

## Notice of a Meeting

### Growth & Infrastructure Scrutiny Committee Monday, 19 November 2012 at 10.00 am County Hall

#### Membership

Chairman - Councillor David Nimmo-Smith  
Deputy Chairman - Councillor Nicholas P. Turner

<i>Councillors:</i>	Anne Purse	Patrick Greene	G.A. Reynolds
	Alan Armitage	Pete Handley	John Tanner
	Michael Gibbard	Charles Mathew	

#### Notes:

**Date of next meeting: 10 January 2013**

#### What does this Committee review or scrutinise?

- Transport; highways; traffic and parking; road safety (those areas not covered by the Safer & Stronger Communities Scrutiny Committee); public passenger transport
- Regional planning and local development framework; economic development; waste management; environmental management; archaeology; access to the countryside; tourism
- The planning, highways, rights of way and commons/village greens functions of the Planning & Regulation Committee

#### How can I have my say?

We welcome the views of the community on any issues in relation to the responsibilities of this Committee. Members of the public may ask to speak on any item on the agenda or may suggest matters which they would like the Committee to look at. **Requests to speak must be submitted to the Committee Officer below no later than 9 am on the working day before the date of the meeting.**

#### For more information about this Committee please contact:

Chairman	-	Councillor David Nimmo-Smith E.Mail: david.nimmo-smith@oxfordshire.gov.uk
Committee Officer	-	<i>Giacomo Esposito</i> , Tel: (01865) 816382 giacomo.esposito@oxfordshire.gov.uk



Peter G. Clark  
County Solicitor

November 2012

## About the County Council

The Oxfordshire County Council is made up of 74 councillors who are democratically elected every four years. The Council provides a range of services to Oxfordshire's 630,000 residents. These include:

schools	social & health care	libraries and museums
the fire service	roads	trading standards
land use	transport planning	waste management

Each year the Council manages £0.9 billion of public money in providing these services. Most decisions are taken by a Cabinet of 9 Councillors, which makes decisions about service priorities and spending. Some decisions will now be delegated to individual members of the Cabinet.

## About Scrutiny

Scrutiny is about:

- Providing a challenge to the Cabinet
- Examining how well the Cabinet and the Authority are performing
- Influencing the Cabinet on decisions that affect local people
- Helping the Cabinet to develop Council policies
- Representing the community in Council decision making
- Promoting joined up working across the authority's work and with partners

Scrutiny is NOT about:

- Making day to day service decisions
- Investigating individual complaints.

## What does this Committee do?

The Committee meets up to 6 times a year or more. It develops a work programme, which lists the issues it plans to investigate. These investigations can include whole committee investigations undertaken during the meeting, or reviews by a panel of members doing research and talking to lots of people outside of the meeting. Once an investigation is completed the Committee provides its advice to the Cabinet, the full Council or other scrutiny committees. Meetings are open to the public and all reports are available to the public unless exempt or confidential, when the items would be considered in closed session

**If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named on the front page, giving as much notice as possible before the meeting**

**A hearing loop is available at County Hall.**

# AGENDA

1. **Apologies for Absence and Temporary Appointments**
2. **Declarations of Interest - see guidance note on the back page**
3. **Minutes** (Pages 1 - 6)

To approve the minutes of the meeting held on 17<sup>th</sup> September **(GI3)** and note matters arising from them.

4. **Speaking to or petitioning the Committee**

5. **Energy Reduction Update** (Pages 7 - 16)

10.15

Martin Tugwell, Deputy Director (Strategy and Infrastructure Planning) will present a paper **(GI5)** updating the Committee on activities undertaken to reduce the Council's energy consumption. The Committee will be asked to express a view on the benefits of certification under ISO 50001. Members will also be asked to consider whether it would be appropriate for Councillors to adopt the list of low energy behaviours.

6. **Changes to Road Maintenance Methods** (Pages 17 - 20)

11.15

Mark Kemp, Deputy Director (Commercial), will present a paper **(GI6)** outlining recent changes made in the Council's highways and maintenance service to the techniques and methods used for recycling road materials. The Committee will be asked to note the Council's progress in employing these innovative methods which are helping to realise efficiency savings whilst benefitting the wider environment.

7. **Oxfordshire Better Broadband Programme** (Pages 21 - 22)

12.15

Martin Tugwell, Deputy Director (Strategy and Infrastructure Planning) will deliver a short presentation outlining how the Council's broadband programme is supporting economic growth in Oxfordshire. This will include an explanation of the different streams encompassed by this countywide programme, as well as some of the expected benefits for the local economy. **(GI7)**

8. **Close of Meeting**

12:45

## Declarations of Interest

### The duty to declare.....

Under the Localism Act 2011 it is a criminal offence to

- (a) fail to register a disclosable pecuniary interest within 28 days of election or co-option (or re-election or re-appointment), or
- (b) provide false or misleading information on registration, or
- (c) participate in discussion or voting in a meeting on a matter in which the member or co-opted member has a disclosable pecuniary interest.

