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## Chelmsford City Council Overview and Scrutiny Committee

**26 September 2022**

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### Climate and Ecological Emergency Action Plan

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#### Report by:

Director of Public Places

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#### Officer Contact:

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#### Purpose

The report provides an update on the progress made in implementing the initial action plan, agreed by Cabinet on 28 January 2020, intended to support the delivery of the ambitions highlighted in the Council's Climate and Ecological Emergency Declaration.

#### Recommendations

It is recommended that:

- § The progress made to date in implementing the Climate and Ecological Emergency Action Plan be noted
- § The Committee support the proposed approach and strategy for 'decarbonising' the Council's operations and activities, so that the target for a net-zero carbon position by 2030 can be achieved
- § The Council be encouraged to continue to prioritise the delivery of the Climate and Ecological Emergency Action Plan and consider allocating appropriate resources to support the proposed approach and strategy for 'decarbonising' the Council's operations and activities as and when they become available

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## 1. Background and context

- 1.1. On 16 July 2019, the Council declared a Climate and Ecological Emergency [CaEE], reflecting growing concerns about the impact of climate change on the local environment, natural resources and the conditions in which people live and work. The Declaration also acknowledged the weight of evidence that now exists, suggesting that climate change is exacerbated by human activity.
- 1.2. The Climate and Ecological Emergency Declaration sought to focus attention on reducing carbon and greenhouse gas emissions and on developing plans to create a more sustainable future for the area. The Declaration also embraced a commitment to take appropriate action to make the Council's activities net-zero carbon by 2030. The full text of the Climate and Ecological Emergency Declaration is set out in Appendix A.
- 1.3. An initial action plan to support the delivery of some of the ambitions highlighted in the Climate and Ecological Emergency Declaration was subsequently approved at Cabinet on 28 January 2020. An update on the progress made to implement these actions was provided to the Overview and Scrutiny Committee on 1 February 2021. This report provides a further update on the progress made and highlights the approach going forward to try to ensure that the Council's activities and operations will be net zero carbon by 2030.

## 2. Planning actions to address the Climate and Ecological Emergency Plan

- 2.1. It was recognised that activities to support the Climate and Ecological Emergency Declaration needed to be ambitious and far reaching, focused on achieving beneficial impacts in the longer-term, whilst instigating more immediate changes to avoid 'business as usual' in the interim. The priorities for the initial plan were:
  - § Creating a new awareness and recognition of key environmental imperatives, to encourage more sustainable lifestyles and to help create a more sustainable environment for the City of Chelmsford and surrounding areas
  - § Developing a comprehensive, cohesive and prioritised environmental action plan for the Council that addresses the key elements of the Climate and Ecological Emergency Declaration
  - § Promoting the 'green and sustainable' agenda in Chelmsford, sponsoring a programme of activities designed to engage, inspire and support local people, communities, businesses and organisations in meeting their own carbon reduction challenges

- 2.2. The scope of the Climate and Ecological Action Plan, however, is much wider than just measures to reduce carbon emissions. Key areas of focus also include initiatives to expand and further develop the green infrastructure in the area, protecting, enhancing and connecting natural habitats, increasing biodiversity and improving ‘environmental quality’ generally. A key feature of the action plan is a sustained greening, mass tree planting and woodland creation programme, which will provide opportunities for carbon offsetting; essential if a net-zero carbon position is to be attained for the Council’s activities and operations by 2030.
- 2.3. In terms of the national context, on 9 December 2020 the UK Climate Change Committee released its Sixth Carbon Budget report, updating the anticipated pathways and timescales for achieving a net zero carbon position for the UK. The carbon budget covers key aspects such as the energy efficiency and heating of buildings, decarbonising transport and vehicles, reducing waste and improving waste management, promoting renewable and low-carbon electricity generation, changes to land use, forestry and agriculture. The emphasis of the Sixth Carbon Budget is important as the pathways set will influence, facilitate and, in some cases, determine the timing of Chelmsford’s own plans.
- 2.4. The Environment Act 2021, which received Royal Assent in November 2021, sets out new policies and a framework for environmental protection in the UK. Provisions included in the Act cover the protection of the natural environment, water quality, air quality, as well as significant changes to waste management and recycling practices.
- 2.5. The Act establishes a new relationship between central and local government for many aspects of environmental protection and includes new powers to set binding targets for improvements to air quality, including reductions in carbon emissions, water quality, biodiversity, and for waste reduction.

### 3. Scope of the Climate and Ecological Emergency Action Plan

- 3.1. The initial Climate and Ecological Emergency Action Plan agreed at Cabinet on 28 January 2020 focuses on the following areas of work:

- |           |  |
|-----------|--|
| CaEE<br>1 | Establishing a ‘carbon baseline’ position  |
| CaEE<br>2 | Updating planning guidance on how on-site renewable energy measures can be integrated into new developments and for all new dwellings to incorporate sustainable design features to reduce CO <sub>2</sub> and NO <sub>2</sub> emissions and the use of natural resources [including putting in place a low carbon infrastructure in strategic growth areas] |
| CaEE<br>3 | Working with Essex County Council to improve movement around the City, including improvements to the cycling and   |

walking infrastructure, to reduce traffic congestion and journey times and encourage more sustainable travel choices

- CaEE  
4      Implementing further measures to reduce the amount of waste generated and ensure that as much as possible of any waste that is generated is reused, recycled, or composted
  
- CaEE  
5      Implementing measures to lower energy consumption, ensure the most efficient use of water resources, reduce pollution, and improve air quality
  
- CaEE  
6      Undertaking a greening programme to significantly increase the amount of woodland and the proportion of tree cover in Chelmsford
  
- CaEE  
7      Implementing measures to improve the 'green infrastructure' of Chelmsford, protecting and expanding natural habitats and increasing biodiversity
  
- CaEE  
8      Improving the environmental quality, attractiveness and recreational potential of public spaces, rivers and waterways and associated green corridors in the City Centre and surrounding areas
  
- CaEE  
9      Upgrading the Council's vehicle fleet to embrace the latest low emission technology, including ultra-low emission electric powered vehicles as they become operationally and commercially viable
  
- CaEE  
10     Supporting the Environment Agency to implement the Margaretting flood alleviation scheme and other flood mitigation measures to reduce the risk of flooding to residential and commercial properties in the City
  
- CaEE  
11     Establishing a 'green investment fund' to support the Council's environment plan
  
- CaEE  
12     Reviewing the Council's investment strategy in light of the Climate and Ecological Emergency Declaration
  
- CaEE  
13     Reviewing the Council's procurement policies and practices in light of the Climate and Ecological Emergency Declaration
  
- CaEE  
14     Creating opportunities for people, local organisations, and businesses to get involved, to influence and to inspire innovation and cooperation in response to the key challenges identified in the Climate and Ecological Emergency
  
- CaEE  
15     Reviewing the Council's human resources and employment policies and practices in light of the Climate and Ecological Emergency Declaration

3.2. The specific actions to deliver this initial plan are set out in Appendix B, together with a short update on progress and achievements as of 31 August 2022.

3.3. Actions that have been prioritised in the initial Plan include:

- § Updating planning guidance to ensure that all new dwellings incorporate sustainable design features
- § Putting in place arrangements to ensure that future housing and economic growth is based on a low carbon infrastructure
- § Continuing to implement measures to reduce the amount of waste generated and increasing the proportion of any waste that is generated that is reused, recycled or composted
- § Establishing a comprehensive long-term greening programme to increase the amount of woodland and tree cover in Chelmsford
- § Revising procurement practices to reflect the social and environmental values of the Council

3.4. The 'Love your Chelmsford' programme has been revitalised and is used as a point of reference for '*all things green*' in Chelmsford, with community engagement facilitated by a new, easily accessible, dedicated website. This provides inspiration, advice and 'green living' options to help people to choose to live and work in a more environmentally responsible and sustainable way; and to encourage people to take personal responsibility for their actions and activities.

