

**Report to the Chair and Members of the Policy & Resources Panel
28th April 2011**

Executive Officer: Mrs Julie Leng, Acting Chief Executive

Presenting Officer: Dr Neville Cameron, Service Improvement Manager

Status: For Information

Environmental Monitoring Group

1 Purpose

- 1.1 At the Leadership Panel on 15 March 2011, it was agreed that the Police Authority would create an Environmental Monitoring Group to facilitate the scrutiny of the Force's environmental performance on a regular and formal basis.

2 Recommendations

- 2.1 To note the creation of a Environmental Monitoring Group,
- 2.2 To note the terms of reference of the Environmental Monitoring Group,
- 2.3 To note the membership of the Environmental Monitoring Group,
- 2.4 To note the method by which the Environmental Monitoring Group will report to the Police Authority.

3 Reasons

- 3.1. At an Environmental Briefing to the CPA Members on 7 December 2010, it was agreed to progress the creation of an Environmental Monitoring Group, which would facilitate the scrutiny of the Force and Authority's environmental performance on a regular and formal basis.
- 3.2. Following this agreement, a paper entitled *Environmental Monitoring Group* was reported and agreed at the Leadership Panel on 15 March 2011.
- 3.3. This paper outlined the necessity to measure, monitor and control the carbon emitted by the Force especially in light of annual payments which have been introduced through the Carbon Reduction Commitment Energy Efficiency Scheme (CRC) for energy usage. Current levels of usage indicate an annual payment of around £80k would be required.
- 3.4. It is therefore imperative that both the Force and Authority ensure that this annual payment remains low so as not to impact on agreed budgets.
- 3.5. The Force and Authority are also hoping to participate in the Carbon Management Programme (CMP), managed by the Carbon Trust during 2011/12, which will bring further opportunities to "invest to save". Twenty-one other Forces are currently or have previously participated in the CMP resulting in overall cash savings and a reduction of many tonnes of carbon.
- 3.6. As well as energy, elements which are measured when considering overall environmental impact are:
 - Electrical Equipment / Lighting
 - Gas Management
 - Water Management
 - Recycling / Waste Levels
 - Fuel Consumption
 - Operational Travel (Type of Travel & Mileage)
 - Business Travel (Type of Travel & Mileage)
 - Sustainable Procurement.
- 3.7. It is important to have a joined up approach to monitor progress in each of these areas with a view to reducing the overall carbon footprint.
- 3.8. Membership
- 3.9. The group membership is to be taken from the Police Authority, Cleveland Police, Steria and Reliance, as the Force's strategic partners.
- 3.10. *Police Authority:* The group will be chaired by the CPA Vice Chair with five Members, who have agreed to participate, also in attendance.
- 3.11. *Cleveland Police:* The ACO (Finance & Commissioning) will take on the role of Vice Chair. Representation from operational areas, supporting departments or staff/officers from the Cleveland Districts may attend to feed learning into

their own buildings and services however this will be at the discretion of the ACO (Finance & Commissioning).

3.12. *Strategic Partners (Steria)*: Management or representation from Police Shared Business Services will be selected from the following areas:

- Corporate Estates (for Energy, Electrical Equipment, Gas Water and Waste Management)
- ICT (for ICT Equipment)
- Fleet Management (for Fuel Consumption and Operational Travel)
- Central Business Unit (for Business Travel)
- Finance (for Business Mileage Usage)
- Procurement (for Sustainable Procurement)

3.13. Attendance will be agreed with the management of the Police Shared Business Services.

3.14. *Strategic Partners (Reliance)*: Management or representation from Reliance will be in attendance to report on energy, water and waste management in PFI properties. Attendance will be agreed with the management of Cleveland's Reliance Facilities Management.

3.15. Terms of Reference

3.16. The Terms of Reference of the Environmental Monitoring Group, agreed by the Leadership Panel on 15 March 2011, are listed in Appendix 1.

3.17. Meeting Frequency

3.18. The Environmental Monitoring Group will meet bi-monthly on the months between meetings of the Policy and Resources Panel.

3.19. The meetings arranged for 2011/12 are as follows:

- **Tuesday 24 May 2011**
- **Tuesday 26 July 2011**
- **Tuesday 27 September 2011**
- **Tuesday 29 November 2011**
- **Tuesday 24 January 2012**
- **Tuesday 27 March 2012**

3.20. All meetings will commence at 10.30am in the CPA Members' Room.

3.21. Police Authority Panel Reporting

3.22. Minutes and any elements which require a decision surrounding finance or future implementation will be brought to each Policy & Resources Panel from June 2011.

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 ongoing revenue implications (outlined in section 3.3) with the introduction of annual payments from April 2011, as a result of energy usage reporting through the Carbon Reduction Commitment Energy Efficiency Scheme.

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.
- 5.2 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.

Julie Leng
Acting Chief Executive

Environmental Monitoring Group

Terms of Reference

1. To engender and support environmental issues across the Police Authority, the Force and strategic partners.
2. To promote the embedding of environmental management within integrated business and financial planning processes.
3. To facilitate consistency between and within the Police Authority and Force in relation to environmental and energy reduction related matters.
4. To consider relevant recommendations flowing from any inspections, assessments and reviews, and monitor progress of action plans.
5. To review, adopt and embed any launch or changes to environmental legislation.
6. To audit the progress of environmental performance particularly in reference to the Carbon Reduction Commitment (CRC) Energy Efficiency Scheme
7. Membership of the group will be:

Police Authority: The group will be chaired by the Vice Chair with select Members and CPA officers also in attendance.

Cleveland Police: The ACO Finance and Commissioning will attend in an Executive role (and will chair in the absence of the CPA Vice Chair) with optional representatives from the Districts to feed learning into their own buildings and services.

Strategic Partners (Steria): Representation from the Police Shared Business Services will be from the following areas:

- Corporate Estates (for Energy, Electrical Equipment. Water and Waste Management)
- ICT (for ICT Electrical Equipment)
- Management (for Fuel Consumption and Operational Travel)
- Central Business Unit (for Business Travel)
- Finance (for Business Mileage Usage)
- Procurement (for Sustainable Procurement)

Strategic Partners (Reliance): Representation from Reliance will report on energy, water and waste management in the PFI buildings (Middlesbrough

District HQ, Redcar & Cleveland District HQ and town police stations in Redcar and South Bank).

8. Frequency of meetings of the Environmental Monitoring Group will be bi-monthly, lying in the month between each Policy and Resources Panel.
9. Minutes and outcomes from the Environmental Monitoring Group will be reported at each Policy and Resources Panel.