

REPORT TO: HOUSING, DUNDEE CONTRACT SERVICES AND ENVIRONMENT SERVICES COMMITTEE - 24 NOVEMBER 2008

REPORT ON: SUSTAINABLE DEVELOPMENT FRAMEWORK - ANNUAL PROGRESS REPORT

REPORT BY: HEAD OF WASTE MANAGEMENT

REPORT NO: 577-2008

1.0 PURPOSE OF REPORT

1.1 To inform the Committee of the work undertaken over the last six months to implement the Council's Sustainable Development Framework.

2.0 RECOMMENDATIONS

2.1 It is recommended that the committee note the contents of this report.

3.0 FINANCIAL IMPLICATIONS

3.1 The Sustainability Policy Action Plan has been assessed by all Chief Officers to ensure that the actions included are contained within their respective Departmental Service Plans or have the necessary resources attributed to them in order that they can be delivered.

4.0 SUSTAINABLE DEVELOPMENT FRAMEWORK - ANNUAL PROGRESS

4.1 The Local Government in Scotland Act 2003 introduced new statutory duties relating to Best Value and Community Planning, one of which specifically requires that local authorities discharge their duties in a way which contributes to the achievement of Sustainable Development.

4.2 In February 2005, the Council submitted its Audit of Best Value along with a corporate Best Value Improvement Plan. The Plan identified key areas for improving the Council's contribution to Sustainable Development and efforts have been ongoing to put a framework of activity in place.

4.3 The Council's Sustainability Policy Implementation Group (officer led) is currently responsible for overseeing the framework and progress is reported to the Sustainability Policy Review Group, (comprising Elected Members and Officers) twice yearly in April (Interim) and October (Annual Review). The Review Group assess progress and set targets for the following year.

4.4 Progress is currently measured against four areas of 'Evidence' highlighted below and detailed in appendices 1-3.

4.5 Corporate Priorities Update

4.5.1 Sustainable Development is a cross cutting issue and as such a number of corporate actions were identified under each of the Sustainability Policy principles. Appendix 1 sets out the corporate priorities progress from May - October 2008.

4.6 **Action Plan Update**

4.6.1 Actions which pertain to a specific Department or lead Department are contained within the Sustainability Policy Action Plan. The Action Plan introduces a set of actions which contribute towards Sustainable Development. Actions are grouped according to the Sustainability Policy principles and describe what each Department is doing to implement the Policy and contribute to the Council Plan and Community Plan sustainability theme. Appendix 2 sets out the action plan progress from May - October 2008.

4.7 **Working Group Updates**

4.7.1 In addition to the Sustainability Policy Implementation Group, internal task-based groups currently tackling Sustainable Development themes are drawn together under the Sustainable Development Framework. This provides the benefit of pooling expertise and knowledge from various Departments. Several of the groups have been in existence for some time and have made progress within their specialist area, others are short term or convene when necessary.

4.7.2 The groups are:

- Sustainable Construction Group
- Internal Waste Audit Review
- Best Value Energy Management Group
- Strategic Environmental Assessment
- Travel Action Group
- Climate Change Working Group

Appendix 3 provides a brief outline of the work each group has taken to date.

4.8 **Service Plan Guidance Update**

4.8.1 The Corporate Planning Dept produced a set of Service Plan Guidelines (2007 - 2011). The aim is to ensure that the Council has a comprehensive set of guidelines that integrates within new Service Plans the core performance management framework (Objectives/Indicators/Projects) with the other main corporate compliance and resource plans (Equalities; Sustainable Development; Human Resources; Assets; ICT; Procurement of goods and services).

4.8.2 In order for departments to provide evidence of how they contribute to Sustainable Development, additional guidance was incorporated into the Service Plan Guidelines. This requires each department to complete a Self-Assessment Questionnaire to enable them to assess their current position against Paths to Improvement for Sustainable Development and help formulate actions for its Sustainability Policy Action Plan.

5.0 **SUSTAINABLE DEVELOPMENT FRAMEWORK - NEXT STEPS**

5.1 The original three year programme for the Sustainable Development Framework is now complete and will require to be updated to take account and incorporate new emerging requirements, including the Single Outcome Agreement and Climate Change commitments.

5.2 At the Sustainable Development Review Group meeting on 27th October it was agreed that recommendations for an updated Sustainable Development Governance Framework be submitted to Committee for consideration. This separate report will be submitted to Committee in due course.

6.0 POLICY IMPLICATIONS

- 6.1 This Report has been screened for policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty, Equality Impact Assessment and Risk Management.
- 6.2 As the subject of this paper relates directly to the Sustainability Policy, all ten principles will be addressed. The development of a framework for sustainable development, along with a Policy, Corporate Priorities and SMART action plan, demonstrates progress with the Council's overall approach to sustainable development and in fulfilling its duties of Best Value. Many of the initiatives contained within the action plan will also help to deliver the Dundee Partnership's policy framework for tackling poverty and social exclusion across its three aims.
- 6.3 This report presents an update of progress in implementing the Council's Sustainable Development Framework and therefore does not require Strategic Environmental Assessment (SEA).
- 6.4 There is also an obligation under the international sustainability agenda to promote equality of opportunity and treatment for all, regardless of gender, race or religion and that this is part of the definition of sustainability.

7.0 CONSULTATION

- 7.1 The Chief Executive, Depute Chief Executive (Support Services), Depute Chief Executive (Finance), Assistant Chief Executive (Community Planning) and Head of Finance have been consulted on this report.

8.0 BACKGROUND PAPERS

Housing, Dundee Contract Services and Environment Services Committee, 26th November 2007. Report No 584-2007: Sustainable Development Framework - Annual Progress Report.

Jim Laing
Head of Waste Management

Date: 1st November 2008

APPENDIX 1: SUSTAINABILITY POLICY - CORPORATE PRIORITIES

Policy Principle	CORPORATE PRIORITIES 2005-2008	UPDATE May - October 2008
<p>1. Compliance with Legislation</p>	<p>"Undertake the Council's duty under EC Regulations to carry out full Strategic Environmental Assessments (SEA) of the Council's plans and programmes where screening deems necessary."¹</p> <p><i>(Priority Action monitored through Council's SEA Dept contacts).</i></p>	<p>The Council's SEA Framework is in place and officers from each Department have received necessary training. Updated guidance relevant to the SEA Scotland Act and new Scottish Government reporting templates were also issued to officers during a briefing held on 3rd September 2007. Five Council plans, programmes or strategies, are currently or have been through the SEA process (up from 3 in April 08):</p> <ul style="list-style-type: none"> • Full SEA's have been undertaken for the 'Dundee Public Open Space Strategy' and for the 'Dundee Core Paths Plan' (both now at post-adoption stage) • Comments from Statutory Consultees indicated that full SEA's were not necessary for the Council's 'Climate Change Framework & Action Plan' (determination notice was made public to this effect) and the 'Draft Supplementary Planning Guidance: Open Space' (now at determination stage). • A Pre-screening report is to be submitted to the Consultation Authorities for the 'Dundee Tree & Forestry Strategy' <p>All departments are reminded they <u>MUST</u> adhere to the statutory duty of SEA when preparing or modifying any of its plans, programmes and strategies.</p>
<p>2. Energy & Water Consumption</p>	<p>"Implement energy action plans to reduce the Council's energy use by 10% by 2007 (from 2003 levels) and reduce water usage and associated costs through implementation of water saving initiatives."²</p> <p><i>(Priority Action monitored through Council's Best Value Energy Management Group and Energy Champions Group).</i></p>	<p>The main medium term corporate goal of reducing our energy consumption by 10% over the 5 years from 2002, has been surpassed. Subject to end of year adjustments - there has been approximately 11.5 % reduction in energy usage, with a similar corresponding reduction in carbon dioxide (CO₂) emissions, compared to the benchmark year (i.e. 2002).</p> <p>The Council has joined the Public Sector Carbon Management programme (PSCM) to assist with our objective of reducing carbon emissions. A draft carbon management plan shall be completed by 1st December 2008 and contains a target to reduce 2007 / 08 CO₂ emissions levels from (a) buildings used for our own operations, and (b) employee travel directly related to the provision of our services, by 10% by 31st March 2013.</p>
<p>3. Purchasing & Procurement</p>	<p>"Incorporate sustainability criteria into the Council's procurement procedures and seek viable solutions for the purchase of goods and services that minimise socio-economic and environmental impacts."³</p>	<p>The Council's P&R Committee meeting on 14th April approved a report by the Depute Chief Executive (Finance) on the Council's Corporate Procurement Strategy which recommended that the Council become a member of Scotland Excel for a three year period from 1st April 2008. Scotland Excel is the successor organisation to the Authorities Buying Consortium (ABC) and this project plans for the creation of a new structure to take forward the business of creating a local government centre of excellence for procurement. Aligning with the development of Scotland Excel will be "Centres of Excellence".</p> <p>A further report to the P&R Committee on 28th April 2008 approved the proposed strategy for Tayside Procurement Consortium (TPC) comprising Dundee City, Angus and Perth and Kinross Councils, which was officially launched on 8th Nov 2007, who will co-ordinate and deliver all strategic procurement activities on behalf of Dundee City Council. The report included the recommended structure and governance of the centralised procurement model and detailing the procurement activity required to be undertaken to support the delivery of the procurement programme.</p>
<p>4. Transport & Travel</p>	<p>"Establish and promote a Staff Travel Plan for the Council."⁴</p>	<p>The Staff Travel Plan was adopted by Policy and Resources Committee on 8th September 2008. The Travel Plan establishes a Council policy to encourage staff to reduce the number of single occupancy car journeys made while on Council business and when commuting to work and to incentivise the use of public transport, walking, cycling and car sharing.</p>

Policy Principle	CORPORATE PRIORITIES 2005-2008	UPDATE May - October 2008
5. Built Environment	"Retain ISO:14001 accreditation for the Architectural Services Division; achieve accreditation for the City Engineers and promote good environmental practices and design within the Council." ⁵	As a result of the last auditors inspection on 15th July 2008, the Architects Division successfully retained its ISO:14001 accreditation. As part of the continuous improvement focus of ISO:14001, the Department sets its own targets and recommendations. One recent achievement is the completion of the refurbishment of the janitor's house at Whitfield Primary School. This has been designed as an eco-house and incorporates many features showcasing sustainable construction as well as examples of renewable energy technologies. The house will be open to the general public for a period of three years as a demonstration building. issues with long term aim of achieving accreditation to ISO:14001.
6. Open Spaces	"Establish a framework for the future protection, enhancement, management and maintenance of open space in the city." ⁶	Following a six week public consultation period in March 2008, the Dundee Public Open Space Strategy was adopted by Policy and Resources Committee on 25th August. The strategy provides a framework for the management of Dundee's Public Open Space over the period 2008/2011.
7. Natural Heritage	"Comply with the duty of the Nature Conservation (Scotland) Act 2004 to further the conservation of biodiversity." ⁷	<p>The Council last agreed an annual concordat with Scottish Natural Heritage for 2006-07 and a report on progress was presented to the Council's Management Team in October 2006. Both organisations have been implementing the 21 actions contained in the Concordat. A meeting to discuss future partnership working is to be held on 7th November. This will be largely influenced by the future approach SNH will decide to take as part of the national spending review and consequent relationship with Local Authorities under the Single Outcome Agreement.</p> <p>The Council is a major partner in Tayside Biodiversity Partnership, Action Fund Assessment Panel and Chair the Tayside Urban Sub-group. A whole range of projects have been taken forward under the TBP and Dundee Partnership for the Environment over the last 12 months. Updates can be found in the action plan.</p>
8. Waste Management	<p>"Implement Phase 3 of the Council's Internal Waste Review action plan to improve the organisation's waste minimisation and recycling performance." ⁸</p> <p><i>(Priority Action monitored through Council's through Waste Champions Group).</i></p>	<p>Following implementation of the findings of the waste audit, the following recycling services are now offered to all departments: paper and cardboard; aluminium cans; plastic bottles; garden waste; toner cartridges; fluorescent tubes; IT equipment and office furniture.</p> <p>The general uptake of these services is satisfactory, and much improved from the situation that existed prior to the waste audit being completed, but participation varies between departments and there is a feeling that some departments could improve still further.</p>
9. Minimising & Remediating Pollution	"Continue to review and assess air quality and where necessary declare Air Quality Management Areas (AQMA) and produce action plans to improve air quality." ⁹	<p>An AQMA covering the whole of the local authority area was declared for nitrogen dioxide in July 2006. The findings of the most recent Updating & Screening Assessment report and the Progress Report (2007), confirm the need for the AQMA for nitrogen dioxide and identified new locations at which the annual mean objective is exceeded. The consequence of this is that the council is required to undertake further assessment of nitrogen dioxide and formulate an Air Quality Action Plan to work towards achieving the NAQ Standards & Objectives for this pollutant. Specialist Consultants have been appointed to assist the council with the aforementioned assessment and the necessary information is currently being collated to facilitate this work.</p> <p>The Progress Report 2007 indicates that PM10 concentrations are predicted to exceed levels at the target date of 2010 at four sites (Victoria Road/Hilltown, Seagate, Logie Street & Lochee Road).The level at Union Street is also close to exceeding the annual mean objective in 2010.Consequently a detailed assessment of PM10 is to be undertaken to determine if an AQMA should be declared for this pollutant. Specialist Consultants have been appointed to assist the council with this assessment and the necessary information is currently being collated to facilitate this work.</p>
10. Education & Awareness Raising	"Promote sustainable development throughout the Council by raising awareness of the Sustainability Policy and action plan and encourage schools to achieve Eco-School status." ¹⁰	All schools in Dundee are registered for the programme. 28 schools have attained the Bronze Award (up from 20 in Nov 2007) and 11 have attained Silver (up from 6 in Nov 2007). 2 schools have achieved Green Flag status (no change since Nov 2007).

