

Public Document Pack



MID SUFFOLK CABINET	
DATE:	MONDAY, 6 JULY 2020 2.30 PM
VENUE:	VIRTUAL MEETING

Councillors
<u>Conservative and Independent Group</u> David Burn Julie Flatman Jessica Fleming Peter Gould Suzie Morley (Chair) Harry Richardson John Whitehead Gerard Brewster (Vice-Chair)

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AGENDA

THIS IS A SIMULTANEOUS CABINET MEETING WITH BABERGH DISTRICT COUNCIL

PART 1

MATTERS TO BE CONSIDERED WITH THE PRESS AND PUBLIC PRESENT

Page(s)

- 1 **APOLOGIES FOR ABSENCE**
- 2 **DECLARATION OF INTERESTS BY COUNCILLORS**
- 3 **QUESTIONS BY COUNCILLORS**
- 4 **MCa/19/66 ENVIRONMENT AND CLIMATE CHANGE TASK 5 - 154
FORCE - PROPOSALS TO CABINET**

Cabinet Member for Planning

Date and Time of next meeting

Please note that the next meeting is scheduled for Monday, 10 August 2020 at 2.30 pm.

Webcasting/ Live Streaming

The Webcast of the meeting will be available to view on the Councils Youtube page:
https://www.youtube.com/channel/UCSWf_0D13zmegAf5Qv_aZSg

For more information about this meeting, including access arrangements and facilities for people with disabilities, please contact the Committee Officer, Claire Philpot on: 01473 276396 or Email: Committees@baberghmidsuffolk.gov.uk

Introduction to Public Meetings

Babergh/Mid Suffolk District Councils are committed to Open Government. The proceedings of this meeting are open to the public, apart from any confidential or exempt items which may have to be considered in the absence of the press and public.

Protocol for Virtual Cabinet Meetings

Live Streaming:

1. The meeting will be held on TEAMS and speakers will be able to join via invite only. Any person who wishes to speak at the meeting must contact Committee Services on 01473 296376 at least 24 hours before the start of the meeting.
2. The meeting will be live streamed and will be available to view on the Council's YouTube page as detailed below:
https://www.youtube.com/channel/UCSWf_0D13zmegAf5Qv_aZSg

Recording of proceedings:

1. Proceedings will be conducted in video format.
2. A Second Governance Officer will be present and will control the TEAMS call and Livestreaming.
3. Members should display the Corporate Background whilst in attendance at formal meetings.
4. If you are experiencing slow refresh rates and intermittent audio you should turn off incoming video to improve your connection to the meeting.

Roll Call:

1. A roll call of all Members present will be taken during the Apologies for Absence item to confirm all members are present at the meeting.

Disclosable Pecuniary Interests:

1. A Councillor declaring a disclosable pecuniary interest will not be permitted to participate further in the meeting or vote on the item. Where practicable the Councillor will leave the virtual meeting, including by moving to a 'lobby' space and be invited to re-join the meeting by the Committee Officer at the appropriate time. Where it is not practicable for the Councillor to leave the virtual meeting, the Committee Officer will ensure that the Councillor's microphone is muted for the duration of the item.

Questions and Debate:

1. Once an item has been introduced and proposed by the relevant Cabinet Member and been seconded, the Chair will ask if there are any questions. Each Member of the Cabinet will be asked, in alphabetical order, to put their questions.
2. Any Councillors present who are not part of the Cabinet will then be invited to ask questions but must alert the committee clerk/chair first using the chat function (to be unmuted). The questions asked must be related to the agenda item being discussed.

3. At the end of the questions the Chair will ask Cabinet Members whether they have any further questions before entering into debate.
4. Upon completion of any debate the Chair will move to the vote.

Voting:

1. Once a substantive motion is put before the committee and there is no further debate then a vote will be taken.
2. Due to circumstances the current voting by a show of hands would be impractical - as such the Governance Officer will conduct the vote by roll call. The total votes for and against and abstentions will be recorded in the minutes not the individual votes of each Councillor. Except where a recorded vote is requested in accordance with the Rules of Procedure. .
3. The governance officer will then read out the result for the Chair to confirm.
4. A Councillor will not be prevented from voting on an item if they have been disconnected from the virtual meeting due to technical issues for part of the deliberation.

Confidential items:

1. The Public and Press may be Excluded from the meeting by resolution in accordance with normal procedural rules. The Committee Officer will ensure that any members of the public and press are disconnected from the meeting. All Councillors participating in the meeting will be asked to verbally declare that there are no other persons present who will be able to hear or observe proceedings.

Agenda Item 4

MID SUFFOLK DISTRICT COUNCIL

TO: Cabinet	REPORT NUMBER: MCa/19/66
FROM: Cllr Jessica Fleming - Cabinet Member Environment	DATE OF MEETING: 06 07 2020
OFFICER: Cassandra Clements – Assistant Director for Environment & Commercial Partnerships	KEY DECISION REF NO. CAB190

ENVIRONMENT & CLIMATE CHANGE TASK FORCE – PROPOSALS TO CABINET

1. PURPOSE OF REPORT

- 1.1 On 23rd July 2019 and 25th July 2019 respectively, a motion was passed by Babergh District Council and by Mid Suffolk District Council agreeing a climate emergency and setting out ambitions to address the impacts of that emergency. Both Councils also resolved to establish a joint council, cross-party Environment and Climate Change Task Force to examine ways in which they could respond to the climate change challenge on a spend to save basis.
- 1.2 The Task Force was established and met on five occasions before finalising its proposals for consideration by the Cabinets. These proposals were also prioritised by the Task Force in respect of potential impact and resource requirements. They represent an ambition to reduce carbon in all the Councils' activities and also in areas of influence across the county as a whole.
- 1.3 The Cabinet Members for Environment have used these proposals from the Task Force, together with additional comments from Assistant Directors on viability, indicative costs and timescales, to inform the Carbon Reduction Management Plan recommended to both Cabinets today for agreement. This Plan, together with the comments of the relevant Assistant Director against each action, is attached at **Appendix A**.
- 1.4 The purpose of this report today is therefore to present the findings of the Task Force to the Cabinets and for the Cabinets to agree the recommended Carbon Reduction Management Plan that has been informed by the Task Force's work.
- 1.5 The outcome of the Cabinets' consideration of the Task Force's proposals will be reported to both full Council meetings in July 2020.

2. OPTIONS CONSIDERED

- 2.1 Option One: To use the proposals of the Environment & Climate Change Task Force to inform the Carbon Reduction Management Plan to be agreed by the respective Cabinets. This option utilises the opinions and proposals of the Task Force and allows the Cabinets to amend the proposals as set out in Appendix A.

- 2.2 Option Two: To adopt all the proposals recommended by the Environment and Climate Change Task Force without change. This option is not recommended for the reasons set out in Appendix A
- 2.3 Option Three: To do nothing. This option is not recommended as it will not achieve the Councils' ambition to become carbon neutral by 2030.

<p>3. RECOMMENDATIONS</p> <p>3.1 It is resolved that the Cabinet's Carbon Reduction Management Plan, as informed by the Environment & Climate Change Task Force, be approved in principle.</p> <p>3.2 Mid Suffolk District Council only: That the Cabinet Member for Environment and the Cabinet Member for Finance, in consultation with the Section 151 Officer, be given delegated authority to consider the business case for each proposal and approve the funding up to a total of £500,000 from the General Fund, which has been allocated from the Growth and Efficiency Fund.</p> <p>3.3 Babergh District Council only: That the Cabinet Member for Environment be given delegated authority to consider the business case for each proposal and to present options to either: the Cabinet to agree funding from the Transformation and Innovation Fund; or the Council to agree funding from the General Fund.</p>
<p>REASON FOR DECISION</p> <p>3.4 The Council(s) have agreed a climate change emergency in recognition of the urgent need to take action to address global warming and the crisis being created by climate change. This decision will enable the Council(s) to work towards their goal of becoming carbon neutral by 2030.</p>

4. BACKGROUND INFORMATION

The Climate Emergency

- 4.1 Following a debate on Climate Change at a meeting of Babergh District Council on 23rd July 2019, the Council resolved to:
- "1. Acknowledge a climate emergency.*
- 2. Set up a Task Force, commencing by September 2019, to examine ways in which Babergh & Mid Suffolk District Councils will respond to the climate change challenge on a spend to save basis, with the ambition to make Babergh & Mid Suffolk District Councils carbon neutral by 2030.*
- 3. To work with partners across the county and region, including the Local Enterprise Partnership and the Public Sector Leaders, towards the aspiration of making the county of Suffolk carbon neutral by 2030.*
- 4. To work with Government to a) deliver its 25-year Environment Plan and b) increase the powers and resources available to local authorities in order to make the 2030 target easier to achieve."*
- 4.2 Following a debate on Climate Change at a meeting of Mid Suffolk District Council on 25th July 2019, the Council resolved to:

"1. Declare a climate emergency.

2. Set up a Task Force, commencing by September 2019, to examine ways in which Babergh & Mid Suffolk District Councils will respond to the climate change challenge on a spend to save basis, with the ambition to make Babergh & Mid Suffolk District Councils carbon neutral by 2030.

3. To work with partners across the county and region, including the LEP and the Public Sector Leaders, towards the aspiration of making the county of Suffolk carbon neutral by 2030.

4. To work with Government to a) deliver its 25-year Environment Plan and b) increase the powers and resources available to local authorities in order to make the 2030 target easier to achieve."

- 4.3 The work of the Task Force, including Biodiversity, as well as the ongoing overall responsibility for the reduction of carbon emissions, sits within the Portfolio of the Cabinet Members for Environment. However, both Cabinets recognise the importance of applying a holistic, across-the-board response to stand the greatest chance of successfully achieving their carbon ambitions. Towards this end, all Cabinet Members have responsibilities within the Carbon Reduction Management Plan presented to both Cabinets today.
- 4.4 The Councils took a separate decision on Biodiversity which is the subject of a new Task and Finish Group that will commence in June 2020.

The UK Context

- 4.5 In 2019 the Committee on Climate Change (an independent advisory statutory body established under the Climate Change Act 2008) recommended that the UK become a net zero emitter by 2050. Any emissions must be balanced by negative emissions technology or offsetting. This ambitious target was adopted into UK legislation in June 2019, building on previous legislation which aimed for an 80% reduction in emissions by 2050. Nationwide Net Zero relies heavily on decarbonisation of the national grid by replacing emitting resources like coal and gas with green energy sources. However, significant reductions in emissions can be achieved by improving standards for processes and equipment, modernising the building stock, changing transport patterns and reducing energy demand, which are all current recommendations of the national Climate Change Committee. It is in this context that Babergh & Mid Suffolk District Councils can act to achieve a significant reduction in emissions.
- 4.6 Babergh & Mid Suffolk District Councils have a responsibility to contribute to the Government's 2050 target for net zero UK greenhouse gas emissions. This is a task for all levels of government. Babergh & Mid Suffolk District Councils have gone further with this ambition by aiming for 2030 and this report sets out the shape of that aspiration to reduce emissions from the current 5,452 tonnes (t) of carbon dioxide equivalent (CO₂e) per year to zero.

The work of the Climate Change Task Force

- 4.7 A Joint Task Force was convened in response to the decision by both Councils. Its role was to make recommendations to both Cabinets on opportunities and actions to protect and improve the environment, both in the way in

which the Councils carry out their own operations and initiatives and through partnership working.

- 4.8 The Terms of Reference for the Task Force are attached as **Appendix B**.
- 4.9 The Task Force considered how best to embed environmental considerations that support the districts' climate change and biodiversity ambitions into future decision-making, alongside wider social and economic factors. Further it recommended an approach to enable Babergh & Mid Suffolk District Councils to deliver net zero carbon emissions by 2030, in line with the original decisions.
- 4.10 The Task Force began in September 2019, with the following meetings taking place:

9 th October 2019	Renewables & Low Carbon Energy
12 th November 2019	Biodiversity
10 th December 2019	Planning & Housing
11 th February 2020	Waste, Transport & Travel (Waste item moved from January)
26 th May 2020	Final Discussions on Proposals to Cabinet

The members of the Task Force are:

Cllr Jessica Fleming, Portfolio Holder for Environment, MSDC
Cllr Elisabeth Malvisi, Portfolio Holder for Environment, BDC
Cllr James Caston, MSDC
Cllr Clive Arthey, BDC
Cllr John Field, MSDC
Cllr Robert Lindsay, BDC
Cllr Andrew Mellen, MSDC
Cllr Leigh Jamieson, BDC
Cllr Sue Carpendale, BDC
Cllr Daniel Pratt, MSDC
Cllr Trevor Cresswell, BDC

- 4.11 The proposals contained in this document have been produced using the findings of the Task Force.
- 4.12 The Task Force heard from a number of experts. These were both internal officers and external organisations and included Groundworks Suffolk, Suffolk Waste Partnership, Greater South East Energy Hub, Dennis Eagle and Suffolk Wildlife Trust. Along with a detailed presentation, a question and answer session was held at each Task Force meeting.
- 4.13 Notes of the Task Force meetings are available on the Councils' website.

Climate Change Work Already Underway

- 4.14 Babergh & Mid Suffolk District Councils are not starting from scratch. Climate Change initiatives have been a focus of the Cabinets since before the decisions in response to the motion were resolved. A list of the initiatives undertaken so far are listed in **Appendix C** of this report.

- 4.15 It is important to note that the proposed Carbon Reduction Management Plan before Cabinet today is only a starting point in a ten-year journey. The Council will adapt as it moves forward and will update its plans regularly alongside the development of a new Environment Strategy and a Carbon Management Action Plan as research and carbon reduction solutions develop.

5. KEY INFORMATION

- 5.1 This report sets out how Babergh and Mid Suffolk Councils will work towards achieving its climate change ambitions by reducing direct and energy related emissions (scopes 1 and 2) from the current 5,452 tonnes (t) of carbon dioxide equivalent (CO₂e) per year to zero by 2030. It is recognised that a large proportion of emissions both nationally and locally fall under indirect emissions (scope 3) associated with the extraction, production and transport of purchased goods and services outside the direct control of the Councils. Scope 3 emissions are considered where possible, however, current accounting practices do not allow for them to be easily quantified.
- 5.2 This report provides an emissions' baseline against which Babergh & Mid Suffolk District Councils can measure their future performance. Both Councils recognise that the achievement of net zero will require them to build on the existing support for climate action and go above and beyond their legal obligations. Importantly, the Councils will need to consider the impact on emissions of every future policy decision, from health to transport and from buildings to waste.

Suffolk Climate Change Partnership

- 5.3 Babergh and Mid Suffolk District Councils are members of the Suffolk Climate Change Partnership, which includes Suffolk County Council, Suffolk's four District Councils, Ipswich Borough Council and the Environment Agency, working with other organisations locally including Groundwork Suffolk and the University of Suffolk. The Partnership has a shared interest in supporting Suffolk's communities, businesses and residents to reduce carbon emissions, realise the economic benefits of reducing energy consumption and adapt to the future impacts of climate change. More information on the work of the Partnership can be found here: <http://www.greensuffolk.org/about/suffolk-climate-change-partnership/>

Understanding the Councils' Emissions' Baseline

- 5.4 In order for the two Councils to develop proposals to work towards becoming carbon neutral, a sound understanding of the baseline position is required. Groundwork Suffolk was therefore commissioned to analyse the Councils' current emissions and to provide an indication of which areas of the Councils' business should be targeted first for the greatest impact. **Appendix D and Appendix E** show the Councils' baseline data and the Groundwork Suffolk report.

Table One below shows a summary of the Councils' emissions by theme using the data from the 2018/19 Green House Gas Report for Babergh & Mid Suffolk District Councils.

Source	tCO2e		% of total emissions
	Sudbury	799	14.66%
	Hadleigh	230	4.22%
	Stowmarket	649	11.9%
	Stradbroke	140	2.6%
	Leisure Centre Total	1818	33.4%
Waste Collection		1,416	25.9%
B&MSDCS' office at Endeavour House		120	2.2%
Business Mileage	Staff	145	2.7%
	Councillors	25	0.5%
Other		1,928	35.4% (note: No single source > 3%)

Table One: Breakdown of emissions by theme

- 5.5 This table shows that energy used at the Leisure facilities is the highest emitter, with the Waste Fleet being the second highest emitter. Energy use at Endeavour House and combined staff and Councillor mileage are also areas that show high emissions. All other emitters recorded are less than 3% each.

Proposals from the Task Force

- 5.6 Following a short delay due to the response to the Coronavirus global pandemic, the Task Force last met on 26th May 2020. This meeting drew together all the potential actions available to the Councils that had been discussed during the previous Task Force meetings. From that list, the Task Force then agreed which actions should be recommended for prioritisation, as everything cannot be delivered or afforded immediately.
- 5.7 The full list of proposed actions considered by the Task Force is attached at **Appendix F**. This list contains a combination of measures where there are opportunities to reduce emissions quickly as well as longer term proposals where either the technology for the optimal solution is still developing or where the initial cost is prohibitive.
- 5.8 Following full discussion on prioritisation at the Task Force meeting in May 2020, further comments were received from Task Force Members and officers. A list of these comments are attached at **Appendix G**. Where applicable the proposal document was amended accordingly.

- 5.9 The final list of prioritised proposals that the Environment & Climate Change Task Force have submitted to Cabinet can be found in **Appendix H**.
- 5.10 The proposals of the Task Force span renewable energy schemes, planning, buildings and fleet changes as well as governance, cultural and technological advancements. As the two largest carbon emitters are waste fleet services and leisure centres, it is suggested that these are approached in two phases as set out below.
- **Waste Fleet Vehicles:** The proposed interim action is to move away from diesel to a more sustainable fuel source for existing vehicles such as used vegetable oil. The longer-term solution would be a new fleet of vehicles that would be powered by a new fuel source such as hydrogen. It is most likely that this would be accomplished through collaboration with other local authorities in Suffolk through the Suffolk Waste Partnership.
 - **Leisure Buildings:** The interim action is to work with the Councils' leisure providers to move to a green tariff for their energy. The longer-term solution would be to generate and capture energy from the building to reuse as its main energy source.
- 5.11 Both of the proposed interim actions above are not only 'quick wins' but they will also have the greatest impact on the Councils' total carbon emissions.
- 5.12 The Cabinet Members for Environment have used these proposals from the Task Force, together with additional comments from Assistant Directors on viability, indicative costs and timescales, to inform the Carbon Reduction management Plan recommended to both Cabinets today for agreement. This Plan, together with the comments of the relevant Assistant Director against each action, is attached at **Appendix A**.
- 5.13 If accepted by the Cabinet(s) today, **Appendix A** will form the first Carbon Reduction Management Plan for Babergh & Mid Suffolk District Councils.

6. SUPPORTING INFORMATION – OTHER OBSERVATIONS FROM THE TASK FORCE

- 6.1 This section describes other elements that have been drawn out by the Task Force.
- 6.2 The Task Force supports the Districts' commitment to emerging Local Electricity Bill¹. This reduces the high up-front costs, complexity and requirements to provide a national supply under the current Ofgem rules, which has discouraged many small-scale community schemes from applying for supplier licences. It is common in other parts of Europe to have many more smaller community suppliers.
- 6.3 Drought and water shortages were not discussed specifically by the Task Force. However, both Councils participate in the Suffolk County Council-led Flood Risk Management programme where the sub-committee has recently expanded its Terms of Reference to include climate change and water shortage within its remit.

¹ <https://services.parliament.uk/bills/2019-21/localelectricity.html>

- 6.4 The question of encouraging Taxi drivers to use electric vehicles through licencing fees and provision of charging points at taxi ranks was raised. A separate discussion on these points took place at Licensing Committee on 7th February 2020. Section 4 of the minutes of that meeting (available on the Council website) detail the questions and answers. A full review of the Council's Taxi Policies is due to take place in autumn 2020. Work on Electric Vehicle charging points is already part of the councils' corporate outputs.
- 6.5 Support for green burial sites was also highlighted. The Assistant Director for Environment and Commercial Partnerships is currently working with the Church of England regarding Public Health funerals and this will be raised as part of that ongoing relationship.
- 6.6 The addition of recycling bins on the highway or in towns was discussed. Experience from most councils that have provided public recycling bins, such as paper/card, cans or plastic, is that they have found significantly high levels of contamination meaning that the product collected cannot be sent for recycling. However, the point of more facilities for public recycling will be raised with Suffolk Waste Partnership.
- 6.7 Specific comments on parking will form part of the work on the existing corporate output on Parking in the two districts.
- 6.8 How to make travel in our places more connected in a sustainable way is a key part of the Councils' emerging Economic Strategy and their 5 Key Towns' Programme. Babergh Council has already reviewed some opportunities in Sudbury through work to relocate the bus station to an on-street facility which will involve junction improvements and improvements to wider connectivity through the creation of a Cultural Mile and Green Spine. As part of a next stage, the Council is now embarking upon feasibility work to develop concept proposals for the Green Spine which will be a dedicated route for walkers and cyclists. Mid Suffolk Council is also seeking to bring forward a similar proposal for Stowmarket. These initiatives place sustainable travel at the heart of the town centres.

7. NEXT STEPS

- 7.1 Subject to agreement by the Cabinets today, the recommendations in this report establish the Councils' first Carbon Reduction Management Plan. The response to the climate emergency will be an ongoing conversation and the Management Plan will remain dynamic, being added to as the Councils continue to engage and learn and as new challenges and opportunities arise.
- 7.2 The size of the challenge to meet the ambition of being carbon zero by 2030 cannot be stated strongly enough. It is not yet clear whether it is an achievable goal, however, it is an ambition that the two Councils are determined to pursue in driving down its carbon emissions. The evidence available shows that the scale of change required is unprecedented. Global and national system change is also needed to support local system change.
- 7.3 This is a challenge where the totality of the solutions necessary is not clear and the approach the Councils will take will be emergent. Appropriate governance arrangements will be put in place to ensure accountability and will be in line with the Council's constitution and decision-making processes.

- 7.4 This report sets out the scale of the challenge that the Councils face to meet the net zero ambition. It reflects the work that is already underway as well as defining the actions and leadership that are needed to work towards the achievement of this ambition.
- 7.5 The monitoring of the adopted Management Plan will form part of the existing performance framework at Babergh and Mid Suffolk District Councils:
- Performance Indicators will be developed to be included in the quarterly performance report;
 - Carbon budgeting will be included in reporting as soon as possible (a carbon budget is the cumulative amount of carbon dioxide (CO₂) emissions permitted over a period of time to keep within a certain temperature threshold);
 - Actions will be embedded within the relevant areas' service plans;
 - The Carbon Reduction Management Plan will be run alongside the wider Environment Action Plan that will accompany the new Environmental Strategy (2020). This strategy will link to the UN Sustainable Development Goals; and
 - Overview & Scrutiny may wish to add this to their workplan for regular review
- 7.6 The Task Force decided at the Biodiversity meeting to set up a subgroup to focus on this subject. This has been delayed by the Authority's response to Covid-19. The subgroup is due to start work in June 2020 and its work and recommendations will be reported to both Cabinets in due course.

8. LINKS TO JOINT STRATEGIC PLAN

- 8.1 The Joint Corporate Plan (2019-27) is designed to address the challenges and seize the opportunities facing the districts and their organisations for the foreseeable future. The Councils' vision is to have 'great communities with bright & healthy futures that everyone is proud to call home.'
- 8.2 The Joint Corporate Plan identifies six strategic priorities as set out in the visual below. Environment is one of those six, and the success of the Councils' ambition on climate change is intrinsically interlinked with the strategies that underpin the other five priority areas of Housing, Communities, Well-Being, Economy and Customers. The response to Climate Change is not just the business of Environment but of every part of the Councils' strategic framework. Conversely, Environment plays a key part in every priority within the Corporate Plan.



9. FINANCIAL IMPLICATIONS

- 9.1 There are likely to be considerable additional financial implications associated with responding to the Climate Emergency albeit there may also be opportunities to partially mitigate these through other policies and associated financial savings e.g. energy costs. Even then it is difficult to set out clear and actual costs for the next ten years at this stage. As work develops and further funding is required, actions and schemes will be subject to individual business cases and financial evaluation to assess associated costs as required.
- 9.2 Mid Suffolk District Council have committed a total of £500,000 towards climate change actions in the current budget, which has been allocated from the Growth and Efficiency Fund.

9.3 Babergh District Council will present the business case for each proposal to either the Cabinet to agree funding from the Transformation and Innovation Fund or the Council to agree funding from the General Fund.

9.4 Any actions relating to Housing will be funded by the relevant Council's Housing Revenue Account. All other actions will be funded by the relevant Council's General Fund.

10. ENVIRONMENTAL IMPLICATIONS

10.1 Environmental and Climate Change implications are fully considered throughout this work. Indeed, it is as a result of this work that all key decisions will now include their likely environmental impact, including on the Councils' ambition to reach a net carbon zero target by 2030.

11. LEGAL IMPLICATIONS

11.1 There are no legal implications arising from this report.

12. RISK MANAGEMENT

12.1 This report is most closely linked with the Councils' Significant Business Risk No. 18 Key risks are set out below:

Risk Description	Likelihood	Impact	Mitigation Measures
The Councils do not meet their aspiration to become carbon neutral by 2030	3	4	<p>Task Force provides a robust set of options for the Cabinet to consider.</p> <p>Cabinet agree a clear prioritised management plan with milestones.</p> <p>Approaches are evidence based.</p> <p>The impact of initiatives is monitored closely.</p> <p>The release of finance is based on business cases.</p> <p>Officers to begin giving the Cabinet suggestions around cost;</p>

			<p>priority; timescales; joint working; external funding.</p> <p>Work immediately to reduce baseline emissions.</p> <p>Continue to work alongside our peers both in Suffolk and nationally, collaborating where appropriate and sharing best practice and lessons learned.</p>
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- 12.2 Risks related to the transition to a lower-carbon economy – this transition may entail extensive policy, legal, technology and market changes to address mitigation and adaptation requirements related to climate change. Depending on the nature, speed, and focus of these changes, transition risks may pose varying levels of financial and reputational risk to the Councils.
- 12.3 Policy and Legal Risks - Policy actions on climate change continue to evolve. Their objectives generally fall into two categories - policy actions that attempt to constrain actions that contribute to the adverse effects of climate change or policy actions that seek to promote adaptation to climate change. The risk associated with the financial impact of policy changes depends on the nature and timing of the policy change. Another important risk is litigation or legal risk. Recent years have seen an increase in climate related litigation claims being brought before the courts by property owners and public interest organisations. Reasons for such litigation include the failure of organisations to mitigate impacts of climate change, failure to adapt to climate change and the insufficiency of disclosure around material financial risks. As the value of loss and damage arising from climate change grows, litigation risk is also likely to increase.
- 12.4 Technology Risk - Technological improvements or innovations that support the transition to a lower-carbon, energy efficient economic system could have a significant impact on the Councils. For example, the development and use of emerging technologies such as renewable energy, battery storage or energy efficiency. New technology will replace old systems and may disrupt some parts of the Councils' business.
- 12.5 Market Risk - There may be shifts in supply and demand for certain services and products currently provided by the Councils.
- 12.6 Reputation Risk - Climate change has been identified as a potential source of reputational risk tied to changing customer or community perceptions of an

organisation's contribution to or detraction from the transition to a lower-carbon economy.

13. CONSULTATIONS

- 13.1 No formal consultation has been undertaken to date. Representations have been made through the cross-party Joint Environment & Climate Change Task Force and the comments and conclusions of that Task Force have been incorporated into the recommendations to Cabinet today.
- 13.2 Several experts have been brought in to guide the work of the Task Force. These being the Department for Business, Energy & Industrial Strategy (BEIS), Suffolk Waste Partnership (SWP), Suffolk Wildlife Trust (SWT), Dennis Eagle UK (<https://www.dennis-eagle.co.uk/en/>) and Groundwork (<https://www.groundwork.org.uk/hubs/east/>)
- 13.3 All local authorities in Suffolk, including the County Council, are collaborating to ensure opportunities to work together are taken advantage of. This is likely to include joint procurement of goods or services, as well as looking at buildings and shared space.
- 13.4 Consultation has taken place across the Council with officers, to ensure ownership and responsibility of this task is understood and shared.
- 13.5 Further work will follow with Town and Parish Councils to enable local input and involve parishes in the Councils' carbon reduction plans and to support their own aspirations to reduce carbon emissions.
- 13.6 A programme of active public involvement and consultation will also follow to help implement the actions approved by Cabinet(s) and to follow up and expand upon the Councils' longer-term objectives for carbon reduction and climate change.

14. EQUALITY ANALYSIS

- 14.1 In preparing this report, due consideration has been given to the Councils' statutory Equality Duty to eliminate unlawful discrimination, advance equality of opportunity and foster good relations, as set out in Section 149(1) of the Equality Act 2010.

15. APPENDICES

Title	Location
Appendix A – Carbon Reduction Management Plan	Attached
Appendix B - Terms of Reference	https://www.babergh.gov.uk/assets/Environment/Climate-Change-Task-Force/Climate-Change-Task-Force-Terms-of-Reference-web-version-Nov-2019.pdf
Appendix C - Climate Change Initiatives	Attached

Appendix D - Babergh & Mid Suffolk District Councils – Carbon Emissions	Attached
Appendix E - Groundwork Suffolk Report	Attached
Appendix F - Full list of Proposals considered by Task Force	Attached
Appendix G - Task Force Feedback Received on Prioritised Proposals	Attached
Appendix H - Proposals from Environment & Climate Change Task Force to Babergh and Mid Suffolk Cabinet(s)	Attached

16. BACKGROUND DOCUMENTS

16.1 Minutes of Babergh District Council – 23rd July 2019 (Ref 12.36)

16.2 Minutes of Mid Suffolk District Council – 25th July 2019 (Ref 14a.28)

Appendix A

BABERGH & MID SUFFOLK CABINETS' RESPONSE TO THE PROPOSALS OF THE ENVIRONMENT & CLIMATE CHANGE TASK FORCE AND ACTIONS THAT WILL BE INCLUDED IN THEIR FIRST CARBON REDUCTION MANAGEMENT PLAN

Introduction

At full Council meetings on 23rd July 2019 and 25th July 2019 respectively Babergh & Mid Suffolk District Councils recognised the existence of a climate emergency and committed to investigating ways in which they could reduce their own emissions and to supporting the Suffolk-wide aim to become carbon neutral by 2030. Both Councils also agreed to establish a joint council, cross-party Environment and Climate Change Task Force to examine ways in which they could respond to the climate change challenge on a spend to save basis. The Task Force was established and its full findings are attached at Appendix F. The Task Force prioritised a number of proposals from the full list of possible actions and table two below shows:

- (a) The prioritised proposals from the Task Force;
- (b) Additional comments from Assistant Directors on viability, indicative costs and timescales; and
- (c) Comments from the Cabinets and whether each proposal from the Task Force is agreed or amended.

