

ENVIRONMENTAL AND PLANNING REVIEW COMMITTEE

AGENDA

Meeting to be held in the Civic Centre (Committee Room No. 1)
on Monday, 17th July, 2006 at 5.30 p.m.

ITEM	PAGE
1. Apologies for Absence	
2. Minutes of the last Meeting of the Committee held on 19th June, 2006	1
(Copy herewith).	
3. Declarations of Interest (Including Whipping Declarations)	
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Report of the Director of Development and Regeneration and the City Solicitor (copy herewith).	
5. Study into the Council's Approach to Carbon Management – Baseline Position	13
Report of the City Solicitor and Director of Development and Regeneration (copy herewith)	
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**This information can be made available on request in other languages.
If you require this, please telephone 0191 553 1059**

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| 7. | Allocation of Additional Funds for Highway Maintenance | 23 |
| | Report of the Director of Development and Regeneration (copy herewith). | |
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| | Report of the City Solicitor and Director of Development and Regeneration (copy herewith). | |

R.C. RAYNER,
City Solicitor.

Civic Centre,
SUNDERLAND

7th July, 2006

At a meeting of the ENVIRONMENTAL AND PLANNING REVIEW COMMITTEE held in the CIVIC CENTRE on MONDAY, 19TH JUNE, 2006 at 5.30 p.m.

Present:-

Councillor Blackburn in the Chair

Councillors C. Anderson, Dixon, Fletcher, MacKnight, Paul Maddison, L. Scott and Wood.

Also Present:-

Councillor Lawson - Portfolio Holder for Planning and Transportation

Councillors Porthouse, Richardson and Tate.

At this juncture the Chairman thanked the previous Chairman, Councillor Tate, for his even handed stewardship of the meeting as declared in the minutes and welcomed Councillors Fletcher, Dixon and MacKnight to their first meeting of this Committee.

Apologies for Absence

Apologies for absence were submitted to the meeting on behalf of Councillors Higgins, Rolph, Wares and Whalen.

Minutes of the Last Meeting

1. RESOLVED that the minutes of the last meeting of the Committee held on 24th April, 2006 (copy circulated) be confirmed and signed as a correct record.

Declarations of Interest (Including Whipping Declarations)

Item 5 - Policy Development and Review 2006/07 : Topics for Consideration

Councillor Wood declared a personal interest in the above item as a Member of the Passenger Transport Authority (PTA).

Item 9 - Hetton Downs Area Action Plan : Report on Options and Issues for Public Consultation

Councillor Blackburn declared a personal interest in the above item as a Council appointed representative on the Sunderland Housing Group.

Variation in the Order of Business

At this juncture, the Chairman proposed that Items 12 (Decriminalised Parking Enforcement – Action Plan Update) and 13 (Inclusion of Item on the Agenda – Councillor P. Wood) be considered after Item 3 (Declarations of Interest).

2. RESOLVED that the agenda be varied as outlined above.

Decriminalised Parking Enforcement – Action Plan Update

The Director of Development and Regeneration and the City Solicitor submitted a report (copy circulated) informing the Committee of the progress made with regard to the action plan developed from the post implementation review of the Council's Decriminalised Parking Enforcement (DPE) Regime.

(For copy report – see original minutes).

Mr. Phil Barrett advised that the post implementation review of the DPE regime had made 24 recommendations, which had been prepared as the action plan to ensure improvements are made in the systems, procedures and communications. He continued to take the Committee through the 24 actions within the action plan, advising of progress made.

In response to a query from Councillor Wood the Committee were informed that it would be difficult to say when the section would be fully staffed. Temporary skilled staff had been brought in to fill some vacancies and were getting used to Sunderland's procedures. He advised that an Interim Head of Service had been appointed to work alongside the current Head until he leaves the Council.

Councillor Wood asked if the Officers were satisfied that all Traffic Regulation Orders (TROs) were now in place and correct and was informed by Mr Barrett that there was a constant need to supervise and maintain traffic signs and line markings but that at present everything had been done to ensure they were correct.

Councillor MacKnight sought clarification on how the information was stored on spreadsheet and was informed that it was all part of the overall parking management software package.

Mr. Barrett agreed with Councillor Anderson's comment on appointing an external body to verify that the services were working well and providing a high quality. He agreed to explore further the idea of a quality management inspection.

In response to a question from Councillor Anderson, Mr. Barrett informed him that the Council do train their own staff with a view to being able to fill vacancies but unfortunately some staff do move on to other Local Authorities and private firms following this, creating a high turnover of staff.

Upon consideration of the report, it was:-

3. RESOLVED that the report be received and noted.

Inclusion of Item on the Agenda – Councillor P. Wood

The City Solicitor submitted a report (copy circulated) requesting the Committee to consider a request from Councillor P. Wood for the inclusion of an item on the agenda of the Committee.

(For copy report – see original minutes).

Councillor Wood informed the Committee that he had requested an explanation as to the reasons behind the six week delay to the inquiry into the City of Sunderland Unitary Development Plan (Alteration No. 2) and if this had resulted in any additional costs or repercussions to the Council.

Mr. Bob Rayner, City Solicitor, advised the Committee on how the delay had occurred and what had been done to rectify the situation. He informed the Committee that as a consequence the timetable for the UDP inquiry had been compressed from the original estimate of 10 days from 6th – 16th June, to 4 days starting from 21st July which would create savings in costs. No parties involved had objected to the revised timetable and some had welcomed the additional preparation time.

The adjournment would not delay the inspector's reports which were still expected in late autumn, nor had it led to extra cost to the Council or any other adverse consequences. Mr. Rayner advised that Officers had put a lot of hard work and effort into preparing the Council's evidence for the inquiry and this was an unfortunate slip which would not happen again and for which he apologised on behalf of those involved.

The Chairman gave a short statement outlining the sequence of events which had followed the adjournment of the inquiry on 6th June and raised concerns over the effect that press articles on the matter may have on staff morale following all their hard work and on the Council's reputation.

Councillor Scott reported that he was pleased that the problem had been discussed at the Committee and was satisfied with the explanation from the City Solicitor.

