

Leicester
City Council

**FORWARD TIMETABLE OF CONSULTATION AND MEETINGS:
Cabinet**

24th March 2003

Reviewing EMAS (Eco-Management and Audit Scheme)

1 Purpose of Report

This is a report reviewing EMAS (Eco-Management and Audit Scheme) following the fundamental challenge of the system carried out for Corporate Directors in September. The report also provides Cabinet with annual progress on existing targets and actions for their approval.

2. Summary

This report proposes new objectives for the council's EMAS which will raise the community profile of the system following the fundamental challenge.

It also reviews annual progress towards existing EMAS targets and recommends amendments and additional targets. A revised and up-dated action programme is proposed in support of the targets. The draft text for the fifth Environmental Statement is also included.

Further system improvements were recommended to Corporate Directors on 11th February. Cabinet should note that the revised system will be re-launched to staff in April.

3. Recommendations

Cabinet are asked to agree to the following recommendations:

3.1 The inclusion of new objectives and targets (below & Appendix 1)

(i) To improve the cleanliness of the City Centre

75% of street inspections to meet the grade acceptable or above in the city centre (under the Public cleansing Contract) by April 2005.

(ii) To improve air quality within the city.

To achieve national air quality objectives within the city by the end of 2005

(iii) To reduce car trips to the city centre

4% reduction in car trips to the City Centre in the morning peak, from 2001 by 2006 (??) and 8% by 2011.

(iv) To reduce car journeys to schools.

25% reduction in car journeys to schools from 2001 by 2011

(v) To reduce the energy consumption of homes in Leicester

Target: new target to be developed relating to increasing SAP ratings of houses in Leicester. (include previous target 1.2 relating to council houses as a specific area of action).*

(vi) Reduce the amount of construction waste going to landfill.

Target: to be developed

(vii) To create a sustainable built environment

Target: To be developed
(viii) To improve awareness of environmental issues amongst Leicester residents
Target: to be developed using the People's Panel and other forums to monitor progress

- 3.2 Proposed revisions to the wording of existing targets (Appendix 2)
- 3.3 The reviewed format for the action plan and to proposed new actions (Appendix 3)
- 3.4 The draft text of the 5th EMAS Statement (Appendix 4)

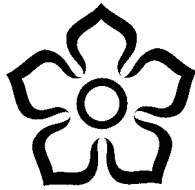
4. Headline Financial and legal Implications

Improvements to managing our legal compliance will ensure that we are complying with all necessary environmental legislation. Proposed new emas targets have been predominantly lifted from existing ones where resources are already committed (eg through the Local Transport Plan). Meeting emas targets saves money for the authority in addition to the key benefits to the local and global environment (eg. in energy, transport, paper saving measures).

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DECISION STATUS

Key Decision	No
Reason	N/A
Appeared in Forward Plan	No
Executive or Council Decision	Executive (Cabinet)



Leicester
City Council

WARDS AFFECTED
Type in Ward

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SUPPORTING INFORMATION

Report

1. Introduction

1.1. Fundamental Challenge

Following a fundamental challenge of EMAS, Corporate Directors proposed to consider the following radical changes to the EMAS system. Incorporating these recommendations has formed the basis for review.

1.1.1 Review EMAS to ensure that it is delivering the vision for environmental improvement contained in the Community Plan, Leicester Environment Partnership's strategy and any key actions resulting from Local Action 21 initiatives post WSSD (World Summit for Sustainable Development)

1.1.2 Develop new methods for ensuring that EMAS engages appropriately with Leicester citizens

1.1.3 Focus the system on delivering high-profile "flag-ship" environmental projects visible to the community as well as "getting our own house in order". This will strengthen the council's position as a Community Leader

1.1.4 Develop more integration between EMAS and the Performance Management structures in terms of monitoring environmental action and targets

2. Requirements of EMAS

- 2.1 The EMAS standard requires us to undertake regular management reviews of the system. Certain elements of the system, such as the registers and policy, are reviewed at least annually. However, the last major review of our objectives was first carried out in 1997.
- 2.2 The current EMAS verifiers, LRQA (Lloyds Register for Quality Assurance), will be assessing the review against the following EMAS clause:

I-A.6 Management Review

The organisation's top management shall, at intervals that it determines, review the environmental management system, to ensure its continuing suitability, adequacy and effectiveness. The management review process shall ensure that the necessary information is collected to allow management to carry out this evaluation. This review shall be documented.