### Whose Interests must be included?

The Act provides that the interests which must be notified are those of a member or co-opted member of the authority, **or**

- those of a spouse or civil partner of the member or co-opted member;
- those of a person with whom the member or co-opted member is living as husband/wife
- those of a person with whom the member or co-opted member is living as if they were civil partners.

(in each case where the member or co-opted member is aware that the other person has the interest).

### What if I remember that I have a Disclosable Pecuniary Interest during the Meeting?

The Code requires that, at a meeting, where a member or co-opted member has a disclosable interest (of which they are aware) in any matter being considered, they disclose that interest to the meeting. The Council will continue to include an appropriate item on agendas for all meetings, to facilitate this.

Although not explicitly required by the legislation or by the code, it is recommended that in the interests of transparency and for the benefit of all in attendance at the meeting (including members of the public) the nature as well as the existence of the interest is disclosed.

A member or co-opted member who has disclosed a pecuniary interest at a meeting must not participate (or participate further) in any discussion of the matter; and must not participate in any vote or further vote taken; and must withdraw from the room.

Members are asked to continue to pay regard to the following provisions in the code that *“You must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself”* or *“You must not place yourself in situations where your honesty and integrity may be questioned.....”*.

Please seek advice from the Monitoring Officer prior to the meeting should you have any doubt about your approach.

### List of Disclosable Pecuniary Interests:

**Employment** (includes *“any employment, office, trade, profession or vocation carried on for profit or gain”*.), **Sponsorship, Contracts, Land, Licences, Corporate Tenancies, Securities.**

For a full list of Disclosable Pecuniary Interests and further Guidance on this matter please see the Guide to the New Code of Conduct and Register of Interests at Members’ conduct guidelines. <http://intranet.oxfordshire.gov.uk/wps/wcm/connect/occ/Insite/Elected+members/> or contact Rachel Dunn on (01865) 815279 or [Rachel.dunn@oxfordshire.gov.uk](mailto:Rachel.dunn@oxfordshire.gov.uk) for a hard copy of the document.

## **GROWTH & INFRASTRUCTURE SCRUTINY COMMITTEE**

**MINUTES** of the meeting held on Monday, 17 September 2012 commencing at 10.00 am and finishing at 12.30 pm

**Present:**

**Voting Members:** Councillor David Nimmo-Smith – in the Chair

Councillor Nicholas P. Turner (Deputy Chairman)

Councillor Anne Purse

Councillor Michael Gibbard

Councillor Patrick Greene

Councillor Pete Handley

Councillor Charles Mathew

Councillor G.A. Reynolds

Councillor John Tanner

Councillor Jean Fooks (substituting for Councillor Alan Armitage)

**Other Members in Attendance:** Councillor Rodney Rose

**Officers:** Giacomo Esposito, Scrutiny Officer  
Martin Tugwell, Deputy Director (Strategy and Infrastructure Planning)

*The Scrutiny Committee considered the matters, reports and recommendations contained or referred to in the agenda for the meeting and agreed as set out below. Copies of the agenda and reports are attached to the signed Minutes.*

**75/12 APOLOGIES FOR ABSENCE AND TEMPORARY APPOINTMENTS**  
(Agenda No. 1)

Councillor Alan Armitage sent apologies, Councillor Jean Fooks substituted.

**76/12 DECLARATIONS OF INTEREST - SEE GUIDANCE NOTE ON THE BACK PAGE**  
(Agenda No. 2)

Councillor Rodney Rose, Deputy Leader of the Council and Cabinet Member for Transport, declared an interest as Deputy Chairman of the East West Rail Joint Delivery Board under item 7.

**77/12 MINUTES**  
(Agenda No. 3)

Some minor amendments were made to the minutes of the meeting held on 25th June, after which they were approved and signed.

Councillor John Tanner requested an update on the status of the Kidlington Recycling Centre.

Martin Tugwell, Deputy Director (Strategy and Infrastructure Planning) referred Councillor Tanner to the update provided when the subject was under discussion at full Council.

## **78/12 SPEAKING TO OR PETITIONING THE COMMITTEE**

(Agenda No. 4)

Mr Ian Legget, Chair of Bike Safe, addressed the committee with regards to item 5, his comments and subsequent discussion are noted under that item.

## **79/12 LTP3 REVIEW AND UPDATE**

(Agenda No. 5)

Councillor Rose was invited to join the meeting.

Mr Legget urged the committee to set in motion the production of a new cycling strategy that would promote safe and convenient cycling in Oxfordshire. He praised the Council's previous cycling strategy, but questioned whether it had been enacted effectively. Mr Legget stated that time was now right for the Council to produce a new comprehensive strategy which would set out a clear vision for transforming the county's cycling infrastructure and deliver the many benefits associated with this; including cost effectiveness, improved health, and reduced congestion and carbon emissions.

Members acknowledged the many benefits associated with cycling as a method of travel.

