

## Climate Local Commitment

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### Climate Local – Erewash Borough Council: Our commitments and actions

#### Natural Resources Strategy

Erewash Borough Council is committed in tackling the causes of climate change through reduced energy use and sustainable transport. The Council has a key role of leading by example, reducing our own emissions and raising awareness and encouraging behaviour change. This commitment is made prominent in the Erewash Corporate Plan 'Driving for Success' 2012 – 2016 with a priority of 'making Erewash cleaner, greener and safer' by 'reducing Erewash's impact on the use of natural resources. Additionally there are a number of Acts and Policies which provide Erewash Borough Council with the national policy levers to influence low carbon and climate change in the future;

- Climate Change Act 2008
- Energy Act 2011
- National Planning Framework

Given these challenges the Council has developed a suite of plans which are collectively known as the Council's Natural Resources Strategy and include the following;

- Carbon Management Plan
- Adaptation Plan
- Smarter Choices Plan
- Employee Travel Plan
- Waste Plan (currently in development)

Other Council plans which have been developed which contribute to mitigating climate change include the following;

- Private Sector Housing Strategy (which includes Erewash's affordable warmth strategy)
- Erewash Core Strategy (Please be aware that this version of the policy might be subject to change as the Inspector is still to publish his report following the hearing sessions/examination of this document)
- Erewash Emergency and Business Continuity Plans

The Natural Resources Strategy secures the Council's commitment to Climate Local which was signed by the Leader of the Council on 28 March 2013 and set out how Erewash Borough Council will minimise our longer term impact on our natural resources.

In signing the Climate Local Commitment we pledged to set locally-owned and determined targets and actions on both mitigation and adaptation to climate change and publish these within six months.

Our priorities and commitments to Climate Local have been developed as part of the Council's Natural Resources Strategy and the tables below set out these priority commitments and the actions we will undertake to deliver them. We will monitor our performance against these actions and report regularly on our progress. We will also regularly refresh this list of actions to ensure they are up-to-date and reflect local priorities.

## Carbon Management Plan

Erewash Borough Council signed up to Local Authority Carbon Management programme in 2008 so that it could have access to the abundance of knowledge and expertise available in the public sector to tackle carbon emissions from its own operations. This second Carbon Management Plan continues to draw on this experience with additional support from the LGA through their Climate Local programme. This plan will set out a programme for a 19% reduction on our current emissions of 3559 tonnes of CO<sub>2</sub> over the next 5 years.

The Carbon Management Plan supports Erewash's priority of making Erewash cleaner, greener and safer. We believe that climate change is a big challenge we face and here, in Erewash, we are determined to continue to make a difference. We are committed to the ethos of thinking globally, but acting locally. For this reason, we've adopted 'Driving for Success' – a vision to put Erewash on the map – a first class Borough in which people have pride and where they choose to live, work and play'

There is a financial case for taking action on carbon emissions. The Council has the opportunity to mitigate the effects of rising energy prices and deliver carbon and financial savings estimated at 672 tonnes of CO<sub>2</sub> emission reductions and £183,650 cost reduction over the next five year life of this plan, if all of the identified projects are implemented and targets met..

The financial benefits of reducing our carbon emissions will mitigate the predicted price increases if energy costs continue to rise.

Erewash Borough Council could realise real savings and potentially reduce our annual growth on energy by 22% in relative terms between 2013 and 2018. In financial terms we would have been facing an increase in costs of energy and fuel from £1.172m in 2012/13 to £1.505m by 2018/19 if we hadn't taken any action in previous years through our initial Carbon Management Plan.

### **Commitment - Corporate Strategy – embedding CO<sub>2</sub> savings across our organisation**

**Justification** - We recognise that implementing physical measures that reduce our carbon emissions to our buildings and transport fleet will not in themselves ensure that as an organisation we do not emit more CO<sub>2</sub> than is necessary. During the initial CMP a number of actions were taken to embed a carbon culture within the organisation, some with success others not.

The following commitments and actions will further embed carbon reductions in Erewash and make visible a high level of commitment to the delivery of the CMP, its vision for the borough and the way the Council carries out its business.

Key - C&AMG = Capital and Asset Management Group, NRG = Natural Resources Group, Comms = Communication Service, C&L = Culture and Leisure, Fin = Finance, Proc = Procurement, E&CS = Environment & Community Safety, Pers = Personnel, P&E = Property and Estates

Ref	Local Action	Measure/Progress	Owner	Timescale	Funding & Resources	Priority LMH
CM1	Obtain approval of the Executive on Carbon Management Plan and targets	Report drafted and approval gained by 23/10/13 Corporate strategy and development	C&L	Oct 13	Officer Time	High
CM2	Publication of Carbon Management Plan - website and intranet	Corporate strategy and development Strategy published by Dec 13  Community development and empowerment	Comms	Dec 13	Officer Time	Med
CM3	Climate Local action plan reviewed to reflect CO <sub>2</sub> reductions set in Carbon Management Plan	Measurement/data improvements  Action plan reviewed and sent to LGA for publication on web portal	NRG	Nov 14	Officer Time	Med
CM4	Review options and recommend process for introducing group level carbon budgets and inclusion in budget/business planning process	Contribution to statutory targets  Council saved money  Process introduced and carbon budget reduced as part of 13/14 budgets	NRG	Jan 14	Officer Time	Med

CM5	Implement options appraisal methodology for capital programme priorities that include CO <sub>2</sub> emissions	<p>Council money saved</p> <p>Corporate strategy development</p> <p>Appraisal methodology agreed by Asset Management Group and included in relevant capital projects</p>	C&AMG	Nov 13	Officer Time	High
CM6	<p>Implement capital programme appraisal process that includes CO<sub>2</sub> emissions</p> <p>Sourcing external funding for climate change action (e.g. ECO funding)</p>	<p>Council money saved</p> <p>Corporate strategy development</p> <p>External funding pots identified</p> <p>Applications submitted</p> <p>Funding secured</p>	C&AMG	C&AMG	Officer Time	High
CM7	Provide corporate guidance for carbon budgeting and CO <sub>2</sub> impact assessment	<p>Building council capacity</p> <p>Guidance written and appropriate staff notified</p>	C&L	Jan 14	Officer Time	Med

CM8	Developing a sustainable procurement plan for all council purchasing that encourages low energy and more sustainable options and also promotes local purchasing where possible.	<p>Improvement to public realm Assessing the carbon footprint of the goods and services we procure, in order to understand the impact of our existing procurement and commissioning</p> <p>Producing a sustainable procurement code of practice</p> <p>Utilising whole-life costing when assessing all capital projects</p> <p>Exploring buying 100% renewable energy for our own buildings and operations</p>	Proc	Nov 14	Officer Time	Med
CM9	Implement a policy to reduce waste-related costs by improving waste minimisation on the council's own estate and services	<p>Council save money Improvement to public realm</p> <p>Policy written and approved</p>	E&CS	June 14	Officer Time	Med

**Commitment - Responsibility – being clear that saving CO<sub>2</sub> is everyone’s job**

**Justification –** To embed a change culture it is important that everyone is clear on their responsibility in saving energy.

The actions set out below are designed to turn carbon reduction activity into main stream function for all managers and staff

Ref	Local Action	Measure/Progress	Owner	Timescale	Funding & Resources	Priority LMH
CM10	Re-focus the functions of the Natural Resources Group as energy champions and recruit carbon champions at service level	Completed April 2103 – Energy champions identified and commitment made to support NRG  Carbon champions recruited at service level	NRG	April 14	Officer Time	High
CM11	Incorporate CO <sub>2</sub> reduction responsibilities into facilities managers job descriptions, and appraisal targets	Council money saved  Job descriptions revised and approved  Appraisal targets set	Pers  NRG	Oct 14	Officer Time	Med
CM12	Investigate the impact of performance rewards for carbon savings at building level	Council money saved  Investigation completed	NRG	June 14	Officer Time	Low

## Commitment - Monitoring and Reporting

**Justification** - Erewash has a dedicated NRG to monitor delivery of its ten themes. Progress on this CMP will be reported to the group which meets monthly.