The management review shall address the possible need for changes to policy, objectives and other elements of the environmental management system, in the light of environmental management system audit results, changing circumstances and the commitment to continual improvement.

- 2.3 Reviews are required to consider:
- Results from audits;
 - The extent to which objectives and targets have been met;
 - The continuing suitability of the environmental management system in relation to changing conditions and information; and
 - Concerns amongst relevant interested parties.
- 2.4 The recommendations of the fundamental challenge relate to the last two bullet points. EMAS should be able to deliver the vision contained in new Leicester strategies such as the Community Plan and Environment Strategy. It should start to look at environmental improvements to service delivery as well as improving the council's own environmental impact.
- 2.5 Relevant findings from LRQA audits and Internal Audit, which feed into this review, are attached (Appendix 5).

3. Raising the Community Profile of EMAS - Proposing new areas for improvement targets

3.1 Review of significant environmental effects

In response to the fundamental challenge, a re-assessment of the Council's significant environmental effects has been undertaken within the context of the changing strategic framework of priorities and community concerns.

- 3.2 Key changes since the introduction of EMAS include:
- Development of the Community Plan.
 - Establishment of environmental priorities by the Leicester Environment Partnership, which are now being developed into an Environment Strategy for the City.
 - The establishment of National PSA Floor Targets and Local PSA targets.
 - The availability of the Council's 2001 MORI survey results.
- 3.3 The matrix used in the original 1997 assessment of environmental effects was revisited and amendments made to reflect the concerns and priorities identified in these documents and targets.
- 3.4 The reassessment found that the significant environmental effects previously identified still stand, (i.e. they continue to relate strongly to themes of the above documents). There are, however, a number of other environmental effects that are now considered to have increased in significance due to a change in their severity, profile or the influence exerted over them by the Council. Two new environmental effects have also been assessed for the first time: environmental awareness raising and street cleanliness. These have been included as they reflect emerging environmental priorities and community concerns. The proposed changes are shown in Appendix 1.
- 3.5 It can be seen from App. 1, that there are now six more environmental effects that exceed the threshold score of 70 (set in the 1997 review) and can therefore be considered to merit having objectives and targets set to make improvements. These are listed below:

Significant Effects now meriting improvement objectives and targets
Waste from Leicester (incl household, construction and other trade waste)
Quality of buildings in Leicester (includes historic)
Energy use in Leicester (includes traffic)
Air Quality in Leicester (includes traffic)
Education and awareness raising
Street cleanliness (i.e. litter , graffiti, fly-tipping)

App 1 summarises the case for including these new significant effects in our system. All of these issues will help refocus the system on service delivery and strengthen the Council's position as a community leader.

4. Proposed new EMAS targets

- 4.1 8 new objectives and targets are proposed to deliver the new areas requiring improvement. The objectives have been chosen to have a high community profile - for example, choosing energy reduction in households across the city.

4.2 The following are existing service targets which are ready to be assimilated into EMAS:

(i) **To improve the cleanliness of the City Centre**

75% of street inspections to meet the grade acceptable or above in the city centre (under the Public cleansing Contract) by April 2005.

This is an existing PSA target, but the Sustainable City Officers Group have requested that we try to present the target in more user-friendly terms.

(ii) **To improve air quality within the city.**

To achieve national air quality objectives within the city by the end of 2005

(iii) **To reduce car trips to the city centre**

4% reduction in car trips to the City Centre in the morning peak, from 2001 by 2006 (7?) and 8% by 2011.

This is an existing target in the Local Transport Plan. A 4% reduction in car trips would equate to approximately 2,000 less cars in the city centre each day.

(iv) **To reduce car journeys to schools.**

25% reduction in car journeys to schools from 2001 by 2011

This is also an existing target in the Local Transport Plan and is supported by the "Safer Routes to School" project. A 25% reduction in car journeys to schools would equate to 3,218 less children arriving to school by car.

4.3 The following objectives will require new targets to be developed over the coming year :

(i) **Reduce the amount of construction waste going to landfill.**

Target: to be developed

(ii) **To create a sustainable built environment**

Target: To be developed

(iii) **To improve awareness of environmental issues amongst Leicester residents**

Target: to be developed using the People's Panel and other forums to monitor progress

The Sustainable City Officers Group have also recommended that a further target be developed relating to adoption of EMAS in city schools, as a measure of environmental awareness.

(iv) To reduce the energy consumption of homes in Leicester

Target: new target to be developed relating to increasing SAP* ratings of houses in Leicester. (include previous target 1.2 relating to council houses as a specific area of action).

