

AGENDA

Environment Scrutiny Committee

Date: **Monday 28 June 2010**

Time: **5.00 pm**

Place: **The 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

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Agenda for the Meeting of the Environment Scrutiny Committee

Membership

| | |
|----------------------|-------------------------------|
| Chairman | Councillor RI Matthews |
| Vice-Chairman | Councillor PJ Watts |
| | Councillor WU Attfield |
| | Councillor CM Bartrum |
| | Councillor DJ Benjamin |
| | Councillor DW Greenow |
| | Councillor JW Hope MBE |
| | Councillor TW Hunt |
| | Councillor PM Morgan |
| | Councillor A Seldon |
| | Councillor NL Vaughan |

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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.

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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 To approve and sign the Minutes of the meeting held on 7 June 2010. | 1 - 8 |
| 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. | CLIMATE CHANGE AND CARBON REDUCTION To update the committee on progress with plans to reduce carbon emissions. | 9 - 30 |
| 7. | SCHOOL TRAVEL PLANS AND THEIR CONTRIBUTION TO MEETING THE ENVIRONMENTAL TARGETS To provide the committee with an overview of progress on Herefordshire School Travel Plans highlighting the contribution that reducing travel to school by car makes to the reduction in carbon emissions. | 31 - 40 |
| 8. | COUNCIL VEHICLE FLEET The report outlines the results of the fleet review. It contains details of the current council fleet and a proposed approach to management of the fleet and considers the options for working more closely with the council's partners in future. | 41 - 52 |
| 9. | REVENUE BUDGET MONITORING To advise members on the Environment Committee of the financial revenue outturn position for the Environment budgets for 2009/10 and the agreed budget for 2010/11 highlighting the emerging pressures. | 53 - 62 |
| 10. | CAPITAL BUDGET MONITORING To advise members on the Scrutiny Committee of the final outturn position for the 2009/10 Environment Capital Programme within the overall context of the Council's Capital Programme and the proposed Environment Capital Programme for 2010/11. | 63 - 70 |

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| 11. ENVIRONMENT PERFORMANCE OUTTURN FOR 2009/10 | 71 - 80 |
| To report on the outturns for key national performance indicator targets for Environment Scrutiny Committee. | |
| 12. COMMITTEE WORK PROGRAMME. | 81 - 86 |
| 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

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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.

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(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 and Strategic Housing.

Children's Services

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

Community Services Scrutiny Committee

Cultural Services, Community Safety (including Crime and Disorder), Economic Development and Youth Services.

Health

Scrutiny of the planning, provision and operation of health services affecting the area.

Environment

*Environmental Issues
Highways and Transportation*

Overview and Scrutiny Committee

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

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HEREFORDSHIRE COUNCIL

BROCKINGTON, 35 HAFOD ROAD, HEREFORD.

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HEREFORDSHIRE COUNCIL

MINUTES of the meeting of Environment Scrutiny Committee held at The Function Room, Bridge Street Sports Centre, Leominster, HR6 8EA on Monday 7 June 2010 at 9.30 am

Present: Councillor RI Matthews (Chairman)

Councillors: WU Attfield, CM Bartrum, Bettington, DW Greenow, JW Hope MBE, TW Hunt, PM Morgan and A Seldon

In attendance: Councillors WLS Bowen, PJ Edwards, JG Jarvis (Cabinet Member - Environment & Strategic Housing) and DB Wilcox (Cabinet Member Highways and Transportation)

1. APOLOGIES FOR ABSENCE

Apologies were received from Councillors: DJ Benjamin; NL Vaughan; PJ Watts.

2. NAMED SUBSTITUTES

Councillor PL Bettington substituted for Councillor PJ Watts.

3. DECLARATIONS OF INTEREST

Councillor PL Bettington declared a personal interest in Agenda Item 7 – Annual Report by Cabinet Member (Environment and Strategic Housing).

4. MINUTES

The Chairman reminded Members that for information only an update on actions arising from previous recommendations was contained at agenda item 8. Members noted that Amey Herefordshire used between 40 – 80 local contractors depending on the work and time of year. Payments to contractors should be within 21 days of invoice.

RESOLVED: That the minutes of the meeting held 19th April 2010, be confirmed as a correct record and signed by the Chairman.

5. SUGGESTIONS FROM MEMBERS OF THE PUBLIC ON ISSUES FOR FUTURE SCRUTINY

Mr P McKay, Leominster, suggested that the expected report to the 13 July meeting concerning Public Rights of Way Service should include reference to the inspection of unsurfaced county roads as this matter didn't seem to be adequately inspected under the Council's Highway Maintenance Plan (see his question to Council 28 May 2010) He further suggested that as the meeting on 13 July would be receiving a presentation from the Local Access Forum, the question be put concerning whether there was adequate advertising for their meetings.

The Chairman thanked Mr McKay for his suggestions.

RESOLVED: That

- a. the Public Right of Way (PROW) report to the 13 July meeting also include information on the inspection of unsurfaced County Roads; and
- b. officers be requested to investigate the requirements for advertising meetings of the Local Access Forum and include in the report to the July meeting.

6. ANNUAL REPORT BY CABINET MEMBER HIGHWAYS AND TRANSPORTATION

The Chairman invited Councillor DB Wilcox, (Cabinet Member - Highways and Transportation) to comment upon past performance; identify key issues and comment on future plans in relation to the Highways and Transportation portfolio.

The Cabinet Member (Highways and Transportation) provided an overview of the Highways and Transportation Services and highlighted progress in: Road Safety; Sustainable Transport; Winter Maintenance; Sustainable Travel; Supporting public & Community Transport; and future work on the Local Transport Plan 3 Review; Parking Strategy Review; the Hereford Relief Road; investment in maintenance; Edgar Street Grid – Yazor Brook Flood Alleviation; Widemarsh Street improvements, and Road Safety Improvements.

A full copy of the Cabinet Member presentation has been placed with the agenda papers in the Committee Minute book.

Arising from the presentation and questioning the following principal points were noted:

- It was noted that the Overview and Scrutiny Committee had reviewed the Council's and its partner's response to the winter weather which had included details of how the Highway Service had responded. Due to the additional costs involved in keeping the roads open (£936k) and subsequent increased maintenance (£3.5m in 2009/10) a number of planned schemes had been rescheduled. Costs would be involved in replenishing the salt barns and repaying the overspend. There were no plans to increase the normal salt/grit stock levels.
- In response to Members criticism of the rail companies for the lack of adequate accommodation on local trains, especially the overcrowding at peak times, and the lack of facilities at stations, particularly in accordance with the Disability Discrimination Act the Cabinet Member informed the Committee that meetings were planned with the companies to again raise these issues. He undertook to report to Committee in due course. Depending on the outcome of the talks the Committee may consider inviting the companies to come before them to publically explain their position in these and other matters.
- While thankfully the number of killed and seriously injured (KSI) on county roads was falling (105) the Cabinet Member reported that any KSI were too many. Every incident was inspected and analysed. From profiling the highest number of incidents occurred to 16- 25 year olds and may relate to behaviour rather than road conditions. The Committee requested that the local member(s) be informed as soon as possible of any KSI in their ward.
- As the principal residential, business and retail centre for the County, access to the City was essential and the Committee requested information on the key points being used to lever increased funding from government to improve transport access to the City.
- The Committee were informed that a number of sustainable travel events had been arranged and details would be circulated.
- Since the report to the 26 March 2010 Committee a number of concerns had been raised by the public regarding the Connect 3 Greenway route which would

be addressed. A planning application was expected to be submitted in the autumn with construction due in 2011/13.

- 5 pairs of Speed Indicator Devices (SIDs) were available for deployment through the Road Safety Team. The Cabinet Member urged parish councils to contact the team concerning the potential deployment of any SID as permissions needed to be obtained. The Cabinet Member reported that he would be discussing speed cameras and road safety issues with the Road Safety Partnership.
- On questioning how the National Review of Speed Limits was progressing and whether Councillors would be involved with the review the Committee accepted that it would be informed of progress by briefing note.
- The Cabinet Member urged members to keep themselves informed concerning the review underway of the Local Transport Plan (LTP3) and to respond to consultation.
- The Committee noted that a Pay-on-Exit pilot scheme would be undertaken at the Maylord Orchard car park and the Cabinet Member outlined how it would operate. Responding to whether the Pay-on Exit scheme would release resources for deployment elsewhere the Cabinet Member responded that it may necessitate increasing resources to staff the ticket validation desk and rectify any exit barrier malfunction. Changes would also occur to the car park closing times.
- Questions were asked regarding the recent closure by the owners of the Maylord Orchard car park of the pedestrian exits. The Head of Planning and Transportation reported that the necessary planning application to change the access arrangements had been approved as no adverse comment had been received from either the City Council or the ward member.
- Along side the ESG work a Parking Needs Analysis was being completed and would inform the review of the County Parking Strategy.
- Arising out of the public consultation on the Core Strategy, indications were that four fifths of the respondents supported a relief road for Hereford, however, opinion on whether it should be to the east or west was equally divided. A comment was made that the Council should show its commitment to the relief road by allocating finance to a reserve fund to support initial work.
- Questioned about progress of the Park and Ride schemes the Cabinet Member reported that discussions had been held with ward members concerning a proposed short term site (for 2 or 3 years) north of the Leisure Centre, Holmer Road, Hereford pending a longer term solution associated with the Hereford Relief Road. Members questioned the feasibility of a small site and criticised its location, as in accessing it traffic would already have joined the queue in Holmer Road. Comment was also made that in view of the difficulty in finding a site to the north then a site to the south, e.g. at Redhill, should be progressed.

The Chairman thanked the Cabinet Member Highways and Transportation for his presentation and for answering the many questions.

RESOLVED: That

- a. the Cabinet Member Highways and Transportation is requested to take up in the strongest terms the matters concerning the lack of local train capacity and station facilities with the train companies and report to the November Committee meeting following which the Committee may wish to consider inviting the train companies to come before them to explain their position in these and other matters;**
- b. local Member(s) be informed when any serious incident or accident occur on roads in their ward;**

- c. **Members be informed by briefing note of the key points being used to lever increased funding from government to improve transport access to the City by the county population;**
- d. **information concerning the Sustainable travel events be circulated to all members;**
- e. **that current progress concerning the Review of Speed Limits be communicated to Members by briefing note; and**
- f. **that current progress concerning the bridge and road works being undertaken on the A438 (nr Rhydspence) be communicated to members by Briefing note.**

At this point the Committee adjourned for 5 minutes and resumed at 11.25am

7. ANNUAL REPORT BY CABINET MEMBER ENVIRONMENT AND STRATEGIC HOUSING.

The Chairman invited Councillor JG Jarvis, (Cabinet Member - Environment and Strategic Housing) to comment upon past performance; identify key issues and comment on future plans in relation to the Environment portfolio.

The Cabinet Member Environment and Strategic Housing provided an overview based on the following themes of: Planning; Local Development Framework; Sustainability; Regulatory Services; Waste Management; Recycling, and Energy from Waste.

Arising from the presentation and questioning the following principal points were noted in relation to each of the themes:

Planning

- The Cabinet Member reported that following the reports by both the Audit Commission and Environment Scrutiny into planning, and consideration by the Constitutional Review Working Group the new constitution, which introduced the new planning committee arrangement in January 2010, were working well. The new arrangements provided for greater involvement by individual ward members into local issues and enhanced liaison between councillors and officers. Parish Councils and planning agents had also responded favourably.
- Responding to criticism concerning the lack of performance from the planning element of the new Civica ICT system the Head of Planning and Transportation shared in the disappointment, however, ICT were looking to rectify the problems. While there had been a 5 to 6 week backlog in processing the applications to the system during the September switch over this was now down to an average of 2 or 3 days. He acknowledged that plans were still being scanned externally and this caused a delay to their uploading. This element was still being looked at from a corporate point of view. Key staff had been consulted in the initial design of the system. Town and parish councils and the public would be consulted during the system improvement stages. The Sustainable Communities Director reminded members that the previous ICT system had ceased to be maintained by the manufacturers. The Committee were due to receive a report on planning at their July meeting and an update on the scanning element could be included.
- Concern was expressed regarding shortcomings in the enforcement of planning application conditions. The Cabinet Member responded that following a reorganisation of the planning teams a team had been set up to specifically address the enforcement issue and revise the enforcement standards.

- During discussion reference had been made to a 'planning tool kit' on which members requested further information and the Head of Planning and Transportation undertook to include this in a forthcoming work shop for members.

Local Development Framework (LDF)

- The Cabinet Member reported that the LDF replaced the Unitary Development Plan and would be key to future development in the County. Response to the Place Shaping Consultation during Jan to March 2010 had been very good with nearly 5000 people engaging in the process resulting in over 2400 detailed comments. This compared very favourably to experiences elsewhere. Results indicated support for both the proposed growth and proposed strategies. He outlined further opportunities for member involvement prior to consideration by Council, which he hoped would be in this administration.
- Responding to questions concerning any possible changes to the LDF process following the election of the new government, and in particular the housing allocation, the Cabinet Member reported that the LDF was being developed in accordance with current guidance. While government had recently announced it had dropped the housing allocation element, he commented that the county would still need housing and the location and number would be open to debate. The Head of Planning and Transportation commented that while the Regional Spatial Strategy had been dropped he was comfortable with how the draft LDF was progressing.
- Future development under the LDF required the utility companies to be in a position to provide the infrastructure and the Committee questioned what the latest position was, particularly with Welsh Water who, it was understood had not engaged in the discussions. In response the Sustainable Communities Director reported that Welsh Water were now in discussions. He acknowledged that there were areas of the County where major infrastructure improvements were needed and these would need to be prioritised.
- The Cabinet Member acknowledged the work done by Councillor PJ Edwards at regional level.

Sustainability

- The Cabinet Member reported that currently 95% of schools were registered in the Eco Schools programme with the County being in the top 3 for the number of registered schools with the prestigious Green Flag Award. Schools accounted for about 50% of the carbon emissions from council properties. Schools were encouraged to participate in the energy challenge to adopt good energy housekeeping approaches and appropriate energy saving behaviour. 99% of schools had Travel Plans and 36 schools had won a School Travel Achievement Award. 17 Schools had Green Flag status.
- He also reported that a Herefordshire Environment Partnership had been formed to work on carbon reduction related issues. The introduction of vehicle speed limits had helped with air quality issues at the Wilton roundabout and at Pencraig, Ross-on-Wye.

Regulatory Services

- The Cabinet Member reported that the good work of the Community Protection Team continued (reported in detail to the 26 March 2010 minute No 61). Achievements had been the implementation of the Civica single ICT system with Planning, Building Control, PS Housing, Land Charges and Waste Management. A challenge would be to continue improvements to the System. Other challenges would be the reorganisation of the directorate and associated accommodation issues, continue the work being undertaken on closed landfill sites and generally doing more for less.
- It was suggested that enforcement work by the Community Protection Team may be more effective if they worked out of usual hours. The Cabinet Member

responded that the team were willing to do so, however, human resources and contractual issues needed to be addressed.

- Questioned about a long standing issue concerning unadopted sewers the Assistant Director responded that meetings were ongoing with Welsh Water and a project group had been formed in an effort to progress the issue.

Waste Management

- The Cabinet Member reported that the 2009/10 recycling target of 35% had been met. The target had been set at 41% for this year and there was a continuing need to reduce the residual waste while increasing the recycled element. Currently 63,725 household properties had a recycling bin and 14,902 had a sack recycling service. This related to 97% of properties. The remainder were flats and discussions were being held with housing associations, managing agents and landlords about bringing these on board. The new refuse and recycling service had been introduced at a lower cost than the previous one whilst retaining a weekly refuse collection. Councillors would have a further opportunity to visit the new EnviroSort plant on 2nd July.

Recycling

- Schools waste is classified as household waste and the Council has introduced at 61 schools recycling using wheeled bins. The Council was looking at providing a service where a charge may be made for collecting household recycling from residential hostels, residential homes, hospitals nursing homes, self-catering holiday accommodation, holiday caravan and camp sites, charities and halls used for public meetings.
- The Committee noted that further delays had occurred to the development of a Greenwaste recycling site at Morton-on-Lugg.

Energy from Waste

- The Cabinet Member reported that the new energy from waste site would enable the recovery of energy from 200,000 tonnes of municipal waste per year (after recycling and composting) to reduce dependence on landfill. It would generate 15.5MW of electricity for the grid being enough to power around 20,000 homes with the renewable heat being used by nearby businesses. 40,000 tonnes of ash would be reprocessed to replace the use of aggregates. The site would provide up to 30 skilled jobs some of which it was hoped would be offered to applicants from Herefordshire. A Local education and visitor centre would be created. He further reported that a planning application had been sent to and validated by Worcestershire County Council as the planning authority. It was anticipated that the report to Worcester Planning & Regulatory Committee would take a number of months to prepare and no date had yet been set for its submission to the committee.

The Chairman thanked the Cabinet Member Environment and Strategic Housing for his presentation and for answering the many questions.

RESOLVED: That

- a. the report on planning applications and enforcement programmed for the July meeting also contain an update on the system for scanning planning application plans.**
- b. the Cabinet Member Environment and Strategic Housing note the concern of the Committee that the enforcement of planning conditions was far from satisfactory and the Committee wished to see continued improvements in this area;**

- c. it be noted that the Head of Planning and Transportation intends to hold a work shop for all members on the theme of planning enforcement which would include reference to the 'planning tool kit;
- d. the Cabinet Member Environment and Strategic Housing and key officers be requested to press Welsh Water and other bodies concerned to deal with the issue of unadopted sewers as soon as possible.

8. COMMITTEE WORK PROGRAMME

The Committee considered its work programme.

RESOLVED: That subject to reflecting earlier comment the work programme be agreed and recommended to the Overview and Scrutiny Committee for approval.

The meeting ended at 12.39 pm

CHAIRMAN

| | |
|-------------------------|--|
| MEETING: | ENVIRONMENT SCRUTINY |
| DATE: | 28 JUNE 2010 |
| TITLE OF REPORT: | CLIMATE CHANGE AND CARBON REDUCTION |
| PORTFOLIO AREA: | ENVIRONMENT & STRATEGIC HOUSING |

CLASSIFICATION: Open

Wards Affected

County-wide

Purpose

To update the committee on progress with plans to reduce carbon emissions.

Key Decision

This is not a Key Decision.

Recommendation

THAT Committee:

- (a) **Note the reports and plans**
- (b) **Supports the Council's involvement on the Carbon Trust Local Authority Management Programme**
- (c) **Requests updates on progress on this Programme from appropriate officers throughout the Programme.**

Key Points Summary

- The organisation in its Corporate Plan for 2010 – 13 states that :-
The Council and NHS Herefordshire, working together to deliver efficient, excellent services and improved outcomes for the people of Herefordshire, will take action to tackle 7 major challenges for the county, including:-
“Doing all we can to combat climate change locally and deal with its impact.”
- Herefordshire Partnership is committed to achieving the Local Area Agreement NI 186 carbon dioxide (CO₂) reduction target to reduce carbon emissions in the Local Authority area by 13.1% per capita in the 3 years from 2008/11. 8.2% of this reduction relates to national measures (for which the Partnership is not accountable) and 4.9% to national measures with local authority influence.

Alternative Options

- 1 Fail to meet our self set internal and external targets.

Introduction and Background

2. The Committee has received a series of reports on carbon management. At the meeting in March 2010 the Committee requested further information on the plans to reduce carbon emissions within the Council and wider county.

