

# Environmental Policy Action Plan

## April 2022-March 2025

Salisbury City Council (SCC) declared a Climate Change Emergency at Full Council on 17 June 2019. The plan as outlined below, aims to deliver on this declaration by moving the Council towards carbon neutrality, enhanced bio-diversity in the spaces we own and manage and displaying positive leadership to the community.

General Management						
Number	Action	Detail	Accountability/ Monitoring	Update	Lead Officer	Target Date
GM1	Adopt Environmental Management System (EMS) BS 8555:2016	BS 8555:2016 helps organisations improve their environmental performance by providing a way to build an environmental management system (EMS) in five phased stages	Completion and adoption of EMS  Progress report at all Environmental Working Group Meetings	Internal audits complete. On course for attaining standard by March 2023	Environmental Services Manager	March 2023
GM2	Review (annually) Council	Ensure Policy informs and reflects SCC Action	Policy reviewed and agreed by ENWG and	Annual review completed with revised policy and (this) action plan adopted at Services Committee April 2022	City Clerk	April 2022

	<b>Environmental Policy</b>	<b>plan and working practice.</b>	<b>Services Committee Review April 2023</b>			
<b>GM3</b>	<b>Achieve ISO 14001:2015 Accreditation</b>	<b>Operate an environmental management system which enables the council to set objectives and targets, monitor performance and make this information publicly available.</b>	<b>Accreditation achieved (Note – Once gained, will need to be renewed every 3 years)</b>	<b>This is linked to GM1 and cannot progress until BS 8555:2016 is reached.</b>	<b>Environmental Services Manager</b>	<b>March 2024 (Renewed 2027)</b>
<b>GM4</b>	<b>Staff Awareness Training for SCC Staff</b>	<b>Annual training/awareness sessions offered to all staff</b>	<b>Records of courses/sessions Annual summary presented and record updated at Environmental Services &amp; Climate Committee Minimum 2 sessions delivered each year</b>	<b>28<sup>th</sup> April 2022 – Wildflower Trust Training Course (Attended by Parks Officer)</b>  <b>June 2022 - Tree Survey &amp; Inspection Course (Attended by 6 x members of the Grounds &amp; Parks Team)</b>  <b>15<sup>th</sup> June 2022 – Wiltshire Town/City Council Officer, Environmental Collaboration Meeting – Focus on Tree &amp; Ecosystems (Attended by Environmental Services Manager &amp; Parks Manager)</b>	<b>Environmental Services Manager/ Human Resources Manager</b>	<b>April 2023</b>

				<p>21<sup>st</sup> June 2022 - South West Net Zero Hub Team Meeting – Focus on Climate Risk Assessments, Presented by Cornwall Council (Attended by Environmental Services Manager)</p> <p>22<sup>nd</sup> June 2022 - South West Net Zero Hub - Net Zero buildings briefing for Local Authorities (Attended by Environmental Services Manager)</p>		
GM5	Community Engagement with Environmental Policy Action Plan	Provide leadership to the community through our activities, standards and by sharing information and encouraging an open dialogue on environmental issues.	Record of engagements/activities/grants Annual summary and record updated at all Environmental Working Group Meetings Minimum of 2 activities per year	<p>April 2022 - Bi-Monthly meeting with Salisbury Transition City who act as a critical friend in matters of Climate Emergency for the Council.</p> <p>Provided the Guildhall to XR to provide a free community showing of the film 'Once You Know' on 12<sup>th</sup> May 2022</p> <p>21<sup>st</sup> May 2022 - Climate Emergency 'Talkshop' – Arranged by The Royal Society for Arts, Manufactures and Commerce Salisbury (RSA) and Salisbury Democracy Alliance.</p>	Environmental Services Manager/Communities Manager/Business & Communications Manager	April 2023

				<p>Family Fun Day linked with National Children’s Garden Week held in Victoria Park on 1<sup>st</sup> June 2022</p> <p>7<sup>th</sup> June 2022 - Bi-Monthly meeting with Salisbury Transition City who act as a critical friend in matters of Climate Emergency for the Council.</p> <p>9<sup>th</sup> June – Follow up meeting from Climate Emergency Talkshop with a focus on the creation of an Eco-Hub for Salisbury</p>		
<b>Waste Management</b>						
<b>Number</b>	<b>Action</b>	<b>Detail</b>	<b>Accountability/ Monitoring</b>	<b>Update</b>	<b>Lead Officer</b>	<b>Target Date</b>
WM1	Increase recycling of city generated waste and reduce waste to landfill	Produce waste recycling plan covering all SCC waste streams to increase recycling and reduce waste to landfill	<p>Grant application submitted for pilot recycling project (18 recycling bins in city centre) February 2022</p> <p>End of idverde contract and all Streetscene</p>	<p>Grant application approved and new 18 recycling bins ordered and will be installed in the city centre this summer.</p> <p>The next phase of recycling bins are expected to be installed as part of the River Park project and Future High Streets - Fisherton Street project.</p>	Environmental Services Manager/Streetscene Manager	March 2024