Following consideration and discussion of this report, it was:-

4. RESOLVED that the report be received and noted.

Priorities and Key Issues for the Year Ahead

The City Solicitor, Director of Development and Regeneration and Director of Community and Cultural Services submitted a joint report (copy circulated) which provided Members with an outline of the key issues and priorities for the year ahead for services contained within the remit of the Committee.

(For copy report – see original minutes).

Keith Lowes, Head of Planning and Environment, Graham Carr, Manager – Highway Maintenance and Peter High, Head of Environmental Services each gave a verbal presentation to the Committee advising of the key priorities and challenges facing services for the year ahead.

In response to queries from Councillor Anderson, Mr. Lowes advised that the Port Strategy had been taken through a process by ALCRO and that now a business plan was being produced.

In relation to recruitment and retention Mr. Lowes reported that some experienced staff had left the Authority and that there were a lot of inexperienced staff being trained in-house.

Councillor Wood asked when it was expected that the resident parking zones pilot areas would be in place and operational and how long after they had been in place a review would be undertaken to rate its success. Mr. Carr advised that the schemes would be running in approximately 6 months time, with the situation being monitored to judge whether to roll the scheme out to other areas in the City.

Councillor Wood asked Mr. High if any progress had been made with regard to the recycling of plastics and was informed that unfortunately it had not. Mr. High could advise the Committee that some progress had been made with the kerb it scheme, as within the next 3-6 months collections would begin to be made from high storey flats.

Councillor MacKnight reported that a vocational training unit, based in Washington, was looking for horticulture professionals to spend time training young people and adults and suggested it may be possible to second Council staff to the role and may also give a sense of job enrichment to the staff. Mr. High agreed to investigate the possibilities.

In response to a query from Councillor Paul Maddison, Mr. High advised that a request had not been received to increase garden recycling collections to weekly. He informed the Committee that although people had been quick to use the service, due to the content, i.e. grass cuttings, etc. it would reduce in size and therefore a collection once a fortnight would be sufficient for the foreseeable future.

Following consideration of the report and presentations, it was:-

5. RESOLVED that the report be received and noted.

Policy Development and Review 2006/07 : Topics for Consideration

The City Solicitor, Director of Development and Regeneration and Director of Community and Cultural Services submitted a joint report (copy circulated) setting out a number of possible topics for policy development and review as part of the Committee's Work Programme.

(For copy report – see original minutes).

Mr. Jim Diamond, Review Co-ordinator, advised Members of the three topics submitted for 2006/07, which were Carbon Management, Waste Management and the Quality of Bus Services.

Members supported the topics and agreed that they should be given a hierarchy so that the most relative and important be dealt with first. The Committee felt that the three topics were linked and each was important to the Council in varying ways.

It was felt that Carbon Management was a topic which merits further investigation and that the Quality of the Bus Service would be topical, but could be difficult to guarantee the involvement of local bus operators. Mr. Diamond agreed to contact NEXUS and the local bus companies to invite a representative to a future meeting of the Committee.

On discussion of the report it was:-

6. RESOLVED that:-

- (i) the report be received and noted;
- (ii) that Mr. Diamond invite NEXUS and the local bus operators to attend a future meeting of the Committee; and
- (iii) the terms of reference and scope for study into Carbon Management study be submitted to the next meeting of the Committee for consideration.

Draft Annual Work Programme 2006/07

The City Solicitor, Director of Development and Regeneration and Director of Community and Cultural Services submitted a joint report (copy circulated) providing the Draft Work Programme for the Committee for the year 2006/07.

(For copy report – see original minutes).

Mr. Jim Diamond, Review Co-ordinator, advised that the work programme contained any items raised by Councillors as well as standard reports submitted to the Committee.

Following consideration of the report, it was:-

7. RESOLVED that the work programme for 2006/07 be approved and submitted to the Policy and Co-ordination Review Committee.

Queen Alexandra Bridge Major Maintenance : Contract Update

The City Solicitor submitted a report (copy circulated) which provided the Committee with information submitted to Cabinet, on the additional costs and revised completion date for the Queen Alexandra Bridge Major Maintenance contract.

(For copy report – see original minutes).

In relation to paragraph 3.5, Councillor Wood queried the figure at which the Council's contribution was capped. Mr. Carr advised that he would circulate the information to the Committee.

Mr. Carr informed the Committee, in response to a question regarding a possible reference to arbitration, that the Council were looking at the current position with the Contractor and signs showed no indication that they would want to take any further action.

Councillor Scott felt that good progress was being made on the bridge and looked forward to works being completed.

Upon consideration and discussion of the report, it was:-

8. RESOLVED that the report be received and noted.

Residential Design Guide

The Director of Development and Regeneration submitted a report (copy circulated) which sought comments from the Committee on the revised Residential Design Guide.

(For copy report – see original minutes).

Mr. Hugh Daghish, Assistant Planner, advised the Committee that the purpose of the Guide was to ensure the delivery of sensitive, appropriately designed and sustainable housing developments. He informed Members that the Guide had been amended and expanded in light of recent publications and research to reflect current best practice guidance and the key principles of good urban design.

In response to a query from Councillor Anderson, Mr. Daghish explained that the Guide reflected Central Government's plans to help improve the quality of design in housing development. He reported that the Guide, once finalised and agreed, would strengthen the Council's ability to choose design options as the Guide would be adopted as a Council policy and then be used in any future negotiations with developers.

Following discussion of the report, it was:-

9. RESOLVED that the Committee received, noted and supported the Residential Design Guide.

Hetton Downs Area Action Plan : Report on Options and Issues for Public Consultation

The Director of Development and Regeneration submitted a report (copy circulated) which sought comments from the Committee on the Consultants Report on Options and Issues for development in the Hetton Downs area.

(For copy report – see original minutes).

Mr. Peter Lawson, Principal Planner, advised that Nathaniel Lichfield and Partners were appointed by the City Council in May 2005, to commence the preparation of an Area Action Plan for the Hetton Downs Area. Based on the outcome of initial consultations, 4 development options for the area had been produced to address the identified issues.

Councillor MacKnight gave his congratulations on the work done so far, which was encouraging. He commented that public involvement and consultation was crucial throughout the process to keep residents aware of the issues.

