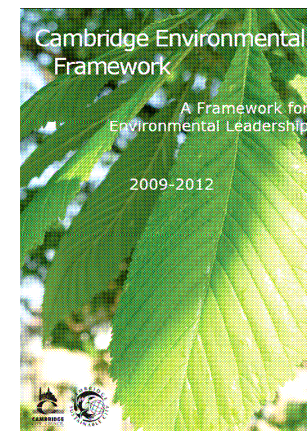


Cambridge City Council Environmental Action Programme 2010-11

This Environmental Action Programme catalogues the actions that will be taken by all of the services within Cambridge City Council in fulfilment of the environmental outcomes and objectives outlined in the Cambridge Environmental Framework, reproduced in Box 1.

Delivering the environmental outcomes and objectives that Cambridge City Council has set for itself will entail taking action to address the way the Council manages its own operations, the services it delivers to residents and workplaces in the city, as well as opportunities to work in partnership and influence others.

The actions within this Environmental Action Programme are categorised according to these 3 roles.



This Environmental Action Programme contains 101 different actions included within 23 service plans of Cambridge City Council. Arrangements for the management and resourcing of individual actions are identified within the respective service plan, and the Council’s Environmental Strategy Group oversees co-ordination and progress with delivery of the entire programme.

For further information about the Environmental Framework or Environmental Action Programme please contact the Council’s Sustainability Team:

www.cambridge.gov.uk/sustainablecity
<http://intranet/suscity/index.htm>
sustainablecity@cambridge.gov.uk



Box 1: Cambridge City Council's environmental outcomes & objectives

Outcomes	Objectives
A. Tackle the causes and consequences of climate change	A1. Reduce carbon dioxide emissions. A2. Manage climate change risks. A3. Reduce fuel poverty.
B. Minimise waste	B1. Reduce the amount of waste generated. B2. Increase waste reuse, recycling and composting. B3. Reduce waste sent to landfill.
C. Protect the local environment	C1. Reduce pollution of air, water and land. C2. Improve street and environmental cleanliness by reducing levels of litter, detritus, graffiti and fly-posting fly-tipping. C3. Protect and enhance local wildlife.

ID	Key Actions/Targets/Outcomes	EFObj	Role	Service Plan	Completion Date
Outcome A: Tackle the casues and consequences of climate change					
A1	Reduce carbon footprint of Council owned sports and swimming facilities	A1	1. Council management	Active Communities	Mar-11
A2	To implement energy sourcing measures to the Corn Exchange including installation of LEDs to venue foyer and installing movement sensor lighting to corridors and toilets so that lights turn off automatically when no person is present.	A1	1. Council management	Arts and Entertainments	May-11
A3	To investigate a low voltage stall lighting system (LED) that is suitable to produce sufficient light to work with in an outdoor environment.	A1	1. Council management	City Centre Management	Dec-10
A4	Complete the energy audit of community centres and develop an action plan to enable centres to implement and showcase measures to reduce and effectively manage energy consumption.	A1	1. Council management	Community Development	Mar-11
A5	Designate a Climate Change Champions for the Meadows Centre and the CHYPPS Team to promote the aims of the Climate Change Strategy with staff and users.	A1	1. Council management	Community Development	Apr-10
A6	Continue to review operational procedures and implement the 'CSC Green action plan' initiatives to support the reduction of the Customer Service Centres carbon footprint. Specific focus to be given to the reduction of customer paperwork through the introduction of IDOX.	A1	1. Council management	Customer Services	Quarterly Review 10/11
A7	Examine and implement in service energy efficiency measures.	A1	1. Council management	Environmental Health	Mar-11
A8	Continue to develop and introduce energy saving initiatives on car parks.	A1	1. Council management	Parking Services	Oct-10

