

Overview & Scrutiny Committee Tuesday 6 December 2022

An additional meeting of the above Committee will be held in the Town Hall, Royal Leamington Spa on Tuesday 6 December 2022, at 6.00pm and available for the public to watch via the Warwick District Council [YouTube channel](#).

Councillor Milton (Chair)

Councillor A Barton

Councillor P Kohler

Councillor G Cullinan

Councillor V Leigh-Hunt

Councillor A Dearing

Councillor M Noone

Councillor J Dearing

Councillor P Redford

Councillor O Jacques

Councillor S Syson

Councillor C King

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. Minutes

To confirm the minutes of the meeting held on 1 November 2022. **(Pages 1 to 3)**

4. **Work Programme, Forward Plan & Comments from Cabinet**

To consider a report from Democratic Services.

(Pages 1 to 11)

5. **Climate Change Action Programme Update**

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

(Pages 1 to 8 and Appendices 1 to 7)

6. **Report for the cost increases in the Castle Farm Leisure Centre and Abbey Fields Swimming Pool projects**

To consider a report from Deputy Chief Executive's Office.

(Pages 1 to 7)

(See Item 12 for confidential appendices)

7. **Waste Enforcement Update**

To note an interim update report in anticipation of a full report on Environmental Enforcement in early 2023 from Neighbourhood and Assets.

(To follow)

8. **Cabinet Agenda (Non-Confidential Items and Reports) – Wednesday 7 December 2022**

To consider the non-confidential items on the Cabinet agenda which fall within the remit of this Committee. The only items to be considered are those which Committee Services have received notice of by 9.00am on the morning after Group meetings.

(Circulated Separately)

9. **Joint Cabinet Committee of Stratford-on-Avon and Warwick District Councils – Wednesday 7 December 2022**

To consider the items on the Joint Cabinet agenda which fall within the remit of this Committee. The only items to be considered are those which Committee Services have received notice of by 9.00am on the morning after Group meetings.

(Circulated Separately)

10. **Public & Press**

To consider resolving that under Section 100A of the Local Government Act 1972 that the public and press be excluded from the meeting for the following items by reason of the likely disclosure of exempt information within the paragraphs 3 and 5 of Schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006 as set out below.

Item Numbers	Paragraph Numbers	Reason
11	5	Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings
12	3	Information relating to the financial or business affairs of any particular person (including the authority holding that information)

11. **Minutes**

To confirm the confidential minutes of the meeting held on 1 November 2022.

(Pages 1 to 9)

(Not for publication)

12. Confidential Appendices - Report on the reasons for the cost increases in the Castle Farm Leisure Centre and Abbey Fields Swimming Pool projects

Confidential appendices to Item 6 on the agenda.

**(Appendices 1 to 4)
(Not for publication)**

13. Cabinet Agenda (Confidential Items and Reports) – Wednesday 7 December 2022

To consider the confidential items on the Cabinet agenda which fall within the remit of this Committee. The only items to be considered are those which Committee Services have received notice of by 9.00am on the morning after Group meetings.

**(Circulated separately)
(Not for publication)**

Published Monday 28 November 2022

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456114**

Overview and Scrutiny Committee

Minutes of the meeting held on Tuesday 1 November 2022 in the Town Hall, Royal Leamington Spa at 6.00pm.

Present: Councillor Milton (Chair); Councillors Cullinan, A Dearing, J Dearing, Jacques, King, Kohler, Noone, Redford and Syson.

Also Present: Councillor Day – Portfolio Holder for Strategic Leadership, Councillor Falp – Portfolio Holder for Safer Communities, Leisure & Environment, Councillor Tracey – Portfolio Holder for Transformation.

35. **Report on the reasons for cost increases in the Castle Farm Leisure Centre and Abbey Fields Swimming Pool projects**

The Chair informed the meeting that this item had been deferred due the absence of a key officer due to illness.

36. **Apologies and Substitutes**

- (a) No apologies for absence were received.
- (b) There were no substitutes.

37. **Declarations of Interest**

There were no declarations of interest made.

38. **Minutes**

The minutes of the Overview and Scrutiny Committee meeting held on 28 September 2022 were taken as read and signed by the Chair as a correct record.

39. **Cabinet Agenda (Non-Confidential items and reports) – Thursday 3 November 2022**

Item 5 – Significant Business Risk Register

The Committee noted the report and thanked officers for their detailed work on it and the responses to the questions that had been asked before the meeting. The Committee asked that:

1. in future reports, the future actions should be dated so as to avoid checking back when it became an action; and
2. in future reports, a short summary be included to provide a general overall of risk to the Council, i.e., generally is the risk increasing or decreasing.

Item 7 – Future Delivery of the Domestic Pest Control Service

The Committee had concerns about the removal of the service and asked that:

1. the service would continue to monitor to record and report the number of complaints received; and
2. that non-co-operation by HMO Landlords with enforcement activity would be reported to private sector housing so they were aware when licenses were being considered for renewal.

40. **Work Programme, Forward Plan and comments from the Cabinet**

The Committee considered its work programme for 2022 as detailed at Appendix 1 to the report. Appendix 2 to the report gave responses from the Cabinet to the comments and recommendations the Committee had made to Cabinet reports it had scrutinised.

The Committee received an update from the Democratic Services Manager & Deputy Monitoring Officer on behalf of the Chair of the Equalities Task & Finish Group as follows:

- A new Equalities, Diversity and Inclusion (EDI) Business Partner had been appointed to an 18-hour post. They would be starting on 1 December 2022. They were an experienced professional with awareness of WDC policies and processes, and also had significant experience in EDI from both an employers and other perspectives.
- The scope of the officer role was to highlight immediate priorities and longer term action of the EDI agenda within the organisation.
- The EDI Officer were aware of the Task and Finish Group which they had been briefed on and awareness of key issues
- The Council had just completed Black History Month and a series of other awareness initiatives, such as menopause awareness, in October. The speakers, in respect of menopause awareness, were both male and female, to get a different perspective and impact from a legal point of view in term of equalities.
- In January 2023, there would be training on EDI, including for Members, delivered by the new EDI officer.
- External focus delayed due to significant events – Commonwealth Games and the sad passing away of the Queen Elizabeth.
- As a result, the Group now needed to reflect on the expected timescales due to the extenuating circumstances.
- The support from the EDI officer would consolidate the co-ordination for this next stage. The delay in appointing to this post had not helped with the external focus – as identified in the original report, where resources were a key element to continue this journey (it was the third recruitment round as these posts were now so sought after in a competitive market) – the Council was paying above market rate.
- Equalities now added as a standard agenda item for every Programme Advisory Board to act as reminder when considering any paper.