Councillor Charles Mathew requested a copy of the Council's previous cycling strategy, officers undertook to circulate the strategy to all committee members.

Members discussed the importance of embedding any strategy for cycling into the Local Transport Plan 2011-2030 (LTP3); both to prevent conflict between the two documents, but also to ensure any comments on cycling were not overlooked when allocating developer funding.

The committee thanked Mr Legget for his comments and agreed that the role of cycling as outlined in the LTP3 be reviewed.

Martin Tugwell and John Disley, Strategic Manager (Policy & Strategy) outlined changes made to LTP3 during 2011/12. Officers acknowledged that the committee had not been suitably engaged in updating the document, and proposed that the

LTP3 working group be reformed in order to feed into the process for future updates.

The committee agreed that the working group be reformed and welcomed the commitment to involve the committee in future updates of the LTP3 document. Councillor David Nimmo-Smith undertook to get in contact with Councillor Lorraine Lindsay-Gale, Chairman of the Strategy and Partnership's committee to discuss how the committee's work on the LTP3 might be picked up in that committee's on-going review of the scrutiny function.

Councillor Pete Handley questioned why RAF Brize Norton and the implications of the changes due to take place at the base had not been included in the LTP3.

Martin Tugwell responded by saying that the District Council was due to consult on its core strategy in the next six months, and that this would offer an opportunity to provide comment on any major infrastructure projects in the area, including planned work at RAF Brize Norton. Councillor Rose added that the LTP3 document was not intended as an exhaustive list of all infrastructure projects in the county.

Members asked whether the 20mph speed limit which had been introduced in Oxford City would be rolled out to other parts of the county.

Officers said that this would be subject to evidence demonstrating the effectiveness of the measures and consideration as to whether the measures were appropriate in other locations. Councillor Rose added that before any further roll out was considered a more effective method of enforcing the limit would have to be found.

Councillor Mathew requested a review of the Council's policy on HGV restrictions as outlined in the LTP3.

Martin Tugwell agreed to look at the commercial pressures on the Highways asset as part of the next LTP3 review.

Councillor Mathew also suggested that a letter be sent to all parish councils requesting their assistance in the eradication of noxious weeds on verges.

Officers tabled a brief note outlining the reinstatement of wording previously removed from the LTP3 document in respect of traffic management in Chipping Norton, specifically regarding the issue of HGV that had been accepted under the Cabinet Member for Transport's delegated powers, subject to Cabinet and Council review in spring 2013. The agreed reinstated wording was as follows:

**"20.31** A proposal to remove the primary route status of the A44 is currently being considered, which would in turn enable HGV restrictions to be introduced in Chipping Norton. Responsibility for reclassifying the highway now rests with local highway authorities, but in this case would also require the approval of Gloucestershire County Council, which has expressed some reservations about the proposals. Discussions with them are continuing to agree a solution.

**20.32** Subject to this, the proposed approach to traffic management in Chipping Norton would be:

- Delivering relief to the town centre of Chipping Norton from lorries, including HGV restrictions in Horsefair;
- Removing primary route status on the A44 between Oxford and Moreton-in-Marsh in order to deliver improvements in the AQMA”

## **80/12 AREA STEWARDSHIP FUND**

(Agenda No. 6)

Jim Daughton, Highways and Transport Operations Delivery Service Manager, presented the committee with a delivery progress report for 2012/13 of the Council's Area Stewardship Fund. The paper highlighted the level of expenditure and types of schemes funded by locality and provided members with an update of the activity being undertaken to ensure use of the Fund is maximised across all localities in the current financial year.

Members praised the Fund along with the officers involved. However, members expressed concerns at the delays sometimes experienced in receiving a price estimate for proposed work to be delivered, and also at the variance between quoted prices and actual costs.

Jim Daughton responded by saying that the service recognised these issues and that work was underway to resolve them. He said that the service was in the process of developing an indicative price book for common works, and that this would help give members a better idea of average costs. He added that Atkins was developing a more robust system for pricing of works which would significantly reduce variance between quoted and actual costs. Finally he said that the service was building a tracking system for the Fund which would help tackle delays by providing greater visibility over everything in the pipeline.

Councillor Rose added that a large number of delays were due to Area Stewards researching members' proposals and discovering that Section 106 funding was available for their delivery instead, thereby enabling Area Steward funding to be deployed elsewhere.

Members asked whether they were tied to Atkins for quotes.

Robert Adams, Area Stewards Manager, responded by saying that for Parish Council schemes third parties could be used to deliver works and that in other cases third party quotes would be fed back through to Atkins.

Councillors asked that members of the public requesting highways work to be carried out were not redirected to their local member for Area Steward funding.



Officers said that the message had been passed to all staff, and that individuals were now being redirected to their local Parish Council in such instances, with the local member blind copied into correspondence.