ID	Key Actions/Targets/Outcomes	EFObj	Role	Service Plan	Completion Date
A9	Work with Community Services to introduce Display Energy Certificates in Community Centres	A1	1. Council management	Property and Building Services	Sep-10
A10	Work with other parts of the Council to review and deliver resources for energy management to EST benchmark standards.	A1	1. Council management	Property and Building Services	Mar-11
A11	To implement energy pattern analysis and usage monitoring at public conveniences to identify problems as well as inform opportunities and priorities for energy conservation measures.	A1	1. Council management	Street Services	Dec-10
A12	To plan for a strategic review with the aim of reducing carbon emissions with all services covered within this service plan.	A1	1. Council management	Street Services	Mar-11
A13	To procure all replacement light commercial vehicles with best in class CO2 emissions as per the VCA data.	A1	1. Council management	Waste Management	Mar-11
A14	To continue the use of fuel additive 'Additone 1500' and report CO2 savings.	A1	1. Council management	Waste Management	Mar-11
A15	Procurement of all vehicles with speed restriction to ensure fuel and CO2 savings.	A1	1. Council management	Waste Management	Mar-11
A16	To undertake a quarterly 'Drive for Life' campaign to promote good driver behaviour amongst all drivers of fleet vehicles.	A1	1. Council management	Waste Management	Mar-11
A17	To review existing rounds and routing to perform a balancing exercise to ensure route efficiency and reduction of CO2.	A1	1. Council management	Waste Management	Sep-10

ID	Key Actions/Targets/Outcomes	EFObj	Role	Service Plan	Completion Date
A18	Ensure that all neighbourhood newsletters contain an article in each publication promoting the aims and actions of the Climate Change Strategy, at a local level.	A1	2. Service delivery	Community Development	May-10
A19	Promote the aims and actions of the Climate Change Strategy through the grant process and with the CCVS.	A1	2. Service delivery	Community Development	Mar-11
A20	Examine and report on the feasibility and operation of a taxi licensing fee related to CO2 emissions.	A1	2. Service delivery	Environmental Health	Dec-10
A21	Investigate the practical options and actions the service could implement to improve energy efficiency in businesses.	A1	2. Service delivery	Environmental Health	Dec-10
A22	Promote energy saving schemes and devices within service areas.	A1	2. Service delivery	Housing Revenue Account	Mar-11
A23	Continue to investigate how cost effective emissions based charging can be introduced in car parks	A1	2. Service delivery	Parking Services	Mar-11
A24	Monitor the progress of the new Extra Care Scheme at Simons House as a zero carbon project to be provided by Cambridge Housing Society.	A1	3. Partnership & influencing	Housing General Fund	Completion due by March 2011
A25	Advise on and participate in project to implement District Heating System (DHS) in part of City in collaboration with Anglia Ruskin University	A1	3. Partnership & influencing	Procurement	Mar-11

ID	Key Actions/Targets/Outcomes	EFObj	Role	Service Plan	Completion Date
A26	<p>Maintain the quality of watercourses in the City to prevent flooding, undertake survey and modelling work subject to funding, take prompt action to deal with issues and promote sustainable urban drainage. Specifically:</p> <p>I. To let a contract for watercourse maintenance over a four year period (from May 2010).</p> <p>II. Design and construct new weed screen on Fulbrooke Culvert as it passes under Barton Road providing extra protection for the Gough Way Estate. Completing a flood risk assessment for the proposal and submitting to the EA.</p> <p>III. Devising asset management system, to proposed national standards, for all flood risk assets within the City beyond main rivers. Including location, ownership, condition, responsibility for maintenance. All in line with the Flood and Water Management Bill proposals. Start to undertake the survey work.</p> <p>IV. Work with the County Council and all other relevant authorities in taking forward Pitt Recommendations and proposals contained within the Flood and Water Management Bill as appropriate and as required.</p> <p>V. Start year one of five year flood risk survey and report on the watercourses throughout the City to determine possible climate change impacts on them and possible mitigation measures.</p>	A2	2. Service delivery	Planning Policy & Projects	Mar-11
A27	<p>Provide grants to landlords registered with the Landlord Accreditation scheme to improve their properties energy rating from 'E' to 'D' to enable them to acquire Energy Performance Certificates on their properties.</p>	A3	2. Service delivery	Environmental Health	Mar-11