The agreed actions, with noted amendments, in Table Two form the Councils' first Carbon Reduction Management Plan.

NOTE: The proposals specified in this plan are based predominantly on a 'business as usual' scenario. However, at the time of drafting, the UK is in 'lockdown' in response to the Covid-19 pandemic. The implications of possible future restrictions to combat the disease are not known and could impact on some of the proposals detailed below.

Many of the proposals require scoping and/or feasibility studies to determine viability, need, cost, timing or the extent of work required. Table One defines the criteria used for estimating the costs and carbon savings or impact of such actions.

Table One Definitions of costs and carbon impacts/savings

Costs	Carbon Impact/Savings
Existing – to be met from existing and already identified resource	Enabling – action will not save carbon directly but will help create an environment where other actions can take place to save carbon or create climate resilience
Low – <£50k required for the project or approach	Low – reduce carbon emissions in this area by <10%
Medium – >£50k and <£200k required for the project or approach	Medium – reduce carbon emissions in this area by between >10% and <25%
High – >£200k required for the project or approach	High – reduce carbon emissions in this area by >25%
	Offset – action will create an offset
	Adaptation – action will help adapt to current and/or future impacts of climate change

Table Two Carbon Management Action Plan

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	Proposal	Originator	Cost	Carbon Impact/Saving	Timescale	Viability	Cabinet Comment and / or Amendment
1	Low Carbon Energy						
1.1	We will explore opportunities for low carbon energy generation, with a view to minimising our reliance on the grid e.g. solar farms, solar car ports, battery storage. This will include options for Council-owned land/buildings and other investment opportunities.	<ul style="list-style-type: none"> Climate Change Task Force (Oct 19) AD for Economy Greater South East Energy Hub Groundwork Suffolk 	Medium/High (depending on scale)	Medium/High (depending on scale)	Feasibility completed for solar car park by Qtr 3 of 2020/21	AD Economy: Key feasibility work for Solar car ports will include a number of sites across Babergh and Mid Suffolk and be completed by Qtr 3 of 2020/21. This will also include assessment of battery storage at leisure sites.	Use ‘low carbon’ instead of ‘renewable’ because this then includes nuclear energy. Nuclear energy is considered ‘low carbon’ because an operating plant emits virtually no CO2e but is not technically considered ‘renewable’ like wind or solar because the raw material (usually uranium-235) has a finite supply.

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					<p>Initial feasibility for Gateway 14 by Qtr 3 2020/21</p> <p>Exploration only - Qtr 3 2020/21 with further timescales to be developed thereafter.</p> <p>Qtr 2 of 2021/22 for wind turbine exploration</p>	<p>MSDC is working with Gateway 14 Ltd and the Greater South East Energy Hub to carry out heat and power mapping across the Gateway 14 site to establish options for creating a low carbon exemplar commercial development on this significant site. Initial feasibility by Qtr 3 2020/21.</p> <p>AD Housing: We potentially have some land e.g. garage sites where we could feasibly consider solar car parks. These sites need to be identified and feasibility studies completed. We envisage this initial work to identify sites and complete high-level feasibility studies be completed in Qtr 3 2020/21. We can also explore other low</p>	<p>‘Removing our reliance on the grid’ has been replaced with ‘minimising our reliance on the grid’. This is because there are likely to be circumstances where use of the grid is unavoidable.</p>

	Proposal	Originator	Cost	Carbon Impact/Saving	Timescale	Viability	Cabinet Comment and / or Amendment
						carbon offerings e.g. wind turbines etc on other land deemed as suitable. We envisage exploration of this second strand of work taking up to be completed by Qtr 2 of 2021/22.	
1.2	We will investigate with our partners, the potential for gas and electricity usage at the Councils' four leisure centres to be moved to certified low carbon tariffs (energy currently purchased by Abbeycroft Leisure and Everyone Active). Make this a prerequisite of any future tender for the service. Any renewable energy supplier should confirm that their sources do not generate energy using live timber imports such as pelletised wood used by Drax.	<ul style="list-style-type: none"> • Climate Change Task Force (Oct 19) • Greater South East Energy Hub • Groundwork Suffolk • AD for Economy 	Medium	High (less if low carbon energy generation is installed)	Dependant on Contracts	AD Environment: Both leisure providers purchase their own energy. We will work with them to ensure that at the earliest opportunity they can move to a green tariff. This is almost certainly going to cost more. Given their current financial situation as a result of Covid-19, it is likely that the cost of this transition will need to be met, for some time, by the Council. This in itself should not discourage this action, as this is the largest emitter and one that it is suggested	Agreed.

	Proposal	Originator	Cost	Carbon Impact/Saving	Timescale	Viability	Cabinet Comment and / or Amendment
						the Councils need to focus on as early as possible.	
2	Housing						
2.1	We will review policy and regulation for energy conservation reduction and efficiency to understand how this can be standardised for the Councils' new builds and retrofits.	<ul style="list-style-type: none"> Climate Change Task Force (Oct 19) Greater South East Energy Hub Groundwork Suffolk AD for Economy 	High	Enabling	Qtr 3 2020/21	AD Housing: We will refresh the asset management strategy for HRA with a view to it being ready to start going through the internal governance/consultation process e.g. SLT, Portfolio Holders, and Cabinet by Qtr 3 in 2020/21	Agreed.
2.2	Proposed Housing Strategy revised action: Seek the resources to assess the environmental performance of our housing stock and determine what additional prioritised actions we are going to take to reduce carbon emissions and contribute to our climate emergency objectives.	<ul style="list-style-type: none"> Climate Change Task Force (Dec 19) AD for Housing 	Existing	Enabling	Qtr 3 2020/21 (linked to 2.1)	AD Housing: As above.	Agreed.
2.3	Proposed Housing Strategy revised action: Implement a programme of upgrades to heating systems in	<ul style="list-style-type: none"> Climate Change Task Force (Dec 19) 	Existing	High	Starting Qtr 1 2021/22	AD Housing: Implement and mobilise the programme after the	Agreed. Noted here that the budget used to support Housing actions will be from the Housing Revenue

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	council stock, replacing oil systems wherever possible and prioritising heat pumps where appropriate. This should be done on a case by case basis, rather than applying to the whole of the council stock as different solutions will be needed. Specific budget will need to be established. Ensure joint working across Suffolk to make use of external funding opportunities.	<ul style="list-style-type: none"> AD for Housing 				policy etc has been agreed (2.1) and it has been built into 2021/22 budget setting, therefore starting from Qtr 1 2021/22.	Account. <i>See section 9 of the Cabinet report.</i>
2.4	Proposed Housing Strategy revised action: Prepare a broad specification for new build Council stock, to include consideration of passive technologies and measures to increase accessibility, by quarter 2 of 2020/21.	<ul style="list-style-type: none"> Climate Change Task Force (Dec 19) AD for Housing 	Low/Medium	Medium	Qtr 2 2020/21	AD Housing: Design guide out for consultation and a final version is due in Qtr 2 2020/21.	Agreed. Original timescale changed from March 2020 due to AD viability comment.
3	Planning						
3.1	Embed the Suffolk Design Charter to deliver its aspirations for high quality, sustainable design. Adopt its principles and become an exemplar through the Councils own build programme. Agreed that this should be an influencing	<ul style="list-style-type: none"> Climate Change Task Force (Dec 19) AD for Planning & Sustainable Communities 	High	Enabling/Adaption	Qtr 4 2020/21	AD Sustainable Communities: The Suffolk Design project has been funded by MHCLG. It is currently at a well-developed draft stage following more than a year of	Agreed.

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	document rather than an SPD. Further, that early developer engagement should become an action of the team. It should also be committed to across the whole organisation.					engagement and co-creation. It will not become a formal part of the Local Development Plan but will be a material consideration. It will also provide a clear articulation of a change in emphasis, of higher expectations around design quality.	
3.2	We will investigate the feasibility of requiring developers to pay into a Carbon Offset Fund for the carbon emissions of all new homes built. We will research best practice from Offset Funds operated by other local authorities. Measures to reduce carbon emissions must take priority over offsetting, whilst not reducing overall viability of the development.	<ul style="list-style-type: none"> • Climate Change Task Force (Dec 19) • AD for Planning & Sustainable Communities 	High	Enabling/Adaption	Qtr 4 2020/21	AD Sustainable Communities: Aside from the technicalities of implementing such a fund there would inevitably be implications for development viability. These will be explored as part of the viability work being undertaken to support the Joint Local Plan. The Covid-19 pandemic will clearly have economic impacts for some time to come which creates a layer of uncertainty	Agreed, but with Increased emphasis required on this action to ensure that offset is not used as the only measure for developers. This revised action considers the AD's viability comment as the Councils still have to ensure an adequate number of new homes can be built.

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						over the assumptions that underpin the economic modelling.	
3.3	We will include policies in the Local Plan that require new development to achieve high levels of energy efficiency and minimise carbon emissions (subject to the outcomes of the Future Homes Standard consultation and implementation of any changes to the Building Regulations).	<ul style="list-style-type: none"> Climate Change Task Force (Dec 19) AD for Planning & Sustainable Communities 	Existing	Enabling	Qtr 4 2020/21 for next formal stage	AD Sustainable Communities: The Joint Local Plan is currently being prepared and over the next few months we expect to receive a range of evidence base reports on the policies developed so far. We will bring an updated timetable (the Local Development Scheme) to Council in Qtr 2 2020/21. As above, the impacts of Covid-19 are difficult to forecast with confidence but will inevitably impact on viability.	Agreed, but must ensure this action does not cause delay to the current Joint Local Plan timetable. If it will then this should be rolled into the next round of revisions.
3.4	We will ensure a sustainable pattern of development supported by low carbon transport infrastructure by ensuring: <ul style="list-style-type: none"> All development proposals that are expected to, or 	<ul style="list-style-type: none"> Climate Change Task Force (Dec 19) AD for Planning & Sustainable Communities 	Existing	Enabling	As above.	As above.	Agreed except the numerical indicator of 100% removed on the bullet points as it is not meaningful in this context. It has been replaced with 'All'.

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	likely to have a major impact on the highway infrastructure, incorporate a travel plan, in accordance with County/National Guidance. <ul style="list-style-type: none"> All development proposals incorporate provision for walking, cycling (including storage) and public transport, linkages to networks and electric vehicle charging. 						
3.5	We will seek to ensure the Local Plan includes a clear strategy and policies for climate change adaptation, including measures to address flood risk and management of flood zones, sustainable drainage systems, and green infrastructure as part of new developments. Subject to feasibility, viability, consultation and examination.	<ul style="list-style-type: none"> Climate Change Task Force (Dec 19) AD for Planning & Sustainable Communities 	Low	Enabling/Adaptation	As above	As above	Agreed, but ensure this action does not cause delay to the current Joint Local Plan timetable. If it will, then this should be rolled into the next round of revisions.
4	Waste & Fleet						
4.1	We will work with Suffolk Waste Partnership order to minimise waste and support recycling. Waste reduction initiatives such as Community Composting will	<ul style="list-style-type: none"> Climate Change Task Force (Feb 20) 	Low	Enabling	Starting in Qtr 3 2021/22	AD Environment: The Suffolk Waste Partnership is an established group who have a track record for	This action has been reworded as it is the role of the Suffolk Waste Partnership to lead on this work. Two further actions

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	be promoted, to encourage local people to reduce their organic waste and to compost at home.	<ul style="list-style-type: none"> • Suffolk Waste Partnership • AD for Environment 				carrying out successful initiatives. All initiatives are agreed by the Member group in order to set priorities for the year ahead. Working with this group on this action will provide a solid basis to launch such initiatives.	from the full list of possible proposals from the Task Force have been integrated. These were 4.4 and 4.5 shown in Appendix E. The Councils will actively work with Suffolk Waste Partnership when the final Environment Bill has gone through the full parliamentary process.
4.2	We will develop and implement a plan for replacing the vehicle fleet (Waste Services, Public Realm and BMBS) with electric or other zero carbon fuelled vehicles when they reach end of life. Proposal to cover the investment need for both infrastructure and vehicles, as well as the associated carbon emission saving.	<ul style="list-style-type: none"> • Climate Change Task Force (Feb 20) • Dennis Eagle • AD for Environment & AD Housing • Groundwork Suffolk 	High	High	Proposal to be developed by Qtr 1 2021/22	This action in in relation to the long-term goal of fleet replacement. This does not take away from the short-term action around alternative fuels. See 4.6. AD Environment: 2030 will be the next key change to these vehicles. It is unlikely that appropriate technology, or infrastructure will be available at this point. There will be the opportunity to trial	Agreed.

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					<p>Qtr 1 2021/22 (as Current Housing fleet contracted until that date).</p>	<p>vehicles and this will be worked into service plans and budget setting. Vehicles will be costly and so a phased procurement programme will be needed to spread the cost.</p> <p>AD Housing: Initial meeting to scope fleet renewal project for Building Services and how we achieve our carbon reduction aspirations due mid-June, at which a project team will be agreed. Viability is in question due to availability of vehicles i.e. transit vans that offer an electric solution. There is more viability in reduction of mileage through increased efficiency and productivity by exploring and implementing digital</p>	

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						solutions that reduce the need to visit and reduce repeat visits etc. A digital video diagnostic tool is currently being explored and could be deployed by QTR 2 2020/21 subject to approval. This will achieve reduction in mileage through increased efficiency and productivity.	
4.3	We will secure the transition of appropriate Council fleet vehicles to electric or other zero carbon fuel sources such as HVO. Produce a feasibility study including a costed proposal, for using low carbon fuel in the Refuse Collection fleet in place of diesel (as an interim measure prior to full replacement with electric or renewable fuel vehicles). All Euro 6 standard vehicles have the ability to use alternative fuel without the need to retrofit.	<ul style="list-style-type: none"> • Ongoing waste strategy • Climate Change Task Force (Feb 20) • Dennis Eagle • AD for Environment & AD Housing 	High	High	Qtr 4 2020/21	<p>AD Environment: The business case is being undertaken currently. There will be an annual cost increase in addition to year 1 set up fees. The exact amount will be known upon completion of the business case. An estimate is in the region of 10-15% additional cost for fuel per annum.</p> <p>AD Housing: Covered above.</p>	Agreed.

	Proposal	Originator	Cost	Carbon Impact/Saving	Timescale	Viability	Cabinet Comment and / or Amendment
4.4	<p>We will develop a Grey Fleet (grey fleet is a fleet of drivers who use their own cars for business purpose) mileage reduction plan for staff and councillors' vehicles used for business, including:</p> <ul style="list-style-type: none"> Review pool vehicle provision, options to increase both the number of vehicles (electric/zero emission models) and base locations. Establish a culture of phone, video and web conferencing whenever practicable. Actively encourage working from home and to reduce staff commuting. Alternative operating models e.g. offering car salary sacrifice, business lease schemes or collective purchase/leasing of electric vehicles. Review staff travel plan to consider vehicle emissions and encourage public transport and car sharing. 	<ul style="list-style-type: none"> Climate Change Task Force (Feb 20) AD for Corporate Resources AD for Environment AD for Customer Services AD for Housing 	Low/Medium (depending on scale of ambition)	Medium/High (depending on scale of ambition)	<p>Pool provision: 2025-30</p> <p>Housing – linked to a digital transformation plan which is in development and planned to be with SLT by Qtr 2 2020/21</p>	<p>AD Environment: We currently utilise the pool car provision through Suffolk County Council. They have committed to moving this to an electric fleet prior to 2030. We will further develop opportunities around pool provision in other locations.</p> <p>AD Housing: Recommend removal of term 'grey fleet' and just replace with fleet. We are already looking at several solutions that will help reduce our mileage and carbon footprint through procuring and developing more digital solutions reducing repair and housing management visits. This is viable subject to cost and investment. More</p>	<p>Bullet four is not agreed based on the viability comments. The suggested change by the Assistant Director for Corporate Resources is agreed. All other points agreed.</p>

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					Qtr 4 2020/21	<p>incentives to share more widely pool cars and disincentivise the attraction to travel in private vehicles and claim mileage.</p> <p>AD Customer Services: Bullets point two and three will now be undertaken as part of the recovery process for Covid-19.</p>	
					Qtr 4 2021/22	<p>AD Corporate Resources: Bullet point 4 is not viable. We do have a significant number of our staff who are deemed as essential car users for which they receive an allowance, however the amount of the allowance would not make the car salary sacrifice scheme a viable option nor would the purchase / leasing schemes be</p>	

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						<p>practical as we would need to have a pool fleet which would be based in a central location. Staff would then need to travel to and from this central location to collect a pool car which would erode the benefit from this alternative operating model. The essential car user policy can be reviewed to ensure that there is reference to emissions.</p> <p>The current staff travel plan can be reviewed but would need to take into consideration the work that is being undertaken as part of the Covid-19 recovery plan, in particular the review of our Assets and Accommodation. The plan will only be effective if the options available to our</p>	

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						employees are feasible from where they live and where they work.	
5	Transport & Travel (inc alternatives)						
5.1	We will review the Councils' existing parking policies to encourage a modal shift in transport from cars to other sustainable transport options including cycling.	<ul style="list-style-type: none"> • Climate Change Task Force (Feb 20) • AD for Environment • AD for Economy • AD for Housing 	Existing	Enabling	Qtr 3 2020/21 Ongoing.	<p>AD Environment: Work has been started. There is a commitment in the Corporate Outputs regarding parking provision. Work will join up with the visioning work for town centres, as it cannot be done in isolation.</p> <p>AD Economy: We are working with Suffolk County council to create new areas in town centres for walking and cycling building upon the behaviour change demonstrated during Covid 19. This will be</p>	Agreed. We will encourage modal shift by seeking opportunities to increase cycle path and foot-way connectivity, as well as reviewing the parking policies.

	Proposal	Originator	Cost	Carbon Impact/Saving	Timescale	Viability	Cabinet Comment and / or Amendment
					Housing neighbourhood improvement plan due to be drafted by Qtr 2 2020/21	linked into a new car parking strategy in our town centres. AD Housing: This needs to link and be reflected within the development of our neighbourhood improvement plan, as we are always being asked to provide additional parking. We will explore old garage sites being replaced with new solar panel car parks.	
5.2	Undertake an assessment with relevant partners to understand the ability of the grid to take on EV charging points in our districts.	<ul style="list-style-type: none"> Climate Change Task Force (Feb 20) AD for Environment 	The cost would not fall within the LA's remit.	Adaption	Qtr 4 2021/22	AD Environment: The Councils will not be able to directly affect the ability to increase the availability of the grid to support EV charging. However, understand where installing charging points is possible is the first step towards understanding the Council's strategy for	This is an additional action added in. It is essential that we understand the capability of the grid in relation to EV charging points, in order to inform our EV Strategy.

	Proposal	Originator	Cost	Carbon Impact/Saving	Timescale	Viability	Cabinet Comment and / or Amendment
						EV Charging. It is acknowledged that the electric solution is the most developed, but that hydrogen is likely to be the long-term solution.	
5.3	We will develop a district-wide plan for providing electric vehicle charging infrastructure on Council-owned land for public use. Plan will be developed based on the demand metrics from the recent installations and developments in the market.	<ul style="list-style-type: none"> Climate Change Task Force (Feb 20) AD for Environment 	<p>Development of plan: Low</p> <p>Implementing a plan: High</p>	<p>Development of plan: Enabling</p> <p>Implementing a plan: High</p>	Qtr 1 2021/22	<p>AD Environment:</p> <p>Work is underway to work in partnership with local companies as well as other local authorities. This is a viable and important piece of work to undertake in this financial year.</p>	Agreed. This is an existing corporate output. It is recognised that our strategy will need to change depending on advances in technology.
6	Council & Commercial Estate						
6.1	We will undertake an assessment for how to improve energy efficiency across the Councils' commercial estate (CIFCO) beyond that required by the Minimum Energy Efficiency Standard (MEES) regulations (which stipulate that all properties should have a minimum Energy Performance Certificate rating of E). Utilise the findings of the assessment	<ul style="list-style-type: none"> AD for Assets & Investments Groundwork Suffolk 	High	Enabling	To be included in current Asset Management Strategy to go to Council in Qtr 3 2020/21	<p>AD Assets & Investments: Audit itself a is reasonable cost to get EPC certificates and recommendation reports. Cost benefit analysis will be needed to assess recommendations to shift EPC ratings above the minimum. Existing</p>	Agreed.

	Proposal	Originator	Cost	Carbon Impact/Saving	Timescale	Viability	Cabinet Comment and / or Amendment
	to develop and adopt an Energy Action Plan setting out in detail the Councils' approach to reducing corporate energy use and carbon emissions and a target performance rating to be achieved.					EPC data can be re-run in the software to provide indicative rating savings in the SAP test without producing a new certificate (I.e. sensitivity analysis on the recommendations). Overall – this should be a relatively quick piece of work to audit let properties. The potential action on what you do next would need to be considered and planned.	
6.2	We will review and revise the Councils' standard commercial rental lease agreement to incorporate appropriate "green clauses" (a green lease is a standard lease with additional clauses included which provide for the management and improvement of the environmental performance of a building by both owner and occupier). Develop a plan to	<ul style="list-style-type: none"> AD for Assets & Investments 	Existing	Enabling	Dependant on approach and cost commitment.	AD Assets & Investments: Take up of a new green lease will depend on lease expiry dates and new lease negotiations. Therefore, this could take several years to fully move over to a new format. Alternatively, a proactive approach of	Agreed.

	Proposal	Originator	Cost	Carbon Impact/Saving	Timescale	Viability	Cabinet Comment and / or Amendment
	transition new and existing leases to the revised agreement.					seeking early re-gearing of leases across the estate could see early adoption of green leases. If we pursue this proactively, we may have to bear the tenants legal costs to secure their agreement.	
6.3	We will carry out detailed energy audits of all Council buildings (depots, offices and leisure centres) to establish their performance, and improvement measures that are required to achieve optimum performance. Produce recommendations for each building/facility.	<ul style="list-style-type: none"> Groundwork Suffolk AD for Assets & Investments 	Low	Enabling	Qtr 4 2020/21	AD Assets & Investments: This is linked to the emerging Accommodation Strategy for the Councils' occupied estate. As per 6.1 the audit itself is reasonable cost and it is what comes next that will have to be assessed, planned and budgeted for. This work should form part of proactive asset review under the Accommodation Strategy and Asset Management Plan.	Agreed.

	Proposal	Originator	Cost	Carbon Impact/Saving	Timescale	Viability	Cabinet Comment and / or Amendment
6.4	We will develop and deliver a long-term Carbon Management Plan for all Council-owned (non-domestic) buildings and infrastructure, based on the findings of the audits, to reduce energy use and bring them to as close to zero emission as possible. The plan will identify potential energy and carbon savings, with associated costs, estimated payback and timeframes.	<ul style="list-style-type: none"> • Groundwork Suffolk • AD for Environment • AD for Assets & Investments 	High (but will result in significant reductions in energy costs)	High	Qtr 4 2021/22	<p>AD Environment: Once energy audits are undertaken the carbon management plan can be created. This is essential to ensuring buildings are low emitters and that any offsetting can be accounted for.</p> <p>AD Assets & Investments: We will need to ensure that the Accommodation Strategy and Asset Management Strategy aligns to the principles of the long-term Carbon Management Plan and that proactive asset reviews include reviewing and assessing audit results in options appraisals as to future use.</p>	Agreed.
6.5	We will ensure that new Council facilities are designed and built to the highest standards of	<ul style="list-style-type: none"> • AD for Environment 	Existing	High	Asset Management Plan to council	AD Assets & Investments: This is linked to the emerging	Agreed.

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	energy efficiency following the Net Zero Operational Carbon approach to deliver zero carbon buildings. We will also aspire to the highest standards when refurbishing our existing stock.	<ul style="list-style-type: none"> AD for Assets & Investments 			<p>in November – Qtr 3 2020/21.</p> <p>18 – 24 months of action resulting in implementation plans by 2023</p>	<p>Accommodation Strategy for the councils' occupied estate. We will need to undertake assessment of all buildings and implementation plans as part of proactive asset review under the Accommodation Strategy and Asset Management Plan</p> <p>This should also include contracts/suppliers to ensure that they are also meeting that standard such as Vertas / Norse (HBS) etc</p>	
6.6	<p>We will develop a plan to significantly increase tree and hedgerow planting in the districts including:</p> <ul style="list-style-type: none"> A target for planting on Council land. Investigating alternative funding options e.g. Woodland Trust funding; 	<ul style="list-style-type: none"> Climate Change Task Force (Nov 19) AD for Environment Suffolk Wildlife Trust 	Medium (potentially low if alternative funding / model possible)	Offset/Enabling	Qtr 3 2020/21	<p>AD Environment: The Biodiversity working group will be reporting back to Cabinet within this financial year.</p> <p>AD Assets & Investments: We will need to ensure that</p>	Agreed.

	Proposal	Originator	Cost	Carbon Impact/Saving	Timescale	Viability	Cabinet Comment and / or Amendment
	<p>facilitating community groups to plant on Council land.</p> <ul style="list-style-type: none"> Promote and facilitate community groups and individuals to increase tree and hedgerow planting on communal land and in private gardens. <p>A management approach to secure long-term survival of trees and reduces need to cut down mature trees.</p>	<ul style="list-style-type: none"> Woodland Trust 				disposal, development site appraisal and asset review practices align to this, especially if we are looking to our own estate as a target. This should be part of a disposal/community asset transfer policy decision tree to ensure that no site is overlooked. The Asset Management Strategy will include a framework for property decisions so that best use/value can be obtained whilst considering the appropriateness against strategic objective.	
6.7	We will develop and implement a plan for replacing fossil-fuelled horticultural and street scene equipment (such as mowers and strimmers) with electric appliances.	<ul style="list-style-type: none"> AD for Environment 	Existing	Medium	Qtr 4 2020/21	AD Environment: Most technology is already available for the change to take place. Where possible this will be done at end of life and within current budgets.	Agreed.

	Proposal	Originator	Cost	Carbon Impact/Saving	Timescale	Viability	Cabinet Comment and / or Amendment
7	Customer Transformation & ICT						
7.1	<p>We will liaise with SCC to commission an energy audit of current ICT services, including identifying:</p> <ul style="list-style-type: none"> Surplus hardware and energy demand through virtualisation of devices and implementation of Thin Client Terminal. Systems that can be migrated onto a network of remote servers hosted on the Internet (cloud). <p>Options for improving remote working systems, encouraging smarter, more efficient working.</p>	<ul style="list-style-type: none"> Climate Change Task Force (Feb 20) ICT Corporate Manager AD Housing 	Low/Medium	Enabling	<p>Qtr 4 2020/21</p> <p>Qtr 1 2021/22</p>	<p>AD Customers, Digital Transformation & Improvement: It is possible that we will require some external specialist support to conduct an energy audit, however whilst we explore this, we are continuing to migrate systems to the cloud, and already reviewing improved remote working systems.</p> <p>AD Housing: We are looking to shift our housing solution software system (Open Housing) to a remote server hosted on the cloud. This is likely to take approx. 18 mths and will see anticipated increase in costs of approx. £50k</p>	Agreed.
7.2	Investigate opportunities within current contracts to ensure the 'circular economy' model is used	<ul style="list-style-type: none"> Climate Change Task 	Low / Medium	Low	Qtr 4 2020/21 - ongoing	AD Customers, Digital Transformation & Improvement: We	Agreed.

	Proposal	Originator	Cost	Carbon Impact/Saving	Timescale	Viability	Cabinet Comment and / or Amendment
	e.g. IT equipment and phones. Further, that this be built into future contracts where goods are purchased.	Force (May 20) <ul style="list-style-type: none"> ICT Corporate Manager 				can investigate opportunities and build into future contracts where possible. Recognition that this is particularly challenging within the IT sector as it requires significant culture change to design out items that can't be recyclable, as well as find facilities that can re-introduce items into the 'cyclical economy'.	
8	Business & Communities						
8.1	We will work with partnership agencies to help businesses to develop low carbon business models and to secure investment to enable them to reduce their own carbon footprints and build climate resilience.	<ul style="list-style-type: none"> Climate Change Task Force (Oct 19) AD for Economy 	Existing/Low	Enabling	Qtr 3 2020/21 Ongoing	AD for Economy – Conversations will be undertaken with SCC and the Local Enterprise Partnership once immediate response to Covid 19 moves into recovery phase. Clean growth is a key strand of the LEP Local Industrial Strategy	Agreed.
8.2	We will continue to support and promote the Suffolk LAs' 'BEE Anglia' programme offering free	<ul style="list-style-type: none"> Climate Change Task 	Existing/Low	Enabling	Qtr 3 2020/21 Ongoing	AD Environment: We continue to work with the Local Enterprise to	Agreed.

	Proposal	Originator	Cost	Carbon Impact/Saving	Timescale	Viability	Cabinet Comment and / or Amendment
	energy and environmental audits and consultancy to SMEs, together with a grants scheme for implementing energy efficiency and renewable generation measures.	Force (Oct 19) <ul style="list-style-type: none"> AD for Economy AD for Environment 				promote the BEE Anglia scheme.	
8.3	We will, through our procurement process for energy/carbon works to our buildings, require contractors to positively impact the local green economy or use local sources which have a beneficial effect on the environment.	<ul style="list-style-type: none"> AD for Corporate Resources AD for Environment 	Existing/Low	Enabling	See 9.3	AD Corporate Resources: This is a viable proposal. Though this action is linked to the Social Value work being undertaken within Sustainable Communities. See 9.3.	Agreed.
8.4	We will work with local businesses to build resilience to climate impacts. We will assess the risks that climatic events pose and the opportunities available to prepare and respond, including: <ul style="list-style-type: none"> Working with the Local Enterprise Partnership to put adaptation at the centre of local plans for local economic development. Working with the business community to raise awareness of the risks and opportunities to local 	<ul style="list-style-type: none"> AD for Environment AD for Economy 	Low	Enabling/Adaptation	Qtr 3 2020/21 ongoing	AD Economy: We continue to work alongside Suffolk partners and the LEP to engage with local businesses, providing support to access funding for climate change innovation and to develop joint plans to deliver stronger more resilient supply chains, more skills and training within the sector and raise awareness of risks and	Agreed.

