

WIRRAL COUNCIL

SUSTAINABLE COMMUNITIES O & S COMMITTEE

26 JUNE 2012

SUBJECT:	'REDUCING THE COUNCIL'S CARBON FOOTPRINT' PROGRESS REPORT NO. 5
WARD/S AFFECTED:	ALL
REPORT OF:	LAW, H R & ASSET MANAGEMENT
KEY DECISION	NO

1.0 EXECUTIVE SUMMARY

- 1.1 The purpose of this fifth progress report is to update Members on the various projects and activities currently being undertaken across the Council to '*Reduce the Council's Carbon Footprint*', which promotes the Council's Corporate Priorities as set out in the Corporate Plan. The Council is committed to delivering a 60% reduction in carbon emissions by 2025.
- 1.2 The Council is expected to spend around £8 million on its energy costs in 2012/13. There are significant financial savings to be made through the implementation of an appropriate and timely programme of carbon emission reduction and energy efficiency projects and initiatives. Reducing the Council's carbon footprint is not a statutory requirement but taking the steps outlined in this report is Wirral's only method of managing CO₂ emissions in order to comply with the Corporate Objective to 'reduce our carbon footprint' and the Carbon Reduction Commitment Energy Efficiency Scheme (CRCEES).
- 1.3 The progress report is not financial but the activities and projects being undertaken will have an impact on the Council's operating costs and can help to assist departments in meeting their annual carbon targets. Reductions in carbon emissions and our carbon footprint are achieved by reducing energy use and there are financial savings that will be made from the avoided costs of energy and CRCEES allowances.
- 1.4 Members are asked to note the progress being made to date on the ongoing carbon reduction and energy saving activities and projects and to endorse the proposed further initiatives contained within the report. Appendix 1, the Wirral Carbon Reduction Programme: Wirral Council Activities summarises the measures and projects aimed at reducing carbon the Council's carbon footprint.
- 1.5 This report does not include exempt information.

2.0 BACKGROUND AND KEY ISSUES

- 2.1 The Department of H R, Law and Asset Management is now responsible for supporting the attainment of our Corporate Goals of reducing Wirral's carbon footprint and will be putting in place carbon and energy saving measures to deliver on our 60% carbon reduction target by 2025. Improving energy efficiency across the Council estate also supports the Corporate Goal of reducing the running costs of the Council by improving the efficiency and value for money of Council operations and services.

- 2.2 The Cabinet decision on 14th April 2011 (Minute 383 refers) requires the preparation of an annual Carbon Budget to assist in driving down energy costs and reducing the Councils carbon footprint. Each department has now been provided with a CO₂ allowance in which to operate and deliver their services thus enabling service managers to plan for CO₂ reductions at a departmental and operational level to achieve annual savings in energy use and costs. Further information on the Carbon Budget is set out in Paragraph 4.7 below.
- 2.3 To assist in the delivery of the carbon reduction targets set out in the Carbon Budget the Sustainability Unit will work with all departments to progress the energy efficiency schemes contained within the latest version of the Wirral Carbon Reduction Programme project plan (attached at **Appendix 1**). Reducing the Councils overall energy use means energy costs are reduced and carbon reductions and financial savings are also secured. The project plan, containing details of the Council's current carbon reduction and energy efficiency projects is updated by the Sustainability Unit every six months enabling the Council to plan, manage and monitor progress in achieving these reductions.
- 2.4 To further support the aims of the Carbon Budget, work has commenced on developing a corporate energy and carbon management framework that will comply with ISO 50001 (Energy Management Systems). This will clarify departmental and individual roles and responsibilities and give clear directions to achieve the structural carbon savings required. The system will be tailored to the Council's changing needs in order to drive down CO₂ emissions, reduce energy use and waste, control costs and reduce risks.
- 2.5 **Carbon Reduction Commitment Energy Efficiency Scheme [CRCEES]:** The CRCEES is the mandatory emissions reporting scheme administered by the Environment Agency (EA). The ultimate aim of the Scheme is to provide an incentive for organisations to reduce their energy use. There is a charge associated with the scheme as organisations that participate must monitor their energy use and purchase allowances for each tonne of CO₂ they emit. The more CO₂ an organisation emits, the more allowances it must purchase.
- 2.6 The overall cost of the Scheme to the Council can be lessened by securing significant reductions in our carbon emissions through the implementation of demonstrable energy efficiency projects and initiatives. A separate report detailing the Council's performance against the CRCEES was presented to Cabinet in December 2011 (Minute 234 refers).
- 2.7 **Carbon Budget 2011- 2012:** A Carbon Budget has been prepared for 2012/2013 with carbon reduction targets for each department presented at Budget Cabinet and Council alongside the Council's financial budget in February 2012 (Minutes 131 and 324 refer). Work is progressing to bring forward a number of practical mechanisms to enable the identification and quantification of energy efficiency measures that each Department should implement to help reduce their carbon emissions and energy costs.
- 2.8 The annual Carbon Budget progress report will be presented to Cabinet in September 2012 detailing the performance of each department against their carbon target for 2012/2013.
- 2.9 **Former National Indicator 185:** Measured percentage CO₂ reduction from LA operations and were first reported in mid August 2009 with calculations based on energy and fuel use in buildings and transport. As part of the Single List of Data

