

Overview & Scrutiny Committee Thursday 20 July 2023

An meeting of the above Committee will be held in the Town Hall, Royal Leamington Spa on Thursday 20 July 2023, at 6.00pm and available for the public to watch via the Warwick District Council [YouTube channel](#).

Councillor Milton (Chair)

Councillor D Armstrong

Councillor R Kang

Councillor A Barton

Councillor M Luckhurst

Councillor M Collins

Councillor J Payne

Councillor A Day

Councillor D Russell

Councillor R Hales

Labour Group Vacancy

Councillor D Harrison

Emergency Procedure

At the commencement of the meeting, the emergency procedure for the Town Hall will be announced.

Agenda

1. Apologies & Substitutes

- (a) to receive apologies for absence from any Councillor who is unable to attend; and
- (b) to receive the name of any Councillor who is to act as a substitute, notice of which has been given to the Chief Executive, together with the name of the Councillor for whom they are acting.

2. Declarations of Interest

Members to declare the existence and nature of interests in items on the agenda in accordance with the adopted Code of Conduct.

Declarations should be disclosed during this item. However, the existence and nature of any interest that subsequently becomes apparent during the course of the meeting must be disclosed immediately. If the interest is not registered, Members must notify the Monitoring Officer of the interest within 28 days.

Members are also reminded of the need to declare predetermination on any matter.

If Members are unsure about whether or not they have an interest, or about its nature, they are strongly advised to seek advice from officers prior to the meeting.

3. Work Programme, Forward Plan & Comments from Cabinet

To consider a report from Governance Services.

(Pages 1 to 15)

4. Climate Change Action Programme Update

To consider a report from the Programme Director for Climate Change.

**(Pages 1 to 8 and
Appendices 1a to 1c & 2 to 4)**

5. Learning and Action Plan - Procurement

To consider a report from People & Communications.

(Pages 1 to 5)

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456114**

Overview & Scrutiny Committee
20 July 2022

Title: Work Programme, Forward Plan & Comments from Cabinet
Lead Officer: Lesley Dury, Principal Committee Services Officer
Portfolio Holder: Not applicable
Public report
Wards of the District directly affected: Not applicable

Summary

This report informs Members of Overview & Scrutiny Committee of the Committee's work programme for 2023/2024 (Appendix 1). Since this scheduled meeting of the Overview & Scrutiny Committee is to discuss items on its own Work Programme only, the Comments from Cabinet report (normally Appendix 2) will be part of the agenda for 8 August meeting when Cabinet reports will form part of the schedule for the meeting.

Recommendations

- (1) That Members consider the work programme (Appendix 1), the themes the Committee intends to scrutinise this year and agree changes to its Work Programme appropriately.
 - (2) That the Committee:
 - identifies any Cabinet items on the [Forward Plan](#) on which it wishes to have an input before the Cabinet makes its decision; and
 - nominates a Member to investigate that future decision and report back to the Committee.
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1 Background/Information & Reasons for the Recommendation

- 1.1 The five main roles of overview and scrutiny in local government are: holding to account; performance management; policy review; policy development; and external scrutiny.
- 1.2 Two of the five main roles of overview and scrutiny in local government are to undertake pre-decision scrutiny of Cabinet decisions and to feed into policy development.
- 1.3 The pre-decision scrutiny of Cabinet decisions falls within the role of 'holding to account'. To feed into the pre-decision scrutiny of Cabinet decisions, the Committee needs to examine the Council's Forward Plan and identify items which it would like to have an impact upon.
- 1.4 The Council's Forward Plan is published 28 days before each Cabinet meeting and sets out the key decisions that are expected to be taken by the Cabinet in the next twelve months.

1.5 A key decision means a decision made in the exercise of an executive function by any person (including officers) or body which meets one or more of the following conditions:

- (1) The decision is likely to result in the Council incurring expenditure or the making of savings in excess of £150,000. Excluded from this are all loans to banks or other financial institutions made in accordance with the Treasury Management Strategy.

Officers' delegated powers to make the cabinet decisions are subject to the key decision/call-in regime where it is likely that the Council would incur expenditure or make savings above the threshold of £150,000.

In relation to letting contracts the key decision is the proposal to let a contract for a particular type of work. The subsequent decision to award the contract to a specific contractor will not be a key decision provided the value of the contract does not vary above the estimated amount by more than 10% for contracts with a value of up to £500,000 or 5% for contracts of over £500,000.

- (2) The decision is likely to be significant in terms of its effects on communities living or working in any two or more Wards.

In considering whether a decision is likely to be significant, a decision-maker will need to consider the strategic nature of the decision and whether the outcome will have an impact, for better or worse on the amenity of the community or quality of service provided by the Council to a significant number of people living or working in the locality affected.

1.6 The Forward Plan is considered at each meeting and allows the Committee to look at future items and become involved in those Cabinet decisions to be taken if members so wish.

1.7 The Forward Plan also identifies non-key decisions to be taken by Cabinet in the next twelve months, and the Committee, if it wishes, may also pre-scrutinise these decisions.

1.8 There may also be policies identified on the Forward Plan, either as key or non-key decisions, which the Committee could pre-scrutinise and have an impact upon how these are formulated.

1.9 The Committee should be mindful that any work it wishes to undertake would need to be undertaken without the need to change the timescales as set out within the Forward Plan.

1.10 At each meeting, the Committee will consider its work programme and make amendments where necessary, and also make comments on specific Cabinet items, where notice has been given by 9am on the morning after Group meetings. The Committee will also receive a report detailing the response from the Cabinet, on the comments the Committee made on the Cabinet agenda in the previous cycle.

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- 1.11 The Committee will consider issues that have due significance with reference to the following criteria:
- The number of residents impacted and the significance of that impact.
 - The amount of spend involved.
 - It concerns a strategic priority of the Council or key project.
- 1.12 On the day of publication of the Cabinet agenda all Councillors are sent an e-mail asking them to contact Committee Services, by 09.00am on the day of the Overview and Scrutiny Committee meeting to advise which Cabinet items they would like the Committee to consider.
- 1.13 The proposed plan at Appendix 1 has been developed in order for the Committee to focus on the four agreed core themes (Covid 19, Climate Change, Medium Term Financial Strategy and Business Plan). While this Committee will not have as much focus on the Medium-Term Financial Strategy, it will have to spend significant times looking at the other areas in detail.
- 1.14 Four additional meetings were added to the schedule of meetings for this Committee for the municipal year 2023/24. These additional meetings were scheduled on 20 July, 3 October, 23 January and 26 March. These meetings were for business on the Committee's own Work Programme; there is not a meeting of Cabinet on those weeks. To do this effectively, the Committee must agree what it wishes to scrutinise, how this will be done, and amend its Work Programme appropriately so that all of its meetings have a schedule that is appropriate and neither too full or underutilised. Effective scrutiny work will require sufficient staff resourcing and how this will be provided must be agreed.
- 1.15 At the Committee's meeting 4 July, the Committee was asked to consider what themes it would wish to focus on during this municipal year and for the lifecycle of this Council. Members were asked to bring their thoughts to the meeting 20 July and these should include not just the theme subjects, but when and how each theme could be scrutinised, Members could select one or possibly two themes each year and there were various ways this could be conducted that could be considered, such as Task & Finish Group work.
- 1.16 The themes suggested by the Chair were:
- Monitoring the progress against responding to our climate & biodiversity motions.
 - Housing.
 - Creating diverse local economies.
 - Service delivery by the Council.

The Committee would consider the climate and biodiversity theme during the municipal year 2023/24 but Members needed to consider if it would concentrate solely on this one theme for 2023/24, or if it would wish to tackle another area as well.

- 1.15 Staffing resource for this scrutiny work was being reviewed. The Chair had already had a brief talk with the Council's Leader. The Chair has discussed, with the Leader and Head of Governance, the potential for additional resources to support the scrutiny function at Warwick District Council. This is

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being investigated to enable the financial implications to be considered by Officers and the Cabinet.

8 August 2023*
(Cabinet meeting this cycle)

Title	Where did item originate from	Format	Lead Officer / Councillor	Next report date if applicable	Completion Date / Notes
Follow-up to whether the Committee's suggestion that a member of O&S sit on the SW Crime Safety Partnership Board should be put forward.	O&S min 92, April 2023	To discuss at the Chair's Pre-meeting briefing when Graham is in attendance	The Chair, O&S		
Scrutiny of finance, particularly Housing finance – consideration to ensure effective scrutiny and whether the current system needs changing.	At O&S 7 March 2023, it was suggested that the whole subject needed to be re-evaluated – see comment to Cabinet from that meeting.	Written Report	Graham Leach		
Final Accounts 2021/22		Automatic call-in of the Cabinet report for scrutiny	Andrew Rollins		Final Account reports are standing items for call-in from the Cabinet agenda
Q1 Budget Update 2023/24 from the Cabinet Agenda		Automatic call-in of the Cabinet report for scrutiny	Andrew Rollins	Q4 Budget Update 2022/23 – 19 September 2023	Quarterly budget updates are standing items for call-in from the Cabinet agenda

19 September 2023*
(Cabinet meeting this cycle)

Title	Where did item originate from	Format	Lead Officer / Councillor	Next report date if applicable	Completion Date / Notes
Development Management and Enforcement Performance Update subsequent to report made to O&S in March 2023. This report should focus on enforcement.	March 2022 O&S September 2022 O&S	Written Report	HoS Development / Gary Fisher	TBA	
Q4 Budget Update 2022/23 from the Cabinet Agenda		Automatic call-in of the Cabinet report for scrutiny	Andrew Rollins	Q2 Budget Update 2023/24 – 5 December 2023	Quarterly budget updates are standing items for call-in from the Cabinet agenda
Final Accounts Draft Outturn		Automatic call-in of the Cabinet report for scrutiny	Andrew Rollins		Final Account reports are standing items for call-in from the Cabinet agenda

3 October 2023
(No Cabinet meeting this cycle)

Title	Where did item originate from	Format	Lead Officer / Councillor	Next report date if applicable	Completion Date / Notes
A 12-month review of the new waste and recycling contract and lessons learned from the renewal particularly with the focus on events over the Easter 2023 period.	O&S 19 April 2023	Report	Zoe Court		
Environmental Enforcement Update subsequent to the report made in March 2023 (following recruitment of the new position reported in March 2023). Figures for rural areas to be provided if possible for discussion of measures put in place and what is required. "Heat map" information for the District to be provided.	March 2022, O&S	Written report	Zoë Court	TBA	
"No Mow May" review. What happened and how to avoid problems in the future. Understand the real	4 July 2023 O&S	Written report	Zoë Court	TBA	

Appendix 1 – Overview & Scrutiny Committee Work Programme

Title	Where did item originate from	Format	Lead Officer / Councillor	Next report date if applicable	Completion Date / Notes
impact, benefits and how such initiatives are communicated to the residents in future. How to execute in the right way. Seek professional advice, eg Warwickshire Wildlife Trust.					
Digital Strategy Update <i>(note that a report is currently scheduled on the Forward Plan for September 2023)</i>	O&S November 2021	Report	David Elkington	April 2024	Every six months
Future High Streets Fund update, to include a risk register showing the project each risk applies to.	O&S February 2023	Written report unless it coincides with a report to Cabinet, in which case the Cabinet report will be called in instead if it deals with all the projects.	Martin O'Neill	23 January 2024	Every 3 months until further notice

**31 October 2023
(Cabinet meeting this cycle)**

Title	Where did item originate from	Format	Lead Officer / Councillor	Next report date if applicable	Completion Date / Notes

**5 December 2023
(Cabinet meeting this cycle)**

Title	Where did item originate from	Format	Lead Officer / Councillor	Next report date if applicable	Completion Date / Notes
Heart Shared Service Update since O&S meeting December 2022	O&S December 2022	Written report	Lisa Barker		
Q2 Budget Update 2023/24 from the Cabinet Agenda		Automatic call-in of the Cabinet report for scrutiny	Andrew Rollins	TBA	Quarterly budget updates are standing items for call-in from the Cabinet agenda

**23 January 2024
(No Cabinet meeting this cycle)**

Title	Where did item originate from	Format	Lead Officer / Councillor	Next report date if applicable	Completion Date / Notes
Six-month post opening update on the "Relocation of Office Accommodation and the Provision of Public Facing Access to Council Services	O&S February 2023	Written report	Steve Partner		

**6 February 2024
(Cabinet meeting this cycle)**

Title	Where did item originate from	Format	Lead Officer / Councillor	Next report date if applicable	Completion Date / Notes

**5 March 2024
(Cabinet meeting this cycle)**

Title	Where did item originate from	Format	Lead Officer / Councillor	Next report date if applicable	Completion Date / Notes
Annual update from Shakespeare’s England, looking back over the previous year’s activity and forward to next year.	March 2023	Written report	Martin O’Neill and Councillor Bartlett	March 2025.	This is an annual report.
Summary of the role, responsibilities and performance of the SWCSP	This is a mandatory report.	Written report	Liz Young / Marianne Rolfe.	March 2025.	This is an annual report.

**26 March 2024
(No Cabinet meeting this cycle)**

Title	Where did item originate from	Format	Lead Officer / Councillor	Next report date if applicable	Completion Date / Notes

**9 April 2024
(Cabinet meeting this cycle)**

Title	Where did item originate from	Format	Lead Officer / Councillor	Next report date if applicable	Completion Date / Notes
O&S End of Term report.	Standing Annual Item.	Written report.	Committee Services Officer.	April 2025.	Annual report
Noise Nuisance Investigations: Review of the Policy and the service area's performance in respect of all forms of noise nuisance more generally. Additional data was requested in the next report (see minute 93, 19 April 2023, 4 paragraphs from the end of this minute, and also see the pre-scrutiny questions on the Council's website for 19 April with the questions posed by Councillor Milton.	9 August 2022, 19 April 2023	Written report	Lorna Hudson		

Briefing Notes to All Councillors – April every year
Not for O&S Agenda, but to be emailed to all WDC Cllrs

Title	Where did item originate from	Format	Lead Officer / Councillor	Next report date if applicable	Completion Date / Notes
Children's and Adults' Safeguarding Champions: End of Term Report.	Standing Annual Item.	Briefing note	Marianne Rolfe.	April 2025.	This is a briefing note to all Councillors.
Members' Annual Feedback on Outside Appointments / Annual review of membership/participation of Outside Bodies (Includes a short synopsis on Champions)	Standing Annual Items	Briefing note	Andrew Jones	April 2025	This is a briefing note to all Councillors.

First meeting of the Municipal Year 2024/25

Title	Where did item originate from	Format	Lead Officer / Councillor	Next report date if applicable	Completion Date / Notes
Appoint Children's and Adults' Safeguarding Champion	Standing Annual Item.	Agenda item			On-going at the first meeting of each Municipal Year
To appoint members to the Budget Review Group (add the Group's remit which is saved to the annex in the Constitution)	Standing Annual Item.	Agenda item			On-going at the first meeting of each Municipal Year
Elect a Chair if this was not done after Annual Council	Standing Annual Item				On-going at the first meeting of each Municipal Year

Meeting Date: To Be Advised

Title	Where did item originate from	Format	Lead Officer / Councillor	Next report date if applicable	Completion Date / Notes
Decide if an update is required on the Catering and Events Concessions Contract – Royal Pump Rooms and Jephson Gardens Glasshouse.	Committee meeting 26 September 2019. (8 November 2022 – an email was sent to David Guilding and Philip Clarke asking for the status.)	Informal update.	Dave Guilding / Philip Clarke.	TBA	
Update - plans to improve accessibility to, and the condition / cleanliness of, toilets for people living with disabilities.	Committee meeting 26 September 2019 and briefing note 8 December 2020.	Written report	Zoë Court	To be advised if applicable.	No officer will attend the Committee meeting unless there is a request.
Minimum Energy Efficiency Standards Enforcement Process – Private Sector Housing	O&S August 2020 (31 October 2022 – Cllr Cullinan sent an email to Lisa Barker asking for a date for the report and the response was sometime spring 2023.)	Written Report	Lisa Barker		A review was requested once the scheme had been in operation for 12 months. Covid affected the process.
Park Exercise Permits – annual review of the scheme	August 2020 (Update November 2022 on status - Ann Hill has advised	Written report	Ann Hill		

Appendix 1 – Overview & Scrutiny Committee Work Programme

Title	Where did item originate from	Format	Lead Officer / Councillor	Next report date if applicable	Completion Date / Notes
	<p>that the current permit scheme is not working and work needs to be undertaken to find out why that was, be it the rules of the scheme, the eligibility or enforcement. After speaking with Marianne Rolfe, she and Marianne decided to approach the relevant PAB when a revised scheme has been formalised.)</p>				

Agenda Item No 4
Overview and Scrutiny Committee
20 July 2023

Title: Climate Change Action Programme Update
Lead Officer: Dave Barber 01926 456065
Portfolio Holder: Councillor Ian Davison
Wards of the District directly affected: All

Approvals required	Date	Name
Portfolio Holder	10/7	Cllr Ian Davison
Finance	N/A	
Legal Services	N/A	
Chief Executive	10/7	Chris Elliott
Director of Climate Change	10/7	Dave Barber
Head of Service(s)	N/A	
Section 151 Officer	N/A	
Monitoring Officer	10/7	Andy Jones/Graham Leach
Leadership Co-ordination Group	N/A	
Final decision by this Committee or rec to another Cttee / Council?	Yes: Over View and Scrutiny Committee	
Contrary to Policy / Budget framework?	No	
Does this report contain exempt info/Confidential? If so, which paragraph(s)?	No	
Does this report relate to a key decision (referred to in the Cabinet Forward Plan)?	No	
Accessibility Checked?	Yes	

Summary

This report provides an update on the Council's progress towards its climate change ambitions and specifically in relation to the delivery of the Climate Change Action Programme.

