



**South  
Derbyshire**  
District Council

# South Derbyshire District Council

## EMAS

# Environmental Statement 2006 -2008

A.6/050209/D/SMO

## **Foreword from The Leader of the Council and The Chief Executive**

South Derbyshire District Council (SDDC) is committed to preventing pollution to the environment and, furthermore, implementing environmental improvements. To this end we have sought to develop an environmental management system compliant with the Eco-Management and Audit Scheme (EMAS) and ISO14001.

In the near future, we aim to join the few authorities in the UK that have successfully implemented and been accredited by the prestigious European EMAS standard which will put us in a strong position to make further environmental improvements across the Council.

Since the beginning of the journey towards EMAS accreditation, which began in 2007, the Council has made huge leaps forward with regards to its legal compliance, enthusing its staff with an environmental awareness in all of their activities whilst making changes to buildings that reduce both our resource consumption and our carbon dioxide emissions.

Clearly, there is more that can be done, but with ongoing strong backing from elected members and senior management, combined with adequate resources; our EMAS system can deliver important and substantial changes to our District.

The improvements that are already evident demonstrate our commitment to the scheme. Moreover, the accreditation to this flagship standard sends a message to all about the high standards of care for the environment that they can expect from the Council. The system will also secure improvements on climate change, deliver the Nottingham Declaration commitments and impact positively on local businesses.

Our long-term aim is be recognised as one of the best performing Councils in the country with regards to the management of our environmental impacts. We are convinced that this is precisely what our EMAS scheme will deliver.

**Councillor Heather Wheeler**  
**Leader of the Council**

**Frank McArdle**  
**Chief Executive Officer**

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## **1.0 Introduction**

South Derbyshire District Council is implementing an Environmental Management System (EMS) to manage all activities and departments within the council and deliver improvements to service delivery, resource utilisation and business related issues such as travel and procurement.

The system being used to achieve these improvements is the Eco-Management and Audit Scheme known as EMAS, which incorporates accreditation to the ISO14001: 2004 of environmental management. EMAS is a European Union scheme to manage all aspects of the business whilst the ISO14000 series is an internationally accepted standard that sets out the requirements of an effective EMS. EMAS has been chosen as the lead standard in this authority due to the requirement for open reporting and communication of progress and development.

The reporting period for EMAS runs annually from the beginning April to April? to coincide with external audits to verify the system.

The system is now live throughout the council and is beginning to make some real differences within the buildings, services and processes.

## **2.0 Environmental Policy**

South Derbyshire District Council has identified that its activities across the district have both beneficial and negative impacts on the Environment. The council is committed to monitoring and improving environmental impacts across all activities in accordance with the councils vision and policies as set out in the Corporate Plan.

The council are implementing an Environmental Management System under the framework provided by the Eco-Management and Audit Scheme (EMAS) to achieve this. This process will evaluate its operations, define its performance, identify scope for improvement and help develop targets and objectives to deliver continuous improvements in its management of environmental issues.

Through the implementation of EMAS the SDDC is committed to:

- Comply with environmental legislation which govern our activities,
- Reduce our impact on identified activities on global environmental issues such as climate change, resource depletion, ecological damage, as well as on locally disruptive factors such as noise, traffic and maintenance.
- Minimise waste produced in all parts of the business,
- Help all employees to reduce, reuse or recycle office materials, manage energy and water efficiently, reduce council transport impacts and adopt practical environmental purchasing guidance and systems,
- Consider the environmental impact of built development in line with South Derbyshire District Councils future planning policies,
- Develop strategic partnerships with local, regional and national organisations to improve the management of environmental issues,
- Promote environmental awareness to South Derbyshire, businesses and communities and support environmental initiatives,
- Produce information about our performance to employees, contractors and the public through the production of an annual validated environmental statement.
- Gain accreditation to EMAS through external verification,
- Develop systems to implement and review this policy

To achieve this SDDC is committed to assigning appropriate levels of staff and financial resources to deliver the aims of the environmental policy.

This Environmental Policy has been agreed, signed and verified for implementation by: -

  
Frank McArdle  
**Chief Executive Officer**

### **3.0 The Council and EMAS**

Located in the Heart of England and the National Forest, South Derbyshire has been the fastest growing district in Derbyshire for almost two decades. It is the place to enjoy quiet rural recreation amid rolling English countryside dotted with picturesque and historic villages. South Derbyshire includes the attractive rural areas to be found in the valleys of the River Trent and Dove - with historic villages, such as Melbourne, Ticknall or Repton – and the market town of Swadlincote.

People want to live and work in South Derbyshire having a population of 91,220 as per Office of National Statistics Mid-2007 estimate (information obtained from [www.statistics.gov.uk/popest](http://www.statistics.gov.uk/popest)) and South Derbyshire District Council employing approximately 380 employees. South Derbyshire is the home of Toyota's British car production site, which exports vehicles to Europe.

South Derbyshire District Council began looking into the management of their environmental performance in late 2005. Initially the focus was based around the issue of climate change particularly with regards to energy.

It was formally decided that the council as a body needed a more focused and sustained effort and management of environmental issues. In January 2007 it was announced that the council was going to work towards the EMAS standard with a view to achieving external accreditation. As part of this commitment to achieving the standard the council appointed a member of staff who was responsible for the implementation and ongoing management of the system.

Since this very early conceptual stage EMAS has become engrained across all departments. Each department has been reviewed, with key activities being risk rated, a legal register of environmental legislation compiled, a formal Environmental Policy had been drafted and adopted, targets and objectives have been defined for each department both on a departmental and corporate level each of which being assigned to a responsible person and being deadline defined.

The council is now proud to say that it now has an operational system, which is actively managed and targeted to attain continuous improvement across our activities.

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#### **4.0 EMAS Scope and Organisation**

EMAS covers all departments of the Council to ensure that the management of environmental issues is undertaken at all levels and through all activities undertaken. This approach was decided upon to enable a consistent and unified focus on the issues identified during the reviews, which are manifested within the targets and objectives of the scheme.

Heads of Service, the Directorship and the Chief Executive Officer support the implementation of EMAS, which is a major contributing factor to the success of the system.

The departments included within the scope of the scheme are; Pollution Control, Commercial and Licensing, Private Sector Housing, Human Resources, Customer Services, Finance, Legal Services, Leisure Services, Partnership Development, Waste and Cleansing, Housing, Development Control, Building Control, Planning Policy, and Procurement.

The geographical scope of the scheme includes the Civic Offices, Darklands Depot, Greenbank Leisure Centre and Rosliston Forestry Centre.

The scheme will also affect the companies, which we do business with due to new ways in which we tender and appoint contractors, and other professional services.

## **5.0 Summary of Environmental Aspects**

The findings detailed show the priority assigned to each activity across SDDC. The activities documented are selectively targeted either departmentally or corporately. Each target and objective is lead by the specialist in the area concerned. The aim is to reduce the risk level and increase the benefit level from the current position where possible. These issues are summarised below: -

### **Environmental Risks**

**High Risk** - Discharge of Water from the Depot and leisure centre

**Moderate to High Risk** - Office Energy Usage, Water Usage in Leisure and Housing Improvement and Repair, Vehicle Use for Business Activities, Management of depot operations and tidiness.

**Moderate Risk** - Office furniture ordering, use and disposal, Water Usage Offices and District, Planning Decisions on Greenfield Sites, Energy Contract Management, Storage of Chemicals at the Depot (housing and waste and cleansing), Operation of the Network Board Room, Storage of chemical at the depot and across the district (leisure), Vegetation cutting and machinery, Rosliston Forestry Centre energy use, Water usage at Rosliston Forestry Centre, Chemical Storage and oil at Rosliston Forestry Centre, Production of other leaflets, literature and other documentation, Depot operations management and general site upkeep and storage, Emergency situations such as oil, chemical spillage or leaks, fire etc, Office furniture ordering, use and disposal, Water Usage Offices and District.

**Low to Moderate Risk** - Paper Usage, Welfare Funeral (Burial), Welfare Funeral (Crematorium), Burnt out abandoned vehicle, Derbyshire Partnership Stationary Purchasing, Disposal of building waste, Hardware Procurement, Hardware Disposal, Use of chemicals on land, Management of Leisure facilities, Development of Corporate Plans and Policies, Corporate Procurement (current) Discharge of vehicle washing effluent to sewer,

**Low Risk** - Normally abandoned vehicle, Taxi Licensing Work, Provision of private home improvement, Enforcement of private housing regulations, General waste kerbside collections, Delivery and storage of fuel in underground tanks, Hazardous waste storage and disposal, Oil Storage at the Depot

**Negligible** - Food Inspection work, Planning decisions for Brownfield, Tenant Participation and Communication, Provision of Sheltered Housing, Procurement, maintenance and disposal of sports equipment products, Planning Policy Production, Clean team activities, SDDC internal office recycling, Bulk kerbside collections, Street sweeping and cleaning.



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## **Environmental Benefits**

**Low Benefit** - Enforcement of Building Regulations, Disposal of animal carcasses, Waste collection at Civic Amenity sites

**Low to Moderate Benefit** - Advice service for Building Regulations, Energy and efficiency advice (Building Control), Management of Homeless persons and provision of temporary accommodation, Asbestos site works management, Waste Electrical and Electronic Equipment (WEEE) Procedures, Contract management of leisure centres, Conservation of green space, and heritage with planning and policy.

