

**Report of the Chief Executive to the Chair and Members
of the Policy & Resources Panel
27th October 2011**

Executive Officer: Jeremy Holderness, Acting Chief Executive

Presenting Officer: Dr Neville Cameron, Service Improvement Manager

Status: For Information

Environmental Monitoring Update

1 Purpose

- 1.1 This report provides Members with an update of the business of the Environmental Monitoring Group held on 11 October 2011.

2 Recommendations

- 2.1 To note the update from the Environmental Monitoring Group held on 11 October 2011

3 Reasons

- 3.1. At the Policy & Resources Panel on 28 April 2011, it was agreed a regular update would be provided of the business of the Environmental Monitoring Group. This Group met for the third time on 11 October 2011 and will continue to meet every two months to discuss ongoing environmental performance.

- 3.2. The meeting was chaired by the ACO (Finance & Commissioning) with four CPA Members and strategic partners also in attendance. Steria were represented by the Interim Head of the Police Shared Business Service and the ICT Service Delivery Director. The Head of Facilities Management for the Cleveland PFI Buildings represented Reliance.
- 3.3. The agenda encompassed an update of the participation in the Public Sector Carbon Management Programme 2011/12 and environmental updates from departments whose operations are included within the scopes of the carbon footprint; namely Fleet Management, Estates Management (including PFI), Information and Communication Technology, Business Support and Sustainable Procurement.
- 3.4. The following sections outline highlighted points and actions resulting from the meeting.
- 3.5. **Public Service Carbon Management Programme 2010-11**
- 3.6. The Force & Authority are participating in the Public Service Carbon Management Programme, run by the Carbon Trust, throughout 2011-2012. The end result will be a five-year Carbon Management Plan to capture and relate year on year carbon reduction initiatives.
- 3.7. The Project is managed, on behalf of the Force & Authority, by the CPA Service Improvement Manager assisted by the Estate Team, now operated by Reliance, for Steria on behalf of Cleveland Police. The Carbon Trust provide a dedicated consultant to monitor progress and assist with quantifying existing and planned environmental projects, the aim being, to maximise any carbon reduction impact and provide a quick return on investment where possible.
- 3.8. The CPA Service Improvement Manager presented progress in the programme to the end of September 2011, providing an indicative Carbon Footprint for the base year (2009-10). The aim is for the Force and Authority to have reduced its carbon emissions by 25% by 2016.
- 3.9. Highlighted was the *Value at Stake* (both financial and carbon) which is the predicted reduction year on year in terms of tonnes of CO₂ and associated cost. This cost is calculated using spreadsheet tools provided by the Carbon Trust.
- 3.10. Next steps for the programme include:
 - Participation in ICT and Fleet 'Webinars' in October 2011,
 - An on-site visit from the Carbon Trust on 26 October 2011 to assist with quantifying projects outlined in this paper,
 - Finalising the Carbon Footprint for 2009-10 (to include waste and water data, currently omitted),

- Producing the Draft Carbon Management Plan for the Force and Authority, and
- The Creation of a *Carbon Working Group* (with Service Unit "Champions") to drive staff awareness and involvement in carbon reduction activity.

3.11. Environmental Updates

3.12. Fleet Management (Steria)

3.13. The Interim Head of Police Shared Business Services provided the group with an update of fleet environmental activity.

3.14. The current Cleveland Police fleet consists of 305 vehicles (244 diesel and 61 petrol). For replacement vehicles, diesel cars are purchased as standard unless operational reasons depict that this is not suitable. The Force adopts the environmental guidance set out in the Five Year Strategic Plan of the National Association of Police Fleet Managers (NAPFM). This states that the procurement of new vehicles will carry the demands for cleaner engine vehicles, returning low emissions and more economical fuel consumption.

3.15. The Force's Futures Team have identified savings which can be made to support the Long Term Financial Plan through a *Fleet Reduction Programme*. This will result in the current fleet levels being reduced to 275 vehicles by April 2012. Fleet Management are currently undertaking work with the Head of the Operational Performance Team (OPT) and the Fleet Management Group, which consists of fleet users and operational staff, to identify vehicles to be disposed of or redistributed in order to realise the Fleet Reduction Strategy.

3.16. A request was made about the possible use of electric vehicles by the Force for non-operational use, such as deliveries, which will be investigated for the next meeting.

