

THE OVERVIEW AND SCRUTINY COMMITTEE20 MAY 2013PROGRESS REPORT ON IMPLEMENTATION OF THE FINAL
RECOMMENDATIONS OF THE CITY COUNCIL'S EFFORTS TO REDUCE ITS
CARBON FOOTPRINT INFORMAL SCRUTINY GROUPREPORT OF ASSISTANT DIRECTOR (NEIGHBOURHOODS & ENVIRONMENT)

Contact Officer: Rob Heathcock 01962 848438 email:
rheathcock@winchester.gov.uk

RECENT REFERENCES:

[OS23](#) - The City Council's Efforts To Reduce Its Carbon Footprint Informal Scrutiny Group - Final Report – 14 November 2011

[CAB2268](#) – Final Report of The City Council's Efforts To Reduce Its Carbon Footprint Informal Scrutiny Group – Recommendations For Cabinet, 7 December 2011

[PER212](#) - Extract from Minutes Of Cabinet Held 7 December 2011 Regarding Recommendations Of Carbon Footprint Informal Scrutiny Group, 28 March 2012

[CAB 2331](#) - Final recommendations of the city council's efforts to reduce its carbon footprint informal scrutiny group

EXECUTIVE SUMMARY:

On 17th May Cabinet considered the final recommendations of the ISG which looked at the City Council's efforts to Reduce the City Council's Carbon Footprint after earlier review by The Overview & Scrutiny Committee.

A set of recommendations were agreed following consideration of probable costs and effects of the proposals, together with information on which proposals the Council had already implemented and which proposals could be practicably implemented.

Some of the recommendations required consideration by Personnel Committee who agreed those within its area of responsibility.

This report summarises progress on the actions that were agreed within the final action plan.

RECOMMENDATION:

That based on the updated information provided in this report, The Overview & Scrutiny Committee:

- Reviews the progress made towards reducing carbon emissions since May 2012 and refer any concerns to Cabinet (or the relevant Portfolio Holder) and/or Personnel Committee.

THE OVERVIEW AND SCRUTINY COMMITTEE

20 MAY 2013

PROGRESS REPORT ON IMPLEMENTATION OF THE FINAL RECOMMENDATIONS OF THE CITY COUNCIL'S EFFORTS TO REDUCE ITS CARBON FOOTPRINT INFORMAL SCRUTINY GROUP

1. Introduction

- 1.1 On 17th May 2012, Cabinet considered the final recommendations of the ISG which looked at the City Council's efforts to reduce the City Council's Carbon Footprint after earlier review by The Overview & Scrutiny Committee.
- 1.2 A set of recommendations were agreed following consideration of probable costs and effects of the proposals, together with information on which proposals the Council had already implemented and which proposals could be practicably implemented.
- 1.3 Some of the recommendations required consideration by Personnel Committee and this occurred at its meeting on 23 March 2012 where all recommendations were agreed.
- 1.4 This report summarises progress on the actions that were agreed within the final action plan.

OTHER CONSIDERATIONS:

2. SUSTAINABLE COMMUNITY STRATEGY AND CHANGE PLANS (RELEVANCE TO):

- 2.1 The City Council has a priority to reduce its own Carbon Footprint within not only the Community Strategy but also within the High Quality Environment Change Plans. The work also supports the Climate Change Programme within those plans.

3. RESOURCE IMPLICATIONS:

- 3.1 There are no specific budgets allocated to the implementation of the recommendations so as a general principle, energy saving projects within the delivery of the Asset Management Plan and other recommendations are only being progressed where there are clear payback periods of typically 2-3 years. Provided that the relevant asset has a future for this period then cost recovery will be possible followed by ongoing future budget savings.

5. RISK MANAGEMENT ISSUES

- 5.1 The main risk associated with this report are in terms of the reputation of the City Council if they are not implemented because it has committed to the priorities within the Community Strategy which include the reduction of greenhouses gases and carbon emissions. In terms of reducing carbon emissions across the District then

individuals and organisations look to the City Council to show leadership in addressing these issues.

BACKGROUND DOCUMENTS:

Files held in the Democratic Services Division.

APPENDICES:

Appendix 1 – Summary of progress in implementing Carbon Reduction ISG recommendations

