

A G E N D A

Environment Scrutiny Committee

Date: **Friday, 18th June, 2004**

Time: **10.00 a.m.**

Place: **Brockington, 35 Hafod Road,
Hereford**

Notes: Please note the **time, date** and **venue** of
the meeting.

For any further information please contact:

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**County of Herefordshire
District Council**

AGENDA

for the Meeting of the Environment Scrutiny Committee

To: Councillor J.H.R. Goodwin (Chairman)
Councillor W.L.S. Bowen (Vice-Chairman)

Councillors P.J. Dauncey, G.W. Davis, Mrs. A.E. Gray, K.G. Grumbley,
T.W. Hunt, R. Mills, J.W. Newman and Miss F. Short

	Pages
1. CHAIRMAN AND VICE-CHAIRMAN	
To note the reappointment at Council of Councillor J. Goodwin as Chairman and Councillor W.L. S. Bowen as Vice-Chairman.	
2. APOLOGIES FOR ABSENCE	
To receive apologies for absence.	
3. NAMED SUBSTITUTES (IF ANY)	
To receive details any details of Members nominated to attend the meeting in place of a Member of the Committee.	
4. DECLARATIONS OF INTEREST	
To receive any declarations of interest by Members in respect of items on the Agenda.	
5. MINUTES	1 - 6
To approve and sign the Minutes of the meeting held on 2nd April, 2004.	
6. GEM PERFORMANCE 2003/2004	7 - 24
To review the Council's environmental management / ISO 14001 system to ensure that it continues to be suitable, adequate and effective and deliver improvement in environmental performance.	
7. WASTE MANAGEMENT	25 - 34
To provide an update on the current performance of the Waste Collection Contract, Integrated Waste Management Contract and to outline the implication of the Municipal Waste Management Strategy for Herefordshire.	
8. CAPITAL PROGRAMME 2004/05	35 - 38
To inform the Committee of the latest position with regard to the Environment Capital Programme for 2004/05.	
9. ENVIRONMENT REVENUE BUDGET 2004/05 AND OUTTURN 2003/4	39 - 40
To inform members of the latest position with regard to the Environment Budget for 2004/05 following the formal approval of the Council's budget.	

10. BEST VALUE REVIEWS IMPLEMENTATION OF IMPROVEMENT PLANS	41 - 46
To report the remaining actions and the exceptions to the programmed progress in the improvement plans resulting from the reviews of Development Control, Public Conveniences Public Rights of Way and Highway Maintenance.	
11. MONITORING OF 2003/04 PERFORMANCE INDICATORS FULL YEAR APRIL 2003 TO MARCH 2004	47 - 54
To update Members on progress made by the Environment Directorate for the full year April 2003 to March 2004 towards achieving all of the performance indicators / targets which appear in the Council's Performance Plan.	
12. HEREFORDSHIRE PLAN AMBITIONS - CONTRIBUTION MADE BY THE ENVIRONMENT DIRECTORATE	55 - 60
To advise upon the Directorate's contribution to the ambitions contained within the Herefordshire Plan, in particular those relating to "protecting and improving Herefordshire's distinctive environment" and "developing an integrated transport system for Herefordshire".	

PUBLIC INFORMATION

HEREFORDSHIRE COUNCIL'S SCRUTINY COMMITTEES

The Council has established Scrutiny Committees for Education, Environment, Health, Social Care and Housing and Social and Economic Development. A Strategic Monitoring Committee scrutinises Policy and Finance matters and co-ordinates the work of these Committees.

The purpose of the Committees is to ensure the accountability and transparency of the Council's decision making process.

The principal roles of Scrutiny Committees are to

- Help in developing Council policy
- Probe, investigate, test the options and ask the difficult questions before and after decisions are taken
- Look in more detail at areas of concern which may have been raised by the Cabinet itself, by other Councillors or by members of the public
- "call in" decisions - this is a statutory power which gives Scrutiny Committees the right to place a decision on hold pending further scrutiny.
- Review performance of the Council
- Conduct Best Value reviews
- Undertake external scrutiny work engaging partners and the public

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- Inspect minutes of the Council and all Committees and Sub-Committees and written statements of decisions taken by the Cabinet or individual Cabinet Members for up to six years following a meeting.
- Inspect background papers used in the preparation of public reports for a period of up to four years from the date of the meeting. (A list of the background papers to a report is given at the end of each report). A background paper is a document on which the officer has relied in writing the report and which otherwise is not available to the public.
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COUNTY OF HEREFORDSHIRE DISTRICT COUNCIL

BROCKINGTON, 35 HAFOD ROAD, HEREFORD.

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COUNTY OF HEREFORDSHIRE DISTRICT COUNCIL

MINUTES of the meeting of Environment Scrutiny Committee held at Council Chamber, Brockington, Hafod Road, Hereford. on Friday, 2nd April, 2004 at 10.00 a.m.

Present: Councillor J.H.R. Goodwin (Chairman)
Councillor W.L.S. Bowen (Vice-Chairman)

Councillors: P.J. Dauncey, G.W. Davis, D.J. Fleet, K.G. Grumbley, J. G. S. Guthrie, T.W. Hunt, Miss F. Short.

In attendance: Councillors B.F. Ashton, J.W. Edwards, P.J. Edwards, (Cabinet Member - Environment), P.E. Harling, T.M. James, R.I. Matthews R.M. Wilson (Cabinet Member – Highways and Transportation)

57. APOLOGIES FOR ABSENCE

Apologies were received from Councillors Mrs A. Gray, R. Mills and J. W. Newman.

58. NAMED SUBSTITUTES (IF ANY)

Councillor J. G. S. Guthrie substituted for Councillor R. Mills, Councillor D. J. Fleet substituted for Councillor J.W. Newman.

59. DECLARATIONS OF INTEREST

There were no declarations of interest.

60. MINUTES

RESOLVED: That the minutes of the meeting held on 23rd January, 2004 be approved as a correct record and signed by the Chairman.

61. CAPITAL BUDGET MONITORING

Members were advised of the progress of the 2003/4 Capital Programme for Environment Areas within the overall context of the Herefordshire Council Capital Programme.

The Director of Environment and the Assistant County Treasurer reported that the Environment Capital Programme, shown at Appendix 1 to the report, totalled £10,489,933 which was £333,008 less than reported to the previous meeting. The difference was accounted for by transfers which were further detailed in the report. The Director was confident of a good budget out turn and reported that the total amount spent and committed as at 29th February was 97% of the budget or £10.080m.

In the course of scrutinising the Capital Programme the Committee noted that while the Roman Road scheme had commenced and works were progressing, a number of delays had occurred and that only £430,000 of the budgeted £800,000 was shown as spent in 2003/4. The balance of £370,000 would have to be funded from resources available in future years. The Committee discussed the various reasons for the delays e.g. environmental assessment and land acquisitions and questioned

whether, as a matter of course, allowances for potential delays were built into works programmes. It was suggested that a key path diagram be provided for Members on major developments.

In reply to a comment that a number of budget headings showed little or no spend, the Director of Environment reported that a number of similar budget allocations, but funded from different sources, had been amalgamated and spent. One scheme, which relied on another party, had been delayed.

RESOLVED: That the Environment Capital Budget monitoring report be noted.

62. ENVIRONMENT REVENUE BUDGET MONITORING

The Committee were advised of the Budget monitoring position for the Environment Programme Area budget for the period to 29th February, 2004 and were informed of variations against budget at this stage in the year.

The Director of Environment reported that the projected outturn for the year was £21,994,000 which was a net underspend of £154,000. The budget monitoring report was attached at Appendix 1.

The Assistant County Treasurer reported that the overall budget for 2003/04 was £22,148,000, as notified to the Committee in January, 2004. The budget included £1,047,200 for Central Support charges. Based on current projections he anticipated a modest roll forward of funding into 2004/05 and the current budget variations were described in the report.

RESOLVED: That the Environment Revenue Budget Monitoring for 2003/4 report be noted.

63. BEST VALUE REVIEWS - IMPLEMENTATION OF IMPROVEMENT PLANS

The Committee received a report on the remaining actions and the exceptions to the programmed progress in the improvement plans resulting from the reviews of Development Control, Public Conveniences, Public Rights of Way and Highway Maintenance.

Programmed actions in the various improvement plans were detailed in Appendix 1 to the report.

During the course of discussion the following principal comments were made:

- Development Control – The Director of Environment reported that progress was being made in relation to the IT Strategy. However, consideration was being given to the volume of historical data that should be captured. Concerning the MVM System he was conscious that this should be a robust system. It was also reported that the Government were unable to specify when guidance relating to the Highway Design Guide would be released. Therefore in the absence of this guidance it was expected that the Council's guide would be produced in the summer of 2004.
- Public Conveniences – In response to a question from a local Member for Central Ward concerning the level of consultation undertaken during the review of Public Conveniences, the Director of Environment reported that a wide range of consultation had been undertaken. However, in view of the Edgar Street Grid proposal, he anticipated that further consultation would be undertaken in due course concerning the conveniences in Blackfriars Street,

Hereford.

- Public Rights of Way – The Director of Environment reported that a number of issues raised by the review had been included in the draft PROW Management Strategy which was currently subject to consultation. Town and Parish Councils had been invited to contribute to the draft strategy, which would also be considered by the Herefordshire Local Access Forum. However, he commented that implementation of the final strategy was reliant on adequate resources being available. It was suggested that a brief update on progress to the strategy be made to future meetings.
- Highway Maintenance – The Head of Engineering and Transportation reported that the Winter Gritting leaflet, based on a number of Beacon Council publications, had been published. The Highway and Street Services leaflet had also been published and was being circulated to Members. The Committee noted the intention that information contained in the leaflets would also be made available via the Council's website. However, Members were keen to retain access to street works data via the easier to use Council Intranet system.

RESOLVED: That the report on the implementation of the Best Value Review Improvement Plans be noted and update reports on the progress of the PROW Management Strategy be presented to future meetings.

64. MONITORING OF 2003/2004 PERFORMANCE INDICATORS - APRIL 2003 TO JANUARY 2004

Members were updated on progress made by the Environment Directorate for the eight months April 2003 to January 2004 towards achieving all of the performance indicators / targets which appeared in the Council's Performance Plan.

The report of exceptions to the targeted performance was attached to the report at Appendix 1.

The Committee debated the performance figures and noted the following principal points:

- BV82b – Waste Management. The Director of Environment acknowledged that while only one target had been reported upon under exceptions reporting, waste management was a major issue and he expected to make a fuller report to the Committee in June in accordance with the proposed revised Committee work programme to be discussed later on the agenda.
- BV199 – Local Street and Environmental Cleanliness – It was reported that this inspection target was highly dependent on when, and how often, streets were inspected. A summary of the inspection process would be provided for members of the Committee.
- Penalty Charge Notices issued – The Committee noted that during the introduction of the new scheme caution had been taken over the staffing levels. However, now that more accurate data was available staffing levels had been increased. In relation to the percentage of penalty charge notices appeal cases "lost" at appeal, the Head of Engineering and Transportation reported that he was satisfied that Herefordshire compared well against the benchmark authorities.
- The Head of Engineering and Transportation assured the Committee that, while a new contractor had been appointed for street lighting works, the contract would continue to be monitored.

- BV166a & BV166b – The Head of Environmental Health and Trading Standards reported that these indicators had been revised by external auditors and now included elements of housing and taxi licencing enforcement respectively. However, he was investigating whether the original targets could be revised to take account of the changes.

RESOLVED: That the exceptions monitoring in relation to the 2003/04 performance indicators for the period April 2003 to January 2004 be noted.

65. REVIEW OF PARKING STRATEGY

The Committee were informed of progress on the review of the county-wide car parking strategy.

The Director of Environment reported that in accordance with this Committee's decision in January 2004 (minute 54 refers), the Parking Strategy Review Group had met and discussed a detailed Scoping Statement for the review.

The Chairman of the Review Group (Councillor J. Goodwin) informed the Committee that a variety of information had been requested from officers and that preliminary consideration had been given to the range of consultation to be employed.

The Committee briefly debated a number of issues concerning parking e.g. resident parking schemes, particularly in relation to parking for tradesmen working at residential properties, and concessionary parking which would be considered as part of the review.

RESOLVED: That the progress report on the review of the County-wide car Parking Strategy be noted.

66. POLYTUNNEL REVIEW WORKING GROUP

The Committee received an update report on the work of the Poly tunnel Review Working Group.

The Chairman of the Poly tunnel Review Working Group (Councillor T. Hunt) reported that, to date, three meetings of the Group had been held. The Group had received a good response to an invitation to the public to express their written views on the success, or otherwise, of the operation of the Voluntary Code of Practice to Control the Siting of Poly tunnels in Herefordshire. The Group had heard evidence and comments from a wide range of poly tunnel objectors and supporters, together with evidence from other parties. He further reported that due to the amount of information being considered, the review would probably take slightly longer than expected and he anticipated that the report of the Working Group would be presented to the Committee towards the end of May or into June 2004.

RESOLVED: That the update report on the work of the Poly tunnel Review Working Group be noted and the revised reporting date be accepted.