**Moderate Benefit** - Enforcement of Development Control, Development of electronic, paper free systems, Building cleaning and maintenance, Provision and identifying training needs and courses, Printer toner recycling, Wood burner at Rosliston Forestry Centre for energy, Transport (minibus) use for Youth Development through Sport, Management of Corporate partnerships for ongoing development and improvement, Drainage investigations and remedy, Pest Control, Anti-social behaviour wardens, Bonfire management and enforcement, Dust, odour, noise, visual and light nuisance enforcement work, Implementation as mandatory of green procurement (ongoing), Development of sustainable procurement practises program and implementation, Development of new tender processes for services and contracts undertaken, District wide kerbside recycling program, Fleet Management and Procurement.

**Moderate to High Benefit** - Instigate incentivised car loan scheme, Upkeep of park and play areas, Education of primary School Children at school and Forestry Centre, Development of the Local Development Framework (LDF), Conservation and heritage preservation, Integrated Pollution Prevention Control (IPPC) Licensing, Contaminated Land Enforcement, Gypsy Site management, Provision of energy efficiency advice and handouts across district from Private sector housing, Print room management, Developing green and sustainable, and centralised procurement practises.

**High Benefit** - Housing repairs and refurbishment

## 6.0 Corporate Targets and Objectives

On the basis of the reviews undertaken of the SDDC's activities departmental and corporate targets and objectives have been compiled to tackle, measure and monitor key areas of the business.

The corporate targets and objectives deal with the key issues undertaken across the council, which are more likely to be fundamental to the successful delivery of our services.

These targets and objectives are centred around the corporate themes detailed on the 2009-2014 Corporate Plan of: -

<p><b>Theme 1: Sustainable growth and opportunity</b>          Economic development – skills, training and job creation          National Forest and beyond – tourism and industry          Sustainable development – affordable housing, environment and planning</p>
<p><b>Theme 2: Safe and secure</b>          Promoting independence, security and inclusion through the provision of decent housing, Safer Neighborhoods</p>
<p><b>Theme 3: Lifestyle choices</b>          Promoting healthy facilities and lifestyles          Supporting cultural events and activities          Helping the community to reduce its environmental footprint</p>
<p><b>Theme 4: Value for money</b>          Meeting community needs, Increasing efficiency, Development of staff and Members, High standards of corporate governance, High performing services</p>

Some of the key corporate targets and objectives relating to environmental performance are given below: -

<u>No.</u>	<u>Target</u>	<u>Progress</u>
1	Centralise mainstream procurement for day-to-day products of all departments and ensure that adherence to the green procurement guide becomes compulsory and monitoring system established	The Procurement Department have now centralised the procurement of services and resources. They are currently working towards implementation of Green Purchasing
2	Assess the scope for fuel and water efficiency improvements on Council premises and formulate a list of options including costs, benefits and payback.	Numerous improvements have been prioritised including lighting control, heating control, waterless urinals, drainage improvements and spill mitigations

3	Design the contract leisure centre extension to ensure the contractors managing the leisure centre to deliver the Councils environmental management objectives.	The contract to run the Leisure Centre is with Sports leisure Management (SLM). Over the past year the installation of M2G boiler management system will improve gas usage efficiency and PowerPerfector should deliver savings in electricity consumption
4	Implement a review of the car vehicles allowance and mileage rate to reflect the engine size and CO <sub>2</sub> emissions to manage our carbon footprint on district	This is a longer-term aspiration with options being considered between Organisational Development and Finance.
5	Examine further options for improved energy efficiency of Corporate Buildings and develop a prioritised list of options	A list of improvements to efficiency have been produced with the feasibility being assessed prior to installation
6	Develop procedures to manage the delivery of all activities, which have a profound impact on the environment.	All major operations are now procured through the EMAS system and is available to all employees through the intranet
7	Immediately implement a drive to reduce energy consumption in the workplace through improved practices.	Energy saving and efficiency posters and stickers are posted around the building. There have also be spot checks around the building which since it start has recorded an improvement in office shutdown of equipment from 32% to 8%
8	Develop a program for the introduction of paperless or electronic filing systems	Many departments across the council are moving towards full paperless operation but this process is ongoing
9	Establish if we have a Consent for our discharge to Darklands Brook	Consultations with the Environment Agency have resolved this issue and significant improvements to environmental mitigation have been made.

## 7.0 **Planning**

Through our planning services function the impacts of new buildings and changes to the use of land on all aspects of the environment are considered to ensure that developments take place in the most sustainable locations and that the impacts on the environment are avoided or suitably mitigated. The Service has a dedicated officer to advise on the need and scope for Environmental Impact Assessments for those schemes that might trigger the thresholds set out in the regulations and to ensure that the documents that comprise the Local Development Framework (LDF) are supported by adequate Sustainability Appraisals.

### 7.1 **Progress**

In order to formulate appropriate policies for the LDF Planning Services monitor lots of issues such as the number of recycling sites provided, the development of standards with regards to water and energy usage, the re-development of brownfield land and the designation and protection of sites of both national and local importance for nature conservation and heritage. Schemes are also implemented to restore environmental assets such as grants for historic buildings.

Monitoring systems are being developed to cover: -

- 1) Percentage of sites with Sustainable Drainage Scheme
- 2) Percentage of on site renewable energy
- 3) Percentage of homes built to Sustainable Homes Code 3 standard.

The Code for Sustainable Homes has been developed using the Building Research Establishment's (BRE) EcoHomes System, which has already achieved success in reducing the impact of affordable housing projects, in particular within the social housing sector.

The Code builds upon EcoHomes in a number of ways, for example:

- the Code introduces minimum standards for energy and water efficiency at every level of the Code, therefore requiring high levels of sustainability performance in these areas for achievement of a high Code rating;
- the Code uses a simpler system of awarding points, with more complex weightings removed;

- the Code includes new areas of sustainability design, such as Lifetime Homes and inclusion of composting facilities.

A home meeting any level of the Code will have to meet minimum standards for certain items depending on what level is desired. For Level 3 this means: The home will have to be 25% more energy efficient than one built to the 2006 Building Regulations standards.

#### 4) Monitoring of CO<sub>2</sub> emissions

In addition studies are also being undertaken to inform LDF policies on: -

- Flood Risk
- Climate Change
- Sustainable Construction Techniques
- Water Cycle Assessment

We have adopted the National Forest Guidelines for tree planting and habitat creation, have a Service Level Agreement with the Derbyshire Wildlife Trust with regard to ecological sites monitoring. We also contribute towards the Lowland Derbyshire Biodiversity Officer Post at the County Council with regard to discharging the Council's responsibilities for assessments under the Natural Environment & Rural Communities Act (NERC) and educating Parish Councils about Biodiversity.

Building Control Services also deliver energy efficiency in new developments via Part L (Conservation of fuel and power) of the Building Regulations and provide advice on how to secure higher than the minimum standard required.

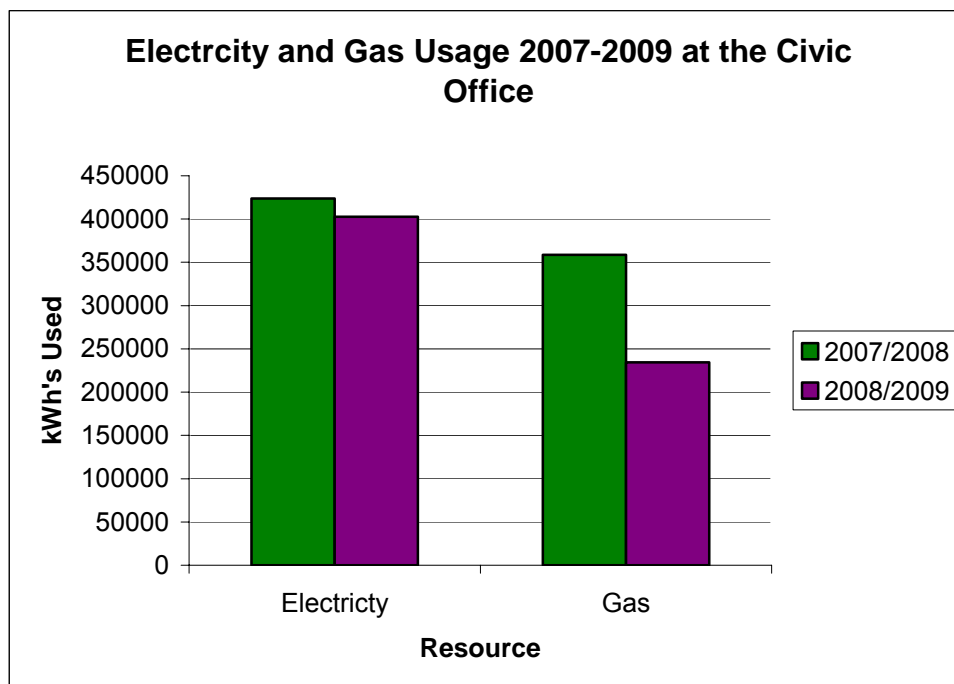
## 8.0 Climate Change and Energy

8.1 Climate change being caused by atmospheric pollution is affecting us all and will continue to do so until the emissions of greenhouse gases such as carbon dioxide and methane are reduced. SDDC are committed to tackling the issues of climate change by managing and encouraging better business processes.

