
Chief Executive's Office

Please ask for: Mr G K Bankes
Direct Dial: (01257) 515123
E-mail address: gordon.bankes@chorley.gov.uk
Date: 6 March 2006

Chorley
Borough Council

Chief Executive:
Donna Hall

Dear Councillor

ENVIRONMENT OVERVIEW & SCRUTINY PANEL - WEDNESDAY, 15TH MARCH 2006

You are invited to attend a meeting of the Environment Overview & Scrutiny Panel to be held in the Committee Room, Town Hall, Chorley on Wednesday, 15th March 2006 commencing at 6.30 pm.

AGENDA

1. **Apologies for absence**

2. **Declarations of Any Interests**

Members of the Panel are reminded of their responsibility to declare any personal interest in respect of matters contained in this agenda in accordance with the provisions of the Local Government Act 2000, the Council's Constitution and the Members Code of Conduct. If the personal interest is a prejudicial interest, then the individual Member should not participate in a discussion on the matter and must withdraw from the Council Chamber and not seek to influence a decision on the matter.

3. **Minutes (Pages 1 - 2)**

To confirm as a correct record the minutes of the meeting of the Environment Overview and Scrutiny Panel held on 6 February 2006 (enclosed)

4. **Business Plan and Performance Monitoring for 2005/2006 - Third Quarter Update (Pages 3 - 16)**

To receive the Business Plans and Performance Monitoring Reports for Environmental Services and Public Space Services for the period October to December 2005.

The reports contain information on the two Units' performance against the respective Key Performance indicators

5. **Sustainable Resources (Pages 17 - 24)**

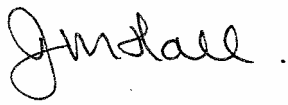
To consider the areas the Panel could pursue to enable the Council to use

Continued....

renewable energy within the Borough and the area the Council could take a lead on this issue on a cost neutral basis.
Enclosed is a document entitled 'Renewable Energy Information for Scrutiny Members' that has been compiled by the Energy Saving Trust providing answers to many frequently asked questions by Scrutiny Committees

6. **Overview and Scrutiny Work Programme (enclosed) (Pages 25 - 26)**
7. **Any other item(s) that the Chair decides is/are urgent**

Yours sincerely



Chief Executive

Distribution

1. Agenda and reports to all Members of the Environment Overview and Scrutiny Panel (Councillor (Chair), Councillors T McGowan, H Caunce, D Dickinson, T Gray, R Lees, H Heaton, Miss I Iddon, R Livesey, M Lowe and S Smith) for attendance.
2. Agenda and reports to Head of Environmental Services and Head of Public Space Services for attendance.

This information can be made available to you in larger print or on audio tape, or translated into your own language. Please telephone 01257 515118 to access this service.

આ માહિતીનો અનુવાદ આપની પોતાની ભાષામાં કરી શકાય છે. આ સેવા સરળતાથી મેળવવા માટે કૃપા કરી, આ નંબર પર ફોન કરો: 01257 515822

ان معلومات کا ترجمہ آپ کی اپنی زبان میں بھی کیا جاسکتا ہے۔ یہ خدمت استعمال کرنے کیلئے براہ مہربانی اس نمبر پر ٹیلیفون

01257 515823

کیجئے:

Environment Overview & Scrutiny Panel

Monday, 6 February 2006

Present: Councillor T McGowan (Chair) and Councillors T Gray, H Heaton, Miss I Iddon, M Lowe and S Smith

Also in attendance: Councillors T Brown and J Walker

06.ENV.08 APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillors David Dickinson, Heaton and Livesey.

06.ENV.09 DECLARATIONS OF ANY INTERESTS

No Members declared an interest in relation to matters under consideration at the meeting.

06.ENV.10 MINUTES

RESOLVED - That the Minutes of the meeting of the Environmental Overview and Scrutiny Panel held on 5 January 2006 be confirmed as a correct record and signed by the Chair.

06.ENV.11 REVIEW OF THE ENVIRONMENTAL SERVICES BUDGET

The Panel received a joint report of the Director of Finance and Head of Environmental Services setting out the spending on Environmental Services as well as analysing the detailed findings of the Audit Committee review of costs undertaken as part of their use of resources value for money review.

Environmental Services had been identified to be looked at in more detail because it appeared as upper quartile costs in the Value for Money (VFM) Self Assessment and the purpose of the Scrutiny was to explore in more detail why the service was showing in the upper quartile in cost terms.

The Panel received a report of the Director of Finance which summarised and commented on the key issues arising from the Audit Commission's report. The assessment had entailed a basic benchmarking of the costs of providing Environmental Services by comparing the absolute costs of each Authority included in the Audit Commissions' 'family group' of Councils that exhibit the same attributes in terms of demography, population etc.

The Chair welcomed the Executive Member whose portfolio covers Environmental Services and the Head of Environmental Services and a number of questions were put to them. The questions and responses would form part of the basis of a report to the Overview and Scrutiny Committee held on 16 February 2006.

In order to evaluate whether the service was providing value for money, the Council needed to determine the total cost base for each element, together with comparative costs from similar authorities. The Panel, therefore, urged the pursuance of a more probing benchmarking exercise into issues surrounding the cost and quality elements of Environmental Services.

It was **AGREED** that the Overview and Scrutiny Committee be recommended to submit the following comments to the Executive Cabinet as part of this year's budget consultation exercise.