	Proposal	Originator	Cost	Carbon Impact/Saving	Timescale	Viability	Cabinet Comment and / or Amendment
	<p>businesses of projected climate impacts, including extreme weather events and impacts on resource availability.</p> <ul style="list-style-type: none"> Providing support to businesses on developing business continuity plans and adaptation measures. <p>Undertaking a review of the risk and opportunities to our local tourist and hospitality industry of projected climate changes.</p>					<p>climate change impacts</p> <p>The Councils have also developed a grant funding scheme available for businesses wanting to adapt their premises to make them more carbon efficient.</p> <p>This scheme will launch in Summer/Autumn 2020.</p>	
8.5	<p>We will work with local communities and support them to develop local 'place-specific' solutions and build resilience to climate impacts. We will assess the risks that climatic events pose and the opportunities available to prepare and respond, including:</p> <ul style="list-style-type: none"> Identifying communities at greatest risk from climate change (particularly flooding) and co-creating appropriate actions. 	<ul style="list-style-type: none"> Climate Change Task Force (Dec 19) AD for Environment AD for Sustainable Communities 	Low	Enabling/Adaptation	Qtr 3 2021/22 ongoing	<p>AD Environment: This is an important piece of work that communities are likely to require support with. The Council will not be able to fulfil this action alone and so will need to seek support from other external organisations who are best placed to support communities.</p>	Agreed.

	Proposal	Originator	Cost	Carbon Impact/Saving	Timescale	Viability	Cabinet Comment and / or Amendment
	<ul style="list-style-type: none"> Identifying stakeholders with greatest contact with communities and working with partners to build their capacity to provide the right information on community resilience to severe weather. Producing overarching plans and processes to support and empower communities to build resilience to future climate impacts and severe weather through community-led resilience plans. Producing plans and processes to support community resilience projects and signposting to sources of support and funding. Monitor involvement of community level groups in resilience. 					AD Sustainable Communities: Our communities have demonstrated their creativity, commitment and resilience during the response to the Covid-19 pandemic. Building on this, recognising that the Council does not hold all the answers, trusting our communities and avoiding paternalism and unnecessary bureaucracy are key to this being a viable proposal. This activity will be built into the emerging Communities Strategy Action Plan.	
8.6	We will support communities to secure investment for energy improvement measures and infrastructure to improve local community resilience through the Councils Community Grants	<ul style="list-style-type: none"> Climate Change Task Force (Dec 19) 	Existing	Enabling/Adaptation	Qtr 3 2020/21 ongoing	AD Sustainable Communities: This is a viable proposal and will be embedded through both the Community Grants	Agreed.

	Proposal	Originator	Cost	Carbon Impact/Saving	Timescale	Viability	Cabinet Comment and / or Amendment
	schemes, external funding opportunities and through the planning system by using S106 or Community Infrastructure Levy funding.	<ul style="list-style-type: none"> AD for Sustainable Communities 				Review and Communities Strategy Action Plan.	
8.7	We will continue the Councils' membership of the Suffolk Climate Change Partnership and actively participate in and promote its work and remit, including the production and implementation of the wider-Suffolk Climate Emergency Action Plan. Cabinet membership will continue to be a priority.	<ul style="list-style-type: none"> AD for Environment 	Existing	Enabling	Current	AD Environment: This group allows us to work in partnership on the Suffolk-wide aspiration to become a carbon neutral county. Membership is essential if this aspiration is to be reached.	Agreed.
9	Culture Change & Governance						
9.1	We will incorporate an environmental impact assessment in the Councils' reporting process for key Cabinet decisions including carbon emissions, climate adaptation and resilience and biodiversity and ensure that negative impacts are avoided or mitigated.	<ul style="list-style-type: none"> Climate Change Task Force AD for Environment 	Existing	Enabling	Qtr 2 2020/21	AD Environment: This section is already part of the Councils' decision-making papers, though often the comment is recorded as 'no environmental impact'. This section should hold key implications, in line with the Finance and Legal implications, for Cabinet or Council to	Agreed.

	Proposal	Originator	Cost	Carbon Impact/Saving	Timescale	Viability	Cabinet Comment and / or Amendment
						take informed decisions. An internal process will be implemented to have the Environment Teams one of the key consultees before a paper is distributed. Initially the Environment Team will lead on writing this section. The long-term aim is to enable teams to be able to communicate the implications directly (see 9.2).	
9.2	We will develop and implement an environmental behavioural change and training programme for Council employees. The programme will focus on enabling staff to reduce energy costs and their carbon impact while at work and to assess carbon impacts where required for their roles. Teams will be encouraged to showcase positive changes.	<ul style="list-style-type: none"> Climate Change Task Force AD for Environment 	Low	Enabling/Low	Qtr 4 2020/21	AD Environment: This work will take place within the Environment Team along with colleagues in Organisation Development and HR. Support from both teams has been committed in relation to this proposal.	Agreed.

	Proposal	Originator	Cost	Carbon Impact/Saving	Timescale	Viability	Cabinet Comment and / or Amendment
9.3	<p>We will review existing procurement arrangements to ensure the Councils' supply chain is minimising carbon emissions and avoiding single use plastics. Revised guidance will be produced that incorporates sustainability and social value approaches and:</p> <ul style="list-style-type: none"> • Defines and adopts 'whole life' costing of projects so that carbon and utility costs are considered together (not just initial capital cost). • Encourages low energy use, more sustainable options and promotes local purchasing where possible. • Includes a sustainability/environmental statement within tender documents, which will be provided to suppliers to ensure they prioritise sustainability within their proposals. • Sets a percentage weighting of supplier environmental performance in our selection process. 	<ul style="list-style-type: none"> • AD for Corporate Resources • AD for Environment 	Existing	Medium	TBC	<p>AD Corporate Resources: Policy development and then implementation will take some time. We must ensure we build in everything we need to and get buy in and support across the entire organisation. We will build this into the social value work being led by Sustainable Communities. At this point, no timescale has been set.</p> <p>In the meantime, we can do work with our current contractors. However, this will be encouragement rather than enforcement.</p>	Agreed.

Summary

These proposals set the foundations for how Babergh and Mid Suffolk District Councils will conduct its work going forward, in terms of its own responsibilities as well as its wider responsibility as an influencer. The plan has key actions that will take place in the short term, with the ability to start work immediately on longer term aspirations so that they can be timetabled into later versions of this action plan. There are clear actions around, energy, fuel and working remotely that will see the Councils working very differently within a year. Some actions require a change in culture, such as removing paper and working more virtually, which have already been key to continuing our work through the Covid-19 lockdown and so now more than ever we know that we can do this.

Appendix 'C'

Current Climate Change Initiatives:

Babergh and Mid Suffolk District Councils have undertaken carbon reduction projects such as a major refurbishment programme for their sheltered housing schemes which has included the installation of air source heat pumps, solar PV systems and LED lighting upgrades. Looking forward, BMSDC are also piloting solar car parks across all larger car parks in Babergh and Mid Suffolk to generate and store electricity. As well as developing an opportunity for a heat and power network to be created at Gateway 14.

The table below shows a number of initiatives that the Councils are involved in. This list is not exhaustive, though clearly shows that the Councils have a role in both leading and as a key part in the Suffolk-wide strategy.

Warm Homes Fund	National Grid and Community Interest Company, Affordable Warmth Solution (AWS) launched a £150m Warm Homes Fund to support local authorities to address some of the issues affecting fuel poor households. Babergh & Mid Suffolk District Councils, along with other Suffolk Councils were successful in being awarded funding for the next three years to install first time central heating systems in fuel poor households. Find out more about the Warm Homes scheme
Fuel Poverty	The Energy Company Obligation (ECO) requires large energy companies to help improve the energy efficiency of domestic homes by discounting the cost of improvement works. This applies to certain households who are struggling to pay their energy bills and are defined as being in fuel poverty. Suffolk's councils have jointly published criteria, in a Statement of Intent, enabling them to identify households that would benefit from such improvements under the Government's ECO flex scheme. Improvements are often fully funded where the household meets particular criteria and is at risk of fuel poverty. Find out more
BEE Anglia	The Business Energy Efficiency (BEE) Anglia programme provides free support to eligible organisations in Suffolk and Norfolk to help them become more energy efficient. Find out more about BEE
Suffolk Carbon Charter	The Suffolk Carbon Charter is an award recognising carbon reduction measures in Suffolk's small and medium businesses - i.e. those with fewer than 250 FTEs (Full Time Equivalent staff). More details on how businesses can apply and be accredited
Solar Suffolk Together	Babergh and Mid Suffolk are partnering with the other Suffolk authorities for a second year to offer residents discounted rates for the installation of solar panels for their homes. In 2018-19, 635 households saved an average of 20% on the cost of a new solar panel array, with an average carbon emission saving of 1 tonne per household every year. Find out more about Suffolk Solar Together .
Recycling	In depth information and support to help Suffolk residents reduce their waste with helpful suggestions for how to reduce, reuse and recycle can be found on the Suffolk Recycling Website . All kerbside waste, when it can't be recycled goes to the Suffolk Energy from Waste plant which powers more than 30,000 homes.

Improved Refuse Collections	In 2019, Babergh and Mid Suffolk re-routed its waste collection rounds to ensure our collection service was as efficient and effective as it can be for continued growth. This enabled us to make our rounds more fuel efficient and reduce the impact on the environment, while offering a better waste collection service for current and future residents. Head to our waste pages
Tree for Life	To promote the benefits which planting trees brings to communities, Babergh and Mid Suffolk District Councils offer all families a tree to mark the arrival of every new child. Find out more about the Tree for Life scheme.
Paperless Billing	The Council offer residents and businesses the ability to go paperless with their council tax and business rates bills. Find out how to go paperless
Greenways Countryside Project	Greenways Countryside Project volunteers protect and enhance the countryside, landscape and open space across an area of about 100 square kilometres in and around the town of Ipswich. Find out more about the project
External Insulation	We have and continue to install external insulation on solid wall properties whilst replacing cladding systems with materials which offer better insulation whenever viable.
SMS Messaging	We are currently scoping out the project to introduce SMS messaging to our tenants, helping to reduce our carbon footprint by reducing mail correspondence, and further supporting and contributing to the reduction in unnecessary visits etc. The business case for this is due to be with SLT by the end of July.
Open Access Enhancements	We are currently working to develop the 'My Home' on line tenant portal which will assist in reducing paper communications with our residents, offering more digital solutions for our tenants, maximising on opportunities to engage with our residents digitally, increasing efficiencies and productivity and reducing the need for letters, and visits.
Remote Access Solution	A paper is being presented to SLT 10 th June to advise them of an initiative Housing are embarking on to introduce video diagnostics to the housing service area. This will help with repairs triage and visits, post and pre inspections, income collection and viewings etc. the introduction of video and media link will reduce visits, reduce mileage and our carbon footprint whilst improving efficiencies and productivity

Appendix 'D'

Babergh & Mid Suffolk District Councils – The Council's Carbon Emissions:

Local Authorities in England have been requested by Government to measure and report annually on their greenhouse gas emissions. The Babergh & Mid Suffolk Councils' Greenhouse Gas Report 2018/19 is the baseline year against which future reports will be measured.

Babergh & Mid Suffolk Councils have worked with Groundwork Suffolk on the data and opportunities within this plan. Groundwork Suffolk is a local organisation, created in 1985, which works with individuals & community organisations, proactive public & private sector organisations, and innovative local businesses to empower these communities to take charge of their lives, green spaces, and local environments.

The Environment Team within Babergh & Mid Suffolk District Councils gave our raw emissions data to Groundwork Suffolk for them to analyse. They studied this data and reported back to the Councils on key priorities and recommendations in order to inform decision-making.

Based on the data in the Green House Gas Report 18/19 and supporting data, Babergh and Mid Suffolk Councils Carbon Footprint for the period 18/19 has been calculated to be 5,452tCO₂e. The breakdown is shown in Table One below.

2018/19	tCO ₂ e
Scope 1 (Fleet)	395
Scope 1 (Heating oil)	34
Scope 1 (Natural gas)	879
Scope 2 (Electricity)	654
Scope 3 (Mileage)	1,582
Scope 3 (Electricity)	661
Scope 3 (Natural gas)	1,247
Total (tCO₂e)	5,452

Table One Breakdown of emissions by scope

The Green House Gas Reports produced by Babergh and Mid Suffolk District Councils follow the principles of the GHG Protocol, an internationally recognised standard for corporate accounting and reporting of greenhouse gas emissions. Under the protocol all six greenhouse gases are taken into consideration namely, carbon dioxide (CO₂), methane (CH₄), nitrous oxide (N₂O), perfluorocarbons (PFCs), hydrofluorocarbons (HFCs) and sulphur hexafluoride (SF₆) and are reported collectively in terms of tonnes of carbon dioxide equivalent (tCO₂e).

From Babergh and Mid Suffolk District Councils' 2018/19 greenhouse gas report their three scopes are set out in Table Two below.

Scope	
1	These are emissions from fuels that the Councils directly consume e.g. gas, diesel, petrol in the direct delivery of Council business by Council employees and members.
2	These are indirect emissions such as electricity consumed in Council premises.
3	These are emissions derived from third party contractors providing services on behalf of the Councils.

Table Two Scope definitions

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Babergh and Mid Suffolk District Councils' Climate Change Commitment Report

**A Review of Annual Greenhouse Gas Reporting, Benchmarking
of Babergh and Mid Suffolk District Councils Properties and Zero
Carbon Strategy Development**

Carried out by Rex Kellett and Sarah Gill Groundwork Suffolk

March 2020

on behalf of Babergh and Mid Suffolk District Councils





'Cities and local authorities are well placed to understand the needs and opportunities in their local area ...

They have important roles on transport planning, including providing high-quality infrastructure for walking and cycling, provision of charging infrastructure for electric vehicles, and ensuring that new housing developments are designed for access to public transport.

They can improve health outcomes for people who live and work in the area by implementing clean-air zones that discourage use of polluting vehicles and other technologies.'

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1. Executive Summary

At Full Council meetings on 23rd July and Thursday 25th July 2019, Babergh and Mid Suffolk District Councils recognised the existence of a **'climate emergency'** and committed to investigate ways in which Babergh and Mid Suffolk District Councils (including all buildings and services) can support Suffolk's county-wide aim to become **carbon neutral by 2030**.¹

Babergh and Mid Suffolk District Councils have jointly reported their greenhouse gases (GHG) for the period 2018/19 following the principles of the Greenhouse Gas Protocol, an internationally recognised standard for corporate accounting and reporting and the UK Government's 'Environmental Reporting Guidelines'.

A number of recommendations are made to improve the Council's future GHG reporting.

Based on the data provided by the Councils for this review, Babergh and Mid Suffolk District Councils' **Carbon Footprint** for the annual period 2018/2019 was **5,452 tonnes of carbon dioxide equivalent (tCO₂e)**.

Due to significant changes within the structure of the Councils, including the move to occupy the Endeavour House offices, it is not possible to compare 2018/2019 with previous GHG reports.

This report considers the emissions of the **vehicle fleet, business mileage, building infrastructure**, and **renewable energy generation**. It then goes on to outline the actions that Babergh and Mid Suffolk District Councils could consider in order to reach their target of zero net carbon by 2030.

Whilst this report focuses on Babergh and Mid Suffolk District Councils' own direct carbon footprint, their roles as community leaders, major employers, large-scale procurers and social landlords mean that action on climate change can deliver many local benefits, including lower energy bills, economic regeneration and creation of local jobs, reductions in fuel poverty, and improved air quality. By showcasing the wider benefits achieved by acting on climate change, Babergh and Mid Suffolk District Councils can expect this to act as a catalyst for influencing behaviour change across their district areas.

The reported carbon emissions for each building identified by the Councils have been measured against recognised **benchmark figures** for comparable buildings in order to report on the estimated efficiency of each. This report includes **recommendations** that may **reduce** the associated **emissions** of the properties and potential opportunities to invest in **renewable energy** generation and **offsetting**.

The range of actions investigated are outlined in Figure 1 below.

¹ www.midsuffolk.gov.uk/news/Councils-support-2030-carbon-neutral-ambitions/

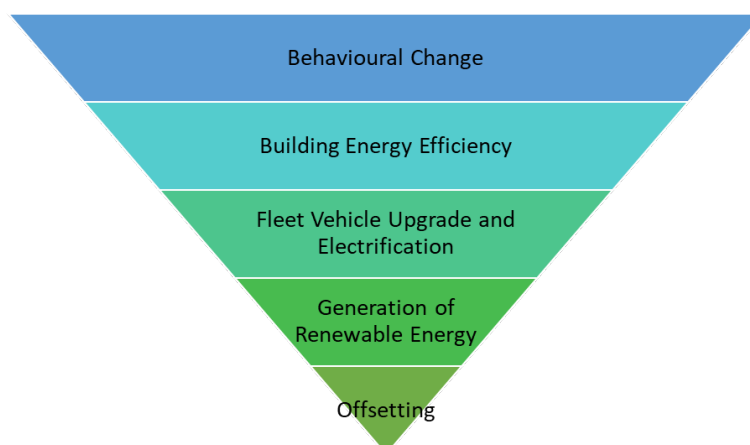


Figure 1: Pathway to Net Zero Emissions

This report outlines the **key priorities for reducing Babergh and Mid Suffolk District Councils’ Greenhouse Gas Emissions**, which are summarised in Table 1, **indicating associated financial cost** where possible to inform decision-making.

Based purely on the potential carbon savings associated with these actions, Babergh and Mid Suffolk District Councils would be able to become carbon neutral by 2030. Whether this can be achieved rests upon the financial resources and political will available.

Table 1: Summary of Actions Recommended for Further Investigation and Associated Emissions Reductions

Section of this Report	Action Recommended for Further Investigation	Annual Carbon Saving (as percentage of 2018/19 carbon footprint)
3.0	Ensure Priority Properties Achieve ‘Good’ Energy Efficiency Rating	-16%
4.1	Install Solar PV on Council Buildings	-2%
4.2	Install Solar PV on Council Housing Stock	n/a
4.3	Install Solar PV Carports	tbd
4.4	Install Large Scale Ground Mounted Solar Farm	tbd
4.5	Minimise Fleet Emissions Through Behavioural Change	-2%
4.6	Switch to biodiesel for 38 vehicles	-26%
4.6	Upgrade Entire Remaining Fleet to either Electric or alternative fuel	tbd
4.7	Reduce Business Mileage	-0.3%
5.0	Switch to Renewable Electricity and Gas Supply	-55%
6.0	Carbon Offsetting of Remaining Emissions	tbd

2. Overarching Performance Statement 2016-2019

2.1 Background to this Report

Local authorities in England have been requested by Government to measure and report annually upon the greenhouse gas emissions arising from their own activities.² Babergh and Mid Suffolk District Councils have previously been reporting individually since 01 April 2009, however for their 2013/14 report, the two Councils moved away from this reporting method, as they had a new single staffing structure, and a joint reporting approach was introduced. The complexities associated with joint reporting has meant that since 2015, Babergh and Mid Suffolk District Councils have not been producing annual greenhouse gas reports until 2018/19. Babergh and Mid Suffolk District Councils' 2018/19 greenhouse gas report, therefore, has become their new baseline year against which future reports will be measured.

In addition to this, Babergh and Mid Suffolk District Councils are currently investigating how they can achieve their target of becoming carbon neutral by 2030. The first step towards achieving this is to ensure that existing monitoring and reporting systems are working effectively.

This desk-based review and the associated report have been undertaken by Groundwork Suffolk in order to independently assess and quantify progress to date where possible and to help guide the process of both Babergh and Mid Suffolk District Councils becoming net zero carbon by 2030.

To do so, benchmarking of the Councils' properties has been carried out to identify areas of good practice, as well as those sites which should be prioritised for action. Opportunities for reducing the Councils' other carbon emissions have also been investigated, and the costs and benefits of doing so highlighted.

2.2 Emissions Statement

Based on the data provided in the GHG Reports and supporting data, Babergh and Mid Suffolk District Councils' Carbon Footprint for the annual period 2018/2019 has been calculated to be 5,452tCO₂e (Table 2 and Figure 2).

Table 2: Babergh and Mid Suffolk District Councils' Emissions Statement for 2018/2019

	2018/19
Scope 1 (Fleet)	395
Scope 1 (Heating oil)	34
Scope 1 (Natural gas)	879
Scope 2 (Electricity)	654
Scope 3 (Mileage)	1,582
Scope 3 (Electricity)	661
Scope 3 (Natural gas)	1,247
Total (tCO₂e)	5,452

² H.M. Government Environmental Reporting Guidelines
assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/791529/Env-reporting-guidance_inc_SECR_31March.pdf

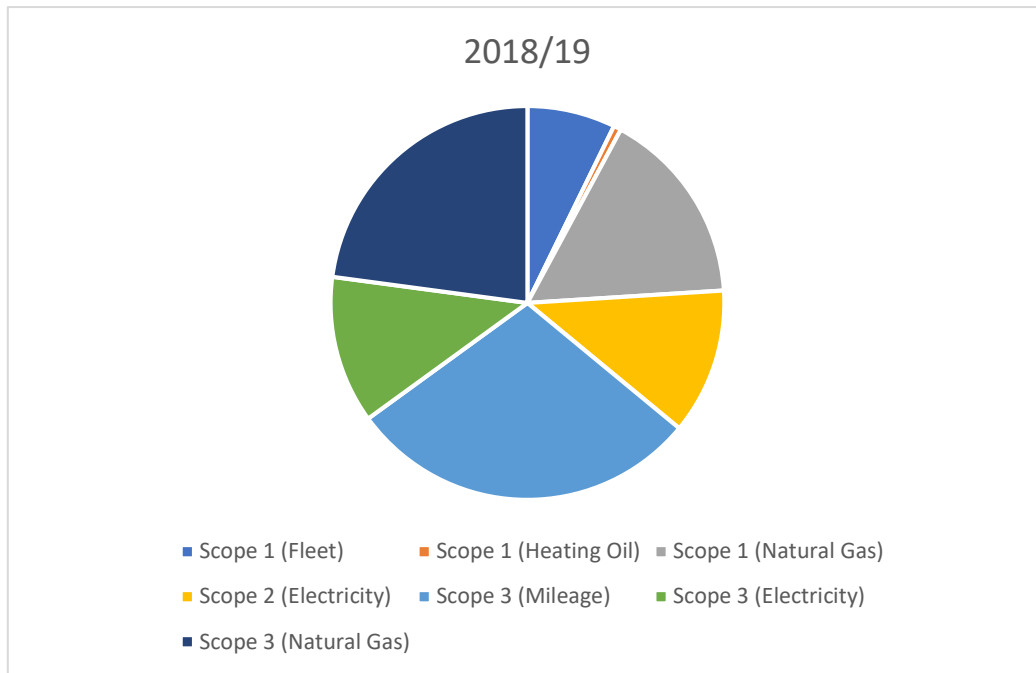


Figure 2: Breakdown of Emissions Statement

2.3 Analysis of Trends

Over the years, GHG emissions arising from Babergh and Mid Suffolk District Councils' joint organisational activities have decreased by 14.1% between 2013/14 and 2018/19 (Figure 3). It must be noted though that due to significant organisational changes, this is for illustrative purposes only, and the consistency between the reports cannot be guaranteed.

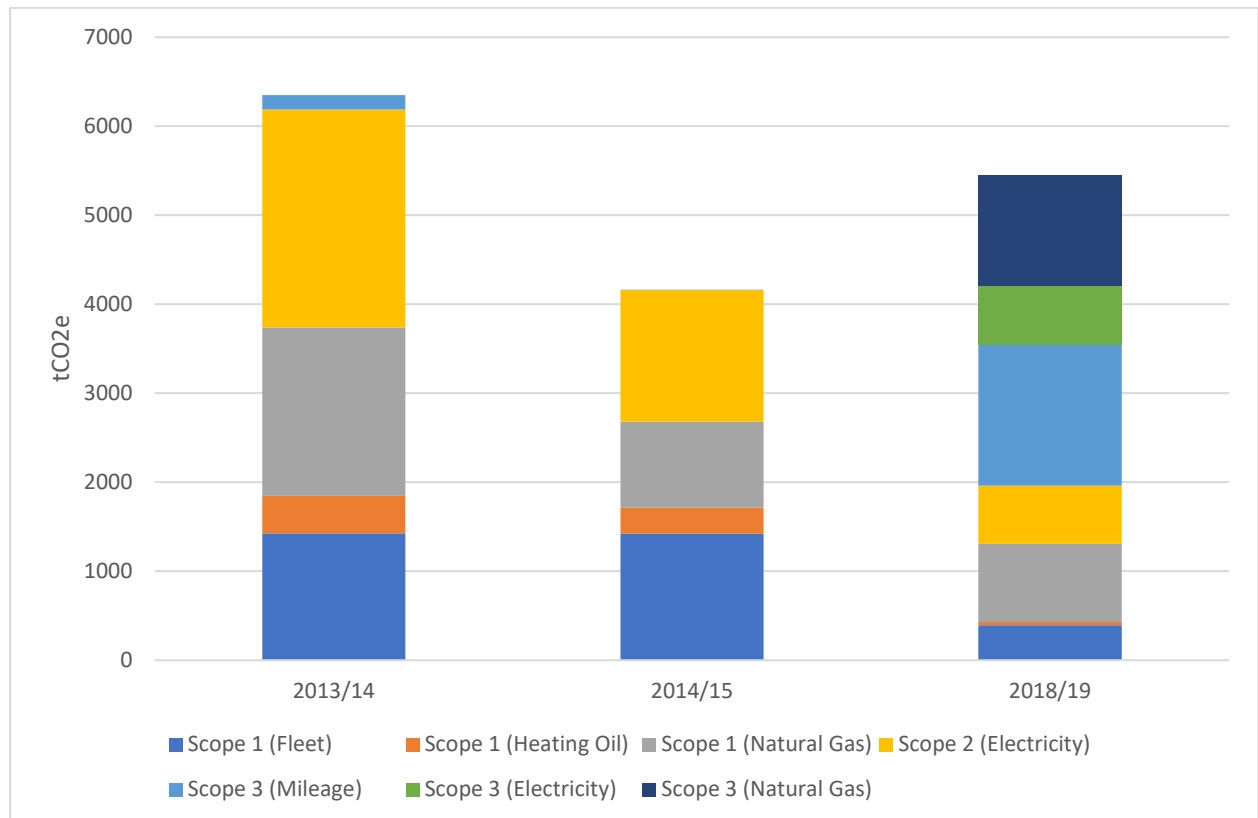


Figure 3: Babergh and Mid Suffolk District Councils Breakdown of Emissions Over 3 Annual Periods

Scope 3 emissions for the year 2018/19 were significantly higher than in previous years, highlighting the need for caution when making direct comparisons between the years. It is believed that this is due to the changing organisational structure and the inclusion of four leisure centres and three waste depots within the scope of the GHG report.

2.4 Achievements

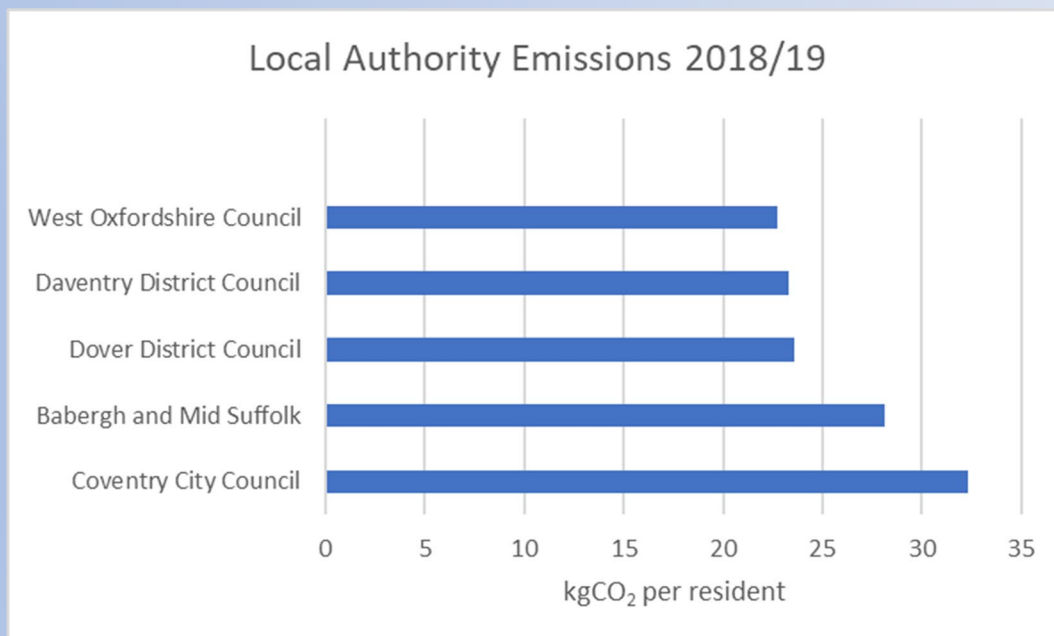
As previously mentioned, there are inconsistencies within Babergh and Mid Suffolk District Councils' GHG data between the reporting years which means it is not possible to make meaningful comparisons. However, Babergh and Mid Suffolk District Councils have undertaken carbon reduction projects including a major refurbishment programme for their sheltered housing schemes which has included the installation of air source heat pumps, solar PV systems, and LED lighting upgrades.



How Do Babergh and Mid Suffolk District Councils Compare?