Councillor Wood asked for clarification of the term 'over representation of the private rented sector' quoted in paragraph 2.1 and was advised by Mr. Lawson that it was a comment made by the consultants and most likely referred to the number of different private owners and absentee landlords.

Following consideration of the report, it was:-

10. RESOLVED that the report be received and noted.

Farringdon Row Development Framework

The Director of Development and Regeneration submitted a report (copy circulated) which sought comments from the Committee on the responses received following consultation on the revised Draft Farringdon Row Development Framework.

(For copy report – see original minutes).

Councillor Anderson commented that he had no objection in principle to the basic plan for the area but that the design of any development would be of the maximum importance.

Overall, he welcomed the proposals and felt it would be a 'jewel in the crown' for Sunderland.

In response to a concern of Councillor Anderson's regarding increased traffic flow in the area, Mr. Daniel Hattle, Senior Planner, advised that the Council's Highway Section had been consulted and had no serious concerns. Mr. Lowes informed the Committee that in the long term the Sunderland Strategy for the Transport Corridor would ease any immediate effect.

Councillor Anderson informed the Officer that no community groups from the Millfield area had been consulted and offered to provide details for future involvement. Mr. Hattle advised that residents in the neighbouring areas will have been involved in the consultation and informed the Committee of the successful exhibitions which had been undertaken in the Bridges Shopping Centre.

Councillor MacKnight queried if the ground at the site would be checked, prior to disturbance, to see if it was consecrated ground and was informed that archaeological surveys were undertaken and so far the results were satisfactory, with further surveys being carried out in the future.

Upon consideration of the report, it was:-

11. RESOLVED that the report be received and noted.

Overview and Scrutiny in Sunderland – Draft Handbook 2006/07

The City Solicitor submitted a report (copy circulated) providing the Committee with the revised and updated version of the Council's Handbook for Overview and Scrutiny prior to publication.

(For copy report – see original minutes).

12. RESOLVED that the report be received and noted.

The Chair closed the meeting having thanked Members and Officers for their attendance.

(Signed) J. BLACKBURN,
Chairman.

**ENVIRONMENTAL AND PLANNING SERVICES REVIEW COMMITTEE
17th JULY 2006**

LINK TO WORK PROGRAMME – AWARENESS RAISING

HITRANS – HIGH QUALITY PUBLIC TRANSPORT

Report of the Director of Development and Regeneration and the City Solicitor

1 Purpose of Report

- 1.1 To receive a report on the outcome of the HiTrans (High Quality Public Transport) project into the development of public transport systems in medium sized cities.

2 Background

- 2.1 The aim of the project was to consider the ways in which medium sized cities (i.e. those with a population of between 100,000 –500,000) can best develop high quality public transport systems. The project therefore focused on the particular barriers facing cities the size of Sunderland as against larger conurbations such as London.
- 2.2 The project ran between 2002/05 and involved a partnership of European cities. Sunderland City Council, together with Nexus, helped to form an 11 partner project. The others partners included the cities of Edinburgh, Stavanger (Norway), Arhus (Denmark) and Helsingborg (Sweden), Rogaland County Council (Norway and Lead Partner), and also public transport, road and rail operators in Norway.
- 2.3 The project was an Interreg IIIB project under the North Sea programme. The total cost was 1.1 million euros - funded 50% by the EU regional development funds, and 50% by the partners of the project.

3 Outcomes of the HiTRANS Project

- 3.1 There were three main outcomes resulting from the project:-
- 5 best practice guides (Land Use Planning & Transport; Networks; Design; Infrastructure; Citizen Requirements);
 - a HiTrans website (see www.hitrans.org);
 - a HiTrans promotional film.
- 3.2 A DVD of the promotional film will be shown at the meeting. The film lasts approximately 10 minutes.
- 3.3 The five Best Practice Guides attempt to address all aspects of developing the most appropriate transport system for your city, including:

- Looking at best practice examples for other cities;
- What transport system would best suit your city?
- How to develop an integrated transport network;
- How to design transport into your environment;
- Where to locate your system;
- When to build your transport system in terms of urban regeneration.

3.4 The 5 guides specifically cover:

- rolling stock and technical solutions;
- transport and urban design;
- network integration;
- citizen requirements;
- land use planning and transport.

3.5 Sunderland City Council led on the land use planning and transport strand of the work. Key land use issues included:

- Developing transport hand-in-hand with urban regeneration;
- Development densities around transport hubs;
- Accessibility and social inclusion;
- Revenue from land tax.

4 **Application of HiTRANS in the City**

4.1 The work undertaken on the HiTRANS project will have a number of relevant and applicable transport solutions to the city:-

- The project's findings are helping to influence the emerging Local Development Framework for the City, and Local Transport Plan for Tyne and Wear;
- HiTrans can be used to help deliver the aims of the Sunderland Strategy and Image Strategy of the City;
- HiTrans demonstrates Transnational Working – supporting the profile of the North East England in Europe

4.2 HiTRANS has also provided a unique opportunity to forge transnational partnerships across the North Sea and promote the city of Sunderland in the partner countries. It has also demonstrated the ease with which information can be exchanged with overseas partners. It is pleasing to note that contact has continued with our overseas partners since the end of the project.

3 **Recommendation**

3.1 That the information be noted.

4 **Background Papers**

HiTrans Project Report

Contact Officer: Clive Greenwood (0191 553 1576)
clive.greenwood@sunderland.gov.uk

**ENVIRONMENTAL AND PLANNING REVIEW COMMITTEE
JULY 2006**

17

**STUDY INTO THE COUNCIL'S APPROACH TO CARBON MANAGEMENT
– BASELINE POSITION**

LINK TO WORK PROGRAMME – POLICY REVIEW AND DEVELOPMENT

**Report of the Director of Development and Regeneration and City
Solicitor**

1 Purpose of the Report

- 1.1 To set out the baseline position for the Committees study into the Council's approach to carbon management.

2 Background

- 2.1 On 19th June 2006, the Review Committee agreed to undertake a study into the Council's approach to carbon management. A report setting out a proposed remit and objectives is included on the agenda.