Notes:

- ¹ The Council has a statutory duty under the 'Environmental Assessment (Scotland) Act 2005' to undertake Strategic Environmental Assessments (SEA) when preparing or modifying any of its plans, programmes and strategies (PPS) started on or after 20th February, 2006. SEA is the process of systematically assessing the environmental effects of a PPS. It requires those public bodies developing the PPS - known as Responsible Authorities (i.e. Dundee City Council) - to assess the predicted effects of the PPS on a range of environmental factors, to assess alternatives and to prepare a report of this environmental assessment which must be subject to public consultation. This statutory instrument replaces the Environmental Assessment of Plans and Programmes (Scotland) Regulations 2004 implemented to enact EU Directive 2001/42/EC "on the assessment of the effects of certain plans and programmes on the environment" (commonly known as the SEA Directive). The implication of the change in the law is that under the Scottish Act, a much wider range of PPS now potentially require SEA than those under the former Regulations.
- ² The Council launched its Energy Policy document in April 2004 which commits the organisation reduce its energy consumption through the introduction of energy efficiency measures and effective energy management to reduce the harmful impact of burning fossil fuels on the environment. Both medium and long term goals were set out in the Energy Policy document and the corporate priority action above reflects the Council's commitment to supporting those goals. New energy targets are being prepared, which shall take into account properties' hours of use, type of use and changes to the property portfolio (e.g. new build projects and management of existing buildings).
- ³ Incorporating sustainability criteria into the Council's Procurement Strategy has been identified in the Council's Audit of Best Value (February 2005) as one of the three key Improvement Areas for Sustainable Development. The Council is a major purchaser in the city and recognise that its purchasing decisions have major socio-economic and environmental implications, both locally and globally. Incorporating sustainability considerations into the 'modernising procurement' process can help to improve resource efficiency, reduce waste, provide cost savings and deliver best value.
- ⁴ The development of Sustainable Travel Plans for the Council, University of Dundee, Ninewells Hospital and Scottish Enterprise Tayside make up one the four priorities of the Council Plan's 'Caring for the Environment' theme as well as being a key environmental action of the Community Plan. The development of a Travel Plan for the Council over the next year is aimed at reducing the environmental impacts of Council travel and transport. By encouraging greater use of sustainable transport modes for journeys to/from and whilst at work it is hoped to reduce congestion, improve the environment and benefit general health.
- ⁵ The Chief Executive's Management Team agreed that Architectural Services Division should adopt ISO:14001 in January 2000. ISO:14001 is an internationally accepted specification for an Environmental Management System. It specifies requirements for to establish an environmental policy, determine environmental aspects & impacts of activities/services, plan environmental objectives and set measurable targets, implement programs to meet objectives & targets, and undertake review. The adoption of an EMS brings benefits in increasing efficiency and use of energy and raw materials (less waste); improved ability to meet compliance with environmental regulations and improved perception of the key environmental issues by employees and a better (sustainable) public image of the organisation. The Architectural Services Division of the Council gained accreditation to ISO:14001 for Environmental Management Procedures in January 2003.
- ⁶ This reflects advice to planning authorities in *PAN65 (Planning and Open Space)* and picks up on advice contained in the Report of the Public Local Inquiry for the Finalised Dundee Local Plan Review which recommended that the Council updates the 1995/96 open space audit, carries out a rigorous assessment of current and future needs and establishes a coherent vision for open space with clear policies and priorities for action. This should establish the scope for any development involving the loss of open space and what specific problems need to be addressed to offset any quantitative loss. It should also assess the scope for qualitative improvements and for developers to help fund these improvements. SPP11 (Scottish Planning Policy 11) compliments the principles outlined in PAN65. This policy requires Local Authorities throughout Scotland to produce and regularly update Public Open Space Audits and Strategies.
- ⁷ Following the commencement of the *Nature Conservation (Scotland) Act 2004* on 29th November 2004, all public bodies in Scotland are now subject to a statutory duty to further the conservation of biodiversity. This new duty states that "it is the duty of every public body and office-holder, in exercising any functions, to further the conservation of biodiversity so far as is consistent with the proper exercise of those functions, having regard to the Scottish Biodiversity Strategy". The Council is committed to working alongside other partners to implement the Local Biodiversity Action Plan (LBAP) for Tayside and will continue to promote biodiversity through implementation of a wide range of policies and practical action on the ground.
- ⁸ The Council has a highly regarded record in terms of sustainable waste management and recycling. In order to further advance this reputation and promote a 'resource efficient culture' across Dundee, the Council as a major organisation within the city needs to lead by example and review the way it manages waste generated from its own internal activities. The Tayside Area Waste Plan, approved by Committee in October 2002, includes an Action Plan for Area Waste Group members. One such action commits each Local Authority to minimise the amount of waste their respective organisations produce and maximise waste recycled. The implementation of an internal Waste Management Review contributes to Dundee City Council fulfilling its responsibility as a Tayside Area Waste Group member as well as its own sustainability themes of using resources efficiently and minimising waste.
- ⁹ The Council produced its 'Detailed Assessment' of air quality earlier in 2005, which concluded that despite predicted reductions due to national measures to improve vehicle emissions, several locations in Dundee were predicated to exceed the National Air Quality Standard for Nitrogen Dioxide (NO₂) target date of 31st December 2005. The Council has a statutory duty to declare an Air Quality Management Area (AQMA) and produce an action plan to try and improve air quality.
- ¹⁰ Eco Schools is an international programme designed to promote environmental awareness in a way that links to many curriculum subjects, including citizenship; personal, social and health education (PSHE) and education for sustainable development. It is an accredited award scheme that encourages schools to make environmental awareness and action an intrinsic part of the life and ethos of the school. National participation in the Eco Schools programme was adopted by the Scottish Government as a performance measure for one of their national priorities in education: 'national priority four: values and citizenship'. Local Authorities must now report on the number/percentage of primary and secondary schools within their area that are participating in the Eco Schools Award or similar accredited environmental award.

APPENDIX 2: SUSTAINABILITY POLICY ACTION PLAN - Progress Update as of 27th October 2008

All Updates are requested twice yearly - 28/2 and 31/8

Sustainability Policy Principle:

1. COMPLIANCE WITH LEGISLATION

Action Plan

Id	Title	Action	Targets (2005-2008)	Status	Assessment	Progress October 2008
52	EMS in Engineers	Develop an environmental management system (EMS) for the Engineers Division and achieve ISO:14001 accreditation.		On Schedule	20/03/2008	Develop existing Quality Management System to incorporate Environmental issues with long term aim of achieving accreditation to ISO:14001. 6 step approach has been agreed with our external auditor (LRQA). We have completed Step 1 and now arranging dates for step 2 visit.
72	SQHS for all Council Stock	Achieve the Scottish Housing Quality Standard (SQHS) for all Council Stock (where SHQS defines what constitutes acceptable good quality housing).	Complete the Council's delivery plan including setting clear targets and milestones (target NHER of 5 for every house).	On Schedule	16/03/2007 (Plan End Date reached)	SHQS Investment plan now being implemented, year one 2005/06 on target. 2006/07 investment now underway. Three year investment plan 2007-2010 agreed.
76	Strategic Environmental Assessment	Undertake the Council's duty under EC Regulations to carry out full Strategic Environmental Assessments of the Council's Plans and Programmes where screening deems necessary.	To complete each SEA in line with plan development and within statutory timescales.	On Schedule	18/08/2008	Council's SEA Framework in place and officers trained in each Dept. SEA Briefing update held for officers on 3rd Sept 2007. Full SEA's have been carried out for the Dundee Public Open Space Strategy and Dundee Core Paths Plan and both documents are out for public consultation. A Screening Report for the Climate Change Framework & Action Plan was prepared with statutory consultees determining that full SEA was not required.
106	Bathing Water Status	Achieve 'Identified Bathing Water' Status for Broughty Ferry Beach.	Submit Application by 30 September 2005 for decision by 1 June 2006.	Completed	27/04/2006	Achieved.

Statistic	Value
Total Number of Records	4
Completed	25%
On Schedule	75%
Ahead of Schedule	0%
Behind Schedule	0%
Unlikely to be Achieved	0%
Abandoned	0%

Sustainability Policy Principle:

2. ENERGY & WATER

Action Plan

Id	Title	Action	Targets (2005-2008)	Status	Assessment	Progress October 2008
21	Public Sector Energy Efficiency Initiative	Liaise with Economic Development Dept. regarding progress on implementing energy efficiency measures for approved projects - to benefit from the Scottish Executive CEEF (central energy efficiency fund).	Utilise funding from the Scottish Executive CEEF to implement appropriate energy efficiency measures for approved projects.	On Schedule	Requested 31/08/2007	Assessment not available. Previous update from 08/03/07: Higher level of funding has now been obtained and a number of projects are being evaluated.
50	Energy Efficient Street Lighting	Achieve Best Value in the procurement of street lighting works and optimise average unit costs for repairs by introducing more energy efficient equipment into street lighting.	28% reduction in energy loss from street lighting by 2007 (based on 2004 levels).	Completed	16/03/2007	As of the 31/3/2007 the energy losses associated with street lighting equipment has reduced to 13.05% a fall of 27.5% from the 2004 figure of 18%
73	Active Solar Roof Panels	Installation and monitoring of solar roof panels.	Install 30 solar roof panels as addition to roof renewal project on site in Kirkton area of city, 2004/05.	Completed	10/01/2007	Completed. 30 solar water heating panels were, indeed, installed in Kirkton as an addition to the re-roofing works already being carried out there in 2004/5. Technical monitoring is taking longer than initially anticipated but anecdotal evidence from tenants suggests an appreciable decrease in amounts of gas being used for hot water heating. A further phase of re-roofing and solar panels comprising 21 houses was carried out in Kirkton in 2005/6 and there is a project including 32 houses currently on site as part of the 2006/7 capital programme. All of these phases of work have been done without external funding although application for SCHRI (Scottish Community & Householder Renewables Initiative) was made. The decision has now been taken that no further solar panels can be installed as part of re-roofing projects in Kirkton or elsewhere without external funding being made available. Scottish Gas has indicated that it may be willing to assist the Council in this regard and this opportunity is being actively pursued.
74	Energy Efficiency Commitment - EEC2	Work with utilities to ensure that Dundee obtains maximum monies under EEC2 to supplement Council funds and thus maximise the number of households in Dundee which can benefit from the installation of energy efficiency measures at no cost or at subsidised cost.	Submit projects and programmes for EEC2 (Energy Efficiency Commitment).	On Schedule	14/09/2007	The claim for EEC2 monies for 2006/7 is just being completed for submission to Scottish Gas. It comprises claims for: installation of 503 condensing boilers insulation to 178 lofts insulated render installed at 84 dwellings

75	Feasibility Study into Alternative Heating.	Commission a feasibility study into the possibilities for district heating/CHP systems at sheltered housing developments due for heating replacement in the 2005/06 Housing Capital programme with a view to cutting fuel costs for tenants and reducing CO2 emissions.	Use results of study to inform future consideration of alternative heating at both sheltered and mainstream housing developments.	On Schedule	16/03/2007 <i>(Plan End Date reached)</i>	The work described previously is currently on-site with a completion date within the next 3 months. The design for a further sheltered development in Brington Place is currently being finalised. Serious consideration is being given to incorporating a district heating scheme with the central boiler fuelled by biomass (subject to any boiler being given permission under the terms of Dundee's status as a smoke-control city).Funding through the Scottish Biomass Support Scheme is also being pursued for this.
91	Energy management within Architectural Services Division.	Reduce and manage energy use within the Architectural Services Division.	Reduce energy used in Division by 10% over five years (note : this is also a corporate goal).	On Schedule	30/07/2007	Awareness campaign continuing - unable to measure results but random inspections of the floors show general compliance with policy of 'switching off'.
92	Water Use within Architects Dept.	Reduce and manage water usage within the Architectural Services Division.	Promote the use of systems and reduce amount of water used in Division (direct and indirect).	Completed	06/09/2006	Completed. Guidance notes issued to design staff 14/11/05. Further guidance and/or trade literature will be circulated as appropriate.
93	Run-off surface water	Promote the use of systems which reduce the amount of run-off surface water used in proposed designs.	Promote the use of systems which reduce the amount of run-off surface water used in proposed designs.	Completed	06/09/2006	Completed. Guidance notes issued to design staff 14/11/05. Further guidance and/or trade literature will be circulated as appropriate.
97	Dundee Sun City	Assist in developing of Dundee Sun City initiative as a full partner.	Establish the project and raise profile in city.	On Schedule	Requested 31/08/07	Assessment not available. Previous update from 19/02/07: The Demonstration House project moves towards completion. The Sun City Co-ordinator has been appointed.

Statistic	Value
Total Number of Records	9
Completed	44.44%
On Schedule	55.56%
Ahead of Schedule	0.00%
Behind Schedule	0%
Unlikely to be Achieved	0%
Abandoned	0%

Sustainability Policy Principle:

3. PURCHASING & PROCUREMENT

Action Plan

Id	Title	Action	Targets (2005-2008)	Status	Assessment	Progress October 2008
8	Purchase of FSC goods	Finance Dept. to purchase goods from FSC (Forest Stewardship Council) accredited company as and when required.	A record of purchases will be maintained.	Completed	09/09/2008	Goods now being bought from FSC and Transform
9	Council Tax cards	Discontinue issue of Council Tax books and issue plastic cards.	Up and running for April 2005. Cards will last several years and eliminate the annual issue of paper Council Tax books.	Completed	06/03/2007	Target has been achieved with plastic cards now in use and Council Tax booklets eliminated.
10	Use of recycled paper	Use recycled paper for photocopying, letter paper and Council Tax notification within the Finance Dept.	Continuation of existing policy.	Completed	09/09/2008	Confidential waste now being recycled as well as other waste and aluminium cans.
11	Use of Recycled Toner cartridges	Trial the purchase and use of recycled toner cartridges within the Finance Dept.	Continuation of existing policy.	On Schedule	09/09/2008	Recycled toner cartridges are now being used as a matter of course except for new equipment. This process is cost-efficient.
13	Progression of E-Works	Progress E-Works applications to reduce paper use. Internal electronic transactions replacing paper documents.	Ongoing development work underway.	On Schedule	09/09/2008	Final implementation will take effect on the full implementation of Authority Financials. Hopefully implemented end of January.
14	Progression of E-Procurement	Progress E-Procurement. Electronic purchasing system replacing paper based system.	Development work required	On Schedule	20/08/2008	Report to P&R Committee on 14 April 2008 approved the Council becoming a member of Scotland Excel which plans for the creation of a new structure to take forward the business of creating a local government centre of excellence for procurement. A further report to the P.&R. committee on 28 April 2008 approved the proposed strategy for Tayside Procurement Consortium(TPC)including the recommended structure and governance of the centralised procurement model and detailing the procurement activity required to be undertaken to support the delivery of the procurement programme.
15	Use of e-mail for remittance advices.	Increase use of e-mail for remittance advices.	Underway and percentage increasing: 2002/03 = 8% 2003/04 = 11%	Ahead of schedule	09/09/2008	For 2006/07 figure is running at 83%.
16	Use of BACS	Increase proportion of suppliers paid by electronic means via Bankers Automated Clearing Services (BACS).	Underway and percentage increasing: 2002/03 = 82% 2003/04 = 92%	On Schedule	09/09/2008	In 2007/08 figure has risen to 92% which has exceeded the target.

