

# Environmental Policy Action Plan

## April 2022-March 2025

Updated July 2023

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						
No.	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 environment	Completion and adoption of EMS  Progress report at all Environmental Working Group Meetings	Audit completed on 12 <sup>th</sup> October 2022 and BS 8555:2016 achieved.	Environmental Services Manager	Completed

		al managemen t system (EMS) in five phased stages				
<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 E&amp;C Committee Review October 2023</b>	<b>Annual review to be completed by Environment &amp; Climate Committee October 2024</b>	<b>City Clerk</b>	<b>October 2024</b>
<b>GM3</b>	<b>Achieve ISO 14001:2015 Accreditation</b>	<b>Operate an environment al managemen t 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>Target for GM1 reached - BS 8555:2016 and continuing to work towards this next step</b>	<b>Environmental Services Manager</b>	<b>March 2024 (Renewe d 2027)</b>

GM4	Staff Awareness Training for SCC Staff	Annual training/awareness sessions offered to all staff	Records of courses/sessions Annual summary presented and record updated at Environmental Services & Climate Committee Minimum 2 sessions delivered each year	<p>May 16 2022 South West Net Zero Hub - Attended by Environmental Services Manager</p> <p>May 17 2023 – Wiltshire Council Climate Action Planning Workshop Follow-up Event – Attended by Environmental Services Manager</p> <p>May 20 2023 South West Net Zero Hub - Attended by Environmental Services Manager</p>	Environmental Services Manager/Human Resources Manager	Ongoing
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	Record of engagements/activities/grants Annual summary and record updated at all Environmental Working Group Meetings Minimum of 2 activities per year	Salisbury Green Business Awards launched in January 2023. This is a collaborative piece of work between Salisbury Transition City, Salisbury City Council, Wiltshire Council and Salisbury BID.	Environmental Services Manager/Communities Manager/Business & Communications Manager	Ongoing

		<p><b>dialogue on environmental issues.</b></p>		<p><b>Market stall continues to be offered to local groups with a focus on the environment to help raise awareness. This has been taken up by a number of groups including Salisbury Transition City, Climate Circus Exhibition, Salisbury Wildlife Group, Salisbury Community Energy, Share Salisbury, Salisbury Swifts and COGS. The feedback from the stallholders has been very positive</b></p> <p><b>May 20 2023 – SCC supported Salisbury Transition City, People in the Park event in Queen Elizabeth II Gardens</b></p> <p><b>May 31 2023 - Fun in the Park event delivered at Victoria Park for the 2<sup>nd</sup> year to celebrate National Children’s Gardening Week. Approximately 500 people attended</b></p>		
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				8 June 2023 SCC supported Extinction Rebellion event for World Ocean Day at Guildhall		
<b>Waste Management</b>						
Number	Action	Detail	Accountability /Monitoring	Update	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	All new bins in the city to be dual waste/recycling where possible.	<p>Recycling bins installed outside of all schools in Salisbury where space has allowed.</p> <p>Further bins expected to be installed as part of the River Park project and Future High Streets - Fisherton Street project.</p> <p>Business Team working towards having all events organised by SCC to be single use plastic free</p>	Environmental Services Manager/Streetscene Manager	Review March 2024
<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>
<b>EM1</b>	<b>Annual Carbon Footprint Audit</b>	<b>Provides details of SCC's Carbon footprint, including a summary of gas, electric and water usage</b>	<b>Annual audit complete Autumn/Winter 2022  Plan to implement recommendations produced and costed March 2023</b>	<b>Carbon Footprint for 2020/21 &amp; 2021/22 completed and now target setting to reduce carbon footprint moving forward.</b>	<b>Environmental Services Manager</b>	<b>Completed</b>
<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>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.  SCC uses 100% renewable electricity and Green Gas across all sites.  Our providers are currently Crown &amp; EDF</b>	<b>Facilities Manager</b>	<b>Completed</b>

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 2024</p>	Not commissioned but on course for March 2024	Environmental Services Manager	March 2024
EM4	Efficient Design	Incorporate energy/water efficiency measures into all new and refurbished facilities through best practice	<p>Measures detailed and published for all works annually and progress update at Environmental Working Group Meetings.</p> <p>Note - Major capital project for 2022/23 is the Fisherton</p>	<p>The toilet refurbishment at Fisherton Recreation Ground has commenced and will follow suit on previous refurbishments at Coach Park and Lush House in:</p> <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</li> </ul>	Environmental Services Manager/Facilities Manager	Ongoing

