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

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supply is provided by 100% renewably generated sources	providing 100% renewable electricity Explore opportunities for renewable energy generation such as solar PV that can be used to contribute directly to powering Council buildings (see 2.2)	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	Replacement of existing heating and ventilation systems with heat pump. Also adding in extra roof insulation and LED lighting Installation of 18 electric vehicle (EV) charge points at Rowan House	Tender out to deliver Rowan House works Awaiting UKPN and NCC work programme. Contamination report complete and ok to proceed.	February 2021 – June 2022 January 2021 – April 2022	Realization of predicted energy savings during first full year of operation. Installation complete to support purchase of new EVs

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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

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1.9 Decarbonising the housing stock through the Housing Improvement Programme (HIP)	Housing Improvement Programme Works to upgrade most energy inefficient properties to an EPC of C or above. Replacement of heating system at Mary Frank House with an air source heat pump (ASHP) Installation of monitoring equipment in accordance with Heating regulations Boiler replacement works – Replacement of outdated and inefficient boilers	On track On track On track On track	April 2021 – March 2022	40 properties to be raised above D in 12 months Installation of ASHP and working to design expectations To be compliant with Heat regulations 405 boilers to be replaced, of which 20 will be air source heat pumps
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

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Action	**How will action be achieved?**	**January 13th 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	Publishing of a first draft of a fleet transition programme towards 2030 In 2021, 15 EVs and 4 hybrid vehicles will be purchased to replace existing small vehicles fuelled by diesel NEPP fleet review underway and to be published Summer 2021. Procurement of at least 1 EV for the Park Safe scheme in 2021.	Done Vehicles in process of being procured. Hybrid vehicles due December/January. EV vehicles have been delayed due to issues with installation of infrastructure. Alternative location for a smaller number of fleet, as a first phase now underway and will be located at St John's car park. Strategy planning and procurement discussions underway. 2x EVs (Renault Zoes) have been purchased and will become part of NEPPs Park Safe expansion.	1st draft produced in December 2020 – reviewed regularly February 2021 – January 2022 Installation November 2021 May 2021– September 2021 May 2021- April 2022	Programme published and reviewed as technologies develop Procurement of electric vehicles and achievement of carbon emission savings Procurement of electric vehicles and associated charging infrastructure with achievement of carbon emission savings

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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

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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 13th 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 13th 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.	Volunteer planting days in Autumn for residents to help with planting around 20,000 trees on 11 different Council sites Parish Councils, Local Schools & Landowners to be offered tree whips for planting on their own land. 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	Planting days have all been set up and are on the Council's Woodland and Biodiversity website. Dates have so far been progressing well with lots of volunteers contributing to planting. 23,000 trees have been requested by these groups for planting in the current season ending in March 2022 Detailed update on Woodland and Biodiversity Project was presented in committee report to Environment and Sustainability Panel on 23rd September 2021	November 2021 – March 2022 First deliveries due 24th November 2021 Ongoing	Planting of 20,000 trees in 2021/22 Continue to work with experts/communities to ensure tree planting is carried out at appropriate sites

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	on new tree planting sites. Establishment of tree seed nursery at Highwoods Country Park so trees can be grown from seed for future use in project. Vision, objectives and principles of project for Year 3 being drawn up based on learnings from previous 2 years		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

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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	Agreement reached to phase out glyphosate use for general maintenance by end of March 2021 Alternative ways of managing weeds without glyphosate will commence at the start of the growing season	Complete Approaches will remain ongoing	September 2020 - April 2021 April 2021- April 2022	Significant reduction in glyphosate use. Increases in biodiversity found on Council green spaces. New methods adopted for managing weeds going forward.
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

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Council green spaces and support biodiversity, particularly pollinators.	frequency mowing will occur, allowing for the growth of grasses and wildflowers, with rewilding approach developed through engagement with Town and Parish Councils Engagement with local schools led to pupils producing designs for signs explaining why the Council is changing its mowing regimes.	Some schools have helped to produce signage in the 14 green spaces.	Ongoing	Trial for no mow/reduced mow approaches leads to formally adopting new mowing regimes for Council green spaces going forward. Signs developed that help to explain reason for changes to mowing regimes.

