

Appendix 1: The Climate Change Action Plan Progress

Ref	Action	Measure/ Target	Working with	Timescale	Responsible Service	RAG	Update
Reduce Carbon Emissions from our own activities to achieve Carbon Neutrality by 2040							
1.1	Development of a Refreshed Climate Change Strategy to replace and consolidate the initial Climate Change Strategy and Climate Change Adaptation Plan 2013-20.	Climate Change Strategy Developed	Council & Partners	2021	Environmental Health	Off Target	The strategy cannot be completed until the Council's GHG emissions have been calculated (see actions 2.2, 4.1 & 4.2). Rec: Revise target date to Q2 2022/23.
1.2	To consider joining APSE energy to assist in the measurement and reduction of carbon emissions	APSE membership	Council	2021	Regulatory Services	Target Fully Achieved	APSE membership commenced Q1 2021/22.
1.3	Review of staffing resources to deliver all aspects of the action plan and to increase partnership working	Resources allocated to fund a Climate Change Post.	Council	2021	Environmental Health	Target Fully Achieved	0.5 FTE post created and Officer recruited in Q1 2021/22. The Deputy Leader is seeking additional resource to provide a 1 FTE equivalent for this role.
Measure and Monitor our Energy consumption							
2.1	Annual monitoring of carbon emissions from all Council Buildings and assets to monitor carbon reduction.	Annual Monitoring completed	Council	Annually	Facilities Management	Not Yet Due	This will be completed annually following completion of action 2.2
2.2	Carry out a carbon audit of all Council Buildings and assets* to provide a baseline for current carbon emissions.	Identify all Council Buildings and Assets	Council	2021	Facilities Management	Off Target	The corporate energy supplier, Total Gas & Power, recently provided the data that it holds on the Council's historic electricity and gas consumption.
		Baseline carbon audit complete	Council	2021			

							<p>The most complete data set will be for the current financial year so this has been chosen as the baseline for monitoring progress going forward.</p> <p>Rec: Revise target date to Q1 2022/23.</p>
2.3	Review of all electricity meters and consideration of additional meters to enable increased monitoring of electricity usage	Consideration of additional electricity meters	Council	2022	Facilities Management	On Track to be Achieved	<p>To be completed following completion of action 2.2.</p> <p>Sub-metering needs to be considered as part of action 3.6.</p>
Reduce our Energy Consumption and Emissions							
3.1	To audit the amount of single use plastic currently used in all assets and implement a plan to remove all single use plastic and replace with reusable options where possible.	80% reduction in single use plastics	Council	2021	All departments	Off Target	<p>A Full Council motion was carried on 26-07-21 to phase out single use plastics (SUP) wherever possible within 12 months.</p> <p>A SUP audit is currently taking place and an action plan will be developed.</p> <p>SUP use in 'public facing' facilities (eg. Brewhouse, Civic Function Suite) will be prioritised.</p> <p>Rec: Revise target date to Q2 2022/23 in line with motion.</p>

3.2	Audit all parks and open spaces and develop an action plan to increase sustainability including the replacement of all lighting with LEDs and increased provision of recycling bins etc.	All Council lighting to be replaced by LED's Action Plan completed	Council & Partners	2022 2022	Open Spaces	On Track to be Achieved	The Parks Development Plan has seen a programme of new dual recycling bins introduced on parks. These continue to be rolled out. Lighting quotes have been sought and a rolling programme of replacement has been introduced based on repair requirements.
3.3	Work with all contractors to promote the reduction of carbon emissions	Information on climate change reduction measures provided to all contractors Environmental Management Policies obtained for all contractors Carbon emissions data collected for all contractors	Council & Contractors	2021 2021-2022 2022	All Departments All Departments All Departments	On Track to be Achieved	A request for Environmental Management Policy and practical information on CO ₂ reduction measures will be produced for distribution to organisations on the contracts database during Q3 2022/23.
3.4	Investigate energy generation options across the Council estate and work with external organisations to consider the use of heat energy networks and renewable energy sources such as solar and wind power.	Report developed for the consideration of energy generation in Council buildings.	Council & Partners	2023	Facilities Management	Not Yet Due	The energy demand of Council buildings needs to be minimised as a priority (see action 3.6). This will continue to be affected by changes to working patterns, building use and the property portfolio brought about by COVID. In addition, the

