

AGENDA

Environment Scrutiny Committee

Date: **Monday 22 March 2010**

Time: **9.30 am**

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

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

For any further information please contact:

Paul James, Democratic Services Officer

Tel: 01432 260460

Email: pjames@herefordshire.gov.uk

If you would like help to understand this document, or would like it in another format or language, please call Paul James, Democratic Services Officer on 01432 260460 or e-mail pjames@herefordshire.gov.uk in advance of the meeting.

Agenda for the Meeting of the Environment Scrutiny Committee

Membership

Chairman	Councillor RI Matthews
Vice-Chairman	Councillor PJ Watts
	Councillor CM Bartrum
	Councillor WLS Bowen
	Councillor DW Greenow
	Councillor JW Hope MBE
	Councillor MAF Hubbard
	Councillor TW Hunt
	Councillor PM Morgan
	Councillor A Seldon
	Councillor NL Vaughan

GUIDANCE ON DECLARING PERSONAL AND PREJUDICIAL INTERESTS AT MEETINGS

The Council's Members' Code of Conduct requires Councillors to declare against an Agenda item(s) the nature of an interest and whether the interest is personal or prejudicial. Councillors have to decide first whether or not they have a personal interest in the matter under discussion. They will then have to decide whether that personal interest is also prejudicial.

A personal interest is an interest that affects the Councillor more than most other people in the area. People in the area include those who live, work or have property in the area of the Council. Councillors will also have a personal interest if their partner, relative or a close friend, or an organisation that they or the member works for, is affected more than other people in the area. If they do have a personal interest, they must declare it but can stay and take part and vote in the meeting.

Whether an interest is prejudicial is a matter of judgement for each Councillor. What Councillors have to do is ask themselves whether a member of the public – if he or she knew all the facts – would think that the Councillor's interest was so important that their decision would be affected by it. If a Councillor has a prejudicial interest then they must declare what that interest is. A Councillor who has declared a prejudicial interest at a meeting may nevertheless be able to address that meeting, but only in circumstances where an ordinary member of the public would be also allowed to speak. In such circumstances, the Councillor concerned will have the same opportunity to address the meeting and on the same terms. However, a Councillor exercising their ability to speak in these circumstances must leave the meeting immediately after they have spoken.

AGENDA

	Pages
1. APOLOGIES FOR ABSENCE	
To receive apologies for absence.	
2. NAMED SUBSTITUTES (IF ANY)	
To receive details any details of Members nominated to attend the meeting in place of a Member of the Committee.	
3. DECLARATIONS OF INTEREST	
To receive any declarations of interest by Members in respect of items on the Agenda.	
4. MINUTES	1 - 12
To approve and sign the Minutes of the meeting held on 23 November 2009.	
5. SUGGESTIONS FROM MEMBERS OF THE PUBLIC ON ISSUES FOR FUTURE SCRUTINY	
To consider suggestions from members of the public on issues the Committee could scrutinise in the future.	
6. CARBON MANAGEMENT OVERVIEW	13 - 18
To provide the Committee with an overview of carbon management performance and the Council's intended action to achieve its carbon reduction targets.	
7. SUSTAINABILITY AND PROPERTY PROCUREMENT	19 - 32
To update the Committee on the procedures in place to ensure that the Council incorporates sustainability within building contracts and to advise Members of the Display Energy Certificate performance of the Council's major operational buildings.	
8. ENVIRONMENTAL EFFECT OF STAFF AND MEMBER TRAVEL TO WORK ARRANGEMENTS	33 - 42
To consider an overview of the Herefordshire Council's Travel Plan; including an update on targets for travel mode shift, and looking into the future with Plough Lane accommodation.	
9. WINTER DAMAGE TO THE COUNTY'S ROADS	43 - 46
To inform the Committee of the impact of the recent severe winter weather on the highway network and outline the strategy that is being adopted to returning the County's roads to an acceptable standard over the coming year.	
10. PROGRESS ON IMPLEMENTATION OF SCRUTINY REVIEW OF PLANNING SERVICE	47 - 52
To update the Committee on progress on implementing the Scrutiny Review of the Planning Service.	

11. PROGRESS ON ACTIONS RELATING TO THE HEREFORDSHIRE TRAVELLERS' POLICY	53 - 56
To consider progress on the actions arising from the review of the Herefordshire Travellers' Policy.	
12. PARK & RIDE (NORTH) HEREFORD SCHEME	57 - 64
To provide an update to the Committee regarding work to date on Park & Ride (North) Hereford scheme.	
13. CAPITAL BUDGET MONITORING	65 - 70
To advise the Committee on progress of the 2009/10 Environment Capital Programme within the overall context of the Council's Capital Programme.	
14. REVENUE BUDGET MONITORING	71 - 78
To advise the Committee of the financial position for the Environment budgets for the period to 31 January 2010.	
15. ENVIRONMENT & CULTURE AND REGENERATION DIRECTORATES: PERFORMANCE FOR THE NINE-MONTH PERIOD TO DECEMBER 2009	79 - 90
To update Members on the progress towards achievement of targets for 2009-10 relevant to the Environment Scrutiny Committee and contained within the Environment & Culture and Regeneration Directorates' Plans.	
16. COMMITTEE WORK PROGRAMME	91 - 100
To consider the Committee work programme.	

PUBLIC INFORMATION

HEREFORDSHIRE COUNCIL'S SCRUTINY COMMITTEES

The Council has established Scrutiny Committees for Adult Social Care and Strategic Housing, Children's Services, Community Services, Environment, and Health. An Overview and Scrutiny Committee scrutinises corporate 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

Formal meetings of the Committees are held in public and information on your rights to attend meetings and access to information are set out overleaf

PUBLIC INFORMATION

Public Involvement at Scrutiny Committee Meetings

You can contact Councillors and Officers at any time about Scrutiny Committee matters and issues which you would like the Scrutiny Committees to investigate.

There are also two other ways in which you can directly contribute at Herefordshire Council's Scrutiny Committee meetings.

1. Identifying Areas for Scrutiny

At the meeting the Chairman will ask the members of the public present if they have any issues which they would like the Scrutiny Committee to investigate, however, there will be no discussion of the issue at the time when the matter is raised. Councillors will research the issue and consider whether it should form part of the Committee's work programme when compared with other competing priorities.

Please note that the Committees can only scrutinise items which fall within their specific remit (see below). If a matter is raised which falls within the remit of another Scrutiny Committee then it will be noted and passed on to the relevant Chairman for their consideration.

2. Questions from Members of the Public for Consideration at Scrutiny Committee Meetings and Participation at Meetings

You can submit a question for consideration at a Scrutiny Committee meeting so long as the question you are asking is directly related to an item listed on the agenda. If you have a question you would like to ask then please submit it **no later than two working days before the meeting** to the Committee Officer. This will help to ensure that an answer can be provided at the meeting. Contact details for the Committee Officer can be found on the front page of this agenda.

Generally, members of the public will also be able to contribute to the discussion at the meeting. This will be at the Chairman's discretion.

(Please note that the Scrutiny Committees are not able to discuss questions relating to personal or confidential issues.)

Remits of Herefordshire Council's Scrutiny Committees

Adult Social Care and Strategic Housing

*Statutory functions for adult social services including:
Learning Disabilities
Strategic Housing
Supporting People
Public Health*

Children's Services

Provision of services relating to the well-being of children including education, health and social care.

Community Services Scrutiny Committee

*Libraries
Cultural Services including heritage and tourism
Leisure Services
Parks and Countryside
Community Safety
Economic Development
Youth Services*

Health

*Planning, provision and operation of health services affecting the area
Health Improvement
Services provided by the NHS*

Environment

*Environmental Issues
Highways and Transportation*

Overview and Scrutiny Committee

*Corporate Strategy and Finance
Resources
Corporate and Customer Services
Human Resources*

The Public's Rights to Information and Attendance at Meetings

YOU HAVE A RIGHT TO: -

- Attend all Council, Cabinet, Committee and Sub-Committee meetings unless the business to be transacted would disclose 'confidential' or 'exempt' information.
- Inspect agenda and public reports at least five clear days before the date of the meeting.
- 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.
- Access to a public Register stating the names, addresses and wards of all Councillors with details of the membership of Cabinet and of all Committees and Sub-Committees.
- Have a reasonable number of copies of agenda and reports (relating to items to be considered in public) made available to the public attending meetings of the Council, Cabinet, Committees and Sub-Committees.
- Have access to a list specifying those powers on which the Council have delegated decision making to their officers identifying the officers concerned by title.
- Copy any of the documents mentioned above to which you have a right of access, subject to a reasonable charge (20p per sheet subject to a maximum of £5.00 per agenda plus a nominal fee of £1.50 for postage).
- Access to this summary of your rights as members of the public to attend meetings of the Council, Cabinet, Committees and Sub-Committees and to inspect and copy documents.

Please Note:

Agenda and individual reports can be made available in large print. Please contact the officer named on the front cover of this agenda **in advance** of the meeting who will be pleased to deal with your request.

The Council Chamber where the meeting will be held is accessible for visitors in wheelchairs, for whom toilets are also available.

A public telephone is available in the reception area.

Public Transport Links

- Public transport access can be gained to Brockington via the service runs approximately every half hour from the 'Hopper' bus station at the Tesco store in Bewell Street (next to the roundabout junction of Blueschool Street / Victoria Street / Edgar Street).
- The nearest bus stop to Brockington is located in Old Eign Hill near to its junction with Hafod Road. The return journey can be made from the same bus stop.

If you have any questions about this agenda, how the Council works or would like more information or wish to exercise your rights to access the information described above, you may do so either by telephoning the officer named on the front cover of this agenda or by visiting in person during office hours (8.45 a.m. - 5.00 p.m. Monday - Thursday and 8.45 a.m. - 4.45 p.m. Friday) at the Council Offices, Brockington, 35 Hafod Road, Hereford.



Where possible this agenda is printed on paper made from 100% Post-Consumer waste. De-inked without bleaching and free from optical brightening agents (OBA). Awarded the Nordic Swan for low emissions during production and the Blue Angel environmental label.

HEREFORDSHIRE COUNCIL

BROCKINGTON, 35 HAFOD ROAD, HEREFORD.

FIRE AND EMERGENCY EVACUATION PROCEDURE

In the event of a fire or emergency the alarm bell will ring continuously.

You should vacate the building in an orderly manner through the nearest available fire exit.

You should then proceed to Assembly Point J which is located at the southern entrance to the car park. A check will be undertaken to ensure that those recorded as present have vacated the building following which further instructions will be given.

Please do not allow any items of clothing, etc. to obstruct any of the exits.

Do not delay your vacation of the building by stopping or returning to collect coats or other personal belongings.

HEREFORDSHIRE COUNCIL

MINUTES of the meeting of Environment Scrutiny Committee held at The Larruperz Centre, Grammar School Close, Station Approach, Ross-on-Wye, Herefordshire, HR9 7AQ on Monday 23 November 2009 at 9.30 am

Present: Councillor RI Matthews (Chairman)
Councillor PJ Watts (Vice Chairman)

Councillors: CM Bartrum, WLS Bowen, JW Hope MBE, MAF Hubbard, TW Hunt, G Lucas, PM Morgan, A Seldon and NL Vaughan

In attendance: Councillors PJ Edwards, AE Gray and DB Wilcox (Cabinet Member – Highways and Transportation)

27. APOLOGIES FOR ABSENCE

Apologies were received from Councillor DW Greenow and Councillor J Jarvis Cabinet Member (Environment and Strategic Housing).

28. NAMED SUBSTITUTES

Councillor G Lucas substituted for Councillor DW Greenow.

29. DECLARATIONS OF INTEREST

There were no declarations of interest.

30. MINUTES

RESOLVED: That the minutes of the meeting held 14 September 2009 be confirmed as a correct record and signed by the Chairman.

31. SUGGESTIONS FROM MEMBERS OF THE PUBLIC ON ISSUES FOR FUTURE SCRUTINY (Pages 1 - 2)

A suggestion was received by e-mail from Mrs K Johnston that the Committee review the implementation of traffic calming measures. She also raised a number of questions regarding: the policy on the enforcement of speed limits? When was the policy adopted and by whom? Has it ever been reviewed? Her suggestion and questions were circulated at the meeting.

The Head of Planning and Transportation responded that the questions were linked to agenda item 6 - Road Safety Partnership and Speed Limit Review Update. A number of the issues would be considered as part of the review of the Local Transport Plan 3. A Written response had been prepared by the Transportation Manager and this was circulated at the meeting and is attached to the minutes.

The Committee noted the written response and agreed that a number of the issues raised should be considered as part of the LTP3 review.

RESOLVED: That the various aspects of traffic calming raised by Mrs K Johnston be considered as part of the LTP3 review and the written response be communicated to Mrs Johnston.

32. SAFER ROADS PARTNERSHIP AND SPEED LIMIT REVIEW UPDATE

The Chairman referred to the following question from Mrs J Wadge, Ross-on-Wye:

Following a traffic count made at 2 crossings to Morrisons - one at Millpond Street and one further along Station Street in Ross-on-Wye, it was reported in the local paper in February 2008 that both crossings had been approved, and funding was being sought. What is the latest position regarding the provision of these pedestrian crossings? Will they be installed by Spring 2010?

Written response from: Lead Engineer (Traffic) | Local Government - Amey

Further to your enquiry re the crossings in Millpond Street and Station Street, Ross on Wye, talks are ongoing with Morrisons who are currently planning to extend their store and as part of the section 106 agreement have agreed to provide the two crossings along with a number of other improvements in the area. Unfortunately I am not aware of the time scale although I understand that it may be in the New Year.

Mrs Wadge thanked the Committee for the response.

The Committee were provided with: an overview of the West Mercia Safer Roads Partnership (SRP) and its role in helping deliver Herefordshire Council's road safety strategy; an update on proposals for a workshop on the review of the road safety strategy and an update on the progress of the review of Speed limits, and responses to specific questions raised on this subject at the meeting held 23 March 2009.

The agenda report set out the partnership members and outlined the work of the partnership, including its role in helping the Council deliver the Council's road safety strategy. To take into account the emerging national strategy, the report also identified a need to review the road safety strategy and proposed a workshop for all Council Members to contribute to the review process.

At the meeting a supplementary paper was issued based on answering a number of questions raised at the March 2009 meeting concerning: the review of speed limits in accordance with Department for Transport Circular 1/2006; issues around setting a whole estate urban speed limit and new traffic calming initiatives in Hampshire.

Mr R Reynolds, Chief Operating Officer for the West Midlands Safer Roads Partnership provided the Committee with an update on the work of the SRP in Herefordshire and progress on implementing recommendations arising from an Audit Commission review of the SRP.

During the course of debate the following principal points were noted:

- Two community concern sites had so far been identified for Herefordshire as part of the new community concern pilot scheme. An outline of the criteria used for identifying these sites was given.
- There is a need to create a greater culture of speed compliance and one aspect of the work of the SRP was to co-ordinate education work with other services and ensure a joined up approach between Councils and partners through the Local Area Agreement (LAA).

- To ensure a coordinated approach the SRP had established the Operations Forum which included representatives from all of the key partners.
- An overview of the financing of the SRP was given and the Committee noted that a potential budget deficit was being addressed.
- A range of approaches were being taken to address youth drink drivers, particularly during late night / early morning hours.
- The 'Take Control' training for motorcyclists is a successful, innovative, flagship scheme match funded by the Department of Transport. However, it received limited take-up by young drivers in Herefordshire.
- The Committee noted that where areas had street lighting there was no requirement to erect speed limit repeater signs. The Committee considered that the advisability of this should be taken up with the government.
- The Director of Environment and Culture reported that, apart from the often tragic effect to human life, accidents were costly to emergency services, health services and local authority. 117 sites had been identified in the County where improved signing/markings or intervention works could be undertaken to improve road safety. He reported that he was working up a bid to the Herefordshire Partnership for funding through the LPSA to undertake some of these works on the basis that savings could be made in the long term.
- While the SRP worked with, and helped co-ordinate the work of, other agencies it was emphasised that each agency had specific operational areas of responsibility.
- Data from a wide number of sources, including the police 'mosaic' system was used by the SRP to build a picture, by post code, of speed offences and accidents in the area to enable more focused enforcement or education work in an area.
- The 2008 road accident survey had been used to inform the roll out of a programme of low cost accident prevention schemes at high risk areas.
- The Cabinet Member (Highways and Transportation) reported that a close working relationship existed with the SRP to promote driver education. He also commented that attending the Road Peace Remembrance service at the Cathedral had been a poignant reminder of the number of accidents on the roads.
- Questioned on the Audit Commission inspection and resultant action plan Mr Reynolds informed the Committee that an action plan had been put in place to address the identified issues and the plan was reviewed every quarter.
- While there was a general downward trend in the number of deaths or serious accidents in the County it was reported that indications from the government review of the Road Safety Strategy, covering the next ten years, was that the targets would get tighter. The Cabinet Member (Highways and Transportation) warned that unfortunately due to the number of deaths so far, this year's target was unlikely to be exceeded.
- In relation to the speed limit review the Assistant Director of Environment and Culture reported that a lot of work had been undertaken in recent years and the review would build on that work. In essence it was about getting the right speed limits in the right areas and ensuring the public understood the reasons for the limits. Following the transfer of highways to Amey Herefordshire under the MAC agreement, Amey would be undertaking the review. Mr M Thomas, Service Director, Amey Herefordshire, reported that the review was being scoped and that the review would be delivered by December 2011. Members expressed concern at the length of time to undertake the review. The Assistant Director assured the Committee that speed limit work would be ongoing while the review was underway.
- The Chairman acknowledged the attendance of two representatives from Pixley Parish Council and requested that the Assistant Director Environment and

Culture re-examine the speed and safety issues first brought to Committee 24 November 2008 in relation to the current safer roads programme.

The Chairman thanked Mr R Reynolds and Mr T Pooler, Safer Roads Partnership, for attending and answering the Committee questions. He invited the Partnership to attend the March 2010 meeting to give a further update.

RESOLVED: that

- A) the report be noted and the Committee supports the Director of Environment & Culture's bid to Herefordshire Partnership for LPSA capital funding to undertake additional highway engineering works;**
- B) the Director of Environment & Culture consider taking up with Government the issue of speed limit repeater roundels;**
- C) The Road Safety Partnership be invited to the March 2010 meeting to further update the Committee on their work;**
- D) The Assistant Director Environment & Culture is requested to further examine the speed and safety issues previously raised by Pixley Parish Council**

33. HIGHWAY MAINTENANCE STANDARDS

The Committee received a report on the current highway maintenance standards and the plans that are in place to improve the long term condition of the highway network and better satisfy the needs and desires of Herefordshire's communities in regard to roads maintenance.

The Highway Network Manager reported on the current condition and targets; the approach to improving highway conditions; the operational standards for repairs and the impact of the Statutory Undertakers' Works on the condition of the County highways.

He highlighted that national statistics indicated that rural roads were resurfaced on average every 109 years. Herefordshire had about £40m worth of known maintenance against a £8m budget. While the County had half the national average of 'statutory undertaker works' this still incurred associated follow on inspections and works. Planned maintenance works were programmed against a set of criteria.

During the course of debate the following principal points were noted:

- Agriculture is a major contributor to the economy of the County, however, the size and weight of agricultural vehicles had dramatically increased over recent years with resultant increased damage to roads and drainage ditches. The Highway Network Manager reported that in the majority of cases the farmer was responsible for the maintenance of the drainage ditch with the Council having powers to do so.
- Continuing the agriculture theme it was suggested that, while not in the ownership of the Council, if unofficial passing places or lay-bys were maintained this may reduce the damage to road edges and ditches. Major land owners or large rural businesses could be approached about donating these small areas to the Council for this purpose. The Head of Planning and Transportation thought this could be looked at as part of the LTP3 review.
- While road standards were important to the County the condition of footpaths were also of concern to people.
- A number of instances were mentioned where large vehicles using Satellite Navigation Systems had used inappropriate roads. The Committee were

informed that Ordinance Survey were working with Sat Nav manufacturers to improve their systems, however, this relied on users updating their systems and using the roads sensibly.

