

Leicester  
City Council

CABINET

29<sup>th</sup> January 2001

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**EMAS  
RE-VERIFICATION ,  
ANNUAL REVIEW OF THE PUBLIC STATEMENT AND TARGETS,  
REVISIONS TO THE GUIDE TO ENVIRONMENT FRIENDLY PURCHASING,  
FUTURE REPORTING MECHANISMS FOR EMAS**

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**Report of the Director of Environment & Development**

**1 Purpose of Report & Summary**

This report reviews progress towards the council's environmental targets over the previous financial year and presents the council's third Environmental Statement. It also outlines the next re-verification process for EMAS.

The report seeks clarification of the elements of the corporate EMAS system which will be reported to cabinet, and those elements which can be managed by delegated powers. The proposal reflects the previous split between decisions made at Policy and Resources Committee and those delegated to Chair and Vice Chair of Policy and Resources, the Chief Executive and Director of Environment and Development Department.

Finally, the paper outlines proposed changes to the Guide to Environmentally Friendly Purchasing. Amendments reflect changes made to council policy and include updated guidance for staff when making purchasing decisions.

*Note: two sets of supporting information (1) and (2) cover the items summarised above.*

**3 Recommendations**

Members are asked to agree to:

- 3.1 the proposed revisions to certain EMAS targets and note progress towards all targets made in the previous financial year. (Appendix 1)
- 3.2 the proposed amendments to the Council's Guide to Environment-Friendly Purchasing . (Appendix 2)
- 3.3 Cabinet receive papers and take decisions on the following EMAS elements:
  - External verification of the system
  - Annual review of the 19 EMAS targets and corporate action programme
  - Annual text for the EMAS Public Statement
- 3.4 All other elements of EMAS be approved under the delegated powers of the Chief Executive and Director of Environment and Development in consultation with the Cabinet Lead Member for Arts, the Environment, Public Health and Leisure.
  - Annual review of EMAS key documents: the policy and registers.
- 3.5 Receive a further report on the capital implications of meeting certain EMAS targets
- 3.6 Note the outline timetable for the next EMAS re-verification programme.

#### **4 Financial & Legal Implications**

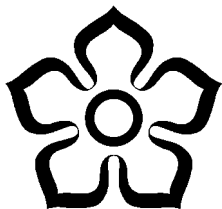
The text of the third EMAS Environmental Statement describes how the council fulfilled its obligations under environmental legislation during the 1999/2000 financial year.

Costs for the EMAS verification (approximately £7000) are to be met from the Environmental Action Budget.

Meeting the council's targets will also help save money for the authority. For example a 50% reduction in energy used by council buildings (EMAS target 1.1) equates directly to a saving in energy costs. However, Members are asked to recognise that many of the "quick fixes" to enable these targets to be met have already been carried out. Future progress, particularly towards the energy and water targets, is dependant on capital investment being made available. A further report will be presented to Members on the capital implications.

#### **5 Report Author Carol Brass 7257**





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**EMAS RE-VERIFICATION  
AND THE THIRD ANNUAL REVIEW OF KEY DOCUMENTS:  
THE PUBLIC STATEMENT AND TARGETS**

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**Report of the Director of Environment & Development**

**SUPPORTING INFORMATION –(1)**

**REPORT**

1. Progress towards the 19 EMAS Targets

In 1997, Members adopted 19 corporate environmental targets to demonstrate the City Council's commitment to continuous environmental improvement (as required by EMAS). Members undertook to review progress towards these targets annually. Appendix 1 details the current situation against each target. A summary of progress towards or away from the targets in 1999/2000 is given below:

 Key Areas to Note	
1.2 Council house energy	1.4 Staff commuting
5.1 Council water use	1.5 Vehicle use at work
6.1 Paper use	7.2 Tree management plans
6.2 Paper recycling	7.3 Riverside park
7.5 Improve all ecological sites	
8.1 Open space	

The council is able to demonstrate good progress towards a number of the EMAS targets. In particular, there has been a 35% reduction in the use of paper between 1997-8 and 1999-2000, with 95% of this paper being 100% recycled post consumer waste.

Progress on the reduction of water use in council buildings has been encouraging, with a 10% saving being made in 1998-99, exceeding the target of 5% for the period 1997-2000. It is anticipated that the figures for 1999-2000 will also indicate a significant saving, although these have yet to be confirmed.

In addition to this, nearly two hectares of publicly accessible open space were created in 1999-2000 at Bede Island Park, Hoppner Close and Hoggart Road.

Areas which are currently giving cause for concern include those relating to transport and fuel use. The staff travel survey in May 2000 showed that there had been a reduction of only 2% in city centre based staff using their cars to travel to work over 1997-2000 against a target of 10%. Data has not been collected in the past about commuting patterns to and from outlying offices, but initial information suggests that car use among this group of staff is even higher. Similarly there was an increase of 7% in fuel used by staff vehicles in 1999-2000 against a target of a 5% reduction.