1. That the Executive Cabinet be requested to pursue the provision of more detailed comparative data from the Audit Commissions' 'family tree' authorities, particularly in relation to the output, cost and quality of services, in order to enable a more reasonable value for money assessment of the whole of the Council's environmental service.
2. What steps will the Executive Cabinet take to achieve a better understanding of the perception gap in the measurement of residents satisfaction with standards of cleanliness within the Street Cleaning Contract.
3. The Executive Cabinet is requested to examine the quality of design of litter bins and the capability of the contractors Cleanaway to emptying the litter bins whilst on collection rounds.
4. The Executive Cabinet is requested to ensure that high profile cases on enforcement are publicised.
5. The Executive Cabinet is requested to ensure the enforcement of the managements of the Cleanaway contract and that they clean up whilst waste collecting.
6. The Executive Cabinet is requested to introduce policy targets for the Neighbourhood Wardens relating to their street scene duties.
7. The Executive Cabinet is requested to examine the need for improved co-ordination of services to bring efficiency. Particular attention should be paid to problem areas and neighbourhoods as well as a wider promotion of the hot line number.

06.ENV.12 REFUSE AND RECYCLING COLLECTION SERVICE

The Panel agreed that this item had been dealt with under the previous agenda item

Chair

Chorley

Borough Council



Business Plan Monitoring Statement October – December 2005



BUSINESS PLAN MONITORING STATEMENTS OCTOBER – DECEMBER 2005

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Note of Clarification

Business Plan Monitoring Statements:

The Business Plan Monitoring Statements report progress against the key actions included in Unit Business Plans for 05-06. They also include monitoring of key performance indicators.




Key Performance Indicators:

Each Unit has identified a set of 'key' Performance Indicators (PIs) in their 2005-06 Business Plan. These PIs measure at least one of the Unit objectives and/or the corporate priorities, and are intended to give an overall indication of how the Unit is performing.






Each PI has a target set for the year. The variation of the actual performance from the target generates an alert symbol, as described below. The IT system used for monitoring also looks at performance between reporting periods to see whether it is improving, getting worse or staying the same. Again, the symbols are shown below.

Symbols

Symbols and Colours are used to provide a quick guide to how Service Units are performing against Key Performance Indicators:

	=	Green KPI	Performance is better than target and the tolerances set for this indicator.
	=	Blue KPI	Performance is on track and within the tolerances set for this indicator.
	=	Red KPI	Performance is worse than target and the tolerances set for this indicator.

Symbols are also used to show whether performance is improving between reporting periods or not. For monthly indicators, November and December are compared. For quarterly indicators, September and December are compared.

	=	Performance is improving between reporting periods, a lower figure is better
	=	Performance is improving between reporting periods, a higher figure is better
	=	Performance is getting worse between reporting periods, a lower figure is better.
	=	Performance is getting worse between reporting periods, a higher figure is better.
	=	Performance is the same as last period

For further information on the way in which Performance Symbols are calculated please contact Jenny Rowlands (01257 515248) or Lindsay Parr (01257 515341) or Sarah Dobson (01257 515325) in Corporate and Policy Services.

**BUSINESS PLAN MONITORING STATEMENT FOR THE
ENVIRONMENTAL SERVICES UNIT**

FOR THE PERIOD October-December 2005*

*** [except for waste and recycling performance September-November 2005]**

1. KEY MESSAGES

	CURRENT POSITION	FORECAST OUTTURN
Number of green KPI's	3	3
Number of blue KPI's	4	6
Number of red KPI's	4	2
Number of KPI's not yet measured	0	0

2. BUDGET UPDATE

SERVICE LEVEL BUDGET MONITORING 2005/2006

Environmental Services

DECEMBER 2005	£'000	£'000
ORIGINAL CASH BUDGET		3,090
Add Adjustments for In year cash movements		
DEFRA Grant income transferred to Capital		18
Matched reduction in supplies and services budget		(18)
ADJUSTED CASH BUDGET		3,090
Less Corporate Savings		
Base budget review		(13)
CURRENT CASH BUDGET		3,077
FORECAST EXPENDITURE		
Recycling Contract: Additional Services	78	
Target Bonus	40	
Implementation costs	4	
Graffiti removal volume increase	20	
Legal Fees (ASBO)	16	
Savings on vacant posts: EHO's Services	(18)	
Waste Management	(13)	
Environmental Wardens	(20)	
Neighbourhood Wardens	(10)	
Young Persons Development Programme (1 post)	10	
Pest Control contract	14	
Training Fees Student EHO's	(3)	
Agency staff	5	
IT Upgrade/maintenance costs: Flare	1	
Scientific fees	(1)	
Contaminated Land investigations	(2)	
Composting Scheme	(3)	
Abandoned vehicles	(9)	
Cleaning Attendants Services: Public conveniences	(8)	

Recycling banks service	6	
Expenditure under(-) or over (+) current cash budget		107
INCOME		
Pest Control	9	
Air Pollution Authorisations volume reduction	5	
Abandoned vehicles	1	
Recycling Contract: Agency reimbursements	(18)	
Recycling banks service	(15)	
Recycling credits	(13)	
Litter fixed penalty notices	(4)	
Civic Amenity collection	(5)	
Income under (+)/ over (-) achieved		(40)
FORECAST CASH OUTTURN 2005/2006		3,144

Key Assumptions

Young Persons Development Programme to be funded in full from salary savings in Neighbourhood Warden Service in 2005.

Activity levels in refuse collection service have returned to profiled budget levels from October.

The overspend in recycling contract relating to Additional Services payments has continued; the scheme manager now expects it to level out around £5k per month for the remainder of the year.

