

sustainable development commission

**2006 Sustainable Development
Action Plan Progress Report**

Communities and Local Government
With SDC Commentary

November 2007

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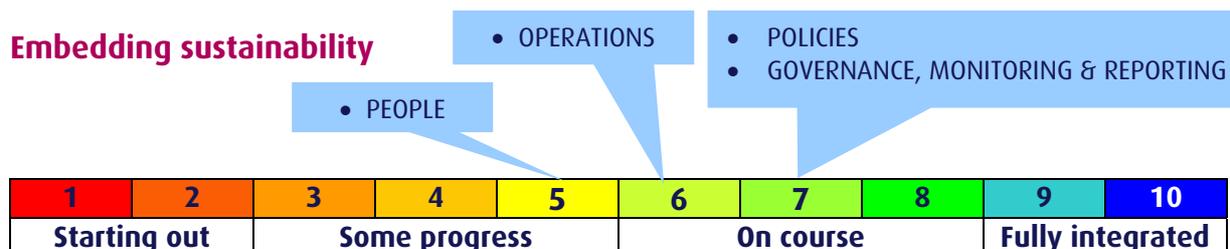
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CLG'S SELF-ASSESSMENT SUMMARY

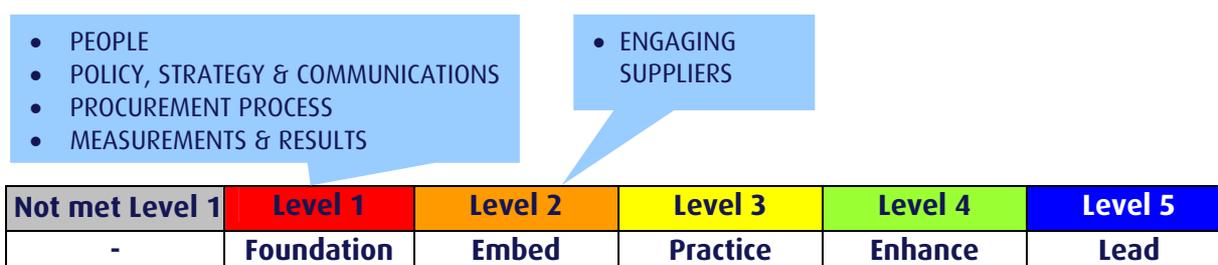
This is a summary of CLG's progress report; the full version begins on page 6.

CLG (Communities and Local Government) aims to foster sustainable communities that have the capacity to shape and protect their own future. Local Government, social exclusion, neighbourhood renewal, communities, race, faith and equalities are responsibilities under CLG's sphere of activity. The following Agencies are covered by the SDAP: Fire Service College; Planning Inspectorate; Queen Elizabeth II Conference Centre.

Progress against actions: 76% of actions were reported as complete or on target.



Procurement – Flexible Framework



SDC'S SUMMARY COMMENTS

This is a summary of SDC's commentary; the full version begins on page 4.

CLG reported good progress against its 2006 SDAP and towards embedding SD, and has indicated that it has done well on improving SD through its policy delivery mechanisms.

Strengths:

- CLG reported good progress on **embedding SD concepts into its planning** policies and delivery.
- A good **overview of progress** is given in the body of the report of CLG's own progress report with details in the SDC format given in the appendices.

Weaknesses:

- Progress was difficult to assess as **many targets and actions were not SMART**.

Challenges for next year's SDAP progress report:

- SD impact assessment conducted as a matter of course for each new policy and in Impact Assessments (IAs).
- Provide more consistent, quality evidence to justify progress (or lack of it).

INTRODUCTION

Government has made it clear that it wants the public sector to be a leading exponent of sustainable development (SD). The UK SD strategy, *Securing the Future*,¹ requires all central government Departments and their Executive Agencies (EAs) to produce Sustainable Development Action Plans (SDAPs) and report progress on them regularly. An SDAP sets out the strategic actions that the organisation intends to take to integrate sustainable development into its decision-making and everyday operations. It thereby helps the organisation make its required contribution to the delivery of the Government's commitments and goals set out in *Securing the Future*.

Securing the Future also empowers the Sustainable Development Commission (SDC) to act as the Government's watchdog for sustainable development. This includes "scrutinising and reporting on Government's performance on sustainable development".

Most Departments published their first SDAP in 2006. These plans contained commitments for 2006/07, and the SDC is now reporting on progress made by Departments against those commitments.

The purpose of progress reporting is three-fold:

1. To see what progress had been made against the first plans
2. To encourage Departments and others to evaluate the quality, purpose and contribution of their SDAPs, as well as the individual actions and policies, in regards to the UK's SD goals
3. To strengthen the quality of future SDAPs and reporting by identifying strengths, weaknesses and priority areas for improvement.

To help Departments and EAs produce quality progress reports, the SDC designed a self-assessment guidance tool. The tool covers the following areas:

¹ *Securing the Future – Delivering the UK Sustainable Development Strategy*, HM Government, March 2005.

- **Progress against actions:** Report progress against 2006/07 commitments and against any significant actions that did not feature in the original SDAP
- Consider the impact of actions and the contribution these actions would make to the SD "shared priorities for immediate action"² (from here on referred to as the "SD shared priorities")
- **Embedding sustainability:** Consider how well SD had been embedded into policies, people, operations and reporting mechanisms
- **Procurement:** Gauge progress on sustainable procurement against the criteria in the Flexible Framework³ or a suitable alternative
- **Taking stock:** Identify what had helped and hindered the organisation in delivering its SDAP.

This report comprises the SDC's commentary, followed by Communities and Local Government's (CLG's) full progress report.⁴

The SDC's commentary evaluates the progress reported by CLG, as well as the quality of its self-assessment.⁵ All ratings/levels reported are the organisation's own judgement of performance, and there was no process of external verification by the SDC.

The commentary does not review the content of the original SDAP. As such, comments should not be taken as an endorsement of actions and policies pursued. The SDC has already commented on Departments' first SDAPs and provided summarised assessments in the 2006 report *Off the Starting Block*.⁶

² The SD shared priorities for immediate action, as outlined in *Securing the Future*, are: sustainable consumption and production, climate change and energy, natural resource protection and environmental enhancement, and sustainable communities.

³ *Procuring the Future*, Defra, June 2006 – see Section 2 for more details.

⁴ Reported progress against: *The Office of the Deputy Prime Minister Sustainable Development Action Plan*, CLG, December 2005.

⁵ Please see SDAP Progress Report methodology paper – www.sd-commission.org.uk.

⁶ *Off the Starting Block*, Sustainable Development Commission, November 2006.

SDC'S COMMENTARY

Progress against actions

CLG reported good progress against its SDAP commitments.

- CLG reported that it had “completed” or was “on target” for 76% of its actions
- CLG considered that its actions as a whole made a good contribution to the SD shared priorities
- Of the high impact actions (levels 3 & 4), the majority were complete or on target
- Evidence was provided against most actions and was readily available in almost all cases. However, reasons were not always provided where targets had not been met
- CLG provided good weblinks to supporting evidence and documentation against many actions.

