

FAREHAM

BOROUGH COUNCIL

Report to the Executive for Decision 7 October 2013

Portfolio:	Strategic Planning and Environment
Subject:	Environmental Sustainability Strategy - Revised Action Plan
Report of:	Director of Planning and Environment
Strategy/Policy:	Environmental Sustainability Strategy
Corporate Objective:	Protecting and enhancing our environment

Purpose:

To note the progress made through the Environmental Sustainability Action Plan (ESAP) to date and to consider a revised ESAP including new actions and new targets for reducing carbon emissions across Council operations.

Executive summary:

There has been significant progress made on the ESAP since its inception in 2009, notably an 11% reduction in carbon emissions across Council operations between March 2009 and March 2011 against a target of 10%. However, the ESAP has been revised in light of comments received from the March 2012 Strategic Planning & Environment Panel. The new format focuses on "priority actions" that the Council are currently working on, whilst also providing an update on "ongoing actions". There is also a new section on "actions for Welborne" to reflect the importance of the new community in relation to overall growth in the Borough. It is proposed that the ESAP also sets a new target for reducing carbon emissions across Council operations of 20% by 2020 against a baseline from 2012.

Recommendation:

That the Executive agrees the actions and targets in the revised Environmental Sustainability Action Plan (shown in full in Appendix A) and note the achievements and completed actions since the ESAP's inception in 2010.

Reason:

To demonstrate the Council's continued commitment to sustainability, reducing carbon emissions and managing natural resources and to act as a Community Leader by promoting sustainable measures and projects to residents and local businesses.

Cost of proposals:

Some of the individual actions in the ESAP require financial investment, whilst others will result in direct savings due to lower energy or fuel consumption (for example). Individual actions from the ESAP will be presented to the Executive in due course where they are likely to have financial implications.

Appendices:**A: Revised Environmental Sustainability Action Plan**

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Executive Briefing Paper

Date: 7 October 2013

Subject: Environmental Sustainability Strategy – Revised Action Plan

Briefing by: Director of Planning and Environment

Portfolio: Strategic Planning and Environment

INTRODUCTION

1. At its meeting on 12 November 2009, the Strategic Planning & Environment (SP&E) Panel considered a draft Climate Change Strategy and recommended it to the Executive. Subsequent to that meeting the strategy was strengthened to cover wider issues in relation to the use of natural resources and reducing the Council's impact on the environment. To reflect this wider remit it was renamed the Environmental Sustainability Strategy and was approved by the Executive on 8 March 2010.
2. The Strategy contained an Action Plan called the Environmental Sustainability Action Plan (ESAP) which set out actions to reduce carbon emissions, manage natural resources more effectively and adapt to climate change. Since the start of the Action Plan a number of actions have been completed, whilst others have not been progressed due to feasibility or resource constraints. Other actions in the plan were so high level or generalised that they are almost impossible to achieve. At the presentation of the ESAP to the Strategic Planning and Environment Policy Development and Review Panel in March 2012 it was recommended that the whole Action Plan would benefit from a review.
3. Since the 2012 SP&E Panel the ESAP has gone through a number of stages of review. A revised format was presented to the Chief Executive's Management Team (CXMT) alongside a number of other potential sustainable projects that would benefit the Council. The ESAP was revised and re-formatted further before being taken to SP&E Panel for consideration in July 2013.
4. The SP&E Panel were generally supportive of the new format and the actions within the Plan. However it was recommended that the achievements and actions that have been completed since the start of the ESAP should be highlighted. This has been included in paragraph 11.