67. ENVIRONMENT SCRUTINY COMMITTEE WORK PROGRAMME 2004/5

The Committee were invited to consider an amended work programme following the reduction to four scheduled meetings during the 2004/05 Council meeting cycle.

RESOLVED: That subject to the inclusion of an update report to the meeting

scheduled for September, 2004 on the review of the of Public Rights of Way Management Strategy, the proposed work programme be accepted.

The meeting ended at 11.30 a.m.

CHAIRMAN

GEM PERFORMANCE 2003/4**Report By: DIRECTOR OF THE ENVIRONMENT****Purpose**

1. To review the Council's environmental management / ISO 14001 system to ensure that it continues to be suitable, adequate and effective and deliver improvement in environmental performance.

Financial Implications

2. Objectives and targets are met within set budgets and resources.

Considerations

3. GEM (Good Environmental Management) helps deliver the Council's corporate objective to be "responsive to local needs by protecting the physical environment" and its environmental policy commitment to "demonstrate continual improvement of its environment performance" across all Directorates.
4. The Council's certification to ISO 14001, the international environmental management standard, helps to underline the importance of the environment to the Council at a corporate level.
5. Reviews give an opportunity to address the possible need for changes to the policy, objectives and other Environmental Management System (EMS) elements in the light of audit results, performance against objectives and targets, concerns of relevant interested parties, changing circumstances and the Council's commitment to environmental improvement.

6. External surveillance

During 2003/4 the Council received 2 surveillance visits from its external certifiers, SGS.

Corrective Actions (CA) raised by the Certifiers dropped from 4 in July 2003 to 1 in February 2004. This CA related to close out of internal audits and recording of non-conformances.

7. GEM Internal Audits

GEM Internal Auditors drawn from all directorates undertook 59 audits last year of premises, services and contracts. Audits identified the following areas of weakness, which will be addressed over the coming year:- Waste management and documentation, Emergency preparedness including fire drills etc, Control of chemical storage, including cleaning materials, Training, awareness and communication, Poor document control – eg use of out of date procedures/templates and Control of contractors.

8. Performance against objectives

The GEM programme for 2003/4 contained forty eight targets, grouped under eleven objectives. The objectives were medium term aspirations for areas of improvement and are therefore not easily "completed". Good progress was made on seven

objectives. On the others there have been some difficulties, though progress has been made. See Appendix 1, "Summary by objective", for more information.

The authority was placed in the top quintile of local authority respondents in the West Midlands Environmental Index 2003, run by Business in the Community, for the second year running, improving its score by nearly 10%.

9. Performance against targets for 2003/4

Twenty nine targets were completed by the due date set. During the year corrective actions were raised for nineteen targets. Many of these targets were delayed because processes of which they were a part took longer than anticipated, for instance development of the portal and decisions on depot requirements. Eight of these targets have now been completed and another is near completion. Ten targets have been carried through to the 2004/5 GEM programme. Further information for each corrected target is recorded on the Corrective Action Register. The end of year report on 03/04 (Appendix 2) gives information on performance against each target due during 2003/4.

10. Partnership with HJS and Owen Williams

The contracts with Herefordshire Jarvis Services (HJS) and Owen Williams signed in September 2003 set out clearly the importance of the environment.

The outcome specification (SDA Schedule 8, section 12) states that

"The Contract will contribute to the following Council outcomes :-

...To protect and enhance the environment by

- Greater care of the environment
- The preservation of Herefordshire's Character and Heritage
- Employing Environmentally sound working practices
- Utilising environmentally sound materials
- Promoting the Recycling of 'waste' materials."

Section 17 on Environmental Management lays this requirement out in more detail.

HJS achieved combined certification to ISO 14001 (environmental management), ISO 9001 (quality) and ISO 18001 (occupational health & safety) in April 2004. Owen Williams are committed to achieving ISO 14001 certification for their Hereford Office by June 2005 (GEM target 2.3).

Key Performance Indicators (KPIs) for the partnership relating to sustainability are currently being discussed. This is a target in the 04/05 programme and work has already started.

There are currently no specific environmental specifications set for the print and catering functions carried out by HJS. These need to be set and performance monitored for these two services, which are used increasingly widely across the Council.

11. Communication

The findings of the Staff Opinion Survey 2003 showed the number of respondents aware of GEM was up from 64% to 71% since the 2002 survey. However the numbers who understood how their job impacted on the environment remained static at 63%. More effort is therefore needed to get the key environmental impacts of their

work across to existing and new staff. A leaflet was circulated to all Heads of Service and included in the Team Briefing in January 2004 to address this point and is available in the Members' Room.

12. Concerns of relevant interested parties (including members) and/or new environmental issues

Information security

The reuse/recycling of redundant Council IT equipment was the subject of close scrutiny due to concerns about confidential data on the hard drives. A protocol for scrubbing this data has now been agreed between ICT Services, Information Security and Worcester Lifestyles. This includes a more stringent erasure procedure for hard drives and servers containing potentially sensitive data.

GM crops

There was lively public interest in this subject, prompting a review of the Council's position. The Environmental Sustainability Unit (ESU) organised two in-depth briefings for relevant members, including the chair and vice chair of Environment Scrutiny Committee. After these the Cabinet Member decided to reiterate the Council's opposition to the growing of commercial GM crops.

Procurement from West Mercia Supplies (WMS)

The ESU has worked with WMS to source recycled paper that is compatible with Council photocopiers and printers. Offices are now expected to use this paper. Discussions with WMS about the standard of remanufactured cartridges for printers are currently underway.

13. 2004/05 programme

The GEM programme for 2004/5 (Appendix 3) has been drawn up in conjunction with the GEM group and relevant officers and managers. The 02/03 objectives have been consolidated and made more quantifiable. The nine objectives set for the year include :-

- 1% energy reduction in Council operational buildings,
- 1% reduction in business miles per head and 5% rise in public transport/cycling
- Waste recycling to cover 90% of major Council sites

14. Extension of scope

During the coming year the scope of the certificated ISO 14001 system will roll out to cover all Council activities and services (agreed by CXMT in July 2003). In July the scope will extend to cover Waste and Transportation. In February 2005 the scope will cover remaining functions, including policy, enforcement and procurement. It is recommended that the Council's environmental policy be reviewed next year when roll out of certification is complete.

15. World Environment Day event

This public event in High Town on 9th June is being co-ordinated by the ESU. As part of the event, the public will be invited to contribute to the consultation on the national sustainable development strategy, "Taking It On", which is being updated this year. Cllr P J Edwards (Cabinet Member, Environment) will be opening the event at 10am and all members are welcome to visit any time between then and the close at 4.pm.

RECOMMENDATION

THAT the report be noted, subject to any comments Members may wish to make to the Cabinet Member (Environment).

Attached

Background Papers

- Appendix 1: Summary of performance against Objectives (2003/4)
- Appendix 2: Performance on GEM targets due in 03/04
- Appendix 3: GEM Objectives and targets for 04/05

The GEM staff leaflet and end of year report on each GEM target due in 2003/4 are available in the Members' Library or on request. Further information on GEM is available from the Environmental Sustainability Unit or in the GEM folder on the Intranet Info Library

Appendix 1: Progress on Herefordshire Council's GEM objectives in 2003 - 4

Objective	Progress
<p>1 Create opportunities for waste reduction, recycling and the use of recycled material (WM) ☺</p>	<p>Purchase of recycled paper from WMS for Council photocopiers and printers is now set as standard. Office recycling contract has been extended to cover further Council offices and materials. Sales of bags for this collection have risen from 233 per month to 404 per month and 10 tonnes of paper was collected for recycling in the final quarter of 2003/4. Contract has been signed with Worcester Lifestyles to take redundant Council IT equipment for refurbishment and resale. Used lamps from streetlights and illuminated signs are now recycled. Computers are now networked at Brockington and Plough Lane to enable double siding and cut down numbers of printers.</p>
<p>2 Continue to comply with legal requirements on pollution prevention, chemical handling and storage and work towards good practice in identified areas (PP) ☺</p>	<p>Salt storage has been reviewed and amended to reduce stocks kept outside. Covers are now in use for such stocks. Recent legal changes make salting a duty for Councils. A leaflet for the public on gritting routes was produced. The drains at Broad St car park Leominster have been surveyed and the results given to the Car Parking Manager. Problems with rural Sewage Treatment Works have been tackled and the STWs put onto a maintenance contract.</p>
<p>3 Ensure that improved control systems relating to the Council's emergency preparedness are in place; (EP) ☺</p>	<p>Emergency plans for each site and emergency preparedness are audited under both GEM and Health and Safety. Site plans are provided as part of the Property Management File for each building. The Council's system for reporting Accidents and Incidents on PS01s now includes environmental incidents.</p>
<p>4 Comply with legal requirements on contaminated land management in regard to the Council's own sites; (CL) ☺</p>	<p>Action Plans for the Council's three main landfill sites (Leominster, Strangford & Dower) have been drawn up. Desktop studies on contamination have been going on through the year and investigations continue. The Council's Contaminated Land Strategy (2001) will be overhauled in 04/05. This will include review of the timetable for other Council sites. Environmental Health also advise on contamination issues relating to purchase, sales or redevelopment of land, for instance those recently uncovered at Aylestone Hill Country Park.</p>
<p>5 Improve supplier and contractor environmental performance through the operation of the Procurement Strategy and the Contracts Procedure Rules (CP) ☺</p>	<p>The new contracts with HJS and Owen Williams state that "The Partnership shall demonstrate that the robustness of its environmental management by ensuring that partners seek to obtain ISO 14001 accreditation for all relevant services early in the life of the Partnership." (Clause 3.4) and that "the Partnership shall be responsible for ensuring that all service delivery encourages environmental sustainability."</p>
<p>6 Increase levels of awareness and training of Council staff through employee induction,</p>	<p>GEM is included in Council induction and now also covered for Social Care & Strategic Housing staff. A leaflet for existing and temporary staff has been completed and circulated. A short easy-read monthly bulletin, GEMgen, is produced by the</p>

<p>ongoing development and provision for officers with particular needs or responsibilities; (TA) ☺</p>	<p>ESU and circulated to staff on request. Three 'GEM Training for Managers' sessions ran over the winter and a session for Members took place in January 2004. Seminars on invasive weeds with DEFRA, Wood Energy and Sustainable Urban Drainage were attended by officers from a number of services. A session on climate change for members ran in November 2003. Several GEM sessions for staff groups, eg at Learning Disability Day Centres, have been run. However, job specific training is generally the responsibility of the service. The Staff Opinion Survey showed over 70% of respondents aware of GEM. 63% of staff understand how their job impacts on the environment</p>
<p>7 Establish the energy consumption per metre squared for operational council property, enabling future efficiencies to be made ☺</p> <p>and increase the use of energy from renewable sources; (ECW) ☺</p>	<p>Considerable strides in improving data sets and rectifying billing errors have been made but anomalies and gaps remain due to the size of the portfolio. There are over 200 significant sites, about half of which are schools. New software (Stark Essentials) was purchased in winter 2003 to collate data, check its accuracy & enable electronic input between WMS and ourselves. Estimates do not give an accurate picture of consumption so Property Services liaised with WMS to identify buildings where meters have not been read for some time. As a result some buildings were identified as not on the consolidated contract with WMS. These are in the process of being added. PS staff have read some meters and Officers in Charge of Buildings are reminded monthly of the need to read meters. Renewables: From December 2003, 100% of the electricity needed for all Council sites for the following year is from renewable sources procured via WMS. Streetlights are now running on 100% CHP (Combined Heat & Power). This is a substantial rise from the previous figure of 10% renewables. As the demand for renewables strengthened, future purchase at a comparable price cannot be assumed. Both these areas are estimated to contribute a reduction in the carbon dioxide burden from the Authority's operations by 7,500 tonnes per year. This represents approximately 1.8% of the total carbon dioxide associated with Herefordshire's entire electrical energy consumption.</p>
<p>8 Improve existing data on Council transport use and identify opportunities to reduce the environmental impact; (TU) ☺</p>	<p>A comprehensive Staff Transport survey to all staff attracted an excellent response rate of 48%. Results are now feeding into a Staff Travel Action Plan. This aims to increase choice and reduce single occupancy car use. The Social Care and Education Transport Teams are now co-located at Blackfriars to enable joint working. Scheduling software is now in place and is moving into the operational stage.</p>
<p>9 Reduce risk relating to the Council's tenant management and the property portfolio and increase tenant awareness (PM) ☺</p>	<p>New external tenants now fill in 'Environmental Risk Assessment for tenants (GEMOP TQ30)' relating to their operations. Asbestos policy has been written and circulated to internal tenants and smallholdings. Customised Property Management Files have been produced and distributed to all internal tenants/Officers in Charge of Buildings.</p>

10 Scope opportunities for integration of GEM into corporate performance management. (CPM) ☺	The new Head of Performance Management has attended GEM team meetings. She is looking at the options for streamlining and co-ordinating performance reporting, including that on GEM. Bimonthly reports to Environment Management Team and the GEM group. Six monthly reports to Cabinet member and Environment Scrutiny.
11 Build on existing work to protect and enhance biodiversity on Council owned land. (BIO) ☺	A preliminary assessment of the environmental designations of land owned or managed by the Council was undertaken in March 2004. This included Highways, Parks, Education and Property land currently digitised on GIS.