Key Considerations

3. The Council has been selected to take part in the Carbon Trust Local Authority Management Programme from May 2010 to March 2011. This highly structured programme will enable the carbon reduction target for the next 5 years to be reset in the light of carbon reduction opportunities identified during the programme by an officer working group, backed up by a high level Board. The programme will result in a costed plan, both in terms of cost and expected carbon reductions. The Programme will have the opportunity to incorporate initiatives such as School Travel initiatives set out in a separate report on this agenda.
4. The Council's involvement in this Programme is a major initiative. The Council will benefit from the services and expertise of the Carbon Trust (CT). The CT is a not-for-profit company with the mission to accelerate the move to a low carbon economy. It provides specialist support to help businesses and the public sector cut carbon emissions, save energy and commercialise low carbon techniques. The CT's work focuses on two main areas – cutting carbon emissions now, and cutting future carbon emissions.
5. Key parts of the Programme involve:
 - (a) benefitting from the advice of experienced programme managers employed by the CT.
 - (b) the ability to have access to the knowledge and experience of other local authorities that have already embarked on the Programme.
 - (c) The opportunity to work in regional groupings throughout the year to share experience, and to benefit from mutual support.
6. The CT has a strong track record of helping public sector organisations both generally, and through this Programme in particular. Two case studies, summarised below, set out the potential of the programme.

Coventry City Council

In 2008 Coventry City Council embarked on the Local Authority Management service. It has since set a target to reduce CO₂ emissions by 30% over five years.

Gathering ideas from workshops and a unique carbon hotline for employees, the council identified 53 energy saving projects. Those already underway include training 'energy wardens' to help raise awareness, replacing street lighting and trialling electric vehicles. Together they should reduce emissions by 6,270 tonnes of CO₂ and save the council £964,000.

Wrightington, Wigan and Leigh NHS Foundation Trust

The Carbon Trust worked with Wrightington, Wigan and Leigh NHS Foundation Trust to embed a new Carbon Management strategy within their ongoing operations. This strategy identified opportunities to cut carbon emissions by 20% by 2012/13, against a 2004/5 baseline

of 17,107 tonnes of CO2. Wrightington, Wigan and Leigh NHS Foundation Trust is set to achieve payback on initial capital investment through energy efficiency savings of £380,000 across the five year implementation period.

7. In addition to this new initiative considerable work has gone into updating the wider Herefordshire carbon reduction delivery plan and associated action plan. The action plan now includes actions from several Herefordshire Partnership Policy & Delivery groups and some partners. Herefordshire Environment Partnership leads on the plan.
8. The Herefordshire action plan is now grouped under 6 themes: Business/Industry, Community, Domestic, Land use and food, Partnership/Crosscutting and Transport.
9. Further information is available at the New Leaf website, <http://herefordshirenewleaf.org.uk>. The strapline is 'Living Lightly in a Sustainable Herefordshire and cutting carbon'.

Community Impact

10. Herefordshire Partnership is committed to meeting its Local Area Agreement target to reduce carbon emissions across the county. Many community groups are actively involved in forwarding this agenda.

Financial Implications

11. Measures to reduce carbon emissions are generally associated with cost savings.

Legal Implications

12. None

Risk Management

13. Failing to implement the programmes is a risk to the reputation of the Council.

Consultees

14. Managers with actions included in the NI185 plan.

Appendices

Delivery Plan for NI186, Herefordshire Carbon emissions, and associated action plan

Report on approach to reducing council carbon emissions and associated action plan.

Background Papers

- None identified.

Herefordshire Partnership

**NI 186 Delivery Plan
May 2010**

Rising to the Local Challenge of CO2 Reduction

1 Executive Summary

This Delivery Plan sets out the measures that are being undertaken, and plans for further action across Herefordshire in order to:-

- Achieve the Local Area Agreement NI 186 carbon dioxide (CO₂) reduction target to reduce carbon emissions in the Local Authority area by 13.1% per capita in the 3 years from 2008/11. 8.2% of this reduction relates to national measures (for which the Partnership is not accountable) and 4.9% to national measures with local authority influence.
- Demonstrate that the county's plans and actions are gathering momentum and extend beyond compliance with statutory requirements
- Lay the foundations for a leading edge, long term programme of CO₂ reduction within the wider ambition of revitalising Herefordshire as a truly sustainable county
- Feed into the Partnership's self assessment for carbon emissions, one of eight areas of focus for this year's Audit Commission programme, due by the end of June.

A step change in thinking, planning, collaboration and implementation is needed to achieve the considerable reductions in carbon emissions from businesses, transport, housing and land use required to meet the LAA target (shown at appendix E). The scale of the challenge is significant. To put this into context, Herefordshire has the 5th most challenging reduction target out of 100 localities who have included NI186 in their delivery plan. This document sets out how this challenge is being addressed.

Reducing carbon also helps achieve efficiency savings and supports achievement of many partnership priorities: see section 6 for more information on this.

Accountability within the Council for this delivery plan sits with the Director for Sustainable Communities. However, to reflect our approach to partnership working and the need for cross cutting collaboration on this issue, the task of day to day leadership has been assumed by Herefordshire Environment Partnership (HEP). The Environment Partnership has used the resources available from the Area Based Grant to set up a delivery arm under the title New Leaf. This comprises a small team, including a co-ordinator, reporting to the Chair of HEP.

The Sustainable Communities Director and the Chair of HEP are now working together and have commenced the considerable tasks of:-

- securing engagement and ownership across all council directorates and all organizations and Policy & Delivery groups within Herefordshire Partnership
- ensuring that the policies and practices of partnership organisations are "carbon proofed"
- creating a positive dialogue with businesses to ensure that the "bottom line" benefits of carbon reduction activities are recognised
- establishing mechanisms to establish a clear baseline of carbon emissions in the county and track progress on an ongoing basis
- working with the third sector to engage communities of interest across the county
- working directly with local communities to implement practical carbon reduction activities

- publicising the need for carbon reduction – and how individuals can contribute towards this - to engage the wider population of the County
- researching best practice on carbon reduction worldwide to inform our future policies
- mapping current carbon reduction activities in Herefordshire; supporting and cross fertilizing good practice
- ensuring that the full benefits of the climate change agenda, such as employment, energy security, skills and community cohesion are fully recognised.

This Delivery Plan makes reference to commitments already made and builds on the many positive actions that the Council and its Partners have already taken, notably:

- improvements in the energy performance of the area's housing stock;
- the New Leaf programme
- the many activities and actions taken by third sector and community groups
- the excellent work taking place in many schools
- the changes to transport policies which have been implanted including encouragement of cycling; the Twoshare initiative; school travel and travel to work plans etc

At this stage, it is not possible to assess definitively whether the effect of past and proposed actions will enable the Partnership to achieve its NI 186 target for a number of reasons:

- i) The data for NI 186 is reported 2 years in arrears – and therefore, at May 2010, the most recent data available is for 2007 (before the LAA period).
- ii) Most Directorates and partner organizations have been unable as yet to provide data about the actual or predicted CO2 savings for many of their initiatives.
- iii) The CO2 reductions associated with some initiatives or strategies are impossible to quantify with any accuracy.

The data that is available shows that the CO2 emissions across Herefordshire have been reducing in the two years between the baseline year 2005 and the last available data in 2007, and that the Council and its partners are delivering some measures that are contributing to a reduction in carbon emissions. That said, the rate of reduction is insufficient to meet the NI 186 targets and the Chair of HEP has openly expressed his concern that unless further resources are made available and a greater level of cross partnership commitment is evident, there is a great deal of doubt that NI 186 will be achieved. If the Council does not meet this challenge then it will not receive the Reward Grant for NI 186.

The Delivery Plan acknowledges the risks faced by the Council and its partners in not achieving the Plan's outcomes. It builds on what has been achieved to-date and itemises the future actions. This document also outlines the methodology for capturing the benefits which arise from future initiatives and for monitoring their progress. The Delivery Plan also makes clear the nature of the difficulties to be overcome and how this may be done.

This next year is clearly important and the plan includes short term measures to:

- Communicate clearly to internal and external stakeholders the importance of understanding the implications of climate change for their work and moving to active involvement in this agenda
- Work with major partners across the Partnership to implement carbon reduction plans for the individual organizations and for the county as a whole
- Take full advantage of any national or regional assistance to supplement skill sets and overcome resourcing difficulties
- Ensure that the council is consistent in considering carbon implications in all of its decisions and operations
- Collect information on work already done to help passport good practice
- Maximise the 'Free at point of use' resources available from 'Solution providers'.

This document does not set out to address related areas (listed below), which will be covered elsewhere:-

- Adaptation to climate change (NI188)- response to predicted increased frequency of extreme weather
- Reduction of carbon emissions from Council services and operations (NI185)

2 Policy context

Tackling climate change is a key policy driver at both local and national government level. The ten hottest years on record have all been since 1990, and government spending on flood protection has more than doubled since 1997.

David Cameron's recent announcement that the Government is signing up to the 10:10 campaign pledging to reduce carbon by 10% in a single year (see video clip at <<http://aos.dh.bytemark.co.uk/phplist/lt.php?id=YEkNXA4HCExdBUkAVVAEAg%3D%3D>>) suggest that vigorous action on this agenda is likely.

Climate Change Act 2008

The Climate Change Act 2008 made Britain the first country in the world to introduce a long-term legally binding framework to tackle climate change with targets in legislation and five year carbon budgets. The Act requires the UK to reduce its greenhouse gas emissions by at least 34% below 1990 levels by 2020 and by at least 80% by 2050.

UK Low Carbon Transition Plan

The UK Low Carbon Transition Plan, published in July 2009, sets out how the Government would reduce emissions to meet the carbon budgets outlined in the Climate Change Act. The Plan describes how, in order to deliver the necessary level of emissions reductions, government departments are given a share of the UK carbon budget which they would have responsibility for. This allocation is based on emissions from both their own estate and operations and sectors over which they have influence, such as local authorities.

Local Carbon Frameworks

The Government is working with nine local councils (Manchester, Leeds City region, Bristol, Oxford, Northumberland, Haringey, Nottingham, Plymouth and Bournemouth, Poole and Dorset Multi Area Agreement) to pilot new local carbon frameworks, over the next 12 months.

Under a local carbon framework approach, authorities would:

- set out a clear set of medium and long term targets for action on carbon.
- go beyond 'business as usual', taking account of all other relevant targets and the national goals for cutting carbon
- develop a clear strategy for how carbon reductions can be achieved. This will need to be robust and strongly evidence based; and crucially, must articulate how they will secure community buy in and involvement; and
- develop a delivery plan involving all its partners, including those outside the formal strategic partnership.

It is not yet known whether seen whether the incoming government will accelerate these plans but the original intention was for a decision on the possible roll out of Low Carbon Frameworks nationally to be made in Spring 2011.

National Indicator 186

This National Indicator is in place to help with the UK Government legally binding carbon dioxide emissions reductions targets of 34% in 2020 (from a 1990 baseline).

It is a wide-ranging indicator, which has been made possible by the provision for the first time of statistics for emissions by local authority area. These are published annually by Government and can be found on the relevant government website, together with a summary of the methodology used:

<http://www.defra.gov.uk/environment/statistics/globalatmos/galocalghg.htm>

The target is measured against data for Herefordshire, (currently gathered by DEFRA but likely to transfer responsibility to DECC in the near future). The indicator measures the percentage reduction in per capita CO2 emissions per capita.

3 Commitments from the Herefordshire Partnership

Herefordshire Partnership commissioned and adopted the Climate Change Strategy for Herefordshire in 2006, pledging deep commitment to this issue. Climate change is also referenced in the 2006 Herefordshire Plan under both the environment and the community themes. See Appendix A for details.

The **Local Area Agreement target** is to: Reduce carbon emissions in the Local Authority area by 13.1% per capita from 2008/2011.

8.2% of this reduction relates to national measures (for which the Partnership is not accountable) and 4.9% to national measures with local authority influence.

In November 2009 carbon reduction became a cross cutting priority in and all six Policy & Delivery groups are expected to feed into the county carbon reduction programme.

3b Commitments from the Joint Corporate Plan 2010 – 2013 for Herefordshire Council and NHS Herefordshire

Vision

Herefordshire will be a place where people, organisations and businesses, working together within an outstanding natural environment, will bring about sustainable prosperity and well-being for all

The Council and NHS Herefordshire, working together to deliver efficient, excellent

services and improved outcomes for the people of Herefordshire, will take action to tackle 7 major challenges for the county, including

“Doing all we can to combat climate change locally and deal with its impact.”

Strategic objective 6: The protection and enhancement of Herefordshire’s distinctive environment, and tackling climate change.

Long term outcome 6.2: Reduced CO2 emissions and successful adaptation to unavoidable impacts of climate change

4 Herefordshire’s Carbon Reduction Programme

This plan seeks to build on the platform that has already been achieved. It is intended as a living, working document to be revised and updated as the scale of the challenges faced becomes clearer and the Partnership looks to put in place plans that will serve to also meet climate change goals over the longer term.

A major challenge for Herefordshire Council and other lead parties is to ensure that key opportunities to affect change are not missed. Certain strategic activities in which the Council participates may be the only opportunities to make changes that will then be fixed for many years - for example, procurement contracts, redevelopment proposals and the Local Development Framework. Once agreed, these initiatives can produce effects that may last for a generation and beyond, with little opportunity to affect change in the future. The agreement to assess the impact of the LDF on carbon emissions as part of our overall approach to carbon management is a great example of this.

For this reason it is essential that the Delivery Plan is supported by more specific action plans, which emphasise the specific measures that partners, directorates within the Council and individuals can take to reduce carbon. This helps to ensure that no major opportunities, in policies, strategies or activities, to include climate change imperatives are overlooked.

The production of an enhanced NI186 Delivery Plan is an important step in meeting the Council’s challenge as part of the national, regional and local climate change agenda. However, the preparation of this Delivery Plan (and the Action Plans that underpin it) has highlighted the need for a focus on six main areas, which are recommended for immediate attention:

- High level commitment and leadership – an unequivocal and enduring commitment to this agenda “from the top” and a robust vision of a sustainable future for Herefordshire with a clear understanding of the implications of this
- The direct translation of the aims of this plan into the day-to-day targets, business plans and operating processes of all Council directorates and partnership organisations and the encouragement of cross divisional and inter organisational working on climate change issues
- The development of a capability plan to ensure the appropriate levels of resource and skills to achieve the plans and where skills exist, to ensure knowledge sharing between partnership organisations and Council directorates.
- Adequate resources – the input required to focus on this complex issue, and meet Government requirements for National Indicators (and other legislation such as the Carbon Reduction Commitment) should not be underestimated. As stated above, the Authority has set itself a very high target and without sufficient resource to address these issues, it is unlikely to be met. Furthermore the future cost and operational implications for the county are likely to be considerable.
- A clear communication and engagement strategy

- The evaluation and monitoring of completed and proposed activities to judge whether they will be sufficient to meet NI 186 and future plans

Progress on all of these issues is being made as evidenced by

- The presentations made in recent months by the Chair of HEP to the management group and partnership board of Herefordshire Partnership
- The Partnership's climate change workshop, attended by over 20 senior delegates on 16th March 2010
- The Chief Executive's recent letter to the Chief Officers of partnership organisations to secure their senior representation on a working party to address these issues
- The agreement of the Energy Saving Trust to deliver its 5 step process to partnership organisations (see Appendix D)
- The success of the Partnership in securing the services of Richard Davies, Director of Marches Energy Agency, as our Local Improvement Advisor to bring additional expertise and experience into the county (at no cost to us)
- The success of the New Leaf team since their inception in January 2010 in
 - publicising carbon reduction messages across the county
 - liaising effectively with third sector groups
 - piloting 3 community energy reduction plans
 - commissioning a best practice review of local climate change mitigation activities across the world
 - mapping carbon reduction activities across the county
- The council's recent commitment to invest in two best-practice monitoring and scenario planning tools "TrACE" and "Vantage Point", which will significantly improve the collection of baseline data, future trending and the measurable ongoing monitoring of carbon reduction activities

5 Key Elements of Enhanced Action Plan

The full proposed plan is attached as Appendix B.

The twelve main elements of this action plan are as follows:

| Heading | Activity |
|-----------------------------|--|
| Housing | A range of measures to upgrade existing housing stock and minimize the carbon impact of new housing |
| Transport | The implementation of Local Transport Plans (LTP) 2 and 3 with specific carbon reduction targets and measures |
| LSP Partners | Each major LSP partner organisation to confirm a CO2 reduction programme with measurable target savings and to integrate this into their day-to-day activities/ business plans. A county-wide CO2 reduction programme championed by Herefordshire Partnership |
| Local Development Framework | Review the carbon implications of the LDF using the scenario planning tool, Vantage Point and integrate these into the overall County target |
| Businesses | Encourage businesses of all sizes and types to implement CO2 |

| | |
|---------------------------|---|
| | reduction programmes, stressing the “bottom line” benefits |
| Communities | Encourage and support individual communities in preparing and implementing local energy descent plans |
| Third Sector | Collaborate with the voluntary sector to tackle fuel poverty; promote volunteering and maximise the social benefits of an integrated CO2 reduction programme |
| Land use/ Food | Launch a Herefordshire Sustainable Food strategy containing CO2 reduction measures. Encourage sustainable land use and farming methods. |
| Renewable Energy | Implement the county’s wood fuel strategy and one or more large scale renewable energy projects |
| Ensuring measurement | Through New Leaf, capture the CO2 implications of all significant initiatives in the county and monitor the net savings, using a best practice measurement tool (TrACE) |
| Publicity/ communications | Implement a powerful publicity and awareness raising campaign to ensure that organizations, communities and individuals throughout the county are mindful of the importance of carbon reduction and how they can contribute |
| Attracting Funding | Continue to seek out and bring in resources (funding, expertise, training etc) to assist this programme |

See Appendix F for the full list of categories used in the Action Plan.

6 How carbon reduction programmes benefit the wider work of Herefordshire Partnership

Work on carbon reduction contributes to overall efficiency and helps meet Partnership targets in other priority areas.

6a Stronger, safer and more resilient communities

The 3 pilot programmes that New Leaf commissioned earlier this year in partnership with Community First have already started to demonstrate the benefits of empowering communities to address this agenda. The Climate Change Local Area Support Programme for the North West makes the following claim:

“Empowering communities to tackle issues affecting them in ways that work locally, raises satisfaction levels and the sense that people can affect decisions in their locality.

Community based energy saving projects are particularly effective at addressing the needs of marginalised groups. Working in partnership with other service providers and community groups can enable communities to access a whole range of improvements to their area. Community involvement in projects develops skills that lead to wider skills development and contribute to other ventures beyond energy-based work. Community projects often lead to making people happier which has positive impacts on education, community cohesion, health and economy.”

Working with communities to tackle carbon emissions can lead to the following social benefits:

- Reduction of fuel poverty through energy efficiency, insulation, smart meters and information for behaviour change
- Increase in neighbourhood interaction by the use public transport, cycling and walking
- Enhanced relationship between the local authority and citizens
- Promotion of the use of allotments and community gardens, fostering increased levels of social exchange and improvements in health (see also 6c)
- Enhanced family cohesion as children learn about climate change in school and families work together to take practical action
- Increased focus on the use of the natural settings (such as Belmont Pools) to enhance community spirit
- Higher participation in volunteering on carbon reducing projects
- Stronger vitality of the third sector through its involvement on this agenda

Also, a reduction in fossil fuelled road traffic – possibly combined with reductions in speed limits - would help reduce traffic accidents.

6b Economic development – creating and safeguarding jobs

Seizing Opportunities:

Herefordshire is well placed to benefit from a low carbon economy, the continued growth in the environmental technologies sector and the development of new skills for these expanding sectors.

The county is also well served by a large number of independent, high quality food and drink companies who will benefit from a focus on local food – a crucial part of a low carbon economy. This also stands to benefit tourism and increase food security.

The promotion of renewable energies, such as wood fuel, also promises a boost to the local economy. There are also opportunities for local recycling businesses and social enterprises

The Local Economic Assessment which local authorities now have to carry out must address the impact of local economic development on the environment, and how the local economy will be affected by the transition to a low-carbon economy. This is a good opportunity to build a low carbon future into economic development strategies. It is also a good time to make the point that climate change policies and legislation will benefit the Energy & Environmental Technologies Sector (EETS) and there is potential for interventions in a range of sectors that will create or safeguard jobs over the next five years.

