



## City and County of Swansea

### Notice of Meeting

You are invited to attend a Meeting of the

## Economy, Environment & Infrastructure Policy Development Committee

**At:** Remotely via Microsoft Teams

**On:** Thursday, 21 January 2021

**Time:** 2.00 pm

**Chair:** Councillor Cyril Anderson

**Membership:**

Councillors: J E Burtonshaw, P Downing, P R Hood-Williams, P K Jones, M A Langstone, W G Lewis, P Lloyd, P M Matthews and T M White

**Watch Online:** <http://bit.ly/3mCGmIN>

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### Agenda

	Page No.
<b>1 Apologies for Absence.</b>	
<b>2 To receive Disclosures of Personal &amp; Prejudicial Interests from Members.</b> <a href="http://www.swansea.gov.uk/disclosureofinterests">www.swansea.gov.uk/disclosureofinterests</a>	
<b>3 Minutes:</b> To approve and sign the Minutes of the previous meeting(s) as a correct record.	1 - 3
<b>4 Sustainable Transport Strategy.</b>	4 - 19
<b>5 Work Plan 2020-2022.</b>	20 - 22

**Next Meeting:** Thursday, 18 February 2021 at 2.00 pm

A handwritten signature in black ink that reads 'Huw Evans'.

**Huw Evans**  
**Head of Democratic Services**  
**Thursday, 14 January 2021**

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**Contact: Democratic Services - Tel: (01792) 636923**

# Agenda Item 3



City and County of Swansea

## Minutes of the **Economy, Environment & Infrastructure Policy Development Committee**

Remotely via Microsoft Teams

Thursday, 17 December 2020 at 2.00 pm

**Present:** Councillor C Anderson (Chair) Presided

**Councillor(s)**

P Downing  
D H Hopkins  
P Lloyd

**Councillor(s)**

R Francis-Davies  
P K Jones  
P M Matthews

**Councillor(s)**

P R Hood-Williams  
W G Lewis

**Officer(s)**

Caritas Adere	Associate Lawyer
Penny Gruffydd	Sustainable Development Officer
Martin Nicholls	Director of Place
Jeremy Parkhouse	Democratic Services Officer
Donna Verhelst-Hopkins	Planning and City Regeneration

**Apologies for Absence**

Councillor(s): J E Burtonshaw, M A Langstone and T M White

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**14 Disclosures of Personal & Prejudicial Interests.**

In accordance with the Code of Conduct adopted by the City and County of Swansea, no interests were declared.

**15 Minutes.**

**Resolved** that the Minutes of the Economy and Infrastructure Policy Development Committee held on 19 November 2020, be approved as a correct record.

**16 Green Infrastructure Strategy.**

Councillor D H Hopkins, Cabinet Member for Delivery & Operations, Martin Nicholls, Director of Place and Penny Gruffydd, Sustainable Policy Officer presented the Green Infrastructure Strategy report which sought Committee approval prior to being presented to Cabinet in February 2021.

It was outlined that the Strategy was designed to support the Local Development Plan (LDP) Policy ER 2 Strategic Green Infrastructure Network and emerging Supplementary Planning Guidance on Green Infrastructure. The strategy contributed to the Council's duties under the Well-being of Future Generations (Wales) Act 2015, Environment (Wales) Act 2016 and would support the application

of the Statutory SuDS Standard 2019. It also delivered one of the steps in the Council's well-being objective: Maintaining and enhancing Swansea's natural resources and biodiversity and, the Swansea Public Service Board's Working with Nature Objective.

It was added that the process to produce the Strategy included engagement with relevant Council stakeholders from the public, private and 3<sup>rd</sup> sectors, residents, visitors and users of the Swansea Central Area during the development of the draft strategy, followed by a 5 week consultation on the draft strategy.

The report detailed how the Council's Natural Environment Section worked in collaboration with Natural Resources Wales (NRW) and Green Infrastructure Consultancy to develop a draft Swansea Central Area Green Infrastructure Strategy; *Swansea Central Area – Regenerating our City for Wellbeing and Wildlife*, which was included at Appendix A. The Strategy was designed to realise the green infrastructure aims of the Swansea Central Area Regeneration Framework and ensure the city centre benefited from strategically planned green infrastructure enhancements in both the planning of new development and the refurbishment of existing buildings and public spaces.

The strategy set out the benefits and cost-effectiveness of green infrastructure which would enable the Council and stakeholders to take an informed and joined up approach to maximising these benefits and would create investor confidence in green infrastructure in the city centre.

The report provided details of the strategy development, including the strategy's vision and how the Council would use the strategy corporately. The comments and actions from the public surveys, email, school and Library sessions were all summarised at Appendix B. The sustainable development principle and the ways of working which had been central to the development of this strategy from its conception, were outlined at Appendix C.

The Committee discussed the following: -

- The very positive partnership working with NRW to produce the excellent strategy;
- The importance of also improving air quality within the County;
- Concentrating the current strategy upon the city centre, the 'buy in' from developers and developing the strategy throughout the County as part of a three stage process;
- Delays caused by the Covid 19 Pandemic;
- Future funding of the project;
- The vision of the strategy.