Baseline Position Statement

- 2.2 As a starting point and basis for the study, Kathryn Warrington, Sustainable Development Assistant will set out the national and local context shaping the Council's approach to carbon management.
- 2.3 A briefing paper setting out the background to the Council's participation in the Local Authority Carbon Management Programme is attached for information.

3 Recommendation

- 3.1 The Review Committee is asked to note the information.

4 Background Papers

Sunderland Strategy 2004/2007

Contact Officer: Jim Diamond (0191 553 1396)
james.diamond@sunderland.gov.uk

**SUNDERLAND CITY COUNCIL'S PARTICIPATION IN THE LOCAL
AUTHORITY CARBON MANAGEMENT PROGRAMME**

1. BACKGROUND

- The cost of carbon-based fuels (gas, electricity, petrol, diesel) has increased significantly in recent years. As an example, the Council's transport fuel costs have increased 27.5% in the past 2 years, and the street lighting energy bill for 2005/2006 rose 40% on the previous year, and is expected to increase by a further 50% for 2006/2007.
- In the next CPA inspection, beginning January 2007, the Council will also be required to demonstrate how it has reduced the cost and environmental impact of its own resource consumption, of which carbon-based fuels form a significant part.
- To provide a framework to address and exploit these three issues, the Council has applied to, and been accepted onto, the Carbon Trust's Local Authority Carbon Management programme. The programme will support the Council in identifying cost-saving opportunities that relate to carbon-based fuels.

2. PROJECT DETAILS

- The Vision of the project reflects the overall vision for Sunderland City Council:

“To help the City become the UK's most liveable city, by reducing Sunderland City Council's carbon emissions with smart solutions, that will contribute to a life-enhancing, balanced and sustainable future.”

- The key objectives required of the Carbon Management project to meet this vision are as follows:
 - To deliver short term proposals for cost and carbon savings by September 2006
 - To develop a 5-year framework for long term cost and carbon savings by March 2007
 - To develop an ongoing process of staff awareness and involvement in energy-saving initiatives, to realise further energy and cost savings.
- The first phase of the LACM runs from May 2006 – March 2007 and requires that the Council produce a Carbon Management Action Plan by March 2007, which will include prioritised cost-saving opportunities, a communications strategy and funding proposals.

- Cost and carbon saving proposals will be developed in the following areas
 - Property energy consumption
 - Employee energy use
 - Streetlighting
 - Council fleet

- In addition, the project will monitor carbon emissions arising from staff travel to work, and from disposal of domestic waste. However, other processes are in place to develop proposals in these areas, which the Carbon Management programme will not overlap with.

- The project will consist of four stages, with the associated outputs indicated
 - Stage 1. Project Initiation
 - Consultation on proposals
 - Production of Project Initiation Document
 - Establishment of Project Board

 - Stage 2. Proposal development – short term
 - Proposal generated and prioritised, based on known best-practice solutions
 - Proposals report produced by end Sept 2006, with cost-benefit analysis of carbon-saving opportunities

 - Stage 3. Proposal development – long term and funding
 - Proposals generated and prioritised, based of longer term options.
 - Funding mechanisms considered and explored
 - Summary report produced by Dec 2006

 - Stage 4. Strategy development
 - Pulling baselines, projections, proposals and funding mechanisms together in a Strategy and Implementation
 - Approval processes for plan, prior to submission to Carbon Trust by March 2007

3. PROJECT MANAGEMENT

- The programme will operate according to PRINCE2 procedures

- The Project Manager is based within the Sustainability Team, within Development and Regeneration, and supported by the Director of Development and Regeneration, as project executive.

- A Project Board has been established to take responsibility for delivering the project's objectives, consisting of
 - Phil Barrett, Director of Development and Regeneration, as Project Executive

- Keith Lowes, Head of Planning and Environment, as Project Supplier
 - Colin Clark, Head of Land and Property, as Project User
 - Peter High, Environmental Services Manager, as Project User
 - Andy Stewart, D+R Finance Manager, City Treasurers, as Project User
 - Corporate Personnel representative (to be confirmed)
- Currently, Stage 1 has been completed, and Stage 2 begun, which is on target with anticipated progress.

Briefing note author:

Jim Gillon, Sustainability Co-ordinator (Project Manager)


Jim.gillon@sunderland.gov.uk

0191 5531535

5th July 2006

Sunderland City Council's Carbon Management Programme

Environmental and Planning Review Committee
Monday 17th July 2006

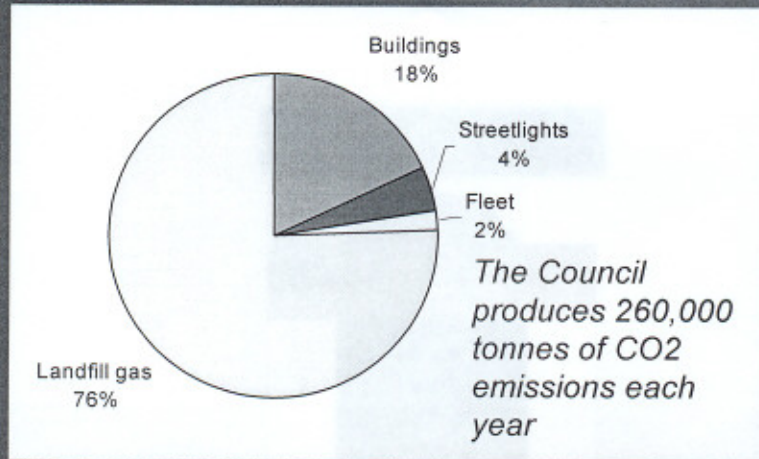

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What is Carbon Management?

- Carbon management is about understanding and managing all activities under an organisation's control that emit carbon dioxide and other greenhouse gases
- Climate Change – Average global temperatures have risen by about 0.6°C since the beginning of the 20th century. There is now evidence that the rise over the last 50 years is mainly due to human activities, such as the burning of fossil fuels and greenhouse gas emissions.