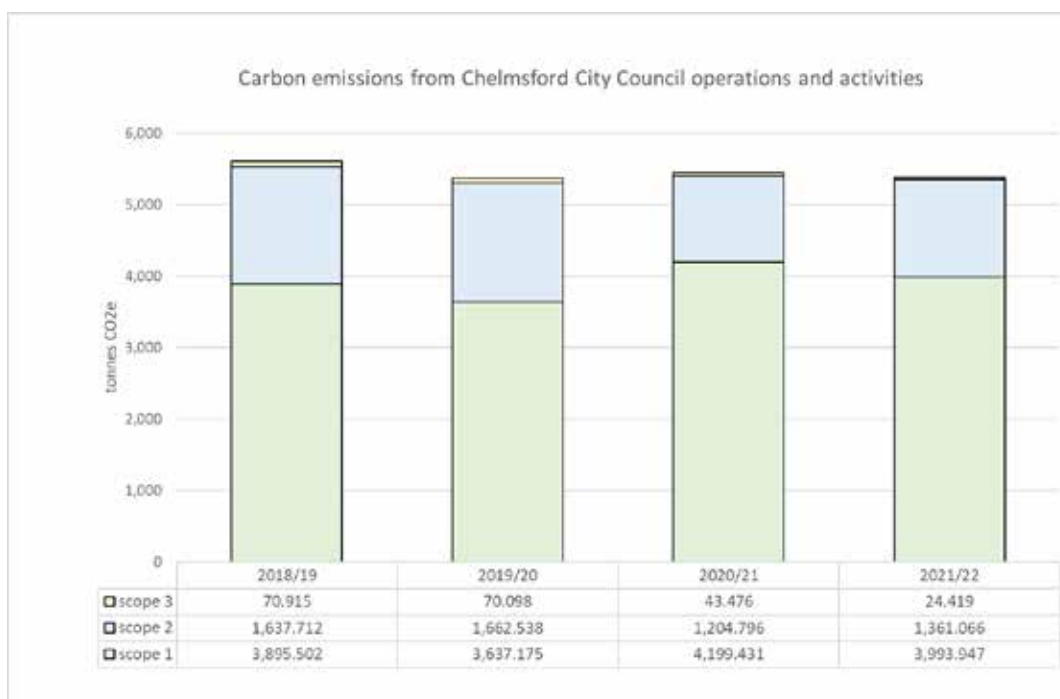
3.5. 'Love Your Chelmsford' also presents opportunities for people and communities to participate in activities and events so that they can be actively involved in helping to address the Climate and Ecological Emergency and meet the carbon reduction challenges for the area.

3.6. At Council on 22 February 2022 a 'Green Initiatives Fund' was established to provide investment in a low-carbon future and to accelerate the implementation of the Climate and Ecological Emergency Action Plan. Initially £125,000 has been made available to support such initiatives in 2022/23 and £375,000 in 2023/24. It was acknowledged that the fund would need to be replenished in subsequent years if the priority to decarbonise the Council's operations and activities is to be realised.

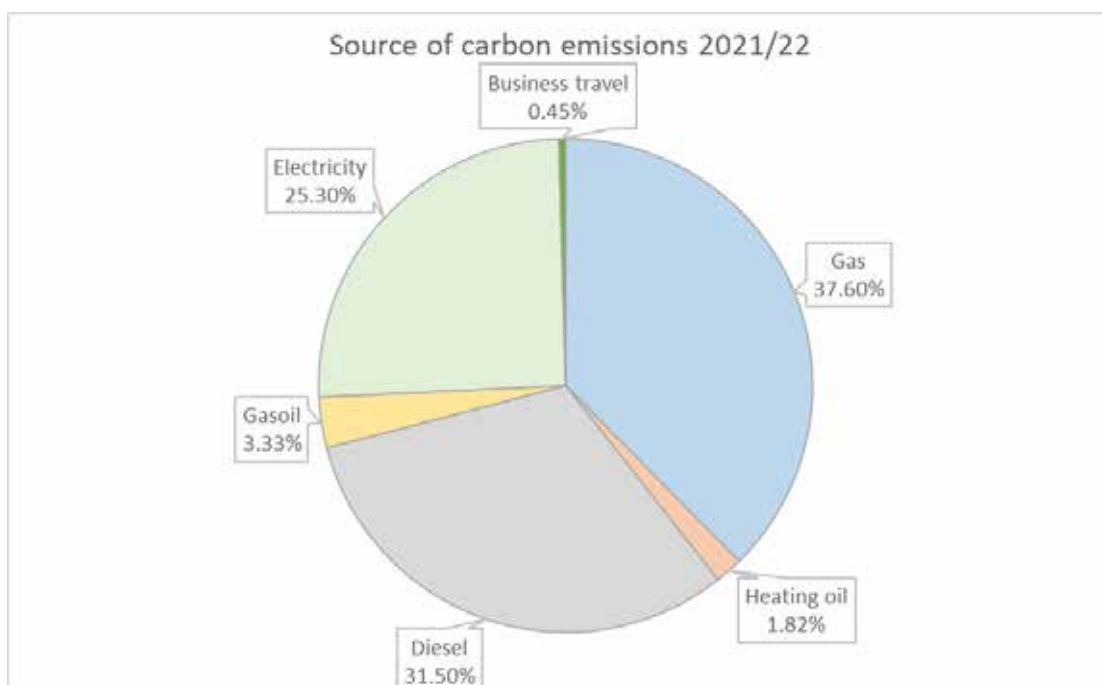
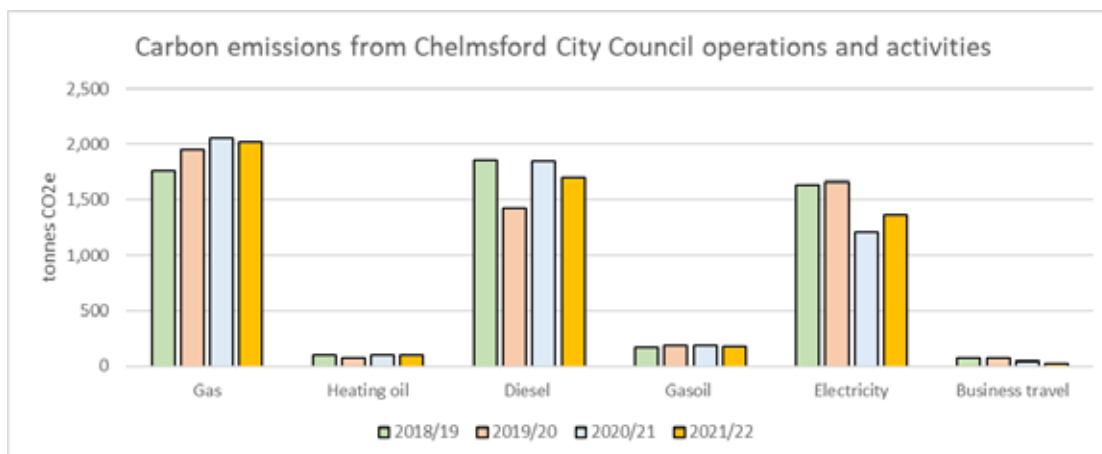
3.7. A 'Plan for Improving the Rivers and Waterways in and around Chelmsford' has been developed and was endorsed at the Chelmsford Policy Board on the 14 July 2022. The Plan sets out options and opportunities to improve the appearance, attractiveness and recreational use of the rivers and waterways in and around Chelmsford and to promote schemes and activities that enhance their habitat, ecological and biodiversity value.

## 4. Carbon baseline

- 4.1. Reference is made in the Council's Climate and Ecological Emergency Declaration to the intent to make the Council's operations and activities net-zero carbon by 2030.
- 4.2. The calculation of the City Council's carbon emissions adopts the methodologies and conversion factors for carbon reporting published by the Department for Business, Energy & Industrial Strategy (BEIS), in association with the Environment Agency.
- 4.3. Under this system, emissions fall into different types, categorised as Scope 1, Scope 2 or Scope 3 emissions. The 'scope' indicates how far removed from the Council's control the emissions are; Scope 1 being directly burnt / emitted by the Council; Scope 2 being indirectly emitted [i.e., fuels used to produce the electricity consumed] and Scope 3 being any emissions caused by the business but emitted by other parties 'upstream' or by supply chains.
- 4.4. Scope 1 and Scope 2 emissions are tightly prescribed by the guidance and are included in the carbon baseline calculation for the Council's operations and activities.
- 4.5. There is more discretion in respect of which Scope 3 emissions are included in the calculation. At present the only Scope 3 emissions that can be reliably included in the baseline are those from employee business mileage as they are readily attributed to the operations and activities of the Council.
- 4.6. The carbon emissions from the Council's operations and activities for the year [2018/19] preceding the declaration of the Climate and Ecological Emergency were assessed as 5,604 tonnes CO<sub>2</sub>e. This compares to 5,370 tonnes CO<sub>2</sub>e in 2019/20, 5,448 tonnes CO<sub>2</sub>e in 2020/21 and 5,379 tonnes CO<sub>2</sub>e in 2021/22.



4.7. The baseline calculation does not, at present, include the impact of any carbon offsetting measures undertaken by the Council or carbon emissions from goods or services procured by the Council.



5. Proposed approach to achieve the target for the City Council’s operations and activities to be net zero carbon by 2030

5.1. The focus of the plan now needs to switch to the approach and strategy for ‘decarbonising’ the Council’s operations and activities so that the target for a net-zero carbon position by 2030 can be achieved.

