

## **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 <sup>th</sup> October 2019	Renewables & Low Carbon Energy
12 <sup>th</sup> November 2019	Biodiversity
10 <sup>th</sup> December 2019	Planning & Housing
11 <sup>th</sup> 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 5,452tCO<sub>2</sub>e. The breakdown is shown in Table Two below.

<b>2018/19</b>	<b>tCO<sub>2</sub>e</b>
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
<b>Total (tCO<sub>2</sub>e)</b>	<b>5,452</b>

**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 (CO<sub>2</sub>), methane (CH<sub>4</sub>), nitrous oxide (N<sub>2</sub>O), perfluorocarbons (PFCs), hydrofluorocarbons (HFCs) and sulphur hexafluoride (SF<sub>6</sub>) and are reported collectively in terms of tonnes of carbon dioxide equivalent (tCO<sub>2</sub>e).

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

<b>Scope</b>	
<b>1</b>	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.
<b>2</b>	These are indirect emissions such as electricity consumed in Council premises.
<b>3</b>	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.

<b>Warm Homes Fund</b>	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. <a href="#">Find out more about the Warm Homes scheme</a>
<b>Fuel Poverty</b>	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. <a href="#">Find out more</a>
<b>BEE Anglia</b>	The Business Energy Efficiency (BEE) Anglia programme provides free support to eligible organisations in Suffolk and Norfolk to help them become more energy efficient. <a href="#">Find out more about BEE</a>
<b>Suffolk Carbon Charter</b>	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). <a href="#">More details on how businesses can apply and be accredited</a>

<b>Recycling</b>	In depth information and support to help Suffolk residents reduce their waste with helpful suggestions for how to reduce, reuse and recycle can be <a href="#">found on the Suffolk Recycling Website</a> . All kerbside waste, when it can't be recycled goes to the <a href="#">Suffolk Energy from Waste plant</a> which powers more than 30,000 homes.
<b>Improved Refuse Collections</b>	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. <a href="#">Head to our waste pages</a>
<b>Tree for Life</b>	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. <a href="#">Find out more about the Tree for Life scheme.</a>
<b>Paperless Billing</b>	The Council offer residents and businesses the ability to go paperless with their council tax and business rates bills. <a href="#">Find out how to go paperless</a>
<b>Greenways Countryside Project</b>	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. <a href="#">Find out more about the project</a>

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

	- 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
<b>1</b>	<b>Renewable &amp; Low Carbon Energy</b>			
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"> <li>• Climate Change Task Force (Oct 19)</li> <li>• Greater South East Energy Hub</li> <li>• AD for Economy</li> </ul>	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"> <li>• Climate Change Task Force (Oct 19)</li> <li>• AD for Economy</li> <li>• Greater South East Energy Hub</li> <li>• Groundwork Suffolk</li> </ul>	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"> <li>• Climate Change Task Force (Oct 19)</li> <li>• Greater South East Energy Hub</li> <li>• Groundwork Suffolk</li> </ul>	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"> <li>• Climate Change Task Force (Oct 19)</li> <li>• Greater South East Energy Hub</li> <li>• Groundwork Suffolk</li> </ul>	Medium	High (less if renewable energy generation is installed)
<b>2</b>	<b>Housing</b>			
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"> <li>• Climate Change Task Force (Oct 19)</li> <li>• Greater South East Energy Hub</li> <li>• Groundwork Suffolk</li> </ul>	High	Enabling



	Proposal	Originator	Cost	Carbon Impact/Saving
		<ul style="list-style-type: none"> <li>AD for Economy</li> </ul>		
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"> <li>Climate Change Task Force (Dec 19)</li> <li>AD for Housing</li> </ul>	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"> <li>Climate Change Task Force (Dec 19)</li> <li>AD for Housing</li> </ul>	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"> <li>Climate Change Task Force (Dec 19)</li> <li>AD for Housing</li> </ul>	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"> <li>Climate Change Task Force (Dec 19)</li> <li>AD for Housing</li> </ul>	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"> <li>Climate Change Task Force (Dec 19)</li> <li>AD for Housing</li> </ul>	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"> <li>Climate Change Task Force (Dec 19)</li> <li>AD for Housing</li> </ul>	Low/Medium	Medium
2.8	<i>Fuel Poverty:</i>	<ul style="list-style-type: none"> <li>Climate Change Task Force (Oct &amp; Dec 19)</li> </ul>	High	Enabling/Adaption

