



**INVESTORS
IN THE
ENVIRONMENT**

Setting the standard for the environment



Daventry District Council

**Investors in the Environment Green Level
Progress Report 2018/19**

Date approved: Senior Management Team 4 November 2013

Date last revised: 18th November 2019



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1. Introduction

1.1 Background

Protecting and enhancing the environment is nothing new for Daventry District Council, for many years environmental considerations have come first and foremost at the highest levels of decision making across all service areas. Despite recent central Government financial cut-backs, the Council has implemented a number of environmental measures that go hand-in-hand with cost saving initiatives. In addition, the local growth agenda for the town provides an opportunity for the Council to enhance the environment of the District.

The Council is a small District authority and was the first in the UK to introduce a fortnightly bin collection service for local residents as a successful means to reduce domestic waste to landfill and as a result, became a 'beacon authority'. We have since further lead in this area by being one of the early adopters of a 1-2-3 waste collection service to increase recycling and decrease landfill waste. The Council won several awards for its work on home energy efficiency, helping residents out of fuel poverty and lowering fuel bills and carbon emissions. The Council was one of the first authorities in the UK to sign-up to the Nottingham Declaration on Climate Change and marked this with a climate change event for the public and local businesses. The Council has taken a lead role in developing a number of buildings to BREEAM 'excellent' and 'very good' standards including the iCon building, Hi-Force headquarters, Scout Hut and Brass Band Hall. The Council has signed up to 'Climate Local' which supersedes the Nottingham Declaration and reinforces the work the Council undertakes on carbon reduction and climate change. Solar PV panels have been installed to the Council's main offices at Lodge Road, the Abbey building, the Leisure Centre and three commercial units that are leased to external organisations.

1.2 Investors in the Environment (iiE)

iiE is a not for profit environmental accreditation scheme and is designed to help the business sector save money and reduce impacts on the environment. iiE is part of PECT (Peterborough Environment City Trust) which is an environmental charity.



The Council previously held accreditation to ISO 14001, the internationally recognised environmental standard for several years. Following structural changes and the outsourcing of key service areas, it was agreed to work towards iiE which is considered to be a better 'fit' for the organisation than ISO 14001 along with having additional positive benefits. In 2013, the Council was pleased to achieve iiE 'Green Level' and to maintain this year on year. The Council has also received the prestigious 'Great Green Star' award four years running.

1.3 Continuous Improvement

This document is updated on an annual basis in order to demonstrate on-going progress and continuous improvement. This report demonstrates a green journey of where we are now and where we want to be, not just to demonstrate our environmental progress, but to fulfil our duty to protect and enhance the environment and to consciously improve the District for the benefit of our residents.

1.4 Scope

This annual update reports on progress made during the 2018/19 financial year from April 2018 to March 2019, unless stated otherwise.

The report will focus on resource use at the Council offices in Lodge Road and nearby resource centre The Abbey.

2. Organisational Structure

2.1 Corporate Strategic Plan

The Corporate Strategic Plan is a three year plan to achieve the Council's objectives and to deliver the corporate vision, to 'build a better district'. The current plan covers 2017 to 2020 and the key priorities fall into the theme to 'protect and enhance our environment' and include the following.

- Priority 1 - Reduce adverse environmental impact
- Priority 2 – Reduce the amount of waste generated
- Priority 3 – Deliver attractive public spaces
- Priority 4 – Preserve the District's heritage

2.2 Senior Management Team

The Senior Management Team consists of the Chief Executive, Deputy Chief Executive and the three Business, Community and Resources Executive Directors.

2.3 Environment Portfolio Holder

The Environment Portfolio Holder holds responsibility for championing and driving environmental progress at the Council at the highest level. The portfolio holder receives regular monitoring reports on progress in relation to environmental initiatives and proactively encourages the pursuit of new initiatives.

2.4 Environmental Services Contract

The Council outsourced domestic waste, recycling and street cleansing services in 2011 to contractor Amey. This contract came to an end in June 2018 and a new partnership was created between Daventry District Council and environmental service contractor, Daventry Norse. The new contract introduced a 1-2-3 waste collection service which comprises of a weekly food waste collection, two weekly recycling collections and three weekly general waste collections as well as a new optional charged garden waste collection. The change to this service has seen a much improved recycling rate which is reported on later in this report.

2.5 Greener Healthier Workforce Team

The 'Greener Healthier Workforce Team' (GHWT) is responsible for supporting the Council's Investors in the Environment Scheme and for driving continuous environmental and health improvements internally and externally. The Group consists of Greener Healthier Workforce Champions representing all teams



within the Council and Champions are responsible for encouraging environmental behavioural change within their teams.

The GHWT is proactive in engaging staff on a range of internal awareness raising initiatives and makes proactive suggestions on the community engagement programmes. The Group meets bi-monthly and all meetings are paperless and minutes available on the staff intranet.

2.6 Environmental Training and Awareness

Effective communication is an essential mechanism for building a green employee culture. All new employees are required to complete the 'Greener Behaviour at Work' online training module which is available through the Council's Davlearn system. The module provides employees with information on what they can do to help reduce the Council's impact on the environment and advises on the Council's activities with regards to local communities. This module is in the process of being updated to new software which provides a much more interactive training session. The new module will supersede the previous version and will be completed by the end of 2019. In addition, there are regular Council briefings and activities to enable employees to engage in environmental initiatives in their day-to-day job roles on an on-going basis. The Council regularly promotes employee reward initiatives around recycling, energy efficiency and green travel to work including the 'Paper:LESS Challenge', Bike Week and switch-off activities.

2.7 Davnet (Intranet)

The Council's Intranet site has a dedicated section on the Greener Healthier Workforce team and provides documentation such as the Environmental Policy, the meeting minutes, the employee travel plan, the Council's carbon emissions report and guidance on office recycling. It lists the Greener Healthier Workforce Champions and aims to provide employees with everything they need to know about being greener at work.

2.8 Council Courier

A monthly internal newsletter is developed for employees called 'Council Courier' and environmental information and activities are featured each month. All employees attend 'team brief' meetings where the Courier is summarised and any new Council initiatives can be clarified to employees. Environmental stories feature in each edition of the Courier, recent announcements include launch of the Warm Homes Fund, winner of the Zero Waste Week challenge, and announcement of a tree planting giveaway.