Overcoming Risks:

The risks to companies of climate change include: direct and indirect costs of carbon, increasing cost of energy, energy security, peak oil and unstable oil prices, legislation in the form of the Climate Change Bill, the impacts of the Carbon Reduction Commitment (CRC) and EU Emissions Trading Scheme (EU ETS).

These will all potentially affect carbon intensive businesses in Herefordshire. Part of our action plan is to work with businesses to offset these risks.

On a national and global level it is argued that the economic benefits of tackling climate change outweigh the costs of doing so (Stern Report, 2006, amongst others). The

benefits to the Herefordshire Strategic Partnership of actions that mitigate climate change include the more obvious savings in energy use etc and the less tangible cost of decreased risk and increased resilience in relation to severe weather events.

6c Health & Wellbeing

Recent guidance (2009) from the National Institute for Health and Clinical Excellence (NICE) draws together the evidence that supports how the built and natural environments can help to improve health. Sport England's Active Design report and Commission for Architecture and the Built Environment (CABE) Building Health also provide support for planners to build in priority for active travel (transport promoting physical activity), encourage access to public spaces, linking workplaces and residential areas with walking and cycling networks, advocating the design and use of staircases and promoting active playgrounds in schools.

A reduction in fossil fuel travel also has important benefits in improving air quality and reducing pollution –estimated to cost the NHS £20 billion per year.

UK public health organisations (including Herefordshire NHS Trust) are encouraging Active Travel. Nationally there is a call for walking and for cycling policies to combat health problems such as obesity and depression - and at least 10% of transport funding to be spent on walking and cycling immediately and an ongoing increase to reflect ambitious targets.

An important aspect of a low carbon future is an enhanced connection of people with the growing of food. The emerging increase of interest in allotments and community gardens has a concomitant benefit on public health.

Also there is a growing body of evidence supporting the therapeutic benefits of access to nature to promote mental health and overall wellbeing.

7 Current performance against the target

Figures available to date (2005-7) show modest reductions in CO2 emitted, though not yet at the rate required to meet the target.

A series of briefing sheets on this data are available on the New Leaf website, www.herefordshirenewleaf.org.uk

It has only been possible to quantify the benefits from a small number of the actions that have been undertaken or are proposed so far. For this reason, it has been agreed that a CO2 reduction spreadsheet will be created with actual data, the outcome of which will feed into Energy Savings Trust TrACE tool (Tracking action on Carbon Emissions).

This will enable previous estimates of CO2 reductions to be revised and monitored as further information becomes available.

Achievement of quantitative reductions is not the only measure of performance, especially as the figures are generated nearly 2 years in arrears. NI186 plans for many areas across the country are using proxy indicators. So the current absence of quantified information on reductions does not mean that our performance will necessarily be judged adversely. Both the Audit Commission and GOWM have stressed repeatedly that providing **community leadership** will also be important in the evaluation of performance against the carbon reduction target.

A stock take of activity in the LAA period is programmed. This will draw together and document the considerable good practice known to exist in the county.

| Assessment | Evidence/summary |
|--|--|
| DECC ¹ will be looking for the following when assessing good performance: | |
| The local reduction target (4.9%) amounts to a reduction of 80 kilotonnes in total, working out at 0.5 tonnes per person from a 2005 baseline of 9.3 tonnes per person | Quantitative evidence that emissions are reducing (as stated above reductions have been achieved in the years preceding the NI 186 reference period). This will be enhanced through the coming year. A gap analysis and use of VantagePoint will help to ensure that the plan becomes more quantified over time. |
| Qualitative evidence of effective action by local authority and partners | The Council are currently revising and extending their carbon reduction plan, working with the Carbon Trust. All P&D groups have been asked to feed actions into the county carbon reduction plan. So far Herefordshire Council and the PCT have set reduction targets: further contributions from partners are sought. Information on actions to date will be gathered into TrACE |
| Evidence of a credible emission reduction plan with evidence of monitoring and delivery | VantagePoint will be used to check whether the current plan will achieve the reductions required over the next 10 years |
| Evidence of community engagement, such as working with LSP partners | There is considerable community and voluntary sector interest and activity around this topic: New Leaf is working closely with these groups. |

See Appendix C for details of **Delivery, monitoring & reporting arrangements**.

Recommendations

- Partnership agree reduction targets and plans for next 3 years in 2011.
- Env Scrutiny note the report and take a follow up report in April/June 2011

.....

Appendix A: Herefordshire Partnership's commitments to climate change:

1. Herefordshire Partnership adopted a stand alone Climate Change Strategy in 2006. http://www.herefordshire.gov.uk/docs/PARTNERSHIP_CLIMATE_STRATEGY_NC.pdf

This was signed by many key partners and states:

“We, the Board of the Herefordshire Partnership, are deeply committed to taking up the challenges presented by this global environmental issue. We want to develop local initiatives which have win-win scenarios for the people of Herefordshire and those who work and visit the county and be prepared for the inevitable changes that will start to occur in the near future. We wish to raise the profile of the role employers can play and showing the benefits of tackling climate change to individual and businesses alike. It is

¹ Department of Energy and Climate Change

up to us to ensure that we hand on Herefordshire and all its assets to the next generation in as good, if not better, condition than we find it today. This strategy is a means to an end, to help to secure our quality of life for the long term.

We are determined to work together to achieve the vision and aims set out in this document for the benefit of the whole community.”

2. Herefordshire’s Community Strategy (2006) also refers to climate change.

Theme: Protect and improve Herefordshire’s distinctive environment

Herefordshire has a rich and diverse environment, with many unique features. This resource must be conserved and enhanced through raising awareness and education so that communities and future generations can continue to enjoy and benefit from the distinctive environment. This includes ... protecting our biodiversity and tackling climate change through waste minimisation and energy efficiency measures.

Theme: Developing stronger, more inclusive communities and creating a safer and greener place to live, work and visit.

Another key component of this theme is the environment. Priorities identified for Herefordshire in this area are biodiversity and climate change... A climate change strategy for the County will be published in 2006 and there is an increasing interest in alternative energy sources such as solar power and biofuels

Appendix B: Action plan for county carbon reduction target 2010-13 (see Excel attachment)

Appendix C: Delivery, monitoring & reporting arrangements

Within Herefordshire Partnership

Herefordshire Partnership Board: exception reporting on progress every 6 months
 Herefordshire Partnership Management Group: bimonthly updates on progress with LAA targets

Lead Policy & Delivery Group: Herefordshire Environment Partnership (chair Rob Garner) co-ordinate the carbon reduction programme for the Partnership, working through New Leaf

Lead Partner for the target: Herefordshire Council, Director of Sustainable Communities

Within the Council

| | |
|---------------------|---|
| Lead Director | Director of Sustainable Communities, Geoff Hughes |
| Lead Cabinet Member | Strategic Housing & Environment, Cllr John Jarvis |
| Scrutiny | Environment Scrutiny committee |
| Key services/teams | Include: - Forward and Transportation planners, Housing (energy), Integrated Transport, Economic Regeneration |

Performance monitoring - Targets:

Targets in Performance Plus are linked to **NI186: ! E&C.6.3.2 Manage county carbon emissions** and are monitored monthly. Lead officers supply information to DMTs and on to JMT and council committees.

Some key services are not yet currently active users of this system.

Some key services with major emissions have not yet set reduction programmes.

Recommendation: Key services ensure that key projects in their reduction programmes are entered on Performance Plus to enable tracking of progress

Performance monitoring - Data

NI186: Annual data is produced nationally by calendar year around 20 months in arrears (current most recent data is for 2007).

Recommendation: Use TrACE to record actions taken locally. Note: these actions can only cover a small subset of this massive dataset.

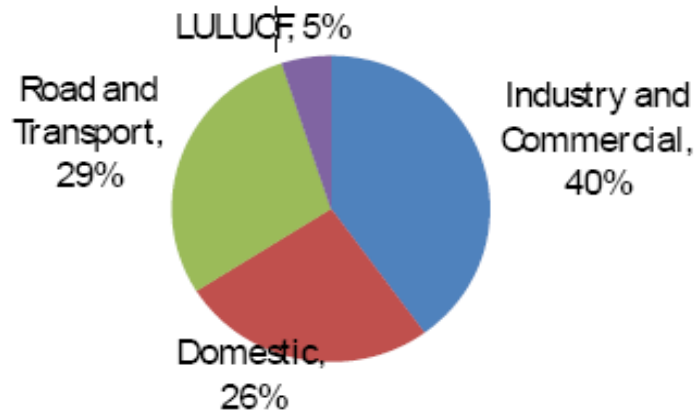
Appendix D: Work on carbon reduction action plan with the Energy Saving Trust

Members of the Partnership will be working with the Energy Saving Trust to undertake their 5 step programme from May 2010 to March 2011. This will feed into an upgraded 3 year carbon reduction action plan for the county. The following table sets out the process that will be undertaken by a working group comprising senior representatives of the major organizations of the Herefordshire Partnership.

| EST Steps | Key tasks and outputs |
|--|--|
| 0: Initiate programme | Launch programme with partners Detailed planning with New Leaf and council |
| 1: Benchmarking | Develop carbon footprint for county Identify key partners Invite partners to submit data Report partner and county wide emissions |
| 2: Future vision & targets | Procure & install VantagePoint (VP), train users Gather input data on future scenarios and enter into VP Invite partners to set targets Report on reduction plans and options |
| 3: Common monitoring process | Run TrACE workshop on recording of actions Invite partners to share their monitoring processes Determine and report on process for overall programme |
| 4: Establish action plans | Set up short term plan with VP Consult on plan Agree and publish plan |
| 5: Verify performance and refresh plan | Capture carbon saving activity (TrACE) Verify achievements to date in LAA period (2008 -11) & publish report Refresh action plan 2010-13 |

Appendix E: Herefordshire's NI186 emissions by category

Herefordshire CO2 Emissions (2007)



Appendix F: Herefordshire Carbon Reduction Plan (NI186) - Categories

| Category | Reference |
|---|---|
| BUSINESS AND INDUSTRY | B/1 |
| Big /carbon intensive businesses (80/20 rule) | B/1-1 |
| Small and Medium Enterprise (SME) <ul style="list-style-type: none"> • FSB • MET-NET • Business Link • Chamber of Commerce • Tourism • Re-Think Energy | B/1-2 B/1-21 B/1-22 B/1-23 B/1-24 B/1-25 B/1-26 |
| Economic Area Assessment | B/1-3 |
| | |
| COMMUNITY / THIRD SECTOR | C |
| Low Carbon Communities | C/1 |
| Network of community groups | C/2 |
| H: Energy Week | C/3 |
| We-Save ACT NOW | C/4-1 |
| Eco-Schools | C/5 |
| | |
| DOMESTIC | D |
| Advice Target | D/1 |
| Installation Target | D/2 |
| Housing Association Dialogue | D/3 |

| Category | Reference |
|--|-------------------------------------|
| Thermal Management Programme | D/4 |
| Utility company offer | D/5 |
| Publicising exemplars <ul style="list-style-type: none"> • PASSIV HAUS • “Old Home Supa Home” | D6 D/6-1 D/6-2 |
| | |
| LAND USE AND FOOD | LU |
| Wood Fuel Strategy | LU/1 |
| CALM – Rural Hub | LU/2 |
| Food Strategy | LU/3 |
| | |
| Cross-Cutting / Partners/ Horizon Scanning | P/X |
| Evidence / Data <ul style="list-style-type: none"> • VantagePoint • TRACE • Research – Carbon Mapping | P/X 3 P/X-31 P/X-32 P/X-33 |
| Local Development Framework (LDF) | P/X-1 |
| Partners | P/X-2 |
| Awareness / Knowledge | P/X-4 |
| Resources <ul style="list-style-type: none"> • Climate Change Skills Fund • Leader bid | P/X-6 P/X-61 |
| Renewables <ul style="list-style-type: none"> • LDF Experience Base • Wood Fuel • Share Energy | P/X-51 P/X-52 |

| Category | Reference |
|--|---------------------------------|
| | P/X-53 |
| | |
| TRANSPORT | |
| Behavioural change <ul style="list-style-type: none"> • Eco-Driving • TwoShare | T/LTP-1 T/LTP-11 T/LTP-12 |
| Local Transport Plan 2 | T/LTP-2 |
| Local Transport Plan 3 | T/LTP-3 |
| Travel Plan <ul style="list-style-type: none"> • Work Place Travel Plans • School Travel Plans | T/LTP-4 T/LTP-41 T/LTP-42 |

| | |
|-------------------------|--|
| MEETING: | ENVIRONMENT SCRUTINY COMMITTEE |
| DATE: | 28 JUNE 2010 |
| TITLE OF REPORT: | SCHOOL TRAVEL PLANS AND THEIR CONTRIBUTION TO MEETING ENVIRONMENTAL TARGETS |
| PORTFOLIO AREA: | HIGHWAYS AND TRANSPORTATION |

CLASSIFICATION: Open

Wards Affected

County-wide

Purpose

1. To provide the committee with an overview of progress on Herefordshire School Travel Plans highlighting the contribution that reducing travel to school by car makes to the reduction in carbon emissions.

Recommendation

THAT: the contents of the report are noted.

Key Points Summary

- Encouraging more sustainable journeys on the school run is one of the key aims of the Council's Local Transport Plan, and forms an important part of our strategy to reduce congestion and reduce carbon emissions.
- 97% of Herefordshire schools now have travel plans in place.
- The number of solo car journeys on the school run has been halted and is declining.
- The school travel strategy also encourages healthier lifestyles amongst children and their parents and hence, supports the Council and PCT's health based objectives.
- The Council's School Travel Advisor is targeting those schools without travel plans to support their development in 2010/11 to secure 100% coverage in line with government target.

Alternative Options

2. Reducing dependence on the car for school travel will continue to be a key focus for transport strategy developed through the third Local Transport Plan. School travel plans will be a primary focus for delivery of the strategy. In reviewing the local transport plan strategy the Transportation team will re-assess the role and effectiveness of travel plans, working closely with a range of partners including the Children and Young Persons Directorate. The draft Local Transport Plan Strategy will be consulted on later in the summer and will be the subject

Further information on the subject of this report is available from
Linda Sinker, School Travel Adviser, 01432 260262

of a future Environment Scrutiny Committee report is programmed for September 2010.

Reasons for Recommendations

3. Not applicable

Introduction and Background

4. Government has demonstrated support for tackling the problems created by school travel and set out its proposals in the national School Travel Policy in 2003. The Dept for Children, Schools and Families (DCFS) and the Dept for Transport (DfT) have jointly implemented a **Travelling to School Initiative (TTSI)** to “bring about a step change in home to school travel patterns to cut congestion and pollution but also to allow many more pupils to take regular exercise”. School Travel Plans are an integral part of this TTSI.
5. Under the Travelling to School Initiative schools which develop an STP which is approved by the Council are eligible for direct grant funding from government. The grant is £3750 plus £5 per pupil to schools which means that primary schools receive, typically, £5000 and high schools £10,000. The grant is a capital sum which must be spent on improvements within the school or its grounds - for example on a cycle shelter or a parents' shelter. It cannot be spent on staff costs or equipment.
6. The Council's Local Transport Plan (LTP) sets out the strategy for reducing car travel and congestion, promoting sustainable transport and improving road safety. The LTP has an important role to play in helping reduce transport related carbon emissions and supporting the Council's environmental targets. The school journey and commuting trips are the main contributors to peak hour congestion. The LTP takes national policy into account and includes a school travel strategy guided by the following objective:

A general shift towards more sustainable and healthy modes of travel, such as walking, cycling and public transport, and away from single occupancy car use.

7. The school travel strategy brings together a number of measures to help achieve this objective:
 - School travel plans, developed by schools (with support of the Transportation Team) and requiring the school to assess and take responsibility of its own travel impacts;
 - Safer Routes to School which help support the travel plan through the provision of new sustainable transport infrastructure; and
 - Cycle training and road safety education support provided to all schools.
8. Within this range of measures the school travel plan, produced by the school, has a vital role setting out its proposals and targets to support sustainable modes and identifying how it will seek to achieve the targets. The school travel plan in important role in the prioritization of infrastructure schemes included in the safer routes to school programme. Typically, schemes include: new cycle routes and shelters to encourage more cycling; improved footways new crossings and waiting areas for parents to improve pedestrian access; and speed reductions and 20mph zones to improve safety in the vicinity of the school for all vulnerable road users.
9. Progress on delivering the LTP strategy is monitored through a range of indicators and these include indicators for school travel which help chart progress on school travel plans and safer routes to school. Further details are provided below on the targets and performance.

Key Considerations

School Travel in Herefordshire

10. There are a number of challenges in seeking to reduce car use on the journey to school in Herefordshire. Many primary schools are located in relatively isolated rural locations with large catchment areas. Many of these schools have limited or no safe pedestrian and cycle access and hence promoting a mode shift at these schools focuses on car sharing as the most realistic sustainable alternative to solo car trips. Often, the issues raised by these schools in their travel plans focus on reducing conflict between cars and pedestrians in the vicinity of the school gate and managing conflicts with neighbouring residents rather than seeking to achieve significant modal shift.
11. The introduction of parental choice has resulted in pupils travelling further to school and increased reliance on the private car as main mode of travel. The current admission figures for Herefordshire indicate that only 65% of high school pupils and 54% of primary school pupils attend their local school. This adds significantly to the challenge of encouraging and supporting sustainable travel to school.

Progress in Supporting School Travel Plans and Reducing Car Use for the Journey to School

12. The government's stated aim was for all schools to have a travel plan in place by March 2010. Between 2004 and March 2010 STPs have been prepared, approved and implemented at 102 of the 103 state schools in Herefordshire. This has attracted over £550,000 of government funding in capital grants for those schools. The government target is for 100% of schools to have STPs by 2010, including independent schools. In Herefordshire we have achieved 97% by 2009/10. We currently only have figures for West Midlands (95%) and East Midlands (91%) and the national figure is thought to be in the low 90%'s. We will be targeting the remaining 6 schools without Travel Plans this year. However, all but one of these schools are independents with a high percentage of boarders.
13. Mode of travel data is collected annually at all state schools as part of the January School Census. This data is used by the DfT to monitor the success of STPs both county-wide and nationally. Schools also use the data to review their STPs and the success of their policies. Table 1 summarises the journey to school data from 2007 (when the census was introduced) to 2010 for Herefordshire Schools.
14. In setting the targets for school travel, the Council has acknowledged that there will be limited modal shift. National figures show that between 2006 and 2009 single car occupancy on the school run dropped by only 1.6% mainly due to an increase in the use of public transport. In Herefordshire we have largely achieved our targets of a 4% drop in single car occupancy by 2010.

Table 1: Performance on Mode of Travel to School (NI 198)

| Mode of Travel | 2006/07 Baseline | 2007/08 Outturn | 2008/09 Outturn | 2009/10 Outturn | 2010/11 Target |
|-------------------------|------------------|-----------------|-----------------|-----------------|----------------|
| Car | 36% | 34% | 33% | 32% | 32% |
| Car Share | 3% | 4% | 5% | 6% | 3% |
| School/Public Transport | 22% | 24% | 23% | 23% | 24% |
| Walk | 37% | 36% | 37% | 38% | 39% |
| Cycle | 2% | 2% | 2% | 1% | 2% |

- 15 The table provides a robust picture of the changes in travel modes on the journey to school in recent years. Significantly, it shows that there has been a continuing reduction in the number of solo pupil car journeys from 36% to 32%. This has been achieved through an equivalent increase in car sharing whilst the other modes have remained largely unchanged. We regard this as a modest success as trends from the period of the first Local Transport Plan showed increasing proportion of solo car trips.
- 16 The cycling figures are disappointing and we are currently working within secondary schools to carry out more cycle training and install cycle shelters to encourage more teenagers to cycle safely to school. Bus and taxi figures are largely unchanged and reflect the large numbers of pupils in Herefordshire who are entitled to free transport to school due to the rural nature of the county. Whilst there has been a modest increase in walking there has been a slight decline in secondary schools balanced by an increase in primary schools.