**81/12 RAILWAY ELECTRIFICATION: IMPLICATIONS FOR COUNTY COUNCIL**  
(Agenda No. 7)

Martin Tugwell, and Colin Bailey, Highways & Transport Asset Manager outlined the Oxfordshire County Council implication of the electrification of the Great Western Main Line.

Colin Bailey explained that he was established as the single point of contact for Network Rail, and that a project team was being set up for this area of work to ensure sufficient OCC involvement given the potential impact on Council assets.

Members asked to be kept updated on the programme as it developed.

Officers said that they would be liaising with all local members affected by the work, and undertook to circulate the current programme of work to all committee members.

**82/12 CLOSE OF MEETING**  
(Agenda No. 8)

The meeting closed at 12.30

..... in the Chair

Date of signing .....

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Division(s): All
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## **GROWTH AND INFRASTRUCTURE SCRUTINY COMMITTEE – 19 NOVEMBER 2012**

### **ENERGY REDUCTION UPDATE**

**Report by Director for Environment, Economy & Customer Services**

#### **Introduction**

1. The purpose of this paper is to provide members with an update on progress to date with reducing the County Council's energy consumption. The Corporate Plan sets out the Council's commitment to investing in energy efficiency measures, identifying this as a priority for action.

#### **Carbon Management Programme**

2. The County Council has long recognised the financial benefits of energy reduction. Most recently it partnered with the Carbon Trust to develop a Carbon Management Programme which ran from 2007 to March 2012.
3. Cumulatively, carbon dioxide emissions from buildings, transport and street-lighting have reduced by 28% from 1990/91 to the end of the Carbon Management Programme in March 2012. This can be compared with the UK statutory carbon target of a 28% reduction by 2017 (relative to 1990 levels).
4. The Carbon Management Programme set itself an ambitious 18% target reduction for the five year period 2007-2012. This was a stretch target and has provided the context for our investment in energy efficiency measures. The experience gathered over the course of the five year period has provided valuable learning (summarised in Annex 1) that is helping shape our approach into the future.
5. Over the course of the Carbon Management Programme, energy consumption in buildings has decreased by 7%. The reduction in gas consumption achieved has been partially offset by an increase in electricity consumption. This is particularly noticeable in schools where increased use of IT equipment has led to increased consumption. Electricity for street-lighting has been essentially constant despite steady growth in the number of street lamps. Fleet and business mileage has been reduced by 20%.
6. Capital expenditure in energy saving measures in corporate buildings and schools during the five year programme was £2.38m. The cost avoided in 2011/12 was over £250k including £30k of carbon tax. The cost avoided reflects the effect of investment in energy saving measures, energy saving campaigns, as well as a reduction in the overall property asset.

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### **Energy Tax – CRC Energy Efficiency Scheme**

7. Introduced in 2010, the CRC Energy Efficiency Scheme works as an energy tax to incentivise organisations which fall within the scheme to reduce their energy consumption.
8. The Council is responsible for paying the tax on emissions from the corporate estate and from schools, including academies. Street lighting is currently excluded from our emissions until 2013/14. Purchase of allowances for 2011/12, the first full year of the scheme, cost £480k.
9. The Council has agreed with the Schools Forum that it can pass on the cost of the tax to individual schools so that it incentivises individual schools to address the issue of energy consumption. At the same time, the Council is continuing to offer zero/low interest loans for investment in energy saving measures as well as providing technical support to help schools identify and deliver invest-to-save projects.
10. The scheme also incentivises accurate measurement of energy consumption. In response, the Council has installed additional automatic meter readers which feedback to a central website. Nearly 90% of the total electricity consumption is now covered together with nearly 80% of gas consumption. Council and school staff have been trained to use the web reports and the case study in Annex 2 illustrates the potential of this approach.
11. Members may be aware that the Government has recently closed a consultation on the simplification of the scheme and intends to publish its response 'this autumn'. Included in the consultation is the relationship between schools and their local authority. In its response, the Council has recommended that local authorities should no longer be responsible for paying the tax for academies or maintained schools.

### **Current strategy**

#### *Energy Management System*

12. Building on its experience with the Carbon Management Plan, the County Council has adopted as a way of working many of the principles that underpin ISO 50001 Energy Management Systems. This is based on the Plan-Do-Check-Act framework of continual improvement that characterises many international quality standards.
13. This approach will ensure that the County Council manages the energy work stream of the new Property and Facilities contract effectively, whilst at the same time enabling it to respond flexibly to changes in government policy and price increases.
14. In due course it may be appropriate to consider adopting more formally some of the principles of ISO 50001 or indeed work towards full certification. Certification brings additional rigor and independent verification at the cost of some additional staff time and so there would need to be an assessment made as to the benefits and costs of such a course of action.

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15. In light of the experience with the Carbon Management Plan the Committee may wish to offer its views on the approach being followed in terms of its Energy Management System.
16. Within the framework of its Energy Management System, the County Council is working to an overall objective of maintaining energy costs at 2010/11 levels in so far as it is cost-effective.

