

Environment and Sustainability Panel Meeting

**Grand Jury Room, Town Hall, High Street,
Colchester, CO1 1PJ**

Tuesday, 07 December 2021 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

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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
Tuesday, 07 December 2021 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 to the meeting and remind those participating to mute their microphones when not talking. The Chairman will invite all Councillors and Officers participating in the meeting to 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 23 September 2021 are a correct record.

Environment and Sustainability Panel draft minutes - 23-09-2021

9 - 18

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 Social Value Portal and Green Procurement

19 - 22

The Panel will consider a report outlining the Council's commitment to driving social value through its procurement and purchasing strategies, in order to support local communities whilst reducing environmental impact.

8 Climate Emergency Action Plan update

23 - 72

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 23 September 2021.

9 Environment and Sustainability Work Programme 2021-2022

73 - 76

The Panel will consider a report setting out the work programme of the Environment and Sustainability Panel 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

23 September 2021

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

Substitutes: Councillor Mclean for Councillor Barber

41. Minutes of the previous meeting

Councillor Young observed that there had been discussion on Ferry Marsh at both previous meetings, but advised the Panel that this was a complex issue, to which an easy solution did not present itself.

RESOLVED that: the minutes of the meetings held on 24 June 2021 and 22 July 2021 be confirmed as a correct record.

42. Have Your Say!

The Panel had received a written representation from Mr Kemal Cufoglu, which was read out by Matthew Evans, Democratic Services Officer. Mr Cufoglu had written to the Panel on behalf of the Green Action Team (GAT), formerly known as the Glyphosate Working Group (GWG). The attention of the Panel was drawn to a new article published by Colchester Gazette and dated 13 November 2019 when it was noted that a report stated that tenants of Colchester Borough Homes (CBH) properties may have to pay additional maintenance costs as result of the phasing out of glyphosate, unless the housing firm received extra funding to cover the increase. It had come to GAT's attention that the Council had indicated that it would "seek to negotiate on extra costs" to get better value for taxpayers. Since this time, GAT had contacted members of the Cabinet and requested a copy of the report that had described the glyphosate ban as a ground for increasing maintenance costs, information on negotiations which had taken place to avoid increasing the financial burden on tenants, and an indication of the Council's own financial assessment on non-toxic alternatives which had been recommended by the GAT. In addition to this information, a request was made for information on what alternatives to glyphosates were being used in Colchester since 2019.

Rory Doyle, Assistant Director – Environment, addressed the Panel and advised that there had been no increase in service charges or maintenance costs for (CBH) residents, and glyphosate had largely been phased out on CBH land. The

alternatives to glyphosate were more expensive, but this was something that would be addressed in the future business case for grounds maintenance which was a significant piece of work. A number of alternatives to glyphosate were being used on Council land including hand weeding, increased strimming and hot foamstream, and testing was continuous in search of the most appropriate solution.

Councillor Cory was pleased that the ban on glyphosate had been approved by the Council, however, he noted that one of the intentions behind this action had been to influence partners, and he sought reassurance that work with CBH was ongoing to phase out the use of glyphosates. Rory Doyle confirmed that negotiations were ongoing with CBH in regard to service level agreements for grounds maintenance, and the phasing out of glyphosate would form part of these.

The Panel had received a written representation from Grace Darke, which was read out by Matthew Evans, Democratic Services Officer. It was noted that the Council had made a progressive decision to ban glyphosate across Colchester, and now that the spraying season was almost complete, an update report on progress was requested. The Panel were advised that there were a number of alternative weed killers available, including leaving some areas un-weeded as pollinator habitat creation or biodiversity friendly zones. It was acknowledged that it would take time to come up with an effective weed control strategy, as each area posed different challenges and no single solution would be appropriate for all. The Panel were advised that Pesticide Action Network (PAN UK) offered support to councils in finding safe solutions and could offer meetings and other support if this would be helpful. In addition to this, Eco Colchester and Pesticide Free Essex could also support and strengthen the communication that was sent out to the public on the perception of 'weed's and the dangers of glyphosate. Reassurance was sought that the Council would maintain its ban on the use of glyphosates, regardless of the challenges that may have been caused this year when transitioning to non-pesticides.

Rory Doyle confirmed that the alternative methods of weed control were being monitored and would be evaluated at the end of the growing season over the coming months. It was accepted that this was a complex issue, which was why the Council had adopted a phased approach and was continually evaluating the methods that were used, and would be happy to work with partners in the future. In response to a question from Councillor King who wondered whether a target date had been agreed for the phase out, Rory confirmed that the use of glyphosate had already been almost completely phased out and it was only used in specific circumstances. Rosa Tanfield, Group Manager Neighbourhood Services, confirmed to the Panel that the routine use of glyphosate on all Council land had been stopped, and it was now only used to tackle specific species, when great care was taken with its use.

The Panel had received a written representation from Gary Knight, which was read out by Matthew Evans, Democratic Services Officer. Mr Knight posed a number of questions and comments to the Panel:

- 1) If local governments in England were genuinely concerned about the level of greening in their boroughs, they would be speaking out against the level of development forced on them in recent years by central government. Instead,

they succumb to central government's excessive development demands and pretend that initiatives like Colchester Borough Council's Woodland & Biodiversity project are greening their boroughs, when anyone who takes the time to look around, can clearly see the reverse is happening. Has anyone visited the Tollgate area recently?