5.2. Carbon emissions from the Council’s activities and operations mainly arise from:

- § Gas used to heat space and water in buildings and facilities owned / operated by the Council

- § Liquid fuels [heating oil] used to heat space and water in buildings and facilities owned / operated by the Council
- § Electricity used to provide power, heat and cooling systems in buildings and facilities owned / operated by the Council
- § Liquid fuels [diesel and gas oil] used to power plant, machinery and vehicles owned and operated by the Council
- § Business travel recorded by the Council's staff

5.3. Of the emissions directly produced by the Council around 49% are from gas used and 44% from diesel fuel; the rest of the emissions are caused by the use of gasoil [4.5%] and heating oil [2.5%].

5.4. The priorities for next stage of the Plan are therefore:

- § Decarbonising the vehicle fleet
- § Decarbonising building heating and cooling systems
- § Improving energy efficiency and reducing energy consumption

5.5. In respect of decarbonising the vehicle fleet a split approach is advocated:

- § For vehicles above 3.1 tonnes it is proposed that an alternative low carbon 'drop-in' fuel is used until at least 2030 [when hydrogen fuel cell or electric powered may be a more viable option for heavy goods vehicles]
- § For vehicles less than 3.1 tonnes it is proposed to implement the phased replacement of these vehicles at the end of their current life span with ultra-low emission alternatives, where suitable options exist that are fit for purpose Essentially, in the absence of any practical alternatives at the present time, these will be electric powered

5.6. It is proposed to use hydrotreated vegetable oil [HVO] as an alternative transitional fuel for the larger fleet vehicles. This has dual benefits achieving a significant reduction in carbon emissions [90%+] and is currently a more affordable and realistic proposition than electrification, avoiding the need for new vehicles or massively expensive new charging infrastructure. The unit cost of HVO fuel, though, is higher than fossil-based diesel.

5.7. The cost of replacing all fleet vehicles of less than 3.1 tonnes with electric powered alternatives is estimated to be in the region of £4.1m at today's prices. In addition it is estimated that potential investment of £1m will be required to provide adequate charging infrastructure.

5.8. Heating systems in Council owned and operated buildings are the main consumers of gas. The approach and plans for decarbonising heating systems are the least well-developed of the priority areas identified in the carbon baseline. This is reflective of a very uncertain market, where technology is advancing slowly, and potential solutions are unproven at scale at the present time.



- 5.9. The approach adopted, therefore, is to commission specialist feasibility work to plan a comprehensive decarbonisation programme for the 24 operational sites that currently rely on gas fuelled boilers, thereby being able to adopt the latest technology as it emerges and is proven. For financial planning purposes an initial high-level assessment has been undertaken suggesting that the cost of a replacement programme will be in the order of £1.8m. The cost of the feasibility work is already funded.
- 5.10. Attention needs to be placed on reducing energy consumption and improving energy efficiency, with the dual benefits of reducing cost and lowering carbon emissions. The focus of the Plan in this regard is to complete the LED lighting replacement programme. There should some energy and running cost savings to be achieved by using LED lights. The anticipated cost to complete this programme is £650,000 spread over the four years.

## 6. Financial implications

- 6.1. Overall, if the approach to try to ensure that the City Council's operations and activities are net-zero carbon by 2030 is adopted as broadly set out, an additional investment of around £6.5m [based on present day prices] will be required spread over the next 7 years.
- 6.2. The Council has already established a 'Green Initiatives Fund' to allow investment in a low-carbon future and to support the implementation of the Climate and Ecological Emergency Action Plan. The budget currently allocated to the Fund is £500,000. The Council will need to decide as part of the budget planning decisions for 2023/24 and subsequent years as to the level of resources that can be made available if the priority to decarbonise the Council's operations and activities.

## 7. Conclusion

- 7.1. This report summarises the progress made in implementing the initial Climate and Ecological Emergency Action Plan.
- 7.2. The update identifies some positive progression; most notably the mass tree planting programme continues apace, supplementary planning guidance has established a framework for more sustainable growth and development in the future and the Council's procurement policies and practices have been updated in light of the Climate and Ecological Emergency Declaration, to embrace a range of social and environmental values.
- 7.3. The 'Love Your Chelmsford' programme, as a point of reference for 'all things green' in Chelmsford, has been revitalised, with community engagement supported and facilitated by a new, easily accessible, dedicated website.
- 7.4. The Overview and Scrutiny Committee is invited to note the progress made to date in implementing the Climate and Ecological Emergency Action Plan and

to support the proposed approach and strategy for 'decarbonising' the Council's operations and activities, so that the target for a net-zero carbon position by 2030 can be achieved. This will be subject to the necessary resources being made available when future budgets are agreed.

#### List of appendices:

Appendix A: Chelmsford City Council Climate and Ecological Emergency declared at Council on 16 July 2019

Appendix B: Climate and Ecological Emergency Action Plan – progress update to 31 August 2022

#### Background papers:

None

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#### Corporate Implications

##### Legal:

There are no legal implications directly related to the Climate and Ecological Emergency Action Plan in itself

##### Financial:

Based on current assumptions, the additional investment in the Green Initiatives Fund that that will be needed try to ensure that the City Council's operations and activities are net-zero carbon by 2030 will be around £6.5m over the next 7 [based on present day prices]

If all actions in the Plan are to be delivered the capital and revenue implications will need to be planned and incorporated into future budgets

##### Personnel:

There are no personnel-related or human resources implications directly related to the Climate and Ecological Emergency Action Plan in itself

##### Risk Management:

There are no specific risk management implications directly related to the Climate and Ecological Emergency Action Plan in itself

##### Equality and Diversity:

There are no equality and diversity implications directly related to the Climate and Ecological Emergency Action Plan in itself, but the delivery of specific actions will need to be evaluated accordingly

##### Health and Safety:

There are no health and safety implications directly related to the Climate and Ecological Emergency Action Plan in itself

Digital:

There are no digital resource implications directly related to the Climate and Ecological Emergency Action Plan in itself

Potential impact on climate change:

The Climate and Ecological Emergency Action Plan has been put in place to specifically address some of the potential impacts of climate change on Chelmsford and surrounding areas

Contribution toward achieving a net zero carbon position by 2030:

The Climate and Ecological Emergency Action Plan has been put in place to try to ensure that the City Council's operations and activities are net-zero carbon by 2030

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### Consultees:

Cabinet Member for Greener and Safer Chelmsford

Director of Sustainable Communities

Director of Connected Chelmsford

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### Relevant Policies and Strategies:

Our Chelmsford Our Plan

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## Appendix A: Chelmsford City Council Climate and Ecological Emergency declared at full Council on 16 July 2019

“Council notes:

That the impacts of climate breakdown are already causing critical damage around the world. That the ‘Special Report on Global Warming of 1.5°C’, published by the Intergovernmental Panel on Climate Change in October 2018:

- a. describes the enormous harm that a 2°C average rise in global temperatures is likely to cause compared with a 1.5°C rise, and
- b. confirms that limiting Global Warming to 1.5°C may still be possible with ambitious action from national and sub-national authorities, civil society, and the private sector

That all governmental bodies (national, regional, and local) have a duty to act, and local governments that recognise this should not wait for national governments to change their policies.

That bold policies to cut emissions also have associated health, wellbeing, and economic benefits.

That a growing number of UK local authorities have already passed 'Climate Emergency' motions.

**Council therefore resolves to:**

- *Declare a ‘Climate and Ecological Emergency’ that **requires urgent action to make the Council’s activities net-zero carbon by 2030***
- *Achieve **100% low carbon energy across the Council’s full range of functions by 2030***
- *Ensure that all strategic decisions, budgets, and approaches to planning decisions are in line with a shift to net-zero carbon by 2030*
- *Support and work with all other relevant agencies towards making the City of Chelmsford and surrounding area net-zero carbon within the same timescale*
- *Ensure that Officers and political leadership teams within Chelmsford City Council embed this work in all areas and take responsibility for reducing, as rapidly as possible, the carbon emissions resulting from the Council’s own activities*
- *Ensure that any recommendations are fully costed and that the Executive and Overview & Scrutiny bodies regularly review Council activities, taking account of production and consumption emissions, and produce an action plan within 12 months together with budget actions and a measured baseline*