Key Issues/Variables

Higher than anticipated demand for refuse containers has generated additional costs in the refuse collection service.

The scheme manager will be reviewing the payment of performance bonus with Cleanaway during January and any savings resulting from this will be notified at the earliest opportunity.

Key Actions

Closely monitor activity levels on new refuse collection service and report significant changes

3. SERVICE DEVELOPMENTS

Both phases of the Enhanced Recycling Service have now been fully implemented and the textile recycling service is due to start on Monday 13 March with an alternate weekly collection of old clothes and household textiles in accordance with the Waste Disposal Authority's cost share agreement. The recycling rate is currently above target levels but service reliability, expressed as missed collections is higher than desirable levels and a number of mechanisms have been deployed, as previously reported, to improve the service. These mechanisms, implemented through the Cleanaway/Chorley partnership agreement, have started to move reliability rates in the right direction and, subject to implementation of capital schemes in 2006/7 further scheme reliability and efficiency gains are possible.

All elements of the cost share obligations are now in place, which will release the revenue contribution anticipated from the WDA.

All ESU service requests are now dealt with through the Contact Centre on first call and development work to bring Public Space Services into the Contact Centre is being assisted by ESU by configuring the FLARE database for use by PSS.

Some work has been completed for the introduction of some of the early new powers under the Clean Neighbourhoods and Environment Act 2005 with the start of some enforcement work dealing with the sale and repair of vehicles on the road.

A Junior Neighbourhood Warden Scheme has been designed and is due to be piloted at a Clayton school during February.

4 Anti-social behaviour orders were successfully obtained to control the behaviour of 4 individuals with a long history of nuisance behaviour in East Chorley, these are of 4 years duration.

Housing standards enforcement is beginning to be assimilated into the work of ESU following transfer from Housing Services, members will consider further the desired level of service at Executive Cabinet on 9 February.

The market toilets access and improvement project is completed with all facilities now accessible at ground level and ongoing revenue savings delivered.

4. PERFORMANCE AGAINST UNIT KEY PERFORMANCE INDICATORS

Indicator Description	Performance 2004/05	Target 2005/06	Performance at end December 2005	Comments
EN001 % Fly tipping removed 2WD	60%	75%	94%	
EN007 % Graffiti removed 28WD	94%	90%	96%	Service delivery relies on use of contractors with resultant budget management challenges.
CBC012.05 Racist/Offensive Graffiti 2WD	92%	100%	78%	
CBC008.05 waste recycled/composted	28%	35%	41%[to November]	Data 1 month in arrears.
BV086 Cost of waste collection/household	£44.37	£42.85	£46	Reflects implementation costs of Enhanced Recycling Service and £150,000 cost re-allocation to 2005/6.
EN BV12 sickness absence	6.5 days	8.9 days	8.77 days	
EN BV199a.05 Litter and detritus	14%	12%	7%	
EN BV 199b.05 Graffiti	Not measured	No Target**	1.6%	
EN BV199c.05 Flyposting	Not measured	No Target**	0	

Indicator Description	Performance 2004/05	Target 2005/06	Performance at end December 2005	Comments
EN BV 199d.05 Flytipping	Not measured	No Target**	Comparative data required from previous year.	
EN WM1 No. collections missed per 100,000 collections of household waste.	36	100	130 [final quarter figure]	With consequent effects on bonus provisions in contract.

** Target to be set following first year of operation.

5. CONCLUSION

This third quarter has seen the completion or consolidation of several schemes vital to the Councils service improvement objectives. Resources have been challenged severely and some budgeting has been exposed as over optimistic.

ESU was the first service to be integrated into the Contact Centre successfully and the resultant efficiencies have permitted some long planned investments in service developments, which might not otherwise have been possible.

Signature: John Lechmere

Head of Environmental Services

**BUSINESS PLAN MONITORING STATEMENT FOR THE
PUBLIC SPACE SERVICES UNIT**

FOR THE PERIOD OCTOBER TO DECEMBER 2005

1. KEY MESSAGES

All aspects of the Unit's work have been improved over the corresponding period in the previous year and many initiatives are now well advanced.

- Overall budget position on target
- Discussions over termination of Lancashire Highways Partnership progressing
- Capital schemes progressing
- Development of IT projects in hand
- Construction of Cemetery extension complete
- Crematorium negotiations nearing completion
- Depot building works complete
- Grounds maintenance – met all targets during the growing season
- Street cleansing delivery of new sweepers – frequencies of sweeping increasing
- Cleansing BVPI performance improved
- Use of sub contractors for tree works – outstanding requests continue at a lower level
- Cut and collect to specified housing grounds completed successfully
- Improved floral displays sustained through season
- All pitches in playable condition
- ISO 9000 and OHSAS systems well advanced
- Chorley in Bloom initiative started
- Gritting route changes implemented

	CURRENT POSITION	FORECAST OUTTURN
Number of green KPI's	0	2
Number of blue KPI's	0	0
Number of red KPI's	1	1
Number of KPI's not yet measured	3*	1

* Of the three KPI's not yet measured:

The Unit has adopted one indicator yet to be agreed with an outside body.

A second indicator requires IT systems yet to be put in place by the Unit and this is now in hand.

The remaining one is measured annually.

It is intended that two of these remaining indicators will be available within the financial year and the third in the next financial year.