Councillor R Francis-Davies, Cabinet Member for Investment, Regeneration & Tourism stated that the Cabinet were working together to progress regeneration schemes and added that a lot of interest had been generated by the strategy, which was widely supported.

**Resolved** that the Strategy be agreed and forwarded to Cabinet for adoption in February 2021.

**17 Work Plan 2020/2021.**

The Chair presented the updated Work Plan 2020/2021 report.

The Director of Place highlighted the transport aspect of the Covid 19 recovery to be discussed in January 2021. He made reference to the aim of how the Council's policies could be amended and improved to support the delivery of the Council's aim to be net zero carbon by 2030, within the services and operations of the Council.

He added that this was wide ranging and would allow the Committee to input into the report which would be a framework for discussion.

**Resolved** that the contents of the report be noted.

The meeting ended at 2.33 pm

**Chair**

# Agenda Item 4



## Report of the Head of Highways and Transportation

Economy, Environment & Infrastructure Policy Development  
Committee – 21 January 2021

### Sustainable Transport Strategy

**Purpose:** The report presents the proposed actions for the development of a Sustainable Transport Strategy.

**It is recommended that:**

1. The current Green Fleet Strategy is scheduled for the 3 yearly review at the PDC late 2021 or early 2022.
2. PDC endorse the need to develop a new Grey Fleet policy as part of the wider Sustainable Transport Strategy and include this in its forward work plan.
3. PDC endorse the need to develop a Street Lighting Policy and that a further report is to be presented to PDC in due course.
4. A further report is presented to the PDC once the Welsh Government consultation on the development of Llwybr-Newydd (the new Wales Transport Strategy) has ended.

**Report Author: Stuart Davies**

**Finance Officer: Ben Smith**

**Legal Officer: Pamela Milford**

**Access to Services Rhian Millar  
Officer:**

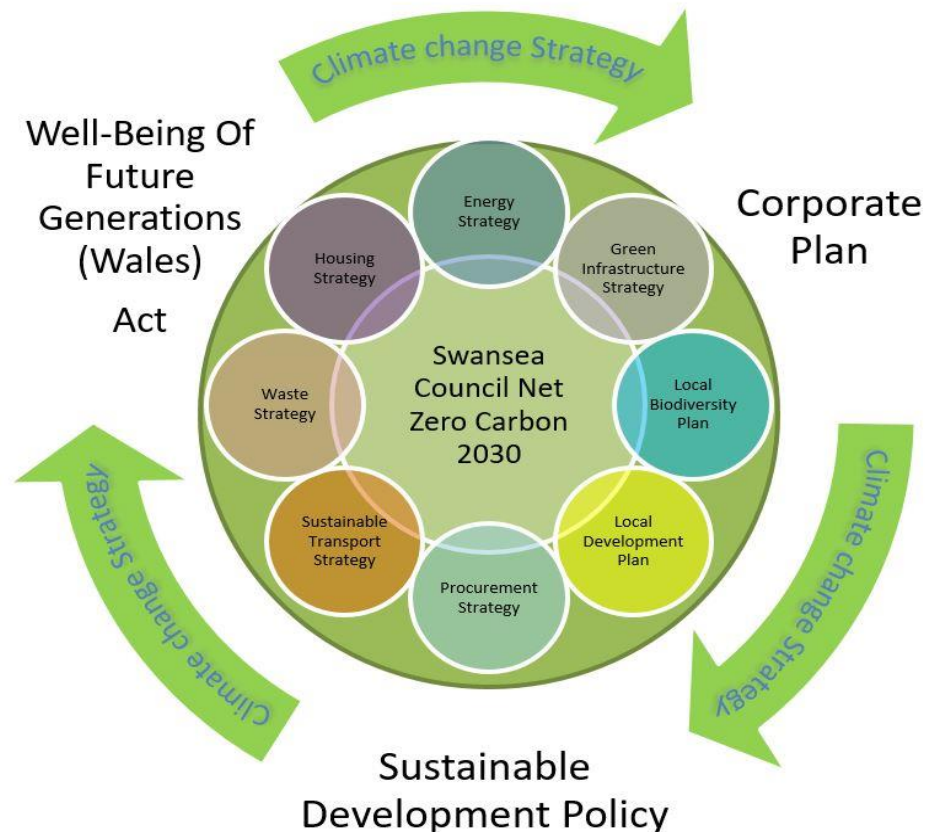
#### 1.0 Introduction

- 1.1 On December 3<sup>rd</sup> 2020 Cabinet was presented with a report highlighting a recommended approach to deliver upon Council's commitment to its Climate Emergency Declaration.
- 1.2 To enable the Council to continue to make progress one of the key actions from the Notice of Motion (NoM) was to review the current policy

framework and how this could contribute to the achievement of net zero carbon and climate emergency response

1.3 Over 100 Council policies were reviewed and these were distilled down into 8 key themes and a policy framework as outlined in the pictogram below.

