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Action No.	Initiative	Status / RAG	Progress to date (last update)	Dec Update
<b>PHASE 2</b>	<b>Delivery by MAR 2022</b>			
<b>Action 01</b>	By March 2022, create a Fleet Decarbonisation Plan that maps the transition of our own fleet to low or zero emission by 2030 including detailing carbon savings.	Complete	<p>A draft strategy has been produced identifying a route to net zero emissions for the Council's fleet. Transport operations are primarily linked to waste and recycling operations and account for approximately 51% of our CO2e emissions, however after purchasing green energy through the green tariff, it is effectively 80% of the Council's current emissions.</p> <p>Demonstrations of two HGV vehicles that are currently on the market have been organised for later in the year. Alongside this work stream officers are in the process of exploring possible future service delivery models and this will eventually include the financial impact of any potential changes</p>	<p>Future service delivery model will identify resource need (pay and non-pay). There will be a phased plan to deliver the agreed model.</p> <p><i>Expected timeline for delivery of service delivery model: March 2023. However, please note that the completion of this phase is expected to change in response to government waste legislation that may impact on collection models, and also the county waste strategy.</i></p> <p>Trials of several electric vehicles have been organised, a large van was trialled in November which could be utilised for Grounds Maintenance services, workshop and street cleansing. Two refuse / recycling lorries are due to be trialled in December.</p>
<b>Action 02</b>	Review consumer advice provided via our communications channels	Complete	Information is available on the Council's website and on <a href="http://www.letstalk.uttlesford.gov.uk/">www.letstalk.uttlesford.gov.uk/</a>	Content on Let's Talk platform is out of date and plan is in place to refresh and develop project pages. Platform will be utilised for engagement on Zero Carbon Communities work programme, and the Saffron Walden Clean Air Project. <i>Refresh to be complete by March 2023</i>

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<b>Action 03</b>	Governance processes established for future decision making on climate change project spending.	Complete	It has been established that projects within the Climate Change Action Plan will follow the Council's existing Governance arrangements and the CCAP will form one workstream within the Blueprint Uttlesford Programme.	Majority of Climate Actions in the plan are due to be delivered by March 2023. The Climate Change, Lead Officer will develop an approach for review of the action plan, and will lead the development of an updated Plan. <i>To be complete by May 2023</i>
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<b>Action 04</b>	Scoping and delivery of district-wide decarbonisation projects (for instance mapping where EV charging points need to go, how to take whole villages off oil and onto renewable energy) and local energy generation projects identified.	Open	The Local Energy Asset Representation mapping has been completed. It provides a rich dataset of energy assets and demand across Uttlesford which is useful for future planning towards decarbonisation. This is particularly important in areas which are not on the gas grid and which will have to eventually swap oil or LPG boilers for air or ground source heat pumps. A pilot project (combining UDC, ECC, Littlebury Parish Council, Saffron Walden Community Energy and UKPN) is underway in Littlebury to engage and inform residents on insulation and other measures to prepare for the transition. The learnings from this project will inform a rollout at scale across the district.	Littlebury Village Kick Start Project is complete and the report has been shared. Essex County Council and Community Energy South offer free support to community energy groups and projects in Essex. Community Energy South have capacity to resource and support this programme, to support up to 5 communities and are looking to establish a cluster and wider network, subject to funding. The Climate Change, Lead Officer is looking to develop a more detailed plan with options for consideration and decision and will seek guidance from the ECC lead for Energy and Low Carbon Projects. <i>Draft plan for consideration due Jan 23.</i>
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<b>Action 05</b>	Travel survey Map to understand where and how people travel (building on the Local Plan consultation feedback that travel is an important issue)	Complete	The survey on improvements that can be made to improve active travel infrastructure is now complete (with over 2,000 responses from the Community). The survey captures perceived and real barriers to active travel that can then be addressed over time.	Key findings are due to be extracted from the survey to support the Saffron Walden Clean Air with engagement and project planning. This data has also been shared with existing consultants who are working on transport studies that support the local plan. The data is due to be shared with the consultancy appointed to deliver the LCWIP. <i>Due January 23</i>
<b>Action 06</b>	Installing EV charging points at housing owned by UDC	Delayed	Assessment of UDC-owned housing sites for non-driveway parking requirements March 22 deadline has been missed due to lack of data on parking at UDC-owned housing sites. Further work on this project to be rolled into 2022-23 service plans.	Planned new build properties will be built with EV charging points.  It has been proposed that feasibility of implementing EV charging points will be included in the 'housing stock condition' survey to be completed by Norse.  <i>Further updates to follow. Verbal update will be provided at the working meeting.</i>
<b>Action 07</b>	Information campaign to highlight dangers to health from the pollution generated by idling engines.	Complete	Materials have been designed and printed and will be used throughout the year. Targeted campaign planned on 16 June 2022 – National Clean Air Day.	There will be a follow-on targeted campaign in 2023. A more detailed comms plan will be developed for the climate programme in addition to targeted comms needed on the Saffron Walden Clean Air Project. <i>June 2023</i>
<b>Action 08</b>	Review the procurement process including Scope 3 (which are essentially indirectly created emissions) and social value	Complete	Plans to ensure that Scope 3 emissions and social value are built into future procurement exercises are in place and will be considered as part of evaluation criteria.	Further follow up to be undertaken to review impact of new policy. <i>March 2023</i>