requirements that replaced some of the NI's, DECC has introduced a requirement for local authorities to report emissions from their own estate and operations. As required by DECC, annual Greenhouse Gas Emissions reports will be prepared and published online no later than 29th July together with notification by email to DECC of the data's location on the Council's website.

- 2.10 DECC will collate the total figures for each Local Authority's emissions in tonnes of CO₂e together with a short description of what the Local Authority has included and excluded in their report plus a Council email address which will allow visitors to the DECC website to contact a Council if they choose to enquire further about the figures.

Former National Indicator 186: Measured CO₂ emissions across the Local Authority area and was one of the Council's LAA targets which also required the Sustainability Unit to coordinate work on reducing carbon emissions with our partners in the LSP. This work continues under the auspices of the Wirral Climate Change Group. A progress report on the work of the Group was presented to Committee in January 2012 with approval secured for the development of a replacement Climate Change Strategy for Wirral. (Minute 67 refers). Consultation on the development of a replacement strategy is now underway and a separate report will be presented to committee toward the end of the year.

- 2.11 DECC will collate the total figures for each Local Authority's emissions in tonnes of CO₂e together with a short description of what the Local Authority has included and excluded in their report plus a Council email address which will allow visitors to the DECC website to contact a Council if they choose to enquire further about the figures.

- 2.12 **Former National Indicator 186:** Measured CO₂ emissions across the Local Authority area and was one of the Council's LAA targets which also required the Sustainability Unit to coordinate work on reducing carbon emissions with our partners in the LSP. This work continues under the auspices of the Wirral Climate Change Group. A progress report on the work of the Group was presented to Committee in January 2012 with approval secured for the development of a replacement Climate Change Strategy for Wirral. (Minute 67 refers). Consultation on the development of a replacement strategy is now underway and a separate report will be presented to committee toward the end of the year.

3.0 RELEVANT RISKS

- 3.1 The greatest risk is from failure to plan, implement, manage and monitor appropriate carbon reduction and energy efficiency initiatives and activities meaning that the Council does not meet the required aims and objectives set out in the Corporate Plan on delivering a 60% reduction in carbon emissions by 2025, reducing its overall energy requirements and securing financial savings.
- 3.2 There is a risk that failure to implement an appropriate and timely programme of carbon reduction and energy efficiency projects will have a negative impact on the delivery of carbon, energy and financial savings. Alternative means of securing those financial savings would then have to be found.

4.0 OTHER OPTIONS CONSIDERED

- 4.1 The other option would be to do nothing to reduce the Council's carbon footprint and not make carbon reductions and financial savings, which is not a reasonable alternative.

5.0 CONSULTATION

- 5.1 Consultation has been undertaken with the Council departments contributing to the content of the report and to the relevant Departments where there are implications arising from the report.

6.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

- 6.1 There are no opportunities to involve voluntary, community and faith organisations. However, developing and implementing cohesive energy efficiency and carbon footprint projects across the Council and the community will have a positive effect on social inclusion and will assist in reducing the negative impacts of fuel poverty. The report details specific carbon reduction and energy efficiency activities that will allow the Council to deliver its services more effectively and efficiently.

7.0 RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS

- 7.1 There are no direct financial implications arising from this report however the implementation of the initiatives described in the report are intended to reduce the Council's energy costs and improve its financial and business planning. Any cost implications associated with the initiatives and projects described in Section 4 will be reported separately to Cabinet.
- 7.2 There are no IT implications arising from this report. A number of appropriate, realistic and achievable measures are being implemented through the Awareness Raising Team of the Sustainability Unit to help staff and members be energy aware and vigilant and to flag up related energy related issues in the workplace with their Energy Champion or manager as part of the drive to cut energy use and make carbon and financial savings.
- 7.3 The report details initiatives and projects that will directly influence the Council's rationalisation programme through the efficient and effective use of energy within its estate. Improving energy efficiency through improved controls and the installation of more efficient technologies enhances the Council's assets.