1.4 Policy Framework Pictogram



1.5 Grouping key policies into a framework helped identify “gaps” and it was proposed and accepted that in line with other strategic groups, a Sustainable Transport Strategy would be a valid addition.

1.6 A further recommendation of that report was that the commitment to addressing climate change be broken down into two clearly defined work streams.

**Work Stream 1.** Swansea Council striving for net zero carbon by 2030 on its own in scope emissions.

**Work Stream 2.** How the City and County of Swansea, its major employers, its citizens and businesses can achieve net zero carbon by 2050.

1.7 This report sets out the position of the Sustainable Transport Strategy with particular regard to work required as part of Work Stream 1.

## 2.0 Sustainable Transport Strategy

2.1 The previous recommendation to Cabinet was that;

“A Sustainable Transport Strategy is developed, having identified the need to collate activity into one document – current projects already include Green Fleet Strategy, Business Travel Review and LED Lighting Replacement Programme”.

2.2 These three themes will all contribute to our 2030 target and are at different stages of development.

Theme	Policy Exists	Work Underway
Green Fleet	Y (review 2022)	Y
Business Travel Review	N	Y
LED Lighting	N	Y

2.3 This approach will allow the Council to integrate and further develop these and other initiatives, as part of one single sustainable travel and transport strategy.

2.4 Whilst the initial focus is on the elements which contribute to the 2030 targets, other work streams which are continuing in parallel, (for example Active Travel, EV charging infrastructure and the South West Wales Metro programme) will be brought into this strategy in due course.

2.5 The reason for this two stage approach is that Welsh Government are progressing the development of Llwybr-Newydd (the new Wales Transport Strategy) which is currently out to consultation. It is intended to develop the local and regional work programmes that align to this overarching strategy with an indicative timescale being May 2022

## 3.0 Position Statements

### 3.1 Green Fleet.

3.2 In terms of policy, the Green Fleet Strategy is the most complete of these work pieces. The Green Fleet Strategy was agreed in Dec 2018 and is committed to reducing fleet emissions by 5% each year. This would result in a 50% reduction to 2030, a saving of 2,350 t/CO2.

3.3 These targets are considered to be challenging but achievable although much will depend upon technological developments. Whilst the Council has made good progress in replacing smaller vehicles with electric variants, larger vehicles have previously been considered less

appropriate. However that is a developing area which the Council will continue to monitor.

- 3.4 The Green Fleet policy is scheduled for a three yearly review which will be scheduled for 2022. A copy of the current strategy is available via the following link (and as an Appendix):

<http://democracy.swansea.gov.uk/documents/s52118/16%20of%203%20Green%20Fleet%20Policy%20Appendix%20A.pdf?LLL=0>

NB: If the above link does not work, please copy and paste into your browser address bar.

- 3.5 It is recommended that the review of the Green Fleet Strategy is scheduled for the PDC late 2021 or early 2022.

### **3.6 Business Travel Review**

- 3.7 During 2018 the Council undertook a review of business travel arrangements with particular regard to 'staff travel', where staff use their own vehicles for business travel and are reimbursed via mileage claims. This is widely referred to as the Grey Fleet.

- 3.8 The Business Travel Review (2018) highlighted that:

- In 2017-18 circa 2.5 million miles were undertaken by the Grey Fleet
- The associated financial cost with this was £1.2 million;
- This would also account for almost 700 t/CO<sub>2</sub>e (tonnes of green house gases);

- 3.9 The recommendations from the review suggested that significant savings were achievable both financially (£200k+) and in terms of t/CO<sub>2</sub>e (in the region of 300 tonnes).

- 3.10 To achieve these savings a suite of recommendations was proposed which centred around:

- Introducing a Travel Hierarchy to reduce Grey Fleet miles;
- Improved pool car provision (potentially via a 'car club');
- Reducing the need to travel by better use of technology;
- Promoting walking, cycling and public transport alternatives; and
- Reducing actual travel through behavioural change.

- 3.11 Whilst there was a drive by services to reduce business mileage, the recommendations as a whole were not realised before operations were interrupted by the current pandemic.

- 3.12 However, that pandemic has brought about a significant reduction in business mileage and the introduction and (broad) acceptance of new ways of working. Home working and use of technology to host meetings has now become the norm, and whilst the savings made from this



operational change will not be fully visible until after year end, a conservative estimate would suggest that savings in excess of 50% have already been achieved during the current financial year.

3.13 The overarching climate change strategy has suggested an indicative target of 300t/CO<sub>2</sub>e and this could be achieved with the introduction of a Grey Fleet Strategy and Business Travel Hierarchy.

3.14 The challenges the Council will now face as business slowly returns to post pandemic 'normal' are:

- Understanding what the new operating model will look like;
- Introducing the most appropriate travel solutions for that model;
- Ensuring that that old practises are not re-instigated;
- Ensuring staff 'buy-in' (cultural change) for a new way of working.

