

Climate Action Plan

for Vale of White Horse
District Council

2022-2024



South Oxfordshire and Vale of White Horse
Joint Local Plan 2041
EXAMINATION LIBRARY DOCUMENT

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Foreword

We are really proud to present our Climate Action Plan for 2022-2024. Tackling the climate emergency is a priority for us and this Plan sets out how we will achieve our target of becoming carbon neutral by 2030, with a 75 per cent reduction in emissions by 2025. Actions in the Plan focus on how carbon emissions will be reduced from our services and ways of working by embedding climate considerations throughout, how we will provide our staff with training and skills to integrate carbon reduction in their work, how we will manage our buildings and land by using sustainable best practices, and how important it is to work with our partners and communities to tackle the climate emergency across our district to strengthen our impact.

Our Climate Action Plan is a specific commitment in our [Corporate Plan 2020-24](#). During the engagement on our Corporate Plan residents told us that tackling the Climate Emergency was really important to them which is why our Corporate Plan prioritises climate action through the theme of tackling the climate emergency, and embeds sustainability throughout the other themes. Not only will the Climate Action Plan improve our council operations and services for residents, it will also contribute to the urgent global climate change agenda, which we were so recently reminded of at COP26 in Glasgow, as well as the UK's net zero targets. We also look forward to working in partnership across the county to address our wider district wide emissions, further contributing to UK and international targets.

While a lot of climate action is taking place at the global and national scale, we must also recognise that during the development of this plan, we experienced, and are still living through, the Covid-19 pandemic. The pandemic posed many challenges and impacted the livelihoods of many. Changes as a result of the pandemic have also had positive outcomes for the environment including reduced travel, shopping locally, and enjoying our surrounding nature, all of which contribute to lowering carbon emissions.

Over the past few years we have seen a lot of climate action in our communities. This has included setting up repair cafes and refill stations, planting trees and community gardens. We are grateful for all the work our communities are doing and we will continue to support this work and hope to further build these relationships.

We are lucky to live in a district with green and open spaces and we want to continue to provide a place for our communities to thrive. While we live in a beautiful environment, we are experiencing extreme weather conditions, including flooding, heavy rainfall and hot summers, affecting some residents more than others. Ensuring our policies and plans have climate action at their core will help to address and hopefully improve these situations.



Cllr Catherine Webber
Cabinet Member for Climate
Emergency and Environment



Cllr. David Grant
Chair of Climate Emergency Advisory
Committee (CEAC)



Cllr Emily Smith
Leader of Vale of White Horse
District Council

Welcome from Simon Hewings, Head of Finance, Vale of White Horse District Council

This Climate Action Plan comes at an interesting time for us – with council budgets more constrained than ever, especially in the midst of the Covid-19 pandemic, addressing the climate emergency will be a challenge. As a council we continue to focus on providing core services for our residents as well as the wellbeing and resilience of our communities, our economic prosperity, and now taking climate action.

Financial implications are at the core of our decision making, and whilst this will always be a priority for us, climate considerations also need to be included to ensure we reach our carbon neutral targets. All our report writing templates will include a climate implications section to ensure we have considered the environmental impact of our work.

This Plan has been written in collaboration across the council to ensure that the actions are honest, feasible and realistic, while also pushing us to make changes and improvements to our services. I have reviewed the actions and believe that through the skills and experience of our staff, working in partnership, lobbying government on this issue, and seeking external funding, we will be able to make an impact locally on this global issue.

We will continue to be open and accountable in all areas of work, this will also apply to how we monitor the progress of our Climate Action Plan and being upfront about any challenges we face. The Plan will be monitored closely by officers and councillors to ensure we are on track to meet our carbon neutral targets.

Introduction

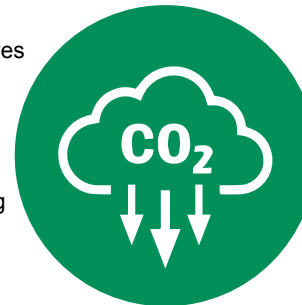
The purpose of this Climate Action Plan is to outline how the Vale of White Horse District Council will meet its target of becoming a carbon neutral council by 2030, with a 75 per cent reduction in carbon emissions by 2025. This plan focuses on the council's own emissions to ensure our operations and service provision are carbon neutral by our target date, leading by example before focusing on our district target to be carbon neutral by 2045, with a 75 per cent reduction in carbon emissions by 2030.

This Plan presents a set of actions that will help us achieve our target of carbon neutrality through direct initiatives using our statutory powers, strategic policymaking, or by enabling behaviours and working with others. Our vision is for climate action to be embedded throughout all our ways of working and services, to support our communities to do the same, and to work in partnership to make a greater impact on our target.

This Plan first provides policy context to set the scene for climate action globally, nationally and locally, including our climate actions so far, followed by an outline of our strategic approach to climate action, our reporting methods and then our action plan.



Carbon neutral, or 'net zero carbon', means there is a balance between the carbon emissions released into the atmosphere and the amount of carbon emissions removed from the atmosphere.



Policy Context

There are a range of global, national, regional and local policies setting guidance and targets for taking climate action.