Delivery and management of each project will be the responsibility of the owners identified in this plan. As emissions reduction targets are aggregated at a service level, each Head of Service will be accountable to the Natural Resources Group for the delivery of the projects and achievement of the targets within their service.

Energy consumption targets for buildings will continue to be centrally captured and maintained on its dedicated database (System link). The Head of Environmental Health and Community Safety will be responsible for capturing data regarding fleet usage and consumption from highway assets. Energy use data from all sources will continue to be maintained for annual publication for Green House Gas Emissions reporting by the Property and Estates Service.

Ref	Local Action	Measure/Progress	Owner	Timescale	Funding & Resources	Priority LMH
CM13	Annual review and publication of carbon management progress report and GHG emissions report	Corporate strategy and development Measurement/data improvement GHG emissions report produced and published on the council's website	NRG	July 2014, 15, 16, 17, 18	Staff Time	High
CM14	Include carbon statement in annual council statement of accounts	Corporate strategy and development Statement included in accounts	NRG	June 2014, 15, 16, 17, 18	Staff Time	Med
CM15	Progress updates to the Natural Resources Group	Measurement/data improvement Updates completed	NRG Champions	April 2014, and Oct 2014 and bi yearly thereafter	Staff Time	Med

CM16	Monitor buildings energy use monthly and report quarterly each year to CMT	Measurement/data improvement Monthly energy reports for all building completed and analysed	NRG	April, July, Oct, Jan each year	Staff Time	Med
CM17	Monitor Highway Assets energy use and report quarterly each year to CMT	Measurement/data improvement Report on fuel usage reported to CMT	E&CS NRG	April, July, Oct, Jan each year	Staff Time	High
CM18	Provide annual consolidated progress report on carbon reductions against the CMP	Measurement/data improvement Progress report completed for CMT	C&LS NRG	June each year	Staff Time	Med

### Commitment - Communication and Training – ensuring everyone is aware

**Justification** - We are working with our ICT and communications team to promote this plan across our Council and will use our staff intranet system “Ernie” to tell staff about the plan. We will have monthly features in our electronic staff magazine, Awash with News, and we will use our e-mail system to keep staff alert to new opportunities to become involved. We plan to recruit volunteer “carbon champions” to work at a team level to involve and encourage people to be involved.

All new staff will be told about our Carbon Management Plan as part of their induction. We will use staff monthly briefings to provide ongoing training to our teams.

Ref	Local Action	Measure/Progress	Owner	Timescale	Funding & Resources	Priority LMH
CM19	Develop and include CO <sub>2</sub> reduction training material in staff induction process.	Building council capacity Information included in induction process	Pers NRG	April 2014	Staff Time	Med
CM20	Implement themed monthly council-wide carbon reduction initiatives involving all staff - using the Low	Building council capacity Annual promotional plan developed and delivered	NRG	Start April 2014	Staff Time	Med

	Carbon Workplace12 - month campaign templates					
CM21	Develop targeted training programme for all officers undertaking projects and procurement of supplies and services on how to incorporate carbon reduction measures	Building council capacity Training programme delivered to all staff involved in projects and procurement	Pers NRG	Partially complete d – Started July 2013	Staff Time	High
CM22	Implement training for all council vehicle drivers on safe and fuel efficient driving to reduce fuel use.	Building council capacity Training delivered	E&CS	April 14	Staff Time	High
CM23	Develop Carbon budgeting and accounting training, including modules covering use of CO <sub>2</sub> reductions option appraisal for capital projects	Building council capacity	Pers NRG C&AMG	May 2014	Staff Time	Med

### Commitment - Engagement of our Stakeholders

**Justification** - There are actions the Council could take to improve its overall carbon performance that are relatively straightforward to implement through specification and contractual requirements without incurring additional cost. The actions set out in this section detail actions that the Council plans to introduce to achieve carbon savings working in partnership with its suppliers.

Ref	Local Action	Measure/Progress	Owner	Timescale	Funding & Resources	Priority LMH
CM24	Continue Natural Resources Group and meet at least 4 times a year	Corporate strategy and development  Building council capacity  Four NRG meetings planned throughout the year	C&LS	Completed – Annual dates set each year for meetings	Staff Time	High
CM25	Update Procurement Guidance on	Improvement to public realm	Proc	April 2014	Staff Time	Med

	website to include Council requirements on carbon reductions and how it would be included in supplier procurement processes	Guidance provide on Council website				
CM26	Develop guidance for use of framework and call-off contracts on selection of energy efficient products. Set carbon reduction targets for suppliers that discharge All Executive Council functions - e.g. leisure services	Improvement to public realm  Guidance document developed and issued to suppliers	Proc NRG	June 2014	Staff Time	Med
CM27	Integrating energy and other sustainability criteria with financial considerations when developing tenders for services	Improvement to public realm	Proc NRG	June 2014	Staff Time	Med
CM28	Actively working with service providers to reduce their carbon footprint and to develop local business	Improvement to public realm  Audit completed on service providers	Proc NRG	Aug 14	Staff Time	Med

## Commitment - Policy Alignment – saving CO<sub>2</sub> across your operations

**Justification** -There are changes set out below that capture day to day business activities that could improve the Council's carbon efficiency without affecting the delivery of business objectives and, in some cases, actually making delivery more efficient, changes can be made to the way the Council uses its buildings, the way it meets its printing and copying needs and the way it procures goods and services.

Ref	Local Action	Measure/Progress	Owner	Timescale	Funding & Resources	Priority LMH
CM29	Provide guidance for sustainable procurement to support the Procurement Strategy	Corporate strategy and development Guidance produced	Proc	June 2014	Staff Time	Med
CM30	Set targets at design stage of new major council buildings for the maximum operational carbon emissions when the buildings are in full use	Corporate strategy and development  Targets incorporated in new major building projects as part of architects brief	P&E NRG	As required	Staff Time	High
CM31	Create a corporate project team to lead on developing a decentralised Energy Strategy for council buildings	Building council capacity  Natural Resources Group already formed  CMP completed and approved 23 October 2013 as part of the energy strategy for buildings	NRG	Completed NRG established	Staff Time	Med
CM32	Introduce a requirement for use of only energy efficient equipment in building maintenance contracts	Improvement to the public realm  Build requirements into procurement contracts for	P&E	April 2015	Staff Time	Low

		maintenance contracts when renewed.				
CM33	Consider ring-fencing part of the Invest-to-Save budget for CO <sub>2</sub> initiatives	Council money saved  Policy options submitted as part of the budget setting process	Fin	Nov 2013, 14, 15, 16, 17	Staff Time	High
CM34	Promote the use of video/teleconferencing and webinars to reduce mileage	Council money saved  Video conferencing booking system introduced  Staff trained on use of video conferencing equipment	NRG	Dec 13	Staff Time	High
CM35	Explore the possibility of creating an Energy Services Company to provide energy services to our own estate, local businesses and communities	Improvement to public realm Feasibility report completed	NRG	April 16	Staff Time	Low

## Adaptation Plan

The Adaptation Plan document outlines the Borough Council's strategy to adapt to future climate change and build resilience within its service delivery and the Erewash community.

Adapting to climate change is a key component in ensuring a sustainable future for Erewash and the Borough Council.

There is now general acceptance that our climate is changing, and mainstream science including the 4th Assessment Report by the United Nations Intergovernmental Panel on Climate Change (IPCC) identifies human activity relating to the burning of fossil fuels as the main driver of this change.

There are a number of potential risks and opportunities arising where climate change impacts upon our environmental, social and economic systems. Erewash Borough Council has a critical role to play in working with Derbyshire County Council, partners and communities to plan and ensure Erewash is prepared and resilient to climate change.

The Adaptation Action Plan below outlines the actions required and progress already made in developing climate resilient services within Erewash. Whilst facilitating the work being carried out across the organisation on climate change resilience, the Adaptation Action Plan also forms the first stage in a process of developing a system of implementation, monitoring and evaluation of climate adaptation actions.