3.15 It is therefore proposed that the Council develops greater clarity around the future operating model and how this is aligned with its accommodation and agile working strategy.

3.16 It is recommended that the PDC provide any initial comments and then formally review the previous findings and assist in developing a new Grey Fleet Policy which will support a new way of working. These will then form part of the wider Sustainable Transport Strategy.

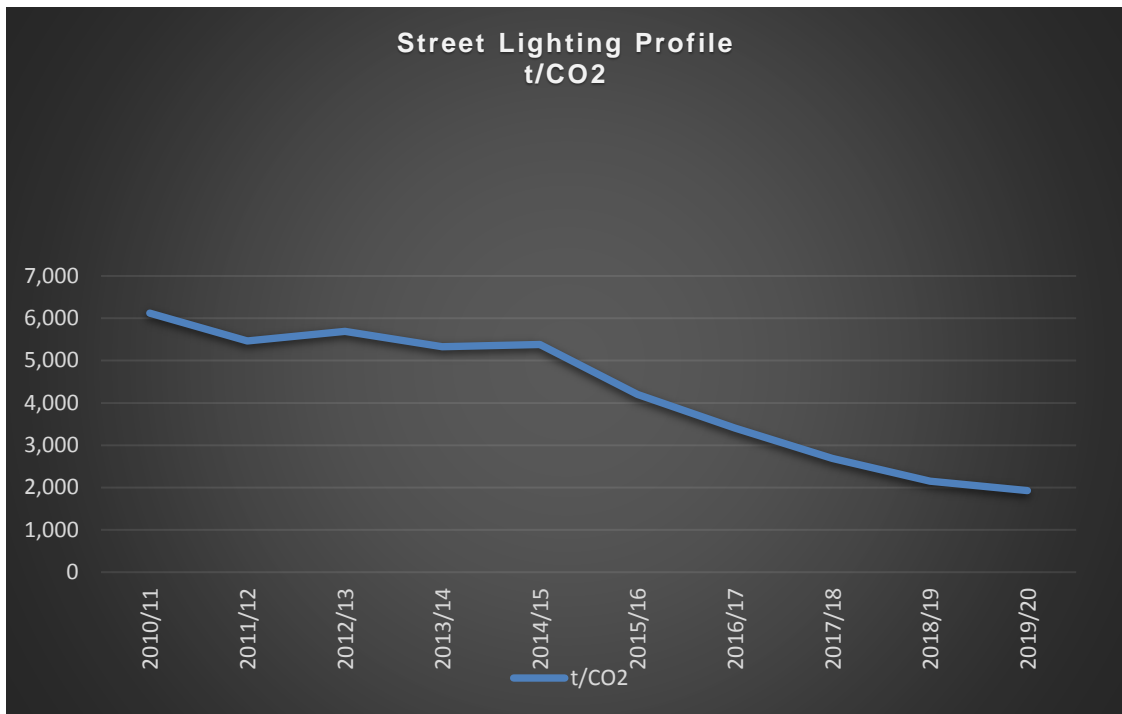
### **3.17 Street Lighting**

3.18 Street Lighting does not have a formal policy in place and this will be addressed as part of the Sustainable Transport Strategy.

3.19 A street lighting replacement programme has been running since 2011 and the service have upgraded 21,506 street lights to LED, which represents 74% of the current estate.

3.20 In addition to the LEDs, 3,854 dimmable SONs (high pressure sodium lanterns) have been installed. This results in a total of 25,360 energy efficient lights (88.13% of our total inventory).

3.21 These initiatives combined have reduced street lighting carbon emissions since 2010/11 by 4,194 t/CO<sub>2</sub>.



3.22 Future progress will be constrained by budget limitations. The street lighting budget has to account for energy usage in addition to maintenance and upgrade costs. It naturally follows that as energy prices rise there is less headroom for spend on maintenance and improvements.

3.23 The current programme replaces bad units with new LEDs at a rate of between 0.5% and 1% per annum. Even this rate is not forecast as sustainable beyond the next couple of years.

3.24 Achieving t/CO2e reductions in line with our target of 20% (440 t/CO2e) over the next ten years would be dependent upon one or more of the following occurring:

- A reduction in energy prices;
- Increased investment in a replacement programme;
- Improvements in technology.

3.25 It is proposed that an appropriate LED Lighting Replacement policy is developed and a further report will be presented to PDC in due course.

#### 4.0 Equality and Engagement Implications

4.1 The Council is subject to the Public Sector Equality Duty (Wales) and must, in the exercise of their functions, have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.

- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

Our Equality Impact Assessment process ensures that we have paid due regard to the above.

4.2 An EIA screening form has been completed (Appendix 2) with the outcome that a full EIA report will be not be required at this point. This is an overarching plan that when approved will be broken down into many projects. At this point EIA's will be undertaken for each of these individually.

## **5.0 Financial Implications**

5.1 There are no financial implications associated with this report. Any decision to commit the council to addition expenditure as part of this strategy will be subject to the relevant due consideration in line with the Council constitution and financial procedure rules.