	Original ISG recommendation	Current status
1	The Leader and Chief Executive need to take particular responsibility for ensuring that the City Council achieves its carbon reduction commitments. At least twice a year the Leader should attend the regular meetings of the Climate Change Programme Board and, at least twice a year progress in reducing the Council's carbon footprint should be reported to, and discussed by the Corporate Management Team. Additional measures needed to achieve the agreed targets should be adopted as and when needed.	Chief Executive attended the Climate Change Board on 14 th March when the commission for developing a low carbon route map was being developed. Further report on this project to be presented to Leader's Board in June 2013
2	Priority for investment in the Council's Estate should be given to major refurbishment of the River Park Leisure Centre and of the City Offices. For each of these two properties two approaches are needed: (a) a programme of 'quick wins', i.e. energy saving measures that can be introduced relatively quickly and at relatively low cost – having regard to an initial list prepared by the Energy Manager; and (b) a major capital programme based on a 'business case'	Work towards improvement of the City Council's property portfolio still being progressed by the Head of Estates through implementation of the Asset Management Plan (AMP). A report on the future of City Offices and River Park Leisure Centre is due shortly to Cabinet setting out the options available.
3	In the case of the River Park Leisure Centre that officers investigate the options for ensuring the costs of investment in energy saving measures should be fairly borne between the Council and DC Leisure.	Not yet progressed as awaiting final decision regarding the future of River Park Leisure Centre. Can be applied to costs that are incurred on the existing building if replacement building not progressed
4	As a matter of urgency, the Council should re-visit the costs and benefits of investing in solar PV panels for Council house roofs; and explore possible new sources of borrowing (other than through the HRA).	HRA Capital programme fully committed on Decent Homes/New Build work. Council already at debt cap for housing so additional borrowing not feasible. Alternative options are being considered for the energy improvement of Housing Stock using the ECO funding available.

5	That Corporate Management Team be asked to consider making the Energy Manager's post permanent.	Post has been made permanent and work is continuing to progress feasibility studies and projects aimed at improving energy performance. Briefing for Members on progress being arranged during 2013.
6	The City Council should create an energy saving ring fenced budget £30,000 as the start of a 'revolving fund' for energy saving measures – any savings made as a result of initial investments to be invested in further energy saving measures.	This recommendation was not agreed by Cabinet at their meeting of 17 th May 2012 so projects are only being progressed where there is a clear business case and payback period.
7	With a view to increasing the City Council's capacity for making long term energy and environmental investments, comparable to those made in Woking over the last decade, and in the light of current plans for Combined heat and power/District Heating schemes in Winchester, the Council should continue to work with the County Council to establish an Energy Services Company (ESCO).	The City Council is still working in partnership with the County Council on the possibility of establishing a District Heat and Power scheme. Options for delivery of this project are still being considered in detail and are dependant on progress by HCC. It is hoped that final options will be confirmed during the summer of 2013.
8	With effect from 1 April 2012, a new and attractive pattern of incentives to be introduced for staff who share cars, walk, cycle and use public transport. These to include interest free loans for rail season tickets (and, if possible, discounts on season tickets negotiated with SWT).	Work still being progressed through the City Council's Internal Travel Working Group implementing the refreshed travel plan. Season ticket discount negotiated and interest free loans introduced. Additional options will be rolled out within the other HR issues outlined below.
9	Except for Essential Car Users, registered disabled, and those who regularly car share, no free parking to be provided for staff, other than at Park and Ride sites. This should come into effect on 1 April 2012.	Principle agreed by Personnel Committee but progress delayed by the need for staff and union consultation which has been dependant upon National negotiations on Terms and Conditions.

10	<p>While recognising the importance of appropriate retention and recruitment policies, the City Council should plan for – and negotiate - a steep and steady reduction in the number of Council posts attracting an ‘Essential Car User’ contribution. The aim, by 2015, should be to reduce the number of ‘Essential Car Users’ to a minimum number of posts that genuinely meet a stringent definition, with appropriate arrangements for other ‘essential car use’ to maintain and enhance a fully effective and efficient Council. (All existing ‘Essential Car Users’ who do not qualify or who wish voluntarily to resign from the ‘Essential Car User’ category to be compensated; this will come into effect at an appropriate date suiting their current car rental leasing agreement).</p>	<p>Principle agreed by Personnel Committee but progress delayed by the need for staff and union consultation which has been dependant upon National negotiations on Terms and Conditions.</p>
11	<p>As and when leases on cars come up for renewal in 2012 and thereafter, to reduce the emissions limit on lease cars from 140g to 120g.</p>	<p>Principle agreed by Personnel Committee but progress delayed by the need for staff and union consultation which has been dependant upon National negotiations on Terms and Conditions.</p> <p>In the meantime there is a general downward trend in the CO2 emissions of vehicles due to Income Tax bandings.</p>
12	<p>With effect from 1 April 2012, car expenses on business travel should not normally be payable to staff (except for disabled staff or when heavy equipment is being carried) to locations within the urban area of Winchester (the six wards represented on the Winchester Town Forum). Unless there are compelling reasons to use a car, staff will be encouraged to use public transport or to walk or cycle (including motor-assisted cycles where needed) for short journeys.</p>	<p>Principle agreed by Personnel Committee but cost effectiveness of a blanket approach was questioned by Cabinet at their meeting on 17th May. Encouragement of local travel using electrically assisted bikes is offered and more staff are using this option.</p>