8.0 LEGAL IMPLICATIONS

- 8.1 There are no legal implications arising from this report.

9.0 EQUALITIES IMPLICATIONS

- 9.1 Has the potential impact of your proposal(s) been reviewed with regard to equality?
- (b) No because there is no relevance to equality.

10.0 CARBON REDUCTION IMPLICATIONS

- 10.1 In accordance with the adopted recommendations from the Living in Wirral Task Force we will continue to work to reduce the Council's Carbon Footprint by: improving our energy efficiency; reducing our energy needs; introducing renewable technologies; and, improving our overall environmental performance which will have a positive effect on energy use, reduce carbon emissions and secure financial savings.

10.2 We will also continue to work with and encourage our partners and the community to reduce CO₂ emissions across all sectors in the borough through the Wirral Wide Strategic Climate Change Action Plan and Wirral CRed whilst seeking to develop and bring forward the Task Force recommendations on how the public's priorities for greater pace in this area of Council policy can be achieved through the Wirral Climate Change Group.

11.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

11.1 Planning permission is not required and there are no planning or community safety implications.

12.0 RECOMMENDATION

12.1 Members are requested to note the performance and progress of the various Council 'Carbon Footprint Reduction' and energy efficiency projects undertaken to date across Council Departments and endorse the further initiatives proposed in the report.

13.0 REASON/S FOR RECOMMENDATION/S

13.1 Reducing the Councils carbon footprint is a Key Priority and a Corporate Aim. The Council is committed to delivering a 60% reduction in carbon emissions by 2025. The Council is expected to spend around £8 million next year on energy. Reducing its overall energy use and improving efficiency of use will reduce the Council's carbon footprint and save money. By noting and endorsing the carbon emission and energy efficiency saving initiatives contained within this report, Members are reaffirming this commitment and assisting officers in meeting the Councils corporate goals, and, measuring the progress being made, supporting and monitoring future initiatives to deliver carbon, energy and financial savings through the Council's Carbon Reduction and Energy Efficiency Programmes in conjunction with the Cabinet Portfolio holder for the Environment.

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APPENDICES

Appendix 1 - Wirral Carbon Reduction Programme: Wirral Council Activities

REFERENCE MATERIAL

Cabinet 9th December 2010 Minute 242 – Wirral's future: Be part of it Task Force Options & Recommendations, Item 8

Sustainable Communities Overview & Scrutiny Committee 23rd November 2011 Minute 50 - 'Reducing the Council's Carbon Footprint' Progress Report No. 4,

Cabinet 20th February Minute 324 - Carbon Budget 2012-13

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
Sustainable Communities Overview & Scrutiny Committee	7 June 2010
Cabinet (Interim Carbon Budget)	21 February 2011
Cabinet (Final Carbon Budget)	14 April 2011
Sustainable Communities Overview & Scrutiny Committee	23 November 2011
Cabinet (Budget Meeting)	21 February 2012

EN1	Carbon Footprint Performance Monitoring	Improve the overall method of collection of data & monitoring of performance to assist in annual reporting requirements for Carbon Reduction Commitment Energy Efficiency Scheme[CRCEES] & reduce the financial cost of CO ₂ emissions	L, H R & A M	<ul style="list-style-type: none"> Collect, interpret, plan, monitor & manage emissions data around energy use in buildings for the purposes of fulfilling the reporting requirements of the Carbon Reduction Commitment Energy Efficiency Scheme [CRCEES] & Greenhouse Gas Emissions [GHG's] data reporting [DECC] 	Nov 12	Refer to section EN4 for detailed actions; GHG's report required to be submitted annually to DECC in July & published on Council's website [link to 2012 report];	Continue to improve the overall method of data collection, report at required times & monitor performance on emissions reductions to secure continuous improvement	G
EN2	Investment Energy Efficiency Programme [IEEP] PHASE 1	Reduce the Council's carbon emissions by 60% by 2025; seek to achieve carbon neutrality for the borough by 2050	L, H R & A M	Phase 1 of the IEEP is complete; Boiler Replacement Programme will continue as & when funding is available	Ongoing	New schemes to be brought forward when funding is available	Plan, monitor & manage the future Boiler Replacement Programme; ensure all future Building Energy Management Systems [BEMS] are compatible with the Corporate system	G
EN3	Investment Energy Efficiency Programme PHASE 2 – Strategic Change Programme Business as Usual	Reduce the Council's carbon emissions by 60% by 2025; seek to achieve carbon neutrality for the borough by 2050; reduce energy costs across Council's Estate	L, H R & A M	Phase 2 of the IEEP includes: Corporate PC Power Down System (PCP); Voltage Optimisation (VO); Variable Speed Drives (VSD)	Nov 12 Nov 12	Schemes developed through SCP: PCP: Closed; VO: 1 Unit installed at Woodchurch Leisure Centre; VSD: Completed CHP Unit at Leasowe Leisure centre is non-operational, Ener-G Ltd offer received to install new CHP unit at no cost to Council	OBC submitted to SCP Board for further efficiency schemes for 2012 to include CHP & VO; 2 nd suitable site for VO installation TBC, contractor has a deposit for this unit; potential to install 3 further VO units, sites being assessed for next stage; The Council would need to agree discounted energy purchase from Ener-G of 5.80p/kWh for electricity based on 10 year contract; this option has previously been successfully	A