							<p>Council should give serious consideration to the option of purchasing a 'Green' tariff from its energy supplier at the next opportunity (see action 3.7). All of these issues will affect any decision about investment in renewable energy generation for use in Council buildings.</p> <p>Larger projects that could generate energy for users other than the Council (eg. large-scale PV or community heat networks) will also be considered.</p>
3.5	To review the current recycling provision within Council buildings with a view to increase recycling rates.	Increased recycling provision e.g. increase in the number of bins.	Council	2022	Facilities Management	Not Yet Due	<p>This action will continue to be affected by changes to working patterns, building use and the property portfolio brought about by COVID.</p> <p>Information on the amount of waste currently generated and amount recycled will be sought from Waste Management to set a baseline and allow monitoring.</p>
3.6	Develop and deliver an improvement plan for all Council buildings to reduce energy consumption.	Improvement plan developed	Council	From 2022 following the	Facilities Management	On Track to be Achieved	The priority is to ensure effective day-to-day management of energy

		Improvement plan successfully implemented		completion of the baseline carbon audit			<p>use in Council buildings through improved metering and monitoring (see action2.3). Subscription services are available that are being investigated (eg. Tritility).</p> <p>Decisions about building investment (eg more insulation, improved heating/lighting, improved controls) are premature due to the anticipated effects of COVID on building use and the property portfolio.</p>
3.7	Consolidate and review the Councils energy tariff with a view to using a green renewable energy tariff.	<p>All Council energy tariffs consolidated</p> <p>All Council energy supplied using a green energy tariff</p> <p>Review tenants contracts to ensure energy is supplied using a green energy tariff</p>	Council	<p>2023</p> <p>2025</p>	<p>Programmes and Transformation</p> <p>Facilities/ Estates</p>	On Track to be Achieved	<p>The gas contract is due for renewal Q4 2022/23 and the electricity contract Q3 2023/24. The Council are in the process of reviewing the energy tariff and will give serious consideration to the option of purchasing a 'Green' tariff.</p>
3.8	Introduce a specification and social value approach to our procurement process to ensure all contractors and suppliers have an environmental management policy to minimise their environmental impact.	75% of suppliers with an environmental management policy	Council & Contractors	2023	All managers who engage in Procurement	On Track to be Achieved	See action 3.3

3.9	Achieve ISO:14001: Environmental Management for all Council buildings (leisure centre buildings are already compliant through the Council's leisure contractor Everyone Active)	Accreditation complete	Council	2024-2025	Facilities Management	Not Yet Due	This action is not due until 2024/25 so work has not started.
Measurement of Carbon Emissions from vehicles							
4.1	Measure and review carbon emissions to establish a baseline for all non-waste collection Council vehicles and develop a plan for all Council vehicles to be powered by electric or renewable fuel sources	Baseline audit completed All Council vehicles replaced with electric vehicles	Council & Partners	2022 2025+ years	Waste Management, Facilities and CCEO's	Not Yet Due	Emissions from the non-waste collection vehicles will be calculated when a base year has been established and this depends upon energy use data that is available for the Council's buildings (see action 2.2).
4.2	Measure and review carbon emissions to establish a baseline for the waste collection processes and develop an options appraisal to replace all waste collection vehicles with low emission fleet vehicles.	Baseline carbon audit completed Options appraisal for the procurement of low emission fleet vehicles Replacement of waste collection vehicles with low emission fleet vehicles	Council & Partners	2022 2025-2027 2030	Waste Management	On Track to be Achieved	Emissions from the waste collection vehicles will be calculated when a base year has been established and this depends upon energy use data that is available for the Council's buildings (see action 2.2). The new fleet of refuse collection vehicles has been procured. Five of the vehicles are electric vans. The vans should be delivered early in 2022. The other vehicles meet the low emission Euro 6 standard.

