

# Environmental Policy Action Plan

## April 2022-March 2024

<b>General Management</b>					
<b>Number</b>	<b>Action</b>	<b>Detail</b>	<b>Accountability/Monitoring</b>	<b>Lead Officer</b>	<b>Target Date</b>
<b>GM1</b>	<b>Adopt Environmental Management System (EMS) BS 8555:2016</b>	<b>BS 8555:2016 helps organisations improve their environmental performance by providing a way to build an environmental management system (EMS) in five phased stages</b>	<b>Completion and adoption of EMS  Progress report at all Environmental Working Group Meetings</b>	<b>Environmental Services Manager</b>	<b>March 2023</b>
<b>GM2</b>	<b>Review (annually) Council Environmental Policy</b>	<b>Ensure Policy informs and reflects SCC Action plan and working practice.</b>	<b>Policy reviewed and agreed by ENWG and Services Committee Review April 2023</b>	<b>City Clerk</b>	<b>April 2022</b>
<b>GM3</b>	<b>Achieve ISO 14001:2015 Accreditation</b>	<b>Operate an environmental management</b>	<b>Accreditation achieved (Note – Once gained, will need to be renewed every 3 years)</b>	<b>Environmental Services Manager</b>	<b>March 2024 (Renewed 2027)</b>

		<p>system which enables the council to set objectives and targets, monitor performance and make this information publicly available.</p>			
<b>GM4</b>	<b>Staff Awareness Training for SCC Staff</b>	<p>Annual training/awareness sessions offered to all staff</p>	<p>Records of courses/sessions Annual summary presented and record updated at all Environmental Working Group Meetings Minimum 2 sessions delivered each year</p>	<p>Environmental Services Manager/Human Resources Manager</p>	<b>April 2023</b>
<b>GM5</b>	<b>Community Engagement with Environmental Policy Action Plan</b>	<p>Provide leadership to the community through our activities, standards and by sharing information and encouraging an open dialogue on environmental issues.</p>	<p>Record of engagements/activities/grants Annual summary and record updated at all Environmental Working Group Meetings Minimum of 2 activities per year</p>	<p>Environmental Services Manager/Communities Manager/Business &amp; Communications Manager</p>	<b>April 2023</b>

## Waste Management

Number	Action	Detail	Accountability/Monitoring	Lead Officer	Target Date
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>Baseline data published June 2022</p> <p>End of idverde contract and all Streetscene 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>	Environmental Services Manager/Streetscene Manager	March 2024

## Energy & Water Management

Number	Action	Detail	Accountability/Monitoring	Lead Officer	Target Date
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>	Environmental Services Manager	March 2023

<b>EM2</b>	<b>Purchase Energy Supplies from Sustainable Resources</b>	<b>Energy supplier provides sustainable resources at the most economic cost</b>	<b>(Cost and sustainability) Review March 2024</b>	<b>Facilities Manager</b>	<b>March 2023</b>
<b>EM3</b>	<b>Conduct Energy Audits</b>	<b>Use energy audits for SCC estate and produce a plan to implement recommendations</b>	<b>Audit complete for Guildhall &amp; Crematorium (evidenced as our buildings with the largest carbon footprint) by December 2023</b>  <b>Plan to implement recommendations produced and costed by March 2023</b>	<b>Environmental Services Manager</b>	<b>March 2023</b>
<b>EM4</b>	<b>Efficient Design</b>	<b>Incorporate energy/water efficiency measures into all new and refurbished facilities through best practice</b>	<b>Measures detailed and published for all works annually and progress update at Environmental Working Group Meetings.</b>  <b>Note - Major capital project for 2022/23 is the Fisherton Recreation Ground Toilets to complement the River Park project</b>	<b>Environmental Services Manager/Facilities Manager</b>	<b>April 2023</b>

## Sustainable Procurement Management

Number	Action	Detail	Accountability/Monitoring	Lead Officer	Target Date
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.	City Clerk	March 2023

## Travel/Transport Management

Number	Action	Detail	Accountability/Monitoring	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	Environmental Services Manager & Human Resources Manager	March 2023
TT2	Reduce the Environmental	Introduction of suitable alternatives	Publish current list of vehicles and equipment with	Environmental Services Manager	April 2023

	<b>Impact of SCC Vehicles and Equipment</b>	<b>such as electric vehicles.</b>	<b>replacement plan including timelines Annual review April 2024</b>		
<b>TT3</b>	<b>Work with Wiltshire Council's Air Quality Management Group to help improve air quality.</b>	<b>Engage with group to monitor air quality and identify potential action to improve air quality</b>	<b>Revised air quality management plan produced by May 2022</b>  <b>Update on delivery of plan provided at each Environmental Working Group by chair of air quality management group</b>  <b>Annual air quality report produced by Wiltshire Council and shared by chair of air quality management group</b>  <b>Review April 2024</b>	<b>Chair of Air Quality Management Group</b>	<b>March 2023</b>
<b>TT4</b>	<b>Electric Vehicle (EV) Charging Points</b>	<b>Conduct a feasibility study for the provision of EV charging points on SCC sites</b>	<b>Feasibility study conducted and costed for Lush House Car Park by March 2023</b>  <b>Further sites to be reviewed in 2023/24 dependent on Lush House cost/findings.</b>	<b>Environmental Services Manager</b>	<b>March 2023</b>
<b>Natural Environment Management</b>					

<b>Number</b>	<b>Action</b>	<b>Detail</b>	<b>Accountability/Monitoring</b>	<b>Lead Officer</b>	<b>Target Date</b>
<b>BM1</b>	<b>Ecological surveys &amp; management plans developed and implemented in partnership with Wiltshire Wildlife Trust</b>	<b>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 improvement and ongoing maintenance.</b>	<p><b>Harnham Slope, Chiselbury Grove and The Folly preliminary ecological surveys &amp; management plans completed and implemented by Summer 2022.</b></p> <p><b>Phase 2 of SCC green spaces management plans (Victoria Gardens, Churchill Gardens &amp; Queen Elizabeth Gardens by March 2024.</b></p> <p><b>Examples of improved green sites could include sensory gardens, further wildflower areas etc</b></p> <p><b>Progress reports at all Environmental Working Group meetings.</b></p>	<b>Environmental Services Manager/Parks Manager</b>	<b>March 2024</b>
<b>BM2</b>	<b>Tree strategy produced to ensure suitable locations for further tree planting can be</b>	<b>Produce a tree strategy to ensure that SCC is maximising the wide range of benefits that trees</b>	<p><b>Contractor commissioned March 2022</b></p> <p><b>Briefing note for timeline of activity and community</b></p>	<b>Environmental Services Manager</b>	<b>September 2022</b>

	<p><b>identified and budgets (internally &amp; externally) secured</b></p>	<p><b>and woods can deliver to our community – for health, amenity, climate change and water management.</b></p>	<p><b>consultation produced April 2022</b></p> <p><b>Tree strategy complete and ready for council consideration September 2022</b></p>		
<p><b>BM3</b></p>	<p><b>Flooding mitigation and preparedness</b></p>	<p><b>To reduce the likelihood of flooding and to be prepared for flooding when it happens</b></p>	<p><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></p> <p><b>Being prepared for flooding includes:</b></p> <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>Lead Cllr &amp; Environmental Services Manager</b></p>	<p><b>April 2023</b></p>



			<b>Attendance by lead Cllr and Environmental Services Manager to the bi-monthly Southern Operational Flood Plan meetings.</b>		
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