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<b>Action 09</b>	Review energy use footprint of our fuel.	Complete	The Council moved to a green energy Tariff in 2020 and reducing significantly our CO2e emissions and therefore the bulk of this action can be considered complete. However, it is important to continue to consider energy use as part of Business as Usual activities.	Follow on action to work with estates and CMT to put system/process in place to track energy consumption and efficiencies, reporting and monitoring. <i>Due March 2023</i>
<b>Action 10</b>	Review resilience plans in the light of potential for heatwaves and flooding.	Open	As part of the Essex Local Resilience Forum, plans for dealing with potential impacts of Climate change have been prepared. These include heavy rainfall and storms, as well as heatwaves.	<p>The variables arising from climate change impacts are included in all emergency response planning by the Essex Local Resilience Forum. Any local identified issues can be escalated at any time to this forum, via our Emergency Planning &amp; Resilience Consultant.</p> <p>Exploration was previously undertaken to identify existing sites that may potentially be used as 'cooling centres' in the district, which could be promoted in future heatwaves. This work stream has not been developed any further at this stage. There is no national directive to deliver this in response to heatwaves, though some guidance has been provided by UK Health Security Agency, as to how a 'cooling centre' should operate, including staffing.</p> <p>The need for 'cooling centres' in Uttlesford could be further evaluated via engagement within existing local community and multi-agency forums to determine the strength of the need, and where centres would need to be located. The Climate Change, Lead Officer</p>

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				will review to agree any next steps with community and housing officer colleagues. <i>Further update due March 2023</i>
<b>Action 11</b>	Map opportunities for biodiversity	Open	A project to identify sites that are valued by the local community has been completed and information gained has been mapped. This information can be used to support the overarching green infrastructure plan for the district.	An email communication has been sent to survey respondents to thank them for their feedback and inform how the responses will be taken forward. Respondents were also made aware of opportunities arising from the Zero Carbon Communities Grant. Part of the Local Plan process will include a Green and Blue Infrastructure Strategy that will help to identify places to protect/enhance and the inclusion of GBI in Master Plans. There will be policy backing and it is likely that a Supplementary Planning Document (SPD) will be prepared - this work will take place from mid 2023 to align with the local plan programme. <i>Due date June 2023</i>
<b>Action 12</b>	Working with ECC develop a greater understanding the carbon impact of UDC recycling services to enable future service changes to be fully understood, in terms of both carbon reduction and recycling performance	Open	Essex County Council is leading a project to replace the Joint Municipal Waste Management Strategy (JMWMS) for Essex. The replacement is being developed with full involvement from Borough, City and District Councils and includes service modelling to help plan future services. Key metrics within the models are carbon savings and recycling performance. The overall strategy will have carbon reduction and improved environmental performance at its core.	Service modelling is complete. There is a plan in place for a public consultation to take place on the Essex Waste Strategy. <i>Expected June 2023. A Member workshop on waste services will be planned for early 2023.</i>
<b>PHASE 3</b>	<b>Delivery by DEC 2022</b>			