3. Environmental Policy

The Council's Environmental Policy demonstrates a top-level commitment to sustainability. The Environmental Policy is reviewed annually by the GHWT and is approved by the Senior Management Team. The full Environmental Policy is located on our website and intranet site.

4. Monitoring of Resources

The iiE scheme requires the Council's 'resources' to be monitored regularly. Three resources are mandatory being gas, electricity and water use and there needs to be three additional chosen resources. Each resource must have a minimum target of 2% set against it, but iiE recognises that it may not be possible to achieve these targets on an on-going basis and annual progress and previous achievements will be taken into consideration. All of the resources are reported in the Council's Environmental Goals with the exception of water use. The chosen resources are listed below and further information on monitoring, target setting and progress on these is outlined in the sections that follow and in *Appendix A Resource Monitoring*.

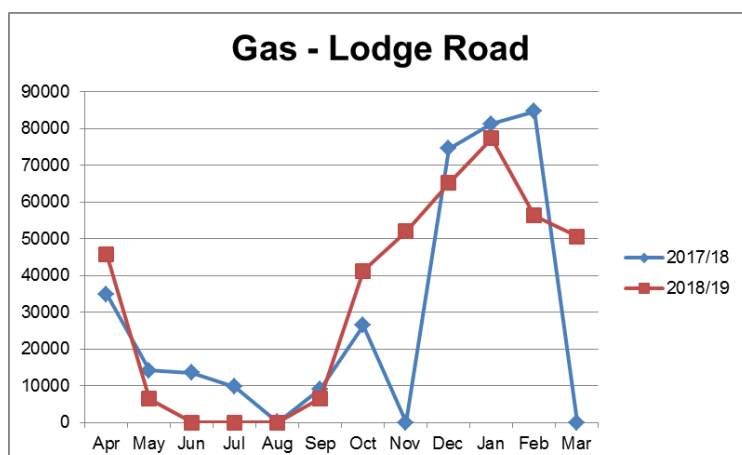
1. Gas use
2. Electricity use
3. Water use
4. Greener Employee Travel to Work
5. Mileage from 'at work' travel
6. Paper use

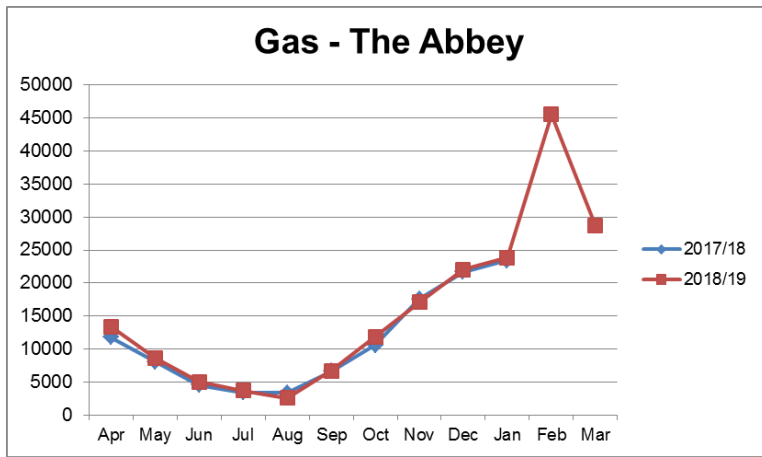
4.1 Gas Use

The Council owns a number of buildings which use gas as a main form of space heating. The buildings are listed in *Appendix B.1* along with consumption expressed as kWh and carbon emissions which have been documented since 2008/09. Gas readings are taken once a month for all of the buildings where the Council is the bill payer and for outsourced buildings, readings are taken once a year.

Gas Target – Reduce gas use by 2%. Previous year (2017/18) baseline is 348,393 kWh at Lodge Road and 111,237 kWh at the Abbey giving a combined usage of 459,630 kWh. Actions can be viewed in the *Environmental Action Plan 2018/19*.

Achievement - During 2018/19 gas use increased at both buildings to 401,508 kWh at Lodge Road and 189,127 kWh at the Abbey giving a combined total across the two buildings of 590,635 kWh. This is an increase of 29% compared to the previous year. A comparison against baseline is shown in *Appendix B.2*. Investigations have taken place with the Facilities team to understand the increase, during the course of the year there was a significant amount of out of hours work being undertaken as well as a major refurbishment at the Abbey which will have resulted in increased heating and electricity usage. The graphs below have been produced to show the difference in gas usage at both buildings across the two years.





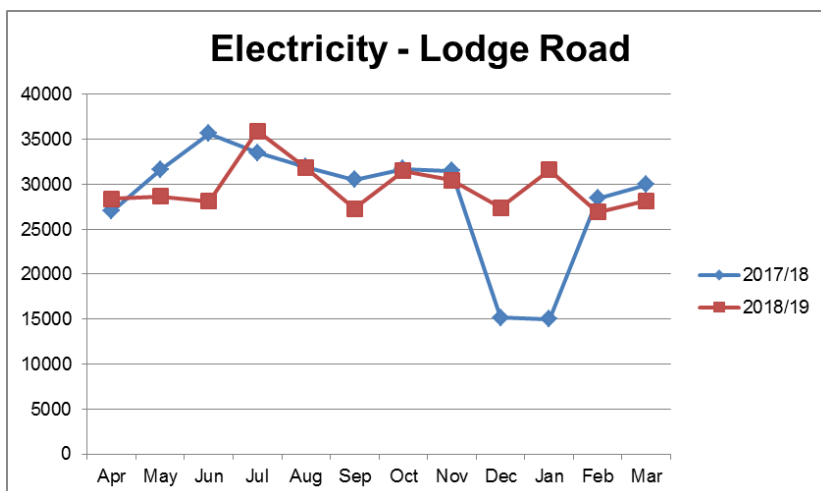
4.2 Electricity Use

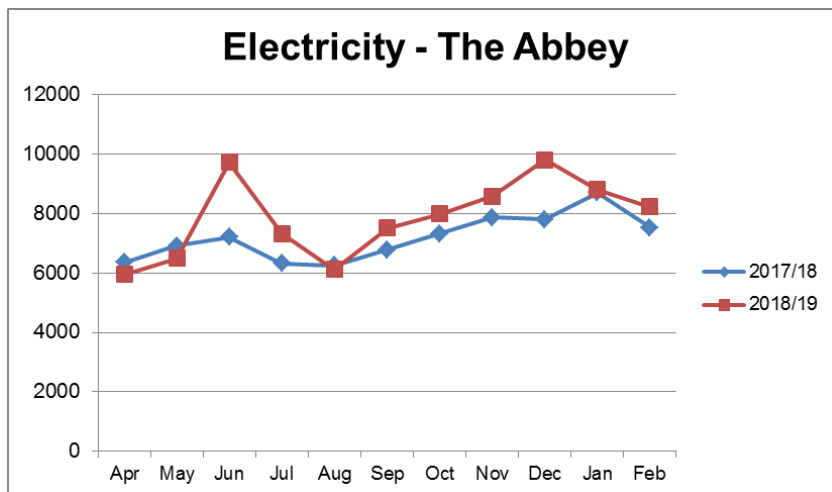
The electricity use and carbon emissions data from Council buildings is shown in *Appendix B.1*. Meter readings of electricity use are taken monthly where the Council is the bill payer and for outsourced buildings, readings are taken once a year.