Internationally, the United Nations Framework Convention on Climate Change ([UNFCCC](#)) is the United Nations entity responsible for responding to climate change, and oversees the implementation of the [Paris Agreement](#). The Paris Agreement is a legally binding international treaty on climate change which aims to limit the global temperature increase in this century to 2 degrees Celsius, preferably to 1.5 degrees Celsius, above preindustrial levels. It is a landmark treaty as it was adopted by 196 Parties, including the UK, at COP21 in Paris in 2015, bringing nations together to tackle climate change. At COP26 in 2021, the Glasgow Climate Pact urged for more urgent action and financing to meet the goals of the Paris Agreements. Along with this agreement, the UN adopted the Sustainable Development Goals ([SDGs](#)) in 2015 which are a global urgent call to action to achieve a better and more sustainable future for all by 2030. Climate change is embedded throughout the goals, and is specifically addressed in goal 13, take urgent action to combat climate change and its impacts.

Nationally, the [Climate Change Act 2008](#), updated in 2019, commits the UK to a 100 per cent reduction in carbon emissions, or net-zero, by 2050. The Act also resulted in the formation of the [Committee on Climate Change \(CCC\)](#) which is an advisory committee to the government on climate. In 2021 the Government published its [Net Zero Strategy: Build Back Greener](#) which outlines how the UK will manage its carbon budgets and sets out the UK's vision for a decarbonised economy by 2050. The [Environment Act 2021](#) sets legislation to protect and enhance our environment, including policies around waste and recycling, air quality and water resources.

Regionally, the [Pathways to zero carbon Oxfordshire \(Pazco\)](#) report was published in 2021 to address how Oxfordshire can achieve net-zero emissions by 2050. There are also policy documents on specific sectors including the [Oxfordshire Energy Strategy](#), which outlines how the county will be at the forefront of energy innovation to foster clean growth to reduce countywide emissions by 50 per cent by 2030 (compared to 2008 levels) and set a pathway to achieve zero carbon growth by 2050, and the Oxfordshire Plan 2050 which outlines how new homes and infrastructure will be developed across the county while helping to tackle climate change. As a council, we have also signed up to One Planet Oxfordshire, a co-created vision and action plan on the future of a more sustainable Oxfordshire.

Locally, as a council we declared a climate emergency in February 2019. As a result of these declarations, we set our targets to:

- **Be carbon neutral within our own operations by 2030, with an aim for a 75 per cent reduction in carbon emissions in our own operations by 2025**
- **Be a carbon neutral district by 2045, with an aim for a 75 per cent reduction in carbon emissions in the district by 2030**

Our [Climate Emergency Advisory Committee \(CEAC\)](#) was formed in October 2019 to advise on matters relating to the climate and ecological crises, and to recommend actions, policies and practices to reduce damage to the environment to Cabinet.

Climate action was also identified as a priority in our Corporate Plan 2020-2024, with one of the six themes within the Plan being tackling the climate emergency. Work to address the climate emergency is also integrated throughout other themes of the Corporate Plan. Publishing this Climate Action Plan is one of the projects within the Plan. The Climate Action Plan runs in line with the dates of the Corporate Plan and contributes to our strategic vision and operations as a council.



Our Journey So Far

While this is our first Climate Action Plan, we have already implemented a number of projects and policies that address the climate emergency, including:



The publication of our [tree policy for planting trees on council land](#), supporting the increase of tree planting across our districts

Incorporating carbon neutral and sustainable features throughout our [design guide](#)



Staff contracts have been updated to support working from home from a climate and covid safe perspective



Create a Climate Action Fund to accelerate local action



The 2021 town and parish forum focused on 'climate action – how can we take action together' with the aim to hear from town and parish councils on how they would like to see the climate emergency addressed and what climate action they are taking locally

We have partnered with [Oxfordshire Greentech](#) to support local businesses to reduce carbon emissions



We are implementing flood alleviation schemes to combat risks arising from climate change



Measuring and Reporting

To measure our progress in achieving our carbon neutral targets, we divided the actions in this Plan into strategic, direct and enabling actions:

| Action category | Explanation | Measuring method |
|------------------|---|--|
| Strategic | Strategic actions are those which change our approach to work and the provision of our services to reach our carbon neutral targets, and these changes will result in reductions in carbon emissions over time. These actions include updates to policy and strategy documents to better address the climate emergency, embedding climate considerations in decision making, and providing training to staff to create behaviour change in our ways of working. | While it will be difficult to measure the specific reductions in carbon emissions from each strategic action, overall reductions in the council's carbon emissions will be seen over time in our annual carbon emission baseline report as a result of taking these actions. |
| Direct | The results of these actions will produce a quantifiable reduction in carbon emissions from implementing a specific project or making a direct change to a service. For example, we will be able to measure the reduction in our carbon emissions from swapping to electric vehicles, or from implementing a new waste management contract. | Emissions from direct actions will be calculated using the glidepath tool, where we will be able to specifically measure the change in emissions over time. |
| Enabling | Enabling actions are those where we are encouraging and supporting behaviour change across our district by sharing information, advice and guidance. These actions will contribute to an overall reduction in carbon emissions across the council and district. | We will see the impact of our enabling actions through an overall reduction in carbon emissions in our annual carbon emissions baseline report. |

These three categories provide us with the methodology to review our reduction in carbon emissions over the next three years. The Plan also includes the specific reporting measures we will be monitoring for progress of each action, including the reporting type of the measure, whether they will be reported on through narrative, narrative with quantitative elements, or quantitative updates. Progress on actions will be monitored quarterly in line with the Council's Corporate Performance Management Framework, and will be reviewed at each CEEAC meeting and reported to Cabinet. Reviewing progress on the actions quarterly will allow us to keep track of the short and long-term implementation, progress and outcomes of each action. Annually, the council's greenhouse gas emissions report will be reviewed to see the reduction in our overall carbon emissions, monitoring our progress to reach our carbon neutral target.