- In view of last weeks major road disruption in Hereford due to the Highways Agency works on A49 Ross Road/Holme Lacy road junction, with the intelligent traffic management system being set to the default, the Committee questioned the level of liaison between agencies. The Committee were informed that the Highways Agency had informed the Council that resurfacing works were to be undertaken but had not been informed of the consequences or the likely effects. The Committee was also advised that less disruption may have occurred if the works had been undertaken in a different way. The Highway Network Manager reported that while the Council had a duty to manage the network the Highways Agency similarly had a duty to liaise fully with the Council and inform the public of major works. The Assistant Director Environment and Culture agreed that liaison could be better, particularly where major traffic routes were effected, and officers would raise this issue with the Highways Agency at their meeting on 24 November. The Cabinet Member (Highways and Transport) commented that where possible the Council notified the public of any major disruption via the local press and radio. In this instance he thought the Highways Agency could have made better use of their own public relations unit and ensured that the public and this authority had been fully informed of their intentions.
- Responding to questions on the volume of known highway maintenance and the available budget the Committee were informed that £40m had been an estimate of the total works to bring the network up to a near perfect state, which is not a realistic position. The Council had to ensure that the network was fit for purpose in line with its character and usage. The sites requiring maintenance were assessed against the criteria in the Transport Asset Management Plan (TAMP) and programmed accordingly. The backlog of works had occurred due to the historical levels of budget and increases in both vehicle weight and vehicle numbers. The Director of Environment and Culture emphasised that Council, when setting the budget, decided the budget priority to highway maintenance.
- While the overall standards of reinstatement by the statutory undertakers was good, to enhance the Councils management of statutory undertakers' works Amey Herefordshire, under the service delivery partnership MAC arrangements, will be increasing the monitoring of the utilities to ensure an improvement in the standards of reinstatement works.
- Responding to comment on the need to ensure that maintenance was carried out where the need was greatest, Mr Thomas, Amey Herefordshire, reported that Amey now had 'end to end' responsibility for highway maintenance. It was therefore in Amey's interest to ensure that a strategic approach was taken to highway maintenance by ensuring that it was properly assessed and programmed and that sub-contracts were let in a way that ensured value for money. The Director of Environment and Culture reported that if Amey achieved targets under the MAC agreement then they may be awarded a contract extension.

The Chairman thanked the Amey Herefordshire representatives for attending and answering the Committees questions and suggested that an update on Highway maintenance standards be considered for a future agenda.

RESOLVED: that

- a) the report be noted and the possibility of increasing, the number of and surface condition of, unofficial lay-bys on rural lanes be considered as part of the LTP3 review.**
- b) the Committee urges the highways department of the Council to ensure that scheduled maintenance works causing disruption to the network,**

including those by the Highways Agency, should be communicated to the local community well in advance of works commencing to ensure people are able to avoid the disruption. Any interference with the intelligent traffic system within Hereford should not occur unless full communication has already been undertaken;

- c) The Committee urges officers to take this up with the Highways Agency as a matter of urgency;**
- d) The Chairman and Vice-Chairman consider whether a further update report on highway maintenance standards be made to a meeting in April 2010.**

34. COUNCIL VEHICLE FLEET

The Committee were informed of the make up of the Council's vehicle fleet and opportunities being considered to improve the management and environmental performance of the fleet.

The Assistant Director of Environment and Culture clarified that the Council's vehicle fleet at July 2009 had been 248 and not 284 as shown in the key points summary. This had been the best available data at the time. While the table on page 22 of the agenda - 'total mileage and CO2 for vehicles' indicated that school travel and refuse disposal generated the highest levels of CO2 this was due to the stop start nature of their use. As part of the changes to waste collection, 34 new, more environmentally friendly, collection vehicles were now being operated by Focsa. The Council was working, through the school travel contracts, to improve buss fleet efficiencies.

Mr K Lloyd, Amey Herefordshire, informed the Committee about the number and types of vehicles in the Amey fleet and how the vehicles were managed. He highlighted that: the vehicles cover nearly 2m miles per year; were on average only 2 years old therefore ensuring that they were technologically efficient; vehicle tracking systems had been installed in all vehicles thereby enabling data to be collected to optimise work planning and assess driver behaviour, and speed limiters had been fitted to lorries. He also highlighted that driver awareness training was given to ensure correct driving behaviour and a new small fleet of electric Smart cars was being procured for use by staff on local journeys – one of which would be on loan for the Council to trial.

During the course of debate the following principal points were noted:

- A number of vehicles, principally highway maintenance vehicles, had since transferred to Amey under the service delivery partnership MAC arrangements.
- While the Council had set Amey a CO2 reduction target under the MAC arrangement of 1.25% per annum, Amey had set itself a higher reduction target of 10% a year.
- The Director of Environment and Culture reported that he was due to present a report to Joint Management Team on fleet management which would include CO2 issues.
- In view of questions raised at previous meetings concerning the Council's fleet, a number of members expressed their deep concern that a more rigorous vehicle management system wasn't in place and suggested that a central database of Council vehicles should be established as soon as possible to ensure that all relevant information on this valuable resource (e.g. type, age, annual mileage, mpg, emissions rating) was properly recorded, made available and managed.
- Based on the information in the report and appendix the Committee thought the Key Issues highlighted by the Energy Savings Trust Green Fleet Review contained many good points and, subject to clarification of a number of points and the possible setting of more stringent targets, supported the options for improvement as a basis for moving forward.

- A point was made that 3 or 4 year old vehicles should not be scrapped just because they are deemed old as they had a carbon footprint from when they were manufactured. The need to replace a vehicle because of its CO2 emissions needed to be balanced with its cost effectiveness and reliability to do the job.

RESOLVED: That

- a) The report be noted and the Committee strongly recommend that a central database of Council vehicles be established as soon as possible to ensure that information about this valuable resource is properly recorded and managed;**
- b) the Committee gave its qualified support to the Key issues highlighted by the EST Green Fleet Review report October 2009 (appended to the agenda report) as the basis for improving the Council's vehicle fleet; and**
- c) The Chairman and Vice-Chairman consider whether a further full report be made possibly to an extra meeting of the committee in January 2010.**

35. EXECUTIVE RESPONSE AND ACTION PLAN FOLLOWING THE SCRUTINY REVIEW OF ON-STREET PARKING

The Committee considered Cabinet's response to the recommendations made to it in the Scrutiny Review of On-Street Parking.

The Committee's On-Street Parking Review Group undertook a review of on-street parking and completed a report into its findings. The report, which made a number of detailed recommendations on policy and operational matters relating to car parking, was considered by Cabinet on 29 October 2009. Cabinet's response, together with an action plan, was included in the agenda for consideration.

The Chairman of the Scrutiny Review, Cllr MAF Hubbard, thanked Cabinet for their measured response to the findings, many of which would be actioned or incorporated into the Local Transport Plan 3 review. However, three recommendations had not been accepted and he reiterated a number of points from the review concerning Rec. 4a – Visitor Permit Scheme; Rec. 4c – parking by tradesmen while working at a property, and Rec. 4k – Use of Commercial Loading bays.

The Cabinet Member (Highways and Transportation) commented that while the current system was not perfect Rec. 4a had not been accepted as the current system did provide residents with a degree of parking flexibility. He also highlighted that a reasonable proportion of properties within parking scheme areas did have driveways. As with Rec. 4c petitions from local residents indicated there may not be wide support for the recommendation. Rec.4c he acknowledged that parking by tradesman was controlled on an adhoc basis and this would be tightened by establishing formal procedures. Referring to Rec. 4k he acknowledged the difficulty for small businesses and reported that a pilot scheme was being trialled in Ross.

It was commented that the review had focused on the City and a Member questioned whether the review group should be reformed to look at the wider issues of on-street parking in the County as originally intended. The Head of Planning and Transportation reported that many of the issues covered in the review were common to the county and therefore would be considered when the LTP3 was reviewed.

RESOLVED: That

- a) Cabinet's response to the findings of the Scrutiny Review of On-Street Parking were noted; and**

- b) A further report on progress against the actions be made after nine months with consideration then being given to the need for any further report being made.**

36. CAPITAL BUDGET MONITORING

The Committee were advised of progress of the 2009/10 Environment Capital Programme within the overall context of the Council's Capital Programme.

The Director of Resources representative presented the report and highlighted that the total of the Capital programme had reduced to £16,717,000 from the figure of £16,755,000 previously reported to Committee. This net reduction of £38,000 and the main variances were described in the report. Appendix 1 to the report set out in summary the capital budgets for 2009/10 with funding arrangements in overall terms.

Responding to questions concerning the delays to the Park and Ride scheme the Cabinet Member (Highways and Transportation) reported that having assessed various potential sites the Racecourse had emerged as the favoured site. Acknowledging that any scheme would not be self financing, a business case was being formulated to ensure that all costs were anticipated.

RESOLVED: That

- a) the report be noted and while appreciating the need to ensure value for money the Committee expressed its concern regarding the delay in implementing the Park and Ride scheme and;**
- b) a report on progress of the Park and Ride scheme be presented to the March 2010 meeting.**

37. REVENUE BUDGET REPORT

The Committee were advised of the financial position for the Environment revenue budgets for the period to 30 September 2009. The agenda report listed the variations against budget at this stage in the year and the projected outturn for the year.

The Director of Resources representative reported that the total environment revenue budget for 2009/10 had reduced to £25,904k from the amount reported to the previous meeting, which had been £26,204k. This was a net decrease of £300k and related to the Management Agent Contract (£243k) the Waste Reserve (£500k) and one-off transfers (£43k). Further detail on the budgets was contained in the agenda report and its appendix.

The Committee noted that the anticipated underspend in the environment budget would be used to offset the Councils anticipated overspend.

Questioned on the budget position for planning the Head of Planning and Transportation reported that, as set out in the report, the number of planning applications between April to September had increased by 16% over the same period in 2008. Despite this an overspend of £300k was forecast. While the new Civica system had been introduced the need for IDOX document scanning continued and this was forecast to be a budget pressure of £70k. He still hoped to resolve the document scanning issue by mid 2010 if not earlier.

RESOLVED: That the report be noted.

**38. ENVIRONMENT & CULTURE AND REGENERATION DIRECTORATES:
PERFORMANCE FOR THE SIX MONTH PERIOD TO SEPTEMBER 2009**

The Committee received an update on the progress towards the achievement of targets for 2009-10 relevant to the Environment Scrutiny Committee and contained within the Environment & Culture and Regeneration Directorates' Plans.

The Improvement Manager presented the report and commented that this was the first report to Committee using the integrated corporate performance report format, an explanation of the rating was contained in Appendix A. Appendix B gave details of the indicators. A summary of the Customer Contact Satisfaction Survey June 2008 to March 2009 was contained at Appendix C.

Questioned on the 'Respondents satisfaction cross referenced with whether they had the outcome they wanted' on agenda page 91, it was thought that, overall, customers had been satisfied with how they had been dealt with on initial contact, however, their satisfaction levels had probably fallen on being informed of the outcome of their enquiry e.g. that their planning application had been refused.

Questioned further on Appendix C and whether comparisons could be made against other local authorities, the Improvement Manager reported that not all authorities undertook the surveys and those that did undertook them at different times with variations in the questions asked.

Concern was expressed by a member regarding the current delays in telephone answering times for the Streetscene service.

RESOLVED: That the report be noted

39. COMMITTEE WORK PROGRAMME

The Committee considered its work programme.

Arising out of the external healthcheck of the scrutiny function Strategic Monitoring Committee requested that this Committee give priority to the scrutiny of transport issues which had been identified from the Herefordshire Quality of Life Survey 2008. It had also requested that all the scrutiny Committees re-examine their work programmes to ensure that matters listed for future consideration remain appropriate.

The Committee noted that two of the four issues identified (road safety and road and pavement repairs) had been addressed on this agenda. The Chairman suggested that he and the Vice-Chairman meet with the Head of Planning and Transportation and the Transportation Manager to consider: what work had already been done on Public Transport and Traffic Congestion, the most appropriate method of scrutinising the issues of concern and where they should be placed in the work programme.

RESOLVED: That

- a) **subject to the inclusion of items identified earlier in the meeting namely:**
 - 1. **Road Safety Partnership – Update**
 - 2. **Highway Maintenance Standards - Update**
 - 3. **Council Vehicle Fleet - Update**
 - 4. **Update on Action Plan following the Scrutiny Review of On-Street Parking**

5. Progress with the Park and Ride Scheme;

the work programme be approved;

- b) The Chairman and Vice Chairman discuss with the Head of Planning and Transportation how the issues of public transport and traffic congestion, identified by Strategic Monitoring Committee can best be addressed; and**
- c) The Committee work programme be reported to Strategic Monitoring Committee.**

The meeting ended at 1.55 pm

CHAIRMAN

Environment Scrutiny Committee 23 November 2009

Agenda Item 5 - Response to questions submitted by Mrs K Johnston

Has there been a scrutiny review of the implementation of traffic calming measures?

There has not been a scrutiny review of the implementation of traffic calming measures.

A review of the Council's traffic calming policy/procedures seem a suitable task and finish project for scrutiny. I comment that traffic calming is a quality of life issue as well as a road safety issue.

A review of the Council's traffic calming policy/procedures will be undertaken in the review of the Local Transport Plan and in particular the Road Safety Strategy which forms part of the LTP. A workshop is being organised for members (aiming for March 2010) to help with that review. It will consider a wider range of road safety measures than just traffic calming. I agree that many road safety measures also provide quality of life benefits as well as road safety improvements.

On speed limits my questions are: What is the policy on the enforcement of speed limits? When was the policy adopted and by whom? Has it ever been reviewed?

Speed limits are enforced by West Mercia Constabulary and the West Mercia Safer Roads Partnership. The Safer Roads Partnership will be attending the meeting today to explain its policies and recent review. It might be useful for the Environment Scrutiny Committee to invite a representative of the West Mercia Constabulary to present its policies on the speed enforcement in the County to a future meeting.

I think it should be the subject of a review as clearly there is widespread concern about the speed of traffic in local villages and the lack of effective control of this. Scrutiny could usefully examine the range of measures which can be used (Leicestershire uses a wide range, for example) and make recommendations as to the approach in Herefordshire. Indeed, I am not clear that there is a formally adopted policy or procedure and this is something I would appreciate clarification about. Is the approach to traffic calming an ad hoc one?

There is a procedure for considering the need to revise speed limits and also for considering the introduction of traffic calming. Both of these procedures will be reviewed as part of the Road Safety Strategy review. In recent years the number of traffic calming schemes being implemented has reduced as those under consideration have not met the criteria set out in the procedure. Both of these processes are managed and resultant schemes implemented by Amey. The Traffic Calming assessment is carried out every 3 years and the most recent assessment (2008/9) has only identified one scheme – Westfaling Street junction with Ryeland Street in Hereford.

Steve Burgess

19 November 2009

Transportation Manager
Planning and Transportation
Regeneration Directorate
Herefordshire Council
PO Box 236
Plough Lane
Hereford HR4 0WZ
01432 260968
sburgess@herefordshire.gov.uk

MEETING:	ENVIRONMENT SCRUTINY COMMITTEE
DATE:	22 MARCH 2010
TITLE OF REPORT:	CARBON MANAGEMENT OVERVIEW
PORTFOLIO AREA:	ENVIRONMENT & STRATEGIC HOUSING

CLASSIFICATION: Open –

Wards Affected

County-wide

Purpose

To provide the Committee with an overview of carbon management performance and the Council's intended action to achieve its carbon reduction targets.

Recommendation

THAT Environment Scrutiny note the report

Key Points Summary

- The Council's target for reduction of carbon emissions from its own operations is currently 20% by 2020, or 1.25% a year – some 400 tonnes of carbon.
- NI185, the national indicator for council carbon emissions which came in for 2008/09, is different from the previous baseline as it includes contractors and does not include other greenhouse gases.
- The Council is in the process of raising awareness of the need to put effective measures in place that will deliver the in-house target for carbon emission reductions. Projects and operations are increasingly considering carbon reduction as an integral part of their work. However, the carbon reporting framework is not currently effective at drawing this information together.
- In order to meet its target reduction the Council will need to:-
 - actively manage major contracts to contribute to the reductions needed
 - work in a co-ordinated way across Directorates in a strategic way to plan for the next decade.

Further information on the subject of this report is available from
Trish Marsh, Sustainability Manager (01432) 261930

- The Council is the Lead partner for the Herefordshire Partnership Local Area Agreement target to reduce carbon reductions from the county by 13.1% in the 3 years to March 2011 – a total of over 215 kilotonnes. NI186 covers emissions from industry commerce (c 40%), transport (c 30%), Housing (c 25%) and Land use (c 5%). The current trend shows, reductions will only be achieved to meet the target if concerted action across all sectors is taken.
- 4.9% of the LAA county target is due to be achieved by local measures. Achieving this reduction, amounting 80 kilotonnes overall or 0.5 tonnes per person, will require considerable effort.
- NI186 performance includes both the actual emissions and the leadership shown by the Partnership and Council in addressing climate change in the county.
- The county carbon reduction plan is still to be quantified. Work to upgrade the action plan is currently underway and is due for completion by the end of March.

Introduction and Background

- 1 The report is on the agenda at the request of the committee and following discussions at previous meetings.
- 2 Scrutiny has taken a sustained interest in carbon emissions; the last report was in September 2009.

Key Considerations

- 3 Carbon reductions are strongly linked to reductions in running costs. Work on climate change will help reduce council exposure to energy price rises and improve energy security.
- 4 Carbon reductions require close joint working across the Council as many different services and contractors are involved. Our major contractors such as Halo and Amey, have already set out aims to reduce carbon by 10% in 2010 and quantified planned reductions.
- 5 This overview is supplemented by more detailed reports highlighting key aspects of action in relation to carbon reductions. They are:-
 - Display Energy Certificates (DECs) – report on the efficiency of Council and School buildings including building profiles
 - Environmental effect of staff travel & Member travel to work arrangements
- 6 A separate report on Fleet Management will be considered by the Committee at its next meeting.
- 7 The tables below set out the key services, derived from figures supplied for the councils' NI185 return in 2008/09.

Property type	Total CO2 (kts)	Ranking
Schools (secondary)	Over 3,000 kilotonnes	1
Schools (primary)	Over 3,000 kilotonnes	2

Council offices	Over 2,000 kilotonnes	3
Street lighting	Over 2,000 kilotonnes	5
Leisure Centres (large pool)	Over 1,000 kilotonnes	6
Leisure Centres (no pool)	Over 1,000 kilotonnes	8
Libraries	Over 100 kilotonnes	13
Town Halls	Over 100 kilotonnes	14
Day Centres	Over 50 kilotonnes	15

Transport Group	Total CO2 (kts)	Ranking
School Travel	Over 2,000 kilotonnes	4
Refuse Disposal	Over 1,000 kilotonnes	7
Refuse Collection	Over 500 kilotonnes	9
Highways Maintenance	Over 500 kilotonnes	10
Business Mileage	Over 500 kilotonnes	11
EHTS	Over 100 kilotonnes	12
Highways	Over 50 kilotonnes	16
Social Care	Over 10 kilotonnes	17
Libraries	Over 10 kilotonnes	18
Leisure Centre	Over 10 kilotonnes	19
Rail	Over 5 kilotonnes	20

- 8 A list of planned carbon reduction actions is presented at Appendix 1. Work to quantify the impact of these actions will be undertaken in developing a three year plan for carbon reduction.
- 9 Asset Management and Property Services (AMPS) has identified that carbon emissions from the estate are likely to rise in the immediate future before falling. It is likely that the Council's buildings CO² profile will increase in the interim period (3-5 years), while we build a new HQ and roll out further organisational changes, such as:-
- a. The new climatic controls and additional space needs for the Archive service
 - b. Additional space requirements from expanded services in the Council and NHS Herefordshire
 - c. Connexions and Learning Skills Council staff to Children and Young Peoples Directorate.
 - d. Additional Customer Services provision - Info by Phone
 - e. Additional space requirements for the joint organizations. NHS Herefordshire will be occupying Council property. Currently we are not responsible for the NHS output.
- 10 Herefordshire Partnership is now actively managing the county carbon target and is working with all partners and each policy and delivery group to identify concrete actions they will take to contribute to meeting it. It is expected that the Energy Saving Trust will be shortly starting a

10 month programme to support major users in first setting baselines and targets and then ensuring that these are met. These initiatives will assist the development of the Council's overall action plan to reduce carbon.