	Proposal	Originator	Cost	Carbon Impact/Saving
	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. b) Off Grid Hybrid Heat Solution option: How to decarbonise homes on oil.	<ul style="list-style-type: none"> <li>• Greater South East Energy Hub</li> <li>• AD for Housing</li> <li>• Groundwork Suffolk</li> </ul>		
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"> <li>• Climate Change Task Force (Dec 19)</li> <li>• AD for Housing</li> </ul>	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"> <li>• Climate Change Task Force (Dec 19)</li> <li>• AD for Housing</li> </ul>	High	Enabling
<b>3</b>	<b>Planning</b>			
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"> <li>• Climate Change Task Force (Dec 19)</li> <li>• AD for Planning &amp; Sustainable Communities</li> </ul>	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"> <li>• Climate Change Task Force (Dec 19)</li> <li>• AD for Planning &amp; Sustainable Communities</li> </ul>	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"> <li>• Climate Change Task Force (Oct 19)</li> <li>• Greater South East Energy Hub</li> <li>• AD for Planning &amp; Sustainable Communities</li> </ul>	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"> <li>• Climate Change Task Force (Dec 19)</li> <li>• AD for Planning &amp; Sustainable Communities</li> </ul>	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"> <li>• Climate Change Task Force (Dec 19)</li> <li>• AD for Planning &amp; Sustainable Communities</li> </ul>	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"> <li>• Climate Change Task Force (Dec 19)</li> <li>• AD for Planning &amp; Sustainable Communities</li> </ul>	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"> <li>• Climate Change Task Force (Dec 19)</li> <li>• AD for Planning &amp; Sustainable Communities</li> </ul>	Existing	Enabling
3.8	<p>We will ensure a sustainable pattern of development supported by low carbon transport infrastructure by ensuring:</p> <ul style="list-style-type: none"> <li>• 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.</li> <li>• All of all development proposals incorporate provision for walking, cycling (including storage) and public transport, linkages to networks and electric vehicle charging.</li> </ul>	<ul style="list-style-type: none"> <li>• Climate Change Task Force (Dec 19)</li> <li>• AD for Planning &amp; Sustainable Communities</li> </ul>	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"> <li>• Climate Change Task Force (Dec 19)</li> </ul>	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"> <li>AD for Planning &amp; Sustainable Communities</li> </ul>		
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"> <li>Climate Change Task Force (Dec 19)</li> <li>AD for Planning &amp; Sustainable Communities</li> </ul>	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"> <li>Climate Change Task Force (Dec 19)</li> <li>AD for Planning &amp; Sustainable Communities</li> </ul>	Low	Enabling/Adaptation
<b>4</b>	<b>Waste &amp; Fleet</b>			
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"> <li>Climate Change Task Force (Feb 20)</li> <li>Suffolk Waste Partnership</li> <li>Dennis Eagle</li> <li>AD for Environment</li> </ul>	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"> <li>Climate Change Task Force (Feb 20)</li> <li>Suffolk Waste Partnership</li> <li>AD for Environment</li> </ul>	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"> <li>Climate Change Task Force (Feb 20)</li> <li>Dennis Eagle</li> <li>AD for Environment &amp; AD Housing</li> </ul>	High	High

	Proposal	Originator	Cost	Carbon Impact/Saving
		<ul style="list-style-type: none"> <li>Groundwork Suffolk</li> </ul>		
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"> <li>Suffolk Waste Partnership</li> <li>Climate Change Task Force (Feb 20)</li> <li>AD for Environment</li> </ul>	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"> <li>Suffolk Waste Partnership</li> <li>Climate Change Task Force (Feb 20)</li> <li>AD for Environment</li> </ul>	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"> <li>Ongoing waste strategy</li> <li>Climate Change Task Force (Feb 20)</li> <li>Dennis Eagle</li> <li>AD for Environment &amp; AD Housing</li> </ul>	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"> <li>Establish a culture of phone, video and web conferencing whenever practicable.</li> <li>Actively encourage working from home and to reduce staff commuting.</li> <li>Review pool vehicle provision, options to increase both the number of vehicles (electric/zero emission models) and base locations.</li> <li>Alternative operating models e.g. offering car salary sacrifice, business lease schemes or collective purchase/leasing of electric vehicles.</li> </ul> <p>Review staff travel plan to consider vehicle emissions and encourage public transport and car sharing.</p>	<ul style="list-style-type: none"> <li>Climate Change Task Force (Feb 20)</li> <li>AD for Corporate Resources</li> <li>AD for Environment</li> <li>AD for Customer Services</li> </ul>	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"> <li>Climate Change Task Force (Feb 20)</li> <li>ICT Corporate Manager</li> </ul>	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"> <li>Climate Change Task Force (Feb 20)</li> <li>ICT Corporate Manager</li> </ul>	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"> <li>Climate Change Task Force (Feb 20)</li> <li>Suffolk Waste Partnership Manager</li> <li>AD for Environment</li> </ul>	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"> <li>AD for Environment</li> </ul>	Existing	Low
<b>5</b>	<b>Transport &amp; Travel (inc alternatives)</b>			
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"> <li>Climate Change Task Force (Feb 20)</li> <li>AD for Environment</li> </ul>	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"> <li>Climate Change Task Force (Feb 20)</li> <li>AD for Environment</li> </ul>	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"> <li>Climate Change Task Force (Oct 19 &amp; Feb 20)</li> <li>Greater South East Energy Hub</li> </ul>	High	High