2) As part of Colchester Borough Council's attempt to display its green credentials, the previous administration engaged in a public relations driven tree planting exercise..... far more concerned about the numbers planted, than whether trees would be planted in the right place, or how many would survive the planting. Has anyone checked to see what proportion of the trees planted as part of the project, have so far died.... and published those numbers too? Of course not.

3) Any council genuinely concerned about the level of greening in its borough, would be adopting a net-green agenda, with an annual green audit, indicating amongst other things, how much of the borough's natural green areas were being lost to development each year.

4) Despite its attempts to present a green face publicly, Colchester Borough Council is overwhelmingly net positive when it comes to concrete. It's the council's failure to speak out against central government's excessive demands for development in the area, rather than a lack of effective local green initiatives, that's the real problem.

Rosa Tanfield offered a response to the questions raised about the number of trees that had been planted and survived. She confirmed that the Council had adopted an industry standard approach to planting new trees, and planted very small trees called 'whips' which were able to adapt much more flexibly to their environment than larger plants. Sites were monitored and a survival success rate of new plantings had been recorded of between 75% and 94%, and the loss of approximately 25% of new plantings was also an industry standard. Sites were assessed to determine whether additional planting was required, but it was common practice to overplant to start with to compensate for any losses. Plants could be lost due to a variety of reasons including deliberate damage or failure to adapt, but areas were deliberately left unmown around new plantings to offer them some protection and water retention.

Councillor King acknowledged that there had been very dry weather in the previous year and trees had been lost as a result of this. The Council had taken care to learn the lessons from these losses and had sought greater community engagement and ownership of planting sites, and the continued adaption of the project had led to better choices of locations for planting to be selected. Councillor Chillingworth confirmed that the 2019/2020 planting season had been a particularly difficult one, and he supported the practice of overplanting to compensate for losses which were inevitable.

Councillor Warnes attended the meeting to address the Panel, advising it that he wished to make a plea for additional cycle parking to be made available. He noted

the Council's stated intention to encourage more sustainable methods of transport, with success being measured by an increase in cycling. Cycle routes had been promoted via social media, however, he considered that anyone cycling from Monkwick to the town would encounter a significant obstacle in the form of Scheregate Steps. Councillor Warnes noted that a planning application for secure cycle parking was being considered at the forthcoming meeting of the Planning Committee as application 2120554, and he requested the Panel consider making an additional request for cycle parking to the side of Scheregate Steps to assist those cycling in from Monkwick, potentially on a site that was currently owned by Essex County Council. Councillor Cory noted that Panel Members had to be cautious in making any declarations in respect of a current planning application, but he did support the provision of secure cycle parking in the town. The Panel considered whether or not to add a specific item looking at more general provision of secure cycle parking to its work programme, noting that the Sustainable Modes of Transport Strategy was due to be considered at its upcoming meeting in February 2022. Councillor Scordis suggested that the consideration of secure cycle parking across the town could constitute a significant piece of work, and the Panel determined that it would await the result of the forthcoming planning application before considering its position on the matter.

43. Year 3 – the Woodland and Biodiversity Project

Rosa Tanfield, Group Manager - Neighbourhood Services, attended the meeting to present the report and assist the Panel with its enquiries. The Panel heard that the Project had launched in 2019 as the Woodland Project, with the aim to plant 200,000 trees across the borough, offsetting carbon emissions and making the borough greener. Since this time, the Project had evolved in response to changing circumstances, including the Covid-19 pandemic, and its remit had expanded significantly to include creating a legacy of a greener and more bio-diverse Colchester. There were three clear areas of focus; communities, wildlife and the environment, and although planting trees was important, the Project represented a unique opportunity to collaborate and work with others to create a greener place.

For the environment, the focus of the Project was on how Colchester Borough Council (the Council) could help others, as individuals, organisations or local communities. Wivenhoe Town Council had been supported to trial 'no mow' management schemes across twelve designated open spaces and residential verges in the town. The trial was nearing its conclusion, and it was hoped that as a result of the trial, this way of managing land would be able to be adapted to other town or parish councils. The trial had seen an increase in the numbers of wildflowers on the unmown sites, and an increase in the number of volunteers seeking to assist the scheme. The Panel was advised that funding had recently been awarded to the Council as the result of a joint application with the Essex Forest Partnership, for the supply, planting and maintenance of three hundred and twenty five new standard trees across the borough to create shade and mitigate against flooding.

To support wildlife in the borough, new sites for woodland were being considered, whether on Council or privately owned land, and work was ongoing with partners to connect habitats, such as a network for red squirrels on Mersea Island. The Panel were

informed that through working with the Essex Forest Partnership, the Council had just been awarded a fully funded, double sized Miyawaki forest. The Miyawaki method of tree planting was first pioneered in the 1970s and was regarded as one of the most effective methods for creating forest cover at speed, encouraging tree growth up to ten times faster than traditional methods and creating a dense canopy with excellent biodiversity.

The Panel heard that the biggest impact that the Project could make was on the communities of the borough. Nine out of ten people surveyed in England stated that they believed that natural spaces were important for health and wellbeing, and this was even more important since the Covid-19 restrictions had been implemented. The Woodland Trust had offered significant support to the community planting element of the Project, assessing each proposed planting site in terms of its location, scale and the most suitable tree species to use and ensuring that new planting did not harm existing habitats. The Council had also received significant support from Together We Grow, who had been instrumental in bringing communities together to plant trees, and over the last two years they had helped to plant 14,000 trees. The work undertaken with Together We Grow had received national recognition and the Council had been a finalist in the Association for Public Excellence (APSE) Annual Service Awards 2021 for the Best Community and Neighbourhood Initiative.

