

Appendix 2 PROPOSED EMAS Action Programme 05-06

Target No.	Action No.	Description of Action	Responsibilities	Timescale for Completion	Progress	Recommendation
1		COUNCIL USE OF ENERGY & FUEL				
1.1	(old no.)	Reduce the council's total building energy consumption (to 50% of the 1990 level by 2025/26)				
Housing	1.1.1 (1.1.5)	Programme of investment in energy efficiency (including use of Payback Fund)	Don Lack	Annually	A programme of energy efficiency investment, financed through a Payback Fund loan scheme is now operational and progress is reported to SCOG on a regular basis.	Continue
All Directorates	1.1.2	Ensure through Procurement that all new electrical equipment purchased by LCC meets highest energy standards (includes computers etc)	Don Lack	Ongoing	An IT policy has been adopted to replace old computer monitors with flat screen models which deliver 90% energy savings.	Continue and include heating equipment.
R&C & Housing	1.1.3 (1.1.23)	Provide information on the most energy efficient items of electrical equipment that can be purchased from ESPO.	Env team & Don Lack	Ongoing	A database of websites on environmentally friendly products (including energy efficient) is being developed for use by staff as part of the LEAP project.	Continue
Housing	1.1.4	Consider establishing an Energy Service Company ESCO to help deliver affordable heat and power across the city.	Don Lack	Phase 1 by Feb 2006	The energy team is now completing the research on funding and will report early March 2005 to the cabinet with recommendation of how to take the ESCO forward.	Continue
Housing	1.1.5	All Council buildings to have intelligent metering facilities installed.	Don Lack	By 2005	Over 200 buildings now have intelligent metering.	Continue
Housing	1.1.6	All Council buildings to be certified for the EU Directive on energy performance	Don Lack	By 2006	50 buildings are now certified.	Continue
1.2		Increase the council's use of renewable energy (from 0% in 1997 (Mar) to 20% of energy requirement in 2020/21))				
Housing	1.2.1 (1.3.2)	Undertake major renewable energy projects every year until 2020. The loan scheme should ensure that there can be an active programme of these.	Don Lack	1 per year until 2020	The installation of a photovoltaics system at Leicester Leys Leisure Centre was completed in Sep 04.	Continue
Housing	1.2.2 (1.3.3)	5 district heating sites to have solar panels installed.	Don Lack	2020	Ongoing, including through possible ESCO development.	Continue
Housing	1.2.3 (1.3.9)	Set up Renewable Supply Contracts for electricity (Green Tariffs).	Don Lack	On-going	Further renewable energy supply contracts are being pursued.	Continue
Housing	1.2.4	Increase the proportion of contracted electricity supplies from sources which are exempt from Climate Change Levy CCL , to 50% of total requirement.	Don Lack	End 2004	Procurement will next take place in June 2006	Continue

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1.3		Reduce the fuel used by staff vehicles at work (not commuting) (5% reduction of fuel used in 2000/01 by 2005/06)				
RAD & all depts.	1.3.1 (1.5.3)	Corporate Staff Travel:, including a reassessment of staff recruitment and job descriptions	Env team & Zafar Saleem	March 03	A report is due to go to cabinet recommending the single mileage rate. In addition, the enforcement of existing conditions of service is being investigated to reduce mileage and the allocation of car parking spaces.	This action is on hold pending recruitment.
R&C	1.3.2 (1.5.4)	Replacement of fleet with newer more efficient vehicles (rolling programme). Monitor replacement vehicles and encourage alternative fuels	David Ison & Env team	Annual replacement	The purchase of more fuel efficient diesel vehicles has continued. During 2003/04, 107 vehicles were identified for replacement at a cost of £2,075,100. All of these vehicles were Euro III compliant.	Continue
R&C	1.3.3 (1.5.6. (&1.4.2)	Publicise and promote alternative modes of transport	Env team and BUG	On-going	The use of alternative modes of travel by staff at work will be considered as part of the city council mobility management plan options paper (see 1.3.7 below).	Await the city council mobility management plan options paper.
R&C	1.3.4 (1.5.10)	Include greener driving into proposed corporate Driver Policy	Elaine Butterworth	Sept 2003	Included in policy	Completed
None	1.3.5	BUGs actions to improve facilities for cyclists (eg identify staff resources to work on staff cycling, respond to questionnaire about levels of facilities for cyclists in council buildings)	Env Team to respond to BUGs ideas	Ongoing	The BUG group continue to meet.	Continue
R&C	1.3.6	Revise cycle policy and develop pack of info.	Env. Team & Personnel depts	March 2004	This action is on hold.	Continue to hold
R&C	1.3.7	Produce options paper on city council mobility management plan for Corporate Directors Board	Edward Tyrer	Spring 05	The report is due to go to Corporate Directors Board in Spring 05	Continue
R&C	1.3.8	Actions resulting from the Transport Efficiency Review completed in May 2004	Jan Dudgeon	To be added		