3.17. Estates Management (Reliance for Steria)

3.18. As part of Phase 2 of *Project I*, the Estates Management function is now operated by Reliance, for Steria, on behalf of Cleveland Police. The Interim Head of Police Shared Business Services updated the group of environmental initiatives which have taken place in Force buildings during 2010 and 2011 and what plans are projected for 2012 and onwards. These are listed below with a summary of progress:

3.19. Carbon Reduction Commitment (CRC) - Annual and Footprint Reports
The CRC process has been completed for 2010-11 and provides evidence of utility usage in 2009-10. Annual and Footprint Reports have now been

received. Now, the Environmental Agency will calculate the number of 'carbon credits' Cleveland Police will be required to purchase in 2012.

3.20. Installation of Voltage Optimisers

Voltage Optimisation effectively reduces the level of voltage as it becomes useful at a particular property. When electricity is generated at the power plant it must be kept with a band width of between 216 volts and 252 volts. So that there are no fines applied to generating supply, it is kept as high as possible so there is very little chance of the lower 216 volt limit being breached. However, by keeping the voltage level higher this also increases the electricity bills for all end users. A voltage optimiser lowers the electricity to a level of 225 volts which not only brings in savings but also is the most efficient level for all electrical items. There are 4 units to be installed at each of the District Police Headquarters and projected savings are indicated in the table below.

Property	Installation Cost	Annual Saving	Programming
Middlesbrough HQ	£63,344	£20,371	November 2011
Stockton HQ	£15,480	£3,221	Installed
Hartlepool HQ	£18,114	£4,081	Installed
R&C HQ	£25,028	£6,119	November 2011

3.21. Solar Photovoltaic (PV) System

The Estates Team is currently putting together a report to submit to Cleveland Police outlining the benefits of Solar Photovoltaic (PV) systems. The proposal will be to install Solar PV panels on both Stockton and the Roads Policing Unit at Wynyard. The panels will generate electricity which will be re-used by the building in order to reduce the electricity costs.

3.22. Staff Awareness Programme

Increasing staff responsibility for saving energy is seen as key to success in most organisations. Through research it has been discovered that Local Authorities either have or are planning to introduce Green Champions and a Staff Communications Plan. Reliance will work with the Carbon Trust and Cleveland Police to identify and embed good practice. Senior Officers and Heads of Service will be given an environmental update at the Force's Strategic Development Group in early November to initiate and drive awareness from a high level. A paper on possible ways the staff awareness programme will be implemented will be brought to the next Environmental Monitoring Group.

3.23. Automatic Lighting Controls

The lighting in many of the older properties across the Force has installations that incorporate linear fluorescent luminaries with a mix of *switch start* and *electronic start* controls. Lighting controls can be upgraded to introduce more efficient 'motion detectors' in offices. These can also be utilised in corridors which can provide up to 50% reduction in illumination when the corridors are

not use. This may also be an opportunity to replace the old fluorescent tubes or external lighting with lower consumption LED lights. The Estate Team will identify potential projects through the completion of the Carbon Trust Carbon Management Programme (see section 3.5).

3.24. Solar Water Heating System/Ground Source Heating Pumps

The Force is looking at introducing solar technology to existing hot water systems across the estate. It has been shown that this can save approximately a third of the energy requirements for the hot water needs of a property. The Estate Team will identify potential projects through the completion of the Carbon Trust Carbon Management Programme (see section 3.5).

3.25. PFI Estates Management (Reliance)

3.26. The Head of Reliance Facilities Management (Cleveland PFI) informed the Group of the following environmental initiatives relating to Cleveland PFI properties:

3.27. Environmental Standard Achievement

On 17 August 2011, Reliance successfully underwent a BS 14001 (or ISO 14001) re-accreditation audit. This environmental standard helps organisations (a) minimise how their operations negatively affect the environment (i.e. cause adverse changes to air, water, or land); (b) comply with applicable legislation, regulations, and other environmentally oriented requirements, and (c) continually improve in areas (a) and (b).

3.28. Building Management System Control

Since July 2011, Reliance has fitted additional software to carry out a manual override of the Building Management System (BMS) enabling all rooms to have the same temperature range. The new software will assist with the heating and cooling settings of the individual rooms within Cleveland's PFI buildings to suit the environment's requirements.