### Commitment – Minimising Flood Risk

**Justification** - River (fluvial) flooding and increasingly flash (pluvial) flooding, pose a threat across Erewash. Flooding has impacted upon the borough on numerous occasions in recent years, with two of the more severe recent floods occurring in Breadsall and Ockbrook in July 2012. In addition to these events, the Climate Change Risk Assessment process identified flooding as the climatic variable, posing the most significant threat to Council services within the 2020s time slice (2010-2039). Much of the work within this Action Plan relating to flood risk is driven by the Flood Water Management Act 2010. As the Lead Local Flood Authority (LLFA) within Derbyshire, the County Council coordinates a number of partner organisations with various responsibilities. Key partners include the Environment Agency, District and Borough Councils, Parish Councils, water companies, emergency services and land owners. The Borough Council plays a vital role in planning flood risk management which can directly shape the resilience of our future landscape.

Key – EPTL – Emergency Planning Team Leader, DEPLOY – Departmental Emergency Planning Liaison Officers Group, P&E Property and Estates, PS – Planning Services, Emergency Planning Officer – EPO, EPD - Emergency Planning Division, GS&SS – Green Space and Street Scene, NRG – Natural Resources Group

Ref	Local Action	Measure/Progress	Owner	Time Scale	Funding & Resources	Priority LMH
AP1	<b>Ensure an effective approach to flood risk management is taken</b>  Continue to attend the Derbyshire Strategic Flood Board as the coordinating body for work on this agenda.	Council building capacity	EPTL	6-monthly	Officer time	Medium
AP2	To assist Derbyshire County Council and the Derbyshire Local Resilience Forum to maintain and review the Multi-agency Flood Contingency Plan, following experience gained from exercises or actual flooding incidences.	Corporate strategy and development	EPTL DEPLOY	Annually	Officer time	Medium
AP3	Support the Derbyshire County Council Technical Officers Flood Risk Group in promoting collaborative working with numerous Risk Management Authorities.	Improvement to local infrastructure	EPTL	Quarterly	Officer time	Medium
AP4	To support Derbyshire County Council in the management of >10,000 m <sup>3</sup> reservoirs in line with changes to FWMA	Council building capacity	EPTL P&E	Ongoing	Officer time; Funds to be identified	Medium
AP5	To liaise with Derbyshire County Council as SUDs approval body for Derbyshire	Improvement to local infrastructure	EPTL PS	Ongoing	Officer time	
AP6	Arrange a presentation / workshop on 'Building Resilience to Climate Change through Water Management.'	Council building capacity	EPO EPD	TBA 2014	Officer time	Medium

			DEPLOG			
AP7	Map historical flood events using GIS.	Measurement / data improvement	EPO EPD GIS Officer	Ongoing	Officer time	Medium
AP8	<b>Raise awareness on responsibilities related to flooding, and possible adaptive responses, in preparation for the implementation of the Flood and Water Management Act.</b>  Arrange a presentation / workshop on 'Building Resilience to Climate Change through Water Management.'	Council building capacity	EPTL EPO EPD DEPLOG	TBA 2014	Officer time	Medium
AP9	<b>Carry out flood studies to improve knowledge of vulnerabilities across Derbyshire</b>  Map historical flood events using GIS.	Measurement / data improvement	EPO EPD GIS Officer	Ongoing	Officer time	Medium
AP10	To work with Derbyshire County Council to carry out pilot drainage schemes in Ockbrook and Breadsall	Improvement to public realm	EPTL P&E	Ongoing	Officer time	Medium
AP11	To assist the continuation of the flooding research already being carried out by DCC, with input from a range of partners.	Measurement / data improvement	EPTL EPO EPD	Ongoing	Officer time	Medium

## Commitment – Developing Infrastructure

**Justification** - There are two key aspects of national infrastructure that the Borough Council has the opportunity to influence at the local level – these are transport and green infrastructure. Our transport infrastructure is of vital importance to many aspects of life – from a free-flowing road network which is relied upon by emergency services responding to call-outs, to the daily commute to work on public transport or in the car. Our green infrastructure, including parks and open spaces, provide social, economic and environmental benefits to our communities, and in addition, provides opportunities for the implementation of natural interventions to minimise the impacts of climate change

Ref	Local Action	Measure/Progress	Owner	Time Scale	Funding & Resources	Priority LMH
AP12	<p><b>Support an increase of tree coverage across Derbyshire communities.</b></p> <p>Promote and deliver the ‘Free Tree Scheme,’ providing schools and community groups the opportunity to plant within appropriate areas.</p>	Improvement to public realm	GS&SS	Annually	Officer time	Medium
AP13	<p><b>Invest in asset management and location reviews, carry out drainage surveys, and improve the knowledge of drainage assets, hydraulic capacity</b></p> <p>Produce Register of “Flood Critical” assets as required by FWMA.</p>	Measurement / data improvement	EPTL P&E	As appropriate	Officer time	Medium

## Commitment – Building Resilience within Service Delivery

**Justification** - The Business Continuity Plans undertaken by each of the Borough Council's key services identified several vulnerabilities to the likely impacts of climate change. These vulnerabilities range in importance and severity, with some requiring early action to ensure Council services can continue to be delivered without climate related disruption.

Ref	Local Action	Measure/Progress	Owner	Time Scale	Funding & Resources	Priority LMH
AP14	<p><b>Further develop the Borough Council's corporate approach to tackling climate change.</b></p> <p>Departmental Operational Plans to include a commitment to reduce carbon emissions and adapt to the impacts of climate change.</p>	Corporate strategy and development	NRG	Annual review	Officer time	Medium
AP15	Provide assistance to departments to consider the impacts of climate change in developing Service Plans.	Corporate strategy and development	EPTL NRG	As appropriate	Officer time	Medium
AP16	<p><b>Raise awareness about the threats posed by climate change, and the need to embed climate change in decision-making processes</b></p> <p>Deliver Sustainability Training sessions for EBC employees.</p>	Community development and empowerment	EPTL EPO EPD	TBA 2014	Officer time	Medium
AP17	<b>Ensure that all Erewash Borough Council departments have policies and procedures in place to deal with the threats of severe weather. Develop improved "early warning" link with the</b>	Corporate strategy and development	EPTL EPO	Plan – annually  Contact details every	Officer time	Medium

	<b>MET Office.</b>  Review relevant departmental Business Continuity Plans to ensure they allow scope for responding to all emergency situations caused by severe weather.			six months		
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### Commitment – Adapting the Built Environment

**Justification** - Borough Council properties are used for an array of purposes. Projections suggest that our climate is likely to have changed considerably by the end of the twenty-first century; hence it is important to ensure that buildings are designed, retrofitted and rationalised in a way that ensures resilience to a changing climate for their whole lifetime.

Ref	Local Action	Measure/Progress	Owner	Time Scale	Funding & Resources	Priority LMH
AP18	<b>Raise awareness about adapting the built environment to climate change</b>  To liaise with Derbyshire County Council to provide bespoke climate change adaptation workshops for Planners, Surveyors and Designers.	Community development and empowerment	EPTL DCC	As appropriate	Officer time	Medium
AP19	<b>Work to increase resilience of building stock through property rationalisation and retrofit</b>  Explore the potential for including adaptive options in to the Asset Management Plan.	Improvement to local infrastructure	EPTL P&E	April 2014	Officer time	Medium
AP20	<b>Work to increase resilience of new developments</b>	Measurement / data improvement	EPTL DCC	June 2104	Officer time	High

	To liaise with Derbyshire County Council to produce an adaptation checklist for Planners, Surveyors and Designers. E.g. Adopt SUDs					
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### Commitment – Community and Business Resilience Planning

**Justification** - The Borough Council is committed to supporting Erewash communities and businesses to increase their resilience to the threats that climate change poses. This includes effectively communicating the threat of severe weather events to residents before they occur, and providing advice and support to residents to increase their resilience. Erewash Borough Council will also work with partner organisations such as the Environment Agency who have direct experience in developing business resilience. It is important that businesses in Erewash are made aware of the opportunities as well as threats that a change climate presents.

