

1 Take Action on Climate Change	Activities /Tasks	Service or Team	Timescale	Measurement of Success	RAG
1.1 Decarbonisation of council operations (buildings, fleet, housing)					
<i>Fleet Decarbonisation Plan in place that maps the transition of our own fleet to low or zero emission by 2030 including detailing carbon savings.</i>	Commission Energy Savings Trust to undertake review of waste and recycling fleet and produce costed plan	Environmental Health Waste	Sep-24	Timeline with expected milestones and investment needed	
<i>Reduce direct emissions from council housing stock. This includes new-build homes being planned/developed.</i>	Successful application to government social housing decarbonisation fund for capital grant to deliver retrofit works to c300 homes.	Housing and Communities	Mar-24	Successful Grant Award	
	Deliver year 1 of social housing decarbonisation project. Procure retrofit suppliers. Oversee delivery of works to the quality and timeline as set out in project plan.	Housing and Communities	March 25	Retrofit measures installed. % reduction in carbon emissions.	
<i>Reduce carbon footprint of UDC business travel</i>	Pilot Corporate Account for the electric car club in Saffron Walden	Human Resources and Climate Change	Mar-25	Uptake and useage EV Car Club. % reduction in carbon emissions from business travel.	
	Complete a travel plan for staff travelling to London Road office, promote opportunities for car share.	Human Resources and Climate Change	May-24	Staff travel plan published. Mode shift case studies.	
<i>Improve the measurement and monitoring of carbon emission reduction across council operations (estate and fleet)</i>	Develop and Agree Carbon Reduction Management plan including baseline and trajectory to 2030 for emission reduction against identified GHG scope and projects.	Climate Change Team and Corporate Management Team	Sep-24	Timeline in place with costed actions and achievable milestones	
	Annual report measuring UDC operational Green House Gas Emissions and trajectory published on website.	Climate Change Team and Coporate Management Team	Apr-24	Annual report published with performance linked to the carbon reduction management plan	
<i>Opportunities identified across the Council estate/assets for water reduction</i>	Baseline data and opportunities to reduce consumption included in Carbon Reduction Management Plan	Climate Change Team, Estates Team, Environmental Waste, HR Team	Sep-24	Baseline data agreed, with supporting action plan.	
1.2 Embed sustainability and environmental priorities into council decision making and ways of working					
<i>Engage and support all staff to develop sustainable ways of working and take action on climate change (low carbon, high nature)</i>	Carbon Literacy training delivered to Council Leadership and Senior Management team	Human Resources and Climate Change Team	Mar-24	Training Evaluation. Climate Action Pledges implemented and project impacts shared.	
	Pilot carbon literacy learning package for all council officers	Senior Management Team	Sep-24	Training Evaluation. Climate Action Pledges implemented and project impacts shared.	
<i>Identify and track service and operational initiatives and actions that support reducing organisational carbon footprint and delivery of biodiversity duty</i>	Establish Senior Officer Climate Change Board including operational/service work plan priorities and owners.	Corporate Management Team	Apr-24	Work plan with deliverables and key milestones identified. Progress and good practice shared via senior team meeting, staff newsletter and conferences	
<i>Mitigate and measure sustainability and environmental impacts within council procurement and contract management</i>	Review procurement policy and supplier contract management to ensure sustainability and environmental impacts are mitigated and key performance monitored when procuring goods and services	Senior Management Team	Sep-24	Standard terms and conditions/contract template updated including quantifiable service KPIs where appropriate	
1.3 Provide community leadership and enable local action on climate change					
<i>Support Communities to deliver projects that are 'low carbon and high nature'</i>	Deliver the Zero Carbon Communities funding scheme to support delivery of community projects that are focused on carbon emission reduction and biodiversity restoration or enhancement.	Climate Change Team and Corporate Management Team	Jun-23	Grant scheme launched Sept 24. Community projects delivered from March 2025	
<i>Support residents/householders and communities to install energy efficiency measures and retrofit their homes, including renewable energy.</i>	Deliver the Government Home Upgrade Grant Scheme in off gas areas to improve energy efficiency and address fuel poverty	Climate Change Team, Environmental Health Protection	Mar-25	Achieve referrel target for council funding allocation. Number of retrofit measures installed.	
	Promote The Energy Company Obligation (ECO4 Flex) Scheme (ECO4) and administer referrals.	Climate Change Team, Environmental Health Protection	Mar-25	Number of referrels ECO 4 Flex. Onboarded energy providers.	
	Improve consistency of planning advice for retrofit in listed buildings (Littlebury Case Study)	Planning and Development	Ongoing	Information available on planning web page. Retrofit case studies.	
	Partner with and contribute to the development of Saffron Walden (Uttlesford) Community Energy. Help coordinate available resources to support the network of community energy and action groups across the district.	Climate Change Team	Nov-25	Partnership Terms of Reference. Community events and regular newsletter. Updated UDC web page for energy efficiency and retrofit. Number of groups, individuals engaged in delivering energy advice or projects	
	Collaborate with ECC and Community Energy South to support successful delivery of the Communipower project in Uttlesford	Climate Change Team	Nov-25	Number of energy advisors trained and active in the district. Number of events, and number of households given energy advice (Communipower KPI)	
1.4 Plan for future housing needs in a sustainable way (low carbon and high nature)					
	Deliver Local Plan policy and standards to address climate change, meeting future development needs in a planned and managed way (Net Zero Sustainable Building and Transport, Green and Blue Infrastructure, Biodiversity Net Gain)	Planning Policy Team	Nov-24	Production Reg 19 Local Plan	
1.5 Support community renewable energy projects at scale that deliver energy security and community benefits					
	Collaborate with ECC and the North Essex Climate Change Partnership to inform the development of a renewable energy strategy for the district	Climate Change Team, Planning Policy Team	Mar-25	Knowledge shared from North Essex Climate Partnership Group working group.	