However, there are some inconsistencies. For example, some actions with overdue target dates were still rated as “on target”. These actions should either be “complete” or “recoverable”.

Where actions were reported as recoverable, the SDC would have liked to see plans for how the actions will actually be recovered.

Furthermore, certain actions did not allow for progress to be assessed easily. For example, some actions had “ongoing” targets which made progress difficult to assess as these actions were ambiguous. Other actions had no target at all. The SDC encourages CLG to draft future actions to comply with SMART⁷ principles, including measurable milestones at appropriate intervals – particularly when the target cannot be achieved within one reporting year.

⁷ Specific, Measurable, Actionable, Realistic and Timely

Embedding sustainability

CLG reported varied, but good, success in embedding sustainability into its organisation, and the SDC feels that an objective assessment was provided.

CLG considered itself to be “on course” on *policies, operations* and *monitoring & reporting*, and had made “some progress” on embedding SD into *people*.

Examples of good progress included:

- Staff were engaged on SD issues through events and an Environmental Champions network
- Environmental Management Systems (EMSs) were widely used on the estate
- Good governance arrangements were put in place, with senior level support.

Not all criteria were adequately met to fully justify the levels given, but in some cases this was acknowledged; for example, on embedding SD into the policy approval processes. In future, the SDC would like to see commentary relating to all criteria.

Evidence for all of these levels was limited, so assessing whether the level chosen was the most appropriate is difficult. For example, CLG mentioned the SDC’s thematic review of the Sustainable Communities Plan, and stated that many of the issues identified in that report relate to policy interpretation and delivery on the ground. But CLG did not say how this had been done or the plans for improving policy delivery and engagement with delivery partners.

The SDC would like to see more detail in future progress reports, specifically more detailed evidence of progress against actions to embed SD throughout the organisation.

Procurement

CLG reported progress against the Flexible Framework, and assessed itself as being at the “foundation” level for all themes except *engaging suppliers*, which was at the “embed” level.

- CLG provided appropriate evidence against most of the criteria for all themes
- On *people*, the SDC notes that CLG took steps to achieve the next level by investigating further training from other sources and learning from other Departments.

There were some gaps in the commentary provided to support CLG’s self-assessment in significant areas. For example, on whether CLG had started to include sustainability criteria into key contracts, whether it had complied with Quick Wins, or whether supplier spend analysis was undertaken. The SDC would like to see a full discussion of all criteria in future reporting.

Taking stock

CLG felt that **high level leadership and recognition of the Department’s role in tackling climate change** helped to progress its SDAP - in particular, improved internal infrastructure and the formation of two SD specific teams turned the commitment into action.

Despite this progress, **CLG felt that it was hindered by the fact that it’s work was**

delivered primarily through indirect policy levers. It also felt that the cross-cutting nature of its work caused a high level of complexity and this was compounded by limited resources to cover all areas.

All CLG’s policies were subject to RIAs. However, CLG stated that an SD element was not a part of every RIA produced. The SDC would like to see an SD assessment conducted as a matter of course for each new policy.

Summing up

Overall, the SDC concludes from CLG’s self-assessment that it made good progress towards meeting the commitments in its 2006 SDAP, and towards embedding SD. It has indicated that it has done well on improving SD through its policy delivery mechanisms, particularly in planning policy.

CLG provided a comprehensive progress report, covering all of the areas outlined in the SDC’s guidance tool. In it’s own progress report CLG also provided a covering section which added to the report by providing an overview of progress in policy & delivery, operations & management and leadership & communications.

Although information provided was generally clear, the SDC would like to see further evidence to explain actions that were off target, and for all targets to satisfy SMART criteria.

**2006 Sustainable Development
Action Plan Progress Report**

**Communities and Local Government's
Self-Assessment
June 2007**

1 EMBEDDING SUSTAINABILITY

CLG was asked to consider whether the activities arising from its SDAP enabled it to capture the opportunities of sustainable development for its customers, partners and staff and, if so, how.

Regarding the work programme outlined in its SDAP, and based on progress towards actions, CLG scored itself out of 10 for its

performance on embedding sustainable development in its:

- Policies
- People
- Operations (i.e. operations policy)
- Governance, monitoring and reporting.

The following scale was used for scoring:

1	2	3	4	5	6	7	8	9	10
Starting out		Some progress			On course			Fully integrated	

CLG's response

Level: 7	Policies: On course	CLG's comments in support of this rating:
<p>Criteria:</p> <p>Much alignment of policy with Government SD Strategy, UK Framework and related guidance</p> <ul style="list-style-type: none"> • Much joining-up policy goals under the SD umbrella • Much signalling SD in external partnerships and relationships • Much embedding SD in policy approval processes / Regulatory Impact Assessments (RIAs) • Much effective stakeholder engagement • Much building SD capacity among delivery partners 		<p>The Department has an important role to play on the shared priorities under <i>Securing the Future</i>. We lead on Sustainable Communities, the definition of which has been fully aligned across Whitehall. We also make important contributions on climate change & energy (via building regulations and planning), natural environment (via planning) and sustainable consumption and production (via our role with local government). During the year, we worked on policies which will make a vital contribution to these priorities, e.g. via Building A Greener Future, the Planning Policy Statement on Climate Change and the Code for Sustainable Homes.</p> <p>We recognise that there is always room for improvement and acknowledge, for example, some of the points raised in SDC's thematic review of the Sustainable Communities Plan.</p> <p>Cont..</p>

<p>Criteria:</p> <p>Much alignment of policy with Government SD Strategy, UK Framework and related guidance</p> <ul style="list-style-type: none"> • Much joining-up policy goals under the SD umbrella • Much signalling SD in external partnerships and relationships • Much embedding SD in policy approval processes / Regulatory Impact Assessments (RIAs) • Much effective stakeholder engagement • Much building SD capacity among delivery partners 	<p>Many of the issues identified in that report relate to the way policy is interpreted and delivered on the ground. Working with delivery partners (e.g. as Communities England is formed) will therefore be key to delivering sustainable development.</p> <p>SD is not yet fully embedded in formal policy approval processes. However, the increased emphasis on stakeholder engagement, as part of our Transformation Programme, and our new governance arrangements (see below) will help to make SD-proofing of policy more systematic</p>
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<p>Level: 5</p>	<p>People: Some progress</p>	<p>CLG's comments in support of this rating:</p>
<p>Criteria:</p> <p>SD is partially reflected in:</p> <ul style="list-style-type: none"> • Core vision and values • Training and development (e.g. core skills, induction, leadership development) • Performance management (e.g. competency framework) • Recruitment • Career planning and placements • Internal communications • Volunteering • Fund raising 		<p>There is a strong commitment to SD from Ministers, the Permanent Secretary and senior management, and this is at the heart of the new department's vision of "prosperous and cohesive communities offering a safe, healthy and sustainable environment for all". Progress has been made over the past year in communicating this commitment throughout the department, via seminars on climate change and with environmental stakeholders, a stand at the launch of the department and a climate change pledge. We have built on the enthusiasm of staff via an Environmental Champions network and our annual volunteering event.</p> <p>However, we recognise that embedding SD in our people also involves more systematic work via capacity building and processes such as recruitment and performance management. Reflecting SD in these is not yet well developed. We will address this in our 2007/08 SDAP.</p>