17	Internal Electronic Billing	Increase use of Internal Electronic Billing reducing interdepartmental paper invoices.	Further development underway to reduce internal paper invoices.	On Schedule	09/09/2008	Final implementation will take effect on the implementation of Authority Financials. Development Plan to be prepared.
18	Electronic use for revenue payments	Increase use of Direct Debits, Credit Cards and Internet for revenue payments to Council reducing internal and external paper use.	Ongoing promotion of facility.	On Schedule	09/09/2008	Facility is now operational with on-line payments continuing to increase.
38	Discovery Smartcard Scheme (2)	Explore the feasibility of incorporating car parking transactions into the Smartcard Scheme.	Increase the number of Departmental Services to the Discovery Card from 2 to 3.	Unlikely to be achieved	12/03/2008	The project was deemed unachievable due to technical and development cost at this stage.
84	Database of recyclable materials	Develop database containing recyclable materials.	Investigate feasibility of establishing a database (possibly Council wide) by December 2006.	Completed	06/09/2006	Completed. Contact made with Dundee University re joint venture. Project not viable meantime due to lack of resources but could happen in the future.
86	Materials use information	Minimise the use of materials which have a detrimental effect on the environment (i.e. from their sourcing/extraction, processing/manufacture, in use or disposal).	To put in place readily available information on materials which have elements considered to reduce the detrimental effect on the environment.	On Schedule	24/04/2008	1. Sustainable Construction Design Checklists, completed for each project, highlights the need for designers to consider the effect of their material choice on the environment. 2. Product information in the office library, with environmental credentials considered positive, are marked with a green dot for ease of reference. 3. Library Sustainable Construction reference section established. Relevant publications are obtained as necessary. 4. Any information, articles, etc. on materials considered of interest, are circulated round the office. 5. Office lunchtime CPD sessions are arranged with manufacturers/suppliers of products considered to be sustainable/environmentally friendly.
95	Sources of timber and timber products	Specify that timber must be from sustainable sources and approved accreditation.	75% of all timber used from accredited sources by end of 2005. 100% of all timber from accredited sources by end of 2006.	On Schedule	01/03/2007	Target of 75% being achieved presently. Decision to increase target to 90% now taken - to be measured by end of 2007.
61	I.T. equipment recycling	Continue with the ongoing recycling of Computer related equipment across all Council Departments. This is in conjunction with local company Computer Recycling Services.	To recycle 100% of all surplus I.T. Equipment within Dundee City Council.	Completed	22/05/2006	Completed. All surplus I.T. Equipment is recycled through a local company, Computer Recycling Services.
77	Thin Client Technology	Continue with the implementation of thin client technology across all Council departments within the I.T. Bids program for 2005 - 2006 to reduce Total Cost Ownership (inc. reduce maintenance costs, remote management, reduce anti-virus software costs, space saving, lower recycling costs, reduce power costs).	Where appropriate, have thin client technology operating in all Council departments by April 2006.	Completed	17/05/2006	Completed. Thin client technology where appropriate, is operational across all Council departments.
78	Consolidation of	Consolidation of existing File Servers to a Central processing	To replace 90% all Tower filer servers	Completed	05/06/2006	Completed. Blade server technology with central processing

	existing File Servers	and storage operation incorporating Blade Server technology to reduce Total Cost Ownership (inc. save space , remote management, central backup of data, lower recycling costs, reduce power costs).	by April 2006.			and storage has replaced 90% of all Tower file servers.
79	Network and duplex printing	Continue with the implementation and convergence of network and duplex printing across all council departments to reduce power costs, reduce paper & consumable costs.	80% of all printing to be network by April 2006.	Completed	17/05/2006	Completed. Network printing is now standard across all departments and the target of 80% has been met.
80	TFT Flat Panel Monitors	Purchase TFT Flat Panel Monitors - only with new purchases in the I.T. Bids 2005-2006 to reduce power costs, space saving.	Replace approx 20% of CRT Monitors in 2005.	Completed	17/05/2006	Completed. A minimum 20% of CRT Monitors have been replaced by TFT Monitors.

Statistic	Value
Total Number of Records	19
Completed	36.84%
On Schedule	57.89%
Ahead of Schedule	0%
Behind Schedule	0.00%
Unlikely to be Achieved	5.26%
Abandoned	0%

Sustainability Policy Principle:

4. TRANSPORT & TRAVEL

Action Plan

Id	Title	Action	Targets (2005-2008)	Status	Assessment	Progress October 2008
22	Transportation - Social Inclusion	Ensure transport meets the needs of all in society.	1) Maintaining current concessionary fare schemes to current participants and fare levels. 2) Ensuring all public transport vehicles meet the requirements of the Disability Discrimination Act 1995 within the required timescale.	Abandoned	28/03/2008	Travel Dundee have been 100% low floor operator since 2004 (first City in UK), Stagecoach vehicles are being renewed and further route developments will see enhancements to service level and vehicle type. Further development of Quality Partnerships should yield further fleet enhancements. The Scotland Wide Free Travel scheme was launched on 01 April 2006 and is no longer a Dundee City Council responsibility.
23	Walking	Make it easier and safer to get around locally by walking.	To increase the modal share of people walking to work within the city to 22% by 2011 (based on 2001 levels)	On Schedule	25/08/2009	Existing signalised junctions with pedestrian facilities, as well as signal controlled pedestrian crossings, are maintained to high standards and refurbished when required. Pedestrian refuge islands are installed where appropriate, and kerbs lowered at crossing points.
24	Cycling	Develop a safe, convenient and cohesive infrastructure that encourages and facilitates cycling.	To double the level of cycling in Dundee by 2011 (based on 2001 levels).	On Schedule	03/09/2008	Two western city cycle routes completed. "Greenways" links of the Green Circular implemented with signage and promotional maps available. 8 Secure cycle lockers installed in Broughty Ferry Esplanade July 2006. Eastern Greenway from Green Circular to Arbroath Road via Strathern Road - near completion. Northern Greenways currently being investigated. Future routes planned; however awaiting funding. Missing link to Western Greenway at Ninewells Hospital - there is a possibility of getting this put in place. The Smarter Choices Smarter Places Project will assist in delivering this action.
25	Bus Journeys	Provide an efficient and reliable quality bus service that is accessible to all.	To increase the level of use for buses for journeys to work within Dundee to 33% by 2011 (based on 2001 levels).	On Schedule	25/08/2008	With regard to passenger growth no measurement has been undertaken and none planned in foreseeable future. We will discuss this measure with Stagecoach and Travel Dundee as part of the emerging Quality Bus Partnership.
26	Voluntary Community Transport	Provide a vital transport service to people who would otherwise be excluded from society.	1) Consult with local communities to identify lack of access to public transport and examine the feasibility of alternative methods of service delivery such as Dial-a-Ride and flexible routed services. 2) Establish an agency to provide facilities for brokerage of local authority and voluntary sector vehicles.	On Schedule	25/08/2008	DCC are to undertake a research exercise into identifying DRT solutions to replace Taxicard. It is hoped to report to P&T Committee during December 2008 with an implementation date of Summer 2009.

27	Rail Journeys	Advocate for more frequent and convenient local services and to ensure proper integration with all forms of transport.	Double the amount of travel to work journeys by train by 2011 (based on 2001 levels).	On Schedule	21/08/2008	Tay Estuary Rail Study recommendations and Upgrade of Dundee Rail Station included as Interventions in the TACTRAN Regional Transport Strategy. Also Network Rail, draft Rail Utilisation Strategy for Scotland proposes more frequent and quicker trains between Dundee and Edinburgh.
28	Traffic Management	Maximise the efficiency and safety of the existing transport network, particularly toward benefits for walking, cycling and to create road space for a reliable public transport provision, whilst minimising the need for new road build.	1) To embark on a programme to provide bus priority signalised junctions city-wide by 2006. 2) To assess pedestrian and vehicular conditions with a view to installing suitable pedestrian facilities.	On Schedule	25/08/2008	1)Traffic management at signalised junctions is being adapted to support bus priority which will be introduced on an area basis, the first being to the east of the City 2)Sites where pedestrians have difficulties crossing the road are investigated, prioritised and measures introduced within budget allowances.
29	Road Safety	Improve the safety of all travellers, giving emphasis to the safety of vulnerable road users, particularly children.	To achieve casualty reductions that at least equal the national targets.	On Schedule	21/08/2008	Dundee City Council has achieved a 45% reduction in people killed or seriously injured in comparison to the 1994-1998 average. This is ahead of the national target which is to achieve a 40% reduction by 2010. However, having met this target, casualties are continuing to occur and Dundee City Council continues to implement measures to further reduce the likelihood of road casualties
30	Bus & Rail Interchanges	Ensure journeys are "seamless" and that public transport operates as a true network.	Upgrade Bus and Rail Interchange Facilities by 2006.	Completed	16/11/2006	The completion of the BCPT project has brought high quality facilities to the Whitehall area of Dundee allowing easy interchange between bus and rail (almost all bus services in the Dundee area pass along High Street, Crichton Street, Whitehall street and Union Street). Additionally the BCPT and SmartBus projects introduced cutting edge public transport information in all formats that highlight the ease of interchange bus to bus and bus to rail.
31	Road Network Maintenance (1)	Maintain the existing road system to a standard that ensures the safe movement of vehicular and pedestrian traffic.	Road Network - Reduce personal injury/damage incidents on the road network by 10% based on 1995/96 figures. Winter Maintenance - Reduce personal injury incidents by 10% based on 1995/1996 figures.	Completed	06/03/2008	New Service Objective in Service Plan 2007-2011 replaces this.
32	Travel Awareness	Raise public awareness of the consequences of the travel decisions they make and to ensure such decisions are informed.	To promote at least one travel awareness campaign/event per annum. To have roadside information for public transport at 100% by 2006.	On Schedule	25/08/2008	The 100% roadside public transport information has now been maintained for two years with updates made at each bus service change. The marketing/travel awareness campaign element did not progress during 2007/2008 Dundee City Council has been successful in becoming a Smarter Choices Smarter Places pilot, this will allow significant transport marketing to proceed.
33	Travel Plans	Encourage the adoption of travel plans by all major employers.	To establish and implement a Staff Travel Plan for Dundee City Council by 2006/07.. To encourage at least three major employer to develop a Travel Plan by 2005/6.	On Schedule	25/08/2008	Director of Planning & Transportation is to place a report before Policy & Resources during September 2008.
34	Travel to School	Increase the number of pupils walking and cycling to school.	To assist at least one school per year to develop a safer routes to school initiative.	On Schedule	21/04/2008	All new schools (PPP) required to produce school Travel Plan within one year of opening. Education Department has issued exemplar Travel Plan Information to all school Heads to

						develop Travel Plans during 2007. P&T Dept continuing to work with Education Dept on Travel Plan for Craigie High School.
35	Traffic Reduction	Reduce the forecast rate of growth in peak hour traffic in central Dundee.	To ensure traffic does not increase by more than 25% in Dundee Central area by 2021 during AM and PM peak periods (based on 1996 levels).	On Schedule	21/04/2008	latest monitoring indicates Dundee on course to meet target
58	Winter Maintenance Operations	Conduct review and rationalise the provision of winter maintenance service including gritting routes, use of grit bins, number of gritters, techniques and materials, and method of paying standing charges.	Reduce the number of formal complaints received per citywide snow event (specific target to be established).	Completed	24/04/2007	Review of standing charges complete. Agreement reached to allocate charges in more transparent manner in future years.
59	Local Transport Strategy	Monitor existing Local Transport Strategy and publish a revised Dundee Local Transport Strategy.	Revised Local Transport Strategy available online.	Behind Schedule	03/06/2008	LTS monitor being undertaken with a view to providing input into TACTRAN RTS. RTS was submitted for Ministerial approval on 30 March 2007. The timescale for ministerial approval is June/July 2007. Scottish Ministers have requested that RTPs amend and resubmit the Regional Strategy. TACTRAN have submitted revised RTS to Scottish Minister and are awaiting a response. LTS may be updated following this.
60	Supplementary policy documents on transportation	Prepare supplementary strategy documents on cycling, walking, road safety, public transport and freight.	Completion of documents.	On Schedule	03/06/2008	Dundee City Council are working with TACTRAN on the production of several Strategy documents such as Travel Information, Park & Ride, Walking & Cycling and Buses & Public Transport.
112	Cycle Centre	Promotion of the cycle centre at Camperdown Country Park.	To increase the numbers of users at the centre, and to develop a safe, convenient and cohesive infrastructure that encourages and facilitates cycling.	Unlikely to be achieved	26/03/2008	Cycle centre currently closed until further funding can be identified
127	Cyclathon	To host an annual cyclathon, set up working group for cyclathon 2006.	Increase the number of cyclists in Dundee and attract more visiting cyclists. Link with other organisers of other big cycle events to develop proposals for Dundee.	On Schedule	18/08/2008	The cyclathon is still being run by Claverhouse Rotary Club. This year looking to combine the Dundee Running Adventure Marathon in the same weekend. It will also use the Green Circular Route. In discussions regarding promotion of the route and the two events.