Recommendation(s)

- (1) That members note and comment on the progress made on the Climate Change Action Programme as set out in Appendix 1.
 - (2) That members note and comment on the updated CCAP risk register as set out in Appendix 2.
 - (3) That members note the previously agreed communications strategy, communications and engagement achievements from the past 6 month and updated priorities list from the four-month rolling plan in Appendix 3.
 - (4) That members note the updated Climate Change Funding Strategy as set out in Appendix 4
 - (5) That members note that the Carbon emissions baseline data will be updated as part of a separate report to the Committee in Autumn 2023, along with the data proposed for regular collation and reporting as part of the Climate Change Service Area Plan.
-

1 Reasons for the Recommendation

1.1 The Climate Change Action Programme (CCAP) was agreed by Cabinet in November 2021. This sets out the key activities to be undertaken to ensure progress towards the Climate Change ambitions that had been agreed in July 2021.

1.2 Appendix 1 provides an update on progress against each of the CCAP commitments. Each is given a R.A.G rating (Red – Significant issues or challenges encountered, Amber – Progressing with some identified issues, Green – completed or on track) as an indication of progress. As can be seen from Appendix 1 there has been significant progress in a number of areas (see para 1.3 below). At the same time there are a number of activities where progress has faced some significant challenges (see para 1.4 below). The update from December 2022 is also included for context.

1.3 CCAP Progress Highlights:

1.3.1 **Ambition 1: Net Zero Carbon Council 2025: ensure the new South Warwickshire Council is net zero carbon within a year of its first elections and that services provided through contractors include carbon reduction targets to deliver net zero by 2030.**

Commitment 1.2: Deliver the Heat Decarbonisation Plan by establishing a Building Decarbonisation Fund for three years (2022/23; 2023/24; 2024/25):

- Proposals for energy efficiency and rooftop solar being brought forward for Jubilee House.

- Proposals being developed for the Temperate House including revisions to the planting scheme, solar and energy demand reduction measures.
- Funding for a scheme for replacement lighting for St Peters Car Park is being sought.
- Roof top solar for leisure centres being explored through Midlands Net Zero Hub and in discussion with Everyone Active.
- Further work associated with office relocation and the Pump Rooms being developed in the context of other projects and initiatives.

Commitment 2.4 : The protocol for Warwick Nature Based Solutions Carbon Offsetting scheme has been progressed providing an authentic option for local and high quality offsetting.

1.3.2 Ambition 2: Low Carbon South Warwickshire 2030: to reduce net carbon emissions from across South Warwickshire by a minimum of 55% by 2030 and alongside this, plan how to further reduce carbon emissions to net zero by 2050.

Commitment 1.1: Action - Ensuring the SWLP spatial strategy and policies minimise the need to travel to access employment, schools, services and leisure.

- The evidence base for the issues and options paper included a comprehensive assessment of the carbon implications of a range of options.
- Work is progressing on the evidence to support rural land use policies relating to food productions, carbon sequestrations, renewable energy, flood prevention and ecological protection and enhancements.
- Consultant in place to support work relating to the climate change implications of site allocations and policies.

Commitment 1.2 Driving less: we will work with our partners and communities to increase the percentage of journeys undertaken by foot, bicycle or public transport from 20% to 25% by 2030.

- "Choose How You move" Better Points scheme will be extended by a further year until 2024. An apprentice is in post to move forward with this project.

Commitment 1.3: Switching to low carbon vehicles: Work with WCC to encourage and enable the use of Ultra Low Emission Vehicles (ULEV) within South Warwickshire through contributing and agreeing a coherent strategic direction for the County and as a consequence South Warwickshire

- A South Warwickshire EV Infrastructure Strategy was approved by WDC and SDC Cabinets and detailed proposals are now being drawn up

Commitment 3.1 - Action: Continue to apply for external funding sources from BEIS (eg LADs) and other organisations and match against £18m Housing Improvement Programme monies available.

- The SWC scheme is continuing until September 2023. So far, 110 measures have been installed a combination of solar PV, air source heat pumps, loft, cavity wall, smart heating controls and high heat retention storage heaters. Successful planning applications for external wall

insulation and applications for solar PV within conservation areas and one on a grade II listed building. Further funding is being applied for.

Commitment 3.4: Promoting help and support available through Act on Energy

- The Home Energy Help Scheme is launching in July to offer support to residents that are 'able to pay' for measures but require support through the retrofit journey - this will be supported through a partnership with Act on energy and Furbnow. The complex caseworker is also under the Act on Energy SLA which is currently being finalised.

Commitment 3.6: We will require new build housing to be net zero carbon in operation through the introduction of planning policies (WDC NZC DPD and SWLP) which set clear building standards for energy efficiency, heating systems, renewable and low carbon energy sources and (if necessary) carbon offsetting.

- The Net Zero Carbon DPD is nearing the end of the main modifications consultation, and subject to the outcome of the consultation, it is hoped to adopt this by the Autumn of 2023.

Commitment 4.1 – Action: Consider retrofit grant/loan scheme for assets managed/owned by community groups and town and parish councils

- The Local Climate Engagement scheme has delivered an initial tranche of events. We are currently earning from these to consider how the District Council can support local action including potential energy and retrofit projects. In parallel, RUCIS now includes a stronger focus on environment and decarbonisation benefits. The scheme will continue to be promoted to local groups as a way of reducing environmental and climate impacts.

1.3.3 **Ambition 3: Adaptation 2050: by 2050 to enable our environment and communities to have adapted to the potential of at least 3 degrees rise in global temperatures by 2100.**

Commitment 1.1 We will use the Met Office data to incorporate planning policies in the SWLP which protect key species; enhance connectivity of habitats and encourage investment in new and important ecological assets

- The update of the Met Office "City Packs" was released in August 22. Any outputs from the Met Office will be used as part of the wider climate change analysis being undertaken to support policy development of the SWLP. Independent expert advice is being obtained to understand the climate change implications of different policy and strategy options in the SWLP.

Commitment 1.4 We will plant 160,000 trees in Warwick District by 2030.

- Plan in place - see report to Cabinet March 2022. 17,000 trees have been planted/enabled through the programme by March 2023. In addition, around 74,000 trees are projected to be delivered at Newbold Comyn and Tachbrook Country Park. The programme is focusing on firming up the delivery on the major sites as well as addressing the residual gap of around 68,000 trees by considering options such as, offsetting, land purchase and the Trees Call to Action Fund.

CCAP Progress Challenges:

1.3.4 Ambition 1

Commitment 1.1: By February 2022, we will develop a fully costed Heat Decarbonisation Plan (HDP) comprising a programme of works for decarbonising all Council Buildings.

- Whilst a Decarbonisation Plan was developed by the timescales this has provide difficult to use comprehensively to prioritise spending. Since then progress on developing a further heat decarbonisation plan for all WDC buildings (as opposed to plans for specific buildings) has ben hampered by a lack of expertise to drive this forward. The most recent route explored through the Low Carbon Skills Fund was unsuccessful. Plans are now being developed to procure an external contractor.

Commitment 1.3: Where the measures implemented in year 1 result in revenue savings as a result of reduced energy costs, these savings will be used to supplement the delivery of the Building Decarbonisation Fund.

- To date none of the decarbonisation measures implemented or planned have delivered demonstrable financial savings. Further, the steep increase in energy costs has also, for the time being, prevented this approach being taken forward. We have there been unable to use financial savings to supplement funding for building decarbonisation in this way.

1.3.5 Ambition 2

Commitment 1.2 – Action: Explore the options of a cycle route through Abbey Fields Park, Kenilworth linking into National Cycle Route 52

- Abbey Fields cycle path, Kenilworth: With a preferred route now identified, design work is about to get underway to enable the consultation to commence. The project is behind the schedule originally envisaged

Commitment 1.4 – Action: Explore potential for autonomous driverless pods and support the low carbon "Last Mile Delivery" concept in South Warwickshire Towns

- Neither of these concepts have been progressed due to limitations on site availability and resources. No further updates.

Commitment 3.3 – Action: Review building conservation policies to ensure an appropriate balance is achieved between protecting the significance of heritage assets whilst enabling retrofitting of homes to reduce carbon emissions (such as rooftop solar or cavity wall insulation).

- Building Conservation Policies workstream currently in progress to review guidance relating to listed buildings and conservation areas. Members working group has been set up and guidance which is published on website is in process of being updated. Also review of Conservation Area and CA Statements (currently underway) will allow further guidance to be provided. Conservation webpages have been updated to ensure guidance is up to date

1.3.6 Ambition 3

Many of the commitments in ambition 3 are shown as "amber" in the RAG rating column. This reflects that the fact that progress on this whole ambition started later than the other ambitions. The primary reason for this is that the

postholder for the new adaptation officer role, was not in post until August 2022. Since August, significant progress has been made in a key areas and good progress is now being made. It should be noted that it is intended to review this section in Autumn 2023, in light of the detailed work the postholder is doing with staff teams across the Council.

1.4 Carbon Baseline - Organisational Emissions and Warwick District-wide Emissions

1.4.1 The Carbon emissions data for the organisation and District are updated each year during the summer and are ready for reporting in the Autumn. A further report will therefore be brought to the Committee in Autumn 2023 setting out the organisational and District-wide carbon emissions data.

1.5 Communications and Engagement Update

1.5.1 Appendix 3 gives a summary of the communications and engagement highlights of the last 6 months, and some of our priorities for the first part of 2023.

1.6 Funding Update

1.6.1 An update on the climate change funding strategy is shown in Appendix 4.

1.7 Risk Register review

1.7.1 The Programme risk register has been updated (see Appendix 2) and extended to include in part 1 an assessment of the risk of failing to achieve the three climate change ambitions, whilst part 2 assesses the extent to which key generic risks could impact on the overall Climate Change Programme.

1.7.2 Part 1 shows that without using a carbon offset scheme there is a high risk of failing to achieve our 2025 ambitions. For the other ambitions, the risks are assessed as medium.

1.7.3 Part 2 shows that the likelihood of risk 6 occurring has increased slightly since December 2023. This relates to a lack of specialist expertise/skills to deliver the CCAP Action Plan. It has increased in likelihood as a result of the ongoing challenges with identifying expertise to support a comprehensive approach to assets decarbonisation and the ongoing costs associated with procuring expert advice to support the development of key projects such as the Net Zero Carbon DPD and the hydrogen hub.

1.7.4 There are two risks which continue to be categorised as "red". These are:

Risk 2: The cost of achieving the shared ambitions cannot not be met within available Council resources. See funding update at Appendix 7 for further information.

Risk 3: Increasing local impacts from climate change and increasing costs of supporting adaptation. Whilst the Council has its part to play in minimising the likelihood of this risk, in the main the likelihood of this risk occurring will be dependent on international action. However, it is important that we stay focused on this in considering the actions (and the costs) that we need to take to adapt to climate change. The greater the impacts on local weather patterns, the greater the long-term cost will be in helping our economy, environment and communities to adapt to those changes.

2 Alternative Options

- 2.1 Comments on the approach set out in the CCAP are welcome, including suggested alternatives.

3 Legal Implications

- 3.1 None

4 Financial Services

- 4.1.1 See update above and detail in Appendix 4. There are no financial implications of this report, aside from those already set out when the CCAP was adopted in November 2021.

5 Business Strategy

- 5.1 Responding to the Climate Emergency is a key element of the Council's Business Strategy. This report updates on the progress made over the last six months following the adoption of the Climate Change Action Programme. In particular the report is relevant to the Council's aim around a clean and green environment.
- 5.2 Health, Homes, Communities: The CCAP seeks to ensure that carbon emissions from homes with the District are reduced.
- 5.3 Green, Clean, Safe: the Climate Change Action Programme is central to this.
- 5.4 Infrastructure, Enterprise, Employment: The CCAP seeks to support a clean, low carbon economy

6 Environmental/Climate Change Implications

- 6.1.1 Given the subject matter, it is inevitable that the report has significant climate change implications. These are set out in section 1 with details in the appendices.

7 Analysis of the effects on Equality

- 7.1.1 The report has not been subject to an Equalities Impact Assessment.

8 Data Protection

- 8.1.1 There are no data protection implications.

9 Health and Wellbeing

- 9.1.1 Climate change actions, and particularly those associated with climate change adaptation, has significant implications for health and wellbeing. These will be incorporated into decision around adaptation interventions.

10 Risk Assessment

- 10.1 A risk register is set out in Appendix 4.

11 Consultation

- 11.1 There has been no consultation relating to this report, although the CCAP has been subject to community engagement as set out in Appendix 3

Background papers:

Appendix 1a: CCAP Update December 2022 – Ambition 1

Appendix 1b: CCAP Update December 2022 – Ambition 2

Appendix 1c: CCAP Update December 2022 – Ambition 3

Appendix 2: Climate Change Action Programme Risk Register

Appendix 3: WDC Communications review 2022, priorities 2023

Appendix 4: Updated Funding Strategy

Appendix 1a: Ambition 1 - Net Zero Carbon Council 2025: ensure the new South Warwickshire Council is net zero carbon within a year of its first elections and that services provided through contractors include carbon reduction targets to deliver net zero by 2030.