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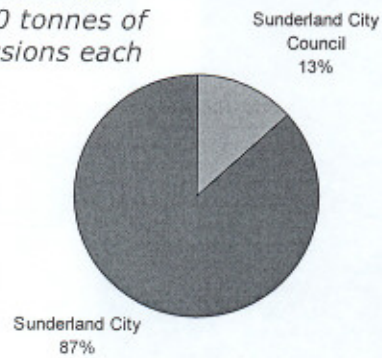
Sunderland City Council's Carbon emissions



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And as a proportion of the whole City

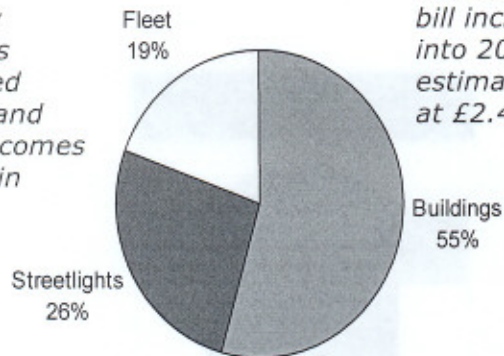
The City produces 1,962,000 tonnes of CO2 emissions each year



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Financial cost of carbon emissions

The City Council's combined energy and fuel bill comes to £7m in 2005/6



Fuel and energy bill increases into 2006/7 are estimated at £2.4m

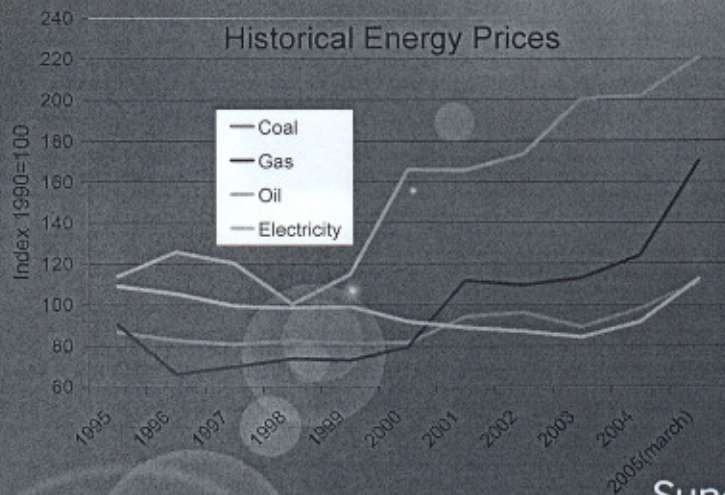
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The policy case; from Kyoto to your Local Authority

- **UK commitment under Kyoto Protocol, 1997**
 - 12.5% reduction in GHGs by 2008-12, 20% CO2 reduction.
- **Climate change levy, 2001**
 - imposed average energy cost increase of 10% on LAs.
- **Kyoto Protocol, Ratified February 2005**
- **EU buildings directive, 2006**
 - set new energy standards for the construction and the refurbishment of buildings
 - display of energy labelling certificates on all public buildings
- **Energy Review, 2006**
 - increase targets for renewables from 15 to 20 per cent of the energy mix and greater measures to cut energy use.

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Historical energy prices



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Implications for Local Authorities

- Electricity and fuel costs likely to rise
- Increasing regulation of LA energy management
 - E.g. CPA requirement for the Council to demonstrate how it has reduced the cost and environmental impact of its own resource consumption
- Stakeholder pressure for LAs to “lead by example”
- Need to ensure energy and fuel use is accurately measured, reported and reduced
- Energy efficiency needs to be fully embedded in asset management, procurement

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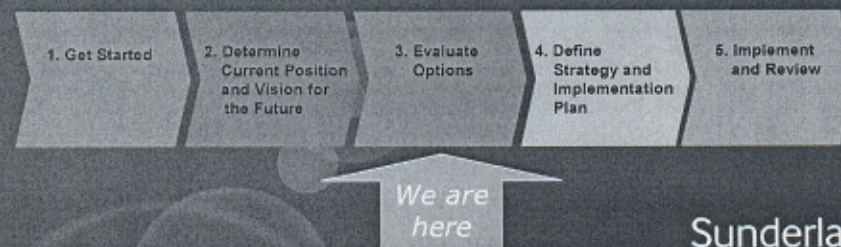
How have UK Local Authorities responded?

- Newcastle city council has committed to a 30% reduction in energy consumption in council buildings by 2010
- Woking Borough Council's ESCO energy efficiency partnership has enabled total investment of £2.2m in over 85 projects from an original capital fund of £250,000, and achieved savings of nearly £4m since 1990.
- Leeds City Council has published a comprehensive energy and water management plan detailing how it will reduce CO₂ emissions by at least 15% by 2008, while maintaining energy expenditure at current levels.

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What is the Carbon Management Programme?

- Carbon management programme is:
 - Run by the Carbon Trust
 - A five step programme to identify and implement measures to cut carbon emissions and their costs
 - Consultant support & access to network of 100 Local Authorities



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Vision

- The vision of the project reflects the overall vision for Sunderland City Council;
 - “To help the City become the UK’s most liveable city, by reducing Sunderland City Council’s carbon emissions with smart solutions, that will contribute to a life-enhancing, balanced and sustainable future”

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Objectives

- To deliver short term proposals for cost and carbon savings by September 2006
- To develop a 5-year framework for long term cost & carbon savings by March 2007
- To develop an ongoing process of staff awareness and involvement in energy-saving initiatives, to realise further energy and cost savings

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Outcomes

- Cost and carbon saving proposals will be developed in the following areas;
 - property energy consumption
 - employee energy use
 - streetlighting
 - Council fleet

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Outcomes - Example from North Yorkshire County Council

No Cost Options

Lead Officer	Ref	Type	Project	£/tCO2	CO2 Savings (tonnes)	kWh Saving	£ Cost Saving
DR	18	N	Enforce energy saving mode on all std desktop PCs + LCD Screens	£ -	1,112	2,585,721	£258,572
KW/JH	33	N	Remove personal electric heaters	£ -	246	571,161	£57,116

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Outcomes - Example from North Yorkshire County Council

Low Cost Options

Lead Officer	Ref	Type	Project	£/tCO2	CO2 Savings (tonnes)	kWh Saving	£ Cost Saving
ND/AMC		5 L	Staff Awareness Campaign non-schools	£19	2,594	4,161,605	£498,247
KW/JC	36	L	Staff Awareness Campaign Schools	£25	4,539	6,942,595	£890,869
KW/JH	34	L	Fit SAVApug to fridges	£46	100	232,000	£23,200