Community Impact

- 11 The Council is charged by central government with setting a lead to the wider community to help meet the ambitious and legally binding UK targets to reduce carbon emission by 34% by 2020 to reduce the risk of dangerous climate change (Climate Change Act 2008).
- 12 Reducing carbon emissions is one of Herefordshire Partnership's top 35 priorities and a cross cutting issues for all its partners and policy and delivery groups.
- 13 There is lively community interest in climate change locally. Over 25 groups are now linked into the Herefordshire in Transition grouping.

Financial Implications

- 14 None as a result of this report. However, there is a strong link between carbon emissions and expenditure. The Council spent £3.2million on fuel and utilities in 2008/09. Initiatives to reduce carbon output also have the potential to reduce these costs.

Legal Implications

- 15 None identified

Risk Management

- 16 Climate change is predicted with a high degree of probability and a high impact in the longer term. Carbon reduction targets are contained within the Council's Corporate Plan and failing to achieve these will have implications for further funding. An action plan for these targets is being developed and quantified. As part of this process risks to delivery will be identified.

Consultees

- 17 None

Appendices

Appendix 1 – Carbon Reduction Initiatives

Background Papers

Environment Scrutiny report September 2009

Planned Carbon reduction actions within the Council (NI185) known from April 2010 onwards

The NI185 baseline for carbon emissions from council operations (including contractors) was 22,730 tonnes of carbon dioxide in 2008/09. The return for 2009/10 will be complete in July 2010. An annual reduction of 284 tonnes is needed to achieve our current 1.25% reduction target.

The following actions have been identified work to quantify the likely individual contributions will be unlikely.

Lead service	Action planned
HALO	Committed to 10% reduction in 2010. These to be achieved by measures including changing to energy efficient lighting , replacement of outdated heaters and boilers, installation of timing circuits and insulation
Amey	Committed to 10% reduction in 2010 (contractual requirement of 1.25% reduction). This will be achieved principally through the vehicle tracking systems now installed on all vehicles, purchase of more fuel efficient vehicles and a review of street lighting
ICT	Automatic switch off of office computers at end of day and after periods of inactivity using Verismic
AMPS	Mailings information about energy efficiency and renewables funding opportunities to schools
AMPS	Building Children's centre at Broadlands and Intervention centre at Lady Hawkins using the award winning eco-friendly design used first at Lady Hawkins eco-classroom last year
AMPS	<p>The Asset Management Plan commits to playing a role in meeting the council's target of a 20% reduction in carbon by 2020. Plans currently include:</p> <ul style="list-style-type: none"> • Further capital investment in HALO managed centres to include variable speed fans and improved energy efficient lighting. • Refurbishment of Widemarsh Common Sports Pavilion with improved insulation and efficient boiler. • Demolition of LEA pool. • Plans for replacement of Leominster Junior and Infants schools with new build primary school. • Initiation of new build Hereford Academy. • Completion of new build Minster College. • Demolition of buildings at Grafton Depot. • Commencement of new build Staunton on Wye school. • Demolition of St David's centre. • Extension of PowerPerfactor scheme • Tightening up on procurement conditions in respect of environmental/sustainability criteria for AMPS let contracts. <p>Ongoing programme of disposal of redundant buildings</p>
PCT	Carbon Management Strategy to be adopted as part of estates Management Strategy. NHS reduction target is a minimum of 2% per year – approx 70 tonnes for PCT sources identified thus far
Highways & Transportation	Staff Travel Plan (monitored 3 yearly and more regularly via transport claims), Sustainable Travel Promotions, School Travel Plans, Safer Routes to School, Cycle schemes, Access to Rail Stations, Public Transport promotions
Waste Collection	The new recycling scheme (from September 2009) covers nearly 100% of households compared to approx 70% covered by the previous sack and blue box scheme so mileage and thus fuel consumption has increased. However the vehicle fleet is now substantially more efficient. Also the additional recycle collected will have a positive effect on greenhouse gas emissions by reducing waste to landfill and thus methane emissions. However this impact is not included in the NI185 set.

MEETING:	ENVIRONMENT SCRUTINY COMMITTEE
DATE:	22ND MARCH 2010
TITLE OF REPORT:	SUSTAINABILITY AND PROPERTY PROCUREMENT
PORTFOLIO AREA:	RESOURCES

CLASSIFICATION: Open

Wards Affected

County-wide

Purpose

To update the Committee on the procedures in place to ensure that the Council incorporates sustainability within building contracts and to advise Members of the Display Energy Certificate performance of the Council's major operational buildings.

Recommendations

THAT Committee:

- (a) notes the steps already being taken to improve sustainability in building construction procurement;
- (b) notes the closer working relationship with HALO on strategic matters, including energy management and sustainability; and
- (c) notes the work done to date on the provision of Energy Performance Certificates (EPC) and Display Energy Certificates (DEC) for publicly accessed buildings.

Key Points Summary

- Regular strategic meetings between Council and HALO.
- Tender documentation includes sustainability.
- We are responding to the requirements of the Use of Resources section of the Comprehensive Area Assessment.

Alternative Options

- 1 There are no alternative options. This is an information report.

Further information on the subject of this report is available from
Malcolm MacAskill, Head of Asset Management & Property Services on (01432) 260227

Reasons for Recommendations

2 This is an information report.

Introduction and Background

3 Members received a report on asset management and its contribution to carbon reduction at its meeting on 2nd March 2009.

4 Committee made two recommendations:

- a) **The Committee recommend the Cabinet Member (Environment) consider entering into joint working arrangements with HALO to address/reduce the Council's energy usage/carbon footprint; and**
- b) **The Committee recommend to the Executive that when entering into a contract the contractor be given clear guidance on the need for energy /carbon management efficiency within the contract.**

5. This report aims to respond to those recommendations

6. In addition, the report includes a section on the work done to date on Display Energy Certificates for the Council's publicly accessed buildings. Appendix B shows the individual building scores and the display assessment. This information was requested by the Committee at its meeting on 14 September 2009.

Key Considerations

9 Asset Management and Property Services (AMPS) and HALO have existing regular meetings between the organisations with respect to the day to day management of the revenue and capital expenditure programmes for HALO properties. In addition to these regular meetings, AMPS and HALO now hold monthly meetings to discuss items of strategic value to both organisations.

10 Specifically, we are working with Halo to come forward with a facilities strategy for leisure provision over the next 10 years.

11 A member of HALO's senior management team has joined the Council/NHS Herefordshire partnership's Shared Property Review Group, which meets on a monthly basis to consider and discuss the joint and individual organisational accommodation needs. As a partner organisation, which works closely with the Council, the ability to discuss and share information on strategic property issues and on day to day operational matters improves the working relationship between the organisations and identifies wider opportunities for co-location and alternative methods of service delivery.

12 With reference to recommendation b) above, the Council does give clear advice to contractors regarding environmental sustainability. Section 1 of the standard contract document is attached as Appendix A. This notes the Council's requirements with respect to Environmental Sustainability:

Contractors must comply with Council policies on:

- a. In general that the contractor is expected to match or exceed the Council's Environmental Policy.

- b. Policies on use of products and materials –
 - i. No Chlorofluorocarbons (CFCs)
 - ii. Ozone depletion potential of zero
 - iii. Avoid, where possible use of Hydrochlorofluorocarbons (HCFCs)
- c. Timber procurement
- d. Waste management
- e. Disposal of unwanted material
- f. Building Insulation and Air Tightness
- g. Acoustic requirements
- h. Environmental Protection Act
- i. Hazardous Materials
- j. Asbestos

- 13 With respect to the wider sustainability agenda, as part of the work to address the requirements of the Comprehensive Area Assessment (CAA), AMPS is concentrating on the Use of Resources (UoR) assessment.
- 14 One of the three main themes of the UoR assessment is the management of natural resources, assets and people.
- 15 This theme has a number of Key Lines of Enquiry (KLOEs) to which the Council must respond.
- 16 The areas of particular interest to AMPS and the sustainability programme is KLOE 3.1

16.1 **KLOE 3.1 Use of Natural Resources**

16.1.1 **Understanding and quantifying the use of Natural Resources**

This is about whether the Council knows what natural resources it consumes in its own operations and what strategic approach it has in place to reduce the use of those natural resources.

Where we need to be:-

- The Council has a strategy which shows how it will reduce its own use of natural resources and its impact on the environment.
- The Strategy is supported by delivery plans to address climate change mitigation and adaptation, achieve energy and water efficiency and optimise the use of renewable resources.
- Other corporate plans within the Council such as the Medium Term Financial Strategy and Human Resources plans support the delivery of this strategy.
- It is working with partners in developing, implementing and monitoring plans.

16.1.2 Managing performance to reduce impact on the environment and managing environmental risks

This is about how the Council manages its performance to reduce its environmental impact. It needs to know where its big environmental impacts are and it needs to set targets to reduce these. It needs to know if it is meeting the targets and can measure progress on the targets. The Council needs to have systems and processes in place across its operations.

It is also about how the Council is delivering against a strategy to manage the environmental risks it faces or might face in the future and how effectively it works with partners to do this.

Where we need to be:-

- The council has reliable information which it uses to monitor its performance and manage progress in achieving its strategy.
- It is communicating performance against its strategy to the public, stakeholders and staff and actively engaging with them.
- It is making progress in delivering against its strategy. It is reducing its environmental impact and consumption of natural resources from its operations in line with its targets. This progress is seen across the organisation. It has quantified the risks in achieving the delivery of its strategy.
- Sustainability impact appraisals are undertaken for all major projects and programmes. Where these are negative, mitigation and impact reduction management are planned.
- The Council considers the environmental impact of its suppliers of goods and services within its commissioning and procurement decisions and is working with them to achieve improvements.

16.1.3 What we are currently doing:-

- Reviewing procurement procedures to introduce enhanced environmental criteria in accordance with the recommendations of Procurement Strategy (revised June 2009).
- A comprehensive ongoing programme of energy efficiency measures which include Boiler Energy Management Systems, improving insulation levels, variable speed fan convectors and combined heat and power installations.
- Enhancing the quality of the data used to calculate Display Energy Certificates (DEC's) and Energy Performance Certificates (EPC's) in order to improve energy management target setting.
- Calculating the effective baseline upon which N1 185 will be measured. (Carbon footprint for Local Authority Property).
- Increasing the requirement for the local sourcing of food in School catering contracts.
- West Mercia Supplies procure the Council's electricity supply and make recommendations on contract renewal with respect to the appropriate type of supply.
- Enhancing the capacity of the Facilities and Premises Management Service to support Officers in Charge to secure efficiencies in the management of corporate buildings.
- Following the recommendation of the Smallholdings Strategy in providing further support to tenants seeking to enter and progress environmental stewardship schemes.

- Supporting continuous improvement of environmental management through compliance with 1S014001.

16.1.4 What we are planning to do over the Asset Management Plan period 2009-2012:-

- Actively work with NHS Herefordshire and other public bodies to ensure optimum occupancy of shared corporate properties thereby minimising environmental impact of the property estate.
- Procuring a Biomass Strategy for the County to establish the feasibility of extending renewable energy provisions for use by the corporate estate and other large scale consumers within the County.
- Undertaking sustainability impact assessments for all major projects supported through the Council/NHS Herefordshire deep partnership. The use of the BREEAM and Passivhaus models to be explored as a basis for evaluating all new build proposals.
- Progress through the Joint Accommodation Strategy for the Council/NHS Herefordshire;
 - More efficient ways of working
 - Improved life/work balance
 - Carbon footprint improvements from reduced reliance on travel between corporate premises.
 - Enhanced remote/home/locality working opportunities.
- Working with Advantage West Midlands (AWM) to support the development of live/work opportunities at Model Farm, Ross-on-Wye.

- 17 As new techniques and technologies come forward, the tender forms and accompanying documentation are updated as appropriate to improve the Council's response to carbon reduction targets. A list of some of the technologies currently considered is given below.

Rainwater Harvesting:

- Utilisation of rainwater for recycling and application to WC flushing and landscape watering etc.

Heat Recovery (Air Systems):

- Various methods of extracting heat energy from extract air stream and applying it to supply air streams e.g. plate heat exchanger, thermal wheel, run-around coil.

Sunpipes:

- Reflective ducts used to transfer natural light into internal or deep plan spaces.

Windcatchers:

- A method of passive/natural ventilation, reliant on the stack effect through a duct/penthouse, usually roof mounted. Can also provide Night Pre-cooling Ventilation by opening up the dampers at night to pre-cool the building.

Non-touch Water Applications:

- Sensor operated taps and WC flush controls to give a regulated amount of water.

One-touch Water Appliances:

- Single touch button or handle operated taps to give a regulated amount of water.

Urinal Flush Control:

- Ceiling or wall mounted sensors to operate and control the regular flushing of single or multiple urinals.

Flow Restrictors:

- Method of restricting water flow in hot and cold water pipework and appliances to avoid wastage, via inline devices, or shower heads etc.

Natural Ventilation:

- Use of operable windows to permit summer time cooling of the interior.

18 **DISPLAY ENERGY CERTIFICATES (DEC)**

18.1 **LEGISLATIVE BACKGROUND**

18.1.1 The need to have DEC Certificates is covered under the Statutory Instrument 2007.991 The Energy Performance of Buildings (Certificates and Inspection) England and Wales 2007.

18.1.2 Under the legislation, as from the 1st October 2009, it is the responsibility of every occupier of the building affected by the regulations to display a DEC Certificate in a prominent position and clearly visible to the public.

18.1.3 The DEC shows the energy performance of a building based on the actual energy consumption as recorded annually over a period up to the last three years and the DEC needs to be updated every year. In order to calculate this performance annual meter readings are taken and floor areas calculated.

18.1.4 The legislation affects any buildings occupied or part occupied by either a public authority or an institution that provides a public service and is expected to be visited by the public and has a total floor area greater than 1000m². This total floor is defined as the total area of all enclosed space measured to the internal face of external walls.

18.2 **IMPLEMENTATION**

18.2.1 The Council engaged external consultants to carry out the survey of all Council buildings coming under the above category. This includes both owned and leased buildings with a floor area greater than 1000m². The survey must be conducted by a suitably qualified person. Neither the Council nor our strategic partner Amey has this resource.

18.2.2 As a result of this survey a report and certificate was prepared on each building and the certificate displayed in the entrance of each building. The building is given a rating of A to G, with A being excellent and G being poor. The results are shown in Appendix B.

18.2.3 After the initial report has been compiled, a new certificate is issued each year, based upon the energy consumption during the previous year. If there has been a major change to the construction of the building a new survey would also be required.

18.2.4 This survey has now been completed and the first phase of annual reviews will be completed by March 2010.

18.2.5 Only two buildings have been excluded from survey to date; these being Wigmore High School (which is now a Foundation school) and Gorsley Goffs school which has

an area of 1002m². Both these buildings are scheduled to be surveyed during the next few weeks.

18.2.6 The list of premises surveyed to date is shown in Appendix B.

18.2.7 There are no major works specifically proposed to any of the buildings except the ongoing maintenance of boilers and the building fabric. In many instances a 'G' rating was obtained, not because of the poor energy performance of the building, but because the energy was not synchronised, especially on meters to gas (LPG and oil installations on the large sites).

18.2.8 The government has proposals to extend the requirement to provide DEC certificates to include any property over 750m² in size and we will respond to that and any further changes as they are introduced.

Community Impact

19 Reduced environmental impact.

Financial Implications

20 There are no specific financial implications in respect of this information report.

Legal Implications

21 Not applicable.

Risk Management

22 Not applicable.

Consultees

23 Not applicable.

Appendices

24 Appendix A – Building Contract Tender Document Extract

25 Appendix B – Display Energy Certificate Results

Background Papers

- None identified.

APPENDIX A

BUILDING CONTRACT TENDER DOCUMENT EXTRACT

SECTION NO 1

PRELIMINARIES/GENERAL CONDITIONS

Environmental Sustainability

The Employer is registered under ISO 14001 and Contractors are expected to meet or exceed the standards set out in the Employer's Environmental Policy (copies available from Ms. T. Marsh, Environmental Sustainability Officer (Tel.: 01432 - 261930)). The Contractor is required to comply with environmental laws and the prevention of pollution on site. All Contractors with more than 5 full time employees undertaking works for the Employer will be required to produce an Environmental Policy which shall be submitted to the Architect/Contract Administrator for checking.

- A1. Fixed charge
- A2. Time related charge

Environmental Policies Regarding Materials and Products

Preference should be given to products classified as having an ozone depletion potential of zero. Products containing CFCs shall not be used. Where practical do not use products or materials containing HCFCs.

- A3. Fixed charge
- A4. Time related charge

Timber Procurement Policy

This policy covers all timber and products containing wood intended for incorporation into buildings owned by the Employer. The term timber used below includes all such products.

The Contractor shall ensure that no timber shall have derived from any species of tree that is protected under the Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES) unless the supplier can prove, by producing official documentation, that he has complied with the CITES requirements that permit trading in the particular species of tree so listed under that Convention. All timber other than recycled material shall derive from trees that have been harvested and exported in strict accordance with the applicable law(s) of the country in which the trees grew. The Contractor shall require the supplier to obtain

documentary evidence to prove such legality and to prove that the evidence does in fact match the products supplied by establishing a chain of custody from the source of the timber through to the delivery of the final product.

The Contractor shall ensure that only timber that derives from trees that were grown in forests or plantations that were managed to (a) sustain their biodiversity, productivity and vitality and (b) to prevent harm to other ecosystems and any indigenous forest dependent people is used. The Contractor shall obtain documentary evidence to demonstrate that this requirement has been met.

It is the Contractor's responsibility to produce documentary evidence, in respect of these requirements, that will enable the Employer to verify the authenticity and credibility of the claims made. The Contractor shall, if requested by the Employer, obtain independent verification of the claims being made and shall meet the full costs involved in so doing. In this context "independent" means a body or organisation that is accepted by the Employer as having the competence and capacity to provide an objective assessment of the evidence presented and as having no interests that would conflict with their duty to provide impartial advice. **One way in which the Employer will accept that the Contractor has met his obligations in proving the source of his timber is if those products are certified, by properly accredited organisations, as meeting the standards set up by the Forest Stewardship Council or such other standards set by other bodies as are listed in the Contract Specification.**

A5. Fixed charge

A6. Time related charge

Waste

Remove rubbish, debris, surplus material and spoil regularly and keep the site and Works clean and tidy.

Remove all rubbish, dirt and residues from voids and cavities in the construction before closing in.

Ensure that non-hazardous material is disposed of at a tip authorised by a Waste Regulation Authority.

Remove all surplus materials and their containers regularly for disposal off site in a safe and competent manner as approved by a Waste Regulation Authority and in accordance with the relevant regulations.

Retain waste transfer documentation initially on site and subsequently for a period of two years.

A7. Fixed charge

A8. Time related charge

Disposal of unwanted materials

Dispose of all unwanted materials by removing from site to a registered tip. Include for the payment of all costs arising, including Land Fill Tax and tip charges incurred, and provide the Architect/Contract Administrator with receipts and documentation, on request.