ID	Key Actions/Targets/Outcomes	EFObj	Role	Service Plan	Completion Date
A28	Explore the possibility of part funding with the PCT to improve energy efficiency in homes of vulnerable occupiers.	A3	3. Partnership & influencing	Environmental Health	Dec-10
A29	To work in partnership with national grant scheme providers to improve the average SAP rating by 2 points per annum, in light of the results of the 2009 Private Sector Stock Condition Survey.	A3	3. Partnership & influencing	Environmental Health	Mar-11
Outcome B: Minimise waste					
B1	To reduce consumption of paper and other products within the office environment through: § Promoting the use of electronic communications, including the use of the intranet and Web, interactive forms and workflow § Maximising re-use and recycling of paper and other office products.	B1	1. Council management	Accountancy and Support Services	Mar-11
B2	To increase the amount of electronic/ paperless procurement/ purchasing processes and activities.	B1	1. Council management	Procurement	Dec-10
B3	All printer defaults set to duplex and implementation of an aggressive reduction in the use of paper generated via the back office.	B1	1. Council management	Revenue & Benefit Services	Mar-11
B4	Allotments: Review leases and introduce standardisation of allocation policy at all sites.	B1	2. Service delivery	Active Communities	Mar-11
B5	Trumpington Meadows: allotment and allocation policy; work on reserved matters; design coding.	B1	2. Service delivery	Active Communities	Ref Policy & Projects time table
B6	Reduce the need for print by increasing use of on-line and e-mail technology.	B1	2. Service delivery	Arts and Entertainments	Apr-10

ID	Key Actions/Targets/Outcomes	EFObj	Role	Service Plan	Completion Date
B7	Ensure that the opportunities to significantly reduce the amount of general refuse going to landfill are explored to the full through the introduction of the new compacting machine on the market for general refuse.	B1	2. Service delivery	City Centre Management	Ongoing
B8	To work with the RECAP partnership to promote waste prevention, through 2 specific waste prevention campaigns.	B1	3. Partnership & influencing	Waste Management	Mar-11
B9	Produce and implement a service development plan for the CHYPPS Scrap Store including a feasibility study into the creation of a social enterprise to run the service.	B2	2. Service delivery	Community Development	Oct-10
B10	Organise 4 partnership projects pa in neighbourhoods promoting recycling and conservation.	B2	2. Service delivery	Community Development	Mar-11
B11	Complete annual programme of provision of recycling in housing estates.	B2	2. Service delivery	Housing Revenue Account	Mar-11
B12	To increase the provision of street litter recycling opportunities and raise public awareness of the need to reduce street related waste.	B2	2. Service delivery	Street Services	Mar-11
B13	To increase participation in kerbside recycling with 3 targeted promotional events in low performing areas.	B2	2. Service delivery	Waste Management	Mar-11
B14	To provide and promote recycling point for Compact Fluorescent Light bulbs (low energy light bulbs) within the city.	B2	2. Service delivery	Waste Management	Jul-10
B15	To investigate and implement if feasible, ways of increasing battery recycling.	B2	2. Service delivery	Waste Management	Jul-10
B16	To expand the Recycling Champions scheme, increasing the number of Champions with a focus on the low performing areas.	B2	2. Service delivery	Waste Management	Mar-11