Theme	Target Annual Carbon Savings by 2025/2030	Commitment	Action	Start Date	End Date	Progress Update December 2022	Progress update July 2023	R.A.G Rating
1 Decarbonising Council Buildings	3251.14 tCO2e by 2025	1.1 By February 2022, we will develop a fully costed Heat Decarbonisation Plan (HDP) comprising a programme of works for decarbonising all Council Buildings	Appoint a qualified surveyor or consultant to prepare a Heat Decarbonisation Plan	01/10/2021	31/10/2021	The Assets Decarbonisation Strategy was agreed at Cabinet on 10/2/22.	Whilst a Decarbonisation Plan was developed by the timescales this has provide difficult to use comprehensively to prioritise spending. Since then progress on developing a further heat decarbonisation plan for all WDC buildings (as opposed to plans for specific buildings) has been hampered by a lack of expertise to drive this forward. The most recent route explored through the Low Carbon Skills Fund was unsuccessful. Plans are now being developed to procure an external contractor. Having said that, Proposals for first tranche of buildings currently being developed – reports expected Autumn 2023	
			Complete Heat Decarbonisation Plan	31/10/2021	15/01/2022			

1.2 Deliver the HDP by establishing a Building Decarbonisation Fund for three years (2022/23; 2023/24; 2024/25)	Apply for PSDF Phase 3 and any future rounds of the PSDF			The Assets Decarbonisation Strategy sets out proposals for utilising £225,000 from the Climate Action during 2022/23. It is anticipated that this will also draw in additional resources from internal sources and external grant funding. Further funding has provisionally been set aside from the Climate Action Fund for 2023/24. However, the full requirement over three years will be a substantial amount of money (minimum £1m per year for three years). Some grant funding can be expected, but the majority will need to be found from within Council budgets. For years two and three, there may be potential to reinvest savings from year 1 (and 2)	Options paper being developed for the Temperate House to consider lowering the temperature, replanting and energy efficiency measures (Autumn 2023). Proposals for Jubilee House being progressed - reengineering proposals to maximise carbon savings and value for money (Autumn 2023). Work also underway with Everyone Active to plan and fund decarbonisation of leisure centres. Seeking to bring forward a scheme for replacing lighting at St Peters Car Park (Autumn 2023).	
	Deliver HDP					
	Apply net zero carbon building standards to new Council offices					
1.3 Where the measures implemented in year 1 result in revenue savings as a result of reduced energy costs, these savings will be used to supplement the delivery of the Building Decarbonisation Fund.	Actions to deliver this commitment to be reviewed in 2022			Stage 1 of the Assets Decarbonisation Strategy focuses on smaller scale initiatives. The carbon and financial savings arising from these will be calculated on a case by case basis, with a running total retained	Seeking alternative schemes for remainder of 12 key buildings including Newbold Comyn and St Nicholas Park Leisure Centres, which should in turn support further funding for capital measures through Public Sector Decarbonisation Fund (PSDF applications to be made either Autumn 2023 or 2024)	

2 Decarbonising Council Travel	252.8 tCO2e by 2025	1.4 We will ensure all electricity used by the Councils is from renewable sources.	Explore off-taker arrangements through direct wire or Power Purchase Agreements with local renewable energy providers			Both SDC and WDC currently source electricity from 100% renewable sources. However we are exploring a Power Purchase Agreement with a local solar farm and, in conjunction with the Midlands Net Zero Hub, we are also appraising the feasibility of more extensive rooftop solar within our assets.	Renewable energy study for WDC assets being commissioned with consultants expected to be appoint in August 2023. Ongoing discussions with solar farm provider with potential for direct wire to Council facilities – solar farm hoping to be delivered during 2024	
			Explore the potential to utilise roof space on Council assets to generate electricity in partnership with a local Community Energy Company					
		1.5 Any residual carbon emissions arising from Council buildings after 2025 will be balanced by either direct investment in equivalent renewable energy generation projects or in a recognised local carbon offsetting fund.	Actions to deliver this commitment to be reviewed in 2023/24. Link to carbon market development (see Funding Strategy) Liaise with WPD			We are working with Warwickshire County Council in establishing a local verified carbon offset fund. It is not known as this stage to what extent this will need to be used (or should be used), but it is expected to provide an option for consideration by 2025.	Warwickshire Carbon Offset Market protocol now established. WDC working with WCC on governance arrangement for this – expected to launch alongside the NZC DPD in Autumn 2023	
		2.1 We will ensure all the vehicles fleet directly operated by the Councils is fully electric by 2025	Prepare a comprehensive vehicle decarbonisation plan for mileage undertaken on Council business .			All directly operated WDC vehicles are 100% electric. At present, EV charging infrastructure to support this is limited. However, once a clearer way forward regarding the future of	Vehicle Decarbonisation Plan This to date has not been considered Operational Requirements of each vehicle	

			Review operational requirements of each vehicle with service managers to ensure EV is feasible			Riverside House and the Council's office base has been established, internal EV charging infrastructure will be expanded. In the interim, in addition to the EV charging points that have been introduced at Radcliffe Gardens and Riverside House, a review of other options will be undertaken. Currently procuring a South Warwickshire EV Infrastructure Strategy which will provide a sense of direction of requirements	There is only one non-diesel vehicle left within the WDC internal fleet. Not aware of situation within SDC internal fleet	
			Assess EV charging infrastructure requirements (numbers, speed, locations)					
			Provide EV charging infrastructure as required					
			Procure an EV Charger Installer, either as South Warwickshire or in line with WCC			See Ambition 2, Commitment 1.3		
			Ensure that wherever feasible, vehicles are switched to EV when current leases ends (or where operational requirements prevent this, the				As Above	
							With regards to the WDC Fleet, need to have the conversation with the "owner" of the one remaining Diesel vehicle	

		lowest carbon alternatives)					
	2.2 We will incentivise staff to undertake business journeys by bike, foot or public transport where this can be achieved efficiently and without impacting on service quality	Promote the "Choose how you move" initiative through Better Points for staff	Current	Summer 2022	Work is underway to re-procure Choose How you Move, Better Points from September 2022. As part of this procurement, the scheme will be promoted to WDC staff. Discussions have been taking place with SDC regarding a south Warwickshire contract	Better Points Apprentice started at the beginning of June 2023. Consultation with Better Points about a Green Travel Plan Incentive for the move to the new offices. Currently in an extension with Better Points until May 2024 GFS Need to talk to SDC ahead of re-procurement of active travel initiative in May 2024	
		Consider the procurement of a similar South Warwickshire Active Travel initiative across South Warwickshire beyond 2022	Summer 2022	Potentially on-going			
	2.3 We will enable staff to switch personal vehicles that are used on Council business to electric vehicles by • Incentivising the lease and or purchase of	Procure "Tusker" or similar for a salary sacrifice lease car scheme to encourage staff to procure EV's	2022/23		A small working group has been established from April 2022 to introduce a salary sacrifice scheme for EV's for staff	Completed, launched an EV Salary Sacrifice Scheme at the beginning of June 2023 with NHS Fleet Solutions	

		<p>electric vehicles; • by March 2022, carrying out a building by building EV charging infrastructure needs assessment including number of chargers required; power supply assessment and upgrades etc</p> <ul style="list-style-type: none"> • Ensuring sufficient EV charging infrastructure is available at, or close to, places of work 	<p>Ensure that the South Warwickshire authorities work as early as possible with local Distribution Network Operator (DNO), Western Power as a partner as early as possible</p>	2021	2022	<p>Arguably the electrical requirements for all aspects of the Climate Change agenda across South Warwickshire needs to be considered to understand the future requirement of the Power Grid and to provide the information to the DNO at the earliest opportunity</p>	As update in Dec 2022	
			<p>Develop a green travel plan in association with the relocation to new office buildings</p>	2022	2023	<p>No progress, except to ensure that carbon emissions resulting from staff commuting are part of the considerations for new office accommodation. To be progressed once the office accommodation options have been narrowed.</p>	<p>This is currently in development with Better Points and colleagues within the team and WDC</p>	
		2.4	<p>Any residual carbon emissions arising from Council travel after 2025 will be balanced by either direct investment in equivalent renewable energy generation projects or in a recognised local carbon offsetting fund.</p>		2025	2028	<p>Not a priority within first 3 years of the programme. See 1.5 above</p>	<p>Warwickshire Carbon Offset Market protocol now established. WDC working with WCC on governance arrangement for this, Expected to launch in Autumn 2023 alongside the NZC DPD</p>

3 Decarbonising Council Contracts	4729.0 tCO2e by 2030	3.1 We will ensure all new major Council contracts incorporate a Carbon Reduction Plan to demonstrate progress towards net zero operations by 2030 and will manage progress on these Plans throughout the life of the contract .	We will ensure all new major Council contracts incorporate Carbon Reduction Plan to demonstrate progress towards net zero operations by 2030	2021	2030	Waste collection contract include a carbon reduction plan and a requirement for annual reviews	Waste contract include Carbon Reduction. Collaboration taking place with Idverde (grounds and street cleaning) to decarbonise those contracts in line with contract requirements. Work taking place with Everyone Active regarding decarbonisation of leisure centres.	
			We will work with contractors holding existing contracts to annually agree carbon reduction measures to be delivered	2021	2030		Waste contract include Carbon Reduction. Collaboration taking place with Idverde (grounds and street cleaning) to decarbonise those contracts in line with contract requirements. Work taking place with Everyone Active regarding decarbonisation of leisure centres.	
		3.2 We will explore opportunities to work with existing contractors to invest in processes, facilities and infrastructure to minimise carbon emissions - including	Ensure light vehicles within the new waste contract fleet (due to start from August 2022) will be electric vehicles	Aug-22	2029	For discussion between the two Councils	This has not been progressed	

	for instance leisure centres, depots, vehicles and equipment	As required by through the contract, work with the new waste contractor to develop a plan for decarbonising the vehicle fleet during the life of the contract including alternative fuels (such as HVO); introducing new or converted electric or hydrogen vehicles; supporting the development of necessary infrastructure for alternative fuels	Nov-21	2029	Through colleagues in North Warwickshire, HVO has been explored to enable fleet decarbonisation. At present, it is not recommended that this option is pursued. Although HVO has the potential to deliver significant carbon savings if used, there is growing concern about the knock on environmental effects of HVO - specifically, as demand increases, recycled supply (e.g from cooking oils) will be insufficient. As a result there are concerns that inappropriate cultivation could occur impacting on biodiversity, food production etc. Hydrogen continues to be explored as an option. The draft hydrogen feasibility study recommends the potential for a partial conversion of the fleet be explored. This will be explored in conjunction with the contractor over the next 12 months.	Hydrogen RCV's continue to be explored. Further work suggests this could be a cost effective solution if we are able to produce local hydrogen at a competitive price. Discussions taking place with Biffa to undertake a trial of hydrogen and potentially other low carbon fuels during this financial year	
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3.3 Review procurement policies and practices to ensure climate change mitigation and adaptation are incorporated in to specifications, are given weight in evaluations and are managed throughout the life of the contract	Review the Procurement Strategy, Procurement Code of Practice and other operational procedures relating to procurement to ensure that social value and in particular climate change are consider in procurement processes and are given significant weight in the evaluation of tenders	Apr-21	Jul-21	WDC's procurement strategy and code of procurement practice has been reviewed to require s Corporate Social Responsibility (CSR) Criteria (including addressing Climate Change) at a combined weighting of 5-15% within the 'quality' criteria, for all contracts over £50,000 and environmental value	No further updates	
	Provide training to ensure that contract management staff are aware of climate change issues and opportunities and are able to effectively manage carbon reduction plans during the lifetime of contracts	Jul-21	Oct-21	No progress	No further updates	

4 Council Finance	N/A	4.1 We will review the funds in which the Councils' hold their cash to divest from all fossil fuels	Take a report to SDC's Cash Working Party to explore options for divesting from fossil fuels. This will include an appraisal of potential financial impacts	2021	Apr-23	This action was completed in September 2021	Complete	
			In line with the agreed commitments set out in WDC's CEAP, we will switch WDC's investments away from fossil fuels funds by April 2023	2021	Mar-22			

Appendix 1b: Ambition 2 – Low Carbon South Warwickshire 2030: to reduce net carbon emissions from across South Warwickshire by a minimum of 55% by 2030 and alongside this, plan how to further reduce carbon emissions to net zero by 2050.

Theme	Target Total Carbon Savings by 2030	Commitment	Action	Start Date	End Date	Progress Update December 2022	Progress Update December 2022	R.A.G Rating
1. On Road Transport	3192 ktCO2e (this includes the contribution made by aviation)	1.1 Travelling shorter distances: we will work with our partners and communities to reduce the average number of miles travelled by car per person by 25% by 2030.	Ensuring the SWLP spatial strategy and policies minimise the need to travel to access employment, schools, services and leisure	2021	2024	SWLP Climate Change consultants appointed. Part of their remit is to advise on evidence and policies to minimise the need to travel to reduce carbon emissions. Climate Change team liaising with colleagues working on the SWLP	SWLP Issues & Options Consultation complete. Work now progressing to analyse representations received to consultation and also to look at suitability of sites for inclusion in the plan, including those submitted through 2 rounds of call for sites (through the HELAA process). Various workstreams will assist with considering this: including strategic transport work and climate change work (both currently being undertaken)	
			Supporting our staff to continue to work from home where this is possible and encouraging other organisations to do likewise	2021	Ongoing	WDC Hybrid working approach established	WDC agile working approach established and reflected in new office accommodation	

	1.2 Driving less: we will work with our partners and communities to increase the percentage of journeys undertaken by foot, bicycle or public transport from 20% to 25% by 2030.	Proactively work with Warwickshire County Council to ensure the Local Transport (LPT4) Plan proposals for South Warwickshire prioritise alternatives to cars wherever possible	Present	2022	There has been minimal progress on the LTP since Nov 2021. However WCC are currently starting re-engaging with WDC on LTP4. Low carbon transport will be a key part of the discussions. Member engagement will be a key element of this.	Inpugged into LPT4 Plan in a timely fashion	
		Promote "Choose How You Move" initiative (Better Points) within Warwick District as way of incentivising active travel and public transport.	Present	Summer 2022	Some promotional work has been undertaken in advance of the Commonwealth Games. However, officers recognise the need to step this up by identifying a resource to work more directly with businesses.	See Ambition 1 for update	
		Consider the procurement of a continuation of a similar "Choose How You Move" initiative going forward as South Warwickshire and/or with neighbouring authorities	Start of 2022	Summer 2022	Work on procuring the scheme beyond August 2023 is underway. It is intended to combine the start of new contract with an apprenticeship post that can undertake promotional work - including door-knocking with local businesses.	See Ambition 1 for update	
		Explore the options of a cycle route through Abbey Fields Park, Kenilworth linking into National Cycle Route 52	Present	2022	Two options being explored. This may be narrowed down to one as a result of recent consultations with Historic England. Subject to agreement	Undertaking the procurement of the initial design of the preferred route as agreed in March 2023. Seek to implement in 2024 subject to	

					across the three tiers of local government, it is intended to bring forward a report in the early summer recommending a consultation on the preferred route. Aiming for implementation in 2023	consultation and planning permission	
		Based on the LTP, develop a shared local strategy for active travel by strengthening cross-sectoral working between WCC and South Warwickshire, as well as key local agencies.	Present	On-going	No progress. Awaiting LTP4 to progress	LTP4 still being finalised. Although WCC's approach is still to be established, it is expected to feed in to the Strategic Transport Assessment for the SWLP bringing a stronger focus on active travel and public transport.	
		Encourage the introduction and use of local car clubs (and e-car clubs) through close collaboration with the car club providers, WCC and Active Travel charities	Present	On-going	Some initial discussions, but no tangible progress to date. This is identified as a priority for 2022.	In talks with CoMoUK with the plan to use this national charity as a consultant for the way forward with regards to Car Clubs within South Warwickshire. Seek to develop proposals by end of 2023.	