Adding Value to STPs and Coordination with Other Initiatives

- 17 Whilst the STP is an important policy document, developed and owned by the school, the Transportation Team has worked hard to set it within a wider group of initiatives and services offered by the Council and partners. Key to the success of the STP in any given school is that it relates to a wider set of objectives; experience has indicated that schools which are enthusiastically following programmes to increase health of pupils and environmental awareness also make good progress on promoting sustainable travel. The following is a summary of the supporting and related initiatives which are promoted with STPs:
- 18 Health Schools and Eco Schools. In addition to assisting with sustainability objectives, STPs can also help to reduce obesity levels, reduce road safety problems that are partly generated by school-run traffic, and increase independence and road sense for children through walking to school or using public transport. STPs consequently have strong links with the National Healthy Schools Scheme and other initiatives such as Eco Schools and the Change4Life agenda. Schools working towards Healthy Schools are expected to have an up-to-date Travel Plan in place. Transport and Travel is one of the eight “doorways” in the Sustainable Schools framework. All Herefordshire schools are currently involved in the Healthy Schools process and all but 19 have achieved full Healthy Schools status
- 19 Safer Routes to School. All schools with School Travel Plans in place are now ranked each year on the Safer Routes to School priority list. The prioritisation takes into account factors such as accidents to schoolchildren over the past 3 years, number of children on roll and how many walk to school, the school’s involvement in travel issues and whether there are specific measures requested in the Travel Plan or the latest Review. Engineering measures to minimise risk have been carried out in all high priority schools.

- 20 Cycle training. Bikeability cycle training is now delivered free in primary and secondary schools by a team of qualified cycle trainers. Older children are taught how to cycle on the road and how to cycle to school if appropriate. Herefordshire Council has installed cycle parking in 38 schools to date and cycling is promoted for journeys to Herefordshire primary and high schools where the head teacher believes it is safe to do so.
- 21 School Travel Achievement awards. An important part of a school travel plan is to review and monitor actions and targets annually. To encourage schools to do this, achievement awards are available. Almost 50 schools have won at least one school travel achievement award for successful travel plans. To get the award, which comes with a grant of up to £500 from Herefordshire Council's Safer Routes to School budget, schools must demonstrate that they are achieving targets and implementing their action plans. Many of these schools are able to show significant modal shift. To receive the award, schools must also show that they monitor and review their travel plan regularly.
- 22 Sustainable Schools Update. In recognition of this joined up working, the Transportation Team now coordinates the Sustainable Schools Update which provides information on a range of activities including those summarised above. A copy of the latest update is attached to this report.

Best Practice Examples of School Travel Plans

- 23 **Whitchurch Primary**: The school travel plan has been in place since 2006. A number of safer routes to school improvements have been introduced including traffic calming, new pedestrian crossing, a cycle shelter and storage facilities for clothes for walkers and cyclists. PAWS, the after school club, encourages children to bring their bikes to school so that they can join in supervised cycle rides after school.
- 24 Walking has increased from 8% at the start of the Travel Plan in 2006 to 22% now. Car sharing increased from 6% to 35% and cycling from 0% to 2%. This has resulted in a reduction in the use of individual cars on the school run from 80% to 35% over 4 years.
- 25 **Shobdon Primary School**. The school has had a travel plan for 6 years. Staff and pupils are very pro-active in publicising the Travel Plan and promoting sustainable travel in the school. Additional funding has been secured from the Kingspan Trust for a parking area away from the school and a "Park and Stride" link to the school. Safer routes to school contribution has been provided for a new zebra crossing.
- 26 The school has managed to maintain high level of pupils walking to school at between 56% and 53% over the past six years since the original Travel Plan was developed. In addition it has increased the proportion of pupils car-sharing from 14% to 22%.
- 27 **Ashfield Park in Ross**. Walking has increased from 46 to 57% and car use has decreased from 50% to 41% over the period 2007 to 2010.
- 28 **St Martins in Hereford**. Walking has increased from 70% to 78% and car use decreased from 28% to 22% over the period 2007 to 2010.

Community Impact

- 29 The adoption and implementation of STP can provide a positive impact on the local community around the school by reducing congestion and improving safety. The STP provides an opportunity for the school and the local community together to look at transport issues, identify solutions and make proposals for highway improvements which feed into the Safer Routes to School priority list. Overall they help to improve road safety around schools and reduce the

impact of the school run on traffic as a whole.

Financial Implications.

30 None as a result of this report

Legal Implications

31 None

Risk Management

32 None

Appendices

Appendix 1: Sustainable Schools Update Issue 3

Background Papers

None

Sustainable Schools Update

Issue 3

April 2010

97% of Schools now have Travel Plans



The cover of Riverside Travel Plan, designed by Holly Evans, age 6

A further eight schools developed Travel Plans by the end of March this year. They are:

Eastnor Primary
Riverside Primary
Hereford Academy
St Mary's High School
Minster College
The Elms School

Hereford Cathedral Junior and Senior Schools

Herefordshire has done better than most other Local Authorities in achieving such a high percentage.

This means that only 1 state school in Herefordshire is left to develop a Travel Plan together with 5 independent schools. The government will not be providing any further Travel Plan grants but it is hoped that the remaining schools will develop Travel Plans by 2012 so that any highway measures which schools feel are necessary to improve safety can be included on the Safer Routes to School priority list.

Schools with Travel Plans are still expected to update and review them annually, with a major review at least every 3 years. Updated Travel Plans also form part of the Healthy Schools and Eco Schools review.

MOMO Theatre Company in Action

Two hard-working actors from Oxford came to Hereford on March 17th to put on shows at Aylestone High School and Lord Scudamore Primary School. The themes were sustainable travel, walking, cycling, car-sharing or using the bus on the journey to school as well as road safety and reducing our carbon footprint. The performances were introduced as "The Man from the Council" which initially students thought was going to be really boring. A man in a suit, and his assistant Mr Holloway, began the talk which quickly disintegrated into chaos due to Mr Holloway's ineptness, which had all the children in fits of laughter. The following comments are from Lord Scudamore pupils:



Sam Roantree, Lord Scudamore pupil in Y6, rather regrets volunteering to help

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"You was very funny and I will do the things you said"

"I have not laughed so much in my life. I loved it."

"Try and walk or cycle more and it's better. If you do go in a car ask if your friend wants to come as well or you could all go on a bus. I really didn't know all them things but now I do."

The MOMO Theatre company has been doing this kind of presentation across the country for several years now and will also do presentations on Healthy Schools, Eco schools and Energy conservation. A really fun way of getting the message across!



Mr Holloway demonstrating hi-viz gear at Aylestone High School

Healthy Schools News

Congratulations to both Riverside and Burghill Primary Schools who have recently been awarded National Healthy Schools Status.

14 of Herefordshire's committed Healthy Schools are currently engaged in the Pilot of the Healthy Schools Enhancement Model. The 14 schools are:

Aylestone High School; Whitecross High School; Wigmore High School, Cradley, Hampton Dene, Kings Caple, Leintwardine, Lord Scudamore, Madley, Marden, Marlbrook, Mordiford, Peterchurch, Whitchurch.

All of these schools are now focusing upon Obesity as their local priority. Further training events for the pilot is taking place in April and June.

Let's Get Cooking has been this month launched in Herefordshire and 10 schools were lucky enough to have been accepted onto the training. The primary schools involved are Burghill, Garway, Trinity, Ledbury, Stoke Prior, Withington, Our Lady's and Bosbury together with The Bishop of Hereford's Bluecoat School, The Hereford Academy and Weobley High School.

Let's Get Cooking is using a £20 million Big Lottery Fund grant to set up a network of 5,000 cooking clubs across England, for children, their families and the wider community.



Demonstrator Training (Hereford Academy – March 2010) A two-day, cookery training course, providing cooking presentation skills, safety knowledge and the confidence to show club members how to make a range of recipes which they can make at school or home took place at the Academy.



These pictures show the group using a basic scone recipe which was then adapted to make a variety of items including pizza, an apple and sultana cobbler, cherry scones, cheese scones and scone bread.



Shobdon is tops for sustainability

Pupils at Shobdon Primary School are looking forward to using their new zebra crossing when installation is complete next month. The school has just completed its third Travel Plan Review and is embarking on the Healthy Schools Enhanced module. It was awarded an Eco Schools Green Flag last year so is among the top sustainable schools in the county. Over 50% of pupils walk to school and 25% of parents carshare, so the school run is becoming less of a problem. Staff and pupils are justifiably proud of their outstanding Ofsted report last year



Headteacher Vicky Hancock and pupils at the site of the new zebra crossing



Goodbye to David Holmes

The popular Road Safety and Cycle trainer has left for a new job in Lincolnshire. He will be much missed by his colleagues in Herefordshire Council and in primary schools. David is going to be a Health, Safety and Security Officer for a large firm of potato packers and says "I shall miss all the children and the cycle training, but I hope to get a new bike and cycle a lot in Lincolnshire where it is flat, although a bit windy". Schools who want to arrange cycle training for the summer or autumn terms should contact Road Safety on 01432 260947

High School Students sign up for Bikeability

Oliver Sims, School Cycling Officer, writes:

“Students in Herefordshire have greeted the introduction of the ‘advanced on-road cycle training’ scheme with enthusiasm and commitment, with large numbers of girls and boys signing up to take part. Eleven secondary schools are involved in the new cycle training, and sessions are already under way in The Minster College, Lady Hawkins’ School, Hereford Academy and Aylestone Business & Enterprise College.



Bikeability sessions begin in the playground and progress to riding on road, through town, within realistic traffic situations, with 2 trainers to every 4 trainees. Towards the end of the course trainees learn to navigate roundabouts, traffic lights and filter lanes, allowing them to use their bicycles safely as a mode of transport to get to school, their friends houses and work.

To complement the cycling sessions, students are given the opportunity to attend guided mountain bike sessions in the Forest of Dean, a very different type of cycling on technical off road terrain within the forest.

Bicycle mechanic classes are also proposed to take place within the workshops of the secondary schools to teach practical skills in bicycle maintenance and repair, this knowledge relates closely to the teaching curriculum of science and design and technology, and provides useful vocational skills.

The aim of the Bikeability scheme within Herefordshire is to encourage more students to cycle. Cycling improves health and fitness (see below), reduces obesity, provides a sustainable efficient and economic alternative to the car, and reduces traffic congestion – especially on the ‘school run!’”



An assembly introducing Bikeability to students at Queen Elizabeth Humanities College in Bromyard

New research says fittest children cycle to school

6000 children aged 10-16 from 23 schools in eastern England were studied in 2007/8. They completed a 20 metre shuttle run test to assess fitness levels. Boys who walked to school were 20% more fit than those who came by bus or car, and girls who walked to school were 30% more fit. However boys who cycled to school were 30% fitter and girls who cycled to school were, amazingly, 7 times fitter than girls who came by car. In all cases pupils who were driven to school showed the lowest levels of fitness.

The research was done by the American College of Sports Medicine, the largest sports medicine and exercise college in the world. The lead researchers said that active transportation can be a gateway for lifelong fitness in children.

Goodrich Primary School new parents’ shelter



Goodrich used their Travel Plan grant to put up this wooden shelter to encourage walking to school. A recent review of the Travel Plan shows that more children are now walking to school, using the bus and carsharing. The Review also highlights highway improvements which are still needed, especially improving safety at the road junction with the B4229 by re-positioning the school sign and cutting back hedges. The school has produced Codes of Conduct for walkers, cyclists, car drivers and bus users.

Pictured left, pupils Ellie Rogers, Jasmine Rollinson, Ryan Chaplain and William Daniels with teacher and Travel Plan Co-ordinator Karen Clee

Herefordshire Council contacts

Linda Sinker School Travel Adviser
Phone: 01432 260262
E-mail: lsinker@herefordshire.gov.uk

Oliver Sims, School Cycling Officer
Phone: 01432 383651
Email: osims@herefordshire.gov.uk

Sustainable Schools and Eco Schools
E mail: eco-schools@herefordshire.gov.uk

Kim Goddard Healthy Schools Co-ordinator
Phone: 01432 260841
Email: kgoddard@herefordshire.gov.uk

Laura Blackwell Recycling Officer
Phone: 01432 260520
Email: lblackwell@herefordshire.gov.uk

Ann Mann/Barbara Isle Road Safety Officers
Phone: 01432 260947
Email: amann@herefordshire.gov.uk



Dates for your diary:

April 26-30 West Midlands Car Free Challenge Week for Secondary Schools

Walk to Work Week

Bike to School Week

May 17-21 Walk to School Week

Saturday 5 June World Environment Day in High Town

June 7-18 Crucial Crew

June 19-27 National Bike Week

June 30th Sustainable Schools Awards at Hereford Town Hall

July 3-25 Tour de France

Sustainable Schools Award Ceremony on 30 June

For the second year running, Healthy Schools, Eco Schools and School Travel will join together in the Award Ceremony in Hereford Town Hall to present the 2010 Awards. These will go to schools newly achieving Healthy Schools or Eco Schools status or who have developed new Travel Plans. In addition the excellent progress made by schools on sustainable issues will be celebrated. So put the date in your diary now if you are a successful Eco School or Healthy School, if you have developed a new School Travel Plan or if you have applied for a School Travel Achievement Award (application forms are enclosed with this newsletter). As ever, Spike the Hedgehog will be in attendance and there will be an entertaining guest presentation.



Eco Schools in Herefordshire help to plant Howard's Wood

BBC Hereford and Worcester presenter Howard Bentham wanted to plant 470 trees in the counties of Herefordshire and Worcestershire to help offset his carbon footprint. Jane Denny, Eco Schools support officer, suggested that a tree be donated to every school in Herefordshire. This would help to reinforce the environmental message, increase the biodiversity of school grounds and count towards the schools' Eco Schools Award.

Howard thought that this was a great idea but was concerned about how the trees could be distributed to the schools. The Extended Schools coordinators came to the rescue and agreed to deliver trees to all the schools in their clusters. This means that ten out of the fourteen clusters in the county will be helping to reduce Howard's carbon footprint. The clusters that will benefit are Weobley, John Kyrle, St Mary's, John Masefield, Hereford Academy, Bishops Bluecoat, Aylestone, Whitecross, Kingstone and Queen Elizabeth, Bromyard. The Farmers' Plant Market in Kings Acre Hereford very generously donated the 170 native broadleaved trees for schools to form part of Howards Wood.



Pictured l to r Extended Schools Co-ordinators Hayley Knapper (John Kyrle) Jo Williams(Hereford Academy), Jo Hayden (St Mary's) Cath Close (Bishop's) Jane Denny(Weobley) Martyn Davies (Whitecross) with Doug from the Farmers' Plant Market

The newly appointed Sustainability Officer for Herefordshire, Philip Tamuno, will be taking up his post, which includes working with Eco Schools, on 14 April.

The latest figures on Eco schools in the county are very impressive: 106 schools are registered as eco-schools (this includes some independent schools) and out of these 81% have achieved an award status, with 16% having at least one Green Flag.



| | |
|-------------------------|--|
| MEETING: | ENVIRONMENT SCRUTINY |
| DATE: | 28TH JUNE 2010 |
| TITLE OF REPORT: | COUNCIL VEHICLE FLEET |
| REPORT BY: | ASSISTANT DIRECTOR HIGHWAYS, TRANSPORT & COMMUNITY SERVICES |

Wards Affected

County-wide

Purpose

The report outlines the results of the fleet review. It contains details of the current council fleet and a proposed approach to management of the fleet and considers the options for working more closely with the council's partners in future.

Recommendation

THAT subject to any comments that they wish to make, the committee note the report.

Key Points Summary

- The review confirmed that the council's current fleet has a total of 149 vehicles. The previous estimate of 204 vehicles included a number of vehicles owned by other organisations, mainly schools, but insured via the council.
- The review has also identified a number of vehicles that have been confirmed as having been disposed of. These have been notified to the Corporate Risk Manager and the asset register has been updated.
- A number of vehicles have been added to the list. These are a tractor that is owned by Markets and Fairs (which is no longer used and is currently being disposed of); 3 additional cars – one pool car and two lease cars (recently acquired); 14 gritters – owned by the council but operated and insured by Amey; 2 specialist waste vehicles owned by the council but operated and insured by FOCSA; 3 minibuses owned by the council and operated by schools; 1 tractor (not used and awaiting disposal); and 1 4x4 vehicle operated by the Countryside Service. The vehicles added to the list were covered by insurance.
- Interim procedures have been put in place to ensure that the fleet asset register is kept up to date and the Corporate Risk Team informed of all acquisitions and disposals of vehicles. An officer within the council's resources directorate has taken ownership of the fleet asset register and will ensure that the new procedures are followed.
- An action plan has been agreed by the Director of Resources and representatives of the directorates most affected. This action plan will implement the preferred option for a longer term

Further information on the subject of this report is available from
Richard Ball, Assistant Director Highways, Transport & Community Services, 01432 260965

solution for fleet management. This action plan includes an exploration of the possibility of sharing expertise across Herefordshire Public Services and of using our current strategic partnership with Amey. The preferred option will require negotiation and therefore detailed analysis of the potential outcome is not included in this report.

- The Director of Resources, supported by the Assistant Director Environment and Culture, will lead the implementation of this action plan.

Introduction and Background

- 1 The committee at their meeting on 23 September 2009 asked that “a report be made to the next meeting on the findings by the Energy Saving Trust into the Council’s vehicle fleet, detailing in particular the number of vehicles owned and maintained by the Council, specifically detailing vehicle age and emissions.”
- 2 The report delivered on 23 November 2009 gave details of the council’s fleet, based on the best available information at that time, together with a summary of the recommendations from the Green Fleet Review carried out by the Energy Saving Trust in August 2009. It also highlighted a number of issues with the council’s fleet asset management.
- 3 A further report on 26 March 2010 proposed a process for defining a new way of managing the council’s vehicle fleet with a set of criteria for choosing between options. The committee requested “a detailed report be made to the June 2010 meeting on how the management of the Council’s vehicle fleet is to be addressed with full details of the vehicles involved including any involving the Council’s shared partners considered for inclusion in the strategy.”

Key Considerations

- 4 The report on 26 March committed to a detailed audit of all vehicles. Since the last report, details of the Council’s fleet have been checked with representatives of each directorate that manages part of the council fleet. This has established a robust register of vehicles which will be used as the basis for future management arrangements.
- 5 **Make up of Council fleet May 2010**

| | Number of vehicles reported 26th March | Number of vehicles post review | Vehicle Age Range |
|-------------------|--|---------------------------------------|--------------------------|
| Cars | 58 | 52 | 0-6 years |
| Minibus | 69 | 27 | 1 – 14 years |
| Vans | 43 | 33 | 1 – 16 years |
| 4x4 | 14 | 6 | 1 -10 years |
| Specialist | 20 | 31 | 1 -15 years |
| Total | 204 | 149 | |

6 Vehicles added to the list of vehicles as a result of this review:

- 3 additional cars; one pool car and two lease cars (recently acquired)
- 14 gritters (operated and insured by Amey but owned by the council)
- 2 specialist waste vehicles owned by the council but operated and insured by FOCSA
- 3 minibuses owned by the council and operated by schools
- 1 tractor (currently unused and awaiting disposal)
- 1 4x4 vehicle purchased in 2009

7 Vehicles removed from the list:

- 39 schools vehicles (insured by the council but owned by the schools)
- 8 vehicles owned by the 3rd sector (insured by the council but owned by other organisations)
- 32 vehicles that have been disposed of – including 6 lease cars that have been purchased by their drivers or returned

8 Interim procedures have been put in place to ensure that the fleet asset register is kept up to date and the Corporate Risk Team informed of all acquisitions and disposals of vehicles. An officer within the council's resources directorate has taken ownership of the fleet asset register and will ensure that the new procedures are followed.