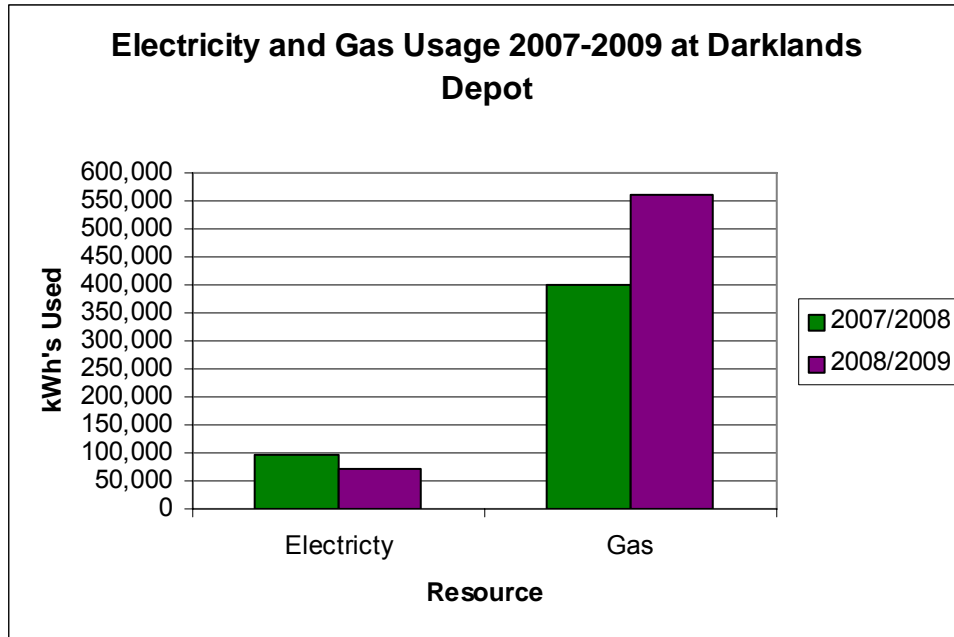
To calculate carbon dioxide (CO<sub>2</sub>) emissions SDDC use the Department for Environment, Food and Rural Affairs (DEFRA) conversion tools that are available on the Internet.

The energy usage comparisons described below relate to the 4 main buildings only, including the Civic Offices, Greenbank Leisure Centre, Darklands Depot and does not include other SDDC properties. Rosliston Forestry Visitors Centre is not detailed as it does not use gas on the site and has only just obtained its first twelve months data, which will form a baseline for that site.

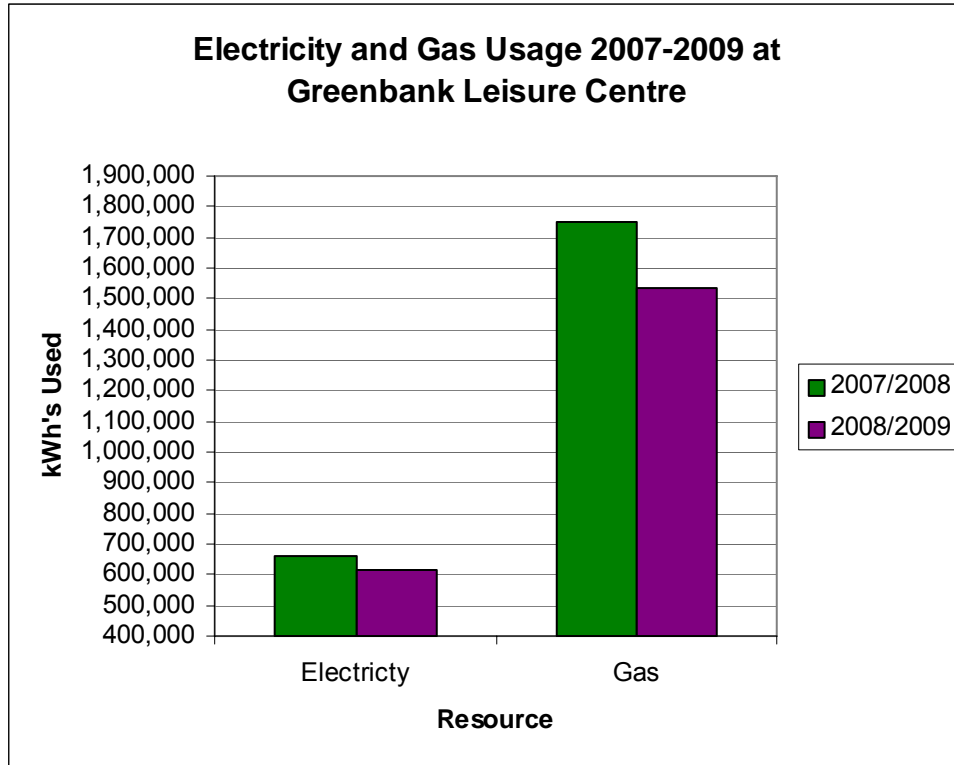
The figures for utility consumption at these sites is detailed below from invoices and meter readings. This forms the baseline from which further improvements can be made.



The saving detailed above are a direct result improvements made through initiatives brought through by EMAS and our Public Buildings Officer. This equates to a 35% saving on gas and a 5% saving on electricity.



There has been a 25% reduction in electricity consumed at the depot, which is likely to the result of better awareness of energy consumption. There have however been increases in the quantity of gas used by 39%. This has been investigated and rectified. The problem was found to be faulty timers on the boilers, which have now been replaced through the Public Buildings Officer.

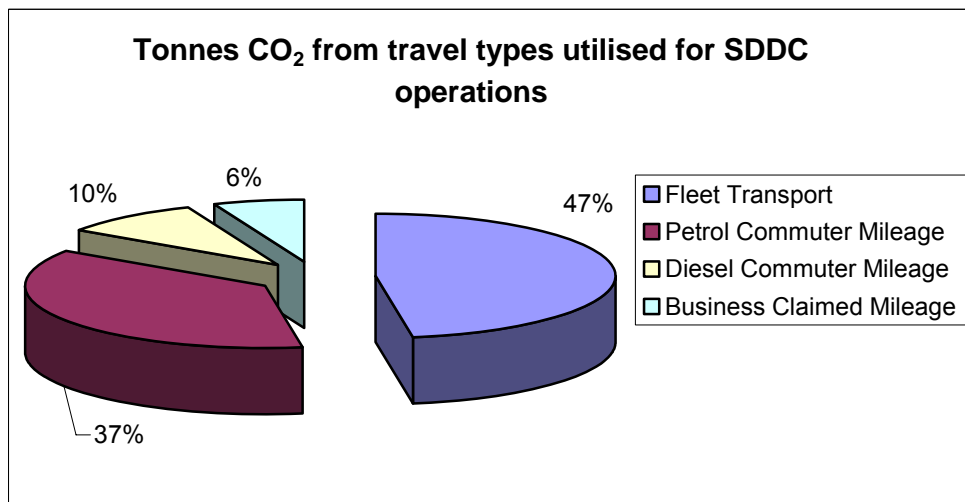
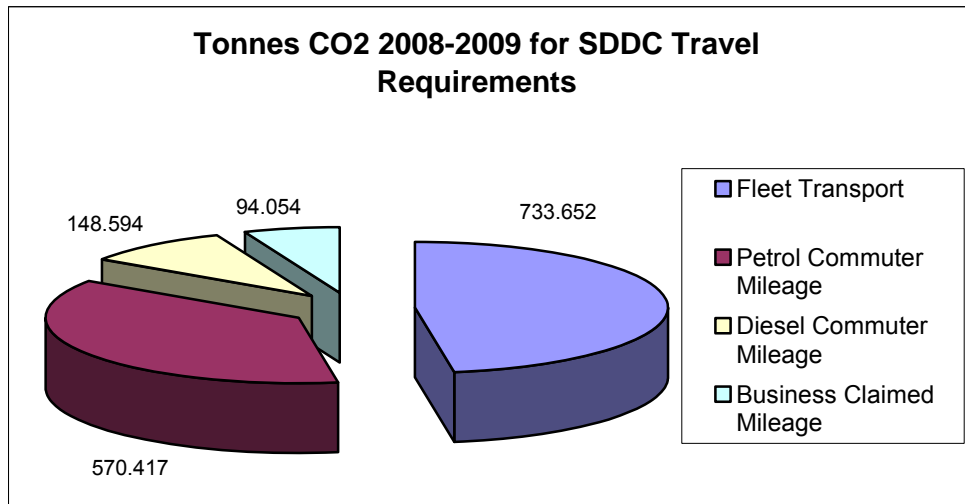
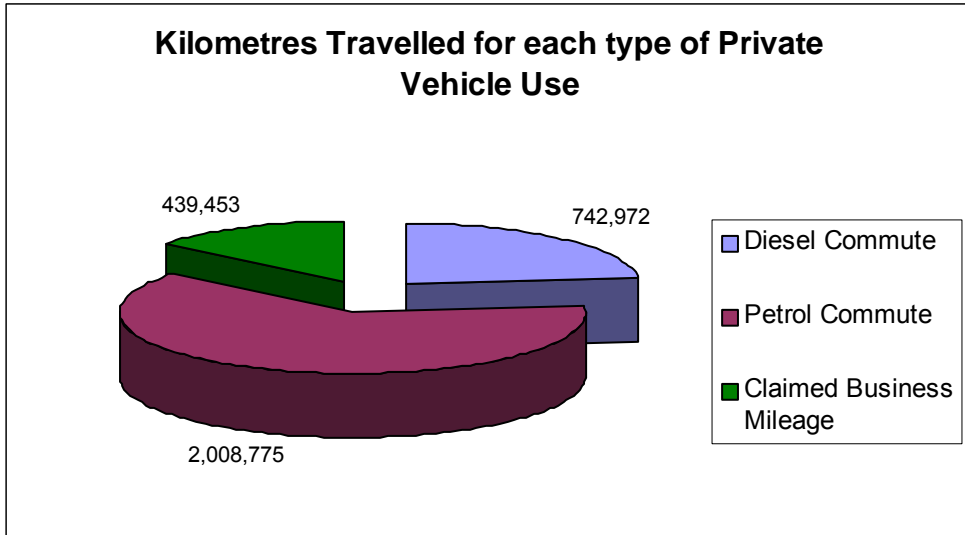


Electricity has been reduced at Greenbank Leisure Centre by 7% and gas reduced by 12%. In addition to these savings boiler control and voltage optimisation technologies have been fitted to further promote savings.