Statistic	Value
Total No of Records	19
Completed	15.79%
On Schedule	68.42%
Ahead of Schedule	0%
Behind Schedule	5.26%
Unlikely to be Achieved	5.26%
Abandoned	5.26%

Sustainability Policy Principle:

5. BUILT ENVIRONMENT

Action Plan

Id	Title	Action	Targets (2005-2008)	Status	Assessment	Progress October 2008
42	Strategic Planning Framework	Commence preparation of the Dundee City Region Plan in conjunction with neighbouring planning authorities.	100% of the population of the city is covered by a Structure Plan which has been finalised or approved within the last five years.	Completed	12/06/2006	Completed
44	Dundee City Centre	Promote and supervise public realm and infrastructure improvements at Albert Square to improve Dundee city centre's attractiveness as a regional centre.	Albert Square Environmental Improvements complete.	Behind Schedule	04/08/2008	All external works that can be undertaken in advance of the completion of external works associated with Galleries project have been completed. Works will resume early 2009.
45	Ambassador Route	Environmental Improvements at west entry area at Riverside Drive.	West entry area improvements at Riverside Drive complete by April 2006.	Completed	12/06/2006	Completed
46	Central Waterfront Masterplan (1)	Prepare and promote briefs for Olympia relocation.	Olympia relocation brief approved by Committee.	Completed	25/03/2008	Olympia replacement now substantially designed with ongoing discussion. Brief no longer needed. Remove this item from the list
47	Cultural Quarter	Implement environmental improvements at Westport.	Westport Environmental Improvements complete.	Completed	12/06/2006	Completed
48	Stobswell Regeneration	Implement the Stobswell Masterplan including ongoing clearance of derelict land, promotion of new housing development and a programme of tenement common repair.	Target to be agreed.	On Schedule	26/04/2007 <i>(Plan End Date reached)</i>	Objection to CPO being negotiated. now 4 private housing sites underway. Two more derelict properties being pursued. Clean Close Co now has 300 closes under contract and are employing 14 staff, most previously unemployed.
49	Regeneration Strategies	Ongoing regeneration and improvement projects in Ardler, Trottick, Kirkton, Whitfield, Hilltown, Mill O'Mains and Mid Craigie	Finalised Whitfield Masterplan approved by Committee.	On Schedule	02/05/2008	Hilltown Physical Regeneration Framework approved by P&T Committee. Home Scotland have commissioned HTA to prepare Masterplan for Mill o' Mains - public consultation ongoing. All rented houses in Ardler now complete. P&R Committee approved method of delivering Whitfield regeneration.
53	Central Waterfront Masterplan (2)	Complete Stage 1 proposals of the Central Waterfront Masterplan (western road realignment).	Western road realignment complete.	Completed	12/06/2006	Completed
54	Biennial flooding reports	Develop proposal and arrange for biennial flooding reports to be placed onto internet together with available flood mapping.	Biennial flooding reports and available flood mapping available from Council's internet.	Completed	07/04/2006	Completed

55	Coastal protection works	Secure external funding for coastal protection works at locations including Broughty Ferry, Douglas Terrace and Riverside.	External funding for coastal protection works secured by end March 2006.	Abandoned	12/03/2008	External funding from Scottish Government now rolled up into overall local government settlement, so works required will have to be funded from the Council's budget allocation. Consultant's report received and being appraised, with report likely to go to Committee in Summer 2008.
89	Sustainable Construction Group	Chair Sustainable Construction Group meetings and keep record of 'achievements'.	Try to implement environmental initiatives on projects we have 'influence'. Keep records but it is recognised that a measurable target is not feasible.	On Schedule	22/04/2008	Last meeting held 19/3/08 - next meetings planned for 14/5/08, 19/7/08, 3/9/08, 29/10/08 and 17/12/08.
96	Sustainable Construction Development Guide for Designers	Develop a Sustainable Development Guide for issue to prospective developers.	Prepare a Draft Guide for consideration by Council by November 2005.	Completed	11/04/2007	The Sustainable Guide and Policy was approved by Council in June 2006 and is available to all developers and agents.
132	City centre improvements	Continue to improve the quality of the city centre by maintaining existing provision and improve the level of amenity value – hanging baskets, floral displays.	Increase the number of businesses involved in the hanging basket scheme.	On Schedule	08/09/2008	judging completed awaiting results on the 17th of September
137	Accessible Environments	Use best practice in the design and implementation of inclusive environments. Maintain a current library of best practice guidance. Develop and provide best practice in inclusive design.	Maintain a current library of best practice guidance. Develop and provide best practice in inclusive design.	On Schedule	09/09/2008	City Architectural Services houses an expert library of good practice guidance on the provision of inclusive design. This maintained library is a source of reference for all council departments. Best practice in accessible environments continues to be developed through such projects as McManus Galleries renovation and new Dundee House council headquarters, which have been consulted on with Dundee Access Group. Supported by the work of the corporate Disability Action Group and the council's Disability Equality Scheme

Statistic	Value
Total Number of Records	14
Completed	50%
On Schedule	35.71%
Ahead of Schedule	0%
Behind Schedule	7.14%
Unlikely to be Achieved	0%
Abandoned	7.14%

Sustainability Policy Principle:

6. OPEN SPACES & WOODLANDS

Action Plan

Id	Title	Action	Targets (2005-2008)	Status	Assessment	Progress October 2008
41	Supplementary Guidance on open space	Update the 1995/96 open space audit and assess the results to identify issues relating to the supply and quality of open space in Dundee, to inform preparation of Supplementary Guidance for the Dundee Local Plan Review 2005.	Open space audit and assessment recommendations are available on a corporate electronic map based system to improve access to spatial information.	On Schedule	29/04/2008	Open Space Audit now available on corporate electronic map based system. Assessment recommendations being developed through the Supplementary Guidance and area based strategic approach.
114	Greater Balgay Park	Greater Balgay park – implementation of environmental improvements, picnic areas, improved access, providing information boards. Restoration of bridge and lighting scheme.	Increase visitor enjoyment and participation. Link in green circular city network cycle route.	Behind Schedule	12/03/2008	Progress made on small-scale environmental improvements and improved signage. Restoration of bridge now underway and scheduled for completion in April.
115	Playground Improvements	Regeneration strategies – playground improvements to Mill O'Mains, Milnbank, Stirling St, Baxter Park.	To increase user participation in city parks by providing improved facilities.	Behind Schedule	11/03/2008	Baxter Park Play Area now open to the public. Associated landscape works were completed in July 2007. The park is currently in the defects liability period and damage to planting will be replaced by the contractor.
116	Broughty Ferry Esplanade development plan	Broughty Ferry Esplanade development plan – to develop interpretative materials towards creating educational resources linked to the redevelopment project, to improve the areas biodiversity and habitats, provide seating.	Engage local people in their environment, to provide an improved visitor experience for educational and community groups and for tourists.	On Schedule	17/09/2007	ongoing consultation with the local community
113	Country Parks development plan	Camperdown, Templeton & Clatto Country Parks development plan – redesign on trail heads, develop existing network and trails, produce map of paths for visitors, improve facilities for those with disabilities, develop Templeton Arts Strategy and Cycle Strategy.	Increase the use and perception of those using the park.	On Schedule	07/09/2007	March 07 to Aug 07. A programme of events has been held over the summer months. Attendance total over 100. These were promoted using a WIAT funded brochure/visitor guide for 2007. A new waymarked trail was created by children attending a Ranger led arts week. This is incorporated into the Arts Trail near the Visitor Centre.

118	Core Path Network	Core path network is to provide a framework of routes for the exercise of access rights and can include any form of path or waterbody. To be incorporated into the local plan and local community plans.	To be in place by Feb 2008. Draft plan, maintenance and promotion ongoing.	On Schedule	17/08/2007	Preparing for second round of informal consultation to take place between September 2007 to December 2007.
119	Green Circular	Green circular's ongoing improvements and maintenance, upgrade signage. A new map to be developed within financial year 2005/06.	Green circular raises awareness of routes in and around Dundee for walkers, cyclists and horse-riders.	On Schedule	21/04/2008	New information boards have been installed. Upgrades at Trottick and Mallaig Avenue have been completed. Maintenance and upgrading work to be agreed for this financial year.
120	Promoting Health Walks	Training events, promoting health walks and increasing public awareness of walking operations by producing a calendar of events.	Through appointing a health walk co-ordinator to develop and co-ordinate health walk schemes.	On Schedule	18/08/2008	Funding for a health walks lead officer post is being sought by a partnership group including Dundee City Council, NHS Tayside, Paths to Health, Dundee Voluntary Action and Dundee Healthy Living Initiative. Urban Walking Week 2008 has been organised for September.
122	Link Routes	City network routes to link commuter routes to city centre using links between and within parks and open spaces.	To develop off road routes that are safe, attractive and usable by all members of the community (5 identified).	On Schedule	17/08/2007	The Greenways East project is due to be reported to committee in September and work should be starting on this route shortly after. The project will cost approx £30,000 to complete and will provide a link between the Green Circular at Claypotts, Dawson Park and the Green Circular at the south end of Strips of Craigie.
123	Local Access Forum	Local access forum to assist with core path planning and advising on access issues.	Statutory duty, quarterly meetings.	On Schedule	18/08/2008	AGM attracted around 30 people. New members and office bearers were voted in. The Forum have been involved in helping to develop the Core Paths Plan and have provided useful advice on a number of access issues.
124	Stobswell/Baxter Park	Stobswell area/Baxter park- to create an environmental and arts development resource to support community involvement and compliment the Baxter park regeneration project.	Direct involvement by the community in many practical aspects of the park refurbishment process. Sense of ownership by the community.	On Schedule	Requested 28/02/2007, 31/08/07	Previous update from 28/09/06: CRF project funding achieved for 3 yr "Environment Artist: Stobswell" project, now in its second year. Year 1 targets for community engagement met, while 'additionality' funding contributions & bids continue to support a range of community-based partnership projects and events. Further creative community engagement projects, currently in development, will have permanent physical effects on the park environment, in the run-up to completion of the Baxter Park refurbishment project and beyond.
125	Middleton Community Woodland	To assist Middleton community woodland management group in creating an amenity woodland on the north boundary of the city.	To promote environmental and recreational activities within the Middleton wood management group and raise awareness of the site with local residents.	On Schedule	04/09/2008	Website for Middleton Woods is up to date. Branded events posters and information leaflet are being utilised. Children's fun sheet and other promotional items are being distributed and proving popular. This work has been funded through the WIAT grant. Support for the work of the community based management group continues. Community event 22/6/08 disappointing due to wet weather. Events planned 14/9/08. Liaison with the Police over motorcycles using the woods continues to be necessary. Access improvements to deter motorbikes and dumping completed in April 08 and already showing success. Community Art installation completed in May 2008 and a big hit with visitors.

126	Community paths challenge project	Community paths challenge project where physical and developmental projects are being undertaken through ideas submitted by community members on access issues.	To include members of the local community in developing paths within their communities.	Unlikely to be achieved	18/08/2008	There are 4 outstanding Community Paths Challenge Projects. The Link from the Green Circular to the Railway Station will be considered as part of the waterfront redevelopment, the 'footpath custodians' project will be piloted as part of Smarter Choices Smarter Places Funding. The other two projects are unlikely to be achieved unless funding can be identified.
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Statistic	Value
Total Number of Records	13
Completed	0%
On Schedule	76.92%
Ahead of Schedule	0%
Behind Schedule	15.38%
Unlikely to be Achieved	7.69%
Abandoned	0%

Sustainability Policy Principle:

7. NATURAL HERITAGE

Action Plan

Id	Title	Action	Targets (2005-2008)	Status	Assessment	Progress October 2008
62	Tayside Biodiversity Action Fund	Assist in third party contribution towards the Tayside Biodiversity Action Fund in order to lever out funding to support biodiversity projects in Dundee over the next three years.	To promote the fund across the city to ensure that applications are submitted and that approximately £100,000 is allocated over the next three years for biodiversity projects in Dundee.	On Schedule	18/08/2008	Dundee have done well out of this fund despite our urban setting and tight geographic boundary. 8 biodiversity projects in Dundee have benefited from funding totally £45,700 over the first 2 and a half years of the TBAF. On the strength of the projects to date, SITA Trust has agreed to provide a further £300,000 over the next three years. DCC, along with Angus, PKC and Forestry Commission Scotland have agreed to contribute towards the 10% required to lever this funding. This equates to £2,900 per annum over the next 3 years from DCC.
110	DCC/Scottish Natural Heritage Concordat	Implement and annually review the Council's Concordat with Scottish Natural Heritage (SNH) that sets out a joint programme of action to promote the natural heritage of Dundee.	Implement the sixteen actions contained in the 2005/06 Concordat.	Abandoned	18/08/2008	The nature of the relationship between all Local Authorities and Scottish Natural Heritage has changed with the introduction of Single Outcome Agreements. In time, a new way of working with SNH may emerge.

98	Broughty Ferry Environmental Project 1	Continue to attract external funding to ensure this project is sustained over the next 3 years.	Secure funding for ongoing project.	On Schedule	25/08/2008	Application successful but with shortfall of £10,000 over 3 years due to increased overheads and increased intervention. SNH have been approached to try and reduce this shortfall.
99	Broughty Ferry Environmental Project 2	Continue to develop the understanding and knowledge of this project within the communities Dept and across the whole Council. Continue to encourage local groups outwith Broughty Ferry to examine the BFEP with a view to replicating this project across the city.	Attract funding from the CRF and other funding streams to roll out the initiative in one other part of Dundee.	Unlikely to be Achieved	25/08/2008	As reported under BFEP (1)the funders have not fully funded the BFEP for the Broughty Ferry project. They are, therefore not able to fund the project City Wide at this stage. Other funding avenues are being persued.
117	Red Squirrel Strategy	Red Squirrel Strategy – promote and enhance populations of red squirrels in Dundee and to raise awareness and promote education in the community of the conservation of the red squirrel and its associated habitats.	To raise awareness and involve the local community in conservation projects across the city. To enhance the red squirrel population.	On Schedule	13/09/2007	The project continues to be proactive and successful and has established a strong profile for this important conservation work. 2000 postcards were sent to householders in the Red Squirrel buffer zones and this resulted in 300 Householder information packs being sent out. 25 surveyors carry out monthly surveys and the collated data is used in Dundee and by the Scottish Squirrel Survey national database. The project hosted the national Red Squirrel conference in Dundee and contributed to the development of the Scottish Red Squirrel strategy as prompted by Scottish Natural Heritage. Media interest from the BBC Television STV and on the Radio(BBC radio Four). Local press coverage on a frequent basis has enhanced the work in Dundee. The development of a website has provided an international profile to the project. Funding was secured to produce a DVD to provide information and Education to a wider audience. 100 copies are ready for distribution.
128	Swift nest sites	Monitor and record swift nest sites in Dundee (identified action from Tayside Local Biodiversity Action Plan).	To establish a network of recorders to collect and collate the survey information, to involve community groups in making and establishing swift nesting boxes in Dundee, to ensure that established swift nest sites are recognised by the statutory planning process in Dundee.	On Schedule	Requested 31/08/07	Previous update from 12/03/07: 10 recorders were involved in 2006 and the number of known nest sites increased from 7 to 25. In addition the recorders noted screaming swifts (indicating probable nest sites)in 40 places. Large areas of Dundee remain unsurveyed. 50 nest boxes were made by groups and put up in 2004. This was not very successful as the wooden boxes do not last long enough to attract swifts which are slow to colonise new sites. Therefore the emphasis has shifted to encouraging social landlords to retain existing swift nest sites and provide new ones. A risk assessment for the risk to householders and the public of having swift nest boxes on buildings (with particular reference to bird flu)was prepared for Hillcrest Housing Association in January 2007. Managers at Hillcrest and Heather McQuillan of the Housing Department have raised bird flu as a reason for not proceeding with swift work. Andy Mulholland of the Planning and Transport indicated that there was no prospect of including advice about swifts in supplementary planning guidance.