Staffing difficulties are another cause of concern in relation to targets 7.2 and 7.3. Target 7.2 relates to the management of trees and woodlands in Arts and Leisure. Despite the high level of commitment from the Trees and Woodland Manager, progress has been hampered by continual high turn-over of staff. This has remained a problem since last year's report to Members, resulting in a request to again put back the target date.

A similar problem has arisen this year in relation to target 7.3 relating to the management of the Riverside Park in E & D. Again, despite high level commitment from the Ecology and Riverside Team, progress has been limited since the departure of the Riverside Development Officer and the subsequent freezing of this post.

## 2. Revisions to certain EMAS Targets

Members are asked to approve the following amendments to 9 of the EMAS targets. 5 of these require amending due to their expiry in 2000. It should be noted that no targets were changed in the previous review in January 2000.

Targets for which the date has expired:

<p><b>1.4 Existing</b> 10% reduction in the number of people coming to work by car in 1997, by 2000 <b>1.4 Proposed</b> 10% reduction in number of people coming to work by car in 2000 by 2005 <b>Key reasons:</b> Date expired but target not met. Travel survey carried out in 2000 now provides a better base year to continue with this commitment. Actions arising out of the current review of staff travel arrangements should start to be achieving results within this 5 year timescale.</p>
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<p><b>1.5 Existing</b> 5% reduction of the fuel used in 1997 by 2000 <b>1.5 Proposed</b> 5% reduction of the fuel used in 2000 by 2005 <b>Key reasons:</b> Date expired but target not met. Actions arising out of the current review of staff travel arrangements should start to be achieving results within this 5 year timescale.</p>
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<p><b>5.1 Existing</b> 5% reduction of 1997 water consumption in council buildings by 2000 <b>5.1 Proposed</b> 5% reduction of 2000 levels by 2005 <b>Key reasons.</b> Date expired and target achieved. However we should continue to commit to further reducing water consumption (dependant on continuing capital funding)</p>
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**6.1 Existing** 5% reduction in the quantity of paper purchased in 1998 by 2000.  
**6.1 Proposed** 5% reduction in the quantity of paper purchased in 2000 by 2003.  
**Key reasons** Date expired and a 35% reduction has been achieved so far (mostly by Reprographics). Reprographics are not confident that they can deliver significant further reductions themselves. However, the Sustainable City Officers Group felt that further savings could still be made by individual departments. In addition, a Government requirement to deliver all council services electronically should lead to further savings in paper-use by the rest of the council. TCCR Department are reluctant to set a more stringent target until they have concluded their research into the use of IT so far.

**6.2 Existing** 95% of the paper purchased in 2000 to be 100% recycled post consumer waste.  
**6.2 Proposed** 98% of paper purchased in 2003 to be 100% recycled post consumer waste.  
**Key reasons.** Date expired and target met. Reprographics are confident that a 100% target will be technically feasible, but will require a strong steer from Directors and Members. The Sustainable City Officers Group felt that 98% was a more realistically "auditable" level which still showed a commitment to improving on the existing situation.

Additional proposed changes:

**4.1 Existing** 40% of household waste collected in 2003 to be recycled  
**4.1 Proposed** 40% of household waste collected in 2004 to be recycled.  
**Key reasons** The date needs to be put back a year to fit the proposed timescale for the development of a new Biowaste Plant (under PFI)

**7.3 Existing** 100% of the Riverside Park to have a management plan in place by 2000  
**7.3 Proposed** 100% of the park to have a management plan by 2005  
**Key reasons** This brings the target date in-line with those in Arts and Leisure. The date was agreed by the Sustainable City Officers Group in 2000.

**7.4 Existing** Council-owned sites of highest ecological value (A and A\* in the Habitat Survey) cover at least as much land in 2002 as they did in 1997.  
**7.4 Proposed** 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.  
**Key reasons.** Leicester's classification of valuable wildlife sites under the Habitat Survey has now been superseded by the SINC system.

**7.5 Existing** The commitment to improving the ecological quality of all council-owned sites has not yet been supported by a specific target.  
**7.5 Proposed** The first phase of the habitat monitoring programme to be completed by 2010\* (wording to be finalised )  
**Key reasons** Arts & Leisure intend to measure habitat quality through a phased programme. Clarification of the target wording is to be provided by the Museums service.

### 3. 6 month review of the EMAS Action Programme

Officers of the Sustainable City Officers Group have been carrying out a 6-monthly up-date to the programme of actions which will help achieve our EMAS targets. This up-dated programme will now be distributed to those named in the programme.

Ideas for further action will now be developed by the group and presented to Cabinet in a further report. These will address those targets of greatest concern and indicate to the EMAS Verifier how we intend to deliver future environmental improvement.

4. The text for the third EMAS Environmental Statement

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.

The first two Environmental Statements were produced in poster-format and displayed in council buildings and public libraries. For the third edition, it is proposed to change the format to an A4 landscape document so that it matches the style of the second Performance Plan. The Environmental Statement can then be seen as an annex of this Performance Plan. In addition, this format is more suited to presentation on the Internet and it is planned to include hyperlinks to other Internet sites throughout the text.