4. Facilitate walking, cycling and sustainable transport around Colchester				
Action	**How will action be achieved?**	**January 13th 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	Using eCargo bikes within Council operations to reduce emissions from travel 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. Loaning eCargo bikes out to local organisations to promote this mode of	9756 miles travelled on eCargo bikes by September 2021 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. 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	May 2020-May 2023	eCargo bikes used for several routine Council services Normalisation of ecargo bikes in Colchester and businesses buying their own to replace cars/vans for their operations

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	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 7th 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 7th 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

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	particularly through air quality management areas (AQMA's) Psychological signage encouraging no idling to be installed in East Street/ Brook Street and monitored for effectiveness.	raising awareness and taking action on air quality in schools. Signage campaign finished and summary of effects provided in Panel report on 7th December		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	Influence: Colchester Cycling Delivery Strategy SPD Vehicle Parking Standards review ECC's Local Cycling and Walking Investment Plans (LCWIPs) Rail operators Integrated Transport Forum and liaison with Network Rail	 New SPD text to be drafted in early 2022 On track LCWIP 4 plans to be delivered through Town Deal On track	 April 2021 – April 2022 Ongoing	Influence future developments and lobby for funding Influence others to increase uptake for sustainable travel

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	Essex and South Suffolk Community Rail Partnership	On track	Ongoing	
4.5 Promote walking and cycling routes in Colchester through improving signage and wayfinding	Introduce wayfinding signage along the University to Town Centre routes to encourage walking Making improvements to the wayfinding signage between: - Town centre and port - North Station and Colchester General Hospital	Pending s106 funding allocation – will aim to link in with Greenstead too. On track On track	April 2021 – April 2022 April 2021 – April 2022 April 2021 – December 2022	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.

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

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

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Action	**How will action be achieved?**	**January 13th 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	Funding secured for 2 e carclub cars for the town centre through a 3rd successful Defra grant. 1 electric vehicle car club bay agreed for Priory Street Car Park 2 ebike/ecargo bike hubs for residents plan to be set up, with some bikes in process of being procured Completed community engagement at Eco Festival (and survey online) to identify needs and interest in joining a working group to develop the project. For the shared eCargo bike/ebike hub, research is currently being completed into how the scheme will be run – e.g. pricing, booking systems	January 2021 – December 2021	Car Club provider starts electric vehicle car club in Colchester

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Action	**How will action be achieved?**	**January 13th 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.	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. Installing electric vehicle charge points in Council owned car parks Review usage and requirements of Council car parks to determine the quantity of parking required, where parking should be located and parking tariffs. Promotion of the Park and Ride service in Colchester	Project ongoing Being considered by North Essex Parking Partnership – See 4.12 On track Inputted into ECC discussions about how this could be done.	April 2021 – April 2022 (for all projects)	Fewer cars parking in the town centre and encouraging active travel Charge points installed to support a transition to electric vehicles Ensuring car parking is used more efficiently and in a way that promotes active, and greener forms of travel. More people using the Park and Ride service.

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Action	**How will action be achieved?**	**January 13th update**	**Date Started/ Finish**	**Measurement of Success (MoS)**
4.12 Deliver Electric Vehicle (EV) charging infrastructure in CBC car parks	Pilot/Developmental project with MiPermit. 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.	Cllr Crow has agreed the Phase 1 pilot installation. Installation taken place in December.	August 2021-December 2021 (Phase 1) November 2021-April 2022 (Phase 2)	Meeting customer/residential demand for EV charging. Meeting additional demand for EV charging and building a fully functioning network of charging points within the Borough.

5. Provide sustainable waste management and support residents to reduce, reuse and recycle				
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 Rolling out programme to encourage residents to separate cans and glass Improving recycling equipment distribution to residents	Action complete Action complete New ‘click and collect’ service launched November 2021	Completed in April 2021 April 2021 – April 2022	Reintroduction of the service Reduced contamination of cans/glass and reduced operational time on these collection routes 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				
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	New social media campaign running between August-December 2021 on tips for reducing, reusing and recycling, collaborating with local organisations and residents Education and Engagement Wardens starting to develop new programmes of work, including working with local school on naming of 'food waste trucks'	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	Education and Engagement Wardens starting to develop new programmes of work, including visiting 'hot spot' areas and talking to local residents. Spending Priority Funding provided to develop a littering engagement campaign. Activities being investigated.	April 2021 – ongoing action	Community group engaged and suitable campaign delivered around this topic

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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	Support the introduction of smart waste technology within new developments Explore funding opportunities for the introduction of 'smart' waste bins	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. Funding also provided for route technology to improve route management for litter bin emptying.	October 2021 – April 2022	Incorporate smart waste technologies into Waste Strategy

6. Enable partnerships and community action for sustainability and low carbon development				
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 product 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				
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	Provision and promotion of the 'have your say' option at the Environment and Sustainability Panel (ESP) Providing opportunities for residents to volunteer on Council environmental projects such as tree planting and monitoring air quality.	Noted that increased engagement has occurred at most recent ESP meetings Tree Planting opportunities for residents released for November 2021-February 2022	Sept 2020 – Ongoing Ongoing action	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 More opportunities provided for residents and increased numbers of residents taking part in this.
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 enviromental 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				
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)	Take part in a university 'challenge lab' to co-develop with researchers, solutions to a particular climate challenge in Colchester Build rapport with researchers on existing Council projects, and understand the expertise available at the University.	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 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.	September 21/2022 Ongoing	1 challenge lab completed, with solutions developed to tackle a climate challenge in the borough Continue work with the University of Essex to inform design/operation of our projects and actions.
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				
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	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 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	Interviews/surveys carried out with teachers to understand challenges and state of play. 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. 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.	January 2021 - December 2021	A document of 'learnings' produced that summarises the challenges schools face with engagement on environmental issues Best practice collected which can then be shared with schools to help them become greener.