FORMAT

5. The revised ESAP has four key objectives:
 - Reduce carbon emissions across Council operations by 20% by 2020 (against a 2012 baseline)
 - Reduce the Carbon footprint of the Borough
 - Manage Natural Resources More Efficiently
 - Ensure Welborne promotes high levels of resource efficiency, particularly for energy, water and waste
6. The Action Plan to achieve these objectives is split into three distinct categories:
 - a) Priority Actions
 - b) Ongoing Actions
 - c) Welborne Actions
7. Priority Actions are short/medium term projects that will be delivered in the foreseeable future. Each of these actions will be given an indicative timescale for delivery and a lead officer tasked with taking the project forward. The annual review to the Strategic Planning and Environment PDR Panel will provide an update on each of the actions demonstrating whether these actions have met, or are on course to meet, their predicted delivery deadlines. These actions are the focus of what the Council will be doing to help meet the key objectives in the next 12 months.
8. Ongoing Actions are projects that are ongoing and, therefore, have no "end date". An update on these projects will be provided by the assigned lead officer at the Corporate Sustainability Group meetings, and for the annual review of the ESAP which is taken to the Strategic Planning & Environment PDR Panel. These actions are no less important, but are topics and projects that the Council should be doing on a continual basis.
9. Welborne is allocated for thousands of new homes as well as new employment and retail floorspace and significant green infrastructure. It is one of the largest growth points in the sub-region and the focus for development in the Borough for the next 25 years. It provides both a significant challenge but also unique opportunities in terms of its energy needs and its impact on natural resources. The actions in this section reflect the Council's commitment to delivering a sustainable project and are mostly a reflection of the Council's position regarding The Welborne Plan. As the project moves forward it is likely that these actions will become more focussed, and may become priority or ongoing actions once the Plan is adopted.
10. The proposed revised ESAP is available to view in full in Appendix A.

UPDATES & ACHIEVEMENTS

11. The actions/projects in Table 1 below have been completed since the original ESAP was produced in 2010. Significant progress has also been made on a number of other “ongoing” actions. A full list of all the current actions in the ESAP, including a detailed update for each action, is included in Appendix A.

Table 1: Completed actions/projects

Action	Comment
Reduce carbon emissions by 10% between March 2009 and March 2011	The Council reduced its emissions by 11% in this period. Mainly due to replacement boiler at Ferneham Hall, more efficient vehicle fleet and replacement light fittings in car parks.
Replace boiler in Ferneham Hall	Completed in 2011
Install Solar Panels on Council owned buildings	The largest array is at the Depot at 19.11kW, this was installed before the 1 March 2012 and receives the highest possible Feed-in-Tariff figure of 32.9p per kWh generated, the two sheltered schemes generate 11.76kW between them and receive 16.8p per kWh generated.
Replace light fittings in car parks (subject to resolution of any health and safety concerns)	Completed in 2011
Develop 5 new homes to Code for Sustainable Homes Level 4	All homes completed in 2011 and are now occupied.
IT upgrades, heating and cooling changes and data cabling changes.	All completed in 2012.
Support the Heatseekers project	Project to identify homes that would benefit from insulation. Led to over 460 installations
Support Insulate Hampshire	This partnership project was set up to offer cheap loft and cavity wall insulations for residents of Hampshire. Fareham had one of the highest uptakes of the offer in the County, and since July 2011, 1,080 loft insulations and 813 cavity wall insulations have been installed. The project finished in December 2012.
Reduce buildings maintenance fleet to 10	Completed in 2011.

vehicles	
Evaluate use of alternative fuelled vehicles	4 new Euro 4 vans purchased for housing maintenance fleet.
Using the Local Development Framework to encourage the development of more energy efficient buildings, combined heat and power schemes and renewable energy sources	Core Strategy now includes policies which seeks all new buildings to achieve certain sustainability standards. It also sets a renewable energy target of 12MW to be achieved in the Borough by 2026.
Support completed of Phase 1 of BRT system	BRT phase 1 now complete.
Appoint a Sustainability Co-ordinator to drive forward the Environmental Sustainability strategy and action plan.	Officer appointed in May 2011 on 20 hour a month contract