							Looking forward, the Council has engaged with the Energy Saving Trust on an options appraisal for the transition to lower carbon vehicles.	
Promote green travel and transport for our staff								
5.1	Consider the use of staff incentives to promote the use of electric vehicles through staff incentives	Increase % of staff using electric vehicles	Council	2021-2024	HR	On Track to be Achieved	<p>Promotion of new cycle scheme (which includes access to electric cycles) will take place in consultation with HR.</p> <p>The Chief Officer car scheme includes incentive to choose an environmentally friendly vehicle with emissions of less than 100g/km. Chief Officers using this scheme now use electric or hybrid vehicles.</p>	
5.2	Review the staff travel plan to promote alternative modes of transport to work conducting a staff survey to enable monitoring of effectiveness	Increase % of staff commuting to work by sustainable modes of transport	Council	2022	HR/ Environmental Health	On Track to be Achieved	<p>Staff survey (Snap) to be completed in Q2 2022/23 to better understand existing modes of travel by staff and perceived barriers to change.</p> <p>The Staff Travel Plan also links to the promotion of the cycle to work scheme (see action 5.1) and reduced</p>	

							staff commuting with increased homeworking.
5.3	Review and improve all shower facilities and drying rooms in Council Buildings	Increase % of staff commuting to work by sustainable modes of transport	Council	2023	Facilities Management	Not Yet Due	<p>Progress with this action has been affected by changes to working patterns brought about by COVID.</p> <p>The Staff Travel Plan is due for review in Q3 2022/23 (see action 5.2) and this will include a staff survey to establish modes of travel and barriers to change. This information is necessary to inform investment decisions.</p>
5.4	Consider the installation of EV charging points in staff carparks	Increase % of staff using electric vehicles	Council	2025	Facilities Management/ Environmental Health	On Track to be Achieved	<p>Quotations for charging points at Millers lane and Stapenhill Cemetery have been received. Confirmation of successful bid will be made in December and estimated installation date is late Jan early Feb 2022. There will be 4 charging points at Millers Lane and 2 at the Cemetery. These points are for ESBC operational fleet initially.</p>
5.5	Consider the provision of an electric vehicle car pool for officers to use whilst undertaking site visits	Reduce the amount of carbon emissions through alternative	Council	2025-2027	HR/ Facilities Management/ Environmental Health	Not Yet Due	<p>The need for an electric vehicle car pool will be considered during the Staff Travel Plan review (see action 5.2) to</p>

		transport arrangements					reflect reduced staff mileage brought about by remote-working technology and national progress on the electrification of road transport.	
Reducing the Borough's emissions by 2040 and preparing for climate change								
Protect and Enhance our Environment								
6.1	Continue and improve on the Green flag awards- biodiversity	Green Flag Awards achieved	Council & Partners	Ongoing	Open Spaces	On Track to be Achieved	The Council has entered the Green Flag, In Bloom and It's Your Neighbourhood schemes that each have the environment as a central theme.	
6.2	Develop and implement a Centenary woodland management plan (aimed at improving biodiversity) and use this as the basis for developing other areas within the Borough	Plan developed Plan implemented	Council & Partners	2022 2025	Open Spaces	On Track to be Achieved	Woodland Management Plan has been agreed for the Centenary Woodland and provides a blue print for managing habitat.	
6.3	Explore how the Council can better access funding for climate change related work including working with partners to develop a co-ordinated approach to secure funding	Increased funding	Council & Partners	2022	Environmental Health	On Track to be Achieved	EV Funding: Partnership working with County Council for a county-wide joint EV strategy and a joint bid for funding to install electric vehicle charge points in Council car parks. Fuel Poverty & Warm Homes funding: ESBC are a partner in the Staffordshire Warmer Homes Scheme which	

							bids for government funding for fuel poverty and warm homes grants to improve heating and insulation measures in properties.
6.4	Develop a sustainable planting programme to increase the use of Council grown plants and increase biodiversity in town centres and public areas.	Sustainable planting programme developed Reduction in the amount of plants bought in from external suppliers.	Council & Partners Council & Partners	2022 2025	Horticulture/ Open Spaces	On Track to be Achieved	The Parks Development Plan has seen the introduction of tree, wildflower and sustainable planting. (See the Parks Development Plan Report 1 st year review)
6.5	To encourage sustainable parkland as part of the Washlands improvement plan in partnership with the Environment Agency	Washlands Improvement Plan completed	Council & Partners	2025	Open Spaces	On Track to be Achieved	The Flood Defence work has been completed by the Environment Agency. The Washlands Enhancement project has gained planning approval and work is progressing on the procurement and the detailed drawings, specification etc. Delivery is expected Q3 2022.
6.6	Identify and implement water saving and water reuse measures that can be put in place across the organisation	Options investigated and developed Use of grey water for street cleaning vehicles	Council & Partners	2025 2025-2030	Facilities Management/ Waste Management/ Open Spaces	Not Yet Due	This action does not commence until 2025 so work has not started.