### *New Property and Facilities Contract*

17. Energy efficiency and use of renewable energy are fully integrated as part of the new Property and Facilities contract. Staff from the County Council and Carillion Capita Symonds (CCS) are working closely together in a dedicated energy management team to deliver the overall contractual targets of a 25% reduction in energy consumption over the next ten years and a 3% year on year reduction in carbon emissions across the estate.
18. The contract allows the Council to agree stretch targets with Carillion and at present the objective outlined above suggests that the energy target should be delivered over three to four years rather than ten. This is being considered with CCS as the team develops its forward programme of work.
19. The contract also includes resources to promote low energy behaviours, in the form of training, campaigns and support to energy champions etc. To this end, the Council's energy intranet pages are being updated and we plan to run a campaign in February to establish night-time base loads.
20. In addition the team is looking at embedding energy saving behaviours (Annex 3) within the Officers Code of Conduct. This reinforces the need for individual officers to 'seek opportunities to improve and promote energy conservation'. The intention is that saving energy should move from a "nice-to-do" to an integral part of the way we do business.
21. The Committee may wish to consider whether it would be appropriate to encourage a similar commitment for elected members.

### *Street lighting*

22. The Committee will be aware that changes in the energy supplier's tariffs made it no longer financially viable to convert street lights to part-night lighting.
23. Since that report, the Council has changed energy suppliers. Officers are now exploring the implications of this for street-lighting, including whether there is a case for increasing the rate of refurbishment of lighting assets if that were to lead to either a cost avoidance or cost saved.

### *Renewable energy*

24. In September 2011 members were briefed on the work to develop a solar panel framework contract for use by the County Council and schools. Tenders were returned last January at the same as the Government announced reductions in the Feed-in Tariff (FIT).

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25. As a direct result of the lower FIT, the schools solar PV programme was put on hold. This was because the financial model was no longer viable. Officers are keeping the position under review.
26. The Council is continuing to convert end-of-life oil boilers to biomass at schools to take advantage of the Renewable Heat Incentive. Five have been installed in the last year (Stadhampton, Kidlington, Fritwell, Carterton and Stonesfield).

### RECOMMENDATION

27. **The Growth & Infrastructure Scrutiny Committee is invited to note the report**

HUW JONES

Director for Environment, Economy & Customer Services

Contact Officer: Nick King, Interim Environment and Energy Strategy Manager  
November 2012

## Annex 1 – Lessons learnt from the Carbon Management Programme

### Lessons learnt

1. The Council's investment in energy efficiency has delivered significant savings but has not achieved in full the ambitious targets that were set. There are more lessons to be learnt from aiming high and not quite achieving the target than from easily achieving an unambitious target. The lessons for future programme design include:
  - confirmation that it is technically possible to make significant reductions in energy consumption (e.g. 50% in Speedwell House );
  - the difficulty of maintaining consistent plans to deliver an ambitious five year target in a rapidly changing political, policy and financial environment;
  - the need to secure commitment across all uses of energy to ensure that delivery is balanced;
  - the importance of reliable and consistent data to establish a baseline and to evaluate progress;
  - the usefulness of normalised data (adjusting for weather, opening hours etc.) to remove external factors when evaluating performance;
  - the limitations of volunteer-led behaviour change programmes for long term delivery;
  - the need to off-set growth in energy consumption by compensating efficiency or renewable energy measures if targets are to be met;
  - the strengths of Salix funding to make initial savings across the whole estate and its limitations as a funding source for deeper energy savings with a long-term payback;
  - the difficulties of convincing school governors of the benefits of energy saving compared to the risk of taking out a loan.

### Recommendations

#### Background

2. The recommendations should be set in the context of two developments since the Carbon Management Programme came to an end. These developments already include some of these lessons:
  - the Council has adopted the principles of ISO50001 Energy Management Systems to replace the Carbon Management Programme with the overall

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objective of maintaining its energy costs as close to 2010/11 as far as is cost effective;

- the Council has let a major 10 year property and facilities contract to Carillion Capita Symonds which includes a target to reduce energy consumption across the corporate estate by 25% by the end of the contract and to reduce carbon emissions across the whole estate by 35% compared to 1990/91 levels.

### **Consistent yet flexible delivery plans**

3. The Energy Management System will allow the Council to adapt its targets year by year in response to current performance and forecast energy prices, within the overall objective. The contractual targets on Carillion will ensure consistent progress towards a minimum energy saving of 25%.

### **Securing commitment**

4. All areas have made progress but some have made better progress than others. Now that the Carbon Management Programme has ended, there is a risk that energy saving will become a lower priority in some areas.
5. **Recommended** that the Council adopts the formal Energy Policy which underpins the Energy Management System to signal a continuing commitment to effective energy management, both internally and externally.