## **6.0 Legal Implications**

6.1 There are no legal implications associated with this report.

## **FOR INFORMATION**

**Background Papers:** None

**Appendices:**

Appendix 1 – Green Fleet Strategy

Appendix 2 – EIA



City & County of Swansea

## Green Fleet Policy

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### 1. Introduction

- 1.1 The purpose of this policy is to ensure that the acquisition, use and management of the City and County of Swansea's corporate vehicle fleet consistently and continuously seeks to contribute to the Council's Corporate Plan commitments with regard to the Well-Being of Future Generations (Wales) Act 2015.
- 1.2 As road transport operations have been proven to significantly contribute to air quality health related issues, particularly Carbon Dioxide (CO<sub>2</sub>), Oxides of Nitrogen (NO<sub>x</sub>), Nitrogen Dioxide (NO<sub>2</sub>) and Particulate Matter (PM<sub>s</sub>), the Council is committed to actively reduce the impact of its activities on the environment in line with its sustainable delivery and wellbeing objectives.
- 1.3 The City and County of Swansea operates a large fleet of approximately 750 vehicles, ranging from small pool cars to heavy goods vehicles, with the majority of the journeys being undertaken in and around urban areas. This provides the Council with a clear opportunity to directly influence the adoption of low carbon and ultra low emission vehicles within the region. *(A number of employees also use their own private vehicles on Council business & tbc in or out of scope).*
- 1.4 The Council has already undertaken numerous initiatives to develop more sustainable forms of fleet operations including adoption of fully electric small vans, implementing fleet vehicle electric chargepoints, adoption of bio diesel fuel stocks, driver behaviour monitoring and training, the broader use of telematics and route optimisation software, promotion of clean air roadshows, as well as reducing fleet numbers.
- 1.5 It is recognised however that as a large fleet operator, the Council has a leading role to play in continually respond to the challenges of transport generated pollutants, and can contribute further by adopting a Green Fleet Policy.

- 1.6 This policy establishes the appropriate scope, aims, strategies, targets and responsibilities for the consistent 'greening' of the corporate vehicle fleet.

## 2. Policy Statement and Scope

- 2.1 This policy shall apply to all corporate vehicles operated by the City and County of Swansea, whether owned, leased or short term rental (spot hired).
- 2.2 The primary aims of this policy are to continuously reduce the environmental impact of the Council's fleet operations in terms of air quality and to strive towards achieving an optimised, sustainable low carbon 'Green' vehicle fleet.
- 2.3 The policy establishes key strategies in support of these aims, as outlined below :
- i. Vehicle Specification and Selection
  - ii. Fuels and Supporting Technologies
  - iii. Vehicle Use
  - iv. Annual Targets for Green Fleet
- 2.4 Green Fleet targets will be established under this policy, alongside cyclical review, governance and reporting mechanisms to monitor progress.
- 2.5 All Directorates and Services within the Council must be able to demonstrate compliance with this policy and shall be subject to monitoring and review.

## 3. Green Fleet Strategies

- 3.1 The Council will adopt the following strategies in pursuance of the Policy aims.

### Vehicle Specification and Selection

- 3.2 The specification and selection of the corporate vehicle fleet will consistently seek to acquire the best possible solution for the user service. This routinely involves challenging the design, layout, additional requirements and adoption of better technologies as part of the specification process.
- 3.3 However, the establishing of the appropriate vehicle type, whilst taking into account its operational needs, shall ensure that the specification maximises the opportunities to continuously improve environmental performance.
- 3.4 Wherever viable, the greenest possible option shall be recommended. (This is a policy commitment that we would have to adhere to, after giving consideration to any attendant cost implication).
- 3.5 Key 'Green' fleet criteria to be considered in the vehicle specification and evaluated in the selection processes (where available and applicable) are listed

below. These criteria can be reflected in the appropriate procurement criteria when each contract is being tendered)

- 3.5.1. vehicle fuel type (see Fuel and Supporting Technologies)
  - 3.5.2. the current tailpipe emission standard for all vehicles.
  - 3.5.3. a maximum carbon dioxide (CO<sub>2</sub>) threshold
  - 3.5.4 a maximum Oxides of Nitrogen (NOX) threshold
  - 3.5.5. a minimum miles per gallon (mpg) or range requirement
  - 3.5.6. vehicle design weights and payload capability (where applicable)
  - 3.5.7. noise (where applicable)
  - 3.5.8. value for money in terms of whole life costing (where applicable)
- 3.6 These key criteria will be determined by the Council when agreeing and specifying new vehicle replacements as part of its corporate fleet renewal programme. Their application will depend on the class of vehicle being acquired due to the size and complex range of the fleet profile and the need to ensure the selected vehicle is fit for purpose.
- 3.7 Notwithstanding this, the Council will establish an incrementally decreasing, maximum CO<sub>2</sub> and NOX thresholds for the acquisition of passenger cars and maximum CO<sub>2</sub> thresholds for N1 light commercial vehicles. These thresholds will be determined on a cyclical 3 year basis by the Council to maximise environmental improvements in its predominant vehicle types.
- 3.8 The corporate fleet renewal programme currently renews the majority of vehicles over a 3 to 5 year maximum cycle. This cycle allows the Council to maintain a relatively new asset profile and provides a regular opportunity to take advantage of developing market technologies to improve environmental performance. (A small number of owned fleet vehicles may be renewed on longer cycles, due to asset working life advantages or funding requirements.)
- 3.9 All vehicle renewal requirements shall be broadly advertised in full compliance with the Corporate Procedure Rules (CPRs), allowing vehicle suppliers an opportunity to offer the best possible solutions to the Council.
- 3.10 Where the Council seeks to acquire vehicles on short term rental (spot hire), the same key 'Green' fleet criteria shall be applied to the procurement process.