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Outcomes - Example from North Yorkshire County Council

Direct Actions

Lead Officer	Ref	Type	Project	£/tCO2	CO2 Savings (tonnes)	kWh Saving	£ Cost Saving
KW	13	D	Install automatic meter reading and monitoring system to largest energy users, ~ 50 sites	£49	2,798	6,508,035	£520,603
KW	1	D	Improve Building Insulation in schools.	£299	3,798	20million	£640,058
KW	9	D	Upgrade all lighting to more efficient systems and fit better controls such as occupancy sensors, dimming.	£249	2,709	6,300,000	£630,000
KW/AM	19	D	Install CHP in EPHs and residential homes	£634	208	483,720	£38,584

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Thank you

- For further information on the Carbon Management Programme, please contact;
 - Jim Gillon, Sustainability Co-ordinator (Project Manager)
 - jim.gillon@sunderland.gov.uk
 - 0191 553 1535
 - Kathryn Warrington, Sustainability Assistant (Project Support)
 - kathryn.warrington@sunderland.gov.uk
 - 0191 553 1535

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**ENVIRONMENTAL AND PLANNING REVIEW COMMITTEE 17TH JULY
2006**

REMIT AND SCOPE OF STUDY INTO CARBON MANAGEMENT

LINK TO WORK PROGRAMME – POLICY REVIEW AND DEVELOPMENT

**Report of the City Solicitor and Director of Development and
Regeneration**

1 Purpose of the Report

- 1.1 To set out the remit and scope of the Review Committee's study into carbon management.
- 1.2 To establish a draft programme and outline the various techniques and methods for gathering evidence that could be adopted during the study.

2 Background

- 2.1 On 19th June 2006, the Review Committee considered a number of potential topic areas suitable for an in-depth study. Following a discussion of the issues involved, the Committee agreed to undertake a study into the Council's approach to Carbon Management.
- 2.2 In choosing this theme, members stressed the importance of examining an issue of direct concern to the local community. The study would also contribute to a priority area within the Council's Corporate Performance Assessment (CPA) Road Map.

3 Reasons for Study

- 3.1 In May 2006, the Council became one of 35 local authorities joining phase four of the Carbon Trust's Local Authorities Carbon Management Programme. The Carbon Trust is working with a range of UK public sector bodies and businesses to help cut levels of carbon emissions and encourage low carbon technologies. The reduction of carbon emissions is a key part of the fight against climate change.
- 3.2 The Local Authorities Management Programme seeks to deliver improvements in energy efficiency and reduce levels of carbon emissions in areas under the direct control of the Council, including corporate services, council and school buildings, vehicle fleets, street lighting and landfill sites.
- 3.3 The Council also has an important role as a community leader through raising awareness and encouraging and coordinating action across communities and organisations.

3.4 The study will consider the Council's overall strategy and vision in relation to Carbon Management. This will include a review of the content of the city's Carbon Management Programme and the options available to the Council, together with an assessment of the progress being made across Council services.

3.5 The Committee may also wish to consider how the Carbon Management Programme can be used to encourage similar action within communities and organisations across the city.

4 Proposed Remit and Objectives of the Study

Remit of the Study

4.1 The following remit for the study is suggested:-

"To consider the Council's approach to carbon management and examine the progress being made in reducing the level of carbon emissions."

Objectives of the Study

4.2 In meeting the remit, the Review Committee will need to fulfil a number of key objectives. These include the following:-

- To obtain an overview of national and local policies on carbon management and the responsibilities of local authorities;
- To obtain details of the current position within the city;
- To consider the vision and content underlying the Council's approach to reducing levels of carbon emissions contained in the Carbon Management Programme;
- To receive updates on the progress being made across Council services including corporate services, buildings, vehicle fleets, street lighting and landfill sites;
- To assess the level of participation and involvement across Council services;
- To consider how the Carbon Management Programme can be used to encourage similar action within communities and organisations across the city;
- To make appropriate recommendations to the Cabinet based on the evidence received.

5 Approach of the Study

5.1 In order to ensure that the study remains structured and focussed, the following four stage approach is suggested: -

- Agree the remit and scope of the study;
- Provide background information on the current position and the issues involved;

- Obtain evidence and gather information;
- Formulate views and recommendations and approve the final report.

Agree the Remit and Scope of the Study

- 5.2 A proposed remit and scope for the study is set out in Paragraph 4.1 of the report. The remit is designed to ensure that a structured approach is taken to the study and to be sufficiently flexible to ensure that the Committee can investigate and respond to any issues that arise as a result of evidence generated during the study.

Background Information

- 5.3 The initial stages of the study will involve receiving information on the national and local policies on carbon management and the responsibilities of local authorities.
- 5.4 The Committee will also consider the current position within the city and the vision and content underlying the Council's approach to reducing levels of carbon emissions contained in the Carbon Management Programme.

Evidence Gathering

- 5.5 Once the Committee has a full picture of the background situation and the major issues involved, it will be possible to identify and to take evidence from a range of sources both in-house and external. Potential sources of evidence could include council officers responsible for council buildings, vehicle fleets, street lighting and landfill sites. Also, central government agencies such as the Carbon Trust, local academic institutions and other local authorities. Evidence can be gathered by a variety of means including presentations at Committee, Member visits, forums and conferences, written evidence and surveys, consultation exercises and externally commissioned research.

Formulation of Views and Recommendations and Approval of the Final Report

- 5.6 Following the submission of evidence, the Committee will have an opportunity to consider and discuss any issues raised during the study and formulate views and recommendations. This will be followed by the presentation of the final report to Committee.

6 Draft Study Programme

- 6.1 The attached draft work programme sets out a summary of the remit and scope of the study, together with the proposed methods for undertaking the study and details of the likely participants.

7 Recommendation

- 7.1 The Review Committee is asked to consider the proposals in this report, finalise the remit and objectives of the study into the Council's approach to Carbon Management and make recommendations for methods of undertaking the study.