- *Request that the Council's Overview & Scrutiny Committee considers the impact of Climate Change and the Environment when reviewing Council policies and strategies*
- *Work with influence and inspire partnerships across the city to help deliver this goal through all relevant strategies, plans and shared resources by developing a series of meetings, educational events for City Council staff and the wider community and partner workshops focusing on the Climate and Ecological Emergency*
- *Request that the Council and its partners take steps to proactively include young people in the process, ensuring that they also have a voice in shaping the future*
- *Establish a Chelmsford Climate Change Partnership within the remit of the Chelmsford Policy Board, involving councillors, residents, young people below voting age, academics, and other relevant parties, to prioritise carbon reduction measures, identify related benefits to employment, health, agricultural and transport sectors and develop a strategy in line with the 'net-zero carbon by 2030' target*
- *Establish a baseline for Chelmsford's ecological status and monitor progress year on year*
- *Report on the level of Council investment in the fossil-fuel industry and review the City Council's investment strategy to give due consideration to Climate Change impacts in their investment portfolio*
- *Ensure that all reports in preparation for the 2020/21 budget cycle and investment strategy note the actions the City Council will take to address this Emergency*
- *Call on the UK Government to provide such new powers and resources as are necessary to make this possible, and to work within the LGA to encourage other councils to back this plan*

# Climate and Ecological Emergency Action Plan - Progress Report

| Action Ref.   | Action  | Director (SOA)  | Service Manager (RO) | Progress Status | Active or Complete | Progress Summary | Actual Start Date   | Estimated Due Date | Completed Date |            |
|---|---|-----------------|----------------------|-----------------|--------------------|------------------|---|--------------------|----------------|------------|
| <b>CaEE 1 Establish a 'carbon baseline' position</b>  |   |                 |                      |                 |                    |                  |   |                    |                |            |
| CaEE 1a   | Establish an agreed definition of 'net-zero carbon'   | Keith Nicholson | Richard Bishop       | ✔               | On Track           | Complete         | Methodologies and conversion factors published by the Department for Business, Energy and Industrial Strategy, in association with the Environment Agency, adopted to calculate the City Council's carbon emissions.  | 01/03/2020         | 31/07/2020     | 31/07/2020 |
| CAEE 1b   | Undertake an 'organisational' assessment of the carbon emissions arising from the Council's activities, including energy use, emissions from buildings, operations and vehicles [measured in tonnes of carbon dioxide equivalent (tCO <sub>2</sub> e)]                      | Keith Nicholson | Richard Bishop       | ✔               | On Track           | Complete         | Baseline assessment has been completed and internally audited. The carbon baseline assessment will be calculated annually for each financial year. The audited total for 20219/20 was 5,370 tonnes CO <sub>2</sub> e, for 2020/21 5,448 tonnes CO <sub>2</sub> e, and for 2021/22 5,349 tonnes CO <sub>2</sub> e.   | 01/05/2020         | 31/08/2021     | 31/08/2021 |
| CaEE 1c   | Consider a 'supply chain' assessment of carbon emissions i.e. from the raw materials and services that are purchased by Council in order to deliver its services  | Keith Nicholson | Richard Bishop       | ●               | On Hold            | Active           | Consideration will need to be given as to whether further Scope 3 emissions [which include those from supply chains and other parties 'upstream'] should be included in the City Council's baseline assessment for future years.  |                    |                |            |
| <b>OCOP A2/ CaEE 2 Promote on-site renewable energy measures in new development and require sustainable design for all new dwellings, including a low carbon infrastructure in strategic growth areas</b> |   |                 |                      |                 |                    |                  |   |                    |                |            |
| CaEE 2a   | Update the 'Making Places' Supplementary Planning Document to provide further guidance re: on-site renewable energy measures and for all new dwellings to incorporate sustainable design features to reduce CO <sub>2</sub> /NO <sub>2</sub> emissions and water/energy use | Keith Nicholson | Jeremy Potter        | ✔               | On Track           | Complete         | The Making Places Supplementary Planning Document (SPD) was published for public consultation between 15 October and 12 November 2020. The consultation received 63 representations from 26 different individuals/organisations. Chelmsford Policy Board on 14 January 2021 approved a number of changes to the draft SPD and the amended SPD was adopted by Cabinet at the meeting on 26 January 2021.   | 01/04/2018         | 26/01/2021     | 26/01/2021 |
| OCOP A2.1/ CaEE 2b  | Explore options to incentivise developers to achieve as close to zero-carbon homes as possible and / or to implement a carbon offset tariff for new developments  | David Green     | Jeremy Potter        | ✔               | On Track           | Active           | The City Council has established a Greener Chelmsford Grants scheme as part of the wider Community Funding Scheme. £100,000 has been allocated to the scheme, which was launched in September 2021. To date 6 projects have been supported. Full details on the scheme are available at <a href="http://www.chelmsford.gov.uk/communities/community-funding-scheme">www.chelmsford.gov.uk/communities/community-funding-scheme</a> . The Council is also working with Homes England and Countryside Properties to bring forward a zero-carbon demonstrator site as part of a future development zone at the Beaulieu development, a reserved matters planning application has been submitted. | 01/03/2020         | 01/01/2023     |            |

| Action Ref.        | Action   | Director (SOA)  | Service Manager (RO) | Progress Status | Active or Complete | Progress Summary | Actual Start Date   | Estimated Due Date | Completed Date |            |
|--------------------|--|-----------------|----------------------|-----------------|--------------------|------------------|---|--------------------|----------------|------------|
| CaEE 2c            | Revise adopted planning policies to require all new dwellings to be built to zero-carbon standard  | Keith Nicholson | Jeremy Potter        | ✔               | On Track           | Active           | The Council is working with Homes England and Countryside Properties to bring forward a zero-carbon demonstrator site as part of a future development zone at the Beaulieu development. This workstream could be complimented by the Government's 'Future Homes Standard' which proposes requiring new build homes to be future proofed with low carbon heating and higher levels of energy efficiency introduced by 2025. Consultation started in August 2022 on the review of the adopted Local Plan. This includes the issue of future planning policy change to address future zero carbon standards. We are working in partnership with the Climate Action Unit at Essex County Council to provide evidence to support policy changes to the adopted Local Plan. | 01/05/2020         | 01/01/2025     |            |
| CaEE 2d            | Update the existing Planning Obligations Supplementary Planning Document to seek planning obligations when considering planning applications towards the Council's mass tree planting programme                                    | Keith Nicholson | Jeremy Potter        | ✔               | On Track           | Complete         | The Planning Obligations Supplementary Planning Document (SPD) was published for public consultation between 15 October and 12 November 2020. The consultation received 84 representations from 22 different individuals/organisations. Chelmsford Policy Board on 14 January 2021 approved a number of changes to the draft SPD in response to the consultation responses and the amended SPD was adopted by Cabinet on 26 January 2021. The SPD states that all new housing development should seek to plant three trees per net new dwelling.  | 01/04/2018         | 26/01/2021     | 26/01/2021 |
| OCOP C3/ CaEE 3    | Work with Essex County Council to improve movement around the City, including improvements to the cycling and walking infrastructure, to reduce traffic congestion and journey times and encourage more sustainable travel choices |                 |                      |                 |                    |                  |   |                    |                |            |
| OCOP C3.1/ CaEE 3a | Support Essex County Council in delivering improvements to the cycling and walking infrastructure as part of the Chelmsford City Growth Package  | David Green     | Jeremy Potter        | ✔               | On Track           | Active           | The Chelmsford City Growth programme is largely complete except for three elements within the city centre and at Broomfield. (a) This includes work around Broomfield Hospital and the final section from St Mary's Church to Goulton Road. These are underway and will be complete by the end of 2022. (b) The Market Road two way cycle route is open but some upgrade works are needed to the pedestrian signals. (c) The Tindal Square section will open in late 2022 as this is dependent on the wider public realm scheme around Shire Hall   | 01/11/2017         | 31/12/2022     |            |
| OCOP C3.2/ CaEE 3b | Develop a cohesive car park strategy that matches provision to future demand and includes measures that will encourage people to use more sustainable transport options  | David Green     | Jeremy Potter        | ●               | On Hold            | Active           | Development of a Sustainable Transport and Car Parking Strategy and the work of the Improving Movement Around the City Working Group, established by the Policy Board, has been paused due to uncertainties and changing travel patterns, in particular bus travel, due to the impact of the Covid-19 pandemic. However, a number of initiatives are being taken forward including the e-scooter trial, City Growth Package and the Army & Navy Sustainable Transport Package which includes improvements to park & ride facilities. Further opportunities to improve movement around the City will be considered during the review of the Chelmsford Local Plan.   |                    |                |            |