Although local authorities in England were **requested by Government** in 2011 to **measure and report annually** upon the greenhouse gas **emissions** arising from their own activities, not all local authorities are currently doing so.

Authorities differ significantly in size, geography and responsibilities so comparisons may be misleading, however, the chart below provides a **snap shot** of how Babergh and Mid Suffolk District Councils' carbon footprint per resident **compares** with some other English Authorities.



Local Authority	GHG Emissions	Population	kgCO ₂ e/resident /year
West Oxfordshire Council	2,477 tCO ₂ e (2018/19)	109,300	22.7
Daventry District Council	1,837 tCO ₂ e (2018/19)	79,000	23.3
Dover District Council	2,669 tCO ₂ e (2018/19)	113,100	23.6
Babergh and Mid Suffolk	5,452 tCO ₂ e (2018/19)	193,894	28.11
Coventry City Council	11,646 tCO ₂ e (2018/19)	360,100	32.3

2.5 Existing Reporting Procedures

The GHG Reports produced by Babergh and Mid Suffolk District Councils follow the principles of the GHG Protocol, an internationally recognised standard for corporate accounting and reporting of greenhouse gas emissions.

Under the protocol all six greenhouse gases are taken into consideration namely, carbon dioxide (CO₂), methane (CH₄), nitrous oxide (N₂O), perfluorocarbons (PFCs), hydrofluorocarbons (HFCs) and sulphur hexafluoride (SF₆) and are reported collectively in terms of tonnes of carbon dioxide equivalent (tCO₂e).

From Babergh and Mid Suffolk District Councils' 2018/19 greenhouse gas report their three scopes are defined as:

Scope	
1	These are emissions from fuels that the Councils directly consume e.g. gas, diesel, petrol in the direct delivery of Council business by Council employees.
2	These are indirect emissions such as electricity consumed in Council premises.
3	These are emissions derived from third party contractors providing services on behalf of the Councils.

From looking only at the report, it is unclear as to specifically what has and hasn't been included within each scope, leading to some uncertainty. For example, it is unclear whether business travel by employees using their own vehicles has been included in scope 1 or scope 3. It is only when the raw data is looked at that there is a clear division of what has and hasn't been included within each scope. As the public would not have access to the raw data, it is recommended that a more detailed breakdown of the scopes is included within the public report, to improve clarity and transparency.

The following table is an example from Surrey County Council's Greenhouse Gas Report 2018/19 and is a good template to use when reporting emissions to ensure absolute clarity.

Table 4: Screenshot of Surrey County Council’s breakdown of GHG emissions³.

Reporting period 2018/19	Units	Amount consumed	Greenhouse gas emissions (tonnes CO ₂ ^e)
Scope 1			
Oil boilers ¹	kwh	672,233	186
Gas boilers ¹	kwh	68,064,965	12,521
Wood boilers	tonnes	98	0
Diesel	litres	327,985	862
Petrol	litres	4,201	9
Fugitive emissions ²	kg charge	175,369	175
Scope 2			
Premises electricity	kwh	33,376,405	9,448
Street lighting and other highways electricity	kwh	27,488,230	7,781
Scope 3			
Staff and member business travel ³	miles ³	5,842,906	1,667
T&D of premises electricity ⁴	kwh	33,376,405	805
T&D of streetlighting and other highways electricity ⁴	kwh	27,488,230	663
Total gross emissions			34,118
Carbon Offsets ⁵	kwh	n/a	n/a
Green tariff ⁶	kwh	n/a	n/a
Total net emissions			34,118
Intensity measurements⁷			
Tonnes of CO ₂ ^e per resident of Surrey			0.029

Despite some confusion, the relevant UK government carbon conversion factors for each period have been applied to Babergh and Mid Suffolk District Councils’ total energy consumption to calculate the associated emissions for all scopes.

Monitoring of consumption from individual sites and vehicles appears to be in place and the methodology for calculation of emissions appears sound, however, the significant changes made to the Councils’ structure have led to the baseline year being changed to 2018/19.

³ www.surreycc.gov.uk/_data/assets/pdf_file/0011/212114/SCC-Greenhouse-Gas-Emissions-Report-2018-19.pdf

2.6 Recommended Actions for Future Babergh and Mid Suffolk District Councils' GHG Reporting

- It is recommended that future reports should also include details of the **amount of solar PV** which is being generated, used and exported from onsite installations.
- It is recommended that clarity is sought on the **role your Blue electricity tariff** plays in terms of contributing to a reduction in emissions (and consider the opportunities for dual GHG reporting to include renewable and/or low carbon energy use, as outlined in Section 5 of this report).
- There should be a **clear breakdown** of what emissions have been included and in which scope they appear.
- It is recommended that a **standardised measurement and reporting** of the operational efficiency of the Councils' buildings is introduced. For example, this could involve a target DEC rating of C or better by 2030 or meeting CIBSE 'Good' for energy consumption.
- Babergh and Mid Suffolk District Councils should consider the development of a **suitable metric or key performance indicator** which would enable meaningful comparisons to be made over time, as the Councils' portfolio changes over time. For example, this could be by employee, resident numbers or building floor areas.
- A record of **exceptional changes** to the **portfolio** content should be kept to allow for normalisation of results.
- Annual **GHG Reports should be made publicly available**, easily accessible and published on Babergh and Mid Suffolk District Councils' website.

3. Analysis of Energy Use and Benchmarking of Council Properties

Decarbonising buildings through improving the energy efficiency can also reduce their risk of overheating, which is becoming an increasing risk as heatwaves are forecast to become more frequent. A buildings' energy demand is also reduced, and improves the UK's energy security by reducing the reliance on imported energy.

3.1 Methodology

Electricity and natural gas use across Babergh and Mid Suffolk District Councils' properties accounted for 36% of GHG emissions for the year 2018/2019 and energy efficiency across these sites is therefore considered key in reaching a target of net zero carbon by 2030. For this reason, Groundwork was asked to carry out a desk-based benchmarking exercise to prioritise energy efficiency actions across Babergh and Mid Suffolk District Councils' property portfolio.

Annual electricity and natural gas consumption figures were supplied to Groundwork for each of the properties to be reviewed (these are listed in Table 5 below). The properties were benchmarked against CIBSE Energy Benchmark (TM46:2008) and ECON 78 (2001) energy benchmarks.

It is recognised that while these benchmarks remain relevant, it has been several years since they were created therefore the Ministry of Housing, Communities and Local Governments Non-Domestic Energy Performance Certificate Register was also searched to obtain Display Energy Certificates (DEC) for the properties.⁴ These were available for most of the buildings.

By analysing energy use per usable m² for each building, and comparing this with benchmarks for the relevant property types, as well as considering the DEC for each site, Babergh and Mid Suffolk District Councils' properties have been prioritised with regards to the implementation of energy efficiency actions. Details of energy consumption and current performance for each site are included in Appendix 1.

3.2 Priority Properties for Energy Efficiency Actions

As a result of this analysis, the Councils' buildings have been prioritised based on the assumed current emissions and the potential for upgrading the building fabric and services to achieve the recommended emissions for each type and use of the facility, as shown in Table 5.

It is **recommended that each of these Priority 1 properties undergoes a detailed energy audit** to ensure assumptions relating to the energy consumption, usable floor area and opportunities for energy efficiency actions are up to date. This will also enable more accurate installation costs and anticipated savings to be calculated.

For the purposes of this report, potential carbon savings have been calculated based on the target of each Priority 1 building meeting a 'Good' as defined by CIBSE Energy Benchmark (TM46:2008) and ECON 78 (2001) energy benchmarks.

Potential **carbon savings of around 894tCO₂e/year** have been identified which is the equivalent to **16% of total emissions for the year 2018/2019**.

⁴ www.ndepcregister.com/reportSearchAddressByPostcode.html

Table 5: Prioritised Buildings and Potential Savings

Building	Priority	Current Emissions tCo₂e	Potential Saving tCo₂e
Kingfisher Leisure Centre	1	850.9	531
Hadleigh Leisure Centre*	1	251.1	106
Mid Suffolk Leisure Centre	2	705.0	115
Stradbroke Leisure Centre	2	173.4	142
Endeavour House**	3	144.1	
Chilton Depot***	3	23.1	
Wenham Magna Depot***	3	2.4	
Creting Road Depot***	3	12.3	
54 Ipswich Street****			
Total			

*The swimming pool at Hadleigh Leisure Centre is due to be replaced in 2020.

**Endeavour House is owned by Suffolk Country Council, Babergh and Mid-Suffolk District Councils are estimated to occupy 14% of floorspace.

***There are no potential CO₂e savings associated with the waste depots as benchmarking data was not available.

****54 Ipswich Street had no electricity or gas consumption data available for 2018/19.



Stroud District Council is the **first in the UK to claim carbon neutrality.**

This has been achieved through **energy-efficiency measures and renewable-energy installations** including solar panels on all municipal buildings, secondary glazing and internal insulation on the Council’s grade II-listed building, and ensuring all its electricity and heating comes from renewable sources.

By creating a local waste-management company in partnership with neighbouring authorities, it boosted its previously low recycling rates to 61% and now sends the **least waste per capita to landfill.**

In June 2019 it committed to ensuring all its own vehicles are **electric or hybrid**; making all homes (not just social housing) energy efficient; shifting to very low or zero carbon renewable electricity and heat generation; and **tree planting**. It is also seeking to significantly reduce emissions from road transport by switching to walking, cycling and **renewable-powered public transport.**

3.3 Summary of Potential Measures

Table 6 below summarises the potential measures that could be considered for each building, subject to detailed auditing and professional advice.

Table 6: Summary of Potential Energy Efficiency Measures

Building	Potential Measure						
	Energy Audit	Lighting Upgrade	Heating and Controls	Insulation	Solar Thermal	Solar PV	Onsite Monitoring
Kingfisher Leisure Centre	✓		✓	✓	✓	✓	✓
Hadleigh Leisure Centre*	✓		✓	✓	✓	✓	✓
Mid Suffolk Leisure Centre	✓	✓	✓	✓	✓	✓	✓
Stradbroke Leisure Centre	✓		✓		✓	✓	✓
Endeavour House**	✓						
Chilton Depot	✓					✓	✓
Wenham Magna Depot	✓					✓	✓
Creting Road Depot	✓						✓
54 Ipswich Street	✓	✓	✓	✓		✓	✓

*The swimming pool at Hadleigh Leisure Centre is due to be replaced in 2020, however it is understood that this will not include additional energy efficiency improvements to the wider leisure centre facilities.

** Endeavour House is owned by Suffolk County Council, therefore, Babergh and Mid Suffolk District Councils have no control. It is recommended however, that a mini energy audit be carried out to determine staff behaviours towards energy saving.

4. Additional Carbon Reduction Opportunities

The installation of solar PV provides an effective method of reducing the carbon emissions associated with the consumption of grid electricity. In addition to this, increasing the number of solar PV systems will make the energy network less vulnerable to threats, including energy supply issues.

4.1 Roof Top Solar PV

Analysis has been carried out to ascertain the potential for the **installation of roof mounted solar PV** systems across Babergh and Mid Suffolk District Councils' properties. By undertaking a desk-based survey of the properties (utilising Google Earth and street view images), the potential capacity for roof-mounted solar PV has been estimated.

It was not possible to ascertain the available roof space at the Chilton Depot and Wenham Magna Depot from the aerial imagery. However, it has been confirmed that the Councils are intending to scope out projects for ground-mounted solar PV at its Wenham Magna Depot and Creting Road Depot, at this stage the potential size of these installations is unknown.

The analysis identified 6 buildings (as shown in Table 7) with the potential roof space for solar PV installations.

The illustration suggests that it may be **potentially possible to avoid 111tCO₂e** by generating over **500,550kWh** of electricity on the buildings, which would be either used on site or exported back into the grid (Table 7).

Whilst this analysis provides illustrations of the potential for solar PV electricity generation at each site based on the information available, there are potential constraints and it would be necessary for each site to be surveyed professionally to ascertain the suitability of the building structure for solar installation and also the optimum system size for each site based on estimated consumption on site, available roof space and connectivity to the national grid.

The greatest savings would be found by installing solar on buildings with a high electricity demand such as swimming pools.

Table 7: Estimated Potential Solar PV Generation

Building	Estimated Subject to Full Structural and Professional Survey and Costings						Details
	Total area available for PV (m ²)	Total number of solar panels	Total system capacity (kWp)	Estimated Cost for a normal installation	Overall system output (kWh)	tCO ₂ e	
Kingfisher Leisure Centre	420	253	72	£83,034	57,946	12.8	Calculations based on solar PV installation on SW facing part of roof.
Hadleigh Leisure Centre	734	441	126	£145,112	101,268	22.4	Only the swimming pool at Hadleigh Leisure Centre is due to be replaced, therefore, calculations have still been carried out.
Mid Suffolk Leisure Centre	2,071	1,245	355	£409,438	285,730	63.2	The sports hall appears to have skylights and so has been excluded from these calculations.
Stradbroke Leisure Centre	379	228	65	£74,928	52,289	11.6	The main buildings' roof space does feature a few skylights however, it is believed that there are still opportunities for solar, using the flat roofed building at the rear and a small area under the skylights.
Endeavour House							Solar PV is already integrated into the glass atrium.
Chilton Depot							Unable to identify roof space.
Wenham Magna Depot							Unable to identify roof space. Potential for a ground-mounted solar PV system, although it is unknown what land there is available for this.
Creting Road Depot							The roof looks to be corrugated with asbestos with a considerable amount of space occupied by sky lights which is unsuitable for solar. Potential for a ground-mounted PV system, although it is unknown what land there is available for this.
54 Ipswich Street	24	14	4	£4,745	3,311	0.7	Roof space is not ideal for solar PV, but a small mounted installation may be possible.

This potential renewable electricity generation reduces the amount of imported electricity and **could save 2% of the Councils' total current emissions** footprint of 5,452tCO₂e per year.

The generation and exporting of renewable electricity also presents the opportunity to offset carbon emissions using the dual reporting method explained in section 5.

The approximate cost shown for each installation (totalling an estimated £717,257) is based on a benchmark installed cost of £1,154 per kWp and assumes a standard installation process is possible at each site. The Councils may be able to reduce this cost through the economies of scale should they carry out a large project over multiple sites.



Bristol City Council was the **first local authority to declare a climate emergency.**

The authority committed to making the Council **carbon neutral** by 2025 and the whole city by 2030.

As part of the Council's [Implementation Plan](#) for direct emissions to become carbon neutral by 2025, the **energy efficiency of the Council's own buildings** will be improved, the **vehicle fleet will be electrified**, increased amounts of **renewable energy** will be generated on the Council's own land and fossil fuel "natural" gas will be replaced with **bio-gas, generated from food waste and sewage.**

4.2 Solar PV on Council Housing Stock

Between 2014 and 2016, Babergh and Mid Suffolk District Councils installed solar panels on around 2,150 Council-owned homes, with a combined total capacity of 5MWp. However, this does not contribute to direct offsetting targets due to the purchase transaction details.

It is unknown how many homes Babergh and Mid Suffolk District Councils own but should there be any without solar PV then it is recommended that an additional programme of works is undertaken to ensure PV is installed on all Council-owned homes. As highlighted in Babergh and Mid Suffolk Councils 2018/19 GHG report, the offsets associated with this scheme are currently claimed by the electricity companies as part of the purchase transaction, however, if Babergh and Mid Suffolk District Councils decide to use the dual reporting methodology, described in section 5, then the offsets could be claimed as part of their market based emissions.

In addition to this, Babergh and Mid Suffolk District Councils have also installed solar PV and other energy efficiency improvements across its sheltered housing schemes. It is therefore assumed that there wouldn't be any more significant savings to be achieved through the installation of additional solar PV on this housing stock.



Nottingham City Council set a target in January 2019 for [the whole city to be carbon neutral by 2028.](#)

Every new Council house built has **solar panels** while Council leaseholders have been offered discounted rates (**4,500 domestic properties** have benefitted). The local authority has also **retrofitted 400 Council properties** with energy efficiency technologies.

The Council has a target to plant at least **10,000 trees** by 2023 and is **creating bee-friendly areas** in all neighbourhoods.

It has one of the UK's largest fleets of **electric buses** and claims to have the world's largest fleet of **biogas double-decker buses**.

The waste-collection depot has **solar panels** on the roof, which charge the Council's fleet of **electric refuse vehicles** and street sweepers.

A **workplace parking levy** on employers providing 11 or more parking spaces for staff generates **£9m a year**, which is ringfenced for **renewable transport schemes** and has already paid for the city's new tram system. The trams are powered by the **Council's not-for-profit energy company**, which supplies all its electricity from renewable sources.

4.3 Solar PV Carport Opportunities

There may also be an opportunity to utilise open car parking spaces across the Councils' estate for the generation of renewable electricity, by installing solar PV panels on **purpose-built solar carports**. Babergh and Mid Suffolk District Councils are actively investigating the feasibility of solar PV car ports at their Kingfisher, Sudbury, and Stowmarket Leisure Centres. At this stage, it is unknown what the anticipated sizes of these scheme will be, or the potential carbon savings.



Aviva's Norwich office taken 'off-grid' with the installation of solar carports

The business has installed **solar car ports over 250 parking spaces** in one of its core sites in Norwich. This will generate an estimated **542,000 kWh per year**. Enough to power **138 homes** annually it is claimed, saving 171tCO₂e.



During periods of high generation Aviva's 1,000 staff on site are estimated to potentially **use 91%** of the generated electricity, with excess being sold to the grid.

Installed by **local suppliers** it includes **1,872 panels**

Each parking space is **prepared for electric vehicle chargers** to be added to meet user demand.



Exeter City Council finds a [solar solution for two car parks](#)



The installation at two of its multi-storey car parks includes **over 500 solar panels** generating **285,227 kWh** over **the top decks**, saving more than **150 tonnes CO₂e per year**.



Nottingham City Council takes the lead with [solar carports at its Leisure Centre](#).



Canopies have been installed over **40 parking spaces** with **448 PV panels** generating **56,000 kWh** of electricity per year.

4.4 Large Scale Solar Farm

Babergh and Mid Suffolk District Councils could also consider investing in renewable energy generation in the form of a large-scale ground mounted **solar farm**. Energy generated through the solar installation could provide an income stream and opportunity for carbon offsetting.

Forest Heath District Council acquired a **12.4MW solar farm** at Toggam Farm in Lakenheath in 2016, which, in its first year, generated **12,258MWh**.



This renewable electricity, enough to power around **3,300 homes**, is sold to the National Grid. This offsets the equivalent Carbon Dioxide emissions from **1,500 cars**, a saving of around **4,300 tCO_{2e}/year**.

Norfolk County Council owned Scottow Enterprise Park is home to a **49.9MW solar farm** at the former RAF Coltishall airbase, which consists of almost 200,000 solar panels.



This renewable electricity, enough to power around **15,000 homes**, and will achieve savings of around **15,000 tCO_{2e}/year**.

4.5 Minimise Fleet Emissions through Behavioural Change

A large proportion of Babergh and Mid Suffolk District Councils' GHG Emissions in 2018/19 are attributable to fleet vehicles. These support the provision of housing services, street cleaning and refuse collections, car parks, park and grounds maintenance and building cleaning.

During 2012/13, all Mid Suffolk District Council and Babergh District Council employees and Councillors undertook fuel efficiency driving training. As this was a number of years ago, it is recommended that Babergh and Mid Suffolk District Councils look into providing **driver efficiency training** and installing **telematics systems** where not already installed.

4.5.1 Telematics

Telematics systems can deliver insight and information to allow informed decisions to be made in making a fleet more cost effective and efficient. A telematics system can provide an immediate and accurate view on each vehicle's data which is useful for several purposes:

- Increase fuel efficiency and reduced fuel-wasting driving habits through e.g. true engine idling reminders.
- Alerts policies and reporting on things such as; activity, engine idling, harsh driving, ignition, speeding, etc.
- Fleet Management - smart scheduling, timesheets, mileage, emissions etc.
- Health and Safety compliance, improved driver safety and fleet security (asset recovery).
- Improved maintenance and asset reliability through reduced wear and tear, keeping track of service times, and monitoring asset health.
- Contributes to demonstrating the commitment to reduce carbon emissions.

There are a number of telematics systems which can be installed, depending on the individual requirements of the organisation and can be as simple as apps installed on employees' smart phones to fully integrated systems into vehicles electronics.

It is unknown whether Babergh and Mid Suffolk District Councils' fleet have telematics installed, however, average fuel savings of 5% are seen from telematics with some evidence for savings of up to 15% where systems are fully integrated into a business's structure.

The raised awareness can lead to safer and more measured driving styles and can also lead to reductions in insurance claims, prolonging of the lifespan of vehicles, reduced risk to the reputation of the brand or local authority.

The systems can be configured to generate reports highlighting any events occurring outside of pre-set parameters so that action can be taken without the need for constant monitoring by staff.

Systems with route planning included can automate the generation of multiple stop routes, with on-the-fly route reconfiguration and driver/customer updates to meet changing demands during the day.

Other benefits include; order management, route planning, dispatching, arrival & departure times, GPS tracking, and live updates.

4.5.2 Driver awareness training

Training employees to be more fuel efficient when driving can increase driver's miles per gallon (MPG) by 15%, helping organisations save on fuel costs.

Additional benefits of driver efficiency training include:

- Reduced wear and tear on tyres, brakes and clutches
- Reduced carbon footprint
- Fewer accidents – driver efficiency training encourages drivers to anticipate the road ahead, reducing the likelihood of accidents.

As seen in Table 9, even a 5% saving for Babergh and Mid Suffolk District Councils' entire fleet, including those that are contracted out, could translate to savings of £49,082/year with potential for savings of up to £147,245/year if fuel efficiency savings of 15% can be reached. This is based on the fuel consumption data for 2018/19 where diesel consumption across all scopes was 755,101 litres.

Table 9: Potential Fuel Efficiency Savings with Telematics and Driver Awareness

Telematics and training improvement	Fuel savings (diesel, litres/year)	Cost saving (£/year)	CO ₂ e saving (tCO ₂ e/year)
5% saving	37,755	£49,082	97.9
15% saving	113,265	£147,245	293.8

It is a realistic estimate that consideration of **telematics reporting** and undertaking **driver training** would result in a 5% reduction in fuel usage across the entire fleet. This could achieve carbon savings of **97.9 tCO₂e/year** which equates to around **1.8% of Babergh and Mid Suffolk District Councils' total GHG emissions** for 2018/2019.

Costs are normally subscription based and around £15 per vehicle per month. Further information on telematics and details for smarter driver training are available from the Energy Saving Trust in the report: www.energysavingtrust.org.uk/sites/default/files/Telematics.pdf.

It is appreciated that the introduction of telematics can be a controversial subject and consultation is required to ensure that all parties and stakeholders understand the objectives and scopes of such a project.



Northumberland County Council waste collection route optimisation.



When fully implemented the optimised waste collection route is expected to reduce fleet emissions by 12%, equivalent to **198tCO₂e**.

4.6 Upgrade Fleet from Diesel to Alternative Fuels or Electric

It is recommended that Babergh and Mid Suffolk District Councils investigate the potential for **replacing or retrofitting diesel vehicles** within their fleet with vehicles powered by alternative fuels or electric. Not only would this reduce carbon emissions, it will also make improvements to air quality. It is estimated that across the UK, 60% of deaths related to the combustion of fossil fuels are caused by the transport sector⁵.

From the data available it has not been possible to assess the patterns of use for each vehicle within the fleet (such as the average journey length and the hours of use per day) which will inform and affect decisions regarding which of the fleet vehicles are the most suitable for replacement with alternative fuels and which ones with electric equivalents. Important considerations for upgrading to electric vehicles are range and charging times and until Babergh and Mid Suffolk District Councils are fully satisfied with the technologies for electric vehicles, they are looking at interim measures which include alternative fuels, like biodiesel.

Caution should be taken when looking at biodiesel as an alternative fuel as while biodiesel produces lower carbon emissions than diesel at the point of combustion, there are land-use emissions changes associated with biodiesel that also require consideration. In 2015 EU policymakers set a limit on the growing consumption of land-based biofuels due to their potential to increase carbon emissions rather than decrease them.⁶ Consideration of the opportunities to make use of waste vegetable oil in the production of the biodiesel should therefore be investigated. The Greater London Authority has undertaken cost-benefit analysis of biodiesel and other alternative fuels in its report for the Mayor's Biodiesel Programme: www.london.gov.uk/sites/default/files/cost_benefit_analysis_full_report.pdf.

⁵ www.ashden.org/programmes/co-benefits

⁶ www.transportenvironment.org/news/biodiesel-increasing-eu-transport-emissions-4-instead-cutting-co2

In order to illustrate potential savings, it has been assumed that the 38 Euro 6 refuse collection vehicles within the fleet could be fuelled by biodiesel. In 2018/19, the vehicles included in Serco’s waste contract consumed 546,231l of diesel with associated emissions of 1,417tCO₂e/year.

Annual savings in running costs from switching to biodiesel are estimated to be in the region of **1,400tCO₂e/year** which equates to around **26% of Babergh and Mid Suffolk District Councils’ total GHG emissions** for 2018/2019.⁷

Table 10: Savings Associated with switching to biodiesel in refuse collection vehicles.

Current				Replacement				Savings	
Vehicle Type	Consumption per year (litres)	Cost (£ per year)	tCO ₂ e per year	Vehicle Type	Consumption per year (litres)	Cost (£ per year)	tCO ₂ e per year	Cost (£ per year)	tCO ₂ e per year
Diesel refuse collection	546,231	£710,100	1,417	Biodiesel refuse collection	546,231	£655,477	17	£54,623	1,400

The savings achieved by switching to biodiesel fuel outlined in the example above equate to a reduction of 89% in emissions. By scaling this up to their entire vehicle fleet, additional savings can be expected, although as previously discussed, caution is needed. An alternative is to look in more detail at liquefied natural gas (LNG) as an alternative fuel, as used by Leeds City Council (see case study below), or compressed natural gas (CNG), as used by Liverpool City Council (see case study below). Furthermore, electric vehicles could be a more attractive proposition for the remaining fleet vehicles, such as vans and pool cars. However, a key benefit of using alternative fuels, is that it requires only minimal retrofitting as opposed to vehicle replacement.

⁷ Carbon emissions calculations have been calculated using Defra’s most recent conversion factors according to vehicle size. Government advisory fuel rates have been used for non-electric vehicles, and recommendations from professionals for electric vehicle fuel rates (see Fleet Industry News).

Liverpool City Council unveils biogas-powered refuse trucks



Liverpool City Council have agreed a new deal which will see 20 new refuse collection vehicles run on CNG. To achieve this, a CNG refuelling station has been fitted at its collection depot.

It is estimated that these vehicles will produce 80% less carbon, 90% less nitrogen oxide pollutants, and cut fuel costs by 35% compared to diesel-powered alternatives.

Liverpool City Council's head of service for Refuse and Recycling Harvey Mitchell said: "These gas-powered trucks are much cleaner, and also quieter, than traditional refuse collection vehicles, so we're confident they'll make a real difference to the local environment."



Leeds City Council Sign with Flogas to Power LNG Refuse Collection Vehicles



Leeds City Council collect around 306,000 tonnes of rubbish each year and have signed a contract with Flogas Britain to power its refuse collection fleet with LNG.

LNG is delivered to a Council-owned and run filling station, where it is compressed before being used to fuel the vehicles.

It is estimated that LNG reduces carbon emissions by 30% compared to diesel.

4.7 Reduce Business Mileage

It is recommended that Babergh and Mid Suffolk District Councils implement a programme of measures to reduce the business mileage that employees carry out in their own vehicles. In 2018/19 staff and Councillors claimed travelling expenses for 586,500 miles. Suggested actions would include the following:

- Communicate on driver efficiency and provide low cost/free driver efficiency training
- Promote the use of electric pool cars in place of staff using their own fossil fuel vehicles
- Install electric charging points for the use of staff and consider introducing benefits such as free or reduced cost parking for electric vehicles
- Encourage the use of video conferencing and alternatives to the need to travel

Annual savings through a combination of some or all of these measures could achieve a 10% saving in carbon emissions associated with business mileage which equates to **16tCO₂e/year** and approximately **0.3% of Babergh and Mid Suffolk District Councils' total GHG emissions** for 2018/2019.



Leeds City Council is on its way to having [95 electric vehicles](#) on its fleet in total.



The Council has a goal of making its **entire fleet zero or ultra-low** emission by 2025. Meanwhile, [Dundee City Council](#) has **87 EVs** and [Swansea Council](#) has around **40**.



Mitie accelerates **electric vehicle** rollout with its **250th vehicle** delivered.



Mitie is committed to switching 20% of its small van and car fleet to electric by the end of 2020. As of January 2020, the company have **200 electric cars** and **50 electric vans** in their fleet and **400 more vehicles on order**.



Sheffield City Council and Veolia are working together to trial **electric bin lorries** that are powered by the **waste** they have collected.



Existing refuse collection lorries have been **retrofitted with electric batteries** which will be charged from the **energy generated from residual waste** burned at the city's Energy Recovery Facility.

5. Renewable Energy Supply and Tariffs

Babergh and Mid Suffolk District Councils currently use a 'Blue tariff' which guarantees electricity supply from low carbon energy sources, in this case, this is supplied from nuclear energy. However, there are also options for **renewable energy**, and **low carbon gas** tariffs. This lower carbon

sourcing can be viewed as a 'donation' to the environment or may potentially be reflected in the carbon emission reporting of the organisation.

These tariffs generally have a **price premium**, which may vary depending on the generation blend. Usually this price premium is used to reinvest in future low-carbon generation technologies and ensure supply of renewable electricity to the grid.



In 2019, **Sheffield City Council** committed to purchasing electricity generated from 100% renewable sources would cost an additional £13,000 for 2019/20.

It is essential to ensure that the 'renewable' or 'low carbon' electricity purchased is backed by **renewable energy certificates**. Many electricity suppliers have more than one electricity product and it is important to ensure that certificates have been allocated to each product without double counting. This can be done using certificate serial numbers or third-party assurance.