Resolved that

- (1) appendices 1, 2 and 3 to the Work Programme report be noted; and
- (2) the noise nuisance report be delayed by a meeting to February and the Climate Change update be aligned to the Cabinet paper on the same subject.

41. **Press and Public**

Resolved that under Section 100A of the Local Government Act 1972 that the public and press be excluded from the meeting for the following item by reason of the likely disclosure of exempt information within the paragraph 5 of Schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006.

(Further details were included within the confidential minutes of the meeting.)

42. **Regulatory Services Software Replacement Project – Review and Termination of Supplier Contract**

The Committee received a confidential report from the Head of ICT regarding the the progress made towards replacing the Regulatory Services line of business application and subsequent termination of the supplier contract.

Resolved that

- (1) the reported be noted; and
- (2) officers were asked to consider
 - a. how they and the public can be informed of any costs involved in the termination of the contract; and
 - b. when concluded, as much information as possible can be made public.

(The meeting ended at 8.46pm)

CHAIR
6 December 2022

Overview & Scrutiny Committee
6 December 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
Accessibility checked: Yes

Summary

This report informs Members of Overview & Scrutiny Committee:

- (1) of the Committee's work programme for 2022/2023 (Appendix 1); and
- (2) responses that Cabinet gave to comments and recommendations made by Overview & Scrutiny Committee regarding the reports to Cabinet 3 November 2022 (Appendix 2).

Recommendations

- (1) That Members consider the work programme (Appendix 1) and agree any changes as appropriate.
 - (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.
 - (3) That Members note the responses made by the Cabinet on the Comments from the Cabinet report (Appendix 2).
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1 Background/Information

- 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 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.
- 1.3 The Council's Forward Plan is published on a monthly basis and sets out the key decisions to be taken by the Council in the next twelve months. The Council only has a statutory duty to publish key decisions to be taken in the next four months. However, the Forward Plan was expanded to a twelve-month period to give a clearer picture of how and when the Council will be making important decisions.

1.4 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.

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

1.6 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.

1.7 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.

1.8 At each meeting, the Committee will consider their 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.

1.9 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.

- 1.10 As part of the new scrutiny process, the Committee is no longer considering the whole of the Cabinet agenda.
- 1.11 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.
- 1.12 As a result, the Committee considered the items detailed in appendix 2. The response the Cabinet gave on each item is also shown.
- 1.13 In reviewing these responses, the Committee can identify any issues for which they would like a progress report. A future report, for example on how the decision has been implemented, would then be submitted to the Committee at an agreed date which would then be incorporated within the work programme.

2 Conclusion/Reasons for the Recommendation

- 2.1 The work programme should be updated at each meeting to accurately reflect the workload of the Committee.
- 2.2 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.
- 2.3 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.
- 2.4 If the Committee has an interest in a future decision to be made by the Cabinet, or policy to be implemented, it is within the Committee's remit to feed into this process.
- 2.5 The Forward Plan is actually the future work programme for the Cabinet. If a non-cabinet member highlighted a decision(s) which is to be taken by the Cabinet which they would like to be involved in, that member(s) could then provide useful background to the Committee when the report is submitted to the Cabinet and they are passing comment on it.
- 2.6 Appendix 2, Comments from Cabinet, is produced to create a dialogue between the Cabinet and the Overview and Scrutiny Committee. It ensures that the Overview and Scrutiny Committee is formally made aware of the Cabinet's responses.
- 2.7 Where Overview and Scrutiny Committee has made a recommendation as opposed to a comment, the Cabinet is required to respond to the recommendation(s) made, including whether or not it accepts the recommendation(s).

Meeting Date: 6 December 2022

Title	Where did item originate from	Format	Lead Officer / Councillor	Next report date if applicable	Completion Date / Notes
Environmental Enforcement Update subsequent to the report made in March '22	March 2022, O&S	Interim written report to note.	Zoe Court	Early 2023	
Climate Emergency Action Plan update from previous period and giving progress against carbon emissions and what is coming forward. To provide options for financing climate change action programme projects as promised at O&S 24 May 2022. To give a RAG risk status at the start of the report showing the summary of risks and stage reached to achieving the Council's ambitions without carbon offsetting becoming necessary.	May 2022 O&S	Written report	Dave Barber	May 2023	Every 6 months
Task & Finish Group – Equality & Diversity – Phase 2	O&S 6 July 2021	Verbal update	Councillor Mangat	Every meeting until completed	

Meeting Date: 7 February 2023

Title	Where did item originate from	Format	Lead Officer / Councillor	Next report date if applicable	Completion Date / Notes
Digital Strategy Update	O&S November 2021	Written report	David Elkington	August 2023	Every six months
Task & Finish Group – Equality & Diversity Phase 2 report for approval to submit to Cabinet in March		Written report	Councillor Kaur Mangat	At O&S 7 March, report on Cabinet decision in respect of T&F report	
Noise Nuisance Investigations: Review of the Policy and the service area's performance in respect of all forms of noise nuisance more generally	9 August 2022	Written report	Lorna Hudson		

Meeting Date 7 March 2023

Title	Where did item originate from	Format	Lead Officer / Councillor	Next report date if applicable	Completion Date / Notes
Summary of the role, responsibilities and performance of the SWCSP	This is a mandatory report.	Written report	Liz Young / Marianne Rolfe.	March 2024.	This is an annual report.
Annual update from Shakespeare’s England, looking back over the previous year’s activity and forward to next year.	April 2022	Written report	Martin O’Neill and Councillor Bartlett	March 2024.	This is an annual report.
Development Management and Enforcement Performance Update subsequent to reports made to O&S in March 2022 and September 2022	March 2022 O&S September 2022 O&S	Written Report	HoS Development / Gary Fisher	TBA	

Meeting Date 18 April 2023

Title	Where did item originate from	Format	Lead Officer / Councillor	Next report date if applicable	Completion Date / Notes
Overview & Scrutiny End of Term report.	Standing Annual Item.	Written report.	Committee Services Officer.	April 2023.	This is an annual report.

Briefing Notes to All Councillors – April 2023: 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 2024.	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 2024	This is a briefing note to all Councillors.

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>				

**Response from the meeting of the Cabinet on the
O&S Committee's Comments and the Fees & Charges 2023/24 Working
Group's Comments – 3 November 2022**

Item Number 4 – Fees and Charges 2023/24

Working Group's Comment:

The fees and charges review meeting:

1. Thanked officers for their work on report and responses to the volume of questions that came through.
2. Recognised that Council was dependent on the professional judgement of Officers and Portfolio Holders on Fees & Charges and that there was no perfect solution.
3. Recognised the potential financial challenges faced by the community over the next 12 months and it was keen that services remained accessible to them.
4. Recognised the overall financial challenge for the Council and this was one of three strands of the budget, the others being the Government and Council Tax setting.
5. Recognised the challenges faced with elasticity of demand in that if fees were reduced in one area it may (or may not) result in increased demand that equated to extra income (above that anticipated from the proposed higher fee) from increased usage.
6. Asked that Officers look at opportunities to reduce the impact of the increases in sports facilities by keeping any increase below 15% to increase demand, especially being mindful of the legacy of the Commonwealth Games.
7. Asked Officers and Portfolio Holders to look for additional sources of income around potential sponsorship of works or assets or their maintenance.