The Panel were shown a video highlighting the work that Together We Grow had accomplished over the past year, together with Refugee Action. A number of case studies were presented from across the community, highlighting the level of engagement that had been achieved with a wide variety of participants, and illustrating the enduring benefits that had been achieved for both individuals and the environment. Rosa explained that although Colchester already had a legacy of greening the borough, it was the aim of the Woodland and Biodiversity Project to actively continue and expand upon this. The Panel heard that members of communities across the borough had engaged with tree planting and maintaining new tree sites with the assistance by Council staff.

Councillor Cory praised the work that had been undertaken supporting both communities and the environment, and he offered to assist as far as he was able to with promoting the work that was being undertaken by sharing the message and promotional video clips that had been produced. He confirmed that the 'no mow' trial that had been run in Wivenhoe had been embraced by the local community with overwhelmingly positive feedback, and he wondered how Councillors could help in further promoting the work that was being undertaken. He asked for more information about the standard trees which had been funded, and the proposed Miyawaki forest, and queried what positive lessons had been learned as a result of the work undertaken to date to assist in the overall completion of the biodiversity project.

Rosa Tanfield confirmed that three areas were being focussed on for planting of the standard trees; riverbanks, roads and footways, and specific areas had already been identified when new plantings could replace trees that had been lost in the past. With regard to the wetland restoration programme, work was ongoing to identify partners and areas of potential external funding to help deliver this project, and the Panel were advised that this work could be delivered either wholesale, on targeted areas or

in areas based on the likely outcomes. The Miyawaki funding was for a single site, and three or four locations were currently being considered for this. The project would be carefully assessed to determine its impact and the best method for its successful delivery at other potential sites through the United Kingdom. With regard to lessons that had been learned, the Panel were advised that of key importance to the project going forward was its continued evolution, and embedding the ethos of the Project into the every day work of the Council.

Councillor Chillingworth praised the excellent work that had been undertaken to date and considered that amazing progress had been made over the life of the Project. He did, however, consider that more could be done to explain to communities the actions that were being undertaken to inform and engage with local residents. He suggested that the Council continue to working closely with Parish Councils to not only achieve planting goals, but also to explore areas that may be suitable for planting in the locality. The difficulty with wetland restoration was noted, together with the volume of work that was required in this area, and Councillor Chillingworth wondered whether there was scope to continue this work up to the higher reaches of the Colne. He noted that Cymbeline Meadow was an important area but felt that it may represent an underused resource. The area contained a mix of soils and landscapes, and it was felt that there were opportunities for rewilding work take place there.

By way of response, Rosa confirmed that community engagement was an element of the Project which had been done well in some areas, but possibly not so well in others and this was an area of the Project which was being actively addressed. In areas where rewilding was taking place, work had been undertaken with local schools to design signage to advise the local community what was taking place. In terms of identifying future sites for planting, a more pro-active approach had been taken with Ward Councillors and Parish Councils being approached to be advised which areas had been identified for planting. Signage would also be displayed at these sites ahead of planting taking place to provide information about the Project and give local communities the chance to get involved or suggest other sites at which they would like to see planting. Suggestions for suitable planting sites were always welcome, whether these were on Council or privately owned land. The Panel heard that Cymbeline Meadow was an area that was being actively considered.

Councillor King praised the work of officers and partners, and considered that although the scope of the Project had been widened, its focus had tightened, and he acknowledged that the positive changes which had been made may take some time to embed. He considered that Cymbeline Meadows were very important, and care should be taken to make the area something that could be shared with the people of Colchester. He stressed the need to make the Meadow accessible as a semi-wild place for the benefit of all, and requested updates on this in the future. He considered that although progress had been made on the Colchester Orbital, this was happening rather slowly, and the Orbital could be a real asset to the town. He noted that a huge amount had been achieved by the Officers to date, and sought assurances that the resources were available to ensure that this progress could continue.

Rosa advised the Panel that Cymbeline Meadow was part of the Project, but that this was a complex site and more detailed information would be made available in the future when this became available. Some progress had been made in respect of the Orbital, and wayfinding discs would shortly be installed on Council sites and Walk Colchester had created an Orbital leaflet which was in production. It was acknowledged that there was still a lot of work to be done in this area. In terms of resources, the Panel was assured that sufficient resources were available to carry the Project forward over the coming years, and external funding was being actively sought.

Councillor Jowers did support the potential re-wilding of Cymbeline Meadow, but considered that there should be a focus on street trees. He advised the Panel that it was now possible to buy disease free Elm trees, and suggested that a wide variety of planting would be most advantageous. He noted the previous efforts that had been made over a number of years in relation to planting wildflower seeds when planting works had been carried out on verges and urged that these not be forgotten. It was suggested that the Council should seek far greater engagement with the Ministry of Defence, who in Councillor Jowers' opinion possessed some of the finest woodland in East Anglia.

Councillor Scordis noted the success of the community Tree Guardians role, but suggested that this needed support for the future to ensure that the volunteers were able to be replaced as time went on to safeguard the future of the project. The Panel were advised that it was now possible to book a tree planting session via the website, and were encouraged to do so.

Councillor Cory supported the points made by Councillor King, but advised the Panel that he had seen a number of social media posts relating to the Colchester Orbital which suggested that people were running and walking round it. He acknowledged that there was still more to be done to make the Orbital as accessible as possible.