2		LEICESTER'S USE OF ENERGY AND FUEL				
2.1		Reduce the energy consumption of homes within the city (Increase SAP rating of houses) - Target yet to be developed				
Housing	2.1.1	Leicester Home Energy Strategy - Central heating systems, replacement boilers, double glazed windows Behavioural change	Nick Morris	Ongoing	Key actions for council homes were achieved during 2003/04 including 126 new central heating systems for the first time, 919 boilers replaced with new gas combination boilers, 74 properties connected to district heating (CHP) system and 2,292 homes had double-glazed window replacements.	Continue

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Housing	2.1.2	Health Through Warmth	Nick Morris	End 04/05	<ul style="list-style-type: none"> • Training provided for 242 front line "health, housing and social care" staff • 205 vulnerable clients referred to the scheme • 165 cases completed during the year 	Continue
Housing	2.1.3	SRB6 CHESS (Humberstone Energy Conservation)	Nick Morris	End 06/07	Project approved in June 2003 for work in the Cromwell pilot area and 50 cases were completed during the year.	Continue
Housing	2.1.4	Warm Front (grants for benefit recipients)	Nick Morris	End 04/05	Grants for insulation and heating improvements assisted 1,360 low income private sector households in Leicester	Continue
Housing	2.1.5	Energy Sense	Nick Morris	End 04/05	<ul style="list-style-type: none"> • 277 Home survey visits - full survey, schedule and financial advice given • 347 Energy Sense information packs provided • 1,161 Home Energy Discount Cards sent out to households 	Continue
Housing	2.1.6	Energy efficiency grants for private houses from the housing investment programme	Nick Morris	Ongoing	95 energy efficiency grants provided with funding through Housing (Private Sector Renewal) Programme	Continue
Housing	2.1.7	Promotion of energy efficiency grants to staff at LCC	Alison McCafferty	Ongoing	Promotional articles were placed in Face magazine and staff promotions run through the energy advice centre.	Continue
Housing	2.1.8	Leicester Energy Efficiency Loan Scheme	Alison McCafferty	March 05	Two schemes are running, Energy Vision (4 loans for new boilers in 2003/04) and Leicester Loan (6 loans for new boilers in 2003/04).	Continue
Housing	2.1.9	Distribution of free low energy light bulbs	Alison McCafferty	March 05	11,000 bulbs distributed during 2003/04	Continue

3		3 THE COUNCIL'S CONTRIBUTION TO AIR POLLUTION				
3.1		Reduce vehicle emissions (fleet and lease cars) – Target yet to be developed				
	Also see 1.3.2 above					
R&C	3.1.1	Purchase new ULSD Biodiesel - Env Team to investigate improvement in emissions	David Ison & Env Team	July 2002	All diesel vehicles within the council's fleet started to use a 5%	The possibility of increasing the %

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					blend of ULSD Biodiesel from July 2002. This will help to achieve a 5% reduction in lifecycle CO2 emissions and a 28% reduction in particulate emissions.	of ULSD biodiesel in the blend was investigated but for vehicle warranty reasons it must stay at 5%.
RAD & all depts	3.1.2 (1.4.3)	Corporate Staff Travel – Ensure that lease cars are low emission (through procurement)	Env Team	To be added	A report has been produced on environmentally friendly standards and options for lease cars.	This action is on hold pending recruitment.
R&C	3.1.3 (2.1.9)	Investigate EST funding available for retro fitting regenerating TRAPS to diesel engines	Env Team/David Ison	March 03	No funding was available from the Energy Saving Trust's Powershift programme for diesel engine particulate traps, although the Trust is revisiting its eligibility criteria. At present only one 18 tonne vehicle is fitted with a trap.	The priority is now NOx pollution – see new action below (3.1.4)
R&C	3.1.4	Investigate EST funding for retrofitting catalytic converters to older vehicles within the Council's diesel fleet that will remove NOx pollution.	Env Team/David Ison	March 05	Research is taking place to establish the most effective and cost effective 'cat' and also help establish, with the help of the Leicester Partnership, a pilot project.	