REVISED ACTIONS

12. In addition to the completed actions listed above it was considered that some of the actions in the previous version were far too general. Therefore a number have been revised and re-focussed, with a number of new actions added.
13. In terms of major projects added, a new key objective is the proposed new carbon emissions reduction target of 20% by 2020 against a 2012 baseline. This is in response to successfully meeting the target of 10% between March 2009 and March 2011.
14. New "priority actions" include some actions we can directly influence such as auditing the energy and water performance of the Council's housing stock, investigating the feasibility of a rainwater harvesting system at the Depot, piloting sustainable construction techniques on a number of new affordable housing units and undertake a renewable energy capacity study. It also includes other actions for which the Council has a more promotional role, such as becoming involved with neighbouring authorities in projects such as "Switch Hampshire" and the "Solent Green Deal".
15. New "ongoing actions" include producing a bi-annual report for the Home and Energy Conservation Act (HECA), co-ordinate sustainable travel initiatives and monitor waste and recycling procedures in the Civic Offices and Depot.
16. New "actions for Welborne" include investigating the feasibility of implementing an Energy Service Company (ESCO) or Multi-utility Service Company (MUSCO) to deliver utility infrastructure, provide for BRT, provide for pedestrian and cycle links and to provide a Green Infrastructure Strategy.

THE FUTURE

17. Rising energy and heating costs as well as dwindling natural resources will continue to push the "green" agenda into the limelight. New green technologies and initiatives will continue to be developed and it is important that the Council remains open to them, especially where they can reduce emissions, save natural resources or reduce costs to the Council or residents. Therefore, the ESAP will need to be flexible and changeable.
18. It is proposed that, in the future, as part of the annual update to the ESAP any appropriate new proposals that have been considered or put forward are incorporated as new actions in the Action Plan. This will allow the ESAP to assign responsibility and monitor progression.
19. A Corporate Sustainability Group has been brought back together, consisting of all officers who are responsible for any actions within the ESAP. This group will meet quarterly to ensure ongoing progress and delivery of the actions. The ESAP will also be taken to the Chief Executive's Management Team (CXMT) twice a year.
20. An update on the ESAP will be presented to the SP&E Panel annually to provide an update on all actions within the Plan and also to highlight actions which have been either completed, and therefore removed, or added as new actions.

RISK ASSESSMENT

21. Supporting a carbon emissions reduction target across Council operations of 20% by 2020 (baseline 2012) is ambitious but achievable. However, there is reputational risk if this target is not met within the time frame. It will therefore be important to progress the relevant actions in the ESAP and to understand the annual progression towards this target.
22. Not setting a target for carbon emissions reduction and not supporting elements of the ESAP also holds reputational risks, with the sustainability agenda continuing to gain public interest and general momentum. The Council, in its position as a community leader, should be seen as an example to follow in terms of sustainability. It is therefore considered key to continue to highlight Council achievements with regards to sustainability, whilst continuing to provide residents with all relevant information and advice to help them save energy and resources at home.

FINANCIAL IMPLICATIONS

23. Many of the actions can be progressed within existing budgets. Some of the individual actions in the ESAP require financial investment, whilst others will result in direct savings due to lower energy or fuel consumption (for example). The exact financial implications of the ESAP are difficult to quantify at the current time. However the majority of the actions are likely to be taken to the Executive as individual projects for approval in due course, which would include detailed information of any predicted financial implications.

CONCLUSION

24. Significant progress has been made on a number of actions in the ESAP since its inception in 2010, with a number of actions completed. It is important for the Council to maintain this progress and continue to lead by example by acting sustainably, reducing carbon emissions and protecting natural resources. It is recommended that the Executive note the progress made to date and agree the revised format of the ESAP, along with the new actions and targets within it.

Environmental Sustainability Action Plan Update

The following action plan lists out various actions which will help to meet the Council's Priority to "protect and enhance the environment", and to help meet one of the four key objectives. The Action Plan is split into three sections:

- A. Priority Actions: These are short/medium term projects that will be delivered in the foreseeable future. Each of these actions are given an indicative timescale for delivery and a lead officer tasked with taking the project forward.
- B. Ongoing Actions: These are projects that are ongoing and so have no "end date". An update on these projects will be provided by the assigned lead officer at the Corporate Sustainability Group meetings, and for the annual review of the ESAP which is taken to the SP&E Panel.
- C. Welborne Actions: These actions are specific to the Welborne development. These are all related to the Welborne Plan for the time being but will become priority or ongoing actions once the Plan is adopted.

Please note that the Sustainability Co-ordinator will play a supporting role in progressing all actions on the list.