							used by the Council with good outcome; quotations have been received, decision to be made in due course; Potential to develop no up-front cost CHP project with E-on through Project New Heat & Renewable Heat Initiative funded project. Ener-G project would be natural gas; E-on would be biomass to generate electricity Draft report being prepared	G
				Develop Carbon Management System to assist with delivery of Carbon Budget & Carbon Reduction Targets	Aug 12	Report being prepared for Cabinet to seek approval to commence with the development of an ISO 50001 accredited Energy/Carbon Management system		
				Staff & Member Energy Efficiency Awareness Raising Programme	Nov 12	Staff Energy Survey completed	Full programme of events & information throughout 2012 for staff & Members based on outcomes of survey findings to further encourage behavioural changes around energy use Carbon Budget – further Member Training planned	G

[illegible]

		emissions by 60% by 2025; seek to achieve carbon neutrality for the borough by 2050		Discounted Energy Purchase Combined Heat & Power [CHP] Scheme		sought through Strategic Change Programme with Outline Business Case for installation of Discounted Energy Purchase CHP scheme at suitable locations	to proceed from SCP Board	R
				<ul style="list-style-type: none"> Carbon Reduction Commitment 	Nov 12	<p>1st yr Footprint & Annual Report submitted to EA Sep 11; Internal Audit Report complete - 3* rating secured & amendments completed</p> <p>Progress reported to Cabinet 8 Dec 2011. Account representatives nominated. Requests for 2011/12 data complete before 31/03/12 deadline</p>	<p>Notice to purchase CRCEES annual allowances expected from EA April – July 2012.</p> <p>Annual statements from suppliers due from mid May</p> <p>Annual report to be compiled and submitted to EA through Government Gateway by end July 2012</p>	G
				<ul style="list-style-type: none"> Display Energy Certificates 	Nov 12	<p>All municipal sites requiring certification have been provided with new Display Energy Certificates; certificates are ongoing with some certificates due for renewal, all municipal sites must be completed by 4th May 2012; School DEC's renewal also</p>	<p>Review site performance & provide next year's certificates; liaison with building occupants, Energy Champions & Awareness Raising</p>	G

						ongoing; all sites to be completed by 18 th May 2012	Team to assist in identification of energy & waste issues to contribute to delivery of departmental Carbon Reduction Targets; incorporate findings of reports with proposed Carbon Management System & Office Rationalisation Programme;	
EN6	Council Leak Detection Programme & Water Management Programme	To secure a reduction in the incidence of water leaks and usage across the Council's estate; secure financial & water resource savings from improved supply & operation of water services, usage & utility billing information	L, H R & AM; All Departments	<p>Leak Detection Programme: Work is ongoing across Council buildings & schools [in the SLA] to identify sites where there have been reports of bursts or there is unacceptably high water usage/billing; site visit undertaken to determine the permeable floor area; ascertain & identify potential leaks; work with UU following leak detection & identification to ensure future water charges are accurate</p> <p>Water Management Programme: Work is ongoing across Council buildings & schools [in the SLA] to monitor and manage water usage/billing errors to reduce use & waste and financial costs</p>	Nov 12	<p>The Leak Detection Programme operates throughout the year with the schools being monitored specifically through the summer holidays as this is when leaks can be most easily found; since inception in Summer 2011 a number of buildings & sites have benefitted from real & projected, water resource & financial savings</p> <p>The Water Management Programme continues with site visits being undertaken where evidence suggests there may be increase in usage or leaks; a comprehensive</p>	Continue to implement the 2 programmes – the continuous reporting & identification of high water use together with the monitoring of water supplies through billing information across the Council's estate will continue to secure & maintain a reduction in waste & costs	G