### **Fuels and Supporting Technologies**

- 3.11 The Council recognises the need to minimise the use of fossil based fuels in its fleet operations and to reduce their impact. It also acknowledges the UK Government's intention to ban the sale of new 'conventional' diesel and petrol

cars and vans from 2040, and seeks to support the transition to low carbon alternatives as soon as viably possible.

- 3.12 The Council currently uses a 5% 'biodiesel' mix for the majority of its fleet and operates 40 fully electric small vans.
- 3.13 The Council monitors all vehicle fuels drawn from its bunkered stocks and fuel management information reports are (to be) provided to user sections outlining all transactions, as well as providing fuel economy details for each vehicle.
- 3.14 The Council will conduct regular audits of the fuel economy figures and highlight areas of apparent concern to the user sections for corrective action. This will assist in determining inefficient driving behaviours and vehicle types, as well as ensuring data is valid and appropriate for Green fleet monitoring purposes.
- 3.15 The emergence of alternative fuel and drivetrain options to the standard internal combustion engine (both diesel and petrol), has provided a greater choice of potentially viable and more sustainable solutions when specifying and selecting new vehicles.
- 3.16 These options include (but are not limited to) biofuels, hybrid drivetrains, plug in full electric, liquid petroleum gas (LPG) and hydrogen fuel cells.
- 3.17 The Council shall actively consider these options when specifying new vehicles and take into account the benefits of each against existing fuel type choices for the vehicle class. This will include,
  - 3.17.1. Real world tailpipe emissions in terms of Carbon Dioxide (CO<sub>2</sub>), Oxides of Nitrogen (NO<sub>x</sub>), Nitrogen Dioxide (NO<sub>2</sub>) and Particulate Matter (PMs).
  - 3.17.2. Real world fuel economy and costs
  - 3.17.3. Whole life cost implications (including supporting infrastructure)
  - 3.17.4. Fuel availability and security of supply
  - 3.17.5. Service, maintenance and repair implications
  - 3.17.6. A robust and appropriate trial of the option, undertaken by user services, to establish performance, viability and feedback.
- 3.18 Where the Council establishes a clear opportunity to specify alternatives to diesel or petrol, a full business case shall be provided by Fleet Management for approval.
- 3.19 Similarly, where supporting technologies are identified that aid the environmental performance of the fleet, the Council will consider these options in the same manner as alternative fuel and drivetrain options.

- 3.20 The Council will actively seek to promote viable opportunities for green fleet alternatives on a 'Demonstrate and Deploy' basis, and collaborate with stakeholders and strategic partners in leading on the changes required for the adoption of greener fleet choices.

### **Vehicle Use**

- 3.21 The Council's fleet currently undertakes approximately 8 million miles per annum, mainly within the County boundaries. A key strategy in reducing the environmental impact of a fleet operation, is to modify vehicle use patterns and rationalise the extent of the fleet miles travelled through mileage and demand management approaches. ([link here to Corporate review of staff travel](#))
- 3.22 The Council fleet is fitted with telematics devices to aid the efficient use of vehicle assets. Certain classes of vehicles also utilise route planning software to maximise efficiencies.
- 3.23 The detail available from these systems will be regularly and periodically monitored by the Council to establish trends in use, and particularly where an asset is being under-utilised or inappropriately used.
- 3.24 The Council will conduct an annual review of fleet mileages and utilisation, to determine the efficiency of their vehicle operations.
- 3.25 Vehicle weights will be regularly checked by the Council to ensure legal payloads are not exceeded, as they impact on environmental performance and safety. Issues will be reported to user sections for subsequent corrective action.
- 3.26 Council vehicle drivers also have a large part to play in the operation of a 'Green' fleet. Driving styles and behaviours impact significantly on the vehicles' fuel economy and the pollutants discharged.
- 3.27 Vehicle telematics will be used to identify instances of excessive engine idling, speeding, hard acceleration and harsh braking. These unnecessary behaviours contribute to additional environmental impacts and will be reported to user sections for subsequent corrective action.
- 3.28 Driver training and awareness will be promoted to improve (ECO) driving styles, particularly where the need for corrective action has been clearly identified.
- 3.29 Driver behaviour monitoring devices (that provide real time dash board mounted indicators of green driving performance) with speed limiting and idling reduction technologies will also be considered to assist drivers .
- 3.30 The Council will ensure that its vehicle fleet is regularly serviced and maintained (including tyre pressures) to optimise performance.
- 3.31 The Council's vehicle maintenance providers will be required to ensure that any by-products or waste generated, is disposed of by a fully accredited waste carrier.