SERVICE LEVEL BUDGET MONITORING 2005/2006

PUBLIC SPACE SERVICES **£'000**

December 2005

ORIGINAL CASH BUDGET 1,331

Add Adjustments for In year cash movements

Slippage from 2004/2005

Other	
Transfer from Grounds Maint Reserve	15
Virement to HR Training budget	(2)

ADJUSTED CASH BUDGET **1,344**

Less Corporate Savings

Contribution to Corporate savings targets	(9)
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CURRENT CASH BUDGET **1,335**

FORECAST**EXPENDITURE**

Expenditure under(-) or over (+) current cash budget	
Standby Duty Allowance	4
Car Lease Payments	7
Pay in Lieu of Notice	2
General Repairs/Vandalism Repairs	20
Maintenance of Building Services	4
Purchase/Maintenance of Playground Equipment	3
Purchase of Furniture	6
Maintenance of Tools and Equipment	6
Consultants re ISO 9001	3
Material savings less LHP Admin Reimbursement	-35
Legal Fees	34
Street Cleansing Client Budget	-20
NNDR-Bengal St Depot	8
Duxbury Golf Course in house bid	22
Miscellaneous Expenses	9
	73

INCOME

Income under (+)/ over (-) achieved		
Roundabout Sponsorship Income not achievable	2	
Misc Income	(26)	
Residents Parking Permits	(13)	
Car Parking Fees under profile	28	(9)
Savings identified with Head of Service		(56)
FORECAST CASH OUTTURN 2005/2006		1,343

Key Assumptions

Key Issues/Variables

- >To action a stock take of Service Group materials and transport stock.
- >Update on a monthly basis the revenue salaries recharged to capital schemes

Key Actions

- >To address the shortfall of car park pay and display income.

3. SERVICE DEVELOPMENTS

The amount of work in hand continues to be extensive, as indicated by the list of Key Messages. It is intended to further to enhance service standards, particularly in street cleansing, through the winter and to identify further improvements for the budget round.

The Unit is now developing service delivery and management arrangements for services subsequent to the termination of the LHP. The remainder of the financial year will see further significant progress in capital scheme delivery and in the implementation of customer, transport and inventory related IT systems.

4. PERFORMANCE AGAINST UNIT KEY PERFORMANCE INDICATORS OCTOBER TO DECEMBER

Indicator Description	Performance 2004/05	Target 2005/06	Performance at last survey	Comments
Percentage of citizens satisfied with the cleanliness standard in their area	62%	72%	62%	
The percentage of relevant land and highways as defined under EPA assessed as having combined deposits of litter and detritus less than Grade B in the Code of Practice	14%	12%	7.9%	Reported by another Unit.

Indicator Description	Performance 2004/05	Target 2005/06	Performance at last survey	Comments
Percentage of citizens satisfied with parks and open spaces	79% 2003/04	77%	81.7%	At last survey
Percentage of play areas with specific access/equipment for disabled persons.	4%	4%	4%	
Percentage of sports pitches in a playable state.	100%	100%	100%	
Number of outstanding tree works tasks.	138	30	51	Response limited by budget
Percentage of requests for service completed within deadline.				New indicator. Systems not yet in place.
Percentage of requests for service with repeat complaints				New indicator. Systems not yet in place.
Percentage of hypodermic needles removed within two hours.	100%	100%	100%	
Percentage of potholes in footway more than 25mm deep made safe within two hours.	100%	100%	100%	
Percentage of potholes in carriageway more than 75mm deep made safe within two hours.	100%	100%	100%	
Length of road with pedestrian or traffic calming measures.	4.7km	8.4km	10.0km	New indicator – replaces “Road accident casualties killed or seriously injured.”
Temporary road closures				No longer measurable at District level.
Car park ticket sales	1,061,092		684,667	To date
Car park ticket income	£684,900	£793,920	£532,243	To date
Public space condition/presentation (under discussion with outside agencies)				New indicator – under discussion with outside agency.

5. CONCLUSION

The Unit is continuing to make progress against its business plan targets. Service improvements are in place and performance is improving. Some supporting systems are delayed until later in the year.

KEITH ALLEN
HEAD OF PUBLIC SPACE SERVICES

EN Unit Key Performance Indicators - Monthly										
Unit Key Performance Indicators	Oct	Nov	Dec	YTD Perf	YTD Target	YTD Perf v/s Target	Change in Perf	YTD Perf Target	YTD Perf v/s Target	Year End Target
EN001.05 % Fly tipping removed 2 WD	100.00	68.00	94.00	94.00	75.00	125%	19.00	75.00	125%	75.00
EN007 % Graffiti Removed by ESU 28WD	86.67	100.00	100.00	96.67	90.00	107%	6.67	90.00	119%	90.00
CBC012.05 Racist/offensive graffiti 2WD	100.00	40.00	0.00	78.21	100.00	78%	21.79	100.00	78%	100.00
BV086 Cost of waste collection / house	46.00	46.00	46.00	46.00	42.85	107%	3.15	42.85	107%	42.85
EN BV12 sickness absence	6.20	7.98	8.77	8.77	6.67	131%	2.10	6.67	131%	8.90
EN Unit Key Performance Indicators - Seasonal										
Unit Key Performance Indicators	July	YTD Perf	YTD Target	v/s Target	Change in Perf	End Target				
EN BV199a.05 Street dirtiness - litter & detritus	5.90	7.05	12.00	58%	6.10	12.00				
EN BV199b.05 Street dirtiness - graffiti	1.86	1.63	1.63	100%	0.23	New				
EN BV199c.05 Street dirtiness - flyposting	0.00	0.00	0.00	N/A	0.00	New				
EN BV199d.05 Street dirtiness - flytipping	N/A	N/A	N/A	N/A	N/A	New				
EN Unit Key Performance Indicators - Quarterly										
Unit Key Performance Indicators	Sept	Dec	YTD Perf	YTD Target	YTD Perf v/s Target	Change in Perf				
EN WM1 No. collections missed per 100,000 collections of household waste	251.00	130.00	210.67	100.00	211%	150.67				
EN Unit KPIs (1 month in arrears)										
Unit Key Performance Indicators	Sept	Oct	Nov	YTD Perf	YTD Perf v/s Target	Change in Perf				
CBC008.05 % waste recycled/composted	42.97	41.86	41.09	41.50	101%	0.53				

