&D	6.1.11	Research into the 'Paperless Office' and pilot scheme to monitor office paper consumption. Currently on hold.	Env. Team	Nov 1998 Completed Pilot scheme not reported	existing staff time	Research report to SCOG Feb 1998 pilot report to SCOG
A&L Housing	6.1.15	Audit admin. teams stock cupboards to evaluate type of office products commonly purchased.	Bharti Solanki (A&L) Jackie Gale (Housing)	Nov 1999 Complete Nov 1999	staff time	Stock-take
CS	6.1.21	Carry out a publicity campaign within Commercial Services. This did not happen - no longer appropriate (EA).	Nicki Kandola	Mar 2000	staff time. Financial savings from reducing paper consumption.	Completed campaign
6.2		Increase the use of recycled paper (95% of the paper purchased in 2000 to be 100% recycled post consumer waste)				
CX's	6.1.22 & 6.2.14	Develop Chief Exec. actions to reduce and recycle paper. Officer left post.	Bev Hughes Not completed	Mar 2000	staff time. Financial savings from reducing paper consumption.	Actions in place

7.1	New target	100% of parks and open spaces managed by Arts and Leisure to have corporate management data in place by 2000 and full plans in place by 2005				
A&L	7.1.7	Link grounds maintenance databases (MapInfo) infrastructural information to the Parks Management Plans Database.	Ray Tunks	Dec 1999 Complete	networking costs met from Parks budget and staff time	Existence of information on database
7.2	New target	100% of trees and woodland managed by Arts and Leisure to have corporate management data in place by 2000 and full plans in place by 2005	No actions removed			
7.3		Ensure the Riverside Park is sustainably managed (100% of the park to have a management plan in place by 2000)	No actions removed			
7.4		Ensure prime ecological sites are retained (council-owned sites of highest ecological value (A and A*) cover at least as much land in 2002 as they did in 1997). N.B. new actions will be added at annual review of programme.				
A&L	7.4.7	Produce 'Historic Landscape Restoration Management Plan' for Welford Rd Cemetery. Contract has been let for external consultants to produce a Plan is at second draft. Consultation has started, plenary session Nov/Dec 1999. Plan to be finalised end 1999.	John Dooher	Dec 1999 Completed Jun 2000	staff time & presumed Heritage Lottery funding	Production of plan
E&D	7.4.9	Amend wording of target to reflect retention of SINCS rather than grade A sites. Target wording presented and agreed by SCOG in Apr 2000.	Sue Timms/ Env. Team	Apr 2000 Completed Apr 2000	staff time	Adoption of amended target by Members
7.5	New target	(wording to be developed during the coming year in the light of the review of the Habitat Survey) plus new actions will be added at the annual review.				
E&D A&L	7.5.11	Develop new EMAS target. Target to be developed and reported to SCOG.	Sue Timms, Nick Gordon	Sep 1999 Apr 2000 Complete	staff time	Report to P&R
8.1		Ensure that the council continues to provide Leicester people with publicly accessible green space (publicly accessible green space owned by the council covers at least as much land in 2020 as it did in 1994 = 863 hectares)	No actions removed			