3.32 The Council shall consider vehicle parts supply options that clearly demonstrate good environmental practice in terms of recycled or remanufactured goods.

#### 4. Green Fleet Targets, Monitoring and Governance

4.1 The Council will set out annual targets for the Green Fleet Policy over a cyclical **3 year** programme (**each target level tba**). These targets will focus on a continuous percentile improvement in the following key areas,

4.1.1. Size of fleet (decreasing)

4.1.2. Litres of diesel and petrol used by fleet (decreasing)

4.1.3. Total number of miles undertaken by fleet (decreasing)

4.1.4. Total amount of Carbon Dioxide (CO<sub>2</sub>) emitted by fleet (decreasing)

4.1.5. Extent of low carbon/alternatively fuelled vehicles in fleet classes (increasing)

4.1.6. Extent of low carbon supporting technologies adopted on fleet (increasing)

4.1.7. Summary of trials, initiatives, driver interventions and collaborative exercises arising from the Green Fleet strategies.

4.2 All Directorates and Services within the Council must be able to demonstrate compliance with this policy and cyclical monitoring shall be undertaken by Fleet Management.

4.3 The Head of Highways and Transportation will be responsible for the promotion of this policy across the Council and shall provide an annual report on the Green Fleet Targets.

4.4 Heads of Service and line managers will be responsible for ensuring the adoption of the strategies and any related actions arising from this policy.

4.5 Fleet Management will be responsible for providing technical advice, operational guidelines, fleet reviews and practical support to user services. Fleet Management will also be responsible for ensuring vehicle acquisition decisions reflect the policy and to continue to investigate new ways to 'Green' the fleet.

4.6 Governance of the Green Fleet Policy shall be the responsibility of the respective Cabinet member and Director of Place, who shall establish the appropriate mechanisms on behalf of the Council.

4.7 This policy will be reviewed by the Council every 3 years unless:

- New legislation is published or existing is updated.
- New guidance is published or existing guidance is updated.
- Research, monitoring or auditing suggests that a review may be required.



# Equality Impact Assessment Screening Form

Please ensure that you refer to the Screening Form Guidance while completing this form. If you would like further guidance please contact your directorate support officer or the Access to Services team (see guidance for details).

## Section 1

Which service area and directorate are you from?

Service Area: Highways and Transportation

Directorate: Place

### Q1(a) WHAT ARE YOU SCREENING FOR RELEVANCE?

Service/ Function	Policy/ Procedure	Project	Strategy	Plan	Proposal
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### (b) Please name and describe below

PDC report for initial guidance on the creation of a Sustainable Transport Strategy. The Sustainable Transport Strategy will initially seek to bring together several (and develop where missing) formal strategies for transport themes which relate to the Councils target for being carbon free by 2030.

Initial proposed themes are Green Fleet (internal), Grey Fleet (internal) and Street Lighting LED Replacement. These themes will be expanded upon and where necessary individual aspects will receive appropriate EIA consideration.

### Q2(a) WHAT DOES Q1a RELATE TO?

Direct front line service delivery	Indirect front line service delivery	Indirect back room service delivery
<input type="checkbox"/> (H)	<input checked="" type="checkbox"/> (M)	<input type="checkbox"/> (L)

### (b) DO YOUR CUSTOMERS/CLIENTS ACCESS THIS...?

Because they need to	Because they want to	Because it is automatically provided to everyone in Swansea	On an internal basis i.e. Staff
<input type="checkbox"/> (H)	<input type="checkbox"/> (M)	<input checked="" type="checkbox"/> (M)	<input checked="" type="checkbox"/> (L)

### Q3 WHAT IS THE POTENTIAL IMPACT ON THE FOLLOWING...

	High Impact (H)	Medium Impact (M)	Low Impact (L)	Don't know (H)
Children/young people (0-18) →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Any other age group (18+) →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Disability →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gender reassignment →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Race →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Religion or (non-)belief →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sex →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sexual Orientation →	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

# Equality Impact Assessment Screening Form

Welsh Language		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Poverty/social exclusion	→	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers)	→	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Community cohesion	→	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**Q4 HAVE YOU / WILL YOU UNDERTAKE ANY PUBLIC CONSULTATION AND ENGAGEMENT RELATING TO THE INITIATIVE?**

YES       NO      (If NO, you need to consider whether you should be undertaking consultation and engagement – please see the guidance)

**If yes, please provide details below**

No – as a specific strategy at this point in time it is not required.