A9. Fixed charge

A10. Time related charge

The Contractor is reminded that he has a Statutory Duty of Care with regard to the disposal of waste under the Environmental Protection Act. The statutory duty of care imposes four main constraints:

- a): to prevent other persons committing an offence through unlicensed disposal, breach of disposal conditions or to cause pollution or harm,
- b): to prevent escape of waste material,
- c): to ensure that waste is only transferred by a Registered Waste Carrier, to a holder of a Waste Management License,
- d): to ensure that, when waste is transferred to an authorised Waste Manager, an adequate description of the material involved, and any information required by law, is maintained for a period of two years to prevent an offence under a) or b) above.

A11. Fixed charge

A12. Time related charge

Continuity of Insulation/Air Tightness

The Contractor shall comply with the requirements of Section 2 of Part L2A of the Building Regulations.

A13. Fixed charge

A14. Time related charge

The Contractor shall obtain from a suitably qualified person a certificate in respect of thermal bridging in accordance with Clause 2.1 of Part L2A of the Building Regulations. Such a certificate will

state:-

- a) that appropriate design details and building techniques have been used and that work has been carried out in ways that can be expected to achieve reasonable conformity with the specifications that have been approved for the purposes of compliance with Part L2A; or
- b) that infra red thermography inspections have shown that the insulation is reasonably continuous over the whole visible envelope. (BRE Report 176 gives guidance as to the use of thermography for building surveys).

A15. Fixed charge

A16. Time related charge

The Contractor shall undertake an air leakage test, carried out in accordance with CIBSE TM 23, to achieve a standard not worse than 10m³/hr/m² at 50 Pa. The Contractor will allow a suitable period in his programme to undertake this test in agreement with the Architect/Contract Administrator.

A17. Fixed charge

A18. Time related charge

Acoustic Requirements

A copy of the Acoustic Assessment of the New Building is included in Appendix G to this Schedule of Works. The Contractor's attention is drawn to Appendix C of the document which outlines construction detailing and workmanship guidance. The contractor should allow for complying with this information and allow for testing during the works and on completion to confirm that the acoustic insulation required are being and will be achieved.

A19. Fixed charge

A20. Time related charge

Environmental Protection Act

The Contractor's attention is drawn to the Environmental Protection Act 1990 and the Contractor and all Sub-Contractors shall comply with the provisions of the Act and observe the requirements of the Code of Practice for Waste Management - The Duty of Care, published by HMSO.

A21. Fixed charge

A22. Time related charge

Hazardous materials

Substances containing chemicals listed in the EH40 series published by the Health and Safety Executive and listing "Occupational Exposure Limits" shall be avoided if possible but if necessary shall be used in accordance with the manufacturer's COSHH statement.

A23. Fixed charge

A24. Time related charge

Paint containing lead shall not be used. Products containing asbestos shall not be used. The use of glass fibre insulation is not permitted unless it is fully enclosed from habitable spaces in polythene sacking. The use of products containing volatile organic compounds (VOC's) shall be avoided in occupied buildings. Use water based paints, stains and adhesives wherever possible.

A25. Fixed charge

A26. Time related charge

Asbestos

All work should be carried out in accordance with the Employer's Asbestos Policy. Copies of the policy are held: 1) by asbestos removal specialists who have previously carried out work for the Employer; 2) at the premises; 3) at Herefordshire Council Property Services (contact Mr. R Cheasley Tel.: 01432 261534)).

A27. Fixed charge

A28. Time related charge

Asbestos Reports for these premises have been undertaken and are included as Appendix "F" to this Schedule of Works. The presence or absence of asbestos in any area does not preclude the possibility of other asbestos being present in concealed areas which the Reports will not have identified. The Contractor must ensure that all operatives are aware of the contents of the Asbestos Reports for the premises.

A29. Fixed charge

A30. Time related charge

The Contractor must see, and sign that he has seen, the Asbestos Register held on the premises.

A31. Fixed charge

A32. Time related charge

APPENDIX B

DEC CERTIFICATE RESULTS

LIST OF PREMISES SURVEYED AS AT 31st January 2010

Premises	DEC Letter	DEC Value	NOTE
Wigmore High School		0	To be certificated
Gorsley Goffs		0	To be certificated
Bridge Street Sports Centre	B	41	→ B 41
Leominster, Infants School	B	26	
Leominster, Junior School	B	30	
Ross-on-Wye, The John Kyrle High School	B	48	
Hereford, St Martin's Primary School	B	40	
Hereford, Bishop of Hereford's Bluecoat School	B	30	Gymnasium
Ross Swimming Pool	B	44	↑ B 41
Ledbury Leisure Centre	B	38	↓ B 45
Hereford Library, Museum and Art Gallery	B	47	↓ C 62
Hereford, Town Hall	B	45	↓ C 61
Hereford, County Offices Bath Street	C	68	
Hereford, The Brookfield School	C	73	
Hereford Education Centre	C	57	↓ C 74
Leominster, The Minster College	C	62	
Hereford, St Thomas Cantilupe C E Primary School	C	60	
Hereford, St Paul's CE Primary School	C	71	
Kingstone High School	C	54	
Leominster, The Priory Offices	C	71	
Hereford Leisure Centre	C	66	↓ C 71
Hereford, Brockington Office	C	73	
Hereford, Plough Lane	C	71	
Cradley, C E Primary School	C	66	
Hereford, Holmer C E Primary School	C	62	
The Bromyard Centre	C	52	↑ B 45
Ledbury Swimming Pool	C	65	↑ C 63
Hereford, Bishop of Hereford's Bluecoat School	D	92	Main Building
Hereford, Hampton Dene Primary School	D	80	
Bromyard, Queen Elizabeth High School	D	82	Main Building
Hereford, Hayward High School (Hereford Academy)	D	92	Main Building
Hereford, Aylestone High School	D	80	Humanities Block
Hereford, Our Lady's R C Primary School	D	86	
Bromyard, St Peter's Primary School	D	94	
Hereford, Barrs Court School	D	77	↓ G 200 (new pool)
Ledbury, John Masefield High School	D	94	
Hereford, Broadlands Primary School	D	76	
Bromyard, Queen Elizabeth High School	D	82	North Building
Hereford, Aylestone High School	D	93	Main Building
Hereford, St Owen's Day Centre	E	108	
Hereford, Blackmarston School	E	120	
Hereford, Leisure Pool	E	109	↑ E 103
Hereford, St Francis, Xavier's R C Primary School	E	105	↑ D 97
Hereford, Trinity Primary School	F	142	
Leominster Leisure Centre	F	135	↓ F 137
Rotherwas, Herefordshire Council IT Contracts Section Office	G	200	
Hereford, Garrick House	G	200	
Hereford, County Records Office	G	200	
Hereford, Aylestone High School	G	200	Broadlands House
			Part of Hereford
Hereford, Oak Centre (Hereford Academy)	G	200	Academy
Lugwardine, St Mary's R C High School	G	200	
Sutton Primary School	G	200	

Premises	DEC Letter	DEC Value	NOTE
Hereford, Shire Hall	G	200	↑ C 62
Ross, The Ryefield Centre	G	200	↑ F 142
Weobley, High School	G	200	
Weobley, Primary School	G	200	
Wellington Primary School	G	200	
Ross-on-Wye, Ashfield Park Primary School	G	200	
Kingstone & Thruxton Primary School	G	200	
Peterchurch, Primary School	G	200	
Hereford, Hunderton Primary School	G	200	
Ledbury, Primary School	G	200	
Kington, Lady Hawkin's High School	G	200	
Rotherwas, Unit 3	G	200	
Kington Primary School	G	200	
Hereford, Blueschool House	G	200	
Hereford, Marlbrook Primary School	G	200	
Hereford, Lord Scudamore Primary School	G	200	
Peterchurch, Fairfield High School	G	200	

Note: G certification indicates a lack of sufficient data to make an assessment.

This can be for a variety of reasons and is not necessarily an indication of a poorly performing building.

Reasons can include:

New building with less than 1 year of data

New extension with less than 1 year of data

Incomplete meter readings

Data provided late (limited response time)

Some data held by West Mercia Supplies is not translatable

MEETING:	ENVIRONMENT SCRUTINY COMMITTEE
DATE:	22 MARCH 2010
TITLE OF REPORT:	ENVIRONMENTAL EFFECT OF STAFF AND MEMBERS TRAVEL TO WORK ARRANGEMENTS
PORTFOLIO AREA:	ENVIRONMENT AND STRATEGIC HOUSING/HIGHWAYS AND TRANSPORTATION

CLASSIFICATION: Open

Wards Affected

County-wide

Purpose

To consider an overview of Herefordshire Council's Travel Plan; including an update on targets for travel mode shift, and looking into the future with Plough Lane accommodation.

Recommendation

THAT the contents of the report are noted.

Key Points Summary

- The Council has a best practice Travel Plan and is achieving significant travel mode change.
- Challenging targets have been set for the next three years.
- Opportunities for closer working with the PCT and their Travel Plan are being pursued.
- Accommodation plans for Plough Lane will provide the opportunity to enhance the sustainable travel provisions for the site.

Alternative Options

- 1 There are no Alternative Options as a Travel Plan is best practice to encourage others to also have Travel Plans and it is a statutory requirement for new build.

Reasons for Recommendations

- 2 Not applicable.

Introduction and Background

- 3 A Travel Plan aims to reduce unnecessary travel, and promote sustainable travel, with an emphasis on reducing reliance on single occupancy car travel, to reduce the impact of travel and transport on the environment.
- 4 Herefordshire Council has had a staff Travel Plan since 2004, the key objectives are to:
 - Reduce unnecessary travel and encourage more sustainable modes of transport, by improving facilities/policies and providing information to raise awareness;
 - Create a healthier work force;
 - Reduce the impact of travel on the environment;
 - Reduce transport costs both for employees and the Council;
 - Create a better public image with local residents, business, partners and other organisations;
 - Create a better platform for the Sustainable Transport Promotions Project when encouraging others to undertake Travel Plans: to be seen to “lead from the front.”

The Travel Plan covers staff in all Council buildings but Councillors historically have not been included, and schools are not included as they and their employees are covered by the school's Travel Plan.

Key Considerations

- 5 The Travel Plan focuses on Council employees' commuter and business travel, and is supported by a dedicated budget and staffing within the Integrated Transport team. Currently, the Council and PCT Travel Plans are not integrated, despite employees sharing accommodation. The PCT has a Travel Plan but only four of their sites are covered; not including Plough Lane, and it currently has no dedicated resources for its Travel Plan.
- 6 The Travel Plan has a marketing plan to encourage more sustainable travel and to engage with employees. Promotional initiatives include: dedicated intranet site, Egroups (travel mode user clubs), Travel Choices breakfasts, materials for induction sessions, Bike doctors and one to one personalised travel planning. Infrastructure initiatives include cycle parking, lockers and car share priority parking spaces. Other provisions include the very popular Cycle Salary Sacrifice Scheme (237 bikes to date, since 2006), pool bikes and pool cars, free adult cycle training and the twoshare car-sharing database.
- 7 The priority for 2009 was to increase awareness of the Travel Plan amongst employees, through events, office visits, First Press and newly created e-groups. In 2009, 2700 cycle miles were claimed by employees using their own bikes for work journeys; this helps reduce business car miles.

8 Employee Travel Survey 2009

A comprehensive Travel Survey (ETS) is carried out every three years (as per best practice); most recently in September 2009. After a very intensive publicity campaign, the Travel Survey achieved a 34% return rate, which exceeded expectations for an on-line survey.

The targets were:

- To reduce the number of solo car commuter trips by 10% over 3 years;
- To increase the number of car-share commuter trips by 20% over 3 years;
- To increase the number of bus commuter trips by 30% over the first 3 years, and by 10% over the next 3 years (i.e. 2007-09);

- To increase the number of walking commuter trips by 30% over 3 years;
- To increase the number of cycling commuter trips by 100% over the first 3 years, and by 50% over the next 3 years (i.e. 2007-09).

Targets and actual results of Travel Plan Objectives

	NUMBER OF JOURNEYS PER RESPONDENT PER WEEK					% change since 2003	% change since 2006
	ETS 03	ETS 06		ETS 09			
	Actual	Target	Actual	Target	Actual		
Car alone*	5.881	5.293	5.646	5.082	4.801	-18%	-15%
Car sharing	1.286	1.544	1.341	1.609	1.271	-1%	-5%
Bus	0.212	0.276	0.203	0.224	0.295	39%	45%
Walking	0.966	1.255	1.184	1.539	1.629	69%	38%
Cycling	0.378	0.755	0.488	0.731	0.761	101%	56%

* For this indicator only, a lower score is desirable.

Bold inverted shows that the target has been achieved

Bold shows that the target has not been achieved

All but one of the Travel Plan's targets was achieved. Car sharing did not achieve its target this could be due to the fact that although we invest in provision of car share spaces this is not yet provided at all sites, additionally more car sharing could be achieved by more promotion over how the system works at each site; we plan to focus on this over the next three years.

Appendix 1 gives the summary of the 2009 Employee Travel Survey outlining more detail of the results. To put an environmental perspective on the reduced car use for commuting: in 2009 approximately 1,232 tonnes less CO₂ was emitted due to reduced car alone journeys compared with 2003 data.

9 Future initiatives:

The Travel Plan targets have been retained for the next 3 years, i.e. 2010 – 2012. They will be more challenging to achieve, as many employees have already changed their mode of travel. The primary focus for 2010 is to increase promotion of car-sharing and cycling; having prioritised walking in 2009. Some specific initiatives for the coming year include;

- Change your World Week, which already includes senior managers involvement, additionally involvement from two members from this scrutiny committee would be advantageous to assist with profile raising.
- Promotion of park and share/cycle from participating outlets on radial routes into Hereford.
- Bus user satisfaction project; seven volunteers who are new to bus use, undertaking a "secret shopper" role.

10 Future opportunities: Plough Lane and PCT

By 2012 it is envisaged that a new Travel Plan will have been adopted to reflect the accommodation plans for Plough Lane and our deep partnership with PCT. A new building is proposed which will act as the consolidated back office facility for the Council, PCT and Councillors. As part of the planning process and Transport Assessment, a site Travel Plan will be required. The new build for the site presents a great opportunity to have a significant and valuable improvement on the current travel opportunities for employees.

The Integrated Transport team is working with Asset Management and Property Services on the new Travel Plan; a suite of practical, promotional and monitoring initiatives reflecting best practice have been suggested for inclusion in the new Travel Plan. Additionally it is proposed that the Travel Plan should form the basis of a shared Travel Plan for all Council and PCT sites.

Best practice proposals include detailed provision for access and car/cycle provision to the site; with barrier controlled access/egress activation by swipe card, where all solo drivers have a fee deducted from their salary each day that they use the car park, with the fee proportionate to salary. Car sharers would not pay a fee to park. This would enable funds to be channeled into Travel Plan initiatives to support and encourage further mode shift; in particular the funds should be for the provision of pool cars as well as marketing, it is also possible that these funds might be available for subsidised shuttle buses from transport interchanges to Plough Lane.

Specific proposals have also been put forward for the building and employee culture change, with a continuation of current initiatives, enhanced by more pool cars and a shared travel plan intranet site for both the Council and PCT. Managers would need to adopt a revised and improved flexible working policy, including home working. This will be necessary as the new build expects to have more employees than work stations. The proposals also recommend that Councillors come under the jurisdiction of the new Travel Plan. Best practice proposals also include enhancing the current provision of personalised travel planning advice to tailor travel options to the individual.

Community Impact

- 11 The adoption and implementation of any effective Travel Plan provides two key benefits. Firstly managing its transport impacts and reducing negative impacts on the local communities in which council buildings are located. Secondly, by showing community leadership and enabling the more effective delivery of the Council's strategic transport policies for the County.

Financial Implications

- 12 None as a result of this report, however the following points should be noted:
- 13 The Transportation Team allocates an annual budget of £26,000. This has been fully committed to travel infrastructure and promotion of Travel Choices in 2009/10, and there is a dedicated staff resource.
- 14 There is a need to ensure that budget support is maintained to enable targets to be achieved. For the Plough Lane accommodation the cost of undertaking all sustainable travel infrastructure works will need to be included in the development costs of the site; with sufficient funds available for an enhanced marketing package. With most employees in one building there will be fewer travel claims and this saving could be returned to the Travel Plan to continue promotions, along with the car parking revenue.

Legal Implications

- 15 None as a result of this report.

Risk Management

- 16 The adoption and implementation of a Travel Plan represents best practice and demonstrates to the community that the council is making real efforts to reduce its transport impacts and contributing to the Carbon Reduction Strategy.

- 17 A review of the Travel Plan and adoption of a new Travel Plan will be required with the move to a single site at Plough lane. A well thought out Travel Plan should ensure that the Council effectively manages a number of risks associated with traffic generation at the site. Key policies will need to be developed which maximizes opportunities to.
- reduce traffic generation and encourage car sharing
 - discourage single occupancy car use
 - increase attractiveness of location to be accessed by pedestrians, cyclists and public transport users.
 - support increase in flexible working to reduce travel demand.

Consultees

- 18 Council employees were surveyed last September via the Employee Travel Survey to monitor changes in travel mode.

Appendices

- 19 Appendix 1: Summary Employee Travel Survey 2009

Background Papers

- None identified.

Appendix 1

Summary Employee Travel Survey 2009

This report presents the results of the Herefordshire Council Employee Travel Survey 2009 and provide comparisons with the results of previous Employee Travel Surveys conducted in 2006 and 2003 and the 'Travel Patterns' section in the 2008 Employee Opinion Survey.

The survey was launched on 14th September 2009 and carried out over 3 weeks. A total of 753 responses were received from the 2194 non – school based employees of the council giving a response rate of 34%. Of the total responses received, 691 (92%) were submitted online while 62 (8%) were paper questionnaires.

Key findings:

Section A: Your journey to and from work

- **Work location**
Most of the respondents (89%) work in Hereford (Central Hereford and out skirts of Hereford) while 12% work in market towns. 30% of respondents indicate 'Plough Lane' as their main place of work which has doubled compared to 2006 (15%). Nearly two thirds of respondents (65%) work from a single location compared to 57% in 2006.
- **Flexitime**
Over three quarters of respondents (79%) work flexi time which is an increase compared to 2006 (71%).
62% of respondents take off full days as flexi days or as time off in lieu (TOIL) which has changed little over the years. The proportion of respondents taking 1 – 4 flexi or TOIL days per year rose from 31% in 2006 to 35% in 2009 while the proportion taking 9 – 12 days fell from 37% in 2006 to 29% in 2009.
- **Start and finish times**
Two thirds of respondents (65%) start work before 8.45 am (2006, 62% and 2003, 61%) and nearly a third of respondents (31%) finish work after 5.15 pm (2006, 32% and 2003, 29%).

With little variation 'Personal preference' and 'Avoiding traffic/congestion' remain the most commonly selected start time determinants over the years and 'Work load' and 'Personal preference' remain the most commonly selected finish time determinants.

- **Journeys to and from work**
The most common distance travelled to work is 11 – 25 miles which has not changed significantly over the years. Overall average distance travelled to work is 10.3 miles (one way) has changed little compared to 10.7 miles in 2006 and 10.3 miles in 2003. The overall estimated average journey time to work is around 27 minutes (2006, 28 minutes and 2003, 25 minutes).

Accounting for 52% of total potential journeys, single occupancy car journeys are the most common method of commuting to work in a typical working

week, though the proportion has decreased continuously since 2003 (2006, 61% and 2003, 65%). Walking is the next common method of travel to work accounting for 18% of total potential journeys which is higher than previous years (2006, 13% and 2003, 11%).