Options

9 A number of options for the future were identified, these were:

Approach 1: As now (do nothing)

Approach 2: Internal fleet management
Central policies / local ownership (do minimum)

Approach 3: Internal centralised fleet management

Approach 4: Outsource via procurement or using strategic partnership

Approach 5: Pragmatically choose approach for specific parts of the fleet based on need and opportunity

10 The criteria used to assess the options (informed by discussion with the committee in March) are shown below:

Suggested criteria for new approach

- **Reduce corporate risk:** we need to be able to demonstrate that we follow best practice across the organisation
- Put in place **effective centralised asset management** across the organisation to ensure that we have a fleet that is value for money and fit for purpose
- Allow us to make **efficient use of fleet assets** flexibly across the organisation
- Allow us to implement the recommendations in the **Green Fleet Review** to take advantage of both the carbon footprint reductions and financial savings
- Any approach must be capable of being **implemented**

- 11 The options for improving the council’s fleet management were assessed by the Director of Resources and project board against these criteria. An action plan has been agreed that will allow us to develop a new way of working that will meet the criteria.
- 12 A summary of the assessment of options is included below. It shows that options 3, 4, and 5 were considered capable of meeting the criteria. An action plan has, therefore, been developed to implement a version of option 5 that can be summarised as: share services across HPS where appropriate; investigate delivering fleet management via the strategic partnership with Amey; if we cannot guarantee good value for money from Amey then use an alternative supplier via the OGC Buying Solutions framework.

| Assessment Criteria | Approach 1: as now (do nothing) | Approach 2: Internal fleet management Central policies / local ownership (do minimum) | Approach 3: Internal centralised fleet management | Approach 4: Outsource via procurement or using strategic partnership | Approach 5: Pragmatically choose approach for specific parts of the fleet based on need and opportunity |
|---|---------------------------------|---|---|--|---|
| Reduce corporate risk: we need to be able to demonstrate that we follow best practice across the organisation | Not Met | Met | Met | Met | Met |
| Put in place effective centralised asset management across the organisation to ensure that we have a fleet that is value for money and fit for purpose | Not Met | Not Met | Met | Met | Met |
| Allow us to make efficient use of fleet assets flexibly across the organisation | Not Met | Not Met | Met | Met | Met |
| Allow us to implement the recommendations in the Green Fleet Review to take advantage of both the carbon footprint reductions and financial savings | Not Met | Not Met | Met | Met | Met |
| Any approach must be capable of being implemented | Met | Met | Partially Met | Met | Met |

Preferred Option Action Plan

- 13 Assessing the proposals against the agreed criteria has led to a preferred approach which will “pragmatically choose an approach for specific parts of the fleet based on need and opportunity”.
- 14 This will be done in the context of a desire to bring together certain back office services across HPS. This can only be done in a way that is consistent with European procurement rules; is in line with each organisation’s procurement standing orders; and with the

agreement and cooperation of each organisation.

- 15 In designing a pragmatic approach the preferred option is for the strategic partnership with Amey to be used to deliver fleet management if a suitable service delivery agreement (SDA), schedule of rates and outcome targets can be agreed.
- 16 If agreement cannot be reached with Amey, the fleet management service will be separated into **fleet servicing**, which is part of the current agreement with Amey, and **fleet management** on which the current SDA is less specific. This split approach is less desirable as it means having two suppliers; but nevertheless it is possible.
- 17 A summary of the proposed action plan is shown below:

| | Action |
|---|--|
| 1 | Investigate provision across HPS – investigate fleet management capability available across HPS and understand the opportunities for sharing these services |
| 2 | <p>Develop central policies – develop a Fleet Management Strategy and policies to guide development of the fleet</p> <p>Deliverables:</p> <ul style="list-style-type: none"> ○ Procurement policy ○ Ownership policy ○ Budgeting policy ○ Replacement policy ○ Travel policy – including implications for lease cars, pool cars, grey fleet, etc. |
| 3 | <p>Clarify current agreement with Amey – describe the fleet management services currently delivered by Amey</p> <p>Deliverables:</p> <ul style="list-style-type: none"> ○ Service Definition for current services |
| 4 | <p>Develop negotiation mandate – agree a set of guidelines and parameters that will be used to judge success in any negotiation with Amey</p> <p>Deliverables:</p> <ul style="list-style-type: none"> ○ Objectives for negotiations ○ Analysis of client side obligations ○ Agreed negotiation mandate |
| 5 | Negotiate – Carry out a time-limited negotiation with Amey for the development of fleet management services |

| | |
|---|--|
| | <p>Deliverables (if agreement can be negotiated in line with the mandate):</p> <ul style="list-style-type: none"> ○ Agreed revised contract with Amey Herefordshire ○ Revised Service Delivery Agreement |
| 6 | <p>Procure – If an acceptable agreement cannot be reached then procure fleet management services using the OGC framework</p> <p>Deliverables (if required):</p> <ul style="list-style-type: none"> ○ Contract for fleet management services |

Conclusion

- 18 The issues raised by the Environment Scrutiny Committee in relation to the current approach to fleet management have led to a review of the current approach. The Director of Resources has used the findings to propose the centralisation of the current directorate based approach to fleet management and so reduce the Council’s exposure to risk and ensure value for money is being achieved. The programme of work identified above aims to deliver improvements to fleet management across the Council .
- 19 The proposed action plan will deliver an effective corporate approach to fleet management while ensuring that we can make the most of the strengths of Herefordshire Public Services and our strategic partnership with Amey.

Financial Implications

There are no financial implications of this project in the short term. However, improved fleet management including fleet performance management offers the potential for efficiency savings and environmental benefits.

Legal Implications

None as a result of this report.

Risk Management

Financial Risks – An improved approach to fleet management has the potential to deliver savings for example, in relation to fuel purchase, servicing of vehicles, lease and short term hire.

Climate change – The council has set itself a target of reducing its own carbon emissions by 20% by 2020 - equivalent to 1.25% a year. The council is also the lead body for the Local Area Agreement target to reduce county carbon emissions by 13.1% over 3 years and thus have a community leadership role and therefore a reputational risk may occur if we are seen not to manage our own carbon emissions.

Lack of robust fleet management has the potential to expose the council to risks associated with claims against the council, health and safety and road safety.

Appendices

Council fleet list

Background Papers

EST Green Fleet review 2009

Wales Audit Office's Fleet Management Checklist (June 2008)



| Vehicle Reg | Model | Owner/Operator | Directorate | Type |
|-------------|---------------------------------|-----------------------------------|-------------------------|------------|
| VK08DDJ | Clio | Highways Pool Car - Bath Street | Sustainable Communities | car |
| VN55OPD | 206 Urban | Highways | Sustainable Communities | car |
| VA04MWE | 206 (pool car) | EHTS | Public Health | car |
| VK59XUN | 207 Urban Hdi 70 | Intergrated Transport Bath Street | Sustainable Communities | car |
| YX06CTO | Movano conversion 5.5T | Libraries | Sustainable Communities | van |
| YD04CHH | Ranger | Street Trading | Public Health | 4x4 |
| Y717JUY | Sprinter 311 Tdi MWB Minibus | Education - Youth Hereford | CYPD | Minibus |
| Y448JVJ | Partner 600 LX | Waste Management | Sustainable Communities | van |
| Y319PCJ | Library van | Libraries | Sustainable Communities | Specialist |
| X595ACJ | TN905 4L 4wd (Tractor) | Countryside West Queenswood | Sustainable Communities | Specialist |
| X593CCJ | Transit Diesel Van | Libraries | Sustainable Communities | van |
| W292NVJ | Partner 800LX Diesel | Pest Control | Public Health | van |
| W139OCJ | Defender | Cattle Market | Public Health | 4x4 |
| VX55NOF | Zip 50 Moped | Social Services | Social Care | Specialist |
| VX52XDZ | Partner 600LX (LPG) | EHTS - GYPSY | Public Health | van |
| VX52XDV | Partner 600LX (LPG) | EHTS - Pest Control | Public Health | van |
| VX07DXB | Movano conversion 5.5T | Libraries | Sustainable Communities | van |
| VX05KXP | Master 3.5Dci | Social Services | Social Care | van |
| VU52VNL | CONVOY Minibus (with tail lift) | Social services (St Owens) | Social Care | Minibus |
| VO57JDF | Berlingo 1.6 HDI | Private Sector Housing | Sustainable Communities | van |
| VO57JCZ | Berlingo 1.6 HDI | Private Sector Housing | Sustainable Communities | van |
| VO57JCY | Berlingo 1.6 HDI | Private Sector Housing | Sustainable Communities | van |
| VO51KMJ | Sprinter LWB | Education Youth - Hereford | CYPD | Minibus |
| VO51AYA | Partner (LPG) | EHTS - Pest Control | Public Health | van |
| VO09USY | Master LL35 | Markets & Fairs | Public Health | van |
| VO08VWK | Expert panel van | Car Parks | Sustainable Communities | van |
| VN58LPE | T5 Shuttle SE SWB | St Davids Centre, Hereford | Social Care | Minibus |
| VN07MWK | Partner Van LX 600 | EHTS | Public Health | van |
| VN07DLV | Partner Van LX 600 | EHTS | Public Health | van |

Further information on the subject of this report is available from
Richard Ball, Assistant Director Highways, Transport & Community Services, 01432 260965

| Vehicle Reg | Model | Owner/Operator | Directorate | Type |
|---------------|--|---------------------------------|-------------------------|------------|
| VN07DLU | Partner Van LX 600 | Dog Warden | Public Health | van |
| VN05KKC | Partner 600 LX | EHTS Animal Health (Pest) | Public Health | van |
| VN05KKA | Partner 600 LX | EHTS Pest Control Service | Public Health | van |
| VN03YPA | EXPERT Hdi | Trading Standards | Public Health | van |
| VK55HZM | Primastar | Strategic Housing | Sustainable Communities | van |
| VK51CVE | Partner (LPG) | EHTS - Pest Control | Public Health | van |
| VK03OZV | Partner 600 LX (LPG) | Dog Warden | Public Health | van |
| VK03OZU | Partner 600 LX (LPG) | Dog Warden | Public Health | van |
| VF07EOR | Benz 311 CDI LWB Sprinter Van | Library Unit Shirehall | Sustainable Communities | van |
| VE55JLE | Freelander Commercial TD4 | Highways Inspection | Sustainable Communities | 4x4 |
| VE04BZN | Berlingo 600 DLX | Strategic Housing | Sustainable Communities | van |
| VE04BZM | Berlingo 600 DLX | Strategic Housing | Sustainable Communities | van |
| V871FUJ | Isuzu Trooper Commercial | Highways Inspection | Sustainable Communities | 4x4 |
| S296JOB | Assessable Minibus (with tail lift) | Social Services - St Owens | Social Care | Minibus |
| R919CNP | Pick up | Social services - Marshfields | Social Care | van |
| P946RYU | Boxer Minibus (with tail lift) | Social services - St Owens | Social Care | Minibus |
| P779OHK | 3 Wheel street cleansing vehicle | Markets | Public Health | Specialist |
| P601VNP | Defender | Parks & Countryside | Sustainable Communities | Specialist |
| P597VNP | Van | Countryside Queenswood | Sustainable Communities | van |
| OV06USY | Connect | STARRS Team (Bath Street) | Social Care | van |
| OE08JVL | Transit panel van | Equipment Store Rotherwas | Social Care | van |
| OE08JUV | Transit panel van | Equipment Store Rotherwas | Social Care | van |
| N872EAB | Dormobile Ambulance (with tail lift) | Marshfields Centre- Leominster | Social Care | Minibus |
| N502DAB | Transit minibus | Social services - Widemarsh | Social Care | Minibus |
| N432YAB | Transit Minibus | Social services - Hollybush | Social Care | Minibus |
| N183AUY | LWB Hard Top TD5 90 | Client West - Bath Street | Social Care | Specialist |
| MOHT4DX050836 | Gator HPX 4x4 | Environmental Health | Public Health | 4x4 |
| LX55FJZ | Relay Minibus | Social Services (Ryefields) | Social Care | Minibus |
| LX55FJV | Relay Minibus | Social Services (Widemarsh) | Social Care | Minibus |
| LX54HJN | Relay (with tail lift) | Social Services (Marshfields) | Social Care | Minibus |
| L774NHE | Transit 150D LWB | Ross Creative Learning Centre | Social Care | van |
| EK08UGP | Boxer (with lift for wheel chairs) | St Owens Centre | Social Care | Minibus |
| DV57HLU | 307 estate | Waste management promotion | Sustainable Communities | car |
| DG53EGE | Sprinter -Tail Lift mini bus 15 seater | Social services - Canal Road | Social Care | Minibus |
| DG53EGD | Sprinter -Tail Lift mini bus 15 seater | Social Services - Norfolk House | Social Care | Minibus |
| DG53EGC | Sprinter -Tail Lift mini bus 15 seater | Social Services - Elmhurst | Social Care | Minibus |

| Vehicle Reg | Model | Owner/Operator | Directorate | Type |
|-------------|--|------------------------------|-------------|---------|
| BT55HTY | Relay Minibus | Social Services - Canal Road | Social Care | Minibus |
| PN59WNE | Minibus | Weobley High School | CYPD | Minibus |
| PJ59EHG | Minibus | The Minster | CYPD | Minibus |
| PO59YWB | Minibus | Lady Hawkins High School | CYPD | Minibus |
| PJ59EHH | Minibus | Queen Elizabeth High School | CYPD | Minibus |
| PN59WNF | Minibus | Fairfield High School | CYPD | Minibus |
| PN59WNW | Minibus | Wigmore High | CYPD | Minibus |
| PJ59EFO | Minibus | John Kyrle High School | CYPD | Minibus |
| VU56NVK | Golf 1.9 S TDi 3dr hatchback | Lease Car | Lease Cars | car |
| CK56OEM | Fabia 1.2 Classic 5 dr Hatchback | Lease Car | Lease Cars | car |
| VN07ORW | Civic 5Dr Hatchback 2.2 CDTi ES | Lease Car | Lease Cars | car |
| CE57NKC | A3 Sportback SE 1.9 Tdi 5dr Special Edition | Lease Car | Lease Cars | car |
| VO57XUA | Grande Punto Hatchback 1.4 16v Active Sport 5dr | Lease Car | Lease Cars | car |
| CV57VHA | Astra Club 1.6i 16v VVT 5dr Petrol solid paint | Lease Car | Lease Cars | car |
| CE57HZW | Fabia 1.4 Tdi PD 80 2 5 dr Solid paint | Lease Car | Lease Cars | car |
| KY57UWD | Vectra 5dr Estate 1.9 CDTi 150 Design | Lease Car | Lease Cars | car |
| CK57EYD | Series 1 120D SE 5dr Diesel Hatchback | Lease Car | Lease Cars | car |
| CK57YHL | Series Diesel Coupe 335d M Sport 2dr Auto | Lease Car | Lease Cars | car |
| VA57VUG | Golf 1.9 TDi Match 5 dr Hatchback | Lease Car | Lease Cars | car |
| CV08DHA | Ford KA 1.3i Style (70) 3 dr | Lease Car | Lease Cars | car |
| FE08WKD | Corsa 3 dr Sri 1.7 CDT Hatchback diesel | Lease Car | Lease Cars | car |
| BK08XEJ | C3 Rhythm 1.4 Hdi 5dr Diesel hatchback solid paint | Lease Car | Lease Cars | car |
| VK08PXC | Passat Diesel Saloon 2.0 Sport TDi 4dr | Lease Car | Lease Cars | car |
| VE08DNX | Tiguan Diesel Estate 2.0 TDi Sport 5dr | Lease Car | Lease Cars | car |
| FH08OJM | Rav 3 5dr 2.2 D-4D XTr | Lease Car | Lease Cars | car |
| WP08VJD | Picanto 5dr hatchback 1.0 | Lease Car | Lease Cars | car |
| CP08WWX | Clubman Diesel Clubman Estate 1.6D 5 dr | Lease Car | Lease Cars | car |
| VU58ZKL | Polo 1.4 5dr hatchback | Lease Car | Lease Cars | car |
| VU58ZKV | Golf 1.9 SE Tdi diesel estate 5 dr | Lease Car | Lease Cars | car |
| SK58WDJ | Mazda 2 1.4D TS2 5dr diesel hatchback | Lease Car | Lease Cars | car |
| VU58ZLN | Golf 1.4 MK5 5 dr hatchback | Lease Car | Lease Cars | car |
| VK58LDE | Golf 1.9 Match 5dr hatchback | Lease Car | Lease Cars | car |
| VU58VNZ | Toyota Yaris 1.3 VVT-I Hatch 3door T3 | Lease Car | Lease Cars | car |
| VK58XOJ | Mazda 2 1.4 D Hatch 5door TS2 Diesel | Lease Car | Lease Cars | car |
| VN58SPX | Honda Jazz 5dr Hat 1.4 I-Vtec Ex 09 | Lease Car | Lease Cars | car |
| VE58GWL | Audi A3 1.4 T Fsi Sportback 5dr | Lease Car | Lease Cars | car |

| YD09YSY | Jazz 5dr Hatch 1.4 i-VTEC ES i-SHIFT | Lease Car | Lease Cars | car |
|-------------|--|-----------------------------------|-------------------------|------------|
| Vehicle Reg | Model | Owner/Operator | Directorate | Type |
| BN09UMC | Citroen C3 Diesel Hatchback 1.4 Hdi VT 5dr | Lease Car | Lease Cars | car |
| VU09EJO | Tiguan Diesel Estate 2.0 TDi SE 5dr | Lease Car | Lease Cars | car |
| WU09WZB | 207 Diesel Hatchback 1.6 Hdi 90 SE Premium 5Dr | Lease Car | Lease Cars | car |
| SC09ULN | Passat 2.0 TDI 4Dr Bluemotion2 | Lease Car | Lease Cars | car |
| VN09ZZF | Cooper Diesel Hatchback 1.6 D 3Dr | Lease Car | Lease Cars | car |
| SC09ZTT | Fiesta 1.6 TDCI Hatch 5dr Titanium Diesel | Lease Car | Lease Cars | car |
| VO59CDU | 3 Series Diesel Touring 320d SE 5dr | Lease Car | Lease Cars | car |
| VK59ATZ | Mini ONE Hatchback Special Editions 1.4 Graphite 3Dr | Lease Car | Lease Cars | car |
| YP58OBL | 2 1.3 TS2 (Petrol) | Lease Car | Lease Cars | car |
| CV59VXN | Fiesta Hatchback 1.25 Style+ 5Dr [82] | Lease Car | Lease Cars | car |
| YC59LVE | Aygo Hatchback 1.0 Vvt-I 3dr | Lease Car | Lease Cars | car |
| CV59VWO | Fiesta Diesel Hatchback 1.4 Tdci Style 5dr | Lease Car | Lease Cars | car |
| VN59JHV | Clio 1.2 TCE EU5 Sport Tourer 5dr Expression AC | Lease Car | Lease Cars | car |
| SB59RXH | 308 1.6 Hdi FAP 110 Hatch 5Dr Sport Diesel | Lease Car | Lease Cars | car |
| BD59VZF | Cooper Diesel Hatchback 1.6 D 3Dr | Lease Car | Lease Cars | car |
| X403ACJ | DAF FAT 75CF.250 6 x 4 Rigid & gritter components | Amey Wye Valley | Sustainable Communities | Specialist |
| V705ECJ | Leyland Daff FAT/5CF 6x4 Rigid Wheelbase | Amey Wye Valley | Sustainable Communities | Specialist |
| V706ECJ | Leyland Daff FA55.180 18T 4x2 Rigid Wheelbase | Amey Wye Valley | Sustainable Communities | Specialist |
| VU52UMD | Gritter & accessories | Amey Wye Valley | Sustainable Communities | Specialist |
| VU52UMK | Gritter & accessories | Amey Wye Valley | Sustainable Communities | Specialist |
| VX53NHY | Mercedes Benz with Permanent Mount Gritter | Amey Wye Valley | Sustainable Communities | Specialist |
| VX53NHV | Mercedes Benz with Permanent Mount Gritter | Amey Wye Valley | Sustainable Communities | Specialist |
| VX54NJY | Mudie Bond - Atego 26288 Mixer 5E Chassis Cab | Amey Wye Valley | Sustainable Communities | Specialist |
| VA57EYO | Clio | Intergrated Transport Bath Street | Sustainable Communities | car |
| X402ACJ | Mercedes Benz Gritter | Amey Wye Valley | Sustainable Communities | Specialist |
| T967KDD | Mercedes Benz Gritter | Amey Wye Valley | Sustainable Communities | Specialist |
| T968KDD | Mercedes Benz Gritter | Amey Wye Valley | Sustainable Communities | Specialist |
| VX55NZT | Mercedes Benz Gritter | Amey Wye Valley | Sustainable Communities | Specialist |
| VX57CKC | Mercedes Benz Gritter | Amey Wye Valley | Sustainable Communities | Specialist |
| VN59EBJ | Mercedes Benz Gritter | Amey Wye Valley | Sustainable Communities | Specialist |
| VE06ZWB | Mercedes Benz Gritter | Amey Wye Valley | Sustainable Communities | Specialist |
| VE06ZWP | Mercedes Benz Gritter | Amey Wye Valley | Sustainable Communities | Specialist |
| DV06EGU | Mercedes Benz Gritter | Amey Wye Valley | Sustainable Communities | Specialist |
| VE55JKY | Mercedes Benz Gritter | Amey Wye Valley | Sustainable Communities | Specialist |
| VE55JLU | Mercedes Benz Gritter | Amey Wye Valley | Sustainable Communities | Specialist |