			<p><b>Recreation Ground Toilets to complement the River Park project</b></p>	<p>become the drier etc.</p> <ul style="list-style-type: none"> <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>Reviewing SCC's floral displays for 2024/25 to be more drought resistant.</p>		
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## Sustainable Procurement Management

Number	Action	Detail	Accountability /Monitoring	Update	Lead Officer	Target Date
SP1	Procurement Strategy (Policy No. CS022)	The Council will encourage the	Annual review of procurement to ensure best practice.	Currently under review by City Clerk & Environmental Services Manager	City Clerk	Oct 2023



		purchase of locally sourced products and, where possible, ensure that products and materials originate from sustainable sources and accredited sustainable companies.				
<b>Travel/Transport 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>
TT1	Staff Travel Plan	Produce a staff travel plan that promotes environment ally friendly travel options and review SCC staff modes of transport	Staff Travel Plan produced and staff survey results published showing baseline data	Staff survey completed and data being used to help form SCC's Carbon Footprint data. The results of this will help inform the staff travel plan.	Environmental Services Manager & Human Resources Manager	March 2024

		annually using staff survey.				
TT2	Reduce the Environmental Impact of SCC Vehicles and Equipment	Introduction of suitable alternatives such as electric vehicles.	Annual review April 2024	<p>5 electric vans on order (leased) and due for delivery in 2023.</p> <p>Tipper vans not available at the specification required so tipper fleet being replaced with diesel.</p> <p>All vans now replaced or on order for being replaced by this autumn.</p>	Environmental Services Manager	April 2024
TT3	Work with Wiltshire Council's Air Quality Management Group to help improve air quality.	Engage with group to monitor air quality and identify potential action to improve air quality	<p>Revised air quality management plan produced by May 2022</p> <p>Update on delivery of plan provided at each Environmental Working Group by chair of air quality</p>	<p>Wiltshire Council Air Quality Management Plan completed.</p> <p>Cllr Hocking to provide an update.</p>	Chair of Air Quality Management Group	March 2023

			<p>management group</p> <p>Annual air quality report produced by Wiltshire Council and shared by chair of air quality management group</p> <p>Review April 2024</p>			
TT4	Electric Vehicle (EV) Charging Points	Conduct a feasibility study for the provision of EV charging points on SCC sites	<p>Feasibility study conducted and costed for Lush House Car Park by March 2023</p> <p>Further sites to be reviewed in 2023/24 dependent on Lush House cost/findings.</p>	<p>Paper presented to E&amp;C Committee July 2023</p> <p>SCC's new depot will be fitted with EV charging points for our new EV's.</p>	Environmental Services Manager	July 2023

## Natural Environment Management

Num ber	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 improvement and ongoing maintenance.	<p>Harnham Slope, Chiselbury Grove and The Folly preliminary ecological surveys &amp; management plans completed and implemented by Summer 2022.</p> <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</p>	<p>Preliminary ecological surveys (PES) for Harnham Slope, Chiselbury Grove, The Folly, Fisherton Wildlife Meadow, Harnham Recreation Ground &amp; Greencroft received with management plans to be produced by the Parks Manager – Update to be provided at E&amp;C Committee on 3<sup>rd</sup> July.</p>	Environmental Services Manager/Parks Manager	March 2024

			<p>gardens, further wildflower areas etc</p> <p>Progress report at all Environmental Services &amp; Climate Committee meetings.</p>			
<b>BM2</b>	<p>Tree strategy produced to ensure suitable locations for further tree planting can be identified and budgets (internally &amp; externally) secured</p>	<p>Produce a tree strategy to ensure that SCC is maximising the wide range of benefits that trees and woods can deliver to our community – for health, amenity, climate change and water</p>	<p>Contractor commissioned March 2022</p> <p>Briefing note for timeline of activity and community consultation produced April 2022</p> <p>Tree strategy complete and ready for council consideration March 2022</p>	<p>Tree &amp; Ecosystem Strategy presented to E&amp;C Committee for formal adoption on 3 July 2023.</p> <p>Application submitted to the Urban Tree Challenge Fund to help kick start further tree planting in the city.</p>	<p>Environmental Services Manager</p>	<p>July 2023</p>

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<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>	<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>	<b>Cllr Hocking to provide update.</b>	<b>Lead Cllr &amp; Environmental Services Manager</b>	<b>April 2023</b>

			<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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