211 respondents (28%) do not drive to work at all in a typical working week. This proportion has increased continuously since 2003 (2006, 20% and 2003, 18%).

Section B: Driving a car to work

- 67% of respondents who drive to work normally park at the office car park.
- Though the proportion has changed over the years, “Need the car to travel to other locations during the day” remains as the most commonly cited reason (53%) for travelling by car.
- Over half of respondents (51%) use their cars at least weekly for Council business locally while 30% use their cars for Council business further afield. Nearly a third of respondents (32%) usually car share when going to meetings.

Section C: About different methods of transport

- Different methods of travel
The most commonly quoted three reasons for not driving to work are “Health/fitness reasons”, “Most practical method to travel” and “Environmental considerations”.

9% of respondents used a pool bicycle at least once during the last 12 months which is an increase since 2006 (5%).

42% of respondents are prepared to car share as a driver and 43% as a passenger. The proportion of respondents who registered on the TWOSHARE database has increased steadily over the years but remains low at 14%.

- Travel Plan developments
The facilities most commonly rated as *very important* are “Secure cycle parking” (17%), “Lockers at work” (15%), “Showers at work” (14%) and “Salary sacrifice bicycle scheme” (13%).
“Showers at work” and “Pool car available” were the most often cited facilities which would impact on commuting less by car, but the proportions were low at 9% and 8% respectively.
- Flexible working
Over a third of respondents (35%) indicated that their work could be undertaken from home on a *full time* or *part time* basis, which is slightly higher compared to 2006 (32%). Though there are slight variations over the years, the predominant reason for not working from home is “Type of work not suitable” (39%) closely followed by “IT provision not available” (36%).

The most commonly practised flexible working method is “Flexitime” (79%) which is an increase from 74% in 2006.

Although 47% respondents indicated that they are willing to try working a 9-day fortnight, only 4% already practise it. 57% of respondents are willing to try “Home working” while 21% already practising it.

- Travel Choices section in intranet
43% of respondents were aware of the Travel Choices section in the Council’s intranet, of those 59% rated it is “Helpful”.
- Travel Groups
Most respondents (52%) are aware of “Bicycle User Group” but there is little awareness of the “Treadlightly E-group for walkers,” BUZZ E-group for bus and train users” and “Lifted E-group for car sharers”. The proportion of respondents who would like to receive more information about these groups varies between 11% and 19%.
- 99% of respondents have access to the internet at work and 90% at home, both significant increases compared to previous years.

MEETING:	ENVIRONMENT SCRUTINY COMMITTEE
DATE:	22 MARCH 2010
TITLE OF REPORT:	WINTER DAMAGE TO THE COUNTY'S ROADS
PORTFOLIO AREA:	HIGHWAYS & TRANSPORTATION

CLASSIFICATION:

Open

Wards Affected

Countywide

Purpose

To inform the Committee of the impact of the recent severe winter weather on the highway network and outline the strategy that is being adopted to returning the County's roads to an acceptable standard over the coming year.

Recommendation

THAT subject to any comments which Members may wish to make, the report be noted.

Key Considerations

Introduction

1. Members will be aware that the impact of, what we understand to be, the most severe winter for 30 years on the condition of the county's over 2000 miles of roads has been substantial.

The Response During the Severe Weather Period

2. Throughout the period of severe winter weather, Herefordshire Council through Amey Herefordshire has provided an effective winter maintenance response fully in accordance the winter service plan. Great efforts have been made to keep the county moving despite the severe conditions. This has placed a significant strain on resources, both financial and staff, but has been achieved through the continued commitment shown by all involved from Herefordshire Council, Amey Herefordshire and local sub-contractors. Twenty four hour shift patterns have been operated and the winter period has seen over 111 gritting runs take place. Severe weather

Further information on the subject of this report is available from

Clive Hall , Highway Network Manager 01432 260786

conditions started mid December and have carried through to the present day.

3. Through sound planning, effective stock management and Amey's procurement capability, sufficient salt supply has been available for treating the County's roads throughout. Amey was also able to divert 1000 tonnes for use in Herefordshire from other contracts elsewhere in the Country. As members will be aware, this is in stark contrast to other areas of the Country where some authorities have not been as successful in securing continued supply to meet their needs. Whilst salt supplies have been carefully managed and treatment only undertaken when necessary, to date 11,700 tonnes of salt have been used.
4. This response is anticipated to cost in the region of £2.1 million. The implications are outlined in the Revenue Budget report elsewhere on the agenda and includes the use of the corporate winter service reserve.
5. As was previously experienced during February 2009, the high demand on salt supply nationally led to shortages. To manage this nationally a 'salt cell' arrangement was put in place by central government to manage the distribution of salt to highway authorities.
6. Government also requested that highway authorities conserve salt supplies and consider reductions in usage of firstly 25% and then 50% of normal levels.
7. Mindful of both the forecast conditions and the fact that the winter is not yet over, the Council has:
 - Utilised alternative salt products and supply
 - Focused treatment on priority routes only
 - Adopted variable spread rates during gritting runs to conserve stocks
8. These actions enabled the continued effective treatment of all priority routes in Herefordshire and ensured sufficient resilience to continue this service through the ongoing winter season.
9. The salt cell arrangements remain in place and we continue to engage with this process through the Government Office West Midlands to ensure continued re-supply of salt. It is anticipated that the salt cell will continue to operate until such time as all highway authorities have 6 days resilience at 50% of normal usage levels.

Extent of damage to the network

10. The Council's Highway Network Manager working with Amey Herefordshire has undertaken detailed surveys over recent weeks to assess the level of damage and develop an action plan to bring the condition back to an acceptable standard.
11. Following the recent prolonged and extreme winter weather, there has indeed been a very significant increase in reported potholes. The number of potholes recorded on our highway inspection system during January 2010 was 3422, compared with 1211 in January 2009 and 1134 in January 2008.

12. Immediate action has been necessary to react to this increase and carry out safety repairs to fill potholes. Amey Herefordshire have deployed an additional two 'hot box' potholing gangs and a "jet-patcher" gang, this in addition to the usual four 'hot box' gangs. These resources have focussed primarily on the A and B roads where the risk presented to the travelling public by potholes is greatest. The prolonged poor weather has meant that potholes are continuing to occur and it is anticipated that this will continue to be the case for some time.
13. A certain level of pothole treatment forms part of the normal highway maintenance regime. However, these repairs are only intended to keep the roads in as safe a state as possible and the strategy being applied to address the impact of the recent winter weather is to rapidly move the focus of activity to delivering a significantly expanded programme of planned maintenance works across the County for the coming year to fix our roads in the longer term as outlined below.
14. The extent of the damage has been identified through detailed surveys which highlight a 31% increase in the defectiveness of our A roads and a 34% increase in the defectiveness of the rest of the highway network. The total cost of the works needed to address this has been assessed as £5 million. This comprises £600,000 to address damage to Principal Roads; £2.5 million to address damage to Non-Principal Classified Roads; and the remaining £1.9 million to address damage to the Unclassified Road network.

Outline of proposed response

15. Funding has been identified to deliver a significantly expanded highway maintenance programme over the coming year. Additional capital funding of £1million has been allocated as part of the budget setting process and will make a significant contribution to the programme of work necessary to fix the County's roads.
16. Capital funding already available to Highways during the current and next financial year will be reallocated to give priority to maintenance works. During the current financial year an additional £605,000 will be allocated to highway maintenance from the overall 2009/10 Local Transport Plan (LTP) capital budgets. A further additional £2.1million from the 2010/11 LTP capital budgets has been identified to allocate to expanding next year's programme of maintenance works. In total, therefore, additional capital funding totalling £3.7 million has now been identified to address the damage caused to the network over the winter. This will allow the Council to deliver a programme of capital highway maintenance during 2010/11 of £10.7million. In accordance with the Council's Highway Maintenance policies, priorities for investment will be based on need and be focused on firstly addressing the maintenance of Principal and Non-Principal Classified Roads.
17. Given the exceptional nature and extent of damage to the network, all possible sources of potential external funding are being considered and central government is being pressed to recognise the need to address the additional demands that have now been placed on local highway authorities and allocate specific additional funding. In addition, the Council intends to submit an application for funding to the Department for Transport for "Emergency capital highway maintenance" under the established procedures. If successful, such a bid will enable a further expansion of the programme.

18. The detailed programme of works for the coming year is currently being developed and local members will be informed of works planned in their area.

Conclusion

19. Ensuring the effective maintenance of the highway network is a priority and the standard of highway maintenance will continue to be a key target against which the delivery of Highway Services by Amey Herefordshire is monitored. The additional funding and through effective joint working, the programme of highway maintenance over the coming year will return the network to an acceptable standard.

Risk Management

The Council, as Highway Authority, has a duty to maintain highways within the County and the Highway Maintenance Plan sets out the approach taken to meeting this duty. Poor road condition, can have implications for road safety, the local economy and claims against the council for damage to property. Failure to effectively maintain the network could prevent the achievement of corporate and LAA targets for road condition. The additional funding and approach to delivering a significantly expanded highway maintenance programme over the coming year seeks to mitigate these risks and return the network to an acceptable standard.

Financial Implications

The implications for highway revenue and capital budgets of responding to the effects of the severe winter weather are outlined within the report.

Background Papers

Herefordshire Highway Maintenance Plan

Herefordshire Local Transport Plan

Herefordshire Winter Service Plan

MEETING:	ENVIRONMENT SCRUTINY COMMITTEE
DATE:	22 MARCH 2010
TITLE OF REPORT:	PROGRESS ON IMPLEMENTATION OF SCRUTINY REVIEW OF PLANNING SERVICE
REPORT BY:	HEAD OF PLANNING AND TRANSPORTATION

CLASSIFICATION: Open

Wards Affected

County-wide

Purpose

To update the Committee on progress on implementing the Scrutiny Review of the Planning Service.

Recommendation

THAT the report be noted.

Introduction and Background

- 1 On 20 April 2009 the Committee approved the findings of the Planning Services Scrutiny Review.
- 2 On 14 September 2009 the Committee received a report setting out the Cabinet's response both to this review and the parallel review carried out by the Audit Commission.
- 3 An update of progress achieved on the Environment Scrutiny Committee's review is set out in Appendix 1.
- 4 Within the context of the update of Appendix 1 the following are key areas of progress:
 - Introduction of new Constitution.
 - Introduction of the Single Planning Committee.
 - Roll out of engagement/consultation on Local Development Framework (Core Strategy).
 - Introduction of Civica registration/administration system.
 - Ongoing roll-out of Section 106 Monitoring arrangements.

Background Papers

- Environment Scrutiny Review of the Planning Service.

Progress on Implementation of Scrutiny Review of the Planning Service

This appendix is based both around the agreed Action Plan set out against the Review Recommendations, and as embedded into the combined Business Improvement Plan for the service (and which incorporated key findings from the parallel Audit Commission report).

Where appropriate references are made back to the original recommendations from the Environmental Scrutiny Committee report (in brackets).

Extending Capacity to Manage Growth

Much work has been undertaken on these matters. Capacity has been transferred from the Development Management team to the Planning Policy team and this has assisted in the production of the Strategic Housing Land Availability Assessment (completed) the UDP Saved Policies (completed and now approved) and the ongoing work on the Design Guide (Recommendation 4A). This has been pursued within the context of the wider Planning Services masterplan (Recommendation 4C). Detailed work has been carried out both to prepare a comprehensive consultation plan for the LDF (Recommendation 4F), and particular attention has been given to events in Hereford and engagement with elected members in the City (Recommendation 4B). By the time the Committee meets the consultation progress will have been completed, and an update on the numbers of people engaged will be provided at the meeting. The LDF Task Group's membership has also been expanded (Recommendation 5A).

Engagement

Much work has been carried out on the issues of extending engagement with key groups and organisations with an interest in the County's planning system (Section 5 of the ESC Review). In particular detailed discussions have been held with town and parish councils on engagement in the LDF and the role of parish planning in the new planning process (Recommendation 5E). This has proved to be beneficial, and has generated a high number of requests for tailored meetings/presentations during the recent LDF consultation process.

The Agents Forum has been placed on a formal basis (Recommendation 9A), New arrangements are now in place as agreed with the agents concerned. Formal Terms of Reference will be agreed with the Forum at the meeting arranged for 19 April 2010.

The agents do not want to submit an annual report to this Committee (Recommendation 9E).

Greater attention has been given to the use of plainer English in planning documents. The intention of arranging Plain English Campaign training for key staff has not been pursued for financial reasons. However, detailed advice has been taken from the Council's Communication Team on the preparation of publicity material for the LDF consultation (Recommendation 5C).

Infrastructure Development and Implementation

The principle of establishing a county-wide infrastructure group was accepted in principle at the LDF Task Group in September 2009 (Recommendation 6A). The matter is now being progressed through the LDF infrastructure development plan. The wider matter is now being incorporated into restructuring proposals both for the Directorate and the Service as part of our delivery mechanism for major projects.

Section 106 Procedures

The Scrutiny Review's recommendation (Recommendation 10A – 10E) have been incorporated into day to day practices. The systems are now fully operational and have brought about significant improvements in both processes, consistency, and the collection of monies where developer payments remained outstanding. The system has been both designed around the Civica system (see below) and has contributed towards the ongoing development of the Civica system. An audit of improvements will be carried out by Internal Audit this month.

Roll-out of the Civica System

The system became operational in September 2009. After some initial technical problems the system is now fully embedded within the Service. The detailed recommendation made by the Committee (Recommendation 11A – 11H) have been included in the implementation.

Phase 2 of the project has now commenced. In the planning arena this will include upgrades to the Planning and Building Control connection to the Planning Portal and the long-awaited document scanning exercise.

The Constitution and the Single Planning Committee

The new constitution and planning committee arrangements have been operational since 1 January 2010. The committee made detailed recommendations at Recommendation 11A – 11H on these matters. At a technical level the arrangements are working well, and most of the key constitutional arrangements (e.g. redirection and further information reports) have now been tested. Monitoring reports will be produced at the end of March and June 2010.

Enforcement

The Committee recommended that the enforcement service should become more viable and proactive (Recommendation 10K). Clearly different people will have differing views about the effectiveness or otherwise of an enforcement service. Nonetheless there has been an increasing direction to take positive and speedy enforcement action where necessary. The current reconfiguration of the service proposes amendments to the management of the team to provide greater supervision of the roles and consistency of approach throughout the County.

MEETING:	ENVIRONMENT SCRUTINY COMMITTEE
DATE:	22 MARCH 2010
TITLE OF REPORT:	UPDATE ON PROGRESS ON THE ACTION PLAN RELATING TO THE HEREFORDSHIRE TRAVELLERS' POLICY
REPORT BY:	Assistant Director (Environment and Culture)

Wards Affected

County-wide

Purpose

1. To consider progress on the actions arising from the review of the Herefordshire Travellers' Policy adopted on the 25th November 2008.

Financial Implications

2. None arising from this report

Background

3. The Environment Scrutiny Committee appointed a Group to look at the Herefordshire Travellers' Policy. The Group reported back to Committee with their findings on 31 March 2008 and the resultant report was forwarded to the Executive for consideration.
4. The report detailing the work carried out by the Environment Scrutiny Committee's Review Group during 2007/08 on the draft Travellers Policy was considered by the Cabinet Member (Environment and Strategic Housing) on 25th November 2008. The recommendations contained in the report were approved and the draft Travellers' Policy adopted. An action plan was drawn up and was considered by Committee at its meeting on 8 June 2009. This report provides the required further update against the action plan.

Progress of Actions

5. The following table shows the actions, progress and responsibility as at 2nd March 2010.

	Action	Progress/Action	Responsibility
(i)	the site at Stoney Street, Madley remain available for use until a more favourable site is secured	The site remains available. Work has commenced to cost the redevelopment of the Stoney Street site into a ten pitch permanent residential site. This site was built as a 17 pitch site and only ever used	Environmental Health & Trading Standards (EHTS)/ Property/

		as a transit/semi-permanent site. Finding alternative sites continues.	Housing
(ii)	ongoing work to secure the redevelopment of Open Fields, Linton, Bromyard, be progressed as quickly as practicable	There has been no progress with respect to negotiations between a prospective developer and officers which would have, if successful, secured the redevelopment of the Open Fields Caravan Site.	EHTS/ Property/ Regeneration
(iii)	further officer time be invested in the review of licence agreements	This has been recognised. These issues are being considered by the Housing needs of Gypsy & Travellers Working Group (GTWG). The group is currently pulling together information identified within the G & T Accommodation Assessment 2008, on current provision to ensure that there is clear understanding of what exists at present and where it is located. This will provide a baseline position to enable the monitoring of delivering the additional pitches required within the assessment. Development of sites is dependant on available land resource and forward planning are looking to identify possible sites for pitch provision through a call for sites. Members of this group also represent Herefordshire on the sub regional G&T working group which has been established to share resources, best practice and experiences and monitor the delivery of the assessment.	EHTS/ Strategic Housing/ Legal
(iv)	it be recognised that in the future there will be increased pressures to identify and provide more Traveller sites in Herefordshire	This has been recognised. These issues are being considered by the Gypsy & Travellers Working Group (GTWG) The group is currently pulling together information on current provision to ensure that there is clear understanding of what exists at present and where it is located. This should assist in identifying geographic need within the County. Development of sites is dependant on available land resource and forward planning are looking to identify possible sites for pitch provision.	EHTS/ GTWG/ Planning

(v)	a protocol with the West Mercia Police be agreed that clarifies responsibilities & duties primarily in the event of unauthorised encampments	Officers have met and discussed the proposed protocol with a representative of the West Mercia Police. A draft protocol has been produced and is with the Police for any further comments. We hope to have the protocol signed off for 1 st May.	EHTS
(vi)	it be recognised that there is a role for elected Members (via the Environment Scrutiny Committee) in the ongoing development of policy relating to Travellers	This has been recognised. The further development and review of the Policy would be better done by a specific working group, meeting annually, and consisting of officers and elected members. The Group currently consists of Cllrs: T Hunt; P Morgan; WLS Bowen and PJ Edwards.	EHTS

RECOMMENDATION

THAT: (1) the report be noted, and

(2) should the Committee consider it necessary a further update report on progress against the actions be included in the Committee work programme, and

(3) the Committee consider nominating three members to sit on a group that will meet before November 2010 to carry out a further review the Policy with particular emphasis on its development with a report on its findings being made to a subsequent meeting of the Committee.

BACKGROUND PAPERS

- None

MEETING:	ENVIRONMENT SCRUTINY COMMITTEE
DATE:	22 MARCH 2010
TITLE OF REPORT:	PARK & RIDE (NORTH) HEREFORD SCHEME
PORTFOLIO AREA:	HIGHWAYS & TRANSPORTATION

Wards Affected

Three Elms, Burghill Holmer & Lyde

Purpose

To provide an update to the Committee regarding work to date on Park & Ride (North) Hereford scheme.

RECOMMENDATION

THAT Members note the contents of this report.

Background

1. The transport strategy for the County is set out in the Hereford Local Transport Plan 2006/7 to 2010/11. The strategy aims to develop an integrated and sustainable transport system for the County which meets the needs of residents, businesses and visitors. A number of key proposals in the strategy focus on improving transport in the City, alleviating congestion and its environmental impacts by encouraging modal shift and increasing public transport use.
2. Park and ride is identified as an important component of the sustainable transport strategy for Hereford City. The strategy states that:
 “Permanent Park and Ride will help to **reduce congestion** and road traffic accidents in Hereford, **improve air quality** and provide the choice necessary for **encouraging a modal** shift from the private car to more sustainable forms of transport, which will **improve the quality of life** for residents and visitors alike.
 Whilst the Hereford Transport Review identified the need for four park and ride sites for the City serving north, south, south-west and north-eastern approaches it also identified that the northern and then the southern approaches would provide the greatest demand for park and ride.
- 3 In advance of permanent park and ride, the Council has introduced a Christmas park and ride scheme which operates on the Saturdays in the run up to Christmas (usually the 6 weekends before Christmas). This scheme has been operating for the

past 6 years from two sites, most recently, Hereford Racecourse and Grafton Depot. The scheme has established a solid level of usage but there has been some decline in patronage in recent years which has been attributed to adverse weather conditions and recent downturn in the economy.