8 Background Papers

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Title of study	Study into the Council's Approach to Carbon Management
Committee	Environmental and Planning Review Committee
Members undertaking study	Councillors J Blackburn (Chair), D Whalen (Vice Chair), C Anderson, P Dixon, J Fletcher, M Higgins, N Macknight, Paul Maddison, L Scott, P Tye, R Wares, P Wood
Officer support/ Contacts	Jim Diamond – Review Committee Administrator
Remit and Objectives of the study	To consider the Council's approach to carbon management and examine the progress being made in reducing the level of carbon emissions.
Key questions/ Evidence to be obtained	<p>During the study the Committee will need to fulfil the following key objectives:-</p> <ul style="list-style-type: none"> <input type="checkbox"/> To obtain an overview of national and local policies on carbon management and the responsibilities of local authorities; <input type="checkbox"/> To obtain details of the current position within the city; <input type="checkbox"/> To consider the vision and content underlying the Council's approach to reducing levels of carbon emissions contained in the Carbon Management Programme; <input type="checkbox"/> To receive updates on the progress being made across Council services including corporate services, buildings, vehicle fleets, street lighting and landfill sites; <input type="checkbox"/> To assess the level of participation and involvement across council services <input type="checkbox"/> To consider how the Carbon Management Programme can be used to encourage similar action within communities and organisations across the city <input type="checkbox"/> To make appropriate recommendations to the Cabinet based on the evidence received.
Method (Meetings, surveys, visits etc)	Options include inhouse and external bodies providing evidence to full committee, invitations for the submission of written evidence, member visits to examine examples of good practice within other local authorities, views of government bodies and agencies, open forums, surveys, direct consultation with community groups and members of the community.
Participants	<p>The Committee are likely to obtain evidence from representatives of:</p> <ul style="list-style-type: none"> Service providers within the authority Partner organisations Carbon Trust Advice on good practice within other authorities (e.g. Middlesbrough Council, North Yorkshire CC) Private sector examples of carbon management Views of central government Academic Institutions (e.g. Sunderland University) Community Organisations
Timescale	<p>The Committee will formally approved the remit and scope of the study on 17 July 2006</p> <p>Familiarisation with issues in 17 July 2006</p> <p>Evidence gathering is expected to take place from September/February 2006/07</p> <p>This followed by consideration of recommendations in March 2007 and approval of the final report by April 2007</p>

**ENVIRONMENTAL AND PLANNING SERVICES
REVIEW COMMITTEE**

17th JULY 2006

ALLOCATION OF ADDITIONAL FUNDS FOR HIGHWAY MAINTENANCE

REPORT OF THE DIRECTOR OF DEVELOPMENT AND REGENERATION

1. PURPOSE OF THE REPORT

- 1.1 To update members on the proposed works for 2006/07 in relation to the allocation of additional funds for Highway Maintenance and to inform members on the spend profile of footway and carriageway works for 2005/06 and 2006/07.

2. BACKGROUND

- 2.1 At its meeting of 15th February 2006 Cabinet recommended to Council that an additional £400,000 be made available for investment in Highway Maintenance on areas identified through an objective risk assessment.
- 2.2 A report to Cabinet submitted for 12th July 2006 meeting has sought approval for the method and mode of the allocation funds of £400,000 for Highway Maintenance in 2005/06. A copy of the 'spend by treatment type' is attached as Appendix A.
- 2.3 The Council has consulted and worked with Sunderland Housing Group as the majority of 'areas of highway at risk' are in former Council Housing areas. The works which involve a variety of treatments have been undertaken by Community and Cultural Services Directorate through the existing Schedule of Rates Contract.
- 2.4 At its meeting of 20th June 2005 this Committee requested details of the spend profiles for footway and carriageway maintenance for 2005/06 and this has been included again this year.
- 2.5 Members may note that some schemes have been carried over from last year. This has been due to problems caused by utility works and third parties.

3. CURRENT POSITION

- 3.1 Appendix B lists the proposed spend profile by Ward for 2006/07. Where possible streets where works will take place have been listed. It should be noted that the spend profile may vary through the year depending on the type of works undertaken. The work is prioritised in order to minimise risk to the public. Photographs in Appendix C illustrate some of the areas where works will be carried out.
- 3.2 Physical works may also include areas where other maintenance works are required and these will be funded from existing Highway

Maintenance Budgets. Managing the works this way will ensure that economies of scale can be achieved as well as reducing disruption to the public.

- 3.3 Continued liaison with Sunderland Housing Group will try to ensure that any works to improve areas 'off highway' are carried out at the same time resulting in an enhanced environment for all.
- 3.4 The programme of works has been prepared using the criteria agreed by Cabinet at its meeting in September 2003 and listed below:
 - Condition rating
 - Location
 - Type (carriageway, footway, structure etc)
 - Frequency of use
 - Construction Type
 - Councillor and Public Reports
 - Sunderland Housing Group Consultation

4. FINANCE PROFILE

- 4.1 Appendix D lists the Capital and Revenue spend profile for footway and carriageway maintenance for 2005/06 and for 2006/07. These do include the elements from the budget of additional resources of £400,000 which are detailed in the Cabinet reports 13th July 2005 and 12th July 2006. The spend profile may alter during the year due to changes in priorities.

5. CONCLUSION

- 5.1 Members are requested to note the contents of this report. A further report detailing progress on the programme of works will be submitted at intervals required by the Committee.

6. BACKGROUND PAPERS

- 6.1 Environment and Community Services Review Committee Report dated 20th June 2005.
- 6.2 Cabinet Report dated 10th September 2003.
- 6.3 Cabinet Report dated 13th July 2005.
- 6.4 Cabinet Report dated 15th February 2006.
- 6.5 Cabinet Report dated 12th July 2006.