						reports is prepared for each site being investigated & average daily use continues to be monitored with 2 meter reading points undertaken bi-annually; working with United Utilities to report & recover overpayments; League Table of usage being compiled for use in future planning, monitoring & management of water usage & costs		
EN7	Renewables	Reduce the Council's carbon emissions by 60% by 2025; seek to achieve carbon neutrality for the borough by 2050; reduce energy costs across Council Estate	L, H R & A M; Technical Services	<ul style="list-style-type: none"> Photovoltaic Scheme at Cheshire Line Building Develop a bio-mass fuel contract for Floral Pavilion 	<p>Annually</p> <p>Nov 14</p>	<p>Install system and monitoring unit; monitor performance</p> <p>4yr contract completed</p>	<p>Annual Solar Panel Performance Figures: the total amount of electricity metered through the approved meter between 01/04/11 and 31/03/12 was 3,837 kWh & produced 4.6% above the 3,667 kWh estimated annual yield calculated by the installers</p> <p>Monitor; renegotiate contract in Nov 2014</p> <p>ITT on track for inclusion on CHEST Electronic Portal by end of April 2012; hold E-Auction</p>	<p>G</p> <p>G</p>

				<ul style="list-style-type: none"> Installation of Solar Photovoltaic array <p>The project involves the installation of solar pv arrays on the roofs of some 30 council-owned buildings to generate renewable energy; project is self financing due to annual savings on energy costs & from revenue generated through the FiT scheme</p>	Tender Oct 11 - Jan 12; complete by Apr 2013	Draft tender with Procurement April 2012; Planning approval is being sought		G
EN8	Wirral CRed Initiative	Help to achieve 60% carbon reduction in the borough by 2025	L, H R & A M	Develop, promote & implement the CRed programme with our partner organisations	Nov 12	<p>The 2011/12 programme delivered:</p> <ul style="list-style-type: none"> 12 events; 6 unstaffed prize promotions; A borough-wide promotion linked with distribution of recycling calendars; 5 'Captain Carbon' schools based promotions; 1 staff survey; 3 CRed Matters e-bulletins 1 'carbon copy' newsletter; 613 new sign ups (exceeding target of 500); An extra 2245 carbon cutting pledges secured; 528 tonnes of notional carbon savings (target 200); The 'credwirral' Twitter account now has 240 'followers' 	Maintain ongoing carbon reduction promotional programme; Link development of CRed with climate change strategy consultation and green deal promotion; Develop user interaction via twitter and e-bulletin and events where possible; Negotiate new terms with University of East Anglia (the existing 3 yr licence to use the CRed system expires in December 2012)	G