Cabinet Response:

The recommendations in the report were approved, along with the addendum, and subject to the addition of the following additional recommendations:

That there is free car parking across all WDC car parks for every Sunday in December 2022. This is with a view to support businesses within the Town Centres in Warwick District by encouraging people into the Town Centres. When this comes to Council it will include:

- (a) details of the anticipated loss of income over this period as a result.
- (b) detail of any proposal to fill that funding gap within the Council.
- (c) If a reserve is used to fund the gap this creates, the Council should also be provided detail of the risk associated with using that reserve (i.e. how will it be replenished, what chance we need that funding before replenished and the constraints imposed on that reserve).
- (d) Details of any monitoring that will be put in place to look at usage of the scheme.

(The above will form a recommendation to Council on 23 November 2022.)

The Cabinet also took an executive decision to open Riverside House Car Park to the public at weekends (without charge) in December 2022 to help increase capacity in the Town over this busy period and encourage more people to shop in Royal Leamington Spa Town Centre. This is not a recommendation to Council and subject to call in.

Item Number 5 – Significant Business Risk Register

Scrutiny Comment:

The Overview & Scrutiny Committee noted the report and thanked officers for their detailed work on it and the responses to the questions that had been asked before the meeting. The Committee asked that:

1. In future reports, the future actions should be dated so as to avoid checking back when it became an action; and
2. In future reports, a short summary be included to provide a general overall of risk to the Council, i.e., generally is the risk increasing or decreasing.

Cabinet Response:

The recommendations in the report were approved.

Items 6 – Future Delivery of the Domestic Pest Control Service

Scrutiny Comment:

The Overview & Scrutiny Committee had concerns about the removal of the service and asked that:

1. The service continues to monitor to record and report the number of complaints received; and
2. That non-co-operation by HMO Landlords with enforcement activity is reported to private sector housing so they are aware when licenses are being considered for renewal.

Cabinet Response:

The recommendations in the report were approved.

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

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 the Councils' carbon baseline data as set out in Appendix 2 and the updated District carbon emissions data set out in Appendix 3.
 - (3) That members note and comment on the updated CCAP risk register as set out in Appendix 4.
 - (4) That members note and comment on the priorities for action for 2023 as set out in Appendix 5.
 - (5) 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 6.
 - (6) That members note the updated Climate Change Funding Strategy as set out in Appendix 7
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1 Background/Information

- 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 a twelve-month 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 six-month update from May 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 and Althorpe Enterprise Hub. Further proposals being developed for the Temperate House including solar, heat pumps and energy demand reduction measures. Roof top solar for leisure centres being explored through Midlands Net Zero Hub. Further work associated with office relocation, Town Hall and Pump Rooms being developed in the context of other projects and initiatives.

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.

- Carbon impact assessment report of the spatial options has been completed and is a key part of the evidence for the Issue and Options consultation being planned for. SWLP Issues & Options to be considered by Joint Committee in Dec 22 with a recommendation to undertake public consultation in Jan/Feb 23.

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 September 2023. Interviews are due to take place shortly to take on an apprentice 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 in July. A further paper setting out the delivery will be presented to Cabinet in February 2023

Commitment 1.4 – Action: Undertake feasibility work on a "Hydrogen Hub"

- Report on the next stages of hydrogen considered by Cabinet in August 2022. Progress continues including work to procure a private sector partner to enable the business case to be finalised and work to secure

base hydrogen demand from public sector vehicles including WDC's RCV fleet.

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.

- LAD1B and LAD2 schemes have been completed with over 80 retrofit measures completed in social properties including air source heat pumps, solar PV, and insulation measures. Some Sustainable Warmth Competition money is also being applied to our housing stock and this is now being implemented. Further Wave 2 funding is being applied for also from BEIS.

Commitment 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.

- The Sustainable Warmth funding provides funding for private sector properties including homeowners for properties which are EPC D-G rated and rented properties which are D-E rated (F and G rated properties are exempt under MEES regulations). Since the scheme launch in July 2022, it is currently getting much interest from landlords. The funding is being delivered by E.ON and Act on Energy and will implement just under 700 measures in total.

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 is taking shape and initial events will take place in the coming months. A key focus of this will be how the District Council can support local action including potential energy and retrofit projects.

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

- SWLP Climate change consultants have provided evidence to support the inclusion of climate resilience policies into the Issues and Options consultation.

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

- Plan in place - see report to Cabinet March 2022. Over 14,000 will have been planted/enabled through the programme by March 2023. In addition, around 99,000 trees are projected to be delivered at Newbold Comyn and Tachbrook Country Park Phase 1 and Phase 2. The programme is focusing on firming up the delivery on the three major sites as well as addressing the residual gap of just under 46,000 trees by considering options such as, offsetting, land purchase and the Trees Call to Action Fund.

1.4 **CCAP Progress Challenges:**

1.4.1 **Ambition 1**

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.

1.4.2 **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: A report for circulation will be produced before the end of the financial year which will evaluate the pros and cons of the different options and provide a recommendation.

Commitment 1.4 – Action: Support the low carbon "Last Mile Delivery" concept in South Warwickshire Towns

- 'Last Mile Delivery' concept still being considered as potential use for New House Farm. 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

1.4.3 **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 is still lagging behind the other ambitions. The primary reason for this is that the postholder for the new adaptation officer role, was not in post until August this year. 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 due course, in light of the detailed work the postholder is doing with staff teams across the Council.

1.5 **Carbon Baseline - Organisational Emissions**

1.5.1 Appendix 2 shows the latest position with regard to WDC's organisational carbon emissions and provides some commentary on this.

1.6 **Carbon Baseline – Warwick Districtwide Emissions**

1.6.1 Appendix 3 shows the updated position with regard to District-wide Carbon Emissions. This data, from BEIS and using the SCATTER tool is time lagged,

therefore the most recent data shown is that for 2019, the year this council declared a climate emergency.

1.7 Communications and Engagement Update

1.7.1 Appendix 6 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

1.8 Funding Update

1.8.1 An update on the climate change funding strategy is shown in Appendix 7.

1.9 Risk Register review

1.9.1 The Programme risk register has been updated (see Appendix 4). This shows that the likelihood for one of the risks occurring has increased slightly since May 2022.

1.9.2 Risk 6 (Lack of specialist expertise/skills to deliver the CCAP Action Plan) 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 the hydrogen hub.