		Implement Asps Park and Ride in Warwick	Present	2023	P&R specification to be implemented by developer according to WCC specification.	No change since December 2022	
		Explore the potential with WCC for Park and Ride Schemes within South Warwickshire that also act as wider hubs for sustainable travel (Mobility Hubs)	2023	Ongoing	No progress	No progress	
		Explore the implementation of a bike share model within South Warwickshire that best suits our area, either unilaterally or in partnership with other schemes with the West Midlands area	Present	On-going	Discussions taking place with WM Cycle Hire scheme. This seeks to extend the existing scheme in to Warwick District's towns. At present the costs are prohibitive, but discussions as to how costs could be reduced are ongoing. If an affordable scheme can be agreed, could be implemented in 2023.	As Progress update December 2022	
		Work with WCC and other relevant organisations, alongside local charities/pressure groups to produce a network of suitable cycle routes	Present	On-going	New/improved cycle links being delivered (or planned at Woodloes, St Nicholas Park; Newbold Comyn. Through the LTP we will be liaising with WCC on wider options	As Progress update December 2022	

		Work in partnership with WCC, neighbouring authorities, transport providers and other key stakeholders to improve active travel and public transport options for rural communities	Present	On-going	We have worked with WCC on a bid to the LEVI pilot fund for rural EV infrastructure. Otherwise limited progress to date - although rural transport will be a key focus on EV infrastructure and Car Club projects	As Progress update December 2022	
		Explore ways to improve high speed broadband connections in rural areas, potentially utilising 5G	Apr-22	2029	No progress.	No progress. Most relevant to the more rural areas of south Warwickshire	
		Actively liaise with WCC to ensure the proposed new Local Transport (LPT4) Plan proposals for South Warwickshire include infrastructure for low emission vehicles	Present	2022	To date there has been a consultation on the principles of the next LTP, which WDC responded to. The next stage of consultation is now getting underway	Part of the responsibilities of the Transport & Connectivity Climate Change Sub-Group of the South Warwickshire Local Plan	

		Work with WCC to encourage and enable the use of Ultra Low Emission Vehicles (ULEV) within South Warwickshire through contributing and agreeing a coherent strategic direction for the County and as a consequence South Warwickshire	Present	Ongoing	Work to prepare an EV charging strategy for SDC and WDC has been commissioned and will dovetail with WCC County-wide strategy. It is anticipated this will be report to Cabinet in Summer 20022 with roll out of new infrastructure later in 2022.	Currently procuring a Feasibility Study following approval of EV charging Cabinet Report in March 2023. Aiming to bring detailed proposals to Cabinet in late 2023.	
	1.3 Switching to low carbon vehicles: where residents and business need to rely on road vehicles, we will seek to support an increase in the percentage of Ultra-Low Emission Vehicles owned by residents in south Warwickshire from 2.9% in 2019 to 89% by 2030	Ensure the SWLP includes robust policies to require EV charging infrastructure for new developments	2021	2024	No progress yet, but will be included on climate change considerations when more detailed work is commenced	As Above	
		Explore the potential for the introduction of electric taxis	2022	Onwards	No progress yet	To be considered in review of taxi licensing policy which is getting underway	

		Work alongside WCC and partners to ensure that the proposed work on the Leamington Railway Station forecourt for the Commonwealth Games provides a sustainable travel hub going forward	Present	Ongoing	Work on the Station Forecourt is in underway. It included EV charging, enhanced cycle parking, improved pedestrian links to the town centre and improved connections to bus services.	Enhanced cycle parking still needs to be completed	
		Liaise and work with third parties such as Housing Associations and Local Interest Groups on how they can contribute to EV Infrastructure requirements	Present	Ongoing	Made initial contact with Housing Associations within WDC & SDC to make them aware of our intentions to produce an EV Infrastructure Strategy	No further progress	
		Explore potential for autonomous (driverless) pods to enable mobility and deliveries	2022	2023	No progress to date	No further progress	
		Support the low carbon "Last Mile Delivery" concept in South Warwickshire Towns	2022	2025	Potential for last mile delivery hub is being considered for the New House Farm site. At present it is not known whether this is feasible or whether there will be an operator	Unlikely to be accommodated at New House Farm. At present there are no active options under consideration. Whilst high level consideration continues through WCC, the 2025 deadline unlikely to be achieved	

	1.4 Improving freight emissions by reducing the emissions per mile by 75% and reducing on road freight mileage by 9%	Undertake feasibility work on a "Hydrogen Hub" (see theme 7 below)	2021	2025	Hydrogen Hub feasibility study is complete. Options for the way forward are currently being considered. Will be subject to a Cabinet report in summer 2022.	The project is continuing with the current focus on a) establishing the preferred location and solar energy source; b) soft market testing to learn more about the hydrogen market; c) the potential for hydrogen trials for RCVs	
		Potentially work with Coventry Airport and Wellesbourne Airport to help reduce their on-site CO2 emissions i.e. ULEV on-site transport, investing in sustainable energy/lighting etc.			This is not currently a priority	Not currently a priority	
		Work with the tourism sector to reduce the impact of this sector within South Warwickshire and adopt environmentally friendly policies and potentially a green tourism certification system			This is not currently a priority	Not currently a priority	
		Implement new software to map EPC ratings of all Council owned properties to inform investment decisions	2021	2022	WDC has been successful with a number of significant grants bids	Complete	

2. Aviation	2.1 Reducing aviation emissions. Consideration as to whether we can influence emissions from aviation	Social Housing - Develop a Retrofit Strategy	2021	2022	Draft strategy prepared by Ridge setting out holistic approach to achieving EPC C and then net zero, including costs. This draft is currently being reviewed with the aim of bringing it Cabinet later this year	Proposed strategy to be referred to Cabinet for adoption. Strategy needs to be developed in the context of fire safety and mould/damp issues. Date is to be confirmed.	
		Identify a programme of works to deliver the Retrofit Strategy	2022	2030	Programme of works being identified using "Parity" data to bring WDC stock up to EPC C . Alongside this grant funded retrofit works are underway including LAD1B and 2.	Retrofit works underway including utilising government grants and combining decarbonisation measures with other decent homes improvement measures.	
3. Housing	3.1 We will deliver a deep carbon retrofit of all Council owned dwellings below EPC C by 2030	Continue to apply for external funding sources from BEIS (eg LADs) and other organisations and match against £18m Housing Improvement Programme monies available.	2021	Ongoing	On-going. LAD1B interventions being delivered. LAD2 interventions imminent underway. Further grants agreed (SWC) and being applied for (Wave 2 of SHDF)	HUG2 private funding 'off gas' has been applied for. Just under £1m for 2023/24 and £1.5m in 2024/25 to upgrade 75 properties of which 10% can be social. The funder DESNZ has sought further information on the bid application this week.	
		Social Housing - Assess solar PV and solar thermal suitability for every property	2021	Ongoing	Technologies already part funded through grants and WDC HIP	No analysis has been undertaken, but work is progressing in establishing a methodology for the assessment. Investigative works have been undertaken on the products available.	

Support Housing Associations and work together on consortium bids to maximise funding available to all residents living in social housing.	2021	Ongoing	Discussions have taken place with some HAs. However most housing stock owned by HAs is new and older stock is being sold. The opportunities may be limited with joint bids but more information gathering is to be undertaken.	No further update, consortium bidding not considered helpful to do for the recent HUG2 bid.	
Develop and expand advice and support service for landlords and homeowners by providing and publicising support with retrofitting their property through organisations such as Act on Energy.	2022	2025	MEES (Minimum Energy Efficiency Standards) landlord property assessment work has been undertaken and linking to Trading Standards for support has been undertaken. Further work is required to offer a more formalised support to landlords.	The SWC scheme is continuing until September 2023. So far, 110 measures have been installed a combination of solar PV, air source heat pumps, loft, cavity wall, smart heating controls and high heat retention storage heaters. Successful planning applications for external wall insulation and applications for solar PV within conservation areas and one on a grade II listed building.	
Review building conservation policies to ensure an appropriate balance is achieved between protecting the significance of heritage assets whilst enabling retrofitting of homes to reduce carbon emissions (such as rooftop solar or cavity wall insulation).	2022	2024	A review has taken place with the conservation officers and development management teams of both Councils. Whilst this identified that existing approaches and policies are in line with national policy, more work needs to be done to update local guidance	Still progressing as set out in December 2022	

					in relation to new and emerging low technologies. However, in comparison with retrofitting more common housing types, this is unlikely to have a significant carbon impact and has not yet been prioritised		
	3.2 We will work with local Housing Associations in accessing and utilising funding to deliver a deep carbon reduction retrofit of all Council owned dwellings below EPC C by 2030	Behaviour change campaign to be developed and launched. Every household to be aware of support available to decarbonise their home.	2022	2025	Advice and signposting included with Council tax bills. This commitment is now being given higher priority as it also addresses the cost of living crisis. The Climate Change Team and Housing teams have therefore been meeting on a monthly basis to ensure momentum is given to improving officer training and practice; signposting Act on Energy's offer; considering extending Act on Energy's offer to provide more targeted advice for householders; and procuring a retrofit partner= to undertake works.	The Home Energy Help Scheme is launching in July to offer support to residents that are 'able to pay' for measures but require support through the retrofit journey - this will be supported through a partnership with Act on energy and Furbnow. The complex caseworker is also under the Act on Energy SLA which is currently being finalised.	

	3.3 We will support landlords and homeowners to improve the energy performance of their properties including exploring funding opportunities such as through BEIS schemes and others.	All section 106 sites acquired by the Councils for social housing to be built to enhanced carbon reduction standards, applying the standard used for Europa Way as a minimum	2021	Ongoing	Significant carbon upgrades (insulation, solar panels, heat pumps) have been applied for all S106 acquisitions including most recently proposals for 60 homes in Hatton Park.	Progressing as set out in December 2022	
		Where the Councils are developing housing sites, net zero carbon in operation design will be applied	2021	Ongoing	The standards for building new WDC homes aim to achieve net zero in operation subject to decarbonisation of the electricity grid. Turpin Court has provided an initial example of this.	Progressing as planned. A review of performance of housing in operation will be commissioned so that we can learn lessons for future schemes	????

<p>3.4 Promoting help and support available through Act on Energy</p>	<p>Explore how to effectively address embodied carbon in Council developments (e.g. reusing material; modern methods of construction etc)</p>	<p>2022</p>	<p>Ongoing</p>	<p>A high level embodied carbon policy has been incorporated in the 2nd consultation draft of the Net Zero Carbon DPD,. Further work will be undertaken on this in the future for the SWLP</p>	<p>Taking account affordability, this will be considered for all future schemes, learning from experiments with Turpin Court</p>	<p>????</p>
<p>3.5 We will ensure all new houses (whether for affordable or market) that are developed by the Council will be net zero carbon in operation once the electricity grid is fully decarbonised</p>	<p>For all housing delivered by or behalf the Councils, management and monitoring processes will be put in place to ensure the in-use performance gap is within specified tolerances.</p>	<p>2021</p>	<p>Ongoing</p>	<p>The Council has not developed any specific schemes during the last six months</p>	<p>A review of performance of housing in operation will be commissioned so that we can learn lessons for future schemes</p>	<p>????</p>
	<p>For Warwick District a Net Zero Carbon Buildings Development Plan will be prepared for examination and adoption 2022</p>	<p>2021</p>	<p>2022</p>	<p>Whilst there has been some delay in progressing this due to both technical challenges and staff resources, the consultation on the 2nd draft has commenced and adoption is anticipated for early 2023.</p>	<p>The Examination in Public Hearings are complete and the Inspector has asked for a consultation on modifications. This is underway and it is expected the DPD will be adopted in Autumn 2023, alongside the accompanying Supplementary Planning Document. Training for staff and planning committee is being planned</p>	<p></p>

		In preparing the South Warwickshire Local Plan an evidence base will be collated to justify robust policies to require net zero carbon buildings for all new development, taking account of sustainable building material, methods of construction, to address embodied and construction carbon emissions	2021	2023	Climate change consultants have been appointed to prepare the relevant evidence base to support SWLP carbon reduction policies	The NZC DPD will be a starting point for considering this through the SWLP. Consultants, Arup, have been commissioned to provide evidence and support for the SWLP in developing policy relating to net zero carbon buildings.	
		Develop a network of public sector and educational partners to explore approaches to improving thermal efficiency including the potential for utilising savings for further investment in carbon reductions	2022	Ongoing	A series of business webinars is taking place. Two of these have covered carbon emissions and energy efficiency. It is hoped that this will leave to an ongoing network. Attendance (up to 20 businesses per session) has not be as high as we had hoped, and learning will be captured for future businesses engagement	No further progress since December 2022.	

	3.6 We will require new build housing to be net zero carbon in operation through the introduction of planning policies (WDC NZC DPD and SWLP) which set clear building standards for energy efficiency, heating systems, renewable and low carbon energy sources and (if necessary) carbon offsetting.	Work with business organisations and networks to explore barriers to investment in thermal efficiency for businesses and to promote the financial, environmental and reputational benefits of thermal efficiency measures	2022	Ongoing	Aside from Business webinars referred to above, no progress	Progressing as set out in December 2022	
		Encourage businesses and other institutions to connect to local 100% renewable sources of electricity (e.g direct wire or local Power Purchase Agreements) (see also theme 7 below)	2022	Ongoing	Aside from Business webinars referred to above, no progress	We have engaged with specific business regarding opportunities, including business around Coventry airport where power supply is a particular issue. As yet, not specific scheme in place, but discussions are ongoing	
		Work with WMCA, CWLEP, WCC and other partners to develop an energy efficiency advice service for businesses.	2022	Ongoing	No progress	No progress	

4 Non Domestic Energy	796 ktCO2e	4.1 We will work with partners and businesses to improve energy (thermal and electrical) efficiency in non domestic buildings to enable a 17% reduction in space heating and hot water by 2030 and 10% increase in electric fuel	Consider retrofit grant/loan scheme for assets managed/owned by community groups and town and parish councils	2022	Ongoing	No progress on this specifically, but the Local Climate Engagement scheme will provide an opportunity to explore this in more detail	RUCIS now includes a stronger focus on environment and decarbonisation benefits. The scheme will continue to be promoted to local groups as a way of reducing environmental and climate impacts.	
			Work with Sustainability West Midlands or similar networking organisation to develop (or expand an existing) a Greener Business Network as a forum for good practice, learning and knowledge sharing	2022	Ongoing	It hoped the network will be developed from the Business webinars	No further update since December 2022	
			Ensure new buildings that are supported or funded by the Councils utilise non-fossil fuel based heating systems	2022	Ongoing	No new proposals have been developed over last six months	No new proposals have been developed over last six months	
			Incorporate policies in to the SWLP to support low carbon infrastructure for new commercial developments, including District Heating schemes	2021	2024	Climate change consultants have been appointed to prepare the relevant evidence base to support SWLP carbon reduction policies	The NZC DPD includes policies that also apply to commercial buildings and will be a starting point for considering this through the SWLP. Consultants, Arup, have been commissioned to provide evidence and support for the SWLP in developing policy on matters relating to low carbon development AC	

	Review discretionary business rates policy to incentivise carbon reduction and disincentivise carbon hungry buildings	2023		No progress	No progress	
	Mobilise the new waste contract	2021	2022	In progress. To commence August 2022	In Progress	
4.2 We will work with partners and businesses to enable 39% of non domestic buildings to shift off gas heating to low carbon or electric by 2030	Continue to be an active partner in the development of the Warwickshire and Coventry MRF	2021	2023	In progress. To become operational in 2023	In progress	
				Development of woodlands and other natural assets can make contributions to carbon capture. However, the primary climate change benefits of trees and natural assets relates to climate change adaptation. Actions relating to this theme are therefore incorporated in to ambition 3	See ambition 3	
	Encouraging additional large scale solar generation by introducing policies within the South Warwickshire Local Plan which support renewable energy generation infrastructure	2021	2024	Existing Local Plan policies already support renewable energy schemes. These may need to be strengthened whilst recognising that a balance needs to be struck with competing land uses. Climate change consultants have	Representations to the Issues & Options consultation have yet to be analysed. Consultants, Arup have been tasked with looking at assessing the potential of sites for large scale renewable energy installations across South	

						been appointed to prepare the relevant evidence base to support SWLP carbon reduction policies	Warwickshire. The SWLP is not yet at the stage where detailed policies have been written AC	
			Appoint project officer to develop New House Farm Low Carbon Development and associated solar generation	2021	2025	Officer appointed. Commenced January 2022	New House Farm project is no longer active. Discussions with Solar Farm providers are continuing including active discussions to power a potential hydrogen hub	
5 Waste	8 ktCO2e	5.1 As part of the new waste contract, we will introduce a new 1-2-3 collection service which will seek to reduce greenhouse gas emissions from waste	Incentivising additional large scale solar generation in rural areas by exploring ways to accelerate renewable energy generation through utilising public funds – particularly where this gives rise to a potential ongoing income source and /or savings	2021	2025	Options - including financial appraisals - are currently being explored with potential for a proposal to be considered by Cabinets later in 2022	As above. In addition, the Climate Change evidence to support the SWLP includes a review of renewable energy potential across the District (solar, wind)	
		5.2 We will invest in a new local Multi-Recycling Facility	Specifically explore a local renewable energy generation source to provide an energy source for a new hydrogen production facility	2021	2025	Discussions ongoing with solar farm developer	Active discussions with a solar farm developer are taking place.	