EN9	Staff & Member Awareness Raising Programme	To secure reductions in energy consumption/costs & CO ₂ emissions through the implementation of a programme of no-to low-cost initiatives based around staff vigil lance, good housekeeping & energy awareness	L, H R & A M; Energy Champions	<p>The campaign consists of 5 key elements: Design Phase; Launch Events; Focus Phase Year 1; Momentum Phase Years 2 & 3; Continuous Improvement Phase from Year 3 onwards.</p> <p>The campaign is in its 3rd year & momentum has increased in response to the setting of a Carbon Budget; harsh budgetary cuts & the need to look at all areas of Council spending are driving the need to try & reduce the amount spent on energy bills & operational costs</p>	Nov 12	<p>Schools: 10 primary schools were invited to take part in the 'Climate Week' mini-challenge organised by the Energy Awareness Officers & Eco Schools Officer; St Andrews Primary won a national award for their proposal – the Centipedal & were featured in the national and local press; Schools poster campaign produced & delivered to raise awareness amongst pupils of actions they can take to save energy in school; 21 schools took part in 'Switch Off Fortnight' engaging over 7350 pupils, a three-fold increase on last year; 2 'Teacher Energy Saving Talks' to educate & improve teachers understanding</p>	<p>2012 Events & activities: Sept - 2 School Governor training sessions at Acre Lane to support & assist the whole school community in energy saving initiatives; July/August - 5 School caretaker training sessions as part of ongoing health & safety training programme; Energy champion training for employees expressing an interest through the recent staff energy survey; Facilitate the organisation & delivery of the Wirral Eco-Convention Awards, established to reward those schools participating in sustainable activities throughout the year including focusing on energy reduction; Reviewing activities of</p>	G
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					<p>on energy saving opportunities should mean meaningful reductions in energy costs for those schools; Overall, 27 Schools within the Schools Energy Management Service were visited with the following activities & actions implemented to achieve energy saving & sustainability within their buildings: Established an energy group within a primary school giving full support until they were able to run it themselves; Delivered 'Captain Carbon' assemblies encouraging pupils to ask parents to sign up to the CRed initiative; Talk given to Eco schools at Holy Spirit regarding</p>	<p>Awareness Raising Programme for 2011/12 and developing a robust plan for delivery in 2012/13 Continue to liaise with those schools on energy support services and providing advice, training and support where necessary Ongoing work with EC's for delivery of Carbon target with demonstrable measures continuing to be developed & introduced over to encourage all staff to participate Continued delivery of Display Energy Certificates & assistance in interpreting schools & buildings ratings Energy saving week Oct 2012 to promote energy awareness Council-wide whilst utilising the national campaign; Participation in Council Learning At Work Day to</p>	
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					<p>Climate Week to encourage schools to take part; Working with the School Eco Officer to encourage schools to complete energy awareness activities so that they can improve their eco status; Established links with Woodchurch High School & engaged with their Eco Council; Supported Castleway school by taking part in an after-school fair to encourage parents to learn more about saving energy</p> <p>Council: Member training to 15 Members on the Carbon Budget & the need to develop & implement a robust awareness raising strategy to secure behavioural</p>	<p>encourage more staff to become energy champions; An energy awareness & sustainability 'hub' is being developed to offer schools the opportunity to network with other schools involved in energy and environmental activities and signpost other services being offered by the Council</p>	
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						change in energy use; 10 Energy Champions recruited and trained to aid delivery of departmental carbon targets; New poster campaign developed & implemented with 3 different poster types aimed at reducing energy use & recruiting new energy champions; Building attendant training delivered to 30 individuals over 2 sessions focusing on Carbon Budget & energy awareness that must be undertaken as part of the buildings management & caretaking role; Display Energy Certification undertaken across Council buildings & schools with feedback on		
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						ratings being provided to further assist with Carbon Budget process; Corporate induction to all new Council employees includes the importance of good energy management & CO ₂ reduction; Encouraged Council staff to take part in Earth Hour; Energy Champion Working Party established in 1 building; 1st Energy Champion newsletter published & distributed; Energy Audit completed at Delamere community centre in Eastham		
DC1	Adoption of Council "Green Specification"	Design more energy & resource efficient buildings, roads & services using materials & technologies that minimise damage to local people & the environment; to generate policies & strategies	Design Consultancy Project Team: L,H R & A M; All Depts.; All individual Project Officers requested to utilise to secure sustainable, low carbon	Analyse national guidance, prepare activity programme, consider methodology for communication (staff awareness), collect material profiles, produce generic design details/guidelines, roll-out	Nov 12		Publicise & monitor use of Green Spec in all Council building & refurbishment projects; document review Nov 12	G

		to ensure Low Carbon technologies are used within the Borough	development					
DC2	BSF One School Pathfinder Woodchurch High School £26M BSF Funding	To create more energy & resource efficient buildings. Has achieved BREEAM 'Very Good'; 60% carbon reduction on 2002 Building Regulations; Water saving measures to reduce use; Benchmarked lower running costs	Design Consultancy Project Team: L, H R & A M; CYPD; Kier NW and BDP	High efficiency M&E design & Biomass Boiler; High levels of insulation & thermal mass; Rainwater harvesting for WC's	Ongoing	Completed	Monitor environmental performance	G
DC3	Primary Capital Programme Park Primary and Pensby Primary £11M DCSF Funding	To create more energy & resource efficient buildings. Has achieved BREEAM 'Very Good' as a minimum with aim for 'Excellent'; Water saving measures to reduce use Min 10% recycled content; Benchmarked lower running costs	Design Consultancy Project Team: L, H R & A M; CYPD	Passive solar design & high efficiency M&E design; High levels of insulation & thermal mass; Rainwater harvesting for WC's; High recycled content materials	Nov 12	Park Completed; Pensby On Site	Monitor environmental performance/build	G
DC4	Refurbish Cathcart St Primary School; includes replacement of old mobile classroom; provision of re-located satellite Children's Centre & After-School Club accommodation replacement	To create more energy & resource efficient buildings. The proposed scheme will remove the old mobile where the CATs afterschool club is based and moving it into the existing building; improve & upgrade the building & facilities at Cathcart St with improved provision for existing & additional pupils with re-provision of the Satellite Children's Centre which is currently located in the former St Laurence's Primary School building	Design Consultancy Project Team: L, H R & A M; CYPD	New extension & upgraded & insulated roof covering; double glazed windows & improvements to the heating system & ventilation; energy efficient lighting; flooring; construction of new W.C. pods; provision of improved & covered play facilities	Nov 12	Building works completed, external works and snagging to be completed by May 12	Completion anticipated May 12; implement environmental performance monitoring	G
DC5	Phase 1 - Overchurch Primary School demolition of old horsa	To create more energy & resource efficient buildings. The proposed scheme will	Design Consultancy Project Team: L, H R & A M;	New extension; kitchen heat exchange system to be installed to recycle heat; energy efficient & fully automatic lighting;	Nov 12	Ongoing Building works on site, completion	Completion of works Oct 12; implement environmental	G