Level: 6	Operations: On course	CLG's comments in support of this rating:
<p>Criteria: Much structure around the Framework for Sustainable Development on the Government Estate including elements such as:</p> <ul style="list-style-type: none"> • Management systems (e.g. EMS) • Energy, water, waste (resource efficiency, recycling etc.) • Travel • Sustainable procurement (e.g. efficient, green, fair, local, healthy) • Construction and refurbishment. • Biodiversity • Positive social and community impact 		<p>The Department has made considerable progress in its sustainable operations performance. Environmental Management Systems (EMS) are widely used throughout the estate and waste, energy and estates management strategies have been published. We have exceeded the Sustainable Operations on the Government Estate (SOGE) targets for waste and water in 2005/06, and have established an SD Network of representatives throughout the estate who meet twice a year at an SD Forum to share ideas and best practice. More recently, an Environmental Champions network has been set up at headquarters buildings. Social benefits have also increased; small social enterprises are used for a number of waste contracts and a Thames river bank clean-up is organised annually comprising staff volunteers and Thames21 representatives. However, the Department must still significantly reduce its energy usage and travel-related carbon emissions. We must also ensure we use procurement to support and improve our future operational performance - a sustainable procurement strategy has been drafted to aid this.</p>

<p>Level: 7</p>	<p>Governance, Monitoring and Reporting: On course</p>	<p>CLG's comments in support of this rating:</p>
	<p>CLG scored itself based on how it felt it is progressing on creating and embedding the appropriate mechanisms and processes to record and report progress of SDAPs, and sustainable development generally.</p> <p>This was a subjective assessment, with no pre-defined criteria.</p>	<p>The Department has made significant progress over the course of the year on governance. The most important steps were the formation of the Environment & Sustainable Buildings Programme Executive, overseeing the department's progress on climate change and sustainable development, and the formation of a Climate Change & Sustainable Development team with responsibility for driving this agenda forward on a day-to-day basis. The Programme Executive is chaired by a Director General, who serves as the overall departmental champion on sustainability. The department's representation on the cross-Whitehall SD Programme Board and Sustainable Procurement & Operations Board also serves to reinforce accountability and reporting on SD in policy, operations and procurement.</p> <p>Although the infrastructure for governance is now in place, there is scope to make further improvements in the year ahead on monitoring and reporting. The Programme Executive continues to refine the internal reporting arrangements for monitoring its programmes and risks. A sharper-focussed SD Action Plan for 2007/08 will lend itself to better monitoring of the commitments made.</p>

2 PROCUREMENT

Procurement is an area of key importance to delivering sustainable development. Sustainable procurement (policy, processes and operations) should be embedded into all areas of organisations, and should be incorporated in the whole SDAP process.

The Flexible Framework (detailed in *Procuring the Future*⁸) identifies 5 key themes which are, in effect, the key behavioural and operational change

programmes that need to be delivered in each public sector organisation to deliver sustainable procurement. For each theme, compliance criteria for five levels are detailed.

For each theme in the Flexible Framework, CLG identified the level it has reached, and provided information in support of this self-assessment.

⁸ *Procuring the Future*, The Sustainable Procurement Task Force National Action Plan. Defra, June 2006.

CLG's response

PEOPLE	
Level 1: FOUNDATION	
<p>Criteria: Sustainable procurement champion identified. Key procurement staff have received basic training in sustainable procurement principles. Sustainable procurement is included as part of a key employee induction programme</p>	<p>CLG's comments: The Department has appointed a Sustainable Procurement Champion. Corporate Procurement Division Staff have received sustainable procurement training. The Department does not have a key employee Induction Programme but we are ensuring that Induction material specifically addresses Sustainable Procurement. Further training needs to be investigated from other sources and a colleague is attending a DfT session to ascertain how useful it would be for our staff.</p>

POLICY, STRATEGY & COMMUNICATIONS

Level 1: FOUNDATION

Criteria:

Agree overarching sustainability objectives. Simple sustainable procurement policy in place endorsed by CEO. Communicate to staff and key suppliers.

CLG's comments:

The Department has a Sustainable Procurement Strategy which will be posted onto the Departments web-site/Procurement Portal when this is implemented. (Go live date being within 1 Month).

New Procurement Guidance has been made available that emphasises Sustainability.

Training for staff in procurement/contract management is provided. Training material is synchronised with the Procurement Guidance.

A Conference on Sustainable Procurement has been convened and was open to all members of the Department and its affiliated Agencies and NDPB's. This complements the process of engagement with all staff on this issue.

A process of engagement with key suppliers has commenced.

Procurement needs to link up with other Departmental Sustainable Practitioners to ensure the Procurement Strategy is synchronised with the wider Departmental Sustainable Development Strategy.

PROCUREMENT PROCESS

Level 1: FOUNDATION

Criteria:

Expenditure analysis undertaken and key sustainability impacts identified. Key contracts start to include general sustainability criteria. Contracts awarded on the basis of value-for-money, not lowest price. Procurers adopt Quick Wins.

CLG's comments:

The new Procurement Guidance incorporating Sustainability emphasises that Buyers and Demanders must consider at the outset whether their Procurement has the opportunity to address Sustainability. That if this consideration does not take place and Sustainable criteria are therefore not incorporated into individual Business Cases, then this prohibits the potential for achieving value for money on a whole life cost basis. Focus needs to be applied to specific procurement commodity streams to investigate the potential for partnering with Suppliers to achieve sustainability wins.

ENGAGING SUPPLIERS

Level 2: EMBED

Criteria:

Detailed supplier spend analysis undertaken. General programme of supplier engagement initiated, with senior manager involvement.

CLG's comments:

Senior Manager dialogue with Key Suppliers commenced. To be continued by attention on specific procurement commodity streams to investigate the potential for partnering with Suppliers to achieve sustainability wins.

MEASUREMENTS & RESULTS

Level 1: FOUNDATION

Criteria:

Key sustainability impacts of procurement activity have been identified.

CLG's comments:

Key Sustainability impacts of Procurement activity are identified on a case by case basis.

Please indicate the coverage of your procurement assessment. For example, does this include your entire organisation? For Departments, does this include your Agencies and NDPBs without their own SDAPs? Furthermore, does this include all outsourced operations?

The assessment relates to the Department and the Department's contracts for outsourced services. It does not refer to Agencies or Non Departmental Public Bodies.

3 TAKING STOCK

SDC asked CLG a series of questions designed to reflect on the success, barriers and progress of its SDAP, and to identify what helped or hindered. CLG's responses to these questions are detailed below.

1. What has helped your organisation to deliver its SDAP? e.g., capacity, funding, culture, leadership, policies, procedures and/or organisational arrangements.