Electricity tariffs which meet the **Quality Criteria** have an **emission reduction percentage** applied. This percentage can then be used to reduce the **Scope 2** emissions reported under dual reporting. The same carbon emission reduction can be obtained by using qualifying green gas suppliers and applying that reduction to the Scope 1 gas emissions.

This percentage reduction can be as high as 100% from some suppliers for 100% renewable electricity supplies at www.goodenergy.co.uk/business/emissions-reporting/.



Ecotricity has recently secured a contract with **Isle of Wight Council** to supply their Council buildings, including care homes and leisure centres, with **100% renewable energy**.



Whilst **Bristol City Council**, are establishing their own **gas and electricity companies** which support and invest in local renewables, as well as offering **green tariffs to their local communities**.

Organisations may then be able to use renewable energy certificates to **report dual carbon emissions** for their electricity and gas consumption using **location-based emissions** and **market-based emissions**. Location-based emissions are accounted for using the emissions factor for national grid electricity, whereas market-based emissions are reflective of an organisations' procurement decisions and require certificates to allow for the reduction percentage, described above, to be applied.

The Blue electricity tariff from EDF Energy that Babergh and Mid Suffolk District Councils currently use is eligible for a reduction on scope 2 emissions as it is certified by Generator Declarations. However, further clarification is needed on which properties the tariff covers and what the reduction percentage would be, before this can be applied.

In order to reduce scope 1 emissions, Babergh and Mid Suffolk Councils should consider a low carbon gas tariff which provides certification to report in the same way as renewable electricity.

Excess electricity produced from solar PV or wind generation on the authority's buildings, that is subsequently exported, can also be offset in a dual report, reducing the overall emissions footprint.

Assuming the validity of the Councils' Blue tariff for its electricity supply and that gas could also be supplied through a certified low carbon tariff, Scope 2 emissions of 1,720 tCO₂e (27%) in 2018/19 and the Scope 1 emissions of 1,689 tCO₂e (28%) in 2018/19 would be reduced to zero. Giving a **total saving of 55%**.

In reality it may not be feasible to move all supplies, and the tariffs available may offer a lower rate of offset than 100%.



Renewable Energy Purchasing And Scope 2 Emissions Calculations

Corporations purchasing **renewable, green energy tariffs** may be able to **dual report** their scope 2 carbon emissions. The supplier must be able to provide a Guarantee of Origin, Renewable Energy Certificate, Power Purchase Agreement or other contract which meets the **Quality Criteria**. This will state the **reduction percentage**, approved for that supplier and specific tariff, that can be applied to the appropriate **Scope 2 emissions**. The organisation must report **both** this ‘Market’ based emission figure and the usual ‘Location’ based **emissions**.

BOX 3

In this example, a clothing manufacturer decides to reduce their emissions through purchasing carbon offsets and a green tariff that meet the good quality criteria set out by Defra. This does not impact on their reported Scope 2 figure where they apply a ‘Grid Rolling Average’ emission factor to their purchased green tariff electricity.

Scope 1	15,000
Scope 2	10,000
Total annual gross emissions (tCO₂e/year)	25,000
<hr/>	
Purchased Carbon Offsets ¹	(5,000)
Purchased Green Tariff ²	(5,000)
Total annual net emissions (tCO₂e/year)	15,000

1 We purchased 5,000 carbon credits from Carbon Offsetting Ltd. The credits are from Project 0939: Yutan Hydroelectric Project. The credits are Kyoto-compliant Certified Emission Reductions (CERs) covered by the Clean Development Mechanism (CDM). Project documentation can be found here: <http://cdm.unfccc.int/Projects/DB/DNV-CUK1171524749.54/view>

2 We purchased all our electricity from Green Electricity Ltd. We use their Eco + green tariff. This tariff is certified under the independent certification scheme based on OFGEM's Final Green Supply Guidelines. The Eco + tariff offsets 50% of the carbon emissions from the tariff using Kyoto-compliant Certified Emission Reductions (CERs). Therefore we have reduced our emissions from the consumption of purchased electricity by 50%. This equates to a carbon saving of 5,000 tonnes of CO₂e per year.

Further guidance on how to report on renewable energy use and align with the Greenhouse Gas Protocol is available at ghgprotocol.org/scope_2_guidance

Information on the reporting of certified Green Gas Tariffs can be found at the Green Gas Certification Scheme at www.greengas.org.uk/ and at Avieco www.carbonsmart.co.uk/greenhouse-gas-reporting-to-reflect-natural-gas-tariffs-containing-biomethane/

DEFRA Guidance on how to measure and report your greenhouse gas emissions assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/69282/pb13309-ghg-guidance-0909011.pdf

Carbon Trust Guide to Renewable Power & GHG Scope 2 Reporting
www.carbontrust.com/news-and-events/insights/scope-2-reporting-guidance-the-dawn-of-a-new-era-for-green-electricity

Information on EDF's Blue tariff is available at www.edfenergy.com/large-business/buy-energy/blue-business

6. Carbon Offsetting

It is clear that Babergh and Mid Suffolk District Councils' zero carbon ambition cannot be achieved through improvements in fabric efficiency, fleet management and the incorporation of renewable energy alone and therefore off-site carbon abatement is likely to be required through **carbon offset schemes**.

Carbon offsetting involves paying projects or providers to reduce or offset emissions when you are not able to reduce your own carbon footprint any further. Projects need to be additional to what would have happened without the funding (termed *additionality*), and are required to evidence other key characteristics to ensure the integrity and credibility of an offset.

It should be emphasised that the most effective and environmentally sound way to reduce an organisation's carbon emissions is to:

- Focus on reducing internal direct emissions of burning fossil fuel and use of electricity from the grid
- Reduce indirect emissions from your supply chain both up and downstream, influence others to reduce emissions

Organisations should therefore **only use carbon offsets after exhausting these avenues**. Key to this is developing an offsetting strategy, with **targets for offsetting** which can be reduced over time as other **carbon reduction actions** are implemented, and by ensuring that only high-quality offsets are purchased from verified projects that genuinely create credible emissions reductions.

The Carbon Trust have developed a three-stage approach to developing an offsetting strategy and this is available at www.sustainabilityexchange.ac.uk/files/ct_offset_strategies.pdf.



Carbon sequestration is the process of increasing the **carbon content of a carbon reservoir** other than the atmosphere.

Third party offset schemes vary widely in terms of the cost, though a fairly typical fee would be between **£10-20 for each tonne of CO₂ offset** through an offsetting or carbon balancing scheme. This cost per tonne is likely to come down with the offsetting of larger volumes of emissions.

For example, this would mean that to offset **25% of total GHG emissions** for the year 2018/2019 would cost in the region of **£20,445** (1,363tCO₂e x £15 = £20,445).

6.1 Carbon Offsetting Projects and Verification

Although tree planting is often what springs to mind, carbon offsetting can take many forms including renewable energy projects, agriculture, energy efficiency, afforestation, and rainforest protection.

The 2019 UK Climate Change Committee 'Net Zero Report' highlights how the way we farm and use our land in the UK has the potential to provide **carbon sequestration** which will help zero carbon targets to be achieved.⁸ Natural England also outlines how different types of land use can sequester carbon at differing rates in its report 'Carbon Storage by Habitat'.⁹



Carbon sink is any process, activity or mechanism that removes a greenhouse gas or a precursor of a greenhouse gas from the atmosphere.

Several standards exist to verify the efficacy of offsets which take into account the additionality, permanence (will it still be there in 50 years' time?) as well as any 'leakage' in the form of detrimental effects outside of the project area attributable to project activities.

Woodland Carbon Units (WCU) quantify carbon sequestration attributed to the creation of woodland within the UK. A Woodland Carbon Unit is a tonne of CO₂e which has been sequestered in a Woodland Carbon Code verified woodland. It has been independently verified, is guaranteed to be there, and can be used by UK companies to report against emissions or use in claims of carbon neutrality as soon as it is purchased.¹⁰

Although these are certified to the **Woodland Carbon Code**, they are not termed offsets or carbon credits because they do not meet all aspects of 'additionality' requirements, in common with all domestic emissions reduction projects. However, this does not mean that it is inappropriate to finance UK domestic projects, as doing so helps the UK to meet its targets efficiently and it is felt that these could legitimately be used as part of Babergh and Mid Suffolk District Councils' strategy to become carbon neutral.

6.2 Babergh and Mid Suffolk District Councils' Opportunities for Offsetting

Whilst offsetting is generally moving away from simple tree-planting towards clean energy projects, in a largely rural area such as Babergh and Mid Suffolk District Councils there is potential to develop or invest in projects to offset carbon emissions through the implementation of improved agricultural practices, or conservation of natural environments. **Friends of the Earth recommends that**

⁸ www.theccc.org.uk/wp-content/uploads/2019/05/Net-Zero-The-UKs-contribution-to-stopping-global-warming.pdf

⁹ publications.naturalengland.org.uk/publication/1412347

¹⁰ www.woodlandcarboncode.org.uk/buy-carbon/what-are-woodland-carbon-units

Councils use their land to drawdown carbon (e.g. through tree planting)¹¹. This land could be managed to offset carbon through tree planting and soil carbon management by partnering with other organisations.

Maple Farm Kelsale is a 138-hectare [organic farm](#) near Saxmundham, Suffolk which has been working with the Woodland Trust over several years to implement an ongoing [agroforestry scheme](#) through which trees are planted in 'alleys' across what were previously large fields. The alley planting aims to improve soil structure and prevent soil erosion, [improve biodiversity and sequester carbon](#) - whilst still allowing farm machinery access to work the land.

A recent report from the Intergovernmental Panel on Climate Change also suggests measures to mitigate climate change including replanting forests and using more trees as part of '**agroforestry**' **schemes on farms**.



By managing the **roadside verges** across the county, Lincolnshire County Council's '[Verge Grass to Biomass](#)' project has been **offsetting its carbon emissions** and lowering its carbon footprint.

Through the use of anaerobic digesters they are **creating clean energy** from verge cuttings. **Verges grow wild** over summer in order to encourage **pollinators** such as butterflies and bees instead of mowing them.

At the end of the summer, the grass is mown and the long cuttings sent to be used as **biofuel**. Removing the cuttings from the roadside also helps to encourage and protect wildflowers, increasing biodiversity and slowing down the regrowth of grass, **reducing** the need for **roadside cutting** and reducing the associated **costs**.

The key to Babergh and Mid Suffolk District Councils' plans would be to ensure that any project, which was supported in order to offset emissions, should be able to demonstrate additionality (i.e. the project needs to be additional to what would have happened without the Councils' intervention),

¹¹ Friends of the Earth's *33 Actions Local Authorities Can Take to Tackle Climate Change* is available at: policy.friendsoftheearth.uk/insight/33-actions-local-authorities-can-take-climate-change

whilst also evidencing ways in which it can help meet other Sustainable Development Goals¹² and benefit local stakeholders.

It is recommended that Babergh and Mid Suffolk District Councils consider how existing environmental management networks¹³ could work in partnership to identify and deliver suitable carbon offsetting projects. Larger organisations working within both Babergh and Mid Suffolk District Councils' areas, such as Philips Avent, Bosch, and Nestle Purina could also provide opportunities for partnership working on carbon offsetting.

Carbon Offset Funds and the [Planning Process](#).

Where local authorities **require the development of new homes to be zero carbon**, a combination of minimising on-site carbon emissions and [offsetting emissions](#) can be applied.

In situations where **100% reduction** in carbon emissions cannot be achieved on-site, Councils can establish a **Carbon Offset Fund** for financial contributions from developers.

This can enable the zero-carbon standard to be met through **projects off-site**. Investments in the fund can then be used elsewhere within the local area to achieve carbon savings.

In the Greater London Authority's Supplementary Planning Guidance the price of carbon offsets for their Carbon Offset Fund is **£60 per tonne**, which is paid by the developers, per year, **for 30 years**.

Local authorities outside of London are also introducing carbon offset funds. [Milton Keynes](#) has been operating one since 2008 and [Southampton](#) since 2015.

¹² sustainabledevelopment.un.org/?menu=1300

¹³ See Appendix 3: Register of Environmental Management Partnerships/Networks in *Babergh and Mid Suffolk District Council Environmental Policy to 2023*

7. Grants and Funding Opportunities

7.1 Solar PV

The **Suffolk Climate Change Partnership** (SCCP) is looking to establish power purchase agreements (PPAs) with organisations across Suffolk which have a large electricity demand and a big roof through its **'Investable Opportunities' scheme for solar PV**. SCCP will provide the capital for the solar PV installation and sell the electricity back to the partner organisation at a reduced cost.



Sentinel Leisure (who manage some of East Suffolk Council's leisure facilities) are working with SCCP to install a solar PV array at Nirvana Fitness, which would be owned by Suffolk County Council using the **power purchase agreement** model.

For more information on this scheme please contact rex.kellett@groundwork.org.uk

For more information on power purchase agreements, please visit www.engie.co.uk/energy/power-purchase/introducing-power-purchase-agreements-ppas/.

7.2 EV Charging

In 2016 the Department for Transport launched the On-Street Residential Charge Point Scheme, offering **funding for local authorities to buy and install electric car charge points**. The scheme makes available up to 75% of the cost of procuring and installing charge points. Local authorities can fund the remaining costs through public and private sources.

Grants are also available to Local Authorities wishing to install charge points at workplaces. www.gov.uk/government/publications/workplace-charging-scheme-guidance-for-applicants-installers-and-manufacturers.

Plug-in-Suffolk offers potential site owners, such as car park operators, the opportunity to install EV charge points with contactless card payment options, see www.greensuffolk.org/plug-in-suffolk/.

For further information on grants for local authorities to provide on-street residential charge points see www.gov.uk/government/publications/grants-for-local-authorities-to-provide-residential-on-street-chargepoints.

7.3 Funding for Woodland Creation to Support Carbon Storage

Increasing the number of green spaces within communities provides a variety of benefits, in addition to reducing emissions, which include reducing flood risk, and overheating, and can also improve air quality. Green spaces have also been shown to have a positive impact on life expectancy and physical and mental wellbeing.

If Babergh and Mid Suffolk District Councils were to plant 2,350 trees, it is estimated that **52tCO₂e per year** would be saved and would cost approximately **£308,000**.

The **Woodland Carbon Fund** supports the planting of productive, multi-purpose woodlands to store carbon.

The scheme offers capital funding for the creation of new woodland of 10 hectares or more, including the planting of trees and costs of protection items including tree guards, fencing and gates. The funding rate (80% or 100% of costs) depends upon whether your site is in a 'priority place' near to urban areas which give access to the public on foot.¹⁴

There is more information, including the eligibility criteria at: www.gov.uk/guidance/woodland-carbon-fund.

Selling **Carbon Credits** can also provide additional income and support projects which are not cost-effective with a woodland creation grant alone. To be able to sell carbon credits the project needs to be registered with the Woodland Carbon Code within 2 years from the start of planting. Validation/verification to this standard provides assurance of the carbon savings and access to the voluntary carbon market.

There are also grants available to help groups develop a Woodland Carbon Fund compliant project through the **Woodland Creation Planning Grant**.¹⁵

The **Woodland Carbon Guarantee (WCaG)** is an incentive scheme which will provide long-term (30-35 years) payments for carbon sequestration to landowners in England who plant new woodlands. The WCaG will offer successful participants the option to sell woodland carbon units (WCUs) to government at a guaranteed price set by auction, which may be above current market rates.

The WCaG will guarantee a price for carbon that will be paid as a woodland grows, providing payments for up to 35 years after planting. The guarantee holder will also have the option to sell the WCUs on the open market. It is expected that these payments will supplement establishment and, where available, maintenance grants.

¹⁴ There are some 'priority places around Felixstowe which could benefit from this 100% funding rate. See map at :

assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/691642/Woodland_Carbon_Fund_priority_places_map.pdf

¹⁵ www.gov.uk/guidance/woodland-creation-planning-grant

Details of the WCaG application process can be found here www.gov.uk/guidance/woodland-carbon-guarantee.

The **Urban Tree Challenge Fund** (UTCf) provides funding to support the planting and establishment of large and small trees in urban and peri-urban areas in England. The fund is competitive and targeted at projects that can provide the greatest environmental, social and economic benefits in our towns and cities.

The fund offers up to 50% of published standard costs to support the planting and establishment of urban and peri-urban trees. The UTCf is a challenge fund, which means applicants are required to provide at least 50% match funding from other sources, which can be in the form of money or labour.¹⁶ Applications for year 1 are now closed.

National Lottery Awards for All England will support organisations, including statutory bodies, with smaller funding grants of between £300 and £10,000. The projects have to improve the places and spaces that matter to communities as well as involve communities. More information can be found here www.tnlcommunityfund.org.uk/funding/programmes/national-lottery-awards-for-all-england#section-3.

The Woodland Trust can support landowners, including local authorities, with woodland creation guidance and funding through their MOREwoods project. The Woodland Trust also provide schools and communities with free trees.

Applications are considered each year in the lead up to the planting season (autumn and winter) and successful applications will get advice from woodland creation specialists who can make recommendations for the species mix and design of any new woodland.

MOREwoods funding applies to sites of at least 0.5 ha (1.25 acres) of non-wooded land in total at between 1000 and 1600 trees per hectare. If your scheme is approved and you are able to plant and maintain the trees yourself, they will cover up to 75% of the cost of the trees, tree protection and support.

Further information on the MOREwoods projects is available here www.woodlandtrust.org.uk/plant-trees/large-scale-planting/.

Further information on free trees for schools and communities is available here www.woodlandtrust.org.uk/plant-trees/schools-and-communities/.

¹⁶ www.gov.uk/guidance/urban-tree-challenge-fund



Harlow Council have held three **community tree planting days** since December 2019, where residents and groups are invited to join local Councillors and Council staff to plant trees and create two new community groves.



As part of its [roadmap to carbon neutrality](#), **Cornwall Council** has proposed a **'Forest for Cornwall'**.

This will involve **planting** 32 square miles or about **2%** of Cornwall's land mass with trees to **absorb carbon**.

It has been estimated that over time this forest could sequester around **1%** of Cornwall's annual **carbon footprint** at a cost of between **£25 and £30 million**.

The Council's plan highlights the fact that emissions reductions are **not accounted** for within the **first five years of planting** and that the rate of **carbon draw down increases over time**, according to the Forestry Commission.

Cornwall Council's plan also outlines its intention to develop a **voluntary carbon offset** scheme for Cornwall to help **fund tree planting** through the sale of Woodland Carbon Units to organisations wishing to evidence carbon neutral operations; involving partners such as the **Local Nature Partnership**, landowners, the **National Trust, the Duchy**, South West Water and the Forestry Commission.

8. Tools for Local Authorities

SCATTER is a free tool for local authorities to help standardise their greenhouse gas reporting and align to international frameworks. The tool can also be used to develop a credible decarbonisation pathway for a local authority to implement in line with their emissions targets. This is done by allowing the user to choose ambition thresholds across more than 45 emission reduction interventions.

For more information please contact Sarah Gill on 07720098980 or sarah.gill@groundwork.org.uk, or visit scattercities.com/.

Alongside SCATTER, the **Tyndall Carbon Targeter** has been developed by the University of Manchester and the Tyndall Centre and can help local authorities better understand the scale of the challenge when addressing climate change through local action. The free tool calculates a maximum carbon budget for the selected area, as well as projected emissions reduction pathway, interim carbon budgets and average emissions reduction rate.

More information can be found at carbonbudget.manchester.ac.uk/about/

Sustainable energy charity Ashden has produced a **‘Climate Action Co-Benefits Toolkit’** specifically designed for Councils which outlines how engaging people through structures like citizens’ panels and connecting climate policy to the needs of everyone, can demonstrate that the consequences of climate action can improve lives, not diminish them.

The toolkit is available to download at www.ashden.org/programmes/co-benefits

Non-governmental organisations are also getting involved and offering advice on how Councils are best placed to take action on climate change. **Friends of the Earth** believes that a local authority’s three overarching strategic actions should be to:

- Make a political commitment to reduce carbon emissions;
- Develop carbon reduction pathways, climate compliant strategies and plans; and
- Raise funds for action.

Friends of the Earth’s *33 Actions Local Authorities Can Take to Tackle Climate Change* is available at: policy.friendsoftheearth.uk/insight/33-actions-local-authorities-can-take-climate-change

Ashden and Friends of the Earth have joined forces to put together an evidence-based list of the most effective actions Councils can take on climate. The **31 Climate Actions for Councils** are quantified in terms of likely carbon savings, approximate costs and co-benefits. They also point to examples of best practice around the UK.

The list of actions can be downloaded from www.ashden.org/programmes/top-31-climate-actions-for-Councils.

In May 2012 the UK’s Committee on Climate Change published a report on **‘How local authorities can reduce emissions and manage climate risk’** which outlines the potential opportunities which exist for Councils to reduce the emissions associated with their own estate and operations, as well as the wider impact they can have on reducing emissions at the local level, whether through the planning system, sustainable waste management or transport infrastructure.

The report is available at www.theccc.org.uk/wp-content/uploads/2012/05/LA-Report_final.pdf

The Energy Savings Trust can provide support and information on how local authorities can reduce the associated impacts of their own fleets and their employees' travel through their **Local Government Support Programme**. This includes supporting the sharing of best practice and helping to identify transport programmes at a local and regional level that will help make a real difference in air quality and achieve emissions reductions.

Details of the support available can be found at www.energysavingtrust.org.uk/transport/local-authorities/local-government-support-programme.

The **RE:FIT framework** is a competitively tendered energy performance contracting framework which facilitates energy services companies to retrofit public sector buildings with energy reduction and generation measures.

When entering into a contract with a public sector organisation, the energy services company guarantees the energy savings from the works that it is undertaking over a given period. Organisations are therefore assured of a secure financial saving.

More information is available at www.crowncommercial.gov.uk/agreements/RM3768.

Groundwork Suffolk can provide further assessments, energy audits on individual buildings and help quantify carbon reductions over time, supporting local authority officers in meeting their carbon commitments.

Please contact Rex Kellett on 01473 350370 or Suffolk@groundwork.org.uk

Appendix 1: Details of Council Properties

Most Recent DEC Rating and Benchmark Energy Consumption Data Sourced during Desk-based Survey.

Building	Total Current Energy Consumption kWh (electricity and gas)	Total Current Energy Consumption litres (heating oil)	Latest DEC rating	Latest DEC rating	Date of Latest DEC rating	Total Current Energy Consumption kWh/m ² (electricity and gas)	Benchmark Energy Consumption for a GOOD building of this type kWh/m ²	Benchmark Energy Consumption for a TYPICAL building of this type kWh/m ²
Kingfisher Leisure Centre	3,748,464	N/A	E	114	27/01/2020	1,019	360	750
Hadleigh Leisure Centre	1,056,781	N/A	D	96	09/04/2013	622	360	750
Mid Suffolk Leisure Centre	2,992,340	N/A	C	61	15/02/2019	432	360	750
Stradbroke Leisure Centre	548,767	N/A	E	125	16/11/2015	844	725	1,573
Endeavour House*	492,096	N/A	E	106	23/05/2018	201	183	320
Chilton Depot	73,000	N/A	Not Available				183	320
Wenham Magna Depot	7,542	4,490	Not Available				183	320
Creeting Road Depot	110,132	36,465	Not Available				183	320
54 Ipswich Street	Not available	Not available	F	139	12/04/2013	Not Available	183	320

*Energy consumption data for Endeavour House is assumed as 14% given this is space occupied by Babergh and Mid Suffolk District Councils.

The following assessment of each property is based on the available data from the most recent DEC reports, Bing and Google Maps aerial and street view data and information provided by Babergh and Mid Suffolk District Councils. It is recommended that a thorough, up to date assessment is made of the current condition of each property.

Kingfisher Leisure Centre

Kingfisher Leisure Centre is classified as a Swimming Pool Centre; Dry Sports and Leisure Facility, has a useful internal floor area of 3,623m² and is heated and mechanically ventilated.

The most recent DEC was issued 27/01/2020 and gave the building an Energy performance Asset Rating of E (114). Previous assessments in 2018 and 2017 have rated the building as D (86) and D (85), respectively.

When benchmarked against similar facilities, the most recent year's total energy consumption (gas and electricity) is 183% above what is expected from a GOOD property and 36% above what is expected from a TYPICAL property. When broken down to each energy type, electricity usage at Kingfisher Leisure Centre is 21% above TYPICAL, and gas usage is 40% above TYPICAL.

The Leisure Centre has undergone significant refurbishment in 2019 and 2020, which includes LED lighting upgrades, as well as improved heating and mechanical ventilation. The Centre is also being extended to double the size of the health and fitness facility which may offset some of the expected energy savings but nonetheless, improvements are expected over the coming years. It is recommended that once all the works have been completed, a full energy audit and energy monitoring should be completed to ensure all systems and equipment is operating effectively and efficiently, and to also identify areas for future improvements.

There is an active assessment underway to determine the viability of solar car port, but to go further, it is recommended that an assessment is completed for roof mounted solar PV as well, as this will further reduce electricity consumption from the grid. Solar thermal should also be a consideration as it can be used to top up the pool and will also be used in the showers and hand basins.

It has also been confirmed that a replacement of the water filter backwash cleaning unit and associated heat recovery is underway at Kingfisher Leisure Centre which will lead to carbon savings, although it is unknown by how much.

Electric car charge points have also been installed at Kingfisher Leisure Centre.

Hadleigh Leisure Centre

The building is around 50 years old and is classified as a Dry Sports and Leisure Facility with a useful internal floor area of 1,698m² and is heated and mechanically ventilated.

The most recent DEC was issued 27/01/2020 and gave the building an Energy performance Asset Rating of D (96). Previous assessments in 2019 and 2018 have rated the building as D (86) and D (84), respectively.

When benchmarked against similar facilities, the most recent year's total energy consumption (gas and electricity) is 73% above what is expected from a GOOD property but 17% below what is expected from a TYPICAL property, placing Hadleigh between the two ratings. The reason for this is that in terms of gas consumption, the property is performing better than expected from a TYPICAL property, and therefore, is consuming more electricity than would be expected from a TYPICAL property.

Some improvement works have been completed in recent years, notably the air conditioning external plant. However, there are still areas for further improvement on the mechanical and filtration aspects. Babergh District Council have recognised this, and have taken the decision to demolish the current swimming pool and replace with new swimming facilities. The new swimming pool is currently being built and is due to open to the public in Summer 2020. It is recommended that once the new pool is open, energy should be monitored regularly to ensure all systems and equipment are operating efficiently. A full energy audit should also be undertaken to identify any areas where further investments could be made across the wider leisure facilities that would have an impact on the energy efficiency of the leisure centre as a whole.

It is also recommended that an assessment into the viability of solar PV is undertaken, either on the roof or as a car port. as this will reduce electricity consumption from the grid. Solar thermal should also be a consideration as it can be used to top up the pool and will also be used in the showers and hand basins.

Mid Suffolk Leisure Centre

Mid Suffolk Leisure Centre is classified as a Dry Sports and Leisure Facility with a useful floor area of 6,920m² and is heated and mechanically ventilated.

The most recent DEC was issued 15/02/2019 and gave the building an Energy performance Asset Rating of C (61). Previous assessments in 2018, 2017, and 2016 have rated the building as C (61), C (68), and C (67) respectively, showing an improvement particularly during 2017.

When benchmarked against similar facilities, the most recent year's total energy consumption (gas and electricity) is 20% above what is expected from a GOOD property but 42% below what is expected from a TYPICAL property, placing Mid Suffolk Leisure Centre between the two ratings. For the property to reach GOOD status, electricity consumption as measured per m² would need to improve by 16% and gas consumption by 71%.

It is unclear what refurbishment works have already taken place, however, Mid Suffolk District Council have secured funding to allow for a complete refurbishment of the Leisure Centre with detailed plans and timescales yet to be finalised. It is anticipated that these works will include energy efficiency improvements but a full energy audit is recommended to determine exactly what energy efficiency improvements should be considered during the refurbishment.

There is an active assessment underway to determine the viability of a solar car port, but to go further, it is recommended that an assessment is completed for roof mounted solar PV as well, as this will further reduce electricity consumption from the grid. Solar thermal should also be a consideration as it can be used to top up the pool and will also be used in the showers and hand basins.

It is anticipated that electric car charge points will be installed at Mid Suffolk Leisure Centre as Mid Suffolk District Council continues their roll-out programmes.

Stradbroke Leisure Centre

Stradbroke Leisure Centre is classified as a Swimming Pool Centre with a useful floor space of 650m² and is heated and mechanically ventilated.

The most recent DEC was issued 16/11/2015 and gave the building an Energy Performance Asset Rating of E (125). A previous assessment in 2013, rated the building as F (133), suggesting that improvements have been made.

When benchmarked against similar facilities, the most recent year's total energy consumption (electric only), is 16% above what is expected of a GOOD facility, and 46% below what is expected from a TYPICAL facility.

It is unclear what improvements have already been undertaken, however, it is anticipated that Stradbroke Leisure Centre will receive funding for some improvement works, although it is not known what these will consist of. It is recommended that a full energy audit be carried out on site to determine what energy efficiency improvement works are needed, and should be considered under the impending refurbishment.

There is an active assessment underway to determine the viability of a solar car port, but to go further, it is recommended that an assessment is completed for roof mounted solar PV as well, as this will further reduce electricity consumption from the grid. Solar thermal should also be a

consideration as it can be used to top up the pool and will also be used in the showers and hand basins.

It is anticipated that electric car charge points will be installed at Stradbroke Leisure Centre as Mid Suffolk District Council continues their roll-out programmes.

Mid Suffolk District Council have also identified the potential for ground source heat pumps at Stradbroke Leisure Centre, however, a scoping report has not been undertaken for this yet. It is recommended that this project is progressed and a feasibility report undertaken.

Endeavour House

Endeavour House was built in the early 2000s and is classified as a General Office with a useful floor area of 17,500m². The building has been occupied by Suffolk County Council since completion and became their headquarters. In 2017, Babergh and Mid Suffolk District Councils moved from their separate headquarters in Hadleigh and Needham Market, respectively, to Endeavour House in Ipswich. It is estimated that Babergh and Mid Suffolk Councils occupy 14% (2,450m²) of the total floorspace available.