4		AIR QUALITY IN LEICESTER				
4.1		Improve air quality within the city (To achieve national air quality objectives for nitrogen dioxide by 2005)				
	Also see action 1.3.8 above					
R&C	4.1.1	Deliver the Leicester Air Quality Action Plan (AQAP)	Evan Davis	End date for the AQAP	The Air Quality Action Plan for the City went to Cabinet on the 8 th of November. LTP2 will be the main delivery mechanism for the plan.	Continue with the Air Quality Action Plan
R&C	4.1.2 (1.5.18)	Develop actions relating to Low Emission Zone plans	Adrian Russell	To be added	Proposals are currently being considered for a city centre access strategy that will incorporate Low Emission Zone plans.	Await city centre access strategy proposals (see Action 4.2.3).
4.2		Return to 2000/01 morning rush hour car trips to city centre by 2006/07 and a 1% decrease by 2010/11. Includes previous target on staff commuting at LCC as specific area of action				

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	Also see action 1.3.1 & 1.3.8 above					
R&C	4.2.1	Leicester West Park & Ride scheme	Edward Tyrer		The Aylestone site was not supported by the Local Plan enquiry however the council is still committed to the principal of Park and Ride.	On hold
R&C	4.2.2	Green Travel Plan for Leycroft Road	Fraser Robson	Sept 2003	The green travel plan has been produced and is being implemented. A temporary car park has been established for 2 years whilst the plan takes effect.	Continue
R&C	4.2.3	Commission consultants to produce a study to inform the City Centre Access Strategy	Edward Tyrer	Consultants report April 05	Work on the study is in progress.	Await results of the study.
R&C	4.2.4	Cycle City promotional activity, including Bike Week	Andy Salkeld	Sept 04	Completed	Completed
R&C	4.2.5	Production of commuter map for walking routes	Sally Slade	End 04/05	To be incorporated into the cycle route map.	Continue
R&C	4.2.6	North Leicester PCT Walking for Health Project	Sally Slade	End 04/05	Health walks are continuing. An Exercise Alliance has been re-introduced to promote physical activity such as walking.	Continue
R&C	4.2.7	A bike to school week is planned for April 2005 including the production of a cycle route map and films.	Andy Salkeld	April 2005		
4.3		25% reduction in car travel by 2011 at schools with travel plans				
	Also see action 1.3.8 above					
R&C	4.3.1	Increase number of EMAS schools	Env Team	Ongoing	18 schools are now registered for EMAS	Continue
R&C	4.3.2	100% of school children to be covered by a travel plan	Mark Korczac	End 2010/11 (subject to future provision of resources)	Plans produced in 13 schools during 03/04	Continue
R&C	4.3.3	Introduce child pedestrian training into 10 schools	Sharon Mann	Jan 07	Kerbcraft Co-ordinator sessions undertaken in 5 schools. A number of volunteers trained to deliver the sessions in other schools.	Continue
R&C	4.3.4	Schools and Cycle Skills Project	Andy Salkeld	March 2006	Training projects have been established in 4 schools.	Continue

5		THE COUNCIL'S WASTE				
5.1		Reduce the amount of council waste going to landfill (40% of City				

Target no.	Action no.	Description of action	Responsibilities	Completion date	Progress	Recommendation
		Council waste to be recycled by 2005)				
R&C	5.1.1 (3.1.4)	Set up corporate waste contract	Steve Weston	End 03/04	The corporate waste contract is now operational.	Completed
R&C	5.1.2 (3.1.1)	Re-promotion of office re-cycling scheme	To be added	March 2004	This will take place when the recycling component of the new corporate waste contract is introduced (see 5.1.4 below).	Continue
R&C	5.1.3	Ensure all building and depot managers move across to the City Cleansing service	Building and Depot Managers	End 04/05	Existing contracts with waste management companies have been cancelled and all city council buildings should be using the corporate contract.	Completed
R&C	5.1.4	Establish working party to introduce office waste recycling trials	Steve Weston	From Jan 04	Working party established. A pilot office waste paper recycling scheme has been introduced on two floors of B block and appears to be working effectively. This will be expanded into other CLABs buildings in 05/06.	Continue