Key Objectives

- Reduce carbon emissions across Council operations by 20% by 2020 (baseline 2012)
- Reduce the Carbon footprint of the Borough
- Manage Natural Resources More Efficiently
- Ensure Welborne promotes high levels of resource efficiency, particularly for energy, water and waste

A. Priority Actions

No.	Action	Lead Officer	Timescale	Justification	Update
1	Install & connect smart meters in the Civic Offices, whilst allowing for additional meters to be installed in at Ferneham Hall and the Council Depot	Head of Estates	December 2013	Smart meters will help the Council accurately monitor the energy usage across Council buildings and will help identify areas of potential savings, as well as providing accurate information on the success of energy saving initiatives.	Some smart meters were installed as part of the refurbishment of the building. These are not connected or monitored at present. SHM Communications have been chosen to undertake the work.

No.	Action	Lead Officer	Timescale	Justification	Update
2	Undertake external audit of all Council housing stock, which includes investigating methods of reducing energy consumption and possible use of renewable source for electricity and heat	Head of Building Services	Audit Report by July 2013. Likely to result in future actions.	To ensure all Council housing stock is efficient as possible and offers residents and the Council savings on energy and heating bills. Will also help reduce carbon emissions on Council operations.	The draft Housing Energy and Water Survey has been completed by Clouds Environmental Services Ltd. A programme of works has been identified but has not been finalised, this includes loft insulations, new showers, replacement double glazing. The report will inform an Energy/Water Strategy for the Council's housing stock and will most likely result in further actions in due course.
3	Investigate potential for rainwater harvesting for Depot	Head of Estates	December 2013	Option to reduce Depot water consumption. Harvested rainwater can be used for vehicle washing amongst other things.	Currently investigating the potential to extend the remit of Clouds Environmental Services (see action 2) to cover the Depot. This would include looking into the feasibility of rainwater harvesting.
4	Investigate alternative cycle storage/shower and locker facilities in the Civic Offices	Head of Estates	March 2014	Improved facilities will encourage more staff to cycle (or run) to work, meaning less car usage.	Project group set up to look at potential solutions including refurbishing existing showers and installing a locker room on the 9 th floor or utilising the turning circle and basement.
5	Investigate potential for water saving technology in the Civic Offices & Depot, such as waterless urinals, dual flush toilets, better shower/tap fittings	Head of Estates	March 2014	Option to reduce Civic Offices and Depot water consumption. These methods are potentially simple and low in cost.	Currently investigating the potential to extend the remit of Clouds Environmental Services (see action 2) to cover the Civic Offices. This would include looking into the feasibility of water saving technology.
6	Replacing windows in Civic office	Head of Building Services	2017/18	Major project but potentially big savings through reduced need for heating or cooling of the building. Will also help reduce carbon emissions on Council operations.	Programmed for 2017/18.

No.	Action	Lead Officer	Timescale	Justification	Update
7	Pilot the erection of new affordable housing units using a variety of different building techniques	Head of Strategic Housing	Planning application December 2013	Demonstrates to other house buildings the benefits of different construction techniques. Potential to utilise the information for much larger schemes, such as Welborne.	Strategic Housing has identified two potential sites (Coldeast Close and rear of 123 Bridge Road) which currently belong to HCA. Currently in the process of finalising land acquisition with report taken to 2 nd September Executive.
8	Undertake Renewable Energy Capacity Study to ascertain capacity for renewable energy in the Borough	Head of Planning Strategy & Environment	Study complete by end of September 2013	Required by the National Planning Policy Framework, but also allows us to understand the capacity for different types of renewable technology in the Borough as well as the most suitable locations.	Draft study has been received and Council are drafting policy for Development Sites & Policies Plan. Final completed study likely to be published by the end of September 2013.
9	Work with PUSH authorities to help the roll out of Green Deal in the Borough	Sustainability Co-ordinator	Launch June 2013	Government initiative to improve the energy efficiency of homes across the UK. By becoming a promoter of the Solent Green Deal the Council has a degree of control over the direction of the scheme, ensuring residents receive high quality service, but at no immediate cost.	The "Solent Green Deal" has been led by Officers from Portsmouth City Council, Eastleigh Borough Council and Southampton City Council and recommends a joined up approach between Local Authorities. This involves a PUSH wide partner organisation being appointed to fund the works, but using Council trained Green Deal assessors to visit residents' homes and talk them through potential projects. At the 13 May Executive meeting it was agreed that Fareham should be an official endorser of the Solent Green Deal scheme, which means promoting the scheme and utilising trained assessors from neighbouring authorities.
10	Work with Hampshire County Council to promote "Switch	Sustainability Co-ordinator	First switch June 4,	Provides residents with a simple way of potentially saving money through	At the 7 January Executive Meeting it was agreed that FBC should become part of the "Switch Hampshire" project aimed at