The proposed text (subject to Verifier's amendments) will be presented to Cabinet in January.

5. EMAS Re-Verification

Our current EMAS registration is valid until April 2001. A re-verification visit is required for this to be renewed. This will be carried out in two stages: a preliminary desk-study of documentation in early February, followed by a programme of visits in March. Future guidance on the likely areas to be visited will be given to the Sustainable City Officers Group.

Re-verification will be carried out by Lloyds Register of Quality Assurance, as in the previous year.

## **FINANCIAL, LEGAL AND OTHER IMPLICATIONS**

### **1 Financial Implications**

Costs for the EMAS verification (approximately £7000) are to be met from the Environmental Action Budget.

Meeting the council's targets will also help save money for the authority. For example a 50% reduction in energy used by council buildings (EMAS target 1.1) equates directly to a saving in energy costs. However, Members are asked to recognise that many of the "quick fixes" to enable these targets to be met have already been carried out. Future progress towards targets is dependant on capital investment being made available.

### **2 Legal Implications**

The text of the third EMAS Environmental Statement describes how the council fulfilled its obligations under environmental legislation during the 1999/2000 financial year.

### **3 Other Implications**

OTHER IMPLICATIONS	YES/NO	PARAGRAPH REFERENCES WITHIN SUPPORTING PAPERS
Equal Opportunities	No	
Policy	Yes	Reviews and monitors environmental progress, a key aim of the corporate Environmental Policy. Report para 1.

Sustainable and Environmental	No	Reviews and monitors environmental progress, a key aim of the corporate Environmental Policy. Report para 1.
Crime and Disorder	No	
Human Rights Act	No	

#### **4 Background Papers**

“EMAS Re-verification and the second annual review of key documents” Policy and Resources 15<sup>th</sup> February 2000

“EMAS The first public statement and annual review of the targets and action programme” Policy and Resources 15<sup>th</sup> September 1998

DOE Circular 2/95 “The voluntary eco-management and audit scheme (EMAS) for Local Government.”

#### **5 Consultations**

Directors Board 19/12/00

Sustainable City Officers Group 29/11/00

Arts and Leisure Keith Osborne, Jackie Evans

E & D Dept Directorate 6/12/00

E & D Dept Staff Travel Plans Officer

Chief Execs. Chris Gescke

# Appendix 1: Progress towards EMAS Targets and Proposed Changes to Targets

## 1 Council use of energy

### 1.1 Reduce the council's total building energy consumption

#### **Target To 50% of the 1990 level by 2025**

This is a target which was taken from the "Leicester Energy Strategy" .

**1997/98** 174 GWH of energy was used in council premises (excluding schools).

**1998/99** 169 GWH was used (1.2% decrease)

**1999/2000** Figures not yet available due to database problems

**Progress** To be assessed upon production of the figures

No change to target

### 1.2 Improve the energy rating of council houses

#### **(Amended) Target Reduce the energy usage of council houses by 30% of the 1996 level (2,431 Terra joules), by the year 2006**

This target relates to the Home Energy Conservation Act and its target year of 2006. The target wording was amended in 1998 to reflect the way data is gathered for the HECA report.

**1997/98** The baseline figure reported for 1996 was 2,431 terra joules of energy. In 1997/98 a 2.05% energy efficiency improvement was made to public sector housing stock.

**1998/99** The baseline figure for 1996 has been refined to 2,060 TJ of energy. The percentage energy efficiency savings declared from the new baseline are as follows:

year	saving	total energy TJ
96/97	2.66%	2005
97/98	2.42%	1955
98/99	3.02%	1893
99/00	1.11%	1872 (figures to be confirmed)

**Progress:** During the year April 99 - March 00, 160 council houses had their roof covering replaced, 1190 had their existing windows replaced with UPVC double glazing, 1051 houses had their existing boilers replaced and 632 houses had central heating fitted for the first time. This resulted in a 1.11% saving in energy, although the total saving over the period 96-00 is 3% down on the required level to meet the overall target of 30%

No change to target

### 1.3 Increase the council's use of renewable energy

#### **Target From 0% of the energy requirement of all council buildings in 1997 (March), to 20% of the energy requirement of all buildings in 2020**

**1997/98** The Council had no renewable energy schemes operational.

**1998/99** 11.6% of electricity supplied to the council came from a renewable source.

**1999/2000** Figures not yet available due to database problems

**Progress** Progress for 99-00 to be assessed upon production of the figures. However there are some developments for the future which can be reported at this stage.

- There will be an increase in the use of renewable energy due to the negotiation of a new renewable energy agreement with Powergen.
- Three buildings came on stream in October 99- the Energy Efficiency Centre, Planet Works and one Social Services Hostel
- From October 2000, all council buildings with an energy demand in excess of 100kW will be run on renewable energy. This contract will also run for two years.