6. Land Use and Natural Assets	90 ktCO2e	6.1 See Ambition 3, themes 1, 2, 3, 4	Delivering and supporting rooftop solar generation on public buildings including the potential to export surplus generation to the grid or other local uses by a) working with public sector partners; b) reviewing all WDC and SDC buildings to consider the potential for roof top solar energy generation c) exploring the potential to partner with Community Energy Companies	See Ambition 1		Midlands Net Zero Hub are carrying out a high level review of 7 buildings to identify where there is potential for rooftop solar. Subject to the review, contractors will be commissioned to design and install schemes.	In addition to continuing to work with Midlands Energy Hub on rooftop Solar for leisure centres, we are commissioning a study to look at how we can develop rooftop solar and or direct renewable energy across the whole of WDC's building estate.	
7 Energy Supply	2,088,000 tCO2e	7.1 We will support an increase renewable energy generation across South Warwickshire from approximately 121MW capacity in 2019 to 730MW capacity by 2030	Encouraging new homes and commercial/institutional buildings to install rooftop or other small scale solar generation through planning policies that require net zero carbon buildings including implementing the NZC Building DPD in Warwick District and incorporating policies with the South Warwickshire Local Plan.	2022	2025	See comments above relating to NZC DPD	NZC DPD has been through Examination Hearing sessions. Anticipating Inspector's final report in October, hope to adopt the DPD by end of the year. An SPD to support the implementation of the DPD is also being produced. Detailed policies have yet to be produced for the SWLP	
			Ensure SWLP provides policies which support the retrofitting of rooftop solar and other low carbon technologies on existing buildings,	2022	2025	See comments in 3.3 above	See 3.3 above. Note - significant retrofitting is difficult to achieve as planning can only control development that requires planning	

			including effect policies to achieve appropriate carbon reductions in conservation areas and other heritage assets				permission. Engagement to be held with Conservation Officer in due course. SWLP not at the stage where detailed policies are yet being produced	
			Setting an example by ensuring Council new developments incorporate solar energy generation	Ongoing		See comments in 3.5 above	See comments in 3.5 above	
			Lobbying developers, housebuilders and the government to introduce policies and practices which incorporate the use of renewable energy generation in all new developments	2021	2023	No progress	No further updates	
			In conjunction with the allocation of Local Plan sites and supported by Local Plan policies, undertake a study of renewable heat sources that can be used to provide low carbon, low cost heating for new homes on allocated sites.	2022	2022	Incorporated in the brief for the Climate change consultants that have been appointed to prepare the relevant evidence base to support SWLP carbon reduction policies	Renewable energy study to support SWLP is nearing completion, with draft funding presented to officer team for comment in July 2023	

			Liaise with WPD to ensure there is grid capacity to support additional generation and demand - and working WPD develop a strategic approach to future investment in local power connections	2022	2022	This is now routinely considered within EV charging and heat pump schemes	No further updates since December 2022	
			Explore sites within the vicinity of M40 motorway junctions that could support hydrogen infrastructure	2021	2025	Feasibility study and draft Strategic business case, now complete. Currently considering next step. Progress being made to access land close to M40 to locate a hydrogen hub.	As set out in December 2022. Report to Cabinet has been delayed due to the landowner of the preferred site changing their approach. A new preferred location has now been identified and subject to final technical work will be the subject a Cabinet report in Autumn 2023.	
			Undertake a full feasibility study / business case for hydrogen production including generating both demand and supply	2021	2022	This is now routinely considered within EV charging and heat pump schemes	No further updates since December 2022	
			Explore the potential for external funding (government/private sector) as a way of funding local hydrogen infrastructure and as a way of generating demand	2022	2025	Feasibility study and draft Strategic business case, now complete. Currently considering next step. Progress being made to access land close to M40 to locate a hydrogen hub.	UKSPF to be used to support trial of hydrogen vehicles. Hydrogen funding streams continue to be monitored. The soft market testing process has identified potential future sources	

						<p>NB: if a new facility is implemented the total costs for its development and for the generation of demand could be substantial and will require a range of funding sources to be used</p> <p>The comms strategy is in place and is regularly updated through review meetings with the Comms team. Progress on rural community engagement with successful bid to the UK100 Local Climate Engagement scheme</p>	<p>of funding depending on how the project is shaped</p> <p>The feasibility project is progressing well. It is intended to bring an update report to cabinet in the Autumn for a decision on whether and how to proceed to the next stages</p>	
			Implementation of a hydrogen hub in South Warwickshire	2023 to 2025	TBC	<p>Feasibility study and draft Strategic business case, now complete. Currently considering next step. Progress being made to access land close to M40 to locate a hydrogen hub.</p> <p>NB: if a new facility is implemented the total costs for its development and for the generation of demand could be substantial and will require a range of funding sources to be used</p> <p>The comms strategy is in place and is regularly updated through review meetings with the</p>	<p>UKSPF to be used to support trial of hydrogen vehicles. Hydrogen funding streams continue to be monitored. The soft market testing process has identified potential future sources of funding depending on how the project is shaped</p> <p>The feasibility project is progressing well. It is intended to bring an update report to cabinet in the Autumn for a decision on whether and how to proceed to the next stages</p> <p>Work is continuing as set out in December 2022</p>	

						Comms team. Progress on rural community engagement with successful bid to the UK100 Local Climate Engagement scheme		
			Develop and maintain a communications and community engagement strategy	2021	2030	<p>Feasibility study and draft Strategic business case, now complete. Currently considering next step. Progress being made to access land close to M40 to locate a hydrogen hub. NB: if a new facility is implemented the total costs for its development and for the generation of demand could be substantial and will require a range of funding sources to be used</p> <p>The comms strategy is in place and is regularly updated through review meetings with the Comms team. Progress on rural community engagement with successful bid to the UK100 Local Climate Engagement scheme</p> <p>Interviews undertaken for proposed that new post of Programme Officer to provide capacity to support</p>	<p>UKSPF to be used to support trial of hydrogen vehicles. Hydrogen funding streams continue to be monitored. The soft market testing process has identified potential future sources of funding depending on how the project is shaped</p> <p>The feasibility project is progressing well. It is intended to bring an update report to cabinet in the Autumn for a decision on whether and how to proceed to the next stages</p> <p>Work is continuing as set out in December 2022</p> <p>No new lobbying</p>	

						delivery of the funding strategy		
			Continue to lobby national government on all elements that have identified "national support requirements"	2021	2030	<p>Feasibility study and draft Strategic business case, now complete. Currently considering next step. Progress being made to access land close to M40 to locate a hydrogen hub. NB: if a new facility is implemented the total costs for its development and for the generation of demand could be substantial and will require a range of funding sources to be used</p> <p>The comms strategy is in place and is regularly updated through review meetings with the Comms team. Progress on rural community engagement with successful bid to the UK100 Local Climate Engagement scheme</p> <p>Interviews undertaken for proposed that new post of Programme Officer to provide capacity to support delivery of the funding strategy</p>	<p>UKSPF to be used to support trial of hydrogen vehicles. Hydrogen funding streams continue to be monitored. The soft market testing process has identified potential future sources of funding depending on how the project is shaped</p> <p>The feasibility project is progressing well. It is intended to bring an update report to cabinet in the Autumn for a decision on whether and how to proceed to the next stages</p> <p>Work is continuing as set out in December 2022</p> <p>No new lobbying</p> <p>Funding has been sought from Innovate UK (for an energy specialist to support planning) and to the Low Carbon Skills Fund (to support Heat Decarbonisation). Both have been unsuccessful</p>	

		7.2 Recognising the importance of green hydrogen as a low carbon fuel, we will explore the feasibility of a green hydrogen production, storage and fuelling facility in south Warwickshire	For all unfunded actions, proactively work to identify external sources of funding, including grants.	2021	2030	<p>Feasibility study and draft Strategic business case, now complete. Currently considering next step. Progress being made to access land close to M40 to locate a hydrogen hub. NB: if a new facility is implemented the total costs for its development and for the generation of demand could be substantial and will require a range of funding sources to be used</p> <p>The comms strategy is in place and is regularly updated through review meetings with the Comms team. Progress on rural community engagement with successful bid to the UK100 Local Climate Engagement scheme</p>	<p>UKSPF to be used to support trial of hydrogen vehicles. Hydrogen funding streams continue to be monitored. The soft market testing process has identified potential future sources of funding depending on how the project is shaped</p> <p>The feasibility project is progressing well. It is intended to bring an update report to cabinet in the Autumn for a decision on whether and how to proceed to the next stages</p> <p>Work is continuing as set out in December 2022</p> <p>No new lobbying</p> <p>Funding has been sought from Innovate UK (for an energy specialist to support planning) and to the Low Carbon Skills Fund (to support Heat Decarbonisation). Both have been unsuccessful</p>	

Appendix 1c: Ambition 3 - Adaptation 2050: by 2050 to enable our environment and communities to have adapted to the potential of at least a 3 degrees rise in global temperatures by 2100.

NB: The proposals below are based on the National CCRA3 and will be reviewed in light of more local data provided by the Met Office

Theme (to be reviewed)	Measures	Commitment	Action	Start Date	End Date	Comments and Progress Update May 2022	Progress Update December 2022	R.A.G Rating
		0.1 Appoint a Climate Adaptation Project Officer to manage relationships and projects associated with this ambition	Appoint a Climate Adaptation Project Officer (CAPO) to manage relationships and projects associated with this ambition	2022	Jul-05		Officer in post - started August 2022.	
1 Diversity of habitats and species	TBC: to be measured the HBA	1.1 We will use the Met Office data to incorporate planning policies in the SWLP which protect key species; enhance connectivity of habitats and encourage investment in new and important ecological assets	Analyse Met Office data to identify key risks for the environment	Oct-21	Dec-23		The update of the Met Office "City Packs" was released in August 22. Any outputs from the Met Office will be used as part of the wider climate change analysis being undertaken to support policy development of the SWLP. Independent expert advice is being obtained to understand the climate change implications of different policy and strategy options in the SWLP.	
			Work with key partners to work up an evidence base in relation to each key risk	Jan-22	Oct-23	Exact timeline needs to be in accordance with Local Plan timeline	Work started with WDC Green Spaces Team to consider the key risks in terms of Council parks and open spaces.	

			Incorporate policies in the draft Local Plan to respond to the evidence base	Oct-22	Mar-23		SWLP Climate change consultants have provide evidence to support the inclusion of climate resilience policies in to the Issues and Options consultation.	
		1.2 We will use the development management process to ensure investment in resilient ecological assets and planting schemes that accommodate predicted changes to weather patterns	Provide training for Development Management staff and planning committee members in relation to the risks identified by the Met Office to enable Local Policies relating to adaptation to be applied rigorously	Dec-22	TBC		Workshop planned with Development Management staff to introduce climate change adaptation, key risks and key considerations. Further work to follow.	
		1.3 Based on the Met Office data, we will review tree strategy and open spaces management plans to take	Undertake a review of the tree strategy to ensure our approach utilises resilient species which enhance biodiversity	Apr-22	TBC		No update	

		account of the need for resilient and ecologically diverse enhancements	Review the management plans for major opens spaces and parks to ensure enhancements incorporate resilient species which improve biodiversity	Apr-22	Dec-21		Initial discussions with WDC Green Spaces Team. Recognising that a number of parks/open spaces do not currently have management plans extra resources may be required to deliver these.	
		1.4 We will plant 160,000 trees in Warwick District by 2030. (NB: Decision to be made as to whether a tree planting programme should also apply in Stratford District)	Based on the 2021/22 pilot, prepare a plan to deliver this commitment	Underway	2030		Plan in place - see report to Cabinet March 2022. 17,000 trees have been planted/enabled through the programme by March 2023. In addition, around 74,000 trees are projected to be delivered at Newbold Comyn and Tachbrook Country Park. The programme is focusing on firming up the delivery on the major sites as well as addressing the residual gap of around 68,000 trees by considering options such as, offsetting, land purchase and the Trees Call to Action Fund.	
			Establish a delivery partner with experience of large scale tree planting	2021	2022		Still to be established. Procurement options being considered. Will be a key part of ensuring the residual gap is addressed. Hope to have partner in place in early 2023.	
			Ensure costs and arrangements for maintenance are incorporated in all tree planting projects	2021	Ongoing		Included in costs within Cabinet report March 2022. Reviewed on an ongoing basis through the Trees Project Board	

			Consider the potential to promote the use of land for tree planting as a sustainable crop (e.g a local building material?)	2022	Ongoing		No specific progress at this stage. Commercial opportunities of tree planting to be explored over next six months	
2 Soil health	Once Met Office data is received work with EA to measure physical, chemical and biological health of local soils	2.1 Use Met Office data to plan investment in planting and infrastructure in flood defences, drainage and soil protection	Work with EA and other partners to identify priority infrastructure investments.	TBC	TBC		No update.	
			Make funding bids to deliver opportunities to deliver infrastructure priorities.	TBC	TBC	Significant costs likely to be involved. Will need to a coordinated funding strategy including CIL, S106, partner funding, external/government grants. NB: Is this District Council best placed to do this?	No update.	
			Incorporate policies in the SWLP to enable the delivery of necessary infrastructure related to new developments	2021	2024		No update.	
			Identify vulnerable land close to watercourses which can be used for flood prevention and biodiversity and work with partners to enhance these areas	2022	2024		No update.	

		2.2 Work with partners to support our agricultural sector in adapting and diversifying	Liaise with the NFU to identify risks to agricultural productivity in South Warwickshire	TBC	TBC	Significant costs likely to be involved. Will need to a coordinated funding strategy including CIL, S106, partner funding, external /government grants. NB: Is this District Council best placed to do this?	No update.	Yellow
			Support agricultural sector in adapting practices to manage these risks and identify natural infrastructure investments that will mitigate the risks	TBC	Dec-21		No update.	Red
			Based on the data, incorporate policies in the draft Local Plan to support the agricultural sector to diversify in a way that enhances soil health, biodiversity and enjoyment of the countryside	Oct-21	Dec-21	Met Office data expected October 2021	See 1.1 above in respect of Met Office data. It is expected that detailed policies to support the agricultural sector and agricultural diversification will be included in "part 2" of the SWLP (not yet started). Policies to support biodiversity will be included in part 1 of the SWLP (in preparation)	Green
		2.3 Ensure up to date evidence and planning policies and decisions to protect high	Analyse Met Office data to identify key risks for the environment	Oct-21	Jul-05		Ongoing. Initial high level data received through Met Office 'City Pack' offer but further data/analysis required.	Green

		quality agricultural land and to prevent development which exacerbates soil damage.	Work with key partners to work up an evidence base in relation to each key risk	Jan-22	Jul-05	Exact timeline needs to be in accordance with Local Plan timeline	SWLP evidence base (including Sustainability Appraisal) will ensure that proper consideration is given to the need to protect high quality agricultural land in any decisions relating to the development strategy and allocations in the SWLP.	
			Incorporate policies in the draft Local Plan to respond to the evidence base	Oct-22	2024		No update	
3 Natural carbon stores and sequestration	Current carbon stores account for 12,600 tCO2e	3.1 we will seek to maintain existing natural carbon store and sequestration and will add to this where possible (see Ambition 2, theme 6)	See 1.4 above. See also commitments 1.1; 1.2; 1.3				As per updates in 1.1-1.4	
			Identify significant natural carbon stores in South Warwickshire and seek to protect and enhance these as part of the Council's approach to managing green spaces and natural assets	2022	2025		WCC have undertaken an initial appraisal of carbon stores as part of their natural capital project.	
			Incorporate planning policies in the SWLP which give weight to the protection of significant natural carbon stores within South Warwickshire	2021	2024		SWLP evidence base (including Sustainability Appraisal) will ensure that proper consideration is given to the need to protect significant carbon stores within South Warwickshire through the SWLP. (PC)	

4 Crops. Livestock and commercial trees	In discussion with NFU, identify effective measures of land productivity	4.1 We will work with partners to support our agricultural sector in adapting and diversifying	See 2.2 above	TBC	TBC	Significant costs likely to be involved. Will need to a coordinated funding strategy including CIL, S106, partner funding, external/government grants. NB: Is this District Council best placed to do this?	No update.	
		4.2 we will enable tree planting and other natural means of protecting soil and managing flood risks, including ensuring the species used are adaptable to climate change themselves	See 1.4 above		Dec-23		No update.	
		4.3 We will develop planning policies and decisions to protect high quality agricultural land and to prevent development which exacerbates soil damage	Work with key partners to work up an evidence base in relation to each key risk	Jan-22	Jul-05	Exact timeline needs to be in accordance with Local Plan timeline	See 2.3 above. SWLP Issues & Options public consultation is scheduled (subject to councillor approval) for Jan/Feb 23.	
			Incorporate policies in the draft Local Plan to respond to the evidence base	Oct-22	Jul-05	Exact timeline needs to be in accordance with Local Plan timeline	See above	

5 Supply of food, good and vital services (supply chains and distribution networks)	Measures to be developed once Met Office data is received	5.1 We will encourage local food production, including allotments etc	Incorporate policies in the draft Local Plan to ensure allotments are prioritised as part of green infrastructure	Oct-22			Myton Green Allotments now in WDC ownership. Further allotments site at Hampton Magna being provided.	
			See 2.3 above				No update	
		5.2 We will consider how we can support local storage and local low carbon distribution networks	TBC	2022	2025		SWLP Issues & Options document will include questions on diversifying the local economy. WDC and SDC are also currently preparing a South Warwickshire Economic Strategy to consider this further. This is scheduled for publication (in draft) and public consultation in February 23.	
		5.3 Through the South Warwickshire Economic Strategy, we will support diversification of the local economy	TBC	2021	2022		Draft South Warwickshire Economic Strategy considers diversification	
		5.4 We will support vulnerable residents, including those in fuel poverty	Include in review of Fuel Poverty Strategy and Health and Wellbeing Strategy	2023	2024		WDC Fuel Poverty Strategy 2021-26 published.	
economy from failure of the		6.1 We will maximise local renewable	See ambition 2, theme 7				As per updates in ambition 2, theme 7.	

		energy production including utilising this locally, including for Council services						
		6.2 We will increase local, directly supplied energy from a variety of sources	See ambition 2, theme 7					As per updates in ambition 2, theme 7.
		6.3 We will work with National Grid and Western Power Distribution to enhance resilience in the local energy supply grid	See ambition 2, theme 7	2022	2024			As per updates in ambition 2, theme 7.
7 Human health, wellbeing and productivity from heat in homes and buildings		7.1 We will develop and apply buildings standards which ensure adaptable and resilient new homes and buildings	To be incorporated alongside Ambition 2, theme 3	2021	2024			Being incorporated in SWLP
		7.2 We will retrofit existing housing to ensure all-year-round affordable comfort	To be incorporated alongside Ambition 2, theme 3	2023	2030			No update.