A major factor in helping to drive forward the SD agenda within the department has been the clear commitment of Ministers, the Permanent Secretary and the Board to put sustainable development at the heart of the new department's vision and recognition, in particular, of the department's important role in tackling climate change. The formation of the Environment & Sustainable Buildings Programme Executive and of the Climate Change & Sustainable Development team have provided the infrastructure to turn this commitment into action.

2. What has hindered the delivery of your SDAP? e.g., capacity, funding, culture, leadership, policies, procedures and/or organisational arrangements.

The department's range of activities and interaction with SD are broad and complex. Much of our work, such as the Existing Buildings Review, involves working across departments and through indirect policy levers. Keeping pace with a fast-moving agenda such as climate change and sustainable development more generally therefore poses a challenge to capacity and delivery. The pace of the agenda is unlikely to slow down, and the level of resources available - both from the central sustainability team and in policy areas - to rise to that challenge will remain constrained. There are some specific areas, e.g. in improving the performance of our estate, where budgets will constrain our ability to meet our targets.

3. What information do you hold and collect relating to the sustainable development impact of your organisation's overall policies/projects/activities? e.g., Regulatory Impact Assessments (RIAs).

All policies are subjected to Regulatory Impact Assessment (RIA). Partial RIAs are published when policy is consulted upon and a final RIA accompanies the final policy decision. Where sustainable development is an issue, this is covered within the RIA. All RIAs can be found on our website. There is no process for centrally vetting sustainable development aspects of RIAs. Such an approach would not be possible from the resources available to the Climate Change & Sustainable Development team and would run contrary to a more holistic process of embedding sustainability within the policy development process.

4. Were there any key updates/changes to your 2005/06 SDAP? Please briefly list.

Our SDAP covered the period 2006/07. The SDAP was not modified during the year. However, important new initiatives, such as Building A Greener Future, were started during the year, under the oversight of the Environment & Sustainable Buildings Programme Executive. Certain SDAP commitments were also inherited from Home Office following machinery of government changes. Where relevant these have been added to the commitments listed in Appendix 1.

4 PROGRESS AGAINST ACTIONS

The tables that follow report CLG’s progress against specific actions in its 2006 SDAP. The table was designed by the SDC as part of the self-assessment tool for departments, and encourages critical assessment of the value of each action, as well as the progress achieved.

Progress is represented using a RAG+ Analysis (red, amber, green, +blue) (column E), and provides a subjective indication of the completion of an action towards its stated objectives:

- **Complete** indicates that an action is complete, and the associated output/outcomes fully realised
- **On target** indicates the action is incomplete in one or more aspects, but is still on target
- **Recoverable** indicates that an action is behind target, but recoverable
- **Behind target** indicates that an action is far behind target and that recovery is unlikely.

Column F details evidence to verify the reported progress made, such as:

- Published strategies, policies, Bills, guidance, literature
- Objective performance measures, indicators and associated sources of data
- Reports of events, particularly outcomes and next steps
- Auditable correspondence
- Auditable activities.

In column G, CLG reported whether this evidence is readily available for scrutiny by the SDC.

While each action is important in itself, the aim of the SDAP is to help organisations fulfil their contributions to the government’s wider sustainable development priorities for

immediate action, as set out in its 2005 strategy, *Securing the Future*⁹. These are:

- Sustainable consumption and production
- Climate change and energy
- Natural resource protection and environmental enhancement
- Sustainable communities.

Column H contains CLG’s critical assessment of how each action impacts on these priority areas, using a scale of 1-4 (see table below).

Column H Level	Contribution of action to one or more of the priority areas
1	Zero or small
2	Fair
3	Good
4	Outstanding

⁹ *Securing the Future – Delivering the UK Sustainable Development Strategy*, HM Government, March 2005.

Communities and Local Government 's self-assessment of progress towards SDAP actions

A	B	C	D	E	F	G	H	I
Ref	Action	Target	Responsible	Progress	Evidence/crosscheck measure	Av	Im	Comments
POLICY AND DELIVERY Planning and Sustainability								
1	Publish a new planning policy statement (PPS3) on planning for housing.	By end 2006	Economic and Social Policy Team	Complete	PPS3 published November 2006. Available at: http://www.communities.gov.uk/index.asp?id=1504592	✓	4	PPS3 underpins the delivery of the Government's strategic housing policy objectives and our goal to ensure that everyone has the opportunity to live in a decent home, which they can afford in a community where they want to live.
2	Publish a new planning policy statement, (PPS25) on Development and flood risk.	By end 2006	Planning Resources and Environmental Policy	Complete	PPS25 published December 2006. Available at: http://www.communities.gov.uk/index.asp?id=1504640	✓	3	The PPS is a key part of the Government's Making Space for Water strategy, and the main plank of planning policy for adapting to climate change impacts. It has made a significant contribution to two of the shared priorities: Climate Change and Energy; and Sustainable Communities.

Code to columns

G - Av - Readily available?

H - Im - Impact (1-4)

A	B	C	D	E	F	G	H	I
Ref	Action	Target	Responsible	Progress	Evidence/crosscheck measure	Av	Im	Comments
3	Waste planning policy PPS10: use to influence planning decisions and help in providing more opportunities for new waste management facilities of the right type, in the right place and at the right time.	Ongoing	Planning Resources and Environmental Policy	On target	PPS10 on Planning for Sustainable Waste Management published July 2005. Companion Guide published June 2006. http://www.communities.gov.uk/index.asp?id=1500757	✓	3	Policy contained in PPS10 now being reflected in emerging Regional Spatial Strategy and Local Development Document. Policies in PPS10 supersede those in developments plans where the latter have not been updated to reflect PPS10. Planning applications now being decided in the light of PPS10 policy.
4	Reflect the national policies in PPS22 in emerging plans at regional and local level, ensuring that renewable energy schemes become an integral part of new development	Ongoing	Planning Resources and Environmental Policy	Complete	A review was undertaken of emerging development plans to determine whether there was a problem with such plans not fully incorporating PPS22 guidance. http://www.communities.gov.uk/index.asp?id=1500549 A Ministerial statement was then issued in June 2006. http://www.communities.gov.uk/index.asp?id=1002882&PressNoticeID=2167	✓	3	Policy now being reflected in emerging RSS and LDD. Paragraph 8 of PPS22 reinforced through Ministerial statement of 8 June 2006 which said that the Government expect all planning authorities to include policies in their development plans that require a percentage of the energy in new developments to come from on-site renewables, where it is viable.