6.7	Monitor and encourage tree planting in the Borough working in partnership with the national forest.	Increased number of trees planted.	Council & Partners	2030	Open Spaces	On Track to be Achieved	The Horticultural team are in the process of planting a combination of standard and whip trees across many of the Council's Open Spaces. Only native trees are being planted and a target has been set for approximately 2500 trees between November 2021 and March 2022. To date, approximately 600 trees have been planted.
Improving Public Transport							
7.1	Develop an action plan for the introduction of electric charging points in Council car parks and implementation of Council incentives to increase usage.	Action plan developed Increased number of charge points Increased usage of electric charging points	Council & Partners	2022 2023 2030	Environmental Health & CCEO	On Track to be Achieved	Capital funding bid submitted to secure funding for EV charging points in Council carparks. County wide EV strategy being drafted in partnership with ESBC. Energy Savings Trust engaged for advice and guidance for identifying suitable locations and procurement of charge points. Procurement options currently being considered to be presented in a report for

							<p>the introduction of EV charging in Q4 2022/23. Current proposals are for three charge points to be considered for installation in Coopers Car Park, subject to the availability of capital funding.</p> <p>Go Electric to provide 1hr training event in Feb 2022 for internal staff and members.</p>
7.2	Support the improvement of electric vehicle infrastructure across the Borough	Increase in the amount of electric charging points	Council & Partners	2025	Environmental Health/ Enterprise	Not Yet Due	Will be delivered through the county-wide EV strategy and the Planning Policy.
7.3	Continue to secure public transport improvements through the planning application process as part of all major redevelopment schemes	Increased public transport provision-measure to include increased passenger numbers	Council & Partners	2030	Planning	On Track to be Achieved	<p>Public transport improvements such as new bus services have been secured through planning permission.</p> <p>Sites include:</p> <ul style="list-style-type: none"> • Burton Road, Tutbury • Land South of Branston • South of Forest Road • Upper Outwoods Farm • Red House Farm • Branston Locks • Burton Gateway (employment site)

							<ul style="list-style-type: none"> • West of Uttoxeter • Hazelwalls
7.4	Develop a sustainable cycling strategy and encourage cycle path improvements and on street infrastructure to facilitate more cycling	Increased amount of cycle pathways	Council & Partners	2030	Environmental Health / Enterprise	On Track to be Achieved	<p>Through the Burton Towns Fund programme, the Borough Council is working with the County Council to bring forward a number of improvements to the cycle network in Burton through the implementation of the Local Cycling and Walking Infrastructure Plan. The Towns Fund investment for this project is expected to commence in 22/23 and complete by 23/24.</p> <p>The Borough Council can also support some highways network plans for Burton, which include cycle routes, through Section 106 contributions from developments where a significant air quality impact is identified. This may contribute funding for smaller projects that may ordinarily not be a priority.</p>
Improved Air Quality							

