

Environment and Sustainability Panel Meeting

**Moot Hall, Town Hall, High Street,
Colchester, CO1 1PJ**

Thursday, 13 January 2022 at 18:00

The Environment and Sustainability Panel explores methods of conservation of natural habitats and biodiversity through adapting existing practices or creating new ecologically diverse environments. The Panel encourages renewable energy generation and carbon footprint reduction in both the public and private sectors by examining air and water quality, plastic and waste reduction and renewable energy generation. The Panel monitors the progress and implementation of the Council's Emergency Climate Action Plan and regularly reports to Cabinet and Full Council.

Access to information and meetings

You have the right to attend all meetings of the Council, its Committees and Cabinet. You also have the right to see the agenda (the list of items to be discussed at a meeting), which is usually published five working days before the meeting, and minutes once they are published. Dates of the meetings are available here:

<https://colchester.cmis.uk.com/colchester/MeetingCalendar.aspx>.

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Colchester Borough Council

telephone (01206) 282222 or textphone 18001 followed by the full number you wish to call

e-mail: democratic.services@colchester.gov.uk

Environment and Sustainability Panel - Terms of Reference (but not limited to)

1. To acknowledge our “Climate Emergency” and translate aspirations into actions.
2. To explore methods of conservation of natural habitats and biodiversity, whether through adapting existing practices and places or creating new ecologically diverse environments with sustainable practices built in.
3. To engage, communicate and collaborate with strategic partners, external bodies, Parish Councils and local communities, to encourage biodiversity enhancement and sustainable practices through their work.
4. To encourage environmental stewardship focusing on carbon footprint reduction by improving air quality, water quality, plastic and waste reduction and renewable energy generation in both public and private spheres across the Borough
5. To be a leading voice for environmental sustainability, promoting innovative environmental practices, having influence across the borough and beyond, including public and private sector policy, at regional and national levels.
6. To promote, monitor and regularly report to Cabinet and Full Council upon progress and implementation of the Council's Climate Emergency Action Plan and it's goal to be net carbon neutral by 2030.

COLCHESTER BOROUGH COUNCIL
Environment and Sustainability Panel
Thursday, 13 January 2022 at 18:00

The Environment and Sustainability Panel Members are:

Councillor Julie Young
Councillor David King
Councillor Lewis Barber
Councillor Peter Chillingworth
Councillor Mark Cory
Councillor John Jowers
Councillor Lee Scordis

Chairman
Deputy Chairman

The Environment and Sustainability Panel Substitute Members are:

All members of the Council who are not Cabinet members or members of this Panel.

AGENDA
THE LIST OF ITEMS TO BE DISCUSSED AT THE MEETING
(Part A - open to the public)

Please note that Agenda items 1 to 6 are normally dealt with briefly.

1 Welcome and Announcements

The Chairman will welcome members of the public and Councillors and remind everyone to use microphones at all times when they are speaking. The Chairman will also explain action in the event of an emergency, mobile phones switched to silent, audio-recording of the meeting. Councillors who are members of the committee will introduce themselves.

2 Substitutions

Councillors will be asked to say if they are attending on behalf of a Committee member who is absent.

3 Urgent Items

The Chairman will announce if there is any item not on the published agenda which will be considered because it is urgent and will explain the reason for the urgency.

4 Declarations of Interest

Councillors will be asked to say if there are any items on the agenda about which they have a disclosable pecuniary interest which would prevent them from participating in any discussion of the item or participating in any vote upon the item, or any other pecuniary interest or non-pecuniary interest.

5 Minutes of Previous Meeting

The Councillors will be invited to confirm that the minutes of the meeting held on 7 December 2021 are a correct record.

Environment and Sustainability Panel final draft minutes - 7-12-2021 9 - 16

6 Have Your Say! (Hybrid meetings)

Members of the public may make representations to the meeting. This can be made either in person at the meeting or by joining the meeting remotely and addressing the Council via Zoom. Each representation may be no longer than three minutes. Members of the public wishing to address the Council remotely may register their wish to address the meeting by e-mailing democratic.services@colchester.gov.uk by 12.00 noon on the working day before the meeting date. In addition a written copy of the representation will need to be supplied for use in the event of unforeseen technical difficulties preventing participation at the meeting itself.

There is no requirement to pre register for those attending the meeting in person.

7 Pathway to net zero by 2030 17 - 22

The Panel will consider a report setting out a summary of the Councils most recent work with the Carbon Trust.

8 Climate Emergency Action Plan Update 23 - 70

The Panel will consider a report detailing key progress made with the Climate Emergency Action Plan (CEAP), and other relevant updates since the previous meeting on 7th December 2021.

9 Environment and Sustainability Work Programme 2021-2022 71 - 74

The Panel will consider a report setting out the work programme for the current municipal year.

Exclusion of the Public (not Scrutiny or Executive)

In accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public, including the press, from the meeting so that any items containing exempt information (for example confidential personal, financial or legal advice), in Part B of this agenda (printed on yellow paper) can be decided. (Exempt

information is defined in Section 100I and Schedule 12A of the Local Government Act 1972).

Part B
(not open to the public including the press)

Environment and Sustainability Panel

7 December 2021

Present: Councillor Mark Cory
Councillor Peter Chillingworth
Councillor David King
Councillor Lee Scordis
Councillor Julie Young

Substitutes: None.

46. Minutes of the previous meeting

Councillor Young observed that the use of glysohpate weed killer remained of interest to Colchester residents, and questions had been raised about both the Council's tree planting strategy and the provision of secure cycle parking in the town centre.

RESOLVED that: the minutes of the meetings held on 23 September 2021 be confirmed as a correct record.

47. Have Your Say!

The Panel had received a written representation from Councillor G. Oxford, which was read out by Matthew Evans, Democratic Services Officer. Councillor Oxford made reference to the recent Conference of the Parties (COP26) meeting, and suggested that the deforestation of Highwoods Country Park should be reversed with the planting of 3,000 trees on the bottom meadow being considered. This would help to reduce pollution and increase tree canopy percentages.

48. Social Value Portal and Green Procurement

Samantha Preston, Group Manager - Customer, attended the meeting to present the report and assist the Panel with its enquiries. The Panel heard that although Colchester Borough Council (the Council) had made a commitment to driving social value through the use of the Social Value Portal (the Portal), progress to date had been limited, although the Portal itself was of some use. It was felt that there was significant opportunity for improvement in the processes that the Council used. A significant and detailed review was being carried out into every element of the Council's procurement process, to determine where improvements could be made. All current suppliers would form part of this review to assess the progress currently being made towards providing social value, sustainability and carbon reduction. The

Panel were advised that of key importance to future progress was how businesses were engaged with, and consideration was being given to carrying out a consultation with local businesses to determine obstacles which may exist preventing businesses providing services to the Council, and how these obstacles could be overcome in the future. It was recognised that Officers needed to be supported in looking for the provision of social value when carrying out procurement, and training programmes and improved communications were being considered in this regard. The creation of better tools was being considered which would improve efficiency within the procurement processes, and allow the Council's procurement activities to be tracked and monitored more clearly, leading to a significant impact on the measurement of the social value that was being achieved. It was intended that some quick changes could be achieved in the short term, and that fuller proposals for the future would be referred to the Panel in the future which would include proposals on the use of local suppliers and employers, and work was ongoing with a number of partner organisations to support this. It was also intended that potential suppliers be asked to look at how they proposed to reduce their environmental impact, whether by carbon reduction, reduced waste or investment in new technology. The aim of the revision was to produce a new, clear, system which made the provision of social value integral to the procurement process and which ensured that a commitment towards social value and environmental sustainability was included in the contracts that the Council offered as a matter of course.

Councillor Chillingworth enquired whether the Council undertook joint procurement alongside other local authorities, and if so, how the use of the Portal fitted in with this approach. The Panel was advised that a number of other Essex authorities used the Portal, and several partnership groups existed which considered the use of joint procurement, although there was scope for making more use of the potential advantages of joint procurement strategies. The Council was committed to working with other authorities, including Essex County Council, to seek best value, and a new staff member had been appointed to support this.

Councillor King noted how difficult it was to change a buying and supply culture, and registered his concern that unless early progress could be achieved, then the project may struggle to deliver real change. The Panel heard that the provision of social value had been under consideration for over a year, and Councillor King requested that a specific timeline be provided in order to evidence that changes that were being achieved and the impact that they were having.

Samantha Preston advised the Panel that the complexity of the work that was being carried out made it difficult to provide a precise timeline of progress, but assurance was offered that the necessary work was being undertaken to analyse the process at both a strategic and local level. Existing contracts were being examined to determine where there were shortfalls in terms of the social value and sustainability that was being offered, with a view to improving the process in the future. Some of the larger contracts were also being examined, together with other key areas of purchasing, and there would be a timeline for strategic changes. However, it was also intended that the Council's current spend would be examined to ensure that social value was being delivered in the short term which was expected to yield demonstrable results. The Panel were assured that there was a clear commitment to implementing the necessary changes to the entire procurement structure, and a clear programme of

work would be drafted in the future which could be referred back to the Panel to provide more clarity and detail. The Panel suggested that it may be appropriate to ensure that prospective suppliers were aware of the Council's intentions so that they would make the necessary preparations.

Councillor Cory acknowledged the importance of the work, and reminded the Panel that there had been some recent examples of including social value in Council projects such as the Mercury Theatre, the provision of Council housing stock via Colchester Borough Homes, and the establishing of an internal I.T department as opposed to using an external supplier. He noted that the monitoring of social value was in use in respect of contracts with a value of over £100,000, but he wondered whether there was the potential for following the process for contracts of lesser value to ensure that smaller contracts were dealt with in the most ethical way so that the proposed culture was supported as fully as possible. Samantha confirmed to the Panel that this approach was being considered, and it was intended to streamline processes to enable procurement staff to be able to focus on who the best suppliers may be for any of the Council's spend on any goods or services.

Councillor Chillingworth observed that difficult decisions may have to be made in the future, noting that some of the lower tenders that may be received may not necessarily be the most ethical, would these sort of difficult decisions be delegated to Cabinet to make? Councillor Young advised the Panel that in her experience as a County Councillor, tenders had been evaluated on fixed percentages of price and social value elements. The Panel heard that the exact levels that may be proposed would form part of any future scheme, although consideration may also be given to the value that may be applied to whether any tender delivered social value or was made by a particularly environmentally conscious company.

RESOLVED that: the proposed next steps in relation to improving social value, implementing performance measures and monitoring impact be agreed.

49. Climate Emergency Action Plan Update

Rosie Welch, Air Quality and Community Engagement Officer, attended the meeting to provide the Panel with an update on the air quality work which had been undertaken. The Panel heard that in 2019 funding had been received from the Department for Environment, Food and Rural Affairs (DEFRA) to fund a behaviour change project which aimed to reduce pollution in Colchester to make the air cleaner and healthier, with a focus on the Air Quality Management areas of the town. The project had four main objectives;

1. Raise awareness of air pollution and its health impacts
2. Encourage the widespread adoption of switching off the engine when parked at junctions and level crossings
3. To work with four schools and a resident community to encourage walking and cycling for short journeys
4. To build the capacity of local volunteer group Clean Air Colchester, by identifying community champions to ensure the project continues once the funding had finished

Over 3,000 residents, schools and businesses had been consulted about pollution and the impact of air quality on health, and the findings from this consultation had been used to shape the project leading to three main areas of focus including roadside signage, working with residents and schools and the Council's 'no idling' campaign.

Roadside signage had been installed in Brook Street and at East Gates inviting motorists to turn off their engines while waiting, and data had been recorded over the past few months to monitor how many car engines were switched off. Over 69,000 vehicles had been counted and a 9% increase in engine switch offs had been recorded. The signage had been removed for a couple of weeks to allow the effectiveness of the signs to be measured, and monitoring was ongoing. The Signs would be replaced in January 2022 and would stay in place until September 2022.

The Council's 'CAReless' campaign had been launched in October 2020 to encourage drivers to switch off their engines, particularly outside schools and in the Air Quality Management Area. Of key importance to the project was community work, and working with businesses had been focussed on over the past year, with help offered in implementing 'no idling' policies, the provision of campaign materials and the erection of suitable signage on private land such as car parks.

Engagement with local schools had proved slightly more challenging over the past year due to Coronavirus restrictions and school closures, but a 'schools toolkit' had nonetheless been launched in March with four schools close to the Air Quality Management area. Using feedback from these schools, the kit was adapted and sent to all schools in the borough. Some schools had been provided with promotional materials and equipment such as air quality monitoring devices, and it was felt that school engagement was now very positive now that the schools had been able to re-open.