The GEM programme only captures some of the Council's environmental work. Here are a few highlights of other work though the year that has helped to improve Council environmental performance and profile. These clearly demonstrate the way that services right across the authority are responding to the Council's corporate objective to protect the environment.

Scheme	Description	Lead
Bridge-It scheme	Groundwork staff are now based with Economic Development, offering subsidised events and advice to local businesses to improve their environmental performance.	Economic Development, P&C
Bridge Sollars bridge replacement	This project was undertaken in close co-operation with the Environment Agency and English Nature to protect the River Wye, a Site of Special Scientific Interest, and avoid work in the river at sensitive periods.	Engineering Services, Env
Castle Pool	Investigation of the options for dredging the pool and using water from a borehole rather than the main river.	Parks & Countryside, P&C
Eco schools	The number of Eco-schools registered in the county has risen from 20 (March 2003) to 39 (March 2004) The number of Eco-schools awards has risen from 6 to 8 over the year.	Environmental Sustainability Unit (ESU), Env
EnviroAbility	Have entered into a contract with WCR to collect recyclables door to door in the Ross area, raising their profile and extending recycling levels.	Learning Disability Day Service, SCSH
Herefordshire Business Partnership	Runs popular seminars for local businesses on environmental subjects such as waste	Environmental Health, Env
ISO 14001	Extended certification to cover Learning Disability Day Opportunities in July 2003. Extended to cover ICT services and further Council premises with Property Management Files in February 2004.	Co-ordinated by ESU, Environment
Planit Green	The Marshfield Centre are developing an advice centre for ecological paints and building materials at their Leominster site.	Learning Disability Day Service, SCSH
West Midlands Environmental Index	In top quintile for Local Authorities in the West Midlands Environmental Index 2003 and 2004 (brought out by 'Business in the Community')	Co-ordinated by ESU, Environment
Whitecross High School PFI	High environmental specification were set for this major project. Negotiations with the preferred bidder are progressing.	Education & Property Services

GEM group, May 11th 2004

Performance on GEM targets due in 2003/4

O	T	Target text	Lead Manager	Lead Officer	Due date	Progress	Done?	Completed	File ref
01	1	Increase the guidance available to managers and Officers in Charge on waste.	T Lindsey Jones	L Garner/ S James	01/03/2004	Completion of follow up waste audit delayed as staff reallocate to tilting for segregated waste collection. Waste audited as part of GEM site audits. Procedure for Officers in Charge on waste and office recycling updated. (29/3)	<input checked="" type="checkbox"/>	31/03/2004	
01	2	Expand office paper recycling scheme to further Council sites, subject to the availability of cost-effective external collection.	T Lindsey Jones	S James/ L Garner	01/03/2004	Recycling bins offered to Officers in Charge of Buildings (OICs) by ESU. Contract signed with Dave Baker includes further materials. OICs circulated in August and Dec with info on this. Scheme now covers 29 offices a week and sales of bags are up by 88%. (27/3)	<input checked="" type="checkbox"/>	01/03/2004	
01	3	Scope feasibility of extending use of on-screen authorisation, thus reducing need for paper forms	J Bates	E Pawley	01/03/2004	A number of options are still being explored but implementation has been delayed due to delays in getting the platform operational. Now target 1.4 in GEM programme for 04/05.	<input type="checkbox"/>		
01	4	Encourage reduction in paper use via information on use of computer systems such as on-screen correction, and reuse such as old envelopes for internal use	ESU/ Chris Jones	Nick Winwood/ Managers	01/11/2003	GEMgen in Sept looked at tips and pitfalls. These were expanded in updated "What is GEM" leaflet Dec 03. (6/1)	<input checked="" type="checkbox"/>	06/01/2004	
01	5	Increase use of recycled paper products	Contracts Panel	ESU	01/09/2003	Policy supporting use of 100% recycled paper circulated by Mary Tittle + results followed up. Promotion of WMS recycled products in GEMgen in June and Aug. Figures on uptake received from WMS and will be followed up by Mary Tittle's team.(27/3)	<input checked="" type="checkbox"/>	15/08/2003	
02	1	Undertake a drainage survey at Broad St Car park, Leominster	C Birks	A Terry	01/10/2003	Completed. Mick Morris, Car Parking Manager, briefed by Andrew Terry and set of drawings to be sent. Follow up work on bids to improve the drainage will take place in the New Year.(11/03)	<input checked="" type="checkbox"/>	03/11/2004	Estates Section
02	2	Review salt provision in all locations and develop plans for storage improvements at Thom and elsewhere	S Oates	T Davies	01/09/2003	Stock reduced at external locations to make covering easier. Stock increased at Kingsland & Burcott (covered) plus emergency stock held by M50 (uncovered) and Pontnillas (covered). Negotiations re provision at Thom continue. Law has now changed to make salting a duty. Winter Maintenance Leaflet for public issued Jan 04. (26/1)	<input checked="" type="checkbox"/>	01/09/2003	
02	3	Develop plans for new depots at Ross and Bromyard with improved specifications for lorry washing, storage etc	C Birks	A Terry	01/03/2004	Delayed by decisions by S Oates on salt barns and HJS on requirements and modes of working. Now target 6.6 in 04/05 GEM programme re Bromyard depot. 27.3	<input type="checkbox"/>		

O T	Target text	Lead Manager	Lead Officer	Due date	Progress	Done?	Completed	File ref
03	1 Integrate relevant GEM information into the IoSH course for Officers in Charge and Heads of Service	R Reed	T Marsh/J Clarke	01/06/2003	Done. John Clarke has notes of training course (1/7)	<input checked="" type="checkbox"/>	11/06/2003	
03	2 Develop use of PS01s to record environmental incidents and near misses	R Reed	T Marsh/J Clarke	01/05/2003	Forms amended in light of new legislation and now headed 'Accident, Incident and GEM report form'. Forms due to be computerised and on intranet in April 04 when Personnel moved offices. Once computerised, forms which ref GEM will automatically route to ESU (6/1/04)	<input checked="" type="checkbox"/>	29/12/2003	Council/Corporate Health & Safety
03	3 Review in-house environmental emergency preparedness needs post HCS externalisation		T Marsh/J Clarke/M Thomas	01/03/2004	Several services would call upon HJS vehicles and spill kits in the case of spills on car parks. Assistance with emergency preparedness is written into the Service Level Agreement with HJS.	<input checked="" type="checkbox"/>	01/12/2003	
04	1 Use the desk top studies of the 3 closed waste disposal sites for which the Council has currently known environmental liability to inform future action and present to Cabinet member	A Tector	B Chartres	01/03/2004	Leominster: seeking Environment Agency approval for monitoring changes & undertaking methane oxidation trials. Strangford: Desk Top Study (DTS) & consultant report in. Dward - DTS complete. Action Plans for all 3 now in place. Cabinet Member approval not required at present as measures within current budget. Work is still ongoing and capital bid for Leominster submitted. (29/3)	<input checked="" type="checkbox"/>	04/02/2004	
04	3 Set up GIS system capable of storing, A Tector viewing and aiding with the interpretation of contaminated land data	A Tector	B Chartres	01/05/2003	Software (Groundview) installed. Monitor-Pro software bought for contaminated land monitoring and in use. Taking part in Council wide GIS review - report submitted to Information Policy Group. (27/8)	<input checked="" type="checkbox"/>	15/06/2003	
05	2 Ensure that good environmental standards are built into the procurement of contract and professional services	G Dunhill	S Gyford	01/09/2003	ISO 14001 commitment is built into the Service Level Agreements with both HJS and Owen Williams but detail is not yet clear in all areas. Ongoing work will be required in this important area. HJS have ISO 14001 certification visit booked for April 04. (29/3)	<input checked="" type="checkbox"/>	03/09/2003	
05	3 Develop and deliver environmental procurement training for client and monitoring officers		T Marsh/R Manise	01/02/2004	No register of client and monitoring officer in place and no Procurement Officer in post for most of year. Procurement strategy due for overhaul in spring 04.	<input type="checkbox"/>		
05	4 Run an Ecosense course targeted at Council suppliers and tenants	T Marsh	LA 21 Officer	01/12/2003	Now part of the Groundwork project, based at Ec Dev at Plough Lane. Information on courses and lectures widely distributed to local firms/SMEs. HJS process for checking env competence of sub contractors in place, including request for env policies. (20/3)	<input checked="" type="checkbox"/>	03/11/2003	
06	2 Report to Cabinet Member for the Environment and Environmental Scrutiny on performance against GEM objectives & targets	S Gent	T Marsh	01/06/2003	Report on GEM and performance on 2002/3 targets considered. Full year report due June 04.	<input checked="" type="checkbox"/>	13/06/2003	Committee papers

O T	Target text	Lead Manager	Lead Officer	Due date	Progress	Done?	Completed	File ref
06	3	Improve accessibility and user friendliness of GEM information on the intranet	T Marsh	S Lloyd	01/07/2003	Binders have been phased out and hyperlinks used instead. A diagram format is being trialled at present (29/3)	<input checked="" type="checkbox"/>	01/07/2003
06	4	Improve information for staff so it is easier to understand which aspects and procedures are relevant for their service.	T Marsh	S Lloyd	01/07/2003	Aspects list and register overhauled and impacts standardised Directorate Aspects proforma developed and piloted. 3 year review of Aspects started in March 2004. (29/3).	<input checked="" type="checkbox"/>	01/07/2003
06	5	Run seminar on noxious weeds with input from DEFRA	ESU/DEFRA		01/08/2003	Student placement with ESU from July helped organise this. Seminar with guest speaker from DEFRA was well attended and well received on 8/9/03 . Revised guidance on methods of control issued Dec 03. (7/1)	<input checked="" type="checkbox"/>	08/09/2003
07	1	Develop spreadsheet for energy consumption information for all operational properties within the annual Asset Management Plan submitted to ODPM.	C Birks	A Ball	01/07/2003	Energy costs for 02/03 reported in Asset Management Plan for 81% of operational property area. Stark Energy Monitoring & Targeting System database purchased to cover consumption & all operational properties. First populated with those properties with full data set for BV180a; historical data for other properties is now being entered. (2/7)	<input checked="" type="checkbox"/>	01/12/2003 BVLPP & AMP July 2003
07	2	Identify worst performing buildings, potential improvements and funding options to carry these out	J Burton	C Eldridge	01/03/2004	Done via BVP 180a process. Stark software package to improve data link with WMS now installed and being populated with data. Reports showing poorly performing buildings now starting to be produced (27/1). Proposal for extra finance from Carbon Trust submitted but rejected in this round.. Transferrec to target 4.4 in 04/05 GEM programme.	<input type="checkbox"/>	
07	3	Establish a system for monitoring and evaluating water consumption to become operational for 2004/5	J Burton	C Eldridge	01/03/2004	Initial consumption data received from Welsh Water. Numerous gaps and inconsistencies in set. (27/8) Second subset received Jan 04 shows similar problems. Rolled into target 4.4 in 04/05 GEM programme.	<input type="checkbox"/>	
07	4	Investigate options to increase the percentage of renewables in the energy supply agreement	J Burton	C Eldridge	01/11/2003	100% renewables from Npower via WMS secured for all sites for 12 months: sub 100 kW from December 2003 and over 100kW sites from Oct 03. (7/10) 100% renewables contract secured by Street lighting in early 2004. (29/3)	<input checked="" type="checkbox"/>	09/09/2003 J Burton
07	5	Encourage purchase & use of energy and resource efficient computer equipment, such as flat screens and double sided printers	J Fisher	S Thraves	01/03/2004	Info sheet on flat screens produced and in use by IT. IT Equipment Purchasing Procedure is currently being finalised. IT responsibility for spec of IT equipment now clear. (27/1)	<input checked="" type="checkbox"/>	15/02/2004
07	6	Run scheme to reduce water use in office toilets	T Marsh	OICs/student placement	01/09/2003	Run by ESU student placement Liz Bishop in May & June 03. Results promising though not suitable for all buildings.	<input checked="" type="checkbox"/>	09/06/2003 Project report- ESU
08	1	Undertake Staff Travel survey and analyse results	J Colyer	A Barton	01/03/2004	Survey distributed to all staff in mid October: good response rate of 48%. Headline data analysis produced mid March & will be circulated in GEMgen bulletin. Full results by end of April - delayed by office move and analysis of Staff Opinion Survey. 1/6/04)	<input checked="" type="checkbox"/>	29/03/2004 GEMgen bulletin (March 04)