| Action Ref.           | Action  | Director (SOA)  | Service Manager (RO) | Progress Status | Active or Complete | Progress Summary | Actual Start Date | Estimated Due Date | Completed Date |
|-----------------------|---|-----------------|----------------------|-----------------|--------------------|------------------|-------------------|--------------------|----------------|
| OCOP C3.3/<br>CaEE 3c | Work with Essex County Council to develop a business case to justify a further Park and Ride site as part of an integrated approach to public transport planning and parking provision  | David Green     | Michael Adewole      | ●               | On Hold            | Active           |                   |                    |                |
| OCOP C3.4/<br>CaEE 3d | Ensure a comprehensive network of readily accessible rapid electric charging points is in place, in location of high demand and in close proximity to the strategic road network  | David Green     | Michael Adewole      | ✔               | On Track           | Active           | 01/02/2020        | 31/03/2024         |                |
| OCOP G1/<br>CaEE 4    | Implement further measures to reduce the amount of waste generated and ensure that as much as possible of any waste that is generated is reused, recycled or composted  |                 |                      |                 |                    |                  |                   |                    |                |
| OCOP G1.1/<br>CaEE 4a | Put in place a policy to eliminate, as far as possible, single-use plastics in Council premises and encourage others and the wider community to do the same   | Keith Nicholson | Tim Eaton Fearn      | ✔               | On Track           | Complete         | 01/04/2020        | 01/11/2020         | 01/11/2020     |
| OCOP G1.2/<br>CaEE 4b | Ensure that a full range of waste mitigation and recycling facilities is available at all City Council buildings to minimise the amount of non-recyclable waste generated and maximise the capture rate of materials that can be recycled | Keith Nicholson | Tim Eaton Fearn      | ✔               | On Track           | Active           | 01/03/2020        | 31/12/2022         |                |
| OCOP G1.3/<br>CaEE 4c | Ensure comprehensive waste minimisation and recycling provision at all events taking place on City Council land and premises  | Keith Nicholson | Peter Masson         | ✔               | On Track           | Complete         | 01/03/2020        | 01/05/2021         | 21/07/2021     |
| OCOP G1.4/<br>CaEE 4d | Increase provision for 'recycling on the go'  | Keith Nicholson | Tim Eaton Fearn      | ✔               | On Track           | Complete         | 01/01/2022        | 01/08/2022         | 01/08/2022     |



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|-----------------------|---|-----------------|----------------------|-----------------|--------------------|------------------|---|--------------------|----------------|------------|
| OCOP G1.5/<br>CaEE 4e | Provide support and assistance to small businesses and enterprises to adopt their own local waste minimisation plans  | Keith Nicholson | Tim Eaton Fearn      | ✔               | On Track           | Complete         | The Love Your Chelmsford programme and the Economic Development Team continue to provide support and assistance to small businesses who wish to reduce their waste and cut carbon emissions as a whole. All new commercial waste collection customers are automatically supported at the start of their contract with the City Council as to how they can reduce waste, recycle more, and reduce CO2 emissions. Ongoing as part the normal service provision  | 01/07/2019         | 30/06/2022     | 30/06/2022 |
| OCOP G1.6/<br>CaEE 4f | Review the 'green credentials' of the Indoor Retail and High Street Markets   | Keith Nicholson | Tim Eaton Fearn      | ✔               | On Track           | Complete         | A review was undertaken in 2019, and processes were changed to recover more recyclates both in quantity and type and to encourage traders to consider the most sustainable options for products and packaging. In 2021, policies and procedures were updated to include beverage cups, food containers and cardboard. Guidance was also given to food traders on recycling cooking oils.  | 21/10/2019         | 19/12/2019     | 19/12/2021 |
| OCOP G2/<br>CaEE 5    | Implement measures to lower energy consumption, ensure the most efficient use of water resources, reduce pollution and improve air quality  |                 |                      |                 |                    |                  |   |                    |                |            |
| OCOP G2.1/<br>CaEE 5a | Ensure 100% of electricity used by the City Council is from renewable sources   | Keith Nicholson | Richard Bishop       | ✔               | On Track           | Active           | From July 2019 all half hourly and non-half hourly electricity contracts were supplied from renewable energy sources with Renewable Energy Guarantees of Origin [REGO] certification. Since April 2022 the Council has had to switch to a low-carbon tariff ['Zero Carbon for Business'] due to a supply issue with REGO backed sources [not enough electricity has been generated from fully renewable sources to meet market demand]  | 14/06/2019         | Ongoing        |            |
| OCOP G2.2/<br>CaEE 5b | Improve home energy efficiency, affordability and encourage the use of renewable energy sources for home energy switches  | Keith Nicholson | Paul Brookes         | ✔               | On Track           | Active           | Essex Energy Switch promoted, however the auction did not deliver any tariffs below or close to the Ofgem price cap so registrants were advised not to switch. Multiple Local Authority declarations made to facilitate ECO (Energy Companies Obligation). Green Homes Grant Local Authority Delivery scheme promoted and delivered in conjunction with the Energy Hub. Match-funded Sustainable Warmth Officer appointed to support the delivery of the Sustainable Warmth net zero project commencing October 2022. These initiatives are ongoing   | 01/04/2020         | 31/03/2024     |            |
| OCOP G2.3/<br>CaEE 5c | Examine the business and environmental case for potential future investment opportunities in green technology and renewable energy initiatives, including options for decarbonising heating and cooling systems | Keith Nicholson | Richard Bishop       | ✔               | On Track           | Active           | Successful bid made to BEIS Regional hub to enable access to OnGen software to assess the suitability of renewable technologies in the Council's estate. This software involves the use of the Council's energy management data and key building characteristics to suggest which technologies are suited to each property owned by Chelmsford City Council - evaluation continuing. Reports on alternative low carbon technologies have been commissioned for several Council properties with gas boilers towards the end of their operational life. | 01/11/2020         | 31/03/2023     |            |

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|----------------------------|--|-----------------|----------------------|-----------------|--------------------|------------------|---|--------------------|----------------|------------|
| OCOP G2.4/<br>CAEE 5d      | Refresh the air quality strategy and action plan for Chelmsford to further reduce damaging vehicle and CO2 emissions and reduce air pollution generally  | Keith Nicholson | Paul Brookes         | ✔               | On Track           | Complete         | New Air Quality Strategy approved at Cabinet on 7 June 2022. Air quality monitoring now incorporates real-time air quality reporting, which will be published on the Love Your Chelmsford website. Air quality issues are incorporated into master planning for housing growth sites. Policies included in the adopted Local Plan applied to encourage air quality mitigation measures in new development and ensure suitable low carbon infrastructure is provided in growth areas | 01/03/2019         | 07/06/2022     | 07/06/2022 |
| OCOP G2.5/<br>CAEE 5e      | Update and refresh the City Council's Travel Plan setting out the actions and initiatives to encourage employees to use sustainable transport options to get to, from and between workplaces   | Keith Nicholson | Paul Brookes         | ✔               | On Hold            | Active           | As a consequence of Covid, hybrid working has been adopted extensively by office based staff. The impact of this needs to be understood prior to refreshing the Travel Plan, this has pushed back the date for review to 2022/23. Electric pool cars were ordered in February 2022. These will reduce the need for staff to bring their own car into work.  | 07/10/2019         | 31/03/2023     |            |
| OCOP G2.6/<br>CaEE 5f      | Work with public service transport providers and regulated transport providers [such as taxis] to ensure that wherever possible vehicles used in Chelmsford are low emission and / or compliant with at least Euro 6 emission standards                      | Keith Nicholson | Paul Brookes         | ✔               | On Track           | Active           | Policy approved at Licensing Committee on 13 February requiring taxis to be Euro 6 compliant by 1st April 2024. Work ongoing with other public transport providers. Target for buses to be zero emission is now set out in the UK Climate Change Committee Sixth Carbon Budget published in December 2020.  | 13/02/2020         | 01/04/2024     |            |
| <b>OCOP E1/<br/>CaEE 6</b> | <b>Undertake a greening programme to significantly increase the amount of woodland and the proportion of tree cover in Chelmsford</b>  |                 |                      |                 |                    |                  |   |                    |                |            |
| OCOP E1.1/<br>CaEE 6a      | Put in place a sustained medium-term mass tree planting and woodland creation programme resulting in the planting of at least 148,000 additional trees / create 71 hectares of woodland to achieve tree cover of at least 20% in the Chelmsford area by 2030 | Keith Nicholson | Paul Van Damme       | ✔               | On Track           | Active           | Programme ongoing. At 31 March 2022 [end of the most recent planting season], 47,406 new trees had been planted.  | 01/11/2019         | 31/03/2030     |            |
| OCOP E1.2/<br>CaEE 6b      | Encourage local people and communities to take greater responsibility for greening their area / environment, including planting trees in their gardens   | Keith Nicholson | Paul Van Damme       | ●               | Not Due to Start   | Active           | From 2023 onwards, initiatives/schemes will be introduced as part of the 10 year mass tree planting and woodland creation greening programme that provide tree stock to residents suitable for planting in gardens of different sizes   | 01/11/2023         | 31/03/2030     |            |
| OCOP E1.3/<br>CaEE 6c      | Adopt the 'Woodland Carbon Code' to validate the carbon sequestration value for mass tree planting and woodland creation projects  | Keith Nicholson | Paul Van Damme       | ●               | On Hold            | Complete         | Following further evaluation of the Woodland Carbon Code and the potential to use it for validating carbon offsetting decided not to adopt [much more work needs to be done nationally before it would be worth adopting locally]   | 01/04/2020         | 31/03/2023     | 31/03/2022 |