| Vehicle Reg | Model | Owner/Operator | Directorate | Type |
|-------------|--|-----------------|-------------------------|------------|
| VE55JLV | Mercedes Benz Gritter | Amey Wye Valley | Sustainable Communities | Specialist |
| VN55OLK | Mercedes Benz Gritter | Amey Wye Valley | Sustainable Communities | Specialist |
| VN550VW | Mercedes Benz Gritter | Amey Wye Valley | Sustainable Communities | Specialist |
| C433JMW | Tractor | Markets & Fairs | Public Health | Specialist |
| CE59FND | Denver Rodeo | Countryside | Sustainable Communities | 4x4 |
| KV10OEC | Swift Hatch | Lease Car | Lease Cars | car |
| CK10EVN | Lease Car | Lease Car | Lease Cars | car |
| LK56BVG | Iris Bus 50c14 (Barrs Court & Black Marston) | CYPD | CYPD | Minibus |
| LK56BTV | Iris Bus 50c14 (Barrs Court & Black Marston) | CYPD | CYPD | Minibus |
| DX55FFJ | Torton Mobile 8.3m Sporting Media Vehicle | CYPD | CYPD | Minibus |
| KE56EXB | 7.5t Isuzu NEES2/NTM RCV, | FOCSA | Sustainable Communities | Specialist |
| KE06RAU | 7.5t Isuzu NEES2/NTM RCV, | FOCSA | Sustainable Communities | Specialist |



| | |
|-------------------------|---------------------------------------|
| MEETING: | ENVIRONMENT SCRUTINY COMMITTEE |
| DATE: | 28 JUNE 2010 |
| TITLE OF REPORT: | REVENUE BUDGET MONITORING |
| REPORT BY: | DIRECTOR OF RESOURCES |

Wards Affected

County-wide

Purpose

To advise members on the Environment Committee of the financial revenue outturn position for the Environment budgets for 2009/10 and the agreed budget for 2010/11 highlighting the emerging pressures.

Recommendation

THAT the report be noted

Key Points Summary

- The final outturn position for Environment for 2009/10 is an overspend of £406k.
- The budget for Environment 2010/11 is £24,818k. This is managed within two Directorates, £22,818k within Sustainable Communities and £2,009k within Public Health.

Key Considerations

Revenue Outturn 2009/10

1. In overall terms the final revenue outturn variance for Environment was an overspend of £406k, which represents a variance of 1% against the final budget.
2. A summary of the final revenue outturn variances is set out in the table below with further detail included in Appendix 1.

Summary 2009/10

Environment & Culture

**Final Outturn
Variance Over/
-Underspend
£000**

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

| | |
|--|------------|
| Highways | 744 |
| Managing Agent Contract Services | 375 |
| Service Delivery Partnership Team | -37 |
| Environmental Health & Trading Standards | 151 |
| Waste Management | -982 |
| Directorate Management & Support | 182 |
| <u>Regeneration</u> | |
| Planning & Transportation | -27 |
| ENVIRONMENT TOTAL | 406 |

Highways

- As previously reported, following the severe winter weather in early 2010, there was an overspend of £976k on the Winter Maintenance budget. This is slightly better than previously predicted following lower than forecast number of gritting runs in February and March. The Winter Maintenance Reserve of £500k helped to meet costs incurred due to such conditions. This was replenished as part of the 2010/11 budget.
- A saving of £85k through staff vacancy management was achieved in Highways mainly due to the recruitment freeze pending the service delivery review.
- Within the overall Highways revenue budget of approximately £12m, there were underspends on budgets which are managed on the Council's behalf by Amey Herefordshire - £70k on Roads Maintenance and £77k on Street Lighting. This reflects the redirection of resources to manage the extreme winter condition in January and the subsequent emergency repair works.

Managing Agent Contract Services

- Savings achieved following the Service Delivery Review reflect the transfer of services on 1st September 2009 and have been pro rata against the guaranteed annual savings of £1m. Whilst the annual operational saving target of £900k was not expected to be achieved in 2009/10 due to delays in contract negotiations, staff savings of £120k were achieved through vacancy management prior to the staff transfer. The £100k savings in overheads that make up the balance of the £1m have also been achieved.

Environmental Health & Trading Standards

- Environmental Health and Trading Standards' outturn for 2009/10 was a net overspend of £151k.
- Markets, Fairs and Street Trading over spent by £92k, this mainly related to the Hereford Butter Market. There was a shortfall in income of £60k following the loss of a major trader in September 2008 of 17 stalls. There were also additional costs in relation to energy costs, refuse collection in relation to the Maylord Service Yard and equipment costs totalling £30k required to maintain the building for current traders. There are 68 stalls in the Butter Market and, at 31st March 2010, 53 were taken.
- Whilst income from the Crematorium & Cemeteries outperformed the income target by £90k, additional energy and building maintenance costs were incurred resulting in a net underspend of £14k.

10. The final outturn for Parking in 2009/10 was net income of £918k. It was previously reported that Parking was expected to overspend by £85k however income received from car park ticket sales in March 2010 exceeded target resulting in a final net overspend of £62k. The main variances to budget were:

| | Variance £000 |
|---|--------------------------|
| 2009/10 | |
| Shortfall of Car Parking Income | 9 |
| Shortfall of De-criminalised Parking Income | 105 |
| Staff vacancy savings | -114 |
| Overspend on Rent & Rates of Car Parks | 65 |

11. The car parking income target for the year from ticket sales, parking space rental and advertising income for 2009/10 was £2,262k and £2,253k was achieved. Whilst it was previously reported that this income target was not expected to be met, income received in March 2010 exceeded target by £23k resulting in a shortfall for the year of just £9k.
12. The De-criminalised Parking income target for 2009/10 was £529k; this relates to income from the issue of Penalty Charges Notices (PCN). There was a shortfall of £105k in 2009/10. This was met by the savings from staff vacancies.
13. Charges in relation to Penalty Charge Notices are set statutorily and the charging regime was revised by the Department of Transport in early 2008. The charges for the lower level, more commonly issued PCN, were reduced and the annual income targets have proved difficult to achieve since and have been met by staff savings. There was also a reduction in the number of tickets issued in 2009/10 of 2,200 (12%) compared with the previous year. Of this reduction 700 related to the period of severe weather conditions in January 2010.
14. There is an overspend in 2009/10 relating to the additional rent for Maylord Orchard Car Park following the completion of a rent review in the year, annual rent has now increased by to £147.5k from £100k. There is also an overspend on rates charges on Car Parks of £29k; this reflects the accumulated annual increase in rates against a standstill budget. These pressures will be addressed in 2010/11.

Waste Management

15. The final outturn on the joint Waste Disposal PFI contract for 09/10 was an underspend of £851k.
16. A provision has been made in 2009/10 accounts to reflect the risk that if waste growth/reduction between Herefordshire and Worcestershire vary by more than 1% to the detriment of Herefordshire then an increase of £330k would be incurred by Herefordshire. The current tonnage figure indicates a 0.8% move of overall tonnages in Worcestershire's favour. The final reconciliation for 2009/10 will be done in the coming weeks.
17. The new Waste Collection contract extends recycling services to all residents in the County. Previously only 75% of residents had a recycling collection from their home. The Household Waste Recycling Act requires all waste collection authorities to provide a comprehensive kerbside recycling service by the end of December 2010. The range of recyclables to be collected has also been extended. The aim is for us to

achieve our National Indicator target of 40% by the end of 2010. Recycling outturn for 2009/10 year was 33.92% and our current standing is 35.40%.

18. There was an underspend on the Waste Collection contract of £125k and income from Trade Waste exceeded their income target by £115k, this helped mitigate additional costs incurred in relation to the marketing and publicity costs sustained in relation to the introduction of the new contract in 2009/10.

Planning and Transportation

19. The outturn position for Planning and Transportation was an under spend of £27k.
20. The number of valid planning applications received for the Year to 31st March 2010 was 2,789 compared to 2,625 for the year to 31st March 2009. This represents an increase of approximately 6%. Despite this improvement in numbers of applications, planning fees, income fell short of meeting its budgeted target by £129k.
21. The new Civica system was implemented during the financial year. However the need for existing document scanning continued throughout the year and resulted in an overspend of £65k. A further overspend of £61k was incurred for document storage and retrieval costs.
22. Within Transportation the current downturn in concessionary fare passengers continued throughout the last financial year and resulted in an under spend of £155k for the year.
23. Several bus contracts were renegotiated during the year and a net saving of £29k was achieved on the Transport route subsidies budget. Further renegotiations and potential savings are expected in the next financial year.
24. Staff vacancies in Transportation amounted to £32k and surplus income of £33k on section 38 fees was also achieved.

Revenue Budget 2010/11

25. The total budget for Environment in 2010/11 is £24,818K. This is the controllable budget total before support costs are factored in. In summary:

| | Gross Expenditure Budget £000 | Income £000 | Net Budget £000 |
|---------------------------------------|--|------------------------|----------------------------|
| <u>Sustainable Communities</u> | | | |
| Highways & Transportation | 15,080 | -5,869 | 9,211 |
| Planning & Sustainability | 19,213 | -5,615 | 13,598 |
| | 34,293 | -11,484 | 22,809 |
| <u>Public Health</u> | 2,843 | -834 | 2,009 |
| ENVIRONMENT | 37,136 | -12,318 | 24,818 |

A detailed breakdown of the budgets is set out in Appendix 2.

26. The Medium Term Financial Strategy approved by Council sets the broad framework for service revenue budgets for 2010/11 and onwards. Inflation was added to direct

employee pension costs and income target for client and customer receipts were increased by 2%.

27. The strategy also made assumptions in relation to council tax increases and levels of formula grant funding over the next three years, the impact of these assumptions translated into specific savings targets for Directorates.
28. Following the general election the new coalition government has strongly indicated the scale of future reductions in public sector funding and the savings targets are certain to increase following the upcoming budget announcement. The strategy for managing this is currently being considered by the Director of Resources.
29. The current savings target for 2010/11 for Environment is shown in the table below along with other adjustments identified in the strategy and these are reflected in the figures included in Appendix 2.

| Adjustments identified through Medium Term Financial Strategy | Budget Additions/ - Savings £000 |
|--|---|
| Closed Landfill & Contaminated Land – management of land decontamination | 85 |
| Contract inflation in relation to Amey Herefordshire Managing Agent Contract | 75 |
| Contract inflation in relation to FOCSA Waste Collection contract | 85 |
| Planning Development Control fees – an additional allocation to support the reduction in income due to the economic climate. | 180 |
| Contribution to the 3 year budget plan - 5% savings | -1,124 |
| Net Saving | <u>-699</u> |

30. Further details of the allocation and achievement of the annual savings will be brought to Scrutiny Committee later in the year.
31. Following an announcement by the Chief Executive in February 2010, a revised structure is being implemented in 2010/11 which gives recognition to the needs to reduce senior management costs, drive greater integration and reduce duplication/inefficiencies within the structure so that resources can be focused on delivering excellent services that meet customers' needs. Appendix 2 is presented in line with this new structure.
32. The 2010/11 budget has been reduced by £196k to reflect the savings made through this reduction in senior management. Further savings in relation to the implementation of a new Performance Management System has also identified £66k of staff savings in 2010/11.
33. The 2010/11 budget has also been reduced by £18.9k in relation to the revenue contributions to Capital Projects.

34. A pressure of £196k has been identified on the Parking budgets. The Parking net income budget for 2010/11 is £1,463k. This incorporates 2% inflation on income allocated as part of the annual budget process, whereby it is expected that services inflate their fees and charges as a minimum by inflation, and an annual savings target of £74k. There is an addition of £15k in relation to the disaggregation of the Environment Health Administration team following the organisational restructure.
35. The 2010/11 Parking budget has been reviewed by the manager of Community Protection & Parking and savings of £63k have been identified in relation to staffing, increased income from a price increase in Concessionary Parking Tickets and other minor adjustments to expenditure. The pressures identified earlier in the outturn section, in relation to Rent and Rates, of £85k together with the cost of borrowing, in 2010/11, to fund the pilot scheme for Pay on Foot in Maylord Orchards Car Park of £5k have also been addressed. This leaves a pressure on parking budgets of £196k which includes the shortfall of income from PCN income and the achievement of the annual savings targets. This will be closely monitored throughout the year in discussion with the Director of Resources.
36. There is also a pressure on the Markets, Fairs and Street Trading budget of £89k in 2010/11. The Markets, Fairs and Street Trading net income budget for 2010/11, controllable by the Sustainable Communities Directorate is £265k. This incorporate 2% inflation on income allocated through the annual budget process and annual savings target of £16k. There is an addition of £17k in relation to the disaggregation of the Environment Health Administration team following the organisational restructure.
37. This budget has been reviewed by the manager of the Markets, Fairs and Street Trading team however income from Hereford Market Hall is not expected to meet the 2010/11 income target by £73k and the savings target of £16k remains unidentified. There is currently a capital project looking at the designs for the refurbishment of the Hereford Butter Market, this would improve income by providing improved accommodation and longer term prospects for traders. If feasible a spend to save bid may be pursued. The budget will be closely monitored during the year and further work to review Directorate budgets are planned by the Director of Sustainable Communities and his management team to identify mitigation of this pressure in 2010/11 and future years and will be reported back this committee at a later date.

Financial Implications

38. These are contained in the body of the report.

Risk Management

39. The risks are set out in the body of the report in terms of the potential cuts in funding and pressures and the report notes the actions planned to address these.

Appendices

Appendix 1 – Summary Environment Revenue Budget 2009/10

Appendix 2 – Summary Environment Revenue Budget 2010/11

Background Papers

- None identified.

SUMMARY ENVIRONMENT REVENUE OUTTURN VARIANCE REPORT 2009/10

| <u>Service</u> | Final Outturn Variance Over/-Under spend £000 |
|---|--|
| <u>Highways</u> | |
| Public Conveniences | -2 |
| Highways Running Costs (inc staff) | -61 |
| Roads Maintenance | -44 |
| NRSWA (inc staff) | 8 |
| Emergency Maintenance | -26 |
| Winter Maintenance | 976 |
| Land Drainage/Flood Alleviation | -1 |
| Bridgeworks (inc staff) | 28 |
| Street Lighting (inc staff) | -102 |
| Traffic Management (inc staff) | -23 |
| Street Cleansing | -9 |
| Sub-Total Highways | 744 |
| <u>Environmental Health & Trading Standards</u> | |
| Markets & Fairs | 92 |
| Cemeteries | 34 |
| Crematorium | -48 |
| Commercial Environmental Health | -6 |
| Pollution | 48 |
| Landfill & Contaminated Land | -20 |
| Pest Control | -44 |
| Community Protection Team | -27 |
| Animal Health & Welfare | 14 |
| Trading Standards | -81 |
| Envt Health Management & Support | 136 |
| Licensing | 1 |
| Traveller Sites | -10 |
| Car Parks | 49 |
| Decriminalised Parking | 32 |
| Shop Mobility | -19 |
| Sub-Total Environmental Health & Trading Standards | 151 |
| <u>Waste Management</u> | |
| Waste Disposal | -851 |
| Recycling | -34 |
| Trade Waste | -157 |
| Domestic Waste Collection | 60 |
| Sub-Total WASTE MANAGEMENT | -982 |

SUMMARY ENVIRONMENT REVENUE OUTFURN VARIANCE REPORT 2009/10

| <u>Service</u> | Final Outturn Variance |
|---|-----------------------------------|
| <u>Directorate Management & Support</u> | |
| Director Of Environment & Culture | 183 |
| Environment Support | 42 |
| Sustainability | -43 |
| Sub-Total Directorate Management & Support | 182 |
| | |
| <u>Planning & Transportation</u> | |
| Planning Services | |
| Building Control | 34 |
| Development Control | 166 |
| Forward Planning | 20 |
| Conservation Management | 6 30 |
| | |
| Transportation | |
| Accident Investigation | -7 |
| Running Costs | 15 |
| Bus Stations | -14 |
| Design Planning | 0 |
| New Roads S38 | -34 |
| Public Transport - Rural | -146 |
| Public Transport | 118 |
| Concessionary Travel | -155 |
| Road safety | -13 |
| Searches | 0 |
| Management and Administration | -47 |
| Sub-Total Planning & Transportation | -27 |

SUMMARY ENVIRONMENT REVENUE BUDGET REPORT 2010/11

| | Gross Expenditure Budget £000 | Income £000 | Net Budget £000 |
|---|--|------------------------|----------------------------|
| <u>Summary</u> | | | |
| <u>Sustainable Communities</u> | | | |
| Highways & Transportation | 15,080 | -5,869 | 9,211 |
| Planning & Sustainability | 19,213 | -5,615 | 13,598 |
| | <u>34,293</u> | <u>-11,484</u> | <u>22,809</u> |
| <u>Public Health</u> | 2,843 | -834 | 2,009 |
| ENVIRONMENT | <u>37,136</u> | <u>-12,318</u> | <u>24,818</u> |
| <u>Highways & Transportation</u> | | | |
| <u>Highways</u> | | | |
| MAC Services | 1,771 | -672 | 1,099 |
| MAC Client Team | 360 | -175 | 185 |
| <u>Highways</u> | | | |
| Public Conveniences | 378 | 0 | 378 |
| Highways Running Costs (inc staff) | 458 | -93 | 365 |
| Roads Maintenance | 1,706 | 0 | 1,706 |
| NRSWA | 32 | -160 | -128 |
| Emergency Maintenance | 150 | 0 | 150 |
| Winter Maintenance | 794 | 0 | 794 |
| Detrunking Grant | 413 | -483 | -70 |
| Land Drainage/Flood Alleviation | 169 | 0 | 169 |
| Bridgeworks | 55 | 0 | 55 |
| Street Lighting | 846 | 0 | 846 |
| Traffic Management | 118 | -38 | 80 |
| Street Cleansing | 1,289 | -81 | 1,208 |
| Public Rights of Way | 323 | 0 | 323 |
| Community Protection & Parking Management & Admin | 72 | | 72 |
| Community Protection | 318 | -31 | 287 |
| Parking | 1,502 | -2,965 | -1,463 |
| <u>Transportation</u> | | | |
| Road Safety | 105 | -13 | 92 |
| Bus Stations | 13 | -29 | -16 |
| Design Planning | 60 | -5 | 55 |
| New Roads | 0 | -46 | -46 |
| Public Transport Rural | 121 | 0 | 121 |
| Public Transport | 1,483 | -347 | 1,136 |
| Concessionary Travel | 1,799 | -686 | 1,113 |
| Road Safety | 144 | 0 | 144 |
| Running costs | 136 | 0 | 136 |
| Staff | 464 | -25 | 439 |
| Searches | 1 | -20 | -19 |
| Sub-Total HIGHWAYS & TRANSPORTATION | <u>15,080</u> | <u>-5,869</u> | <u>9,211</u> |