Electricity Target – Reduce electricity use by 2%. Previous year (2017/18) baseline is 342,042 kWh at Lodge Road and 79,094 kWh at the Abbey giving a combined usage of 421,136 kWh. Actions can be viewed in the *Environmental Action Plan*.

Achievement - During 2018/19 electricity use also increased at both buildings to 356,108 kWh at Lodge Road and 93,924 kWh at the Abbey giving a combined total across the two buildings of 450,032 kWh. This is an increase of 7% compared to the previous year. A comparison against baseline is shown in *Appendix B.3*. As with the gas usage, investigations have taken place with the Facilities team to understand the increase and it has mainly been attributed to the out of hours and refurbishment work. The graphs below have been produced to show the difference in electricity usage at both buildings across the two years.





4.3 Water Use

Actions undertaken at Lodge Road to date in an effort to reduce water usage include save-a-flush bags fitted to all toilets, tap magic fittings fitted to all taps and waterless urinals have also been trialled but these were not compatible with the current infrastructure. Meter readings are taken six monthly by the supplier as access to both meters is difficult.

Water Target – Reduce water use from Lodge Road and The Abbey buildings by 2%. Previous year (2017/18) baseline is 1,331 m³ at Lodge Road and 589 m³ at the Abbey giving a combined usage of 1,920 m³. Actions can be viewed in the *Environmental Action Plan* and comparison since baseline is shown in *Appendix B.4*.

Achievement - During 2018/19, water use from Lodge Road decreased to 1,033 m³ which is the lowest usage since baseline. In contrast, usage at the Abbey was exceedingly high which alerted the Facilities Management team to a leak. More detail has been requested on this leak but has not yet been provided.

4.4 Greener Employee Travel to Work

Since 2009 the Council has conducted an annual Employee Travel Survey to monitor employee travel patterns. The outcome of the survey helps to develop the Employee Travel Plan on an annual basis. In 2018, 52 responses were received for the employee travel survey compared to 47 the previous year.

Greener Employee Travel To Work Target – Maintain the number of staff travelling to work by green methods as reported in the Employee Travel Survey. Previous year (2017/18) baseline is 63% of staff walking, cycling, car-sharing or driving ultra-low emission vehicles to work 'some of the time'. Target is to maintain around 40%.

Achievement – There was a minor increase in the number of responses to the 2018/19 survey compared to the previous year. At least half of the respondents claimed to use green methods some of the time totaling 56%. Green methods are considered as walking, cycling, car-sharing or traveling using an electric vehicle. Survey results can be viewed in Appendix C, the results and subsequent update to the employee travel plan were shared with all staff in the Council Courier. Regular incentive schemes such as Bike Week were promoted with 13 vouchers for a free tea or coffee used by 7 members of staff this year.

4.5 Greener Employee Travel at Work

The Council is responsible for delivering a range of services and there is a requirement for the use of vehicles to support this which contributes to lowering the air quality of the District and causing greenhouse gas emissions to be released into the atmosphere.



To reduce direct emissions from these activities staff are required to use one of two pool cars when completing business mileage. The first vehicle is an electric Volkswagen e-Golf which should be used as the first option if the journey mileage permits. This car has been in use since June 2019 when the three year lease on an electric Nissan Leaf came to an end. The second vehicle is a Kia Niro Hybrid which is suitable for longer journeys due to the internal combustion engine. An electric van was also purchased for the environmental health department and this vehicle completed almost 25,000 miles during the period it was operational. The depleted battery life on this vehicle made it difficult to cover sufficient mileage across the district so a replacement petrol van was purchased for use by this team. This measure aims to reduce other business mileage (lease and casual) through the use of the electric and hybrid vehicles available.

Employee Travel At Work Target – Previous year (2017/18) baseline is 131,125 business miles completed. Target is for a 2% reduction.

Achievement – During 2018/19 total business mileage decreased to 125,624 which is a 4% reduction. This is mainly attributed to a reduction in the mileage of ‘essential’ car users. There was an insignificant reduction in employee casual mileage but it is hoped this will reduce further with the introduction of the e-Golf pool car with a longer range enabling employees to complete more business mileage in this car.

4.6 Paper Use

Paper Use Target – Paper usage is monitored through the printer/copies and is available for each DDC employee. Reports are produced on a monthly basis. Previous year (2017/18) baseline is 916,456. Target is to reduce paper printed by 10%. Paper usage can be viewed in Appendix D and further actions can be viewed in the *Environmental Action Plan*.



Achievement – During 2017/18 paper usage fell to below 1 million sheets for the first time since records have been available. Total usage in 2018/19 increased slightly from the previous year to 957,924 which is an increase of 4% but still significantly less than 1 million sheets. The Paper:LESS challenge ran for the fourth time during February 2019 with the same concept of last year where service managers were provided with their teams paper usage for one month and they were asked to reduce as much as possible. Usage was then provided again a month later and the three individuals with the largest reduction across the three teams were rewarded. Additional paper usage is also created through the hybrid mailing system which is now in place across the Council whereby postal letters are printed and posted externally. This data is to be included in reporting

going forward. Due to the use of the new hybrid system direct paper usage at the Council offices has reduced and there has been a cultural shift over recent years through the use of IT equipment to reduce the need for paper documents.

5. Environmental Goals, Targets and Progress

The Environmental Goals provide the key areas of focus for the year ahead and are agreed by the Senior Management Team. The Goals include targets and have named responsible Managers and Officers accountable for their delivery. The goals provide a high level summary of environmental progress. The year-end status of the 2018/19 Environmental Goals is outlined in the sections that follow and is available as a separate report.