No change to target



#### 1.4 Reduce staff commuting by car

**Target** 10% reduction of the number of people coming to work by car in 1997, by 2000

**1997/98**, 4,980 staff came to work by car.

This figure is based on the May/June Staff Travel Survey which established that 60.4% of those surveyed came to work by car. However, the survey was only carried out for the main office buildings (in the city centre) and an extrapolation from this figure probably under-estimates the real total as more people are likely to come to work by car in outlying buildings.

**1998/99** The Staff Travel Survey was not repeated during that year and therefore no new figures have been produced.

**1999/2000** The Staff Travel Survey of May 2000 found that over the period 1997-2000, for city centre staff, the people travelling to work by car (drivers and passengers) has decreased by 2%. If all staff (including those at outlying offices) are included, the data suggests that there has been an increase in car use of 2.3% (drivers and passengers) over the period 1997-2000. However, this figure is likely to be inaccurate as no specific baseline data was collected for this wider group in the original survey in 1997.

**Progress:** Progress on reducing travel to work by car has been slow. However, there have been increases in the use of buses, bicycles and walking/running as methods of getting into work but a decrease in the use of the train. Exact comparisons between the two sets of data collected in the period 1997-2000 are difficult to make due to changes in the way that the data has been collected and should be easier for the next Staff Travel Survey.

Proposed change to target: 10% reduction in number of people coming to work by car in 2000 by 2005.

#### 1.5 Reduce the fuel used by staff vehicles at work (not commuting)

**Target** 5% reduction of the fuel used in 1997 by 2000

**1997/98** 2,237,342 litres of fuel were used by staff vehicles at work. This figure includes 455,000 litres of fuel used by private vehicles with the remainder used by the council's fleet vehicles. It excludes teachers and private contractors.

**1998/99** 2,286,912 litres of fuel were used, which is an increase of about 2%

**1999/2000** 2,447,182 litres of fuel were used which is an increase of 7% over the year 99-00. 1,899,070 litres were used by fleet (78% of the total), while 548,112 litres were used by private cars (the remaining 22%).

An indication of the fuel used by each department in private cars may be gained by looking at the miles travelled on council business by employees in their own cars. This is given below.

Cumulative private mileage by department	1997-98	1998-99	1999-00	% change over previous year	% change over 97/98-99/00
Commercial Services	206,620	220,700	142,097	-36%	-31%
Education	71,247	87,014	101,643	+17%	+43%
Housing	316,380	322,046	290,990	-10%	-8%
E & D	332,423	388,230	356,037	-8%	+7%
Arts and Leisure	127,251	138,814	138,659	no change	+9%
Town Clerks	36,010	38,797	31,113	-20%	-14%
Social Services	1,422,425	1,787,775	1,867,092	+4%	+31%
Resources	39,199	21,818	27,171	+25%	-31%
<b>Total</b>	<b>2,551,555</b>	<b>3,005,194</b>	<b>2,954,802</b>	<b>-2%</b>	<b>+16%</b>

Although total private mileage has increased over the period 97/98-99/00, it decreased over the one year period 99/00. Commercial Services, Housing, Environment and Development and Town Clerks all reduced their reliance on private cars substantially.

**Progress:** Overall, these figures represent a total increase of 9% in total fuel used on Council business over the period 97-00 (fleet and private use).

Proposed change to target: A 5% reduction of the fuel used in 2000 by 2005. However, even if this target is achieved, the authority will be using significantly more fuel than it was back in 1997 when the target was set.

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

**Target** 100% increase of 1997 levels by 2000 and 200% increase of 1997 levels by 2002

**1997/98** 22 cyclists claimed mileage for using their bicycles at work

**1998/99** 33 cyclists claimed mileage

**1999/2000** 37 cyclists claimed mileage (figures to be confirmed)

**Progress** These figures represent a 68% increase over the period 1997-2000. Altogether staff cycled 12913 miles on council business during 1999-00.

No change to target

## **2 Council air emissions**

**(Objectives 1.1 - 1.6 also relate to this environmental effect in terms of carbon dioxide)**

### **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*

**1997/98** Emissions were reduced in the fleet as follows :

*sulphur dioxide 94%*

*hydrocarbons 10.93%*

*nitrogen oxides 12.86%*

**1998/99** Emissions were reduced as follows:

*sulphur dioxide 92%*

*hydrocarbons 10.8%*

*nitrogen oxides 12.48%*

**1999/2000**

Figures not yet available

**Progress** To be assessed upon production of the figures

No change to target

### 3 Council waste

#### 3.1 Reduce the amount of council waste going to landfill

##### ***Amended Target "40% of council waste to be recycled by 2003"***

**1997/98** Data started to be collected on the total waste arisings of the new unitary authority - a questionnaire was sent out to all buildings

**1998/99** Results of the questionnaire were nearly complete

**1999/2000** The Waste Audit was completed in July 2000. This piece of work was a scoping exercise in preparation for letting the new contract in 2001 and did not aim to collect quantitative data on recycling.

**Progress:** The new waste management contract for council buildings is due to come into operation in April 2001. The terms of this contract demand of the new contractor that the 40% target is met by 2003. Quantitative data on total council waste recycled will then be available as part of this contract.