A	B	C	D	E	F	G	H	I
Ref	Action	Target	Responsible	Progress	Evidence/crosscheck measure	Av	Im	Comments
5	Update Environmental Impact Assessment (EIA) regulations, the EIA Circular (no.2/99) and the EIA Circular guidance.	2006	Planning System Improvement	Complete	The EIA regulations came into force on 15/1/07 We aim to publish the EIA Circular guidance in Summer 2007.	✓	2	The Regulations amend current regulations to give effect to article 3 of the Public Participation Directive about providing access to information, participation in decision making and access to justice in environmental matters. These are revisions to an existing Circular and guidance on EIA which will continue in print until the new publications become available. EIA procedure itself contributes significantly to sustainable development.
6	Consider further development of principles in PPS1, regarding carbon mitigation aspects of responding to climate change		Planning	On target	Draft Planning Policy Statement: Planning and Climate Change published for consultation 13/12/06 – 8/3/07. Final PPS due to be published later in 2007.	✓	4	Draft PPS sets out how planning, in providing for the new homes, jobs and infrastructure needed by communities, should help shape places with lower carbon emissions and resilient to the climate change now accepted as inevitable. The PPS expects planning to be a positive force for change, with Climate Change at the heart of Government expectations from good planning.

A	B	C	D	E	F	G	H	I
Ref	Action	Target	Responsible	Progress	Evidence/crosscheck measure	Av	Im	Comments
HOMES FOR ALL								
7	Halve numbers living in temporary accommodation by 2010	By 2010	HSS Business Support	On target	Published strategies, performance measures and outcomes.	✓	3	New requirements on local authorities have been introduced to develop a homelessness strategy and increased emphasis on homelessness prevention.
8	Closely monitor the delivery of the temporary accommodation target. Numbers in temporary accommodation to be around 80,000 by March 2007	March 2007	HSS Business Support	Recoverable	Published strategies, performance measures and outcomes.	✓	3	Total households in temporary accommodation are below 90,000 for the first time in nearly four years.
9	All social homes to meet minimum standards of decency, and 70% of vulnerable households in the private sector to have decent homes	By 2010	Decent Homes	Recoverable	The English House Condition survey (EHCS) provides robust, independent data on housing conditions including decency. The EHCS is published annually, up to 18 months after surveys have been carried out. Landlord stock condition reports from	✓	4	Housing standards and “decency” is an essential part of creating sustainable communities, leveraging in much needed public and private investment into some of the most disadvantaged neighbourhoods in England, and providing a platform for wider regeneration.

A	B	C	D	E	F	G	H	I
Ref	Action	Target	Responsible	Progress	Evidence/crosscheck measure	Av	Im	Comments
					Local Authorities and RSLs are used as an interim measure.			Implementing the decent homes standard also significantly improves the thermal and energy efficiency of homes, making a positive impact on carbon emissions. ¹⁰
10	Consider results of November 2005 consultation paper on the future of the Supporting People programme	Complete consultation: Feb 2006 Consider results: ongoing 2006/07	Housing Care and Support	On target	Key messages from consultation drawn together in "Next Steps in our Supporting People Strategy" July 2006 www.spkweb.org.uk	✓	2	Full strategy planned for Summer 2007 publication.
11	Develop a strategy for housing and older people.	2006/07	Housing Care and Support	On target	Scoping completed and research ongoing.	✓	2	Full strategy planned for summer 2007 publication.
12	Ensure that the housing needs of older people are built into the Housing Diversity Action Plan to be published in late 2006	Late 2006	N/A	N/A	N/A	N/A	N/A	A decision was made that this work was better taken forward as part of our strategy for housing and older people. See 11 above.

¹⁰ Since 1997 we have reduced the number of non-decent homes in the social sector by over one million, and we are on track to have 95% decency in the social sector by 2010. We had achieved 66% of vulnerable households in Decent Homes by 2005. This means that the interim target of 65% has already been met and that we are ahead of trajectory to meet the 2010 target of 70%.

A	B	C	D	E	F	G	H	I
Ref	Action	Target	Responsible	Progress	Evidence/crosscheck measure	Av	Im	Comments
13	Examine how a more integrated delivery system for adaptation and assistive technologies for older people might be developed (jointly with Defra and the Department of Health)		N/A	N/A	N/A	N/A	N/A	A decision was made that this work was better taken forward as part of our strategy for housing and older people. See 11 above.
14	Build the lifetime homes standard into the Code for Sustainable Homes.		Sustainable Buildings	Complete	Published in Code for Sustainable Homes on 13 December 2006.	✓	1	See also item 22.
15	With the support of the fire services, develop a range of preventative initiatives for older people (e.g. free smoke alarms).		Community Fire Safety team	On target	£11.4m grants for 2006/07 and 2007/08 are designed to pump-prime local FRS activity to target people at risk from fire, including the elderly.	✓	2	Fire Kills campaign also works in partnership with support agencies (ie Help the Aged, Carers UK) to target elderly people. (www.firekills.gov.uk).

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Ref	Action	Target	Responsible	Progress	Evidence/crosscheck measure	Av	Im	Comments
CLIMATE CHANGE AND HOUSING								
16	Contribute to the Government's current review of the UK Climate Change Programme	2006	Climate Change and Sustainable Development	Complete	CCP was published in 2006 Our input included: <ul style="list-style-type: none"> • Improvements to carbon footprint of new buildings • Draft PPS on climate change • Appropriate focus on climate change as part of local government performance framework. • £4m best practice fund for local authorities (with Defra) 	✓	3	See http://www.defra.gov.uk/environment/climatechange/uk/ukccp/index.htm . See items 18-23. See item 6. Being taken forward under Comprehensive Spending Review. http://www.beacons.idea.gov.uk/idk/core/page.do?pageId=5127316
17	Highlight areas for long-range collaborative work with other Government Departments to achieve the goals of the Sustainable Communities		Climate Change and Sustainable Development	On target	Worked closely with DTI to ensure energy efficiency of buildings reflected in 2006 Energy Review and 2007 Energy White Paper (both at www.dti.gov.uk). Working with DTI on 'Building A	✓	4	This work was given impetus through the formation of the Department's Climate Change & Sustainable Development programme, overseen by the Environment & Sustainable Buildings Programme Executive (on which Defra is represented).

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Ref	Action	Target	Responsible	Progress	Evidence/crosscheck measure	Av	Im	Comments
	programme, and also secure required cuts in carbon emissions and gains in resource efficiency in new and existing buildings				Greener Future' and associated task force to ensure zero carbon homes have access to renewable energy (http://www.communities.gov.uk/index.asp?id=1508822).			
18	Revise Part L of the Building Regulations, delivering a 25% increase in energy efficiency in new buildings and greatly extending the impact on energy efficiency of existing buildings	2006	Sustainable Buildings	Complete	Statutory Instrument 2006: No. 652 RIA: Part L and Approved Document F, March 2006	✓	4	0.9 million tonnes of carbon saved per annum in 2010
19	Update the Building Regulations every 5 years or so, with each stage signalling what the next stage is likely to be. This should lead to incremental increases in the energy standards of new and refurbished buildings	2010-2020	Sustainable Buildings Climate Change and Sustainable Development	On target	Proposed updates outlined in December 2006 "Building a Greener Future" consultation. http://www.communities.gov.uk/index.asp?id=1505157	✓	4	Implementation proposed via progressive tightening of energy efficiency standards in building regulations – by 25% in 2010 and by 44% in 2013 - up to the zero carbon target in 2016. These measures are expected to save nearly 7m tonnes carbon / year by 2050.