The environmental goals are supported by an Environmental Action Plan which breaks each goal down into measurable actions. The Environmental Action Plan is available as a separate document.

The goals are reviewed quarterly at the Greener Healthier Workforce Group and reported to the Senior Management Team for a progress update. Quarterly updates are also made available via Davnet and milestones reported on a regular basis via the internal Council Courier for employees and members.

The goals are reviewed at year end, some measures will continue into the next year for longer term environmental improvement and new goals are added where required. At the end of Q1 2019/20 it was agreed to transfer the Environmental Goals into a Service Plan report which is used across the Council for quarterly reporting against the Corporate Plan measures. This is because a number of the Environmental Goals link into some of the other service plan measures so it was felt more appropriate to report in a consistent format. The latest performance of the 2019/20 Environmental Goals is available as a separate report.

5.1 Environmental Goal Ref. 1 - Carbon Management

Measure – Reduce carbon emissions against the previous year. Implement additional carbon reduction opportunities where practicable.

The Council developed a comprehensive Carbon Management Plan in 2010 with an ambitious target to reduce emissions by 30% by 2014. This reduction was achieved by the end of the 2016/17 year so the overall aim of the plan has now been achieved and emissions continue to be monitored. Progress in this area can be viewed on the Council's website at: www.daventrydc.gov.uk/living/greener-living/what-the-council-is-doing-on-climate-change.

Carbon Target – Deliver new initiatives as and when feasible and reduce emissions against the previous year.

Achievement - Previous achievements include the following:

- Construction of new low carbon business unit development in Prospect Way, Daventry.
- Construction of “green” community buildings, including the 2nd Daventry Scout Hall, Daventry and the Brass Band Hall, Daventry.
- Project partner in construction of new low carbon innovation centre for Sustainable Construction (iCon).
- Part implementation of thin client technology replacement and server room natural ventilation system.
- Centralised copier and printers, set to duplex and black and white printing by default.
- Implementation of outdoor covered bicycle storage and purchase of a satellite navigation system.
- Installation of a new energy efficient gas boiler at the main offices.
- Internal recycling, composting and waste reduction improvements.
- Use of low wattage bulbs in the council chamber.
- LED lighting at the outside of the main Council offices.
- Server virtualisation project has been implemented to remove three physical servers.
- Replacement of 136 lights with new LED lighting at The Abbey.
- Calorex heat pump ventilation unit refurbished at the Leisure Centre.
- Liquid pool-cover trialled at the Leisure Centre to reduce evaporation.
- Installation of Solar PV Arrays (total 96kWp) on the Council’s three main buildings; Lodge Road, The Abbey and the Leisure Centre.
- Installation of two electric vehicle charge-points at the Lodge Road car park for public use and a further chargepoint for Council vehicles.
- Thermostatic radiator valve replacements to Lodge Road radiators
- Double glazing fitted to the windows of the ground floor Committee Rooms.
- LED lighting fitted to the Council Chamber and Committee Rooms.
- Procurement of an electric vehicle for casual employee mileage at work

The requirement to complete an annual Greenhouse Gas (GHG) Emissions Report has been lifted since the Department for Energy and Climate Change was abolished in 2016. Greenhouse gas reporting has continued for internal best practice and is reported through the Environmental Goals. Total Scope 1 and Scope 2 emissions for 2018/19 were 316 tCo2e compared to 279t CO2e the previous year. This is mainly as a result of increased gas and electricity usage at the main Council buildings.

Due to future uncertainty of the Council and the impending unitary move, the Council will not be investing in any large scale projects to reduce emissions at this time. However, it is recognised that monitoring of emissions is still of importance and so this will continue through the reporting channels referenced above. Over the last twelve months there has been a heightened interest in climate change and the Government have introduced a more stringent target to reduce emissions to net zero by 2050. A number of local authorities have responded to this by declaring a ‘climate emergency’. DDC Councillors have acknowledged there is a climate emergency upon us but have not explicitly declared an emergency as yet. Work is being undertaken to determine what else can be done and how the Council can lead by example to encourage local businesses and communities to reduce their carbon emissions through a Climate Task Panel which has been established as a cross-party working group of Councillors.

5.2 Environmental Goal Ref. 2 - Environmental Awards

This is a broad environmental goal with the main target being to achieve the Investors in the Environment Scheme accreditation. Undertaking internal promotions including office recycling, greener travel to work and monitoring business mileage is also included in this goal.

Environmental Awards Target - Achieve the Investors in the Environment accreditation. The on-going target is to achieve iE 'green' level.

Achievement – The Investors in the Environment 'green level' was achieved in 2018 along with a 'Great Green Star' award for the fourth consecutive year.

The Council is responsible for managing Daventry Country Park and has received the national Green Flag Award since 1999 celebrating the 20th year of the award this year. The award is given by Keep Britain Tidy on behalf of the Ministry of Housing, Communities and Local Government, and indicates that the park upholds high standards, is well maintained and has excellent facilities.



Recycling

Landfill waste is collected from site weekly by Norse through the arrangements of the new contract. All recycling is collected by Clews and is sorted at their MRF in Rugby. Paper and cardboard are stored in a compactor whilst plastics and cans are co-mingled and sorted at the Clews MRF.

Desk bins were removed in large office areas several years ago with recycling bins located at central points to help prevent waste going to landfill. A large number of items are recycled including paper and cardboard, plastic bottles, cups and yoghurt pots and cans.

There is an Office Recycling Guide for staff and contractors to help improve overall recycling awareness and our performance. Recycling is generally collected from site at least fortnightly. IT waste is collected by an approved WEEE collection company which alters for each collection depending upon cost. The cost savings from recycling are not collated, however, a small return is obtained from the collection of paper, cardboard, plastic bottles, cans and yoghurt pots.

Recycling of food waste has very recently been reintroduced in place of composting which had ceased early last year. A commercial arrangement has now been agreed with Norse to introduce a weekly food waste collection from the Lodge Road offices. Bins are located in the two staff rooms and around the office in dedicated departments.

Greener Employee Travel to Work

Greener employee travel to work is included as an additional resource in the previous section of this report. Information and progress on this aspect is reported above in section 4.

Greener Travel at Work

Greener employee travel at work is included as an additional resource in the previous section of this report. Information and progress on this aspect is reported above in section 5.