It is important to note that this Plan is based on national policies and strategies at the time of writing. We hope that those policies and strategies will change over the course of this Plan to include higher, more ambitious standards and therefore some of our actions may be superseded.

The Plan

The below table presents the actions the council will take to reduce its carbon emissions 2022-24. The plan has been divided into seven themes to categorise the actions. These themes are:

| Theme | Goal |
|-----------------------------|--|
| Our ways of working | To make climate action inherent in all the council's work by designing and updating our policies, strategies and governance with the climate emergency at their core |
| Our service delivery | To plan and deliver services to our residents in ways that reduce carbon emissions and prepare our district for future ways of living |
| Our people | To create a culture of climate action amongst staff and councillors in the workplace |
| Our land | To approach our land management with sustainable and climate-friendly best practices |
| Our buildings | To decarbonise our buildings and their operations to ensure they are fit for the future |
| Our communities | To guide and support the district's businesses, voluntary sector and communities to take action on the climate emergency |
| Our partners | To work in partnership to reduce carbon emissions across the districts and support county-wide initiatives, making a greater impact together |



Strategic Approach

This plan focuses on how we will reduce carbon emissions from our own operations to make us a carbon neutral council. Our approach to this work is guided by our data and five principles, outlined below.

Our Data

Looking at our council carbon emission data from our baseline year 2019/20, around half of our emissions come from our four leisure centres, while over one third of our carbon emissions come from our waste collection services. It is vital that we tackle our leisure and waste emissions to make the biggest impact on our carbon neutral target, which is reflected in specific actions in this Plan. Other emitters include staff and councillor mileage, our offices and properties, and other service contracts, which are also addressed in actions in this plan.

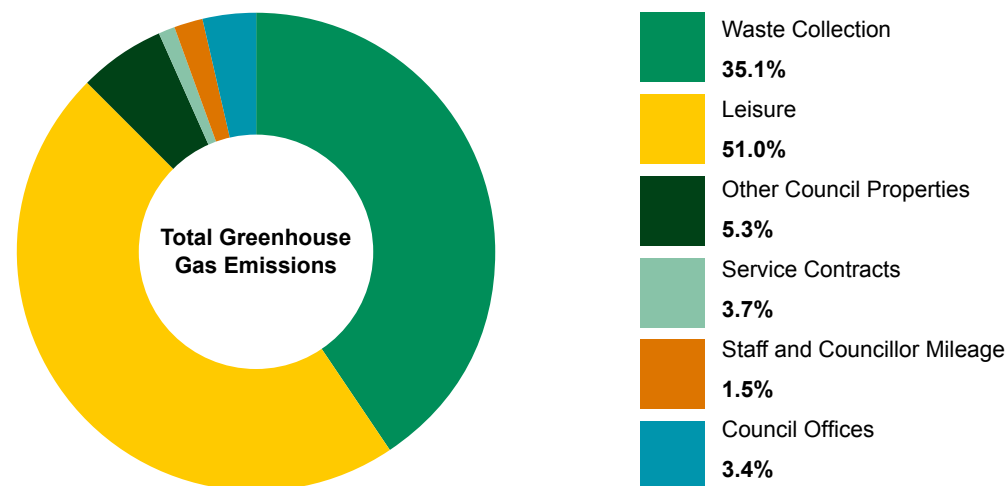
In addition to the quantitative data, we have used qualitative data to develop this plan, including feedback from the Corporate Plan consultation with residents in August 2020, where the climate emergency featured heavily, and from discussions on taking climate action at the Town and Parish Forums held in May 2021.

Our Principles

This Plan is guided by five principles, which we will embed in our approach to climate action as an organisation and were used to develop the actions in this plan. We will use these principles as a benchmark for future plans and policies we develop and will also use them to inform current projects. The five principles are:

| | |
|---|--|
| Political commitment to climate action | Political will locally and regionally to drive reductions in carbon emissions is critical in the absence of a statutory duty on local authorities to take climate action. This commitment is evident at Vale of White Horse through the dedicated position of a cabinet member for climate emergency and environment. This position has a responsibility to ensure that this commitment is embedded across all actions and plans and that climate implications in decisions are considered and examined. Driving forward this commitment to climate action will be vital going forward to make progress on our carbon neutral targets. |
| Putting climate action at the heart of our decision making | Having climate considerations at the core of our decision making, policies and ways of working is vital so that we create an organisational culture that lasts not just during the lifetime of this Plan but beyond. |
| Working in partnership across the districts and county | Climate Action needs everybody. We acknowledge that we cannot do this alone and there is collective strength in working in partnership to make a greater impact regionally, by pooling our resources and influence together. |
| Commitment to inclusive engagement | Addressing the climate emergency is a continual process and we need to ensure that our ongoing climate actions and communications meet the different needs of our communities and environment and are accessible and engaging for all. |
| Influencing and providing advice | Our engagement opportunities and activities are two-fold: influencing our government to lobby for national changes required to help us achieve our targets and providing advice to our communities, including our residents and businesses, to support their climate action journeys. |