<i>O T</i>	<i>Target text</i>	<i>Lead Manager</i>	<i>Lead Officer</i>	<i>Due date</i>	<i>Progress</i>	<i>Done?</i>	<i>Completed</i>	<i>File ref</i>
08	5	Evaluate the environmental impact of the council's flexible working pilot in Revs & Benefits	J Salt	S Griffith	01/03/2004	Pilot delayed.	<input type="checkbox"/>	
08	8	Undertake desktop study of potential for staggered opening of education and social care establishments.	G Dunhill	R Ball	01/08/2003	Study sent to Board meeting. Potential for staggered opening clear so purchase of Trapeze scheduling software approved.	<input checked="" type="checkbox"/>	24/06/2003
09	1	Develop guidance on the environmental specifications for future buildings specified	C Birks	J Burton	01/05/2003	Design Guidance now revised, publicised (Property Services Staff meeting 13/6) distributed and placed on Property's 'Master docs' folder. (29/3)	<input checked="" type="checkbox"/>	03/06/2003
09	2	Overhaul Asset Management Plan and further integrate environment and sustainability within it	C Birks	A Ball	01/07/2003	Asset Management Plan now passed by CXMT & Cabinet. Scored Good - top rating.	<input checked="" type="checkbox"/>	02/07/2003 AMP July 2003
10	1	Further develop use of the Herefordshire Partnership Appraisal tool, which includes environmental considerations	T Marsh	R Wood	01/03/2004	Meeting to discuss options took place with Forum for the Future and J Watkins in Jan 04.	<input type="checkbox"/>	
10	4	Establish extent of environmental data currently available to central Herefordshire Partnership organisations		T Marsh	01/03/2004	HP Management Group approved request in April. Written response scant and informal follow up showed data set currently poor. Now revised target 2.7 in 04/05 GEM programme (27/3)	<input checked="" type="checkbox"/>	31/05/2004
11	1	Scope the extent of environmental management in place on Council owned land	B Bloxsome	G Perrott/J Byrne	01/03/2004	This will proceed in tandem with GIS habitat mapping and will cover all Council sites digitised onto GIS (27/1)	<input type="checkbox"/>	
11	2	Develop a management plan overview for Parks and Countryside land	T Featherstone	S Wenczek	01/06/2003	Now complete and held by Parks & Countryside Service (7/10)	<input checked="" type="checkbox"/>	30/09/2003 C8-pc-fso1

Appendix 3: Herefordshire Council GEM (Good Environmental Management) Programme 2004/5

The programme was drawn up in discussion with relevant managers, officers, and the GEM group. It was approved by Chief Executive's Management Team (CXMT) on 25th May 2004 and will now be submitted to the Cabinet Member for the Environment for approval.

Progress on the targets will be tracked bimonthly by the corporate GEM group. This will be fed into the Council's performance monitoring. Evidence of completion will be needed.

To keep the size of the programme manageable, not every initiative that contributes to the objectives is included as a specific target.

However mid year and full year reports to the Cabinet member and Environment Scrutiny include information on other plans or initiatives that further the objectives, so please keep the ESU and your Directorate GEM Lead Officer informed of developments.

Guide to programme table

Objectives (in bold) Based on the Council's major environmental impacts, focused on those over which we have direct control

Targets Specific, SMART, contribute to achievement of objective

Lead Manager Responsible for ensuring Lead Officer has the time and resources to complete the task on time

Lead Officer Individual responsible for completing the target

Start date Date from which the GEM group will monitor progress on the target

End date Date when target is due for completion

Lead directorate Directorate taking the initial action

Participating dirs Directorates who will be affected and must act in response to the initiative for the target to succeed

Objective & Targets	Lead Manager & Lead Officer	Start date (month)	End date (month)	Lead Dir	Participating Dirs
1 Reduce waste generated by Council services by 1%¹ and increase levels of recycling and the use of recycled material (WM)					
1.1. Publicise and expand office recycling scheme to cover 90% of major ² Council sites.	Waste Manager Recycling Officer 1769			E	All
1.2 Map waste reduction initiatives within Learning Disability then further develop & publicise them	G Cook G Morris 373200	1/04	7/04	SCH	-
1.3 Extend Council requirements re use of recycled paper to HJS printing service	C Birks W Hancock 0989	3/04	6/04	E	-
1.4 Scope feasibility of extending use of on-screen	A Blundell	10/04	3/05	P&C	All

¹ Baseline figure of 35 tonnes per week is based on the maximum capacity of sulobins and bags collected from Council sites in 03/04.

² Over 20 staff

authorisation, thus reducing need for paper forms	E Pawley 0771						
1.5 Pilot networking photocopiers at Brockington and Plough Lane	P Bailey M Tittle 0597	02/04	07/04	CSS	-		
2 Improve environmental performance of the Council by working with partners, suppliers and contractors (CP)							
2.1 Undertake survey of major suppliers, then provide information to relevant contractors on Council environmental requirements	M Rosenthal Procurement Officer/ Contracts Panel	2/04	9/04	CSS	All		
2.2 Ensure revision of Procurement Strategy sets clear environmental standards.	M Rosenthal J Eades/ Contracts Panel	4/04	7/04	P&C	All		
2.3 Work with Herefordshire Jarvis Services (HJS) and Owen Williams (OW) to develop tender specs, Key Performance Indicators and monitoring regimes relating to sustainability	Support Services Manager Partnership & Programming Manager/HJS/OW	3/04	6/04	E	-		
2.4 Secure HJS and OW certification to ISO 14001, as set out in the Service Delivery Agreement	As 2.3	9/03	5/04(HJS) 6/05 (OW)	E	-		
2.5 Secure effective HJS/OW supply chain management with regard to env man standards	As 2.3	4/04	10/04	E	-		
2.6 Work with our suppliers, including WMS, to improve the range of products meeting Council environmental requirements and increase purchasing of them	Contracts Panel/WMS/ESU	6/04	1/05	P&C	All		
2.7 Evaluate environmental policies of central Herefordshire Partnership organisations to feed into HP Review	HPEAG G Perrott/M Burton	5/04	9/04	E	-		
2.8 Further develop use of the Herefordshire Partnership Appraisal tool, which includes environmental considerations as part of HP review	T Marsh M Burton	4/04	12/04	E	All		
2.9 Establish effective links between partner EM systems to agreed standards	As 2.3	3/04	6/04	E	HJS/OW		
2.10 Review winter service plan and procedures including footways and secondary routes, salt storage and provision (see 2.3)	S Oates T Davies 1776	2/04	9/04	E	HJS		

3 Promote the Council's environmental initiatives and increase the awareness of Council staff of their environmental impact and role in GEM (TA)						
3.1	Run CRIS report on GEM related training requirements identified through SRD and address needs.	A Attfield B Willson 3503	6/04	9/04	CE	-
3.2	Report to Cabinet Member for the Environment and Environmental Scrutiny on performance against GEM objectives & targets in 03/04	S Gent T Marsh	4/04	6/04	E	All
3.3	Improve accessibility and user friendliness of GEM information on the intranet and web site	T Marsh S Lloyd	3/04	6/04	E	-
3.4	Train in-house CEEQUAL assessor and put forward major engineering capital project for award.	M Jackson S Barton 0784	3/04	12/04	E	-
3.5	Encourage Council employees to consider 'green' alternatives for their homes and gardens through initiatives like 'Plan it Green' in Leominster.	G Cook L Ferguson 01568 614772	4/04	3/05	SCH	-
3.6	Arrange seminars relating to environmental issues and initiatives for staff	Various via CPD	4/04	3/05		All
3.7	Increase the number of Eco-schools with awards from 25% to 35%	M Burton L Arnold	4/04	3/05	E	Ed
4 Achieve a 1% reduction in energy use in operational council property³ and maintain the use of energy from renewable sources; (ECW)						
4.1	Achieve a 1% decrease in energy use (BVPI 180a: per meter squared and weather corrected) from 2002/3 baseline across all operational properties.	J Burton C Eldridge	4/04	3/05	E	All
4.2	Co-ordinate the Herefordshire Partnership Climate Change Strategy for Herefordshire.	T Marsh R Wood	10/03	9/04	E	-
4.3	Work with WMS to continue the supply of 100% renewables via the energy supply agreement	C Birks J Burton	9/04	1/05	E	-
4.4	Use Stark to identify worst performing buildings; explore potential improvements and funding options to carry these out	J Burton C Eldridge	04/04	03/05	E	All
4.5	Collect and enter water data into Stark to enable	J Burton	04/04	03/05	E	All

³ Current focus on significant energy users: not all small or infrequently used sites are included

mapping of water use per head or per square metre.	C Eldridge							
4.6 Roll out energy star requirements across Council IT hardware purchases	J Holmes	4/04	3/05	PC	All			
4.7 Investigate feasibility of generating electricity from gas from at Stretton Sugwas closed landfill site.	A Tector B Chartres 0542	3/04	9/04	E	-			
5 Reduce the environmental impact of Council transport use through the Staff Travel Plan and other initiatives (TU)								
5.1 Develop and adopt Staff Travel Plan	R Ball A Barton 3007	5/03	6/04	E	All			
5.2 1% decrease in staff business mileage per head claimed (BVPI Golden Threads/ Resources)	G Dunhill GEM Team	4/03	3/05	E	All			
5.3 Increase expenditure on public transport / cycling claimed by staff by 5% per head (BVPI Golden Threads/ Resources)	G Dunhill GEM Team	4/03	3/05	E	All			
5.4 Undertake a flexible working pilot in Revs & Benefits and evaluate the environmental impact	J Salt S Griffith 0396	9/04	3/05	CT	-			
5.5 Review staff car parking, as agreed in the county wide car parking strategy	S Oates	1/04	12/04	E	All			
5.6 Reduce the total number of vehicles deployed at two high schools by 10%, with effect from the start of the new school year in Sept 04.	G Salmon A Blackman 0927	4/04	10/04	Ed	-			
6 Reduce environmental risks relating to the Council's property portfolio and tenant management (PM)								
6.1 Develop a framework for environmental issues relating to industrial estates management and lettings.	A Hext A Terry 1526	11/03	6/04	E	-			
6.2 Finalise leases and monitoring arrangements with HJS and FOCSA for all depots	S Gent/M Williams	3/04	6/04	E	-			
6.3 Implement action plans for the 3 closed waste disposal sites for which the Council has currently known environmental liability with regard to contaminated land	A Tector B Chartres 0542	4/04	3/05	Env	-			
6.4 Review other potentially contaminated Council owned sites over 5 year rolling programme in	A Tector	12/02	7/06	Env	Potentially All			

accordance with the adopted Inspection Strategy	B Chartres 0542					
6.5 Review salt storage and provision in all locations and seek funding for storage improvements.	S Oates C Birks	1/04	10/04	E	HJS	
6.6 Develop plan for new depot at Bromyard with improved specifications for lorry washing, storage etc	S Oates/C Birks	12/03	12/04	E	HJS	
6.7 Submit capital bid to improve drainage at Broad St Car park, Leominster	C Birks A Terry 1526	3/04	5/04	E	-	
6.8 Submit capital bid to members to replace crematorium	A Tector D Ravenscroft 1996	1/04	5/04	E	-	
6.9 Consider environmental impacts when consolidating deployment of staff & link to acquisitions/disposal policy.	C Birks Managers	1/04	3/05	E	-	
7. Build on existing work to protect and enhance biodiversity on Council owned land. (B)						
7.1 Digitise the establishment boundaries of properties the Council owns or has an interest in (excluding Highways land)	A Ball J Wood 1534	1/04	6/04			
7.2 Scope the extent of environmental management in place on Council owned land	T Marsh R Wood	3/04	10/04	E	P&C	
7.3 Enlarge database of flora and fauna on commons	G Thompson T Hulme 01568 798326	11/03	8/04	E	P&C	
7.4 Obtain FSC (Forest Stewardship Council) certification for Council commercial and countryside woodlands.	Forestry Commission G Thompson	11/03	9/04	E	P&C	
7.5 Review hedge cutting /nesting bird protocol for PROW and Highways and undertake any training required.	S Oates R Hemblade/S Davies	4/04	6/04	E	-	
7.6 Clarify responsibilities for Roadside Nature Reserves	S Oates HNT/P Jobson 1997	5/04	7/04	E	-	
8. Further integrate GEM into corporate performance management. (CPM)						
8.1 Review Capital Scheme Selection Process and strengthen appraisal of environmental issues.	A Tanner/ A Ball/ S Cameron/ M Burton	5/04	9/04	CT	All	

8.2	Computerise PS01s to improve monitoring of environmental incidents and near misses	D Johnson J Clarke 0448	1/04	9/04	CSS	All
8.3	Integrate GEM into Risk Assessment rollout	A Smith A Rewell 0295	6/04	2/05	CT	E
8.4	Develop Environmental Strategy for the Council, drawing on Herefordshire Partnership strategies	T Marsh R Wood	4/04	6/04	E	P & C
8.5	Undertake sustainability appraisal of the Revised Deposit UDP	D Nicholson P Russell 0166	1/04	5/04	E	-
8.6	Establish way forward for SEA (Strategic Environmental Assessment Directive) requirements across the authority, when government guidance released, starting with report to CXMT	CXMT ESU	4/04	8/04	E	All
8.7	Look at requirements and gaps in environmental baseline data needed for SEA	C Botwright P Russell	6/04	6/05	E	P&C
9 Roll out scope of ISO 14001 certification to cover all Council activities and services by Feb 2005.						
9.1	Review significant environmental aspects and their control at Directorate level	GEM Leads/ESU	3/04	6/04	E	All
9.2	Waste and Transportation join ISO 14001 scope	A Tector/S Oates Managers/ESU	4/04	7/04		
9.3	Remaining Council activities and services join ISO 14001 scope	Managers/ESU	8/04	2/05		
9.4	Close out 80% of non-conformances identified within 2 months (Internal Audit and CAFs)	T Ford GEM Auditors/Managers	4/04	3/05	CT	All
9.5	Achieve 80% of GEM targets by due date.	Lead Officers Lead Managers	4/04	3/05	E	All

ESU, 26/5/04

WASTE MANAGEMENT

Report By: Director of Environment

Wards Affected

Countywide

Purpose

To provide an update on the current performance of the Waste Collection Contract, Integrated Waste Management Contract and to outline the implication of the Municipal Waste Management Strategy for Herefordshire.