	huts and re-provision of kitchen in single-storey extension, dining & after-school club	provide a new extension with re-provision of kitchen facilities with improved dining area & new before/after-school clubs	CYPD	re-roof for internal corridor with improved roof & wall insulation; 'A' rated rubber flooring & new fire alarm system		anticipated October 12	performance monitoring	
DC6	Demolition of outbuildings and new single-storey extension at Woodlands Primary School	To create more energy & resource efficient buildings. The proposed scheme will see the demolition of outbuildings & provision of new single-storey extension to the existing building to increase available floorspace	Design Consultancy Project Team: L, H R & A M; CYPD	New extension; energy efficient & fully automatic lighting; improved roof & wall insulation; 'A' rated rubber flooring	Jan 12	Ongoing Building works on site; completion anticipated September 12	Completion of works Sept 12; implement environmental performance monitoring	G
DC7	Remodelling of 6th Form facilities at Pensby Girls School	To create more energy & resource efficient buildings. The proposed scheme will integrate boys & girls 6 th Form through remodelling of facility	Design Consultancy Project Team: L, H R & A M; CYPD	Installation of accessible lift & W.C.; refurbishment of existing W.C. facilities; energy efficient lighting	Jan 12	Contract let; start on site anticipated May; completion anticipated July 12	Completion of works July 12 implement environmental performance monitoring	G
DC8	Double classroom extension and demolition of mobile classrooms at St Georges Upper School	To create more energy & resource efficient buildings. The proposed scheme will see the demolition of old mobile classrooms & provision of new double classroom extension	Design Consultancy Project Team: L, H R & A M; CYPD	Demolish existing mobile classrooms & provide new double extension; new W.C. facilities & accessible ramp	Jan 12	New Head teacher requested changes to scheme-feasibility study in progress	TBC	G
DC9	Re-provision of Liscard Community Hall through Community Asset Transfer [CAT] grant funding of Grosvenor Ballroom	To create more energy & resource efficient buildings. The proposed scheme will see the re-provision of Liscard Hall community facilities at the Grosvenor Ballroom with day nursery & social facility	Design Consultancy Project Team: L, H R & A M; CYPD	Installation of new double-glazing; aluminium external doors; comprehensive interior refurbishment to enable better use of building; energy efficient heating	Jan 12	Ongoing Building works on site; completion anticipated May 12	Implement environmental performance monitoring	G
WR1	Implement an improved Council-wide waste & recycling system including plastic bag usage	To enable all Council buildings to have mini grey bins for use by staff & have 1100 litre bulk bins outside for emptying by Biffa; supported by an internal communications campaign	Technical Services	All Council buildings now have new & improved waste recycling infrastructure in place for use by staff & public (where applicable); information on new system to be distributed to all facility managers & staff	Nov 12	All Council buildings are now on co-mingled recycling to align with the domestic recycling service; The Recycling Policy has been agreed by the Chief Executive &	The results for measuring the Council's Recycling Performance for 2011/12 are currently being collated; All of the Council's waste & recycling policies [i.e. the WEEE Directive,	G