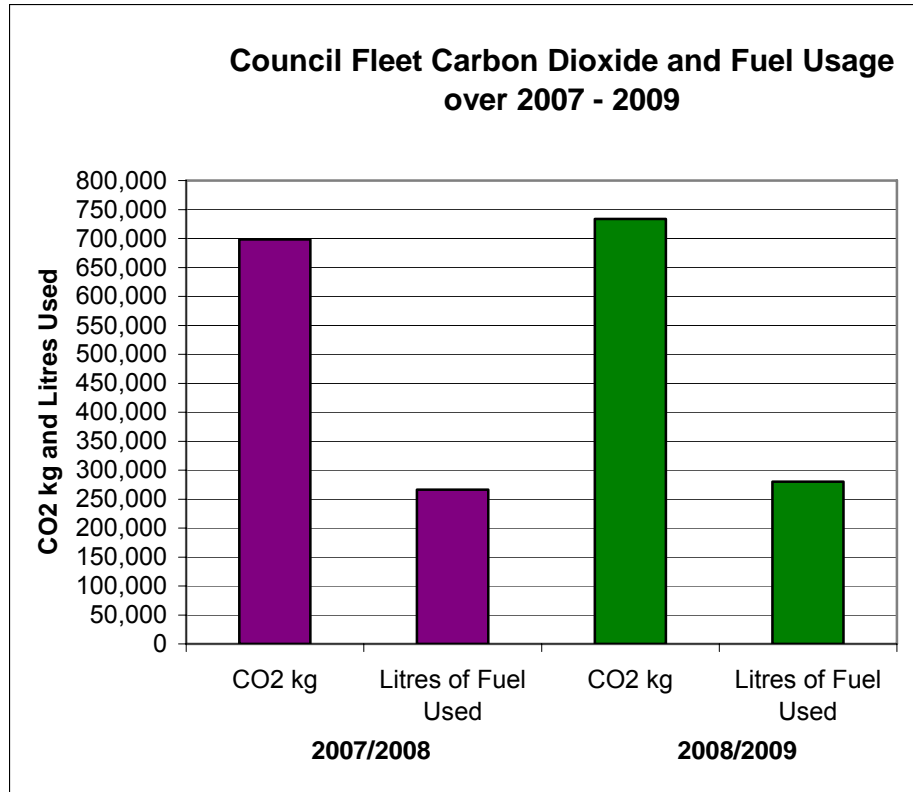
Overall, across all four properties assessed, we have saved, between 2007/2008 and 2008/2009, 62,825kWh's of electricity a saving of 5%, 182,344kWh's of gas a saving of 7% and 10,704m<sup>3</sup> of water a saving of 39%.

In addition to the data detailed above for the first time we can disclose accurate information relating to emissions from our fleet (waste freighters, works vans etc), our business miles for which private vehicles were used and our commuter miles travelled by staff to get to work. The commuter miles and subsequent CO<sub>2</sub> is based on the commuter mileage from February 2009, which was then averaged and multiplied by the number of staff employed. The results of the emissions from our transport are given below.





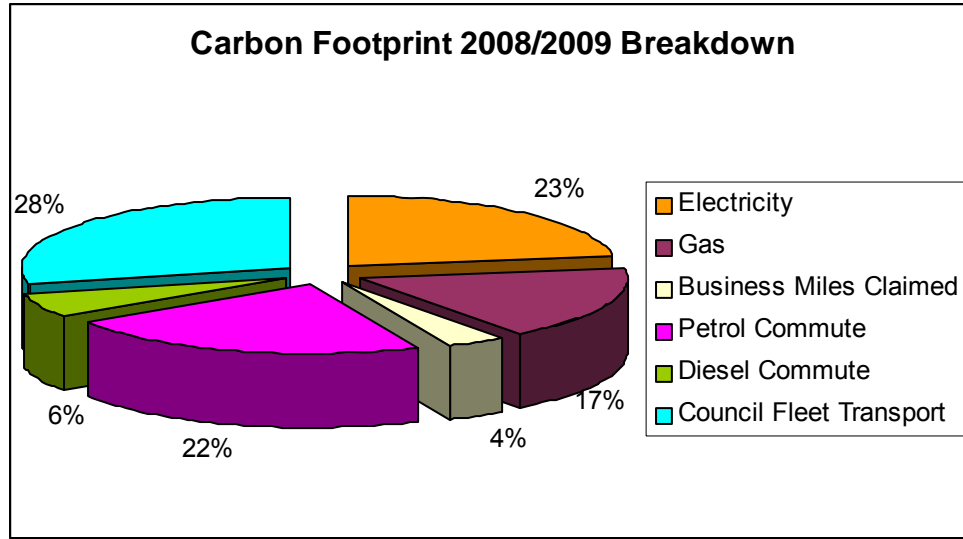
In addition to this a comparison of fuel used and emissions from our fleet has been compared between 2007/2008 and 2008/2009.



The results show that there has been an increase in emissions and litres of fuel used. This is likely be a result of an increase in work, and a growing population on district requiring council services.

SDDC Carbon Footprint has been calculated to be 2,562.21 tonnes of Carbon Dioxide per year; the majority of this arises from electricity consumption, but a significant proportion is due to staff commute miles to and from work. The scope of the carbon footprint reported here is the same scope as the EMAS system and encompasses the Civic Offices, Darklands Depot, Greenbank Leisure Centre and Rosliston Forestry Visitors Centre. A summary table of our carbon footprint is detailed below for dates inclusive of 04/2008 until 03/2009: -

<u>Source</u>	<u>Carbon Total (tonnes)</u>
Electricity	584.499
Gas	430.990
Business Miles Claimed	94.054
Petrol Commute	570.417
Diesel Commute	148.594
Council Fleet Transport	733.652
<b>Total</b>	<b>2,562.21</b>



Energy performance ratings for the Civic Offices, Greenbank Leisure Centre, and Darklands Depot have been completed and certificates are displayed in each of these premises.

## 8.2 Progress

- 1) SDDC have signed up to the Nottingham Declaration making a commitment to addressing climate change and mobilising action in the local community. The Declaration recognises the central role of local authorities in leading society's response to the challenge of climate change. By signing the Declaration SDDC pledges to systematically address the causes of climate change and to prepare their community for its impacts. More information about the Declaration can be found on <http://www.energysavingtrust.org.uk/nottingham/Nottingham-Declaration>
  
- 2) We have adopted a draft Climate Change Strategy to set out the outline method of developing a detailed carbon reduction plan for the Council and the Community as a whole and to develop an adaptation action plan. This is substantiated by looking at was at E&DS committee 20 November 2008 agenda, minutes EDS/28. <http://cmis.south-derbys.gov.uk/CmisWebPublic/Binary.ashx?Document=4000>
  
- 2) We have undertaken an assessment of the Civic Offices, Darklands Depot, Greenbank Leisure Centre and Rosliston Forestry Centre's gas and electricity and

are investing and reviewing opportunities to reduce and manage our energy consumption.

- 3) We have reviewed the way we monitor energy supplies to ensure we move towards efficient monitoring and consumption analysis.
- 4) Energy contracts that expire during the course of the year are reviewed for renewal and if feasible, and financially viable, we will consider buying renewable energy.
- 5) The Civic Offices are being regularly audited with regards to energy usage during out of hour's periods. The EMAS Officer walks round offices to identify any equipment left switched on, records the information, makes all employees aware of the results, which further improves performance. The first survey in January 2008 identified an average of 32% of various electrical equipment left on over night and weekends. Due to the performance of employees the last survey completed in December 2008 identified the average of equipment left on over night and weekends has now fallen to 8.12%.

### **8.3 Moving into the Future we will...**

- ✓ Install timer switches on equipment that is communal to ensure night time, weekend and public holiday shutdown.
- ✓ Continue to monitor, record and report our internal energy usage across the council to promote good practise, and look at technologies that can reduce the likelihood of errors.
- ✓ Seek to use renewable sources of energy where possible and retro fit efficiency technology to our infrastructure where feasible and practicable.
- ✓ Drive forward the review of vehicle usage for council activities to encourage lower emission vehicles and more efficient forms of travel.
- ✓ Develop the draft Climate Change Strategy so that it contains quantified targets building to a detailed route map for Carbon reduction and adaptation. The

developed strategy to be adopted by the Council and its targets to be incorporated into the EMAS system wherever possible.