Rory Doyle referred to the Terms of Reference of the Panel, and in particular 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. He felt that the work associated with the Woodland and Biodiversity Project was a perfect example of the Terms of Reference in action, citing the recent awards finals as evidence of this. The hard work and enthusiasm of all staff involved in the Project were what had led to this success.

RESOLVED that: the contents of the report be noted.

44. Climate Emergency Action Plan Update

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 its previous meeting, more information had been requested on the Clean Air for Colchester project, including pollution figures. At the present time, detailed figures were not available, however, the project was due to complete in October 2021 at

which time a report would be prepared to the Department for Environment, Food and Rural Affairs (DEFRA). There had been some issues with the portable air quality monitors which had been used, however, air quality centres were to be installed in Brooke Street and the town centre which would allow more detailed monitoring. With regard to secure cycle parking, the Panel were advised that the decision had been taken to focus on town centre areas for the provision of this parking, and once it had been seen how this operated, residential areas would then be considered. The suggestion that had been made to the Panel by Councillor Goacher that hessian bags be provided to market stalls in the town instead of plastic bags had been investigated by officers who had obtained quotes, and funding for this was now being discussed with Councillors.

The Panel were advised that Essex County Council had made a Climate Action Challenge Fund available to communities to apply to carry out projects that tackle climate related challenges, for sums of up to £5,000 for smaller groups or projects and £20,000 for larger projects, charities and schools. Information about this had been emailed to Councillors and Parish Councils, and some responses had been received. A second stream of funding would be available in the near future via the Government's Green Homes Grant Local Authority Delivery (LAD) Scheme phase 2, to contribute towards improving the energy efficiency of homes in Colchester, where residents were on low incomes and with homes with low energy efficiency. Councillors were requested to help raise awareness of this. Echoing comments previously made by Councillor Young, Ben confirmed to the Panel that the Eco Festival Colchester had been a very successful event that had been supported by volunteers, with families engaging and showing interest in current and future projects which.

Councillor Chillingworth noted that information on air pollution levels had been provided as part of the officer's report, but he did not consider that any particular fall in pollution rates had been indicated, and he wondered whether the Council had taken the issue seriously enough. Councillor Young supported these comments and wondered whether there was an option for targeted planting to specifically absorb carbon dioxide in roads which were particularly badly affected.

The Panel heard that the reduction in traffic flow due to the national lockdowns had improved air quality in 2020 but this artificial environment made it hard to judge what the ongoing impact would be. The Council would continue to build on its 'no idling' work and promote more sustainable methods of transport such as via shared travel hubs which were the subject of a current survey. A more detailed update would be provided to the next meeting of the Panel.

Councillor Cory recognised that the Council had a responsibility to monitor the air quality, but wondered whether there was an opportunity to bring in partners such as Essex County Council and others. He supported the comments of others in relation to the Eco Festival, which had been a very successful event showcasing, among other things, the e-cargo bikes that the Council had secured; and the Panel were urged to take advantage of these.

Councillor King noted that the Council was reviewing its staff travel plan, and wondered whether or not cycling was being actively promoted as part of this, suggesting that the Council had an opportunity to learn by example. The Panel were reminded that a couple of years ago the Council had made a concerted effort to reduce the amount of single use plastics on its sites, and Councillor King requested an update on progress that had been made in this regard.

Ben Plummer confirmed that the Council did actively promote cycling for work, including providing sessions that allowed members of staff to access free cycle maintenance and repairs as well as distributing free items such as bells and puncture repair kits. Work was also ongoing with local businesses to help them promote cycling for staff and the use of the e-cargo bikes.

RESOLVED that the contents of the report be noted.

45. 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 considered when it would be most appropriate to discuss updates on air pollution, secure cycle parking and single use plastics, and considered that it should be left to officers to determine the most appropriate time for updates, either as individual items or as part of other reports.

RESOLVED that the contents of the work programme be noted.

7 December 2021

Report of	Assistant Director of Customer	Author	Sam Preston
Title	Procurement – Social Value		☎ 07966237492
Wards affected	Not applicable		

1. Executive Summary

- 1.1 The Council has made a commitment to driving social value through its procurement and purchasing strategies, in order to support local communities whilst reducing environmental impact. Progress to date has been limited, however there are significant proposals for the next 12-18 months as set out within this report.

2. Recommended Decision

- 2.1 To agree to the proposed next steps in relation to improving social value, implementing performance measures and monitoring impact.

3. Reason for Recommended Decision

- 3.1 The Council is committed to reducing the environmental impact of its services in order to tackle the climate emergency.
- 3.2 The Council has significant spending power and is committed to direct this spending towards suppliers and service providers who can provide social value for our local communities.

4. Alternative Options

- 4.1 To request alternative proposals.

Page break after Section 4.