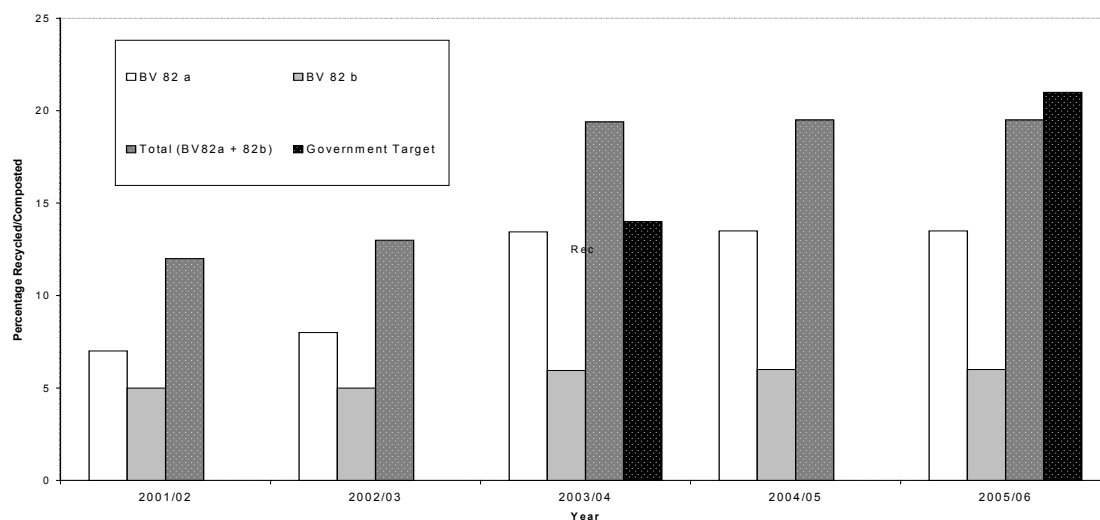
Background

1. The report details the performance of the Council's Integrated Waste Management service. The report provides information on the Council's recycling/composting performance and details the current position with regard to the Integrated Waste Management Contract. Whilst the report is split into broad performance areas the collection and disposal contracts are interrelated and the performance of one area may be dependent on performance in another area. For example kerbside collection recycling is dependent on both the Collection contract and the ability of the Materials Recycling Facility (MRF) at Rotherwas to sort and complete the recycling process, the MRF is of course part of the Waste Disposal Contract. In addition consultation on Herefordshire and Worcestershire's Municipal Waste Management closed on the 7th May 2004 and there will an oral update on the public consultation at the Committee Meeting.
2. In addition the Appendix to this report provides comparative data on the Council's performance compared to other authorities across England.

Integrated Waste Management

3. Herefordshire Council's kerbside collection and the Rotherwas MRF have effectively been running for 12 months and this report outlines the performance of that scheme and the Council's overall performance in meeting its targets for recycling and composting.
4. The Council has a number of statutory targets to meet with regard to waste management. These targets have varying timescales attached to them, however the two most immediate targets relate to BVPI 82 (a) and (b) – the percentage of household waste recycled and composted. Herefordshire Council's target for recycling and composting for 2003/04 was 14% the Council actually achieved a level of 19.4% (some 5.4% in excess of target) the Council's next recycling/composting target is for 2005/06 and is 21%. A breakdown of the recycling performance is detailed in the graph below.

Recycling/Composting Performance - Herefordshire Council



5. The Council's recycling/composting performance is essentially constructed of a number of elements. The Council's kerbside collection of recyclables, recycling and composting through the Household Waste Sites and Bring Sites run by both the Council and Voluntary Agencies. The relative performance of these schemes is detailed below.

Source of Recyclate	Percentage	Tonneage
(2003-04)		
Kerbside	3.90%	3416.49
Household Waste Sites	3.98%	3483.92
"Bring To" sites plus sundries	5.57%	4885.85
Household Waste Sites (Composting)	5.95%	
Total	19.4%	

6. The Kerbside recycling is (as outlined above) delivered through the Waste Collection contract and the Waste Disposal Contract. The Recycling and Composting undertaken through the Household Waste Sites is delivered through the Waste Disposal Contract. The Bring Sites are largely managed in-house through the Council's Waste Management.
7. It is clear that unless there is further investment in the Council's recycling and composting Herefordshire is unlikely to meet its 2005/06 target. The current performance means that the Council if it continued as at present would fall some

1.55% short of the 2005/06 target. Some investment has already been made in the expansion of kerbside collection beyond the current contract arrangements.

8. As the chart above indicates the Council is confronted with difficult questions in improving its overall performance. The greatest contribution to the recycling/composting figure is made by the Household Waste Sites with some 9.93% of all the County's waste being composted or recycled from the Household Waste Sites. The "Bring To" Sites and other sundry collections deliver a further 5.57% of the County's recycling. The lowest contribution to the County's figures comes through the kerbside collection. However the current kerbside collection is only providing a service in the urban areas (or rural areas immediately adjacent to urban areas).
9. It is evident from these figures that the Council needs to retain a balance in its methods of recycling. However the biggest gains can probably be achieved from improved performance at the Household Waste Sites and by the extension of the kerbside recycling scheme across the whole of Herefordshire.
10. The Council now supports a scheme of kerbside recycling collections in the south of the County. This has been done by using an existing scheme operated by Enviroability in Ross-on-Wye to extend their current scheme through Ross and the surrounding area on a boxed collection basis. It is expected that this particular scheme will collect some 1912 tonnes of recyclables, which will provide a figure of some 2.18% recycling. The scheme is expected to deliver particularly high participation rates because of its popularity in the Ross area and because the scheme is more comprehensive than the Council's own scheme because it operates a box collection and is capable of delivering higher tonneages. The scheme is currently funded through two routes, firstly a recycling grant and secondly through "collection credits".
11. In reviewing the kerbside collection scheme the Council is in a position to facilitate changes as the Waste Collection Contract comes up for review in July 2006. The contractors need to consider the reprocurement of their fleet and this does provide an immediate opportunity to reconsider the current collection arrangements. There appear to be a number of options available and these are detailed below outlining the pros and cons.

Option	Pros	Cons
Keep the scheme as it is now	Minimal growth in contract cost.	Unable to meet 2005/06 recycling targets. Unequal service delivery across the County. No kerbside collection of glass

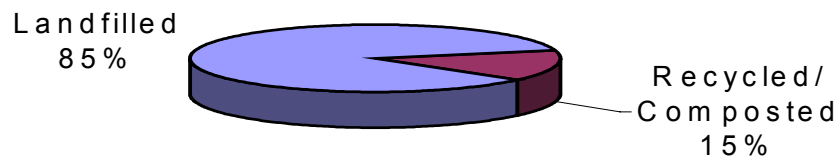
Further information on this subject of this report is available from Mr. A. Tector, Head of Environmental Health & Trading Standards (01432) 261989

Option	Pros	Cons
Extend current scheme across County	<p>Ability to meet 2005/06 recycling targets</p> <p>Equal service delivery across the County.</p>	<p>Potential for at least £500k increase in contract costs</p> <p>No kerbside collection of glass</p>
Kerbside collection across the County but on fortnightly basis.	<p>Residual waste collected fortnightly and Recyclables collected alternate weeks will lead to higher participation rates for recycling.</p> <p>Potentially lower costs</p>	<p>Public approval of waste collection service may diminish.</p>
As above but with Wheelie bins	<p>Residual waste collected fortnightly and Recyclables collected alternate weeks will lead to higher participation rates for recycling.</p> <p>Potentially lower costs</p> <p>Public approval may not be as badly affected.</p> <p>Possible ability to restrict waste growth and encourage home composting.</p>	<p>High Capital set up costs (In the order of £1 million)</p>
A weekly collection of 2 boxes (paper, textiles & cans, glass plastics), and an alternate weekly collection of their compostable waste (wheelie bin) and residual waste (wheelie bin).	<p>A similar scheme in Daventry delivered 44.3% recycling rate in 2002/03.</p>	<p>High Capital set up costs (in the order of £2 – £2.5 million)</p> <p>May not be necessary if proposed Autoclave delivers high rates of recycling.</p> <p>Likely to produce higher levels of waste.</p>

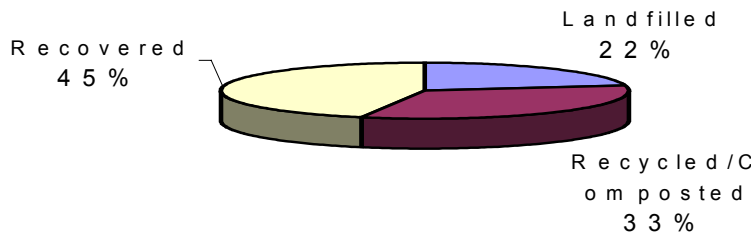
Further information on this subject of this report is available from Mr. A. Tector, Head of Environmental Health & Trading Standards (01432) 261989

12. The above options can be varied and combined in a number of cases. It is clear that one of the best methods of improving recycling is by including compostable waste in any scheme. In 2002/03, 30.2% of Daventry D.C.'s 44.3% total recycling rate was compostable waste. As such a scheme would include garden waste there are real risks that Herefordshire would see its throughput of waste increase considerably. It is noticeable that Daventry, which is only a Waste Collection Authority, collects 504 kg/head, compared with Herefordshire, which as a Waste Disposal and Collection Authority collected 459.5 kg/head for the year 2002/03.
13. The Council is, along with its partners in Worcestershire setting high targets in the Municipal Waste Management Strategy for both recycling and recovery. These targets are challenging and will require the Councils to invest in expanding the current facilities to handle waste (through the Integrated Waste Management Contract) and by maximising the other schemes, such as kerbside collection and bring sites operating in the County. These targets are detailed below.

Management of Municipal Waste in 2002/03



Proposed Management of Municipal Waste in 2015/16



Waste Management Contract

14. The Waste Management Contract continues to be in a standstill arrangement, the next standstill period ends in July. The two Council's are continuing to

Further information on this subject of this report is available from Mr. A. Tector, Head of Environmental Health & Trading Standards (01432) 261989

- negotiate to ensure the contract can continue at a broadly similar price and within the current contract.
15. The proposed levels of recycling and recovery will need to be considered carefully. Should the proposal for an Autoclave process at Madley go ahead and become a facility in the Council's contract with Mercia Waste Management through its operating company Severn Waste Services, and the process delivers recycling at the level the company claim, then the Council will exceed the recycling targets and the recovery targets will also be met. Even if the Autoclave process is unable to deliver the levels of recycling predicted then providing the fibre is recovered it is likely that the Council will be able to achieve its landfill diversion targets and the recycling targets.
 16. As detailed above the Household Waste Sites are clearly crucial to meeting targets and provide a relatively cheap method of delivering high levels of recycling and composting. Work done through the Joint Municipal Waste Management Forum have shown that in national terms the Household Waste Sites could deliver far higher levels of recycling and composting. Work is already being undertaken to try and improve the performance of these sites.
 17. In the short-term the Council is confronted by a dilemma. The Council essentially has two options it can:
 - a. Ignore the 2005/06 recycling target and wait for its contractor Severn Waste Services to deliver facilities that will allow the Council to meet its targets after 2005/06, through a process such as an Autoclave. Such an approach would require minimum investment in kerbside collection.
 - b. It could expand the kerbside collection right across the County and meet the 2005/06 targets for recycling, although the costs attached to such an approach may be high.
 18. In weighing up the two options several issues need to be taken into account. The Council essentially has two sets of targets to meet; recycling and landfill diversion. The second recycling target has to be met for 2005/06 and will require an increase in performance of some 1.6%. This target is likely to met comfortably if, for example, the Council extended its kerbside collection to cover 100% of properties in Herefordshire rather than the current 50%. On current estimates the extension is likely to cost in the order of £500,000. It is feasible that by pressing the current arrangements to operate more effectively the 1.6% could be achieved with some extra resource being concentrated around improving participation rates for the kerbside scheme. There is a risk that this extra 1.6% could not be achieved and the target for 2005/06 would be missed.
 19. Whilst the recovery target for the Council is slightly longer-term, the first target date is 2010 when the Council has to have reduced the biodegradable waste to 75% of that produced in 1995, by 2013 the waste should be reduced to 50% of the 1995 levels and by 2020 it should be reduced to 35% of the 1995 levels. The current recycling and composting arrangements alone will not meet these levels and the County will require facilities such as an Autoclave, Incinerator or Mechanical Biological Treatment Plant to deliver these particular targets.