## **9 Air Quality**

9.1 Local air pollution is the source of numerous human health conditions such as asthma and bronchitis as well as contributing to other conditions such as stroke and heart disease. The Committee on the Medical Effects of Air Pollutants produced a Report in 1995 with The Advisory Group on the Medical Aspects of Air Pollution, which can be viewed on <http://www.advisorybodies.doh.gov.uk/comeap/pdfs/comeap95.pdf>. As a district we are generally living and working in relatively rural areas where air quality is of a good standard. However improvements could be made with the main contributors being cars, vans, lorries, motorcycle, burning of materials and coal fires.

The local air quality of the district is monitored to ensure compliance with national standards. An air quality Updating and Screening Assessment (USA) is carried out every 3 years with progress reports carried out in the 2 intervening years. The next USA report is due to be completed in April 2009 and therefore the latest progress report is from April 2008, this can be viewed on South Derbyshire District Councils website. The latest progress report from April 2008 indicates that no Nitrogen Dioxide (NO<sub>2</sub>) levels within South Derbyshire are likely to exceed the Air Quality Objectives as set out in the air quality regulations.

Furthermore the council issues and manages Permits for industrial emissions, within the district, under the Environmental Permitting Regulations. The council currently manages one Part A2 process, which covers emissions to air, water and land, and a further 33 Part B processes which cover emissions to air. These permits and related activities are regularly inspected and reviewed by pollution officers. Vapour recovery permits are also issued by the council for 11 petrol stations that are inspected by Derbyshire Fire and Rescue Service.

### **9.2 Our Progress**

1. The emissions of our fleet vehicles are considered during purchasing but are generally considered due to the financial benefits of lower emission vehicles.
2. We have installed cycle storage at the Civic Offices to encourage people to cycle to work in the knowledge that their bicycle will be safe.

3. Manage smokeless zones and bonfires through the enforcement powers of the pollution team in the Environmental Health Department.
4. Attempts are made to car share when out on district.

### **9.3 Moving into the Future we will...**

- ✓ Continue our enforcement role.
- ✓ Encourage more focus on the environmental performance of fleet vehicles
- ✓ Encourage staff that use their cars to purchase cars with lower emissions

## **10.0 Built Environment**

The built environment affects us all and puts additional strain on resources. New development and restoration of existing buildings is vital to the progression and development of the district. However careful consideration as to the affects of development need to be considered; for example, how to heat and light a building, where to build them and what materials are used are all important as getting these things wrong often leads to excessive resource usage, pollution and expense. In addition grants and funding is available to provide affordable warmth, disabled facilities and decent homes through Private Sector Housing.

### **10.1 Private Sector Housing Grants**

#### **Type of works**

Possible impact on the environment due to considerable waste produced due to renovation that is generally land filled, materials used in production of new products and energy used in the replacement and use of new facilities. However the impact would improve living conditions, with happier communities.

#### **Type of Grant Activity:**

#### **Disabled Facilities Grants**

**(DF for grants on private owed property and DFC for grants on Council owned property):**

Mandatory grant to provide for disabled adaptation works to private and council owned properties. Scope of works typically includes: -

- removal of existing bath or shower and replacement with a level access (tray or wet floor) shower facility
- installation of a stairlift and associated electrical upgrade
- installation of a hoist and track
- conversion of existing space within the property to provide a bedroom or bathroom
- construction of a 'new build' extension to the existing property to provide an additional bedroom/bathroom or water closet.



- Change of heating from solid fuel to gas, oil or electric
- Miscellaneous works to adapt the property for the use of the disabled applicant.

The council is responsible for drafting the plans and technical specification for the works. Contractors are selected through an open tendering process from an approved list of reputable local contractors.

### **Renovation Grants (RG)**

Non-mandatory grants discontinued in 08/09 – to provide for major works of repair and improvement to privately owned property that falls below the statutory minimum housing standards. The scope of works includes: -

- Strip and recover or renewal of roof
- Repair to external brickwork/render and internal plaster surfaces
- Installation of damp proofing course/damp proofing membrane (DPC/DPM) and new floors
- Renew joinery
- Upgrade or rewire electrical circuit
- Provision or upgrade of heating

The council is responsible for drafting a technical specification of works. Contractors are selected through an open tendering process from an approved list of reputable local contractors.

### **Home Repair/Home Repair Plus/ Decent Homes (HR/HRP/DM)**

A range of non-mandatory grants to provide for works of repair or improvement to privately owned property. Grants are targeted using 'eligibility criteria' to vulnerable groups, mainly over 60's, disabled and those in receipt of income related benefit (see Private Sector Housing Policy for current scheme and criteria which varies slightly according to grant type). The grants are delivered in house or through our partner Home Improvement Agency (HIA) Spirita Care & Repair. The Council and HIA is responsible for drafting the technical specification of works. Contractors are selected through an open tendering process from an approved list of reputable local contractors.

Scope of works includes;

- Roof repairs/ renewal of rainwater goods
- Repair to external brickwork/render and internal plaster surfaces
- Installation of damp proofing (DPC)
- Renew joinery
- Upgrade or rewire electrical circuit
- Provision or upgrade of heating
- Home insulation

### **Healthy & Warm (HW)**

Non-mandatory grant discontinued in 08 to address fuel poverty in privately owned property. The grant was delivered in house to vulnerable people in fuel poverty. The council was responsible for drafting the technical specification of works. Contractors were selected through an open tendering process from an approved list of reputable local contractors. Scope of works included:

- Loft & cavity wall insulation
- Upgrade or renewal of heating installation
- Boiler upgrade

### **Summary of Grant Activity**

Grant Type	Number Completed		Total Spend	
	2007/8	2008/9	2007/8	2008/9
Disabled Facilities Grant (DF)	119	115	£597,413.48	£570,839.79
Disabled Facilities Grant (CDF)	65	80	£262,317.77	£297,527.55
Renovation (RG)	11	2	£81,301.88	£4705.48
Home Repair (HR/HRP)	13	61	£19,804.81	£180,848.44
Healthy & Warm (HW)	6	0	£6389.10	Discontinued
Decent Home (DH)	31	34	£121,059.38	£41,763.70

**Data Source:**

General grant data available from grant summary sheet found at S\ Health\Grants\ Current Financial position\ . Extract of grant summary, which provides figures for table above, is located at S\Health\Grants\EMAS

The accounting period selected is from 1<sup>st</sup> April to 31<sup>st</sup> March.

**N.B.** the current year accounts are not generally finalised and verified by Head of Finance until July each year and may be subject to slight adjustment

**Note** – the extract of the grant summary sheet has been modified from the original on S\ drive to remove interim and stage payments (which do not equate to completed grants) and nil approvals (where the council has not provided funding) otherwise all entries are comparable. The extract's 'total spend' may differ from the grant summary 'total spend' (under summary tab) because of interims/fees and miscellaneous costs also paid out during the year.

## 10.2 Our Progress

1. SDDC are developing a Local Development Framework to promote better building on district.
2. SDDC are retrofitting various energy and resource saving devices to their buildings to reduce pollution, resource usage and on going expense.
- 3 SDDC is building the new John Port Leisure Centre and is installing numerous energy efficiencies to ensure that whilst providing a public service it is mindful of it environmental impacts.
- 4 Through grants, funding and enforcement private sector housing are working to improve the efficiency of our housing stock in accordance with The Fitness Standards and the Decent Homes Standards.

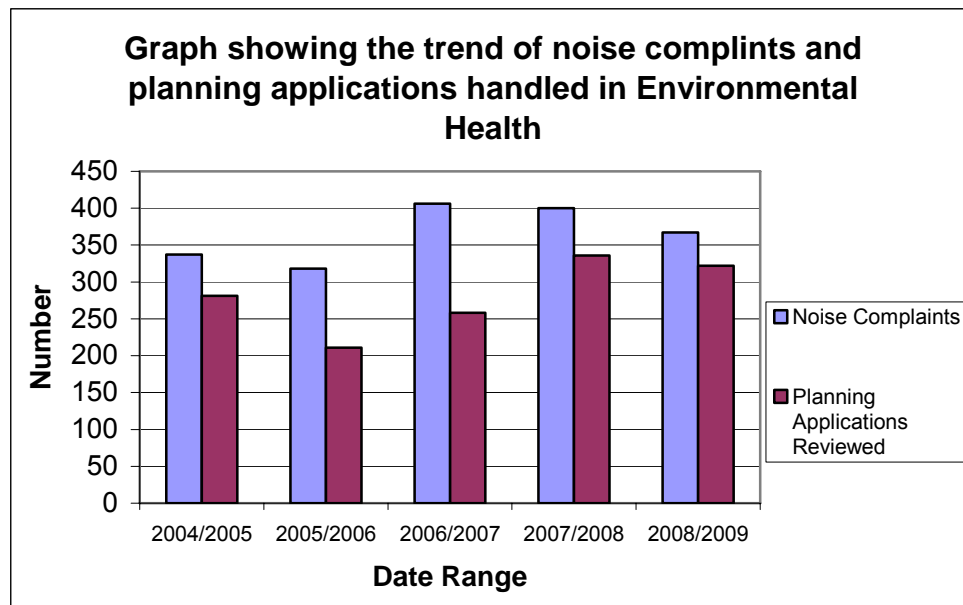
## 10.3 Moving into the Future we will...