Of key importance to the project was providing communities with the resources needed to be able to take their own action on pollution, and this was what was required to make the campaign sustainable in the long term. A campaign advisory group had been set up consisting of local residents and groups, which had advised on promotional materials and events, and a network of over 50 stakeholders had offered assistance with sharing materials and messages to amplify the campaign. Local suppliers had been used for every element of the project, and there had been a focus on embedding the campaign into local communities. The campaign had attracted significant media coverage both nationally and locally.

The campaign had launched in October 2020, and had been evaluated in September and October 2021, and in that time there had been a 6% increase in awareness levels of the impacts of air pollution. Of those residents who had been the subject of an on street survey, there had been a 53% increase of residents reporting that they turned off their engine more than they had done a year ago, and 63% of drivers outside schools reported that they switched off their engines more than they did a year ago. The levels of increased engine switch-offs had been consistent even when the signage had been removed from areas, evidencing the effectiveness of the campaign. It had, however, not been possible to evidence any reduction in actual

pollution levels, as the lockdown response to the pandemic had resulted in no comparable data being available at this time as far fewer journeys had been undertaken. Essex County Council, had made a successful bid to DEFRA for funding for 9 modern pollution monitors which provided live data from the Air Quality Management area which would be invaluable for future monitoring. The CAREless Pollution Campaign had been nominated for a national award, and the results were expected in February 2022. A 'Home Burning' awareness campaign was to run between November 2021 and February 2022 targeting particulate matter pollution from open fires and log burners in the home, to encourage people to burn better, cleaner fuels.

Councillor Cory wondered whether there had been a noted seasonal difference in people switching off their engines, noting that in the winter months people may be more reluctant to go without their car heaters. He also wondered whether there was anything different that could be done, for example supplying bicycles to enable people to swap a car journey for a bicycle journey to remove that element of pollution altogether. The Panel was advised that the initial year of the campaign had been focussed on raising community awareness of the issues, and the coming year would be more concerned with addressing some of the misconceptions that were held, for example if a vehicle engine was switched off in traffic the fan would continue to provide hot air for up to half an hour. It was intended to introduce sustainable transport hubs to Colchester which would include electric bikes, e-cargo bikes and push bikes which could be used by the public on a pay-per-use basis.

Councillor Scordis was pleased to see the improvement in engine switch-offs, and wondered whether bus companies has been contacted, as he felt that busses were potentially poor at switching off their engines. He also wondered whether there was any possibility to move the signage to other areas which may suffer from air pollution. By way of response, the Panel heard that all local bus companies had been contacted, but the past year had been difficult for them and their attention had possibly been focussed on Covid-19 recovery. Work with the companies would continue in the future. It had always been an ambition that the signage would be expanded to other areas, and different messages had been trialled to determine what achieved the biggest impact before signs were deployed to other areas. A suggestion that turning off a vehicle engine would also result in a petrol saving would be included in communications messages in the future.

Councillor Chillingworth felt that it was important to trace the effects of all campaigns, and considered that the Council should be concerned with informing Colchester residents of what it was doing, and Councillors should be acting as leaders and exemplars to ensure that the desired message was reaching residents. Rosie confirmed to the Panel that a communications plan was being drafted, with a focus on peer-to-peer networks including more information about actions that the Council was taking.

Councillor Young called on Councillors to take a pledge to politely challenge motorists with idling engines, supporting Councillor Chillingworth's view of Councillors as exemplars. It was clear that the Council could not achieve its goals

alone, and needed the active support and assistance of schools. She noted that although there had been positive feedback from some schools in relation to the campaign, this needed to be translated into equally positive action to stop vehicle idling outside schools when pupils were dropped off.

Maggie Ibrahim, Sustainability and Climate Change Manager, addressed the Panel and confirmed that it was hoped that the Council would be delivering layered messages as part of the ongoing communications campaign, which was something which would be picked up on again at the Panel's meeting in February 2022.

Councillor King requested some more information about the locations of the new pollution monitoring devices, and asked that Councillors be included in the distribution of any promotional images relating to the project in order that they could further support the message. With regard to tree planting, he wondered whether there was any specific planting which could be undertaken which served to directly reduce airborne pollution. It was confirmed that the new monitoring devices were located in the town centre, and did not replace the current network but were adding to this. The Panel also heard that the primary cause of the pollution in the Air Quality Management Area was vehicle pollution, and it was essential to address this. Councillor Young indicated that she would be able to share some information on plants which could be used to combat air pollution with Officers outside of the meeting.

Councillor Chillingworth requested some clarity on the degree of harm that was caused by wood burning stoves, commenting that he believed that using an appropriate wood burning stove to supplement a heat pump was an environmentally healthy thing to do. It was confirmed that there was no campaign against wood burning stoves, but the intention was to raise awareness and discourage people from burning inappropriate, polluting, items.

Ben Plummer, Climate Emergency Project Officer, attended the meeting to present the report and assist the Panel with its enquiries. The Panel heard that following a request from Councillor King, additional information in relation to single use plastics had been provided. The Council was running an energy efficient grant scheme which had been publicised already and would be promoted further in January, and the assistance of Councillors in promoting the scheme would be appreciated, as grant funding could be provided to certain households whose homes had a low energy efficiency rating.

Councillor Scordis enquired whether a target date had been set to eliminate single use plastics, and wondered whether it was possible for the Council to become a base for recycling some kinds of plastic which was not collected as part of normal waste collection. Ben confirmed that no date had been set for the elimination of single use plastics, and advice would be sought from Officers about the possibility of making provisions for the recycling of non-standard plastics such as Tetra Packs. The Panel were advised that En-Form were still collecting these plastics.

Councillor Cory highlighted the difficulties with recycling Tetra Pak packaging, and considered that it should be made as easy as possible to recycle this packaging. He

further encouraged the continued use and promotion of the Council's e-cargo bike scheme, offering any support that he could give. Maggie Ibrahim reminded the Panel that it was due to consider the draft Waste Strategy at its meeting in February 2022, which would be an opportunity to receive a more detailed update on recycling issues and provide comments and feedback at this stage. An update would also be provided on sustainable modes of transport at the February meeting, and updates could be shared via email if this was appropriate.

Councillor Young drew the attention of the Panel to the Council's Asset Management Strategy, and the cost of £120m for the Council's housing stock to reach net zero carbon emissions by 2030. She considered that assistance from central government would be needed if this target were to be reached. Councillor King requested some more detailed information in respect of the work that was needed and the cost associated with elements of the project, noting that careful resourcing decisions would need to be made.

Lindsay Barker, Strategic Director of Policy and Place, assured the Panel that a lot of work had been undertaken in respect of the housing space, through work on the Asset Management Strategy, the housing investment programme and the new HRA business plan which would be referred to Cabinet and Council in the new year. The position was very challenging, as the Council was required to carry out compliance work alongside the sustainability work. The Panel heard that the Council's housing stock was in a relatively good position compared to that of some local authorities, but although funding was being sought wherever this was available, the reality was that changes were not able to be made at the pace that the Council would like.

Councillor Chillingworth considered that the biggest obstacle that was faced in the challenge to reduce the use of fossil fuels was outdated housing stock. He considered that there was little point in appealing to central government directly in relation to this issue, but rather approach the Local Government Association (LGA) to act as the voice of local authorities in an appeal for financial assistance. Councillor Young noted that the Council's housing stock was in a better position than some other local authorities and for this reason suggested that Colchester Borough Council may be less likely to receive supporting funding than other authorities. She suggested that the Portfolio Holder for the Environment be requested to lobby the LGA on behalf of the Council. Councillor Cory supported this approach and suggested that reference also be made to the amount of work that the Council had already undertaken to improve its housing stock, reasoning that it would be helpful that government was reminded what could be achieved if support were offered.

RESOLVED that the contents of the report be noted, and that the Portfolio Holder for Environment be requested to lobby the Local Government Association to request funding for housing stock improvements from central government.

50. Work Programme 2020-2021

Matthew Evans, Democratic Services Officer, attended the meeting to present the report and assist the Panel with its enquiries. The Panel were asked to approve the addition of an item to the agenda of its meeting in March 2022 in the form of a report providing an overview of the Environment Act 2021.

RESOLVED that the contents of the work programme be noted, and that an item providing an overview of the Environment Act 2021 be added to the agenda of the meeting of the Panel in March 2022.

13 January 2022

| | | | |
|-----------------------|--|---------------|--------------------|
| Report of | Assistant Director of Place and Client Services | Author | Ben Plummer |
| Title | Pathway to net zero by 2030 | | ☎ 508965 |
| Wards affected | Not applicable | | |

1. Executive Summary

1.1 This report sets out a summary of the Council's most recent work with the Carbon Trust which involved:

- Updating our pathway to net zero emissions by 2030 based on new data and new projects that have emerged since previous analysis was carried out.
- Exploring options for decarbonising several sheltered housing buildings between now and 2030.
- An introduction to offsetting with Council staff, considering different offsetting principles, methods of offsetting and the co-benefits that can be delivered from different offsetting methods.

1.2 Some summary points from the report are:

- Integration of consideration of energy efficiency opportunities into the Building Maintenance Programme to maximise carbon reduction from corporate estate is recommended.
- Based on modelled projects, the Council's residual emissions are projected to be 2,617 tonnes of CO₂ equivalent (tCO₂e) in 2030. This demonstrates that further projects for decarbonisation will need to be identified, particularly at Leisure World which is a significant contributor to the Council's emissions.
- Opportunities for locally based offsetting were considered a priority by Council officers but there are several considerations such as resources and geographic scale that will need to be kept in mind if the Council develops any local offsetting opportunities. The benefits that can be derived from local offsetting, including building community engagement and retention of delivery of co-benefits such as habitat creation, support such an approach.

2. Recommended Decision

2.1 The panel note the contents of the report and provide guidance and feedback regarding the Council's approach to becoming carbon neutral by 2030.

3. Reason for Recommended Decision

3.1 The report is for information only.

4. Alternative Options

4.1 Not applicable

5. Background Information

- 5.1 During 2020, the Council worked with the Carbon Trust to map out its emissions to 2030, based on current and proposed Council projects to reduce emissions, alongside wider changes in the political and energy landscape (e.g. the 'greening' of the electricity grid). This analysis projected that the Council would be producing 2,788 tonnes of CO₂e in 2030, compared with its target for reaching net zero emissions by 2030 (figure 1).

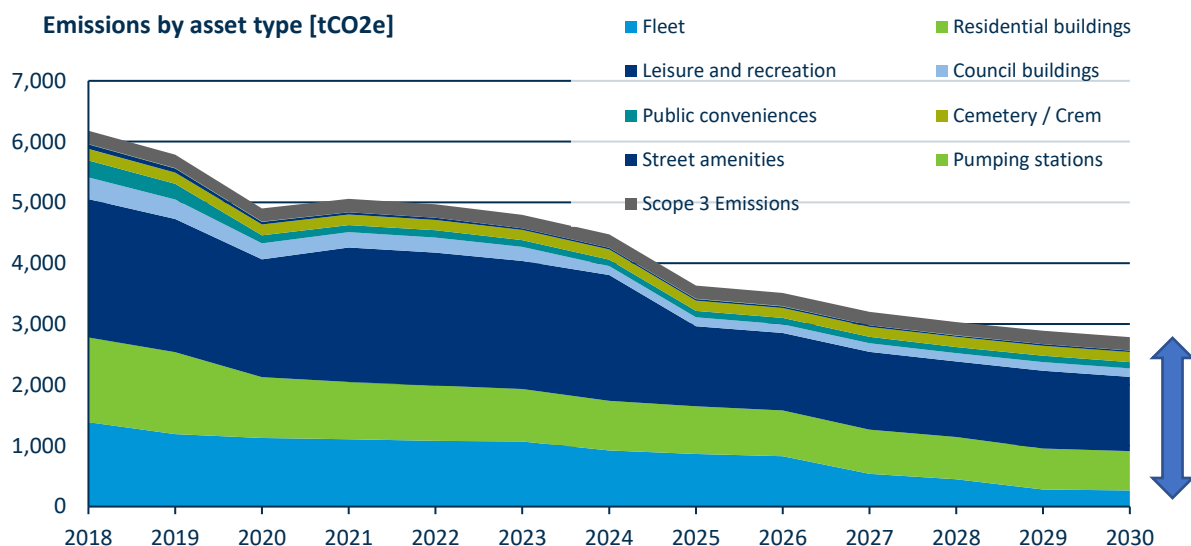


Figure 1: Pathway analysis of the Council's emissions to 2030. The arrow indicates the gap between the Council's projected emissions in 2030 based on several key carbon reduction projects being carried out and zero emissions (the 'gap to target').