PS Key Performance Indicators Monthly									
Unit Key Performance Indicators	Oct	Nov	Dec	YTD Perf	YTD Target	YTD Perf v/s Target	Change in Perf	Year End Target	
PS003 % Service Requests Repeat Complain	Not collected yet								
PS004 Public Space Condition/Presentation	Not collected yet								
PS BV12 sickness absence	9.02	10.31	11.04	11.04	6.67	▲	↘	8.90	

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Renewable Energy Information for Scrutiny members

Relevant to: England, Scotland and Wales

Introduction

Scrutiny reviews involve looking in detail at a particular service or policy over a short period and making suggestions about how it can be improved. The end product is a Scrutiny Report, which outlines what is good about a service and what needs changing, together with suggested improvements. Scrutiny reports are debated at council meetings and, if the proposals are accepted, an action plan is created stating when the changes to an existing policy or service will be made.

Ideally, there should be separate Scrutiny of renewable energy if it is not already part of the general environmental Scrutiny process. It is possible for the Head of Scrutiny to set up a separate Scrutiny panel on an ad hoc basis for this purpose.

The Scrutiny process should consist of around three meetings. In the first, the Scrutiny panel should find out exactly what information they will need to know when scrutinising the Council by calling on advice from experts in the field. There is a selection of pertinent questions for this purpose within this briefing note. The second meeting should deal with collating and sending out appropriate questions to the officer(s) responsible for making use of and promoting renewable energy. It would also be appropriate to involve the officer's Head of Service to help ascertain what priority and support is given to his/her area of work. The third meeting should be used for the analysis of the information that the panel have received.

This briefing note assumes a certain level of knowledge of renewable energy issues. Please refer to the Practical help briefing note on local authorities' use of renewable energy in buildings and facilities for more information.

Strategic issues

The following are some questions that may be asked by a Scrutiny panel.

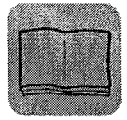
Does the council have a target for the percentage of electricity consumed in the local area that should be generated from renewable sources? If so, is this in line with national and/or regional targets?

The Government has set a target of producing 15 per cent of England and Wales' electricity from renewable energy by 2015 through the Renewables Obligation (RO). The Energy White Paper, published in February 2003, built upon this and set an aspirational target of 20 per cent to be achieved by 2020.

This national target has been complemented by a series of regional targets in England. For example, the Government Office for Yorkshire and the Humber has set a regional target of energy to be generated from renewable sources of at least 10 per cent, whilst the Government Office for the South West has demanded a minimum of 11 per cent to 15 per cent (call the local Government Office or check their website for local targets). Some councils have also set their own targets, for example the council-supported Newark and Sherwood Energy Agency has a target of 10 per cent of local electricity generation from renewables by 2010.

The Scottish Executive has gone beyond the UK target and published 'Securing a Renewable Future: Scotland's Renewable Energy' in 2003. This sets its own target for the production of renewable electricity, which currently stands at 40 per cent by 2020.

The RO is the main mechanism through which progress will be made towards the 15 per cent target and beyond, and is an obligation on all licensed electricity suppliers in England and Wales to supply a specified proportion of their electricity supplies from renewable sources. In this way



Information



Support



Funding

the Government can actively encourage the increased supply of renewable electricity while leaving the choice of technologies to the market. The RO Scotland works in the same way as the RO for England and Wales but contains the higher target of 18 per cent by 2010 although this has been superseded by the Scottish Executive's target to produce 40 per cent by 2020. For the first and second RO periods (2002-3 and 2003-4 respectively) the technologies which have benefited the most in terms of the number of RO Certificates (ROC) issued were: landfill gas, biomass, large-scale hydro and on-shore wind. Currently, only 3.86 per cent of the UK's total electricity supply comes from renewable sources.

Does the council have a target and a strategy for decreasing carbon dioxide emissions from activities in the local area? If so, what priority is given to renewable energy in this strategy?

The UK Government, as part of the European Union, is a signatory to the Kyoto Protocol on Climate Change. This means that the UK is committed to cutting emissions of a 'basket' of six greenhouse gases to 12.5 per cent below 1990 levels over the period 2008 to 2012. In addition, the Government has set a voluntary domestic target of cutting levels of carbon dioxide, the main greenhouse gas, to 20 per cent below 1990 levels by 2010. The devolved administrations have agreed to work towards this overall UK target, with Wales and Scotland producing their own climate change strategies. Increasing the proportion of electricity that comes from renewable sources will play a major role in meeting any commitments to carbon emissions reductions.

The Government recognises that each country and region has its own part to play and is encouraging the creation of local climate change programmes such as those that were implemented under the pilot 'Councils for Climate Protection' programme. This programme has since evolved into the Local Authority Carbon Management Programme managed by the Carbon Trust. The programme provides councils with technical and change management support and guidance to help them realise carbon emissions savings. Through the work a number of different tools have been developed to assist local authorities implement carbon saving initiatives and develop strategies. These are available from the Carbon Trust website at www.thecarbontrust.co.uk.

