

Item No	Description	Contact	Comments/ Reference to evidence source
1	Procurement of 100% green electricity since 1 July 2005 to all council buildings at no extra cost through a contract negotiated by YPO. During the 27-month contract with Scottish Power, the council will reduce its carbon dioxide emissions by 732 tonnes as the new contract provides electricity created from renewable fuels such as wind and wave energy, solar power and landfill gas, all of which have a minimal impact on the environment.	Corporate Procurement	Green energy press release. Figures provided by Scottish Power.
2	Use of 100% recycled copier paper across the council	Corporate Procurement	
3	The Council has carried out an extensive survey with it's stationery contractor (Lyreco) to ensure the use of recycled and and/or sustainably forested material wherever possible.	Corporate Procurement	Lyreco report.
4	Production of an energy management plan to establish and reduce the Council's carbon footprint.	Corporate Procurement	A key requirement of the Council's Property Services contract.
5	<p>There has been a drive to replace manual paper based transactions with streamlined electronic processes. For example in the procurement process :</p> <ul style="list-style-type: none"> ▪ The Council has carried out an assessment of invoices received and implemented a consolidated invoicing programme reducing the number of paper invoices received and processed by 923 per year. This programme is ongoing. ▪ The Council has implemented a fully electronic P2P system which has virtually eliminated the use pf paper in the P2P process. 	<p>Corporate Procurement</p> <p>Corporate Procurement/Exchequer services</p>	<p>Scottish Power, E-on, BT, Horrocks., Orange</p>

	<ul style="list-style-type: none"> ▪ The Council monitors LIB/P29 (Percentage of invoices paid electronically, e.g through BACS, CHAPS or direct debit) to further increase process savings and reduce paper in the procurement cycle. In 2005/06 this was at 54% and had increased to 75% by 2006/07. ▪ The Council has developed an electronic tender download facility on it's web site and now issues all tenders and quotations electronically. ▪ 	<p>Exchequer Services</p> <p>Corporate Procurement</p>	
6	Use of recycled footpath material in Yarrow Valley park	People Ged Brierley	
7	Member of the Peatland Protection Charter	People Ged Brierley	
8	New waste re-cycling bays added at Yarrow Valley Country Park.	People Ged Brierley	
9	Certificated sustainable timber products used at Yarrow Valley Park	People Ged Brierley	
10	Imposing recycling targets whilst making savings, through taking procurement lead in a collaborative contract with Chorley Community Housing (CCH) to deal with operational waste disposal.	Corporate Procurement/Simon Clark	
11	Refurbishment and re-use of litter bins rather than replacing them. Provides on going savings and less harmful to the environment.	Neighbourhoods (Simon Clark)	
12	Major externally funded project at Common Bank creating open and green space and a woodland area from a currently derelict, underused and potentially dangerous site. The work includes reservoir refurbishment works, environmental improvement works and creating new footbridges and footpaths. This project will provide a major community benefit and has involved local and community groups at all stages of the development. Recycled materials will be used on the	People Jamie Carson	

	project wherever practicable and shown to be cost effective through whole life costing.		
13	Engaging with a major local, social enterprise , Brothers of Charity based at Lisieux Hall, Chorley, to deliver the Pet's Corner service at the refurbished Astley Park, saving the Council approximately £25,000 p.a. Brothers of Charity have significantly enhanced the previous Pet's Corner Service by providing a fully housed and managed service including managing school visits etc. The Council previously delivered this service in-house.	People Jamie Carson	Working with the third sector.
14	Improving community benefits through the External Funding Strategy. 58 projects funded during 2006/07, all of which were delivered by or involved the third sector.		Working with the third sector
15	Working in association with Groundwork, our Economic Development Team have been working hard to inform and educate local businesses about the potential impact of climate change and what practical and cost effective steps they might take to save energy.	Economic Development	Working with the third sector, Engaging and Educating. Reference Source: carbon Reduction Commitment Briefing
16	The two million pound renovation project at Astley Park supported by the Heritage Lottery Fund will provide lots of opportunities in respect of new and improved facilities within the park. This is currently being advertised for expressions of interest and the brief identifies the potential of the involvement of social enterprise as one of the key purposes of the project. The brief goes on to say "The Council would be happy to hear from any voluntary organisation/social enterprise who may have an interest in the park, have ideas for projects/schemes which could be developed to enhance the scheduled maintenance.	People Jamie Carson	Working with the third sector
17	The Council is working to transfer its community centres into management by local voluntary and community organisations. Two have already been transferred. Within the first 6 months, Tatton Community Association have	Joint project: People Shelagh Linley Neighbourhoods	Working with the third sector.

	managed to secure more than £30k of external funding to improve facilities at the Centre, including the fabric of the building. They have also now achieved charitable status, which will strengthen their future funding status.	Liz Morey	
18	Replaced Mayoral car with hybrid, low emission vehicle	Corporate Governance Carol Iddon	
19	One of the council's key partnerships is with CLS Chorley who are a registered charity. This is a 15 year contract (2005 – 2020) for the management of the council's indoor leisure facilities and is worth £4.44 million over the contract period.	People Jamie Carson	Working with the third sector
20	Replacement of PC's with thin client/MFD technology.	ICT Tim Murphy	
21	Grounds maintenance purchase organic seaweed fertilisers for hanging baskets.	Neighbourhoods Dave Walmsley	
22	Grounds maintenance procure a non-residual weedkiller for the treatment of weeds.	Neighbourhoods Dave Walmsley	
23	Up to 200 bird boxes p.a. sourced from the Scouts Group, made from reclaimed timber.	Neighbourhoods Dave Walmsley	Procurement from the third Sector
24	Fallen trees/branches etc converted to wood chip and used in house by the Council's grounds maintenance team.	Neighbourhoods Dave Walmsley	
25	Attained the best environmental award (judged by the Royal Horticultural Society through the British in Bloom Competition) for two years running 2006 and 2007 for Chorley's clean streets, recycling projects and for being a pleasant place to live.	Neighbourhoods Dave Walmsley	
26	Midstream Garden Centre, a third sector organisation, were successful in the supply of our 2007 Winter bedding plants.	Neighbourhoods Dave Walmsley	Procurement from the Third Sector
27	2007 Winter Hanging baskets sourced through the Brothers of Charity, Lisieux Hall. Brothers of Charity are a local social enterprise.	Neighbourhoods Dave Walmsley	Procurement from the third sector
28	The play area at Harpers Lane Recreation Ground was refurbished	Paul Horsefield/Andy Brown	Use of Recycled materials in