No change to target

### 4 Household waste collected by the council

#### 4.1 Increase recycling of household waste

##### ***Amended Target "40% of household waste collected in 2003 to be recycled"***

##### ***Negotiations are currently in progress to change the timescale to 2004***

**1997/98** 10.3% of household waste was recycled.

**1998/99** 9.62% of household waste was recycled.

**1999/2000** 10.5% of household waste was recycled

These figures include material collected from the kerbside collection round, the bring sites and litter from streets.

##### **Progress**

Schemes to separate garden waste have been introduced at the two civic amenity sites at Bridge Road and Islington Street. This is then composted. 518 tonnes of garden waste was dealt with in this manner in 1999-2000 and it is predicted that over 2000 tonnes will be disposed of in this way in 2001.

There have been improvements in the process of separating inert waste going to landfill, representing a cost saving to the authority of around £5 per tonne.

Designs were drawn up for improvements to the two civic amenity sites in terms of public safety and ease of use. When these improvements are in place, this should encourage greater use of the sites for recycling.

7000 new smaller wheelie bins were purchased to encourage members of the public to use the green bag scheme. These have 120 litre capacity, whereas the larger wheelie bins hold 240 litres.

Public awareness campaigns continue to be a priority, focusing on encouraging use of the green bag scheme. A new newsletter called Revolve has been developed to encourage recycling and will be sent out to all households three times per year. Households not currently using the green bag scheme have also been targeted to encourage them to participate.

Proposed new target: 40 % of household waste collected in 2004 to be recycled. This change needs to be made in the light of the time scale for the proposed new Biowaste Plant



## 5 Council use of water

### 5.1 Reduce water use in council buildings

**Target** *5% reduction of 1997 levels by 2000*

**1997/98** \*238,819 cu metres water was used in council buildings (excluding schools) (\* the accuracy of the figure has been improved since previously reported by inserting actual rather than estimated meter readings.)

**1998/99** 214,917 cu metres water was used, a reduction of approximately 10%.

**1999/2000** Figures not yet available due to database problems

**Progress** To be assessed upon production of the figures

Proposed new target: 5% reduction on 2000 levels by 2005. In order to achieve this, however, questions over funding arrangements must be quickly resolved.

### 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)*

(Grey-water is water that has not been purified to potable standards - for example the collection of rainwater.)

**1997/98** None of the council's water consumption was from "grey-water".

**1998/99** work started on the first project to collect rainwater at Humberstone Heights golf course for irrigation.

**1999/2000** figures not yet confirmed due to database problems, but the results of the Humberstone Heights Golf Course project will not be felt until next year as it was actually completed in June 2000. There are no other greywater projects currently in operation.

**Progress**

Research into the possibility of using the backwash from swimming pools for grounds maintenance found very limited scope. Greywater had to be transported by road for long distances which made it impractical.

Consultants are preparing a feasibility study looking at the possibility of recovering waste water from leisure centre roofs at Leicester Leys and possibly other centres. This will be completed by March 2001.

No change to target

## 6 Council use of paper

### 6.1 Reduce the quantity of paper used

**(Amended) Target** *5% reduction in the quantity of paper purchased in 1998, by 2000*

**1997/98** 112,494,946 A4 sheets of paper were purchased. (This figure was not available in time for the first public statement)

**1998/99** 79,962,405 A4 sheets of paper were purchased.

**1999/2000** 73,421,050 A4 sheets were consumed

**Progress** The 99-00 figure for paper consumption contributes to a 34.7% decrease over the period 98-00. A number of departments have reduced their paper consumption during 99-00, notably, Chief Execs (reduced by 8%), E&D (reduced by 11%) and Town Clerks (reduced by 17%). However, the greatest impact has been made by Reprographics who have reduced their paper use by 12% over 99-00 and by 48% over the whole period from 97/98-99/00

Proposed new target: 5% reduction in the quantity of paper purchased in 2000 by 2003

### 6.2 Increase the use of recycled paper

**Target** *95% of the paper purchased in 2000 to be 100% recycled post consumer waste*

**1997/98** 88% of paper purchased was 100% recycled post consumer waste  
**1998/99** 89.9% of paper purchased was 100% recycled post consumer waste  
**1999/2000** 94.8% of paper purchased was 100% recycled post consumer waste

A breakdown by department is as follows:

Percentage recycled post consumer waste paper	1998/99 %	1999/00 %	Achieved 95% target?
Chief Execs	83.8%	63.3%	
Commercial Services	94.3%	96.8%	✓
Education	90.8%	97.1%	✓
Housing	94.2%	95.1%	✓
E & D	88.1%	90.5%	
Arts and Leisure	82.1%	89.9%	
Town Clerks	55.0%	70.6%	
Social Services	96.8%	93.8%	
Reprographics	93.0%	97.6%	✓
<b>OVERALL % RECYCLED PAPER PURCHASED</b>	<b>89.9%</b>	<b>94.8%</b>	

### Progress

Seven of the departments have increased their percentage consumption of recycled paper, notably Town Clerks which have increased their usage from 55% to 70.6%. This has contributed to meeting the overall target for 95% use by 2000 by the time that the figure is rounded up.