130	Trottick Mill Ponds LNR	Trottick Mill Ponds Local Nature Reserve - to implement identified works from the site management plan.	Successful completion of all works identified for relevant year and annually recurring tasks. Involvement of local residents/volunteers, promotion of site as an area for passive recreation and environmental education.	On Schedule	04/09/2008	Grassland management waterway maintenance and path maintenance have been carried out per the normal annual cycle. Community support for the work of the Ranger Service at Trottick continues with regular litter sweeps carried out, reporting of issues such as wildlife concerns, motorcycles on site or other anti-social behaviour. Successful community event held at Trottick part funded by Scottish Natural Heritage on 8th June 2008. Site has achieved Green Flag Award for 2008/9.
131	Broughty Ferry LNR	To manage Broughty Ferry Local Nature Reserve for the benefit of nature conservation and for the citizens of Dundee.	Successful completion of work identified from management plan and annually recurring tasks. To develop the interpretative provision for the site through events and activities.	On Schedule	02/05/2008	Work continues in line with the management plan for the period 2006 to 2011. Identified grassland management works and invasive species removal are ongoing as is path maintenance. Six volunteer sessions were held over the autumn-spring period. Public events are planned for the summer and autumn. Partnership working with staff from Parks & Outdoor Leisure Section and Broughty Ferry Environment Project has resulted in improvements for wildlife and for visitors to the site. This includes the reinstated wetland area which currently contains Frog spawn after only being dug out last year. Monitoring of the new flats development will be conducted over the construction period.

Statistic	Value
Total No. of Records Completed	8
On Schedule	75%
Ahead of Schedule	0%
Behind Schedule	0%
Unlikely to be Achieved	12.5%
Abandoned	12.5%

Sustainability Policy Principle:

8. WASTE MANAGEMENT

Action Plan

Id	Title	Action	Targets (2005-2008)	Status	Assessment	Progress October 2008
4	Building Waste	Increase the recycling of building waste.	20% of building waste to be recycled by 2007.	Completed	11/03/2008	This item now superseded by projects included in the Department's Service Plan 2007/2011
5	Materials recycling	Recycling of other materials of lesser quantities, e.g. scrap metal, paper, fluorescent tubes, ink cartridges etc..	Further recycling programme by 2008.	On Schedule	03/03/2008	Quantities are not yet being measured but arrangements are in place for the recycling of waste paper, aluminium cans, fluorescent tubes and toner / ink cartridges.
6	Staff Awareness in Finance	Promote Council training initiatives on recycling of waste materials, utilisation of recycled materials and waste minimisation. Incorporate onto Finance Intranet site.	Extend the use of recycled materials and reduce energy consumption - 2005-2008.	On Schedule	09/09/2008	Recycling policies continue to be stressed. Information to be set up on the front page of the new Intranet homepage once training completed.
12	Shreddings and Furniture	Shreddings and used furniture from the Finance Dept. sent to Tayside Recyclers. Service used as and when required.	Continuation of existing policy.	On Schedule	09/09/2008	Surplus furniture continues to be sold off to staff or sent to Tayside Recyclers.
20	Aluminium can recycling in Finance	Collect disused aluminium cans for recycling.	Ongoing procedure.	On Schedule	09/09/2008	Aluminium cans continue to be recycled. Volume decreasing due to more people drinking water.
56	Road Network Maintenance (2)	Conduct review of national best practice against current DCC practice in recycling techniques and prepare report recommending future actions.	Increase use of recycled materials by 25% over the Plan period (baseline to be established).	Completed	06/03/2008	New Service Objective in Service Plan 2007-2011 replaces this.
57	Re-tread Trials	Identify sites and conduct trials into the further use of the 'Re-tread' process including unmade footpaths.		Completed	02/11/2006	Initial trial complete. No further action meantime.
81	Reduce paper use in Architects Dept.	Reduction of paper usage in the Architectural Services division.	Reduce quantity used by 10% within two years.	Completed	06/09/2006	Completed. Double sided printers and photocopiers in place. Drawings and other correspondence issued electronically. Analysis of paper usage shows reduction in line with target.

83	Waste from construction sites	Reduce landfilling of waste from construction sites.	Within one year consider waste management, design and contract specifications to reduce amount of waste arising on site.	On Schedule	24/04/2008	1.75% target set for volume of site waste to be recycled. 'Waste from Construction Sites' form introduced for completion by Contractors on a monthly basis for each Contract, or at periods deemed appropriate for the size of Contract, highlighting volume, type and quantity of waste recycled. Contractors are required to use a Waste Management Contractor from our approved list. Contractors' waste management obligations are a standard agenda item for Contract Pre-Start Meetings. Project Clerk of Works issue Form F535 for completion by the Contractors. Senior Clerk of Works inputs the information received under KPI's in Architects 'P' Drive. 2. Sustainable Construction Design Checklists, completed for each project by designers, highlights waste management as an issue to be considered during the design process. 3. Contractors' waste management obligations stated in Bill of Quantities Preliminaries
85	Lamp disposal	Lamp disposal, improvements and recommendations	To develop recommendations within three months for disposal of exhausted lamps.	Completed	11/09/2006	Completed. The policy on lamp disposal has been approved by Council in 2005 and issued to all Departments. The disposal of lamps is being operationally managed by Waste Management.
94	Information on volumes of site waste	Develop a system for collection of information on volumes of site waste.	Prepare pro-forma for contractors' use and develop a database which can record and analyse results so that performance can be measured.	Completed	06/09/2006	Completed. Data being collected for all projects over £50K. Target set for 75% recycling of waste and this is generally being achieved.
63	Recycling points	Promote a resource efficient culture by providing the facilities for communities to participate in recycling.	Increase the number of recycling points across the city from 22 to 30 by December 2006.	Completed	09/03/2007	30 sites now in place
64	DCC Waste Aware Intranet site	Improve staff awareness of the "reduce, re-use, recycle" message by developing a Waste Aware site on the Council's Intranet to provide information on facilities available and guidance on best practice.	Site to be up and running by the end of April 2006 to coincide with the implementation of recycling facilities and services.	Completed	28/08/2006	Completed. A "Waste Aware" site providing guidance and advice to Council staff on how to reduce, reuse and recycle their waste has been developed and is now on the Council intranet. Council staff have been made aware of the site via an all-staff email.
65	Kerbside collection of dry recycle	Promote a resource efficient culture by introducing a kerbside collection for dry recyclates to 6000 properties.	Introduce collection infrastructure by April 2005.	Completed	31/08/2006	Completed. Trial scheme (6000 properties) now extended to a further 10,000 properties & service adopted by department
66	Internal Waste Review	Improve the way in which the Council deals with waste generated through its internal activities by carrying out an Internal Waste Review.	Recommendations of Review to be implemented by April 2006.	Completed	28/08/2006	Completed. All recommendations made in the Waste Audit have been taken forward. Several actions and initiatives have been implemented that have led to considerable improvement in the way the Council manages its own waste. The Waste Management department will continue to monitor waste management within the Council and take further action as required.
67	Tayside Reuse and Refurbishment Working Group	Establish partnerships with community groups and the not for profit sector to develop a model for the reuse and refurbishment of items such as	Submit a strategic bid to the "Increase" fund on behalf of the Tayside Reuse and Refurbishment Working Group by April 2006.	Completed	18/08/2006	Completed. A Development Officer was appointed using INCREASE funding to pull together a strategic bid on behalf of the group, however, due to tensions and disagreements between group members, no consensus could be reached, and no bid was submitted. It was decided to disband the 5R's

		furniture and white goods.				group, and establish a voluntary forum in its place which did not require any formal commitment or membership. This took the form of the Tayside Community Forum, and meets every 6 months, facilitated by CRNS.
68	Partnership Waste Aware Initiatives	In partnership with the Scottish Waste Aware Group and SEPA, develop targeted awareness raising initiatives to minimise waste production and maximise resource recovery within the City.	Achieve zero waste growth by 2010.	On Schedule	18/08/2008	Further funding has enabled this programme to continue onwards in 2008-2009
69	Kerbside collection of waste paper	Promote a resource efficient culture by expanding the existing kerbside collection service for waste paper to cover a minimum of 26000 properties.	Introduce collection infrastructure by August 2005.	Completed	31/08/2006	Action Completed
70	Kerbside collection of green waste	Promote a resource efficient culture by expanding the existing kerbside collection service for green waste to cover a minimum of 30000 properties.	Introduce collection infrastructure by June 2005.	Completed	31/08/2006	Action completed
71	Paper & cardboard collection for businesses	Promote a resource efficient culture by introducing a separate collection for paper and cardboard from commercial premises.	Introduce collection infrastructure by June 2005.	Completed	31/08/2006	Action completed

Statistic	Value
Total Number of Records	20
Completed	70%
On Schedule	30%
Ahead of Schedule	0%
Behind Schedule	5%
Unlikely to be Achieved	0%
Abandoned	0%

Sustainability Policy Principle:

9. MINIMISING & REMEDIATING POLLUTION

Action Plan

Id	Title	Action	Targets (2005-2008)	Status	Assessment	Progress October 2008
43	Vacant Land	Promote reuse of vacant land in Dundee to remove blight and promote environmental justice.	20% reduction in 2003 Scottish Vacant and Derelict Land Survey figures for Dundee by 2007.	On Schedule	21/08/2008	Dundee City Council fully spent the £4 million allocation from the Scottish Government under the Vacant and Derelict Land Fund for the period 2006-2008. A further £5.75 million has been provisionally allocated for the period 2008 to 2011. A draft delivery plan has been submitted to Scottish Ministers for approval.
51	Street Lighting and Light Pollution	Minimise the adverse impact that the street lighting function has on the environment as a result of new development.	Guidance for Planning Division on the control of light pollution from external lighting within new developments published.	Completed	17/08/2006	Completed. The Scottish Executive have now published their guidance note. The ILE have also issue a guidance note which is available on their web page
133	Sustainable redevelopment of contaminated land	Promote the use of sustainable remedial technologies by raising awareness amongst developers and architects.	Ensuring the provision of up to date information on the Councils Contaminated Land web page by end of March 2006. Prepare guidance for developers with respect to developing on contaminated land by end of March 2006.	On Schedule	02/02/2007 <i>(Plan End Date reached)</i>	Draft document out for consultation
134	National Air Quality Strategy Framework (1)	Declare an Air Quality Action Area (AQMA) for NO ₂ and work in partnership with relevant stakeholders to reach the national objective targets through the introduction and implementation of Action Plans.	AQMA declared and action plan in place.	Behind Schedule	19/08/2008	An AQMA covering the whole of the local authority area was declared for nitrogen dioxide in July 2006. The findings of the most recent Updating & Screening Assessment report and the Progress Report (2007), confirm the need for the AQMA for nitrogen dioxide and identified new locations at which the annual mean objective is exceeded. The consequence of this is that the council is required to undertake further assessment of nitrogen dioxide and formulate an Air Quality Action Plan to work towards achieving the NAQ Standards & Objectives for this pollutant. Specialist Consultants have been appointed to assist the council with the aforementioned assessment and the necessary information is currently being collated to facilitate this work.
135	National Air Quality Strategy Framework (2)	Undertake further assessment of PM ₁₀ to establish if the 2010 objective will be exceeded and declare an AQMA if required.	Assessment of PM ₁₀	On Schedule	19/08/2008	The Progress Report 2007 indicates that PM10 concentrations are predicted to exceed levels at the target date of 2010 at four sites (Victoria Road/Hilltown, Seagate, Logie Street & Lochee Road). The level at Union Street is also close to exceeding the annual mean objective in 2010. Consequently a detailed assessment of PM10 is to be undertaken to determine if an AQMA should be declared for this pollutant. Specialist Consultants have been appointed to assist the council with this assessment and the necessary information is currently being collated to facilitate this work.

Statistic	Value
Total No. of Records	5
Completed	20%
On Schedule	60%
Ahead of Schedule	0%
Behind Schedule	20%
Unlikely to be Achieved	0%
Abandoned	0%

Sustainability Policy Principle:

10. EDUCATION & AWARENESS RAISING

Action Plan

Id	Title	Action	Targets (2005-2008)	Status	Assessment	Progress October 2008
111	DCC Sustainability Policy and Action Plan	Implement the Council's Sustainability Policy throughout the organisation and review progress through the Action Plan.	Communicate the Sustainability Policy to all Councillors, Chief Officers, employees and stakeholders to help mainstream the principles in the everyday work of the organisation.	On Schedule	19/08/2008	Policy adopted in Feb 2006 and action plan being implemented and monitored through SPMD. Priority areas for action in 2008 ongoing and Review Group mtg due to be held on 27th Oct 2008. Progress Report to Committee will follow thereafter.
1	Environmental Education in Schools	Promote sustainability by informing and encouraging schools to be aware of the importance of sustainability in the lives of their pupils and the wider community.	The majority of schools will gain environmental and health awards.	On Schedule	18/08/2008	40 schools have now gained environmental awards. 6 schools have gained gold, 20 schools silver and 6 bronze health awards. 8 schools have gained a SHAW award
2	Staff Awareness in Schools	Improve staff awareness of the links within the DCC programmes between Environmental Studies, Citizenship, Enterprise and Health to Sustainability.	All staff aware of the common themes and working to implement across the curriculum.	On Schedule	14/08/2008	Curriculum for Excellence strategy will continue to be the main vehicle for raising staff awareness and ensuring commitment to education for sustainability (as in update 3). Following the February 2008 EFQM exercise we will look to more structured methods to promote good practices in social responsibility across the Department. This will involve support staff as well as teaching staff.
3	DCS Sustainability Policy	Write a Departmental Policy on sustainability.	Policy to be agreed by May 2005.	Completed	19/05/2006	Completed. A Sustainability Plan for Dundee Contract Services was introduced in April 2005.
7	Advise on resources to promote environment	Participate in relevant Working Groups and advise on resources available to promote Caring for Dundee Environment.	Account for resources utilised and ensure all relevant grant claims are made.	On Schedule	20/08/2008	Membership of working group continues and grant funding continues to be maximised.

19	SHAW award in Finance	Achieve SHAW silver award in the Finance Dept. to promote the benefits of a healthy lifestyle to staff.	Bronze award achieved and progressing towards achieving silver award.	Abandoned	08/10/2007	Department is no longer taking part in the scheme.
36	Dundee Sun City Demonstration House	Develop Energy Efficient Demonstration House highlighting renewable energy sources.	Open to public and use as teaching aid by February 2007.	Behind Schedule	11/03/2008	The completion date for the Demo ECO House is now revised to April 2008 due to the complexity of co-ordinating the many suppliers and contractors who have free-gifted materials and time. The external building element is significantly completed and internal works commenced. Additional funding is being secured to appoint a full time construction presence to drive the project to completion.
107	Discovery Smartcard Initiative (1)	Implement Discovery Smartcard Initiative.	70,000 card holders and 7 applications by end 2007.	On Schedule	15/09/2008	There are approx. 59,000 cards issued of which 35,690 are now branded as the National Entitlement Card. 85% of 12-18 year olds and 87% of over 60s have a card. There are twelve applications that the card is used for. The expansion of the card scheme will be by adding further applications that invite people aged between 26 and 60 such as commercial bus travel or adult education, library and leisure memberships - these are being developed. The Discovery Card team are actively engaged with the Travel Dundee to pilot a commercial smartcard ticket. An e-Purse called sQuid is being trialled in 2008 as an expansion to the functions the smartcard can play (report223 - 2008 P&R 14 April). This enables small electronic cash transaction in convenient self service outlets such as cafes, shops bus and taxi. The Service is now mainstream within the Council's budget and in the Corporate Planning Department.
108	Dundee Partnership communication	Manage Dundee Partnership communication through website.	All administration through website by March 2007.	On Schedule	04/09/2007	Dundee Partnership website has been redesigned. Corporate Planning ensuring minutes of management and coordinating meetings and other key documents are on the site. Theme leaders have been encouraged to make full use of their own sections on the site. Dundee Partnership website featured in Dundee Partnership Newsletter asking for feedback on website. Site is being particularly well used by the Environment Theme.
109	Dundee Partnership for the Environment	Promote Dundee Partnership for the Environment.	Maximise awareness through DP communication strategy in 2006/7.	On Schedule	04/09/2007	Awareness Raising training for 22 participants held early June, good spread across partnership. Summer Partnership newsletter 10,000 copies distributed and put on partnership website along with August Partnership Digest. Further Community Engagement training programmed for October/ November 2007
100	Community Learning	Promote Community Learning activity across the city.	Continue to support a wide range of Community Based Adult Learning (CBAL) relating to environmental issues from 6 Community Centres, 3 projects, 13 community Libraries and the Central Library.	Completed	16/04/2007	A range of environmental Community Learning projects have been delivered as per target.