ID	Key Actions/Targets/Outcomes	EFObj	Role	Service Plan	Completion Date
B17	To investigate ways of recycling small Waste Electrical and Electronic Equipment (WEEE) locally.	B2	2. Service delivery	Waste Management	Mar-11
B18	To monitor the new blue bin scheme, particularly in relation to contamination through information provided by the new contractor and daily crew reports. To act on this with visits to residents etc.	B2	2. Service delivery	Waste Management	Mar-11
B19	To visit and discuss with certain residents in the opt in areas, to check if they have space for a 140 litre blue bin and encourage further participation in the blue bin recycling scheme. This may apply to other areas of the city e.g. flats above shops.	B2	2. Service delivery	Waste Management	Sep-10
B20	To roll out blue bins to existing blocks of flats where there is no recycling provided.	B2	2. Service delivery	Waste Management	Mar-11
B21	To work with new contractor to provide tetra-pak carton recycling with plastic bottles at colleges, schools and flats.	B2	2. Service delivery	Waste Management	Jun-10
B22	To introduce a recycling commingled collection for businesses in the heart of the city.	B2	2. Service delivery	Waste Management	Apr-11
B23	Assess the amount of contamination in recycling receptacles at recycling points and use appropriate legislative powers to reduce this contamination.	B3	2. Service delivery	Waste Management	Mar-11
B24	To support the waste prevention message in local areas by promoting and running 2 swap shop events. To work with Housing colleagues in order to offer residents joined up events and maximise efficiencies of officer time.	B3	2. Service delivery	Waste Management	Mar-11
B25	Work with Love Cambridge, Enforcement, Rangers and Environmental Health Officers to encourage business waste prevention and recycling.	B3	2. Service delivery	Waste Management	

ID	Key Actions/Targets/Outcomes	EFObj	Role	Service Plan	Completion Date
Outcome C: Protect the local environment					
C1	Respond to requests to deal with complaints about air, land, water, noise and light pollution.	C1	2. Service delivery	Environmental Health	Mar-11
C2	Carry out regulation and monitoring of permitted processes to ensure compliance with legal requirements.	C1	2. Service delivery	Environmental Health	Mar-11
C3	Procure the replacement of air quality monitoring equipment at the permanent air quality monitoring stations in the City.	C1	2. Service delivery	Environmental Health	Dec-10
C4	Progress the Contaminated Land Strategy and the Air Quality Action Plan including the Quality Bus Partnership, including working with County to review Local Transport Plan to ensure air quality is given adequate weight.	C1	2. Service delivery	Environmental Health	Mar-11
C5	Investigate the use of different communication methods to enable staff and residents to report matters that impact on the quality of the local environment.	C2	2. Service delivery	Street Services	Sep-10
C6	Rangers and Streetscene working together with local community groups and their representatives to gain support and help in reducing litter in the local environment.	C2	2. Service delivery	Street Services	Mar-11
C7	Develop and update local litter management plans for major events held within the City to minimise the impact of litter on local streets.	C2	2. Service delivery	Street Services	Dec-10
C8	Involve children and young people in enhancing and protecting the natural environment through the CHYPPS Urban Play Project.	C3	2. Service delivery	Community Development	Mar-11

ID	Key Actions/Targets/Outcomes	EFObj	Role	Service Plan	Completion Date
C9	<p>Management and promotion of nature conservation and biodiversity through:</p> <p>I. Review of LNR and Key County/City Wildlife site management plans, to include entering onto Countryside Management System software.</p> <p>II. Adoption of Coe Fen & Sheeps Green management plan and investigate LNR designation.</p> <p>III. Begin implementation of Phase 2 South West Cambridge Habitats and Access Project.</p> <p>IV. Develop and secure funding for Paradise LNR enhancement project</p> <p>V. Develop and begin Pye Fen LNR creation. (Including the swift tower public art concept).</p> <p>VI. Support Active Communities and Friends of Stourbridge in writing Stourbridge Common management plan and initiating Improve your Neighbourhood Pond project.</p> <p>VII. Undertake Cambridge Grazing Feasibility Project</p> <p>VIII. Celebrate International Year of Biodiversity in partnership with stakeholders. Biodiversity to be the theme for 2010 Environment Festival.</p>	C3	2. Service delivery	Planning Policy & Projects	Mar-11
Projects which progress multiple outcomes					
M1	To support the implementation of the Council's Employee Travel Plan, and achievement of its objectives, through representation on the officer Steering Group and provision of advice and support in relation to financial/taxation implications, business procedures etc.	Multiple	1. Council management	Accountancy and Support Services	Mar-11