Proposed new target: 98% of paper purchased in 2003 to be 100% recycled post consumer waste.

## 7 The quality of the natural environment on council -owned land

### 7.1 Ensure Parks and open spaces are sustainably managed

***(Amended) 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***

**1997/98** the standard format for management plans was developed and approved and the total number of plans identified as 70, covering 190 sites.

**1998/99** the management plan for Castle Gardens was completed.

**1999/2000** the management plan for Castle Hill Park was completed in draft: it is currently awaiting consultation. Management data is now in place for all sites.

**Progress** A comprehensive plan is now in place to ensure that the target for all management plans to be completed by 2005 is met. This has taken a significant amount of time in itself, but progress should now speed up for 2000-2001. Already 21 management plans have been started in 2000

No change to target

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

***(Amended) 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***

**1997/98** the standard format for management plans was developed and approved. 2 new officers started in post and produced 3 Arts and Leisure Open Spaces plans and 5 street plans. Interim targets were set as follows:

- plans completed for Arts and Leisure Open Spaces = 2005
- plans completed for street trees = 2001 (dependent on staff resources)
- plans completed for other woodland (further estimate required)

The total number of plans required was estimated as follows:

Arts and Leisure Open Spaces = 256 (including cemeteries, allotments, minor verges as well as parks)

(Proposals for 191 affected sites will be integral to the Parks and Open Spaces Management Plan Process)

Street trees - Principle routes = 85 plans (known)

- Minor routes = 142 plans (estimated to date)

(The latter figure is based on the survey work to date. As more streets are surveyed, the figure will increase to a projected estimate level of approximately 400)

Woodlands maintained for other departments by Arts & Leisure = 80

**1998/99** 15 Open Space plans and 67 street plans were completed. A priority action plan was completed for tree management within Housing, Education, Social Services, Property Services and Museums.

**1999/2000** 7 open spaces plans and 72 street tree plans were completed.

**Progress** has been impeded by a number of problems, chiefly

- budget cuts within the department
- ongoing problems with staff recruitment and retention
- a long induction period for new staff due to the nature of the IT systems required

It is also significant that the more complicated management plans for the larger sites have been tackled first, causing initial progress to be slow.

However additional positive progress has been made in the following areas:

Negotiations are well advanced with other Council departments to set up contracts or trading agreements with landholding services. This should provide funding for an additional member of staff when negotiations are completed in 2000/2001, allowing for the rate of progress to improve.

A new set of procedures has been developed for contractors ensuring that trees that are taken out are replaced and that any losses in tree planting schemes are replaced automatically.

The administration system has been streamlined to ensure that vacant street tree pits are logged and that requests for street trees are kept on file.

No change to target

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

**Target** *100% of the park to have a management plan in place by 2000*

**amended to** *100% of the park to have a management plan by March 2005*

**1997/98** The standard format for management plans was developed and approved in conjunction with Arts and Leisure.

**1998/99** A programme for the production of a Riverside Park Strategy was prepared. This will then be used as the basis for developing management plans. Interim management responsibilities for the park were agreed.

**1999/2000** A strategy for the Riverside Park was produced by consultants and approved by members as a basis further action. Progress has since been hampered by the departure of the Riverside Development Officer (May 2000) and the subsequent freezing of this post.

Proposed new target: 100 % of the Riverside Park to have a management plan in place by March 2005.

### **7.4 Ensure prime ecological sites are retained**

**Target** Council-owned sites of highest ecological value (A\* and A in the Habitat Survey) cover at least as much land in 2002 as they did in 1997

**Negotiations are currently in progress to change the wording of the target. The new target will refer to SINC sites rather than A and A\* sites and will make reference to management (according to the SINC schedules) as well as just maintenance of the total area.**

**1997/98** It was estimated that Leicester City Council owned 818 hectares of land of highest ecological value (A and A\* in the Leicester Habitat Survey) However, this figure was not declared in the public statement as there were concerns over its accuracy. The important step of identifying land-ownership of our A and A\* sites was completed. All A and A\* sites were marked on the council's land ownership records and identified in the computer database.

**1998/99** The area of A and A\* sites remains unchanged. However, no further work was undertaken to improve the accuracy of the baseline figure due to the review of the whole Habitat Survey.

**1999/2000** Again, the area of A and A\* sites remains unchanged and the wording of the target is being developed.

Proposed new target: The area of land covered by council-owned SINC sites to be maintained at 1999 levels until 2003 and to be managed according to their SINC schedules.

## **7.5 Ensure improvement in the ecological quality of council-owned sites included in the Habitat Survey**

**Amended Target: Develop measurable indicators of ecological quality (completion of the first phase of habitat monitoring by 2010)**

**1997/98** The target adopted by Members in August 1997 expressed the council's commitment to improving ecological quality of all council sites, not just the prime sites. However the public statement declared that it be placed "on hold" for the following 3 reasons:

1. Numbers of plant species is a poor indicator of the ecological value of a site
2. It would involve significant staff resources to collect this figure
3. The council should first await the review of the Ecology Strategy and Habitat survey before setting a new target.