Vale of White Horse District Council Greenhouse Gas Emissions 2019/20



Source: Vale of White Horse District Council Greenhouse Gas emissions report 2019/2020

The Plan

Our ways of working

| Actions | CAP ID | Reporting Type | Reporting Measure | Strategic / direct / enabling | Officer Lead | Vale Cabinet Lead |
|--|--------|--------------------------------------|--|-------------------------------|-------------------------------|--|
| Update the Corporate Delivery Framework to include considerations for climate impact and carbon emissions | WOW1 | Narrative | Report on the climate impact and carbon emission considerations included in the Corporate Delivery Framework providing examples | strategic | Head of Policy and Programmes | Cabinet Member for Corporate Services and Transformation |
| Implement internal governance to progress and monitor the Climate Action Plan | WOW2 | Narrative | Update on the internal governance including its structure and approach to progressing and monitoring the Climate Action Plan | strategic | Head of Policy and Programmes | Cabinet Member for Corporate Services and Transformation |
| Publish an internal toolkit with guidance for staff on how to assess the climate implications of projects and proposals | WOW3 | Narrative | Update on the content of the toolkit and examples of projects and proposal that have used learning from the toolkit for the climate implications section of reports | strategic | Head of Policy and Programmes | Cabinet Member for Corporate Services and Transformation |
| Develop and implement measures for monitoring procurement contracts based on carbon emissions and climate action | WOW4 | Narrative | Update on monitoring of procurement contracts based on carbon emissions and climate action, providing examples of relevant contracts | strategic | Head of Finance | Cabinet Member for Finance and Corporate Assets |
| Update the contract evaluation quality scoring procedure to include carbon reduction criteria | WOW5 | Narrative | Report on how the contract evaluation quality scoring criteria has been updated to include carbon reduction criteria, providing examples of relevant awarded contracts | direct | Head of Finance | Cabinet Member for Finance and Corporate Assets |
| Deliver staff training on the Procurement Strategy which includes understanding of carbon reduction objectives and criterion | WOW6 | Narrative with quantitative elements | Percentage of staff who completed the procurement training quarterly / report on how the training has impacted procurement contracts, providing relevant examples | strategic | Head of Finance | Cabinet Member for Corporate Services and Transformation |
| Conduct a review of all report writing templates, adding a climate implications section where missing | WOW7 | Narrative with quantitative elements | Percentage of report writing templates that include a climate implications section / narrative on the updates to report writing templates | strategic | Head of Finance | Leader of the Council |

The Plan

Our ways of working

| Actions | CAP ID | Reporting Type | Reporting Measure | Strategic / direct / enabling | Officer Lead | Vale Cabinet Lead |
|---|--------|--------------------------------------|---|-------------------------------|---|--|
| Divest direct investments from environmentally harmful activities where possible, whilst protecting the security of tax-payer funds | WOW8 | Narrative | Narrative update on the introduction of the investment strategy and subsequent decision-making around investing | strategic | Head of Finance | Cabinet Member for Finance and Corporate Assets |
| Incorporate a policy statement on environment / social / governance factors in the financial implications section of reports | WOW9 | Narrative | Update on the statement included in council templates under financial implications | strategic | Head of Finance | Cabinet Member for Finance and Corporate Assets |
| Engage with the council's investment portfolio to ask for and review their carbon reduction plans as part of decision making for the treasury management strategy | WOW10 | Narrative with quantitative elements | Number of investment portfolios reviewed for their carbon reduction plans / narrative on any changes in investments based on investment portfolio carbon reduction plans / percentage of council portfolio in Paris Agreement aligned companies | strategic | Head of Finance | Cabinet Member for Finance and Corporate Assets |
| Review internal audit processes and where appropriate include risk considerations for the climate emergency | WOW11 | Narrative | Report on how the internal audit processes have been updated to include carbon emission considerations | strategic | Head of Finance | Cabinet Member for Finance and Corporate Assets |
| Refine criteria for community infrastructure levy (CIL) funding to maximise opportunities for including carbon reduction measures in projects and supporting climate action projects | WOW12 | Narrative with quantitative elements | Narrative update on CIL spend to support the delivery of local infrastructure Quantitative elements - Total CIL spend and spend break down | strategic | Head of Policy and Programmes / Head of Finance | Cabinet Member Development and Infrastructure |
| Promote community infrastructure levy (CIL) criteria to all relevant staff to ensure they maximise carbon emission reductions in all CIL projects | WOW13 | Narrative with quantitative elements | Percentage of CIL projects that include carbon emission reduction considerations/ relevant project proposals, providing examples | strategic | Head of Policy and Programmes / Head of Finance | Cabinet Member Development and Infrastructure |
| Include more ambitious climate criteria in the conditions of our affordable housing grant funding | WOW14 | Narrative | Updates on changes to the climate criteria of the affordable housing grant funding and how this has impacted new affordable housing developments, providing examples | strategic | Head of Development and Corporate Landlord | Cabinet Member Development and Infrastructure |
| Include policies in the Joint Local Plan that will help deliver zero carbon development and encourage more sustainable choices | WOW15 | Narrative | Narrative update on sustainable and net zero planning policies being developed and included in the emerging JLP | strategic | Head of Policy and Programmes | Cabinet Member Corporate Services and Transformation |