101	Learning Opportunities	Provide a range of learning opportunities specifically designed to raise awareness of the environment/ health issues/ energy issues etc.	Attract funding from the CRF to maintain the Learning around project across the city.	Completed	04/04/2007	Future of Funding after April 2007 not secure. Dependant on Scottish Executives follow on for current CRF funding stream.
102	Community Regeneration	Promote Community Regeneration and collective action through the Neighbourhood Partnership Network (NPN) and the community officer's/ regeneration workers coordinating role.	Continue to ensure that regeneration/ collective action projects are identified by/with local people.	Completed	06/09/2006	Completed. Neighbourhood Partnership Network Review complete. Local community engagement strategies agreed between the NPN and Community Stakeholder Groups.
103	Community Regeneration Forum Clusters	Provide support to the 5 CRF clusters. Assess the small grants awards on behalf of the CRF clusters. Train local people to ensure their contribution towards the CRF process is consistent and informed.	Ensure that the community planning themes are addressed within the local community plans and to encourage collective action to address local issues - including environmental issues.	Completed	06/09/2006	Completed. Systems established, training underway, project complete.
104	Children and Environmental Education	Encourage children and young people to be critically aware of their environment and examine, with them, ways they can take direct action in their communities to address environmental issues.	Through engagement with young people in a variety of settings, educate them in the issues that directly relate to them in terms of the environment and provide opportunities for them to be more critically aware of the issues and their relationship to these issues.	On Schedule	18/08/2008	Committee Report agreed on 27th August. The activities that young people get involved in are decided by them with support from youth workers. Where appropriate environmental education will inform these decisions.
105	Youth Work	Provide project based and drop in youth work in a variety of settings. Provide a range of children's work across the City.	Ensure that the environmental agenda is made available to the youth and children's groups. ensure staff are adequately trained and aware of the suitable approaches available to them to encourage environmental awareness and the best methodology to develop this awareness.	On Schedule	18/08/2008	A range of provision for children and young people exists across Dundee including drop - in opportunities. Where appropriate environmental issues are considered as part of the programme.
136	Staff Awareness in EHTS	Provision of mini recycling centre for use of EHTS employees at Claverhouse West Industrial Park and ongoing awareness raising and encouragement of all staff to participate in DCC recycling initiatives.	Increased recycling levels as part of the Councils Waste Audit.	On Schedule	17/08/2007	Staff are making good use of the recycling centre, particularly for plastic bottles, aluminium cans and glass. E-mail reminders are put out advising that the facility is there.

Statistic	Value
Total Number of Records	17
Completed	35.29%
On Schedule	58.92%
Ahead of Schedule	0%
Behind Schedule	0%
Unlikely to be Achieved	0%
Abandoned	5.88%

TOTAL October 2008

Statistic	Value
Total Number of Records	128
Completed	35.94%
On Schedule	53.13%
Ahead of Schedule	0.78%
Behind Schedule	3.19%
Unlikely to be Achieved	3.13%
Abandoned	3.13%

TOTAL April 2008

Statistic	Value
Total Number of Records	128
Completed	28.69%
On Schedule	60.94%
Ahead of Schedule	1.56%
Behind Schedule	4.69%
Unlikely to be Achieved	2.34%
Abandoned	0.78%

APPENDIX 3: Working Group Updates

DUNDEE CITY COUNCIL - SUSTAINABLE CONSTRUCTION GROUP AND SCOTTISH SUSTAINABLE CONSTRUCTION FORUM

Progress Report - October 2008

1. BACKGROUND

The Sustainable Construction Group was set up by the then City Architectural Services Officer (CASO), John Porter in June 1999. At the time it was acknowledged that, although there were several groups within the Council dealing with the environment and sustainability in general (LA21, Energy Management etc.), a group should be set up to look specifically at the building industry and so was born the Sustainable Construction Group.

The group has been meeting at approximately six weekly intervals ever since. The group comprises predominantly construction designers along with representatives from the various client departments such as Housing, Social Work and Education and between ten and twenty people attend each meeting.

Due to the success of the group it was agreed to extend the concept to include members from other local authorities and public bodies and thus the Scottish Sustainable Construction Forum was formed. This is a nationwide forum which has become so successful that the Scottish Executive currently provides funding each year for incidental and administrative expenses. The City Architectural Services Officer chairs this group.

2. ACHIEVEMENTS/PROGRESS

2.1 Sustainable Construction Group

The group is a knowledge sharing forum and its value is in the dissemination of information between departments. The main achievement is the fact that the group is still going strong. The most recent meeting was held on 9 July and eleven people attended from five different departments. As well as construction the Disability Discrimination Act is on the agenda as are Waste Management and Energy Management. The next meeting is on 29 October.

2.2 Scottish Sustainable Construction Forum

This group last met in Inverness on 5 September. The meeting was held in SNH's new headquarters in Great Glen House and this example of sustainable construction was the topic in two of the presentations. Another presentation was provided by the sustainability advisor appointed by Glasgow City Council for the construction of the Commonwealth Games Development and a further presentation was by an East Lothian Council architect on an award winning low carbon school. The next meeting is on 6 February at Strathclyde University, Glasgow.

2.3 Whitfield Primary School - Eco House

The conversion of the existing janitor's house into an energy efficient demonstration building is now complete and the tenants, SCARF, have taken occupation of the premises. The building is a vehicle for displaying sustainable construction principles and renewable energy technologies and will be opening to schools and the general public in the near future.

Stuart Brown (Architectural Services)
10th October 2008

DUNDEE CITY COUNCIL - INTERNAL WASTE MANAGEMENT REVIEW

Progress Report - October 2008

1. ACHIEVEMENTS/PROGRESS

Following implementation of the findings of the waste audit carried out in 2005, the following recycling services are now offered to all council departments including schools:

- paper and cardboard
- aluminium cans
- plastic bottles
- garden waste
- toner cartridges
- fluorescent tubes
- IT equipment
- office furniture

The general uptake of these services has been encouraging, and is much improved from the situation that existed prior to the completion of the waste audit. Participation still varies between departments, however, with schools in particular performing especially well. In addition to improved recycling performance, there is also some evidence that departments are more aware of resource use issues in general, and adopt practices such as double sided printing and copying to minimise waste production. Waste minimisation tips and advice are available on the council intranet at <http://intra2.dundee.gov.uk:8080/waste>

1.1 Dundee Contract Services

Work is currently ongoing to introduce improved methods of separating and recycling wastes arising from work carried out by Dundee Contract Services. Advice on the preparation of Site Waste Management Plans has been given by Envirowise, who are a government funded organisation specialising in sustainability issues. Further initiatives are planned in the near future to minimise the amount of potentially recyclable waste that currently ends up being sent to landfill.

1.2 Furniture Reuse

One of the main achievements of the waste audit has been the significant move towards the procurement of reused office furniture by a number of departments. Transform Furniture, a social enterprise wholly owned by Dundee Cyrenians, recently completed a contract to clear all of the office furniture from the headquarters of London Fire Brigade. This has allowed them to build up a sizeable stock of high quality office furniture suitable for reuse within Dundee City Council. Any department considering purchasing furniture is asked to contact Transform in the first instance on 225070 to find out what is available. Significant cost savings can be realised over the purchase of new goods, not to mention the obvious environmental benefits.

**Stewart Ball (Waste Policy Manager)
14th October 2008**

DUNDEE CITY COUNCIL - ENERGY MANAGEMENT

Progress Report - October 2008

1. BACKGROUND

The Best Value Energy Management Group, chaired by Chief Executive and consisting of Depute Chief Executive (Finance), Director of Economic Development and City Architectural Services Officer, meets on a quarterly basis to provide the highest possible leadership to the Council's commitment to reduce its dependence on the future use of fossil fuels. The group monitors and reviews the Council's progress towards achieving a reduction in greenhouse gas emissions from energy use, by examining the Council's Energy Management action plans and summary matrix; including targets and timescales for initiatives, recording revisions and amendments and benchmarking progress. Two action plans for 2007/09 (one detailing the Council's energy management strategy and the other for the installation of the physical measures within the Council's properties) have been agreed by the group and all departments.

The Energy Champions group, consisting of representatives of all departments, assists with the communication, facilitation and promotion of initiatives designed, in accordance with the City Council's sustainability policies and best practice, to ensure the efficient consumption of energy in City Council's properties.

The group encourages and maintains awareness on energy issues, promotes good-housekeeping measures, distributes posters and stickers on the importance of energy saving measures and provides information on energy contract price trends. The group fully participate and supported staff awareness and motivation initiatives.

2. ACHIEVEMENTS/PROGRESS

2.1 Carbon Management Programme

The Council has joined the Public Sector Carbon Management programme (PSCM) to assist with our objective of reducing carbon emissions. The Carbon Trust is supporting the Council to complete this commitment by providing technical and change management support and guidance.

The primary focus will be the reduction of Greenhouse Gas Emissions under our control, of which on site fuel usage (i.e. electricity, gas, oil and liquid fuel) will be the main contributor factor. PSCM will be used to bring together existing and future Greenhouse Gas Emissions management projects into a consistent and coherent approach, integrated into our current management regime.

Councillor Regan has agreed to be the Council's Sponsor and the Project Sponsor is Assistant Chief Executive (Community Planning). A Project Board consisting of the Assistant Chief Executive (Community Planning), Head of Finance, the project leader (Alex. Gibson) and the depute project leader (Bryan Harris), has the function to build and maintain the commitment across the council, which is essential to the success of the programme. The board will also ensure that the outcomes sought are achievable and consistent with existing policies and initiatives, agree the programme's scope and targets and communicate progress.

A draft carbon management plan shall be completed by 1st December 2008 and will:

1. Quantify the annual green house gas emissions from our own operations.
2. Identify priority areas for the reduction of green house gas emissions
3. Reduce 2007 / 08 CO₂ emissions levels from buildings used for our own operations by 10% by 31st March 2013
4. Reduce 2007 / 08 CO₂ emissions level from employee travel directly related to the provision of our services by 10% by 31st March 2013

5. Encourage workforce involvement in the identification of opportunities and the implementation of action
6. Lead by example and encourage our partners and the community to make changes to reduce carbon emissions
7. Bring together existing and future Carbon Management projects into a consistently managed and coherent programme by 31st March 2009, with management oversight from the City Council's Management Team

At this stage, it is not the intention to include indirect emissions from products and services, such as dwellings, our supply chain, staff travel to work and the like.

The 64 energy saving measures identified by the energy surveys for the 20 non-education properties shall be included in the carbon management plan. The cost of implementing these measures is estimated to be in the region of £270,000. It is estimated that the annual savings will be approximately £38,000 and 286 tonnes of CO₂.

The inclusion into the plan of the 80 measures identified for the 21 educational properties shall require the agreement of the Director of Education. It is estimated that these measures will cost £500,000 with the resultant annual savings of approximately £52,000 and 442 tonnes of CO₂.

£350,000 of the £500,000 grant from Scottish Government's Central Energy Efficiency Fund (CEEF) for upfront investment needed to implement energy efficient initiatives in our buildings has been used or allocated for 9 energy saving equipment projects, with anticipated annual savings of £84,000 and 735 tonnes of CO₂.

Alex Gibson (Economic Development Department)
16th October 2008

DUNDEE CITY COUNCIL - STRATEGIC ENVIRONMENTAL ASSESSMENT (SEA)

Progress Report - October 2008

1. BACKGROUND

The Council has a statutory duty under the 'Environmental Assessment (Scotland) Act 2005' to undertake Strategic Environmental Assessments (SEA) when preparing or modifying any of its plans, programmes and strategies (PPS) started on or after 20th February, 2006.

SEA is the process of systematically assessing the environmental effects of a PPS. It requires those public bodies developing the PPS - known as Responsible Authorities (i.e. Dundee City Council) - to assess the predicted effects of the PPS on a range of environmental factors, to assess alternatives and to prepare a report of this environmental assessment which must be subject to public consultation.

This statutory instrument replaces the Environmental Assessment of Plans and Programmes (Scotland) Regulations 2004 implemented to enact EU Directive 2001/42/EC "on the assessment of the effects of certain plans and programmes on the environment" (commonly known as the SEA Directive).

The implication of the change in the law is that under the Scottish Act, a much wider range of PPS now potentially require SEA than those under the former Regulations.

2. ACHIEVEMENTS / PROGRESS

2.1 Training and Guidance

To ensure that SEA is effectively mainstreamed and properly integrated into the plan preparation process, the Council developed an Implementation Framework for SEA that includes officer representation from each Department and a stage by stage process which sets out what is required of Depts at each stage.

Training was provided to officers and comprehensive guidance was drawn up in 2005. The Guidance was redrafted in June 2006 to take account of the implications of the new act and a further briefing session was held for officers in August 2006.

Since then, the Scottish Executive has developed a toolkit and set of templates for local authorities to use when preparing the necessary reports as part of the SEA process. During 2007, the Council's guidance was merged with the Scottish Executive toolkit and a short briefing held for officers in September 2007. The guidance is designed to assist relevant officers in undertaking SEA through a stage by stage process and sets out what is required of Depts at each stage.

2.2 Committee Reports Format

Under the Revised Committee Reports Format issued by Committee Services, if the subject of the Committee Report concerns the preparation of a PPS, then it must include reference to Strategic Environmental Assessment (SEA). If SEA is required the undernoted must be inserted in the Report.

"A Strategic Environmental Assessment has been carried out and is appended to this Report."