			<p>activity in house December 2022</p> <p>Plan produced and costed for introducing recycling bins and collections across the city for council consideration March 2024</p>	<p>The City Council currently use a number of waste collection providers for different services across the Council. This is currently being reviewed so that data on tonnage can be provided.</p> <p>On course to have a full plan, costed and produced by March 2024.</p>		
<b>Energy &amp; Water Management</b>						
<b>Number</b>	<b>Action</b>	<b>Detail</b>	<b>Accountability/ Monitoring</b>	<b>Update</b>	<b>Lead Officer</b>	<b>Target Date</b>
EM1	Annual Carbon Footprint Audit	Provides details of SCC's Carbon footprint, including a summary of gas, electric and water usage	<p>Annual audit complete Autumn/Winter 2022</p> <p>Plan to implement recommendations produced and costed March 2023</p>	<p>Carbon Footprint for 2020/21 &amp; 2021/22 commissioned. Currently compiling data. On course to be completed by March 2023.</p>	Environmental Services Manager	March 2023

EM2	Purchase Energy Supplies from Sustainable Resources	Energy supplier provides sustainable resources at the most economic cost	(Cost and sustainability) Review March 2024	<p>SCC works with LSI Independent Utility Brokers Ltd to help find the best rates available. As we have multiple sites, this helps with our buying power.</p> <p>SCC uses 100% renewable energy (gas and electricity) across all sites. Our providers are currently SSE, Pozitive and Brooke Green.</p>	Facilities Manager	March 2023
EM3	Conduct Energy Audits	Use energy audits for SCC estate and produce a plan to implement recommendations	<p>Audit complete for Guildhall &amp; Crematorium (evidenced as our buildings with the largest carbon footprint) by December 2023</p> <p>Plan to implement recommendations produced and costed by March 2023</p>	Not commissioned but on course for March 2023	Environmental Services Manager	March 2023
EM4	Efficient Design	Incorporate energy/water efficiency measures	Measures detailed and published for all works annually	The toilet refurbishment at Fisherton Recreation Ground will follow suit on	Environmental Services Manager/Fac	April 2023

		into all new and refurbished facilities through best practice	and progress update at Environmental Working Group Meetings.  Note - Major capital project for 2022/23 is the Fisherton Recreation Ground Toilets to complement the River Park project	previous refurbishments at Coach Park and Lush House in: <ul style="list-style-type: none"> <li>• Having handwash units instead of traditional taps. These dispense sufficient water to wash hands and then shut off to become the drier etc.</li> <li>• Toilets work on infrared so most efficient design for public use</li> <li>• Lighting will be LED as most economical</li> <li>• It will also be SCC's first building to be installed with a living roof. This will assist with biodiversity as well as energy efficiency.</li> </ul> <p>Lighting at most sites now LED, with the next project being the replacement of fittings in the Crown Court at Guildhall. Here, LED's will be fitted, but in a way as to preserve the same look and feel.</p>	ilities Manager	
<b>Sustainable Procurement Management</b>						
<b>Number</b>	<b>Action</b>	<b>Detail</b>	<b>Accountability/ Monitoring</b>	<b>Update</b>	<b>Lead Officer</b>	<b>Target Date</b>

SP1	Procurement Strategy (Policy No. CS022)	The Council will encourage the purchase of locally sourced products and, where possible, ensure that products and materials originate from sustainable sources and accredited sustainable companies.	Annual review of procurement to ensure best practice.	Currently under review by City Clerk	City Clerk	March 2023
<b>Travel/Transport Management</b>						
Number	Action	Detail	Accountability/ Monitoring	Update	Lead Officer	Target Date
TT1	Staff Travel Plan	Produce a staff travel plan that promotes environmentally friendly travel options and review SCC staff modes of transport annually using staff survey.	Staff Travel Plan produced and staff survey results published showing baseline data	Staff survey being compiled and will be completed by Summer 2022. The results of this will help inform the staff travel plan.	Environmental Services Manager & Human Resources Manager	March 2023