Ref	Local Action	Measure/Progress	Owner	Time Scale	Funding & Resources	Priority LMH
AP21	<p><b>Provide the public with advice about severe weather forecasts, and recommendations for appropriate action</b></p> <p>Promote the Derbyshire Prepared website to include information on severe weather forecasts, and to provide advice to the public on resilience measures. Develop flood risk information available on the Borough's website</p>	Improvement to public realm	EPTL EPO	As appropriate	Officer time	High
AP22	<p><b>Engage businesses in the climate change agenda</b></p>	Improvement to public realm	EPTL EPO ICT	April 2013	Officer time	Medium

	Put link on EBC website to upload 'Weathering the Storm' (a business guide to climate change adaptation) which is on the Derbyshire Prepared and County Council websites.					
AP23	<p><b>Ensure organisations delivering Council contracts consider developing resilience to climate change within their Business Continuity Plans.</b></p> <p>Include climate change adaptation as a criterion within the tendering process for contracts with the Borough Council.</p>	Improvement to public realm	EPTL Procurement	April 2015	Officer time.	Medium
AP24	Ensure each tender to the Borough Council is signposted to 'Weathering the Storm.'	Improvement to public realm	Procurement	Ongoing	Officer time.	Medium

## Smarter Choices Plan

Erewash's Smarter Choices Plan is one of the plans which collectively contribute to the Council's overarching approach to Natural Resources, and provides local guidance and recommendations on smarter transport policies and measures to be implemented locally in partnership with Derbyshire County Council and others.

The proposed approach is to ensure that smarter travel is effectively promoted through a strategic approach which maximises sustainable travel in the Borough and as a consequence, reduces congestion and carbon emissions and improves the health of Erewash residents.

'Smarter Choices refers to a variety of methods and initiatives which reduce the negative impacts of travel on congestion, carbon emissions, the environment and health' - (ACT Travelwise)

Smarter Choices measures include a diverse range of activities such as providing information and raising awareness of alternatives; marketing campaigns and events; promoting cycling, walking and public transport use; travel planning with employers, schools and residents; promoting more efficient use of the car through improved driver behaviour, car sharing and car clubs; and reducing the need to travel through the use of new technologies and flexible work patterns.

Smarter Choices measures are by definition promotional measures which tend to rely on revenue funding. To promote alternative, more sustainable ways of travelling of course depends upon the provision of good quality alternatives and it is therefore vital that smarter choices programmes are integrated with and developed alongside improvements to transport networks and services. Therefore, the Smarter Choices Plan will need to be developed and implemented in close collaboration with local transport policies and programmes being delivered by Derbyshire County Council, Erewash Borough Council and other key partners.

The Smarter Choices Plan will also support the implementation of the emerging Erewash Core Strategy, which is currently being examined by an independent planning inspector and is due to be published later in 2013. A particular focus of the Smarter Choices Plan will be the mitigation of the peak time transport impacts generated by the development of over 6,000 new homes across the Borough.

The Smarter Choices Action Plan below outlines the actions required and progress already made in developing climate resilient services within Erewash whilst facilitating the work being carried out across the organisation on Active Travel, the Smarter Choices Action Plan also forms the first stage in a process of developing a system of implementation, monitoring and evaluation of Active Travel actions.

## Commitment – Information Provision

**Justification** - To ensure Erewash Borough residents can access comprehensive and reliable information about sustainable travel options easily in order to make informed choices.”

By providing all information through a ‘one stop shop’ web portal, it also allows printed and other material to be effectively managed. This is not to replicate existing information, but to enable all relevant information to be accessed from one place.

Key – EBC – Erewash Borough Council, DCC - Derbyshire County Council, Coms – Communication Services, SHDS- Sport & Health Development Service, ICT – Technology Services, CLM – Culture and Leisure Marketing, TBC - to be confirmed, SCO – Smarter Choices Planning Officer, HC&L – Head of Culture and Leisure Services, Pers - Personnel

Ref	Local Action	Measure/Progress	Owner	Time Scale	Funding & Resources	Priority LMH
SCP1	Develop a web portal to signpost people on to relevant information sources.	<p>The content of the web portal will include: Journey planner for bus, rail, walking and cycling; Bus information including network map or spider diagram, links to timetables, information on fares and ticket products and links to operators websites; Community transport services; Information on better use of the car, including car sharing (CarShareDerbyshire.com) and eco-driving tips; Area-specific information showing public transport networks, walking and cycling routes and local services (e.g. walking groups, local amenities) for particular areas.</p> <p>Also potentially signpost to various smarter travel organisations/networks such as ACT Travelwise/National Business Travel Network/Modeshift etc.</p> <p>Local service providers could be encouraged to ‘advertise/sponsor i.e. local bike shops/public transport operators etc</p>	Coms SHDS	Jan 14	Council, developer contributions  DCC	High

## Commitment - Marketing Promotion and Campaigns

**Justification** - To raise awareness of sustainable travel options and to provide an identity and brand for the delivery of smarter choices measures across Erewash Borough.

Develop a brand for bringing together all the elements of smarter choices measures. Note that this brand should be a public-facing one that is inclusive, positive, provides a call to action and appeals to individual motivations for making sustainable travel choices (such as saving money, keeping fit, being able to access opportunities), as opposed to focusing on 'public-sector' objectives relating to such as reducing congestion or saving carbon emissions

There are existing brands promoting different aspects of sustainable travel already: e.g. Big Wheel campaign for Greater Nottingham, Change 4 Life, ticketing products such as b-line (Derbyshire U18), Kangaroo (Nottingham), Mango (Trent Barton) as well the marketing of individual bus lines by Trent Barton.

This brand should not seek to replace or replicate any of these brands, but to act as an umbrella for promoting them in Erewash

Ref	Local Action	Measure/Progress	Owner	Time Scale	Funding & Resources	Priority LMH
SCP2	Developing a brand for smarter choices activities in Erewash, including market positioning, messages tone of voice and name, logo and brand guidelines	Corporate strategy and development  Improvement to public realm	Coms  CLM	Jan 14	Officer time  Existing resources	High
SCP3	Use the brand for communicating smarter choices measures in Erewash, such as the website, events and activities	Improvement to public realm	Coms	Jan 14	As above	High
SCP4	Develop a calendar of events and campaigns. Where possible, utilise existing events such as TravelSmart Week (promoting sustainable travel to school in Derbyshire schools in May and October), Bike Week in June, European Mobility Week in September, Walk	Improvement to public realm	CLM	April 14	As above	High

	to School/Walk to Work Week's and Car Share Week in October.					
SCP5	Provide greater publicity for existing initiatives such as health walks, social bike rides, GP referral schemes etc, with opportunity to 'productise' these services to increase awareness and uptake	Improvement to public realm	Coms CLM	Dec 13	As above	High
SCP6	Investigate the possibility of piggy-backing on existing Derbyshire and Greater Nottingham campaigns	Council money saved  Improvement to public realm	CLM	Dec 13	As above	High
SCP7	In the longer-term, in association with the website, consider the benefits and potential of developing a customer relations database where you can maintain regular communications with your customers (i.e. people can register with the Erewash Smarter Choices website to receive information updates on smarter choices promotions and activities). This could become an effective way for low cost targeted communications to target markets	Measurement / data improvements  Improvement to public realm	ICT	June 14	Source external funding	Med
SCP8	Again, in the longer-term, consider the use of local radio campaigns to promote specific behaviours amongst particular target markets - e.g. active travel/new year resolutions	Improvement to public realm	CLM Comms	Jan 14	Officer time	Med



	Time scale: By April 2015 <ul style="list-style-type: none"> <li>• Explore joint approach with Public Health in delivering/promoting active travel measures</li> <li>• The delivery of the 'Green Leg' Cycle Safety Fund project in Long Eaton</li> <li>• Assess progress on Long Eaton cycle network map</li> </ul>					
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### Commitment – Development Planning

**Justification** - To ensure sustainable travel options are effectively provided in plans for new developments and are implemented during construction and then promoted as the development becomes occupied.