		7.3 We will retrofit public buildings and our own workplaces and will work with partners in the public sector to do likewise	To be incorporated alongside Ambition 2, theme 4	2021	2025		No update.	
		7.4 We will work with employers to enable them to adapt workspaces	To be incorporated alongside Ambition 2, theme 4	2022	Ongoing		No update	
8 Water consumption and managing the water cycle		8.1 We will work to maximise local water conservation and storage to address the potential for the cycle floods and drought	Strengthen water conservation policies in the Local Plan	2021	2024		SWLP Climate change consultants have provide evidence to support the inclusion of water minimisation and harcesting policies policies in to the Issues and Options consultation	
		8.2 We will work with partners to deliver resilience in the water cycle through natural means	Work with EA to identify opportunities for improved natural river management	2022	2024		No update.	
			Identify riparian edges where we can support tree planting	2022	2024		No update.	
			Work with the farming community to support water storgae including where necessary reviewing planning policies	2022	2024		No update.	

			Work with partners to explore ways to manage water extraction	2022	2024		No update.	
			Make better use of water as a resource to deliver energy and support healthy lifestyles	2022	TBC		No update.	

**Climate Change Action Programme
Risk Register**

Most recent review: July 2023

PART 1: Risk Assessment of Climate Change Ambitions (NB this element is new following feedback from Overview and scrutiny Committee in December 2022)

Ambition	Assessment of progress	Key Barriers	Key mitigations	Overall risk assessment relating to likelihood of achieving the ambition
<p>AMBITON 1: Net Zero Carbon Council 2025: ensure the new South Warwickshire Council is net zero carbon within a year of its first elections and that services provided through contractors include carbon reduction targets to deliver net zero by 2030.</p>	<p>a) WDC Direct Emissions: The 2022/23 Carbon emissions data is currently being collated and will be report to O&S Committee in Autumn 2023. This means the most recent data at the time of writing relates to the year 2021/22. At that time the organisational emissions (excluding contracts) were 2.13m kg CO₂e, a reduction of 17% from the 2018/19 baseline year. WDC buildings account the vast majority (around 97%) of these emissions. This rate of progress is significantly slower than required for the 2025 target. However, it is not unreasonable to expect progress to accelerate to an extent as pipeline projects come to fruition</p>	<p>There are several major barriers</p> <ol style="list-style-type: none"> 1) High (and increasing) costs of retrofit works to assets 2) Lack of money to carry out the works 3) Limited internal and external expertise to develop an overall strategic approach to decarbonisation of assets 4) Planning and listed building issues 5) High levels of demand from other public sector organisations for grants, skills etc 	<ul style="list-style-type: none"> • Appoint experts to help is develop a heat decarbonisation for WDC assets • In parallel urgently bring forward schemes for priority buildings (Jubilee House; Temperate House; Pump Rooms; St Peters) • Re-use any cost savings for further decarbonisation works • Review renewable energy supply options (rooftop solar; PPAs) • Continue to apply for grant schemes where eligible • Consider potential to borrow to save (e.g rooftop solar) • Explore potential to offset a proportion of residual carbon through an accredited local offsetting scheme • Also see CCAP action plan 	High risk
	<p>b) Contractor emissions: The 2022/23 Carbon emissions data is currently being collated and will be report to O&S Committee in Autumn 2023. This means the most recent data at the time of writing relates to the year 2021/22. At that time the emissions associated with contracts were around 2.47m kg CO₂e. This is a reduction of around 3% from the 2018/19 baseline year. This rate of progress is significantly slower than required for the 2025 target. However, it is not unreasonable to expect progress to accelerate to an extent as pipeline projects come to fruition and the impacts of the new waste contract in particular feed into the data.</p>	<ol style="list-style-type: none"> 1) Leisure centre and RCVs need to be the focus 2) Working in partnership with contractors – some more willing than others 3) Contract parameters are already established in some cases 4) Retrofitting leisure centres in expensive and technology options are limited where swimming pools are involved 5) Options for alternative fuels for RCVs are constrained by range and availability of sustainable low carbon fuels 	<ul style="list-style-type: none"> • Work closely with EA to establish a decarbonisation plan and agree investment and savings strategy. • Work with Biffa to trial alternative fuels including hydrogen and EVs • Also see CCAP action plan 	Medium risk

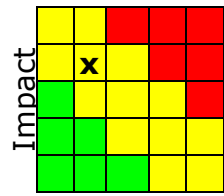
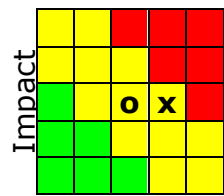
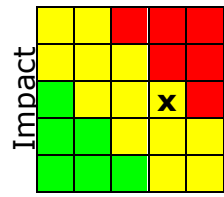
<p>AMBITION 2: Low Carbon South Warwickshire 2030: to reduce net carbon emissions from across South Warwickshire by a minimum of 55% by 2030 and alongside this, plan how to further reduce carbon emissions to net zero by 2050.</p>	<p>The data reported to O&S in December 2022, showed Warwick District was responsible for 1.198m tonnes CO2e in 2020, a small drop of around 7% in comparison with 2019. A major issue with the data is the time lag involved which means it is difficult to understand the impacts of current action on progress towards the ambition. However, to achieve a 55% reduction by 2030 will require the current action to bite strongly into carbon emissions and will probably require accelerated progress, particularly around emissions from buildings (around 40% of all emissions) and emissions from transport (also around 40% of all emissions).</p>	<ol style="list-style-type: none"> 1) Data relating to current, up to date progress is imperfect 2) SWLP will be important, but has a long lead-in time 3) Transport is a major issue, but WCC are the lead authority on transport 4) Housing Retrofit is very expensive when considered for 60,000 homes 5) On the whole, businesses have proved hard to engage with on climate change 	<ul style="list-style-type: none"> • Improve data reporting to give a better impression of current progress • SWLP climate change and transport policies will be crucial to minimise future growth in emissions • Implement NZC DPD • Encourage active travel and low carbon transport by investing in infrastructure • Funding for housing retrofit • Support householders who are “able to pay” to use resources to best effect • Also see CCAP action plan 	<p>Medium to High risk (assessment hampered by time lag in data)</p>
<p>AMBITION 3: Adaptation 2050: by 2050 to enable our environment and communities to have adapted to the potential of at least a 3 degrees rise in global temperatures by 2100.</p>	<p>Whilst we have good Met Office data showing various scenarios relating future climatic changes and local weather patterns, there is no local data to demonstrate progress towards this ambition. Instead, a risk-based approach is being taken whereby local receptors that are at greatest risk from changing weather patterns (combined with WDC’s areas of influence) are the focus of adaptation activity. It should be noted that at a notional level, the UK Parliament’s Climate Change Committee has raised serious concerns about the rate of progress towards climate change mitigation</p>	<ol style="list-style-type: none"> 1) In general, progress in this area of activity is less mature 2) It is difficult to justify resources for events that haven’t yet happened 3) Likely to be expensive, but could be more expensive if we do nothing 4) National context is concerning 5) SWLP will be crucial, but has long lead-in times 	<ul style="list-style-type: none"> • Links to emergency planning • Important role for SWLP and planning policies • Ensure Biodiversity Action Plan helps our ecology to adapt • Partnership working – eg with WCC, STW, Environment Agency etc • Include preventative measures in Service Area Plan (recent examples include fire prevention and bathing waters advice) • Consider what needs to be included in the housing standards 	<p>Medium to high risk (reflecting good early local progress but a high degree of uncertainty and concerns about progress nationally)</p>

PART 2: Risk Assessment associated with potential barriers to progress

x Current position
o Previous position if changed

Risk Description	Possible Triggers	Possible Consequences	Risk Mitigation/Control	Officer	Action(s)	Resource	Due Date	Residual Risk Rating
Generic Risks								
1. Diverging political priorities / appetite for address the Shared Ambitions	<ul style="list-style-type: none"> Different/changing party membership Different competing priorities 	<ul style="list-style-type: none"> Missed opportunities for investments Reputational issues Difficulties in delivering ambitions 	<ul style="list-style-type: none"> Flexibility built in to the CCAP to enable different priorities at different times Regular communications between portfolio holders and officers Effective PAB in place Political consensus sought for all major decisions 	PDCC	<ul style="list-style-type: none"> New political administration to establish climate change priorities and approach a quickly as possible Continue to seek political consensus for key decisions Following agree not to continue with merger, SDC has brought on board a dedicated resource to support climate change work thereby enabling a partnership approach to replace the joint working approach Continue partnership working with SDC where pragmatic (trees, EVs, etc) CCAP regularly updated as the agenda develops 	Officer time – PDCC	Ongoing	<p>No change (albeit this reflect both reduced risks as a result of a more settled position on partnership work with SDC and increased risk as the new administration at WDC establishes its approach and priorities.)</p>
2. The cost of achieving the shared ambitions cannot not be met within available Council resources	<ul style="list-style-type: none"> Current estimates suggest that cost will exceed budgets currently available Cost of delivery does not reduce as new technology becomes more available Other unanticipated costs Lack of support from central government to meet national climate change commitments Inability to attract external funding (such as grants; S106; CIL etc) The business case to support borrowing for key CCAP investments cannot be justified 	<ul style="list-style-type: none"> Cannot deliver the agreed climate change ambitions Actions limited only to those funded directly by the Councils’ existing budgets Development of projects cannot be funded leading to failure to develop robust businesses cases 	<ul style="list-style-type: none"> Funding Strategy Adopted Climate Action Funds in place Grants/resources received for Housing Decarbonisation; tree planting; community engagement refocus existing service budgets (e.g housing, assets, local plan) 	PDCC	<ul style="list-style-type: none"> Lobby government for funding to support carbon reduction priorities Implement the Funding strategy to deliver unfunded actions (see funding update) Ensure resources are in place to access external funding and other sources of funding as set out in the funding strategy CCAP regularly updated as the agenda develops Exploring further grants for hydrogen; housing decarbonisation; assets decarbonisation. 	See CCAP	See CCAP	<p>No change – risk still significant given the substantial costs and the national squeeze on public sector budget</p>

Risk Description	Possible Triggers	Possible Consequences	Risk Mitigation/Control	Officer	Action(s)	Resource	Due Date	Residual Risk Rating
3. Increasing local impacts from climate change and increasing costs of supporting adaptation	<ul style="list-style-type: none"> Hotter, drier summers Warmer, wetter winters More extreme weather events 	<p>Experienced impacts include:</p> <ul style="list-style-type: none"> Impacts on quality of life and human health Impacts on agriculture and food production Impacts on supply chains and infrastructure Impacts on biodiversity and resilience of local species Additional costs of adaptation Climate change impacts exacerbate inequalities Impacts on WDC service 	<p>The Councils are working with the Met Office to compile local data</p> <p>Adaptation officer in post</p> <p>Impacts being assessed and captured in service risk registers and service plans</p> <p>The CCAP incorporates an adaptation section</p> <p>Ensure potential risk mitigation actions are addressed in service plans and/or team plans</p> <p>Take part in the West Midlands adaptation steering group</p>	Climate Adaptation Projects Officer	<ul style="list-style-type: none"> Utilise local data and local examples to assess risk Ensure risks are captured in service risk registers Implement part 3 of the CCAP, including recruiting to the proposed CAPO post CCAP regularly updated or that a separate adaptation strategy is developed Improve working with the Environment Agency to utilise their data 	<p>PDCC and CAPO</p> <p>Within existing budget</p>	See CCAP	<p>No change</p>
4. Key partners have different priorities/fail to support the South Warwickshire Climate Change ambitions	<ul style="list-style-type: none"> Different ambitions, customers and clients Different public expectation according to the nature of the organisation 	<ul style="list-style-type: none"> A fragmented approach to mitigating and adapting to climate change Inefficient use of resources Failure to meet ambitions Missed opportunities for pursuing alternative sources of funding (e.g., Unsuccessful bids to government funding opportunities) 	<p>The CCAP incorporates a communications and community engagement strategy</p> <p>Partnership working across Warwickshire</p> <p>Warwickshire Climate Change team has improved liaison</p> <p>Continue to implement the communications and community engagement strategy</p> <p>Comms and CE Strategy regularly updated as the agenda develops</p>	Sustainability Officer / PDCC	<ul style="list-style-type: none"> Use stakeholder mapping to add detail to approach to community engagement and partnership working Develop more effective business forum Continue to influence WCC in particular through officer and member climate change and leadership forums 	<p>Sustainability Officer / PDCC</p>	ongoing	<p>No change</p>

Risk Description	Possible Triggers	Possible Consequences	Risk Mitigation/Control	Officer	Action(s)	Resource	Due Date	Residual Risk Rating
5. Lack of staff resources to deliver the CCAP action plan	<ul style="list-style-type: none"> Financial pressures Significant work pressures and competing priorities for services Inability to recruit to posts 	<ul style="list-style-type: none"> Failure to achieve ambitions or deliver agreed actions 	<p>PDCC in post and 4 posts established in climate change team</p> <p>Key services identifying posts or resources to support climate related work (e.g Env Protection; Housing; Assets; Planning)</p> <p>Many staff increasingly involved with climate change work as part of their daily work</p> <p>Carbon literacy training for staff was well attended</p>	PDCC	<ul style="list-style-type: none"> As far as possible support staff and services to incorporate climate change into their daily work – staff training (continue Carbon Literacy Training underway) Ensure Climate Change is considered in all service plans Review the need and potential for additional resources at least each year Work with partners to deliver the CCAP 	PDCC	Ongoing	 <p>Likelihood decreased to reflect success in recruiting to new posts</p>
6. Lack of specialist expertise/skills to deliver the CCAP Action Plan	CCAP covers areas of work that are new or are high specialist technical nature	<ul style="list-style-type: none"> Failure to achieve ambitions or deliver agreed actions Missed funding opportunities (e.g., Unsuccessful bids to government funding opportunities) 	<p>CCAP includes proposals to fund studies and business case work supported by the procurement specialist advice as required.</p> <p>Close work with heads of service to ensure capacity gaps within the organisation are understood</p>	PDCC	<ul style="list-style-type: none"> CCAP identifies areas where specialist advice required Funding identified from CAF Work underway to specify the technical surveyor and project management experts required to accelerate building decarbonisation Training for planners and project managers being commissioned New energy and planning role being created to support NZC DPD and SWLP CCAP regularly updated as the agenda develops 	PDCC	December 2023	 <p>Likelihood further increased to reflect ongoing technical challenges and capacity in key areas such as assets decarbonisation and planning</p>
7. National Government policies, support, and funding is not sufficient to enable achievement of ambitions	<ul style="list-style-type: none"> Government funding is insufficient to support our local work Government policies in relation to issues such as planning, transport, housing and energy supply do not align with our ambitions Legal and other framework prevent investments and initiatives 	<ul style="list-style-type: none"> Failure to achieve ambitions or deliver agreed actions Missed funding opportunities (e.g., Unsuccessful bids to government funding opportunities) 	The CCAP identifies areas where government lobbying may be required	PDCC	<ul style="list-style-type: none"> Develop and implement a clear approach to lobbying Work with local government groups such as LGA and DCN Coordinate lobbying with WCC, and other District and Borough in Warwickshire, the LEP and WMCA 	PDCC	Ongoing	 <p>No change</p>

Climate Change Communications and Community Engagement Strategy

Agreed November 2021

1 Aims

The Climate Change Communications Strategy has three key aims.