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|---|---|-----------------|----------------------|-----------------|--------------------|------------------|---|--------------------|----------------|------------|
| OCOP E1.4/<br>CaEE 6d   | Explore opportunities to participate in the Eastern Claylands project promoted by the Woodland Trust designed to help create a more resilient landscape that can absorb and recover from natural and human pressures and adapt to future change | Keith Nicholson | Paul Van Damme       | ●               | On Hold            | Complete         | Following further investigation, the Eastern Claylands initiative appears to be better suited to farmers and private landowners and is generally focused on Suffolk and northern parts of Essex, rather than mid Essex.<br>As an alternative the City Council is an active participant and contributor in the 'Essex Forest Partnership', alongside other Essex districts, Essex County Council and the Woodland Trust. Chelmsford's contribution has now been incorporated into the mass tree planting woodland creation programme, on an ongoing basis  | 01/01/2020         | 31/03/2030     | 31/03/2022 |
| OCOP E2/<br>CaEE 7 Implement further measures to improve the 'green infrastructure' of Chelmsford, protecting and expanding natural habitats and increasing bio-diversity |   |                 |                      |                 |                    |                  |   |                    |                |            |
| OCOP E2.1/<br>CaEE 7a   | Establish a continuous, fully connected green wedge through the Chelmer River Valley [north]  | David Green     | Jeremy Potter        | ✔               | On Track           | Active           | Policy framework is within the adopted Chelmsford Local Plan 2013-2036. Specific enhancements will be identified in the emerging North East Chelmsford Garden Community site masterplan and planning applications. Improving connectivity within and through the green wedge will be undertaken alongside work on the North East Chelmsford Garden Community project which is expected to commence in 2022/23, as well as through the emerging Broomfield Neighbourhood Plan. A localised action plan is being prepared, co-ordinated by the Waterways Working Group to facilitate improvements to the southern sections of this green wedge. The Plan for Improving the Rivers and Waterways in and around Chelmsford was endorsed at the City Council's Policy Board on the 14th July 2022. The Plan sets out options and opportunities to improve the appearance, attractiveness and recreational use of the rivers and waterways in and around Chelmsford and to promote schemes and activities that enhance their habitat, ecological and biodiversity value. The connectivity of the river valleys to provide cycleway and footpath links through the river valleys and beyond is an integral part of the plan. | 01/05/2020         | 31/12/2036     |            |
| OCOP E2.2/<br>CaEE 7b   | Establish a new Chelmer River Valley green wedge to the east of the city centre   | Keith Nicholson | Paul Van Damme       | ✔               | On Track           | Active           | Establishing the 'country park' associated with the East Chelmsford growth area (Manor Farm, Sandon) is fundamental to realising a fully connected green wedge to the east of the City Centre. Requirements have been incorporated into the master planning for the growth site, the master plan having been agreed at Cabinet on 16 November 2021. A number of other initiatives that will complement the 'country park', when established, is currently being prepared and co-ordinated by the Waterways Working Group. This will ensure a comprehensive and joined-up plan is in place that will be realised over the next 8-10 years.   | 01/07/2020         | 30/03/2026     |            |

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|-----------------------|--|-----------------|----------------------|-----------------|--------------------|------------------|---|--------------------|----------------|------------|
| OCOP E2.3/<br>CaEE 7c | Create a new natural open space and country park as part of the North East Chelmsford growth area  | David Green     | Jeremy Potter        | ✔               | On Track           | Active           | Policy framework is within the adopted Chelmsford Local Plan 2013-2036. A specific requirement will be identified in the emerging site masterplan which was subject to consultation in the summer of 2022 and planning applications for the development are expected late 2022/early 2023. Updated proposals provide a focus for a new Nature Park which still is expected to be started towards the latter stages of the development.  | 01/05/2020         | 31/12/2036     |            |
| OCOP E2.4/<br>CaEE 7d | Refresh the Bio-Diversity Action Plan for Chelmsford to improve the habitat value of green spaces and promote greater bio-diversity across the area, adopting 'Making Space for Nature' principles [DEFRA 2010]  | Keith Nicholson | Paul Van Damme       | ✔               | On Track           | Active           | It is proposed to develop a Chelmsford Nature Recovery Strategy (NRS) rather than refresh the biodiversity action plan. A NRS is intended to help enhance sites designated for nature conservation and other wildlife-rich places, including newly created and restored wildlife-rich habitats, corridors and steppingstones to help wildlife populations to grow and move. The use of Local Nature Recovery Strategies and the creation of effective delivery partnerships are now set out in the Environment Act 2021. Essex County Council will be the lead authority now for the development of nature recovery strategies<br><br>In April 2022 the City Council has implemented a new policy for 'creating and managing species-rich grassland'. This involved changes to maintenance regimes across the whole of the City Council area, placing much greater emphasis on increasing the biodiversity of grassland areas rather than being more frequently close mown. | 01/05/2021         | 31/03/2030     |            |
| OCOP E2.5/<br>CaEE 7e | Work with Essex Wildlife Trust, statutory bodies, landowners and community organisations to formulate and implement 'Living Landscape' plans across the Chelmsford area to create bigger, better connected and sensitively managed habitats and natural spaces | Keith Nicholson | Paul Van Damme       | ●               | On Hold            | Complete         | This action also will be assimilated into the proposed Chelmsford Nature Recovery Strategy, the focus being to improve the landscape's resilience to climate change, providing natural solutions to reduce carbon and manage flood risk, as well as sustaining vital ecosystems such as improved soil, clean water and clean air  | 01/05/2022         | 31/03/2032     | 31/03/2022 |

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|--|--|-----------------|----------------------|-----------------|--------------------|------------------|--|--------------------|----------------|------------|
| OCOP F3/ CaEE 8 Improve the environmental quality, attractiveness and recreational potential of rivers and waterways and associated green corridors in the City Centre and surrounding areas |  |                 |                      |                 |                    |                  |  |                    |                |            |
| OCOP F3.1/ CaEE 8a   | Establish a Chelmsford Policy Board Working Group to develop policies and plans to improve the environmental quality, attractiveness and recreational use of the rivers and waterways                            | Keith Nicholson | Paul Van Damme       | ✔               | On Track           | Complete         | A Chelmsford Waterways Working Group was established by the Policy Board on 6 June 2019 with a brief to develop policies and plans to improve use, access to, and enhance the environment and ecological value of, the rivers and waterways in and around Chelmsford. A provision of £600,000 spread over 3 years to support this programme was agreed at Council on 26 February 2020. A 'Plan for Improving the Rivers and Waterways in and around Chelmsford' has been developed and was endorsed at the Chelmsford Policy Board on the 14 July 2022. The Plan sets out options and opportunities to improve the appearance, attractiveness and recreational use of the rivers and waterways in and around Chelmsford and to promote schemes and activities that enhance their habitat, ecological and biodiversity value.   | 06/06/2019         | 31/03/2023     | 14/07/2022 |
| OCOP F3.2/ CaEE 8b   | Examine options to improve navigation on the rivers and waterways and review current and future flood prevention measures [including devices to retain water in the City Centre all year round]                  | Keith Nicholson | Paul Van Damme       | ⓘ               | Needs Attention    | Active           | The initial focus of the Chelmsford Waterways Working Group during 2020 has been to develop plans and test the feasibility of the construction of a replacement structure for the so-called automatic flood gates, to retain water in the City Centre rivers and improve navigation on the River Chelmer. An options appraisal was considered by the Working Group on 22 January 2020 and the recommendations endorsed by the Policy Board on 5 March 2020. Following approval at Cabinet on 8 September 2020, further detailed survey work and a second stage feasibility study was commissioned in December 2020. This work was put on hold as access to the structures was prohibited until low pressure gas main repairs could be undertaken. It is anticipated that the gas main repair work will take place in autumn 2022.  | 01/10/2019         | 31/03/2024     |            |
| OCOP F3.3/ CaEE 8c   | Consider opportunities to extend and improve green spaces adjoining the rivers and waterways, including options for greening of the canalised sections of the river to improve its appearance and attractiveness | Keith Nicholson | Paul Van Damme       | ✔               | On Track           | Active           | Following a delay due to Covid-19 restrictions, a 'creative workshop' took place on 27 July 2021 to generate ideas and identify potential opportunities for improving the appearance, attractiveness, and accessibility of selected sections of the rivers in the City Centre. The themes emerging included: (1) Using projections and reflections of light or visual images, possibly incorporating / animated by sounds, (2) Removing physical and visual barriers to access and possibly introducing floating platforms, (3) River 'wall' dressing in different media, possibly using visual art or 'green walls', (4) Introducing 2D and 3D interactive sculptures / artworks, (5) Improving information - interpreting and telling stories about the functionality / environment of the waterways. The context for this is now set by the 'Plan for Improving the Rivers and Waterways in and around Chelmsford' which was endorsed at the Chelmsford Policy Board on the 14 July 2022 [per CaEE 8a]. | 06/06/2019         | 31/03/2023     |            |