The most recent DEC was issued 04/12/2019 and gave the building an Energy Performance Asset Rating of E (106). Previous assessments in June 2019 and 2018 rated the building as E (106) and F (130), respectively, suggesting that improvements have been made over 2018/19.

When benchmarked against similar properties, the most recent year's total energy consumption is 10% above what is expected of a GOOD property and 37% below what is expected of a TYPICAL property, placing Endeavour House between those two ratings. This is due to more electricity being consumed than expected, as consumption is 20% above what is expected from a TYPICAL property and 88% above GOOD. Gas consumption, on the other hand, compares extremely well and is 57% below what is expected from GOOD.

At the time of construction, a solar PV system was integrated into the glass atrium and south facing façade, to generate 84,000 kWh electricity and save 36.1 tCO₂e annually. The system also provides shading to reduce solar gain.

As the property is not owned by Babergh and Mid Suffolk Councils, many recommendations are not suitable, however, it is worth doing a mini energy audit to determine staff behaviours when it comes to turning appliances off etc. If Babergh and Mid Suffolk District Councils could engage with Suffolk County Council on improving the energy efficiency of the building then it is recommended that a full energy audit and monitoring be carried out, particularly to determine the effectiveness of the solar PV, given that the system is nearly 20 years old.

Chilton Depot

The size and age of this building is unknown and no DEC rating is available so while there is electricity consumption data available, it is not possible to assess the energy performance of this property.

It is understood that in 2017 the property underwent refurbishment where LED lighting was installed as well as infra-red heaters.

It is recommended that a full energy audit be undertaken to understand how this building compares to similar properties, the audit will also identify areas where further improvements could be made.

An energy monitoring schedule should also be set up to ensure accurate data collection which will aid future greenhouse gas emissions reports.

Babergh District Council have identified the potential for a ground-mounted solar PV system but are yet to scope this project out. It is recommended that a feasibility study is conducted to further this project.

Wenham Magna Depot

The size and age of this building is unknown and no DEC rating is available so while there is electricity consumption data available, it is not possible to assess the energy performance of this property.

It is recommended that a full energy audit be undertaken to understand how this building compares to similar properties, the audit will also identify what energy efficiency measures have been installed and areas where further improvements could be made. An energy monitoring schedule should also be set up to ensure accurate data collection which will aid future greenhouse gas emissions reports.

It is also recommended that an assessment into the viability of solar PV is undertaken as this will reduce electricity consumption from the grid.

Creting Road Depot

The size and age of this building is unknown and no DEC rating is available so while there is electricity consumption data available, it is not possible to assess the energy performance of this property.

It is recommended that a full energy audit be undertaken to understand how this building compares to similar properties, the audit will also identify what energy efficiency measures have been installed and areas where further improvements could be made. An energy monitoring schedule should also be set up to ensure accurate data collection which will aid future greenhouse gas emissions reports.

Mid Suffolk District Council have identified the potential for a ground-mounted solar PV system but are yet to scope this project out. It is recommended that a feasibility study is conducted to further this project.

54 Ipswich Street

Coinciding with the Councils' move to Endeavour House in 2017, Babergh and Mid Suffolk District Councils opened a Customer Service point in an existing building along Stowmarket's Ipswich Street. The building is classed as B1 Offices and Workshop and has a useful floor space of 657m².

The most recent DEC was issued 12/04/2013 and gave the building an Energy Performance Asset Rating of F (139) with no previous assessments available for the property.

Energy consumption for the building was unavailable and so benchmarking has not been possible. However, for a similar property, a GOOD rating would achieve a total energy consumption of 183 kWh/m² and 320 kWh/m² for a TYPICAL rating.

It is recommended that an energy monitoring system is put in place to ensure energy usage is being recorded as this will give a better understanding of how this building performs when compared to similar properties, it will also aid future greenhouse gas reports. It is also recommended that a full energy audit is completed to identify areas that may require improvement, particularly as it is

unknown whether any energy efficiency improvements were made prior to the Councils taking ownership.

It is also recommended that an assessment into the viability of solar PV is undertaken as this will reduce electricity consumption from the grid.

Appendix 2 Priority Actions for Carbon Reduction Pathways

Environmental Aspect	Environmental Impact	Actions	Next steps
Building Energy Use	Electricity (Scope 2 emissions)	<p>Assess opportunities for behavioural change amongst Council employees (and customers/residents).</p> <p>Prioritise buildings for energy efficiency upgrades (LED lighting; equipment upgrades).</p> <p>Consider opportunities to install solar PV on Council properties (also ground mounted solar farms, carports).</p> <p>Look at the opportunities to report your Blue electricity tariff under dual reporting.</p>	<p>Benchmark buildings across portfolio to highlight those with greatest need for improvements.</p> <p>Prioritise energy/carbon reduction actions.</p> <p>Establish indicative costs and carbon savings for actions.</p>
	Gas (Scope 1 emissions)	<p>Assess opportunities for improved insulation of buildings and technologies to reduce gas use.</p> <p>Assess opportunities for improved controls and behavioural change.</p> <p>Look at the options available for purchasing gas from green tariffs.</p>	<p>Benchmark buildings across portfolio to highlight those with greatest need for improvements.</p>

Transport	Fleet mileage (Scope 1)	<p>Implement driver eco-awareness training and improved route planning and telematics.</p> <p>Ensure rapid transition of fleet vehicles to electric and/or fuel-efficient alternatives.</p> <p>Put in place EV charging infrastructure and/or the infrastructure for alternative fuels.</p>	<p>Pinpoint areas where you can reduce wasteful or polluting behaviours (e.g. excessive idling, harsh acceleration and speeding).</p> <p>Telematics can identify ways to make significant cost savings.</p> <p>Look at the vehicles on the fleet now and when they are due to be replaced (focus on worst performing e.g. Euro 3 or 4).</p> <p>Assess which vehicles could be replaced with low and zero emission vehicles, and which are allocated to drivers whose job role may mean they will need a petrol or diesel model for a further three or four years.</p> <p>EV charging can help to push forward the adoption of less polluting vehicles as well as provide a potential revenue stream for a local authority.</p>
	Business mileage (Scope 3)	<p>Focus on behavioural change; incentives to minimise business mileage or encourage use of electric pool car.</p> <p>Support the development of car sharing and/or parking restrictions to achieve behavioural change.</p> <p>Put in place EV charging infrastructure.</p>	<p>Consider whether technology such as screen sharing and conference calling reduce the need to travel in the first instance.</p> <p>Are there alternative travel methods to consider, for example utilising public transport, introducing pool vehicles/car sharing and cycle-to-work schemes and initiatives?</p>

Offsetting	Trees and greenspaces	<p>Use Council land to drawdown carbon (e.g. tree planting).</p> <p>Invest in carbon offset/carbon balancing schemes with verified outputs.</p>	<p>Council land could be managed to offset carbon (e.g. through tree planting, soil carbon management, etc.).</p> <p>Managing green spaces alongside roads and in urban settings can also contribute.</p> <p>Work in partnership with local schemes and interested parties to develop innovative climate mitigation and carbon offset schemes. Investigate opportunities for funding.</p>
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Groundwork Suffolk.

March 2020

on behalf of Babergh and Mid Suffolk District Council

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Appendix F

PROPOSALS FOR BABERGH AND MID SUFFOLK CABINETS ON CLIMATE CHANGE ACTIONS

Introduction

At Full Council meetings in July 2019 Babergh & Mid Suffolk District Councils recognised the existence of a climate emergency and committed to investigating ways in which it could reduce its own emissions and to supporting the Suffolk-wide aim to become carbon neutral by 2030.

The motions have been combined below to reflect both Councils:

“This Council pledges to:

- 1. Declare a climate emergency.*
- 2. Set up a Task Force, commencing by September 2019, to examine ways in which Babergh & Mid Suffolk District Council will respond to the climate change challenge on a spend to save basis, with the ambition to make Babergh & Mid Suffolk District Councils carbon neutral by 2030.*
- 3. To work with partners across the county and region, including the LEP and the Public Sector Leaders, towards the aspiration of making the county of Suffolk carbon neutral by 2030.*
- 4. To work with Government to a) deliver its 25-year Environment Plan and b) increase the powers and resources available to local authorities in order to make the 2030 target easier to achieve.”*

Scope and Work of the Task Force

The Task Force was convened in response to climate change motions passed by both Councils in July 2019. Its role is to make recommendations to Cabinet(s) on opportunities and actions to protect and improve the environment, both in the way in which the Councils jointly carry out their own operations and initiatives, and through partnership working.

The Task Force will consider how best to embed environmental considerations that support the districts climate change and biodiversity ambitions into future decision-making, alongside wider social and economic factors. Further to recommend an approach to delivering net zero carbon emissions from BMSDC by 2030, in line with the original motion, to be presented for Cabinet approval.

The Councils along with Suffolk County Council and other local authorities recognise the need to act decisively to respond to the commitments it has made. One of the first steps must be to ensure that there is clarity about the effects of current operations and to understand where the most potential lies

for improvement. This will enable resources to be prioritised to achieve maximum benefit. Further work, beyond the scope and term of this Task Force, will be required with partner organisations to tackle emissions across Suffolk.

Setting up the Task Force began in September 2019, with the following meetings taking place:

9 th October 2019	Renewables & Low Carbon Energy
12 th November 2019	Biodiversity
10 th December 2019	Planning & Housing
11 th February 2020	Waste, Transport & Travel (Waste item moved from January)

The members of the Task Force are:

Cllr Jessica Fleming, Portfolio Holder for Environment, MSDC
 Cllr Elisabeth Malvisi, Portfolio Holder for Environment, BDC
 Cllr James Caston, MSDC
 Cllr Clive Arthey, BDC
 Cllr John Field, MSDC
 Cllr Robert Lindsay, BDC

Cllr Andrew Mellen, MSDC
 Cllr Leigh Jamieson, BDC
 Cllr Sue Carpendale, BDC
 Cllr Daniel Pratt, MSDC
 Cllr Trevor Cresswell, BDC

Agendas and minutes for the meetings can be found on our website [here](#).

The proposals contained in this document have been produced through the findings of Task Force in liaison with Groundworks Suffolk, as well as other supporting organisations such as Suffolk Waste Partnership, Greater South East Energy Hub and Suffolk Wildlife Trust.

Key Findings of the Task Force

Our Carbon Emissions:

Local Authorities in England have been requested by Government to measure and report annually on their greenhouse gas emissions. The Babergh & Mid Suffolk Councils' Greenhouse Gas Report 2018/19 is the baseline year against which future reports will be measured.

Babergh & Mid Suffolk Councils have worked with Groundwork Suffolk on the data and opportunities within this plan. Groundwork Suffolk is a local organisation, created in 1985, which works with individuals & community organisations, proactive public & private sector organisations, and innovative local businesses to empower these communities to take charge of their lives, green spaces, and local environments.

The Environment Team within Babergh & Mid Suffolk District Councils gave our raw emissions data to Groundwork Suffolk for them to analyse. They studied this data and reported back to the Councils on key priorities and recommendations in order to inform decision-making.

Based on the data in the Green House Gas Report 18/19 and supporting data, Babergh and Mid Suffolk Councils Carbon Footprint for the period 18/19 has been calculated to be 5,452tCO₂e. The breakdown is shown in Table Two below.

2018/19	tCO ₂ e
Scope 1 (Fleet)	395
Scope 1 (Heating oil)	34
Scope 1 (Natural gas)	879
Scope 2 (Electricity)	654
Scope 3 (Mileage)	1,582
Scope 3 (Electricity)	661
Scope 3 (Natural gas)	1,247
Total (tCO₂e)	5,452

Table Two Breakdown of emissions by scope

The Green House Gas Reports produced by Babergh and Mid Suffolk District Councils follow the principles of the GHG Protocol, an internationally recognised standard for corporate accounting and reporting of greenhouse gas emissions. Under the protocol all six greenhouse gases are taken into consideration namely, carbon dioxide (CO₂), methane (CH₄), nitrous oxide (N₂O), perfluorocarbons (PFCs), hydrofluorocarbons (HFCs) and sulphur hexafluoride (SF₆) and are reported collectively in terms of tonnes of carbon dioxide equivalent (tCO₂e).

From Babergh and Mid Suffolk District Councils' 2018/19 greenhouse gas report their three scopes are set out in Table Three below.

Scope	
1	These are emissions from fuels that the Councils directly consume e.g. gas, diesel, petrol in the direct delivery of Council business by Council employees and members.
2	These are indirect emissions such as electricity consumed in Council premises.
3	These are emissions derived from third party contractors providing services on behalf of the Councils.

Table Three Scope definitions

Current Climate Change Initiatives:

Babergh and Mid Suffolk District Councils have undertaken carbon reduction projects such as a major refurbishment programme for their sheltered housing schemes which has included the installation of air source heat pumps, solar PV systems and LED lighting upgrades. Looking forward, BMSDC are also piloting solar car parks across all larger car parks in Babergh and Mid Suffolk to generate and store electricity. As well as developing an opportunity for a heat and power network to be created at Gateway 14.

Table Four shows a number of initiatives that the Councils are involved in. This list is not exhaustive, though clearly shows that the Councils have a role in both leading and as a key part in the Suffolk-wide strategy.

Warm Homes Fund	National Grid and Community Interest Company, Affordable Warmth Solution (AWS) launched a £150m Warm Homes Fund to support local authorities to address some of the issues affecting fuel poor households. Babergh & Mid Suffolk District Councils, along with other Suffolk Councils were successful in being awarded funding for the next three years to install first time central heating systems in fuel poor households. Find out more about the Warm Homes scheme
Fuel Poverty	The Energy Company Obligation (ECO) requires large energy companies to help improve the energy efficiency of domestic homes by discounting the cost of improvement works. This applies to certain households who are struggling to pay their energy bills and are defined as being in fuel poverty. Suffolk’s councils have jointly published criteria, in a Statement of Intent, enabling them to identify households that would benefit from such improvements under the Government’s ECO flex scheme. Improvements are often fully funded where the household meets particular criteria and is at risk of fuel poverty. Find out more
BEE Anglia	The Business Energy Efficiency (BEE) Anglia programme provides free support to eligible organisations in Suffolk and Norfolk to help them become more energy efficient. Find out more about BEE
Suffolk Carbon Charter	The Suffolk Carbon Charter is an award recognising carbon reduction measures in Suffolk's small and medium businesses - i.e. those with fewer than 250 FTEs (Full Time Equivalent staff). More details on how businesses can apply and be accredited

Recycling	In depth information and support to help Suffolk residents reduce their waste with helpful suggestions for how to reduce, reuse and recycle can be found on the Suffolk Recycling Website . All kerbside waste, when it can't be recycled goes to the Suffolk Energy from Waste plant which powers more than 30,000 homes.
Improved Refuse Collections	In 2019, Babergh and Mid Suffolk re-routed its waste collection rounds to ensure our collection service was as efficient and effective as it can be for continued growth. This enabled us to make our rounds more fuel efficient and reduce the impact on the environment, while offering a better waste collection service for current and future residents. Head to our waste pages
Tree for Life	To promote the benefits which planting trees brings to communities, Babergh and Mid Suffolk District Councils offer all families a tree to mark the arrival of every new child. Find out more about the Tree for Life scheme.
Paperless Billing	The Council offer residents and businesses the ability to go paperless with their council tax and business rates bills. Find out how to go paperless
Greenways Countryside Project	Greenways Countryside Project volunteers protect and enhance the countryside, landscape and open space across an area of about 100 square kilometres in and around the town of Ipswich. Find out more about the project

Table Four Examples of current climate change initiatives

Our Greatest Opportunities to Reduce Emissions

There are two main areas that present immediate opportunities. These are the two highest areas of emissions, but also have the greatest opportunity for impact.

These are:

Building Energy Use	<ul style="list-style-type: none"> - There are options to move to purchasing green energy from green tariffs - Upgrade opportunities to make the buildings more energy efficient - Exploring the options available to collect and use our own green energy
Transport	<ul style="list-style-type: none"> - To minimise business mileage (particularly achievable in light of Covid-19) - Move to an alternative fuel source such as HVO (Hydrotreated Vegetable Oil) - Ensure any new fleet is the best standard possible (e.g. Euro 6)

	- Transition to electric or other non-fossil fuelled fleet where possible, including investing in infrastructure
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These areas, as well as the opportunities, have been discussed within the Task Force meetings and have been recommended by the work undertaken by Groundwork Suffolk.

Key Proposals

The proposals specified in this plan are based predominantly on a ‘business as usual’ scenario. However, at the time of drafting, the UK is in ‘lockdown’ in response to the Covid-19 pandemic. The implications of possible future restrictions to combat the disease are not known and could impact on some of the proposals detailed below.

Many of the proposals require scoping and/or feasibility studies to determine viability, need, cost, timing or the extent of work required. Table Five defines the criteria used for estimating the costs and carbon savings or impact of such actions.

Costs	Carbon Impact/Savings
Existing – to be met from existing and already identified resource	Enabling – action will not save carbon directly but will help create an environment where other actions can take place to save carbon or create climate resilience
Low – <£50k required for the project or approach	Low – reduce carbon emissions in this area by <10%
Medium – >£50k and <£200k required for the project or approach	Medium – reduce carbon emissions in this area by between >10% and <25%
High – >£200k required for the project or approach	High – reduce carbon emissions in this area by >25%
	Offset – action will create an offset
	Adaptation – action will help adapt to current and/or future impacts of climate change

Table Five Definitions of costs and carbon impacts/savings

This report sets out the findings of the Task Force under the key themes that the group explored as part of their work, with additional sections added where other proposals are suggested.

1. Renewable & Low Carbon Energy
2. Housing
3. Planning
4. Waste & Fleet
5. Travel & Transport
6. Council & Commercial Estate
7. Customer Transformation & ICT
8. Business & Communities
9. Culture Change & Governance

	Proposal	Originator	Cost	Carbon Impact/Saving
1	Renewable & Low Carbon Energy			
1.1	We will review the Grid system across the Districts, working with the Energy Sector to understand what is achievable and how to grow the capability of the Grid.	<ul style="list-style-type: none"> Climate Change Task Force (Oct 19) Greater South East Energy Hub AD for Economy 	Cost to review: Low Cost to add capacity: High	Enabling
1.2	We will explore opportunities for renewable energy generation, with a view to removing our reliance on the grid e.g. solar farms, solar car ports, battery storage. This will include options for Council-owned land/buildings and other investment opportunities.	<ul style="list-style-type: none"> Climate Change Task Force (Oct 19) AD for Economy Greater South East Energy Hub Groundwork Suffolk 	Medium/High (depending on scale)	Medium/High (depending on scale)
1.3	We will investigate the potential for the Councils' usage of gas to be moved to a certified low carbon tariff (gas currently purchased through Vertas).	<ul style="list-style-type: none"> Climate Change Task Force (Oct 19) Greater South East Energy Hub Groundwork Suffolk 	Medium	High
1.4	We will investigate with our partners, the potential for gas and electricity usage at the Councils' four leisure centres to be moved to certified low carbon tariffs (energy currently purchased by Abbeycroft Leisure and Everyone Active). Make this a prerequisite of any future tender for the service. Any renewable energy supplier should confirm that their sources do not generate energy using live timber imports such as pelletised wood used by Drax.	<ul style="list-style-type: none"> Climate Change Task Force (Oct 19) Greater South East Energy Hub Groundwork Suffolk 	Medium	High (less if renewable energy generation is installed)
2	Housing			
2.1	We will review policy and regulation for energy conservation reduction and efficiency to understand how this can be standardised for the Councils' new builds and retrofits.	<ul style="list-style-type: none"> Climate Change Task Force (Oct 19) Greater South East Energy Hub Groundwork Suffolk 	High	Enabling

	Proposal	Originator	Cost	Carbon Impact/Saving
		<ul style="list-style-type: none"> AD for Economy 		
2.2	Proposed Housing Strategy revised action: Include measures to improve the environmental performance of our housing stock within the HRA business plan and capital programme.	<ul style="list-style-type: none"> Climate Change Task Force (Dec 19) AD for Housing 	High	High
2.3	Proposed Housing Strategy revised action: Seek the resources to assess the environmental performance of our housing stock and determine what additional prioritised actions we are going to take to reduce carbon emissions and contribute to our climate emergency objectives.	<ul style="list-style-type: none"> Climate Change Task Force (Dec 19) AD for Housing 	Existing	Enabling
2.4	Proposed Housing Strategy revised action: Implement a programme of upgrades to heating systems in council stock, replacing oil systems wherever possible and prioritising heat pumps where appropriate. This should be done on a case by case basis, rather than applying to the whole of the council stock as different solutions will be needed. Specific budget will need to be established. Ensure joint working across Suffolk to make use of external funding opportunities.	<ul style="list-style-type: none"> Climate Change Task Force (Dec 19) AD for Housing 	Existing	High
2.5	Proposed Housing Strategy revised action: Develop an approach to increase the number of private tenants who receive support in respect of housing conditions and energy efficiency standards, to ensure we take more effective action against landlords in the private rental sector.	<ul style="list-style-type: none"> Climate Change Task Force (Dec 19) AD for Housing 	Existing/Low	Medium
2.6	Proposed Housing Strategy revised action: Increase the current grants scheme for private landlords to install modern and efficient heating and insulation systems, to improve the health and wellbeing of residents and the energy efficiency of the homes.	<ul style="list-style-type: none"> Climate Change Task Force (Dec 19) AD for Housing 	Medium	Medium
2.7	Proposed Housing Strategy revised action: Prepare a broad specification for new build Council stock, to include consideration of passive technologies and measures to increase accessibility, by March 2021.	<ul style="list-style-type: none"> Climate Change Task Force (Dec 19) AD for Housing 	Low/Medium	Medium
2.8	<i>Fuel Poverty:</i>	<ul style="list-style-type: none"> Climate Change Task Force (Oct & Dec 19) 	High	Enabling/Adaption

	Proposal	Originator	Cost	Carbon Impact/Saving
	<p>a) Conduct a review focusing on the need to ensure social and financial dilemmas are met for all, not just those who can afford the greener technology.</p> <p>b) Off Grid Hybrid Heat Solution option: How to decarbonise homes on oil.</p>	<ul style="list-style-type: none"> Greater South East Energy Hub AD for Housing Groundwork Suffolk 		
2.9	Analysis the Social Housing Green Paper to understand suggested reform, more regulation, and its implications on budget (likely to affect new builds, rather than retrofitting existing stock).	<ul style="list-style-type: none"> Climate Change Task Force (Dec 19) AD for Housing 	High	Enabling
2.10	Development The Affordable Home Strategy and specification to include Climate Change and the Environment Homes and Action Strategy, including 5-year action plan.	<ul style="list-style-type: none"> Climate Change Task Force (Dec 19) AD for Housing 	High	Enabling
3	Planning			
3.1	Engage experts (such as the Tindall Centre) to help understand best practice when creating physical structures to last for next 50 years, as technology changes quickly.	<ul style="list-style-type: none"> Climate Change Task Force (Dec 19) AD for Planning & Sustainable Communities 	Medium	Enabling/Adaption
3.2	Analysis the Suffolk Design Charter to understand implications on the Councils as well as ambition to push further with our own building projects to become an exemplar. Agreed that this should be an influencing document rather than an SPD. Further, that early developer engagement should become an action of the team. It should also be committed to across the whole organisation.	<ul style="list-style-type: none"> Climate Change Task Force (Dec 19) AD for Planning & Sustainable Communities 	High	Enabling/Adaption
3.3	Through the Joint Local Plan, improve the energy and water efficiency of new homes to be built over 18-20 years. Require new development to maximise the uptake in sustainable and active travel'	<ul style="list-style-type: none"> Climate Change Task Force (Oct 19) Greater South East Energy Hub AD for Planning & Sustainable Communities 	Medium	Enabling/Adaptation

	Proposal	Originator	Cost	Carbon Impact/Saving
3.4	We will investigate the feasibility of requiring developers to pay into a Carbon Offset Fund for the carbon emissions of all new homes built. We will research best practice from Offset Funds operated by other local authorities.	<ul style="list-style-type: none"> Climate Change Task Force (Dec 19) AD for Planning & Sustainable Communities 	High	Enabling/Adaption
3.5	We will, through decision making on planning applications, promote development to be fully resilient to the future impacts of climate change in order to minimise vulnerability of people and property.	<ul style="list-style-type: none"> Climate Change Task Force (Dec 19) AD for Planning & Sustainable Communities 	Existing	Enabling
3.6	We will include policies in the Local Plan that encourage and support innovative and proactive approaches to design and opportunities to deliver decentralised energy systems powered by a renewable or low carbon source and associated infrastructure, including community-led initiatives.	<ul style="list-style-type: none"> Climate Change Task Force (Dec 19) AD for Planning & Sustainable Communities 	Existing	Enabling
3.7	We will include policies in the Local Plan that require new development to achieve high levels of energy efficiency and minimise carbon emissions (subject to the outcomes of the Future Homes Standard consultation and implementation of any changes to the Building Regulations).	<ul style="list-style-type: none"> Climate Change Task Force (Dec 19) AD for Planning & Sustainable Communities 	Existing	Enabling
3.8	We will ensure a sustainable pattern of development supported by low carbon transport infrastructure by ensuring: <ul style="list-style-type: none"> All of development proposals that are expected to, or likely to have a major impact on the highway infrastructure, incorporate a travel plan, in accordance with County/National Guidance. All of all development proposals incorporate provision for walking, cycling (including storage) and public transport, linkages to networks and electric vehicle charging. 	<ul style="list-style-type: none"> Climate Change Task Force (Dec 19) AD for Planning & Sustainable Communities 	Existing	Enabling
3.9	We will ensure the Local Plan embeds climate change measures which ensures new developments minimise climate change vulnerability and provides	<ul style="list-style-type: none"> Climate Change Task Force (Dec 19) 	Low	Enabling

	Proposal	Originator	Cost	Carbon Impact/Saving
	resilience to impacts arising from climate change subject to evidence, feasibility, viability, consultation, and examination.	<ul style="list-style-type: none"> AD for Planning & Sustainable Communities 		
3.10	We will, subject to the Environment Bill progressing, develop an approach in planning policy and implementation to securing biodiversity net gain.	<ul style="list-style-type: none"> Climate Change Task Force (Dec 19) AD for Planning & Sustainable Communities 	Low	Enabling
3.11	We will seek to ensure the Local Plan includes a clear strategy and policies for climate change adaptation, including measures to address flood risk and management of flood zones, sustainable drainage systems, and green infrastructure as part of new developments. Subject to feasibility, viability, consultation and examination.	<ul style="list-style-type: none"> Climate Change Task Force (Dec 19) AD for Planning & Sustainable Communities 	Low	Enabling/Adaptation
4	Waste & Fleet			
4.1	<i>Environment Bill:</i> Following the publication of the revised Environment Bill – understand and map further opportunities to review our waste services, introduction of weekly food waste collections, kerbside glass collections and free Garden Waste Collections.	<ul style="list-style-type: none"> Climate Change Task Force (Feb 20) Suffolk Waste Partnership Dennis Eagle AD for Environment 	High	Enabling
4.2	We will investigate opportunities to develop waste-to-energy schemes, including diverting food and horticultural waste to anaerobic digestion - linked to above a treatment option for collected Food Waste required for Suffolk.	<ul style="list-style-type: none"> Climate Change Task Force (Feb 20) Suffolk Waste Partnership AD for Environment 	High	Enabling
4.3	We will develop and implement a plan for replacing the vehicle fleet (Waste Services, Public Realm and BMBS) with electric or other zero carbon fuelled vehicles when they reach end of life. Proposal to cover the investment need for both infrastructure and vehicles, as well as the associated carbon emission saving.	<ul style="list-style-type: none"> Climate Change Task Force (Feb 20) Dennis Eagle AD for Environment & AD Housing 	High	High

	Proposal	Originator	Cost	Carbon Impact/Saving
		<ul style="list-style-type: none"> Groundwork Suffolk 		
4.4	Minimisation and reduction of Organic Waste: Community composting initiatives, proposed building up the number of community compost experts and promoting food waste into the narrative for local people, review ways to stimulate the public to reduce and home compost organic waste.	<ul style="list-style-type: none"> Suffolk Waste Partnership Climate Change Task Force (Feb 20) AD for Environment 	Existing	Low
4.5	Ongoing – Waste Minimisation and Recycling initiatives supporting the reduction in residual waste and increased recycling	<ul style="list-style-type: none"> Suffolk Waste Partnership Climate Change Task Force (Feb 20) AD for Environment 	Existing	Low
4.6	We will secure the transition of Council fleet vehicles to electric or other zero carbon fuel sources such as HVO. Produce a feasibility study including a costed proposal, for using low carbon fuel in the Refuse Collection fleet in place of diesel (as an interim measure prior to full replacement with electric or renewable fuel vehicles). All Euro 6 standard vehicles have the ability to use alternative fuel without the need to retrofit.	<ul style="list-style-type: none"> Ongoing waste strategy Climate Change Task Force (Feb 20) Dennis Eagle AD for Environment & AD Housing 	High	High
4.7	<p>We will develop a Grey Fleet mileage reduction plan for staff and councillors' vehicles used for business, including:</p> <ul style="list-style-type: none"> Establish a culture of phone, video and web conferencing whenever practicable. Actively encourage working from home and to reduce staff commuting. Review pool vehicle provision, options to increase both the number of vehicles (electric/zero emission models) and base locations. Alternative operating models e.g. offering car salary sacrifice, business lease schemes or collective purchase/leasing of electric vehicles. <p>Review staff travel plan to consider vehicle emissions and encourage public transport and car sharing.</p>	<ul style="list-style-type: none"> Climate Change Task Force (Feb 20) AD for Corporate Resources AD for Environment AD for Customer Services 	Low/Medium (depending on scale of ambition)	Medium/High (depending on scale of ambition)