6. Enable partnerships and community action for sustainability and low carbon development				
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 6th 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.	Survey with residents to help understand how residents prefer hearing about work to tackle the climate emergency. Use survey insight to develop an external communications plan with key messages and content to deliver to our residents.	Survey completed – Insights noted and informing communications plan Comms Plan with key dates developed and is adapted as we go.	March 2021 – April 2021 May 2021 – ongoing	Survey completed with residents and used to inform Communication and Engagement plan External Communication Plan produced and is updated regularly.
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				
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	Essex local authorities. Where appropriate, join grant funding bids with ECC to increase access to funding for environmental projects 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.	 No grant bids to join at current time, but sharing Essex Climate Challenge Action Fund for Communities Regular activity in forums	 Ongoing action Ongoing action	 Opportunities utilised to collaborate with ECC on grant funding bids Use forums to gain ideas, knowledge and experience from other LAs on how to tackle the climate emergency.
6.9 Communicate with Town and Parish Councils to understand how we can work together to tackle the climate emergency and	Sharing resources with Town and Parish Councils that will help them reduce their environmental impact. Conduct a presentation with Town and Parish Councils to share our	Continue to regularly share resources with Town and Parish Councils that may be of interest to them around climate change and sustainability. Presentation to Town and Parish Councils went well on 24th June, with opportunities for Towns/Parishes to tackle the	Ongoing action June 2021	Successful collaboration and communication with Town and Parish Councils on climate emergency related work.

6. Enable partnerships and community action for sustainability and low carbon development				
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	work, and show how they can take action on the climate emergency Provide opportunities to collaborate on Council projects e.g. eCargo bikes, Rewilding plans	climate emergency highlighted in this. Residents provided opportunity to join working group to discuss creation of shared travel hub.	Ongoing action	

7. Ensure sustainable planning and development				
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				
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				
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	Review previous Environmental Sustainability Strategy, Action Plan and Strategic Plan 2020-2023. Develop strategic themes for Strategy and to guide action plan Produce full strategy, detailing key outcomes and objectives for each strategic theme and provide opportunity for consultation on this	Action complete Strategic themes of this document created and shared on website and on social media. Being developed further with internal teams	Dec 2020 – March 2021 March 2021 – June 2021 May 2021 – March 2022	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	At least 3 key strategies reviewed and updated by 2022 Future workplans for these strategies to embed decarbonisation and sustainability as detailed in the supporting strategy
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				
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. Deliver a presentation to councillors explaining the Council's climate emergency declaration and how councillors can support this work. 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.	On track - Signposted free training for two councillors to Cllr Crow and Cllr Ellis Complete Postponed, and instead doing shorter presentations to staff to keep them engaged with opportunities for environmental action.	June 2021/Dec 2021 June 2021 September 2021 – April 2022	Planning staff become more aware of how to practically implement steps to reduce environmental impacts in the work they do e.g. with developers 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. Run a pilot behaviour change challenge to promote the uptake of environmentally friendly behaviours	Messages planned as and when and adapted to key events/actions. Pilot run, and will inform future engagement with staff	Ongoing action March 2021 – April 2021	Strategy developed 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	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. 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.	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. Two KPIs have been developed. These are annual emissions reduction and percentage of projects with completed sustainability and carbon reduction assessments	February 2021 – May 2021 Ongoing action	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. Progress seen regarding several KPIs - I.e. consistent reductions in emissions, 100% of staff completing sustainability and carbon reduction assessments

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	Develop guidance to help staff include more environmental considerations within procurement specifications. 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	To be focused on in 2022, with increased capacity in procurement team 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.	January 2022-December 2022 September 2021 – December 2021	Procurement specifications developed that support carbon reduction and sustainability The Council is more informed about the environmental credentials of the contractors it works with
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	Ensure that sustainability is considered in the lifecycle of using ICT equipment (from procurement to disposal) Use of the cloud to store files resulting in lower emissions than using a data centre (more efficient equipment used for operating cloud)	On track - Ongoing Current CBC practice	Ongoing action Ongoing action	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) Calculator provided by Microsoft to show and estimate our IT based emissions savings from storing files in the cloud.