The permanent Park and Ride Project

- 4 The Council has been following the strategy set out in the Local Transport Plan and has been progressing proposals for permanent park and ride. Work undertaken during the first Local Transport Plan period indicated that four park and ride sites would be required in the longer term which would pick up traffic entering the City from the north, south east and west. This initial work identified the corridors to the north and south (A49) as being the most appropriate for park and ride in the shorter term with the north corridor being the first priority due to it carrying the greatest volume of traffic. Having established this priority more detailed studies have been carried out with a view to progressing park and ride to the north of the City.
- 5 A site search was commissioned in 2007 which assessed a number of sites to the north of the City (see plan below). Several of the sites were discounted following early assessment of site constraints including land ownership, planning policy and suitability of access. The remaining sites were assessed against Department for Transport recommended criteria for major transport schemes. The results of the assessment are summarised as follows:

CRITERIA	WEIGHTING	SITE				
		3	4	5	11	12
ENVIRONMENT/ PLANNING	25%	15	17	8	15	17
SAFETY/SECURITY	15%	8	7	10	10	7
ECONOMICS						
ACQUISITION	15%	2	9	5	8	10
CONSTRUCTION	15%	9	5	3	9	6
ACCESSIBILITY	15%	8	10	6	8	10
TRANSPORT INTEGRATION	15%	7	0	5	5	0
TOTAL	100%	49	48	37	55	50

- 6 Although Site 3 (the Racecourse site) scored lower than sites 11 and 12 it was within the Unitary Development Plan Development Boundary. The sequential test which would need to be applied as part of a planning submission dictated that the site would need to be discounted on grounds of deliverability before sites 11 and 12 (located within 'open countryside') could be pursued.
- 7 Discussions with the Racecourse operators secured agreement in principle to the location of a Park & Ride facility within the extents of the race course land.
- 8 Design work therefore commenced to inform a possible planning application for the facility. The facility was designed to accommodate parking for a maximum of 700 vehicles in accordance with the long term capacity requirements for a park and ride facility to accommodate traffic from the A49 corridor. The design also incorporated a new signalised junction at the site entrance, at its junction with the A4103 Roman Road. A public exhibition was held in September 2008 to gain feedback from the local community on the proposal and to inform a potential subsequent planning application.

- 9 Taking into account the feedback received from the public consultation, it was essential that the decision to proceed or not was based on a sound business case. In view of the time that had elapsed from the original identification of the requirement for park and ride and the selection of a preferred site, it was considered necessary to update the business case and clarify the costs of establishing and maintaining a park and ride operation at the site.
- 10 This Business Case, completed July 2009, considered a number of factors including:
- a. an assessment of existing car parking strategy and associated charging within the City Centre;
 - b. forecasted user uptake figures derived from a Gravity Model; and
 - c. consideration of other factors such as the loss of parking spaces anticipated from the redevelopment of Edgar Street Grid.
- 11 The Gravity Model results suggested that just over 356 daily trips into the City centre would transfer to the site in its first year of operation. Of these only 125 trips would be commuters, which would be the key target group as commuting has the greatest impact on traffic congestion. The costs of operating the service including the provision of two buses, income from the users and maintaining the site was estimated at approximately £180,000 per annum.
- 12 A further review was undertaken in December 2009 in the light of a number of issues which had emerged from the business case and consultations with members and the public. The key issues of concern were as follows:
- a. the predicted high costs of operation and modest transfer of trips to park and ride at the racecourse site;
 - b. increasing pressures on the Council's revenue budgets and ability to sustain the proposed scheme;
 - c. the relationship with city centre parking charges to encourage greater use of the facility and provide a funding stream in the context of the current economic downturn and the need to support the viability of the city centre; and
- concerns over the suitability of the racecourse site for the longer term provision of park and ride in the context of the Hereford Relief Road proposals being developed through the LDF process and lack of bus priority.
- 13 The key conclusions of this review are currently informing the next stages in taking forward Park and Ride and are as follows:
- a Hereford is of sufficient size for Park and Ride to be workable. Many towns and cities of similar 'size' have successfully introduced Park and Ride;
 - b Park and Ride is not easy to deliver in Hereford since it has no bypass and it is very difficult to provide bus priority on radial routes;
 - c The cost of parking in Hereford City Centre is cheaper than in other comparable cities making delivery of successful Park and Ride problematic;
 - d The most appropriate site for the first major permanent Park and Ride site would be directly adjacent to the A49 to the north of the city;

- d. Park and Ride (north) should be implemented in conjunction with Park and Ride (south);
 - e. The optimum long term location for a Park and Ride car park in the north would be at the junction of the relief road with the A49 to the north of Starting Gate Island;
 - f. Smaller scale alternative sites for Park and Ride to the Racecourse site should be considered, in advance of the delivery of the relief road associated with the development of the LDF.
- 14 The review re-affirms the importance of park and ride and its validity in the Council's transport strategy. It provides confidence that Hereford is a suitable location for park and ride compared with other similar sized settlements and settlements whose retailing functions are comparable to Hereford.
- 15 However, the review has indicated that in the longer term, park and ride needs to be closely aligned to the emerging proposals for the Hereford Relief Road. The Council will need to address such longer term proposals through the Core Strategy of the Local Development Framework and subsequent development of the Hereford Action Plan.
- 16 The review provides a re-focussing of the opportunities for short to medium term provision of park and ride and recommends that the racecourse does not provide the best solution. Work is underway to identify opportunities for the delivery of smaller, lower cost sites that are capable of delivery with minimal infrastructure requirements in the short term. The short to medium term provision of park and ride will need to take account of:
- a changing parking demand and supply resulting from Edgar Street Grid development.
 - b establish stronger linkages with the travel plans of the City's larger employers including the Council and PCT so that promotion of its use can be specifically targeted;
 - c opportunities for utilising existing bus services, reducing operational costs; and
 - d city centre parking charges.

It will be essential that the project identifies a clear and sustainable funding package which ensures the establishment and financial sustainability of the park and ride service in the context of increasing revenue budget pressures.

- 17 Funding for the capital elements of the project will be available from the Local Transport Plan programme and Growth Fund contributions which have been received by the Council. A project programme for the coming year is currently being developed to take forward short term proposals.

Financial Implications

18 None as a result of this report.

Risk Management

19 Detailed reviews have been undertaken to identify the best course of action for delivering Park and Ride in the short, medium and longer terms taking into account current economic conditions and the need to dovetail proposals with land use planning policy.

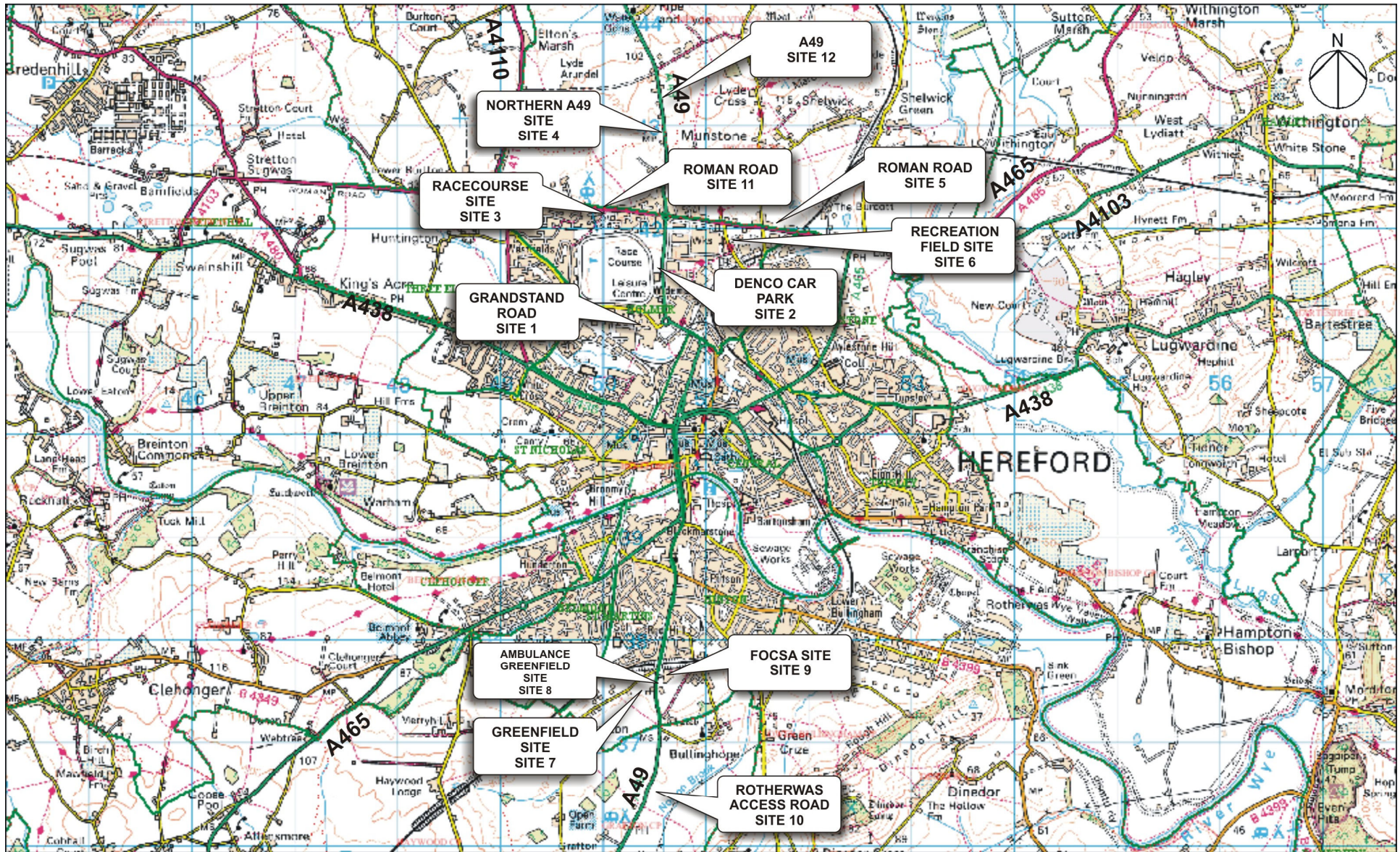
Appendices

- Location of sites considered for Hereford Park & Ride

Background Papers

- None

Further information on the subject of this report is available from
Steve Burgess, Transportation Manager 01432 260968 or
Mairead Lane, Acting Construction Manager 01432 260944



LOCATION OF SITES CONSIDERED FOR HEREFORD PARK AND RIDE

SCALE: NOT TO SCALE



MEETING:	ENVIRONMENT SCRUTINY COMMITTEE
DATE:	22 MARCH 2010
TITLE OF REPORT:	CAPITAL BUDGET MONITORING
PORTFOLIO AREA:	ENVIRONMENT & STRATEGIC HOUSING HIGHWAYS & TRANSPORTATION

Wards Affected

County-wide

Purpose

To advise the Committee on progress of the 2009/10 Environment Capital Programme within the overall context of the Council's Capital Programme.

Recommendation

THAT the report be noted.

Introduction and Background

- 1 This report is largely based on the latest round of capital monitoring, which involved the examination of all schemes at the end of January 2010. The Environment Capital Working Group is keeping the overall spending position under careful review.
- 2 The total spent and committed at 31 January 2010 is £16.2 million or 92.7% of the Revised Forecast. The actual amount spent to the end of January £11.3 million.

Key Considerations

- 3 The Capital budgets for Environment for 2009/10 are shown in summary on Appendix 1, on scheme basis with funding arrangements indicated in overall terms.
- 4 The total of the Capital Programme reduced to £15,764k from the figure of £16,717k previously reported to this committee. This reduction of £953k relates to the following variance:
 - a. An increase of £327k on the Rotherwas Access Road scheme relating to compensation payments. This is funded through prudential borrowing.

Further information on the subject of this report is available from
Cathy Stokes, Principal Accountant (Environment & Regeneration) on (01432) 261849

- b. A reduction of £654k on the Widemarsh Street Refurbishment scheme. This reflects the works expected to be completed in 2010/11. Works commenced at the end of February and are expected to be complete in November 2010.
- c. An addition of £10k in relation to monitoring works at Stretton Sugwas Closed Landfill site, funded through prudential borrowing.
- d. A reduction of £105k in relation to works on the detrunked A465 and A40 roads. These works are expected to be carried out in 2010/11. A grant of £220k was received from Department of Transport to contribute to the costs of addressing improvements identified prior to the council taking over responsibility for their maintenance.
- e. An addition of £137k in relation to 2009/10 costs of the Yazor Brook Flood Alleviation Scheme which is part of the Edgar Street Grid programme. These works are fully funded by Advantage West Midlands, however, the spend will be reported for information through the Environment Capital Programme.
- f. An addition of £77k in relation to the purchase of a Gritter for winter maintenance, this is funded through a revenue contribution from the Detrunking Grant to take account of the additional resources required to manage winter maintenance on the A40 and A465.
- g. A reduction of £148k in relation to schemes funded from s106 contributions, which will now be delivered in future years.
- h. Further changes have been made to the Local Transport Plan (LTP) Budgets. There is a net increase in budget on Highways Maintenance of £85k. This relates to an additional £605k to fund additional patching and resurfacing works following the severe weather in early January 2010 and the transfer of Highways staff costs for the year of £520k to a joint Highways & Transport Staff Contribution budget. This budget reflects the staff from both Amey Herefordshire and the Council and includes a saving of £165k in 2009/10 following the transfer to the Managing Agent Contract. An additional £110k has been added to this budget to reflect the management of capital projects by the Service Delivery Client Team.
- i. These funds were made available by current year reductions in budget for Road Safety & Integrated Transport Schemes to give priority to highways maintenance following the damage to the network as a result of the severe winter weather. The largest reallocation of resource is from the Hereford Strategy which is possible as a result of the review of the business case for Park and Ride, reported elsewhere in this agenda.
- j. Appendix 1 includes spend and commitments for the Ross Flood Alleviation Scheme. Costs in relation to the scheme are fully recoverable from the Environment Agency. Current spend and commitments are highlighted for completeness and will be addressed through final contract completion.

Financial Implications

- 5 These are contained in the body of the report. The forecast is based on the Capital Budget Monitoring to the end of January 2010.

Appendices

Appendix 1 – Summary Environment Capital Programme Budget 2009/10

Background Papers

- None identified.

Summary Environment Capital Programme Budget 2009/10

Schemes	Original Budget	Revised Forecast as	Change in Forecast	Spend/Known Commitments	% Spent/Committed
	2009-10	at 31 January 2010	since Original Budget	to 31 January 2010	to 31 January 2010
	£000	£000	£000	£000	%
Hereford Integrated Transport Strategy:					
Behavioural Change Countrywide	75	63	-12	49	77.8
Hereford Transport Strategy	990	270	-720	185	68.5
Rural Herefordshire Transport Strategy	430	317	-113	294	92.7
Road Safety Strategy	760	640	-120	635	99.2
Maintaining the Transport Network	9,387	9,822	435	9,405	95.8
Integrated Transport Staff Contribution	301	931	630	931	100.0
LTP TOTAL	11,943	12,043	100	11,499	95.5
Non LTP Schemes					
Ross Flood Alleviation Scheme				1,620	
Rotherwas Access Road	258	585	327	581	99.3
Bridge strengthening on PRN (transferred to LTP Budget)	100		-100		
Growth Area Funding (Park & Ride schemes)	1,460		-1,460		
Hereford City Centre Enhancements	1,149	495	-654	495	100.0
Hereford Crematorium	99	129	30	102	79.1
Leominster Closed Landfill Site Monitoring Infrastructure	273	273		43	15.8
Waste Infrastructure Capital Grant	755	755		755	100.0
Connect 2	393	180	-213	161	89.4
Stretton Sugwas Closed Landfill Site	40	50	10	50	100.0
Strangford Closed Landfill Site	77	47	-30	34	72.3
Specific Road Safety Grant	74	74		73	98.6
Improvements of A40 & A465	220	115	-105	113	98.3
Pedestrian Improvements - Ledbury Road	51	51		50	98.0
Transport Asset Management Plan	120	233	113	233	100.0
Butter Market Project		50	50	38	76.0
Relocation of Open Retail Market		59	59	58	98.3
Yazor Brook Flood Alleviation Scheme (ESG)		137	137	47	34.3
Purchase of Gritter		77	77	77	100.0
S106 funded schemes	562	411	-151	203	49.4
NON LTP TOTAL	5,631	3,721	-1,910	4,733	83.7
Expenditure to be Financed	17,574	15,764	-1,810	16,232	92.7 *

Funded by:	Original Budget	Revised Forecast as
	2009-10	at 31 January 2010
	£000	£000
Supported Capital Expenditure (Revenue)	11,195	11,195
LTP Grant	748	748
Growth Area Grant	1,460	0
Specific Road Safety Grant	74	74
Bridge Strengthening Grant	100	100
Prudential Borrowing	2,289	1,868
Waste Infrastructure Capital Grant	755	755
Improvements of A40 & A465	220	115
Pedestrian Improvements - Ledbury Road	51	51
Transport Asset Management Plan	120	233
Advantage West Midlands - ESG		137
Contributions from revenue		77
S106 funding	562	411
Total Environment Capital Funding	17,574	15,764

* % Spent/committed excludes Ross Flood Alleviation Scheme expenditure



MEETING:	ENVIRONMENT SCRUTINY COMMITTEE
DATE:	22 MARCH 2010
TITLE OF REPORT:	REVENUE BUDGET MONITORING
PORTFOLIO AREA:	ENVIRONMENT & STRATEGIC HOUSING HIGHWAYS & TRANSPORTATION

Wards Affected

County-wide

Purpose

To advise the Committee of the financial position for the Environment budgets for the period to 31 January 2010. The report lists the variations against budget at this stage in the year and the projected outturn for the year.

Recommendation

THAT the report be noted

Key Points Summary

- The current position for Environment is a projected net underspend of £93k. A projected underspend of £65k is within the Environment & Culture Directorate and an underspend of £28k is within Regeneration Directorate.
- From 1 September 2009, as a result of the service delivery review, Highways, Public Rights of Way, Parks and other ancillary services form part of the Managing Agent Contract with Amey Wye Valley. Through this contract Amey Wye Valley will deliver £1M annual savings and improved performance. This will be monitored by a new Service Delivery Client Team. The expected savings for 2009/10 will be £525k.
- Following the severe winter weather in early January, there is an expected pressure on the winter Maintenance budget of £1.1M. Cabinet have agreed a virement from the Winter Maintenance Reserve of £500k and this now forms part of the overall council financial position.

Key Considerations

1. The detailed Budget Monitoring Table to 31 January 2010 is attached at Appendix 1 for Members' consideration.

Further information on the subject of this report is available from
Cathy Stokes, Accountant (Environment & Regeneration) on (01432) 261849

2. The total Environment budget for 2009/10 has increased to £27,269k from the amount reported to previous meeting, which was £25,904k. This is a net increase of £1,365k and relates to:

- An addition of £1,153k in relation to Area Based Grant allocations for 2009/10. this is made up of:

Highways Maintenance	£514k
Road Safety	£15k
Rural Public Transport	£624k

- The agreed 1% pay award was less than the 2% budgeted and resulted in a saving for £110k which has been transferred from staff budgets across the directorates to central budgets and assist the overall council deficit position.
- Savings of £25k have also been identified in Planning and Environmental Health & Trading Standards following the introduction of the Civica system as part of the Connects Programme.
- The addition of £500k from the Waste Reserve. It was previously reported that the additional funding of £500k per annum for 2009/10 for the Waste Management PFI contract budget, had been put into the specific reserve to offset future increased costs. This has now been reversed to mitigate the impact of the pressure on the Winter Maintenance of £1.1M following the severe weather in early January.
- A reduction of £152k in relation to emergency Planning which falls within the remit of the overview and Scrutiny Committee.