1.9.3 Two risks have decreased in likelihood since May 2022

1.9.4 Risk 5 (Lack of staff resources to deliver the CCAP) has been decreased to reflect the success in recruiting to two new posts, meaning the climate change team is currently fully resourced.

1.9.5 Risk 1 (Diverging political priorities / appetite for address the Shared Ambitions) has been decreased to reflect the bedding down of arrangements to work separately from (but in partnership with) SDC. This means the consequences of different political priorities between the two Councils are less significant

1.9.6 There are two risks which have been 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 available to (name of Committee/Cabinet etc.)

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

3 Consultation and Member's comments

3.1 This report has not been subject to any consultation.

4 Implications of the proposal

4.1 Legal/Human Rights Implications

4.1.1 None

4.2 **Financial**

4.2.1 See update at 1.9 above. There are no financial implications of this report, aside from those already set out when the CCAP was adopted in November 2021.

4.3 **Council Plan**

4.3.1 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.

4.4 **Environmental/Climate Change Implications**

4.4.1 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.

4.5 **Analysis of the effects on Equality**

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

4.6 **Data Protection**

4.6.1 There are no data protection implications.

4.7 **Health and Wellbeing**

4.7.1 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.

5 Risk Assessment

5.1 A risk register is set out in Appendix 4.

6 Conclusion/Reasons for the Recommendation

6.1 This report updates on progress towards the Council's climate change ambitions and in particular around the Climate Change Action Programme. The report seeks the views of the Committee on this.

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: Organisation Carbon Baseline Data

Appendix 3: District-wide Greenhouse Gas Emissions - SCATTER 2020

Appendix 4: Climate Change Action Programme Risk Register

Appendix 5: WDC Priorities for 2023

Appendix 6: WDC Communications review 2022, priorities 2023

Appendix 7: Updated Funding Strategy

Also

Climate Change Action programme and Appendices – approved November 2021.

Climate Change Action programme Update and Appendices – May 2022

Report Information Sheet

Please complete and submit to Democratic Services with draft report

Committee/Date	Overview and Scrutiny Committee 6 th December	
Title of report	Climate Change Action Programme Update	
Consultations undertaken		
Consultee *required	Date	Details of consultation /comments received
Ward Member(s)		
Portfolio Holder WDC	22/11	Cllr Alan Rhead
Financial Services *		N/A
Legal Services *		N/A
Other Services		N/A
Chief Executive(s)	23/11	Chris Elliott
Head of Service(s)		N/A
Section 151 Officer		N/A
Monitoring Officer	23/11	Andy Jones
CMT (WDC)		N/A
Leadership Co-ordination Group (WDC)		N/A
Other organisations		
Final decision by this Committee or rec to another Ctte/Council?		N/A
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?		File/Info/Inspect Document/Check Accessibility

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 May 2022	Progress Update December 2022	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 Deacarbonisation 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		Green		
			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			Proposals for energy efficiency and rooftop solar being brought forward for Jubilee House and Althorpe Enterprise Hub. Further proposals being developed for the Temprate House including solar, heat pumps and energy demand reduction measures. Roof top solar	Yellow
			Deliver HDP							

			Apply net zero carbon building standards to new Council offices			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)	for leisure centres being explored through Midlands Net Zero Hub. Further work associated with office relocation, Town Hall and Pump Rooms being developed in the context of other projects and initiatives	
		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	To date none of the 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	
		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 an, in	Part of discussions with solar farm developer. No conclusion reached at present	

2 Decarbonising Council Travel			Explore the potential to utilise roof space on Council assets to generate electricity in partnership with a local Community Energy Company			conjunction with the Midlands Net Zero Hub, we are also appraising the feasibility of more extensive rooftop solar within our assets.		
		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.	Expect this to be launched in April 2023 in parallel with the adoption of WDC 's NZC Development Plan	
	252.8 tCO2e by 2025	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 . Review operational requirements of each vehicle with service managers to ensure EV is feasible			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 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	A Staff EV Car salary sacrifice scheme is being developed. The preferred provider has now been identified	

			Assess EV charging infrastructure requirements (numbers, speed, locations)			undertaken. Currently procuring a South Warwickshire EV Infrastructure Strategy which will provide a sense of direction of requirements		
			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	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 lowest carbon alternatives)				With the exception of two vehicles being used on workstream that will be terminating in March 2023, all directly operated WDC vehicles are electric	
	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	"Choose How You move" Better Points scheme will be extended by a further year until September 2023. Interviews are due to take place shortly to take on an apprentice to move forward with this project.	
			Consider the procurement of a similar South Warwickshire Active Travel initiative across South Warwickshire beyond 2022	Summer 2022	Potentially on-going			

		<p>2.3 We will enable staff to switch personal vehicles that are used on Council business to electric vehicles by</p> <ul style="list-style-type: none"> • Incentivising the lease and or purchase of 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 • Ensuring sufficient EV charging infrastructure is available at, or close to, places of work 	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 to introduce a salary sacrifice scheme for EVs for staff	The preferred provider has now been identified.	
			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	2021	2022	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	Discussion has been had with National grid. Efforts are being made to explore EV charging on Car Parks, Social Housing and Village hall Carparks in rural communities. Building by building EV charging infrastructure has not yet been considered.	
			Develop a green travel plan in association with the relocation to new office buildings	2022	2023	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.	This will happen when proposals for new accommodation are finalised.	

		2.4 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.		2025	2028	Not a priority within first 3 years of the programme. See 1.5 above	Not a priority with first 3 years of the programme	
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	No new major contracts procured since May 2022.	
			We will work with contractors holding existing contracts to annually agree carbon reduction measures to be delivered	2021	2030		Discussions underway with reviewing Everyone Active's carbon impacts	
		3.2 We will explore opportunities to work with existing contractors to invest in processes, facilities and infrastructure to minimise carbon	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	The light vehicles involved in supporting the new waste contract are EVs	

		emissions - including 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 recommended 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.	
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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 considered 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 specific progress, although this is something that should be considered by relevant staff through the Carbon Literacy Training currently underway	
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			
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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 May 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	Carbon impact assessment report of the spatial options has been completed and is a key part of the evidence for the Issue and Options consultation being planned for. SWLP Issues & Options to be considered by Joint Committee in Dec 22 with a recommendation to undertake public consultation in Jan/Feb 23.	
			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	N/A	

		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.	WDC has formally responded to WCC's consultation on LTP4, with a cabinet report being presented on 7 December 2022	
			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.	The Better Points contract was extended in Sep 2022 for a further year and we are recruiting for an apprentice solely to concentrate on this initiative.	
			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 2022 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.		
			Launch an e-cargo bike hire scheme within the Stratford District Area	Present	Spring 2022	N/A	N/A	