No.	Action	Lead Officer	Timescale	Justification	Update
	Hampshire". The scheme is designed to get residents reduced energy tariffs through collective buying power		further switches due in Autumn and Winter	collective buying power. There is no obligation to switch when signed up and therefore residents have "nothing to lose", but can make significant savings.	reducing energy bills for residents through collective buying power. Switch Hampshire was promoted locally by FBC and across the County by HCC. Over 5,000 people registered across the County, with over 700 from Fareham. On average over 65% of those who registered were offered a better deal on their energy bills.

B. Ongoing Actions

No.	Action	Lead Officer	Justification	Update
11	Promote water and energy efficiency with Staff in Civic Offices/Depot	Head of Estates/Head of Corporate Services	Encourage staff to save energy and water should lead to potential savings for the Council. Will also help reduce carbon emissions on Council operations.	The installation of smart meters will help the Council fully understand who is using the energy and for what. It should also help us monitor the effectiveness of any future promotion.
12	Report on Home Energy Conservation Act. The Council is required to submit a bi-annual progress report to the government on issues relating to energy efficiency and energy conservation	Head of Strategic Housing	The Council is required to produce this report.	This was completed in March 2013 setting out the various projects to improve sustainability standards in homes across the Borough
13	Co-ordination of sustainable travel initiatives.	Sustainability Co-ordinator	To encourage staff and residents to travel by means other than the private car.	National Bike Week (15 th -23 rd June) promoted internally. Alternative travel measures promoted. Currently in negotiation with First Bus to get staff further reductions on bus season tickets. Also in conversation with South West trains and neighbouring authorities to see if reduced rail fare could be achieved for staff.

No.	Action	Lead Officer	Justification	Update
14	Reduce energy consumption in the Vehicle Fleet.	Director of Street Scene	For financial savings through less fuel costs, but also to reduce carbon emissions on Council operations.	A number of refuse collection vehicles have been replaced with more efficient models which do double the miles per gallon of the older versions. The majority of collection vehicles now have electric hoists which also reduces energy consumption. All HGV drivers now sit a module on driving efficiently as part of their initial training. Eco drive assistant has been fitted to two vehicles which limits engine RPM. Budget available to fit similar devices on two new vehicles planned for 2013. Vehicle tracking is also currently being trialled in the Building Services section.
15	Communicate with local residents and providers to reduce domestic energy and water consumption	Head of Corporate Services	As a Community Leader the Council has an obligation to provide residents and local businesses with advice and information on ways to save money. Reducing energy and water consumption can help with this.	As part of a continuing action to engage with residents Fareham has, in collaboration with a number of other Local Authorities in Hampshire, developed a series of simple and informative leaflets. The leaflets contain bullet points setting out helpful messages and suggesting ways of acting more sustainably and saving money. These leaflets will be made available on our website, but will also be available for use at CAT meetings and other public events. The following topics are covered: Top tips, Electricity, Heating, Hot Water, Water, Insulation and draft proofing, Renewable Energy, Electric Heating, Transport & Travel, Waste & Recycling, Adaptation.
16	Apply conditions to planning applications in order to meet Code for Sustainable Homes/BREEAM levels	Head of Development Management	This will be continually monitored to ascertain its effectiveness, but it should be	The Development Management & Trees service is now adding conditions to permissions for residential development to