20. The Waste and Emissions Trading Act has introduced a Trading Scheme as a means to ensure compliance with the EC Landfill Directive that requires the UK to reduce the amount of biodegradable municipal waste it sends to landfill.
21. The Landfill Allowance Trading Scheme targets are for biodegradable municipal waste and there will be severe financial penalties for failing to comply (£200 per tonne, approximately 4 times the current cost to landfill).
22. Defra states that: Waste Collection Authorities will need to work very closely with waste disposal authorities to ensure that the allowance system works effectively and that the Landfill Directive targets are met. Waste collection authorities and waste disposal authorities will also need to work together to discuss the most effective diversion strategy for their area and plan the management infrastructure to achieve the necessary diversion. Provisions in the Waste and Emissions Trading Act require waste disposal and waste collection authorities (with some exceptions) to produce a Joint Municipal Waste Management Strategy to ensure a partnership approach to local waste management planning.
23. To date interim targets have not been set but to ensure targets are met it may be necessary for both Herefordshire and Worcestershire to set their own targets to ensure progress can be made towards the targets.

Municipal Waste Management Strategy

25. The Joint Municipal Waste Strategy for Herefordshire and Worcestershire "Managing waste for a Brighter Future" has been subject to wide public consultation since the beginning of the year, the closing date for consultation being the 7th May 2004. A report on the consultation process is to be considered by the Herefordshire and Worcestershire Joint Members Waste Forum on the 27th May. An update on the outcome of this meeting will be provided at the the Environment Scrutiny Committee Meeting.

RECOMMENDATION

That the report be noted.

Background Papers

- None identified.

APPENDIX 1

	Cost of waste collection per household (BVPI 2002-2003)			
	75th Percentile	Median Percentile	25th Percentile	Average
All	38.69	33.44	28.95	36.36
London Borough	46.03	37.87	29.67	41.82
Metropolitan Authority	31.41	28.53	24.05	34.37
Unitary Authority	40.02	32.94	29.48	35.74
District Authority	38.65	34.02	29.71	N/A
County Councils	N/A	N/A	N/A	N/A
Herefordshire 2002/03	33.4		Herefordshire 2003/04	36.22
			Herefordshire 2003/04 – Cost of kerbside recycling collection (including bonuses, and overheads).	86.55 <i>(This does not include disposal costs)</i>

	Cost of waste disposal per tonne for municipal waste (BVPI 2002-2003)			
	75th Percentile	Median Percentile	25th Percentile	Average
All	40.48	35.42	31.48	36.36
London Borough	46.18	44.23	41.25	41.82
Metropolitan Authority	38	32.92	29.07	34.37
Unitary Authority	40.13	35.49	30.23	35.74
District Authority	N/A	N/A	N/A	N/A
County Councils	38.97	35.39	32.4	36.42
Herefordshire 2002/03	55.12		Herefordshire 2003/04	

Further information on this subject of this report is available from Mr. A. Tector, Head of Environmental Health & Trading Standards (01432) 261989

	Kg of household waste collected per head (BVPI 2002-2003)			
	75th Percentile	Median Percentile	25th Percentile	Average
All	513	444	389	451.25
London Borough	500	462.63	421.8	459.95
Metropolitan Authority	517	466.51	438.84	476.64
Unitary Authority	557.4	522.87	500	527.45
District Authority	438	401.06	367	403.37
County Councils	568	539	522.66	544.59
Herefordshire 2002/03	459.5		Herefordshire 2003/04	496.56

	Household waste - percentage recycled (BVPI 2002-2003)			
	Average	75th Percentile	Median Percentile	25th Percentile
All	10.79	13.34	10.31	7.98
London Borough	9.56	13.4	9.4	6.51
Metropolitan Authority	6.11	7.46	6.26	4.35
Unitary Authority	10.51	11.87	10.2	8.51
District Authority	11.46	14.05	10.62	8.1
County Councils	12	13.65	12.1	9.9
Herefordshire	10.3		Herefordshire 2003/04	13.6

Further information on this subject of this report is available from Mr. A. Tector, Head of Environmental Health & Trading Standards (01432) 261989

	Household waste - percentage composted (BVPI 2002-2003)			
	Average	75th Percentile	Median Percentile	25th Percentile
All	2.95	4.9	1.6	0
London Borough	1.64	2.77	0.35	0
Metropolitan Authority	1.68	2.73	1.33	0
Unitary Authority	4.44	5.98	3.787	2.42
District Authority	2.02	2.23	0.2	0
County Councils	6.51	8.2	6.18	5.06
Herefordshire 2002/03	5.1		Herefordshire 2003/04	5.7

Further information on this subject of this report is available from Mr. A. Tector, Head of Environmental Health & Trading Standards (01432) 261989

CAPITAL PROGRAMME 2004/05**Report By: DIRECTOR OF ENVIRONMENT****Wards Affected**

Countywide.

Purpose

1. To inform the Committee of the latest position with regard to the Environment Capital Programme for 2004/05.

Considerations

2. The Capital Programme for 2004/05 is set out in the attached Appendix 1 which gives details of the individual schemes. At the end of the Appendix is listed a number of bids being considered for approval for funding from Prudential on 17th June 2004. When the outcome of these bids is known the Capital Programme will be finalised.
3. The programme has been largely based on the 2004/05 Local Transport Plan.
4. The total amount available for the Capital Programme is therefore expected to be £12,643,720 plus any sum approved from the Prudential Borrowing.
5. The largest element of funding comes from the S.C.E (R) or supported capital expenditure (Revenue) which has replaced the old Basic Credit Approval following the introduction of the Prudential Code.
6. The Capital Programme for 2004/05 will inevitably change during the year as the sums allocated for individual schemes are reviewed and revised.

RECOMMENDATION

THAT the report confirming the Environment Capital Programme be noted.

BACKGROUND PAPERS

- None identified.

Environment General

Scheme	Provisional Budget for 2004/05	Forecast of Requirement for future years	
	£	2005/06 £	2006/07 £
Non LTP:			
Minor Highways Schemes - Improvements			
Bye Street - Improvements			
Completing the jigsaw cap Exp			
Sec 106 Agree - Friar St	37,630		
LPSA improving road safety	7,036		
LPSA improving road safety	96,054		
Urban Bus Challenge - WyeSMoves	774,000		
Countywide			
LTP - Traffic Calming	110,000	50,000	
LTP - Minor Safety Improvements	250,000	200,000	
LTP-Safety Cameras			
LTP - Village Speed limit reductions	33,000	30,000	
LTP - Safer Routes to schools and 20mph Zones at schools	300,000	300,000	
LTP - Vehicle activated Signs	20,000	20,000	
Monitoring	20,000	20,000	
Travel Awareness	35,000	25,000	
Green Travel Promotions	28,000	28,000	
School Travel Support	25,000	25,000	
Hereford Integrated Transport Strategy:			
LTP - Bus Priority Schemes	45,000	50,000	
LTP - PTI - Bus			
LTP - PTI - Rail		100,000	
LTP - Passenger Waiting Facilities	30,000	30,000	
LTP -Christmas Park and Ride	20,000	20,000	
Park & Ride - Sites Analysis	22,000		
LTP - Cycle Network Development	70,000	80,000	
LTP - Pedestrian Crossing Improvements	5,000	5,000	
LTP - Pedestrian Route & Disabled Access Imps	35,000	25,000	
LTP - Rotherwas Integrated Access	15,000	50,000	
LTP - Travel Centre (STDP)	20,000		
LTP - WyeS Moves Contribution	5,000		
Rural Areas & Market Towns Int Trans Strat:			
LTP - PTI - Rail	68,000	100,000	
LTP - Public Transport Information Access Points	35,000	50,000	
LTP - Passenger Waiting Facilities	40,000	40,000	
LTP - Network of Cycle Routes and Cycle Pkg	80,000	80,000	
LTP - Pedestrian and Disabled Access Imps	15,000	20,000	
LTP - Rural Footway Improvements	60,000	60,000	
Pembridge By-Pass	5,000		
LTP - Quiet Lanes			
LTP - Monitoring			
Major Minor Schemes:			
LTP - Rotherwas Access Road	915,000	550,000	

Environment General

	Provisional Budget for 2004/05	Forecast of Requirement for future years	
		2005/06	2006/07
Scheme	£	£	£
LTP - Roman Road	3,100,000	933,000	
LTP - Rural Low floor Bus Project	500,000		
LTP - Staff costs to be allocated over LTP	301,000	301,000	
Capitalised Maintenance:			
Capitalised Maintenance of Principal Roads	1,200,000	2,010,000	
Capitalised Maintenance of Non-Principal Roads	3,272,000	2,950,000	
Footways - Footways	550,000	390,000	
Capitalised Ass'ment & Strength of Bridges	500,000	500,000	
Other schemes			12,049,000
Gross Expenditure	12,643,720	9,042,000	12,049,000
Year End Creditors b/fwd			
Year End Creditors c/fwd			
Expenditure to be Financed	12,643,720	9,042,000	12,049,000
Financed By:	£	£	£
SCE (R)	(11,072,000)	(9,042,000)	(12,049,000)
Objective 2 MTSTI		(97,000)	
Objective 2 Rotherwas Integrated Access	(15,000)		
Objective 2 Rural Transport Startegy	(62,000)		
Objective 2 Rotherwas Access Road	(490,000)		
Objective 2 - SRTS	(35,000)		
LPSA	(103,090)		
Private Developers Bus Priority Scheme	(15,000)		
Private Developers Traffic Calming	(40,000)		
Section 106 Friar St	(37,630)		
Urban bus chall wyes moves grant	(774,000)		
	(12,643,720)	(9,139,000)	(12,049,000)

Bids waiting for approval on the 17/6, to be funded by Prudential borrowing

Crematorium Hereford	600,000	800,000	800,000
Hereford Cemetery	100,000		
Leominster Closed Landfill Site	45,000		
Public Toilets Improvements	150,000	150,000	150,000
Rotherwas Access Road		500,000	500,000

**ENVIRONMENT REVENUE BUDGET 2004/05 AND
OUTURN 2003/04****Report By: Director of Environment****Wards Affected**

County-wide

Purpose

1. To inform members of the latest position with regard to the Environment Budget for 2004/05 following the formal approval of the Council's budget.

Considerations**Outturn 2003/04**

2. Although the outturn figures for 2003/04 are not yet finalised, an underspending of approximately £371,000 is expected to be brought forward. Decisions will be taken on the allocation of this sum between services when the carry forward is confirmed.

Further brief comments on the 2003/04 outturn are as follows; -

Environment

- (a) The anticipated out-turn for the Environment Programme area overall shows an underspending of £851,000. However, as the underspending on the Waste PFI contract of £480,000 is transferred to balances, the carry-forward into 2004/05 is reduced to £371,000. The Waste PFI underspending was partly because volumes were lower than expected (£180,000) and because £300,000 provided for the costs of the contract following re-negotiation was not needed.
- (b) Environment General, including highways, shows a net overspending of £97,000 after excluding the underspending on the Waste PFI. The main variations are the increased income from new roads and street work fees (£78,000), and the increased cost of public rights of way (£21,000), street lighting (£23,000) and public conveniences (£61,000). The road maintenance budgets were approximately £67,000 overspent.
- (c) Further underspendings have occurred in crematorium (£62,000) and cemeteries (£62,000), due largely to increased income, and street cleansing (£23,000).
- (d) Environment Regularity shows an underspending of £31,000.

Further information on the subject of this report is available from David Keetch on (01432) 260227

Underspendings on most services were offset by spending on street trading. When this budget was transferred from Economic Development, only the income budget was transferred.

- (e) Planning Services underspent by £437,000 largely owing to additional fee income (£206,000) and Building Control staff savings (£82,000). In addition, a proportion of the Planning Development Grant for 2003/04 will be carried forward into 2004/05 (£165,000).

A full report on the Council's outturn position will go to Cabinet in July.

Budget 2004/05

3. The Council approved a budget of £23,369,485 for the Environment Programme Area, including allocations of £1,154,000 for Central Support Services. This total is increased by £314,250 by a transfer from the Property Programme Area following the reallocation of staff costs arising out the improving the service exercise. The total budget therefore becomes £23,683,485.
5. In addition to the effects of inflation, the following adjustments were made to the 2004/5 Environment budget: approved by the Council

	£000
Addition for the increase in property related insurance costs	21
Waste Management PFI Contract (including £300,000 to meet additional costs following renegotiation)	830
One-off use of reserves for highways maintenance in 2003/04 not available for 2004/5	-100
TOTAL ADDITION TO THE BUDGET	<u>751</u>

RECOMMENDATION

THAT the report confirming the Environment 2004/05 budget be noted.

BACKGROUND PAPERS

None identified.