3.29. Network Managed Lighting System

Reliance is assessing the introduction of a network managed lighting system which will assist with energy reduction across the four PFI buildings. A report will be brought to the next Environmental Monitoring Group to outline the benefits.

3.30. LED Light Pilot

Reliance is to fund a pilot programme to install LED lights in a ground floor corridor within Middlesbrough District Headquarters. It is projected that consumption of electricity by these lights will reduce by 50%.

3.31. Information Technology (Steria)

- 3.32. The ICT Service Delivery Director updated the group of the environmental benefits to be realised as a result of *Server Virtualisation* within the Force IT infrastructure.
- 3.33. As a result of installing software centrally rather than on individual units, the number of servers and therefore associated power will reduce by 90% providing indications of savings in the region of £27,000 per annum.
- 3.34. In tandem, the air-conditioning unit within the Police Headquarters Data Centre can now run at 82% capacity, meeting a temperature threshold of 19°C. Previously the unit was running at 100% and only able to regulate the temperature to 22-23 °C. It is projected that the Force will make further carbon (and financial) savings as a result.

3.35. Business Support (Steria)

- 3.36. The Interim Head of Police Shared Business Services provided an update of Business Support environmental activity.
- 3.37. Business Support assist Cleveland Police in its aim to minimise its environmental impact and prevent pollution wherever possible in ensuring procured goods and services deliver their environmental strategy and policy.
- 3.38. Business Support work with Procurement and Fleet to improve environmental performance through effective management of suppliers who provide vehicle hire, business travel, provision of stationery, correct disposal of uniform and equipment and the recycling of computer consumables.
- 3.39. Emissions associated with vehicle hire and business travel are currently being calculated to assist with Carbon Footprint estimates (see section 3.8).

3.40. Sustainable Procurement (Steria)

- 3.41. The Interim Head of Police Shared Business Services provided an update of sustainable procurement activity within Cleveland Police.
- 3.42. The Procurement Team produces a quarterly ethical procurement report for ACO (Finance and Commissioning) covering the strands of sustainability which includes environmental impact.
- 3.43. The Procurement Team are developing a Sustainable Procurement Policy to ensure all stages of the procurement cycle incorporate sustainability concerns.

3.44. The Government aspires to award 25% of available public sector contracts to Small to Medium Enterprises (SME), under their Transparency in Government Procurement and Contracting Plans. Where appropriate procurement activity will follow achievable guidelines regarding social and economic development, recognising the following:

- Economic development through SME engagement - Suppliers to the Force will be requested through the tendering process to share their ethical sourcing and diversity policies and to maintain standards throughout their supply chain that promote appropriate standards regarding legal, ethical and social issues including, for example, health and safety, security of employment rights, equality, transparency and fair trade.
- The Procurement Team will engage with the local business community to ensure that they are aware of tendering opportunities and that they have an understanding of how the tendering process works. Whilst within the tendering process, it is not possible to provide any advantage based on geographical considerations, efforts will be made to encourage first tier suppliers to subcontract locally.

3.45. Next Meeting of the Environmental Monitoring Group

3.46. The next meeting of the Environmental Monitoring Group will take place on 29 November 2011 with an update of activity provided at the next Policy & Resources Panel.

4. Implications

Sustainability

- 4.1 Care for the environment and the reduction of carbon emissions nationally will continue to be high on the priority list of any UK Government.
- 4.2 it is therefore essential for the Force and Authority to measure, improve and maintain any reduction in carbon emissions gained through the formation of the Environmental Monitoring Group.

Financial Implications

- 4.3 There are financial implications as a result of projected energy usage reporting through the Carbon Reduction Commitment Energy Efficiency Scheme however this has been built into estates revenue budgets for 2011-12.

Diversity and Equal Opportunities

- 4.4 There are no diversity and equal opportunities implications.

Risk Management

- 4.5 The main risk to the Authority is the inability for environmental performance to improve, as this could result in penalty costs for excess carbon usage in future years.

Human Rights

- 4.6 There are no human rights implications in this report.

5 Conclusions

- 5.1 The Environmental Monitoring Group is key to enabling the delivery of reduced carbon emissions year on year for both Force and Authority. The scope of the Group business will ensure that holistic scrutiny is applied to the effects that the day to day business of Cleveland Police and its Authority have on the environment.

Jeremy Holderness
Acting Chief Executive