8.1	Raise awareness and promote behaviour change around idling vehicles	Reduction of carbon emissions	Council	ongoing	Environmental Health/Community and Civil Enforcement	On Track to be Achieved	See action 8.5.
8.2	Monitor and review air quality across the Borough to determine whether national air quality objectives are being met	DEFRA annual monitoring report completed Air Quality Annual Status Report Completed	Council	Annually Annually	Environmental Health	On Track to be Achieved	This is a statutory requirement under the Local Air Quality Management regime.
8.3	Air Quality Management Plan Developed and Implemented	Plan developed and implemented Improvement in Air Quality	Council & Partners	2021 2030	Environmental Health	On Track to be Achieved	Air Quality Management Plan due for a review shortly in coordination with Highways Authority the County Council because air quality issues are almost entirely traffic related.
8.4	Consider the incorporation of financial incentives within the Taxi Licensing Policy to encourage Electric Vehicle's (Taxi's already required to meet euro 4 and euro 6 by April 2022)	Reduction of CO ₂ emissions from taxis	Council & Partners	From 2022	Licensing	On Track to be Achieved	The implementation of the policy for the taxi fleet to be Euro 4 and Euro 6 compliant will come into effect on 1 st April 2022. NB. Subject to full Council approval the age limits of vehicles will take precedence over the emissions implementation date.
8.5	Work with schools to encourage use of public transport, walking and cycling to school	Increase in use of sustainable transport	Council & Partners	2025	Environmental Health/CCEO's	On Track to be Achieved	The County Council Air Aware project is engaging with schools in the Borough. The Council helped to set-up and support the air

							quality monitoring at Horninglow School in Burton.
8.6	Work with the bus transport companies to encourage less polluting models of buses.	Reduction of CO ₂ emissions from buses	Council & Partners	2030	Environmental Health	Not Yet Due	This action is not due until 2030 so work has not started.
Reduce Fuel Poverty							
9.1	Investigation and enforcement of the minimum energy efficiency standards in private rented accommodation	Reduction of the number of properties with an EPC of band E or below	Council & Partners	ongoing	Environmental Health	On Track to be Achieved	Ongoing investigation and enforcement of the minimum energy efficiency standards working alongside Trading Standards.
9.2	Partnership working with Staffordshire Warmer homes for the ongoing delivery of warmer homes funding to provide 1 st time gas central heating and replacement boilers.	Monitor the increase in the % of people provided with 1 st time central heating or replacement boilers	Council & Partners	2022	Environmental Health	On Track to be Achieved	The Council are a partner in the Staffordshire Warmer Homes Scheme. To date 41 first time central heating installations have been installed, 10 air source heat pumps and 80 applications are being processed for Green Homes Grant measures such as external wall, cavity wall and loft insulation.
9.3	Review/consider working with Beat the Cold to target fuel poor or vulnerable households with energy efficiency measures including funding under ECO or ECO Flex and advice on renewable energy generation.	Baseline and set Annual targets for the amount of households supported to improve energy efficiency and/or reduce fuel poverty through measures	Council & Partners	2025	Environmental Health	On Track to be Achieved	ESBC have procured the Beat the Cold single point-of-contact service to provide fuel poverty advice for residents. Through a combined approach of upgrading homes and changing resident behaviour, the service will provide an

		installed and advice provided					effective support process that assists residents to understand the complex and often confusing world of advice, grants, financial assistance and working with installers.
9.4	Encourage reduction in household waste through education	Maintain top quartile performance on waste reduction and recycling- Corporate Plan Target – EHW12 & EHW13	Council	2030	Waste Management	On Track to be Achieved	Communication campaign planned for early 2022 to highlight revised recycling service.
Reduce the quantity of waste							
10.1	Encourage businesses/organisations to adopt a low waste approach for food and packaging through an education program	Program delivered. Reduction in refuse	Council	2023	Waste Management/ Environmental Health	Not Yet Due	This action is not due until 2023 so work has not started.
10.2	Encourage and promote the use of garden allotments and use of green spaces for growing food	Baseline exercise to determine number and occupancy levels Set % Increase in allotment in use	Council & Partners	2030	Open Spaces	Not Yet Due	This action is not due until 2030 so work has not started.
Planning and Sustainable Development							