1. **Tell** – To get our own house in order and communicate with communities, partners, businesses, Members and staff about our progress.
2. **Provide** – Provide community leadership on climate change working with a range of stakeholders and partners.
3. **Mobilise** – to enable the mobilisation of residents, communities and organisations to accept responsibility and adapt their behaviours.

2 Background

The Climate Change Action Plan provides a clear path to understand the actions the Council must now take to meet its key ambitions.

Climate change requires a huge effort by all sectors of the community. In a post-Covid climate, it is recognised that some communities desperately want to see the way we live change to a more environmentally sustainable one. But, this is also balanced against some residents living in financial hardship and in this case, climate change will certainly not be at the forefront of people's minds.

Climate change action requires a huge amount of motivation and continued positivity. Those working together on this agenda must recognise that every action counts and share in the successes. Different people will be motivated to act for different reasons. We recognise that message around climate change must also cover co-benefits and that we need to repeat messages and utilise a variety of channels.

3 Communications Objectives

Our Communities

- To develop a clear narrative around the shared ambition towards achieving the Council's goals.
- To raise awareness within our communities about climate change risks (global and local) and the impacts this will and could have on our daily lives
- To set an example and motivate others to do likewise
- To help our communities (residents and visitors,) understand how they can play their part in mitigating and adapting to climate change

- To inform our communities about the work the District Councils are doing in relation to climate change, particularly where this provides opportunities for local people or visitors to adapt their behaviours
- To listen to the ideas and initiatives that our communities have in relation to climate change so that we can consider how to align our work with local ideas
- Keep the outcomes of the 2021 People's inquiry in mind as we plan activities

Our Partners and Business

- To raise awareness within our communities about climate change risks (global and local) and the impacts this will and could have on our daily lives
- To share respective climate change priorities, targets opportunities and challenges with partners and business
- To help local businesses and organisations understand how they can play their part in mitigating and adapting to climate change
- To listen to the ideas and concerns of local businesses and organisations and use these to inform the action plan.
- To inform businesses about the work the District Councils are doing in relation to climate change.

Our Staff and Members

- To raise awareness about climate change risks (global and local) and the impacts this will and could have on our daily lives
- To inform staff and Members on the work we are doing on climate change and motivate to support the work in meeting the climate change targets.
- To enable staff to champion climate change initiatives and narrative when they have contact with residents and other customers

4 Key Activities

- Gain expert comments and quotes to reinforce messages and build trust
- Planned, regular themed messages on an ongoing basis (#onesmallthing)
- Develop a suite of case studies to reflect progress, so that it can be seen to be real and achievable and to celebrate successes
- Regularly revisit the 2021 People's Inquiry outcomes to ensure these are informing our Climate Change plans.
- Following the 2022 People's Inquiry Update and feedback report, consider whether to do this again in 2023.
- Identify stakeholder involvement to discuss the work programme and be helpful 'critical friends' in the process. This will include a variety of forums for dialogue with these stakeholders

- Ensure staff and councillors have the highest levels of awareness to play their part in climate communications through everyday communication mechanism
- Use all our channels to reach all groups of our community and recognise that different channels will be important for different parts of our communities
- Coordinate with partners (especially WCC) to support mutual messaging and to channel messaging through the most effective “mouthpiece”
- Link to co-benefits such as health, improved air quality, warmer homes, cheaper bills etc)
- Think about how people make changes: the need, the capability, opportunity and motivation

5 Communications Channels

There are a range of communication channels we can use. These need to be used to align with the message and the audience at different times and in different ways. Communication channels must consider the ‘every contact counts’ means of using effective and existing mechanisms or channels to deliver messages to the widest of audiences. All communications should consider which of these should be utilised at any given time and are broken down into internal and external action methods.

Internal	External
Member briefings – emails or PABs	Website updates
Staff updates - Intranet	Press releases
Webinars – carbon connected sessions	Social Media
Staff briefings	Residents newsletters including Social Tenants newsletters
Sustainability Officers Group	Webinars
Clear and constant message from senior managers	Stakeholder groups and other partner organisations
Team meetings	Conferences

6 Stakeholder mapping

We have held a People’s Inquiry into climate change. We are committed to reporting to the People’s Climate Change Inquiry members panel on our progress. Furthermore, a stakeholder mapping exercise will be completed to identify:

- “vocal friends” who the Council can work with to supplement our communications
- Stakeholders who are active around climate change who may have overlapping and/or contradictory message, whilst recognising the importance of keeping communication channels open
- Stakeholders who we need to work with to achieve our ambitions, but who may need some encouragement to support our communications strategy.

The Stakeholder mapping will be informed by the CCAP priorities and will therefore be completed following the adoption of the CCAP.

7 Communications and community engagement highlights from the past six months:

Action:	When:	Notes:
Clean Air Day event	June 15 th 2023	Clean Air Day event <ul style="list-style-type: none"> •Joint initiative to highlight Clean Air Day on 15th June 2023, between Climate Change Team, Air Quality Officer in Health and Wellbeing team and Clean Air Warwickshire •Social Media Campaign including bitesize video •Promotion of Bike Wheel Art displayed at St Nicholas' Park and promotion of pledges to improve air quality <ul style="list-style-type: none"> Visited a local schools eco-committee and held an interactive session on clean air.
Biodiversity		Following our Ecological Emergency declaration in October 2022 we have been raising awareness of the Council's biodiversity work and the need to protect and enhance biodiversity: <ul style="list-style-type: none"> Dec 2022 – spotlight on our biodiversity work during the COP15 event, through our website and social media channels May 2023 – supporting No Mow May and World Bee Day throughout the month of May using our website, social media, local press and other comms channels.
Leaflets provided for events	Occasionally	Where we have not had capacity to attend community climate events we have still provided our leaflet set which provides information on the following topics: <ul style="list-style-type: none"> • Climate Quiz & Climate Champions • Biodiversity and the ecological emergency • Walking & Cycling • Electric Vehicles • Make your home warmer & greener • Tree planting • Plastic free • Hydrogen plans

Climate Change Champion – Monthly Showcase		Warwick District Council Climate Champions. Our monthly social media showcase shines a light on those in the community, individuals, clubs or organisations that are demonstrating good practice in the district.
SPARK	February	The Climate Change team, alongside the Trees for our Future project attended the SPARK event for creatives at the Spa centre in February. We spoke to individuals and representatives of businesses on a variety of climate change and environmental issues, and promoted the Betterpoints scheme.
Betterpoints		Employed Chloe Wiltshire Project Apprentice to concentrate on Better Points initiative. <ul style="list-style-type: none"> - Currently working with Communities team on promoting their Well-Being Walks - Worked in liaison with Two Castles Run, Leamington Half Marathon; Warwick & Kenilworth Food Festivals; - Run promotions at Leamington Rail Station to promote “Rail Trails” and WDC Everyone Active Leisure Centres. - Worked with Bicycle Bus in Whitnash and run promotional competitions across the three Whitnash Primary Schools that are covered. - Promoted “Dr Bike” sessions operated by WCC. - Promoted National Clean Air Day.
Abbey Fields Cycleway	March 2023	Press Release following cabinet report
EV Charging Infrastructure	March 2023	Press Release following cabinet report
Green Homes Grants scheme promotion/ Sustainable Warmth Campaign		Attendance at local local events including at Whitnash to promote the scheme. Leaflets in food bags through the local foodbanks, community centres and regular social media promotion.
Net Zero Development Plan Document		Subject to widespread publicity during the Examination Hearings and subsequently for the main modifications consultation. Further publicity anticipated as move towards adoption.
No Mow May	May 2023	For the first time WDC took part in No Mow May, an annual campaign run by the organisation PLANTLIFE. We provided (and continue to provide)

		communications to residents about this. A survey circulated across our social media platforms received in the region of 4000 responses. 63% of respondents were supportive of participation and all responses are being evaluated ahead of a review for 2024.
Attendance at Low Carbon Leamington event in Cubbington Village Hall	June 2023	A team from WDC attended the Low Carbon Warwickshire Network event in Cubbington. Officers provided information for residents on a number of ongoing projects and were on hand to respond to resident questions.
Local Climate Engagement Pilot Events	Throughout June 2023	<ul style="list-style-type: none"> • Three engagement events alongside INVOLVE across South Warwickshire. The first of these involved pop up stands, and a third event was a facilitated round table event. • A 'Showcase event' Online aimed at town and parish councils, district councillors and active members of the community wishing to learn more about the South Warwickshire Climate Engagement Project • Media coverage has included press releases in the print media and local radio.

Rolling Four Months Communications and Engagement Plan July – October 2023

Action	When	Notes
Carbon Literacy Training	Autumn 2023	A Further opportunity for staff and, for the first time, elected members to take part in carbon literacy training.
Local Climate Engagement	Ongoing (Pilot events took place in June 2023 – next phase Autumn 2023)	Working alongside partners to deliver a series of engagement sessions, with particular focus on rural communities to help communities develop their own climate change action and feedback into WDC CCAP. The next events in the pipeline are for Autumn 2023
Climate Change Champions	Ongoing – With monthly showcase on social media	Showcasing inspirational ideas and good practice through our social

		media channels and website. There are currently 11 climate champions .
Preventing Wildfire	Summer 2023	Messaging and signage on preventing wildfire, particularly during hot and dry periods. BBQ and campfire ban in all Council parks and open spaces with supporting comms through our website, social media channels, and physical signage in 'hot spot' areas.
Climate and Environment Mini Videos		A series of bitesize videos are being produced to inform residents on a number of ongoing climate and environmental projects. These will be released as appropriate over the coming months often tying in with seasonal messages.
Home Energy Schemes i) Green Homes Grant Scheme ii)Home Energy Help Scheme iii)Complex Caseworker Support	Ongoing	Continue the promotion of the green homes grants scheme and additional HUG2 funding through regular press releases, social media, events and radio advertising Launch of 'Home Energy Help' scheme, a partnership with WDC, Act on Energy and Furbnow to support households able to pay for home energy retrofit work. Joint work with the Wellbeing team to promote additional new support funded by WDC for a complex caseworker to directly help low income, fuel poor and vulnerable households with complex needs.
ECOFEST	September 2nd 2023	Ecofest returns to the pump room gardens on Saturday 2 nd September. A full day of entertainment, information and inspiration with an environmental flavour.
Love, Respect Protect Parks (including Love Parks Week 28 th July – 4 th August)	Throughout the summer	"Love, Respect, Protect" themes. Comms strategy for parks currently being developed with 3 key themes of love, protect and respect which will include messaging on wildfire, open water swimming safety, litter, anti-social behaviour.
Car Free Day	22 nd September	Promotion through Betterpoints

Mini Cop28	November 2023	Our second local climate change conference is planned for November 2023 at a venue to be confirmed. The aim of the event is to gather together key groups and individuals, and showcase good practice to inspire individuals and groups through presentations and networking.
Betterpoints		Over Summer offering electric bike as prize for signing up to Better Points and this will be promoted at the following events: - - Pride Festival - Art in the Park - Eco-Fest Also promoting Better Points through National Bowls Approaching local businesses to promote Better Points to staff

9. Measuring Success

The measure of success with fully engaging with the community to drive down carbon emissions could realistically come from the bottom-line carbon emissions reduction data, for example from the domestic sector, although this is always two years behind.

There are also more immediate ways to establish the success of a communications exercise, and these are already monitored by the Media team as follows.

- Engagement – the number of people interacting with a social media post in some way (reacting, commenting, sharing).
- Link clicks – a measure of engagement which usually forms part of a call to action.
- Impressions – these are numbers given by the social media platforms that tell us how many accounts will have seen our post in their timeline. The more impressions, the more people who will potentially engage with our content.
- Press coverage – Where the press release has been picked up by the local newspapers for coverage. Whether the press release has been adapted (if and the overall tone of the newspaper’s coverage (negative, neutral, positive).

- Website – Traffic to the climate change web page, how many visits, how long someone spends on the web page and number of people that have completed a form/survey/quiz.
- Events and Webinars – Numbers of people attending and feeling or ‘vibe’ of the event (negative, neutral, positive).

10 Governance and Reporting Progress

Progress reporting on the Communications Strategy will be through the WDC Climate Emergency PAB and the SDC Climate Change Panel on a quarterly basis along with updates to Committee as required. The four month rolling programme will form the basis of this reporting and, recognising the vital role of members in communications, will provide members with the opportunity to advice on the ongoing review of the rolling programme.

CCAP O&S Update – December 2022

Funding Strategy Update

Introduction

The Climate Change Action Programme agreed at Cabinet in November 2021 was accompanied by a Funding Strategy. The Funding Strategy acknowledged that “direct Council funding cannot support all the areas of work required to deliver the CCAP. There will therefore inevitably be significant projects that we cannot demonstrably fund from the start.”

The Strategy set out how future alternative funding streams could be utilised and considered 10 potential sources of funding that could support the delivery of the strategy. The table below provides an update on these potential funding streams.

Update on Funding Streams

Sources of Funding	Proposed Focus November 2021	Comments November 2021	Update July 2023	Potential Opportunities for 2023/24 onwards
1 Direct Council Funding <ul style="list-style-type: none"> • WDC Climate Action Fund • Using established Service budgets in a way that addresses climate change 	<ul style="list-style-type: none"> • Investment in Council building assets • Investment in Council fleet vehicles • Staff resources to manage and deliver CCAP • Evidence and feasibility studies to develop projects and approaches 	<p>Prioritising and utilising existing climate change budgets</p> <p>Redirecting existing service spending will be explored</p> <p>This also involves utilising and refocusing established service budgets to support climate change activities (for example the Housing Investment Programme; low carbon project delivery;</p>	<p>£500,000 recurring budget has been agreed for 2022/23 onwards. In the current year this budget has been utilised or is committed to support the following:</p> <ul style="list-style-type: none"> • Project and Programme Posts Trees for our Future Project • Assets Decarbonisation (plans for Jubilee House and Temperate House) • EV Charging study and strategy 	<p>It is expected that the £500,000 revenue budget will continue for 2023/24 (and hopefully beyond). Updates to the CCAP (e.g in December 2023) will set out how this budget will be used in relation to priorities for the new administration.</p> <p>Service budgets will continue to deliver</p>

	<ul style="list-style-type: none"> • Project set up costs and match funding for grants • Community engagement and communications 	green space and biodiversity delivery; etc)	<ul style="list-style-type: none"> • Better Points Sustainable Transport Initiative • Cycle parking • Housing Decarbonisation – Able to Pay Advice • Preparation of Net Zero Carbon DPD • Hydrogen Feasibility Study and Procurement Advice • Advice for Solar Farm negotiations • Business Webinars • Events (EcoFest and local COP27) • Communications <p>In addition, service budgets and reserves have also support climate change related work including:</p> <ul style="list-style-type: none"> • Housing Decarbonisation for WDC Stock (HIP match funding for Green Homes Grants) • Planning Reserve for NZC DPD evidence base • Tree planting • Cycle parking • RUCIS grants now have stronger focus on climate change 	climate change related work. A particular opportunity relates to procurement – as new contracts are procured higher standards relating to carbon emissions will be expected which will ensure service budgets are brought to greater effect
2 Government Grants	<ul style="list-style-type: none"> • Investment in Council building assets 	<ul style="list-style-type: none"> • Ensure we keep abreast of government priorities and initiatives 	<ul style="list-style-type: none"> • As set out in the CCAP update, the Council has been successful in securing significant green homes 	<ul style="list-style-type: none"> • Further housing retrofit money being sought from SWC/HUG2