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<b>Action 13</b>	Reduce carbon footprint of UDC business travel and travel to work through use of zero emission vehicles and or changes in ways of working, seeking to be carbon neutral by 2030	Delayed	Project scoping has been carried out and an initial discussion held at CMT. Continue to evaluate the potential ways to reduce business travel or, where it cannot be avoided, encouraging the most carbon efficient option.	Climate Change, Lead Officer to have follow up discussion to develop CMT plan and agree way forward. <i>Update to follow early 2023</i>
<b>Action 14</b>	Local Cycling and Walking Infrastructure plan (LCWIP)	Delayed	Funded by Climate Change Budget. Officers will continue to seek input from Essex County Council (subject to ECC capacity) on technical aspects of the plan with the aim of finalising the first draft of the plan on time.	Procurement process has been initiated, preferred consultant/bidder to be appointed by end of Dec 2022. Arising risk that budget allocated will not deliver all outcomes contained in project brief. ECC have no budget for this project. Further update available when bids assessed later in December. <i>Project to be delivered by July 2023.</i>
<b>Action 15</b>	Encouraging active travel: Micro-mobility schemes (SW Case Study SWAI)	Open	This project relies on capacity at both ECC and UDC. The project has not progressed as far as planned at this stage.	The Saffron Walden Clean Air Project will pilot a number of active travel schemes and phase 1 of this project has now commenced. The Zero Carbon Communities Grant may provide opportunity to kick start local community schemes where demand for active travel schemes/infrastructure has been identified. Further work needs to be undertaken to fully understand the breadth and scope of the different work streams contained within this action. <i>Further update on these initiatives due March 20.</i>

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<b>Action 16</b>	Car club (EVs). This could be tied in with pool cars for business use by UDC staff, for instance if available to hire as a part of a car club.	Open	Initial investigations have been made into the potential for an EV car club in Uttlesford. It is clear that it would require an anchor client such as UDC to make it viable for a car club operate in the area. UDC may or may not be a viable client for this project as we adjust to a more hybrid approach to office/home working. Kick-start funding for an EV car club in Saffron Walden is now possible with the Clean Air Grant and this could be used for council and museum staff where the journey starts and ends in SW.	A pilot is due to be explored for UDC at London Road as part of the options for implementation of the active travel schemes being delivered through the Saffron Walden Clean Air project. More broadly, discussion has commenced to look at how to influence policy formulation and section 106 negotiations e.g.to secure car clubs within larger developments. <i>Further updates to follow.</i>
<b>Action 17</b>	Bundle on-street parking spaces so that profitable and unprofitable spaces are combined in packages, to prevent cherry picking of the profitable spaces and future public subsidy of unprofitable spaces.	Delayed	The Local Energy Asset Representation mapping, carried out in 2021, has identified areas of Uttlesford with and without high levels of off-street parking. This information has already been passed to the ECC on-street EV charging team. The team requested suggestions of two locations for EV charging points in Uttlesford and this information helped provide the data. The County is preparing an EV charging strategy. It is recommended that the draft be scanned for its suitability for Uttlesford (and to ensure that it doesn't discourage charging as a method of discouraging cars in rural areas)	Awaiting further information from ECC on EV Strategy which will focus on on-street residential charge points, for those 40% of households which do not have access to off-street. <i>Further updates to follow.</i>
<b>Action 18</b>	Enforce Minimum Energy Efficiency Standards (MEES)	Delayed	A verbal update will be provided at the meeting on this action.	Work is underway to target private renters, who may not be meeting minimum standards, as part of the Sustainable Warmth grants promotion.



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				There remains an issue with delivering MEES due to the limited data available. Successful delivery is also dependent on emerging government legislation which is due in 2023. <i>Note: a verbal update will be provided on this action at the working group meeting.</i>
<b>Action 19</b>	A published checklist relating to energy efficiency standards be published for developers to consider as part of their proposals	Open	Interim CC Planning Policy is in place and being used for new planning applications. Supplementary Planning document to be drafted alongside local plan when at Reg 19 stage	The inclusion of exacting energy efficiency standards are aimed to be applied in the new local plan policy but will be subject to viability considerations. Advice and guidance is available from the new Climate and Planning Unit (CaPU) at Essex County Council.
<b>Action 20</b>	Retrofit community buildings in Uttlesford - partnership between UDC and parishes where advantages of scale can be identified.	Delayed	This project has not yet started however could be linked with the pilot local energy project that is now on-going in Littlebury.	See note on Action 04: A plan is in early development to consider support a 'cluster' of communities in the first instance. Resource will need to be identified to provide specific interventions and measures e.g. a retrofit assessor to assess different housing architypes (to inform the plan for each community and housing archetype (10 home assessments per community). Work is underway to develop the next phase of this programme - options may include resourcing an retrofit assessor who could be trained locally and sit within Saffron Walden Community Energy, subject to funding. Climate Change, Lead Officer is looking to develop a more detailed plan with options for consideration and decision and is seeking guidance from the ECC lead for Energy and Low Carbon Projects. <i>Draft plan for consideration due Jan 23</i>