APPENDIX A

**ALLOCATION OF ADDITIONAL FUNDS FOR HIGHWAY MAINTENANCE
2006/07**

REPORT OF THE DIRECTOR OF DEVELOPMENT AND REGENERATION

Table showing budget proposed spend by treatment type

<u>Treatment Type</u>	<u>Cost</u>
Surfacing (Carriageway)	35000
Surfacing (Footway)	152500
Wall Repair	15000
Tile Removal/replacement	20500
Trips	44000
Kerbing	16000
Off Road Parking	50000
Guardrails etc.	37000
Trees/Planted areas	2000
Miscellaneous.	28000
Total	400000

APPENDIX B

**ALLOCATION OF ADDITIONAL FUNDS FOR HIGHWAY MAINTENANCE
2006/07**

REPORT OF THE DIRECTOR OF DEVELOPMENT AND REGENERATION

Table showing budget proposed spend by Ward

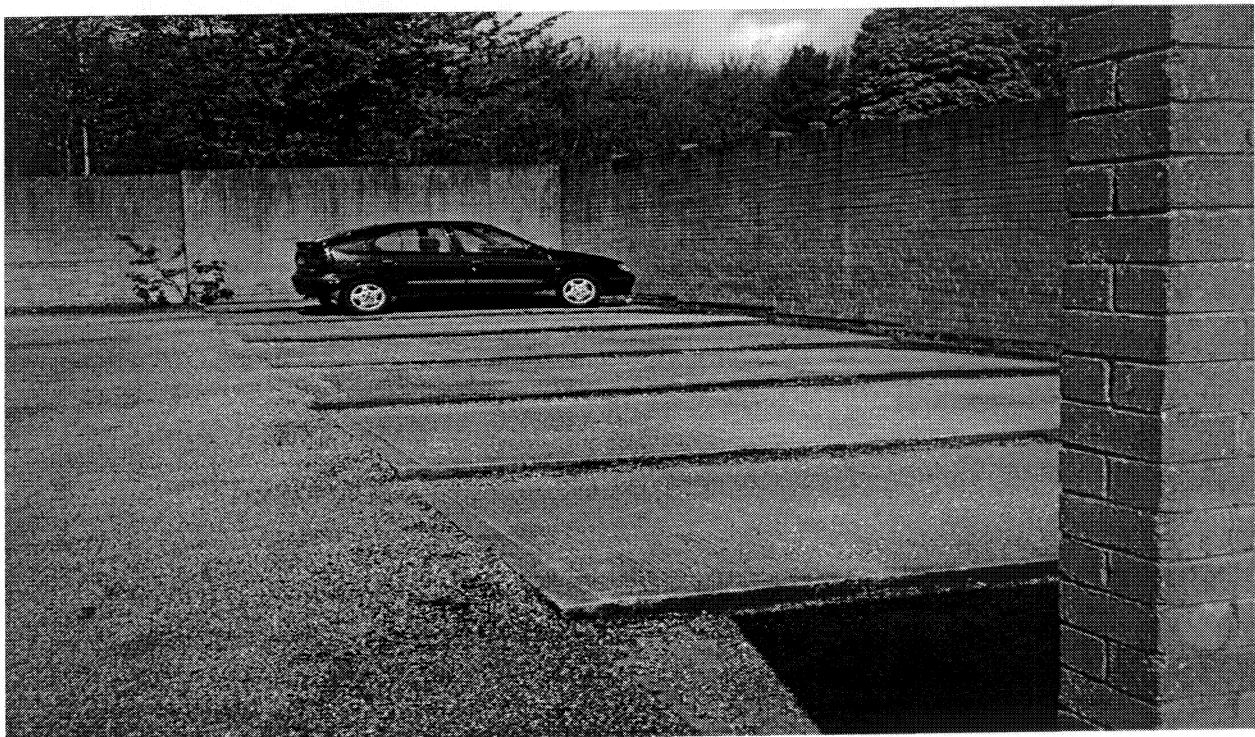
Cost summary by Ward/ Locality	Cost £
Albion Place – St. Michaels	25,000
Houghton – The Broadway	35,000
Ryemount Road – Doxford	50,000
Tunstall Road – St. Michaels	27,000
Washington Central – Biddick Village	35,000
Washington West – Donvale road, Wellburn Road	138,500
Citywide various	115,000
TOTAL	400,000

APPENDIX C

**ALLOCATION OF ADDITIONAL FUNDS FOR HIGHWAY MAINTENANCE
2006/07**

REPORT OF THE DIRECTOR OF DEVELOPMENT AND REGENERATION

Photographs showing areas before schemes have started.



APPENDIX D

ALLOCATION OF ADDITIONAL FUNDS FOR HIGHWAY MAINTENANCE 2006/07

REPORT OF THE DIRECTOR OF DEVELOPMENT AND REGENERATION

Table showing Capital and Revenue spend profile for footway and carriageway for 2005/06

Budget		Length surfaced	
Footway	Carriageway	Footway	Carriageway
£1,292,266	£1,919,756	8.75km	14.8km

Table showing Capital and Revenue spend profile for footway and carriageway for 2006/07

Budget		Length surfaced	
Footway	Carriageway	Footway	Carriageway
£1,383,000	£1,737,000	Not known	Not known

The footway budget includes kerbing and all drainage works.

ENVIRONMENTAL AND PLANNING REVIEW COMMITTEE 17TH JULY 2006

PROPOSED VISIT TO JOE'S POND

LINK TO WORK PROGRAMME – AWARENESS RAISING

Report of the City Solicitor and Director of Development and Regeneration

1. Purpose

- 1.1 To consider arrangements for a visit to Joe's Pond in order to view the condition and maintenance of the area.

2. Background

- 2.1 On 12 December 2005, the Review Committee received a report on the condition of Joe's Pond and its immediate environment.
- 2.2 Joe's Pond is a statutorily protected Site of Special Scientific Interest having been developed from clay pits dating back to the 19th century. During the 1950's and 1960's the Pond developed into an extremely attractive nature site based initially around the Pond but extending into the woodland belt to the east and in turn into a tree belt along the southern edge of the Rainton Bridge South Business Park.
- 2.3 The Committee were informed of the arrangements for the management and maintenance of the area and of the work being undertaken to restore the environmental quality of the area.
- 2.4 The Committee agreed to undertake a visit to the area at a future date and this has been included in the work programme for the current year.
- 2.5 It is suggested that the visit be held on the morning of Thursday 14 September 2006. Keith Hamilton, Deputy Manager, Landscape and Reclamation will conduct the tour.

3. Recommendation

- 3.1 Members are asked to consider whether they wish to proceed with the visit and consider the suggested date.

4. Background Papers

- 4.1 None