5.3 Environmental Goal Ref. 3 – Paper Reduction

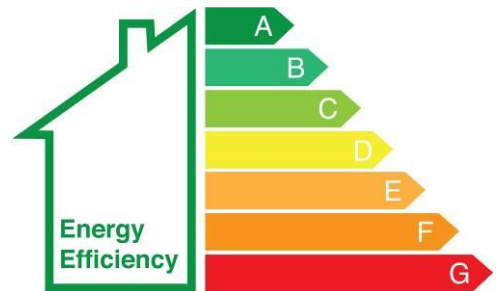
Paper usage is included as an additional resource in the previous section of this report. Information and progress on this aspect is reported above in section 4.6.

5.4 Environmental Goal Ref. 4 - Improve Energy Efficiency of Council Buildings

This goal relates to corporate plan measure E1.2 to increase the % of Council floor space with EPC rating E and is managed by the Business Team in the Council. At the start of the year 50% of buildings had an energy rating of E.

Energy Efficiency of Buildings Target – Following a review completed last year in which some properties were deemed to be exempt from this requirement, a new target was determined in which 75% of all properties should be brought up to an E rating.

Achievement – By the end of the year 69% of properties had been brought up to an E rating. A review of the corporate plan has been completed this year which has altered the wording slightly for this measure for 2018/19 to a percentage target of Council Commercial units with EPC rating E or better or exempt from assessment so work has continued into 2019/20.



5.5 Environmental Goal Ref. 5 – Electric Vehicle Infrastructure

Daventry District Council was one of the early investors in electric vehicle (EV) technology through introduction of an electric pool car in 2016 and installation of two public chargepoints as well as a dedicated chargepoint for DDC vehicles. There are many benefits of electric vehicles including improved local air quality, lowered carbon emissions and enhanced contingency planning as a move away from dependency on volatile fuel prices. The Council introduced an initial EV Infrastructure Plug-in Plan in 2016 which aims to support an increase in this technology and install further chargepoints across the district. This strategy was reviewed in 2018 and amended to a longer term plan to 2023. The Council's commitment to EV technology was further demonstrated by the introduction of a corporate plan measure – E1.1 to increase the uptake of usage of electric charging points facilitated by DDC.



Electric Vehicle Infrastructure Target – Target is measured by kWh usage for each chargepoint. Target - 10,000 kWh.

Achievement – Usage of the two chargepoints throughout the year totalled 11,618 kWh exceeding the target set. This measure continues into 2019/20 with an increased target. Work is underway to

extend the EV infrastructure into the District to enable further access to chargepoints and support our residents to make the transition to an EV.

5.6 Environmental Goal Ref. 6 – Community wildflower project

There have been a number of wildflower projects over recent years which have provided free seed to community groups. The 2018/19 project was the Big Poppy Plant which provided a ‘Remembrance’ poppy seed mix for planting in public spaces to commemorate the centenary of the end of World War One. Communities were invited to apply online and were awarded seeds based on a number of criteria.



Community Wildflowers Target - 40 community groups to participate in the project

Achievement – The Big Poppy Plant was successfully completed with 31 groups across the District taking part. Pictures of the planting were received from some groups and successful photos of the poppies in bloom were received. These were shared on social media and in the commemorative leaflet showing all projects marking the centenary. Further wildflowers and spring bulbs were sown at Daventry Country Park as part of some improvement works.

5.7 Environmental Goal Ref. 7 - Reduce Fuel Poverty

Reduce fuel poverty in line with Home Energy Conservation Act (HECA) requirements and complete the report. Continue to promote the Big Switch Daventry District Scheme.



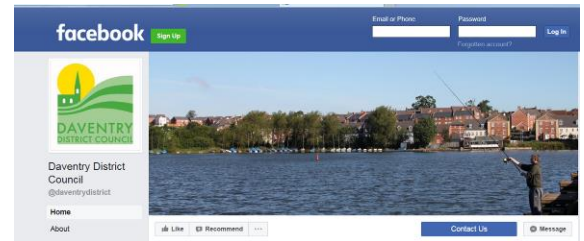
Reduce Fuel Poverty Target – Continue to promote the Big Switch Daventry District Scheme, target is based on total number of registrations for the scheme. Target 550 households registered.

Achievement – Each auction during the 2018/19 year was successful but of particular note was the Winter auction held in February. During this auction cycle, promotional leaflets on the Big Switch were included in annual council tax bills distributed to all households. This resulted in a total of 642 registrations for this auction cycle alone with a total of 150 of those households switching which is the highest amount for some time. The total number of registrations for the three auctions across the 2018/19 year was 1,160 which is more than double the target. The schemes are promoted on social media with ‘boosted’ Facebook posts occasionally used to target certain demographics within Daventry district to help promote the scheme to a wider audience.

The second aspect of this goal relates to the bi-annual Home Energy Conservation Act (HECA) report which requires all local authorities to report on measures they are taking to improve home energy efficiency in their area. The report was completed in May 2019 and submitted to the Department for Business, Energy and Industrial Strategy (BEIS). The next report is due in March 2021.

5.8 Environmental Goal Ref. 8 – Press Promotion

The media is a key means of getting environmental messages to local residents to encourage positive environmental behavioural change. Environmental news stories are promoted regularly on the Council's website, via the quarterly Daventry Calling newsletter, online through the website and Twitter/Facebook social media pages also internally through the Council Courier newsletter.



In addition, information is included on the Council's website under the 'Greener Living' pages at www.daventrydc.gov.uk/living/greener-living.

Measure - Promote environmental news stories and increase the number of positive environmental press releases issued and social media messages.

Press Promotion Target – Target is 190 environmental news stories.

Achievement - The total achieved was below the target with 168 total stories comprising of 29 press releases and 139 social media messages. Press releases relate to a variety of environmental topics including promotion of the big switch scheme, the Big Poppy Plant project, the EV survey results and so on.

5.9 Environmental Goal Ref. 9 – Support Smart Energy GB smart meter rollout

This measure was first introduced in 2017/18 to support the national rollout of smart meters into domestic properties. A localised communications plan was developed to ensure the message regarding smart meters reaches residents of Daventry District.



Smart meter programme Target – Achieve 25% of localised communications plan during the 2018/19 year

Achievement – During the first year this target was introduced, a variety of communications were carried out including training for staff and message for members of the public. During this second year no active work on smart meters was completed as it was unclear what the Government's intentions were for the second generation (SMETS2) meter. The first generation meters made it difficult for people switching energy providers as the in-home display often did not show all information and the meter stopped sending automated readings to the supplier. It was felt that encouraging people to get a smart meter installed was in contradiction with our message and service to support householders to switch energy suppliers. Towards the end of the 2018/19 year the second generation meters were beginning to be installed and it was confirmed that the first generation meters could be upgraded remotely so more communications around smart meters will increase again in 2019/20.