						distributed to responsible building managers to display at all sites for information & action	Hazardous Waste Policy] are to be published on the Council's Internet site	
BM3	Offer interest free loans to staff for purchase of lower cc/greener vehicles & bicycles	Increase number of staff using greener vehicles to travel to work	Technical Services; L, H R & A M; Finance	Promotion of scheme to all staff; approve vehicle loans	Jun 13	The loan scheme has been increased to a maximum of £1500 for bicycle loans to try & improve take-up	Continue to publicise the scheme; continue to monitoring take-up levels	G
BM7	Improve facilities for staff to travel by motorcycle	Increased numbers of staff who can travel to work using PTW	Technical Services	Motorcycle facilities installed at 4 locations; Building Site audits for Councils sites to be undertaken and identify needs for further ground anchors	Nov 12	Ground anchors have been purchased & installed	Monitor & review for installation at other locations	G
BM8	Facilities Fund of £3k available annually through bidding for improvements to buildings to encourage/assist staff to travel sustainably	Increase number of staff travelling by sustainable modes	Technical Services; L, H R & A M	Cycle parking at Leasowe Leisure Centre, Pensby Wood day centre & Old Market House has been increased with an additional 8 cycle lockers added	Mar 13	Works completed	Continue to make funding available to provide new & improved facilities at further council sites	G
BM9	Attend annual Green Transport /Corporate Health Day to promote the health and financial benefits of travelling by sustainable modes	Increase number of staff travelling by sustainable modes	Technical Services	Provide information to staff such as journey planners, travel and cycle training (if required) as well as promoting other incentives to aid modal shift	Nov 12	Event held in June for Bike Week with PCT; Corporate Health Day replaced with John Parry Memorial & Fit For Wirral with events held throughout late summer/autumn	Follow-up & review events to inform feasibility for future events	G
BM10	Production of How to Get to Guides for Birkenhead Buildings and Wallasey Town Hall	Increase number of staff travelling by sustainable modes	Technical Services; M'side TravelWise	Leaflets produced setting out public transport, walking and cycling information for main Council buildings & distributed to staff	Nov 12	Provide all new members of staff with leaflets through the corporate induction	Monitor take up and arrange re-prints as appropriate	G
BM11	Production of promotional materials to	Increase number of staff travelling by sustainable	Technical Services	Produce promotional materials containing consistent messages for staff regarding	Nov 12	'Benefits of...' guide updated regularly to	Staff Travel Plan Updated	G

	raise the awareness of the Travel Plan	modes		sustainable travel		ensure consistency of information		
BM12	Production of a dedicated “Getting Started Cycling” leaflet to promote cycling to staff	Increase number of staff are able or who choose to, cycle to work	Technical Services; Corporate Services; All departments	Production of leaflet & distribution to all staff & via staff inductions	Nov 12	Leaflet has been produced	Distribute leaflet to staff; monitor usage and identify need for re-print as appropriate	G
BM13	Promotion of car share database to reduce number of single occupancy vehicles by encouraging staff to car share	Increase number of staff registered on the Liftshare database	Technical Services; All departments	Promotion of database through email, poster & intranet & staff induction	Sep 13	The costs of operating the Liftshare database is becoming prohibitive; Officers will seek to develop an in-house scheme	TBC; promotion and monitoring will continue	G
BM14	Promotion of Travel Plan to all new staff through presentation and distribution of information at regular Corporate Induction Events	Increased number of staff travelling by sustainable modes	Technical Services	All new starters are provided with a Travel Plan pack promoting public transport, walking & cycling as well as incentives such as staff green vehicle loans, cycle training & personalised journey planning	Nov 12	Contribute to all staff inductions with positive feedback received from attendees; annual Pedometer League saw 34 teams take part with 18,867,544 steps taken, the equivalent of 9433 as part of the Fit4Wirral campaign	Continue to attend inductions & promote wide range of low & carbon-free travel & activities to promote & support healthy work-life balance and reduce reliance on the car as primary transport mode	G
BM15	All new starters with the Council to be issued with a personalised journey plan for public transport prior to commencement of their employment to raise awareness of alternatives to the private car prior to their first day with the Council	Increase number of staff travelling by sustainable modes	Technical Services; Merseytravel; L, H R & A M	HR issue details of new starters to Merseytravel who send new starter information on how to undertake the journey using public	May 13	Plans issued to all new starters	Monitor new starters to ascertain effectiveness/take-up & recognition of journey plans	G
BM16	Raise awareness of the	Increase number of staff using	Technical Services; All	Pool bikes available at 3 locations	Nov 12	Bikes now available	Promote through	

	existence of pool bikes and encourage staff to use them for appropriate journeys	pool bikes for short inter-building visits or site visits when appropriate	departments			for use	posters at Wallasey Town Hall; continue to monitor & review take-up levels	G
BM17	Snapshot Staff Travel Survey - Annual snapshot of modal share of staff travel	Obtain information on breakdown of modal share of staff travel	Technical Services	Snapshot Travel survey completed Jul '11	Nov 12	The latest Snapshot Survey In 2011 indicated there were 601 participants, 48.8% of which were travelling by car alone	Undertake further Travel Survey in Jul 12 in conjunction with Merseytravel	G
TR1	Safe and Fuel Efficient Driving Scheme introduced	The SAFED assessor course provides high quality driver development training with proven, significant fuel saving benefits	Technical Services - Transport Section	Introduce a programme of sessions initially for those driving high mileages (social services and education); follow-up with remainder of fleet drivers	Nov 12	Social Services access bus drivers have undergone SAFED training	Monitor & review performance	G