5. Background Information

- 5.1 Social value is defined through the Public Services (Social Value) Act which came into force in January 2013 and requires all public sector organisations, and their suppliers, to look beyond the financial cost of a contract and consider how the services they commission and procure might improve the economic, social and environmental well-being of an area. In 2018 a Task and Finish group was established to review the Council's social value policy and a decision was taken to use the Themes, Outcomes and Measures (TOMs) framework via the Social Value Portal.
- 5.2 The Council declared a climate emergency in 2019, committing the Council to reach the goal of net zero direct emissions by 2030. It is also imperative that as part of this commitment, the Council seeks to reduce the environmental impact and emissions from suppliers and service providers.
- 5.3 The Social Value Portal is a product used by the Council to monitor any social value commitments within larger contracts. Colchester started to use the portal in January 2021 for all contracts with a value of over £100,000. The portal considers added value of contracts under the following themes:
- Employing local people
 - Providing opportunities for disadvantaged people
 - Improving skills
 - Improving employability of young people
 - Opportunities for micro and small businesses
 - Improving staff wellbeing and mental health
 - Reducing inequalities
 - Ethical procurement
 - Reducing cyber security risks
 - Supply chain social value
 - Working within the local community
 - Reducing carbon emissions
 - Reducing air pollution
 - Protecting the environment
 - Resource efficiency
 - Sustainable procurement
 - Supporting communities to deal with Covid-19 (added in 2020).
- 5.4 In July 2021 a decision was taken by the Council to merge procurement and purchasing under one Group Manager in the Customer service in order to ultimately drive forward change with a focus on social value and financial savings.
- In order to progress significant improvements within procurement and purchasing, it has been essential to understand the Council's current position, by reviewing existing policy and processes, as well as a review of social value achieved to date.
- 5.5 Social Value recorded to date is minimal and as part of the current review the following issues have been identified as limiting progress:
- Level of interaction with social value guidance inconsistent across teams and services
 - Procurement decisions largely made based on cost or prior experience with suppliers
 - No corporate requirements for social value to be an integral part of procuring a supplier
- 5.6 It is proposed that within the next 18 months, a number of project streams are established to support significant change and improvement. Project Management

resource has been allocated to kick start this work, which will then be built into a new joint Purchasing Team.

Staff training and engagement

- Establishing a standard training programme for those with budget responsibility.
- Improving information and guidance for high level procurement through to low level purchasing.
- Regular comms and information sessions, including publishing information on social value to highlight the longer term-benefits.
- Tools and templates to enable straight forward methods for identifying and recording social value.
- Reviewing existing contracts to identify where improvements should be made in future.

Governance

- Establish consistent social value scoring levels within tender reviews.
- Establishing KPI's for social value which would be monitored across all services in relation to their procurement activities such as:
 - o % increase in local businesses
 - o % increase local employment within contracts
 - o Identified carbon management/environmental sustainability

Improved partnership working

- Linking local employment support services with our suppliers.
- Identifying joint procurement opportunities and gaining best practice from key partners such as Essex CC.
- Using spending power of joint procurement to purchase more sustainable products at lower cost (for example electric vehicles, charging points etc).

Procurement & Purchasing Team

- Refocusing of the team to add value to purchasing and procurement, improving knowledge of suppliers and their levels of social value.
- Improved supplier management and categorisation.
- Simplifying spending options for officers to reduce unnecessary administration.

6. Equality, Diversity and Human Rights implications

6.1 Implications will be considered as standard within the various project streams and form part of the wider procurement policy.

7. Strategic Plan References

7.1 The proposals will support the Council to:

- Tackle the climate challenge and leading sustainability
- Create safe, healthy and active communities
- Growing a fair economy so everyone benefits

8. Consultation

- 8.1 As this area of work progresses more detailed and formal proposals will be presented to the relevant committees/panels and management teams, as well as consultation with staff and stakeholders within other organisations.

9. Publicity Considerations

- 9.1 It is likely that as progress is made, publicity will be an essential part of driving forward change within our supply chains. In particular, the promotion of opportunities to local businesses and potential employees, as well as promotion of any key achievements and outcomes.

10. Financial implications

- 10.1 Although not detailed within this report, financial implications will be a key consideration within the various project streams. It is widely understood that contracts with high levels of social value and sustainability can be more expensive. It is therefore proposed that a framework for considering the level of social value vs cost is established to support decision making in this area. In addition, other opportunities will be identified to drive costs savings within procurement, such as improved contract management, shared procurement and contracts for significant aggregated spend.

7. Standard References

- 7.1 At this stage there are no particular references to community safety; health and safety or risk management implications.

14. Environmental and Sustainability Implications

- 14.1 As detailed within the report a key theme of the proposals and future planning around procurement will be to drive forward environmental and sustainability improvements.

7 December 2021

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 23rd September 2021.

1.2 Progress includes:

- **Single-use plastics update** – The Council has been phasing out the use of single-use plastics through much of its operations. Included in this report are updates from the Council's leisure centres and Museums team.
- **Clean Air for Colchester update** – An evaluation of the project has been completed, showing several positive proxy indicators of improvements in air quality. Survey findings have shown that 22% of people switching off significantly more than before, and 31% some more than before. Additionally, increase in driver switch offs have been shown to increase by 9% with psychological signage present. The project has built a good baseline of awareness, action and community engagement that will continue to be built on in the coming years.
- **Asset Management Strategy** for housing stock is currently being reviewed. As part of this work, the costs for reducing emissions of the housing stock to various energy performance targets have been calculated to be £120 million for the stock to reach net zero carbon emissions by 2030. Several new Council homes have been recently handed over to residents, with the properties built to Future Homes Standard and with air source heat pumps installed.
- **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-March 2022.
- **Electric vehicles** for the Council's fleet are due to arriving 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.
- **Electric vehicle charging points** to be installed in Priory Street car park as part of a pilot. This install will start to take place in early December, ready to be in service for use before Christmas.
- **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
- **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 (first fund listed on this page)
- **Several key communications** on social media produced as part of awareness raising linked in with the Conference of Parties in Glasgow during November. This included simple changes residents could make to reduce their environmental impact and a infographic showing highlights of the Council's work on the climate emergency during 2020 and 2021.