<p><b>TT2</b></p>	<p><b>Reduce the Environmental Impact of SCC Vehicles and Equipment</b></p>	<p><b>Introduction of suitable alternatives such as electric vehicles.</b></p>	<p><b>Publish current list of vehicles and equipment with replacement plan including timelines</b>  <b>Annual review</b>  <b>April 2024</b></p>	<p><b>Asset list and replacement plan on course to be completed for April 2023.</b></p> <p><b>All new SCC vans and equipment being procured as part of the idverde contract coming in house, will be electric wherever possible.</b></p>	<p><b>Environmental Services Manager</b></p>	<p><b>April 2023</b></p>
<p><b>TT3</b></p>	<p><b>Work with Wiltshire Council's Air Quality Management Group to help improve air quality.</b></p>	<p><b>Engage with group to monitor air quality and identify potential action to improve air quality</b></p>	<p><b>Revised air quality management plan produced by May 2022</b></p> <p><b>Update on delivery of plan provided at each Environmental Working Group by chair of air quality management group</b></p> <p><b>Annual air quality report produced by Wiltshire Council and shared by chair of air quality management group</b></p>	<p><b>Wiltshire Council Air Quality Management Plan completed.</b></p> <p><b>Clr McGrath to provide an update.</b></p>	<p><b>Chair of Air Quality Management Group</b></p>	<p><b>March 2023</b></p>

			Review April 2024			
TT4	Electric Vehicle (EV) Charging Points	Conduct a feasibility study for the provision of EV charging points on SCC sites	Feasibility study conducted and costed for Lush House Car Park by March 2023  Further sites to be reviewed in 2023/24 dependent on Lush House cost/findings.	On course to be completed by March 2023.	Environmental Services Manager	March 2023
<b>Natural Environment Management</b>						
Number	Action	Detail	Accountability/ Monitoring	Update	Lead Officer	Target Date
BM1	Ecological surveys & management plans developed and implemented in partnership with Wiltshire Wildlife Trust	A plan will be put in place for all of SCC's green spaces to have a preliminary ecological survey and management plan produced, to ensure sensitive and appropriate	Harnham Slope, Chiselbury Grove and The Folly preliminary ecological surveys & management plans completed and implemented by Summer 2022.	Awaiting results from Wiltshire Wildlife Trust for preliminary ecological surveys for Harnham Slope, Chiselbury Grove and The Folly.  Working with Salisbury & Wilton Swifts to install Swift Boxes on Bemerton Heath Centre, Devizes Road Cemetery Lodge and Hudsons Field Pavilion.	Environmental Services Manager/Parks Manager	March 2024

		improvement and ongoing maintenance.	<p>Phase 2 of SCC green spaces management plans (Victoria Gardens, Churchill Gardens &amp; Queen Elizabeth Gardens by March 2024.</p> <p>Examples of improved green sites could include sensory gardens, further wildflower areas etc</p> <p>Progress report at all Environmental Services &amp; Climate Committee meetings.</p>	Swifts were moved from the amber list to the red list in 2021 because their numbers have more than halved – swift populations have fallen by 58% since 1995		
BM2	Tree strategy produced to ensure suitable locations for further tree planting can be identified and	Produce a tree strategy to ensure that SCC is maximising the wide range of benefits that trees and woods can	<p>Contractor commissioned March 2022</p> <p>Briefing note for timeline of activity and community</p>	<p>Tree &amp; Ecosystem Strategy Commissioned – Presentation given to Full Council 27<sup>th</sup> June 2022. On Course to be completed by September 2022.</p>	Environmental Services Manager	September 2022

	<b>budgets (internally &amp; externally) secured</b>	<b>deliver to our community – for health, amenity, climate change and water management.</b>	<b>consultation produced April 2022</b>  <b>Tree strategy complete and ready for council consideration September 2022</b>			
<b>BM3</b>	<b>Flooding mitigation and preparedness</b>	<b>To reduce the likelihood of flooding and to be prepared for flooding when it happens</b>	<b>Major project to mitigate flooding in Salisbury underway - River Park phases 1 scheme underway January 2022, with completion due in 2024. Regular updates provided by the Environmental Agency to Full Council.</b>  <b>Being prepared for flooding includes:</b>	<b>Annual review of flood plan conducted and annual flood warden training completed.</b>  <b>FORT Training completed by Cllr McGrath, Cllr Tomes &amp; Marc Read</b>  <b>Further updates to be provided by Cllr McGrath.</b>	<b>Lead Cllr &amp; Environmental Services Manager</b>	<b>April 2023</b>

			<p><b>Flood warden recruitment and training</b></p> <p><b>Annual review of Salisbury City Council flood plan (next due in January 2023)</b></p> <p><b>Annual inventory of equipment held by SCC by April 2023</b></p> <p><b>Attendance by lead Cllr and Environmental Services Manager to the bi-monthly Southern Operational Flood Plan meetings.</b></p>			
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