- 5.2 Emissions currently included within the Council's direct emissions, and in scope for the target of reaching net zero emissions include:
- **Fleet** – Emissions from fuel consumption of the Council's fleet.
 - **Council operated buildings** – Electricity and gas consumption used in these buildings. This includes operation of the Crematorium and Leisure and Recreation buildings. They are shown separately in the graph as they contribute more to emissions than other individual buildings.
 - **Other Council operated assets** – Structures such as street lighting, bollards (referred to as street amenities and public conveniences in the graph) and pumping stations are included here.
 - **Residential buildings** – This refers to emissions from the sheltered housing stock only. Emissions from the general needs stock is included within the Council's indirect (scope 3) emissions. However, the Council is still investing significantly in its general needs stock with £4m outlined for energy efficiency ('fabric first') improvements to the most inefficient properties. The target for the whole stock to achieve a minimum EPC C by 2030, is also 5 years ahead of the Government's target for this.
 - **Emissions from waste, water, business travel and commuting** – These are all emissions that typically fall under and organisations indirect (scope 3) emissions. However, the Council has incorporated these within its carbon neutral target, demonstrating the influence it can have on these emissions as much of these are linked to staff behaviours.

- 5.3 This analysis indicated that further projects would have to be carried out to get the Council as close to carbon neutrality as possible, before then considering further action that could be taken to offset emissions.
- 5.4 The objective of the next piece of work with the Carbon Trust was to:
- Understand the costs and emissions savings associated with upgrading several of the sheltered housing buildings by 2030. This aligned with the work on the creation of a new Housing Asset Management Strategy.
 - Update the pathway projection based on more recent data the Council had in regard to some of its projects such as the fleet transition programme and plans for decarbonising Rowan House.
 - Improve the Council's understanding of the options available around offsetting, recognising it would be required to some extent to reach carbon neutrality by 2030. An officer workshop was conducted to explore this topic.
- 5.5 An analysis of each of these three sections is presented below:

Sheltered Housing Options Appraisal

- 5.6 It has been recognised that the sheltered housing stock contribute significantly to the Council's carbon footprint. The Council is already working to reduce emissions from these, with several buildings upgraded to be more efficient and low carbon such as the rebuilding of Elfreda House to Future Homes Standard.
- 5.7 Heating systems in several of the sheltered housing schemes are coming up for renewal in the coming decade, and it was considered important that the Council understands the options, costs and emission savings involved in retrofitting these.
- 5.8 Therefore the Carbon Trust conducted an options appraisal of four of the sheltered housing schemes. This considered the different costs and emissions savings of upgrading these buildings to varying levels of energy efficiency and installation of low carbon heating systems. A summary of the options for each sheltered housing scheme will be considered by the Council and Colchester Borough Homes as part of a wider review of plans for the sheltered housing stock.

Pathway projection to carbon neutrality

- 5.9 Several planned projects have progressed since the Council's previous pathway modelling with the Carbon Trust. These include the creation of the fleet transition programme, the planned decarbonisation of Rowan House, both of which have been incorporated into the new pathway model. Additionally, the retrofit of three of the sheltered schemes have been modelled.
- 5.10 This modelling outlined that the Council's residual emissions in 2030 would be 2,617 tCO₂e. The biggest percentage saving in emissions on the way to 2030 is outlined to be delivered by the fleet, with a 33% emission saving occurring. However, the pathway model does not include any works to make Leisure World more energy efficient or use a low carbon heating source and initial plans are being developed in this area. Despite this, emissions from Leisure and Recreation contribute to emission savings of 27% towards 2030, solely due to the decarbonisation of electricity in the grid that the building will use.

Offsetting workshop

- 5.11 Sixteen officers from Colchester Borough Council, Colchester Borough Homes and Colchester Amphora Energy Limited attended the workshop co-ordinated by the Carbon Trust. The workshop focussed on looking at offsetting methods, offsetting and target setting, and local and global offsetting. A short analysis of the findings of each section is highlighted below and further findings can be found in the Carbon Trust report.
- 5.12 **Offsetting methods:** There are two main categorisations of offsetting methods. Methods that remove greenhouse gases from the atmosphere (such as tree planting or carbon, capture and storage) and methods that would lead to a reduction in greenhouse gases in operations that would otherwise not occur (e.g. creating a solar PV farm to provide electricity). These can be further categorised into either technological solutions or nature-based solutions.
- 5.13 Through polls and discussion in breakout rooms it was identified that officers saw both nature-based solutions and technological solutions playing a role in any offsetting the Council does. Additionally, there was no preference for greenhouse gas removal or reduction solutions.
- 5.14 **Offsetting and target setting:** The Carbon Trust made the Council aware that there are different requirements when it comes to offsetting, in regard to whether the Council wants to target reaching carbon neutral or net zero. The different definitions are highlighted in the report.
- 5.15 Up till the workshop the Council had used the terms 'net zero' and 'carbon neutral' interchangeably, unaware there was a significant difference between the two. This is common amongst other Councils as well, with there still being a lack of clarity around the difference.
- 5.16 The main difference between the two when it comes to offsetting, is that carbon neutrality allows for both greenhouse gas reduction and removal offsets to be used in the process of decarbonisation. Net zero allows for some use of greenhouse gas reduction offsets along the decarbonisation journey, however by the end target date offsets must be greenhouse gas removal offsets only, and these should only be used where it is unfeasible to reduce emissions from asset and operations first.
- 5.17 Through polls and discussions in breakout rooms, the difference between net zero and carbon neutral emerged. Whilst the Council has agreed to net zero emissions by 2030, we will need to assess the Carbon Trust's definitions of net zero and carbon neutral against the plan that is emerging to be clear on the standard the Council wants to achieve. However, the Council's approach will always prioritise reducing emissions from its existing assets where possible, before considering options for offsetting where residual emissions remain.
- 5.18 **Global and local offsetting:** In the workshop, the Carbon Trust outlined the various considerations around offsetting emissions on a local scale versus offsetting more globally. Considerations include time and resource required, co-benefits that can be derived, varying costs and more.
- 5.19 Throughout all breakout room discussions, it was clear that offsetting locally was preferred. Delivering co-benefits in the local area, and opportunities for community engagement were seen as clear positives for offsetting locally especially given that the Council is an organisation funded locally and should thus deliver benefits in the locality. However, offsetting on a global scale was not completely ruled out by staff and would be

considered as the market for this becomes more regulated and standards more developed.

- 5.18 Further information on all sections of work highlighted above, are covered in the full Carbon Trust report.

Next steps

- 5.19 The report has been useful for updating the Council's progress on the journey of reaching carbon neutrality by 2030. It has highlighted gaps where there will need to be a focus on reducing emission from several high emitting assets. The report has also provided insight and information on sheltered housing for colleagues in Colchester Borough Homes, as well as introducing the team to offsetting so this can be considered as part of the Council's approach to reaching carbon neutrality going forward.
- 5.20 Following on from this, the Council recognises that clear actions for reducing emissions from its high emitting assets is necessary and this will be addressed by starting the process of creating a Carbon Management Plan in early 2022 to identify tangible actions to reduce emissions from these assets, quantifying costs and emissions savings from doing these.
- 5.21 This work will sit alongside further development of the Council's Climate Emergency Action Plan, with actions in here that contribute to both emissions reduction and the delivery of positive environmental benefits as part of Council operations, as well as activities in the borough.

6. Equality, Diversity and Human Rights implications

- 6.1 There are no equality, diversity and human rights implications of the report.

7. Strategic Plan References

- 7.1 This report directly links to the Strategic Plan 2020-2023 theme of 'Tackling the Climate Challenge and Sustainability'.

8. Consultation

- 8.1 There are no consultation considerations.

9. Publicity Considerations

- 9.1 There are no publicity considerations.

10. Financial implications

- 10.1 There are no financial implications.

11. Community Safety Implications

- 11.1 There are no community safety implications.

12. Health and Safety Implications

- 12.1 There are no health and safety implications.

13. Risk Management Implications

13.1 There are no risk management implications.

14. Environmental and Sustainability Implications

14.1 The report highlights how the Council will need to continue to reduce emissions from its operations and assets, and the Council will be following up on this with the production of a Carbon Management Plan. This will identify detailed projects and actions the Council can take to reduce emissions from its operations and assets.

13 January 2022

| | | | |
|----------------|---|--------|--|
| Report of | Assistant Director of Place and Client Services | Author | Ben Plummer and Maggie Ibrahim ☎ 508965 |
| Title | Climate Emergency Action Plan Update | | |
| Wards affected | Not applicable | | |

1. Executive Summary

1.1 This report details key progress made with the Climate Emergency Action Plan (CEAP), and other relevant updates since the previous meeting on 7th December 2021.

1.2 Progress includes:

- **Air Quality sensor** locations have been identified and are located through Colchester, covering the air quality management areas. These sensors will enable air pollution levels to be monitored in real time, enabling more comprehensive analysis to be carried out on the effect of different behavioural initiatives on air quality.
- **Home burning awareness campaign launched** to increase public knowledge about the impact wood burning can have on air quality. The campaign will focus on encouraging residents to burn wood less, burn seasoned wood rather than wet wood to help reduce the production of particulate matter from wood burning. The campaign will take place between November 2021-February 2022.
- **Electric vehicles** for the Council's fleet are due to arrive in early 2022. Hybrid vehicles are due to arrive slightly before the full electric vehicles. Two electric vehicles have already been purchased by the North Essex Parking Partnership for use in their Park Safe scheme.
- **Tree planting days** for public to attend have been announced, taking place between November 2021-February 2022. These are published on the Council's [website](#).
- **Funding for improving energy efficiency** of homes in Colchester available for residents on low incomes and with homes with low energy efficiency through the Government's Green Homes Grant Local Authority Delivery (LAD) Scheme phase 2. Further information can be found at www.colchester.gov.uk/greenhomesgrantlad2, and enquiries/applications for the grant can be made through www.warmworks.co.uk/greenhomesgrant or by calling 0808 196 8255.
- **Further grant funding for improving energy efficiency** has been secured by the Council from Government for delivery between March 2022-March 2023. Funding came from the [Sustainable Warmth Competition](#), and will fund energy efficiency improvements in homes in Colchester. The eligibility requirements will be similar to the LAD scheme phase 2. Communications will be organised in the coming months about this grant funding.
- **Climate Action Challenge Fund** made available by Essex County Council for communities to apply to carry out projects that tackle climate related challenges. Community groups, charities and schools can bid for funding of up to £20,000. More information about the fund is available at www.essex.gov.uk/leisure-culture-local-heritage/culture-and-communities.

- **Essex Schools Green Day** has been planned in for 6th July 2022. The day will be about raising environmental awareness in schools and getting schools to demonstrate what they are doing to protect the environment and tackle climate change. The Council will be offering support on this day, as well as contacting other organisations in the borough to see what support they can offer. This follows on from the Go Green Schools project the Council has been doing, which has engaged with 7 primary schools to understand good environmental practice in schools, challenges faced to doing more and what support would be welcome.
- An **assessment of the Council's Climate Emergency Action Plan** will soon be published by Climate Emergency UK, an organisation set up to document the climate emergency declarations and plans of local authorities, as well as provide support to help local authorities respond to their declarations. The group have assessed all existing climate emergency action plans/strategies from local authorities across the UK against a variety of criteria, and these will be published in a 'scorecard assessment'.
- The Council will be participating in a **challenge lab** workshop with the University of Essex in early 2022. The challenge lab involves university researchers collaborating with an external organisation to tackle key challenges facing the organisation using existing research and knowledge of academic researchers. It will be a two day workshop focussing on topics such as organisational behaviour change, climate adaptation, domestic energy efficiency and transport emission targets.
- A **participatory budgeting presentation** was recently co-ordinated by University of Essex researchers and presented to Council staff, discussing the potential of participatory budgeting for engaging the community around Council decisions and projects. Staff found the session informative, and use of this participatory method will be explored for piloting in future projects.
- **Essex Climate Action Commission (ECAC)** have recently created a new anchor institutions climate action working group which the Council will take part in in the new year. The group will collaborate for form a 'Year of Climate Action' to explore collective action on climate change across Essex and contribute to the delivery of recommendations in the ECAC ['Net Zero: Making Essex Carbon Neutral'](#) report.

2. Recommended Decision

- 2.1 The Panel is asked to note the contents of the report and to provide any guidance on the progress being made with areas of the action plan, or ongoing work in these areas.

3. Reason for Recommended Decision

- 3.1 To ensure that the Panel is content with the progress made to date and has the chance to feedback on ongoing work.