1.6 Support the development of a local area energy plan to ensure sufficient supply for the anticipated uptake of electric vehicles, heat pumps and renewables generation in the district.					
	Input to the development of a Local Area energy plan working with the UKPN DSO and partners to inform district and Essex wide energy demand management strategy and plans	Climate Change Team, Planning and Development, ECC.	Mar-25	Projects shared and mapping undertaken	
2 Manage Waste in a Sustainable Way	Key Activities/Tasks				
2.1 Work with partners across Essex on a new waste strategy for the county	Seek agreement from members on final draft of waste strategy for Essex.	Environmental Services (waste)	Jul-24	Published strategy	
2.2 Improve performance in council waste and recycling operations					
<i>Complete Uttlesford Waste Strategy Review</i>	Work alongside WRAP, ECC and the Essex Waste Partnership Board, to develop a revised waste strategy for Uttlesford and service implementation plan.	Environmental Services (waste)	Mar-25	Strategy in place with implementation plan, including key milestones.	
<i>Reduce Residual Waste and Increase Recycling</i>	Develop a recycling plan to improve recycling performance and reduce contamination at flats	Environmental Services (waste)	Mar-25	Increased number of recycling facilities at flats across the district	
	Research and undertake feasibility study for Trade Waste recycling.	Environmental Services (waste)	Mar-25	Study and options appraisal complete	
<i>Encourage behaviour change that will support delivering reduction in waste and increase recycling rates</i>	Run at least two multi-media publicity campaigns with identified outcome measures. Focused on low participation areas.	Environmental Services (waste) and Communications Team	Mar-25	Campaign resources published and disseminated. Pre and post campaign resident survey. Monitoring yields and participation rates.	
<i>Encourage waste avoidance and minimisation</i>	Research opportunities and potential pilot/s for new waste and recycling circular economy projects	Environmental Services (waste), Climate Change and Economic Development	Mar-25	Pilot project initiated.	
3 Work with partners to deliver sustainable transport	Key Activities / Tasks				
3.1 Work with partners to deliver district transport strategy					
<i>Work in partnership with ECC to develop an overarching Uttlesford District Future Transport Strategy</i>	Undertake review of Uttlesford strategies, projects and evidence commissioned to date including parking studies, local plan modelling	Climate Change Team, Planning and Policy, ECC	Sep-24	Scoping and delivery plan agreed with ECC	
	Complete the Saffron Walden Clean Air Traffic Management Strategy and scheme prioritisation for S106 investment	Climate Change Team, Planning and Policy, ECC	Sep-24	Published strategy with follow on action plan including key milestones	
3.2 Increase walking and cycling in the district					
	Deliver a public consultation on the LCWIP	Climate Change Team, Planning and Policy, ECC	Jun-24	Stakeholder feedback received and publication of LCWIP	
	Agree priority LCWIP infrastructure projects and identify funding streams to deliver	Climate Change Team, Planning and Policy, ECC	Dec-24	Forward plan agreed with key milestones.	
	Pilot shared mobility schemes including bike hire and community cargo bike. Complete implementation of the DEFRA funded Saffron Walden Clean Air project plan and work streams.	Climate Change Team	Mar-26	Shared mobility schemes operational. Monitoring and evaluation plan and reports	
3.3 Increase the availability of EV charge points in the district					
	Business case submitted for Local Electric Vehicle Infrastructure (LEVI) Project; work in partnership with ECC to agree project allocation and delivery plan	Climate Change Team, ECC	Mar-25	Project allocation confirmed. Project delivery plan with timeline and milestones.	
	Coordinate Senior Officer working group to Develop a district Wide Electric Vehicle Infrastructure Strategy	Senior Management Team	Nov-25	Draft Framework published	
	Pilot EV Car Club in Saffron Walden (DEFRA Clean Air project)	Climate Change Team, ECC	Oct-26	EV Car Club Vehicles Available. Monitoring and Evaluation plan and reports	
4 Restore, protect and enhance the quality and diversity of the district's natural habitats and wildlife					
4.1 Meet mandatory Biodiversity Duty requirements					
	Biodiversity Duty Action Plan in place with targets for delivery 2024/25	Specialist Team, Planning and Development	Feb-24	Annual report published detailing progress	
4.2 Deliver mandatory BNG for Uttlesford					
<i>Put in place the required systems and process to conserve and enhance biodiversity in the district as set out in the Environment Act 2021</i>	Establish terrestrial, water and hedge baselines for Uttlesford	Specialist Team, Planning and Development	Mar-25	Desk based survey complete. Commissioning Plan agreed	
	Create database and map to identify known potential gain sites within the district and match with emerging local need.	Specialist Team, Planning and Development	Sep-24	Database and Map Created	
	Communicate with landowners across the district to identify potential sites	Specialist Team, Planning and Development	Dec-24	Landowner stakeholder outreach plan	
	Staff Training delivered on software and BNG metric processing	Specialist Team, Planning and Development	Jun-24	Software embedded and utilised in planning process	
	Research and evaluate feasibility of commercial operating model for the council to deliver, manage and monitor BNG units across district	Specialist Team, Planning and Development	Sep-24	Research report with options appraisal and recommendations.	
<i>Develop and implement planning policies as part of the Local Plan which will deliver habitat protection, enhancement and creation.</i>	Develop and adopt Biodiversity Net Gain Strategy for Uttlesford.	Specialist Team, Planning and Development	Oct-24	Supplementary Planning Document published	
	Ensure requirement for 'high nature' is evidenced in the local plan.	Specialist Team, Planning and Development	Oct-24	Publication of local plan policies for embedding high nature approach.	