Carbon dioxide emission targets have also been incorporated into the Regional Planning Guidance produced by the various Government Offices for the English regions. The Regional Spatial Strategies which will replace this guidance should also include renewable energy capacity targets for the region, disaggregated into sub-regional targets where appropriate. A strategy to tackle climate change should address a variety of issues, such as energy efficiency, clean transport and increased use of renewable energy. It should also seek to quantify potential carbon dioxide emissions and savings, broken down by sector, such as transport, domestic buildings, industry and so on. Finally it should detail how those savings will be achieved.

What partnerships has the council made locally to promote and develop renewables?

Partnerships with a range of public and private organisations will be essential in order to increase local renewable capacity. A good example of this type of approach is that encouraged by the Community Renewables Initiative, which is co-ordinated by the Countryside Agency. In ten different areas of England a partnership of organisations, called a Local Support Team, has been formed to help communities devise their own ideas and developments for renewable energy. These partnerships involve local councils, energy experts, Government bodies and other specialists.

In another example of a council partnership, Scarborough Borough Council set up a partnership with the York Energy Efficiency Advice Centre, North York Moors National Park Authority, John Cantor Heat Pumps, several Parish Councils and the Environment Agency to provide ground source heat pumps to hard-to-treat rural homes and farms, for which mains gas is not available.

What other policies does the Council have to encourage the development of renewable energy?

For example, does the Council attempt to promote the environmental benefits of renewable energy generation to individuals and groups within and outside the Council? If so, how successful have these attempts been? Kirklees and Calderdale Metropolitan Borough Council's Simply Solar Scheme involves partnership and promotion with a wide variety of organisations including the Hebden Bridge Alternative Energy Centre, Kirklees Energy Services and two solar hot water system manufacturers, Filsol Ltd and AES Ltd. The scheme aims to achieve around 200 installations a year and establish a sustainable solar economy in Kirklees and Calderdale.

Another good way of encouraging the development of renewable energy measures is for the Council to use its own buildings as showcase projects to increase awareness. Examples of this type of project are Craigavon Borough Council's use of wind turbines to power a new watersports centre; Fermanagh District Council in Northern Ireland has used a solar hot water system on their town hall in order to reduce their reliance on electricity for heating hot water within the building; and Cheshire County Council's Kingsmead Primary School has been developed as an exemplar project of sustainable construction, using both energy efficient techniques and renewable energy, including solar photovoltaics (PV), hot water heating and a biomass boiler.

The council's use of renewables

Does the council purchase its own electricity from renewable sources? If so, what proportion?

Several councils purchase some or all of the electricity used in their office buildings and other facilities from renewable sources. Most energy suppliers offer 'renewable energy tariffs' that go beyond their commitments under the RO and although some are at a premium to 'brown' energy (ie that from fossil or nuclear fuel), some councils have managed to negotiate a new green tariff that saves them money based on their old tariff. An example is the London Borough of Lewisham, which has switched to using 100 per cent renewable energy and in the process has managed to realise large savings on its electricity bill. Trafford Metropolitan Borough Council has also signed up to a 100 per cent renewable electricity tariff.

It may be that certain barriers to the increased use of renewable electricity exist within the Council itself. A strategic statement on green purchasing may be required from Councillors who will need convincing of the need for such a strategy and of the likely costs involved. Such support was seen as crucial in the success of Lewisham's bid to use 100 per cent green electricity (referred to above). Support will also need to be garnered from financial departments and/or major decision-makers such as chief executives who may be worried that green electricity will be more expensive than 'brown'. The development of a green procurement strategy would promote council decisions such as purchasing electricity from renewable sources. Green procurement, unlike conventional purchasing decisions, has the opportunity to take into account the full lifecycle impact of a product or service, rather than simply the end of lifetime output. A briefing note on green procurement is available from Practical help.

The purchase of renewable electricity is of particular importance because green electricity is exempt from the Climate Change Levy (CCL). The CCL is a tax on non-domestic fuel, introduced in 2001, which is designed to curb energy use by increasing the cost of non-domestic energy bills (electricity bills increased by 8-10 per cent nationally). Initially, the CCL was revenue neutral to the Government as the increase in revenue from the levy was offset by a reduction in the amount of money an employer is required to spend on their National Insurance contributions, however it is still possible for local authorities to save money by switching to green electricity and avoiding the CCL. More information on the CCL can be found in the relevant Practical help briefing note.

Does the council know what impact the Climate Change Levy has had on its total expenditure?

As stated above, the intention of the CCL is to encourage the uptake of renewable sources of electricity by making non-renewable sources comparatively more expensive. Therefore, it is in the Council's interests to know how much the imposition of the CCL is costing and whether it is possible to increase the amount of renewable electricity the Council uses in order to reduce costs.

By increasing the amount of renewable electricity used in council buildings, the Council can reduce the amount of money it pays as part of the CCL.

What funding opportunities has the council made use of in relation to renewable energy projects?

Does the council have any plans to apply for funding from the Department of Trade and Industry (DTI) Clear Skies programme?

The Clear Skies programme provides funding for projects able to demonstrate a strong community or household interest. However, eligibility is restricted to renewables deployed at the level of households or buildings/land owned by non-profit making organisations.

Is the council utilising grants from the Energy Saving Trust's (EST) solar grants programme for its own buildings and for housing, streetlighting and pay-and-display machines?