- ✓ Continue our enforcement, grants and funding role through private sector housing.
- ✓ Encourage more focus on the environmental performance of developments on district using the Local Development Framework (LDF) and encourage sustainable development through our planning function.
- ✓ Continue to explore technologies and options to retro fit to our old buildings to make them more efficient.

## 11 Noise

11.1 Noise for many people can be a major problem with on person's party or business activity being somebody else's worst nightmare. Everyone has different noise toleration making the subject of noise management, enforcement and abatement a emotive and subjective area. Noise pollution is generally covered through the pollution team where a team of officers take, investigate and take action against various noise complaints, including an out of hours service which is not managed as a 24 hour call out service but by appointment or as part of an investigation. In an attempt to prevent noise nuisance the pollution office review new planning applications and comments on any specific noise issues that may arise from the development. Below is a summary of the issues dealt with that impact on noise within Environmental Health – Pollution Department. In an attempt to prevent noise nuisance the pollution officers review new planning applications and comment any specific noise issues that may arise from the development.

Year	Noise Complaints	Planning Applications Reviewed	Total
2004/2005	337	281	619
2005/2006	318	211	529
2006/2007	406	258	664
2007/2008	400	336	736
2008/2009	367	322	689



## **11.2 Our Progress**

- 1 SDDC provide a nuisance out of hour service, predominantly dealing with noise complaints.
- 2 SDDC provide an enforcement service to manage and abate noisy premises or activities.
- 3 SDDC provide advice and guidance on noise to the public, businesses and through the planning regime as necessary.

## **11.3 Moving into the Future we will...**

- ✓ Continue our enforcement work in conjunction with the police to provide a noise complaint investigation service.
- ✓ Continue to comment and advise planning services of potentially noisy developments to incorporate abatement technology.

## **12 Purchasing of Goods and Services**

**12.1** As a business SDDC purchase a wide range of services and goods from different companies across the country to support the delivery of our services. The equipment, materials and services that we procure have significant impacts on the environment both up and down the production process. To control the products and services we procure is to control our wider indirect environmental impacts.

### **12.2 Our Progress**

- 1 Produced a 'Green Procurement Guide' detailing commonly ordered products and what their alternatives are to ensure a lesser impact on the environment.
- 2 Purchase recycled white paper for use in the general office printers.
- 3 Have upgraded our printers to network printers to replace the many small printers and are set to print double sided by default. This has increased energy efficiency, decreased the volume of print material required and should decrease paper usage.
- 4 Introduced a Purchase Ordering system that electronically forwards Purchase Orders to suppliers with a request for the electronic submission of invoices to the Council.

### **12.3 Moving into the Future we will...**

- ✓ Seek to purchase some of the council's energy from renewable sources, if it is commercially viable to do so.
- ✓ Merge the Green Procurement Policy into the Procurement Manual in order to ensure it becomes part of our corporate culture.
- ✓ Improve new tendering and contract arrangements for services and products to consider the environmental impacts of the product and the supplier.
- ✓ Continue to develop electronic systems to reduce the need for paper.

- ✓ Look to install new energy and utility monitoring systems.
  
- ✓ Challenge staff to reduce their environmental impact by setting targets such as reductions in stationery consumption by a quarter.
  
- ✓ Challenge staff to reduce their environmental impact by setting targets such as reducing paper consumption by 5%

### 13 Waste and Recycling

In the UK we dispose of over 400 million tonnes of rubbish each year; 60% of which is recyclable. Most of the waste generated goes to landfill sites, which are quickly filling up with the prospect of new site becoming few and far between. In 2006/2007 total of 40,138 tonnes of waste was recovered from the district including 1,945 tonnes from commercial waste, flytipping, gully emptying and white goods. Of that total 5,850 tonnes was recycled on the kerbside and 5,445 was composted through the brown bin collection comprising 28.15% of the total. Currently the council collects general waste, mixed glass, cans, clean aluminium foil, paper and textiles through the recycling bins on the kerbside and garden waste food and cardboard waste through the brown bins collections. The quantities of waste since 2007 are detailed below.

#### **National Indicators (NI) and Best Value Performance Indicators (BVPI): -**

##### **NI191: Residual Household Waste per Household (HH) (available 2007 - 08 onwards)**

	Quarter 1 2008/09	Quarter 2 2008/09	Quarter 3 2008/09	Quarter 4 2008/09	Total For 2008/09
HH waste not sent for recycling, reuse or composting	5,252.10	4,966.34	4,886.72	-	15,105.16 Tonnes
Number of households	38,179.00	38,179.00	38,179.00	-	38,179.00 Tonnes
<b>Residual HH Waste</b>	<b>137.57</b>	<b>130.08</b>	<b>127.99</b>	<b>-</b>	<b>395.64Kg/ Household</b>

##### **NI192: Percentage HH waste sent for Reuse, Recycling or Composting (2007 – 08 onwards)**

	Quarter 1 2008/09	Quarter 2 2008/09	Quarter 3 2008/09	Quarter 4 2008/09	Total For 2008/09
HH waste sent for recycling, reuse or composting	5,681.54	5,594.66	3,967.49	-	15,243.69 Tonnes
Total HH Waste Collected	10,933.64	10,561.00	8,854.21	-	30,348.85 Tonnes
<b>Reuse, Recycling and Composting Rate</b>	<b>52.0%</b>	<b>53.0%</b>	<b>44.8%</b>	<b>-</b>	<b>50.2%</b>

##### **82b – Percentage of household waste sent for composting or anaerobic digestion**



	2007/08	Quarter 1 2008/09	Quarter 2 2008/09	Quarter 3 2008/09	Quarter 4 2008/09	Total For 2008/09
Household Composting	7,709.53	3,982.01	3,854.28	2,261.32	-	10,097.61 Tonnes
Total household waste	39,767.18	10,932.13	10,559.29	8,838.56	-	30,329.98 Tonnes
<b>Composting rate</b>	<b>19.39%</b>	<b>36.42%</b>	<b>36.50%</b>	<b>25.58%</b>	<b>-</b>	<b>33.29%</b>

#### **84a – Household Waste Collection (kilograms per head)**

	2007/08	Quarter 1 2008/09	Quarter 2 2008/09	Quarter 3 2008/09	Quarter 4 2008/09	Total For 2008/09
Waste Collected	39,767.18	10,932.13	10,559.29	8,838.56	-	30,329.98 Tonnes
Population	89,800	89,800	89,800	89,800	-	Per head
<b>Waste Collection Per Head</b>	<b>442.84</b>	<b>121.7</b>	<b>117.6</b>	<b>98.4</b>	<b>-</b>	<b>337.75 Kg per head</b>

#### **84b – Household Waste Collection % Change on Previous Year**

*(Note that the total for 2008/9 is based on quarterly data supplied to date, therefore 2008/9 is not directly comparable to the previous year until data for all four quarters are submitted.)*

	Total For 2007/08	Total For 2008/09	%Change
Waste Collected	39,767.18	-	0.00%
Population	89,800	-	0.00%
<b>Waste Collection Per Head</b>	<b>442.84</b>	<b>-</b>	<b>-</b>

#### **86 – Cost of household waste collection per household (WCA/UAs only)**

	Total For 2007/08	Total For 2008/09
Cost of Waste Collection	£1,831,000.00	-
Households	38,179.00	-
<b>Cost Per Household</b>	<b>£47.96</b>	<b>-</b>

**91a – Kerbside collection of recyclables (one recyclable) WCA/UAs only**

(Note that the annual figure for this BVPI is based on Quarter 4's figure only.)

	2007/08	Quarter 1 2008/09	Quarter 2 2008/09	Quarter 3 2008/09	Quarter 4 2008/09	Total For 2008/09
Number of Households	37,986	38,173	38,276	38,276	-	-
Households in Authority Area	38,179	38,179	38,179	38,179	-	-
<b>Percentage Served</b>	<b>99.49%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	-	-

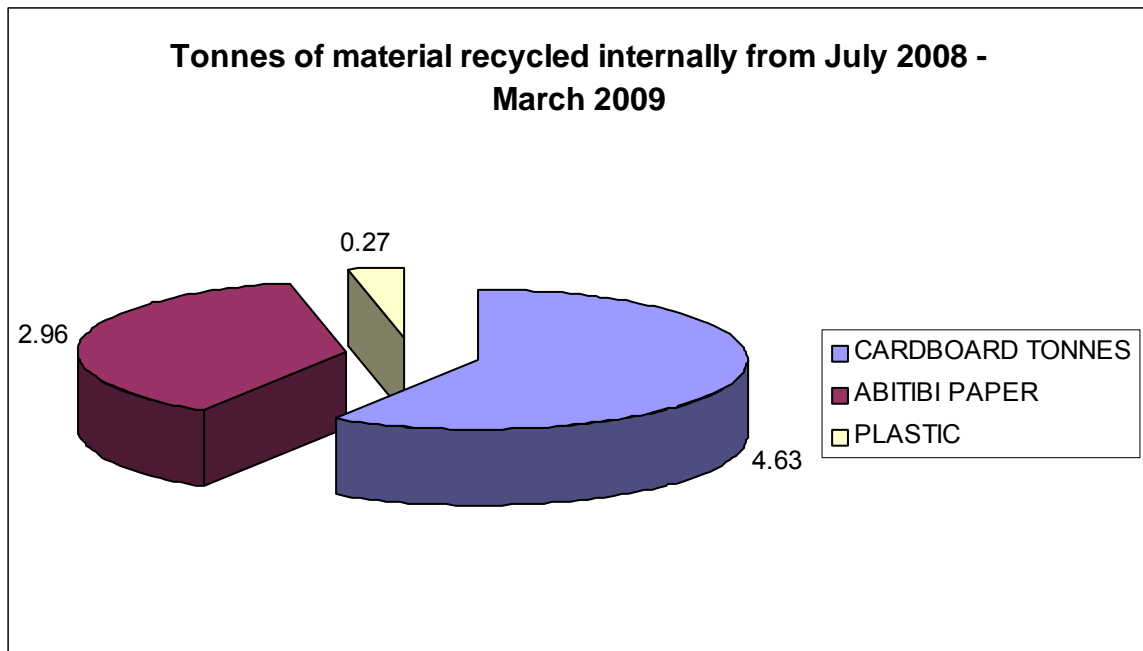
**91b – Kerbside collection of recyclables (two recyclables) WCA/UAs only**

(Note that the annual figure for this BVPI is based on Quarter 4's figure only.)