6		WASTE FROM LEICESTER				
6.1		Increase recycling of household waste (40% of household waste collected in 2005/06 to be recycled)				
R&C	6.1.1 (4.1.3 (3.1.12)	Provide municipal biowaste facility.	Steve Weston	Dec 2005	The new waste management facility at Bursom Business Park will become fully operational in March 2005.	Continue
R&C	6.1.2 (4.1.7)	Replacement programme for wheelie bins from 240 litre to 140 litre capacity.	Steve Weston	Start Apr 1998 and ongoing	The replacement programme for wheelie bins from 240 to 140 litre capacity is ongoing and will be continued by Biffa Leicester.	Continue
R&C	6.1.3	3 month contract assessments to ensure the 40% target is maintained as a minimum	Steve Weston	Until May 2028		Continue
6.2		Reduce the amount of construction waste going to landfill - Target yet to be developed				
R&C	6.2.1	Feasibility study for a city-wide construction and demolition waste management strategy	Env Team	Dec 2003	This action is on hold until a pilot construction and demolition waste recycling facility has been established (action 6.2.2)	Continue to hold
R&C	6.2.2	Establish a pilot construction and demolition waste recycling centre in the City	Env Team	End 05/06	An initial site has been selected (although not in the City) and a facility should be operational by summer 05 pending planning consent.	Continue

7		THE COUNCIL USE OF WATER				
7.1		Reduce potable water used in council buildings (5% reduction of 2000				

Target no.	Action no.	Description of action	Responsibilities	Completion date	Progress	Recommendation
		levels by 2005/06)				
Housing	7.1.1	Programme of investment in water efficiency.	Don Lack	Annually	The Waterguard' programme continues to work effectively.	Continue using council's Payback Fund scheme
Housing	7.1.2	Programme of sub metering and intelligent metering of all council buildings	Don Lack	2005	Intelligent metering is now installed in 80 buildings providing water management officers with accurate and up to date information about water consumption.	Continue
Housing	7.1.3	Programme of projects for greywater	Don Lack	Annually	Rainwater harvesting is planned for Buswell lodge school.	Continue
Housing	7.1.4	Reclaim water used during filter backwash at swimming pools.	Don Lack	End 2006	No progress yet.	Continue

8		COUNCIL USE OF PAPER				
8.1		Reduce consumption of paper (5% reduction in the quantity of paper purchased in 2000, by 2003)				
R&C & RAD	8.1.1	Awareness raising campaign for revised Corporate Paper Policy	Env Team Kevin Vernon	Dec 03	The awareness raising campaign was successfully delivered. However the impact on out-sourced paper and documents has been very limited.	Completed
R&C	8.1.2	On an ongoing basis consult with individuals likely to be using large quantities of out-sourced printed materials and ensure key publications comply with the paper policy.	Env Team	Ongoing	Large paper users within the authority have been identified and actions for 04/05 planned.	On hold
RAD	8.1.3	Actions resulting from the procurement efficiency reviews and the benchmarking review of ESPO completed during the summer of 2004	Geoff Organ	Ongoing		
8.2		Increase the use of recycled paper (98% of the paper purchased in 2003 to be 100% recycled post consumer waste)				
	See actions under 8.1 above					

9		THE QUALITY OF THE NATURAL ENVIRONMENT ON COUNCIL OWNED LAND				
9.1		To ensure key aspects of the natural environment on council-owned land are sustainably managed (to develop management plans for parks, open spaces, the riverside and trees and woodland by 2005)				
R&C	9.1.1	Develop management plans for parks & open spaces	Bob Mullins	2005	37 plans were produced in 2003/04 making 47 plans in total. The total of approximately 80 plans should be complete by 2005.	Continue
R&C	9.1.2	Develop management plans for the riverside, including Aylestone Meadows Local Nature Reserve during 04/05	Paul Leonard-Williams	2005	Continued implementation of wetland and woodland management plans at	Continue