			Use data from SDC eCargo Bike to consider expansion of the scheme to Warwick District	2022	2023	N/A	N/A	
			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 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	A report for circulation will be produced before the end of the financial year which will evaluate the pros and cons of the different options and provide a recommendation.	
			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 policies currently out for consultation by WCC Generally supportive of active travel, but yet to deliver progress on a local strategy for active travel.	
			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.	Some initial conversations with current car club providers. Limited Progress at present	

			Implement Asps Park and Ride in Warwick	Present	2023	P&R specification to be implemented by developer according WCC specification.	WDC is no longer planning to operate the Park and Ride. Developers may seek to defer its delivery but this will require the Section 106 trigger point to be deferred which will require a planning application	
			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 cost 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.	No response as yet from West Midlands Travel about options to reduce cost. This will be pursued. Lower cost alternatives will also be reviewed	

			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	We have Liaised closely with WCC and have commented on formal consultations i.e. Local Cycle and Walking Infrastructure Strategy (LCWIP) and LTP4	
			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	We are in active conversations with WCC about approach for active travel and public transport options	
			Explore ways to improve high speed broadband connections in rural areas, potentially utilising 5G	Apr-22	2029	No progress.	No progress	
		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	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	WDC have formally responded to WCC's consultation on LTP4 with a Cabinet Report being presented on 7 December 2022	

		Warwickshire from 2.9% in 2019 to 89% by 2030	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	Ework 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 infrastrucure later in 2022.	A South Warwickshire EV Infrastructure Strategy was approved by WDC and SDC Cabinets in July. A further paper will be presented to respective cabinet meetings in February 2023	
			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 consierations when more detailed work is commenced	Included in issues for consideration for the South Warwickshire Local Plan -	
			Explore the potential for the introduction of electric taxis	2022	Onwards	No progress yet	No progress yet	
			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.	Station forecourt was completed prior to Commonwealth Games, however the enhanced cycle parking is not on site yet, the latter issue is currently being pursued with WCC	

			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	Ongoing, initial conversations have taken place with Orbit Housing. This needs to be part of the ongoing agenda for the EV strategy across South Warwickshire.	
		1.4 Improving freight emissions by reducing the emissions per mile by 75% and reducing on road freight mileage by 9%	Explore potential for autonomous (driverless) pods to enable mobility and deliveries	2022	2023	No progress to date	No progress yet	
			Implement the e-cargo bike loan scheme within SDC with the potential to undertake similar schemes across South Warwickshire	2022	2025	N/A	N/A	
			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	Still being considered as potential use for New House Farm. No further updates.	

			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.	Report on the next stages of hydrogen considered by Cabinet in August 2022. Progress continues including work to procure a private sector partner to enable the business case to be finalised and work to secure base hydrogen demand from public sector vehicles including WDC's RCV fleet.	
2 Aviation		2.1 Reducing aviation emissions. Consideration as to whether we can influence emissions from aviation	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	This is 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	This is not currently a priority	
		3.1 We will deliver a deep carbon retrofit of all Council owned dwellings below EPC C by 2030	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	Parity Projects software adopted and in use to map EPC ratings of council owned properties.	

			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 - 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.	First phase identified	
			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)	LAD1B and LAD2 schemes have been completed with over 80 retrofit measures completed in social properties including air source heat pumps, solar PV and insulation measures. Further Wave 2 funding is being applied for also from BEIS.	
			Social Housing - Assess solar PV and solar thermal suitability for every property	2021	Ongoing	Technologies already part funded through grants and WDC HIP	In progress	

		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	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.	Consortium bidding has been considered for some bids such as Wave 2, but it has not been considered suitable or beneficial so far.	
		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.	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 Sustainable Warmth funding provides funding for private sector properties including homeowners for properties which are EPC D-G rated and rented properties which are D-E rated (F and G rated properties are exempt under MEES regulations). Since the scheme launch in July 2022, it is currently getting much interest from landlords. The funding is being delivered by E.ON and Act on Energy and will implement just under 700 measures in total.	

			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 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	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.	
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		3.4 Promoting help and support available through Act on Energy	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.	New SLA with Act on Energy to expand advice service and provide more retrofit assessment capacity is currently being developed.	
		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	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.	The standard is being applied to all large scale schemes	

			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.	WDC-backed developments continue to be designed and delivered at Zero Carbon SAP standards.	
			Explore how to effectively address embodied carbon in Council developments (e.g. reusing material; modern methods of construction etc)	2022	Ongoing	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	The high level embodied carbon policy has been incorporated in the submission draft of the Net Zero Carbon DPD. The issue is also within the scope of the work of the climate change consultants who are advising on the SWLP.	
			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.	2021	Ongoing	The Council has not developed any specific schemes during the last six months	How we monitor “the design” against “actual performance” has been considered but to date no standards or mechanisms are routinely in place for this.	

		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.	For Warwick District a Net Zero Carbon Buildings Development Plan will be prepared for examination and adoption 2022	2021	2022	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.	NZC DPD was approved by WDC for submission to the Secretary of State following a formal consultation in the summer of 2022. An Inspector has been appointed and the Examination will take place in 2023. WDC hopes to be able to adopt the DPD later in 2023. (PC)	
			For Stratford District, the development checklist to enable developers to demonstrate compliance with the Climate Change SPD will continue to be used	2021	2022	N/A	N/A	
			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	SWLP Issues & Options to be considered by Joint Committee in Dec 22 with a recommendation to undertake public consultation in Jan/Feb 23. A climate change baseline report has been undertaken to inform the Plan. The SWLP will take a lead from the NZC DPD to inform policies on NZC buildings.	

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	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 been as high as we had hoped, and learning will be captured for future business engagement	A programme of business webinars has taken place through Sustainability West Midlands. These had some success, but attendance was lower than had been hoped. A review is currently taking place with SWM to consider future programmes targeted at businesses.	
		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	WCC have launched a Business Decarbonisation grant scheme which WDC is promoting locally.	
		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	No progress.	

