

CARBON MANAGEMENT (CM) PROGRAMME - PROGRESS

ACTION	DESCRIPTION	TARGET	COMMENTS			
			JULY 2006	OCTOBER 2006	FEBRUARY 2007	SEPTEMBER 2007
2	Improve Energy Management Information Storage	10% reduction in property CO ₂ emissions by 2010.	TEAM software updated - many problems - not generating reports. Training arranged mid to late August. When problems resolved reports should be available for all sites. Suggested work from 97 sites to be prioritised for action. New build to understand this system better to compare new with existing schools.	TEAM Training on-going reports are now being generated and investigation continues into information gaps eg on heating oil. Training on-going. Work on-going on composition of report to be sent out to individual buildings.	Bulk bill check is now up and running on TEAM system. Still working with suppliers to ensure bills are compatible and are received in correct format.	Work on TEAM is still ongoing and will continue. Consultation in progress to get further software add-ons to enable the software to produce Energy Display Certificates to comply with the new EU Energy Performance of Buildings Directive (EPBD) coming into force on April 2008. Staff to attend event being held by TEAM on 17th September 2007. Ridge and Partners commissioned to conduct an investigation and produce report on TEAM/Complying with the EPBD. This is involving the surveying of 3 sites to produce some sample energy display certificates with accompanying reports.
3	Management of Energy Conservation Fund (ECF) Budget and analysis of payback	10% reduction in CO ₂ emissions by 2010	Study carried out on previous use of ECF. Improvements made to monitoring. Budget will be spent on energy efficiency. Results will now be monitored. Discussion to be opened with education on ITS funds for schools.	Bid for increased ECF budget based on findings of energy audits. (unsuccessful as ITS monies need to be based on future savings and these are difficult to prove at present) Discussion on-going on spending the remaining £40,000 for this financial year.	£10,000 ECF remaining, but work for using this on-going and will be allocated very shortly. Potential work at Oxenwood Education Centre or Canberra Youth Development Centre.	Many ECF projects are underway for this financial year. A little early to assess the impact of ECF work last year as savings should mainly be seen over the winter due to improved insulation etc.
9	Carbon Footprint Reduction Project	10% Reduction in CO ₂ emissions from buildings by 2010.	Multi-site assessment carried out. Policy review planned. Staff awareness event held July 2006. Awareness week October 2006. Article in 'mag'. HR need to be made aware of policies related to staff.	Policy review underway (without CT support) - new policy documents out for initial consultation. Programme of work to improve energy performance. Regular energy feature in Friday bulletin. Clear guidance needed on roles and responsibilities.	Policy documents approved and now completed and modified to fit corporate ID. Policy statement on Intranet. Procedures and Space Temperature documents to be considered as part of landlords handbook and future facilities management contracts and roles.	Documents need to be further publicised and promoted. Consideration will also have to be given to how policies will be incorporated in the Local Government Reorganisation.

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AR&T Target	Ensure staff within the Property Section undergo additional training in the area of Carbon Management (CM) to support the CM programme	On-going	TEAM training organised, further training to be arranged following Policy review.	Energy Management Training Course arranged 26th October 2006.	Attended. More specific CT training being identified and appropriate attendance organised.	Staff attended a free Carbon Trust lighting workshop to find about the very latest technologies and designs. Staff attended 3 day course on how to undertake an energy audit.
CM Target	Ensure CM is integrated into ESD and Corporate Performance Systems	Complete 2006-7	Proforma to be developed to enable annual monitoring of carbon management data.	Systems being developed within individual sections.		CM targets included in Corporate Plan and Local Area Agreement.
DC&M Target	Consider expansion of data gathering and action/target setting	On-going.	New targets/actions to be raised at quarterly meetings as necessary. Staff to take ownership.	Review at year end.	Review at year end.	New area of work to be included following annual report - carbon minimisation from street-lighting in new developments.
AR&T Target	Ensure CM is included in environmental section of the WCC intranet site	To be completed 2006-7.	Web-team contacted, information to be developed for new intranet site.	Environment section to be included on new intranet site - under development.	Energy and waste information now on intranet carbon update at year end.	CM information updated on intranet (Business Improvement Section). Update report to be included November 2007.
AR&T Target	Raise Awareness of CM and staff roles in helping to reduce carbon emissions through the induction process	Completed 2006.	Energy saving included in staff induction presentation.	Corporate induction sessions now include element on carbon management. Staff awareness event organised.	On-going but for review with sustainable procurement work.	On-going.

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DC&M Target	Maintain a central database of carbon emissions for the authority.		Database to be established.	Once individual systems have been set-up.	Once individual systems have been set up.	Property are maintaining property energy use/CO ₂ emissions data. Department of Resources is keeping records from information obtained through payroll for business mileage. Individual storage of data within sections is preferred.
5	Integration of CM into George Ward School	Best/good practice CO ₂ emissions.	Developing tangible approach to brief which is due end of September. Benchmarking existing energy use and targeting new building design process to establish target ARUP Mechanical and Electrical and Structural have a strong track record in sustainability debate. Must achieve Building Research Establishment Environmental Assessment Method (BREEAM) very good within the scheme - stance to be taken over the energy element of the BREEAM package. Benchmarking against old George Ward and against other South West new secondary schools.	Consultant engaged in doing assessment of current George Ward School and ARUPS are leading the way on BREEAM assessment for the new build project	BREEAM Pre-Assessment checklist indicates that a Very Good rating is achievable within the budget. An external assessor is to be appointed to provide an independent assessment of the design prior to tender.	Tenders received 30th August 2007. Post tender evaluations until end September 2007. Rainwater harvesting will be priced as an option. Report to follow. The contractor will be responsible to achieve BREEAM 'Very Good'.