### **Data quality**

6. Data quality has improved since the Programme began. The majority of gas and electricity consumption is now monitored by automatic meter readers and fuel use is now monitored through fuel cards.
7. However waste data was and still is unsatisfactory. It is collected by a number of contractors who do not have automatic data collection systems, apart from the new waste contractor SITA. The data is incomplete and late.
8. **Recommended** that we work with all waste contractors to provide more reliable data preferably through web-based data reports.

### **Project evaluation**

9. The installation of automatic meter readers makes it much easier to compare performance before and after any energy saving intervention (see example in Annex A).
10. **Recommended** that all energy reduction projects are formally evaluated with a report submitted to the Council and building users, as appropriate.

### **Developing a low energy culture**

11. The time has come for low energy behaviours to become an integral part of the 'way we do business' so that using energy wisely no longer relies on volunteers and becomes as much a part of every job as working safely and turning up on time.



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12. One simple step is to link a set of basic low energy behaviours to the requirement in the Officer's Code of Conduct to "seek opportunities to improve and promote energy conservation". This has been agreed by the Head of Law and Governance.
13. Working with the new Single Service Property contractor, Carillion, we will be updating the intranet energy pages; delivering a campaign to raise awareness of the cost of energy and a top ten list of energy behaviours and lastly promoting a 'Switch Off' campaign to establish the base load energy consumption.
14. Alongside this Facilities Managers and Site representatives will have responsibilities for energy management included in their job descriptions and training.

### **Off-setting growth**

15. The Energy Management System includes an annual energy review to assess performance and the impact of price rises before setting savings targets for the following year. This process will automatically capture the impact of any increase in consumption for whatever reason.

### **Funding limitations**

16. In its pre-contract dialogue with Carillion, the Council has emphasised the need to move away from the short-term paybacks dictated by the Salix fund to a 'whole building' approach with a blended overall pay-back. Where appropriate Salix funding will still be used but it will be part of a package of funding, driven by the energy objective.

### **Schools**

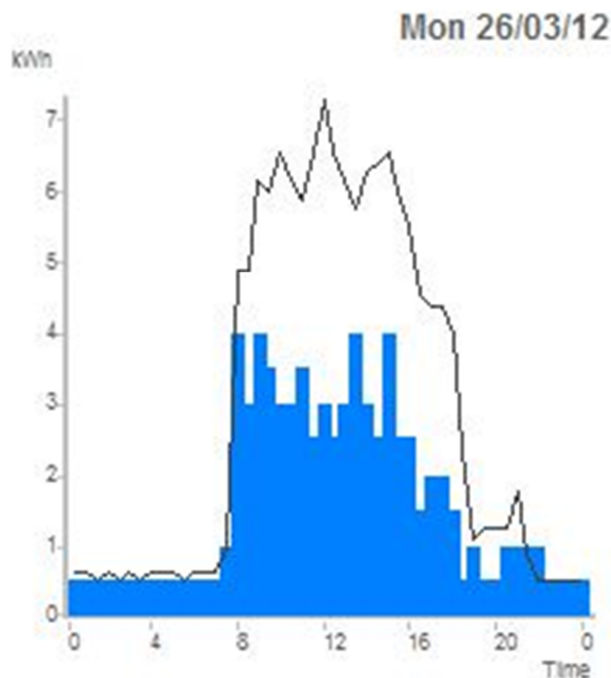
17. The Council is supporting schools to become academies. If convincing governors of maintained schools to invest in energy efficiency is considered difficult, it could be imagined that convincing governors of independent schools will be even more challenging.
18. Carillion sees energy saving in schools as a significant business opportunity given its experience in other counties. It is able to offer guaranteed energy savings which may prove attractive to school governors and academy trusts. The Schools Energy Strategy is being reviewed to explore how best we can work with Carillion to promote the benefits of energy saving in the context of the new contract and academies.

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### Annex 2 – Using automatic meter readers to evaluate and identify savings

#### St Edmunds RC Primary School, Abingdon

1. Many schools are installing LED lighting to save money on their electricity bills.
2. The diagram below shows the electricity consumption at St Edmunds RC School before and after installing LEDs, a report generated by the Stark web site based on automatic meter readings.
3. The actual consumption on Monday 26 March is shown in blue half-hourly columns. The black line shows the average consumption for the previous four weeks.
4. The average saving for the week was over 40% compared with the average consumption over the previous four weeks.



#### Tetsworth Primary School

5. After training in the use of the Stark reports, a staff member at Tetsworth Primary School noticed that electricity consumption seemed high at night and weekends. Working with a member of the Carillion energy team, they discovered that the timers on a water heater were wrongly set. Changing the timer so that the heater only comes on during the school day is saving the school £600 per year.

## Annex 3 – Energy behaviours

### Using energy wisely

#### Introduction

The Officers' Code of Conduct sets out how the Council expects its staff to carry out their work. Specifically, it states "you should seek opportunities to improve and promote energy conservation".

This note sets out how to do this. There are core energy behaviours for all staff and some building specific behaviours which will need to be agreed locally, if relevant.