			Work with WMCA, CWLEP, WCC and other partners to develop an energy efficiency advice service for businesses.	2022	Ongoing	No progress	No progress.	
			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 Engagemenet scheme will provide an opportunity to explore this in more detail	The Local Climate Engagement scheme is taking shape and initial events will take place in the coming months. A key focus of this will be how the District Council can support local action including potential energy and retrofit projects.	
			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	This is under review with SWM following the learning from the business webinars.	
		4.2 We will work with partners and businesses to enable 39% of non domestic buildings to shift off gas	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.	

		heating to low carbon or electric by 2030	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	Climate change consultants have completed baseline assessment and this will be published alongside SWLP Issues & Options document in December 23.	
			Explore the potential for investment in District Heating systems which local businesses can connect to including the Stratford Canal Quarter	2022	2025	N/A	N/A	
			Review discretionary business rates policy to incentivise carbon reduction and disincentivise carbon hungry buildings	2023		No progress	No progress	
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	Mobilise the new waste contract	2021	2022	In progress. To commence August 2022	In progress	
		5.2 We will invest in a new local Multi-Recycling Facility	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	

6 Land Use and Natural Assets	90 ktCO2e	See Ambition 3, themes 1, 2, 3, 4				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	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	
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 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 been appointed to prepare the relevant evidence base to support SWLP carbon reduction policies	The SWLP Issues & Options document includes a section on large scale renewable energy generation and battery storage. This includes consideration of solar and wind power, decentralised energy systems and carbon sequestration.	
			Appoint project officer to develop New House Farm Low Carbon Development and associated solar generation	2021	2025	Officer appointed. Commenced January 2022	No further update.	

			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	Discussions are still taking place with a major solar farm developer. At present no conclusions have been reached as the developer has revisited their approach in light of changes in the financial and energy markets. This may mean a different investment proposition.	
			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	Discussions ongoing and progressing with solar farm developer.	
			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.	Initial scheme for Jubilee House now has planning permission. Planning permission also expected soon for Althorpe Street Enterprise Hub. Installation to follow this financial year . Further buildings being reviewed with MNZH including leisure centres.	

			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	See comments above relating to the NZC DPD and SWLP.	
			Ensure SWLP provides policies which support the retrofitting of rooftop solar and other low carbon technologies on existing buildings, including effect policies to achieve appropriate carbon reductions in conservation areas and other heritage assets	2022	2025	See comments in 3.3 above	See comments in 3.3 above.	
			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	2021	2023	No progress	No Progress	

			generation in all new developments					
			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	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. This sepcific work hasn't started yet, but will form part of the work at the next stage.	
			Investigate the potential for solar canopies over car parks, including for the Stratford Leisure Centre Car Park	2022	2024	N/A	N/A	

			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	WPD is part of network of key infrastructure providers that the SWLP officer teams has met in the last six months as part of ongoing work on the SWLP. (PC)	
		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	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.	Report on the next stages of hydrogen considered by Cabinet in August 2022. Progress continues including work to procure a private sector partner to enable the business case to be finalised and work to secure base hydrogen demand from public sector vehicles including WDC's RCV fleet. Progress being made on securing land - expecting report to Cabinet in December 2022.	
			Undertake a full feasibility study / business case for hydrogen production including generating both demand and supply	2021	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			No funding sources currently suitable for WDC's project. Future funding may well become available and will be utilised where possible

			Implementation of a hydrogen hub in South Warwickshire	2023 to 2025	TBC	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	See above	
8 General	N/A	8.1 Work to ensure we enable others to play their part in supporting carbon reduction	Develop and maintain a communications and community engagement strategy	2021	2030	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	The comms strategy is in place and is regularly updated through review meetings with the Comms team. Website has been further updated. Progress on rural community engagement with successful bid to the UK100 Local Climate Engagement scheme	
			Continue to lobby national government on all elements that have identified "national support requirements"	2021	2030		Lobbying has focused on hydrogen development; providing more flexibility for GHG schemes.	
			For all unfunded actions, proactively work to identify external sources of funding, including grants.	2021	2030	Interviews undertaken for proposed that new post of Programme Officer to provide capacity to support delivery of the funding strategy	Programme officer now in post. No further new grant schemes since May.	

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 account of the need for resilient and ecologically diverse enhancements	Undertake a review of the tree strategy to ensure our approach utilises resilient species which enhance biodiversity	Apr-22	TBC		No update	
			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. Over 14,000 will have been planted/enabled through the programme by March 2023. In addition, around 99,000 trees are projected to be delivered at Newbold Comyn and Tachbrook Country Park Phase 1 and Phase 2. The programme is focusing on firming up the delivery on the three major sites as well as addressing the residual gap of just under 46,000 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	2.1 Use Met Office data to plan investment in planting and infrastructure in	Work with EA and other partners to identify priority infrastructure investments.	TBC	TBC		No update.	

		flood defences, drainage and soil protection	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.	
			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.	

			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)	
		2.3 Ensure up to date evidence and planning policies and decisions to protect high quality agricultural land and to prevent development which exacerbates soil damage.	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.	
			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	Current carbon stores account	3.1 we will seek to maintain existing natural carbon store	See 1.4 above. See also commitments 1.1; 1.2; 1.3			As per updates in 1.1-1.4	

		and sequestration and will add to this where possible (see Ambition 2, theme 6)	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.	

6 People and the economy from failure of the power system	6.1 We will maximise local renewable energy production including utilising this locally, including for Council services	See ambition 2, theme 7				As per updates in ambition 2, theme 7.	
	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 harvesting 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 storage 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.	

Appendix 2

Organisational Carbon Emissions Summary Report December 2022

Warwick District Council

1. Aims and Purpose

This report has been developed to outline Warwick District Council's carbon emissions data and is structured in line with Defra's 'Guidance on how to measure and report your greenhouse gas emissions' document.

2. Types of Emissions - Scopes

There are three types of emissions, referred to as Scopes 1, 2 and 3 - these categorise emissions into three different types as follows.

Scope 1 - Direct emissions. These emissions relate to activities that are owned or controlled by the organisation and involve the release of emissions straight into the atmosphere. Examples include combustion emissions from gas boilers in council buildings and emissions from council owned vehicles.

Scope 2 - Energy indirect emissions. These emissions are associated with the consumption of purchased electricity, heat, steam and cooling. These emissions arise as a consequence of the organisation's activities but are not owned or controlled by them as they are released at power stations where the electricity is generated.

Scope 3 - Other indirect emissions. These are emissions that are a consequence of the organisation's actions that occur at sources that are not directly owned or controlled. Examples for the council include outsourced activities, business travel by staff using their own vehicles at work and also outsourced activities.

3. Reporting Period

The reporting period is for the financial years 2018-19, 2019-20, 2020-21 and 2021-22. The carbon footprint baseline year is currently 2018/19. Updates for 2022-23 will be collated during the summer of 2023.

4. Measuring and Reporting Approach

A number of gases contribute to climate change and six main greenhouse gases (GHGs) are covered in the Kyoto Protocol: carbon dioxide (CO₂), methane (CH₄), hydrofluorocarbons (HFCs), nitrous oxide (N₂O), perfluorocarbons (PFCs) and sulphur hexafluoride (SF₆). Different activities emit different gases; for example, burning fossil fuels releases carbon dioxide, methane and nitrous oxide into the atmosphere. It is standard practice to report GHGs in tonnes of CO₂ equivalents (CO₂e). In order to achieve this, conversion factors are used that are located on the GOV website and are produced by Defra on an annual basis.