4. Alternative Options

- 4.1 Not Applicable

5. Key updates

- 5.1 New air quality sensors are being installed in Colchester to monitor air pollution levels in real time. A map showing where all the sensors will be located is shown in figure 1. Locations include on St John's Street, Head Street, North Hill, High Street, Brook Street, East Street and Mersea Road. Each monitor will be co-located with a traffic camera (vivacity cameras), monitoring traffic count.

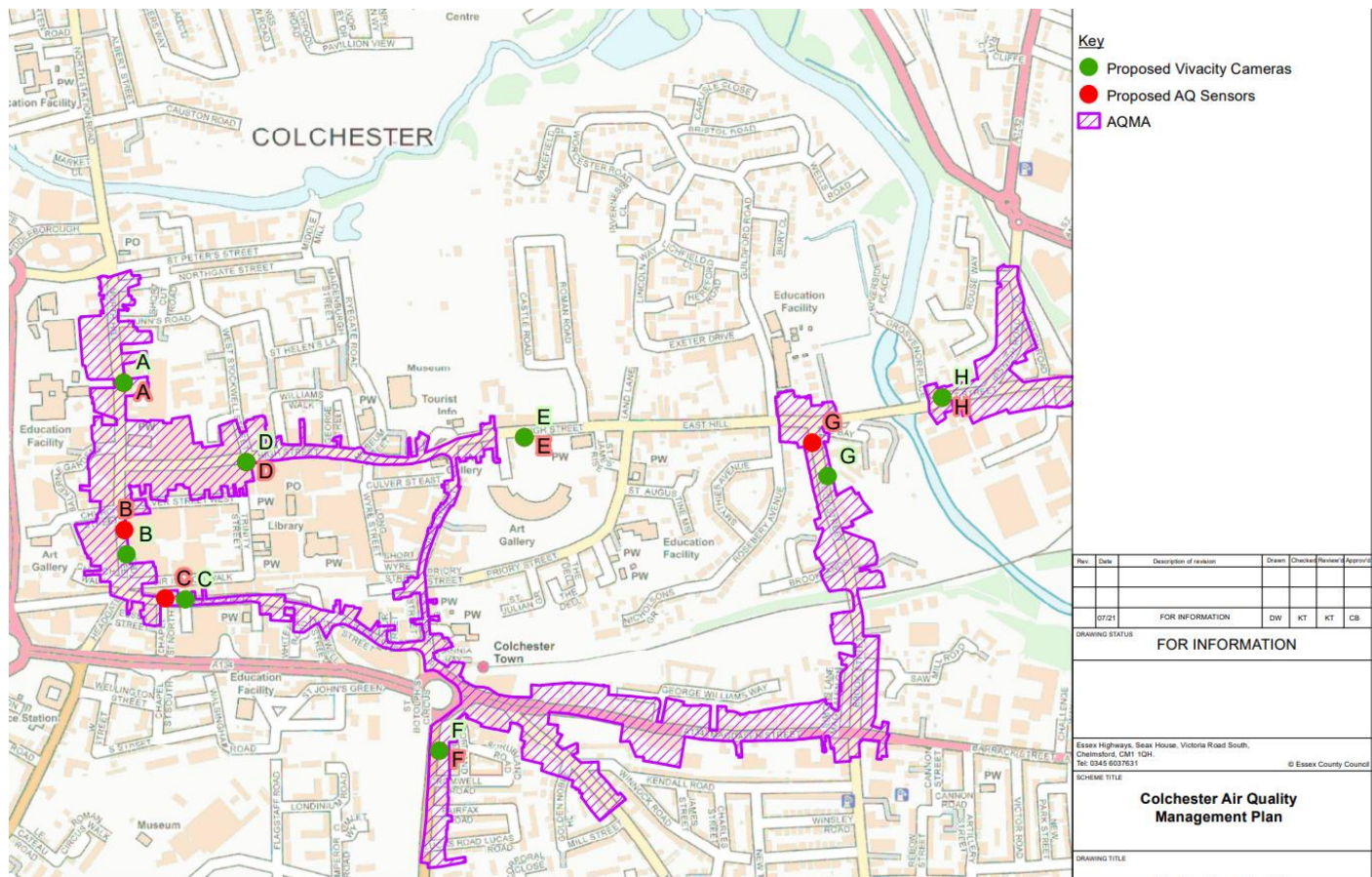


Figure 1: Location of new real time air quality monitors in Colchester

- 5.2 The Council has recently launched a public awareness campaign around the air pollution produced from woodburning. Woodburning is one of the largest contributors to particulate matter air pollution and this is largely unrecognised. Therefore, the campaign will aim to encourage residents to burn wood less, and to burn seasoned wood rather than wet wood as this produces less particulate matter. Promotional activities will occur both online and in person.
- 5.3 The Council will be receiving electric and hybrid vehicles, to help with the decarbonisation of its fleet from early 2022. North Essex Parking Partnership has already taken delivery of two electric vehicles which will be used for the Park Safe scheme.
- 5.4 Throughout November-February 2022, the Council is running many tree planting days across the borough as part of the Woodland and Biodiversity Project. The locations for the tree planting can be found on the Council's [website](#). The trees will also be planted with biodegradable rabbit guards around them, eliminating the use of plastic guards. Planting days have been successful so far, engaging the local community. On one of the planting days at Magnolia Drive, about 100 pupils and staff from Unity Primary Academy came down to help plant trees.

- 5.5 The Council has funding to deliver energy efficiency improvements to homes in Colchester that are of low energy efficiency (have Energy Performance Certificate below D) and where residents have a combined income of no more than £30,000/they receive means tested benefits or Council tax reduction. Vouchers of up to £10,000 are available for those living in owner occupier homes to fully cover the costs of improvements such as wall and loft insulation. Those living in rented (private or social) homes can also receive 2/3 (or up to £5,000) of the total costs of efficiency improvements, with their landlord needing to contribute a minimum of 1/3 of overall costs.
- 5.6 This funding has been made available through the Government's Green Homes Grant LAD scheme phase 2. Further information can be found at www.colchester.gov.uk/greenhomesgrantlad2. Residents who think they might be eligible to the scheme should fill in a referral form on the Warmworks website (www.warmworks.co.uk/greenhomesgrant), or call Warmworks on 0808 196 8255. Alternatively, please get in contact with the Council by emailing climate.change@colchester.gov.uk, or calling 01206 508965.
- 5.7 The Council has been successful in securing further grant funding to improve the energy efficiency of homes in Colchester through the [Sustainable Warmth Competition](#). £689,823 has been secured to deliver energy efficiency improvements to homes, where residents are on low incomes and living in low energy efficiency homes. Part of the funding will go towards securing a new officer to lead the project and ensure it is communicated effectively to the community, along with other associated administration costs. The funding will be delivered between March 2022-March 2023, giving continued support beyond the LAD phase 2 scheme that ends in March 2022.
- 5.8 Essex County Council have launched a [Climate Action Challenge Fund](#) pot for communities to bid into to carry out projects that tackle a climate related challenge. Community groups, charities and schools amongst others can bid for funding of up to £20,000 and is open until March 31, 2023 or until funds last. Further information about the fund and its guidelines can be found [here](#). This information has been circulated with Community 360, Town and Parish Clerks and all councillors.
- 5.9 The Essex Schools 'Green Day' will be taking place on 6th July 2022. The day ran for the first time on 8th July 2021, organised by the lead of the [Multi Schools Council](#). The Council would like to have more schools participating this year, as well as more support available to schools. The Council has already started reaching out to organisations in the borough that could offer support, as well as putting together a support offering itself. Support councillors can offer local schools in their ward would be appreciated. This follows on from the 'Go Green Schools' project the Council received funding to deliver from the Net Zero Innovation Programme co-ordinated by the Local Government Association and University College London. The project has engaged with 7 primary schools and has given the Council an insight into good environmental practices in schools, where challenges lie and where further support could be provided.
- 5.10 An assessment of the Council's Climate Emergency Action Plan is due to be published in early 2022. This is part of a [wider assessment](#) of all UK local authority climate emergency action plans/strategies conducted by the organisation [Climate Emergency UK](#). The assessment is a review of what is written in the action plans, rather than how actions have been implemented, at this stage. Action plans have been assessed against many different criteria such as Governance, mitigation and adaptation, commitment and integration, community engagement and communication, amongst others. All plans will be marked on a 'scorecard', enabling comparison of performance between councils. The

Council has reviewed the preliminary assessment of the action plan and will be responding to the final assessment in 2022, with an update of our action plan.

- 5.11 The Council is participating in a challenge lab organised by the University of Essex. The challenge lab process brings together university researchers/staff and staff from an external organisation to brainstorm ideas to tackle a challenge faced by the organisation. University staff apply their own research to think of project proposals to tackle the challenges and these are then posed to an external panel who assess the quality of the proposals. Several ideas are then progressed for implementation. For this challenge lab, the Council is submitting the challenges of climate adaptation, increasing the uptake of domestic energy efficiency/retrofit, organisational behaviour change and setting appropriate targets for transport behaviour change to be explored.
- 5.12 Council officers recently received a presentation from University of Essex researchers on the potential of participatory budgeting for engaging the community in Council projects and decision making. Discussions were held between Council colleagues about the potential for participatory budgeting and there was interest in piloting this participatory approach in a Council project.
- 5.13 Essex Climate Action Commission has set up an anchor institution climate action working group, of which the Council will be participating in in the new year. The group aims to co-ordinate a Year of Climate Action, and identify how different institutions can collaborate to contribute to achieving the recommendations detailed in the ECAC ['Net Zero: Making Essex Carbon Neutral'](#) report.
- 5.14 For further information on updates in the Climate Emergency Action Plan, see appendix 1.

6. Equality, Diversity and Human Rights implications

- 6.1 This report has no equality, diversity and human rights implications.

7. Strategic Plan References

- 7.1 All of the updates provided in this report contribute to the Strategic Plan 2020-2023 theme of 'Tackling the Climate Challenge and Sustainability'.

8. Consultation

- 8.1 There are no consultation considerations for this paper, although several of the projects referenced have consultation elements within them and success in tackling climate change will involve engagement and education of others to influence behaviour change more widely.

9. Publicity Considerations

- 9.1 There are no specific publicity considerations.

10. Financial implications

- 10.1 There are no specific financial implications from this paper.

11. Community Safety Implications

- 11.1 There are no specific community safety implications from this paper.

12. Health and Safety Implications

- 12.1 There are no health and safety implications.

13. Risk Management Implications

- 13.1 There are no risk management implications from this update.

14. Environmental and Sustainability Implications

- 14.1 The updates mentioned in this report are all relevant to tackling climate change and/or improving the environment. Actions and projects highlighted in the report all have co-benefits outside of environmental improvements for residents.
- 14.2 For example, delivering more energy efficient homes for residents helps to reduce their fuel bills and ensuring their homes are kept warm improving their health and wellbeing.
- 14.3 Promoting responsible burning, walking and cycling, and no-idling all have positive impacts on people's health through improvements in air quality. Supporting residents to use electric vehicles, as well as using electric vehicles for Council operations, will support improvements in air quality and contribute to reductions in noise pollution.
- 14.4 Additionally, providing the opportunity for residents to plant trees and get outside in green spaces helps to promote physical activity and improved health.
- 14.5 It is also vitally important that schools are engaged with responding to climate change and reducing their environmental impact. Inspiring the younger generations to care for the environment is important as this behaviour needs to be more mainstreamed if we are to tackle climate change to the greatest degree possible.