3. The summary position is set out in the table below and included in full at Appendix A.

2009/10	Annual Budget	Projected Outturn	Over/-Under spend
<u>Service Area</u>	£000	£000	£000
Highways	6,822	7,832	1,010
Managing Agent Contract Services	261	636	375
Service Delivery Client Team	110	80	-30
Environmental Health & Trading Standards	654	684	30
Waste Management	12,991	11,506	-1,485
Directorate Management & Support	343	378	35
Planning & Transportation	6,088	6,060	-28
Environment Total	27,269	27,176	-93

Highways

4. Following the severe winter weather conditions in early January, there is an expected pressure on the winter maintenance budget of £1.1M. A virement request for £500k from the Winter Maintenance has been approved by Cabinet to mitigate this pressure.
5. 11,700 tonnes of grit has been used to date on Herefordshire's roads this winter, mostly during the first two weeks of January.
6. A saving of £90k through staff vacancy management is expected to be achieved due to the recruitment freeze pending the service delivery review.

Managing Agent Contract Services

7. Savings achievable following the service delivery review are based on the transfer date of 1st September 2009 and will be received pro rata against the guaranteed £1m. Whilst the annual saving target for Environment and Culture of £900k is not expected to be fully achieved in 2009/10 due to delays in contract negotiations. In addition staff savings of £120k are expected to be achieved through vacancy management prior the staff transfer and are included in outturn estimates within the Highways, Culture and Leisure services.

Environmental Health & Trading Standards

8. Overall Environmental Health & Trading Standards are expected to overspend by £30k. Although previously reported that the service would match budget for the year, a fall in Parking income following the severe weather in January has put additional pressure on the service budget.
9. Parking is predicted to overspend by £85k. This reflects a shortfall in income of parking fee and penalty notice income. There is also an additional pressure of £50k on the service budget following the rent review of Maylords car park. These pressures are partly mitigated by staff vacancy savings.
10. Markets and Fairs are predicted to overspend by around £75k. This is largely due to a shortfall in income on the Hereford Butter Market. The market lost a major trader last year and has been unable to recover from that loss. Only 58 out of a possible 67 stalls are currently occupied at this site compared with 65 stalls occupied in December 2008.
11. The crematorium continues to outperform income budget and is expect to underspend by £45k for the year.

Waste Management

12. Latest estimates of waste disposal costs from Worcestershire County Council of waste disposal contract costs project an underspend of £1.47M, on Herefordshire's Waste Disposal budget for 2009/10. This is an increase in underspend of £238k. This is mainly due to the reduction in revised annual tonnages in the joint contract. Herefordshire disposal tonnages have fallen by 3.5% in the first 8 months of the year compared with the same period in 2008/09, and this is mainly due to increased recycling.

13. On 1 November the Waste Collection contract was renewed with FOCSA Services, following a formal tendering process. The new contract has extended recycling service to all residents in the County for the first time and the range of recyclables to be collected has also been extended. This will enable the council to achieve its target of 40% by the end of 2010; FOCSA collected 3 times the amount of recycling in November and December 2009 when compared to the same period last year. Although performance has been affected by the adverse weather conditions, there will be improved performance in 2010/11 with the full effect of the new service. Recycling outturn for last year was 33.92% and our current standing is 35.88%.

Planning and Transportation

Planning

14. Planning is currently forecast to overspend by £267k. Both Development Control and Building control have not met their budgeted income targets requirement this month and it is assumed that future months will also be below budget. The forecast therefore includes a shortfall in income targets of £40k for Building Control and £100k for Development Control.
15. The new Civica system has just been introduced to the planning area, but currently the idox document scanning continues to be required and is forecast to be a budget pressure of £70k for this year. A further overspend of £47k is currently forecast for document storage and retrieval costs at the Modern records Unit. Additional photocopying charges of £10k recently identified are also forecast. Cost for Pedicars are currently running at £10k over budget but it is anticipated this will be managed within other planning service budgets.

Transportation

16. An additional £168k has been identified as a one-off additional income received for services carried out in the previous financial year that were not accounted for.
17. There has been a downturn in the numbers of concessionary fare passengers in the first 10 months of the year. Latest forecasts indicate that savings of £90k are expected this year. For the period up to the end of December 2010 passenger journeys were 967,989 compared to the previous year at 1,054,632 journeys representing a decrease of 8.2% in the number of concessionary fare journeys made.
18. The latest forecast for the under spend on rural route subsidies is expected to be approx £68k under spent. This forecast takes into account a one off return of an overpayment to a supplier in 2008-9 of £83k.
19. The service budget assumed 95% of Area Based Grant (ABG) allocation would be received and budgets were set accordingly. The remaining 5% was successfully bid for which improves the position by approximately £50k.
20. There are additional savings due to staff vacancy management of £45k in Transportation Planning team and surplus income generated on S38 and S278 Supervision fees income is likely to be in the region of £19k

Financial Implications

21. These are contained in the body of the report. The projected outturn is based on results to the end of January 2010.

Risk Management

22. The risks are set out in the body of the report in terms of the potential overspend and the report notes the actions planned to address these.

Appendices

Appendix 1 – Summary Environment Revenue Budget 2009/10

Background Papers

- None identified.

SUMMARY ENVIRONMENT REVENUE BUDGET REPORT 2009/2010

	Annual Budget £000	Predicted Outturn £000	Predicted Over/ -Under spend for year £000	Actual to 31.01.10 £000	Budget to 31.01.10 £000	Over/ -Under spend to 31.01.10 £000
Highways						
Public Conveniences	378	378	0	271	289	-18
Highways Running Costs (inc staff)	846	766	-80	735	662	73
Roads Maintenance	1,889	1,889	0	1,266	1,327	-61
NRSWA (inc staff)	-77	-77	0	-54	-36	-18
Emergency Maintenance	150	150	0	86	113	-27
Winter Maintenance	1,068	2,168	1,100	880	559	321
Land Drainage/Flood Alleviation	169	169	0	16	62	-46
Bridgeworks (inc staff)	73	73	0	74	53	21
Street Lighting (inc staff)	876	876	0	438	610	-172
Traffic Management (inc staff)	241	231	-10	159	195	-36
Street Cleansing	1,209	1,209	0	883	910	-27
Sub-Total Highways	6,822	7,832	1,010	4,754	4,744	10
Environmental Health & Trading Standards						
Markets & Fairs	-259	-184	75	-156	-218	62
Cemeteries	25	25	0	22	19	3
Crematorium	-242	-287	-45	-240	-196	-44
Commercial Environmental Health	349	334	-15	272	288	-16
Pollution	369	379	10	305	270	35
Landfill & Contaminated Land	250	230	-20	176	208	-32
Pest Control	60	25	-35	7	41	-34
Community Protection Team	348	308	-40	237	291	-54
Animal Health & Welfare	125	125	0	122	108	14
Trading Standards	507	412	-95	341	423	-82
Envt Health Management & Support	506	616	110	500	413	87
Licensing	-122	-122	0	-155	-147	-8
Traveller Sites	45	45	0	38	39	-1
Car Parks	-1,528	-1,453	75	-1,293	-1,353	60
Decriminalised Parking	161	181	20	159	157	2
Shop Mobility	60	50	-10	42	50	-8
Sub-Total ENVIRONMENTAL HEALTH & TRADING STANDARDS	654	684	30	377	393	-16
Waste Management						
Waste Disposal	8,943	7,473	-1,470	4,664	4,834	-170
Recycling	1,234	1,209	-25	715	800	-85
Trade Waste	-457	-572	-115	-671	-546	-125
Domestic Waste Collection	3,271	3,396	125	2,701	2,604	97
Sub-Total WASTE MANAGEMENT	12,991	11,506	-1,485	7,409	7,692	-283
Directorate Management & Support						
Director Of Environment & Culture	92	152	60	224	164	60
Environment Support	80	80	0	275	243	32
Sustainability	171	146	-25	115	142	-27
Sub-Total DIRECTORATE MANAGEMENT & SUPPORT	343	378	35	614	549	65

SUMMARY ENVIRONMENT REVENUE BUDGET REPORT 2009/2010

	Annual Budget £000	Predicted Outturn £000	Predicted Over/ -Under spend for year £000	Actual to 31.01.10 £000	Budget to 31.01.10 £000	Over/ -Under spend to 31.01.10 £000
<u>Planning and Transportation</u>						
<u>Planning</u>						
Building Control	-14	26	40	22	-11	33
Conservation	728	728	0	533	607	-74
Development Control	132	302	170	208	112	96
Forward Planning	818	818	0	321	682	-361
Management	435	492	57	384	363	21
<u>Transportation</u>						
Accident Investigation	91	91	0	83	86	-3
Bus Stations	-15	-15	0	-16	-12	-4
Design/Planning	55	49	-6	20	45	-25
New Roads S38	-63	-76	-13	-78	-52	-26
Public Transport - Rural	729	611	-118	626	671	-45
Public Transport	1,233	1,210	-23	977	1,065	-88
Concessionary Travel	1,232	1,142	-90	809	1,071	-262
Road Safety	158	158	0	119	133	-14
Searches	-2	-2	0	-2	-2	0
Running cost	135	135	0	115	113	2
Staff	436	391	-45	341	385	-44
Sub-Total PLANNING AND TRANSPORTATION	6,088	6,060	-28	4,462	5,256	-794



MEETING:	ENVIRONMENT SCRUTINY COMMITTEE
DATE:	22ND MARCH 2010
TITLE OF REPORT:	ENVIRONMENT & CULTURE AND REGENERATION DIRECTORATES: PERFORMANCE FOR THE NINE-MONTH PERIOD TO DECEMBER 2009
REPORT BY:	Directors of Environment & Culture and Regeneration

CLASSIFICATION: Open

Wards Affected

County-wide

Purpose

1. To update Members on the progress towards achievement of targets for 2009-10 relevant to the Environment Scrutiny Committee and contained within the Environment & Culture and Regeneration Directorates' Plans. This report has the same format as that for last year, but has adopted the performance rating system being used in the new integrated corporate performance report; an explanation of the rating is shown at **Appendix A**.

Recommendation

THAT, subject to any comments which Members may wish to make, the report be noted.

Introduction and Background

2. The Council's Corporate Plan sets out its objectives, priorities, targets and key actions for each of the three years 2008-11. It includes all the indicators and targets in the new Local Area Agreement (LAA), as well as those in the Herefordshire Community Strategy (HCS). Each Directorate's plan sets out the contribution, in terms of objectives, priorities, targets and key actions, it will make to achieving the objectives of the Council's Corporate Plan as well as to the achievement of other Directorate priorities. Progress needs to be assessed regularly, together with the risks to achievement and the action being taken to address these and improve performance.

Key Considerations

Progress against the Council's Corporate Plan

3. Following is an analysis of performance against target in relation to the Corporate Plan and Directorate plans. Performance to September is shown in ():

	No. of indicators	R	A	B	G
Reported to Cabinet (CAB)	15 (15)	5 (4)	0 (0)	9 (9)	1 (2)
of which					
Local Area Agreement (LAA)	7 (7)	0 (0)	0 (0)	7 (7)	0 (0)
Herefordshire Community Strategy (HCS)	8 (8)	1 (1)	0 (1)	7 (6)	0 (0)
All National Indicators (NIS)	28 (28)	11 (10)	0 (1)	16 (15)	1 (2)
All reported indicators	30 (30)	11 (10)	0 (1)	18 (17)	1 (2)

Direction of travel

4. Analysis of those indicators where it is possible to assess direction of travel compared with last year, is detailed below:

Direction of Travel		
	September	December
Improving	6	5
No real change	1	1
Deteriorating	6	7
Total	13	13

Overall performance

5. Last year much of the activity reported focused on establishing baselines for the new National Indicators. Although some baseline data is still awaited from Government departments baselines are in place and, in the vast majority of cases, targets have been set.

Highlights

- The Department for Energy and Climate Change (DECC) has yet to publish nationally confirmed data for CO₂ emissions (NI 185) and NO_x and PM₁₀ emissions (NI 194) from local authority operations. As well as confirming our own data for 2008-09 it will enable targets to be considered for future years.
 - The majority of indicators included in the report to Cabinet are on target
 - All LAA indicators are on target
 - The majority of National Indicators are on target
 - Of those judged Red:
 - Business satisfaction with regulatory services (NI 182) – although the improvement plan is being delivered it is not now anticipated that the target will be achieved. Stretching, but achievable, targets are being set for future years.
 - Improved street and environmental cleanliness (NI 195) – it is still anticipated that the revised action plan developed with Amey, and currently being delivered, will enable the targets to be achieved.
 - Fly tipping (NI 196) - although the revised action plan is being delivered the target may not be achieved in the current year.
 - Municipal waste landfilled (NI 193) – Although the action plan to deliver this target is on programme and waste is being reduced, the Council is currently able to trade LATS allowances with Worcestershire. The two authorities are effectively sharing LATS targets and because of the savings in logistics, it is cheaper for Herefordshire to landfill its waste, whilst Worcestershire is sending waste to facilities in Coventry and Wolverhampton.
 - Previously developed land that has been vacant or derelict for more than five years (NI 170) – has no target set
 - Processing of other planning applications (NI 157c) – Implementation of the new ICT system has caused a backlog
 - Access to services and facilities by public transport, walking and cycling (NI 175) and Working age people with access to employment by public transport (NI 176) – have no progress reported
 - 1 indicator is judged Green (exceeding target by more than 10%) – Processing of major planning applications (NI 157 a). However, the target for each in the current year is significantly below the level of performance achieved in 2008-09.
6. Details of the indicators reflecting each of the Corporate Plan themes are given in **Appendix B**.

Customer satisfaction

7. Some services in both Directorates have had the benefit of regular monthly customer satisfaction surveys since March 2008, with results being available from June based on the new directorate structures. Coverage has gradually increased in the

Environment and Culture Directorate, but only covers the Planning and Transportation Division in the Regeneration Directorate.

8. For the first nine months of this financial year (April – December):

- overall satisfaction (those who were very satisfied or fairly satisfied) with:
Environment & Culture was 67% (26% were very or fairly dissatisfied); and
Planning & Transportation was 86% (8% were very or fairly dissatisfied).
- Info by Phone resolved 50% of all service requests for Environment & Culture and 79% of those for Planning and Transportation.

Appendices

- 10 Appendix A.: Key to performance reports
Appendix B: Details of performance for the period 1st April – 31st December 2009.

Background Papers

- None identified.

KEY TO PERFORMANCE REPORTS

PERFORMANCE AGAINST TARGETS AND ACTION PLANS	
4	Outturn is 10% or more above target
3	Outturn is on or above target by up to 10% or , where up to date performance data against target is not available for good reason, the action plan shows satisfactory progress
2	Outturn is below target, but within 5% or where up to date performance data against target is not available for good reason, the action plan shows inadequate progress
1	Outturn is 5% or more below target or no target has been set without good reason or there is no action plan
<p>N.B. Where data is available this determines the judgment made for each indicator. Action plans are used to judge performance only as a default where data is unavailable.</p>	
DIRECTION OF TRAVEL	
<input type="checkbox"/>	Performance is better than the same period last year
<input type="checkbox"/> <input type="checkbox"/>	Performance is the same as for this period last year
<input type="checkbox"/>	Performance is behind the same period last year

Reference					Indicator	Lead Directorate	2008-09 Outturn	2009-10 Target	Latest Outturn		Commemt/progress	RABG rating	Direction of Travel		Reason for judgements
NIS	LAA	HCS	CAB	BVPI					September	December		September	December	September	
Theme: economic development and enterprise															
167		7a-b			Congestion – average journey time per mile during the morning peak (Data will be available from the Data Interchange Hub, no date currently specified)	Regeneration	Awairing data from DoT (December) to establish baseline	TBC	Data anticipated December 2010	18 minutes	Congestion surveys are undertaken every June and October on 4 routes crossing the City. The indicator methodology has been revised inline with NI. The Local Transport Plan sets out a number of strategies in support of sustainable transport modes which are designed to reduce the impact of traffic and restrict traffic growth. Measures include new cycle facilities, improved pedestrian access and supporting public transport	A	B		Baseline established
177		7a-b		102	Local bus passenger journeys originating in the authority area (Outturn data available April)	Regeneration	3,667M	3,667M	Annual data		A core element of the journeys is supported through subsidised bus services and the Transportation Team seek to optimise the services supported to benefit most users (up to a point at which they may become commercially viable). The remainder of the services (approx 2m journeys/year) are operated commercially and these are concentrated on the Hereford City transport network. In addition a comprehensive programme of publicity is undertaken to ensure that users and potential users have high quality information on the available services	B	B		No data, but action plan being delivered
178	Yes	7a-b	Yes		Bus services running on time (Outturn data available April)	Regeneration	80%	80%	Annual data		This data is collected annually by various surveys that take a sample of bus passenger users on certain days of the week throughout particular months each year. Issues arising in terms of punctuality problems are dealt with in partnership with bus operators providing the specific service. Bus service contracts are monitored on an ongoing basis; this is done through quarterly meetings of the Bus Operators forum, these meetings are held to discuss any issues that affect the bus services	B	B		No data, but action plan being delivered on target

Reference					Indicator	Lead Directorate	2008-09 Outturn	2009-10 Target	Latest Outturn		Comment/progress	RABG rating		Direction of Travel		Reason for judgements
NIS	LAA	HCS	CAB	BVPI					September	December		September	December	September	December	
182			Yes						Satisfaction of businesses with local authority regulation services (Outturn data available April)	Environment & Culture		70%	72%	60% (April - June only)	56% (April to September)	
183					Impact of local authority regulatory services on the fair trading environment (Outturn data available April)	Environment & Culture	0.96%	0.95%	Annual data		An action plan to achieve the improvement target is in place and being implemented	B	B			Activity being delivered according to plan
184					Food establishments in the area which are broadly compliant with food hygiene law (Outturn data available April)	Environment & Culture	93%	94%	Annual data		An action plan to achieve the improvement target is in place and being implemented	B	B			Activity being delivered according to plan
Theme: safer communities																
47	Yes	52	Yes	99a	People killed or seriously injured in road traffic accidents (This indicator is reported annually as a three year average. For management purposes in-year unaudited data is reported monthly at least one month in arrears)	Regeneration	93 (2008)	>122 (2009)	86 (January to September)	105 (final)	Although higher than in 2008 performance has exceeded target	B	B	▽	▽	Performance improved in recent months. The 3-year average for 2007-09 was 110.33, better than the LAA target. The action plan to achieve the 2010 LAA target is being delivered.
48				99b	Children killed or seriously injured in road traffic accidents (This indicator is reported annually as a three year average. For management purposes in-year unaudited data is reported monthly at least one month in arrears)	Regeneration	6 (2008)	>13 (2009)	4 (January to May)	8		B	B	▽	▽	The target is likely to be achieved, but performance is worse than for the same period last year