Conversion factors help organisations convert their activities into equivalent carbon emissions. The conversion factors change annually taking into account a number of influences including fuel mix, consumption from UK power generation along with imports and exports in relation to gas and electricity. It is best practice to use the conversion factors from the calendar year in which the greatest portion of your data falls, therefore for 2020-21 reporting year, the 2021 conversion factors have been used.

The emissions are calculated as follows: Activity Data x Emission Factor = Carbon dioxide equivalent (CO₂e)

5. Organisational Boundary

All areas of the council's operations have been considered.

6. Operational Scopes

The Scope 1 emissions include the gas emissions from the council's buildings, council owned vehicles and all business lease vehicles such vans and pool cars. Fugitive emissions relating to air conditioning and refrigeration units have been excluded because it has been considered too complex to calculate at the current time.

The Scope 2 emissions are those associated with the mains electricity consumption from the council's buildings.

The Scope 3 emissions include the gas and electricity consumption from outsourced activities, the business mileage from private and leaseholder vehicle use. Rail, bus and air travel where appropriate would usually be included but were not available at the time of reporting. Buildings that are managed by outsourced contracts are also included where the contractor is responsible for bill payments. Data on refuse and recycling trucks, road sweepers, grounds maintenance mowers and vans used by for the Neighbourhood Services contract are also included. Emissions from commuter travel have been excluded due to this not being available at the time the Self Serve system with Coventry City Council was in place but it will be explored as to whether the data from iTrent could be obtained going forwards. The emissions arising from water use from supply and distribution also fall into Scope 3 along with biomass pellets used for heating some buildings.

7. Carbon Emissions Data

Figure 1 – Warwick District Council Top Level Data Summary

WDC Carbon Emissions Summary Table				
Scope / Activity	2018/19	2019/20	2020/21	2021/22
	(base year)			
	Kg CO2e	Kg CO2e	Kg CO2e	Kg CO2
Scope 1				
Gas	1,251,217	1,249,158	1,200,938	1,152,444
LPG	36,760	32,774	35,229	35,230
Lease Vehicles	21,002	14,980	13,204	30,314
Total (Scope 1)	1,308,978	1,296,912	1,249,370	1,217,989
Scope 2				
Electricity	1,260,865	1,280,251	874,164	910,791
Total (Scope 2)	1,260,865	1,280,251	874,164	910,791
Scope 3				
Biomass	4,248	4,426	14,050	9,987
Water	11,767	13,980	4,202	18,505
T&D Losses	107,470	108,691	75,178	80,600
Neighbourhood Services Transport (waste, grounds and cleansing)	1,703,971	1,682,688	1,651,509	1,629,662
Neighbourhood Services Buildings (waste contract)	37,092	34,543	32,470	30,506
Business travel from greyfleet (staff own vehicles)	53,599	54,427	33,665	43,964
Leisure Centres	805,945	1,717,232	598,506	814,093
Total (Scope 3)	2,724,091	3,615,988	2,409,580	2,627,317
Total Gross Emissions (kg)	5,293,934	6,193,152	4,533,115	4,756,096
Total Gross Emissions (t)	5,294	6,193	4,533	4,756

From the summary data in *Figure 1* for Warwick District Council, the Scope 3 emissions account for half of all emissions and the emissions from Scope 3 transport account for approximately a third of total emissions. Emissions overall have increased from 2020/21 which was not wholly representative because of the Covid lockdown restricted some council operations (such as Leisure Centres). The table does demonstrate, however, that emissions for 2021/22 are still lower than 2019/20 and 2018/19 although to some extent, this may still be down to Covid Restrictions which were in force for the early part of the most recent period of measurement.

Figure 2 – Warwick District Council Carbon Emissions 2021/22 KGC02e

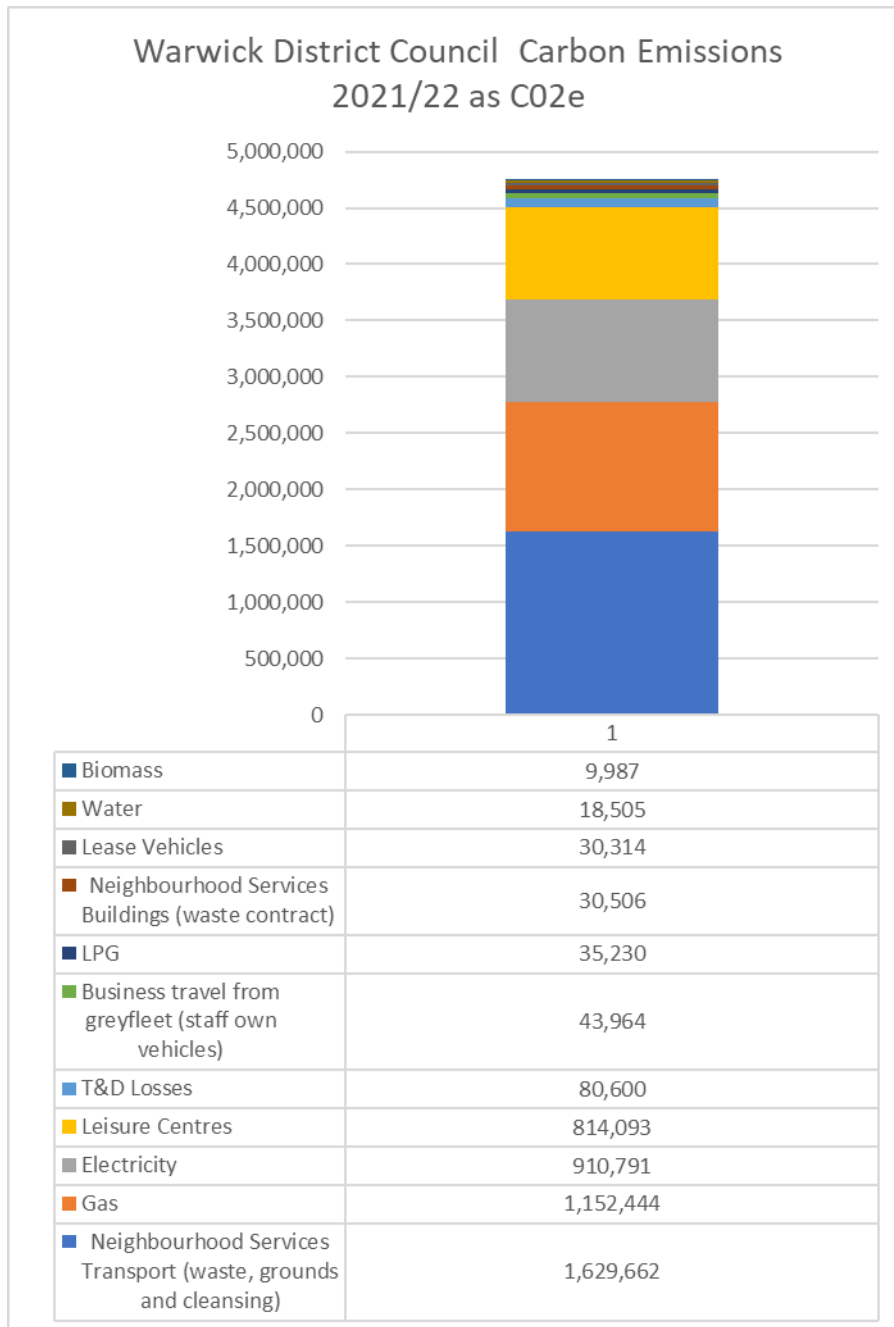


Figure 2 highlights that of the overall emissions by type. After neighbourhood services transport, Gas and Electricity are the next largest contributors to organisational emissions.