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<b>Action 21</b>	Improve biodiversity net gain (BNG) as per Environment Act.	Delayed	The Local Plan team will include a policy on Biodiversity Net Gain within the emerging Local Plan.	The national minimum requirement is to achieve 10% Biodiversity Net Gain but the Local Plan is aiming for 20%, subject to further evidence to ensure this is reasonable and achievable. <i>Further updates will be available as the local plan develops.</i>
<b>Action 22</b>	Reviewing our domestic and commercial waste collection offers	Open	The Council is participating in the development of a new Joint Municipal Waste Management Strategy (JMWMS) for Essex. This document will focus on improving recycling performance across the County and will consider a range of environmental measures to assess future service delivery models (including disposal). This work will be managed by the Waste Strategy Panel and any decisions required will be sought through the Council's normal governance processes.	A county wide public consultation is due to take place on the county wide waste strategy in summer 2023. <i>Further updates on proposed delivery models will be provided by Assistant Director Environmental Services and a Member workshop will be held in early 2023.</i>
<b>Action 23</b>	Promote ways to reduce food waste and promote food waste recycling	Open	Plans to promote reducing waste but specifically food waste are underway and will be rolled out from early summer. Efforts will be made to ensure that local UDC campaigns also align with national and county level messages to help avoid confusing residents.	Various social media campaigns have been run over the year focusing on food waste and reducing contamination of materials presented for recycling. The team attended the Saffron Walden Eco-Fair in September and focused attention on reducing single use plastics and home composting of food waste through home composting or wormery use. The team also attended the Gt Dunmow carnival. A comprehensive refresh of the Council's recycling guide has been produced and is being distributed to all households in the lead up to Christmas. This publication will also be

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				available as a download from the UDC website.
<b>Action 24</b>	Shift residents thinking from 'avoiding landfill' towards minimising resource usage and a circular economy (including reducing single-use plastic).	Open	This action links to 23 and plans are in place to address these issues over the coming year.	A range of activities have taken place as highlighted in Action 23 which is directly linked. The Essex Waste Partnership have undertaken a research project that focus on environmental awareness within the general population. This will help steer where best to target information campaigns going forward and highlights current perceived barriers to participating in recycling services. A revised waste education plan was produced that sets out the issues will be targeted over the year and how engagement will be achieved.
<b>Action 25</b>	Improve the capture of material for recycling (within current and then emerging waste disposal/treatment frameworks) to reduce contamination.	Open	This action links to 23 and plans are in place to address these issues over the coming year.	As above a range of activities have been undertaken over the year to encourage recycling and the Council has linked in with national campaigns where possible.
<b>Actions</b>	<b>Ongoing or Complete</b>			
<b>Action 26</b>	Decarbonise Uttlesford's Housing Stock	Delayed	Issue re: Norse	<p>A Stock Condition Survey is due to be carried out by Norse, which is a condition of their five year contract. At present there is no update on when this survey will be completed. The Climate Change, Lead Officer is due to meet with the Housing Partnership Client Manager to review progress and milestones.</p> <p>Note: 68% of Uttlesford Council housing stock has an EPC rating of A – C. 29% has a rating of D or below. Uttlesford Norse are currently working on a 5 yr. projection to show where</p>