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Ref	Action	Target	Responsible	Progress	Evidence/crosscheck measure	Av	Im	Comments
20	Consult on the Code for Sustainable Homes, including full scale practical demonstrations of how the Code will be applied in a range of locations including the Thames Gateway	By March 2006	Sustainable Buildings Housing & Growth Programmes Regeneration Land & Property Division Thames Gateway Strategy	Complete	Code published, following consultation, December 2006. Opportunities to take forward higher Code levels in exemplar programmes, including via: <ul style="list-style-type: none"> • North Stowe / eco-towns • Carbon Challenge competition Thames Gateway low carbon study to be published shortly	✓	3	For the Code, see: http://www.communities.gov.uk/index.asp?id=1506120 For more about the exemplar programmes, see: http://www.communities.gov.uk/index.asp?id=1002882&PressNoticeID=2365 and http://www.englishpartnerships.co.uk/carbonchallenge.htm See section 5 of the Thames Gateway Interim Plan - http://www.communities.gov.uk/index.asp?id=1504558

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Ref	Action	Target	Responsible	Progress	Evidence/crosscheck measure	Av	Im	Comments
21	National rollout of the Code for Sustainable Homes	To start in 2006	Sustainable Buildings	On target	http://www.communities.gov.uk/index.asp?id=1506120	✓	3	The Code went live as a voluntary standard from April 2007, mandatory at level 3 for Housing Corporation and English Partnerships. We will consult on making rating against the Code mandatory from 2008.
22	Make revisions to the Code for Sustainable Homes		Sustainable Buildings	Complete	Code published December 2006 - incorporating all of the measures quoted in the SDAP ¹¹	✓	3	For the Code, see: http://www.communities.gov.uk/index.asp?id=1506120

¹¹ The revisions quoted in the SDAP are: "Make revisions to the Code for Sustainable, including making energy efficiency ratings mandatory for new homes. Set minimum standards for energy and water efficiency for every level of the Code, and raise the lowest levels of the Code above the level of mandatory building regulations. New homes that use micro-generation technology such as wind turbines and solar panels to gain extra points in the Code."

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Ref	Action	Target	Responsible	Progress	Evidence/crosscheck measure	Av	Im	Comments
23	As an interim measure, until the Code for Sustainable Homes is properly developed, new residential developments receiving Government funding will meet Ecohomes Very Good 2006	Ongoing	Affordable Housing Division Regeneration Land and Property Division	On target	Housing Corporation reports. Certification for individual schemes meeting the criteria.	✓ ✓	3	The Housing Corporation introduced Eco Homes very good as an essential requirement for homes built with funding through them since April 2006. English Partnerships adopted EcoHomes Very Good requirement in Jan 2002 as a minimum standard for new homes developed on EP owned land. English Partnerships will be adopting level 3 of the Code for Sustainable Homes from 1 April 2007. The Housing Corporation are also committed to this implementation date.
24	Consult on changes to planning rules which, as part of a wider review, will make it easier for householders to install microgeneration equipment	2006	Planning System Improvement Branch	Recoverable	Consultation paper published April 2007	✓	2	Will facilitate domestic scale production of energy.

A	B	C	D	E	F	G	H	I
Ref	Action	Target	Responsible	Progress	Evidence/crosscheck measure	Av	Im	Comments
25	Review of Sustainability of Existing Buildings – report to Ministers	Summer 2006	Sustainable Buildings Division	Recoverable	Analysis of evidence base on energy efficiency status of existing homes published on Department's website in November 2006. http://www.communities.gov.uk/index.asp?id=1504372 This work has informed work on energy efficiency of homes in the Energy White Paper (see 17 above).	✓	3	Work is continuing on wider issues of water efficiency, non-domestic energy efficiency and climate change adaptation. It has proved difficult to establish a robust evidence base in these areas – particularly for the non-domestic sector. Actions to fill gaps are being taken forward.
GETTING PEOPLE INVOLVED								
26	Draw the local: vision debate together in a White Paper	2006	Local Government Strategy and Research	Complete	Local Government White Paper, 'Strong and Prosperous Communities', was published in October 2006. http://www.communities.gov.uk/index.asp?id=1137789	✓	4	The White Paper Implementation Plan, published 22 January 2007, puts in place a timetable for implementing the White Paper proposals. The Local Government and Public Involvement in Health Bill brings forward legislation for a number of proposals in the White Paper.
27	Launch the National Neighbourhoods Agreement	March 2006	Community Empowerment	N/A	N/A	N/A	N/A	This initiative did not proceed as work was absorbed into Local Government White Paper proposals published in October 2006

A	B	C	D	E	F	G	H	I
Ref	Action	Target	Responsible	Progress	Evidence/crosscheck measure	Av	Im	Comments
28	In addition to the existing 21 pilot LAAs, sign off a further 66 LAAs in March 2006. The remaining 63 areas are eligible to develop an LAA in 2006 so it comes into effect in April 2007	March 2006/ April 2007	Local Area Agreements Implementation	On target	Each area has signed a Local Area Agreement.	✓	3	The primary objective of an LAA is to deliver genuinely sustainable communities through better outcomes for local people. 21 pilot Local Area Agreements (LAAs) were implemented from April 2005. There were a further 66 LAAs signed in March 2006 and a further 62 were signed in March 07. The 2006 Local Government White Paper strengthens the role of LAAs and places them at the heart of the new performance framework for local authorities.
29	Together We Can national conference	March 2006	Community Empowerment Division	Complete	Report published on www.togetherwecan.info		2	Excellent delegate feedback.
30	Consultation on the future development of Sustainable Communities Strategies and Local Strategic Partnerships	Consult to March 2006	Local Strategic Partnerships	Complete	An analysis of responses received was published in October 2006. http://www.communities.gov.uk/index.asp?id=1504145	✓	3	Local Strategic Partnerships are a crucial element in empowering local communities to achieve Sustainable Communities Strategies.

A	B	C	D	E	F	G	H	I
Ref	Action	Target	Responsible	Progress	Evidence/crosscheck measure	Av	Im	Comments
31	Publish Sustainable Communities Strategies and Local Strategic Partnerships guidance as appropriate, in the light of the consultation		Local Strategic Partnerships	On target	Non-statutory operational Local Area Agreements guidance: summer 2007 Draft statutory place-shaper guidance: following Royal Assent in summer/ autumn 2007 Final place-shaping guidance: spring 2008	x x x	3	Guidance is essential to provide clarification to enable communities to make the best use of and Local Strategic Partnerships opportunities.
32	Feed the results of the SCS/LSP consultation into the forthcoming Local Government White Paper		Local Strategic Partnerships	Complete	Local Government White Paper published October 2006 (see 26 above).	✓	3	Main contributions came in chapter 5 – Place Shaping, chapter 6 – Performance Framework and Chapter 7- Efficiency and Capacity Building.
33	Continue to provide extra support to Local Strategic Partnerships (LSPs) in the most disadvantaged areas through the Neighbourhood Renewal Fund (NRF), and focus on raising standards in mainstream public services in all deprived communities	Ongoing	Neighbourhood Renewal Analysis Division	On target	£525 million of funding in 2006/07 (provisional figure) to support LSPs in the most disadvantaged areas. Support has been provided for capacity building in underperforming LSPs and in Government Offices to help them meet the needs of their region.	✓	2	Government remains on course to meet three of the six floor targets for 2010 (health, crime and liveability), with the other three either showing slippage (education, housing) or not assessed (worklessness). See the Department's annual report for further details - http://www.communities.gov.uk/index.asp?id=1510644 .