*SAP is a national "standard assessment procedure" for rating the energy efficiency levels of dwellings. Leicester City Council is required to monitor this information under the Home Energy Conservation Act.

5. Progress towards existing targets

5.1 Annual progress towards our existing EMAS targets is given in detail in Appendix 2. A summary of progress towards or away from the targets in 2001-2002 is given below:

✓ (these targets are on track to be met)

- 1.2 Council House use of energy
- 5.1 Reduce water consumption
- 7.4 Retaining prime ecological sites
- 8.1 Open space

✗ (These targets are known not to be on track or there are problems with data collection)

- 1.5 Vehicle use at work (currently increasing rather than decreasing)
- 6.1 paper use (data collection methods are to be improved)
- 6.2 Paper recycling (data collection methods are to be improved)
- 7.5 Habitat monitoring (this programme was hampered by staff changes and foot & mouth disease during the reporting year)

= (These targets are considered to be "OK." and/or have long time scales for completion)

- 1.1 Council's total energy consumption
- 1.3 Renewable energy
- 1.6 Bicycles on work business
- 2.1 Council air emissions
- 5.2 Use of greywater
- 7.3 Riverside management

? (Data is not continuously collected for these targets, or is not yet available)

- 1.4 Staff commuting by car (to be re-surveyed at the end of the target period)

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|---|
| 3.1 Council waste (data will be known once corporate contract is let)
4.1 Recycling rate for households (achievement is dependant on new waste facility being operational)
7.1 Parks and open spaces management (data not yet available)
7.2 Trees and woodlands management (data not yet available) |
|---|

The Council is able to demonstrate good progress towards a number of the EMAS targets. For example, we are on track to meet our targets to reduce energy in council houses, to save water and to retain open space.

However, we continue to increase the fuel used to deliver council services, despite setting ourselves a reduction target. Success in this area is dependent on a package of measures being developed to support the proposed revision to car allowances. This must go beyond looking at car parking provision alone. Driver training also offers significant potential to reduce fuel use.

The paper targets are not reported this time as steps are being taken to improve the collection of data for the consumption figures. A new policy and procedures will be promoted to staff during the coming year with a view to providing more accurate paper figures next year.

The Habitat Monitoring Survey under 7.5 has not been fully implemented this year due to staff changes and problems with accessing sites during Foot and Mouth. However, this will be addressed in the coming year and the target of completing the first phase of monitoring by 2010 will still be pursued.

6. Revisions to certain existing EMAS Targets

6.1 Cabinet are asked to agree the following amendments to the EMAS targets. These are given in detail in appendix 2 (numbering relates to Objectives and Targets). A summary is given below:

- **1.2 Improve the energy rating of council houses**

<i>Target: Reduce the energy usage of council houses by 30% of the 1996 level (2,060 Terra joules), by the year 2006</i>

This Objective will be changed to "reduce the energy consumption of homes within the city". The target will be subsumed within the proposed new target relating to energy reduction in all city housing stock (wording still to be finalised).

- **1.4 Reduce staff commuting by car**

<i>Target: 10% reduction of the number of people coming to work by car (in the city centre) in 2000 by 2005</i>
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This will be reported under the new EMAS target on the Local Transport Plan trips to the city centre

- **1.6 Increase the use of bicycles at work (not commuting)**

<i>Target: 100% increase of 1997 levels by 2000 and 200% increase of 1997 levels by 2002</i>

This target will be subsumed as an action under target to reduce fuel use at work.

- **2.1 Reduce fleet vehicle emissions**

**Target: Total emission from fleet vehicles of :
sulphur dioxide reduced by 98%
total hydrocarbons reduced by 42%
nitrogen oxides reduced by 12% of April 1997 levels by 2002**

Target to be re-worded.

- **3.1 Reduce the amount of council waste going to landfill**

Target: 40% of council waste to be recycled by 2004

The target date will be rolled forward to reflect the corporate waste contract to 2005.

- **4.1 Increase recycling of household waste**

40% of household waste collected in 2004 to be recycled

The target date to be rolled forward to 2005.

- **5.2 Increase the use of greywater in place of potable water**

**Target: 15% of total water consumption to be from greywater by 2010
(reviewed in 2000 and 2005)**

The target to be subsumed by target 5.1 as a driver to reduce the council's overall water consumption.