Ensuring that new development maximises the potential for sustainable travel is one of the most effective policy levers that Erewash Borough Council has control over. Ensuring that sustainable travel options are well provided and then promoted makes it far easier to encourage people to use sustainable travel than seeking to 'retro-fit' sustainable travel options in a car-based development.

Policies to promote sustainable travel are already contained in local planning guidance. Core Strategy policy T14 “Managing Travel Demand” does this, as well as a policy on the Stanton Development Site (T20) and an Infrastructure Delivery Plan.

This could be further strengthened by including more detailed guidance on aspects such as walking and cycling networks, bus provision, cycle parking provision, recommendations on housing design to incorporate opportunities for home-working and secure cycling parking. Explore the potential for the development of an EV charging network throughout the borough and potential for a car club/pool car network both of which could be supported by developer (S106/CIL) contributions.

Ref	Local Action	Measure/Progress	Owner	Time Scale	Funding & Resources	Priority LMH
SCP10	Identify aspirational networks of sustainable travel links (walking and cycling) so that they are incorporated into future development documents	Measurement / Data improvement	SCPO	April 14	TBC	Med

	and planning applications	Improve the local infrastructure				
SCP11	Undertake a bus service network review so that opportunities to enhance the network are incorporated into future developments	Corporate strategy and development  Improve the local infrastructure	SCPO	April 14	TBC	Med
SCP12	Ensure that all significant development proposals are subjected to a 'sustainable travel audit' to test that opportunities to provide for and promote sustainable travel are maximised.	Corporate strategy and development  Improve the local infrastructure	SCPO	April 14	TBC	Med
SCP13	Provide guidance and training to development control staff in conducting sustainable travel audits	Building council capacity  Improvement to public realm	SCPO	April 14	TBC	Med
SCP14	Develop an approach to Residential Travel Plans for developers to respond to in bringing forward housing applications. The Stanton Travel Plan should act as a template for developing this	Corporate strategy and development	SCPO	April 14	TBC	Med

### Commitment – Employee Travel Planning

**Justification** – This will help to encourage sustainable travel as part of the commute and for business travel purposes. Additionally it will help to reduce parking demand at employment sites and to promote healthy travel as part of the working day.

Ref	Local Action	Measure/Progress	Owner	Time Scale	Funding & Resources	Priority LMH
SCP15	Require travel plans to be produced for new	Corporate strategy	SCPO	Sep	Officer time	Medium

	developments, (using Derbyshire County Council criteria for size and nature of development, as contained in; Guidance document that is currently being finalised)	and development Measurement / data improvement		14	Within existing resources	
SCP16	Within planning guidance, formalise the requirement for monitoring and evaluation of new travel plans and offer developers the opportunity to pay a small levy (e.g. £3k per year) for DCC to monitor the monitoring and evaluation of the travel plan on a regular basis.	Corporate strategy and development Measurement / data improvement	SCPO	Sep 14	As above	Medium
SCP17	EBC to refer developers in planning application stage to DCC travel planning service, who will provide advice to developers on how to develop their travel plan	Improvement to public realm	SCPO	Sep 14	As above	Medium
SCP18	Establish, with DCC, a voluntary travel planning scheme for existing employers, including assistance with creating their travel plan, use of DCC's standard monitoring and evaluation framework and accreditation of the travel plan	Corporate strategy and development Measurement / data improvement	SHDS	Sep 14	As above	Medium
SCP19	Establish Erewash employer travel plan network to disseminate information and provide support to employers who want to bring forward travel planning measures, possibly through the Erewash Partnership	Improvement to public realm	SCPO	Dec 14	As above	Medium
SCP20	Promote existing travel services of relevance to employers, including travelineeastmildands.com, Transport Direct, Carsharerderbsyhire.com and Erewash Wheels to Work scheme (which helps job seekers to access work / training opportunities)	Improvement to public realm	SCPO	Dec 14	As above	Medium
SCP21	Continue to offer sustainable travel promotions to	Improvement to	SCPO	March	As above	Medium

	employers including Bike Week, walking festivals and Cycle Challenge	public realm		14		
SCP22	Publicise DCC's Employer Travel Plan Guidance and support for new developments;	Improvement to public realm	SCPO	Dec 13	As above	Medium
SCP23	Formalise voluntary travel planning by providing a clear process and support function with DCC; (SCP18)	Improvement to public realm	SCPO	June 14	As above	Medium
SCP24	Provide signposting information for employers on the new web portal on the travel plan services that they can access;	Improvement to public realm	SCPO	June 14	As above	Medium
SCP25	Investigate the potential demand / interest for a local employer travel plan network hosted by Erewash Partnership. (SCP19)	Measurement / data improvement	SCPO	June 14	As above	Medium
SCP26	Set targets for numbers of employers engaged / outputs to be achieved over this financial year	Contribution to statutory target	SCPO	June 14	As above	Medium
SCP27	Engage with Derbyshire & Nottinghamshire Chamber of Commerce to identify a number of employers willing to establish a smarter choice agenda within their company/business	Improve the public realm	DCC	TBC	TBC	TBC
SCP28	Also contact Erewash Partnership and Greater Nottingham Transport Partnership to establish employer contacts.	Improve the public realm	DCC	TBC	TBC	TBC
SCP29	Agree/set target for numbers of employers to be engaged.	Improve the public realm	DCC	TBC	TBC	TBC

SCP30	Once identified provide a range of services including:- advice and support towards the development of a Smarter Choices agenda, bespoke to individual needs and circumstances; advice regarding submission of a travel plan in support of a planning application; personal consultations, site visits, attendance at relevant meetings and staff forums; potential financial support for capital works, up to 50%. (eg. access and lighting improvements, cycle storage, staff welfare facilities inc. showers, changing rooms and lockers); contacts with public transport providers and DCC Public Transport Team.	Improve the public realm	DCC	TBC	TBC	TBC
SCP31	Investigate potential demand for an Employer Travel Plan Network within Erewash (SCP19 & 25)	Improve the public realm	DCC	TBC	TBC	TBC
SCP32	Provide travel plan comments/advice on those plans submitted through the planning process via Derbyshire County Council Highways Development Control (SCP30)	Improve the public realm	DCC	TBC	TBC	TBC
SCP33	Progress the publication of DCC's Employer Travel Plan Guidance.(SCP22)	Improve the public realm	DCC	TBC	TBC	TBC
SCP34	Work with Public Health contacts to promote active travel to workplaces	Improve the public realm	DCC	TBC	TBC	TBC
SCP35	Explore the potential for promoting the Co-Low car club concept in partnership with Derbyshire	Improve the public realm	DCC	TBC	TBC	TBC

Community Health Services Trust and Common Wheels Car Club					
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### Commitment – Educational Travel Planning

**Justification** - To increase the sustainable travel mode share for travel to education; to use school travel as a method for promoting sustainable travel to families; to increase accessibility of further education opportunities to young people in Erewash by making aware of transport options and support.

It is important for schools to maintain and update existing school travel plans. It is important to promote travel options to young people leaving secondary school to access further education or training including b-line card and Wheels to Work scheme.