<p>Examples include PSDF; LADs; Active Travel Grants; Regeneration/Levelling-Up and Town Centres; Innovation</p>	<ul style="list-style-type: none"> • Evidence and feasibility studies to develop projects and approaches • Project set up costs • Project delivery • Various initiatives relating to ambitions 2 and 3 	<ul style="list-style-type: none"> • Many schemes need technical expertise for successful bid and all need staff time • Grants schemes are usually short deadlines so ensure we have pipeline of projects • Match funding may be required 	<p>grants under a range of schemes (LAD1B; LAD2; HUG1; Sustainable Warmth Fund)</p> <ul style="list-style-type: none"> • The Council has been a partner in a successful Trees Call to Action Fund bid worth £500k and this is now being delivered • Use of part of UKSPF to support trial of low carbon fuels for RCVs 	<ul style="list-style-type: none"> • Funding received from DLUCH's "outsourcing playbook fund" to support procurement of a hydrogen partner • Funding to support EV charging rollout will be sought from LEVI
<p>3 Other grant schemes</p> <p>WMCA CWLEP Charitable trusts Business Sponsored grants</p>	<ul style="list-style-type: none"> • Tree planting • Biodiversity 	<ul style="list-style-type: none"> • Unknown opportunities • May be important for some projects but they are an unreliable source • Often have specific scope which may not tie in with SDC priorities 	<ul style="list-style-type: none"> • successful bid to UK100 for resources to support Local Climate Engagement 	<ul style="list-style-type: none"> • Discussions with Severn Trent Water regarding grants to support delivery Tachbrook Country Park Phase 2 • Discussions with Heart of England Community Energy to support local housing retrofit works
<p>4 Private Sector Investments</p> <p>Examples</p> <ul style="list-style-type: none"> • Sponsorship • Private investments • Contractors 	<ul style="list-style-type: none"> • Sponsorship for high profile public projects and good causes (eg ebikes; tree planting) • Private investment for income generating projects (renewable energy; hydrogen hub; eBike schemes; EV charging) 	<ul style="list-style-type: none"> • If private investment is used, the Councils should consider whether it (also) wants to invest to deliver a longer term income 	<ul style="list-style-type: none"> • Procurement process for a private partner to support delivery of the hydrogen hub is underway • Consideration of procurement options for private sector involvement in EV charging roll out • Working with Act on Energy to improve retrofit advice to homeowners who are able to pay for works 	<ul style="list-style-type: none"> • Potential private investment in the Hydrogen Hub

	<ul style="list-style-type: none"> • Contractor contributions where consistent with Social Value requirements of contracts and/or where consistent with the company's corporate commitments 			
5 Borrowing <ul style="list-style-type: none"> • PWLB 	<ul style="list-style-type: none"> • Upfront funding for major capital investments • Where an income can be achieved (over and above borrowing costs) which delivers Councils' aims, this may be a way of securing an income. • Examples: District heating; Hydrogen Hub; Solar farm investment 		N/A	<ul style="list-style-type: none"> • Potential to borrow to invest in renewable energy for Council assets (e.g rooftop solar)
6 Community Municipal Investment Bonds	<ul style="list-style-type: none"> • Upfront funding for major capital investments • Where an income can be achieved (over and above borrowing costs) which delivers Councils' aims, this 	Regulated by FCA In effect this is another form of borrowing but with two significant differences to PWLB <ul style="list-style-type: none"> a) The cost of borrowing may be cheaper b) The method of raising money allows local 	No active examples	Being considered for <ul style="list-style-type: none"> a) delivery of hydrogen hub and investment in associated solar farm. b) rooftop solar on public buildings in discussion with

	<p>may be a way of securing an income.</p> <ul style="list-style-type: none"> • Examples: District heating; Hydrogen Hub; Solar farm investment 	<p>stakeholders/residents to invest in local green schemes (community engagement)</p>		<p>Midlands Net Zero Hub</p>
<p>7 Maximising impact by aligning our spending with public sector organisations</p> <p>For example working with WCC and Town and Parish Councils to lever their funding for mutually beneficial projects</p>	<ul style="list-style-type: none"> • Transport projects • Public sector retrofit and heating schemes • Local tree planting and biodiversity schemes • Local community energy efficiency projects • Local renewable energy generation projects 	<p>Mutual benefit for the whole public sector</p> <p>Will require some resource to communicate and coordinate efforts so that we are all aware of the opportunities</p>	<ul style="list-style-type: none"> • Local Climate Engagement scheme will explore opportunities in further detail. • EV Charging infrastructure rollout will explore potential for Town and Parish Council's to contribute • Trees Call to Action project will encourage local tree planting potentially funded by Town and Parish Councils 	
<p>8 Community Infrastructure Levy</p>	<p>Can be used for low carbon infrastructure. Examples could include:</p> <ul style="list-style-type: none"> • Green space and biodiversity • Cycle and walking infrastructure • Low carbon public transport • Renewable energy supply infrastructure 	<p>There are many competing demands for CIL.</p> <p>Carbon reduction should be a key criterion for the assessment of CIL scheme and give this significant weighting in decisions</p>	<p>Carbon reduction is a key criterion for the assessment of CIL schemes.</p> <p>No active examples of using CIL for specific climate related schemes.</p>	<p>Future CIL receipts could support climate adaptation initiatives, for example in relation to flood prevention</p>

	<ul style="list-style-type: none"> Improvement to local service (carbon reduction criteria) 			
9 Section 106	<p>Can be used for low carbon infrastructure directly associated with new development: Examples could include:</p> <ul style="list-style-type: none"> Green space and biodiversity Cycle and walking infrastructure Low carbon public transport Renewable energy supply infrastructure Improvement to local service (carbon reduction criteria) 	Needs to be backed by clear evidence and policies that shows the direct link between new development and the infrastructure requirement	<p>Section 106 agreements are already funding</p> <ol style="list-style-type: none"> Air Quality mitigation strategy and active travel capacity Green space provision and enhancement and tree planting Biodiversity offsetting Public Transport 	<p>NZC DPD will enable S106 monies to be agreed for carbon offsetting. This could fund natural capital project and/or building retrofit projects</p> <p>Local Transport Plan revisions (LPT4) indicates a shift towards cycling and walking infrastructure which may help justify further expenditure on this infrastructure</p> <p>Local Plan evidence base being developed to demonstrate carbon impacts and opportunities associated with new development. This may help justify future S106 on carbon reduction schemes</p>

				Considering use of Air Quality S106 funding to support trial of low carbon/low emission fuels for RCVs
<p>10 Carbon Offsetting Fund</p> <p>This fund could be resourced in two ways.</p> <p>a) by requiring developers who fail to comply with Net Zero Carbon building standards (as required by Planning Policy) to pay into a fund.</p> <p>b) Secondly by offering a local carbon offset market to local organisations who are seeking to demonstrate net zero carbon</p>	<ul style="list-style-type: none"> • Tree planting and other carbon sequestration • Retrofitting of existing homes and buildings 	<p>Need to develop a local natural carbon offsetting market (with WCC)</p> <p>Need to prepare evidence to demonstrate how funds could support retrofitting of homes and other buildings</p> <p>NB this may take several years to develop</p>	N/A	NZC DPD if adopted in current form will provide a Carbon Offsetting fund.

Title: Learning and Action Plan – Procurement
 Lead Officer: Tracy Dolphin, Head of People & Communications;
 Rebecca Reading, Strategic Procurement and Creditors Manager
 Portfolio Holder: Councillor Jessica Harrison/Cllr Jonathon Chilvers
 Wards of the District directly affected: None

Approvals required	Date	Name
Portfolio Holder	11.7.23	Cllr Jessica Harrison Cllr Jonathon Chilvers
Finance	23.6.23	Andrew Rollins
Legal Services	10.6.23	Kathryn Tebbey (SDC)
Chief Executive	23.6.23	Chris Elliott
Director of Climate Change	23.6.23	Dave Barber
Head of Service(s)	11.7.23	Tracy Dolphin
Section 151 Officer	23.6.23	Andrew Rollins
Monitoring Officer	23.6.23	Andrew Jones
Leadership Co-ordination Group		
Final decision by this Committee or rec to another Cttee / Council?	Yes	
Contrary to Policy / Budget framework?	No	
Does this report contain exempt info/Confidential? If so, which paragraph(s)?	No	
Does this report relate to a key decision (referred to in the Cabinet Forward Plan)?	No	
Accessibility Checked?	Yes	

Summary

Following the confidential report to Cabinet - Contract Dispute – Dictate2Us Transcription Services on the 8.3.23 this report provides an update of the learning and action plan.

Recommendation

- (1) That O & S note the report and agreed actions.
-

1 Reasons for the Recommendation

- 1.1 In July 2021 WDC followed the procurement process to tender for a new supplier for transcription services. There was a discrepancy in the contract which both WDC and Dictate2Us disputed as to the interpretation. The dispute was settled in March 2023. This report provides a summary of the learning and implementation timeline and is not intended to review the decision.
- 1.1.2 Although all Officers involved in the procurement had received procurement training and the circumstances and resulting outcome of this situation could not have been foreseen; it is acknowledged that there could still be opportunities for lessons learned.

Following discussions with the Strategic Procurement and Creditors Manager, it has been proposed that:

- Procurement awareness training shall be rolled out to all Officers within the Council within the next 12 months; ensuring Officer awareness of legal accountabilities in spending public money, at all spend levels; and that training should take place on a three-year cyclical basis.
- Officers review with Legal and Procurement colleagues what further controls and safeguards can be put in place, learning from the best practice of similar organisations, so as to reduce the likelihood of such events re-occurring.

1.2 Learning and Actions

- 1.2.1 Procurement is central to much of the work that WDC and local authorities do and, importantly, the services they provide, both internally to colleagues and externally to the public. With more and more scrutiny on how public money is used, WDC recognises that it cannot stand still and must continue to ensure every council employee understands how procurement fits into their role and responsibility. From thoughtful scoping and day-to-day contract management to renegotiating with new suppliers, WDC understands it has more work to do to support colleagues to become more confident and competent in all stages of procurement, and in particular with regard to contract terms and conditions and management.
- 1.2.2 Scoping work has taken place to plan the review of the current learning programme for Procurement. Following meetings with an external facilitator we are now at the stage of confirming the initial phase to utilise focus groups to support the authority to understand what the training programme does well and where there are potential gaps that could be developed. With quality data supporting detailed analysis, we will then look to redesign and possibly expand upon existing training material to ensure colleagues have the knowledge, skills,

and behaviours to better understand all areas of Procurement to a sufficient degree for their level of contracts and deliver measurable improvement.

To identify what 'a sufficient degree of understanding' means with regard to procuring a contract, the learning review will be run in tandem with a contract classification project, whereby all Council contracts will be classified as Gold, Silver and Bronze:

Gold = High value, high risk, or high complexity

Silver = Medium value, medium risk

Bronze = low value or low risk

The classification process will be undertaken using the Government Procurement Function Contract Management approach and toolkit.

Based on capacity of the procurement team the focus groups are planned to be conducted in September 2023 with the ambition that revised and reengineered training material is available from February 2024. Our objective is to "To improve confidence and competence in the procurement process and help colleagues become better contract managers".

1.2.3 **Phase 1 – Qualitative & Quantitative Data Analysis (Sept 2023)**

Using an experienced facilitator, we will agree and create a range of anonymous questions designed to discover how operational managers, contract managers and members of the Procurement Board understand and rate their competence with procurement and contract management. This report will provide the foundation for proposed changes and enhancements to the current procurement training.

Phase 2 – Revise and Re-engineer the WDC Procurement Training (Feb 2024)

The facilitator, working closely with the Strategic Procurement and Creditors Manager, will create the structure, slides, and exercises required to execute an engaging and informative suite of training modules. Each module would be 2-3 hours in duration and, depending on the focus group feedback, may be split to address specific groups of people and their needs. Broadly speaking, a beginner level, intermediate level, and a more advanced level. Although it would be a basic requirement that all staff understand that contracts must be reviewed without prejudice and read and understood in accordance with what it actually says or doesn't say.

Phase 3 – Qualitative & Quantitative Data Analysis (June 2024)

Following the same format as Phase 1, the facilitator would create a range of questions to help facilitate a discussion with the same three defined groups identified during Phase 1. This will measure the improvement as a result of the revised training materials to see how the data compares to the results gathered in September 2023. This would help show the impact of the work completed and be a clear indicator of a return on investment.

2 Alternative Options

- 2.1 Alternative options are to do nothing, which does not comply with the request from O & S or support the ambition to revise the training offering for procurement.

- 2.2 Alternative approaches to the training have been reviewed based on previous programmes however the robustness of the phased approach to not only deliver but measure impact clearly links with the objectives.

3 Legal Implications

- 3.1 Currently, the Public Contract Regulations 2015 require transparency within the Sourcing element of the Procurement process. This requires notices to be published at the start and award of all Procurements above £25,000 to make the market aware of how contracts are/were procured, what our budget and requirements are and what the contract length will be, plus in the case of the award notice, who the contract has gone to and at what value. Under these regulations, professionally qualified and skilled procurement resources have primarily been focused on ensuring that transparency in the sourcing stage of a procurement exercise are met; resulting in commissioning and contract management being the responsibility of Service areas and contracts below £25,000 being the sole responsibility of Service areas for the whole procurement process.

In the case of Dictate2Us these notices would not have applied as there is no transparency requirement applicable to this value of contract; and as a result, less resource and scrutiny has been applied than occurs with contracts above £25,000. In addition to reviewing procurement training to try and mitigate the likelihood of such contract issues occurring again; another challenge to requires more robust procurement skills and resources will be coming into force.

It is expected that new obligations to publish contract termination notices will be introduced in 2024 under the Procurement Act 2023. These notices bring greater transparency throughout the entire Procurement process, with information regarding decisions within the commissioning and management of contracts being required to be published into the public domain.

At this stage, it is not clear whether this obligation will extend to confidential settlement proceedings in a dispute where both parties reach an agreement to walk away, rather than one party terminating the contract. This will need to be kept under review as the new legislation and guidance emerges, but all councils need to be aware of the potential greater transparency which is emerging.

4 Financial Services

- 4.1 The cost of the programme overall is up to £7,000 and can be supported as part of the corporate training budget.

5 Business Strategy

- 5.1 Warwick District Council has adopted a Business Strategy which sets out key areas for service delivery.
- 5.2 Appropriate procurement training and resources are essential in ensuring that the following business strategy outcomes are realised.
- 5.3 Health, Homes, Communities,
Procurement of contracts is critical to ensuring Housing needs for all are met.
- 5.4 Green, Clean, Safe,
The Procurement Strategy and Code of Procurement Practice both have made commitments in ensuring the Council meets its Climate Change outcomes.
- 5.5 Infrastructure, Enterprise, Employment,
Procurement is integral in both ensuring that value for money is achieved in sourcing contracts to develop town centres, and also supporting the local

economy. All procurements below £25,000 promote the use of the local suppliers for providing these contracts; and for above £25,000 contracts, if a non-local supplier is successful, they are required to offer Social Value commitments such as utilising local supply and employment.

5.6 Effective Staff,
Up to 70% of procurement activity is undertaken outside of the Procurement team by Service areas. To ensure we meet the outcome that the right people are in the right job with the right skills and behaviours, it is essential that we review our current procurement resources.

5.7 Maintain or Improve Services

5.8 Firm Financial Footing over the Longer Term.
Ensuring that procurements are appropriately budgeted for and fit for purpose is essential to Commissioning any contracts; as is ensuring that contracts are delivered to the required quality at the price committed. This requires procurement resources to be adequately trained in the appropriate skills suited to the classification of contracts in which they are involved.

6 Environmental/Climate Change Implications

6.1 For all contracts of £50,000 and above, Social Value and Climate Change commitments are 5-15% of the award criteria. A failure to address skills and training issues within Procurement resources, in particular within Commissioning and Contract Management, means that these contractual commitments will not be delivered.

7 Analysis of the effects on Equality

7.1 None.

8 Data Protection

8.1 None.

9 Health and Wellbeing

9.1 None.

10 Risk Assessment

10.1 Not progressing this programme increases the risk of contract delivery and performance issues, budget overspend and failure in achieving Social Value commitments when both commissioning and managing contracts. The resources in the procurement team are primarily tasked with sourcing contracts in collaboration with commissioners and contract managers from service areas; and have limited capacity which has to be prioritised.

Supporting Documents

Cabinet 8.3.23 Confidential Contract Dispute – Dictate2Us Transcription Services