	Proposal	Originator	Cost	Carbon Impact/Saving
4.8	Council Cabinet and Committee papers will only be provided electronically.	<ul style="list-style-type: none"> Climate Change Task Force (Feb 20) ICT Corporate Manager 	Existing (but will achieve savings)	Low
4.9	We will undertake a baseline review of the Councils' consumption of paper and develop a plan to achieve year-on-year reduction in use.	<ul style="list-style-type: none"> Climate Change Task Force (Feb 20) ICT Corporate Manager 	Existing (but will achieve savings)	Low
4.10	We will investigate the consumption of single use plastics within Council offices and buildings and develop a plan to reduce and phase out usage.	<ul style="list-style-type: none"> Climate Change Task Force (Feb 20) Suffolk Waste Partnership Manager AD for Environment 	Low	Low
4.11	We will investigate the potential to move to grey water harvesting for use in mechanical and compact sweepers. Report on outcome of investigations, and if appropriate, produce business case for use of grey water.	<ul style="list-style-type: none"> AD for Environment 	Existing	Low
5	Transport & Travel (inc alternatives)			
5.1	We will review the Councils' existing parking policies to encourage a modal shift in transport from cars to alternative options.	<ul style="list-style-type: none"> Climate Change Task Force (Feb 20) AD for Environment 	Existing	Enabling
5.2	We will develop a district-wide plan for providing electric vehicle charging infrastructure on Council-owned land for public use. Plan will be developed based on the demand metrics from the recent installations and developments in the market.	<ul style="list-style-type: none"> Climate Change Task Force (Feb 20) AD for Environment 	Development of plan: Low Implementing a plan: High	Development of plan: Enabling Implementing a plan: High
5.3	We will undertake an evidence-based viability and needs assessment for on street electric vehicle charging infrastructure in the districts for the next 5- and 10-year periods. Assessment to identify need in residential and commercial areas, including taxi/Hackney Carriage ranks.	<ul style="list-style-type: none"> Climate Change Task Force (Oct 19 & Feb 20) Greater South East Energy Hub 	High	High

	Proposal	Originator	Cost	Carbon Impact/Saving
		<ul style="list-style-type: none"> AD for Environment & AD for Economy Groundwork Suffolk 		
5.4	We will use the Councils' licensing powers to incentivise the use of ultra-low and zero emission vehicles, and/or rolling phase out of older vehicles through raising of emission standards. Review and report on recommendations for the implementation of revised licence conditions.	<ul style="list-style-type: none"> Climate Change Task Force (Feb 20) AD for Environment 	Existing	Enabling
5.5	Investigate the opportunity to use of CIL and s106 to ensure sufficient infrastructure for cycling and walking.	<ul style="list-style-type: none"> Climate Change Task Force (May 20) 	High	Adaption
6	Council & Commercial Estate			
6.1	We will undertake an assessment for how to improve energy efficiency across the Councils' commercial estate (CIFCO) beyond that required by the Minimum Energy Efficiency Standard (MEES) regulations (which stipulate that all properties should have a minimum Energy Performance Certificate rating of E). Utilise the findings of the assessment to develop and adopt an Energy Action Plan setting out in detail the Councils' approach to reducing corporate energy use and carbon emissions and a target performance rating to be achieved.	<ul style="list-style-type: none"> AD for Assets & Investments Groundwork Suffolk 	High	Enabling
6.2	We will review and revise the Councils' standard commercial rental lease agreement to incorporate appropriate "green clauses" (such as requiring energy efficiency improvements). Develop a plan to transition new and existing leases to the revised agreement.	<ul style="list-style-type: none"> AD for Assets & Investments 	Existing	Enabling
6.3	We will carry out detailed energy audits of all Council buildings (depots, offices and leisure centres) to establish their performance, and improvement measures that are required to achieve optimum performance. Produce recommendations for each building/facility.	<ul style="list-style-type: none"> Groundwork Suffolk AD for Environment 	Low	Enabling
6.4	We will develop and deliver a long-term Carbon Management Plan for all Council-owned (non-domestic) buildings and infrastructure, based on the findings of the audits, to reduce energy use and bring them to as close to zero emission as possible. The plan will identify potential energy and carbon savings, with associated costs, estimated payback and timeframes.	<ul style="list-style-type: none"> Groundwork Suffolk AD for Environment 	High (but will result in significant reductions in energy costs)	High

	Proposal	Originator	Cost	Carbon Impact/Saving
6.5	We will ensure that new Council facilities are designed and built to the highest standards of energy efficiency following the Net Zero Operational Carbon approach to deliver zero carbon buildings. We will also aspire to the highest standards when refurbishing our existing stock.	<ul style="list-style-type: none"> AD for Environment AD for Assets & Investments 	Existing	High
6.6	We will develop a plan to significantly increase tree and hedgerow planting in the districts including: <ul style="list-style-type: none"> A target for planting on Council land. Investigating alternative funding options e.g. Woodland Trust funding; facilitating community groups to plant on Council land. Promote and facilitate community groups and individuals to increase tree and hedgerow planting on communal land and in private gardens. A management approach to secure long-term survival of trees and reduces need to cut down mature trees.	<ul style="list-style-type: none"> Climate Change Task Force (Nov 19) AD for Environment Suffolk Wildlife Trust Woodland Trust 	Medium (potentially low if alternative funding / model possible)	Offset/Enabling
6.7	We will develop and implement a plan for replacing fossil-fuelled horticultural and street scene equipment (such as mowers and strimmers) with electric appliances.	<ul style="list-style-type: none"> AD for Environment 	Existing (but will achieve savings)	Medium
7	Customer Transformation & ICT			
7.1	We will liaise with SCC to commission an energy audit of current ICT services, including identifying: <ul style="list-style-type: none"> Surplus hardware and energy demand through virtualisation of devices and implementation of Thin Client Terminal. Systems that can be migrated onto a network of remote servers hosted on the Internet (cloud). Options for improving remote working systems, encouraging smarter, more efficient working.	<ul style="list-style-type: none"> Climate Change Task Force (Feb 20) ICT Corporate Manager 	Low/Medium	Enabling
7.2	Investigate opportunities within current contracts to ensure the 'circular economy' model is used e.g. IT equipment and phones. Further, that this be built into future contracts where goods are purchased.	<ul style="list-style-type: none"> Climate Change Task Force (May 20) 	Low / Medium	Medium
8	Business & Communities			

	Proposal	Originator	Cost	Carbon Impact/Saving
8.1	We will work with partnership agencies to help businesses to develop low carbon business models and to secure investment to enable them to reduce their own carbon footprints and build climate resilience.	<ul style="list-style-type: none"> Climate Change Task Force (Oct 19) AD for Economy 	Existing/Low	Enabling
8.2	We will continue to support and promote the Suffolk LAs' 'BEE Anglia' programme offering free energy and environmental audits and consultancy to SMEs, together with a grants scheme for implementing energy efficiency and renewable generation measures.	<ul style="list-style-type: none"> Climate Change Task Force (Oct 19) AD for Economy AD for Environment 	Existing/Low	Enabling
8.3	We will work with partners to develop a strategy to develop workforce skills courses in environmental sciences and energy related subjects; particularly the development of technical courses to ensure there will be enough heat pump installers to meet future demand.	<ul style="list-style-type: none"> Climate Change Task Force (Oct 19) AD for Economy 	Existing/Low	Enabling
8.4	We will support local installers and supply chains to move to mass roll-out for heat pump and building energy efficiency retrofit costs in domestic properties and businesses.	<ul style="list-style-type: none"> Climate Change Task Force (Oct 19) AD for Economy 	Existing/Low	Enabling
8.5	We will, through our procurement process for energy/carbon works to our buildings, require contractors to positively impact the local green economy or use local sources which have a beneficial effect on the environment.	<ul style="list-style-type: none"> AD for Corporate Resources AD for Environment 	Existing/Low	Enabling
8.6	<p>We will work with local businesses to build resilience to climate impacts. We will assess the risks that climatic events pose and the opportunities available to prepare and respond, including:</p> <ul style="list-style-type: none"> Working with the Local Enterprise Partnership to put adaptation at the centre of local plans for local economic development. Working with the business community to raise awareness of the risks and opportunities to local businesses of projected climate impacts, including extreme weather events and impacts on resource availability. Providing support to businesses on developing business continuity plans and adaptation measures. <p>Undertaking a review of the risk and opportunities to our local tourist and hospitality industry of projected climate changes.</p>	<ul style="list-style-type: none"> AD for Environment AD for Economy 	Low	Enabling/Adaptation

	Proposal	Originator	Cost	Carbon Impact/Saving
8.7	<p>We will work with local communities to build resilience to climate impacts. We will assess the risks that climatic events pose and the opportunities available to prepare and respond, including:</p> <ul style="list-style-type: none"> Identifying communities at greatest risk from climate change (particularly flooding) and developing appropriate actions. Identifying stakeholders with greatest contact with communities and working with partners to build their capacity to provide the right information on community resilience to severe weather. Producing plans and processes to support and empower communities to build resilience to the impacts of future climate impacts and severe weather through community-led resilience plans. Producing plans and processes to support community resilience projects and signposting to sources of support and funding. <p>Monitor involvement of community level groups in resilience.</p>	<ul style="list-style-type: none"> Climate Change Task Force (Dec 19) AD for Environment AD for Sustainable Communities 	Low	Enabling/Adaptation
8.8	We will secure investment for energy improvement measures and infrastructure to improve local community resilience through the planning system by using S106 or Community Infrastructure Levy funding.	<ul style="list-style-type: none"> Climate Change Task Force (Dec 19) AD for Planning & Sustainable Communities 	Existing	Enabling/Adaptation
8.9	We will continue to provide community and voluntary groups with free energy audits and advice.	<ul style="list-style-type: none"> AD for Environment 	Existing	Enabling
8.10	We will continue the Councils' membership of the Suffolk Climate Change Partnership and actively participate in and promote its work and remit, including the production and implementation of the wider-Suffolk Climate Emergency Action Plan. Cabinet membership will continue to be a priority.	<ul style="list-style-type: none"> AD for Environment 	Existing	Enabling
9	Culture Change & Governance			
9.1	We will incorporate an environmental impact assessment in the Councils' reporting process for key Cabinet decisions including carbon emissions, climate adaptation and resilience and biodiversity and ensure that negative impacts are avoided or mitigated.	<ul style="list-style-type: none"> Climate Change Task Force AD for Environment 	Existing	Enabling

	Proposal	Originator	Cost	Carbon Impact/Saving
9.2	We will identify and, where necessary, review key Council strategies and policies likely to have an impact on climate change.	<ul style="list-style-type: none"> Climate Change Task Force AD for Environment 	Existing	Enabling
9.3	We will use guidance for ethical investments as part of our decisions for Council investments, such as Treasury Management and the Companies.	<ul style="list-style-type: none"> AD for Assets & Investments AD for Corporate Resources 	Existing	Enabling
9.4	We will develop and implement an environmental behavioural change and training programme for Council employees. The programme will focus on enabling staff to reduce energy costs and their carbon impact while at work and to assess carbon impacts where required for their roles. Teams will be encouraged to showcase positive changes.	<ul style="list-style-type: none"> Climate Change Task Force AD for Environment 	Low	Enabling/Low
9.5	<p>We will review existing procurement arrangements to ensure the Councils' supply chain is minimising carbon emissions and avoiding single use plastics. Revised guidance will be produced that incorporates sustainability and social value approaches and:</p> <ul style="list-style-type: none"> Defines and adopts 'whole life' costing of projects so that carbon and utility costs are considered together (not just initial capital cost). Encourages low energy use, more sustainable options and promotes local purchasing where possible. Includes a sustainability/environmental statement within tender documents, which will be provided to suppliers to ensure they prioritise sustainability within their proposals. <p>Sets a percentage weighting of supplier environmental performance in our selection process.</p>	<ul style="list-style-type: none"> AD for Corporate Resources AD for Environment 	Existing	Medium
9.6	<p>We will ensure that the Councils' business continuity planning is resilient to climate impacts by:</p> <ul style="list-style-type: none"> Annual assessments of business continuity plans, and reviews of live incidents. <p>Quarterly reviews of the Strategic Risk Register.</p>	<ul style="list-style-type: none"> AD for Environment 	Existing	Adaptation

Performance Management

The monitoring of this action plan will form part of the existing performance framework at Babergh and Mid Suffolk District Councils:

- 1) Performance Indicators will be developed to be included on the quarterly performance report
- 2) Carbon Budgeting will be included in reporting as soon as possible
- 3) Actions will be embedded within the relevant areas' service plan
- 4) These actions will integrate into the wider action plan that will accompany the new Environmental Strategy (2020)
- 5) Overview & Scrutiny may wish to add this to their workplan for regular review

Babergh and Mid Suffolk District Councils currently produce an annual Green House Gas Report. From this point forward there will be a wider report on the work against this plan to accompany the GHGR. Both reports will be published on the Councils' website.

Summary

These proposals set the foundations for how Babergh and Mid Suffolk District Councils will conduct its work going forward, in terms of its own responsibilities as well as its wider responsibility as an influencer. The plan has key actions that will take place in the short term, with the ability to start work immediately on longer term aspirations so that they can be timetabled into later versions of this action plan. There are clear actions around, energy, fuel and working remotely that will see the Councils working very differently within a year. Some actions require a change in culture, such as working virtually and removing paper. This has been the solution to continuing our work through the Covid-19 lockdown and so now more than ever we know that we can do this.

Appendix G

Feedback on Prioritised Proposals

Page #	Section	Item	Commenter	Comment	Task Force Chair Response to Comments
5	Our Greatest Opportunities to Reduce Emissions: Transport	Move to an alternative fuel source such as HVO (Hydrotreated Vegetable Oil)	Cllr Andrew Mellen	Is HVO environmentally friendly? We need to be clear about the feedstock source for HVO (waste oil = good, palm oil or other edible oils = bad). Supply will need to be from a certified source.	Good question and comment, both raised in TF meeting, strongly agree it must be from a certified source. HVO Fuel meets EN15940 standards & Fuel Quality Directive 2009/30/EC Annex 2. Has a Bio content of 100, Oxygen level of 0, Sulphur Content of <1, Specific Gravity of 0.78, Distillation level, C 200-300, Cetane Level <70, Stability from Oxidation – Excellent, Storage Stability – Excellent, Viscosity (40° mm ² /s) Beesley Fuels
8	1.4 (Renewable and Low Carbon Energy)	We will investigate with our partners, the potential for gas and electricity usage at the Councils' four leisure centres to be moved to certified low carbon tariffs from suppliers of such tariffs who the Carbon Trust recommends as being guaranteed from renewable resources (energy currently purchased by Abbeycroft Leisure and Everyone Active). Make this a prerequisite of any future tender for the service.	Cllr Robert Lindsay	According to the Carbon Trust, many sellers of Renewable Energy Certificates are only moderately reduce carbon and for example, do not produce biogas. They recommend just 3 UK suppliers who have their own biogas https://energysavingtrust.org.uk/home-energy-efficiency/switching-utilities/buying-green-electricity	Agree, any renewable energy supplier should confirm that their sources do not generate energy using live timber imports such as pelletised wood used by Drax.
9	2.3 (Housing)	Seek the resources to assess the environmental performance of our housing stock and determine what additional prioritised actions we are going to take to reduce carbon emissions and contribute to our climate emergency objectives.	Cllr Andrew Mellen	Don't we already know the performance of our housing stock through EPCs?	Housing are seeking to carry assessments of properties as part of the stock condition survey, in order to gain a better understanding of the opportunities for environmental improvements to our stock.

9	2.4 (Housing)	<p>Proposed Housing Strategy revised action: Implement a programme of upgrades to heating systems in council stock, replacing oil systems wherever possible and prioritising heat pumps where appropriate. Ongoing programme. This should be done on a case by case basis, rather than applying to the whole of the council stock as different solutions will be needed. Specific budget will need to be established. Ensure joint working across Suffolk to make use of external funding opportunities.</p>	Cllr Andrew Mellen	Add in "Priority should be given to maximising energy conservation measures (uprating insulation, windows and doors) before work on upgrading heating systems."	<p>The improvement and carbon reduction of housing stock will have to be assessed by following the EPC assessment to determine the most cost-effective path to take to arrive at lowest possible carbon levels. The Housing Team are also looking to incorporate environmental retrofitting measures within the capital programme, in order that they can consider the costs of these measures as part of total capital costs. This package of potential measures can include building fabric improvements, like insulation. As such, they are looking to have a balanced approach to fabric and heating technologies, on a case by case basis, based on what is relevant, effective and affordable. I have been made aware of PAS 2035, which is a standard approach to retrofitting which requires a fabric first approach.</p>
9	2.7 (Housing)	<p>Proposed Housing Strategy revised action: Prepare a broad specification for new build Council stock, to include consideration of passive technologies and measures to increase accessibility, by March 2021.</p>	Cllr Andrew Mellen	Not robust enough. "All new build council homes will be built to zero-carbon standards"	<p>This was not agreed at the Task Force for our own new homes. There is a balance between ensuring environmental measures are included and the ability to build the amount of homes we have committed to.</p>
10	3.2 (Planning)	<p>Analysis of the Suffolk Design Charter to understand implications on the Councils as well as ambition to push further with our own building projects</p>	Philip Isbell	Needs to be clearly committed to across whole Council service areas to achieve consistent exemplar approach not "one off" examples	<p>Yes, agreed. We should be actively engaged in shaping the Design Charter and promoting ways to actively engage developers early.</p>

		to become an exemplar. Agreed that this should be an influencing document across Council service areas rather than an SPD. Further, that early developer engagement should become an action of the team .			We discussed holding developer workshops at one of the meetings.
10	3.3 (Planning)	Through the Joint Local Plan, directly affect new homes to be built over the next 18-20 years to ensure best standards as possible. To include modal shift infrastructure to change behaviour around car use.	Robert Hobbs	Suggest amending to read something like: 'Through the Joint Local Plan, improve the energy and water efficiency of new homes to built over 18-20 years. Require new development to maximise the uptake in sustainable and active travel'.	Agreed - including water efficiency along with this comment.
11	3.4 (Planning)	We will investigate the feasibility of requiring developers to pay into a Carbon Offset Fund for the carbon emissions of all new homes built. We will research best practice from Offset Funds operated by other local authorities.	Cllr Andrew Mellen	We don't need a carbon offset fund for developers to pay into. We just need them to plant, or pay to plant, trees and wildlife areas.	It was agreed there may be a place for Carbon Offsetting in the long term. For now we support focus on planting and retaining trees, hedges and wildlife areas
11	3.5 (Planning)	We will, through the provision of pre-application advice and decision making on planning applications, promote and ensure development is to be fully resilient to the future impacts of climate change in order to minimise vulnerability of people and property.	Philip Isabel	Adds in pre-app. This proposal will be almost impossible to prove that we will "ensure". How can we be certain about "fully"? Who defines? High political risk which won't be properly underpinned by policy until JLP in place. Makes no allowance for planning balance where other priorities e.g. affordables, removal of bad neighbour uses, viability etc, must be weighed up.	Comment supported. I support the inclusion of pre-application advice and believe this can be delivered through improved local validation lists and a biodiversity focussed SPD . Viability needs to account for climate change and perhaps the mechanism for assessing it needs to be reviewed.

11	3.8 (Planning)	<p>We will encourage a sustainable pattern of development supported by low carbon transport infrastructure by ensuring:</p> <ul style="list-style-type: none"> • 100% of development proposals that are expected to, or likely to have a major impact on the highway infrastructure, incorporate a travel plan, in accordance with County/National Guidance. • 100% of all development proposals incorporate, where appropriate, provision for walking, cycling (including storage) and public transport, linkages to networks and electric vehicle charging. 	Robert Hobbs	Suggest removing 100% as the wording implies this.	<p>Agree with removal of numeric percentages, generally they are not meaningful in this context. All development proposals that are expected to, or likely to have a major impact on the highway infrastructure, incorporate a travel plan, in accordance with County/National Guidance.</p> <p>All development proposals incorporate, where appropriate, provision for walking, cycling (including storage) and public transport, linkages to networks and electric vehicle charging.</p>
11	3.8 (Planning)	100% of development proposals that are expected to, or likely to have a major impact on the highway infrastructure, incorporate a travel plan, in accordance with County/National Guidance.	Cllr Andrew Mellen	Development should only occur where provision exists for walking, cycling and public transport rather than dependence on the private car. Travel plans are not a substitute for this.	Remove reference to 100%, see above. Agree that travel plans have not shown themselves to be very useful tools to promote modal shift, but do NOT agree that development be limited as suggested as this would preclude most rural development and any changes in response to COVID. Infrastructure is dependent on the revenue created by development and house building.
11	3.9 (Planning)	We will explore a Local Plan policy which seeks to ensure new developments minimise climate change vulnerability and provides	Robert Hobbs	The Local Plan policies should be read as a whole. Would be better to say to embed climate change in the Local Plan	Agree totally with Rob and why Neighbourhood plans are so important because they link it all up.

		resilience to impacts arising from climate change subject to evidence, feasibility, viability, consultation, and examination.		rather than one specific policy. Covered in the final highlighted paragraph.	
12	3.10 (Planning)	We will explore the potential through planning policy for making retrofitting of existing private building stock easier, especially in areas with fuel poverty (taking into account heritage considerations).	Robert Hobbs	It is not possible for planning policy to deal with retrofitting and consequential gain is covered by Building Regulations. Could the Action Plan be clearer on what is meant by the term retrofitting in this statement? E.g. do you mean planning policy ensures buildings are more flexible and adaptable to changes in technology over time.	Agreed – suggest removal of this point as a previous point covers retrofit.
12	4.2 (Waste and Fleet)	We will investigate opportunities to develop waste-to-energy schemes, including diverting food and horticultural waste to anaerobic digestion - linked to above a treatment option for collected Food Waste required for Suffolk.	Cllr Andrew Mellen	We should consider building our own AD facility – possibly could run waste freighters on biogas?	The SWP is leading on our response to the Gov consultation on food waste, household waste collection and treatment does not score well under life cycle assessment. A Suffolk wide approach is needed per SWP. An aspiration for 2030 onwards but alongside more quick fixes
13	4.4 (Waste and Fleet)	Minimisation and reduction of Organic Waste and green waste: Community composting initiatives, proposed building up the number of community compost experts and wildlife garden experts promoting food waste and green waste into the narrative for local people, review ways to stimulate the public to reduce and home compost organic waste and green waste.	Cllr Robert Lindsay	Woody material can be piled in a corner of a garden to create desperately needed habitat for bees, butterflies, beetles, hedgehogs, amphibians, reptiles. Thus reducing green waste bin contents.	Yes agree, this could be part of our messaging to the public. Feasible if you have a very large garden, not realistic in an urban environment.

13	4.5 (Waste and Fleet)	Ongoing – Waste Minimisation and Recycling initiatives supporting the reduction in residual waste and increased recycling	Cllr Andrew Mellen	Information and education campaign to substantially reduce overall household waste production and increase recycling	Yes, as above. Agree we need to shift focus to avoiding waste generation. This is the work of the SWP. Cllrs can also deliver the message to their Parish/Town Councils as a start, FoodSavvy to increase recycling.
13	4.6 (Waste and Fleet)	We will secure the transition of Council fleet vehicles to electric or other zero carbon fuel sources. Produce a feasibility study including a costed proposal, for using low carbon fuel in the Refuse Collection fleet in place of diesel (as an interim measure prior to full replacement with electric or renewable fuel vehicles). All Euro 6 standard vehicles have the ability to use alternative fuel without the need to retrofit.	Cllr Andrew Mellen	HVO fuel can only be an interim measure and must be from a certified source (see previous comment above)	This was spoken about in detail at the Task Force as HVO being an interim measure while the technology for waste vehicles improves.
14	4.10 (Waste and Fleet)	We will investigate the consumption of single use plastics within Council offices and buildings and develop a plan to reduce and phase out usage.	Cllr Andrew Mellen	Change “investigate” to “eliminate”	Investigate to determine how much of it there is and then eliminate subject to any contract in place
14	5.1 (Transport and Travel)	We will review the Councils’ existing parking policies to encourage a modal shift in transport from cars to alternative options.	Cllr Andrew Mellen	New proposal: Any increase in parking charges to be ringfenced and used to support initiatives encouraging/enabling walking/cycling/public transport	This would have to be looked at against the Council’s overall budget position.
15	5.5 (Transport and Travel)	Investigate the opportunity to use s106 to ensure sufficient infrastructure for cycling and walking. Update cycling strategy so that it maps and prioritises key cycle routes through the district, so that grants and	Cllr Robert Lindsay	We will not be able to get cash out of developers towards cycle routes, if we haven’t already got identified routes. There is a “cycling propensity tool” which allows us to see the maximum potential switch from cars to cycles for any particular route.	Cycle and walking routes are infrastructure. They require planning before instated and maintenance once done. Both CIL and s106 will be investigated.

		s106 money are more easily obtainable.			
16	6.6 (Council and Commercial Estate)	A management approach to secure long-term survival of trees and reduces need to cut down mature trees. Also, a management approach to town verges/grassland between trees to reduce pesticide spraying and mowing which will reduce harm to trees and increase biodiversity	Cllr Robert Lindsay	Spraying and over mowing up to trees can fatally weaken them. Even oaks have their roots very near the surface for a long distance so essential to have a lighter maintenance regime for grassland around them.	Agree that long term care of trees should be part of our estate management strategy.
17	8.2 (Business and Communities)	We will continue to support and promote the Suffolk LAs' 'BEE Anglia' programme offering free energy and environmental audits and consultancy to SMEs, together with a grants scheme for implementing energy efficiency and renewable generation measures.	Cllr Robert Lindsay	This could come from the proposed development Offset Fund, mentioned above, if said fund is run by us and set aside for local use only.	This would be looked at if the Fund is set up.
17	8.6 (Business and Communities)	We will work with local businesses to build resilience to climate impacts. We will assess the risks that climatic events pose and the opportunities available to prepare and respond, including: <ul style="list-style-type: none"> Working with the Local Enterprise Partnership to put adaptation at the centre of local plans for local economic development. 	Cllr Andrew Mellen	Current LEP policies for transport and business are not compliant with either BMSDC or Central Government climate commitments – need to lobby for changes	We need to be in step with the NALEP. It is by working together that we can instigate change enable the change and enable to adapt.
18	8.7 (Business and Communities)	We will work with local communities to build resilience to climate impacts. We will assess the risks that climatic events pose and the opportunities available to prepare and respond, including:	Cllr Andrew Mellen	Need to include heat stress here as a climate factor – it kills far more people than flooding	All climate change risks will be taken into account when looking at those communities at risk.

		<ul style="list-style-type: none"> Identifying communities at greatest risk from climate change (particularly flooding) and developing appropriate actions. 			
18	8.10 (Business and Communities)	We will continue the Councils' membership of the Suffolk Climate Change Partnership and actively participate in and promote its work and remit, including the production and implementation of the wider-Suffolk Climate Emergency Action Plan.	Cllr Andrew Mellen	Championing this requires a cabinet-level lead to take responsibility for our engagement and implementation	There are two Cabinet leads - Cllr Fleming and Cllr Malvisi
19	NEW POINT PROPOSED 9 (Culture Change and Governance)	We will appoint a cabinet member for Climate Emergency to ensure the proposals are implemented	Cllr Robert Lindsay	High level councillor engagement in this will be vital in order to encourage and enthuse and enable rapid change.	As above.
19	NEW POINT PROPOSED 9 (Culture Change and Governance)	A report on progress towards zero carbon 2030 will be laid before full council at least annually for council to debate and vote on.	Cllr Robert Lindsay	Councillor AND PUBLIC engagement will be vital to encourage and motivate progress, to widen support for measures and encourage new ideas for improvement.	The Council's have an agreed corporate output to increase democratic engagement. Agree that the Public should be more involved.
19	9.1 (Culture Change and Governance)	We will incorporate an environmental impact assessment in the Councils' reporting process for key Cabinet decisions including carbon emissions, climate adaptation and resilience and biodiversity and ensure that negative impacts are avoided or mitigated.	Cllr Andrew Mellen	To achieve our goal of being carbon neutral by 2030	Agreed.
19	9.3 (Culture Change and Governance)	We will use guidance for ethical investments as part of our decisions for Council investments, such as Treasury Management and the Companies.	Cllr Andrew Mellen	This must include divesting from any bonds, funds or other investments in the fossil-fuel industry	The 'fossil fuel industry' is likely to play a key role in decarbonising society, also investments are made to maximise returns for the council – we should be circumspect about

					this – take into account where possible but not rigidly so.
20	Performance Management	The monitoring of this action plan will form part of the existing performance framework at Babergh and Mid Suffolk District Councils:	Cllr Andrew Mellen	Carbon budget and reporting to be included alongside financial reporting to Council	OK – under discussion
20	Performance Management	1) Performance Indicators will be developed to be included on the quarterly performance report	Cllr Andrew Mellen	These to track progress over the ten years to 2030, annual reporting will show whether we are on track	It is difficult to set an annual target over a 10 year period, when we currently do not know what will be available to us as a solution. The first set of proposals cover a two year period. This will be reviewed regularly.
20	NEW POINT PROPOSED Performance Management	5) A report on progress towards zero carbon 2030 will be laid before full council at least annually for council to debate and vote on.	Cllr Robert Lindsay	Councillor AND PUBLIC engagement will be vital to encourage and motivate progress, to widen support for measures and encourage new ideas for improvement.	Point covered above.