This programme is divided into two streams: one focusing on small scale systems producing between 0.5 kiloWatt peak (kWp) and five kWp; and one focusing on systems producing between 5 kWp and 100 kWp. Grants are paid out at a level of 50 per cent of total project costs for small-scale developments, 40 per cent for large scale commercial businesses and 60 per cent for large scale non-commercial organisations.

Is the council attempting to access funds under the EST's Innovation Programme?

This programme encourages local authorities and other key organisations (eg energy suppliers and housing associations) to develop new and innovative ways of delivering carbon savings (70 per cent carbon savings from each scheme should come from the domestic sector, the remaining 30 per cent can be from transport or other sectors). Projects can include, for example, community renewables, solar water heating and/or ground source heat pumps. Funding and technical support are provided at two stages, to help carry out feasibility studies and to implement projects that reduce carbon emissions.

There are a number of additional funding sources to which local authorities can apply for grants to support renewable energy developments and projects. Further information can be obtained from Practical help.

Planning activities

Does the Council's Local Development Framework identify renewable energy as a priority?

The Planning and Compulsory Purchase Act 2004 has brought about the reform of the planning system in England and Wales. Policies set out in Planning Policy Statements (PPS) will need to be taken into account by regional planning bodies in the production of Regional Spatial Strategies (RSS), and local planning authorities in their Local Development Documents and Local Development Frameworks. Of particular importance to local authorities, PPSs will be critical to decisions on individual planning applications. Those submitting a planning application know to take the Council's policies into account in order to maximise their chances of getting planning permission. By ensuring that policies on renewable energy are included, those submitting applications will be encouraged, for example, to incorporate solar panels into new build developments.

In England and Wales, PPS11 – Regional Spatial Strategies and PPS12 – Local Development Frameworks has replaced Planning Policy Guidance 11 and 12. PPS11 does not include topic

specific advice, unlike its predecessor, but rather signposts to PPS22 on renewable energy, which must be taken into account by local planning authorities as they prepare their Local Development Documents. PPS12 calls for regard to the conservation of finite resources and non-renewable resources such as land and energy and the need for more sustainable development.

In Scotland National Planning Policy Guidance (NPPG) 6 on renewable energy was revised in 2000 and is generally a positive document as regards renewable energy developments. A good example is the withdrawal of the requirement on local planning authorities to notify Scottish Ministers of their approval of wind developments consisting of 10 turbines or more.

-Appropriate planning for renewable energy requires detailed knowledge and understanding of local environments and economies, as well as the ability to broker agreements between different interests. This is where local authority involvement becomes crucial. In addition, the Government is keen for communities to become involved in determining what renewable resources can acceptably be developed locally, within the national energy supply context.

Again, it may be that barriers to the promotion of renewable energy within the development framework exist within the Council. Concerns over costs and the impact of renewable developments on an area, as well as resistance to change within the Planning Department and among elected members could damage the prospects of such promotion. Education regarding the true nature and cost of renewable developments is important in overcoming such concerns.

Does the council have supplementary planning guidance on renewable energy developments?

A useful way to encourage renewable energy generation through the planning system is via the provision of supplementary planning guidance (SPG) that is relevant to the local area and that complements national guidance. For example, Newark and Sherwood District Council has prepared supplementary guidance relating to proposals for wind turbines in the district. Its purpose is to explain the opportunities that exist for exploiting wind energy in Newark and Sherwood, and to set out in detail the factors that the Council will take into account when determining planning applications for wind turbines.

Leicester's SPG aims to provide practical advice on how to incorporate energy conservation measures and on opportunities for the use of renewable energy. It is intended to support the policies of the City of Leicester Local Plan, which sets out expectations (but not targets) for renewable energy and energy efficiency for the area. The SPG is a comprehensive guide with lots of detail on site access, layout and orientation, overshadowing and microclimate, passive solar, appliances, embodied energy of materials, renewable energy sources (small scale wind/hydro, photovoltaics, biomass, energy from waste) and Combined Heat and Power (CHP).

Has the council undertaken a Community Renewable Energy Planning Study? If so, how does the council's Community Plan promote renewable energy?

The Community Plan is the main overarching strategy for improving quality of life in the local area. Therefore all other council initiatives and strategies should be integrated within it. As the Community Plan is an important high level document, just putting renewable energy targets and objectives in the Plan could provide a useful boost and commit local authorities to taking more action and allocating more resources to renewable energy. The sustainable development objective of community planning also provides potential for raising the profile of existing Local Agenda 21 strategies and processes.

The Community Plan could set innovative targets for energy use and installing small renewable energy schemes in council buildings, schools, hospitals and other public buildings and could complement the Council's Local Development Documents in incorporating renewable energy targets for the locality.

Other partners in the Community Plan, such as the police, health authorities, community and voluntary groups and local businesses could be encouraged to adopt targets for installing micro

renewable energy and energy efficiency measures in their buildings, and generally to encourage the community as a whole to think about renewable energy measures and the social, environmental and economic benefits that they bring. For example, under the Broxtowe Partnership which is leading the Broxtowe Community Plan, Boots the Chemist has set a target to reduce energy use by 10 per cent at identified sites over three years.

Are the departments responsible for putting together the various Local Development Documents being made aware of the environmental benefits and technological state of play of selected renewable energy technologies?

The Government has published a companion guide to PPS22, which contains technical advice and guidance on particular renewable technologies. The companion guide to PPS22 also includes examples of best practice within development plans and developments. This should benefit local planning authorities by allowing the sharing of knowledge and experience, in turn helping to promote renewables.

Does the council have an initiative to promote the environmental benefits of renewable technologies to the planning department and does the planning department have adequate information and published material to promote these technologies to developers and architects?