	Proposal	Originator	Cost	Carbon Impact/Saving
		<ul style="list-style-type: none"> <li>AD for Environment &amp; AD for Economy</li> <li>Groundwork Suffolk</li> </ul>		
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"> <li>Climate Change Task Force (Feb 20)</li> <li>AD for Environment</li> </ul>	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"> <li>Climate Change Task Force (May 20)</li> </ul>	High	Adaption
<b>6</b>	<b>Council &amp; Commercial Estate</b>			
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"> <li>AD for Assets &amp; Investments</li> <li>Groundwork Suffolk</li> </ul>	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"> <li>AD for Assets &amp; Investments</li> </ul>	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"> <li>Groundwork Suffolk</li> <li>AD for Environment</li> </ul>	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"> <li>Groundwork Suffolk</li> <li>AD for Environment</li> </ul>	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 <a href="#">Net Zero Operational Carbon</a> 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"> <li>AD for Environment</li> <li>AD for Assets &amp; Investments</li> </ul>	Existing	High
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"> <li>A target for planting on Council land.</li> <li>Investigating alternative funding options e.g. Woodland Trust funding; facilitating community groups to plant on Council land.</li> <li>Promote and facilitate community groups and individuals to increase tree and hedgerow planting on communal land and in private gardens.</li> </ul> <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"> <li>Climate Change Task Force (Nov 19)</li> <li>AD for Environment</li> <li>Suffolk Wildlife Trust</li> <li>Woodland Trust</li> </ul>	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"> <li>AD for Environment</li> </ul>	Existing (but will achieve savings)	Medium
<b>7</b>	<b>Customer Transformation &amp; ICT</b>			
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"> <li>Surplus hardware and energy demand through virtualisation of devices and implementation of Thin Client Terminal.</li> <li>Systems that can be migrated onto a network of remote servers hosted on the Internet (cloud).</li> </ul> <p>Options for improving remote working systems, encouraging smarter, more efficient working.</p>	<ul style="list-style-type: none"> <li>Climate Change Task Force (Feb 20)</li> <li>ICT Corporate Manager</li> </ul>	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"> <li>Climate Change Task Force (May 20)</li> </ul>	Low / Medium	Medium
<b>8</b>	<b>Business &amp; Communities</b>			



	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"> <li>Climate Change Task Force (Oct 19)</li> <li>AD for Economy</li> </ul>	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"> <li>Climate Change Task Force (Oct 19)</li> <li>AD for Economy</li> <li>AD for Environment</li> </ul>	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"> <li>Climate Change Task Force (Oct 19)</li> <li>AD for Economy</li> </ul>	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"> <li>Climate Change Task Force (Oct 19)</li> <li>AD for Economy</li> </ul>	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"> <li>AD for Corporate Resources</li> <li>AD for Environment</li> </ul>	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"> <li>Working with the Local Enterprise Partnership to put adaptation at the centre of local plans for local economic development.</li> <li>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.</li> <li>Providing support to businesses on developing business continuity plans and adaptation measures.</li> </ul> <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"> <li>AD for Environment</li> <li>AD for Economy</li> </ul>	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"> <li>Identifying communities at greatest risk from climate change (particularly flooding) and developing appropriate actions.</li> <li>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.</li> <li>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.</li> <li>Producing plans and processes to support community resilience projects and signposting to sources of support and funding.</li> </ul> <p>Monitor involvement of community level groups in resilience.</p>	<ul style="list-style-type: none"> <li>Climate Change Task Force (Dec 19)</li> <li>AD for Environment</li> <li>AD for Sustainable Communities</li> </ul>	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"> <li>Climate Change Task Force (Dec 19)</li> <li>AD for Planning &amp; Sustainable Communities</li> </ul>	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"> <li>AD for Environment</li> </ul>	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"> <li>AD for Environment</li> </ul>	Existing	Enabling
<b>9</b>	<b>Culture Change &amp; Governance</b>			
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"> <li>Climate Change Task Force</li> <li>AD for Environment</li> </ul>	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"> <li>Climate Change Task Force</li> <li>AD for Environment</li> </ul>	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"> <li>AD for Assets &amp; Investments</li> <li>AD for Corporate Resources</li> </ul>	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"> <li>Climate Change Task Force</li> <li>AD for Environment</li> </ul>	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"> <li>Defines and adopts 'whole life' costing of projects so that carbon and utility costs are considered together (not just initial capital cost).</li> <li>Encourages low energy use, more sustainable options and promotes local purchasing where possible.</li> <li>Includes a sustainability/environmental statement within tender documents, which will be provided to suppliers to ensure they prioritise sustainability within their proposals.</li> </ul> <p>Sets a percentage weighting of supplier environmental performance in our selection process.</p>	<ul style="list-style-type: none"> <li>AD for Corporate Resources</li> <li>AD for Environment</li> </ul>	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"> <li>Annual assessments of business continuity plans, and reviews of live incidents.</li> </ul> <p>Quarterly reviews of the Strategic Risk Register.</p>	<ul style="list-style-type: none"> <li>AD for Environment</li> </ul>	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.