SUMMARY ENVIRONMENT REVENUE BUDGET REPORT 2010/11

| | Gross Expenditure Budget £000 | Income £000 | Net Budget £000 |
|---|--|------------------------|----------------------------|
| <u>Planning & Sustainability</u> | | | |
| <u>Planning Services</u> | | | |
| Building Control | 672 | -695 | -23 |
| Conservation | 697 | 0 | 697 |
| Development Control | 1,258 | -1,035 | 223 |
| Forward Planning | 806 | -86 | 720 |
| Admin Management | 339 | -1 | 338 |
| Assistant Director Planning/Transport | 99 | 0 | 99 |
| | | | |
| Management of Markets & Fairs and Bereavement (40%) | 22 | | 22 |
| Markets, Fairs and Street Trading | 306 | -571 | -265 |
| | | | |
| <u>Bereavement Services</u> | | | |
| Cemeteries | 205 | -162 | 43 |
| Crematorium | 316 | -632 | -316 |
| | | | |
| <u>Waste Management</u> | | | |
| Waste Disposal | 9,185 | -1,350 | 7,835 |
| Recycling | 1,792 | -18 | 1,774 |
| Trade Waste | 499 | -928 | -429 |
| Domestic Waste Collection | 2,845 | -137 | 2,708 |
| | | | |
| Sustainability | 172 | 0 | 172 |
| Sub-Total PLANNING & SUSTAINABILITY | 19,213 | -5,615 | 13,598 |
| | | | |
| <u>Public Health</u> | | | |
| Commercial Environmental Health | 362 | -1 | 361 |
| Pollution | 522 | -86 | 436 |
| Landfill & Contaminated Land | 292 | 0 | 292 |
| Pest Control | 172 | -124 | 48 |
| Animal Health & Welfare | 254 | -135 | 119 |
| Trading Standards | 511 | -18 | 493 |
| Licensing | 260 | -374 | -114 |
| Travellers' Sites | 140 | -96 | 44 |
| Director of Environment & Culture | 0 | 0 | 0 |
| Environment Support | 16 | 0 | 16 |
| Envt Health Management & Support | 453 | 0 | 453 |
| 5% Savings - to be allocated | (139) | 0 | -139 |
| Sub-Total PUBLIC HEALTH | 2,843 | -834 | 2,009 |



| | |
|-------------------------|---------------------------------------|
| MEETING: | ENVIRONMENT SCRUTINY COMMITTEE |
| DATE: | 28 JUNE 2010 |
| TITLE OF REPORT: | CAPITAL BUDGET MONITORING |
| REPORT BY: | DIRECTOR OF RESOURCES |

Wards Affected

County-wide

Purpose

To advise members on the Scrutiny Committee of the final outturn position for the 2009/10 Environment Capital Programme within the overall context of the Council's Capital Programme and the proposed Environment Capital Programme for 2010/11.

Recommendation

THAT the report be noted.

Introduction and Background

- 1 The final outturn for the 2009/10 Environment Programme was £17.4 million and the current budget for 2010/11 is £18.5 million.
- 2 The Environment Capital Working Group meets regularly and keeps overall spending position under careful review.

Key Considerations

Capital Budget 2009/10

- 3 The final outturn position for the Environment Capital Programme is shown in Appendix 1, on scheme basis with funding arrangements indicated in overall terms.
- 4 The total of the Environment Capital Programme increased to £17,387k from the figure of £15,764k previously reported to this committee. This is a net increase of £1,623k relates to the following main variances:
 - a. There is a net underspend of £273k on Local Transport Plan (LTP) schemes representing 2% of the total forecast spend of £12,043k on LTP Schemes for 2009/10.

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

- b. The main underspend on LTP schemes relates Herefordshire Council's contribution to Network Rail towards the replacement costs of the Colwall Green Railway Bridge. Works carried out by the end of 2009/10 were initially estimated at £750k however the final provision for payment on account received in March 2010 was only £500k.
- c. A final outturn valuation of £2,320k has been added to the Capital Programme for the Ross Flood Alleviation Scheme, this reflects the costs incurred in 2009/10 and are fully funded by the Environment Agency.
- d. There was an increase in spend of £101k on the Rotherwas Access Road scheme relating to the settlement of compensation payments. This is funded through prudential borrowing.
- e. A reduction of £243k due to slippage in the Closed Landfill Site at Leominster, we are awaiting guidance on the approach from the Environment Agency. Proposed work to install the remainder of the leachate perimeter drain will be carried out in 2010/11 subject to this agreement.
- f. A reduction of £205k in relation to schemes funded from s106 contributions, which will now be delivered in future years.

Capital Budget 2010/11

- 5 The proposed Capital Programme for 2010/11 is attached in Appendix 2. This has been increased to £18,476k from the original budget included in the Medium Term Financial Management Strategy of £14,844. This increase of £3,632k relates to:
- a. A reduction of £92k in relation to Rotherwas Access Road. This reflects accelerated payment in relation to compensation events made in 2009/10.
 - b. In March 2010, Department of Transport announced that a budget of £100m was being made available to assist local authorities repair damage to their roads caused by the severe weather conditions in January 2010. Herefordshire Council expect to receive £1,017k grant for Emergency Fund Winter Damage in 2010/11. This has been added to the 2010/11 Capital Programme for roads maintenance, meaning an annual budget of £11.6 million.
 - c. An increase of £1m in relation Growth Point funding from central government as part of its commitment to increasing housing supply. This capital grant was awarded following a bid for expenditure on Hereford Transport Infrastructure schemes.
 - d. An increase of £891k in relation to 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. Total scheme cost is estimated at £1.4million.
 - e. Slippage in previous year schemes in relation to Hereford Crematorium and Grafton Travellers site Schemes totalling £60k have also been added in 2010/11. As discussed in point 4e above, £243k had also been added to the 2010/11 Programme.

- f. The budget for the Connect 2 scheme has been increased by £208k to £558k to reflect the works expected to be carried out in 2010/11. The scheme is expected to be completed by 2012/13 at a total estimated cost of £2.6 million.
- g. An addition of £130k 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.
- h. An addition of £56k in relation to Transport Asset Management Grant. This grant of £233k from Department of Transport was received in the previous year to assist the Council in building up its highways asset inventory and analysis capability. This work is necessary to support changes in accounting guidelines for highways assets which will be incorporated into the 2011/12 accounts.
- i. An addition of £120k in relation to the pilot scheme at Maylord Orchard Car Park of a pay on foot scheme.

5 Following an announcement by the Chancellor of the Exchequer on 17 May 2010 that the 'coalition has agreed that £6bn of savings to non-front line public services should be made this financial year', a Written ministerial Statement was laid in the House of Commons on 10 June 2010 outlining Local Government Savings. This identified the following reduction in capital grants which fall within the Environment remit.

| Local Authority | Integrated Transport Block £000 | PRN Network Funding £000 | Road Safety Capital Grant £000 | Total £000 |
|-----------------|---------------------------------|--------------------------|--------------------------------|--------------|
| Herefordshire | -0.54 | -0.03 | -0.07 | -0.64 |

These grants support budget currently managed by Amey Herefordshire as part of the Managing Agent Contract and will be re-aligned by the joint Environment Capital Working Group in July 2010/

Financial Implications

6 These are contained in the body of the report.

Appendices

Appendix 1 – Summary Environment Capital Programme Budget 2009/10

Appendix 2 – Summary Environment Capital Programme Budget 2010/11

Background Papers

- None identified.

Summary Environment Capital Programme Outturn 2009/10

| Schemes | Original | Revised | Outturn 2009/10 |
|---|-------------------|---|--------------------|
| | Budget 2009-10 | Forecast as at 31 January 2010 | |
| | £000 | £000 | £000 |
| Hereford Integrated Transport Strategy: | | | |
| Behavioural Change Countrywide | 75 | 63 | 63 |
| Hereford Transport Strategy | 990 | 270 | 256 |
| Rural Herefordshire Transport Strategy | 430 | 317 | 320 |
| Road Safety Strategy | 760 | 640 | 625 |
| Maintaining the Transport Network | 9,387 | 9,822 | 9,637 |
| Integrated Transport Staff Contribution | 301 | 931 | 869 |
| LTP TOTAL | 11,943 | 12,043 | 11,770 |
| Other Schemes | | | |
| Ross Flood Alleviation Scheme | | | 2,320 |
| Rotherwas Access Road | 258 | 585 | 686 |
| Bridge strengthening on PRN (transferred to LTP Budget) | 100 | | 0 |
| Growth Area Funding (Hereford Transport Infrastructure) | 1,460 | | 0 |
| Widemarsh Street Refurbishment Scheme | 1,149 | 495 | 497 |
| Hereford Crematorium | 99 | 129 | 103 |
| Leominster Closed Landfill Site Monitoring Infrastructure | 273 | 273 | 30 |
| Waste Infrastructure Capital Grant | 755 | 755 | 755 |
| Connect 2 | 393 | 180 | 219 |
| Stretton Sugwas Closed Landfill Site | 40 | 50 | 50 |
| Strangford Closed Landfill Site | 77 | 47 | 34 |
| Specific Road Safety Grant | 74 | 74 | 50 |
| Improvements of A40 & A465 | 220 | 115 | 89 |
| Pedestrian Improvements - Ledbury Road | 51 | 51 | 73 |
| Transport Asset Management Plan | 120 | 233 | 177 |
| Butter Market Project | | 50 | 96 |
| Relocation of Open Retail Market | | 59 | 59 |
| Yazor Brook Flood Alleviation Scheme (ESG) | | 137 | 94 |
| Purchase of Gritter | | 77 | 77 |
| Pay on foot Parking Scheme | | | 2 |
| S106 funded schemes | 562 | 411 | 206 |
| OTHER SCHEMES TOTAL | 5,631 | 3,721 | 5,617 |
| Expenditure to be Financed | 17,574 | 15,764 | 17,387 |

| Funded by: | Original | Revised | Outturn 2009/10 |
|--|-------------------|---|--------------------|
| | Budget 2009-10 | Forecast as at 31 January 2010 | |
| | £000 | £000 | £000 |
| Supported Capital Expenditure (Revenue) | 11,195 | 11,195 | 11,195 |
| LTP Grant | 748 | 748 | 748 |
| Environment Agency - Ross Flood Alleviation Scheme | | | 2,320 |
| Growth Point Funding | 1,460 | 0 | |
| Specific Road Safety Grant | 74 | 74 | 50 |
| Bridge Strengthening Grant | 100 | 100 | 95 |
| Prudential Borrowing | 2,289 | 1,868 | 1,428 |
| Waste Infrastructure Capital Grant | 755 | 755 | 755 |
| Detrunking Grant - Improvements of A40 & A465 | 220 | 115 | 89 |
| Pedestrian Improvements - Ledbury Road | 51 | 51 | 51 |
| Transport Asset Management Plan | 120 | 233 | 177 |
| Advantage West Midlands - ESG | | 137 | 94 |
| Advantage West Midlands - butter Market Project | | | 35 |
| Contributions from revenue | | 77 | 144 |
| S106 funding | 562 | 411 | 206 |
| Total Environment Capital Funding | 17,574 | 15,764 | 17,387 |

Summary Environment Capital Programme Budget 2010/11

| Schemes | Budget 2010/11 |
|---|-----------------------|
| Hereford Integrated Transport Strategy: | £000 |
| Behavioural Change Countrywide | 75 |
| Hereford Transport Strategy | 1,050 |
| Rural Herefordshire Transport Strategy | 390 |
| Road Safety Strategy | 785 |
| Maintaining the Transport Network | 11,553 |
| Integrated Transport Staff Contribution | 301 |
| LTP TOTAL | 14,154 |
| Other Schemes | |
| Emergency Fund Winter Damage 2010/11 | 1,017 |
| Growth Area Funding (Hereford Transport Infrastructure) | 1,000 |
| Widemarsh Street Refurbishment Scheme | 891 |
| Hereford Crematorium | 27 |
| Grafton Travellers' site | 33 |
| Leominster Closed Landfill Site Monitoring Infrastructure | 243 |
| Waste Infrastructure Capital Grant | 115 |
| Connect 2 | 558 |
| Stretton Sugwas Closed Landfill Site) | 40 |
| Strangford Closed Landfill Site | 20 |
| Specific Road Safety Grant | 72 |
| Improvements of A40 & A465 | 130 |
| Transport Asset Management Plan | 56 |
| Pay on foot Parking Scheme | 120 |
| OTHER SCHEMES TOTAL | 4,322 |
| Expenditure to be Financed | 18,476 |
| Funded by: | Budget 2009/10 |
| | £000 |
| Supported Capital Expenditure (Revenue) | 12,315 |
| LTP Prudential Borrowing | 1,000 |
| LTP Grant | 714 |
| Bridge Strengthening Grant | 125 |
| Growth Point Funding | 1,000 |
| Department of Transport Grant | 1,017 |
| Specific Road Safety Grant | 72 |
| Prudential Borrowing | 1,549 |
| Capital receipts Reserve | 33 |
| Waste Infrastructure Capital Grant | 115 |
| Sustrans - Connect 2 | 350 |
| Detrunking Grant - Improvements of A40 & A465 | 130 |
| Transport Asset Management Plan | 56 |
| Total Environment Capital Funding | 18,476 |

| | |
|-------------------------|--|
| MEETING: | ENVIRONMENT SCRUTINY COMMITTEE |
| DATE: | 28TH JUNE 2010 |
| TITLE OF REPORT: | ENVIRONMENT PERFORMANCE OUTTURN FOR 2009/2010 |
| REPORT BY: | Performance Improvement Officer |

CLASSIFICATION: Open

Purpose

To provide a report on the outturns for key national performance indicator targets for Environment Scrutiny Committee. This report has used the same format as used previously, and now incorporates the adopted performance rating system being used in the new corporate performance report for Cabinet; an explanation of the ratings is shown at Appendix A.

Recommendation(s)

THAT:

- (a) the report be noted;**
- and;**
- (b) areas of concern continue to be monitored.**

Key Points Summary

- The majority of targets across the services have been reached and work continues within the services to implement any actions and improvements to address any targets that are currently failing.
- Overall there has been improvement in the targets through the delivery of action plans, however some indicators have still failed to reach the target.

Reasons for Recommendations

1. To update the Scrutiny Committee Members on Environment performance
2. To ensure Scrutiny Committee are kept apprised of the plans to improve performance within the services.

Introduction and Background

3. The performance is monitored against the National Indicators (NI) that were introduced from April 2008 Regular reports are sent to the Government of the West Midlands and many of the government departments.

Further information on the subject of this report is available from
Chris Jones, Performance Improvement Officer, Sustainable Communities Directorate,
chris.jones@herefordshire.gov.uk or on (01432) 261596

4. This report covers the Performance Indicator Outturns as at 31st March 2010, against target figures for 2009-10, along with information about Direction of Travel and Status, which are defined as:
 - Direction of Travel – indicates whether the current position demonstrates improvement against the previous year’s out-turn
 - Status – indicates whether the current position demonstrates progress in line with the agreed target – G = Green (exceeded target by over 10%, B = Blue (on target or above target by up to 10%), A = Amber (within 5% of the target) and R = Red (5% or more below target).
5. Progress needs to be assessed regularly, together with the risks and the actions being taken to address these and improve performance.

Key Considerations

6. **NI 182 - Business Satisfaction with Regulatory Services** – Despite the improvement plan that is in place being delivered the end of year target was rated as red which indicates that it was 5% or more below target. The service continues to implement the improvement plan to turn this target around. Stretching but achievable targets have been set for future years
7. **NI 195 - Improved street cleanliness and environmental cleanliness** - The revised action plan that is in place with Amey has delivered against 3 of the 4 sub targets and is rated as blue, which means that they have achieved the target for 2009/10. However, the sub target that was not achieved was the removal of graffiti and was therefore rated red as it was 5% or more below the target
8. **NI 196 - Improved street cleanliness and environmental cleanliness – fly tipping** - The revised action plan has ensured that this target has been achieved and it was therefore rated as blue as it was on target.
9. **NI 193 – Percentage of municipal waste – Landfilled** – The action plan to deliver this target was on track at the end of the financial year. The target was rated at red as it was below target but the direction of travel is improving. However, 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 its waste to facilities in Coventry and Wolverhampton.
10. **NI 170 – Previously developed land that has been vacant or derelict for more than five years** – A target has been set for the forthcoming financial year of 0.07% and there are actions in place to address this target
11. **NI 157 – Processing of Planning Applications** - Two of the three sub targets of this indicator have come in on target and are rated as blue as they were on target, with the remaining one not coming in on target and therefore rated as red. The delay in processing of the other applications can be attributed to initial technical problems with the CIVICA software that was implemented in September 2009 and which led to a significant backlog of applications. The department has now made significant progress towards clearing this backlog and have seconded two further staff to the work area. A decision was made was to focus attention on processing the major and minor applications as these contribute most directly to the economic regeneration of the county.
12. **NI 175 – Access to services and facilities by public transport, walking and cycling** – This indicator is currently on target and therefore is rated as blue. This is an ongoing element within the local transport plan which is currently being refreshed.
13. **NI 176 – Working age people with access to employment by public transport** – this data will be reported by the Department of Transport and as yet the data for 2009/10 has not been

provided, however this is due in the summer of 2010

14. **NI 47 – Reduction in People killed or seriously injured** - This indicator is currently blue, on target or above target by up to 10%. The Planning and Transportation Road Accident Investigation and Prevention teams continue to lead on a wide range of education, training and publicity to address road traffic collisions. The outturn for the 2009 calendar year was 105 people that were killed or seriously injured which is a reduction on the previous year.
15. The team are also in the process of producing the Local Transportation Plan which includes actions to address this further; looking to reduce the number of people killed or seriously injured in the 2010 calendar year.
16. Further information in respect of the performance outturns can be found in Appendix B.