The planning department should be made aware of the environmental benefits of renewable generation technologies and they should be given literature that they can use to promote the technology to architects and developers during preliminary planning meetings.

London Renewables have recently published a number of resources promoting renewable energy including a toolkit for planners, developers and consultants, 'Integrating renewable energy into new developments'. The toolkit and summary documents designed for a number of particular audiences: planners; developers; councillors; housing associations and architects, are freely available at www.london.gov.uk.

Have renewable technologies ever been written into council policy or the planning specification for a particular development involving council property?

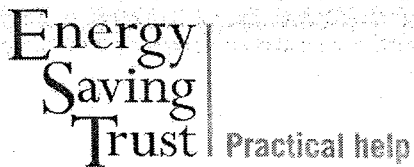
Under current planning law a local authority can make any demands it feels are reasonable when specifying a tender for a building project on its own land. This includes a specification for the fitting of renewable energy generation facilities.

In 2003 Merton Borough Council introduced a renewable energy planning policy into its Unitary Development Plan. The planning condition requires all new commercial premises over 1,000 square metres to generate 10 per cent of their power from on-site renewable energy sources. The rationale for this was to assist in mainstreaming the use of renewable energy technologies and sustainable development principles in building design.

How is the installation of solar photovoltaic (PV) panels viewed in the Local Development Documents?

It may not always be necessary to submit a planning application for the installation of PV panels on an existing building. This is because there is general planning permission or a "permitted development right" available in certain strictly limited circumstances, which may authorise a householder to install PV cells.

However if the local planning authority (LPA) considers that no permitted development right exists and if it is proposed to install PV cells on an existing building, the LPA will have to decide if the PV array would be a material alteration of the external appearance of the building. If the LPA considers it would not be a material alteration, planning permission will not be required. On the other hand, if the LPA considers it would be a material alteration, planning permission will be required. Making PV installations exempt from planning permission removes one of the most significant barriers to their wider implementation.



Updated October 2004

Further information

EST offers a free enquiries service via our dedicated Practical help team – the team will undertake to answer any query regarding sustainable energy or sustainable road transport within a maximum of 3 working days.

Abbreviations used

CCL	Climate Change Levy
CHP	Combined Heat and Power
DTI	Department of Trade and Industry
EST	Energy Saving Trust
LPA	Local Planning Authority
kWp	kiloWatt peak
NPPG	National Planning Policy Guidance
PPS	Planning Policy Statement
PV	Photovoltaic
RO	Renewables Obligation
ROC	Renewables Obligation Certificate
RSS	Regional Spatial Strategies
SPG	Supplementary Planning Guidance

At the time of publication and to the best of our knowledge, the information contained in this briefing note was correct.

Practical help cannot vouch for any of the organisations involved.

Practical help

T: 0870 241 2089, F: 0870 130 8831, E: info@practicalhelp.org.uk,

W: www.est.org.uk/practicalhelp

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OVERVIEW AND SCRUTINY WORK PROGRAMME – 2005/06

Function/topic	Assigned to	J	A	S	O	N	D	J	F	M	A	M	J
1. Holding the Executive to Account													
Annual Budget Consultation	OSC					3		3					
Provisional full year Performance Indicator	OSC									3			
Business Plan and Performance Indicator Updates	ESP				✓			✓		✓	✓		✓
	Com SP				✓			✓	✓	✓	✓		✓
	Cust SP				✓			✓		✓	✓		✓
	OSC				✓			✓		✓	✓		✓
BVPP (Corporate Plan overall performance)		✓								✓			
Monitoring of Sickness Absence (6 monthly update)					✓								✓
2. Policy Development and Review													
Overview and Scrutiny Improvement Plan				✓			✓			✓			✓
Corporate Improvement Plan 2004-2007 Update (Corporate Strategy)								✓					
3. External Scrutiny/Community Concern Full Scrutiny Inquiry													
Public Participation/Communication	ComSP												
LCC's arrangement for the Scrutiny of health function – Periodic Review	CustSP				3								
Parkwise Scheme	CustSP												
4. Monitoring of Inquiries													
Housing Maintenance Appointments System	CustSP			✓						✓			
Flooding, Flood Prevention and Contingency Plan/Proposals	ESP						✓						✓
Chorley Markets - Occupancy of Stalls & Associated Matters	CustSP			✓						✓			
Juvenile Nuisance	ComSP												✓
Grass Cutting	ESP						✓						✓
Provision of Youth Activities in Chorley	ComSP									✓			
One-Stop Shop	CustSP							3					
Accessibility of Cycling as a Leisure Pursuit	ESP												✓
5. Monitoring of Budget Scrutiny Recommendations													
Environmental Services	ESP			3				3					
Revenues and Benefits	CustSP			3				3					
Planning Services	ComSP			3				3					
6. Other													
O & S Training Programme	OSC			3						✓			

OSC - Overview and Scrutiny Committee Panel
 ComSP - Community Overview and Scrutiny Panel

ESP - Environment Overview and Scrutiny
 CustSP - Customer Overview and Scrutiny Panel

Overview and Scrutiny Topics/Issues to be Programmed

Ref	Topic/Issue Title	Date Included	Priority Score	Source	Brief Description
	<p><u>Full Scrutiny Inquiries</u> Priority List IEG Measurement of Council's progress (Cust SP)</p>	26/06/03	4 and 4	Overview and Scrutiny Committee A	Referred to Customer O & S Panel
	<p>Reserve List</p>				
	<p><u>Policy Development/Review</u> Priority List</p>				
	<p>Reserve List</p>				