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 process made to date and has the chance to feedback on ongoing work.

4. Alternative Options

- 4.1 Not Applicable

5. Background Information

Single-Use Plastics Update

- 5.1 The Council has reduced its use of single-use plastics throughout many of its operations. Where possible, reusable and plastic-free alternatives for products are considered in the procurement of new products. Updates are provided on the reduction of single-use plastics in Leisure World Colchester, Leisure World Northern Gateway Sports Park and at the Council's Museum venues.
- 5.2 At Leisure World Colchester and Leisure World Northern Gateway Sports Park, the following measures have been implemented to reduce the use of single-use plastics:
- All cups (including slush cups) are Vegware and are fully compostable. Compostable straws from Vegware and 100% recycled paper straws are available for customers
 - Customers can fill up their own water bottle, reducing the need for single-use plastic bottles of water
 - Only sell drink cartons without plastic straws – Offer paper straws if requested by customer
 - Installation of a milk pergal at Leisure World Colchester. This uses bagged milk in boxes, eliminating the purchase of 1500 plastic milk bottles each year. At Northern Gateway Sports Park 1.5 litre bagged milk is used instead of bottles as there is not room for a milk pergal. Single portion plastic milk cartons are not sold at both cafes in each location
 - Plastics recycling collections at both location for recycling of any plastic bottles
 - Plastic Lucozade, Ribena and Coca-Cola bottles are sold at both sites. However, Lucozade and Ribena are sold by the same company (Suntory) and they will be using 100% recycled plastic bottles from 2022, and Coca-Cola now use 100% recycled plastic bottles since September 2021.
- 5.3 Impacts of these changes on sales and waste volumes cannot currently be compared due to the impact of the pandemic, but this will be investigated in future years. Further information about the reduction of single-use plastics at the leisure venues can be found in Appendix 1.
- 5.4 The Museums team has put in significant work to think about how to reduce the use of plastics and waste in their sales lines as well as throughout their exhibitions. Some examples of actions that have been taken are below:
- Repurposing display materials such as plinths and risers so they can be used for future exhibitions
 - No plastic bags are sold at any museum venue. Paper bags are sold upon request, and reusable cotton bags are on sale, of which 151 have been sold since May 2021.
 - Using paper 'buff tags' rather than plastic labels. A green stamp on products will be used to highlight the removal of packaging.
 - Plastic kimbles for holding products together and for hanging products on stands have been replaced by buff tags or having price points on a stand rather than hanging from a rail.

Clean Air for Colchester Update

- 5.5 The Clean Air for Colchester project has been running from July 2019 – September 2021. The project has had several different focusses, including the CAREless Pollution

campaign, roadside signage trial and the promotion of walking and cycling amongst residents. A summary of each of these areas is outlined below. A public facing summary document of the whole document will be published in the new year.

5.6 **CAREless Pollution Campaign** – This campaign was focussed on raising awareness of air pollution in Colchester and encouraging residents to switch off their vehicle engines when stationary to improve air quality. Engagement with schools, local organisations and residents has been carried out at a variety of pop-up events and ‘stunts’ across the town. Surveys after the campaign have shown that residents are switching off their engines more than they did before the campaign. Specifically, 22% of surveyed respondents said they switched off significantly more than they did before, and 31% switching off some more than before. Surveys outside school gates show 65% of people were switching off their engines more than a year ago.

5.7 **Roadside signage trial** – Signage to promote no-idling was installed in the air quality management area in Brook Street, specifically at the traffic lights at the bottom of the street and at East Gates. The trial has gone through various phases testing out the influence of different messages on driver no-idling behaviour. Four different messages have been trialled over the course of the campaign, with three leading to a 9% increase in drivers switching off engines when stationary. These messages were:

- 'Think about your actions. When the traffic lights are red/ barriers are down please switch off your engine'. This aims to get drivers to reflect on their behaviour.
- 'Join other responsible drivers in Colchester Turn off your engine when the traffic lights are red/ barriers are down'. This aims to get drivers to think about their responsibility to act.
- 'Exhaust fumes build-up in your car while you wait. Switch off your engine. Protect your health'. This aims to get drivers to think about the health implications of their actions.

5.8 The roadside signage trial is set to continue to June 2022, to see if switch off rates decrease and the messages stop being effective.

5.9 **Promotion of walking and cycling** – Encouraging walking and cycling more for short journeys is a key way to improve air quality in Colchester. The project has aimed to promote walking and cycling in Colchester, both to schools and residents. It has involved an evaluation of bikeability training at schools to see the benefits school children have experienced from taking part in the training, as well as what they would like to do more of on the training. Additionally since July 2021, a project has been started in Monkwick to support residents to walk and cycle more. So far 5 Dr Bike sessions (servicing 79 bikes), 1 adult and 1 child learn to ride session (4 adults and 3 children attending respectively), and 1 led walk and talk and 1 led walk and ride session (10 people attending in total) have been organised. A map of the off road cycle route from Monkwick to town has also been sent to 800 households on the estate. The positive work so far delivered on the project, set up in collaboration with En-Form, is set to continue into 2022.