#### Core energy behaviours for all staff

##### Switch off

1. Switch off your monitor and any local lights when away from your desk for more than 10 minutes.
2. Switch off all lights whenever they are not needed and when you are the last to leave a room, including kitchens and toilets.
3. Switch off your computer, monitor and all lights at the end of the day.

##### Save energy

4. Only charge laptops and mobile phones etc which are used for work. Remove the chargers from the mains when they are not in use – some still draw electricity even though they are not in active use
5. Keep external doors and windows closed when the heating is on.
6. Dress for the weather; wear extra clothing rather than relying on space heating alone to keep warm. (The Chartered Institute of Building Services recommends a temperature of 20 degrees in areas where desk work takes place.)

##### Travel wisely

7. Follow the travel hierarchy: Avoid travelling; walk, cycle or use public transport; use a pool-car or a shared trip before using your own car.

##### Help others

8. Take action for colleagues if they forget. Be prepared to be challenged and be open to suggestions.
9. Report energy waste and opportunities to save energy to whoever manages your building.

#### Core behaviours for all managers

In addition to above:

1. Ensure your team adopts the core energy behaviours.
2. Support your building manager in the work they do to reduce energy waste.

### **Building specific behaviours**

These behaviours may not be relevant to all buildings so will need to be agreed locally:

1. If there are different bins for different wastes, take the time to understand what goes where and use the bins correctly.
2. Even if there is a lift, use the stairs if you can.
3. If you use a kettle at work, fill it with only the water you need; no more.
4. If your office has older printers, turn off all printers and scanners when not in use or if you are the last to leave your part of the office. Print double-sided in black and white.
5. Do not use additional electric heaters, unless:
  - you have agreement from the building manager when the temperature in your office has fallen below the acceptable 20 degrees C and you have tried to make yourself warm without the use of a heater.
  - you have permission from your head of service to use a heater for health reasons, or have been recommended to do so by an occupational health specialist .
  - and it has been PAT tested.

### **Role of the building manager**

From an energy perspective, the key role of the building manager is to monitor energy use in the building; to identify any waste and to take action as far as they can or to report it.

Division(s): All
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**GROWTH AND INFRASTRUCTURE SCRUTINY COMMITTEE  
19 NOVEMBER 2012**

**CHANGES TO ROAD MAINTENANCE METHODS**

**Report by Deputy Director for Commercial**

**Introduction**

1. Recent changes have been made in the council's highways and maintenance service to the techniques and methods used for recycling road materials. These changes have been made as part of the Directorates broader commitment to make associated efficiency savings. This report tracks progress made to date and provides members with detailed information on the changes made to realise these savings.

**Recycling techniques**

2. Additional efficiency savings have been realised through innovative construction methods that tackle the environmental problem of tar in Oxfordshire's roads.
3. While all new roads are manufactured using bitumen, up until the mid-1980s many of our roads used tar in their construction. Tar is now recognised as carcinogenic and so construction methods have to change to remove any risks when these materials are found during road maintenance.
4. Two techniques are available and both have been trialled in Oxfordshire as part of this year's programme. The 'In Situ Technique' recycles the material within the site. The 'Ex Situ Technique' requires material containing tar to be removed from site, taken to a depot for recycling and then relaid as an overlay on another maintenance scheme in the county.

**Savings to date**

5. The pilot schemes that have already been completed have delivered efficiency savings totalling £217,000.

**In-situ recycling technique**

6. This technique uses a machine that pulverises the pavement and foundation layers to a depth of 200mm in a single pass. The loosened granular material is shaped and rolled, a cement and Pulverised Fuel Ash mixture is laid over the surface and the pulveriser then makes a second pass to mix the cement binder with the pavement material. Water is added during this stage to

## GI6

achieve the optimum moisture content. The road is then trimmed to shape and rolled before a surface course of new bitumen is laid. The base layer constructed by the recycling process provides a finished pavement with a design life of more than twenty years.

7. This new technique was used for the reconstruction of a residential street at Yarnells Hill in North Hinksey. Historically, the Council's approach would have been to replace the damaged asphalt and foundation layers with new pavement construction. The recycling option reduced the cost from £313,000 to £166,000, while shortening the construction period by half, to just two weeks. It also reduced the "carbon footprint" of the work by reducing waste and the movement of heavy vehicles for the disposal and replacement of materials.
8. Yarnells Hill is the third project that has been carried out in Oxfordshire this year using in-situ recycling. In both of the previous schemes the technique was adopted as a means of treating tar-bound material that would otherwise have been sent to landfill as hazardous waste. Such disposal is the least favoured option in the Environment Agency's guidelines for waste treatment. Current legislation requires reuse and recycling options to be considered wherever possible. Disposal as hazardous waste is also an expensive option with costs up to £350 per m<sup>3</sup>.