Ref	Local Action	Measure/Progress	Owner	Time Scale	Funding & Resources	Priority LMH
SCP36	Identify target schools for DCC to deliver intense activity around sustainable travel promotion and cycling safety	Measurement / data improvement	DCC SHDS	June 14 (identification of willing schools to be early in the process i.e September 2013 – we would then work with them over the school year through to July 2014 with a view to establishing a more long term programme going beyond 2015/16)	Officer time – within existing resources	Med

SCP37	<p>Identify 10 schools who are willing to take part in the 'Mode Shift Stars' accreditation programme. Work with these schools in the delivery of smarter travel initiatives which will include robust monitoring procedures and the update of their school travel plans.</p> <p>Contact all secondary schools in Erewash to assess willingness to engage in smarter/active travel initiatives.</p> <p>Promote cycling to girls at a willing secondary school.</p>	Improvement to public realm/pupil engagement and participation	DCC	As SCP36 above.	Officer time – within existing resources	Med
SCP38	Continue to promote Travel Smart Week	Improvement to public realm/pupil engagement and participation	SHDS	October 2013 and May 2014	Officer time – within existing resources	Med
SCP39	Continue to promote b-line card for U18;	Improvement to public realm	DCC	Through to July 2014	Officer time – within existing resources	Med
SCP40	Promote Wheels to Work (for education/training as well as employment)	Improvement to public realm	SHDS	As above	Officer time – within existing resources	Med

SCP41	Continue to promote the Scooter Smart initiative to primary-aged children	Improvement to public realm/pupil engagement and participation	DCC	As above	Officer time – within existing resources	Med
SCP42	Explore the potential for working with the Active Travel Families Officer. It is hoped this post will be active from September 2013 (funded by Sustrans) and whilst predominantly focused in other areas of the County there may be opportunities for Erewash.	Improvement to public realm/pupil engagement and participation	DCC	As above	Officer time – within existing resources	Med

### Commitment – Smarter Living and Working

**Justification** - For the Council to act as an exemplar of promoting sustainable travel and reducing the need to travel through smarter working practices through initiatives to reduce the need to travel and to reduce its carbon footprint”

Ref	Local Action	Measure/Progress	Owner	Time Scale	Funding & Resources	Priority LMH
SCP43	Implement Council Travel Plan	To be submitted to Council Executive for approval in Nov 13	HC&LS	Nov 13	Officer time	Med
SCP44	Promote the adoption of smarter working practices including home-working, flexi-working, tele- and video-conferencing	Council save money Improvement to public realm	CLM	Nov 13	Officer time	High
SCP45	Research business travel costs and business travel policies in order to make	Measurement / data improvement	SHDS	Nov 13	Officer time	Med

	recommendations for alternative ways of managing travel and to assess business case for investing					
SCP46	Provide as many Council services as possible on-line to reduce need for customers to physically access services and manage the use of grey fleet. (DCC lead)	Council save money Improvement to public realm	Coms	Nov 13	Officer time	High
SCP47	Audit business travel expenditure and business travel policies to identify potential cost savings by changing practices	Completed audit and identified potential savings of 2% reduction in mileage claims per annum over 5 years	HC&LS	Nov 13	Officer time	High
SCP48	Identify employer to work with as an exemplar of good practice.	Building council capacity	HC&LS	Nov 13	Officer time	Med

## Erewash Employee Travel Plan

This document outlines the Travel Plan for Erewash Borough Council. The overall aims of the plan seek to deliver sustainable transport objectives through action and articulate in a document that is regularly reviewed. The Travel Plan identifies a number of actions aimed at promoting sustainable travel, with the emphasis on reducing the reliance on single occupancy journeys. It will assist the Council in meeting a range of other objectives including **reduced cost** and **improved health of employees**.

This plan can assist in increasing accessibility whilst reducing congestion, local air pollution, greenhouse gas and noise. Importantly, this plan can increase the Councils efficiency and equality, which is why an increasing number of organisations are deciding to produce voluntary Travel Plans.

A well developed Travel Plan can mitigate adverse traffic impacts of a development and the Government recognises their importance in achieving improvements in transport conditions at the local level. Further evidence suggests that people who are **physically active** in their daily lives are more productive and have a good attendance record. The Department of Health Publication Choosing Health; Making Healthy Choices Easier (2004) recognises the **health benefits** of walking and cycling. Similarly the Derbyshire Health and Well Being Strategy 2012-15 also seeks to prevent and reduce obesity across the County by encouraging life style change and physical activity. Active travel as part of a Travel Plan provides an opportunity for people to improve their health as part of the daily routine of getting to and from their place of work.

The table of actions below will bring together the proposals for Travel Plan implementation, monitoring and review. The action plan indicates how the various elements of the plan will be drawn together and how we will prioritise the actions, who will be responsible for them and the timescale for them to be completed

Key – P&E – Property and Estates, SHDS - Sport & Health Development Service

### **Commitment – To reduce the proportion of staff travelling to work as a lone car driver**

**Justification –** It is important that car use and parking are managed in association with a Travel Plan. Sometimes this is necessary to alleviate problems of parking stress on or around the site, perhaps as a result of increased demand arising from new development

proposals. Better management can help to ensure more efficient and equitable use of spaces, particularly since parking is usually a subsidised resource (the provision and maintenance costs of which are often not borne or fully borne by staff). **Car sharing** can really save staff money more information can be found at [www.carsharerbyshire.co.uk](http://www.carsharerbyshire.co.uk) and is available to staff free of charge.

Ref	Local Action	Measure/Progress	Owner	Time Scale	Funding & Resources	Priority LMH
TP1	Improvements to signage	Improvement local infrastructure	P&E	Dec 14	Officer time	Med
TP2	Encourage the use of car sharing for work or for business trips	Council save money  Car sharing protocols drawn up  2% increase per annum in the number of staff accessing car-sharing  2% reduction in the number of staff travelling to/from work as lone driver	SHDS	June14	Officer time	Med
TP3	Explore opportunities of improving and dedicating parking for powered two wheelers (PTW)	Improvement to public realm	P&E	Nov 14	Officer time  To identify funding	Med
TP4	Provision of safety and rider training for PTW	Improvement to public realm  Staff identified  1 course delivered if staff identified	SHDS	Aug 14	Officer time  To identify funding	Med
TP5	Encouraged staff to look at more economically friendly vehicles	Council save money	HC&LS	Nov 14	Officer time	Med

		<p>Improvement to public realm</p> <p>2% increase per annum in car engine size 1.6 litre and below</p> <p>2% per annum decrease in cost of mileage claims</p>				
TP6	Encourage new recruits to travel sustainably	<p>Improvement local infrastructure</p> <p>Induction process changed.</p> <p>Travel information discussed as part of induction process</p>	<p>SHDS</p> <p>Pers</p>	April 14	Officer time	Med
TP7	Provide information on how to get to work using public transport, walking or cycling	<p>Improvement local infrastructure</p> <p>3% increase per annum in alternative modes of transport (walking and cycling)</p>	Pers	April 14	Officer time	Med
TP8	Promote a range of 'smart' working practices like flexitime, teleconferencing and hot desking	<p>Council save money</p> <p>Improvement local infrastructure</p> <p>Number of times tele conferencing facilities used per annum</p> <p>Total number of people on</p>	ICT	April 15	Officer time	Med

		flexitime system Number of hot desks available for use				
TP9	Create a business travel policy	Corporate strategy and development  Strategy completed and approved	Pers	Oct 14	Officer time	Med
TP10	Promote meetings at venues with good public transport and cycling access	Improvement local infrastructure	Pers	April 14	Officer time	Med
TP11	Develop a more effective means of measuring, analysing and reporting business travel	Measurement / data improvement	Fin	May 14	Officer time	Med
TP12	As part of the staff induction process for new recruits consider the feasibility of personalised travel planning	Improvement to public realm  2% increase per annum in the number of staff travelling to/from work by car share	Pers	July 14	Officer time	Med
TP13	Encourage the use of car sharing for travelling to work by Promote car sharing (via <a href="http://www.carsharerbyshire.com">www.carsharerbyshire.com</a> )	Improvement to public realm  Number of staff accessing car share Derbyshire	SHDS	April 14	Officer time	Med

## Commitment - To increase the proportion of staff travelling to work by cycling as their main mode

**Justification** – Cycling is cheap, offers reliable journey times and is environmentally friendly. Within the workplace encouragement of cycling can lead to a healthier, more productive workforce. A link has been identified between car growth and obesity, with both trends increasing at a similar rate between 1985 and 2000. Travel Plans can offer substantial health benefits to individuals who are motivated to cycle or walk and, in turn, employers can benefit through increased productivity and reduced absence through illness.