Climate Emergency Action Plan 2021-23 (13th January 2022 update)

[Theme 1 – Reduce carbon emissions from our buildings & fleet to help achieve a net zero Carbon footprint for Council Services by 2030](#)

[Theme 2 – Produce renewable energy](#)

[Theme 3 – Enhance biodiversity and protect our environment](#)

[Theme 4 – Facilitate walking, cycling and sustainable transport around Colchester](#)

[Theme 5 – Provide sustainable waste management and support residents to reduce, reuse and recycle](#)

[Theme 6 – Enable partnerships and community action for sustainability and low carbon development](#)

[Theme 7 – Ensure sustainable planning and development](#)

[Theme 8 – Change the way we work to achieve our climate commitment](#)

| 1. Reduce carbon emissions from our buildings & fleet to help achieve a net zero Carbon footprint for Council Services by 2030 | | | | |
|--|--|---|-----------------------------|--|
| Action | How will action be achieved? | January 13th update | Date Started/ Finish | Measurement of Success (MoS) |
| 1.1 Development of a new Carbon Management Plan (CMP) based on insight and evidence gathered from a detailed pathway modelling of the current CBC footprint. | Work with the Carbon Trust to develop a new CMP for 2022-27 | Consultancy work to inform basis of work for CMP has now completed (see 1.14) and the creation of the CMP will be followed up from January 2022 | January 2022 – May 2022 | New Carbon Management Plan produced by June 2022 |
| 1.2 Review CMP 2016-2020 to address any outstanding projects and see if these can be carried out | Review projects to identify technical feasibility and budget available | Actions will be followed up at time when CMP work begins – January 2022 | Jan 21 - Dec 21 | Actions reviewed and identified for completion in new CMP if required |
| 1.3 Continue to report on our emissions annually, and look to collect more refined data on our indirect emissions | Explore ways of accessing data from contractors on their emissions in relation to procured goods and services Review other data sources and report annually, including calculating emissions associated with working from home. | Data collection complete Emissions within the net zero target figures, along with indirect emissions for 20/21 have been published on the CBC website Working from home emission figures estimated. | Emissions reported annually | Report on emissions, in better detail where possible. |
| 1.4 Take steps to ensure the council's future electricity | Source Council's electricity from a supplier | Green tariff procured | Dec 20-Apr 21 | Get a 100% renewable electricity green tariff in new procurement of utility supplier |

| 1. Reduce carbon emissions from our buildings & fleet to help achieve a net zero Carbon footprint for Council Services by 2030 | | | | |
|---|---|--|---|---|
| Action | How will action be achieved? | January 13th update | Date Started/ Finish | Measurement of Success (MoS) |
| supply is provided by 100% renewably generated sources | <p>providing 100% renewable electricity</p> <p>Explore opportunities for renewable energy generation such as solar PV that can be used to contribute directly to powering Council buildings (see 2.2)</p> | See 2.2 | May 2021 – April 2022 | Business case produced for generating renewable energy to contribute to powering Council buildings (see 2.2). |
| 1.5 Review our estate and assets to investigate means of increasing energy efficiency of heating, lighting and cooling systems | New Estate Asset Strategy to include decarbonisation plan | Building maintenance programme to involve investigating opportunities for decarbonisation as part of building surveys | April 2021- April 2022 | Building Maintenance Survey & Programme includes carbon reduction assessment and activities. |
| 1.6 Decarbonisation of Rowan House, the Council's main office | <p>Replacement of existing heating and ventilation systems with heat pump. Also adding in extra roof insulation and LED lighting</p> <p>Installation of 18 electric vehicle (EV) charge points at Rowan House</p> | <p>Tender out to deliver Rowan House works</p> <p>Awaiting UKPN and NCC work programme. Contamination report complete and ok to proceed.</p> | <p>February 2021 – June 2022</p> <p>January 2021 – April 2022</p> | <p>Realization of predicted energy savings during first full year of operation.</p> <p>Installation complete to support purchase of new EVs</p> |

| 1. Reduce carbon emissions from our buildings & fleet to help achieve a net zero Carbon footprint for Council Services by 2030 | | | | |
|---|---|---|-----------------------------|--|
| Action | How will action be achieved? | January 13th update | Date Started/ Finish | Measurement of Success (MoS) |
| 1.7 Creation of an Asset (Housing) Management Strategy that will establish plans for reducing emissions from the housing stock | Reviewing plans for upgrading assets and setting an appropriate target for reducing emissions from the housing stock | On track – AMS findings have been produced and software used to produce scenarios for reducing carbon emissions from housing stock. Carbon Trust also provided support on options for reducing emissions from 4 sheltered housing buildings. Full strategy to be published in early 2022. | January 21 - September 21 | Strategy produced which sets targets for carbon reduction |
| 1.8 Increasing the energy performance of 100 Homes to reduce energy use and tackle fuel poverty | 100 Homes Project – Purchasing 100 former Council homes to increase energy performance certificate (EPC) rating to an average of B. | Overall Average EPC Rating expected at B 84. Actual EPCs to be determined once the homes are ready for handover | September 2020 – March 2022 | Increase EPC rating to average of B for the 100 properties |

| 1. Reduce carbon emissions from our buildings & fleet to help achieve a net zero Carbon footprint for Council Services by 2030 | | | | |
|---|---|---|-----------------------------|---|
| Action | How will action be achieved? | January 13th update | Date Started/ Finish | Measurement of Success (MoS) |
| 1.9 Decarbonising the housing stock through the Housing Improvement Programme (HIP) | <p>Housing Improvement Programme Works to upgrade most energy inefficient properties to an EPC of C or above.</p> <p>Replacement of heating system at Mary Frank House with an air source heat pump (ASHP)</p> <p>Installation of monitoring equipment in accordance with Heating regulations</p> <p>Boiler replacement works – Replacement of outdated and inefficient boilers</p> | <p>On track</p> <p>On track</p> <p>On track</p> <p>On track</p> | April 2021 – March 2022 | <p>40 properties to be raised above D in 12 months</p> <p>Installation of ASHP and working to design expectations</p> <p>To be compliant with Heat regulations</p> <p>405 boilers to be replaced, of which 20 will be air source heat pumps</p> |
| 1.10 Redevelopment of Elfreda House to reduce carbon emissions | Redevelopment of Elfreda House to Future Homes 2025 standard | Work is continuing on the redevelopment | April 2021 – April 2023 | Site built to standard to produce no more than 33.4 kg/m ² CO ₂ per year |

| 1. Reduce carbon emissions from our buildings & fleet to help achieve a net zero Carbon footprint for Council Services by 2030 | | | | |
|--|--|---|---|---|
| Action | How will action be achieved? | January 13 th update | Date Started/ Finish | Measurement of Success (MoS) |
| 1.11 Take a phased approach to the renewal of the fleet to meet our target of having a fully electric vehicle fleet by 2030 | <p>Publishing of a first draft of a fleet transition programme towards 2030</p> <p>In 2021, 15 EVs and 4 hybrid vehicles will be purchased to replace existing small vehicles fuelled by diesel</p> <p>NEPP fleet review underway and to be published Summer 2021.</p> <p>Procurement of at least 1 EV for the Park Safe scheme in 2021.</p> | <p>Done</p> <p>Vehicles in process of being procured.</p> <p>Hybrid vehicles due December/January.</p> <p>EV vehicles have been delayed due to issues with installation of infrastructure.</p> <p>Alternative location for a smaller number of fleet, as a first phase now underway and will be located at St John's car park.</p> <p>Strategy planning and procurement discussions underway.</p> <p>2x EVs (Renault Zoes) have been purchased and will become part of NEPPs Park Safe expansion.</p> | <p>1st draft produced in December 2020 – reviewed regularly</p> <p>February 2021 – January 2022</p> <p>Installation November 2021</p> <p>May 2021– September 2021</p> <p>May 2021-April 2022</p> | <p>Programme published and reviewed as technologies develop</p> <p>Procurement of electric vehicles and achievement of carbon emission savings</p> <p>Procurement of electric vehicles and associated charging infrastructure with achievement of carbon emission savings</p> |

| 1. Reduce carbon emissions from our buildings & fleet to help achieve a net zero Carbon footprint for Council Services by 2030 | | | | |
|--|--|--|-------------------------------------|---|
| Action | How will action be achieved? | January 13th update | Date Started/ Finish | Measurement of Success (MoS) |
| 1.12 Creation of an EV charging Strategy to guide provision of EV charging at housing developments and in Council owned car parks | Production of an initial strategy to set out guidance for provision of EV charge points | Engagement with EST and ECC ongoing as part of research/ scoping phase. Survey published to understand demand for EVs and the support people would need to use them in the Colchester. Looking to set up a 'request EV charging' form to identify areas of demand | March 21 – December 2021 | Strategy approved and in place |
| 1.13 Investigate emissions of nitrogen dioxide from Crematorium and explore opportunity to purchase deNox equipment to reduce nitrogen dioxide emissions | Install diffusion tubes upwind of crematorium to measure nitrogen dioxide concentrations in air. Measure nitrogen dioxide as part of cremator emissions testing. Depending on results look to purchase deNox equipment to help reduce nitrogen dioxide emissions from crematorium to improve air quality. | Diffusion tubes installed in The Willows and areas surrounding crematorium. Cremator testing will be taking place also to assess nitrogen dioxide emissions TBC | May 2021 – December 2021 TBC | Nitrogen dioxide concentrations measured in air surrounding Crematorium and from cremators TBC |

| 1. Reduce carbon emissions from our buildings & fleet to help achieve a net zero Carbon footprint for Council Services by 2030 | | | | |
|---|--|--|-----------------------------|--|
| Action | How will action be achieved? | January 13th update | Date Started/ Finish | Measurement of Success (MoS) |
| 1.14 Develop Milestones and Pathway to reach net zero for direct emissions by 2030. | Work with Carbon Trust to develop milestones for emission reductions between now and 2030. | Analysis completed and findings available in separate panel report on this to be presented at Panel meeting on 13 th January 2022. This work and analysis will inform the development of milestones for carbon reduction between 2022 and 2030. | May 2021- November 2021 | Several milestones developed for emission reduction between now and 2030 to ensure we stay on track to reach net zero emissions by 2030. |

| 2. Produce Renewable Energy | | | | |
|---|---|---------------------------------------|-----------------------------------|---|
| Action | How will action be achieved? | January 13th update | Date Started/ Finish | Measurement of Success (MoS) |
| 2.1 Continued development of Northern Gateway Heat Network site to generate low carbon energy | Construction of the main energy centre and beginning to build connections to residential, commercial, health and leisure sites. | D&B tender progress | Q2 2021/Connections up until 2024 | Heat Network site fully complete and operating |
| 2.2 Explore the creation of a microgrid to link up new sites of solar PV generation to Council assets to decarbonise our energy use | Conduct feasibility study and development of a business case for a solar PV farm. | Stage 2 Feasibility in progress | 2021 | Business case produced for production of renewable energy from solar farm |

| 3. Enhance biodiversity and protect our environment | | | | |
|---|--|--|--|---|
| Action | How will action be achieved? | January 13 th update | Date Started/ Finish | Measurement of Success (MoS) |
| 3.1 Plant 200,000 trees by 2024 as part of the Colchester Woodland and Biodiversity Project to benefit biodiversity and for capturing carbon emissions. | <p>Volunteer planting days in Autumn for residents to help with planting around 20,000 trees on 11 different Council sites</p> <p>Parish Councils, Local Schools & Landowners to be offered tree whips for planting on their own land.</p> <p>Work with relevant experts to ensure planting sites are chosen appropriately to ensure tree planting will benefit biodiversity. Environmental Impact Assessments will also be undertaken</p> | <p>Planting days have all been set up and are on the Council's Woodland and Biodiversity website.</p> <p>Dates have so far been progressing well with lots of volunteers contributing to planting.</p> <p>23,000 trees have been requested by these groups for planting in the current season ending in March 2022</p> <p>Detailed update on Woodland and Biodiversity Project was presented in committee report to Environment and Sustainability Panel on 23rd September 2021</p> | <p>November 2021 – March 2022</p> <p>First deliveries due 24th November 2021</p> <p>Ongoing</p> | <p>Planting of 20,000 trees in 2021/22</p> <p>Continue to work with experts/communities to ensure tree planting is carried out at appropriate sites</p> |

| 3. Enhance biodiversity and protect our environment | | | | |
|---|--|---------------------------------|--|--|
| Action | How will action be achieved? | January 13 th update | Date Started/ Finish | Measurement of Success (MoS) |
| | <p>on new tree planting sites.</p> <p>Establishment of tree seed nursery at Highwoods Country Park so trees can be grown from seed for future use in project.</p> <p>Vision, objectives and principles of project for Year 3 being drawn up based on learnings from previous 2 years</p> | | Tree seed nursery established, just needs management | Management of nursery, so that future trees planted in the project can be sourced locally. |
| 3.2 Review the Council's Parks and Green Spaces Strategy, exploring opportunities to tackle climate change and to safeguard and | Data and consultation will be used to inform the strategy | On track | April 2021 – April 2022 | Approval of revised strategy |

| 3. Enhance biodiversity and protect our environment | | | | |
|---|---|---|--|---|
| Action | How will action be achieved? | January 13 th update | Date Started/ Finish | Measurement of Success (MoS) |
| enhance existing habitats and species. | | | | |
| 3.3 Improve the ecological and amenity value of the riverside lake and island near the Castle Park to enhance biodiversity, capture carbon and allow better access to the site. | Plans in early development and will be expanded on in future update of the action plan | Environment Agency permission received. Sending out for quotes from contractors | August 2021 -tbc | tbc |
| 3.4 Ceasing the use of glyphosate herbicides in Council operations through a phased approach as a way to manage weeds, and encouraging other stakeholders to do the same | <p>Agreement reached to phase out glyphosate use for general maintenance by end of March 2021</p> <p>Alternative ways of managing weeds without glyphosate will commence at the start of the growing season</p> | <p>Complete</p> <p>Approaches will remain ongoing</p> | <p>September 2020 - April 2021</p> <p>April 2021- April 2022</p> | <p>Significant reduction in glyphosate use. Increases in biodiversity found on Council green spaces.</p> <p>New methods adopted for managing weeds going forward.</p> |
| 3.6 Trialling 'no mow' or reduced mow approaches to rewild | 14 green spaces identified where areas of reduced | Trials undertaken and a review underway | May 2021 – April 2022 | Weed and verge maintenance policy agreed and implemented |

