Environmental Statement

In this exercise a set of templates are shown to develop an environmental Statement undertaken by a Local Authority.

Step 1: give a clear understanding of the Local Authority and its activities, and services.

Good ideas

- Operational units
- Activities for each unit
- maps
- flow diagrams
- name of responsible person (if applicable).

STEP 1				
(provide an overall description of the operational unit, size management structures – this could be shown as an organisational diagram)				

Step 2: develop the environmental policy of the f the Local Authority

Good ideas

- include the environmental policy, and possibly an introduction letter, signed by the mayor, president of the Councile, etc.
- Include an organisational chart with contacts for the environmental representative
- comment on any major changes in environmental policy (if applicable)
- enhance major strategic objectives foreseen to manage the territory

TEP 2 Environmental policy)	
Environmental policy)	

Step 3: give a brief description of the environmental management system (EMS)

Good ideas

- include a diagram showing the EMS structure
- comment on any major changes in management system (if applicable).

STEP 3		
environmental	management system	(EMS)

Step 4: give a description of all the significant direct and indirect environmental aspects which result in significant environmental impacts of the organisation and an explanation of the nature of the impacts as related to these aspects

Good ideas

Describe aspects and impacts related to each activity of the organization Describe criteria adopted for evaluating the relevance of aspects and impacts

Example — Environmental aspects

- a) emission to air
- b) releases to water
- c) avoidance, recycling, reuse, transportation and disposal of solid and other wastes particularly hazardous wastes
- d) use and contamination of land
- e) Use of natural resources an raw material (including energy)
- f) local issues (noise, vibration, odour, dust, visual)
- g) transport issues (both for goods and service and employees)
- h) risks of environmental accidental and impacts arising, or likely to arise, as consequences of incidents, accidents, and potential emergency situations
- i) effect on biodiversity
- j) for indirect environmental aspects (e.g. product related issues, capital investments, new markets, choice and composition of services, administrative and planning decisions, product range compositions, environmental performance and practices of contractors, subcontractors, environmental education)

STEP 4
STEP 4 (Environmental aspects description)

Step 5: Give a description of the environmental objectives and targets in relation to the significant environmental aspects and impacts'.

- outline the rationale for setting objectives and targets with reference to precautionary methods, if applicable
- report on the designation of responsibility for reaching objectives and targets
- indicate the costs of meeting the objectives and targets
- relate to targets and objectives from previous reporting periods.

STEP 5 (objectives and targets)	
(objectives and targets)	

Step 6: Give a summary of the data available on the performance of the organisation against its environmental objectives and targets with respect to its significant environmental impacts. The summary may include figures on pollutant emissions, waste generation, consumption of raw material, energy and water, noise as well as other aspects

- use of performance indicators helps to increase clarity, transparency and comparability of the information provided by a local authority
- explain what action has been taken to achieve current performance levels
- explain the way the data has been acquired and processed
- comment if data are not available (no measurements carried out, no environmental permits or limiting values to fulfil, etc.).

STEP 6 (summary of the data available)

Step 7: other factors regarding environmental performance including performance against legal provisions with respect to their significant environmental impacts

- procurement policies
- important decisions and investments
- precautionary actions/environmental protection activities/preventive measures
- complaints, public or community concerns
- research and development
- incidents and breaches
- budget.

STEP 7 (other factors regarding environmental performance)						
(other factors regarding environmental performance)						

Step 8: other relevant information

- voluntary agreements with economic and social subjects
- communication strategy and results
- any other action (i.e. environmental education in primary and secondary schools, training of employees and results of suggestion box analysis)
- citizens good ideas implemented and their effectives

STEP 8 (other factors regarding environmental performance)	
(other factors regarding environmental performance)	