The Plan

Our ways of working

| Actions | CAP ID | Reporting Type | Reporting Measure | Strategic / direct / enabling | Officer Lead | Vale Cabinet Lead |
|---|--------|--------------------------------------|---|-------------------------------|--|--|
| Produce an options paper for setting up a carbon offsetting scheme for developers as part of the new Joint Local Plan | WOW16 | Narrative | Report on options paper development and suggested ways forward | direct | Head of Planning | Cabinet Member Development and Infrastructure |
| Produce an options paper for pool electric vehicles for use by council staff to reduce emissions from business mileage, implementing if approved | WOW17 | Narrative | Update on the development of options paper for piloting pool electric vehicles, including on the carbon emission savings and decision making progress | direct | Head of Policy and Programmes | Cabinet Member for Corporate Services and Transformation |
| Develop and implement an internal communications plan to keep staff updated on climate action work, including useful advice and guidance on how to incorporate climate action into projects and programmes | WOW18 | Narrative with quantitative elements | Data on the number of internal communications campaigns on climate action work and a narrative update on the type of information shared and any feedback from staff on the use of the information | enabling | Head of Corporate Services | Cabinet Member Community Engagement |
| Move to a digital by default approach for virtual meetings where possible given the current conditions around decision making in Local Government | WOW19 | Quantitative | Percentage of virtual meetings taken place, benchmark to include CEAC, Scrutiny, Cabinet and Council meetings | direct | Head of Finance | Leader of the Council |
| Improve our use of existing technology to move to digital by default working | WOW20 | Narrative with quantitative elements | Update on the use of technology for meetings; data on percentage of MFD printing | direct | Head of Corporate Services | Cabinet Member for Corporate Services and Transformation |
| Develop and implement an anti-idling policy for staff and contractors on council business, to ensure engines are turned off when appropriate | WOW21 | Narrative | Update on the development of the policy and examples of anti-idling implementation from staff and contractors | direct | Head of Development and Corporate Landlord | Cabinet Member for Climate Emergency and Environment |

The Plan

Our service delivery

| Actions | CAP ID | Reporting Type | Reporting Measure | Strategic / direct / enabling | Officer Lead | Vale Cabinet Lead |
|--|--------|--------------------------------------|---|-------------------------------|--|--|
| a) Prepare new waste management approach to align with provisions of the Environment Bill | SD1 | Narrative | Narrative report to outline steps to influence partners and our actions to reduce overall waste | direct | Head of Housing and Environment | Cabinet Member Climate Emergency and Environment |
| b) Specify new waste management contract with route optimisation, collection frequency and vehicle size to minimise carbon emissions | SD2 | Narrative | | direct | Head of Housing and Environment | Cabinet Member Climate Emergency and Environment |
| c) Trial electric refuse vehicles and other relevant vehicle options, to identify the most suitable vehicles for reducing carbon emissions whilst maintaining service delivery | SD3 | Narrative | | direct | Head of Housing and Environment | Cabinet Member Climate Emergency and Environment |
| d) Replace end of life waste collection vehicles with electric fleet where range available allows | SD4 | Narrative | | direct | Head of Development and Corporate Landlord | Cabinet Member Climate Emergency and Environment |
| Explore opportunities for a new waste depot including research into renewable energy supplies | SD5 | Narrative | Update on proposals for a new waste depot, including potential carbon reduction figures | direct | Head of Housing and Environment | Cabinet Member Climate Emergency and Environment |
| Develop a business case and implement a delivery plan for council vehicles to be zero emission by 2025, where available on the market | SD6 | Narrative with quantitative elements | Data on potential carbon reduction savings from switching vehicles to zero emission; narrative report on business case development and delivery plan for doing so, including market options for electric vehicles (EVs) | direct | Head of Housing and Environment | Cabinet Member for Finance and Corporate Assets |

The Plan

Our service delivery

| Actions | CAP ID | Reporting Type | Reporting Measure | Strategic / direct / enabling | Officer Lead | Vale Cabinet Lead |
|--|--------|--------------------------------------|--|-------------------------------|--|--|
| Install EV charge points in council depot and other locations as necessary to meet needs of council fleet | SD7 | Narrative with quantitative elements | Data on the number of EV charge points installed for use by council fleet; narrative update on the location of the EV charge points and how they meet the needs of the council fleet | direct | Head of Development and Corporate Landlord | Cabinet Member for Finance and Corporate Assets |
| Feedback on planning applications to include signposting to information sources to improve the energy efficiency of proposals | SD8 | Quantitative | Data on the percentage of applications that include signposting to energy efficiency advice | enabling | Head of Planning | Cabinet Member Community Engagement |
| Update the council planning and development webpages to signpost to advice on energy efficiency considerations for inclusion in planning applications | SD9 | Narrative with quantitative elements | Update on the energy efficiency information provided on the council webpages; data on the number of clicks on the links | enabling | Head of Planning | Cabinet Member Community Engagement |
| Work with our town and parish councils who are developing projects that reduce carbon emissions locally by providing advice on planning permissions needed for their projects to be a success | SD10 | Narrative with quantitative elements | Report on support provided to town and parish councils on their carbon reduction projects; data on number of carbon emissions reduction projects submitted by town and parish councils | enabling | Head of Planning | Cabinet Member Community Engagement |
| Support the implementation of the air quality action plan across the district | SD11 | Narrative with quantitative elements | Narrative containing updates/changes to AQ monitoring techniques, an update on work with partners to monitor AQ and details of published AQ measures | strategic | Head of Housing and Environment | Cabinet Member Climate Emergency and Environment |

