

TO: Policy and Resources Committee

FROM: Deputy Chief Executive Officer - Matthew Warren

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DATE: 30 June 2016

CONTINUED DEVELOPMENT OF BS EN ISO 14001:2015 ENVIRONMENTAL MANAGEMENT SYSTEMS

1. Purpose

- 1.1 To seek approval from the Policy and Resources Committee to continue to develop an Environmental Management System (EMS) through external audit certification conducted by the British Standards Institute (BSI).

2. Recommendations

- 2.1 The Policy and Resources Committee is asked to:

- note the work undertaken to date
- decide whether or not to continue with certification
- approve the required spend of £7,000 to do so.

3. Risk Assessment

- 3.1 **Economic** – external audit costs for continued certification and transition to the recently revised ISO 14001:2015 EMS standard requirements will cost an additional £7,000.
- 3.2 **Legal** – there is no legal requirement to maintain an environmental management system. However an organisation must be aware of its environmental responsibilities and able to demonstrate how compliance is achieved. BSI 14001:2004 EMS and the recently revised version both place an obligation on organisations to identify all environmental legislation applicable to their activities and maintain a legal register detailing how the legislation impacts upon it and how compliance is achieved. This is currently verified through external independent audit activity, undertaken by BSI, during continual assessment visits.

4. Background

- 4.1 The Health and Safety Group has undertaken a programme of work that resulted in the Service attaining and successfully maintaining certification for its Health and Safety [18001], Business Continuity [22301] and Information

Security [27001] management systems for many years. During 2014 the then Director of Operational Support tasked the group to extend their remit to include Environmental Protection [14001:2004]; certification was successfully achieved in January 2015 but is limited to support service activities as operational activities are not within scope of the certification process.

- 4.2 In early 2016 BSI published a revised version of the ISO 14001 standard. For the Service to maintain its BSI certification it is required to go through a transitional process which includes an EMS gap analysis, full management system audit and site visits to measure and evaluate compliance. Should the Committee approve the recertification it is further proposed to extend the scope of our current certification by including additional support service activities (paragraph 5.2 below refers). The total cost of all these activities will be £7,000.

5. Work Undertaken and Proposed Additions

- 5.1 The following Service locations are included within existing ISO 14001:2004 certification;
- Service Headquarters – primarily office based functions, waste streams include paper, cardboard and electrical items.
 - Fleet and Equipment Workshops – limited maintenance of vehicles and inspection of operational equipment, waste streams include oil, tyres and batteries.
 - Training Centre – practical based training involving the use of specialist equipment and processes.
- 5.2 It is proposed to add the following locations during extension to scope and transition;
- Occupational Health Unit and Health and Safety departments collocated with St Ives Community Fire Station - primarily office based functions, waste streams include paper, cardboard, medical personal protective equipment, contaminated equipment and electrical items.
 - Support staff and ICT functions located at Cambourne - primarily office based functions, waste streams include paper, cardboard and electrical items.
- 5.3 Appendix 1 was prepared to aid our certification in 2015 and demonstrates the benefits of implementing an EMS, it contains examples of areas where compliance with current legislation could not be demonstrated at the time, with proposed solutions that would reduce our environmental impact and deliver cost savings to the Service.
- 5.4 Using line 1 as an example, it was identified that during a three year period the Service had paid over £83,000 for the removal of general waste through existing arrangements with multiple companies. Following current procurement and tender processes a single waste carrier has been sourced for the removal of general waste from all Service locations; a potential saving

of £50,000 over the life of the contract (five years) could be made over previous waste removal arrangements.

6. Conclusion

- 6.1 The Service is acutely aware of its environmental responsibilities, having worked hard over a sustained period of time to comply with applicable legislation and achieve certification in a number of areas. Although it could allow its certification to lapse, it would still be required to demonstrate compliance and it is therefore considered that the organisational and reputational benefits of recertification far outweigh the (minimal) cost of doing so.

BIBLIOGRAPHY

Source Document	Location	Contact Officer
BS EN ISO 14001:2015 Environmental Management Systems	Health and Safety Group Library St Ives Community Fire Station Ramsey Road St Ives	David Taylor david.taylor@cambsfire.gov.uk 07733304811

Findings, solutions and tangible benefits for implementing ISO 14001 EMS

Findings	Proposed Works / Solutions
CFRS have spent £83,670 on disposal of general waste in the last three years by using multiple companies.	In process of sourcing a single company to handle the collection of general waste. This will reduce costs and make the contract easier to manage.
Combined energy expenditure throughout CFRS in 2014 / 2015 was £274,370	Property department are tracking the utilities being consumed at each location. Collected gas, electric and water usage from last year and are in a position to release to Station Commander in the very near future. Give managers more ownership of saving energy on station and make part of manager's performance review. Currently looking into benefits of solar panels to see if they will be beneficial for the Service to become self sufficient or introduce the possibility of generating an income.
A formal process is not in place for disposal of electrical (WEEE) waste.	Source a single company to handle disposal of WEEE waste. Identify suitable storage arrangements to keep hazardous and non hazardous waste separate.
Lack of paperwork available means legal duties are not being met	Sourced all outstanding paperwork to enable fulfilling of our legal duties.
Air conditioning units had not been assessed using current legal requirements.	Recommended surveys carried out in line with current legislative requirements
Type of refrigerants used in air conditioning units no longer available due to being phased out thus requiring whole system to be replaced; the R22 ¹ gas is harmful to the environment.	Identified all current air conditioning units throughout CFRS, the type of refrigerant and capacity. Planning to phase out the units containing R22 gas with the next generation of environmentally friendly gases.

Tangible Benefits

- Reduction in energy costs
- Reduction in waste disposal costs
- Potential reduction in insurance costs
- Potential reduction in long term maintenance costs for air conditioning units. Replacing current gas with future gasses ensuring we can purchase at market value for many years.
- Complaint with legal responsibilities
- Improved employee morale
- Improved public image
- Shows a social responsibility to the community

Additional Considerations

- Possibility to extend the scope to include selected stations whilst ensuring the operational side of the Service remains out of scope.
- Reduction of CFRS carbon footprint. There is potential to do so in the future from a non operational stance. VW Up's have already been purchased which are more economically and environmentally friendly than our previous vehicles. Potential to re-introduce a cycle to work or car share scheme. Ability to use technology more and cut down the amount of meetings which require travel.

¹ R22 refrigerant gasses were identified as ozone-depleting and banned from use in new equipment in 2004, with 'topping-up' of existing systems becoming illegal during 2014.