No.	Action	Lead Officer	Justification	Update
	unless it can be demonstrated to be unviable, as set out in Policy Core Strategy Policy CS15	& Trees	a major step forward in ensuring that new homes built in the Borough are of a high standard in sustainability terms.	ensure that new housing schemes meet Code for Sustainable Homes Level 4 (or above). An independent assessment of new homes prior to occupation is required in order for a certificate to be produced which, in turn, satisfies the condition.
17	Monitor waste procedures in Civic Offices and Depot and promote awareness of recycling amongst staff	Head of Democratic Services	Reduces waste to landfill and ensures the Council is managing natural resources as efficiently as possible.	Individual bins have been removed and replaced by communal bins. New signs have been added to all recycling bins to advise which materials can and cannot be recycled.
18	Continue our partnership with Project Integra and Hampshire Council to: a) increase waste recycling including the review of the collection of different materials b) reduce and eventually eliminate use of landfill including reviewing options for waste streams currently sent to landfill.	Director of Street Scene	Reduces waste to landfill.	Approval of Project Integra annual action plan waiting approval from Executive. Landfill in Project Integra authorities has reduced by 9%
19	Adopt an approach to procurement which has sustainable procurement of goods, materials and services as a major component.	Director of Finance and Resources	Ensures that all products and services acquired by the Council are as sustainable as possible.	The County Council is developing a "sustainable procurement toolkit" for use by Local Authorities. This will focus on ascertaining potential areas of concern, regarding sustainability issues, for individual projects and then highlighting ways of minimising risks.

C. Actions for Welborne

No.	Action	Lead Officer	Timescale	Justification	Update
20	Investigate feasibility of implementing an Energy Service	Director of Finance	Investigate feasibility	Potentially provides Welborne with sustainable utility	Consultancy advice currently being undertaken on development of

	Company (ESCO) or Multi-utility Service Company (MUSCO) to deliver sustainable utility infrastructure for Welborne		by March 2014	infrastructure (including energy) in a planned, timely and cost-effective manner.	infrastructure funding strategy which will set out options for investing in, and funding, utility (including energy) infrastructure
21	Plan for a Combined Heat and Power (CHP) or district heating network to serve the District Centre	Head of Planning for Welborne	Investigate feasibility by March 2014.	Potentially provides highly sustainable source of heat and power to residents and businesses of Welborne.	Policy included in the draft Welborne Plan. Investigation into feasibility ongoing, in partnership with Hampshire County Council.
22	Provide dedicated pedestrian and cycle links within Welborne that link to connections to neighbouring settlements	Head of Planning for Welborne	Policy adopted September 2014	Ensures residents of Welborne can access the wider area by means other than the private car.	Policy included in the draft Welborne Plan. Final routes of proposed links will not be decided until planning application is received.
23	Optimise energy efficiency in the new development and ensure a proportion of new dwellings are built to "passivhaus" standard	Head of Planning for Welborne	Policy adopted September 2014	Ensures a proportion of buildings in Welborne have a high level of air tightness meaning they need less energy to heat and cool them.	Policy included in the draft Welborne Plan. Actual number of units predicted to be built to Passivhaus standard will not be known until planning application is received.
24	Ensure all new residential development at Welborne will be designed to achieve good practice standards of water efficiency	Head of Planning for Welborne	Policy adopted September 2014	Ensures that properties in Welborne use less water and thus helps protect the natural resources of the area.	Policy included in the draft Welborne Plan. Level of water efficiency predicted to be delivered will not be known until planning application is received.
25	Make provision, as part of the Welborne development, for additional Household Waste Recycling Centre (HWRC) capacity to meet the needs of the development.	Head of Planning for Welborne	Policy adopted September 2014	Potentially means that residents of Welborne, and the surrounding areas, have an accessible HWRC and do not need to drive further afield.	Issue included in the draft Welborne Plan. Potential site identified at Pinks Hill.
26	Supporting future BRT links to Welborne	Head of Planning for	Policy adopted September	Ensures residents of Welborne have a suitable alternative to the car that provides easy	Policy included in the draft Welborne Plan. Final route of BRT likely to be established through planning

		Welborne	2014	access to Fareham and beyond.	application.
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