The Plan

Our people

| Actions | CAP ID | Reporting Type | Reporting Measure | Strategic / direct / enabling | Officer Lead | Vale Cabinet Lead |
|--|--------|--------------------------------------|--|-------------------------------|--|--|
| Provide all-staff and councillor training on the council's climate action plan and carbon literacy | P1 | Narrative with quantitative elements | Data on percentage of staff that have taken the climate action plan training; narrative on how staff have integrated the training into their work, using case studies | strategic | Head of Corporate Services | Cabinet Member for Corporate Services and Transformation |
| Provide enhanced specialist training on latest carbon reduction or climate action approaches to relevant staff and councillors | P2 | Narrative with quantitative elements | Data on percentage of specialist training delivered to staff; narrative on how staff identify the training they need and how they have used the training in their work | strategic | Head of Corporate Services / Head of Policy and Programmes | Cabinet Member for Corporate Services and Transformation |
| Ensure there is relevant skill and capacity to support grant application writing and bidding for climate related funds, maximising the opportunities to include carbon emissions reductions and energy efficiency in all projects | P3 | Narrative with quantitative elements | Dedicated bid writing resource secured; Data on the number of applications to grants and funds that relate to climate action and carbon emission reduction; narrative report on grant writing skills and training that has taken place to maximise opportunities on bid writing | strategic | Head of Policy and Programmes | Cabinet Member for Corporate Services and Transformation |
| Implement a green travel plan for all staff and councillors, including a digital by default approach where possible to reduce travel | P4 | Narrative with quantitative elements | Data on staff mileage once this plan is implemented and narrative report on the changes to staff travel as a result of the plan | direct | Head of Corporate Services | Cabinet Member for Corporate Services and Transformation |
| Set up green champions network for interested staff to support climate work | P5 | Narrative | Report on outcomes of green champion network meetings, including case studies of green champions to highlight key areas of work and impact of the champions | strategic | Head of Corporate Services | Cabinet Member for Corporate Services and Transformation |
| Incorporate climate action opportunities within council volunteering scheme for staff | P6 | Narrative with quantitative elements | Data on the number of climate action opportunities within council volunteering scheme and data on the number of take up of these opportunities; case studies from staff on how they have engaged with this opportunity | strategic | Head of Corporate Services | Cabinet Member for Corporate Services and Transformation |

The Plan

Our land

| Actions | CAP ID | Reporting Type | Reporting Measure | Strategic / direct / enabling | Officer Lead | Vale Cabinet Lead |
|--|--------|--------------------------------------|---|-------------------------------|--|---|
| Following the grounds maintenance operational review, update grounds maintenance operations to enhance biodiversity and tree cover including considering the need for mowing, opportunities to allow for wilding, and reducing the use of pesticides and herbicides where possible | L1 | Narrative | Report sharing the updates to the grounds maintenance operations that address the climate emergency and how they support biodiversity | direct | Head of Development and Corporate Landlord | Cabinet Member Finance and Corporate Assets |
| Identify sites for new tree planting and wilding opportunities on our land or through partnership opportunities on privately owned land to support natural carbon capture | L2 | Narrative | Report on identification of sites for new tree planting opportunities, including plans to plant trees on these sites | direct | Head of Development and Corporate Landlord | Cabinet Member for Finance and Corporate Assets |
| Prepare a business case and, if approved, implement a local renewable energy project, such as a solar farm, to address unavoidable council emissions | L3 | Narrative with quantitative elements | Data on the amount of renewable energy produced and emissions offset; narrative update on the progression of plans for this project and how the renewable energy produced neutralises council emissions | direct | Head of Development and Corporate Landlord | Cabinet Member for Finance and Corporate Assets |
| Deliver the Park and Charge scheme, installing EV charge points in our car parks, in partnership with Oxfordshire County Council | L4 | Narrative with quantitative elements | Data on the number of EV charge points installed in council car parks; narrative update on the partnership approach for delivering this project | direct | Head of Development and Corporate Landlord | Cabinet Member for Finance and Corporate Assets |
| Develop an options paper for installing public EV charging points on additional council premises, including funding sources available | L5 | Narrative with quantitative elements | Update on the business case development for installing public EV charging points; data on energy use of the points, including how much charge they provide to EVs | direct | Head of Development and Corporate Landlord | Cabinet Member for Finance and Corporate Assets |