ID	Key Actions/Targets/Outcomes	EFObj	Role	Service Plan	Completion Date
M2	To complete the 3rd phase of work on the Meadows Community Centre that will improve the centre's environmental performance by up to 30%.	Multiple	1. Council management	Community Development	Sep-10
M3	Reduce motor vehicle use by the CHYPPS Team by introducing CHYPPS Cargo Bikes.	Multiple	1. Council management	Community Development	May-10
M4	Promote and support cycling by Community Development staff through offering cycle safety training.	Multiple	1. Council management	Community Development	Nov-10
M5	Review the efficiencies of the decision making ICT system. Continue to pursue the objective to reduce paper created by democratic process and continue to maintain a sustainable approach to running all services.	Multiple	1. Council management	Democratic Services	Mar-11
M6	Encourage staff to increase use of public transport and bicycles.	Multiple	1. Council management	Housing Revenue Account	Mar-11
M7	Undertake an environmental impact analysis for all major procurement exercise.	Multiple	1. Council management	Housing Revenue Account	
M8	Implement next steps of Flexible Working Policy.	Multiple	1. Council management	Human Resources	Feb-11
M9	Continue to promote Employee Travel Plan. Develop and implement Action Plan for 2010/2011 including Cycle to Work scheme.	Multiple	1. Council management	Human Resources	Mar-11
M10	Continue initiatives to reduce the environmental impact of the Council's ICT usage, including a procurement review.	Multiple	1. Council management	ICT Client Services	Mar-11

ID	Key Actions/Targets/Outcomes	EFObj	Role	Service Plan	Completion Date
M11	Continue to make use of the Council's Flexible Working Policy where appropriate.	Multiple	1. Council management	Internal Audit	Mar-11
M12	Manage the corporate Climate Change Fund.	Multiple	1. Council management	Planning Policy & Projects	Mar-11
M13	Undertake a climate change impact assessment of all Council budget bids & savings for 2011-12.	Multiple	1. Council management	Planning Policy & Projects	Nov-10
M14	Manage the corporate Climate Change Champions initiative and deliver associated training and capacity building activities.	Multiple	1. Council management	Planning Policy & Projects	Mar-11
M15	Ongoing review of environmental performance at an individual and collective property level to maximise improvement.	Multiple	1. Council management	Property and Building Services	Mar-11
M16	Highlight green issues to staff and promote more use of the website for staff and the public.	Multiple	1. Council management	Revenue & Benefit Services	Mar-11
M17	Boost staff understanding of the climate change agenda and other corporate priorities by communicating key messages through internal communications channels including City Scene, the staff newsletter and City Briefing, the monthly staff team cascade.	Multiple	1. Council management	Strategy and Partnerships and Corporate Marketing	As per agreed schedules
M18	Implement sustainability code for events held on the Council's parks and open spaces.	Multiple	2. Service delivery	Active Communities	Mar-11
M19	Minimising environmental impact of the Folk Festival and achieving Greener Festival accreditation.	Multiple	2. Service delivery	Arts and Entertainments	Sep-10
M20	Ensure that the plans for new community facilities in growth areas seek to achieve the highest possible environmental standards.	Multiple	2. Service delivery	Community Development	Mar-11

ID	Key Actions/Targets/Outcomes	EFObj	Role	Service Plan	Completion Date
M21	To seek innovative best practice solutions to meeting energy and waste needs arising from applications for new development in the urban extensions and other areas of major change, including maximising the use of renewable energy.	Multiple	2. Service delivery	Development Services	Mar-11
M22	To ensure that on submission applications for new development meet the requirements of the Council's Sustainable Development Guidelines Supplementary Planning Document.	Multiple	2. Service delivery	Development Services	Mar-11
M23	To monitor, enforce and annually report on the implementation of sustainable construction measures in new development approved the development process, including agreed schemes for the use of renewables to meet planning policy requirements.	Multiple	2. Service delivery	Development Services	Mar-11
M24	Work with colleagues in the Planning and Property Services Teams to establish the specification for Affordable Housing to be delivered in relation to the Council's own site on Clay Farm.	Multiple	2. Service delivery	Housing General Fund	Mar-11
M25	Monitor Cambridgeshire Partnerships Limited delivery of Code Level 4 Affordable Housing on the strategic growth sites.	Multiple	2. Service delivery	Housing General Fund	Detailed design on Trumpington Meadows due in 2010/11.
M26	Monitor the delivery of our 8 new City Homes to Code Level 4 standards.	Multiple	2. Service delivery	Housing General Fund	Completion due by March 2011.