5.10 Although positive signs indicate that residents are more aware of the impacts of air quality and are switching off their engines more, the project has not been able to accurately measure improvements in air quality within the air quality management areas (AQMA's). This is due to traffic flows reducing drastically during 2020. Pollution levels reported in the Annual Status Report published in early 2022 will help to more accurately show the impact the project has had on pollution levels. Monitoring pollution in the AQMA's will be improving in 2022, with the introduction of air quality monitors in these areas providing live pollution data, allowing us to immediately see the impact of different interventions on pollution levels in real time.

Other updates

- 5.11 The creation of the asset management strategy for the Council's housing stock is currently being reviewed. A key element of this new strategy will focus on reducing emissions from the housing stock. Part of the work completed in the strategy development involved the costing of reducing emissions from the housing stock to varying energy performance standards. It was calculated that the estimated cost for the stock to reach net zero carbon emissions by 2030 would be £120 million.
- 5.12 Several new Council homes have recently been built to Future Homes Standard, and installed with air source heat pumps. These homes are built to standards that will deliver reductions in carbon emissions of 75-80% compared to current building regulations.
- 5.13 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.
- 5.14 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.
- 5.15 As part of a pilot project, several electric vehicle charging points are to be installed in Priory Street Car Park. These will be part of a wider change to help residents feel more confident about transitioning to using an electric vehicle. The charging points will be installed in early December, ready for customer use before Christmas.
- 5.16 Throughout November-February 2022, the Council will be 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, reducing the use of plastic guards.
- 5.17 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 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.
- 5.18 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.

- 5.19 Essex County Council have recently 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, 2022 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.
- 5.20 The Council has been working on its communications plan around its response to the climate emergency to ensure residents remain informed about this and can take their own action to live more environmentally friendly lifestyles. Recently during the duration of the Conference of Parties 26 (COP26) in Glasgow, the Council put out several focussed communications to link in with this campaign. Some of these are copied below for information.



Figure 1: Highlights of the Council's action in response to the climate emergency between July 2020 and July 2021



Figure 2: Social media post about the retrofit works that will be taking place at Rowan House



Figure 3: Social media post encouraging residents to make simple changes to reduce their environmental impact. This post was to encouraging reducing use of single-use plastics.

5.21 For further information on updates in the Climate Emergency Action Plan, see appendix 2.

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.

Appendix 1 – Single-Use Plastic reduction at Leisure World Colchester and Northern Gateway Sports Park (Leisure World Northern Gateway Sports Park)

Product	Action to reduce use of single-use plastics	Notes on progress
Coffee shop packaging (Cups, cutlery, food boxes, straws)	Replacing all of these products with compostable or plastic free alternatives.	<p>At both sites, all cups including slush cups are now vegware and are fully compostable.</p> <p>Straws are either vegware or 100% recycled paper straws. Previously 13,000 straws had been used annually at Leisure World Colchester.</p> <p>Wooden forks and food boxes are also sold at both sites</p>
Plastic bottles of water	<p>Offer water refills to customers using reusable bottles</p> <p>Selling cartons of water instead of plastic bottles of water.</p>	<p>Implemented at both sites. 100 reusable bottles given to first 100 members at SportsPark</p> <p>None sold in last 6 months at Leisure World Colchester, so not selling at SportsPark.</p>
Milk	Using milk pergals or bagged milk to reduce purchase of plastic milk bottles and single serving milk cartons.	<p>Pergals are large capacity than bottles and help to reduce purchase of 1,500 milk bottles per year at Leisure World Colchester.</p> <p>However, at the SportsPark, bagged milk is sold instead of pergals as there is no room for one on site.</p> <p>11,500 single serving milk cartons previously used at Leisure World Colchester removed by just using milk pergal.</p>

Plastic recycling	Introduce plastic recycling for plastic bottles at both locations.	Recycling collection for plastic bottles used at both sites
Lucozade/Ribena		Bottles sold by the overarching company (Suntory) are to be made from 100% recycled plastic by 2022
Coca-Cola		Since September 2021, all bottles sold are now made from 100% recycled plastic.