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				<p>the stock will be if current planned works are delivered.</p> <p><i>Further updates to follow and verbal update will be provided at the working group meeting.</i></p>
<b>Action 27</b>	Decarbonisation of partner's fleets	Open	Norse Fleet scheduled for replacement 2025. Transition to EVs recommended	<p>An update is outstanding on this action re: progress made, though it is understood Norse do already have some EVs in their Fleet. Climate Change, Lead Officer is awaiting meeting with Norse asset manager, with regard to the replacement plan and future milestones. <i>Update to follow</i></p>
<b>Action 28</b>	Lobby ECC for improvements to public transport in Uttlesford	Open	Local plan to identify services gaps and opportunities for improvements.	<p>Sustainable travel and a modal share that leans towards this is a key local plan policy and objective for the Highways Authority. The provisions of a bus route and maintaining a service is dependent on the catchment, subsidy, convenience, modal choice and behavioural matters. The aim in planning is to secure 'walkable neighbourhoods'</p>
<b>Action 29</b>	Encouraging active travel: Highways infrastructure to support active travel	Open	Local Highways Panel. S106 projects	<p>Linked to Action 15. ECC Highways Panel have allocated funding for the 'Great Chesterford to Saffron Walden – Cycleway' (design), and for 'Thaxted Road, Saffron Walden - New footway'. The Highways panel are also due to deliver a feasibility study for a number of Saffron Walden cycle schemes from requests submitted by the Town Council, in order to firmly identify viability. A study has been commissioned to explore options for links between the Flitch Way and the south side of Bishop's Stortford, Stansted Airport and Start Hill and improved links into Great Dunmow.</p>

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				Further work needs to be undertaken to fully understand the breadth and scope of the different work streams contained within this action and how UDC can leverage through S106 agreements. <i>Further update on these initiatives due March 2023.</i>
<b>Action 30</b>	Support ECC with their school travel plans by providing local contacts where possible	Open	School children get to school via active travel modes as often as possible - supporting ECC with this work. There is also a School's Sustainability toolkit.	Emerging Essex County Council work on walkable 15-minute neighbourhoods supports this action. ECC School's Sustainability Toolkit available. Focused engagement with schools in Saffron Walden is due to commence as part of the Saffron Walden Clean Air Project. <i>Update on engagement due March 2023.</i>
<b>Action 31</b>	Installing EV Charging Points in UDC building spaces	Open	Programme of works for sites. London Road 8 outlets in place. Charging infrastructure has been installed at Lt Canfield site (staff parking)	Further follow up needed by Climate Change, Lead Officer.
<b>Action 32</b>	Installing EV Charging points in public car park spaces	Open	Already installed in number of car parks across district, though there are some gaps.	Awaiting further feedback from Car Park Study, which is due to be published shortly. Further follow up needed by Climate Change, Lead Officer.
<b>Action 33</b>	Energy Company Obligation and Government Grants for low income households	Open	Sustainable warmth / ECO 4	ECO4 open and will run to March 2026. Scheme now encourages multiple measures/ whole house retrofit with measures needing to be installed under PAS2035. Sustainable Warmth (LAD3/HUG1) will finish in March 2023, conversion rate remains low from referral to the scheme, through to completion of jobs on homes - UDC have released funding to CAB who can support focused promotion of the scheme to eligible residents. Promotion of this scheme will stop at end of Dec 22, any off-

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				gas grid referrals can be rolled into the new HUG2 scheme commencing April 2023. UDC now bidding for funding via consortium for the HUG2 Scheme which will run from April 2023 to March 2025. Focus remains targeting low income/fuel poverty homes, with off-gas grid for heating.
<b>Action 34</b>	Plant Trees around Uttlesford	Open	Various schemes 2020/21 budget remains for tree planting.	Resource is available for trees. UDC has had planted on UDC and Town and Parish Council land since autumn 2020 a total of 524 trees, and 2,488 hedging plants at a total cost of £25,315.86. Plant losses are estimated at < 4%. Additionally, tree planting will be covered for new development in the Green Infrastructure Strategy. An Ecologist is due to be recruited to the planning team, at which point further work may be undertaken to validate specific project sites arising from the Bio-diversity survey feedback received in 2021. Projects may also be identified through the Zero Carbon Communities Grant.
<b>Action 35</b>	Respond to Consultations as they arise	Open	Business as usual/no clear deliverable here / lobbying other bodies on behalf of residents	This action needs to be developed further to understand what the expected outcomes are, how these can be delivered and what success would look like.
<b>Action 36</b>	UDC Policy on EV charging points at new properties	Complete	Policy in place	No further action
<b>Action 37</b>	Improve air quality monitoring and reporting through Air Quality being monitored in real time - installation of NO2 tubes	Complete	NO2 tubes outside various schools	Data collection will be complete in July 2023 when results of the monitoring and analysis will be presented. A district wide Air Quality Strategy is due to be completed in 2023.