A	B	C	D	E	F	G	H	I
Ref	Action	Target	Responsible	Progress	Evidence/crosscheck measure	Av	Im	Comments
					Plan helping to tackle environmental crime.			
35	Encourage local authorities and their partners in making best use of resources to secure liveability through the Safer, Stronger Communities Fund and Local Area Agreements	Ongoing 2006/07	Local Development and Renewal Community Renewal & Liveability	Complete On target	November 2006 Safer Stronger Communities workshop included session on liveability. Initial 6 months reviews of the Safer Stronger Communities and Local Area Agreements carried out by Government Offices have been carried out.	✓ ✓	3	
36	Work with LSPs to prioritise liveability issues in their strategies and support them in delivery	Ongoing 2006/07	Local Development and Renewal Community Renewal & Liveability	On target On target On target	Programme of Day One and Day Three meetings with individual Local Strategic Partnerships (LSPs) finished in April 2007. To date, 40 of 41 draft Action Plans outlining action to support prioritisation of liveability issues submitted and awaiting sign off by individual LSPs. ENCAMS report evaluating programme due in Summer 2007.	✓	2	Technical support originally offered to 50 LSPs in areas in receipt of the Cleaner Safer Greener Element (CSGE) of SSCF, but eventually taken up by 44 LSPs (including 7 LSPs in areas in receipt of the Neighbourhood Element SSCF). Of these 3 were considered to have well developed Plans already, so it was not necessary for them to draft and submit new Plans While Plans contain a sustainable element it is too early to assess what impact they will have.

A	B	C	D	E	F	G	H	I
Ref	Action	Target	Responsible	Progress	Evidence/crosscheck measure	Av	Im	Comments
37	Work with 20 local town centres to support the creation of business-led partnerships for enhancing their service delivery and the quality of the trading environment	Ongoing 2006/07	Local Development and Renewal Community Renewal & Liveability	Recoverable	In-depth quarterly reports by consultants on the progress of the 20 town centres	✓	2	Reporting in 2008
38	Work with Groundwork and other partner organisations to deliver over 7000 community-led projects to improve local environments and community spaces each year	Ongoing 2006/07	Local Development and Renewal Community Renewal & Liveability	Complete Complete	Groundwork supported more than 7,100 projects and encouraged volunteers to give more than 550,000 days of their time to improve their neighbourhoods - 330,000 of these involved young people. Worked with 31 organisations to deliver a range of projects totalling some £2m over 2006/07.	✓ ✓	3	Through funding of Groundwork, Living Spaces and Special Grants Programme the Department continues to support voluntary and community sector organisations to support objectives for involving communities in transforming the physical quality of their local area. Special Grants Programme provides funding to community and voluntary sector organisations to help deliver innovative projects that involve local people to improve the quality of our public spaces, and delivering on the issues to create cleaner, safer and greener communities.

A	B	C	D	E	F	G	H	I
Ref	Action	Target	Responsible	Progress	Evidence/crosscheck measure	Av	Im	Comments
39	Engage with local practitioners to spread lessons, good practice and innovation through the How To programme, including a major national conference in March 2006, and a series of 18 regional seminars	Ongoing 2006/07	Local Development and Renewal Community Renewal & Liveability	<p>Complete</p> <p>Complete</p> <p>Complete</p> <p>Complete</p> <p>On target</p>	<p>National conference 'A vision for respect' (Mar 06)</p> <p>6 regional seminars on <i>How to Improve Residential Areas</i> (April 06)</p> <p>5 regional seminars on <i>How to Create Quality Parks and Open Spaces</i> (July 06)</p> <p>6 regional seminars on <i>How to Manage Town Centres</i> (Nov 06)</p> <p>9 regional seminars on <i>Engaging Children and Young People in Public Space</i> (Feb/Mar 07)</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	2	<p>Activities 2006/07</p> <p>Held national conference & 26 regional seminars - exceeding original target of 18.</p> <p>Around 1500 people attended events. Feedback from delegates was positive.</p> <p>Impact of the How To Programme so far</p> <p>Is difficult to measure but through seminars shared good practice and encouraged LAs to give communities more power and say in the decisions that affect them around cleaner safer, greener, issues; and promoted working in partnerships to get things done.</p>

A	B	C	D	E	F	G	H	I
Ref	Action	Target	Responsible	Progress	Evidence/crosscheck measure	Av	Im	Comments
39A ¹²	Heighten public awareness of the value of civil renewal by holding several major national events, supporting regional and local champions and disseminating awareness through newsletters and websites.		Community Empowerment	On target	Published reports on conferences www.togetherwecan.info Quarterly WeCan publication	✓	2	Excellent delegate and stakeholder feedback
39B	Commission and disseminate extensive evidence of the benefits of active citizenship for people and agencies alike.		Community Empowerment	On target	Establishment & maintenance of Civic Pioneer Network People & Participation by Involve published	✓	1	Further work will be taken forward by a consortium including the Community Development Foundation to support & promote community empowerment good practice across Local Authorities and other statutory partners. Info on www.togetherwecan.info Involve publication available on request

¹² Items 39A – E are inherited from Home Office as a result of machinery of government changes during the course of 2006 and were not originally part of this Department's SDAP.

A	B	C	D	E	F	G	H	I
Ref	Action	Target	Responsible	Progress	Evidence/crosscheck measure	Av	Im	Comments
39C	Strengthen public participation through contributions to the shaping and implementation of key policies such as neighbourhood empowerment.		Community Empowerment Division	On target	First meeting of CE Programme Board on 17 April 2007. Principles and priorities for action will be considered.	✓	2	CRU transferred from Home Office to this Department to form Community Empowerment Division following machinery of government changes in May 2006. CED now leads on community engagement & empowerment policy across the Department and is in the process of setting up Community Empowerment Programme Board
39D	Roll-out training and resources for local leaders in order to promote leadership in tackling racism and extremism and to support conflict resolution.		Race, Cohesion and Faith	Complete	Two year programme of leadership training for Local Authorities experiencing challenges to cohesion. Preventing violent extremism: winning hearts and minds.	✓ ✗	2	This is linked to PSA 10.
39E	Work with the Commission for Racial Equality to implement their new Code of Practice to help prevent discrimination in the workplace which will come into force in April 2006.		Race, Cohesion and Faith	Complete	Statutory code of practice on race equality in employment	✓	3	http://www.homeoffice.gov.uk/documents/ria_code_racial_equality_em1.pdf?version=1