	2007/08	Q1 2008/09	Q2 2008/09	Q3 2008/09	Q4 2008/09	Total For 2008/09
Number of Households	36,261	38,173	38,276	38,276		
Households in Authority Area	38,179	38,179	38,179	38,179		
<b>Percentage Served</b>	<b>94.98%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>		

The council have also installed an internal recycling system to reduce waste to landfill. The scheme recycles office quality paper, card and other paper such as magazines, and plastics. The scheme was introduced in July 2008 and lead to the removal of all desk side waste bins in favour of office recycling bins which means that a conscious decision is made by employees as to what waste is put into which disposal reciprocal. The data from July 2008 until the end of March 2009 is detailed below: -

PERIOD	CARDBOARD TONNES	ABITIBI PAPER	PLASTIC
Jul-08	0.23	0.569	0.0025
Aug-08	0	0.619	0.005
Sep-08	0.44	0.493	0.01
Oct-08	1.14	0	0.03
Nov-08	1.3	0.409	0.015
Dec-08	0.715	0.198	0.06
Jan-09	0.585	0.229	0.075
Feb-09	0	0	0.045
Mar-09	0.22	0.447	0.03
<b>TOTAL (tonnes)</b>	<b>4.63</b>	<b>2.96</b>	<b>0.27</b>



### 13.1 Our Progress

- 1 The council has an internal recycling system
- 2 There are well-established kerbside collections and district collections in existence.
- 3 A district wide recycling scheme is in place, showing improvements year on year.
- 4 A review current waste collections and recycling is underway to investigate potential improvements.

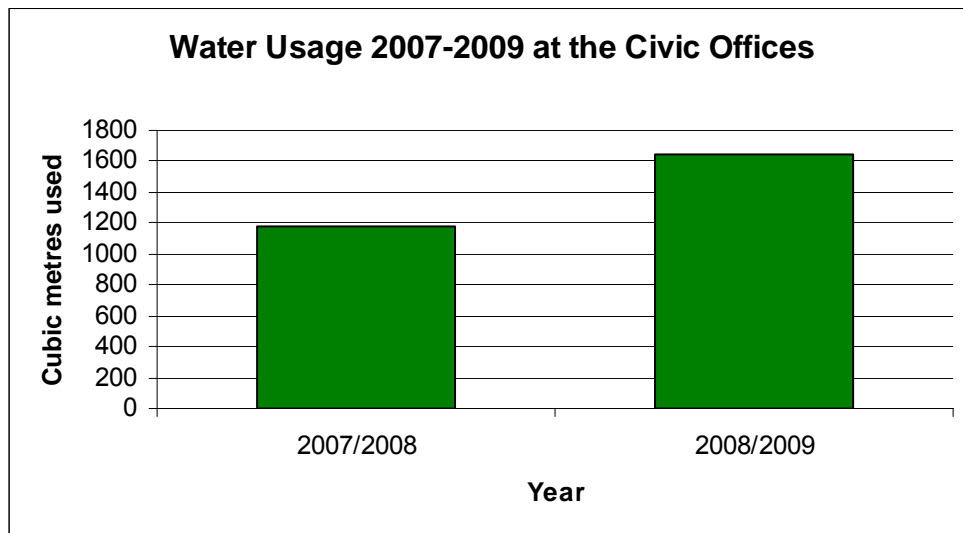
### 13.2 Moving into the Future we will...

- ✓ Continue to improve the percentage of waste recycled.
- ✓ Implement new internal systems for waste recycling and collecting.
- ✓ Make internal waste collections more transparent and reportable.
- ✓ Complete the review of district collections.
- ✓ Continue reducing and managing flytipped waste.

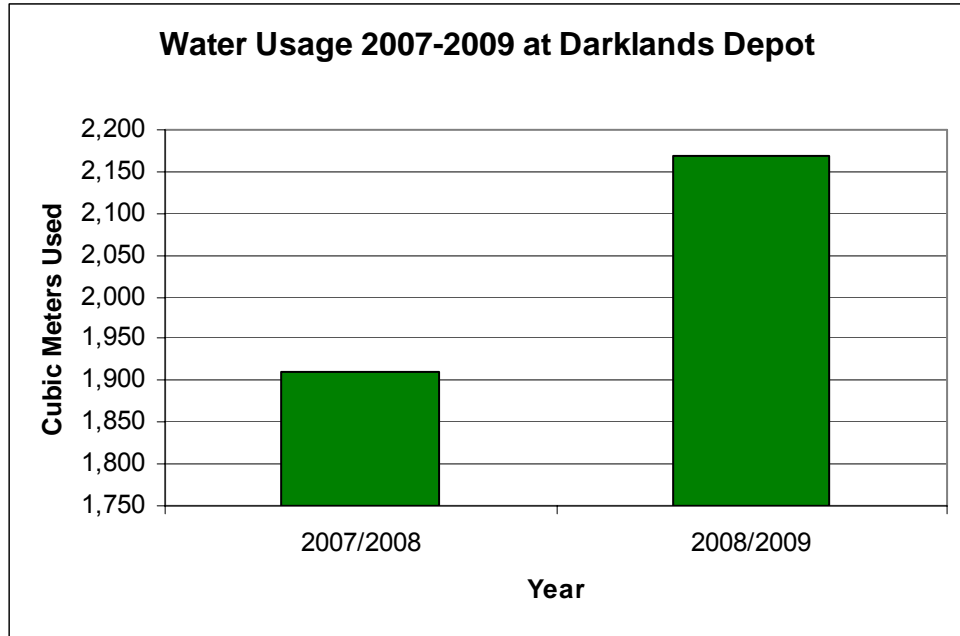
## 14 Water

14.1 In today's changing climate water resources are becoming more and more important with two fifths of the worlds population already facing water shortages. People in the developed countries use ten times more water than those in less developed countries placing greater strain on resources.

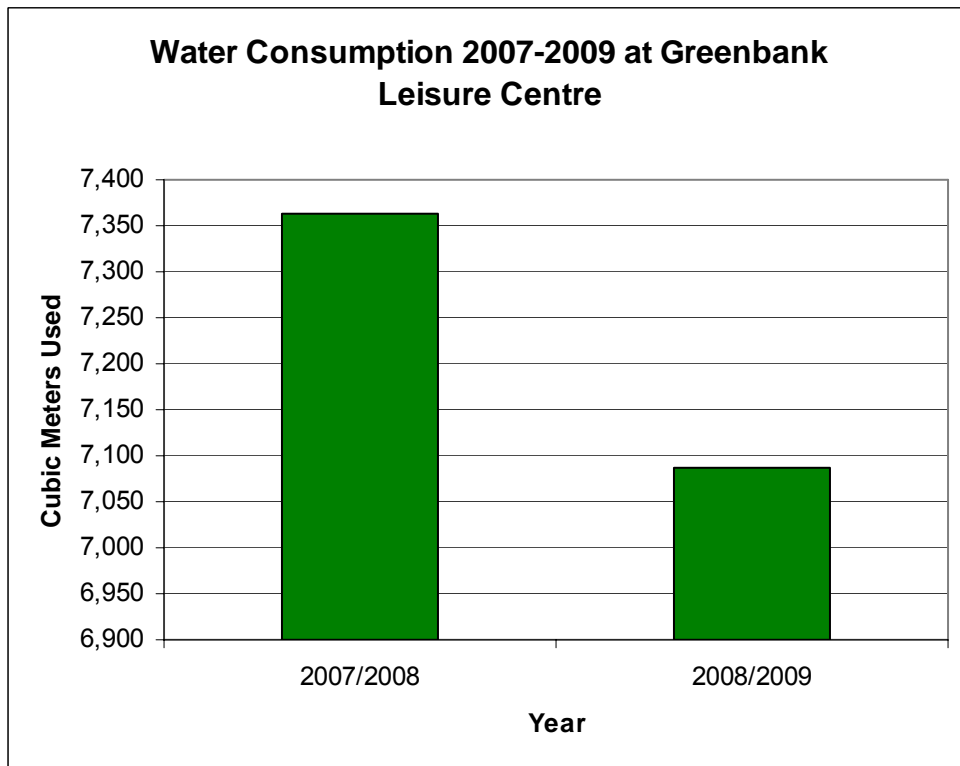
Our water consumption figures for our main sites under our direct control are detailed below. The main sites include The Civic Offices, Darklands Depot, Greenbank Leisure Centre and Rosliston Forestry Centre and do not include other SDDC properties. The water data is for the same time period each year from 1<sup>st</sup> April to 31<sup>st</sup> March. The water data for the above properties over the period specified is detailed below.