Reference					Indicator	Lead Directorate	2008-09 Outturn	2009-10 Target	Latest Outturn		Commment/progress	RABG rating		Direction of Travel		Reason for judgements
NIS	LAA	HCS	CAB	BVPI					September	December		September	December	September	December	
168	Yes		Yes	223					Principal roads where maintenance should be considered (Outturn data available April)	Environment & Culture		4%	5%	5% (final)	Routine and reactive and programmed maintenance is being delivered in accordance with the current highway maintenance plan. Annual programme of highway maintenance works has been developed based on existing condition data to prioritise investment. Delivery of the programme is currently on track.	
169	Yes		Yes	224a	Non-principal (classified) roads where maintenance should be considered (Outturn data available April)	Environment & Culture	11%	9%	9% (final)	Government grant funding for improved highway asset management will enable the development of lifecycle management plans to inform and target investment in future years. Successful completion of this work will be included in the performance management of the services delivered by Amey.	B	B	△	△	The target has been achieved and is better than last year	
				224b	Non-principal (unclassified) roads where maintenance should be considered (Outturn data available April)	Environment & Culture	20%	17%	Outturn available April	The programme of works has been developed with Amey based on currently available road condition data to ensure works are as far as possible targeted to priorities. The delivery of this programme of work is on track to be completed.	B	B			The action plan is being delivered and the target is likely to be achieved	
				187	Condition of footways (Outturn data available April)	Environment & Culture	20.60%	11%	Outturn available April		B	B			The action plan is being delivered and the target is likely to be achieved	
Theme: stronger communities																
157 a			Yes	109 a	Processing of major planning applications (Data available monthly)	Regeneration	73%	60%	92%	71%	Performance for the last quarter of the year has fallen to 68%, 54% and 61% respectively, attributable to the introduction of Civica. A variety of measures have been introduced to ensure that this does not continue into the 4th Quarter. All other activity is progressing as planned to date.	G	G	△	△	Performance exceeding target by more than 10% and better than for the same period last year
157 b			Yes	109 b	Processing of minor planning applications (Data available monthly)	Regeneration	73%	65%	72%	67%	Performance for the 9 months to December last year was 69%, 72% and 86% respectively. These problems are due to the implementation of the new IERS System and there is currently a 3/4 week backlog of applications. Measures however are in place to combat this and system problems are being worked through with Civica.	G	B	△	▽	Performance on target, but worse than for the same period last year
157 c			Yes	109 c	Processing of other planning applications (Data available monthly)	Regeneration	87%	80%	82%	74%		B	R	▽	▽	Performance well below target and worse than for the same period last year
170					Previously developed land that has been vacant or derelict for more than 5 years (Data available April)	Regeneration	0.07%	None set				R	R			No target, no action reported

Reference					Indicator	Lead Directorate	2008-09 Outturn	2009-10 Target	Latest Outturn		Comment/progress	RABG rating		Direction of Travel		Reason for judgements
NIS	LAA	HCS	CAB	BVPI					September	December		September	December	September	December	
175					Access to services and facilities by public transport, walking and cycling (Outturn data available April)	Regeneration	91%	91%	Outturn known April 2010			R	R			Planned activity, but no progress reported
176					Working age people with access to employment by public transport (and other specified modes) (Data available April)	Regeneration	70%	70.00%	Outturn known April 2010			R	R			Planned activity, but no progress reported
195		54	Yes	199a-c	Improved street and environmental cleanliness (levels of (a) litter, (b) detritus (c) graffiti and (d) fly posting) (Data available 4 monthly following survey)	Environment & Culture	(a) 5% (b) 13% (c) 1% (d) 1%	(a) 5% (b) 9% (c) 1% (d) 1%	(a) 10% (b) 15% (c) 4% (d) 1%	(a) 7% (b) 11% (c) 3% (d) 1%	A robust action plan has been developed with Amey which is being delivered	R	R	▽	▽	Overall performance in the first 8 months is below target and worse than for the same period last year
196			Yes	199d	Improved street and environmental cleanliness – fly tipping (Data available monthly)	Environment & Culture	Grading 2	Grading 1	Grading 2	Grading 2	Although the improvement plan is being delivered it is not now anticipated that the target will be achieved this year	R	R	◁▷	◁▷	Target not yet achieved
197	Yes	55 57	Yes		Improved local biodiversity – active management of local sites (Outturn data available April)	Regeneration	33 sites	50 sites		41 sites	Herefordshire FWAG commissioned to prepare 40 management plans - 31 either finished or substantially complete to date Hereford and Worcester Earth Heritage Trust commissioned to prepare 10 management plans - work on all 10 underway This leaves a shortfall of 9 at this point in time Contingency provisions: H+W EHT have one further site they are looking to bring forward - 1 We have identified 6 council sites that HFWAG can take on if required - 6 We are waiting for advice on ownership from Land Registry on 6 further sites - 6 Herefordshire Nature Trust is also looking to prepare 3 management plans - 3	B	B			Activity being delivered according to plan and target likely to be achieved
					Children travelling to school – mode of travel usually used - Car	Regeneration	32.77%	33.0%								

Reference					Indicator	Lead Directorate	2008-09 Outturn	2009-10 Target	Latest Outturn		Comment/progress	RABG rating		Direction of Travel		Reason for judgements
NIS	LAA	HCS	CAB	BVPI					September	December		September	December	September	December	
198					Children travelling to school – mode of travel usually used - Car Share	Regeneration	5.06%	4.0%			Activity centres around the work of the School Travel Officer and Assistant who work directly with schools, promoting and supporting school travel plans. Excellent progress has been made increasing the number of schools with travel plans and ensuring they are kept up to date	B	B			Activity being delivered according to plan and target likely to be achieved
					Children travelling to school – mode of travel usually used - School / Public Transport	Regeneration	22.95%	23.5%								
					Children travelling to school – mode of travel usually used - Walk	Regeneration	36.79%	38.0%								
					Children travelling to school – mode of travel usually used - Cycle	Regeneration	1.45%	1.5%								
Theme: environment																
185					CO2 reduction from Local Authority operations (Outturn data available April)	Environment & Culture	22,730,372kg	-1.50%	Outturn known July 2010		Data collection for 2008-09 completed and analysis has been undertaken to inform action planning. Publication of the data (with comparators) is still awaited. There are a number of other plans and activities underway which will contribute towards achieving this target, including the Asset Management Plan, Staff Travel Plan updating of leisure centre plant by Halo, a CO2 reduction target agreed with Amey and the new, more efficient refuse collection fleet to be introduced as part of the new waste collection contract.	A	A			Action planning incomplete, but positive activity taking place
186	Yes	58	Yes		Per capita reduction in CO2 emissions in the LA area (Data provided by Defra approximately 18 months in arrears)	Environment & Culture		13.1% less by 2010 against 2005 baseline	Outturn for 2008 known September 2010		Action plan in place and being delivered. Currently under review with the Herefordshire Environment Partnership	B	B			Action plan being delivered and on target
187					Planning to adapt to climate change (Outturn data available April)	Environment & Culture	Level 0	Level 0			Action plan being developed, although existing plans such as the Local Transport Plan are making a contribution.	A	A			Action planning incomplete, but positive activity taking place
188					Flood and coastal erosion risk management (Availability of data determined by Defra)	Regeneration	100%	100.00%			Actions yet to be agreed with the Environment Agency	B	B			No actions currently required by Environment Agency

Reference					Indicator	Lead Directorate	2008-09 Outturn	2009-10 Target	Latest Outturn		Comment/progress	RABG rating		Direction of Travel		Reason for judgements
NIS	LAA	HCS	CAB	BVPI					September	December		September	December	September	December	
191	Yes	56a	Yes						Residual household waste per head (Data available monthly in arrears)	Environment & Culture		690.01kg	691kg	292.14kg to August	500.09kg	
192			Yes	82a i-ii 82b i-ii 82c i-ii 82d i-ii	Household waste recycled and composted (Data available monthly in arrears)	Environment & Culture	33.24%	35%	35.96% to August	35.57%	Revised Joint Municipal Waste Management adopted. Promotion of waste minimisation, recycling and composting - campaign around reducing food waste is ongoing and was promoted through new waste collection contract "roll out" with particular emphasis over extended kerbside recycling and new recyclables being handled through the new EnviroSort Plant.	B	B	△	△	Activity being delivered according to plan and target likely to be achieved, performance is better than the same period last year
193			Yes		Municipal waste landfilled (Data available monthly in arrears)	Environment & Culture	64.92%	55.44%	61.08% to August	62.14%		R	R	△	△	Activity being delivered according to plan, however performance more than 5% below target but performance is slightly better than the same period last year
194					Level of air quality – reduction in NOx and primary PM10 emissions through local authority's estate and operations (Outturn data available April)	Environment & Culture					Data collection for 2008-09 completed and analysis has been undertaken to inform action planning. Publication of the data (with comparators) is still awaited. There are a number of other plans and activities underway which will contribute towards achieving this target, including the Asset Management Plan, updating of leisure centre plant by Halo, a CO2 reduction target agreed with Amey and the new, more efficient refuse collection fleet to be introduced as part of the new waste collection contract.	A	A			Action planning incomplete, but activity taking place
Reference:																
NIS	National Indicator Set															
LAA	Local Area Agreement															
HCS	Herefordshire Community Strategy															
CAB	Included in the report to Cabinet															
BVPI	Former Best Value Performance Indicator															



MEETING:	ENVIRONMENT SCRUTINY COMMITTEE
DATE:	22 MARCH 2010
TITLE OF REPORT:	WORK PROGRAMME
REPORT BY:	Democratic Services Officer

CLASSIFICATION: Open

Wards Affected

County-wide.

Purpose

To consider the Committee's work programme.

Recommendation

THAT subject to any comment or issues raised by the Committee the Committee work programme be approved and reported to the Overview and Scrutiny Committee.

Introduction and Background

1. The Overview and Scrutiny Committee is responsible for overseeing, co-ordinating and approving the work programme of the Committee, and is required to periodically review the scrutiny committees work programmes to ensure that overview and scrutiny is effective, that there is an efficient use of scrutiny resources and that potential duplication of effort by scrutiny members is minimised.
2. The work programme, set out at Appendix 1, may be modified by the Chairman following consultation with the Vice-Chairman and the Directors in response to changing circumstances.
3. Should any urgent, prominent or high profile issue arise, the Chairman may consider calling an additional meeting to consider that issue.
4. Should Members become aware of any issues they consider may be added to the scrutiny programme they should contact the Democratic Services Officer to log the issue so that it may be taken into consideration by the Chairman when planning future agendas or when revising the work programme.
5. To enable the Committee to track the result of previous recommendations Appendix 2 is attached for information only. Where possible this includes a comment by the relevant officer on the current position concerning the issue at the time of going to print.

Background Papers

- None identified.

ENVIRONMENT SCRUTINY COMMITTEE WORK PROGRAMME
For consideration by Committee on 22 March 2010

Friday 26 March 2010 at 9.30am Brockington	
	<ul style="list-style-type: none"> • Council's Vehicle Fleet – to consider the environmental impact and management of the Council's Vehicle Fleet. • Update on the Work of the Community Protection Team.

Monday 19 APRIL 2010 at 9.30am Brockington	
	<ul style="list-style-type: none"> • Highway Maintenance Standards – Update. • Street scene –cleanliness and footway condition / performance. • Reducing Energy Consumption – Street Lighting – further update. • Safer Roads Partnership – Update by Council's Member on SRP Board. • Committee Work Programme.

Monday 9.30am 7 June 2010 Function Room, Bridge Street Sports Centre, Leominster	
	<ul style="list-style-type: none"> • Annual Presentation by Cabinet Member (Environment & Strategic Housing) • Annual Presentation by Cabinet Member (Highways and Transportation) • Progress report on actions following the Scrutiny Review of On-Street Parking. • Capital Budget Monitoring • Revenue Budget Monitoring. • Report on Performance Indicators. • Committee Work Programme

Tuesday 2.00pm 13 July 2010 Brockington	
	<ul style="list-style-type: none"> • The Herefordshire Local Access Forum (provisional item) • Public Rights of Way and Highway Definitive Map – to assess overall performance and consider progress in addressing various issues identified at various meetings. • Committee Work Programme

9.30am 13 September 2010	
	<ul style="list-style-type: none"> • Good Environmental Management (GEM) – end of year performance report. • ** Consideration of the draft LTP3 (provisional item) • Progress report on actions following the Scrutiny Review of On-Street Parking. • Capital Budget Monitoring • Revenue Budget Monitoring. • Report on Performance Indicators. • Committee Work Programme

9.30am 26 November 2010	
	<ul style="list-style-type: none"> • Capital Budget Monitoring • Revenue Budget Monitoring. • Report on Performance Indicators. • Committee Work Programme

9.30am 28 February 2011	
	<ul style="list-style-type: none"> • Capital Budget Monitoring • Revenue Budget Monitoring. • Report on Performance Indicators. • Committee Work Programme

Items for consideration as the programme is further developed:

- The effect on Herefordshire of changes to the Single Farm Payments system (e.g. hedge cutting, drainage ditch clearance)
- Any specific issues arising from Council Strategies or Plans.
- **Contribute to policy development of LTP3. Draft timetable for the policy review indicates this could come to scrutiny in September 2010.
- Consideration of revised/reviewed Flood Defence Policy.
- Consider inviting the Environment Agency to discuss the environmental impact, of the Open Windrow Greenwaste composting facility at Morton-on-Lugg. (Minute 60 – Committee work programme and Minute 64)
- Colwall Railway Bridge – review any traffic/pedestrian safety issues arising (see Minute 65 of 20.4.09)
- Street Cleaning – performance monitoring update report following the change to the Services Delivery Partnership with Amey. (see 20.4.09)

Progress in response to recommendations made and issues requiring action raised by the Environment Scrutiny Committee.

Committee date: 14 September 2009

Environment & Carbon Management Performance	
Recommendations	Response/Action
<p>the Cabinet Member (E&SH) consider expediting improved levels of building regulations to bring greater energy efficiency in property developments including the greater use of renewable natural resources.</p>	<p>October 2010 will see the first step towards achieving zero carbon in domestic development by 2016 and non-domestic by 2019. The change will see a 25% carbon improvement compared to 2006 (current) standards. The energy/carbon standard of the Building Regulations will be equivalent to code level 3 of the Code for Sustainable Homes. Increased standards are planned for 2013 & 2016.</p>
<p>an update report be presented to the next meeting setting out the actions being taken in relation to building efficiencies designed into new council/school properties.</p>	<p>See the Sustainability and Property procurement item on this agenda.</p>
<p>the Committee suggests to the Executive that the Council's major contractors are asked to submit regular (e.g. quarterly) returns on their carbon emissions so that they can be monitored to ascertain that on-going improvements are being achieved. This is on the basis that contractors are, at present, responsible for 88% of the Council's transport carbon emissions.</p>	<p>For major contractors this is considered an appropriate measure and performance figures will be collected for Amey/Focsa.</p> <p>The application of this to all Council's contracts will be raised with the Director of Resources for consideration in relation to Strategic Procurement Policy.</p>
<p>a progress report be brought to the next meeting setting out the Council's intended actions to achieve the Carbon Reduction Targets.</p>	<p>See the Carbon Management Overview item on this agenda.</p>
<p>when considering future contracts, the Executive should give careful consideration to how any short term savings made to reduce the cost of the contract could impact on any long term environmental and financial benefits that may be achieved by investing for the future.</p>	<p>See the Sustainability and Property procurement item on this agenda.</p>

a report on Display Energy Certificates (DECs), including buildings down to 750sqm in size, indicating the efficiency of the building with a building profile, be reported to the March 2010 meeting.	See the Sustainability and Property procurement item on this agenda
the Committee suggest to the Executive that renewed effort be resourced via our Climate Change Management Team to support schools through their Eco-Management, in particular in relation to reducing energy use.	The Director responded that currently there was no available funds to increase staff resources in this area.
the Committee suggest to the Cabinet Member (H&T) that opportunities be sought e.g. via the SALEX Scheme to investigate nil percentage interest loans to aid the replacement of outdated street lighting.	Noted.
that the Cabinet Member (E&SH) consider introducing incentives to reward those service areas that make significant reductions in their CO2. e.g. a rebate on their budget.	This is a matter for the Director of Resources and the issue will be reviewed.

Executive Response And Action Plan Following The Scrutiny Review Of The Planning Service	
Recommendations	Response/Action
a further report on progress against the single action plan for the service be made after six months with consideration then being given to the need for any further report to be made.	See the Progress on Implementation of Scrutiny Review of Planning Service item in this agenda.

Revenue Budget Monitoring	
Recommendations	Response/Action
Cabinet Member (Highways and Transportation) consider issuing to Parish Councils a highways map indicating drains and ditches to facilitate the parish council's accurate reporting of floods or blocked drains.	Work is underway to map the highways assets more accurately and this will facilitate this in the future.

the Committee suggests that the Executive consider transferring funding, from areas identified in the report as having a potential underspend, to provide further support to the roads maintenance budget.	The Director responded at the meeting that funds were not available for such a re-allocation.
the Committee expresses major concerns that no ultimate disposal system is yet in place to achieve considerable reductions in residual household waste tonnage going to landfill, ahead of year 2010 government targets.	The Councils' contractors, Severn Waste Services are currently preparing to submit a Planning Application for an Energy from Waste Plant for 200,000 tonnes of waste per annum at Hartlebury in Worcestershire. The plant would ensure that the two Councils would remain LATS compliant.

Community Protection Team	
Recommendations	Response/Action
a progress report on the work of the Community Protection Team be presented to the March 2010 meeting.	Chairman agreed that a report be scheduled for the 26 March meeting.

Committee Date: 23 November 2009

Suggestions from Members of the Public	
Additional Actions	Response/Action
the various aspects of traffic calming raised by Mrs K Johnston be considered as part of the LTP3 review and the written response be communicated to Mrs Johnston	Response forwarded to Mrs Johnston. The review of the LTP3 to be considered by the Committee.

Safer Roads Partnership And Speed Limit Review Update	
Additional Actions	Response/Action
The Director of Environment & Culture consider taking up with Government the issue of speed limiter roundels.	Response included by Highway Network Manager in relation to Traffic Signs Regulations Consultation.
The Road Safety Partnership be invited the March 2010 meeting to further update the Committee on their work.	Report by Council's member on the RSP Board to be made to the 19 April meeting.

The Assistant Director Environment & Culture is requested to further examine the speed and safety issues raised by Pixley Parish Council.	Matter to be pursued by Amey with Parish Council
--	--

Highway Maintenance Standards	
Additional Actions	Response/Action
the report be noted and the possibility of increasing, the number of and surface condition of, unofficial lay-bys on rural lanes be considered as part of the LTP3 review	This issue will be considered as part of the LTP3 review.
the Committee urges the highways department of the Council to ensure that scheduled maintenance works causing disruption to the network, including those by the Highways Agency, should be communicated to the local community well in advance of works commencing to ensure people are able to avoid the disruption. Any interference with the intelligent traffic system within Hereford should not occur unless full communication has already been undertaken	The matter has been taken up formally with Highways Agency and mechanisms are in place to ensure this in future
Chairman and Vice-Chairman consider whether a further update report on highway maintenance standards be made to a meeting in April 2010	Listed in the work Programme for 19 April 2010 meeting.

COUNCIL VEHICLE FLEET	
Additional Actions	Response/Action
the Committee strongly recommend that a central database of Council vehicles be established as soon as possible to ensure that information about this valuable resource is properly recorded and managed; and	A project to establish overall management of the Council fleet has commenced. To be reported to committee 26 March 2010.
The Chairman and Vice-Chairman consider whether a further full report be made to an extra meeting of the committee in January 2010	As above.

Executive Response And Action Plan Following The Scrutiny Review Of On-Street Parking	
Additional Actions	Response/Action
A further report on progress against the actions be made after nine months with consideration then being given to the need for any further report being made	Listed in the work programme.

Capital Budget Monitoring	
Additional Actions	Response/Action
report on progress of the Park and Ride scheme be presented to the March 2010 meeting	See the Park and Ride (North) item in this agenda

Committee Work Programme	
Additional Actions	Response/Action
The Chairman and Vice Chairman discuss with the Head of Planning and Transportation how the issues of public transport and traffic congestion, identified by Strategic Monitoring Committee can best be addressed	Work has been ongoing in these areas since the results of the 2008 survey. These issues will also be picked up as part of the LTP3 review.