2.3 Council SEA's to Date

Five Council PPS are currently in the SEA process and outlined on the next page:

PPS	Stage	Information	DCC Recommendation	Consultee Views	DCC Determination
Dundee Core Path Plan	Post Adoption	Consultation period for Plan and Environmental Report closed 8th Aug. Finalised Strategy in preparation	No SEA Required	SEA Required	SEA undertaken
Dundee Public Open Space Strategy	Post Adoption	Consultation period for Strategy and Environmental Report closed. Finalised Strategy adopted by P&R Committee on 25th August 2008.	SEA Required	SEA Required	SEA undertaken
Climate Change Framework 2008-2015 and Action Plan 2009-2011	Post Determination	Determination made that no SEA required. Framework adopted by P&R Committee on 14th April 2008.	SEA Required	No SEA Required	No SEA Required
Dundee Tree & Urban Forestry Strategy	Pre-screening	The Tree and Urban Forestry Policy is considered as an appendix of the Public Open Space Strategy and pre-screening report being prepared recommending no SEA required.	No SEA Required	tbc	tbc
Draft Supplementary Planning Guidance: Open Space	Post-screening	Determination to be made. Comments from Consultation Authorities indicate no SEA required.	SEA Required	No SEA Required	tbc

Bryan Harris (Waste Management Department)
10th October 2008

DUNDEE CITY COUNCIL - TRAVEL ACTION GROUP

Progress Report - October 2008

1. BACKGROUND

In the past few years Dundee City Council has been very proactive in its approach to Sustainable Transport policies. This has delivered many successful projects such as Bringing Confidence to Public Transport, SMARTBUS and Cross City Direct. These projects have been recognised as best practice and have won several Scottish Transport Awards.

With the emergence of the new Regional Transport Partnerships through the Transport Act in 2005 transportation policies and delivery structures is in a state of flux given this new regional dimension. Dundee City Council is one of four constituent local authority members of the Tayside and Central Scotland Transport Partnership (TACTRAN) along with Angus, Stirling and Perth and Kinross councils. TACTRAN is responsible for preparing a Regional Transport Strategy (RTS) that will steer all local authority sustainable transport policies and measures.

The RTS has adopted a three strand approach to achieving the objectives of the region. These are:

- Delivering economic prosperity
- Connecting communities and being socially inclusive
- Environmental sustainability and promoting health and well-being.

Sustainable Travel and Behaviour change are included as key aspects of some interventions that are directly associated to the Strategy. Regional Car Sharing schemes, travel awareness campaigns, Park and Ride schemes and walking and Cycling all feature as key measures within the RTS.

2. ACHIEVEMENTS/PROGRESS

The Council is working closely with TACTRAN the Regional Transport Partnership to encourage more use of Sustainable modes.

The Council has been assisting TACTRAN on a number of fronts through various liaison groups to produce Regional Travel Information, Bus /Community Transport / DRT, Park and Ride, and Walking and Cycling Strategies. These sub-strategies are to be submitted to the TACTRAN board on the 28th Oct 2008. The council has generally welcomed the sub-strategies and have continued in assisting TACTRAN on the delivery plan which underpins the RTS. It is hoped that it will be agreed and approved in early 2009. The council is also assisting TACTRAN by delivering some elements of the TACTRAN 2009 capital programme. This includes a Bus Mass Action Plan and improving Public Transport on the Bus Punctuality Improvements Partnership routes (see below).

2.1 Staff Travel Plan

The council is keen to encourage Employees to use more Sustainable modes of transport and is pursuing its own Travel Plan. A report has been submitted to the Policy and Resources Committee in Sept 2008 relating to the Staff Travel Plan and has been approved by the Council. The travel plan has identified a number of actions that support more sustainable travel. Actions from the Travel Plan includes staff salary sacrifice for public transport, pool bike and pool bus passes, and improved flexible working arrangements. The Staff Travel Plan establishes the Travel Action Group (TAG) that will include the management of other departments and therefore has a multi-departmental approach to ensure its success.

The Council has also been progressing with a Bus Punctuality Improvement Partnership with Travel Dundee, Stagecoach and Angus Council. It is proposed that a report to committee will be prepared detailing information on the BPIP.

The bus only route immediately adjacent to Ninewells hospital is now complete and the last piece of the jigsaw for the Award winning Cross City Direct bus service project has been put into place and operating successfully.

2.2 Smarter Choices Smarter Places fund.

The Council has been successful in its bid from the Smarter Choices Smarter Places fund and has received approximately £2 million to support a package of initiatives for the Dundee Health Central (DHC) project. The DHC project will be delivered over the next 3 years and includes Personalised Journey Planning, a cycle hire scheme similar to ones that are operating in London, Paris and Barcelona. There are other elements to the DHC project which core purpose is to improve health by promoting active travel through sustainable modes.

Ewan Gourlay (Planning and Transportation Department)
October 2008

DUNDEE CITY COUNCIL - CLIMATE CHANGE

Progress Report - October 2008

1. BACKGROUND

1.1 Scotland's Climate Change Declaration

Dundee City Council signed Scotland's Climate Change Declaration in January 2007. This committed the Council to:

- Work with the Scottish Executive and the UK Government to contribute to the delivery of Scotland's and the UK's Climate Change programmes, including to reduce greenhouse gas emissions and to adapt to future climate change scenarios.
- Produce and publicly declare a plan, with targets and timescales, to achieve a significant reduction in greenhouse gas emissions from our own operations. This will include our energy use and sourcing, travel and transportation, waste production and disposal, estate management, procurement of goods and services, and improved staff awareness.
- Ensure that greenhouse gas reduction and climate change adaptation measures are clearly incorporated into our new and existing strategies, plans and programmes, in line with sustainable development principles.
- Assess the risks and opportunities for our services and our communities of predicted climate change scenarios and impacts, and take action to adapt accordingly and in line with sustainable development principles.
- Encourage and work with others in our local community to take action to adapt to the impact of climate change, to reduce their own greenhouse gas emissions and to make public their commitment to action.
- Publish an annual statement on the monitoring and progress of our climate response, detailing targets set, actions taken, outcomes achieved and further actions required.
- Collaborate with other organisations to promote good practice on climate change mitigation and adaptation

1.2 Development of a Climate Change Framework and Action Plan

The key requirement in the Declaration is to produce a plan with targets and timescales for action to reduce greenhouse gas emissions and adapt to climate change. To develop this plan, the Council established a Climate Change Working Group with representatives from most departments, chaired by the Assistant Chief Executive. The working group produced, and consulted each department on, a Climate Change Framework for the period 2008-2015, which was approved by the Policy and Resources Committee in April 2008. The Framework includes sections on the impact of climate change, activities so far, vision, targets, monitoring and reporting. The Framework also sets out a list of objectives and future actions under the headings of mitigation, adaptation and awareness-raising and incorporates an initial Action Plan for 2008-2011. Officers are now implementing the actions set out in the plan. Some examples of achievements to date are set out below. The first Annual Report has also been submitted to the Sustainable Scotland Network at the request of COSLA. A copy is appended to this progress report.

3. ACHIEVEMENTS/PROGRESS

3.1 Mitigation

Over £12 million has been spent on energy efficiency measures in Council housing over the past 2 years, which is estimated to have reduced carbon emissions by over 6,000 tonnes. Between January 2002 and December 2007, the Council's overall energy consumption reduced by 13%, reducing carbon emissions by 4,100 tonnes.

3.2 Adaptation

Sustainable Urban Drainage Systems have been installed in new developments where appropriate to reduce the potential for flooding. Studies have been commissioned into river and coastal flooding and a further study of potential prevention/protection schemes is being commissioned.

3.3 Awareness Raising

In preparation for consideration of the Climate Change Framework and Action Plan, presentations based on a summary of the material in the Al Gore film 'An Inconvenient Truth' were given to elected members, the Chief Executive's Management Team and the Dundee Partnership for the Environment. The Management Team agreed that staff should be offered the opportunity to see the Al Gore film but there have been difficulties obtaining a free loan of a suitable print of the film so this has not yet taken place.

Climate Change was the topic for the Dundee Partnership Forum in September 2008. The Partnership Forum involves partners from key public sector agencies, the private sector, community and voluntary groups, who heard a range of speakers, took part in workshop discussions about tackling climate change in Dundee, and agreed that the Partnership would sign a statement of support for the Climate Change Declaration and encourage all its members to address climate change in their own strategic plans and to share good practice and information on progress.

A key aspect of awareness-raising has been work in schools. All Dundee schools are now registered for the Eco Schools programme. An educational package has been provided to all 5th and 6th year classes on the scientific and ethical issues associated with climate change and they have been encouraged to consider their own and their school's carbon footprint.

3.4 Current Priorities

When the Climate Change Framework was agreed, the Council made a commitment to meet its share of Scotland's target to reduce carbon emissions. However, baseline data on emissions was not available to allow us to monitor progress. To address this gap, and identify initiatives to reduce emissions, the Council has now joined the Public Sector Carbon Management Programme. The Project Plan involves looking at areas such as energy consumption, vehicle management, employee travel, waste management, procurement and IT. Baseline data on emissions is being compiled and the next step will be to develop a plan to reduce emissions and set targets against which progress can be monitored.

**Bill Findlay, Corporate Planning
October 2008**

REPORTING ON SCOTLAND'S CLIMATE CHANGE DECLARATION:

Dundee City Council

Bryan Harris
Environmental Strategy Officer
31st August 2008

Organisation Profile

Template Questions	
Organisation name	Dundee City Council
Web site address	www.dundee.gov.uk
Number of employees (FT equiv)	7,107
List council services/departments	<ul style="list-style-type: none"> • Chief Executive: <ul style="list-style-type: none"> - Corporate Planning, I.T., Personnel, Public Relations, Waste Management • Support Services: <ul style="list-style-type: none"> - Administration, Architectural Services, Legal, Environmental Health & Trading Standards, Scientific Services • Dundee Contract Services • Economic Development • Education • Finance • Housing • Leisure & Communities • Planning & Transportation: <ul style="list-style-type: none"> - Planning, Transportation, Engineers • Social Work
Total number of council premises (excluding land)	The Council has two main central headquarter buildings, six other departmental main offices, and a number of smaller offices throughout the city
Revenue budget for current financial year	£504,170,000
Capital budget for current financial year	£69,323,000
Local authority area population	142,170
Number of households in the council area and expected household growth, ii known	67,762 GROS projections are for a fall to just over 64,000 by 2024
Total Greenhouse Gas or 'Carbon Dioxide' emissions from council operations	Not known (baseline figures will be available upon completion of the Public Sector Carbon Management Programme in 2008).
Area footprint (ecological or carbon)	<p>Ecological Footprint = 5.23 global hectares per person (gha/capita)</p> <p>Carbon footprint = 11.72 tonnes of carbon per capita (t/capita)</p> <p><i>Footprint data provided has been calculated using the REAP software tool licensed by Stockholm Environment Institute. These figures are 2001 results based on the November 2007 Update of REAP.</i></p>

Governance Arrangements

Template Questions	
<p>Is there a decision-making body within the organisation with a specific climate change remit?</p> <p>If not, which body or officer deals with matters relating to the Declaration?</p>	<p>The Council's short-term 'Climate Change Working Group' was set up in October 2006 to develop a Climate Change Framework & Action Plan as part of the Council's commitment to the SCCD. The Group is chaired by the Assistant Chief Executive.</p> <p>The group is now set to change to become a Carbon Management Team and will be responsible for the SCCD as well as progressing the Public Sector Carbon Management Programme (PSCMP).</p>
<p>Describe how climate change action is supported in the council.</p> <p>Please be specific and describe how this action is supported at various tiers of management and across key services.</p>	<p>Climate change is addressed as part of the Council's Sustainable Development Framework. Responsibility for implementing the Framework lies with the officer-led Implementation Group and progress is reviewed twice a year through a Councillor-led Review Group. A report is then submitted to Committee.</p> <p>Climate change action is supported through the Climate Change Framework & Action Plan (SCCD) and the PSCMP.</p>
<p>With which officers, managers or departments does the remit for climate change sit?</p> <p>Please list job titles and state the service(s) that manage(s) the post(s).</p> <p>Please state the total number of posts that have climate change (or similar – please state) in their remit or job description.</p> <p>Please state if you have a dedicated Climate Change Officer and clearly identified supporting staff?</p>	<p>There is no officer with a specific remit for Climate Change.</p> <p>The Climate Change Working Group is chaired by the Assistant Chief Executive. Co-ordination of the SCCD lies jointly with the Environmental Strategy Officer (Waste Management Dept.) and the Corporate Planning Officer (Corporate Planning Dept.).</p> <p>The Council's Property Services Team Leader (Economic Development Dept.) acts as Project Leader for the PSCMP with the Environmental Strategy Officer (Waste Management Dept) acting as Depute.</p>
<p>Does the council have an annual budget allocation for climate change work?</p>	<p>No.</p>
<p>➤ Next Steps</p>	<ul style="list-style-type: none"> ▪ Establish the Carbon Management Team to oversee climate change action for the Council. ▪ Continue to implement the Climate Change Framework & Action Plan as part of the SCCD commitment. ▪ Produce a Strategy & Implementation Plan for the PSCMP.

The Declaration – Progress Commitment by Commitment

Commitment One

<p><i>Work with the Scottish Government and the UK Government to contribute to the delivery of Scotland's and the UK's Climate Change Programmes, including to reduce greenhouse gas emissions and to adapt to future climate change scenarios.</i></p>	
<p>Template Questions</p>	
<p>Please state the date that your local authority first signed the Declaration. Please indicate if you have re-signed the Declaration using the Scottish Government version.</p>	<p>16th January 2007</p> <p>There are no plans to re-sign the Declaration at present.</p>
<p>Like the Scottish Government, has your organisation identified its share of emissions and set reduction targets?</p>	<p>In order to identify realistic local targets, it will be necessary to establish 'baseline' data on carbon emissions from Council activities. A carbon audit of service activities requires to be carried out to assess the Council's current carbon footprint and identify initiatives which can lead to reductions. This will be carried out through the PSCMP during 2008.</p> <p>In absence of this baseline data, an interim target was set in 2007 as part of the Climate Change Framework & Action Plan to ensure that the city of Dundee contributed its share to the Scotland-wide reduction in carbon emissions. The Scottish Government's target equates to an annual reduction of around 2.7million tonnes of carbon by 2010. Based on Dundee's share of the Scottish population, the city's target saving would be around 75,600 tonnes - equivalent to each person in Dundee saving almost half a tonne of carbon by 2010. This interim target was adopted and will be update as a result of the PSCMP.</p>
<p>What stage do you think you are at on the self evaluation scale for Commitment 1?</p> <p><i>See the evaluation matrix at the end of this document</i></p>	<p>Borderline Level 4.</p>
<p>Please state 2 or 3 actions your authority has taken on this commitment</p>	<ul style="list-style-type: none"> ▪ Developed a Climate Change Framework & Action Plan as part of the Council's commitment to the SCCD. ▪ Joined the PSCMP for 2008 to identify a baseline target for carbon reduction. ▪ Responded to the consultation on the Climate Change Bill for Scotland.
<p>➤ Next Steps</p>	<ul style="list-style-type: none"> ▪ Continue to support the Scottish and UK Governments in reducing greenhouse gases through the delivery of the Council's Climate Change Framework & Action Plan and PSCMP.