Community Impact

17. Not Applicable.

Financial Implications

18. None Identified

Legal Implications

19. None Identified

Risk Management

20. None Identified

Consultees

21. None Identified

Appendices

22. Appendix A : Key to Performance Reports
23. Appendix B : Details of Key Performance outturns for Environment Scrutiny for the 2009/10 financial year




Background Papers

24. None identified.




KEY TO PERFORMANCE REPORTS

LEVEL 1

| PERFORMANCE AGAINST TARGETS AND ACTION PLANS | |
|--|---|
| 4 | Overall, performance is significantly better than target(s) |
| 3 | Achieved, or on track to achieve, target(s) |
| 2 | Slightly behind target(s) |
| 1 | Significantly behind target(s) |

| DIRECTION OF TRAVEL | |
|---|---|
|  | Overall, performance is better than for the same period last year |
|  | Overall, performance is the same as for this period last year |
|  | Overall, performance is behind that for the same period last year |

LEVELS 2 & 3

| PERFORMANCE AGAINST TARGETS AND ACTION PLANS | |
|--|--|
| 4 | Outturn is 10% or more above target |
| 3 | Outturn is 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 |
| N.B. Where data is available this determines the judgement made for each indicator. Action plans are used to judge performance only where relevant data is unavailable. | |
| DIRECTION OF TRAVEL | |
|  | Performance is better than for the same period last year |
|  | Performance is the same as for this period last year |
|  | Performance is behind that for the same period last year |

Economic Development & Enterprise

| Indicator | Lead Director | Tolerance | Target | | Latest Performance | Judgement | | Direction of Travel | | Analysis |
|--|-------------------------------------|-------------------|-------------|----------------------------------|-------------------------|-----------|-------|---------------------|-------|--|
| | | | 2008-09 | 2009-10 | | December | March | December | March | |
| Citizen | | | | | | | | | | |
| NI 171 – VAT registration rate per 10,000 resident population aged 16+ (LAA) | Director of Regeneration | Bigger is better | 59.2 (2007) | 41.8 (2009) | 49.7 (2008) | 4 | 4 | ▲ | ▲ | All activity is taking place as planned- Summary of activity: Creation of business start up grants and business growth grants. - New Business Booster, Start-up Grant and Training Voucher schemes allocated £50,000, £15,000, and £20,000 respectively for new financial year. - £150k allocated for Herefordshire Redundant Building Grant scheme. Will fund at least 5 new or expanding enterprises, calculated to create up to 30 new jobs. Retail Support in Rural areas and Market Towns - Skillsmart providing retail analysis of Market Towns (AWM Funded), is an ongoing programme of events. - Training course in retail marketing to be delivered in Ross, Leominster and Hereford. Conversion of existing businesses to VAT and PAYE registration. - Holding VAT registration roadshows with HMRC, have held four this calendar year and a future four between January and March, targeted at those businesses not VAT registered who could make the change. - Funding secured for roadshows, first round of these has been held, a small scale review of these will occur before the next round of four roadshows. These will publicise benefits of VAT and PAYE registration. |
| NI 168 – condition of principal roads (proxy: delivery against highway maintenance plan) (LAA) | Director of Environment and Culture | Smaller is better | 4% | 5% | 5% | 3 | 3 | ▼ | ▼ | Action plan being delivered to programme to impact on next year's target. |
| NI 169 – condition of non-principal roads (proxy: delivery against highway maintenance plan) (LAA) | Director of Environment and Culture | Smaller is better | 11% | 9% | 9% | 3 | 3 | ▲ | ▲ | Action plan being delivered to programme to impact on next year's target. |
| Service | | | | | | | | | | |
| NI 182 – business satisfaction with regulatory services | Director of Environment and Culture | Bigger is better | | 72% | 62% (provisional) | 1 | 1 | n/a | n/a | Performance for the second quarter has fallen, and the reason's behind this are being investigated. It is possible that this year's target may not be reached. |
| Partnership | | | | | | | | | | |
| NI 152 – working age people on out of work benefits (LAA) | Director of Regeneration | Smaller is better | 8.80% | 8.6% (2009-10) 8.4% (2010-11) | 10.2% (to November '09) | 1 | 1 | ▼ | ▼ | Progress against actions: ESF project 'Engage' - long term unemployed from priority wards into employment - employment development element of project extended to Dec 2010. 413 beneficiaries and 31job starts. Future Jobs Fund to assist long term unemployed aged 18-24 yrs into work. At 31st March 2010 21 people placed in work, 2 awaiting start date and 28 further vacancies listed with JCP awaiting appointments. New Govt. budget measure extended FJF programme from March 2011 to March 2012 - awaiting guidance on how funding can be accessed. Also secured ABG funding to support FJF to encourage individuals to access support and advice. Connections to Opportunities funding now secured. Application to develop employment and personal skills of long term unemployed, lone parents and those on incapacity benefits submitted. £257K to March 2014. £50K Connecting Communities funding also secured for futher tailored provision in Newton Farm and Golden Post areas of South Wye. ABG funding secured for training voucher scheme, NEET provision, Volunteering into Employment, Wheels to Work and to commission research work for Work and Skills Plan to identify specific needs and prepare action plans for target areas. |
| NI 163 – working age people qualified to Level 2 or higher (LAA) | Director of Regeneration | Bigger is better | 72% (2008) | 74.8% (2009) | Due January 2011 | 3 | 3 | n/a | n/a | All action plan activity is taking place and on target. |
| NI 178 – bus services running on time (LAA) | Director of Regeneration | Bigger is better | 80% | 80% | 86% | 3 | 3 | n/a | ▲ | 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. We have exceeded our 2009/10 target of 71%. Issues arising in terms of punctuality problems are dealt with in partnership with bus operators providing the specific surface. All activity has either been achieved or is on target |
| Statutory | | | | | | | | | | |
| NI 157 – processing of planning applications: Major applications within 13 weeks Minor applications within 8 weeks Other applications within 8 weeks | Director of Regeneration | Bigger is better | | | | | | | | Two of the three parts of this indicator have come in on target. The fluctuating nature of these outturns can be attributed to problems with the Civica software that was implemented in September, which led to a significant backlog of applications. The department are making significant progress towards clearing this backlog and have seconded two further staff to the work area, however clearing the backlog has meant that 'Other' applications has come in below target at the end of year. There are some practical methods that have been introduced in order to ensure that until the end of March the applications being determined are those deemed most beneficial to the County. |
| a) Major applications within 13 weeks | | | 73% | 60% | 79% | 4 | 4 | ▲ | ▲ | |
| b) Minor applications within 8 weeks | | | 73% | 65% | 67% | 3 | 3 | ▼ | ▼ | |
| c) Other applications within 8 weeks | | | 87% | 80% | 72% | 1 | 1 | ▼ | ▼ | |

Stronger Communities

| Indicator | Lead Director | Tolerance | Target | | Latest Performance | Judgement | | Direction of Travel | | Analysis |
|---|-------------------------------------|-------------------|---------|-----------------|----------------------|-----------|-------|---------------------|-------|---|
| | | | 2008-09 | 2009-10 | | December | March | December | March | |
| Citizen | | | | | | | | | | |
| NI 3 – civic participation | Deputy Chief Executive | Bigger is better | 16% | 17.5% (2010-11) | Next due end of 2010 | 3 | 3 | n/a | n/a | Information is obtained from the Place Survey which is carried out every two years. The next survey will be carried out in autumn 2010 and data available in 2011, the target for which is 17.5%. Work is progressing in line with the action plan. |
| NI 6 – participation in regular volunteering (LAA) | Director of Regeneration | Bigger is better | 29% | 32.5% (2010-11) | Next due end of 2010 | 3 | 3 | n/a | n/a | Information is obtained from the Place Survey which is carried out every two years. The next survey will be carried out in autumn 2010 and data available in 2011, the target for which is 32.5%. Work is progressing in line with the action plan. |
| NI 155 – number of affordable homes delivered (LAA) | Director of Regeneration | Bigger is better | 208 | 182 | 185 | 2 | 3 | ▲ | ▲ | The Target for NI 155 has been achieved despite the continuing impact of the economic downturn. There is limited evidence of an upturn in new build activity emerging, however focus will remain on maximising delivery via planning gain where possible. |
| Service | | | | | | | | | | |
| NI 9 – use of libraries (LAA) | Director of Environment and Culture | Bigger is better | 47.90% | 51% (2010-11) | 42.8% (November) | 1 | 1 | n/a | ▼ | Although work is progressing in line with the action plan, interim results from the Active People 3 Survey have recently been released and show that performance has fallen from previous levels and is not on track to achieve the LAA targets. Over the period visits to libraries have increased. However, this indicator is derived from a national telephone survey of adults only and measures their use of the library service, which includes visits to libraries as well as other services, such as those available on-line. A meeting with the IDeA LAA Improvement Strategy and Culture and Sport Strategic Dialogues in January will look at the delivery plans, and consider how improvements can be made. |
| NI 11 – engagement in the arts (LAA) | Director of Environment and Culture | Bigger is better | 46.40% | 49.5% (2010-11) | 46.3% (November) | 2 | 2 | n/a | ▼ | |
| Partnership | | | | | | | | | | |
| NI 4 – influencing decisions in the locality (LAA) | Director of Regeneration | Bigger is better | 28.80% | 32.3% (2010-11) | Next due end of 2010 | 3 | 3 | n/a | n/a | Information is obtained from the Place Survey which is carried out every two years. The next survey will be carried out in autumn 2010 and data available in 2011, the target for which is 32.3%. Work is progressing in line with the action plan. |
| Statutory | | | | | | | | | | |
| NI 1 – % of people who believe people from different backgrounds get on well together (LAA) | Deputy Chief Executive | Bigger is better | 75.90% | 79.4% (2010-11) | Next due end of 2010 | 3 | 3 | n/a | n/a | Information is obtained from the Place Survey which is carried out every two years. The next survey will be carried out in autumn 2010 and data available in 2011, the target for which is 79.4%. Work is progressing in line with the action plan. |
| NI 156 – households in temporary accommodation (LAA) | Director of Regeneration | Smaller is better | 98 | 82 | 79 | 1 | 3 | ▲ | ▲ | The target has been achieved and reflect positive progress on homelessness prevention and temporary accommodation management. |
| Local – % of people who find access to services difficult: Local shop Advice provision Public transport facility Cultural / recreational facility | Director of Regeneration | Smaller is better | | | | | | | | Information is obtained from the Place Survey which is carried out every two years. The next survey will be carried out in autumn 2010 and data available in 2011. Work is progressing in line with the action plan. |
| a) Local shop | | | 12% | 11% (2010-11) | Next due end of 2010 | 3 | 3 | n/a | n/a | |
| b) Advice provision | | | 18% | 16% (2010-11) | Next due end of 2010 | 3 | 3 | n/a | n/a | |
| c) Public transport facility | | | 21% | 21% (2010-11) | Next due end of 2010 | 3 | 3 | n/a | n/a | |
| d) Cultural / recreational facility | | | 21% | 19% (2010-11) | Next due end of 2010 | 3 | 3 | n/a | n/a | |

Safer Communities

| Indicator | Lead Director | Tolerance | Target | | Latest Performance | Judgement | | Direction of Travel | | Analysis |
|---|--------------------------------------|-------------------|----------------------|------------------------------------|------------------------------------|-----------|-------|---------------------|-------|---|
| | | | 2008-09 | 2009-10 | | December | March | December | March | |
| Citizen | | | | | | | | | | |
| NI 21 – dealing with concerns about anti-social behaviour (proxy – incidents of: anti-social behaviour – including speeding - criminal damage, alcohol-related disorder, alcohol-related violent crime) (LAA) | Director of Environment and Culture | Bigger is better | 25.40% | 30.4% (2010-11) | | 3 | 3 | n/a | n/a | Progress against action plan maintained |
| NI 47 – people killed or seriously injured in road traffic accidents (calendar year) (LAA) | Director of Regeneration | Smaller is better | 115 (3 year average) | 116 (2009) 114 (3 year average) | 105 (2009) 110 (3-year average) | 3 | 3 | ▲ | ▲ | The Planning and Transportation's Road Safety and Accident Investigation and Prevention teams continue to lead on a wide range of education training and publicity and engineering measures to address road traffic accidents. All targets have been met to date- Our 2009 KSI casualty figure is now complete at 105 (Target 116) and this gives us a 2007, 2008, 2009 rolling 3 year average of 110 (Target 114). The 2009 Child KSI figure can also be confirmed at 9 (Target 12). Proxy indicators for both of these are on target in 2010. |
| Service | | | | | | | | | | |
| Partnership | | | | | | | | | | |
| NI 40 – drug users in effective treatment (LAA) | Director of Integrated Commissioning | Bigger is better | | 541 | 530 (as at December 2009) | 2 | 2 | ▲ | n/a | Harm Reduction Strategy complete with Hidden Harm Conference held in December. Mercia Net training commenced. Review of drug treatment services also completed in December. |
| NI 30 – priority & prolific offenders (PPOs) (LAA) | Director of Environment and Culture | Smaller is better | | 21% (79) | 53 (December 2009) | 3 | 3 | ▼ | n/a | This data is relevant to Q3, and is the number of observed / proven offences for the period April-December. |
| Statutory | | | | | | | | | | |

| | | | | | | | | | | |
|--|-------------------------------------|-------------------|----------|--|-----------|---|---|-----|-----|--|
| Environment | | | | | | | | | | |
| Citizen | | | | | | | | | | |
| NI 191 – residual household waste per household (LAA) | Director of Environment and Culture | Smaller is better | 690.01kg | 720kg (year-end) LAA target is 759kg | 645.46 kg | 3 | 4 | ▲ | ▲ | The action plan to deliver this target is being delivered according to programme. |
| NI 195 – improved street cleanliness and environmental cleanliness: | | | | | | | | | | |
| a) Litter | Director of Environment and Culture | Smaller is better | 5% | 5% | 5% | 1 | 3 | ◀▶ | ◀▶ | Action plan being delivered to programme. |
| b) Detritus | | | 13% | 9% | 9% | 1 | 3 | ▼ | ▲ | |
| c) Graffiti | | | 1% | 1% | 2% | 1 | 1 | ▼ | ▼ | |
| d) Fly-posting | | | 1% | 1% | 1% | 3 | 3 | ▼ | ◀▶ | |
| NI 196 – improved street cleanliness and environmental cleanliness – fly tipping | Director of Environment and Culture | Smaller is better | | Grade 1 | Grade 1 | 1 | 3 | ◀▶ | ◀▶ | |
| Service | | | | | | | | | | |
| NI 192 – % of household waste sent for reuse, recycling and composting | Director of Environment and Culture | Bigger is better | 33.24% | 35% | 35.44% | 3 | 3 | ▲ | ▲ | The action plan to deliver this target is being delivered to programme. |
| Partnership | | | | | | | | | | |
| NI 197 – improved biodiversity (LAA) | Director of Regeneration | Bigger is better | | 38.30% | 43.20% | 3 | 4 | n/a | ▲ | Of the 858 sites within Herefordshire, 371 are under positive conservation management. |
| Statutory | | | | | | | | | | |
| NI 186 – CO ₂ emissions (LAA) | Director of Environment and Culture | Smaller is better | | 13.1% (2010) | | 3 | 3 | n/a | n/a | The action plan to achieve this target is being delivered to programme. |
| NI 193 - % of municipal waste landfilled | Director of Environment and Culture | Smaller is better | 64.61% | 55.44% | 63.30% | 1 | 1 | ▲ | ▲ | |



| | |
|-------------------------|---------------------------------------|
| MEETING: | ENVIRONMENT SCRUTINY COMMITTEE |
| DATE: | 28 JUNE 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 recommended to the Overview and Scrutiny Committee for approval.

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 28 June 2010

| Tuesday 2.00pm 13 July 2010 Brockington | |
|--|---|
| | <ul style="list-style-type: none">• The Herefordshire Local Access Forum – presentation on their work and questioning by the Committee.• A Review of the Public Rights of Way Service Performance and Outcomes. – (to inform of the scope of the rights of way service, clarify Amey and Council roles, outcomes and progress towards those outcomes. The report will also set out to address or clarify some of the regular rights of way related queries raised.)• Performance in relation to planning applications and enforcement.• 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.• Safer Roads Partnership – Update by Council's Member on SRP Board.• Capital Budget Monitoring• Revenue Budget Monitoring.• Report on Performance Indicators.• Committee Work Programme |

| 9.30am 26 November 2010 | |
|--------------------------------|--|
| | <ul style="list-style-type: none">• Further update on the Review of the Travellers' Policy• County Rail Facilities – update by Cabinet Member following discussions with providers.• 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)

Provided for the Committee's information only and not debate.

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

Committee date: 22 March 2010

| ENVIRONMENTAL EFFECT OF STAFF AND MEMBER TRAVEL TO WORK ARRANGEMENTS | |
|---|--|
| Recommendations | Response/Action |
| Members be informed by Briefing Note when the Councils new Travel Plan is in place | This wont be available until the planning application has been submitted - and may not be actually "in place" until the new build is complete. (Plough Lane) |

Committee date: 19 April 2010

| MINUTE NO 70 REDUCING ENERGY CONSUMPTION – STREET LIGHTING | |
|---|--|
| Recommendations | Response/Action |
| that the report be noted and greater detail on how a reduction in street lighting energy consumption would contribute to the Council's overall Carbon Management reductions be reported as part of the Carbon Management report to June 2010 meeting | Detail on this will be provided as part of the Carbon Report to the next meeting |

Committee date: 7 June 2010

| Minute No 76 PUBLIC QUESTIONS | |
|--|-------------------------------------|
| Recommendations | Response/Action |
| 1) that the PROW report to the July meeting to also include information on unsurfaced County Roads | Details will be added to the report |
| 2) officers be requested to investigate the requirements for advertising meetings of the Local Access Forum | Details to be added to the report |

| Minute No.77 ANNUAL REPORT BY CABINET MEMBER HIGHWAYS AND TRANSPORTATION | |
|--|--|
| Recommendations | Response/Action |
| 1) the Cabinet Member Highways and Transportation is requested to take up in the strongest terms the matters concerning the lack of local train capacity and station facilities with the train companies and report to the November Committee meeting following which the Committee may wish to consider inviting the train companies to come before them to explain their operation. | Recommendation noted. A meeting is being pursued with train operating companies and network rail. The meeting will consider strategic issues for inclusion in the Local Transport Plan and operational matters such as capacity on services. |
| 2) local Members be informed when any serious incident or accident occur on roads in their ward; | Noted. A system of notification via email of road traffic accidents which involve a fatal casualty will be in place by August. |

| | |
|--|--|
| <p>3) Members be informed by briefing note of the key points being used to lever improved funding from government to improve transport access to the city by the county population.</p> | <p>The current funding situation is very uncertain and details of significant changes to funding are only just emerging. It would be unwise to speculate on funding opportunities until details of the Comprehensive Spending review have been published in the Autumn. A briefing note would be of more benefit after this time and could be provided for the November 2010 meeting.</p> |
| <p>4) information concerning the Sustainable travel events be circulated to all members</p> | <p>Details available and will be circulated via the Committee Secretary.</p> |
| <p>5) that current progress concerning the Review of Speed Limits be communicated to Members by briefing note</p> | <p>Amey started on the speed limit review in April and have to date been collating the necessary data to feed into the review. There are a total of 57 routes that fall into the remit for review, of these we have produced all route plans and detailed collision detail for each route. 28% of the initial site surveys have been undertaken. We will continue to process the review the next stage being to survey actual vehicle speeds which will lead to a determination of limits on the routes.</p> |
| <p>6) that current progress concerning the bridge and road works being undertaken on the A438 (nr Rhydspence) be communicated to members by Briefing note;</p> | <p>Works have commenced on site and are being carried out by our sub-contractor SC Joseph. We anticipate the works being completed by the end of the first week of July. The works include the stabilisation of the bank, repair of the culvert, provision of an otter fence and the repair of the safety barrier.</p> |

| <p>Minute No. 78 ANNUAL REPORT BY CABINET MEMBER ENVIRONMENT AND STRATEGIC HOUSING</p> | |
|---|---|
| <p>Recommendations</p> | <p>Response/Action</p> |
| <p>1) the report on planning applications and enforcement programmed for July meeting also contain an update on the scanning system for planning</p> | <p>Details for the preparation of this report are now well in hand. Progress has been made on the scanning project that will be incorporated into the report.</p> |
| <p>2) the Cabinet Member Environment and Strategic Housing note the concern of the Committee that the enforcement of planning conditions was far from satisfactory and wished to see continued improvements.</p> | <p>Noted. The Cabinet Member is working with the Assistant Director – Environment, Planning and Waste to formulate new enforcement procedures and policies.</p> |
| <p>3) it be noted that the Head of Planning and Transportation intends to hold a work shop for all members on the theme of planning enforcement and will include reference to the ‘planning tool kit;</p> | <p>Noted. The format of the workshop will seek to reflect that on the very successful recent seminar on Ecology & Planning.</p> |
| <p>4) the Cabinet Member Environment and Strategic Housing and key officers be requested to press Welsh Water and other bodies concerned to deal with the issue of unadopted sewers as soon as possible.</p> | <p>The Recommendation has been noted and the matter is being pursued with the bodies concerned.</p> |