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Ref	Action	Target	Responsible	Progress	Evidence/crosscheck measure	Av	Im	Comments
OPERATIONS AND MANAGEMENT								
Operations								
40	New Environmental pages on Department's website	April 2006	Climate Change & Sustainable Development Working Environment	On target	A new webpage on environmental activities is live – www.communities.gov.uk/index.asp?id=1503251	✓	1	Further changes to the site are to be introduced during 2007/08.
41	Implement Environmental Management Systems (EMS) across remaining properties in the Estate	April 2006	Working Environment	Recoverable	All but two sites have an EMS in place and use the web-based ENVOY system.	✓	2	Despite QEII Conference Centre not having an EMS in place, the organisation and CEO are very committed to improving their sustainable performance. The site is included in the Department's Carbon Management Programme and has dramatically reduced its carbon emissions. The only other site lacking an EMS is a part occupied smaller building. The benefit of implementing a separate EMS for this site alone is under review.
42	Annual Sustainable Operations Report to be published	Sept 2006	Working Environment	Recoverable	The report has been drafted and will be published on the Department's external website.	✓	1	Publishing was delayed to ensure consistency with the SDC annual SDiG report

A	B	C	D	E	F	G	H	I
Ref	Action	Target	Responsible	Progress	Evidence/crosscheck measure	Av	Im	Comments
43	Establish and implement methodology for measuring all business mileage: road and air	April 2006	Working Environment	Recoverable	A change request to the Travel & Subsistence reporting system has been submitted.	✓	2	All travel agencies are improving their management information to provide improved emissions calculations. Some work still required to improve individual T&S systems.
44	Ensure individual travel plans are produced by sites across the Estate	April 2006	Working Environment	Recoverable	Carbon Trust Travel surveys were conducted at a number of sites. Report published. Some sites lack final Travel Plans.	✓	2	Some travel plans may be out dated and require updating. Other Government Offices have moved sites and will require new plans to be produced.
45	Analyse water use at non-office sites to identify water saving opportunities or off-set projects	June 2006	Working Environment	Recoverable	One site signed contract with ADSM and has begun surveys.	✓	2	We are encouraging other non-office sites to conduct similar analysis and surveys.
46	Arrange for water surveys to be carried out at office sites where water consumption is high	Dec 2006	Working Environment	Complete	Water conservation contract signed with ADSM. Water usage analysed. Audits conducted at HQ sites. Some improvements have been implemented following recommendations by ADSM, such as low flow shower heads and tap aerators in wash rooms.	✓	2	We are actively encouraging other sites across the estate to sign similar contracts. The Fire Service College has signed such a contract.
47	Publish a sustainable waste management strategy	April 2006	Working Environment	Complete	Published on the Department's external website.	✓	2	http://www.communities.gov.uk/index.asp?id=1500980

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Ref	Action	Target	Responsible	Progress	Evidence/crosscheck measure	Av	Im	Comments
48	Establish data collection system using the EMS for all sites to use	April 2006	Working Environment	Complete	System established on Entropy EMS system.	✓	1	
49	Explore options for increasing re-use/ composting as waste management options in HQ buildings	June 2006	Working Environment	Complete	Composting system established HQ building wide. Food waste collected from kitchens, restaurants and teapoints. IT equipment and furniture also reused. Mobile phone recycling also established.	✓	3	<p>Since the composting scheme began, over 35 tonnes of food waste has been separated at HQ buildings. Both public and private organisations have visited our buildings to learn more about the possibilities of larger scale composting for central London organisations.</p> <p>Mobile phones are reconditioned and sold on at a reduced rate to developing countries. The revenue raised is passed to a selected charity – the scheme provides environmental, social and economic benefits.</p>
50	Review Energy Efficiency Action Plan developed in conjunction with Carbon Trust	March 2006	Working Environment	Complete	EEAP regularly reviewed and updated as new initiatives are established/ completed.	✓	3	
51	Carry out works to increase efficiency of two existing Combined Heat and Power (CHP) units	Sept 2006	Working Environment	Recoverable	CHP expert commissioned to establish improvement plan.	✓	2	Investigation to start by May 07.

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Ref	Action	Target	Responsible	Progress	Evidence/crosscheck measure	Av	Im	Comments
52	ODPM corporate procurement division has revised central Best Practice Procurement guidance to take account of sustainability (including environmental, social and economic issues)	January 2006	Corporate Procurement Division.	Complete	Internal guidance published.	✓	2	See Appendix 4 for further details of sustainable procurement within the Department.
53	Estates Management Strategy to be published	April 2006	Working Environment	Complete	Published on the Department's external website.	✓	2	
54	Draft biodiversity action plan for the major non-office site completed	Dec 2006	Working Environment	Recoverable	BDAP nearly complete. Initial and in-depth site surveys carried out and published on Fire Service College website.	✓	2	
55	Accessibility Statement to be published	April 2006	Equality and Diversity Unit	Complete	Updated August 2006 - see http://www.communities.gov.uk/index.asp?id=1502136	✓	1	
56	Publish a Disability Equality Scheme (DES) and a Race Equality Scheme (RES)	Dec 2006	Equality and Diversity Unit	Complete Recoverable	DES published - http://www.communities.gov.uk/index.asp?id=1504850 RES under development.	✓ ✘	1	RES expected to be published in summer 2007.

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Ref	Action	Target	Responsible	Progress	Evidence/crosscheck measure	Av	Im	Comments
57	Assessments of impact of policies on different racial groups: Expand these assessments to take account of other equality strands	Ongoing	Equality and Diversity Unit	On target	Auditable correspondence	✘	2	New single equality impact assessments including all equality strands and human rights to be rolled out in first half of 2007.
Management								
58	Incorporate briefing on sustainable development and sustainable communities in induction material for new staff members		Learning & Development Team	Complete	Induction pack for new members of staff	✓	1	Induction pack contains information on how staff can make a difference on energy, water and waste and become a member of the department's environmental champions forum.
59	Use a stand at the next ODPM Open Day to explore and explain the relationship between sustainable communities and sustainable development		Climate Change & Sustainable Development	Complete	September 2006 intranet article on Communities and Local Government launch events.	✓	1	Due to the change in the department, this was not made part of the open day itself. However, the Environment & Sustainable Buildings Programme Executive used a stand at the October launch of the new department to showcase our work on climate change and the environment.
60	Introduce a new internal award specifically for contribution to sustainable development and climate change		Climate Change & Sustainable Development	Complete	October 2006 intranet article on climate pledge awards.	✓	1	Prizes were awarded for personal pledges made by staff. A new web-based monthly green pledge scheme is due to start in June 2007.

A	B	C	D	E	F	G	H	I
Ref	Action	Target	Responsible	Progress	Evidence/crosscheck measure	Av	Im	Comments
61	Ensure that sustainable development features in future in the Department's Annual reports		Climate Change & Sustainable Development	Complete	2006/07 Annual Report	✓	1	The 2006/07 annual report includes a section on sustainable development.

CLG response signed by:

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Sign-off date: 02/11/07