The Plan

Our buildings

| Actions | CAP ID | Reporting Type | Reporting Measure | Strategic / direct / enabling | Officer Lead | Vale Cabinet Lead |
|--|--------|--------------------------------------|--|-------------------------------|--|---|
| a) Complete energy efficiency and site decarbonisation assessments for all leisure centres | B1 | Narrative with quantitative elements | Data on the energy efficiency of all leisure centres; narrative report on site decarbonisation assessments, with projections for how the sites will be decarbonised | direct | Head of Development and Corporate Landlord | Cabinet Member for Finance and Corporate Assets |
| b) Following site assessments of leisure centres, prepare for external funding opportunities, including soft market testing | B1 | Narrative with quantitative elements | <p>Narrative update as to current initiatives to increase external funding for Council activities, with details of additional resources committed to support these activities</p> <p>Specific elements which should be included - proportion of spend on leisure/community facilities vs amount funded by Council; externally funded Capital schemes; total external funding received figure</p> | direct | Head of Development and Corporate Landlord | Cabinet Member for Finance and Corporate Assets |
| a) Complete energy efficiency and site decarbonisation assessments for all non-leisure operational properties | B2 | Narrative with quantitative elements | Data on the energy efficiency of all non-leisure centres; narrative report on site decarbonisation assessments, with projections for how the sites will be decarbonised | direct | Head of Development and Corporate Landlord | Cabinet Member for Finance and Corporate Assets |

The Plan

Our buildings

| Actions | CAP ID | Reporting Type | Reporting Measure | Strategic / direct / enabling | Officer Lead | Vale Cabinet Lead |
|--|--------|--------------------------------------|--|-------------------------------|--|---|
| b) Prepare for external funding opportunities for non-leisure properties, particularly properties with an end-of-use heating plant, including carrying out soft market testing | B2 | Narrative with quantitative elements | <p>Narrative update as to current initiatives to increase external funding for Council activities, with details of additional resources committed to support these activities</p> <p>Specific elements which should be included - proportion of spend on leisure/community facilities vs amount funded by Council; externally funded Capital schemes; total external funding received figure</p> | direct | Head of Development and Corporate Landlord | Cabinet Member for Finance and Corporate Assets |
| Include carbon and energy reduction targets in management plans for the monitoring of site operations including all leisure centres to enforce and encourage low carbon operational behaviour in council assets | B3 | Narrative with quantitative elements | Report on the changes to the carbon and energy reduction targets in the criteria for monitoring operations and report on the changes to operational procedures to meet carbon and energy reduction targets; data on carbon emissions from operations | direct | Head of Development and Corporate Landlord | Cabinet Member for Finance and Corporate Assets |
| Develop a policy to agree an energy efficiency standard for new asset acquisitions and council owned builds | B4 | Narrative | Update on the development of the energy efficiency standards policy for new asset acquisitions and builds, including case studies of how this has been implemented | direct | Head of Development and Corporate Landlord | Cabinet Member for Finance and Corporate Assets |

The Plan

Our communities

| Actions | CAP ID | Reporting Type | Reporting Measure | Strategic / direct / enabling | Officer Lead | Vale Cabinet Lead |
|--|--------|----------------|---|-------------------------------|----------------------------|-------------------------------------|
| Implement an external communications plan which shares updates on the climate action work undertaken by the council, and advice and guidance to residents, businesses and the voluntary and community sector on reducing carbon emissions. To include: | C1 | Narrative | Narrative update on comms and engagement activities which interface with communities, schools and other local organisations | enabling | Head of Corporate Services | Cabinet Member Community Engagement |
| Advice and guidance on circular economy principles and how to implement them, especially for businesses and the voluntary and community sector | C2 | Narrative | | | Head of Corporate Services | Cabinet Member Community Engagement |
| Advice and guidance on energy efficiency of operations, including consideration for delivery options and the energy efficiency of buildings used by businesses and the voluntary and community sector | C3 | Narrative | | | Head of Corporate Services | Cabinet Member Community Engagement |
| Share climate friendly lifestyle changes, including ways to make homes more energy efficient | C4 | Narrative | | | Head of Corporate Services | Cabinet Member Community Engagement |
| Promote climate funding opportunities for businesses, voluntary and community sectors, and residents | C5 | Narrative | | | Head of Corporate Services | Cabinet Member Community Engagement |
| Promote community sharing and reuse to reduce waste and unnecessary consumption | C6 | Narrative | | | Head of Corporate Services | Cabinet Member Community Engagement |
| Promote relevant housing energy efficiency schemes, including grants, to residents, landlords and housing associations | C7 | Narrative | | | Head of Corporate Services | Cabinet Member Community Engagement |

The Plan

Our communities

| Actions | CAP ID | Reporting Type | Reporting Measure | Strategic / direct / enabling | Officer Lead | Vale Cabinet Lead |
|--|--------|--------------------------------------|---|-------------------------------|--|--|
| Include in Community Employment Plans considerations for addressing the councils climate neutral targets through commitments such as green skills training, sourcing through a local and sustainable supply chain, supporting local social enterprises and charities and accessing local employment | C8 | Narrative with quantitative elements | Update on the conditions of Community Employment Plans that address the climate emergency and how they are being implemented by developers; data on the number of Community Employment Plans implemented with conditions that address the climate emergency | strategic | Head of Development and Corporate Landlord | Cabinet Member Community Engagement |
| Support communities with their neighbourhood planning by providing up-to-date advice and guidance on climate measures and actions, encouraging climate considerations to be at the core of neighbourhood plans | C9 | Narrative with quantitative elements | Data on the number of neighbourhood plans developed; Narrative update on the types of climate actions incorporated into neighbourhood plans | enabling | Head of Policy and Programmes | Cabinet Member for Corporate Services and Transformation |
| Support taxi drivers in switching to electric vehicles, including reviewing options to incentivise the switch through fees and charges | C10 | Narrative with quantitative elements | Data on the number of taxi drivers driving electric vehicles and narrative update on the support to taxi drivers for doing so | enabling | Head of Housing and Environment | Cabinet Member Healthy Communities |
| Organise quarterly climate focused network meetings for town and parish councils, and voluntary and community organisations, linking with existing networks | C11 | Narrative with quantitative elements | Data on number of meetings held; narrative update on the agendas, outcomes and actions from the meetings | enabling | Head of Corporate Services | Cabinet Member Community Engagement |