BEST VALUE REVIEWS – IMPLEMENTATION OF IMPROVEMENT PLANS

Report By: Performance Officer

Wards Affected

County-wide

Purpose

- 1 To report the remaining actions and the exceptions to the programmed progress in the improvement plans resulting from the reviews of Development Control, Public Conveniences Public Rights of Way and Highway Maintenance.

Financial Implications

- 2 There has been no variation to the financial implications identified in the individual Improvement Plans.

Background

- 3 In response to comments from Members and Officers, the reporting arrangements have been developed by consolidating the reports and only reporting on exceptions to the programmed actions. That is, where actions have been completed earlier than programmed or where the timetable has not been met.
- 4 Appendix 1 of this report covers the following improvement plans:
 - Development Control
 - Public Conveniences
 - Public Rights of Way
 - Highway Maintenance

RECOMMENDATION

THAT members note and comment on, where appropriate, the implementation of the improvement plans.

BACKGROUND PAPERS

- None

Further information on the subject of this report is available from Bob Barker, Performance Officer on 01432 260985

DEVELOPMENT CONTROL

Priority	Outcome	Action	Milestones	Officer(s)	By When	Progress	Indicator for Improvement
High	Improved speed of applications and responsiveness of service	Produce IT strategy for Development Control	Include use of web and Herefordshire website, MVM, GIS, potential of document management system Exchange of information with internal consultees	Head of Service in liaison with IT	September 2002	Project plan to update MVM and improve functionality currently being implemented. Working to develop use of MVM. GIS, and improve web capabilities underway in accordance with IEG programme. Rollout of new hardware, software has been completed, together with the input of historical data is under way. Council planning website is now integrated with ODPM Planning Portal.	BV109 – Determine applications within 8/13 weeks and new Best Value Indicator 205 - Quality of Service checklist.
High	Improved speed of applications and responsiveness of service	Review and update Highway Design Guide		Lead Planner Transportation / Consultant	December 2003	Being prepared by Own Williams	BV109 – Determine applications within 8/13 weeks

PUBLIC CONVENIENCES

Priority	Outcome	Action	Milestones	Officer(s)	By When	Progress	Indicator for Improvement
High Priority – 2003/5	Improved provision of facilities	Refurbishment programme which will include survey of each PC site, determine level of provision and cost, consultation with local members, submit capital bid for the programme spread over 5 years	Westbury St, Leo. completed. Feasibility study being carried out on Union Street.	HOS Property	Starting in 2003 and completed in 2007	In line with the new Jarvis Partnership and Directorate Restructure. Capital bid for Improvement Programme to be considered as part of budget round for 2004/05. Investigate potential for match funding.	Public perception indicator

PUBLIC RIGHTS OF WAY

Priority	Outcome	Action	Comment	Officer(s)	By when	Progress	Indicator for Improvement
High	Improved focus of resources	<p>Write policy and strategy for future delivery of the service to include:</p> <ul style="list-style-type: none"> • Where resources should be focussed • How to meet the requirements of the Disability Discrimination Act • Business plan with targets • An enforcement policy and strategy • The creation of an Asset Register • How to promote PROW 	Resource Implications - Identify funding to pay for consultancy work, DDA cost implications, promotion of network, creation of asset register.	SO/MJ / and others	December 2002	Initial research started on Enforcement Strategy. Now in draft form. Strategy published for consultation. Closing date for comments 11 June 2004	BV178 Ease of use of Rights of Way
High	Increase throughput of Diversion Orders	<p>Research, devise and write a fast-track method for determining applications for Diversion Orders</p>	Staff time – possible offset through income generation. Now part of strategy.	RH/MM	1/7/02	New procedures to be put in place July 2004.	
Medium		<p>Assess extending Parish Path Partnership and review progress annually – including investigating the possible part funding from Parishes through precept</p>		RH / TMW / Herefordshire Association of Local Councils	31/3/02	Parish Partnership Schemes revised. Stricter financial controls put in place and closer monitoring of outputs.	

HIGHWAY MAINTENANCE

Priority	Improvement Area	Action	Targets and Outcomes	Officer(s)	Start Date	Programmed completion date	Progress	Indicator for Improvement
High	Best Practice procedures	Develop integrated IT systems including reporting via the "web" - in liaison with IT section (contribution to e-government). Links to "Info in Herefordshire". [Best Value Inspection Recommendation]	Target - all service areas covered in compliance with e-government targets. Outcome - Improved customer responsiveness. Efficiency improvements in responding to defects to achieve higher maintenance standards.	BH/IT/FM/RH /DJP	Apr-02	April 2004	Web pages relating to street scene management operational from 8 June 2004.	Improved public perception PI

MONITORING OF 2003/2004 PERFORMANCE INDICATORS – FULL YEAR APRIL 2003 TO MARCH 2004

Report By: Director of Environment

Wards Affected

County-wide

Purpose

1. To update Members on progress made by the Environment Directorate for the full year April 2003 to March 2004 towards achieving all of the performance indicators / targets which appear in the Council's Performance Plan.

Financial Implications

2. All expenditure in respect of performance indicators / targets is from approved budgets.

Content

3. The report of the targeted performance is attached at Appendix 1 for Members' consideration.
4. Also included, are the proposed targets for 2004-2007. Where it is noted that there is no requirement to provide targets then the indicator has been deleted or is under review by the ODPM.

RECOMMENDATION

THAT the monitoring report in relation to the 2003/2004 local and national performance indicators be noted, subject to any comments which Members may wish to raise.

BACKGROUND PAPERS

- None

PIs 2003/4 Actuals and 3 Year Targets

ENVIRONMENT

National: Best Value

Ref	Target/Indicator	Target 2003/4	Actual 2003/4	Target 2004/05	Target 2005/6	Target 2006/7
	Strategic objective					
BV82a	Percentage of the total tonnage of household waste arisings which has been recycled	13.62%	13.45%	14.0%	14.4%	15.2%
BV82b	Percentage of the total tonnage of household waste arisings which has been composted	5.74%	5.95%	Indicator being amended - Target 6.36%	6.6%	7.4%
BV82c	Percentage of the total tonnage of household waste arisings which has been used to recover heat, power and other energy sources	0%	0%	Indicator being amended - Target 0%	0%	0%
BV82d	Percentage of the total tonnage of household waste arisings which has been landfilled	80.64%	80.6%	79.64%	79%	77.4%
BV84	Kg of household waste per head per annum	524.6kg	496.56kg	515kg	530kg	546kg
	Cost/efficiency					
BV86	Cost of waste collection per household	£36.22	£38.99	£40.93	£42.99	£45.14
BV87	Cost of waste disposal per tonne for municipal waste	£68.38	£59.23	£62.19	£65.30	£68.57
BV89	Percentage of people satisfied with cleanliness standards	65%	62%	Not Collected	Not Collected	Target not yet required
BV90a	Percentage of people satisfied with waste collection	82%	89%	Not Collected	Not Collected	Target not yet required
BV90b	Percentage of people satisfied with recycling facilities	66%	67%	Not Collected	Not Collected	Target not yet required
BV90c	Percentage of people satisfied with civic amenity sites	64%	82%	Not Collected	Not Collected	Target not yet required
	Fair access					
BV91	Percentage of population resident in the authority's area which area served by a kerbside collection of recyclables - Target dependant upon the completion of MRC	56%	56%	59%	59%	59%
BV199	Local Street and Environment Cleanliness – percentage of sites below Grade B – i.e. predominantly free of litter and refuse except for some small items.	36%	34%	33%	32%	31%

Pls 2003/4 Actuals and 3 Year Targets

Local:

Ref	Target/Indicator	Target 2003/4	Actual 2003/4	Target 2004/05	Target 2005/06	Target 2006/7
	Street cleaning quarterly cleanliness index – based on existing contract requirements	80.33	Replaced by BV199	Indicator deleted		
	Number of missed bins – all rounds (not including trade) based on 2 per round per week	46	32.1	44	42	40
	% of days public conveniences facilities closed	0.87%	1.15%	1.15%	1.10%	1.0%

HIGHWAYS AND TRANSPORTATION

National: Best Value

Ref	Target/Indicator	Target 2003/4	Actual 2003/4	Target 2004/05	Target 2005/06	Target 2006/7
	Service delivery outcome					
BV96	Condition of principal roads - % worse than condition threshold	3%	3.85%	Indicator being amended – targets not required yet		
BV97a	Condition of non-principal roads - % worse than condition threshold	32%	58.01%	51%	44%	37%
BV97b	Condition of non-principal roads - % worse than condition threshold	28%	38.74%	44%	39%	35%
	Road safety					
BV99a(i)	Number of pedestrians killed or sustaining serious injury in road accidents per 100,000 population	15.66	8.16	Not required	Not required	Not required
BV99a(ii)	Number of pedestrians sustaining slight injury in road accidents per 100,000 population	36.16	29.14	Not required	Not required	Not required
BV99b(i)	Number of pedal cyclists killed or sustaining serious injury in road accidents per 100,000 population	9.92	6.99	Not required	Not required	Not required
BV99b(ii)	Number of pedal cyclists sustaining slight injury in road accidents per 100,000 population	28.46	22.73	Not required	Not required	Not required
BV99c(i)	Number of two wheeled motor vehicle users killed or sustaining serious injury in road accidents per 100,000 population	19.83	15.15	Not required	Not required	Not required

PIs 2003/4 Actuals and 3 Year Targets

Ref	Target/Indicator	Target 2003/4	Actual 2003/4	Target 2004/05	Target 2005/06	Target 2006/7
BV99c(ii)	Number of two wheeled motor vehicle users sustaining slight injury in road accidents per 100,000 population	27.86	29.72	Not required	Not required	Not required
BV99d(i)	Number of car users killed or sustaining serious injury in road accidents per 100,000 population	75.16	50.12	Not required	Not required	Not required
BV99d(ii)	Number of car users sustaining slight injury in road accidents per 100,000 population	291.08	352.58	Not required	Not required	Not required
BV99e(i)	Number of other vehicle users killed or sustaining serious injury in road accidents per 100,000 population	9.39	6.99	Not required	Not required	Not required
BV99e(ii)	Number of other vehicle users sustaining slight injury in road accidents per 100,000 population	42.68	59.44	Not required	Not required	Not required
BV100	Local authority road works per kilometre of traffic sensitive road	0.1	0.4125	0.2	0.2	0.2
BV102	Local bus services (passenger journeys per year)	3,810,000	3,946,746	3,820,500	3,889,000	3,925,000
BV103	Percentage of users satisfied with the provision of public transport information	50%	48%	Not Collected	Not Collected	Target not yet required
BV104	Percentage of users satisfied with local bus services	50%	51%	Not Collected	Not Collected	Target not yet required
	Fair Access					
BV165	The percentage of pedestrian crossings with facilities for disabled people.	93%	93%	96%	99%	99%
BV178	The percentage of the total length of footpaths and other rights of way that were easy to use by members of the public – CSS/CA Methodology used to measure	46%	43.5%	46%	47%	48%
BV180b	Average lamp circuit wattage compared with average consumption/wattage by local authorities in the UK.	Target set when National Average available	As guidance is not yet available out-turns and targets are not required			
BV186a	Percentage of principal road network not needing major repair by cost per km	150	166	168	168	168
BV186b	Percentage of non-principal road network not needing major repair by	400	235	237	264	288

PIs 2003/4 Actuals and 3 Year Targets

Ref	Target/Indicator	Target 2003/4	Actual 2003/4	Target 2004/05	Target 2005/06	Target 2006/7
	cost per km					
BV187	Condition of footways – percentage greater than threshold value for deficiency.	70%	35.83%	34.5%	34%	33%

Local:

Ref	Target/Indicator	Target 2003/4	Actual 2003/4	Target 2004/05	Target 2005/6	Target 2006/7
	Percentage of subsidised bus services operated with disabled accessible vehicles	45%	66%	75%	85%	85%
	Kilometres of rural footways constructed	1.5km	0.39km	1.25 km	1.0 km	1.0 km
	Number of accident cluster sites treated	90	59	Indicator Deleted	Indicator Deleted	Indicator Deleted
	Kilometres of new cycle route created	1km	2.0km	Indicator Deleted	Indicator Deleted	Indicator Deleted
	Percentage of signalled junctions with advanced cycle stoplines	52%	40%	Indicator Deleted	Indicator Deleted	Indicator Deleted
	Number of Penalty Charge Notices issued – amended indicator	21,000	23,046	23,000	23,000	23,000
	Percentage (Number) of Penalty Charge notice appeals cases “lost” at appeal as a percentage of those taken to adjudication	<50%	30% (17 out of 56)	<50%	<50%	<50%
	Network Serviceability					
	The percentage of major roadwork schemes that over-run the published completion date.	0%	0%	0%	0%	0%
	Network Sustainability					
	The annual expenditure for reactive maintenance to running surfaces compared with the annual expenditure for programmed structural maintenance	17.5%	17%	17%	17%	17%
	Street Lighting					
	The average length of time in repairing street light faults compared with the authorities policies and objectives	4.5 days	3.9	4.0	4.0	4.0
	Bridges					
	Number of bridges inspected to safeguard structural integrity (two year rota).	463	463	395	395	395