**1998/99**

No further work was carried out until the review of the Habitat Survey was completed.

**1999/00**

A new monitoring system was developed to monitor grassland SINC sites to safeguard against loss of wildlife interest. 1999-00 was really a period of familiarisation with the system but 5 sites were completed during the year. It is anticipated that 20 sites per year will be completed in the future. A timescale is now established for completing Phase 1 and Phase 2 Habitat Surveys and for establishing an Environmental Records Database.

Proposed new target: The first phase of the habitat monitoring programme to be completed by 2010

There are a number of actions within this overall target:

Development of a Sites and Habitats Monitoring Programme by 2000

Phase 1 Habitat Survey by 2003

Phase 2 Habitat Survey annually starting 2005

Establishment of an Environmental Records Database by 2000

## 8 The quantity of open space on council-owned land

### 8.1 Ensure that the council continues to provide Leicester people with publicly accessible green space

**Target** *Publicly accessible green space covers at least as much land in 2020 as it did in 1994 (863 hectares)*

**1997/98**, Leicester City Council owned 875 ha of publicly accessible green space. (There were still a few discrepancies to resolve with this figure. The figure excluded all housing estate land. Most of this land is not publicly accessible and so falls outside the scope of the target. However further work needed to be carried out to investigate housing land in more detail. )

**1998/99** 0.5ha of publicly open space was lost due to the sale of Kirby Frith.

**1999/2000** 1.973 hectares of public open space was gained

#### **Progress**

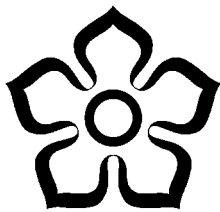
The gain in public open space was due to the acquisition of Bede Island Park (1.9 ha), Hoppner Close (250 square metres) and Hoggart Road (480 square metres). There were no sales of public open space during this period.

*"Publicly accessible green space as referred to in the EMAS Environmental Objectives and Targets is defined as land (excluding any buildings) leased by or owned freehold by the Council and which is accessible to the general public at any time or at times prescribed.*

*It excludes land used for allotments, school playing fields or which is adopted highway or is held in advance for highway proposals. It includes cemeteries, Council golf courses, unfenced land on Council Housing estates or land which may not be owned by the Council but is subject to special access arrangements to the Council."*

No change to target





Leicester  
City Council

CABINET

29<sup>th</sup> January 2001

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**EMAS**  
**REVISIONS TO THE GUIDE TO ENVIRONMENT FRIENDLY PURCHASING**  
**& FUTURE REPORTING MECHANISMS FOR EMAS**

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Report of the Director of Environment & Development

**SUPPORTING INFORMATION (2)**

**REPORT**

**1. Revisions to the Guide to Environment Friendly Purchasing (Appendix 1)**

The Guide to Environment-Friendly Purchasing was written in 1995. It pulls together into one document the Council's purchasing policies and gives guidance to staff to aid their purchasing decisions. The Guide is a key document and is incorporated into the council's EMAS system.

Some sections of the guide are now out of date, either because council policy has changed or because research findings have indicated a change in environmental priorities.

It is proposed that the following 2 sections of the Guide are updated

1. Cleaning Materials
2. Vehicles

And the following 2 new sections added

3. Genetically Modified Organisms
4. Ethical Purchasing

The remaining sections will be updated before the end of the 2000-01 financial period.

Details of the proposed changes are included in Appendix 2

**2. Future reporting mechanisms for EMAS**

In May 1998, Members at Policy and Resources Committee gave authority for the Chief Executive and the Director of Environment and Development, in consultation with the Chair and Vice Chair of the Policy and Resources Committee to agree amendments and up-dates to the EMAS Environmental Policy and the Registers of Significant Effects, Environmental Legislation and Council Policies. All other EMAS elements were reported to the Policy and Resources Committee.

It is proposed that those issues previously reported to P & R Committee are now reported to cabinet. Those issues previously delegated are now delegated to the Chief Executive and Director of Environment and Development in consultation with the cabinet lead officer (arts, the environment, public health and leisure).

## FINANCIAL, LEGAL AND OTHER IMPLICATIONS

### 1 Financial Implications

There are no direct financial implications of this report.

### 2 Legal Implications

None are anticipated.

### 3 Other Implications

OTHER IMPLICATIONS	YES/NO	PARAGRAPH REFERENCES WITHIN SUPPORTING PAPERS
Equal Opportunities	yes	App 1 (ethical purchasing policy)
Policy	Yes	Supporting Info para 1. & App 1
Sustainable and Environmental	yes	Supporting Info para 1. & App 1
Crime and Disorder	No	
Human Rights Act	No	

### 4 Background Papers

Policy and Resources Committee 17<sup>th</sup> March 1998 (minute 150)

### 5 Consultations

Directors Board 28/11/00 & 21/11/00

Sustainable City Officers Group 18/10/00

ESPO

City Catering, Commercial Services

Dee Murphy, Education Department

Environ

Transport Section, Commercial Services

Air Pollution Group, E&D

## Appendix 2

The Guide to Environment-Friendly Purchasing was written in 1995. It pulls together into one document the Council's purchasing policies and gives guidance to staff to aid their purchasing decisions. The Guide is a key document and is incorporated into the council's EMAS system.