The Plan

Our partners

| Actions | CAP ID | Reporting Type | Reporting Measure | Strategic / direct / enabling | Officer Lead | Vale Cabinet Lead |
|---|--------|--------------------------------------|---|-------------------------------|-------------------------------|--|
| Build relationships with town and parish councils to support and encourage their climate action initiatives | OP1 | Narrative | Update on how the council has worked with town and parish councils on climate action initiatives, including case studies | strategic | Head of Policy and Programmes | Cabinet Member Community Engagement |
| Identify areas in our community that are most vulnerable to the effects of climate change to ensure they are properly supported and protected to promote wider community wellbeing | OP2 | Narrative | Update on the identification of areas most vulnerable to the effects of climate change and how the council has supported them to adapt to these changes, including through initiatives such as Better Housing Better Health | strategic | Head of Policy and Programmes | Cabinet Member Corporate Services and Transformation |
| Work with Oxfordshire County Council to support active and sustainable travel infrastructure initiatives | OP3 | Narrative with quantitative elements | Narrative update on progress toward completion of map, once map completed, this should transition to an annual review of the accuracy of map | direct | Head of Policy and Programmes | Cabinet Member Corporate Services and Transformation |
| Work with the Future Oxfordshire Partnership on a county-wide approach to reducing carbon emissions, building on the strategic vision and Pathways to Zero Carbon Oxfordshire | OP4 | Narrative | Update on progress on Future Oxfordshire Partnership's county-wide approach to reducing carbon emissions, including examples of projects and programmes that address the strategic vision and Pathways to Zero Carbon Oxfordshire | strategic | Head of Policy and Programmes | Cabinet Member for Strategic Partnerships and Place |

The Plan

Our partners

| Actions | CAP ID | Reporting Type | Reporting Measure | Strategic / direct / enabling | Officer Lead | Vale Cabinet Lead |
|--|--------|----------------|--|-------------------------------|---------------------------------|--|
| With our partners, support the development of a coordinated retrofit programme for Oxfordshire through our role in the Environmental Advisory Group of Future Oxfordshire Partnership | OP5 | Narrative | Narrative report on work influencing work, comms activity and direct engagement with residents. | direct | Head of Policy and Programmes | Cabinet Member Strategic Partnerships and Place |
| Support Registered Social Landlords in applying for retrofit funding, such as Social Housing Decarbonisation Funding | OP6 | Narrative | Narrative update on engagement with Registered Social Landlords on retrofit funding | direct | Head of Housing and Environment | Cabinet Member Healthy Communities |
| Use our membership of Oxfordshire Local Enterprise Partnership (OxLEP) to ensure rapid growth of the green economy | OP7 | Narrative | Update on the council's influence in OxLEP to ensure rapid growth of the green economy, including examples of projects and programmes that address this work | strategic | Head of Policy and Programmes | Cabinet Member for Strategic Partnerships and Place |
| Support and influence the Oxfordshire Plan 2050 ensuring climate considerations are integrated throughout the plan | OP8 | Narrative | Narrative report on work to support the Oxfordshire Plan | strategic | Head of Policy and Programmes | Cabinet Member for Strategic Partnerships and Place |
| Utilise the opportunity of the Oxford to Cambridge Arc to advance corporate objectives around the Climate Emergency | OP9 | Narrative | Narrative update on the work of the Oxford-Cambridge arc and our influencing activity | strategic | Head of Policy and Programmes | Cabinet Member for Strategic Partnerships and Place |
| Support the Thames Valley Rivers network to meet their aims and use this group to facilitate and influence work cross party and cross boundary to end pollution in the river and promote the sustainable use and enjoyment of the River Thames | OP10 | Narrative | Update on work with the Thames Valley Rivers network, including case studies of projects and programmes that have been implemented to meet the aims of the network | enabling | Head of Policy and Programmes | Cabinet Member Climate Emergency and Environment |
| Engagement across the energy sector on activity required to move to carbon neutral and work with them to tackle the challenge of grid capacity, time of day demand and energy infrastructure | OP11 | Narrative | Update on engagement with the energy sector and examples of work with them to tackle the challenge of grid capacity, time of day demand and energy infrastructure | direct | Head of Policy and Programmes | Cabinet Member Corporate Services and Transformation |
| Partner with Good Food Oxfordshire to support their Good Food Strategy for Oxfordshire, ensuring climate considerations are included throughout the strategy | OP12 | Narrative | Update on the development of the Good Food Strategy for Oxfordshire, including examples of climate considerations | strategic | Head of Policy and Programmes | Cabinet Member Corporate Services and Transformation |