<p>13</p>	<p>In the light of the additional incentives referred to in recommendation 9 above, the Head of Organisational Development and the Head of Access and Infrastructure to lead an officer working group:</p> <ul style="list-style-type: none"> • to revisit the City Council's Travel Plan and to set significantly more ambitious targets for 'modal shift' including a reduction in 'single occupancy' car trips for the journey to work of 10% a year for each of the next three years: 2012, 2013 and 2014. • to conduct a Business Process Review with the aim of promoting smarter travel, encouraging more home working as appropriate, minimizing 'sole occupancy' car use as a mode of business travel, promoting greater car sharing and encouraging more walking and cycling. <p>and that the working group to report to the Personnel Committee before the end of the 2011/12 Municipal Year.</p>	<p>Officer working group has been implementing the refreshed City Council Travel Plan led by the Assistant Director (Neighbourhoods and Environment) and includes the Head of Organisation Development. Head of Access & Infrastructure post deleted as part of recent organisational development so resources available for implementation have been reduced.</p> <p>Group due to report to Personnel Committee on progress in September 2013. In the meantime the work is being progressed via the following work streams:</p> <ul style="list-style-type: none"> • walking & cycling, • flexible working, • parking incentives, • lease & fleet cars • passenger transport.
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SITE	PRODUCT / ACTION	COST	SAVINGS £ per annum	kWh Savings per annum	PAYBACK - Years	Ongoing savings	Total kWh saved over lifetime of product	NOTES
GAS								
Abbey House	Loft Insulation	£2,578.00	£551.00	16000	4.68	£ 2,932.00	160000	Extended savings worked out on 10 year basis
Abbey House	Draft Proofing	£2,725.00	£350.00	10555	7.79	£ 700.00	105550	Extended savings worked out on 10 year basis
Guildhall	Draft Proofing	£5,586.00	£2,177.00	66575	2.57	£ 16,175.00	665750	Extended savings worked out on 10 year basis
Guildhall	Loft Insulation above Mayors Parlour	£690.00	NYI	NYI	NYI	NYI	NYI	
Guildhall	Heating Distribution	NYI	NYI	NYI	NYI	NYI	NYI	
West Wing	Heating Distribution	£30,000.00	£600.00	17497	NYI	NYI	174970	Cost is estimated & based on 15% Saving
West Wing	Windows	NYI	NYI	NYI	NYI	NYI	NYI	
West Wing	Heating Policy	£0.00	£500.00	17596	0	£ 5,000.00	558420	Extended savings worked out on 10 year basis
City Offices	Valve & Flange Covers in boiler room	£1,000.00	£656.00	15630	1.50	£ 5,576.00	156300	Extended savings worked out on 10 year basis
West Wing	Valve & Flange Covers in boiler room	£950.00	£313.00	11176	3.00	£ 2,191.00	111760	Extended savings worked out on 10 year basis
Guildhall	Valve & Flange Covers in boiler room	£2,000.00	£1,570.00	37374	1.30	£ 13,659.00	373740	Extended savings worked out on 10 year basis
		£45,529.00	£6,717.00	192403		£ 46,233.00	2306490	

ELEC								
Brooks Shopping Centre Car Park	Air Handling Unit	£75,000.00	£15,000.00	195187	5.00	£ 75,000.00	1951870	Extended savings worked out on 10 year basis
West Wing	Air Conditioning Policy	£0.00	£55.00	614	0	£ 275.00	3070	Extended savings worked out on 5 year basis
All Buildings	Water coolers off at night and at weekends	£0.00	£250.00	3000	0	£ 750.00	9000	Extended savings worked out on 3 year basis
Guildhall	50w halogen to 5w LED	£8,300.00	£2,638.00	26625	3.15	£ 26,380.00	266250	Extended savings worked out on 10 year basis
Guildhall	Lighting - Back lit stairwell	£80.00	£20.00	207	4.00	£ 120.00	2070	Extended savings worked out on 10 year basis
Chesil Multi Storey Car Park	Lighting - T5	£64,512.00	£9,333.00	91200	7.00	£ 20,000.00	638400	Saving over 7 years
		£147,892.00	£27,296.00	316833		£ 122,525.00	2870660	
WATER								
City Offices, WACA, Annex	Water displacement bags in cisterns	£0.00	£465.00	165	0	£ 4,650.00	1650	Extended savings worked out on 10 year basis
West Wing	Water displacement bags in cisterns	£0.00	£181.00	64	0	£ 1,810.00	640	Extended savings worked out on 10 year basis
City Offices	Taps - Flow restriction	£58.00	£1,970.59	699	0.03	£ 19,647.59	6990	Extended savings worked out on 10 year basis
City Offices, West Wing, Guildhall	Urinals - Bio Ball	£1,414.00	£2,870.67	1463	0.49	£ 2,870.67	14630.00	
		£1,472.00	£5,487.26	2391		£ 28,978.26	23910	
TOTAL		£194,893.00	£39,500.26	509236		£ 197,736.26		

Note NYI - Not yet identified