	using recycled materials. This project was carried out in partnership with Groundwork and was mainly grant funded .		association with a Groundwork who are a registered charity.
29	The Council specifies Euro 4 engines to minimise engine exhaust gas emission levels in it's vehicle procurement and will adopt higher standards as these become available.	Neighbourhoods Keith Allen	
30	The Council has leased one it's properties out to the Lifestyle Centre at a significantly reduced rate for community benefit.	Finance	Working with the third sector
31	All of the council's diesel vehicles are run on 100% biodiesel.	Neighbourhoods Keith Allen	
32	Working with the local Morman Church on their annual Day of Action in the local community to tidy up the Council's cemeteries. The Morman Church provided this service at nil cost to the council.	Neighbourhoods Keith Allen	Working with the third sector
33	Working with the Rathbone Kids (Young people aged 14-16 who are either wholly or partially excluded from school) during Chorley Smile week of action.	Neighbourhoods Simon Clark	Working with the third sector
34	The Local Scouts group are used for the delivery of waste management information.	Neighbourhoods Simon Clark	Working with the third sector
35	The Council's garden waste is composted down by Neales Waste and used in ground works throughout Lancashire, with some of this being used by third sector organisations.	Neighbourhoods Simon Clark	
36	The Council now ensures through it's waste collection partner, that waste bins and boxes are recycled and/or refurbished rather than sending them to landfill.	Neighbourhoods Simon Clark	
37	The Council ensures that glass is recycled through it's waste collection and recycling partner (Veolia) for aggregate substitute which is a more sustainable form of recycling.	Neighbourhoods Simon Clark	
38	The Council has included a target within the new waste collection and recycling contract commencing 1.4.09	Neighbourhoods Simon Clark	Recycling and Working with the third sector. Source

	to establish within 6 months of contract commencement a reuse-recycling facility for bulky household waste,		Refuse Collection and Recycling ITT page 84.
39	The Council has procured expertise to assist in the development of a Woodland Management Plan for Astley Park to maintain and protect this semi-natural ancient woodland (SNAW). SNAW cannot increase and is irreplaceable. We expect to cover most, if not all, our SNAW with this project. This project will also be taken forward with the Friends Group which has added a volunteer tree warden to it's contribution.	Neighbourhoods Keith Allen	
40	Use of road planings and other recycled materials for path maintenance – typically 200T to 300T per year.	Neighbourhoods Keith Allen	
41	Naturalisation of spent bulbs through parishes and voluntary groups annually.	Neighbourhoods Keith Allen	
42	Civic Society and Chamber of Trade sponsorship of town centre floral displays	Neighbourhoods Keith Allen	Sponsorship – working with the third sector
43	Refurbishment of street nameplates where possible instead of replacement.	Neighbourhoods Keith Allen	
44	The Council have signed a 25 yr lease with Glendale to manage Duxbury Park golf course. As part of the investment programme an environmentally friendly clubhouse with green (sedum) roof will be built.	People Lorraine Cross	
45	Purchased SMS software to encourage channel migration avoiding the need for citizens to travel to Council Offices to access services.	People Asim Khan	
46	April 2008 Summer hanging basket tender won by Midstream, a third sector organisation in open competition.	Neighbourhoods Dave Walmsley	Procuring from the third sector
47	The Council will consider power efficiency in future server procurements.	ICT Tim Murphy	
48	The Council will procure TFT monitors reducing power consumption.	ICT Tim Murphy	

49	All Benefits envelopes sourced from sustainable forests. Council Tax to do likewise from next order.	Benefits Dave Price	
50	We recycle all non-confidential waste in the council recycling bins and our confidential waste is shredded and used for pet bedding.	Benefits Dave Price	
51	Benefits have an ongoing programme of getting customers to pay or be paid electronically - for Ctax we have about 70% of customers paying by DD and for Business rates about 57%. For Benefits, we pay about 96% of customers by BACS.	Benefits Dave Price	
52	We also are in the middle of an e-billing take-up campaign. We have over 200 customers who now receive bills by email (rather than paper bills) and we hope this will increase by the end of May (we are running a prize draw to encourage take-up). In the past month, take up has increased by about 35%.	Benefits Dave Price	
53	Procured Occupational Health provision from Chorley Hospital, reducing travel to and from Bolton the previous provider.	Human Resources Lorraine Charlesworth	
54	Procured local provider of eye sight tests and physiotherapy again reducing travel.	Human Resources Lorraine Charlesworth	
55	Using the already procured in house Anite @ Work system to electronically store employee personal files replacing the manual paper based system.	Human Resources Lorraine Charlesworth	
56	Using an on line recruitment software package to reduce the amount of application forms sent in the post and encouraging more electronic applications.	Human Resources Lorraine Charlesworth	
57	Procurement of 2007 Mayor's printed Christmas cards from local 3 rd sector social enterprise (inprint Solutions)	Governance Mayor's Secretary	Procurement from the third sector