Commitment Two

Produce and publicly declare a plan, with targets and time-scales, to achieve a significant reduction in greenhouse gas emissions from our own operations. This will include our energy use and sourcing, travel and transportation, waste production and disposal, estate management, procurement of goods and services, and improved staff awareness.

Template Questions	
<p>What are your current emissions and what are the main sources?</p> <ul style="list-style-type: none"> • energy • travel for work • fleet • waste • procurement • commuting (if measured); and • any others 	<p>The Council's PSCMP Project Plan identifies the following sources:</p> <ul style="list-style-type: none"> • Energy consumption in Council occupied property (including schools) • Energy consumption by street lighting • Fleet Management • Employee Travel on Council Business • Waste Management • Procurement • I.T. <p>Baseline emission figures for these areas are currently being compiled as part of the PSCMP.</p>
<p>What steps have you taken to produce a plan to cut greenhouse gases emissions?</p>	<p>The Council has produced a Climate Change Framework & Action Plan as part of the Council's commitment to the SCCD. Furthermore, as part of the PSCMP a Strategy & Improvement Plan (SIP) will be produced to identify actions to reduce emissions from the sources identified above.</p> <p>As part of the Single Outcome Agreement, the Council has committed to reducing its carbon footprint (National Outcome 14) and has set indicators and actions to achieve this.</p>
<p>Does your plan include targets and timescales? If yes, please state.</p>	<p>The Climate Change Framework & Action Plan set an interim target to reduce local authority area carbon emissions by 75,600 tonnes by 2010 (<i>based on Dundee's share of the Scottish population</i>). A more accurate target for the City Council will be set as a result of the baseline inventory work being carried out for the PSCMP.</p>
<p>What steps has the council taken to 'publicly declare' your plan, or the emissions reduction aspects of your SOA, whichever is most appropriate?</p>	<p>The signing of Dundee City Council's Scottish Climate Change Declaration received national television and local radio coverage on the 16th January 2007. Two news articles followed in the local press.</p> <p>The SOA is published on the Council's website.</p>
<p>What steps have you taken to raise staff awareness?</p>	<ul style="list-style-type: none"> • In September 2007 a presentation was given by Evan Williams on "An Inconvenient Truth" to the Council's Chief Executive Management Team and Councillors. • Arrangements are ongoing to enable all staff to view the film itself as part of CPD.

	<ul style="list-style-type: none"> • The Chief Executive sent an email to all staff • A range of awareness raising actions are detailed within the Climate Change Action Plan 2008 - 2011.
What stage do you think you are at on the self evaluation scale for Commitment 2?	Level 5
What are your main learning points from your actions to date?	<p>The SCCD requires targets to be set to reduce greenhouse gas emissions. This can only be done accurately if baseline figures are available. In lieu of these figures, a population based reduction figure had to be set for the Council, based on the Scottish Governments calculations.</p> <p>Participation in the PSCMP 2008 should help the Council set a more realistic target.</p>
➤ Next Steps	<ul style="list-style-type: none"> ▪ Produce SIP as part of the PSCMP. ▪ Revise targets for reducing greenhouse gas emissions figures within the Climate Change Framework & Action Plan as a result of PSCMP baseline inventory work.

Commitment Three

<i>Ensure that greenhouse gas reduction and climate change adaptation measures are clearly incorporated into our new and existing strategies, plans and programmes, in line with sustainable development principles.</i>	
Template Questions	
What review processes, if any, have your authority put in place to incorporate climate change measures in strategies, plans and programmes?	All departments are required to carry out an annual Sustainable Development 'Self Assessment Questionnaire' as part of their Service Plan development. Questions relating to mitigation and adaptation to climate change are included in the SAQ.
<p>In what way has your authority applied sustainable development principles to your climate change plan when mainstreaming climate change into all strategies, plans and programmes?</p> <p>(Best Value legislation requires that <i>'the local authority shall discharge its duties ... in a way which contribute to the achievement of sustainable development'</i>)</p>	<p>The Council Plan (2007-2011) identifies the "sustainable environment" as a key strategic theme and sets a priority to "develop a climate change strategy and action plan" within the timeframe of the Plan.</p> <p>The Council's Sustainability Policy seeks to ensure the following principle is met: <i>"reduce the consumption of energy and fossil fuels in Council properties and activities to reduce CO₂ emissions in response to wider climate change obligations."</i></p> <p>At a departmental level all services are required to carry out an annual Sustainable Development 'Self Assessment Questionnaire' as part of their Service Plan development. Questions relating to mitigation and adaptation to climate change are included in the SAQ.</p>
What stage do you think you are at on the self evaluation scale for	Level 4

<p>Commitment 3? <i>See the evaluation matrix at the end of the guidance document</i></p>	
<p>Please state 2 or 3 actions your authority has taken on this commitment.</p>	<ul style="list-style-type: none"> ▪ Climate change has been identified as a key issue facing the authority in the updated Council Plan 2007-2011. ▪ Climate change commitments have been incorporated into the Council's Sustainable Development Framework. ▪ Climate change questions have been incorporated into the Sustainable Development 'Self-Assessment Questionnaire' designed to achieve paths to improvement for Council depts. ▪ On a programme level, more than £12million has been spent on energy efficiency measures in the city's council housing over the last two years as part of the HECA programme. This has reduced Co2 emissions by over 6000 tonnes. Measures included: <ul style="list-style-type: none"> – new heating installed in over 1400 council house at a cost of £5.38 million – £5.4 million spent on new roofs fitted with loft insulation – Solar panels fitted to the roofs on 50 of the properties – Old and defective render replaced at 111 properties at a cost of £1.75million. – Over 3300 people taking up new tenancies offered energy advice and lo-energy lightbulbs.
<p>➤ Next Steps</p>	<ul style="list-style-type: none"> • Issue guidance to departments, particularly on the weighting to be given to emissions reduction compared to capital cost for building and engineering projects. • Organise a Dundee Partnership event to identify the key climate change issues facing partners and promote good practice across Dundee.

Commitment Four

<p><i>Assess the risks and opportunities for our services and our communities of predicted climate change scenarios and impacts, and take action to adapt accordingly and in line with sustainable development principles.</i></p>	
<p>Template Questions</p>	
<p>What steps, if any, has your organisation put in place to assess the risks and opportunities arising from climate change scenarios and impacts?</p>	<p>Climate change has been identified as a key issue facing the authority in the updated Council Plan 2007-2011 and the Climate Change Framework & Action Plan proposes to undertake risk assessments of the impacts of climate change on Council services and infrastructure</p>

Does your authority intend to produce a Local Climate Impacts Profile or similar profile of extreme weather events in your area?	There are no plans to produce a Local Climate Impacts Profile at present.
In what way have you applied 'sustainable development principles' in your adaptation assessments and activities?	<p>The Climate Change Framework & Action Plan includes the following actions related to climate change adaptation:</p> <ul style="list-style-type: none"> • Complete river and coastal flood studies and impact assessments. • Disseminate information to Council departments on climate change impact assessments. • Incorporate climate change impacts into Council's Business Continuity Management Planning.
<p>What stage do you think you are at on the self evaluation scale for Commitment 4?</p> <p><i>See the evaluation matrix at the end of the guidance document</i></p>	Level 2.
Please state 2 or 3 actions your authority has taken against for this commitment	<ul style="list-style-type: none"> • Sustainable Urban Drainage Systems (SUDs) have been installed in new developments where appropriate to reduce the potential of flooding and help to protect and enhance ground water quality. • Detailed advice and information was published on the Councils website to help people prepare for a flooding emergency. • A study of the coastal area has been completed to recommend appropriate protection schemes. • Specific statements on climate change adaptation have been incorporated into the Sustainable Development 'Self-Assessment Questionnaire' designed to achieve paths to improvement for Council depts.
➤ Next Steps	<ul style="list-style-type: none"> ▪ Implement initiatives within the Council's Climate Change Framework Action Plan 2008-2011. ▪ Continue to promote sustainable drainage through the planning application process ▪ Continue to protect important trees and groups of trees through the TPO process.

Commitment Five

Encourage and work with others in our local community to take action to adapt to the impact of climate change, to reduce their own greenhouse gas emissions and to make public their commitment to action.

Template Questions	
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<p>Have you assessed/measured your community-wide carbon dioxide/GHG emissions? Does the council set targets to reduce community emissions? Does the council encourage and enable the local community to:</p> <ul style="list-style-type: none"> • <i>reduce their own area-wide emissions?</i> • <i>take action to adapt to inevitable climate change?</i> 	<p>An ongoing project with the Dundee Sun City campaign is promoting carbon footprinting and providing residents with information on how to reduce it</p> <p>The Council will encourage members of the Dundee Partnership Forum to take action on climate change and reduce the emissions of their own organisations for the benefit of Dundee.</p>
<p>Does the council work with existing organisations, for example community councils and Community Planning Partnerships, to mitigate and adapt to climate change?</p>	<p>The Council has worked as part of the Dundee Partnership to host a Forum event on 10th September 2008 to raise awareness of climate change issues amongst the community partners and encourage them to sign up to take action.</p> <p>Dundee City Council is a key funder of the Dundee Sun City campaign - an initiative of Solar Cities Scotland that aims to work will sectors of the community to reach significant targets for renewable energy production and the reduction of carbon emissions in Dundee.</p>
<p>Does the council make funding available (or provide advice on funding) for community action on climate change?</p>	<p>The Council's Economic Development dept advise and offer support to communities looking for external funding.</p> <p>The Dundee Energy Efficiency Advice Project (based in the Council's Housing Dept.) provides advice to householders on renewable energy and energy efficiency.</p>
<p>What stage do you think you are at on the self evaluation scale for Commitment 5?</p>	<p>Level 4.</p>
<p>Please state 2 or 3 actions your authority has taken against this commitment</p>	<ul style="list-style-type: none"> • As an early action to "encourage and work with other in our local community to take action on climate change", the Council invited Evan Williams (formerly Unit Manager of the Sustainable Development Unit at SEPA) to give a presentation to members of the Dundee Partnership for the Environment on the key points from 'An Inconvenient Truth' on 13th September 2007. • All S5-S6 school classes were provided with an educational package to accompany 'An Inconvenient Truth' to inform them, not only about the science of climate change, but also about the ethics and morals of climate change, inviting them to calculate their own and their schools' carbon footprint, to instigate and monitor changes to their local environment and to share good practice.
<p>➤ Next Steps</p>	<ul style="list-style-type: none"> • Raise awareness of climate change issues amongst community partners and encourage them to take action.

Commitment Six

<i>Publish an annual statement on the monitoring and progress of our climate change response, detailing targets set, actions taken, outcomes achieved and further actions required</i>	
Template Questions	
Has your organisation published a statement covering all/some of these requirements?	This report represents the first annual statement to be produced. The next annual statement will include progress in implementing the Council's Climate Change Framework 2008-2015 & Action Plan 2008-2011.
What stage do you think you are at on the self evaluation scale for Commitment 6?	Level 3.

Commitment Seven

<i>Collaborate with other organisations to promote good practice on climate change mitigation and adaptation.</i>	
Template Questions	
Please list 2 or 3 collaborative actions your council is taking to promote leadership and good practice on climate change.	The Council is a key member of the Dundee Partnership for the Environment (DPE), a theme group of the Dundee Partnership. In September 2008 the DPE will publish an Environmental Strategy for the city that will represent the collaborative views of a wide range of organisations and individuals and focus on partnership activity in delivering actions that will make a positive impact on Dundee's environment. Climate Change is identified as one of the 8 key themes of the strategy.
Describe any new or existing partnerships that the council has fostered to mitigate and adapt to climate change.	Dundee Partnership Single Outcome Agreement. The DPE are tasked with developing Local Indicators for National Outcomes 12 and 14.
What stage do you think you are at on the self evaluation scale for Commitment 7?	Level 3.
➤ Next Steps	<ul style="list-style-type: none"> ▪ Publish the DPE Environmental Strategy and implement climate change actions. ▪ Collaborate with other organisations to promote good practice on climate change mitigation and adaptation

Dundee City Council – Climate Change Declaration Assessment ¹

Level of Commitment	Working with the Scottish/UK Governments	Mitigation Plan	Embedding into Policies and Programmes	Adaptation Measures and Plans	Working with Others	The Annual Statement	Monitoring Mechanism
5	Clear linkage of climate change Declaration process to other key processes including Best Value, Outcome Agreements and Community Planning	Publish policy, targets and reviews and commitment <input checked="" type="checkbox"/>	Fully integrated into general management, including policies, practices of the organisation and in its governance structures	Publish policy, targets and reviews and commitment	The Community Planning partnership has a minuted and supportive position on climate change with actions to support this.	Sent to Scottish Ministers and COSLA, published on the authority's web site and local newspaper. Good action on all commitments and assesses progress	Organisation-wide audit scheme linked to review of annual plan
4	Tbc <input checked="" type="checkbox"/>	Internal statement with some targets	Clear delegation and accountability for Declaration, but support for the process restricted to only part of the organisation <input checked="" type="checkbox"/>	Internal statement with some targets	The partnership has agreed in principle to co-operate on climate change <input checked="" type="checkbox"/>	Tbc	All aspects of council activity audited with some follow-up
3	Tbc	Written statement without targets	Delegated responsibility but authority unclear	Written statement without targets, following assessment of risks	There have been climate change initiatives by some of the individual partners	Progress report completed and sent to Scottish Ministers and COSLA. Some action on some of the seven commitments. <input checked="" type="checkbox"/>	Most aspects of council activity audited with some follow-up <input checked="" type="checkbox"/>
2	Tbc	Informal guidelines	Some informal support	Informal guidelines <input checked="" type="checkbox"/>		Progress report completed showing progress on a few of the commitments	Ad-hoc audits of some parts of the organisation with limited follow-up
1	Declaration process dealt with in isolation from other key processes	No written policy	No-one responsible	No written policy or assessment of risks	Little action on climate change specifically, only in 'related' areas such as resource efficiency	No progress report	No management audits of performance

¹ This tool been adapted for use from work by the 'Managing Sustainable Construction' or 'MaSC' project promoted by the BRE (Building Research Establishment) Centre for Sustainable Construction. For further information see www.bre.co.uk/masc