| 3. Enhance biodiversity and protect our environment | | | | |
|--|--|---|----------------------|--|
| Action | How will action be achieved? | January 13 th update | Date Started/ Finish | Measurement of Success (MoS) |
| Council green spaces and support biodiversity, particularly pollinators. | <p>frequency mowing will occur, allowing for the growth of grasses and wildflowers, with rewilding approach developed through engagement with Town and Parish Councils</p> <p>Engagement with local schools led to pupils producing designs for signs explaining why the Council is changing its mowing regimes.</p> | Some schools have helped to produce signage in the 14 green spaces. | Ongoing | <p>Trial for no mow/reduced mow approaches leads to formally adopting new mowing regimes for Council green spaces going forward.</p> <p>Signs developed that help to explain reason for changes to mowing regimes.</p> |

| 4. Facilitate walking, cycling and sustainable transport around Colchester | | | | |
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| Action | How will action be achieved? | January 13 th update | Date Started/ Finish | Measurement of Success (MoS) |
| 4.1 Continue to support local organisations to encourage active travel through the Travel Plan Club | Work and support local organisations to encourage active travel and reduce reliance on private car for commuting through creating workplace travel plans | Help with CBC and CBH travel survey to understand staff working patterns and how this related to promoting sustainable travel. Currently analysing survey results | Ongoing action | Deliver annual plan of action with helping to review and refresh workplace travel plans |
| 4.2 Implement the Electric Cargo (eCargo) bike project to reduce emissions from travel and operations of the Councils and local organisations | <p>Using eCargo bikes within Council operations to reduce emissions from travel</p> <p>Providing eCargo bikes to 10 organisations (project champions) to break down barriers to using eCargo bikes as a sustainable mode of travel for conducting deliveries and other operations.</p> <p>Loaning eCargo bikes out to local organisations to promote this mode of</p> | <p>9756 miles travelled on eCargo bikes by September 2021</p> <p>Bikes provided and being used successfully by champions. Recently, 4 staff in Neighbourhood services were inducted to use the eCargo bikes, and more staff will continue to be inducted after completing their bikeability level 3 course.</p> <p>ECargo bikes are now being let out on short term loans. 4 ecargo bikes and 1 trailer are currently on loan. Disabled toilet in St John's Street</p> | May 2020-May 2023 | <p>eCargo bikes used for several routine Council services</p> <p>Normalisation of ecargo bikes in Colchester and businesses buying their own to replace cars/vans for their operations</p> |

| 4. Facilitate walking, cycling and sustainable transport around Colchester | | | | |
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| Action | How will action be achieved? | January 13 th update | Date Started/ Finish | Measurement of Success (MoS) |
| | travel, in a 'try before you buy' approach. | converted to store the etrailer for easy access by CBC town centre staff Training for adult Bikeability to support the project has been secured through a further successful Defra grant and is being promoted | | |
| 4.3 Improve air quality in the borough by promoting the adoption of no idling and encouraging cycling and walking for shorter journeys | No idling behaviour change campaign led by the community. Launch of new campaign to promote responsible home burning Behaviour change work with a resident community and 4 schools to support walking and cycling for short journeys, | Update on evaluation of CAREless pollution campaign included in Panel report on 7 th December Online communications about this have been produced. Leaflets and supplier engagement taking place Work continuing with 'Get Monkwick Moving' project as detailed at Panel meeting on 7 th December 2021. Continuing to promote the schools toolkit for | June 2019- June 2021 for behaviour change campaigns November 2021 – March 2022 March 2021 – August 2022 | Post project survey results which demonstrate increased awareness of pollution and its effects and a change in attitudes towards idling (including understanding effectiveness of different signage messaging) Improved public understanding of impact wood burning has on air pollution if not done responsibly. Evidence of increased walking and cycling amongst target schools/resident group |

| 4. Facilitate walking, cycling and sustainable transport around Colchester | | | | |
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| Action | How will action be achieved? | January 13 th update | Date Started/ Finish | Measurement of Success (MoS) |
| | <p>particularly through air quality management areas (AQMA's)</p> <p>Psychological signage encouraging no idling to be installed in East Street/ Brook Street and monitored for effectiveness.</p> | <p>raising awareness and taking action on air quality in schools.</p> <p>Signage campaign finished and summary of effects provided in Panel report on 7th December</p> | | Evidence of reduction in air pollution and idling (particularly in Brook St/East St) |
| 4.4 Provide enabling policies and strategies to promote walking and cycling in Colchester | <p>Influence:</p> <p>Colchester Cycling Delivery Strategy SPD</p> <p>Vehicle Parking Standards review</p> <p>ECC's Local Cycling and Walking Investment Plans (LCWIPs)</p> <p>Rail operators Integrated Transport Forum and liaison with Network Rail</p> | <p>New SPD text to be drafted in early 2022</p> <p>On track</p> <p>LCWIP 4 plans to be delivered through Town Deal</p> <p>On track</p> | <p>April 2021 – April 2022</p> <p>Ongoing</p> | <p>Influence future developments and lobby for funding</p> <p>Influence others to increase uptake for sustainable travel</p> |

| 4. Facilitate walking, cycling and sustainable transport around Colchester | | | | |
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| Action | How will action be achieved? | January 13 th update | Date Started/ Finish | Measurement of Success (MoS) |
| | Essex and South Suffolk Community Rail Partnership | On track | Ongoing | |
| 4.5 Promote walking and cycling routes in Colchester through improving signage and wayfinding | <p>Introduce wayfinding signage along the University to Town Centre routes to encourage walking</p> <p>Making improvements to the wayfinding signage between:</p> <ul style="list-style-type: none"> - Town centre and port - North Station and Colchester General Hospital | <p>Pending s106 funding allocation – will aim to link in with Greenstead too.</p> <p>On track</p> <p>On track</p> | <p>April 2021 – April 2022</p> <p>April 2021 – April 2022</p> <p>April 2021 – December 2022</p> | Signage improved and more people using the routes on foot |
| 4.6 Improve infrastructure along the route from North Station to Town Centre to encourage walking and cycling. | Fixing the Link – Project to encourage those arriving at Colchester Station to walk the route to Town Centre through installing better wayfinding and public realm improvements. | Proposals for greenery (e.g. tree planting) along the route set to go ahead along with regeneration of water fountain at bottom of North Hill | April 2021 – April 2022 | Increased numbers of people walking the route, by clear wayfinding and enjoying a quality welcome experience. |

| 4. Facilitate walking, cycling and sustainable transport around Colchester | | | | |
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| Action | How will action be achieved? | January 13 th update | Date Started/ Finish | Measurement of Success (MoS) |
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| 4.7 Map and promote use of the Colchester Orbital | Mapping a circular walking and cycling route around Colchester and ensuring routes are accessible for all. Adding greenery to orbital and expand | Promotion of orbital and other walking and cycling routes being done through active travel pages on CBC website. Discussing removal of barriers with ECC Greening the Orbital final report received – being edited. | Map already produced – Will be updated when required with new information | Map produced that can be used by residents and making changes to route where appropriate to ensure it remains accessible for all Parts of orbital made more natural with added greenery along route. |
| 4.8 Encourage the uptake of alternative sustainable travel methods for work and leisure purposes | Taking part in electric scooter (escooter) trial Colchester Future Transport Strategy – Work with ECC to review consultation responses ready to finalise the Strategy and promote schemes which will help implement the initiatives contained within the Strategy. | Trials proceeding well and agreement to extend until March 2022, and looking to extend to future areas e.g. hospital, park and ride On track | February 2021 – October 2021 February 2021 – December 2021 | Learn how scooters could be used as a sustainable mode of travel for getting around Colchester Input into and influence ECC's Strategy to enable projects which promote sustainable travel are taken forward |

| 4. Facilitate walking, cycling and sustainable transport around Colchester | | | | |
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| Action | How will action be achieved? | January 13 th update | Date Started/ Finish | Measurement of Success (MoS) |
| | <p>Influence Rapid Transit system linking Garden Communities, park and ride/choose site with town centre, hospital and Colchester Station, route and provision.</p> <p>The Council's Scrutiny Panel to review bus operations in Colchester and to consider how to increase use of this sustainable mode of travel.</p> | <p>On track</p> <p>Draft response to the ECC Bus service improvement plan prepared. Decision run by portfolio holder and submitted for council approval.</p> | <p>April 2021 – April 2022</p> <p>Spring - Winter 2021</p> | <p>Encourage greater uptake of buses in Colchester</p> |
| 4.9 Facilitate walking and cycling in Colchester by providing suitable infrastructure. | <p>Identifying funding for, and a site in, the Town Centre to create a secure cycle parking facility, and plan how this will be managed.</p> <p>Working with ECC to support the introduction of infrastructure such as segregated cycle lanes and school streets along</p> | <p>Moving forward with tender for the creation of cycle park in town centre. Building works being processed and lease agreement being negotiated</p> <p>Active Travel Fund improvements for Colchester agreed and now waiting timescales for implementation</p> | <p>January 2021 – December 2021</p> <p>January 2021 – January 2022</p> | <p>Secure cycle parking facility identified and created</p> <p>Improvement of cycling infrastructure in and around the town centre meaning greater uptake of cycling</p> |

| 4. Facilitate walking, cycling and sustainable transport around Colchester | | | | |
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| Action | How will action be achieved? | January 13 th update | Date Started/ Finish | Measurement of Success (MoS) |
| | <p>key routes in and around Colchester Town Centre</p> <p>Reviewing S106 funding to plan and work with others to install and improve a range of measures and infrastructure</p> <p>Wivenhoe Trail - identify funding for and implement improvements. Work with partners to agree future maintenance plan.</p> <p>Stanway to Tollgate - identify funding and working with others to initiate improved links</p> | <p>See updates below r.e. Wivenhoe Trail/Stanway to Tollgate</p> <p>Awaiting finalisation and release of funding, and will then work with engineers to identify and plan improvements</p> <p>Stanway Parish Council lost use of land where improvements planned – Working with local ward councillors to invest in an alternative which meets objectives</p> | <p>April 2021- April 2022</p> | <p>S106 identified and schemes promoted/designed ready for implementation.</p> <p>Funding mechanism identified to implement schemes. Greater numbers of people walking and cycling along the Wivenhoe Trail.</p> <p>Better access between local communities and growing major retail area.</p> |

| 4. Facilitate walking, cycling and sustainable transport around Colchester | | | | |
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| Action | How will action be achieved? | January 13 th update | Date Started/ Finish | Measurement of Success (MoS) |
| 4.10 Bring an electric vehicle car club to Colchester, alongside a shared bike hub | Identify funding to create a network of electric car club vehicles in Colchester to support sustainable travel and move away from private car ownership | <p>Funding secured for 2 e carclub cars for the town centre through a 3rd successful Defra grant.</p> <p>1 electric vehicle car club bay agreed for Priory Street Car Park</p> <p>2 ebike/ecargo bike hubs for residents plan to be set up, with some bikes in process of being procured</p> <p>Completed community engagement at Eco Festival (and survey online) to identify needs and interest in joining a working group to develop the project.</p> <p>For the shared eCargo bike/ebike hub, research is currently being completed into how the scheme will be run – e.g. pricing, booking systems</p> | January 2021 – December 2021 | Car Club provider starts electric vehicle car club in Colchester |

| 4. Facilitate walking, cycling and sustainable transport around Colchester | | | | |
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| Action | How will action be achieved? | January 13 th update | Date Started/ Finish | Measurement of Success (MoS) |
| 4.11 Develop actions as part of the Positive Parking Strategy that will help to reduce congestion in the town centre and promote sustainability. | <p>Park Active – A project to encourage people to park in car parks on the outside of the town centre – This will help encourage walking/cycling into town and reduce congestion.</p> <p>Installing electric vehicle charge points in Council owned car parks</p> <p>Review usage and requirements of Council car parks to determine the quantity of parking required, where parking should be located and parking tariffs.</p> <p>Promotion of the Park and Ride service in Colchester</p> | <p>Project ongoing</p> <p>Being considered by North Essex Parking Partnership – See 4.12</p> <p>On track</p> <p>Inputted into ECC discussions about how this could be done.</p> | <p>April 2021 – April 2022 (for all projects)</p> | <p>Fewer cars parking in the town centre and encouraging active travel</p> <p>Charge points installed to support a transition to electric vehicles</p> <p>Ensuring car parking is used more efficiently and in a way that promotes active, and greener forms of travel.</p> <p>More people using the Park and Ride service.</p> |