10. Further Environmental Initiatives

10.1 Domestic Food Waste Recycling

As mentioned in the Environmental Services Contract section of this report, the new waste and recycling collection service with Norse has seen a boost in all types of recycling for the first year of the contract.

A total of 2,394 tonnes of food waste was collected for recycling in the first year of the contract with Norse – an 85% or 984 tonne increase on the 12 month period leading up to the new service. Recycling of all dry mixed material also increased by 35% whilst there has been a 25% reduction of general waste.

These changes have all been as a result of the reduced frequency of residual waste collections to every three weeks which has encouraged people to make better use of their recycling bins. The 'I'm In to Win' scheme which offers incentives for residents who put out their food waste caddies for collection each week has a total of 1,583 participants in Daventry District, 179 of which have signed up in the last year.

10.2 Terracycle

The Council is a public drop-off point for two of the Terracycle campaigns which aim to treat hard to recycle items. Points are earned for the number of items collected and these are redeemed for cash which is donated to the Chairman's charity annually.

Tassimo

Tassimo coffee pods have been collected for recycling at the Council since 2016. These are collected in a pallet and £89 worth of points is received for each pallet collected.

Walkers

In February 2019 the Walkers crisp packet recycling scheme was introduced. So far the Council has sent 25kg of crisps to be recycled.

In December 2018 the points were redeemed and a total of £534 paid to the National Garden Scheme and Rethink Mental Illness which were the Chairman's chosen charities last year.

10.3 Refill

During the last year the Council has worked with a local retailer, Sheaf Street Health Store, to launch a Daventry water refill scheme. Refill is a campaign launched by City to Sea to cut plastic bottle use. 18 retailers in the town of Daventry have signed up to act as 'refill stations' which lets members of the public know that they are able to fill up their water bottle for free. This has been very well received in Daventry and had a positive response on social media. This has also acted as one of the measures in the Year of Green action initiative which DDC have committed to in 2019.



10.4 Warm Homes Fund

In November 2018, Daventry District Council along with all other local authorities in the County through the Northants Warm Homes partnership applied to the Affordable Warmth Solutions Warm Homes Fund. The partnership was successful in securing nearly £4 million to provide fully-funded gas central heating for fuel poor homes across Northamptonshire that do not already have it. All local authorities have also committed funds to the project to be used as a top up where needed. It is expected that the project will help 1,400 households across the county up to 2021.



Linked to the Warm Homes Fund project and also funded by Affordable Warmth Solutions is the Northamptonshire Energy Saving Service (NESS) which is an advisory service run by Community Law Service and South Northants Volunteer Bureau. The NESS service operates a Rural Information Centre (RIC) bus which travels around the county and provides free advice and information on home energy. In the first year of the project being live, 27 clients were seen by NESS in Daventry District.

10.5 Real Nappies Cashback Offer

Following on from the change to the bin service in June 2018, DDC introduced a real nappies cashback incentive scheme to help residents deal with the reduction to three weekly general waste collections by converting to cloth nappies rather than disposables. The offer provided a £25 cashback for spending £75 or over on real nappies and was available for a limited time only. The incentive has now closed and 28 households were provided with the cashback.



10.6 Zero Waste Week

For Zero Waste Week 2019 employees were set a challenge to see how many of 10 key zero waste habits they followed and could change during the week. A number of members of staff engaged in the initiative and a winner was chosen who had gone to extra effort to transition to zero waste. They were awarded with a zero waste starter kit.



11. Legislation Compliance

The Council is fully aware of all applicable environmental legislation and this is identified on an environmental legislation evaluation sheet and is reviewed on a regular basis. The Environmental Improvement Officer as the Officer responsible for implementing the Environmental Policy attends an annual Environmental Legislation Update to ensure knowledge is kept up to date.

12. Sustainable Procurement

The Council adopted a 'procurement toolkit' in 2012 and this outlines requirements regarding sustainable purchasing of products and services for employees.

The Corporate Procurement & Efficiencies Working Group must approve reports for spends of over £25,000 and all reports are required to consider the environmental impacts of the proposed procurement on waste reduction and recycling, climate change and biodiversity. This may be in the form of specifying required or minimum acceptable environmental performance, or, in appropriate cases, quantified sustainability factors in decision criteria. The Corporate Procurement Officer is a member of the GHWT and is in the process of reviewing the Corporate Procurement toolkit to ensure it aligns with the commitments in the Council's Environmental Policy. Furthermore, refresher procurement training was completed this year for officers which had an environmental focus to ensure Council colleagues consider the environmental impacts of procuring goods and services.

13. 2019/20 Environmental Goals Measures and Targets

The Environmental Goals for 2019/20 were approved by Senior Management and include all goals from the previous year. The wildflowers project was replaced with the Year of Green Action initiative which was introduced by DEFRA to encourage organisations and individuals to connect, protect and enhance the environment. The Refill scheme has successfully been introduced and the Council also invited PECT to attend the Daventry Food Festival with the Cool Food project to encourage people to make small pledges to reduce the carbon associated with food consumption. A new and more efficient electric pool car has been introduced further committing the Council to investment in EV technology and works are underway to expand the infrastructure in the District this year. The Warm Homes Fund has also been launched and will help to support those in fuel poverty in our District to benefit from more efficient heating.

The goals continue to be updated quarterly and reviewed by the GHWT and Senior Management demonstrating the high level commitment to this agenda.

14. Summary

2018/19 was another positive year for environmental improvement across the Council. A heightened interest in the climate change agenda over the last year has helped to increase levels of engagement in internal initiatives and more community projects have taken place with additional projects planned for this year. DDC will be going through a period of change to transition into the unitary authority from April 2021 and will be in a good position to influence the environmental credentials of the other two councils who will be integrated into West Northants Council.