### Ex-situ recycling technique

9. A process for recycling and reusing road materials containing tar, known as 'ex situ treatment', has recently been used on a road maintenance scheme in Lew, near Witney. Eight hundred tonnes of safely recycled bituminous material containing tar was used in this scheme, sourced from four other maintenance schemes in the county.
10. The material containing tar was initially stockpiled and then recycled by Bardon Contracting, our surfacing subcontractor, at their Eastleigh plant. From there, it was brought back to Lower Farm Road in Lew for re-laying. Using recycled material saved nearly £70,000, compared with the cost of sending the material to landfill and replacing it with new asphalt.

### Financial and Staff Implications

11. There are no staff implications or additional financial implications. Savings to date total approximately £217,000.
12. These innovative methods have delivered environmental benefits as well as the economic ones – they avoid unnecessary waste and reduce the carbon impact of the repairs.
13. In situ and ex situ treatment of bituminous materials containing tar are set to become integral parts of the annual programme of road improvements delivered by the County Council.

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14. Savings from recycling will allow available budgets to be redirected to construction rather than waste disposal, with more schemes added to the annual programme.

### **RECOMMENDATION**

15. **The Committee is RECOMMENDED to note the progress to date**

MARK KEMP

Deputy Director for Commercial

Background papers: none

Contact Officer: Jim Daughton, Service Manager, 01865 815083

November 2012

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Division(s): All
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**GROWTH AND INFRASTRUCTURE SCRUTINY COMMITTEE  
19 NOVEMBER 2012**

**OXFORDSHIRE BETTER BROADBAND PROGRAMME –  
SUPPORTING ECONOMIC GROWTH**

**Report by Deputy Director (Strategy and Infrastructure Planning) Environment  
and Economy**

**Background**

1. It is widely accepted that business and residents need to have unfettered access to online resources and the ability to conduct transactions digitally.
2. Oxfordshire County Council is currently delivering a countywide Better Broadband Programme which incorporates several national and local broadband priorities.
3. Superfast Broadband Programme: The first of which is the Broadband Delivery UK 'Superfast Broadband Programme'. The council is investing £10M in capital funds (which is combined with £3.86M in national funds) to extend and improve the broadband infrastructure to parts of the county which currently suffer from poor or unreliable connectivity.
4. The County Council's role in this programme is to provide a mechanism for investment in improving the infrastructure. This will be accomplished through coordinating national, local authority and community investment, leading on the procurement, as well as leading on partnership and engagement with communities and partners. The 'investment' will be with a private sector partner on an outcome basis (improved digital infrastructure for a number of premises). At the end of the process, the Council will not accrue an asset.
4. In the absence of the proposed programme, it is estimated that approximately one third of the county's premises would remain in areas of market failure. As a result of the programme, a 'basic broadband' (>2Mbps) would be available countywide with a vast majority of premises across Oxfordshire receiving at least 24Mbps in connectivity speeds.
5. Enterprise Zone Investment: Beyond this, OCC is also working to deliver 'Beyond Superfast' connectivity for the Enterprise Zones of Harwell and Milton Park partnering with the Local Enterprise Partnership (LEP) utilising funding from the Growing Places Fund. This £2.1M investment will create a market advantage around Broadband in order to attract business relocation and job creation.
6. Super-connected Cities Fund: OCC has also partnered with the City Council in preparing a bid to the 'Super-connected Cities Fund', which is run as a part

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of BDUK. If successful, this investment of £5M will enhance connectivity for the central business district of Oxford, and is expected to attract new business and create jobs.

### **Broadband and the Oxfordshire Economy**

7. In addition to the significant impact that the latest information technology revolution has had in individuals' everyday life (smartphones, social networks, 'the cloud'), facilitated globalisation has meant that these technological innovations have transformed business.
8. Whilst historically economic prosperity aligned with concentrations of natural resources, effective transportation and other available utilities such as electricity or water, the modern economy will be led by successful data management on a massive scale.
9. A local economy's ability to tap into the prevalent global connectivity, collaborate and innovate on an international scale, maximise opportunities to utilise cutting edge technology especially related to manufacturing, science and medicine, will predestine its ability to thrive.
10. Oxfordshire is strategically positioned to maximum benefits in unlocking broadband connectivity blockages. With its world class university, educated populace and internationally significant high tech economic clusters, it has significant potential to benefit from broadband investment.
11. Comparable case studies can provide an indication of the tangible economic benefit to improved broadband connectivity. It is reasonable to estimate that countywide Gross Domestic Product (GDP) could uplift by as much as £500M over the next five years as a direct result of additional broadband penetration (based on current understanding of expected commercial roll-out and planned public investment). This represents a ~3% increase in GDP over 5 years.

### **Next steps**

12. The programme will enter into competitive dialogue with prospective partners in November 2012, with an expectation of a signed contract in the spring of 2013 and completed roll-out by 2015.

## **RECOMMENDATION**

**The Committee is RECOMMENDED to note the contents of the report**

MARTIN TUGWELL

Deputy Director (Strategy and Infrastructure Planning) Environment and Economy  
November 2012

Background papers: None

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