- **7.1 Ensure Parks and open spaces are sustainably managed**

Target: 100% of parks and open spaces managed by Cultural Services and Neighbourhood Renewal to have corporate management data in place by 2000 and full plans in place by 2005

- **7.2 Ensure the trees and woodland owned by the council are sustainably managed**

Target: 100% of trees and woodland managed by Cultural Services and Neighbourhood Renewal to have corporate management data in place by 2000 and full plans in place by 2005

- **7.3 Ensure the Riverside Park is sustainably managed**

Target: 100% of the Riverside Park to have a management plan by 2005

Merge 7.1, 7.2 and 7.3 together and reword as:

To develop management plans for parks, open spaces, trees, woodlands and Riverside by 2005.

7. Review of the EMAS Action Programme

7.1 We are committed to regular updates of the EMAS action programme. In addition during the EMAS review we have addressed the observations raised from external verification, to simplify the programme and concentrate on major actions which will contribute to targets (rather than inclusivity). This also correlated with the recommendation of the fundamental challenge to refocus the system on higher profile "flagship" action.

7.2 Simplification of the programme is also necessary if we are to adopt further targets.

7.3 The proposed action programme is attached (Appendix 2). Existing actions have been reduced to "key actions" and re-organised under revised target

headings. New actions are proposed. Monitoring and training actions are deleted from the main programme. The Sustainable City Officers Group propose that these be monitored through the business planning process.

8. The text for the fifth EMAS Environmental Statement

- 8.1 One of the key features of EMAS is the requirement to keep the public regularly informed of the City Council's environmental progress, both in meeting its targets and in terms of day-to-day environmental management. The text is checked for its accuracy by the external EMAS Verifier before being made available to the public.
- 8.2 The proposed draft text for the fifth statement is attached at Appendix 4. The format follows previous years and gives details of the EMAS system during the Financial Year 2001-2002.

We are reviewing the EMAS system at present to raise its community profile which will give us the opportunity to extensively revise the format of the next public statement. For example the reduced EMAS action programme will enable us to focus the text on "flagship" actions. This will address the observations received from external verification (attached at Appendix 4) and the recommendations of the fundamental challenge.

9 System Improvements

- 9.1 Cabinet should note that the review also proposes other system improvements. The EMAS Manual is to be extensively revised to facilitate compliance with environmental legislation and will be re-issued to staff in April. The role of the Sustainability Officers Group is to be enhanced by the inclusion of environmental experts in the group and improving feedback from departmental directorates. The environmental and sustainable implications of "Major Projects" will now be more closely monitored by the group.
- 9.2 Staff will receive information about the new system in April briefing sessions.

10. The next stage

- 10.1 Cabinet should note that the review programme outlined should satisfy the EMAS Verifiers' timetable for the completion of our review.
- 10.2 External Re-verification of EMAS will take place by LRQA on 9th June 2003.

FINANCIAL, LEGAL AND OTHER IMPLICATIONS

(a) Financial Implications

Meeting emas targets helps save money for the authority (eg. energy, transport, paper).

The Sustainable City Officers Group have considered our ability to meet each emas target, in detail. Proposed new emas targets have been predominantly lifted from existing ones where resources are already committed (eg through the Local Transport Plan). 6 existing targets are recommended to be down-graded to areas of action. In some instances, (eg greywater) this has reflected a concern about funding levels.

The costs of EMAS Verification are met from the Environment Team's Environmental Action Budget. The current review has been undertaken by LCC staff. Proposals in section 9 of the report aim to reduce the risk of breaches to environmental legislation.

(b) Legal Implications

Proposals in section 9 of this report aim to improve the Authority's compliance with environmental legislation.

(c) Other Implications

OTHER IMPLICATIONS	YES/NO	Paragraph Within Supporting information	References
Equal Opportunities	No		
Policy	Yes	Direct links to LCC's environmental policy, EMAS is a tool we use to implement this	
Sustainable and Environmental	Yes	EMAS key tool to address LCC's environmental performance	
Crime and Disorder	No		
Human Rights Act	No		
Elderly/People on Low Income	No		

(d) Background Papers – Local Government Act 1972

(e) Consultations

The Sustainable City Officers Group December 2002
 The Sustainable City Officers Group January 2003
 Individual officers responsible for targets and named in the action programme

(f) Report Author - Carol Brass/Anna Dodd, Environment Team 8136

Appendices

Appendix 1 Scoring of new significant effects

Appendix 2 Targets (16 pages)

Appendix 3 Action Programme (14 pages)

Appendix 4 Draft Text for fifth Environmental Statement (27 pages)
Appendix 5 Findings of LRQA Audits and Internal Audit relating to the EMAS Review