| 4. Facilitate walking, cycling and sustainable transport around Colchester | | | | |
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| Action | How will action be achieved? | January 13 th update | Date Started/ Finish | Measurement of Success (MoS) |
| 4.12 Deliver Electric Vehicle (EV) charging infrastructure in CBC car parks | <p>Pilot/Developmental project with MiPermit.</p> <p>Installation agreed into Priory Street car park with a Phase 2 rollout to be considered supported with Office for Zero Emission Vehicles (OZEV) funding through the On-Street Residential Chargepoint Scheme (ORCS) scheme.</p> | Cllr Crow has agreed the Phase 1 pilot installation. Installation taken place in December. | <p>August 2021-December 2021 (Phase 1)</p> <p>November 2021-April 2022 (Phase 2)</p> | <p>Meeting customer/residential demand for EV charging.</p> <p>Meeting additional demand for EV charging and building a fully functioning network of charging points within the Borough.</p> |

| 5. Provide sustainable waste management and support residents to reduce, reuse and recycle | | | | |
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| Action | How will action be achieved? | January 13th update | Date Started/ Finish | Measurement of Success (MoS) |
| 5.1 Improve systems for collecting household waste, recycling, food and garden waste with a focus on waste minimization, increased recycling and composting | Re-establishing textiles recycling collections | Action complete | Completed in April 2021 | Reintroduction of the service |
| | Rolling out programme to encourage residents to separate cans and glass | Action complete | | Reduced contamination of cans/glass and reduced operational time on these collection routes |
| | Improving recycling equipment distribution to residents | New 'click and collect' service launched November 2021 | April 2021 – April 2022 | Improve solutions for distributing recycling containers to residents, ensuring containers are used with care |
| 5.2 Develop trade waste collection service to offer further commercial recycling collections for businesses | Establish profitability of current operations and identify new recycling options for businesses | Delayed due to absence of Business Development Officer due to ill health. An interim is being sourced. | April 2021 – April 2022 | Improved commerciality of trade waste collections Improve customer experience based on customer need, demand and feedback |

| 5. Provide sustainable waste management and support residents to reduce, reuse and recycle | | | | |
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| Action | How will action be achieved? | January 13th update | Date Started/ Finish | Measurement of Success (MoS) |
| 5.3 Improving communication with Colchester residents to improve participation in recycling and waste minimization work | Establishment of Community Education and Engagement team to deliver this work | <p>New social media campaign running between August-December 2021 on tips for reducing, reusing and recycling, collaborating with local organisations and residents</p> <p>Education and Engagement Wardens starting to develop new programmes of work, including working with local school on naming of 'food waste trucks'</p> | April 2021 – April 2022 | Data insight captured and used to inform a communication and campaign plan |
| 5.4 Work actively within communities to promote recycling, reuse, upcycling and repairing opportunities | Introduction of new Community Engagement and Education Team within Neighbourhood Services, working collaboratively with the Community Engagement Team | <p>Education and Engagement Wardens starting to develop new programmes of work, including visiting 'hot spot' areas and talking to local residents.</p> <p>Spending Priority Funding provided to develop a littering engagement campaign. Activities being investigated.</p> | April 2021 – ongoing action | Community group engaged and suitable campaign delivered around this topic |

| 5. Provide sustainable waste management and support residents to reduce, reuse and recycle | | | | |
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| Action | How will action be achieved? | January 13th update | Date Started/ Finish | Measurement of Success (MoS) |
| 5.5 Explore trialling smart waste technology to improve efficiency of waste collections in the Borough | <p>Support the introduction of smart waste technology within new developments</p> <p>Explore funding opportunities for the introduction of 'smart' waste bins</p> | <p>Funding has now been made available through Strategic Priority funding for SMART litter bins. Quotations currently been assessed before procurement of a number of bins for Dedham.</p> <p>Funding also provided for route technology to improve route management for litter bin emptying.</p> | October 2021 – April 2022 | Incorporate smart waste technologies into Waste Strategy |

| 6. Enable partnerships and community action for sustainability and low carbon development | | | | |
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| Action | How will action be achieved? | January 13th update | Date Started/ Finish | Measurement of Success (MoS) |
| 6.1 Support community organisations in the borough to help deliver environmental benefits within communities | Work with community organisations/individuals to help spread the message of their work and provide expertise where required. | New webpages developed that signpost to community groups providing support/information on environment/climate change. | Ongoing | Raise awareness of existing community groups that are acting to produce positive environmental change |
| | Support the Dedham Value Area of Outstanding Natural Beauty (AONB) and Stour Valley project team to produce a 5 year Management Plan to conserve and enhance natural beauty. | On track | Ongoing | Continue to support the project team to help protect the AONB site for future generations of people/wildlife. |
| | Support the delivery of Eco Festival 2021 with Council staff volunteering and contributing to the event where possible. | Complete. Will be involved in planning for Eco Festival 2022 | March 2021 – September 2021 | |

| 6. Enable partnerships and community action for sustainability and low carbon development | | | | |
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| Action | How will action be achieved? | January 13th update | Date Started/ Finish | Measurement of Success (MoS) |
| 6.2 Provide opportunities for residents to participate in Council decision making and action on environmental issues | <p>Provision and promotion of the 'have your say' option at the Environment and Sustainability Panel (ESP)</p> <p>Providing opportunities for residents to volunteer on Council environmental projects such as tree planting and monitoring air quality.</p> | <p>Noted that increased engagement has occurred at most recent ESP meetings</p> <p>Tree Planting opportunities for residents released for November 2021-February 2022</p> | <p>Sept 2020 – Ongoing</p> <p>Ongoing action</p> | <p>Increased numbers of residents attending Panel meetings to have their say on what action they would like the Council to take on the climate emergency</p> <p>More opportunities provided for residents and increased numbers of residents taking part in this.</p> |
| 6.3 Support the Colchester Business Centre (Colbea) to develop policies and practices within their corporate strategy to include corporate environmental responsibility | Develop key performance indicators (KPIs) in Colbea's lease agreement for the North Colchester Business Incubation Centre | Colbea agreed to include environmental impact / carbon reduction in its lease KPIs for the North Colchester Business Incubation Centre from 2021 onwards | Will be subject to annual review March 2021 – April 2022 | Maximise use of resources and minimise the occurrence of activities that may cause negative environmental impacts. |

| 6. Enable partnerships and community action for sustainability and low carbon development | | | | |
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| Action | How will action be achieved? | January 13th update | Date Started/ Finish | Measurement of Success (MoS) |
| 6.4 Collaborate with the University of Essex to ensure actions we develop are informed by academic expertise (where appropriate) | <p>Take part in a university 'challenge lab' to co-develop with researchers, solutions to a particular climate challenge in Colchester</p> <p>Build rapport with researchers on existing Council projects, and understand the expertise available at the University.</p> | <p>Planned in for January 2022 to look at challenges of climate adaptation, increasing domestic energy efficiency, organisational behaviour change and setting targets for changing to sustainable modes of travel</p> <p>Latest engagement with University of Essex involved University researchers presenting to Council staff about participatory budgeting. Ongoing relationship with University of Essex on many projects.</p> | <p>September 21/2022</p> <p>Ongoing</p> | <p>1 challenge lab completed, with solutions developed to tackle a climate challenge in the borough</p> <p>Continue work with the University of Essex to inform design/operation of our projects and actions.</p> |
| 6.5 Work with anchor/key organisations in the borough to promote the uptake of sustainable actions across the borough and improve engagement on taking action on climate change. | Creation of a network of key organisations in Colchester to share learning on good practice and provide a platform for ideas developed to be informed by detailed resident engagement. | One Colchester sub-group created and 3 meetings successfully held. Topics discussed so far have included water saving, opportunities associated with the Woodland and Biodiversity Project, and carbon offsetting. | April 2021 – April 2022 | Network developed that is effective for sharing solutions to tackle climate related challenges, ensuring these are informed by resident views. |

| 6. Enable partnerships and community action for sustainability and low carbon development | | | | |
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| Action | How will action be achieved? | January 13th update | Date Started/ Finish | Measurement of Success (MoS) |
| 6.6 Increase engagement with schools in Colchester to promote and support awareness raising and behaviour change around environmental issues | <p>Pilot a project with one primary school in Colchester to understand the challenges with embedding environmental content into lessons and school life, and use this to better design resources to help schools reduce their environmental impact</p> <p>Conduct interviews/focus groups with other primary schools to understand challenges faced with becoming more environmentally friendly and to understand best practice that can be shared between other schools</p> | <p>Interviews/surveys carried out with teachers to understand challenges and state of play.</p> <p>Project environmental days went well at pilot school and followed up with further days in November 2021, supported by Together We Grow CIC and Essex Wildlife Trust.</p> <p>Interviews/visits carried out with 6 other primary schools displaying good environmental practice. This information will be shared with other primary schools in early 2022.</p> | January 2021 - December 2021 | <p>A document of 'learnings' produced that summarises the challenges schools face with engagement on environmental issues</p> <p>Best practice collected which can then be shared with schools to help them become greener.</p> |

| 6. Enable partnerships and community action for sustainability and low carbon development | | | | |
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| Action | How will action be achieved? | January 13th update | Date Started/ Finish | Measurement of Success (MoS) |
| | Prepare resources and support that Council can offer to Schools to support the Essex Schools Green Day on 6 th July 2022 | Have shared this date with Essex County Council, and will be encouraging all Essex local authorities to support their schools in taking action for the environment and climate change on this day, alongside getting local organisations on board to support. | | |
| 6.7 Develop a Climate Emergency communications and engagement plan which will support the delivery of, and engagement around, the Council's Action Plan. | <p>Survey with residents to help understand how residents prefer hearing about work to tackle the climate emergency.</p> <p>Use survey insight to develop an external communications plan with key messages and content to deliver to our residents.</p> | <p>Survey completed – Insights noted and informing communications plan</p> <p>Comms Plan with key dates developed and is adapted as we go.</p> | <p>March 2021 – April 2021</p> <p>May 2021 – ongoing</p> | <p>Survey completed with residents and used to inform Communication and Engagement plan</p> <p>External Communication Plan produced and is updated regularly.</p> |
| 6.8 Collaborate with Essex County Council and other local authorities in | Take part in Carbon Reduction Across Essex (CORE) meetings with other | Attending when these take place, alongside District and Borough Climate Action Forum | Ongoing action | Build up a relationship with Essex County Council and other Essex LA's to help share learning |

| 6. Enable partnerships and community action for sustainability and low carbon development | | | | |
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| Action | How will action be achieved? | January 13th update | Date Started/ Finish | Measurement of Success (MoS) |
| Essex and those in the UK to share learnings around work on the climate emergency | <p>Essex local authorities.</p> <p>Where appropriate, join grant funding bids with ECC to increase access to funding for environmental projects</p> <p>Participate in national local authority forums such as the Collective for Climate Action to share learning and ask questions about work on the climate emergency.</p> | <p>No grant bids to join at current time, but sharing Essex Climate Challenge Action Fund for Communities</p> <p>Regular activity in forums</p> | <p>Ongoing action</p> <p>Ongoing action</p> | <p>Opportunities utilised to collaborate with ECC on grant funding bids</p> <p>Use forums to gain ideas, knowledge and experience from other LAs on how to tackle the climate emergency.</p> |
| 6.9 Communicate with Town and Parish Councils to understand how we can work together to tackle the climate emergency and | <p>Sharing resources with Town and Parish Councils that will help them reduce their environmental impact.</p> <p>Conduct a presentation with Town and Parish Councils to share our</p> | <p>Continue to regularly share resources with Town and Parish Councils that may be of interest to them around climate change and sustainability.</p> <p>Presentation to Town and Parish Councils went well on 24th June, with opportunities for Towns/Parishes to tackle the</p> | <p>Ongoing action</p> <p>June 2021</p> | <p>Successful collaboration and communication with Town and Parish Councils on climate emergency related work.</p> |

| 6. Enable partnerships and community action for sustainability and low carbon development | | | | |
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| Action | How will action be achieved? | January 13th update | Date Started/ Finish | Measurement of Success (MoS) |
| ensure this reflects the wishes of communities we serve | <p>work, and show how they can take action on the climate emergency</p> <p>Provide opportunities to collaborate on Council projects e.g. eCargo bikes, Rewilding plans</p> | <p>climate emergency highlighted in this.</p> <p>Residents provided opportunity to join working group to discuss creation of shared travel hub.</p> | Ongoing action | |