Some sections of the guide are now out of date, either because council policy has changed or because research findings have indicated a change in environmental priorities.

It is proposed that the following 2 sections of the Guide are updated

1. Cleaning Materials
2. Vehicles

And the following 2 new sections added

3. Genetically Modified Organisms
4. Ethical Purchasing

and issued to staff in December 2000:

The remaining sections will be updated before the end of the 2000-01 financial period.

### **The proposed changes to the guide are:**

#### **1. Cleaning Products**

**Current Policy:** The City Council will only buy or specify the use of cleaning materials (detergents, polishes and disinfectants) which are phosphate-free and at least 90% biodegradable.

The City Council will not use products that are petroleum based, or contain the foaming agents NTA or EDTA, optical brighteners, chlorine bleaches, enzymes, synthetic perfumes or colourings, or have been tested on animals

Only pump action re-usable containers or non-spray products will be used. We will not use aerosols

#### **New Policy:**

The City Council will only buy or specify the use of cleaning materials which are: 90% biodegradable in 5 days, not petroleum based and not tested on animals.

Products must not contain: (\*see guidance section for details of limits for these substances)

EDTA \*

NTA \*

Phosphates\*

Optical brighteners

Chlorine bleaches

Synthetic perfumes or colours

Volatile Organic Compounds (VOC's)\*

## Alkyl Phenol Ethoxylates (APE's)

We will only buy pump action or trigger action sprays.

**Reason:** The policy will remain the same in essence but it has proved necessary to quantify upper limits for certain substances in products as it has been difficult to find commercial cleaning products to meet the complete absence criteria. Guidance will be included about these limits.

VOC's have been included as there is now concern about their effect on air quality, and health (they react with nitrous oxide and sunlight to form photochemical smog.)

APE's have been added as they are now known to not be readily biodegradable particularly in temps < 20C

## 2. Vehicles

**Current Policy:** The City Council and its contractors will use low sulphur fuel for their diesel vehicles

The City Council will only purchase diesel vehicles or vehicles running on unleaded petrol with a three-way catalytic converter

The City Council and its major contractors will purchase vehicles with the best engine management/exhaust treatment systems available to control emissions. ('Euro II' standards)

### **New Policy:**

The City Council will aim to purchase the lowest polluting vehicle that will meet our emission targets and service requirements.

The City Council and its contractors will use low sulphur diesel for their diesel engined vehicles

The City Council and its major contractors will purchase vehicles that meet Euro III standards

**Reason:** change in policy has been approved by Policy & Resources Committee in June 2000. Change was necessary as result of new developments and research into the availability of alternative fuels and vehicles. The policy will now enable the council to consider the purchase of alternatively fuelled vehicles. Euro III standards for the purchase of new vehicles came into force in October 2000.

The Guide will be updated to include air emission EMAS targets and Green Driving Tips.

## 3. Genetically Modified Organisms

### **New Policy:**

The City Council will not knowingly buy foodstuffs that are genetically modified or contain genetically modified ingredients

**Reason:** Concern was raised in 1997 about whether genetically modified organisms were present in the food served to city council service users (schools, elderly persons homes, day centres).

As a result the Education Department liaised with City Catering to ensure that food prepared by City Catering did not contain genetically modified organisms. Through the contract let by ESPO on the councils behalf suppliers were informed that it is unacceptable for food containing genetically modified organisms to be supplied to the council.

#### **4. Ethical Purchasing**

This is a new section to the Guide to Environmentally-Friendly Purchasing Guide and has been included as an introduction to staff about the concept of looking at ethical considerations when making purchases. The issues are very broad, and there are very few internationally recognised standards or policies. No prescriptive policy is proposed at this initial stage, but a set of guiding principles to start raising awareness amongst staff of the issues involved.

##### **Guiding Principles**

1. The City Council will encourage the purchase of products where there is evidence that the producers are fairly paid and work in reasonable conditions, particularly where the products concerned originate from sources overseas. Where there are recognised and monitorable fair-trading standards available, the City Council encourages the use of products that adhere to these, both internally and externally.
2. The City Council will not buy products that have been tested on animals where alternatives are available that are of an equal quality and are comparable in price.
3. The City Council will consider Animal Welfare when making food purchases and, where it is available and the price is competitive, seek to purchase food that guarantees the welfare of the animals in the way they are kept, transported and slaughtered. Cultural and religious needs of society will also be considered.
4. The City Council will work internally and externally with its suppliers and contractors to increase awareness of the ethical issues involved in purchasing decisions.)
5. The City Council will continue to invest in meaningful twinnings with partners in the South and/or East on the basis of reciprocity and mutual respect.