Climate Emergency Action Plan 2021-23 (7th December 2021 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?	December 7th 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	November 2021 – April 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?	December 7th 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 shortly going 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?	December 7th 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.	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?	December 7th update	Date Started/ Finish	Measurement of Success (MoS)
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.	On track	April 2021 – March 2022	40 properties to be raised above D in 12 months
	Replacement of heating system at Mary Frank House with an air source heat pump (ASHP)	On track		Installation of ASHP and working to design expectations
	Installation of monitoring equipment in accordance with Heating regulations	On track		To be compliant with Heat regulations
	Boiler replacement works – Replacement of outdated and inefficient boilers	On track		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 has now started 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?	December 7th 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?	December 7th 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?	December 7th 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 to be presented to councillors at next 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?	December 7th 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?	December 7 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>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?	December 7 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?	December 7 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?	December 7 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				
Action	How will action be achieved?	December 7 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	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. Some bikes are to be moved to</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				
Action	How will action be achieved?	December 7 th update	Date Started/ Finish	Measurement of Success (MoS)
	travel, in a 'try before you buy' approach.	business improvement district (BID) office to provide ad hoc usage by CBC staff and interested town centre businesses 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 starting. Funding secured to move this project forward – As presented at last ESP meeting on 22 nd July 2021 (also see action 4.10). Survey launched to understand needs/wants of residents from a	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				
Action	How will action be achieved?	December 7 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>shared travel hub containing bikes, ebikes etc.</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 by 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				
Action	How will action be achieved?	December 7 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.	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				
Action	How will action be achieved?	December 7 th 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 Greening the Orbital final report received – being considered	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. Influence Rapid Transit system linking Garden Communities, park and ride/choose site with	Trials proceeding well and agreement to extend until March 2022 On track On track	February 2021 – October 2021 February 2021 – December 2021 April 2021 – April 2022	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				
Action	How will action be achieved?	December 7 th update	Date Started/ Finish	Measurement of Success (MoS)
	<p>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>Waiting on Cabinet approval for recommendations on changes to promote bus travel.</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 key routes in and around Colchester Town Centre</p> <p>Reviewing S106 funding to plan and work with</p>	<p>Premises identified for town centre secure cycle parking and planning permission secured. Moving forward with agreeing timeline for delivery of cycle parking facility.</p> <p>Active Travel Fund improvements for Colchester agreed and now waiting timescales for implementation</p> <p>See updates below r.e. Wivenhoe Trail/Stanway to Tollgate</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				
Action	How will action be achieved?	December 7 th update	Date Started/ Finish	Measurement of Success (MoS)
	<p>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>Funding from s106 secured to conduct repairs to route and plan long term maintenance</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				
Action	How will action be achieved?	December 7 th update	Date Started/ Finish	Measurement of Success (MoS)
4.10 Bring an electric vehicle car club to Colchester	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 will also be set up.</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				
Action	How will action be achieved?	December 7 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				
Action	How will action be achieved?	December 7 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. Due to start install on 6 th December 2021 and to be in service for customer use before Christmas.	<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				
Action	How will action be achieved?	December 7 th 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				
Action	How will action be achieved?	December 7th 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				
Action	How will action be achieved?	December 7 th 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				
Action	How will action be achieved?	December 7 th 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	March 2021 – September 2021	

6. Enable partnerships and community action for sustainability and low carbon development				
Action	How will action be achieved?	December 7 th 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				
Action	How will action be achieved?	December 7 th 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>Initial conversation had with University of Essex about setting it up for January 2022</p> <p>Latest engagement to involve University researchers presenting to Council staff about participatory budgeting</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				
Action	How will action be achieved?	December 7 th 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 5 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				
Action	How will action be achieved?	December 7 th update	Date Started/ Finish	Measurement of Success (MoS)
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. Key communications campaign around COP26 was produced focusing on key Council projects and simple actions for residents to reduce their environmental impact.</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 Essex and those in the UK to share learnings around work on the climate emergency	<p>Take part in Carbon Reduction Across Essex (CORE) meetings with other Essex local authorities.</p> <p>Where appropriate, join grant funding bids with ECC to increase access to funding for environmental projects</p>	<p>Attending when these take place, alongside District and Borough Climate Action Forum</p> <p>No grant bids to join at current time, but sharing Essex Climate Challenge Action Fund for Communities</p>	<p>Ongoing action</p> <p>Ongoing action</p>	<p>Build up a relationship with Essex County Council and other Essex LA's to help share learning</p> <p>Opportunities utilised to collaborate with ECC on grant funding bids</p>

6. Enable partnerships and community action for sustainability and low carbon development				
Action	How will action be achieved?	December 7 th update	Date Started/ Finish	Measurement of Success (MoS)
	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.	Regular activity in forums	Ongoing action	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 ensure this reflects the wishes of communities we serve	<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 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>See below</p> <p>Presentation to Town and Parish Councils went well on 24th June, with opportunities for Towns/Parishes to tackle the climate emergency highlighted in this.</p> <p>On track</p>	<p>Ongoing action</p> <p>June 2021</p> <p>Ongoing action</p>	Successful collaboration and communication with Town and Parish Councils on climate emergency related work.

7. Ensure sustainable planning and development				
Action	How will action be achieved?	December 7th 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	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?	December 7 th update	Date Started/ Finish	Measurement of Success (MoS)
reduced car use and ownership.				
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?	December 7th 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 cross service working facilitated by workshop ran by University of Essex</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				
Action	How will action be achieved?	December 7 th 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 - 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?	December 7 th 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	<p>Develop an internal comms strategy to plan out how to inform staff of environmental work and projects.</p> <p>Run a pilot behaviour change challenge to promote the uptake of environmentally friendly behaviours</p>	<p>Messages planned as and when and adapted to key events/actions.</p> <p>Pilot run, and will inform future engagement with staff</p>	<p>Ongoing action</p> <p>March 2021 – April 2021</p>	<p>Strategy developed</p> <p>Pilot run successfully and insights used to inform future engagement with staff</p>

8. Change the way we work to achieve our climate commitment				
Action	How will action be achieved?	December 7 th 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?	December 7th 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 explored, pending publication of sustainable procurement guide by LGA and more capacity in CBC procurement team</p> <p>Update included as part of own item on Presented in separate Panel report on 7th December</p>	<p>July 2021 – December 2021</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	Travel Plan to be reviewed following results of Travel Plan survey with CBC staff. Results are currently being analysed.	Jan 21-Dec 21	Council Travel Plan reviewed and updated
8.9 Reduce the environmental impacts of events organised by Colchester Events Company	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 Policy for improvements on environmental sustainability.	July 2021 – December 2021	<p>Successfully pilot several ways to make an event more environmentally friendly in 2021</p> <p>A revised Events Policy and other documents that help to promote sustainability further in events.</p>

8. Change the way we work to achieve our climate commitment				
Action	How will action be achieved?	December 7 th update	Date Started/ Finish	Measurement of Success (MoS)
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
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7 December 2021

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

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

<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