| 7. Ensure sustainable planning and development | | | | |
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| Action | How will action be achieved? | January 13th update | Date Started/ Finish | Measurement of Success (MoS) |
| 7.1 Create a Planning Sustainability Checklist so decision makers can understand the sustainability of proposals | Planning Sustainability Checklist is drafted, brought to the ESP and then following consultation the Checklist will become a local validation requirement | ESP approved consultation on the Checklist in January 2021. | October 20 – May 2021 | Checklist is required & used by decision makers Greatest success will be if developers incorporate sustainability measures highlighted in the checklist |
| 7.2 Create & adopt a new Supplementary Plan Document (SPD) on sustainability and carbon reduction | Creation of a new Supplementary Planning Document to provide guidance and encouragement to developers to consider carbon reduction and sustainable design within new developments (including biodiversity net gain) | A sub-group of the Climate Opportunities Working Group (COWG) has been set up to work on the SPD with work on this to begin Spring 2022. | January 2022 – January 2023 | Supplementary Planning Document adopted and used as a material planning consideration |
| 7.3 Information on sustainable travel choices to be included in marketing of residential properties for developments where there are good sustainable transport options to encourage reduced car use and ownership. | Provision of leaflet detailing walking and cycling routes, as well as public transport options in the locality of the development Research and training for members on car free developments in accessible locations | On track | April 2021 – April 2022 | Information on sustainable travel options is included in all new homes |

| 7. Ensure sustainable planning and development | | | | |
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| Action | How will action be achieved? | January 13th update | Date Started/ Finish | Measurement of Success (MoS) |
| 7.4 Consideration given to car free developments and other approaches to reducing car parking provision and encouraging car free lifestyles | Adoption of new ECC parking standards, which includes car free developments | On track | April 2021 – April 2022 | More developments in Colchester to become car-free in accessible locations and support car-free lifestyles |

| 8. Change the way we work to achieve our climate commitment | | | | |
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| Action | How will action be achieved? | January 13th update | Date Started/ Finish | Measurement of Success (MoS) |
| 8.1 Development of the Climate Challenge and Sustainability Strategy to provide oversight for the Council's work on the climate emergency | <p>Review previous Environmental Sustainability Strategy, Action Plan and Strategic Plan 2020-2023.</p> <p>Develop strategic themes for Strategy and to guide action plan</p> <p>Produce full strategy, detailing key outcomes and objectives for each strategic theme and provide opportunity for consultation on this</p> | <p>Action complete</p> <p>Strategic themes of this document created and shared on website and on social media.</p> <p>Being developed further with internal teams</p> | <p>Dec 2020 – March 2021</p> <p>March 2021 – June 2021</p> <p>May 2021 – March 2022</p> | New strategy created |
| 8.2 Ensuring internal strategies and policies are consistent with the climate change emergency | Review of internal core strategies with at least 3 updated to show consideration of the climate emergency – This will include the Housing Asset Management Strategy | On track | February 2021 – February 2022 | <p>At least 3 key strategies reviewed and updated by 2022</p> <p>Future workplans for these strategies to embed decarbonisation and sustainability as detailed in the supporting strategy</p> |
| 8.3 Write and agree an internal data management plan which sets out roles and responsibilities for | Set up monitoring and reporting template for Climate Emergency Action Plan which will align with reporting to Environment and Sustainability Panel | Complete | January 2021 – March 2021 | Monitoring and reporting plan produced |

| 8. Change the way we work to achieve our climate commitment | | | | |
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| Action | How will action be achieved? | January 13th update | Date Started/ Finish | Measurement of Success (MoS) |
| data capture and verification as well as a timetable for reporting | | | | |
| 8.4 Develop a learning and development programme for staff (and members) on climate change and environmental issues to help increase awareness and promote behaviour change | Utilise training for planning officers provided by Essex County Council (ECC) to help planners understand how they can mitigate environmental impacts within their role. | On track - Signposted free training for two councillors to Cllr Crow and Cllr Ellis | June 2021/Dec 2021 | Planning staff become more aware of how to practically implement steps to reduce environmental impacts in the work they do e.g. with developers |
| | Deliver a presentation to councillors explaining the Council's climate emergency declaration and how councillors can support this work. | Complete | June 2021 | |
| | Use resources developed by the Carbon Literacy Project to deliver sessions to staff to increase awareness of climate change, and the action we can take within our roles to reduce our environmental impact. | Postponed, and instead doing shorter presentations to staff to keep them engaged with opportunities for environmental action. | September 2021 – April 2022 | |
| | | | | Pilot session delivered with small group of staff and then rolled out more widely to increase staff environmental awareness |

| 8. Change the way we work to achieve our climate commitment | | | | |
|--|--|---|-------------------------|---|
| Action | How will action be achieved? | January 13th update | Date Started/ Finish | Measurement of Success (MoS) |
| 8.5 Embed consideration of the environment and climate change within internal communications to promote awareness and behaviour change of environmental issues and the climate challenge | Develop an internal comms strategy to plan out how to inform staff of environmental work and projects. | Messages planned as and when and adapted to key events/actions. | Ongoing action | Strategy developed |
| | Run a pilot behaviour change challenge to promote the uptake of environmentally friendly behaviours | Pilot run, and will inform future engagement with staff | March 2021 – April 2021 | Pilot run successfully and insights used to inform future engagement with staff |

| 8. Change the way we work to achieve our climate commitment | | | | |
|---|---|--|---|--|
| Action | How will action be achieved? | January 13th update | Date Started/ Finish | Measurement of Success (MoS) |
| 8.6 Strengthen assessment of environmental impacts in all levels of Council decision making | <p>Develop sustainability and carbon reduction assessment (and associated guidance) to help staff consider and reduce the environmental impacts/emissions throughout their projects, drawing on learnings from the environmental checklist originally developed.</p> <p>Creation of internal KPIs linked to environmental performance to monitor how Council operations and projects are becoming more environmentally friendly e.g. emissions reporting, all staff completing sustainability and carbon reduction assessments.</p> | <p>New Sustainability & Carbon Reduction Assessment produced (with guidance) within project management, launched in May 2021. Progress of assessment completion is being monitored and staff are so far completing these well.</p> <p>Two KPIs have been developed. These are annual emissions reduction and percentage of projects with completed sustainability and carbon reduction assessments</p> | <p>February 2021 – May 2021</p> <p>Ongoing action</p> | <p>New assessment and guidance created that staff use effectively to increase their knowledge of environmental impacts/emissions from their projects and how these can be reduced.</p> <p>Progress seen regarding several KPIs - i.e. consistent reductions in emissions, 100% of staff completing sustainability and carbon reduction assessments</p> |

| 8. Change the way we work to achieve our climate commitment | | | | |
|--|--|--|--|---|
| Action | How will action be achieved? | January 13th update | Date Started/ Finish | Measurement of Success (MoS) |
| 8.7 Improve our procurement processes so that environmental considerations are made within sourcing goods, service and works | <p>Develop guidance to help staff include more environmental considerations within procurement specifications.</p> <p>Review use of Social Value Portal (SVP) and its ability to help the Council work with greener contractors and recognise the positive env benefits delivered through specific contracts</p> | <p>To be focused on in 2022, with increased capacity in procurement team</p> <p>Completed as part of report to Panel on 7th December. From 2022, work will be done to help support companies to use the portal and see how the Council can use it most effectively to understand the social value of companies it works with.</p> | <p>January 2022- December 2022</p> <p>September 2021 – December 2021</p> | <p>Procurement specifications developed that support carbon reduction and sustainability</p> <p>The Council is more informed about the environmental credentials of the contractors it works with</p> |
| 8.8 Reviewing the Council's Travel Plan to ensure this continues to promote sustainable travel to staff | Review the Council's Travel Plan in light of changes to staff working location patterns to ensure Travel Plan facilitates sustainable travel to staff going forward | Results from travel plan survey with CBC staff are currently being analysed. | Jan 21-Dec 21 | Council Travel Plan reviewed and updated |
| 8.9 Reduce the environmental impacts of events organised by | Review the Events Policy and associated documents to see how events could be made more sustainable in the long term. | Inspired by the Eco Festival, a sustainable events guide is being written, in collaboration with Eco Colchester – Will use this to review Events | September 2021 – April 2022 | Successfully pilot several ways to make an event more environmentally friendly in 2021 |

| 8. Change the way we work to achieve our climate commitment | | | | |
|---|---|--|---|---|
| Action | How will action be achieved? | January 13th update | Date Started/ Finish | Measurement of Success (MoS) |
| Colchester Events Company | | Policy for improvements on environmental sustainability. | | A revised Events Policy and other documents that help to promote sustainability further in events. |
| 8.10 Ensure our ICT systems are environmentally sustainable | <p>Ensure that sustainability is considered in the lifecycle of using ICT equipment (from procurement to disposal)</p> <p>Use of the cloud to store files resulting in lower emissions than using a data centre (more efficient equipment used for operating cloud)</p> | <p>On track - Ongoing</p> <p>Current CBC practice</p> | <p>Ongoing action</p> <p>Ongoing action</p> | <p>Council assesses need for ICT equipment and looks to dispose of equipment responsibly after use (e.g. getting it repaired, giving to other organisations to reuse, sending parts for recycling)</p> <p>Calculator provided by Microsoft to show and estimate our IT based emissions savings from storing files in the cloud.</p> |

Environment and Sustainability Panel

Item
9

13 January 2022

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|-----------------------|--|---------------|-------------------------------------|
| Report of | Assistant Director Corporate and Improvement Services | Author | Matthew Evans ☎ ext. 8006 |
| Title | Work Programme 2021-2022 | | |
| Wards affected | Not applicable | | |

1. Executive Summary

- 1.1 This report sets out the current Work Programme 2021-2022 for the Environment and Sustainability Panel. This provides details of the reports that are scheduled for each meeting during the municipal year.

2. Recommended Decision

- 2.1 The Panel is asked to note the contents of the Work Programme for 2021-2022.

3. Reason for Recommended Decision

- 3.1 The Work Programme of this Panel is kept under review throughout the municipal year to ensure that business is progressed and Members have the opportunity to review upcoming agenda items.

4. Alternative Options

- 4.1 This function forms part of the Panel's Terms of Reference and, as such, no alternative options are presented.

5. Background Information

- 5.1 The Environment and Sustainability Panel deals with existing and emerging environmental issues, and will focus on carbon footprint reduction and monitoring and supporting the Council's Climate Emergency Action Plan.
- 5.2 The Panel's Work Programme will evolve as the Municipal Year progresses and items of business are commenced and concluded. At each meeting the opportunity is taken for the Work Programme to be reviewed and, if necessary, amended according to current circumstances.

6. Standard References

- 6.1 There are no particular references to publicity or consultation considerations; or financial; equality, diversity and human rights; community safety; health and safety, environmental and sustainability implications or risk management implications.

7. Strategic Plan References

- 7.1 Environmental Sustainability is integral to the delivery of the Strategic Plan's priorities and direction for the Borough as set out under the four themes of growth, responsibility, opportunity and wellbeing.

WORK PROGRAMME 2021-22

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| Environment and Sustainability Panel |
| Meeting date / Agenda items - |
| Environment and Sustainability Panel - 24 June 2021 |
| <ol style="list-style-type: none">1. Work recap and plan for the year ahead.2. Climate Emergency Action Plan – Progress Update. |
| Environment and Sustainability Panel – 22 July 2021 |
| <ol style="list-style-type: none">1. Waste & Recycling and the Environment Bill2. Climate Emergency Action Plan – Progress Update |
| Environment and Sustainability Panel – 16 September 2021 |
| <ol style="list-style-type: none">1. Woodland and Biodiversity Update2. Climate Emergency Action Plan – Progress Update |
| Environment and Sustainability Panel – 7 December 2021 |

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| <ol style="list-style-type: none"> 1. Social Value Portal and green procurement 2. Climate Emergency Action Plan – Progress Update |
| Environment and Sustainability Panel – 13 January 2022 |
| <ol style="list-style-type: none"> 1. Pathway for net zero emissions by 2030 2. Climate Emergency Action Plan – Progress Update |
| Environment and Sustainability Panel – 24 February 2022 |
| <ol style="list-style-type: none"> 1. Sustainable Modes of Travel Strategy & Electric Vehicles 2. Draft Waste Strategy 3. Climate Emergency Action Plan – Progress Update |
| Environment and Sustainability Panel – 22 March 2022 |
| <ol style="list-style-type: none"> 1. Summary of progress in 2021/2022 2. Climate Emergency Action Plan – Progress Update 3. Overview of the Environment Act 2021 |