Active Travel is a means by which people can fit exercise into their busy lives and has been shown to have both physical and psychological benefits, including improved concentration upon arrival at their destination. The health benefits of cycling outweigh the risk of accidental death whilst cycling by a ratio of 20:1. A Travel Plan can offer benefits through the role of active travel in helping prevent diabetes, reduce the risk of colon cancer, prevent high blood pressure, decrease the risk of Coronary Heart Disease, control body weight and prevent osteoporosis.

Ref	Local Action	Measure/Progress	Owner	Time Scale	Funding & Resources	Priority LMH
TP14	Explore possibilities of Installing shower facilities at LETH	Contribution to health and wellbeing  Improvement to public realm  2% per annum increase in the number of staff using walking as their mode of travel	P&E	April 14	Officer time  To identify funding	Med
TP15	Maps for staff showing best walking or cycling routes including distance and time	Contribution to health and wellbeing  Improvement to public realm	SHDS	Dec 13	Officer time  Within existing budget	Med

		Number of maps supplied & no. of staff accessing these.				
TP16	Improvements to off site cycle routes/lanes	Contribution to health and wellbeing  Improvement to public realm  % of cycle routes checked	SHDS DCC PARKS	April 14	To identify funding i.e growth point funding/DCC funding	Med
TP17	Explore opportunities for the provision of lockers/storage for walking, cycling and use of powered two wheelers	Contribution to health and wellbeing  Improvement to public realm  Opportunities identified and report presented to CMT	SHDS	June14	Officer time  To identify funding	Med
TP18	Explore opportunities for the provision of new secure and covered cycle parking and improve current cycle parking to erect shelters	Contribution to health and wellbeing As above.  Improvement to public realm  Covered cycle store installed at Merlin in <a href="#">June 2013</a>	SHDS	April 14	Officer time  To identify funding	Med
TP19	Introduce Cycle to Work Scheme	Contribution to health and wellbeing Scheme introduced by mm/yy  1% increase pr annum in the number of employees who cycle to work.	SHDS	Nov 14	Officer time	Med

		Improvement to public realm				
TP20	To provide adult cycle training	Contribution to health and wellbeing  Improvement to public realm  2 training courses delivered for staff	SHDS DCC	Nov 14	Officer time  Existing resources	Med
TP21	Annual cycle challenge or participation in national Bike Week	Contribution to health and wellbeing  Improvement to public realm  Council staff take part in national bike week.	SHDS	July 14	Officer time  Existing resources	Med
TP22	Negotiate discounts with local cycle retailers for staff access to cycle accessories	Contribution to health and wellbeing  Improvement to public realm  No. of local cycle shops giving staff discounts  No. of staff accessing discounts	SHDS	July 14	Officer time	Med

## Commitment - To increase the proportion of staff travelling to work by walking as their main mode

**Justification – It’s cheap!** - Both cycling and walking are almost always encouraged within a Travel Plan. Walking is the most sustainable method of travel, has a number of proven health benefits and is an important source of personal freedom. Walking is important for the vast majority of people including those using public transport or without access to a car. It potentially has an important role to play in journeys to work particularly for those living within two miles of their workplace. Walking is free and offers predictable journeys. Furthermore, it does not cause negative impacts in the same manner as vehicular travel (e.g. emissions, pollutants, severance etc). As with cycling, walking is a form of active travel which can offer a range of physical and psychological benefits to the individuals

Ref	Local Action	Measure/Progress	Owner	Time Scale	Funding & Resources	Priority LMH
TP23	Marketing strategy to outline the benefits for walking and cycling	Contribution to health and wellbeing  Marketing Strategy completed  2% & 1% increase per annum in the number of staff walking & cycling to work	CLM	April 14	Officer time	Med
TP24	Explore opportunities to set up a Walking Buddies Group	Contribution to health and wellbeing  Staff identified to implement walking buddies Group	SHDS	July 14	Officer time	Med
TP25	Explore opportunities to offer self-defence training to staff who currently walk to work	Contribution to health and wellbeing  2 self defence classes delivered per annum	SHDS	May 14	Officer time  To identify funding	Med
TP26	Provision of personal security alarms for staff who walk to work and to encourage walking to work	Contribution to health and wellbeing  2% increase per annum in the	SHDS	June 14	Officer time  To identify	Med

		number of staff walking to work.			funding	
		No. of staff alarms issued				

### Commitment - To increase the proportion of staff travelling to work by public transport as their main mode

**Justification** – Increased use of public transport is a fundamental aspect of the Government’s sustainable transport strategy. Public transport remains important particularly for journeys to work of more than 5 miles (8km). There are no parking issues, there are traffic free routes available like bus routes and travel can be relaxing and enable users to read or work particularly for business travel during the day.

It is important to recognise that, where possible, walking and cycling are usually favourable to public transport because they have fewer environmental impacts and offer health benefits. The Travel Plan aims will be to increase the number of people walking and cycling and promote public transport use for inter-site travel and other business travel for business purposes.

Ref	Local Action	Measure/Progress	Owner	Time Scale	Funding & Resources	Priority LMH
TP27	Explore opportunity to offer season tickets for public transport	Improvement to public realm  Agreement reached with local bus operators to offer season tickets at reduced cost to staff  Report submitted for approval to introduce scheme	SHDS  Pers	Nov 14	Officer time	Med
TP28	Provide information to staff of best way to travel between sites	Improvement to public realm Information provided by mm/yy Staff have increased awareness of modes of travel and can identify the most cost efficient method of travel % reduction in use of car % increase in other modes of transport other than by car?	Pers	May 14	Officer time	High

		Council save money				
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**Commitment - To reduce overall business mileage claims by 2% per annum**

**Justification –** 51% of staff need to travel for work during the working day, many of them more than once a month. One of the main aims of the Travel Plan is to reduce the number of trips made by staff for work and, where possible, to encourage all trips to be by sustainable modes.

Ref	Local Action	Measure/Progress	Owner	Time Scale	Funding & Resources	Priority LMH
TP29	Improvements to signage	Improvement local infrastructure	P&E	Dec 14	Officer time	Med
TP30	Encourage the use of car sharing for work or for business trips	Council save money  Car sharing protocols drawn up  2% increase per annum in the number of staff accessing car-sharing	SHDS	June14	Officer time	Med
TP31	Explore opportunities of improving and dedicating parking for powered two wheelers (PTW)	Improvement to public realm	P&E	Nov 14	Officer time  To identify funding	Med
TP32	Provision of safety and rider training for PTW	Improvement to public realm  Staff identified  1 course delivered if staff identified	SHDS	Aug 14	Officer time  To identify funding	Med

TP33	Encouraged staff to look at more economically friendly vehicles	Council save money Improvement to public realm 2% increase per annum in car engine size 1.6 litre and below 2% per annum decrease in cost of mileage claims	HC&LS	Nov 14	Officer time	Med
TP34	Encourage new recruits to travel sustainably	Improvement local infrastructure Induction process changed. Travel information discussed as part of induction process	SHDS Pers	April 14	Officer time	Med
TP35	Provide information on how to get to work using public transport, walking or cycling	Improvement local infrastructure 3% increase per annum in alternative modes of transport (walking and cycling)	Pers	April 14	Officer time	Med
TP36	Promote a range of 'smart' working practices like flexitime, teleconferencing and hot desking	Council save money Improvement local infrastructure	ICT	April 15	Officer time	Med