Appendix A – Resource Monitoring

		Resource 1				Resource 2			
		Gas				Electricity			
Year		Lodge Road	The Abbey	Combined	% </> against baseline	Lodge Road	The Abbey	Combined	% </> against baseline
Baseline	2014/15	361,088	136,677	497,765		404,961	103,083	508,044	
	2015/16	305,586	141,729	447,315	-10%	366,726	99,193	465,919	-8%
	2016/17	288,197	121,199	409,396	-18%	386,439	90,920	477,359	-6%
	2017/18	348,393	111,237	459,630	-8%	342,042	79,094	421,136	-17%
	2018/19	401,508	189,127	590,635	19%	356,108	93,924	450,032	-11%

		Resource 3				Resource 4		
		Water				Green travel to work		
Year		Lodge Road	The Abbey	Combined	% </> against baseline	Response rate	% using green methods some of the time	% </> against baseline
Baseline	2014/15	1,110	1,028	2,138			42	
	2015/16	1,499	476	1,975	-8%		40	-5%
	2016/17	1,365	458	1,823	-15%		40	-5%
	2017/18	1,331	589	1,920	-10%	47	63	50%
	2018/19	1,033	2,753	3,786	77%	52	56	33%

		Resource 5							Resource 6	
		Business mileage							Volume of paper printed	
Year		Employee Casual	Members Casual	Lease car users	Essential users	EV/PHEV Pool Car	Total mileage (excluding EVs)	% </> against baseline	No. of pages printed from MFDs	% </> against baseline
Baseline	2014/15						130,569		1,053,500	
	2015/16						125,225	-4%	1,149,217	9%
	2016/17	8,964	19,643	63,408	33,901	12,644	125,916	-4%	1,039,049	-1%
	2017/18	10,537	18,127	57,916	44,545	10,540	131,125	0%	916,456	-13%
	2018/19	10,359	19,443	58,504	37,318	12,448	125,624	-4%	957,924	-9%

Appendix B.1 - Energy Use Data for All Buildings

Building or Site	Energy type	2008-9		2009-10		2010-11		2011-12		2012-13		2013-14		2014-15		2015-16		2016-17		2017-18		2018-19	
		Amount used (kWh)	CO2 Emissions (kgs)	Amount used (kWh)	CO2 Emissions (kgs)	Amount used (kWh)	CO2 Emissions (kgs)	Amount used (kWh)	CO2 Emissions (kgs)	Amount used (kWh)	CO2 Emissions (kgs)	Amount used (kWh)	CO2 Emissions (kgs)	Amount used (kWh)	CO2 Emissions (kgs)	Amount used (kWh)	CO2 Emissions (kgs)	Amount used (kWh)	CO2 Emissions (kgs)	Amount used (kWh)	CO2 Emissions (kgs)	Amount used (kWh)	CO2 Emissions (kgs)
Daventry Leisure Centre	Natural gas	2,824,865	518,645	2,957,356	547,732	2,718,399	503,475	2,440,978	452,094	2,572,583	476,468	2,593,159	476,260	2,698,927	499,229	1,908,833	352,180	2,785,907	512,607	2,668,600	491,022	2,379,829	437,793
Daventry Leisure Centre	Electricity (grid)	1,331,073	660,319	1,116,297	551,239	1,214,982	589,643	1,237,181	600,416	1,212,845	557,933	1,127,398	502,233	1,003,547	496,013	884,351	408,738	893,655	368,231	816,262	286,965	822,510	232,828
Daventry Sports Park	Natural gas	31,081	5,706	38,142	7,064	30,578	5,663	34,197	6,334	28,800	5,334	51,849	9,523	77,145	14,270	72,319	13,343	71,671	13,187	74,714	13,747	Not available	0
Daventry Sports Park	Electricity (grid)	64,483	31,989	44,836	22,140	47,339	22,974	60,266	29,248	31,200	14,353	50,634	22,556	75,819	37,474	83,503	38,594	63,233	26,055	55,560	19,533	51,984	14,715
Headlands Pavilion	Electricity (grid)	34,258	16,995	34,260	16,918	0	0	0	0	0	0	0	0	0	-	0	0	0	0	0	0	0	0
Hollows Pavilion	Electricity (grid)	970	481	999	493	0	0	0	0	0	0	0	0	0	-	0	0	0	0	0	0	0	0
Lodge Road	Electricity (grid)	523,952	259,922	492,050	242,979	474,822	230,436	433,806	210,530	388,519	178,727	404,911	180,380	404,961	200,156	366,726	169,497	386,439	159,232	342,042	120,248	356,108	100,803
Lodge Road	Natural gas	364,617	66,944	342,551	63,444	354,788	65,710	253,998	47,043	482,107	89,291	347,332	63,791	361,088	66,792	305,586	56,381	288,197	53,028	348,393	64,104	401,508	73,861
Contracts House	Electricity (grid)	75,097	37,254	62,828	31,025	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	68,220	19,311
Contracts House	Natural gas	144,558	26,541	168,434	31,196	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	103,380	19,018
MRF	Electricity (grid)	28,242	14,010	26,404	13,039	23,537	11,423	28,452	13,808	19,064	8,770	16,962	7,556	16,962	8,384	20,084	9,282	14,952	6,161	0	0	0	0
MRF	Natural gas	22,733	4,174	31,432	5,822	37,352	6,918	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
The Abbey	Electricity (grid)	142,785	70,833	163,572	80,773	190,797	92,596	142,485	69,149	134,261	61,763	110,170	49,079	103,083	50,950	99,193	45,846	90,920	37,464	79,094	27,806	93,924	26,587
The Abbey	Natural gas	148,812	27,322	138,176	25,592	150,130	27,806	106,281	19,684	180,759	33,478	188,368	34,596	136,677	25,281	141,729	26,149	121,199	22,301	111,237	20,468	189,127	34,792
New Street Toilets	Electricity (grid)	17,036	8,451	25,070	12,380	30,763	14,930	25,356	12,306	27,995	12,878	25,935	11,554	25,935	12,819	30,351	14,028	26,200	10,796	22,800	8,016	25,700	7,275
High St. Toilets	Electricity (grid)	2,612	1,296	2,026	1,000	2,417	1,173	3,289	1,596	3,289	1,513	3,289	1,465	0	3,289	1,520	3,289	1,355	3,289	1,156	0	0	0
Reservoir Cottage (DCP)	Electricity (grid)	32,325	16,036	28,500	14,074	54,069	26,240	33,416	16,217	33,182	15,264	30,564	13,616	28,550	14,111	26,438	12,219	29,227	12,043	35,973	12,647	31,038	8,786
Streetlighting	Electricity (grid)	12,000	5,953	12,000	5,926	12,000	5,824	12,000	5,824	12,000	5,520	12,000	5,346	12,000	5,931	12,000	5,546	12,000	4,945	12,000	4,219	145,000	41,045
Feeder Pillar	Electricity (grid)	4,011	1,990	4,320	2,133	2,907	1,411	2,907	1,411	2,907	1,337	2,907	1,295	2,907	1,437	2,907	1,344	0	0	0	0	0	0
Welton Road (Undercroft) Car Park	Electricity (grid)	0	0	0	0	4,236	2,056	4,439	2,154	4,303	1,979	5,523	2,460	5,063	2,502	5,063	2,340	5,750	2,369	6,250	2,197	5,800	1,642
Total		5,880,649	1,812,135	5,726,623	1,693,422	5,363,105	1,615,065	4,832,278	1,494,233	5,143,378	1,469,009	4,980,267	1,385,836	4,961,930	1,439,928	3,962,372	1,157,008	4,792,639	1,229,773	4,576,214	1,072,128	4,674,128	1,018,457