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|-----------------------|---|-----------------|----------------------|-----------------|--------------------|------------------|--|--------------------|----------------|--|
| OCOP F3.4/<br>CaEE 8d | Promote projects and activities that enhance the habitat, ecological and biodiversity value of the river corridors  | Keith Nicholson | Paul Van Damme       | ✔               | On Track           | Active           | The declaration of Admirals Park as a Local Nature Reserve was confirmed by Cabinet on 13 July 2021.<br>The declaration of Frankland Fields as a Local Nature Reserve was confirmed by Cabinet on 12th April 2022.<br>A programme of other initiatives is currently being investigated   | 06/12/2020         | Ongoing        |  |
| OCOP F3.5/<br>CaEE 8e | Consider opportunities that could be taken to extend and improve the network of riverside footpaths and cycleways   | David Green     | Paul Van Damme       | ✔               | On Track           | Active           | Policy framework is within the adopted Chelmsford Local Plan 2013-2036. Specific requirements are identified in relevant approved site masterplans with further details coming forward through planning applications for new developments including in East Chelmsford and Chelmer Waterside. Opportunities to maximise the recreational and travel potential of the river corridors are also included in the Plan for Improving Rivers and waterways in and around Chelmsford.<br>Extensions and improvements to the network of riverside footpaths and cycleways will be promoted by the City Council as part of Essex County Council's Army & Navy Sustainable Transport Package. The City Council has agreed funding of £4m towards the Army and Navy Sustainable Transport Package, together with further funding of £1.5m to develop improved cycling and walking connectivity from East Chelmsford into the City Centre.  | 01/05/2020         | 31/12/2036     |  |
| OCOP G3/<br>CaEE 9    | Upgrade the Council's vehicle fleet to embrace the latest low emission technology, including ultra-low emission electric powered vehicles, as they become operationally and commercially viable |                 |                      |                 |                    |                  |  |                    |                |  |
| OCOP G3.1/<br>CaEE 9a | Replace all Council fleet vehicles that do not currently meet the Euro 6 standard   | Keith Nicholson | Peter Masson         | ✔               | On Track           | Active           | Fleet replacement programme underway, although the timing of some vehicle replacements has been deferred to assist with managing the financial constraints caused by Covid 19. Target completion date for all operational fleet vehicles to meet at least Euro 6 standard is 2024. This remains achievable. Currently 83% of waste/recycling vehicles are Euro 6.  | 01/11/2020         | 30/03/2024     |  |
| OCOP G3.2/<br>CaEE 9b | Evaluate ultra-low emission alternatives [electric or hydrogen powered] for selected vehicles where operationally and commercially viable   | Keith Nicholson | Peter Masson         | ✔               | On Track           | Active           | For larger fleet vehicles evaluation suggests that pure electric or hydrogen fuelled vehicles are not currently operationally or commercially viable. More operational information/data required on national trials before any commitment by the Council. The Sixth Carbon Budget report sets out pathways and realistic timescales for the decarbonising of transport and vehicles [one third of the HGV fleet low carbon in 2035]. Commitment to fit electric bin lifts to all collection vehicles with rear bin lifts remains. Some ultra low emission alternatives gradually being introduced to the small vehicle fleet [vans] where suitable to do so.<br>Currently carrying out a feasibility study on HVO fuel [Hydrotreated Vegetable Oil]. HVO is a second generation bio fuel [also referred to as renewable diesel fuel]. HVO is a low carbon, low emission, and sustainable alternative to fossil diesel. It is fully interchangeable with conventional diesel and can be mixed at any percentage | 28/01/2020         | 30/03/2035     |  |

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| OCOP G3.3/<br>CaEE 9c  | Acquire a selection of low emission or ultra-low emission 'pool' vehicles to provide more sustainable options for business travel  | Keith Nicholson | Paul Brookes         | ✔               | On Track           | Active           | 2 pool cars were ordered in February 2022, with delivery expected in September 2022   | 28/01/2020         | 30/09/2022     |            |
| OCOP G3.4/<br>CaEE 9d  | Consider adapting the current lease car scheme so that it offers preferential terms and incentives for those employees who choose an ultra-low emission vehicle  | Nick Eveleigh   | Phil Reeves          | ✔               | On Track           | Complete         | Proposals for refining scheme agreed at Management Team in January 2021 and then subject to staff consultation undertaken during first quarter of 2021. The changes were made to the scheme on 1st June. The scheme will be reviewed again in 2023.   | 01/11/2020         | 31/03/2021     | 01/06/2021 |
| OCOP G3.5/<br>CaEE 9e  | Provide additional bicycles [including power assisted] for travelling to meetings and site visits, improve cycle storage and welfare facilities to facilitate the use of cycling as a more sustainable travel option | Keith Nicholson | Paul Brookes         | ✔               | On Track           | Active           | Two bicycles have been provided but Covid restrictions and focus on working from home has limited use during the last 18 months. The change in working patterns, some of which are likely to be permanent, may require the Council to re-think its current Travel Plan priorities in the future   | 01/03/2020         | Ongoing        |            |
| OCOP H3/<br>CaEE 10    | Support the Environment Agency to implement the Margaretting flood alleviation scheme and other measures to reduce the risk of flooding to residential and commercial properties in the City                         |                 |                      |                 |                    |                  |   |                    |                |            |
| OCOP H3.1/<br>CaEE 10a | Ensure the final phase of the wider, Environment Agency led Chelmsford flood alleviation scheme is constructed protecting an additional 548 residential and 235 commercial properties from the risk of flooding      | Keith Nicholson | Stuart Graham        | !               | Needs Attention    | Active           | The delivery of the Margaretting element of the Chelmsford Flood Alleviation Scheme has been the subject of prolonged delays and the Environment Agency has now confirmed that the scheme will not be implemented as planned. An alternative approach is being developed by the Chelmsford Flood Resilience Partnership [principally the Environment Agency and Chelmsford City Council] in favour of a more integrated approach involving a variety of catchment improvements and natural flood management interventions to slow flow of water upstream of Chelmsford City Centre, rather than relying on a single upstream flood storage measure. Detailed flood modelling and an outline business case is currently being prepared by the Environment Agency | 01/04/2020         | 30/09/2026     |            |
| OCOP D2/<br>CaEE 11    | Establish a 'green investment fund' to support the Council's environment plan  |                 |                      |                 |                    |                  |   |                    |                |            |
| OCOP D2.1/<br>CAEE 11a | Create a new 'zero carbon communities' grant scheme where local communities can bid for funding for initiatives that will help them lower carbon emissions in their area   | Louise Goodwin  | Alison Chessell      | ✔               | On Track           | Complete         | Proposals for establishing a Carbon Zero fund were approved by Cabinet in June 2021. The 'Greener Chelmsford Grants' scheme was launched in August 2021.  | 01/11/2020         | 30/04/2021     | 31/08/2021 |