		Number of times tele conferencing facilities used per annum  Total number of people on flexitime system  Number of hot desks available for use				
TP37	Create a business travel policy	Corporate strategy and development  Strategy completed and approved	Pers	Oct 14	Officer time	Med
TP38	Promote meetings at venues with good public transport and cycling access	Improvement local infrastructure	Pers	April 14	Officer time	Med
TP39	Develop a more effective means of measuring, analysing and reporting business travel	Measurement / data improvement	Fin	May 14	Officer time	Med
TP40	Posters on notice boards around the building will be used to highlight transport information and to keep staff informed of special days and events that are being organised.	Improvement to public realm  2 promotional events delivered per annum	Coms  CLM	Dec 13	Officers time	Med
TP41	From time to time, emails will be sent out to key people to help promote special days and events.	Improvement to public realm  As above	Coms  CLM	Dec13	Officers time	Med
TP42	The Staff Induction Manual will be updated to inform new staff of the key aspects of the Travel Plan. This is especially useful, as research indicates that the best time for people to change	Improvement to public realm	Coms  CLM  Pers	Dec 13	Officers time	Med

	travel habits is when they are changing jobs or moving house. Travel to Work information will be included during Induction Training sessions.					
TP43	The Travel Plan will be launched to staff, customers and the media to promote the work that has been carried out, and to inform staff of their new travel choices. Following this, we aim to send regular media releases of how the Travel Plan is progressing to help raise awareness with the general public.	Improvement to public realm  1 promotional launch event delivered	Coms  Coms  CLM	Feb 14	Officers time	Med
TP44	When arranging job interviews alternative travel details regarding how to get to the site via public transport, walking and cycling will be sent out either with application forms or with information about coming to interviews.	Improvement to public realm  Travel details sent out with job interview letter	Coms  CLM	Dec 13	Officers time	Med
TP45	The intranet will be used to outline specific promotional activities going on (such as Bike 2 Work day) and to provide staff with key information. The intranet will include relevant and up to date bus and train information, the cost of bus passes, maps of walking and cycling routes, information about getting to other destinations for meetings by train or bus, guidance on flexible working and regular updates of the Travel Plan progress	Improvement to public realm  Website developed	Coms  ICT  SHDS	March 14	Officers time	Med
TP46	Public transport information and map of walking and cycling links will be included in more detail and more prominently on our website, which can be found at <a href="http://www.erewash.gov.uk">www.erewash.gov.uk</a>	Improvement to public realm  Specific web portal	SHDS CLM	March 14	Officers time	Med

		developed for active travel in Erewash				
TP47	Press releases with regular updates on Travel Plan measures that have been implemented will be supplied to internal publications and newsletters. This method of communication will also be used for general transport information and to promote any internal transport related activities.	Improvement to public realm  Feature included in inside Erewash once per annum	Coms  CLM	April 14	Officers time	Med

## Erewhash Waste Management Plan

Erewhash Borough Council is committed to the sustainable management of waste. Considerable progress has been made in recent years to increase the amount of waste recycled and to reduce the amount of waste that is produced and sent to landfill. Although Erewhash currently recycles 41% of the household waste produced in the Borough there is still more that can be done to minimise total waste arisings and to encourage more recycling. Up to 30% of Erewhash's household waste currently being sent for landfill is recyclable and the Council is determined to maximise the tonnages of waste that can be recycled.

Erewhash's strategic approach to waste management is based on the principle of the waste hierarchy that stresses the importance of preventing waste being created in the first instance, preparing waste for reuse wherever possible through recycling or composting, considering opportunities for utilising waste for other purposes such as energy recovery before finally considering disposal.

The Council is currently developing a Waste Management Plan, therefore the following actions are provisional until the plan is completed and approved by the Council, at which stage the climate local commitments will be updated.

**Commitment: We will aim to reduce the amount of waste generated at home, at work and in other aspects of our daily lives.**

**Justification:** In the future it may not be easy to buy goods cheaply as the demand for raw materials will become greater and rare earth metals will become more expensive. The cost of food, energy and water will also increase alongside non-renewable resources such as fossil fuels, metals and other minerals.

Ref	Local Action	Measure/Progress	Owner	Time Scale	Funding & Resources	Priority LMH
WP1	Reduce residual bin size	Replace existing wheeled bins with smaller bins in order to encourage both waste prevention and recycling.	ECS	Dec 2014	Officer Time	M

WP2	Maintain effective side waste policy	Manage existing side waste policy to ensure no side waste is collected encouraging better recycling.	ECS	Dec 2014	Officer Time	M
WP3	Encourage home composting	Promote home composting initiatives.	ECS	Dec 2104	Officer Time	H
WP4	Promote campaigns to reduce food waste	Maximise use of Love Food Hate Waste campaign and branding in promotional activities.	ECS	Dec 2014	Officer Time	H
WP5	Educate, promote and raise awareness to increase public understanding and engagement of waste prevention.	Implement generic campaigns targeting increased participation in food waste prevention initiatives.	ECS	Dec 2014	Officer Time	H
WP6	Improve In house waste prevention	Commit to lead by example through implementing in house waste prevention initiatives.	ECS	Dec 2014	Officer Time	M

**Commitment:** If waste prevention cannot be achieved emphasis will be placed on reuse of items that would otherwise be land filled.

**Justification:** Opportunities exist for people to seek alternative routes for disposing of their unwanted items such as by giving to charity or friends, selling items on e-Bay and using car boot sales to help divert waste from landfill.

Ref	Local Action	Measure/Progress	Owner	Time Scale	Funding & Resources	Priority LMH
WP7	Explore opportunities for	Seek to work more extensively with third sector	ECS	Dec	Officer	H

	partnering with the Third Sector on bulky item re-use.	organisations on the re-use of bulky items collected by the Council. Explore opportunities for sorting bulky waste collections to extract reusable goods with a view to refurbishment, reuse and resale		2014	Time	
WP8	Increase opportunities for bulky item storage at Household Waste Recycling Sites (HWRCs).	Work with the County Council to consider increasing the provision of storage space at HWRCs to allow members of the public to leave bulky items such as furniture for re-use. This can include promotional campaigns and awareness raising activity.	ECS	Dec 2014	Officer Time	M
WP9	Education, promotion, awareness raising to increase understanding and engagement on reuse initiatives.	A generic campaign designed to raise awareness and increase participation in waste reuse initiatives	ECS	Dec 2014	Officer Time	M

**Commitment:** The Council will work towards maximising the tonnages of household waste that are recycled and diverted away from landfill.

**Justification:** As demand for raw materials increases globally it is critical at a local level that the Council champions and promotes the benefits of recycling and encourages residents to recycle as much household waste as possible. In addition, at a national level, Government expects local authorities to meet ambitious recycling targets and to maximise the tonnages of household waste that is sent for re-processing.

Ref	Local Action	Measure/Progress	Owner	Time Scale	Funding & Resources	Priority LMH
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WP10	Consider enhancements to existing trade waste recycling service.	Promote the trade waste services available to businesses through awareness campaigns and seek to increase the number of contracts.	ECS	Dec 2014	Officer Time	M
WP11	Consider increasing the range of materials collected from kerbside collections and bring sites.	Seek to increase the range of materials collected for recycling at the kerbside and bring sites such as waste electrical items and textiles.	ECS	Dec 2014	Officer Time	H
WP12	Introduce an incentive reward scheme.	Explore mechanisms to incentivise recycling participation such as through the allocation of vouchers for high performing households offering rewards.	ECS	Dec 2014	Officer Time	M
WP13	Reduce contamination in household recycling and green waste arisings.	Ensure stronger engagement to increase public understanding of the issues associated with contamination of recycling and green waste to deliver behavioural change. Also consider punitive measures for persistent offenders.	ECS	Dec 2014	Officer Time	H
WP14	Education, promotion and awareness raising initiatives regarding recycling to increase understanding and engagement.	A general campaign designed to raise awareness and increase participation in recycling initiatives including engagement with schools.	ECS	Dec 2014	Officer Time	H
WP15	Increase the frequency of recycling collections.	Consider increasing the frequency of recycling collections available to households to increase	ECS	Dec 2014	Officer Time	L

		the amount of material collected.				
WP16	Increased recycling containment capacity	Consider increasing the capacity of containers provided to households at the kerbside for recycling in order to increase the amount of material collected	ECS	Dec 2014	Officer Time	M
WP17	Bulky waste recycling	Explore the possibility of sorting bulky waste collections to extract recyclable goods in order to improve recycling performance. This can include promotional and awareness campaigns of the services provided by the Council.	ECS	Dec 2014	Officer Time	H