**Q5(a) HOW VISIBLE IS THIS INITIATIVE TO THE GENERAL PUBLIC?**

High visibility <input type="checkbox"/> (H)	Medium visibility <input type="checkbox"/> (M)	Low visibility <input checked="" type="checkbox"/> (L)
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**(b) WHAT IS THE POTENTIAL RISK TO THE COUNCIL'S REPUTATION?**  
*(Consider the following impacts – legal, financial, political, media, public perception etc...)*

High risk <input type="checkbox"/> (H)	Medium risk <input type="checkbox"/> (M)	Low risk <input checked="" type="checkbox"/> (L)
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**Q6 Will this initiative have an impact (however minor) on any other Council service?**

Yes       No      **If yes, please provide details below**

**Q7 HOW DID YOU SCORE?**

*Please tick the relevant box*

**MOSTLY H and/or M → HIGH PRIORITY →**  EIA to be completed  
**Please go to Section 2**

**MOSTLY L → LOW PRIORITY / NOT RELEVANT →**  Do not complete EIA  
**Please go to Q8 followed by Section 2**

## Equality Impact Assessment Screening Form

**Q8** If you determine that this initiative is not relevant for a full EIA report, you must provide adequate explanation below. In relation to the Council's commitment to the UNCRC, your explanation must demonstrate that the initiative is designed / planned in the best interests of children (0-18 years). For Welsh language, we must maximise positive and minimise adverse effects on the language and its use. Your explanation must also show this where appropriate.

This is an overarching strategy which will be composed of several strands. At this point it is envisaged that EIA assessments will be undertaken for each of these strands individually as they are developed.

### Section 2

NB: Please email this completed form to the Access to Services Team for agreement before obtaining approval from your Head of Service. Head of Service approval is only required via email – no electronic signatures or paper copies are needed.

<b>Screening completed by:</b>
Name: Phillip John
Job title: Project Manager
Date: 12/01/2021
<b>Approval by Head of Service:</b>
Name: Stuart Davies
Position: Head of Highways and Transportation
Date: 14/01/2021

Please return the completed form to [accesstoservices@swansea.gov.uk](mailto:accesstoservices@swansea.gov.uk)

## Economy, Environment & Infrastructure PDC – Work Plan 2020-2022

Meeting Date	Topic	Description	Task	Output	Designated Officer
21/01/2021	<b>Climate Change post COVID 19 Recovery</b>  <b>(Highways &amp; Transport)</b>	How can the Council's policies be amended and improved to support the delivery of the Council's aim to be net zero carbon by 2030 within the services and operations of the Council?	To identify good practice and improve or develop policies that supports the Council's aim of becoming net zero carbon by 2030	To develop policies that contribute to encourage improvements in tackling climate change across the Council.	
18/02/2021	<b>Local and Regional Economy &amp; Recovery response</b>	How is regeneration, economic development and inward investment progressed and encouraged?	To identify good practice from across the UK and build into policies to support the Swansea Approach	To develop policies which build on existing provision and improve economic development and inward investment opportunities.	
18/02/2021	<b>What can the Council do to encourage more shops and support High Street Regeneration?</b>	Consider how the Council can work towards encouraging greater take up of shop units and support the regeneration of the high street.	To seek out and identify models of good practice and identify where authorities have been successful in attracting the use of shop units and creative and innovate ways of	To develop policies that support the council in its high street regeneration and encouraging the take up of shop units.	

## Economy, Environment & Infrastructure PDC – Work Plan 2020-2022

			regenerating high streets.		
18/03/2021	<b>More Homes Housing and Decarbonisation Strategy</b>	How is the council providing more affordable and energy efficient homes as part of its Housing Revenue Account	To identify good practice and develop policies to improve the numbers of homes and energy efficiency of the existing stock.	To develop and amend Council Policies in line with the overarching strategy and welsh Governments Decarbonisation Agenda and City Region Homes as Power stations.	
18/03/2021	<b>Management and maintenance of open space.  (Biodiversity &amp; Tree Policy)</b>	To identify how the Council could manage its green space differently e.g. grass cutting in parks, green spaces and grass verges to maximise biodiversity, while ensuring the City remains visually attractive.	To identify good practice from other authorities and understand how these could be applied in Swansea to improve biodiversity.	To develop policies that helps maximise biodiversity with no increase in cost.	
22/04/2021	<b>Future City Wide Workforce</b>	We will consider what has changed and what the future plans are for the city and identify good practice and examples of how training and skills can	To identify ways the Council can support the links and develop policies that encourage greater partnerships	To develop policies that support and improve a city wide workforce that meets the need of the future development of the city.	

## Economy, Environment & Infrastructure PDC – Work Plan 2020-2022

		be connected through universities and colleges with business and manufacturing.	between further and higher education and business and develop policies that will support a better prepared workforce for the future.		
Post May 2021	<b>Speed Humps, do they cause damage to: existing road Surfaces, and do they add to air pollution?</b>	To identify how speed humps affect the community, road surfaces and affect air pollution	Understand where and how best to use speed humps and the positive and negative effects of their introduction.	To develop a Policy that can guide and improve the way speed humps are used.	

### Meeting Dates:

18 February 2021

18 March 2021

22 April 2021