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| <b>CaEE 12 Review the Council's investment strategy in light of the Climate and Ecological Emergency Declaration</b>                |  |                 |                      |                 |                    |                  |  |                    |                |            |
| CaEE 12a  | When investing, require fund managers to consider Environmental, Social and Governance (ESG) factors in their investment process, including signing up to the UN Principles for Responsible Investment.        | Nick Eveleigh   | Phil Reeves          | ✔               | On Track           | Complete         | If fund managers are used, the criteria for selection will ensure requirements are met.  | 01/07/2020         | 01/01/2021     | 01/01/2021 |
| CaEE 12b  | Ensure that the Council's direct property investment strategy takes account of Minimum Energy Efficiency Standards legislation as a minimum requirement  | Keith Nicholson | Joe Reidy            | ✔               | On Track           | Active           | The Council's direct property investment strategy requires the purchases to be in line with the Minimum Energy Efficiency Standards Legislation. The existing portfolio is largely already compliant.  | 28/01/2020         | 31/03/2022     |            |
| <b>CaEE 13 Review the Council's procurement policies and practices in light of the Climate and Ecological Emergency Declaration</b> |  |                 |                      |                 |                    |                  |  |                    |                |            |
| CAEE 13a  | Adopt a policy for the Council to use Fair Trade or Rain Forest Alliance certified products  | Louise Goodwin  | Alison Chessell      | ✔               | On Track           | Complete         | Policy put in place in June 2019 that all products used for refreshments at the Civic Centre site should be Fair Trade or Rain Forest Alliance certified. Rainforest Alliance and Fair Trade Products referenced in Social Value Procurement Policy adopted in November 2020.        | 14/06/2019         | 31/03/2021     | 30/11/2020 |
| CAEE 13b  | Strengthen and simplify requirements for social value and environmental impacts within all the Council's procurement and commissioning activities to incentivise supply chain to support Council's objectives. | Louise Goodwin  | Alison Chessell      | ✔               | On Track           | Complete         | New Social Value Policy and Strategy approved by Cabinet on 17 November 2020. Training provided to key staff on new policy requirements in March 2021  | 01/05/2020         | 31/12/2020     | 17/11/2020 |
| CAEE 13c  | Raise awareness of social value and environmental impacts within public procurement within the local business community  | Louise Goodwin  | Alison Chessell      | ✔               | On Track           | Active           | Social Value information being sent to prospective bidders and suppliers where social value scoring is part of evaluation process. More information to be added to website. Social Value impact reported annually to Audit and Risk Committee.                                       | 01/01/2021         | 31/12/2022     |            |
| CAEE 13d  | Work with partners to influence social value and environmental impacts within the wider public sector procurement community  | Louise Goodwin  | Alison Chessell      | ✔               | On Track           | Complete         | Successfully used regulations to ensure that only local suppliers are allowed to bid for certain opportunities where appropriate. Service Manager is the local government representative on Contract for Change Steering Committee - a national task force focusing on Social Value. | 01/01/2021         | 30/06/2022     | 30/06/2022 |



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| OCOP D3/ CaEE 14 Local Climate and Ecological Emergency |   |                 |                      |                 |                    |                  |   |                    |                |            |
| OCOP D3.1/ CaEE 14a                                     | Create a 'Chelmsford Climate Change Partnership' or similar affiliation of interests to engage with partners, other agencies and the wider community to agree an approach and develop plans to meet the target for Chelmsford to be net zero-carbon by 2030 | Keith Nicholson | Tim Eaton Fearn      | ✔               | On Track           | Complete         | Given the various 'climate partnerships' that have now been established, the opportunity has been taken to change the approach to this action which is to support and facilitate partner organisations and events, such as The Manifesto for Essex, Essex Book Festival, Gridserve, etc. This has proved very successful with the Love Your Chelmsford programme providing some co-ordination, facilitation and promotion of these type of events - for example the "Green Week" led by Chelmsford-for-You which represents over 500 businesses in Chelmsford   | 01/01/2021         | 01/07/2022     | 01/07/2022 |
| OCOP D3.2/ CAEE 14b                                     | Adapt the 'Love Your Chelmsford' programme as the primary vehicle for engaging and fostering community activity aligned to the Climate and Ecological Emergency Declaration   | Keith Nicholson | Tim Eaton Fearn      | ✔               | On Track           | Complete         | A refreshed Love Your Chelmsford (LYC) programme, designed to encourage and facilitate community and business engagement in 'green living', was put in place focusing on seven key themes reusing and renewing - reducing and recycling waste - green cleaning - eating green - greener energy - greener travel - sustainable fashion and clothing. The volunteer and community litter picking loan scheme has been relaunched very successfully. Social media and LYC website stats continue to grow. The LYC website undergoes further reviews following feedback from users. Since Covid restrictions further relaxed, volunteering requests have significantly improved and are now at more that pre-Covid levels.  | 01/06/2020         | 31/03/2022     | 31/03/2022 |
| OCOP D3.3/ CaEE 14c                                     | Develop a website and social media presence for people and organisations wishing to 'connect' with the Climate and Ecological Emergency, the wider 'green agenda' and as a means to promote participation in the 'Love Your Chelmsford' programme           | Keith Nicholson | Tim Eaton Fearn      | ✔               | On Track           | Complete         | The new, dedicated Love Your Chelmsford (LYC) website was launched in September 2020 providing a point of reference for 'all things green' in Chelmsford focusing on the Council's priority to create a safer and greener place, protecting and enhancing wildlife, habitats and landscapes, providing attractive, high quality, accessible green spaces and lowering energy consumption, reducing waste and preserving natural resources. The website was widely promoted via social media and other communication channels and began to build a strong user base. In August 2021 a further review and update of the LYC website was completed in response to feedback from users. Content remains topical and current. Social media sites are very popular and levels of interest and use continue to rise. | 01/01/2020         | 04/09/2020     | 14/09/2020 |

| Action Ref.  | Action  | Director (SOA) | Service Manager (RO) | Progress Status | Active or Complete | Progress Summary | Actual Start Date  | Estimated Due Date | Completed Date |            |
|--|---|----------------|----------------------|-----------------|--------------------|------------------|--|--------------------|----------------|------------|
| <b>CaEE 15 Review HR Policies and practices in light of the Climate and Ecological Emergency Declaration</b> |   |                |                      |                 |                    |                  |  |                    |                |            |
| CAEE 15a   | Ensure that people management policies and working practices reflect the Climate and Ecological Emergency Declaration and develop an ongoing communication and training programme for staff to highlight their environmental responsibilities   | Louise Goodwin | Debbie Wootton       | ✔               | On Track           | Complete         | The Code of Conduct for employees and workers was reviewed in 2020 with the inclusion of a statement setting out the expectations for employees ... 'The Council declared a climate and ecological emergency in July 2019 and expects its employees to consider the environmental impact of their actions and behaviour and , in particular, to contribute to reducing waste and reducing carbon emissions where possible when at work'. The Driving Policy for the Council includes the commitment to car sharing, reimbursement of mileage for electric cars. HR Policies, describe the employment relationship between the Council and the employee from recruitment through employee life cycle to the ending of working relationship, have been checked and reviewed to ensure that none of these employment policies are contrary to Climate and Ecological Emergency declaration. | 28/01/2020         | 31/12/2020     | 01/10/2020 |
| CAEE 15b   | Consider ways to encourage a community-based volunteering scheme for City Council employees   | Louise Goodwin | Debbie Wootton       | ✔               | On Track           | Active           | There are ongoing discussions with the Chelmsford Council for Voluntary Service (CVS) regarding a CCC staff volunteering scheme and proposals will be considered by the Council in autumn 2022. Existing opportunities to volunteer within the community are supported by the Council's 'Entitlement for Time Off Policy', which includes paid time off for public duties such as a school governor or Justice of the Peace, Reserves of the Armed Forces, Retained Fire Fighters and Special Constables.  | 28/01/2020         | 31/12/2022     |            |
| CAEE 15c   | As green skills appear key to a sustainable future and the transition towards a 'green' economy will start to shape the labour market, the Council should consider possible job creation and upskilling opportunities for the current workforce | Louise Goodwin | Debbie Wootton       | ⚠               | Needs Attention    | Active           | Service Managers are continuing to identify suitable courses to upskill the current workforce. Planners attend the following: regular training by Anglia Ruskin University which includes elements of green skills, such as sustainable drainage and biodiversity; BREEAM training which relates to sustainable construction methods and accreditation for commercial buildings; and bio-diversity net gain training. As of August 2022: an Local Government Association Senior Officer Leadership course on 'Responding to the Climate Emergency' has been offered to managers; and a number of Council staff have attended Carbon Literacy courses offered by the Economic Development Team.   | 17/05/2021         | Ongoing        |            |

| Action Ref. | Action   | Director (SOA) | Service Manager (RO) | Progress Status | Active or Complete | Progress Summary   | Actual Start Date | Estimated Due Date | Completed Date |
|-------------|--|----------------|----------------------|-----------------|--------------------|--|-------------------|--------------------|----------------|
| CAEE 15d    | Promote flexible working to enable employees to work at home to avoid transport congestion and pollution | Louise Goodwin | Debbie Wootton       | ✔ On Track      | Complete           | The Council policy, 'Working Flexibly - Our Approach', has been in place since April 2021. Hybrid working is now in operation, with a mix of home and office working helping to reduce transport congestion and pollution. | 01/04/2020        | 30/04/2021         | 30/04/2021     |

|                  |           |      |          |           |      |
|------------------|-----------|------|----------|-----------|------|
| On Track         | 46        | 81%  | Active   | 32        | 56%  |
| Needs Attention  | 3         | 5%   | Complete | 25        | 44%  |
| On Hold          | 7         | 12%  |          |           |      |
| Not Due to Start | 1         | 2%   |          |           |      |
|                  | <u>57</u> | 100% |          | <u>57</u> | 100% |