11.1	Consider the development of a Climate Change SPD as a material consideration in the determination of planning applications to provide high quality sustainable development that minimises the adverse impacts of climate change.	Climate Change SPD considered	Council	2022	Planning/ Environmental Health	On Track to be Achieved	A draft Climate Change SPD is anticipated in Q4 2021/22. Guidance to ensure biodiversity net gain is also being prepared.
11.2	Investigate viable options for new developments to adapt to a changing climate that would satisfy the requirements of the NPPF, and allow us to develop local plan energy and climate change mitigation policies. This will incorporate the results of an inter-authority Climate Change & Mitigation Study led by Newcastle Under Lyme Borough Council in partnership with Keele University.	Review Local Development Plans to include policies which ensure that they make a contribution to both climate mitigation and adaptation. Adopt proactive strategies to mitigate and adapt to climate change, and move new development towards a low carbon and energy efficient future	Council & Partners	2030	Planning	Not Yet Due	At Council (13.12.21) it was approved that the review of the East Staffordshire Local Plan be deferred until at least Nov 2022.
Communication and Engagement							
12.1	Partnership working with businesses and partner organisations e.g. Staffordshire County Council, Western Power, National Farmers Union and the National Forest for example, to discuss and influence actions that can be taken to reduce CO ₂ emissions in the Borough	Increased partnership working	Council & Partners	Ongoing	Environmental Health/ Regeneration	On Track to be Achieved	See actions 6.3, 6.5, 7.2, 7.4, 8.1, 8.3, 9.2, 9.3

12.2	Attend technical officer working groups with partners to encourage the reduction of CO ₂ emissions through relevant inter-authority strategies, plans and initiatives	Continued work with Staffordshire Partners to support the climate change evidence base for Staffordshire Work with the LEP and West Midlands Combined Authority to support joint actions and initiatives	Council & Partners	Ongoing	Environmental Health	On Track to be Achieved	Member of Staffordshire Climate Change Officer Group & involved in Sustainability West Midlands/West Midlands Combined Authority Climate Change Adaptation work.
12.3	Introduce staff groups to promote sustainability and encourage identification of further actions to be taken forward	Staff Groups implemented	Council & Partners	Ongoing	Environmental Health	On Track to be Achieved	Information has been provided for inclusion in the staff briefing. Implementation planned for Q2 2022/23.
12.4	Introduce a cross party member group to discuss strategies and actions going forward	Cross Party member groups established	Members	Ongoing	Environmental Health	On Track to be Achieved	Information has been included in the member briefing. Implementation planned for Q2 2022/23.
12.5	Develop and deliver a communications and engagement plan	Social media advice and information on climate change	Council	2021	Programmes and Transformation	Off Target	Communications work completed - x2 e-newsletter articles, x1 press release & x1 community presentation. Activity took place during the Big Green Week in September including tree planting and volunteer litter picking. Rec: Revise target date for

							communications plan to Q1 2022/23.
12.6	Refresh the Council's webpages to ensure that all residents and businesses can access information that supports them to make positive choices in relation to climate change, including information on energy management and efficiency, biodiversity and water conservation	Website updated	Council	2021	Programmes and Transformation / Environmental Health	Target Fully Achieved	Webpages have been updated to include the Climate Declaration, Climate Change Action Plan and issues such as energy management. The information on the website will be continually updated and improved.
12.7	Consider the development of a Citizens Group to influence and assist CO ₂ reduction throughout the Borough	Citizens Group established	Council & Partners	2022	Environmental Health	Not Yet Due	The Council is looking to use the Parish Council Forum to start a conversation with the community about Climate Change issues. A full engagement plan for the future development of the Climate Change Action Plan will be produced in Q4 2022/23.
12.8	Undertake a Citizens Survey to establish public opinion and ideas for climate change and CO ₂ reduction	Citizens Survey Completed	Council & Partners	2022	Environmental Health	Not Yet Due	Engagement plan for the future development of the Climate Change Action Plan to be produced by Q4 2022/23, including Citizens Survey. Questions are currently being developed. Early discussions with the Parish Council Forum have indicated

							the opportunity to develop practical support for PC climate change activity. This will be followed up in future meetings with a Q&A/briefing session.
12.9	Raise awareness with schools and parish Councils of action they can take on climate change and encourage local environmental projects.	Increased number of projects to address climate change	Council & Partners	2022	Environmental Health/CCEO's	On Track to be Achieved	See action 8.5
12.10	Introduce a programme of Climate Change training for staff to ensure they have a basic level of knowledge around climate change	100% of staff received climate change training	Council	2022 & ongoing	HR	On Track to be Achieved	See action 7.1 Climate training options are currently being reviewed for start in 2022. Various options are available from a short 1 hour session that could be developed in-house to a more expensive, one-day, certified Climate Literacy course delivered by an outside trainer.