PIs 2003/4 Actuals and 3 Year Targets

PLANNING

National: Best Value

Ref	Target/Indicator	Target 2003/4	Actual 2003/4	Target 2004/05	Target 2005/6	Target 2006/7
	Strategic objective					
BV106	Percentage of new homes built on previously developed land	60%	69%	60%	60%	60%
	Cost/efficiency					
BV107	Planning cost per head of population	£19.69			Indicator deleted	
	Service delivery outcome					
BV109a	Determine major commercial and industrial applications within 13 weeks	60%	53%	60%	62%	64%
BV109b	Determine minor commercial and industrial applications within 8 weeks	65%	67%	65%	67%	69%
BV109c	Determine other applications within 8 weeks	80%	76%	80%	82%	84%
BV111	Percentage of applicants satisfied with the service	80%	76%	Not Collected	Not Collected	Target not yet required
	Quality					
BV188	Number of decisions delegated to officers as a percentage of all decisions	90%	88%		Indicator deleted	
BV200a	Plan Making – Have a Unitary Development Plan	No	No	Indicator may change – targets not required yet		
BV200b	Plan Making – Proposals for plan	Yes	Yes			

Local:

Ref	Target/Indicator	Target 2003/4	Actual 2003/4	Target 2004/05	Target 2005/6	Target 2006/7
	Percentage of householder planning applications determined within 8 weeks	87%	85%		Indicator deleted	
	Percentage of customers satisfied with the building control service	98%	96%		Indicator deleted	
	Publish revised deposit Unitary Development Plan	Publish revised deposit draft UDP	Published May 2004	Indicator deleted		
	Percentage of applications invalid on receipt (919 out of 3686)	<25%	24.9%	<25%	<25%	<25%

PIs 2003/4 Actuals and 3 Year Targets

Ref	Target/Indicator	Target 2003/4	Actual 2003/4	Target 2004/05	Target 2005/6	Target 2006/7
	Percentage of appeals where the Council's decision was overturned	<40%	29%	<40%	<40%	<40%

ENVIRONMENTAL HEALTH AND TRADING STANDARDS

National: Best Value

Ref	Target/Indicator	Target 2003/4	Actual 2003/4	Target 2004/05	Target 2005/6	Target 2006/7
BV166a	Score against a checklist of enforcement best practice for environmental health	90% - target amended to 56%	52.1% - figure lower because auditor advised housing to be included	Target not yet required	Target not yet required	Target not yet required
BV166b	Score against a checklist of enforcement best practice for trading standards	75% - target amended to 72%	68.3% - figure lower because auditor advised taxi licensing has to be included	Target not yet required	Target not yet required	Target not yet required

Local:

Ref	Target/Indicator	Target 2003/4	Actual 2003/4	Target 2004/05	Target 2005/6	Target 2006/7
	Customer Satisfaction levels – overall satisfaction with service	78%	78%	80%		

HEREFORDSHIRE PLAN AMBITIONS – CONTRIBUTION MADE BY THE ENVIRONMENT DIRECTORATE

Report By: Director of Environment

Wards Affected

County-wide

Purpose

1. To advise upon the Directorate's contribution to the ambitions contained within the Herefordshire Plan, in particular those relating to "protecting and improving Herefordshire's distinctive environment" and "developing an integrated transport system for Herefordshire".

Financial Implications

2. There are no direct implications as a consequence of this report. However, both direct and indirect financial contributions to activities and measures are made through existing budgets.

Background

3. The Herefordshire Plan is the Community Strategy for the County. Such plans are required under the Local Government Act 2000. It also acts as a Local Agenda 21 Plan, which Government requires Councils to produce. In September 2001 the Strategic Monitoring Committee agreed that:
 - It should receive a report on an annual basis bringing together key activities and themes in relation to the Plan that are being progressed or emerging; and
 - Individual Scrutiny Committees should receive six monthly reports setting out progress to date, work in hand and future timetables in relation to the work of the Ambition Groups undertaken by the different parts of Herefordshire Council.
4. The Environment Scrutiny Committee received its last 6 monthly report on 21st November 2003. The Strategic Monitoring Committee received its latest annual report on 13th October 2003.
5. It should be recalled that the mechanism for implementing the Community Plan is through 10 Ambition Groups established to deliver each of the ambitions contained within the Herefordshire Plan. This Scrutiny Committee has a role in scrutinising progress towards the following ambitions:
 - Protecting and improving Herefordshire's distinctive environment
 - Developing an integrated transport system for Herefordshire

Further information on the subject of this report is available from Bill Bloxsome, Chief Conservation Officer
on 01432 261783

6. These two ambitions fall to the Environment Ambition Group and the Transport Ambition Group respectively which in turn relate to the portfolios of the Cabinet Members for the Environment, Councillor Phil Edwards, and Highways and Transportation, Councillor Mike Wilson.
7. In addition there are three Golden Threads, which run right through the Plan to connect with all ambitions. These are:
 - Geographic Communities
 - Communities of Interest
 - Tools and Mechanisms
8. An updated Herefordshire Plan was published towards the end of last year. This identifies achievements and “measures of progress” since the Plan was first produced. Ambition Groups are also asked to produce Action Plans to guide their work. The Herefordshire Partnership prepares an annual report on progress outlined in “The State of Herefordshire Report”, which looks at a number of indicators to help the work of Ambition Groups. A major review of the Herefordshire Plan is to be undertaken in 2004, leading to a new Plan in 2005.

Achievements

9. Achievements of the Environment Ambition Group included in the new revision of the Herefordshire Plan include:
 - Herefordshire Biodiversity Action Plan adopted – Council officers have been involved in the preparation of this Plan and are now working with Herefordshire Nature Trust upon its implementation. Financial contributions continue to be made to this work and a review of the Biodiversity Action Plan is about to commence.
 - Development of a Climate Change Strategy for Herefordshire is underway – Councillors received a presentation on climate change in November 2003. A public consultation will take place over the summer with the aim of completing the strategy by the end of December 2004.
 - Kerbside recycling available in most urban areas of the County. Some 38,000 properties, mainly within the urban areas are covered by the kerbside collection of recyclables (approximately 50% of the County’s properties).
 - Herefordshire Rivers LEADER+ programme developed – the Directorate has sought to utilise this scheme to assist with a range of environmental projects, also attracting other external funding. The Archaeology section within the Council recently published the outcome of a pilot study in the Arrow Valley entitled Arrow Valley, Herefordshire – Archaeology, Landscape Change and Conservation. A further project has commenced within the Frome Valley.
10. Achievements by the Transport Wider Reference Group (Transport Ambition Group) are listed as:

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- New Safer Routes to Schools introduced – the number of new “Safer Routes to Schools” projects introduced rose from 4 in 99/00 to 8 in 02/03. The Transportation Unit within the Division is currently helping to develop a Government’s School Travel Initiative in partnership with the Education Directorate and local schools in order to increase the number of schools with Travel Plans.
 - New rural bus routes and more frequent services introduced – this has been possible through the availability of new grant schemes, in particular, through the Department of Transport’s Rural Bus Grant.
 - Hereford City Transport study completed – Over the past year the group has been involved in developing the long-term strategy for tackling Hereford’s transport problems through a comprehensive multi-modal study, Hereford Transport Review.
 - Herefordshire public transport website launched – this was launched on February 2003.
11. The Environment Directorate has contributed to the work of a number of other Ambition Groups. In particular in relation to achievements through the Golden Thread of Geographic Communities, the Directorate has contributed to work being advanced through the Community Development and Local Services Ambition Group of preparing parish plans. Five Parish plans have now been completed and a further 32 parishes are undertaking plans. A representative of Planning Services sits on the Parish Plan Steering group and 17 officers from the Environment directorate are nominated ‘key contacts’ for consultation purposes and to provide service information. Planning Services and the Planning Committee are adopting the planning elements of completed parish plans as interim Supplementary Planning Guidance and this has been done in 4 instances so far.

Updates

Environment Ambition Group

12. There are four ‘measures of progress’ which are referred to in the present Plan under this Ambition:
- a) Percentage of New Homes built on brownfield sites – this continues to rise (62% in 02/03, 69% in 03/04). The Environment Directorate’s influence on this measure is through the Planning System with the UDP setting the policy basis for such development and Development Control Officers and the Planning Committee implementing this through decisions on planning applications.
 - b) Percentage of household waste recycled (including composting) – again progress has been made with the percentage in 99/00 being 11.4% and in 02/03 being 15.4%. Again the Environment Directorate is directly involved with this measure. Indication is that an even greater improvement has been made to 19.4% in 03/04 due largely to the start of kerbside collection of recyclables in urban areas and the completion of refurbishment of household waste sites.

- c) Percentage of assessed areas within Sites of Special Scientific Interest (SSSIs) in 'favourable' or 'recovering' condition – the percentage has fallen from 39.7% (2001) to 32.6% (2003). The Council can only influence a small fraction of such areas. It has a duty under the Countryside and Rights of Way Act 2000 to seek enhancements to SSSIs when undertaking its duties. This can be through the Planning system, works to council land that may be SSSIs, or other works the Council undertakes or that might otherwise affect such areas.
- d) Area of land covered by Countryside Stewardship Studies – the number within the County continues to increase, from 1002 in 1999 to 1672 in 2002. The Council's Property Service seeks to assist those upon its small holdings in applying for Stewardship wherever it is able. In addition, advice upon a range of factors is provided to assist in the preparation of bids and officers have been discussing the sharing of database information with DEFRA. Two recent initiatives by the Directorate, utilising external funding, provide advice and guidance to the farming community upon conservation measures that might promote elements of the historic environment in stewardship bids. The first is the appointment of a Countryside Advisor (Archaeology) with funding from English Heritage. The second is a programme combining archaeology and landscape change, funded in combination by English Heritage and LEADER+. The pilot project for this was in the Arrow Valley and is now complete. A second project has now started within the Frome Valley. It is hoped to roll this out into the Lugg and Wye Valleys subsequently.

13. Additional contributions made by the Council towards this Ambition include:

- The major party in the financing of the Environmental Co-ordinator post. Funding is also received from a number of other agencies.
- Taking a lead role in a number of projects listed in the Ambition Groups Action Plan

Transport Wider Reference Group

14. The 'measures of progress' highlighted in the current version of the Herefordshire Plan under this ambition are:

- a) Number of people killed or seriously injured on Herefordshire's roads – this has continued to decline from 179 (1999) to 150 (2002). The Engineering and Transportation Division monitors accident statistics and identifies cluster sites bringing forward engineering and/or behavioural solutions to address problems.
- b) Number of passenger journeys per year on public buses – this saw a drop of 2.4% between 01/02 and 02/03. However, an increase is reported between 02/03 and 03/04 (see below). The Council's Bus Strategy is to maintain the supported network of bus routes.
- c) Percentage of non-principal roads in poor condition - the Council has set a target for improvement of these roads by 2005 as part of the Road Safety target of the Local Public Service Agreement (LPSA). The Highway Maintenance Plan for 2004/05 has been prepared on the basis of this target, with the aim of achieving a 3% improvement in the condition of non-principal roads between 2002 and 2005. The Government has recently revised the

specification for measuring road condition, effectively preventing direct comparison between current and historic condition indicator data. For the purposes of the LPSA a special survey will be commissioned for Herefordshire in 2004/05 to measure condition based on the same survey methodology as that employed for the 2002 baseline.

15. To a large extent the work of this Ambition Group is also monitored through the Herefordshire Local Transport Plan Annual Progress Report published annually in July. This Plan forms the current action plan for achieving this ambition. Additional achievements that were highlighted in that progress report for July 2003 include:
- 4.8% increase in cycling at prime points on the cycle network and 6.3% in numbers of cycles parked in the centre of Hereford.
 - 3.4% increase in bus passengers on rural services (which are supported by the Council) and a 5.9% increase in patronage on low floor bus services;
 - 16% decrease in the numbers of people killed or seriously injured in road traffic accidents; and
 - traffic volumes in both Hereford and the rural area have been constrained to meet the target of 1% growth from 2001 to 2002.

A new Annual report will be published in July this Year.

16. Over the past year both Ambition Groups have responded to the consultation on the Edgar Street Grid proposals. The Transport Wider Reference Group is currently considering a review of the Council's Parking Strategy and will be involved in the development of the next Herefordshire Local Transport Plan due to be published in July 2005.
17. Environmental and Transportation matters also have significant effects on the work of a number of other Ambition Groups. Reference has already been made to the links with the Community Development and Local Services Ambition Group. Examples, amongst others, of further such linkages include:
- Housing Ambition Group – developing the Housing Design Guide;
 - Business, Economic and Tourism Ambition Group – advising on planning and development matters and a joint sub-group upon Sustainable Land Use, and consultation on car parking strategy;
 - Community Safety Partnership – including road safety education, accident reduction, speed management, clearance of abandoned vehicles

Recommendation

THAT the report be noted

BACKGROUND PAPERS

- Herefordshire Local Transport Plan
- Herefordshire Plan Environmental Strategy

Further information on the subject of this report is available from Bill Bloxsome, Chief Conservation Officer
on 01432 261783