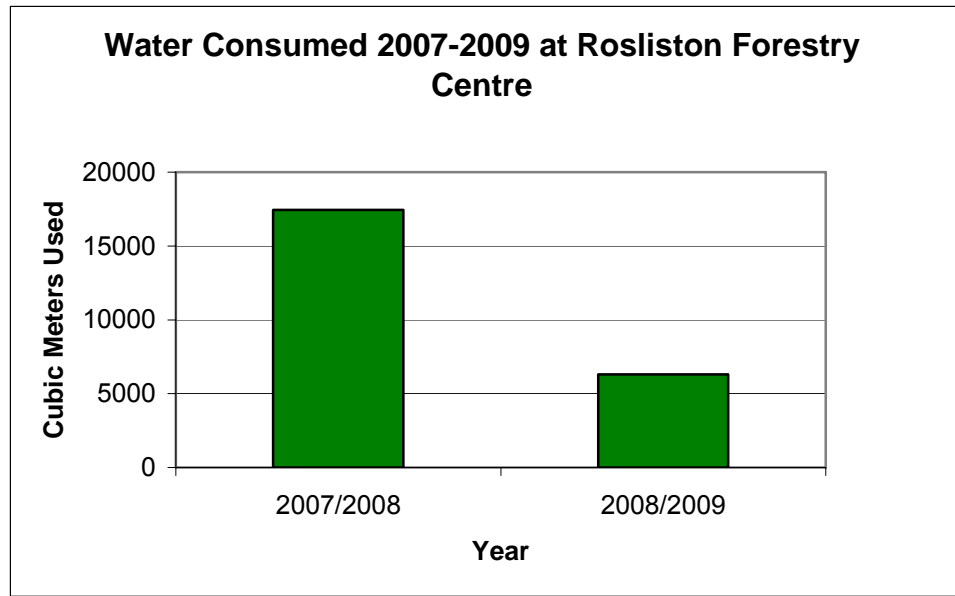
Water has increased in usage by 39% at the Civic Offices over the course of the last year. The cause of this increase is currently unclear but new systems of water less urinals and the installations of save-a-flush bags in cisterns have been installed. This trend will be monitored over the coming period.



Water has increased in usage at the depot over the course of the last year. It is thought that this could be a result of increased use of jet washing facilities. This issue will be looked into over the course of the coming year.



Greenbank Leisure Centre have also achieved a 4% reduction usage over the same period.



Rosliston Forestry Centre have made a saving of 64% on water usage over the last two years. The majority of the saving was from amendments to water filling valves, which were uncontrolled.

## 14.2 Our Progress

- 1 All urinals in the Civic Offices are now waterless
- 2 Cistern bags are being installed to reduce the flushing volume of the toilets on each flush by 1 litre.

## 14.3 Moving into the Future we will...

- ✓ Monitor water consumption.
- ✓ Investigate the use of groundwater for depot use for vehicle and yard washing.
- ✓ Investigate grey water recycling water used.
- ✓ Assess whether improvements can be made at Greenbank Leisure Centre with regards to water efficiency

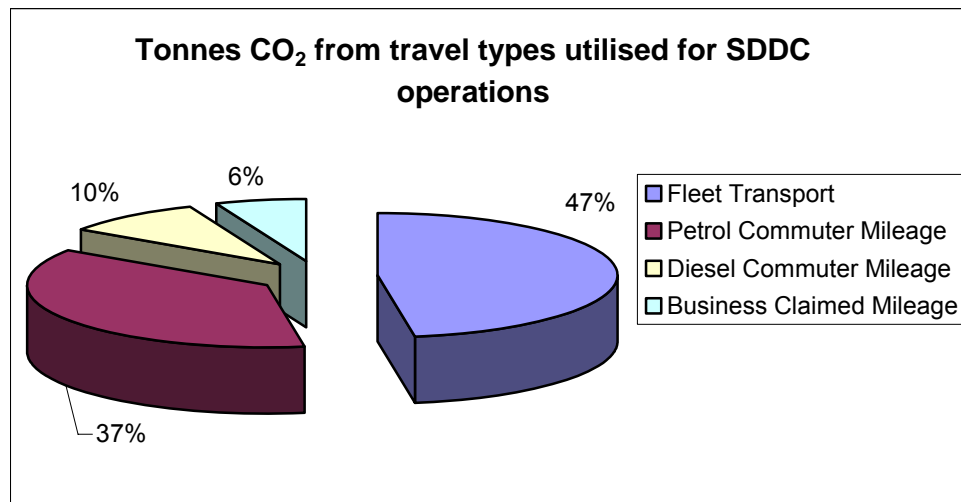
## 15 Transport

**15.1** Transport around the district is a major contributor to poor air quality and atmospheric pollution aiding the affects of climate change. The use of cars and lorries used across the district has other affects such as noise, dust, congestion and contribution to respiratory complaints. Technology is continually evolving to improve the emissions our vehicles emit but it is down to the consumer to make informed decisions to reduce carbon emissions.

The data for the transport is currently incomplete with new reporting systems implemented from April 2008 to ensure better accuracy in the new reporting year. The figures for the commuter miles and business mileage undertaken by officers in their own vehicles are currently derived from a survey and apportioned across the council. The numbers quoted are therefore potentially inaccurate at this time but will be review during the coming year. The fleet are more accurately accounted for with some figures for CO<sub>2</sub> are estimated. The figures used for this year are as follows: -

Transport Type	2008/2009 Tonnes CO <sub>2</sub>
Fleet Transport	733.652
Petrol Commuter Mileage	570.417
Diesel Commuter Mileage	148.594
Business Claimed Mileage	94.054
<b>Total</b>	<b>1546.71</b>

Figure quoted are based on DEFRA NI185 conversion factors



## 15.2 Our Progress

- 1 Some progress on accounting for transport related CO<sub>2</sub> has been undertaken – new process particularly for business miles has been implemented for April 2008
- 2 Car sharing is encouraged to reduce mileage, congestion and cost.
- 3 New systems for vehicle use and encouragement to use and purchase greener vehicles are being investigated.

## 15.3 Moving into the Future we will...

- ✓ Install and continue to improve reporting mechanisms
- ✓ Strive to reduce our emissions through better corporate purchasing
- ✓ Encourage the use and purchase of more efficient and minimal CO<sub>2</sub> emitting vehicles through a number of new initiatives.



## 16 **Education**

16.1 Educating people as to what the key issues facing our environment are is key to the ongoing improvement of our environmental performance and overall quality of the environment in which we live and work.

The council is committed to providing general training to all staff and specialised training where necessary. In addition the EMAS manager meets with other authority representatives to discuss new ways to improve performance. In addition the council is part of a local business group working to improve business processes and performance.

The council also helps to educate young people and children through the activities of Rosliston Forestry Centres education and training program available at [http://www.roslistonforestrycentre.co.uk/education\\_info.html](http://www.roslistonforestrycentre.co.uk/education_info.html) Environmental education based at Rosliston Forestry Centre had 4217 participated in on-site activities in 2007/08

16.2 **Rosliston Forestry Centre** has also: -

- Been awarded Green Flag status for last two years. The Open Space quality mark recognised excellence in 8 areas including sustainability. The process involves submission of a management plan and site inspection by two independent auditors. More information about the Green Flag Award can be viewed on <http://www.greenflagaward.org.uk/award/>.
- Wood fuel system in place to heat the main centre buildings
- Log burning stove in the restaurant
- Full Conservation Plan in place for the centre completed by Forestry Commission
- Future developments include wind turbine (feasibility study just been completed)

**17    Legal and other requirements**

The Council has a legal register that is updated every 6 months. If there are any changes to environmental laws that are relevant to the Council's services the legal register for each individual service is updated with new the law and actioned accordingly.

The Darklands Depot has consent to discharge of cleaning vehicles to the public foul water sewer. To meet the conditions set out in the consent to discharge, the interceptors at the depot are maintained and a checklist of the depot is completed every 2 weeks to examine if there are any environmental issues.

There have been no legal breaches and no reports of environmental complaints or incidents since the Councils Environmental Management System has evolved.

**18.0 In Conclusion...**

South Derbyshire District Council realises and understands that it needs to better manage its impact on the environment and improve on current performance levels where possible.

The council are keen to lead by example and become a leader in environmental performance management through the implementation and development of the EMAS system.

There are several areas on which we need to improve strategically, administratively and physically. Areas for improvement have been identified and through the EMAS scheme new initiatives to tackle these issues are in place and will be reported on in the next annual report.

In the meantime if you require any further information regarding the report or environmental management please contact Simon Mortimer on 01283 595945 or on [simon.mortimer@south-derbys.gov.uk](mailto:simon.mortimer@south-derbys.gov.uk)