ID	Key Actions/Targets/Outcomes	EFObj	Role	Service Plan	Completion Date
M27	Review the Council's Home Energy Strategy 2006-2011 and the energy efficiency targets within it.	Multiple	2. Service delivery	Housing Revenue Account	Oct-10
M28	Develop and deliver a range of community engagement activities which support the delivery of the Council's environmental sustainability objectives, including: o to refresh the purpose and content of the Environment Festival to ensure it remains fit for purpose. o the 2010 Cambridge Environment Festival.	Multiple	2. Service delivery	Planning Policy & Projects	Mar-11 Jun-10
M29	Manage the Sustainable City project and core funding grants programmes.	Multiple	2. Service delivery	Planning Policy & Projects	Mar-11
M30	Input into strategic transport planning, including: I. The Local Transport Plan review II. Consultation on the A14 proposals III. Preparation of a formal TIF bid to Government through the Joint Transport Forum	Multiple	2. Service delivery	Planning Policy & Projects	Mar-11
M31	Ensure that new developments enhance and expand the cycle and pedestrian network where possible. To include: I. Input to workshops and meetings. II. Consultation with interest groups and county highways via the cycling and walking liaison group III. Responses to outline and reserved matters applications and discharging conditions. IV. Promotion of new Residential Cycle Parking Guide V. Review of cycle parking standards	Multiple	2. Service delivery	Planning Policy & Projects	Mar-11
M32	Market test some environmental performance initiatives through the Council's commercial property portfolio.	Multiple	2. Service delivery	Property and Building Services	Mar-11

ID	Key Actions/Targets/Outcomes	EFObj	Role	Service Plan	Completion Date
M33	Communicate key messages about climate change, growth and other corporate priorities by producing Cambridge Matters in accordance with the agreed editorial policy and publication schedule.	Multiple	2. Service delivery	Strategy and Partnerships and Corporate Marketing	As per agreed schedule of editions
M34	<p>Continue to build on and develop the service's commitment to providing a sustainable tourism service which will include the following:</p> <ul style="list-style-type: none"> · All print production to be produced on 100% recyclable paper · Proactive promotion of modes of transport other than the car · Continued development of the guided tours business both in range and frequency to reduce the pressure on hot spot areas. · Working with external partners developing added value itineraries to encourage longer stays. · Work with external partners to encourage and facilitate engagement in climate change initiatives. 	Multiple	2. Service delivery	Tourism	Ongoing
M35	<p>Love Cambridge Pride project (a project designed to encourage and reward business that take pride in the environment surrounding their business and the service they offer).</p> <p>Support Love Cambridge in this project particularly the element designed to encourage city centre businesses to contribute to the Climate Change agenda. This will involve working with Cambridge Architectural Research Ltd, the organisation who will be managing the Climate Change practical help programme on behalf of the City Council.</p>	Multiple	3. Partnership & influencing	City Centre Management	Jun-10

ID	Key Actions/Targets/Outcomes	EFObj	Role	Service Plan	Completion Date
M36	Manage the delivery of the Cambridge Climate Change Charter Practical Support Programme.	Multiple	3. Partnership & influencing	Planning Policy & Projects	Mar-11
M37	Support the work of the Cambridgeshire Climate Change Partnership.	Multiple	3. Partnership & influencing	Planning Policy & Projects	Mar-11
M38	Work with the County Council in the prioritisation and implementation of a programme of cycleway improvements across the City	Multiple	3. Partnership & influencing	Planning Policy & Projects	Mar-11