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R&C	9.1.3	Develop management plans for trees & woodland	Alan D'Albe	2005	Aylestone Meadows nature reserve. Management information for a further 65 sites was collected during 2003/04.	Continue
9.2		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 and managed according to their SINC schedules.</i>)				
R&C	9.2.1 (7.3.4)	Ensure maintenance and management retain the ecological quality of the site as part of the management plan process.	Officers responsible for producing and implementing management plans	Ongoing	Implementation of management plans will commence as the plans are completed (see actions under 9 above)	Continue
R&C	9.2.2 (7.3.12)	Dissemination of information through Site Alert Map and SINC notification documents.	Sue Timms	With Local Plan Summer 2003	Hard copies of the site alert map will be produced in 2006.	Continue
R&C	9.2.3 (7.3.13)	Maintain and update SINC and BES information on Map Info	Sue Timms Andrew Penn	On-going	This has continued.	Continue
9.3		Develop measurable indicators of ecological quality (completion of first monitoring programme by 2010)				
R&C	9.3.1 (7.4.13)	Carry out Phase 1 Habitat Survey	Nick Gordon	2004	There has been no progress due to lack of officer in post. An officer may be appointed early in 2004.	Recruitment did not take place due to staff recruitment freeze.
R&C	9.3.2 (7.4.14)	Carry out programme of Phase 2 surveying	Nick Gordon	Annually	There has been no progress due to lack of officer in post. An officer may be appointed early in 2004.	Recruitment did not take place due to staff recruitment freeze.
R&C	9.3.3 (7.4.15)	Set up Environmental Records Database	Nick Gordon	Jan 03	Database installed at New Walk Museum. There has been no further progress due to lack of officer in post. An officer may be appointed early in 2004.	Recruitment did not take place due to staff recruitment freeze.

10		THE USE OF THE COUNCIL'S OWN LAND				
10.1		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 2020/21 as it did in 1994 = 863 hectares</i>)				
R&C	10.1.1 (8.1.7)	Identify opps for creation of open space within allotments strategy	Vince Edwards	end 03/04	A number of new areas for the creation of publicly accessible open	Continue

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					space were identified during 2002/03 (the Orchards, Harrison Road, Stokeswood Park, Fosse Lane Queens Park Way and a possible additional area on Groby Road) and work continues on these sites. Hamilton Park and Greenway were also acquired from Capita trust.	

11		QUALITY OF LEICESTER'S BUILT ENVIRONMENT				
11.1		To create a sustainable built environment within the city - Target based on the Leicester Better Building Guidance yet to be developed				
R&C	11.1.1	Develop Leicester Better Building Guidance	Diana Chapman & Env Team	End 03	The guidance has been published on the internet and £50,000 obtained to support implementation (see action 11.1.3).	Continue with implementation
R&C	11.1.2	Work with the managers of major LCC built environment projects to ensure they adopt the principles of sustainable construction (eg. Leicester Performing Arts Centre, Buswell Lodge Primary School classroom replacements)	Env Team	Ongoing	Work is ongoing with the Upperton Road viaduct redevelopment.	Continue
R&C	11.1.3	Work with major partners in the City to ensure that built environment projects adopt the principles of sustainable construction (eg. LRC Masterplan)	Alan Gledhill & Env Team	Ongoing	A project officer is now in place to work with partners and major developers.	Continue with implementation

12		STREET CLEANLINESS IN LEICESTER				
12.1		To improve the cleanliness of the city centre (Cleansing Index – PSA measure – in the city centre to be 75% or above by 2004/05)				
R&C	12.1.1	Actions contained in PSA action plan	Dave Atkins	2005	A dedicated graffiti removal/fly poster removal team was introduced and an early morning street cleaning team.	Continue with actions contained in PSA plan
R&C	12.1.2	Appoint two Area Service Managers for the city centre to co-ordinate work on street cleaning, graffiti removal, fly poster removal and waste management.	David Atkins	Summer 2004	The managers are in post.	Completed

13		EDUCATION AND AWARENESS RAISING IN LEICESTER				
13.1		To improve awareness of environmental issues amongst Leicester residents - Target yet to be developed				
R&C	13.1.1	Define future campaigns linked to new objectives and carry out baseline survey of level of awareness.	Env Team	Dec 2003	Future campaigns were defined and the "Keep Leicester Cool" campaign was launched in October.	Continue with the programme until end 04/05
R&C	13.1.2	Continue with NRF funded programme for schools to gain EMAS registration	Env Team	End 06/07	A total of 13 schools are registered for EMAS using NRF funding. Funding is in place to register a further 26	Conimplentation.

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					schools.	
R&C	13.1.3	Attract 20,000 visitors to the Ecohouse and provide improved visitor information	Env Team (SLA with Environ)	Ongoing	Performance monitoring equipment has been installed and maintenance has taken place. 2004/05 saw improved audio-guides and touch screen terminals.	Continue
R&C	13.1.4	Publicise and promote Leicester Environment Strategy	Env Team (SLA with Environ)	End 04/05	The Strategy has now been written and a media campaign 'our environment our future' launched.	Ensure continuation of media articles
R&C	13.1.5	Maintain and update Environment City Website	Env Team (SLA with Environ)	Ongoing	The Environment City website has been redesigned and updated. Future articles will tie in closely with the Environment Strategy and advice to businesses and individuals.	Continue