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10	Property Strategy Co-location of existing property	10% Reduction in CO ₂ emissions from buildings by 2010.	Relocation projects and rationalisation of buildings will reduce energy consumption. 3-4 year timescale, funds may be available to upgrade lighting, and insulation etc. in operational buildings.	High level business case for rationalisation being presented to Corporate Management Board in October and (largely self-financing) capital bid to be made. Rationalisation programme is joined up with the new Ways of Working programme which aims to reduce the amount of office space required.	Office rationalisation programme approved by CMB in November 06 and capital bid successful (pending budget decisions in February). Programme management and procurement strategy commenced.	Property strategy continuing to progress with issues relating to one Council.
Action 4	Streetlighting PFI project.	Reduction in CO ₂ emissions from streetlighting.	Awaiting PFI decision ESD updating policy on streetlights.	No progress. Traffic reviewing streetlighting maintenance contract.		
1	Corporate Business Travel.	10% reduction in mileage/FTE by 2010 from a 2004-05 baseline.	Trade union discussion regarding allowances on-going. Department of Resources leading on New Ways of Working programme 3 elements - IT backup, HR different contractual arrangements, Property sub-group. Staff working with individual groups on reducing mileage.	Quarterly Monitoring system being developed with Finance (Payroll and HR). Trade Union Consultation on-going. 'Ways of Working' (WOW) project key programme in Corporate Plan. Projects underway in Department of Children and Education (DCE) and ESD. IT trials underway. Report November 2006.	Adoption of Inland Revenue reduced reimbursement rates now part of Pay Reform with decisions likely mid 2007. The business case for the Ways of Working corporate project includes reduction in miles and carbon footprint. Trials in Education promising with smart phones, digital pens and digital dictation equipment. Aim to reduce travel to Area Offices and increased working from home. Trials end February 2007 and business case March 2007. Annual departmental statements on miles and miles per FTE at year end (2006-2007) to compare to 2004-2005 and 2005-2006.	Quarterly reports are now available to compare against the end 2004-2005 baseline. The overall Council results show a reduction in miles claimed as at end 2006-07 of 6.7%. The miles claimed per FTE over the same period show a reduction of 10.2%. It is difficult to properly identify where the miles have significantly fallen owing to the structural changes across the departments. Budget issues in 2006 may have impacted on the business miles claimed. Translated into CO ₂ the change in miles results in a fall of some 115,000 CO ₂ per kms over the two year period (based on a conversion factor of 0.19 per kms). The Corporate Business Travel Project Plan is considering options of car use to reduce costs and CO ₂ emissions. It is hoped to prepare a report for the Staffing Committee in the autumn 2007. The progress of the WOW corporate project continues in selected sections of DCS and DCE. This currently includes setting baselines of work and travel followed by an assessment of the likely benefits in terms of reductions in travel and property. First year results are planned for 2008.

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7	Purchase Biodiesel for highway vehicles	15% reduction in CO ₂ emissions from Highway depot fuel by 2010.	Current discussions with procurement on purchasing Biodiesel. May be a price issue. Fuel currently purchased through Office of Government Commerce. Ford fuels are the only local suppliers of Biodiesel. One more depot will be stocking biodiesel by the end of the year.		There may be issues with certain turbo diesel vehicles using Biodiesel. Currently consulting with manufacturers.	In the process of completing the mini-tender for the provision of Biodiesel over the County. Looking into whether it is available in GAS OIL form. Whole County supplied with Biodiesel DERV at least by April 2008.
8	Using fuel saving tyres on 125 highway fleet vehicles	15% reduction in CO ₂ emissions from Highway Depot fuel by 2010.	Negotiate through the lease company.	Staff to be advised through website information on requesting energy saving tyres.		
11	Renewable Energy for Weather Stations	All weather stations powered by renewable energy by 2011.	New weather stations to be solar/wind powered, forecast sites need mains supplies but others to be changed over. One recently stolen. One per year.	On-going.	On-going.	On-going
12	Working with Fleet and other WCC Managers to reduce fuel usage from County Depots	15% reduction in CO ₂ emissions from highway depot fuel by 2010.	Route optimisation carried out on salting routes. Route optimisation to be rolled out to other vehicles - libraries.	Through route optimisation saved 62k off each gritting call out, on 50 occasions - 3200k per season or 1,940 miles, the lorries use on average 25mpg. All routes will be optimised this year to increase savings. Monitoring pool car mpg etc, no data to report.	All gritting routes will be looked at from mid February for implementation in November. The same savings should be made. Purchased another 8 gritters that are euro 3 compliant and are replacing between 2 and 5 gritters each year.	The fleet of pool cars are changing at the end of October. Retaining Golf estate and Astra, the Civics are being replaced with smaller cars. All cars will be new on a six month turnaround from a hire company resulting in less risk with service oils, waste, cleaning etc. Highways maintenance are purchasing outside of the Marsterlease contract to obtain vehicles with lower fuel consumption.
13	Reducing Travel in Highways Management (contract)	Targets to be established with contractors.	Baseline figures currently being established, targets to be set 2006-2007.	On-going.	Baseline figures still to be established. Video-conferencing awareness to be carried out.	Baseline figures now established and improvement target set for 2007-2008.

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14	Energy Savings in Schools	No targets set.		Letters sent to schools to encourage take up of CT energy surveys. Nine Secondary Schools contacted regarding free Carbon Trust Surveys. Seven schools have already responded.		
15	Pewsey Biomass Project		Feasibiity carried out - no action taken.			
16 (new 2007)	Street-lighting pilot for new development	No current target.				