Notes: Daventry Leisure Centre, Daventry Sports Park and MRF are outsourced. St. John's Toilets have closed and sold. Headlands and Hollows Pavilions have been demolished. Contracts House is no longer occupied by employees and is now leased. The small area of street-lighting the Council is the bill payer for is not on a meter.

Appendix B.2 – Gas Use Data Lodge Road and The Abbey

Building or Site	Resource	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	
		Amount used (kWh)	Amount used (kWh)	Amount used (kWh)	Amount used (kWh)	Amount used (kWh)	Amount used (kWh)	
Lodge Road	Natural gas	347,332	361,088	305,586	288,197	348,393	401,508	
The Abbey	Natural gas	188,368	136,677	141,729	121,199	111,237	189,127	
Total		535,700	497,765	447,315	409,396	459,630	590,635	
Percentage kWh change on previous year.							29%	

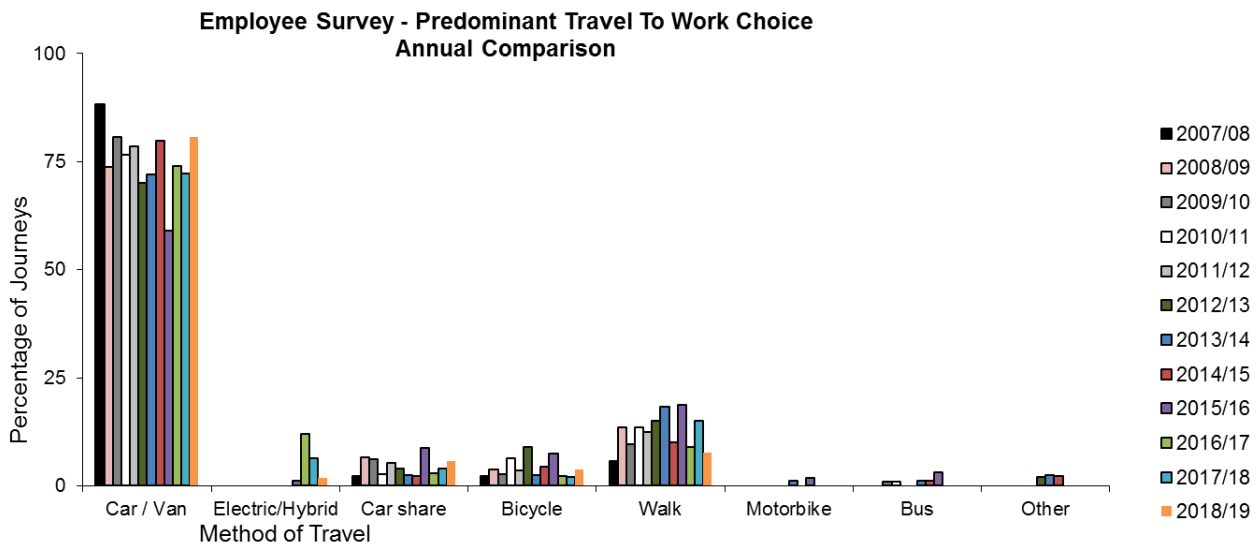
Appendix B.3 – Electricity Use Data Lodge Road and The Abbey

Building or Site	Resource	2013-14	2014-15	2015-16	2016/17	2017/18	2018/19	
		Amount used (kWh)	Amount used (kWh)	Amount used (kWh)	Amount used (kWh)	Amount used (kWh)	Amount used (kWh)	
Lodge Road	Electricity	404,911	404,961	366,726	386,439	342,042	356,108	
The Abbey	Electricity	110,170	94,238	99,193	90,920	79,094	93,924	
Total		515,081	499,199	465,919	477,359	421,136	450,032	
Percentage kWh change on previous year.							7%	

Appendix B.4 – Water Use Data Lodge Road and The Abbey

Building or Site	Resource	2013-14	2014-15	2015-16	2016/17	2017/18	2018/19	
		Amount used (m3)	Amount used (m3)	Amount used (m3)	Amount used (m3)	Amount used (m3)	Amount used (m3)	
Lodge Road	Water	1,123	1,110	1,499	1,365	1,331	1,033	
The Abbey	Water	826	1,028	476	458	589	2,753	
Total		1,949	2,138	1,975	1,823	1,920	3,786	
Percentage kWh change on previous year.							97%	

Appendix C – 2018/19 Employee Travel patterns



Key Outcomes:

- 52 responses received (47 last year)
- 78% of respondents primarily use the car to travel to work
- Employees travel to work by the following methods “occasionally/some of the time” - 25% walk, 17% cycle, 12% car-share or get a lift and 2% travel by electric or hybrid vehicle. Overall, 56% of respondents travel to work by green methods “occasionally”.
- 48% of responses were made by employees living 0-4 miles from work.
- 44% of respondents are casual users
- 8% of employees who responded predominantly walk to work.
- Of the 20 respondents who use the pool car scheme, 17 felt that a vehicle is only sometimes available. Although the majority of those who use the pool cars do so less than once a month.
- The majority of employees that walk or cycle to work do so “to keep fit and healthy.”
- Those who car share said they primarily do this to reduce fuel costs and their impact on the environment.
- Of those employees who utilise the pool car scheme, the majority stated a car was either “always available” or “sometimes available” with only one respondent reporting to “rarely” be able to book a car
- Most people stated distance and school run to be the primary reasons prohibiting them from cycling and walking more often

Appendix D – Paper usage