Additional Comments

Below are additional comments that have been received. These have been covered within the Cabinet Report:

Cllr Mellen	<ul style="list-style-type: none"> The document is focused on the Council's own carbon emissions, but we must look beyond this at the Council's leadership role in our communities – where we can encourage/enable/support efforts by businesses and residents in Mid-Suffolk and Babergh to reduce their own carbon footprint (These emissions are far more than the Councils'). We should promote and support community energy schemes which would see increased installation of renewable electricity generation, firstly, by supporting the Local Electricity Bill. We could not see on the V6 document that the council were prepared to support and advocate for the Local Electricity Bill which was something we felt they had resolved to do during the meeting. One aspect of climate change that will cause us considerably more harm in Suffolk and East Anglia is drought and water shortages (as we are currently experiencing). Can we require council homes and new builds to be fitted with rainwater collection and storage systems? Council-owned amenities such as Mid-Suffolk Leisure Centre and Needham Lake need upgrades to their cycling storage facilities - to sheltered cycle storage with potential for charging cycle batteries.
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	<ul style="list-style-type: none"> • Provide public bins for recyclable waste in towns. This is being done in other towns and cities in the UK and is standard in much of Europe, so why not here • Providing electrical charging points at taxi ranks must be a priority – the current idea doing a feasibility study is too open-ended and there needs to be stronger resolve to get taxis electrified. • Funding for walking and cycling infrastructure must be negotiated with developers before S106 agreements are finalised. • Encourage the establishment of green burial sites to promote tree planting and affordable green burials.
Cllr Pratt	<ul style="list-style-type: none"> • Promote and Support community energy schemes which would see the promotion of renewables, firstly, by supporting the Local Electricity Bill. I could not see on the V6 document that the council were prepared to support and advocate the Local Electricity Bill which was something I felt was resolved to do during the meeting. • One aspect of climate change that will cause us considerably more harm in Suffolk and East Anglia is drought and water shortages. I am not sure if the water aspect had been discussed in the Climate meetings? Could we investigate the possibility for council homes and new builds to be fitted with water collection and retention systems? I noted that you did look at greywater schemes but are there other ideas and water saving schemes we could have our officers investigate? • The Mid-Suffolk Leisure Centre and other council-owned amenities like Needham Lake upgrade to their cycling storage facilities to sheltered cycle storage with potential for charging electric bicycle batteries. • Provide public bins for recyclable waste in towns. This is being done in other towns and cities in the UK so why not here? • Electrifying the taxi ranks as well as providing incentives based on licencing. • Funding for walking and cycling infrastructure must be negotiated with developers before S106 agreements are finalised. • Create a municipal green burial site to promote tree planting and affordable green burials. Eye Town Council have a scheme in place.

Appendix H

PROPOSALS FOR BABERGH AND MID SUFFOLK CABINETS ON CLIMATE CHANGE ACTIONS

Introduction

At Full Council meetings in July 2019 Babergh & Mid Suffolk District Councils recognised the existence of a climate emergency and committed to investigating ways in which it could reduce its own emissions and to supporting the Suffolk-wide aim to become carbon neutral by 2030.

The motions have been combined below to reflect both Councils:

“This Council pledges to:

- 1. Declare a climate emergency.*
- 2. Set up a Task Force, commencing by September 2019, to examine ways in which Babergh & Mid Suffolk District Council will respond to the climate change challenge on a spend to save basis, with the ambition to make Babergh & Mid Suffolk District Councils carbon neutral by 2030.*
- 3. To work with partners across the county and region, including the LEP and the Public Sector Leaders, towards the aspiration of making the county of Suffolk carbon neutral by 2030.*
- 4. To work with Government to a) deliver its 25-year Environment Plan and b) increase the powers and resources available to local authorities in order to make the 2030 target easier to achieve.”*

Scope and Work of the Task Force

The Task Force was convened in response to climate change motions passed by both Councils in July 2019. Its role is to make recommendations to Cabinet(s) on opportunities and actions to protect and improve the environment, both in the way in which the Councils jointly carry out their own operations and initiatives, and through partnership working.

The Task Force will consider how best to embed environmental considerations that support the districts climate change and biodiversity ambitions into future decision-making, alongside wider social and economic factors. Further to recommend an approach to delivering net zero carbon emissions from BMSDC by 2030, in line with the original motion, to be presented for Cabinet approval.

The Councils along with Suffolk County Council and other local authorities recognise the need to act decisively to respond to the commitments it has made. One of the first steps must be to ensure that there is clarity about the effects of current operations and to understand where the most potential lies

for improvement. This will enable resources to be prioritised to achieve maximum benefit. Further work, beyond the scope and term of this Task Force, will be required with partner organisations to tackle emissions across Suffolk.

Setting up the Task Force began in September 2019, with the following meetings taking place:

9 th October 2019	Renewables & Low Carbon Energy
12 th November 2019	Biodiversity
10 th December 2019	Planning & Housing
11 th February 2020	Waste, Transport & Travel (Waste item moved from January)
26 th May 2020	Final Discussions on Proposals to Cabinet

The members of the Task Force are:

Cllr Jessica Fleming, Portfolio Holder for Environment, MSDC
 Cllr Elisabeth Malvisi, Portfolio Holder for Environment, BDC
 Cllr James Caston, MSDC
 Cllr Clive Arthey, BDC
 Cllr John Field, MSDC
 Cllr Robert Lindsay, BDC

Cllr Andrew Mellen, MSDC
 Cllr Leigh Jamieson, BDC
 Cllr Sue Carpendale, BDC
 Cllr Daniel Pratt, MSDC
 Cllr Trevor Cresswell, BDC

Agendas and minutes for the meetings can be found on our website [here](#).

The proposals contained in this document have been produced through the findings of Task Force in liaison with Groundworks Suffolk, as well as other supporting organisations such as Suffolk Waste Partnership, Greater South East Energy Hub and Suffolk Wildlife Trust.

Key Findings of the Task Force

Our Carbon Emissions:

Local Authorities in England have been requested by Government to measure and report annually on their greenhouse gas emissions. The Babergh & Mid Suffolk Councils' Greenhouse Gas Report 2018/19 is the baseline year against which future reports will be measured.

Babergh & Mid Suffolk Councils have worked with Groundwork Suffolk on the data and opportunities within this plan. Groundwork Suffolk is a local organisation, created in 1985, which works with individuals & community organisations, proactive public & private sector organisations, and innovative local businesses to empower these communities to take charge of their lives, green spaces, and local environments.

The Environment Team within Babergh & Mid Suffolk District Councils gave our raw emissions data to Groundwork Suffolk for them to analyse. They studied this data and reported back to the Councils on key priorities and recommendations in order to inform decision-making.

Based on the data in the Green House Gas Report 18/19 and supporting data, Babergh and Mid Suffolk Councils Carbon Footprint for the period 18/19 has been calculated to be 5,452tCO₂e. The breakdown is shown in Table Two below.

2018/19	tCO₂e
Scope 1 (Fleet)	395
Scope 1 (Heating oil)	34
Scope 1 (Natural gas)	879
Scope 2 (Electricity)	654
Scope 3 (Mileage)	1,582
Scope 3 (Electricity)	661
Scope 3 (Natural gas)	1,247
Total (tCO₂e)	5,452

Table Two Breakdown of emissions by scope

The Green House Gas Reports produced by Babergh and Mid Suffolk District Councils follow the principles of the GHG Protocol, an internationally recognised standard for corporate accounting and reporting of greenhouse gas emissions. Under the protocol all six greenhouse gases are taken into consideration namely, carbon dioxide (CO₂), methane (CH₄), nitrous oxide (N₂O), perfluorocarbons (PFCs), hydrofluorocarbons (HFCs) and sulphur hexafluoride (SF₆) and are reported collectively in terms of tonnes of carbon dioxide equivalent (tCO₂e).

From Babergh and Mid Suffolk District Councils' 2018/19 greenhouse gas report their three scopes are set out in Table Three below.

Scope	
1	These are emissions from fuels that the Councils directly consume e.g. gas, diesel, petrol in the direct delivery of Council business by Council employees and members.
2	These are indirect emissions such as electricity consumed in Council premises.
3	These are emissions derived from third party contractors providing services on behalf of the Councils.

Table Three Scope definitions

Current Climate Change Initiatives:

Babergh and Mid Suffolk District Councils have undertaken carbon reduction projects such as a major refurbishment programme for their sheltered housing schemes which has included the installation of air source heat pumps, solar PV systems and LED lighting upgrades. Looking forward, BMSDC are also piloting solar car parks across all larger car parks in Babergh and Mid Suffolk to generate and store electricity. As well as developing an opportunity for a heat and power network to be created at Gateway 14.

Table Four shows a number of initiatives that the Councils are involved in. This list is not exhaustive, though clearly shows that the Councils have a role in both leading and as a key part in the Suffolk-wide strategy.

Warm Homes Fund	National Grid and Community Interest Company, Affordable Warmth Solution (AWS) launched a £150m Warm Homes Fund to support local authorities to address some of the issues affecting fuel poor households. Babergh & Mid Suffolk District Councils, along with other Suffolk Councils were successful in being awarded funding for the next three years to install first time central heating systems in fuel poor households. Find out more about the Warm Homes scheme
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Fuel Poverty	The Energy Company Obligation (ECO) requires large energy companies to help improve the energy efficiency of domestic homes by discounting the cost of improvement works. This applies to certain households who are struggling to pay their energy bills and are defined as being in fuel poverty. Suffolk's councils have jointly published criteria, in a Statement of Intent, enabling them to identify households that would benefit from such improvements under the Government's ECO flex scheme. Improvements are often fully funded where the household meets particular criteria and is at risk of fuel poverty. Find out more
BEE Anglia	The Business Energy Efficiency (BEE) Anglia programme provides free support to eligible organisations in Suffolk and Norfolk to help them become more energy efficient. Find out more about BEE
Suffolk Carbon Charter	The Suffolk Carbon Charter is an award recognising carbon reduction measures in Suffolk's small and medium businesses - i.e. those with fewer than 250 FTEs (Full Time Equivalent staff). More details on how businesses can apply and be accredited
Recycling	In depth information and support to help Suffolk residents reduce their waste with helpful suggestions for how to reduce, reuse and recycle can be found on the Suffolk Recycling Website . All kerbside waste, when it can't be recycled goes to the Suffolk Energy from Waste plant which powers more than 30,000 homes.
Improved Refuse Collections	In 2019, Babergh and Mid Suffolk re-routed its waste collection rounds to ensure our collection service was as efficient and effective as it can be for continued growth. This enabled us to make our rounds more fuel efficient and reduce the impact on the environment, while offering a better waste collection service for current and future residents. Head to our waste pages
Tree for Life	To promote the benefits which planting trees brings to communities, Babergh and Mid Suffolk District Councils offer all families a tree to mark the arrival of every new child. Find out more about the Tree for Life scheme.
Paperless Billing	The Council offer residents and businesses the ability to go paperless with their council tax and business rates bills. Find out how to go paperless
Greenways Countryside Project	Greenways Countryside Project volunteers protect and enhance the countryside, landscape and open space across an area of about 100 square kilometres in and around the town of Ipswich. Find out more about the project

External Insulation	We have and continue to install external insulation on solid wall properties whilst replacing cladding systems with materials which offer better insulation whenever viable.
SMS Messaging	We are currently scoping out the project to introduce SMS messaging to our tenants, helping to reduce our carbon footprint by reducing mail correspondence, and further supporting and contributing to the reduction in unnecessary visits etc. The business case for this is due to be with SLT by the end of July.
Open Access Enhancements	We are currently working to develop the 'My Home' on line tenant portal which will assist in reducing paper communications with our residents, offering more digital solutions for our tenants, maximising on opportunities to engage with our residents digitally, increasing efficiencies and productivity and reducing the need for letters, and visits.
Remote Access Solution	A paper is being presented to SLT 10 th June to advise them of an initiative Housing are embarking on to introduce video diagnostics to the housing service area. This will help with repairs triage and visits, post and pre inspections, income collection and viewings etc. the introduction of video and media link will reduce visits, reduce mileage and our carbon footprint whilst improving efficiencies and productivity

Table Four Examples of current climate change initiatives

Our Greatest Opportunities to Reduce Emissions

There are two main areas that present immediate opportunities. These are the two highest areas of emissions, but also have the greatest opportunity for impact.

These are:

Building Energy Use	<ul style="list-style-type: none"> - There are options to move to purchasing green energy from green tariffs - Upgrade opportunities to make the buildings more energy efficient - Exploring the options available to collect and use our own green energy
Transport	<ul style="list-style-type: none"> - To minimise business mileage (particularly achievable in light of Covid-19) - Move to an alternative fuel source such as HVO (Hydrotreated Vegetable Oil) - Ensure any new fleet is the best standard possible (e.g. Euro 6) - Transition to electric or other non-fossil fuelled fleet where possible, including investing in infrastructure

These areas, as well as the opportunities, have been discussed within the Task Force meetings and have been recommended by the work undertaken by Groundwork Suffolk.

Key Proposals

The proposals specified in this plan are based predominantly on a ‘business as usual’ scenario. However, at the time of drafting, the UK is in ‘lockdown’ in response to the Covid-19 pandemic. The implications of possible future restrictions to combat the disease are not known and could impact on some of the proposals detailed below.

Many of the proposals require scoping and/or feasibility studies to determine viability, need, cost, timing or the extent of work required. Table Five defines the criteria used for estimating the costs and carbon savings or impact of such actions.

Costs	Carbon Impact/Savings
Existing – to be met from existing and already identified resource	Enabling – action will not save carbon directly but will help create an environment where other actions can take place to save carbon or create climate resilience
Low – <£50k required for the project or approach	Low – reduce carbon emissions in this area by <10%
Medium – >£50k and <£200k required for the project or approach	Medium – reduce carbon emissions in this area by between >10% and <25%
High – >£200k required for the project or approach	High – reduce carbon emissions in this area by >25%
	Offset – action will create an offset
	Adaptation – action will help adapt to current and/or future impacts of climate change

Table Five Definitions of costs and carbon impacts/savings

This report sets out the findings of the Task Force under the key themes that the group explored as part of their work, with additional sections added where other proposals are suggested.

1. Low Carbon Energy
2. Housing
3. Planning
4. Waste & Fleet
5. Travel & Transport

- 6. Council & Commercial Estate
- 7. Customer Transformation & ICT
- 8. Business & Communities
- 9. Culture Change & Governance

	Proposal	Originator	Cost	Carbon Impact/Saving
1	Low Carbon Energy			
1.1	We will explore opportunities for low carbon energy generation, with a view to minimising our reliance on the grid e.g. solar farms, solar car ports, battery storage. This will include options for Council-owned land/buildings and other investment opportunities.	<ul style="list-style-type: none"> • Climate Change Task Force (Oct 19) • AD for Economy • Greater South East Energy Hub • Groundwork Suffolk 	Medium/High (depending on scale)	Medium/High (depending on scale)
1.2	We will investigate with our partners, the potential for gas and electricity usage at the Councils' four leisure centres to be moved to certified low carbon tariffs (energy currently purchased by Abbeycroft Leisure and Everyone Active). Make this a prerequisite of any future tender for the service. Any renewable energy supplier should confirm that their sources do not generate energy using live timber imports such as pelletised wood used by Drax.	<ul style="list-style-type: none"> • Climate Change Task Force (Oct 19) • Greater South East Energy Hub • Groundwork Suffolk • AD for Economy 	Medium	High (less if low carbon energy generation is installed)
2	Housing			
2.1	We will review policy and regulation for energy conservation reduction and efficiency to understand how this can be standardised for the Councils' new builds and retrofits.	<ul style="list-style-type: none"> • Climate Change Task Force (Oct 19) • Greater South East Energy Hub • Groundwork Suffolk • AD for Economy 	High	Enabling
2.2	Proposed Housing Strategy revised action: Seek the resources to assess the environmental performance of our housing stock and determine what additional prioritised actions we are going to take to reduce carbon emissions and contribute to our climate emergency objectives.	<ul style="list-style-type: none"> • Climate Change Task Force (Dec 19) • AD for Housing 	Existing	Enabling

	Proposal	Originator	Cost	Carbon Impact/Saving
2.3	Proposed Housing Strategy revised action: Implement a programme of upgrades to heating systems in council stock, replacing oil systems wherever possible and prioritising heat pumps where appropriate. This should be done on a case by case basis, rather than applying to the whole of the council stock as different solutions will be needed. Specific budget will need to be established. Ensure joint working across Suffolk to make use of external funding opportunities.	<ul style="list-style-type: none"> Climate Change Task Force (Dec 19) AD for Housing 	Existing	High
2.4	Proposed Housing Strategy revised action: Prepare a broad specification for new build Council stock, to include consideration of passive technologies and measures to increase accessibility, by March 2021.	<ul style="list-style-type: none"> Climate Change Task Force (Dec 19) AD for Housing 	Low/Medium	Medium
3	Planning			
3.1	Embed the Suffolk Design Charter to deliver its aspirations for high quality, sustainable design. Adopt its principles and become an exemplar through the Councils own build programme. Agreed that this should be an influencing document rather than an SPD. Further, that early developer engagement should become an action of the team. It should also be committed to across the whole organisation.	<ul style="list-style-type: none"> Climate Change Task Force (Dec 19) AD for Planning & Sustainable Communities 	High	Enabling/Adaption
3.2	We will investigate the feasibility of requiring developers to pay into a Carbon Offset Fund for the carbon emissions of all new homes built. We will research best practice from Offset Funds operated by other local authorities. It is agreed that offset is a last resort and developers must use mitigation first.	<ul style="list-style-type: none"> Climate Change Task Force (Dec 19) AD for Planning & Sustainable Communities 	High	Enabling/Adaption
3.3	We will include policies in the Local Plan that require new development to achieve high levels of energy efficiency and minimise carbon emissions (subject to the outcomes of the Future Homes Standard consultation and implementation of any changes to the Building Regulations).	<ul style="list-style-type: none"> Climate Change Task Force (Dec 19) AD for Planning & Sustainable Communities 	Existing	Enabling
3.4	We will ensure a sustainable pattern of development supported by low carbon transport infrastructure by ensuring:	<ul style="list-style-type: none"> Climate Change Task Force (Dec 19) 	Existing	Enabling

	Proposal	Originator	Cost	Carbon Impact/Saving
	<ul style="list-style-type: none"> development proposals that are expected to, or likely to have a major impact on the highway infrastructure, incorporate a travel plan, in accordance with County/National Guidance. development proposals incorporate provision for walking, cycling (including storage) and public transport, linkages to networks and electric vehicle charging. 	<ul style="list-style-type: none"> AD for Planning & Sustainable Communities 		
3.5	We will seek to ensure the Local Plan includes a clear strategy and policies for climate change adaptation, including measures to address flood risk and management of flood zones, sustainable drainage systems, and green infrastructure as part of new developments. Subject to feasibility, viability, consultation and examination.	<ul style="list-style-type: none"> Climate Change Task Force (Dec 19) AD for Planning & Sustainable Communities 	Low	Enabling/Adaptation
4	Waste & Fleet			
4.1	<p><i>Environment Bill:</i></p> <p>Following the publication of the revised Environment Bill – understand and map further opportunities to review our waste services, introduction of weekly food waste collections, kerbside glass collections and free Garden Waste Collections.</p>	<ul style="list-style-type: none"> Climate Change Task Force (Feb 20) Suffolk Waste Partnership Dennis Eagle AD for Environment 	High	Enabling
4.2	We will develop and implement a plan for replacing the vehicle fleet (Waste Services, Public Realm and BMBS) with electric or other zero carbon fuelled vehicles when they reach end of life. Proposal to cover the investment need for both infrastructure and vehicles, as well as the associated carbon emission saving.	<ul style="list-style-type: none"> Climate Change Task Force (Feb 20) Dennis Eagle AD for Environment & AD Housing Groundwork Suffolk 	High	High
4.3	We will secure the transition of appropriate Council fleet vehicles to electric or other zero carbon fuel sources such as HVO. Produce a feasibility study including a costed proposal, for using low carbon fuel in the Refuse Collection fleet in place of diesel (as an interim measure prior to full replacement with electric or renewable fuel vehicles). All Euro 6 standard vehicles have the ability to use alternative fuel without the need to retrofit.	<ul style="list-style-type: none"> Ongoing waste strategy Climate Change Task Force (Feb 20) Dennis Eagle AD for Environment & AD Housing 	High	High

	Proposal	Originator	Cost	Carbon Impact/Saving
4.4	<p>We will develop a Grey Fleet mileage reduction plan for staff and councillors' vehicles used for business, including:</p> <ul style="list-style-type: none"> Review pool vehicle provision, options to increase both the number of vehicles (electric/zero emission models) and base locations. Establish a culture of phone, video and web conferencing whenever practicable. Actively encourage working from home and to reduce staff commuting. Alternative operating models e.g. offering car salary sacrifice, business lease schemes or collective purchase/leasing of electric vehicles. Review staff travel plan to consider vehicle emissions and encourage public transport and car sharing. 	<ul style="list-style-type: none"> Climate Change Task Force (Feb 20) AD for Corporate Resources AD for Environment AD for Customer Services AD for Housing 	Low/Medium (depending on scale of ambition)	Medium/High (depending on scale of ambition)
5	Transport & Travel (inc alternatives)			
5.1	We will review the Councils' existing parking policies to encourage a modal shift in transport from cars to alternative options.	<ul style="list-style-type: none"> Climate Change Task Force (Feb 20) AD for Environment AD for Economy AD for Housing 	Existing	Enabling
5.2	We will develop a district-wide plan for providing electric vehicle charging infrastructure on Council-owned land for public use. Plan will be developed based on the demand metrics from the recent installations and developments in the market.	<ul style="list-style-type: none"> Climate Change Task Force (Feb 20) AD for Environment 	Development of plan: Low Implementing a plan: High	Development of plan: Enabling Implementing a plan: High
6	Council & Commercial Estate			
6.1	We will undertake an assessment for how to improve energy efficiency across the Councils' commercial estate (CIFCO) beyond that required by the Minimum Energy Efficiency Standard (MEES) regulations (which stipulate that all properties should have a minimum Energy Performance Certificate rating of E). Utilise the findings of the assessment to develop and adopt an Energy Action Plan setting out in detail the Councils'	<ul style="list-style-type: none"> AD for Assets & Investments Groundwork Suffolk 	High	Enabling

	Proposal	Originator	Cost	Carbon Impact/Saving
	approach to reducing corporate energy use and carbon emissions and a target performance rating to be achieved.			
6.2	We will review and revise the Councils' standard commercial rental lease agreement to incorporate appropriate "green clauses" (such as requiring energy efficiency improvements). Develop a plan to transition new and existing leases to the revised agreement.	<ul style="list-style-type: none"> AD for Assets & Investments 	Existing	Enabling
6.3	We will carry out detailed energy audits of all Council buildings (depots, offices and leisure centres) to establish their performance, and improvement measures that are required to achieve optimum performance. Produce recommendations for each building/facility.	<ul style="list-style-type: none"> Groundwork Suffolk AD for Assets & Investments 	Low	Enabling
6.4	We will develop and deliver a long-term Carbon Management Plan for all Council-owned (non-domestic) buildings and infrastructure, based on the findings of the audits, to reduce energy use and bring them to as close to zero emission as possible. The plan will identify potential energy and carbon savings, with associated costs, estimated payback and timeframes.	<ul style="list-style-type: none"> Groundwork Suffolk AD for Environment AD for Assets & Investments 	High (but will result in significant reductions in energy costs)	High
6.5	We will ensure that new Council facilities are designed and built to the highest standards of energy efficiency following the Net Zero Operational Carbon approach to deliver zero carbon buildings. We will also aspire to the highest standards when refurbishing our existing stock.	<ul style="list-style-type: none"> AD for Environment AD for Assets & Investments 	Existing	High
6.6	We will develop a plan to significantly increase tree and hedgerow planting in the districts including: <ul style="list-style-type: none"> A target for planting on Council land. Investigating alternative funding options e.g. Woodland Trust funding; facilitating community groups to plant on Council land. Promote and facilitate community groups and individuals to increase tree and hedgerow planting on communal land and in private gardens. A management approach to secure long-term survival of trees and reduces need to cut down mature trees.	<ul style="list-style-type: none"> Climate Change Task Force (Nov 19) AD for Environment Suffolk Wildlife Trust Woodland Trust 	Medium (potentially low if alternative funding / model possible)	Offset/Enabling

	Proposal	Originator	Cost	Carbon Impact/Saving
6.7	We will develop and implement a plan for replacing fossil-fuelled horticultural and street scene equipment (such as mowers and strimmers) with electric appliances.	<ul style="list-style-type: none"> AD for Environment 	Existing	Medium
7	Customer Transformation & ICT			
7.1	<p>We will liaise with SCC to commission an energy audit of current ICT services, including identifying:</p> <ul style="list-style-type: none"> Surplus hardware and energy demand through virtualisation of devices and implementation of Thin Client Terminal. Systems that can be migrated onto a network of remote servers hosted on the Internet (cloud). <p>Options for improving remote working systems, encouraging smarter, more efficient working.</p>	<ul style="list-style-type: none"> Climate Change Task Force (Feb 20) ICT Corporate Manager AD Housing 	Low/Medium	Enabling
7.2	Investigate opportunities within current contracts to ensure the 'circular economy' model is used e.g. IT equipment and phones. Further, that this be built into future contracts where goods are purchased.	<ul style="list-style-type: none"> Climate Change Task Force (May 20) ICT Corporate Manager 	Low / Medium	Low
8	Business & Communities			
8.1	We will work with partnership agencies to help businesses to develop low carbon business models and to secure investment to enable them to reduce their own carbon footprints and build climate resilience.	<ul style="list-style-type: none"> Climate Change Task Force (Oct 19) AD for Economy 	Existing/Low	Enabling
8.2	We will continue to support and promote the Suffolk LAs' 'BEE Anglia' programme offering free energy and environmental audits and consultancy to SMEs, together with a grants scheme for implementing energy efficiency and renewable generation measures.	<ul style="list-style-type: none"> Climate Change Task Force (Oct 19) AD for Economy AD for Environment 	Existing/Low	Enabling
8.3	We will, through our procurement process for energy/carbon works to our buildings, require contractors to positively impact the local green economy or use local sources which have a beneficial effect on the environment.	<ul style="list-style-type: none"> AD for Corporate Resources AD for Environment 	Existing/Low	Enabling
8.4	We will work with local businesses to build resilience to climate impacts. We will assess the risks that climatic events pose and the opportunities available to prepare and respond, including:	<ul style="list-style-type: none"> AD for Environment AD for Economy 	Low	Enabling/Adaptation

	Proposal	Originator	Cost	Carbon Impact/Saving
	<ul style="list-style-type: none"> Working with the Local Enterprise Partnership to put adaptation at the centre of local plans for local economic development. Working with the business community to raise awareness of the risks and opportunities to local businesses of projected climate impacts, including extreme weather events and impacts on resource availability. Providing support to businesses on developing business continuity plans and adaptation measures. <p>Undertaking a review of the risk and opportunities to our local tourist and hospitality industry of projected climate changes.</p>			
8.5	<p>We will work with local communities and support them to develop local 'place-specific' solutions and build resilience to climate impacts. We will assess the risks that climatic events pose and the opportunities available to prepare and respond, including:</p> <ul style="list-style-type: none"> Identifying communities at greatest risk from climate change (particularly flooding) and co-creating appropriate actions. Identifying stakeholders with greatest contact with communities and working with partners to build their capacity to provide the right information on community resilience to severe weather. Producing overarching plans and processes to support and empower communities to build resilience to future climate impacts and severe weather through community-led resilience plans. Producing plans and processes to support community resilience projects and signposting to sources of support and funding. Monitor involvement of community level groups in resilience. 	<ul style="list-style-type: none"> Climate Change Task Force (Dec 19) AD for Environment AD for Sustainable Communities 	Low	Enabling/Adaptation
8.6	<p>We will support communities to secure investment for energy improvement measures and infrastructure to improve local community resilience through the Councils Community Grants schemes, external funding opportunities and through the planning system by using S106 or Community Infrastructure Levy funding.</p>	<ul style="list-style-type: none"> Climate Change Task Force (Dec 19) AD for Sustainable Communities 	Existing	Enabling/Adaptation
8.7	<p>We will continue the Councils' membership of the Suffolk Climate Change Partnership and actively participate in and promote its work and</p>	<ul style="list-style-type: none"> AD for Environment 	Existing	Enabling

	Proposal	Originator	Cost	Carbon Impact/Saving
	remit, including the production and implementation of the wider-Suffolk Climate Emergency Action Plan. Cabinet membership will continue to be a priority.			
9	Culture Change & Governance			
9.1	We will incorporate an environmental impact assessment in the Councils' reporting process for key Cabinet decisions including carbon emissions, climate adaptation and resilience and biodiversity and ensure that negative impacts are avoided or mitigated.	<ul style="list-style-type: none"> Climate Change Task Force AD for Environment 	Existing	Enabling
9.2	We will develop and implement an environmental behavioural change and training programme for Council employees. The programme will focus on enabling staff to reduce energy costs and their carbon impact while at work and to assess carbon impacts where required for their roles. Teams will be encouraged to showcase positive changes.	<ul style="list-style-type: none"> Climate Change Task Force AD for Environment 	Low	Enabling/Low
9.3	<p>We will review existing procurement arrangements to ensure the Councils' supply chain is minimising carbon emissions and avoiding single use plastics. Revised guidance will be produced that incorporates sustainability and social value approaches and:</p> <ul style="list-style-type: none"> Defines and adopts 'whole life' costing of projects so that carbon and utility costs are considered together (not just initial capital cost). Encourages low energy use, more sustainable options and promotes local purchasing where possible. Includes a sustainability/environmental statement within tender documents, which will be provided to suppliers to ensure they prioritise sustainability within their proposals. Sets a percentage weighting of supplier environmental performance in our selection process. 	<ul style="list-style-type: none"> AD for Corporate Resources AD for Environment 	Existing	Medium

Performance Management

The monitoring of this action plan will form part of the existing performance framework at Babergh and Mid Suffolk District Councils:

- 1) Performance Indicators will be developed to be included on the quarterly performance report
- 2) Carbon Budgeting will be included in reporting as soon as possible

- 3) Actions will be embedded within the relevant areas' service plan
- 4) These actions will integrate into the wider action plan that will accompany the new Environmental Strategy (2020)
- 5) Overview & Scrutiny may wish to add this to their workplan for regular review

Babergh and Mid Suffolk District Councils currently produce an annual Green House Gas Report. From this point forward there will be a wider report on the work against this plan to accompany the GHGR. Both reports will be published on the Councils' website.

Summary

These proposals set the foundations for how Babergh and Mid Suffolk District Councils will conduct its work going forward, in terms of its own responsibilities as well as its wider responsibility as an influencer. The plan has key actions that will take place in the short term, with the ability to start work immediately on longer term aspirations so that they can be timetabled into later versions of this action plan. There are clear actions around, energy, fuel and working remotely that will see the Councils working very differently within a year. Some actions require a change in culture, such as working virtually and removing paper. This has been the solution to continuing our work through the Covid-19 lockdown and so now more than ever we know that we can do this.