7.2 Warwick District Council Buildings

Figure 3 Council Buildings Energy Consumption KG CO2e

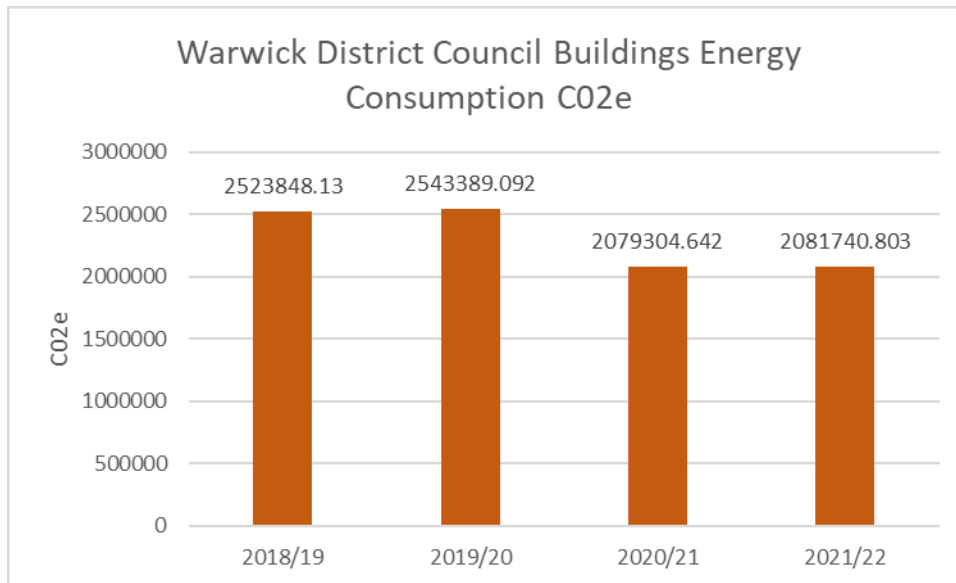


Figure 3 There has been no significant rebound in consumption in council buildings from 2020/21.

8. Summary

The four-year carbon emissions data is useful in understanding Warwick District Council's own carbon emission sources and help focus the carbon reduction work. Whilst there are some conclusions to be drawn from the data, much of it remains unclear due to the pandemic and some data inaccuracies/gaps where estimates have been used.

Appendix 3: District-wide emissions from SCATTER

Warwick District Council - summary greenhouse gas emissions (metric tonnes CO2e)													
Sector	Sub-sector	Scope 1			Scope 2			Scope 3			TOTALS		
		2017	2018	2019	2017	2018	2019	2017	2018	2019	2017	2018	2019
		Total tCO2e	Total tCO2e	Total tCO2e	Total tCO2e	Total tCO2e	Total tCO2e	Total tCO2e	Total tCO2e	Total tCO2e	Total tCO2e	Total tCO2e	Total tCO2e
		DIRECT	DIRECT	DIRECT	INDIRECT	INDIRECT	INDIRECT	OTHER	OTHER	OTHER	TOTAL	TOTAL	Total tCO2e
Stationary energy	Residential buildings	146,182	151,024	152,339	88,187	70,041	62,971	38,852	33,813	31,043	273,222	254,878	246,353
	Commercial buildings & facilities	19,341	15,200	14,194	14,877	44,796	38,501	6,186	9,468	7,779	40,404	69,464	60,475
	Institutional buildings & facilities	40,777	11,599	11,125	75,179	9,726	8,360	17,959	3,178	2,727	133,914	24,503	22,212
	Industrial buildings & facilities	24,005	59,842	53,470	43,580	54,681	46,902	11,847	21,356	17,976	79,432	135,879	118,348
	Agriculture	4,098	4,369	4,249	2	1	1	979	1,031	1,011	5,078	5,401	5,262
	Fugitive emissions	0	20,135	20,227	0	0	0	0	NE	NE	0	20,135	20,227
Transportation	On-road	413,739	439,673	413,009	IE	IE	IE	0	156,369	144,508	413,739	596,042	557,517
	Rail	16,078	12,633	12,016	IE	IE	IE	3,834	2,975	2,860	19,911	15,608	14,876
	Waterborne navigation	12	2,274	4,192	NO	IE	IE	3	IE	IE	15	2,274	4,192
	Aviation	0	NO	NO	IE	IE	IE	73,888	73,390	79,059	73,888	73,390	79,059
	Off-road	0	4,397	4,123	IE	IE	IE	0	NE	NE	0	4,397	4,123
Waste	Solid waste disposal	6,669	16,630	8,735	0	0	0	0		IE	6,669	16,630	8,735
	Biological treatment	0	NO	NO	0	0	0	0		IE	0	0	0
	Incineration and open burning	0	NO	528	0	0	0	0		IE	0	0	528
	Wastewater treatment and discharge	8,717	8,387	2,599	0	0	0	0	NO	NO	8,717	8,387	2,599
IPPU	Industrial process	0	46,939	45,616	0	0	0	NE	NE	NE	0	46,939	45,616
	Industrial product use	0	0	0	0	0	0	NE	NE	NE	0	0	0
AFOLU	Livestock	5,143	14,845	14,955	0	0	0	NE	NE	NE	5,143	14,845	14,955
	Land use	0	-5,124	-7,004	0	0	0	NE	NE	NE	0	-5,124	-7,004
	Other AFOLU	NE	NE	NE	0	0	0	NE	NE	NE	0	0	0
Generation of grid-supply	Electricity-only generation	0	NO	NO	0	0	0	0	0	NO	0	NO	0
	CHP generation	0	NO	NO	0	0	0	0	0	NO	0	NO	0
	Heat/cold generation	0	NO	NO	0	0	0	NE	0	NO	0	NO	0
	Local renewable generation	0	11	10	NE	NO	NO	NE	NE	NO	0	NO	10

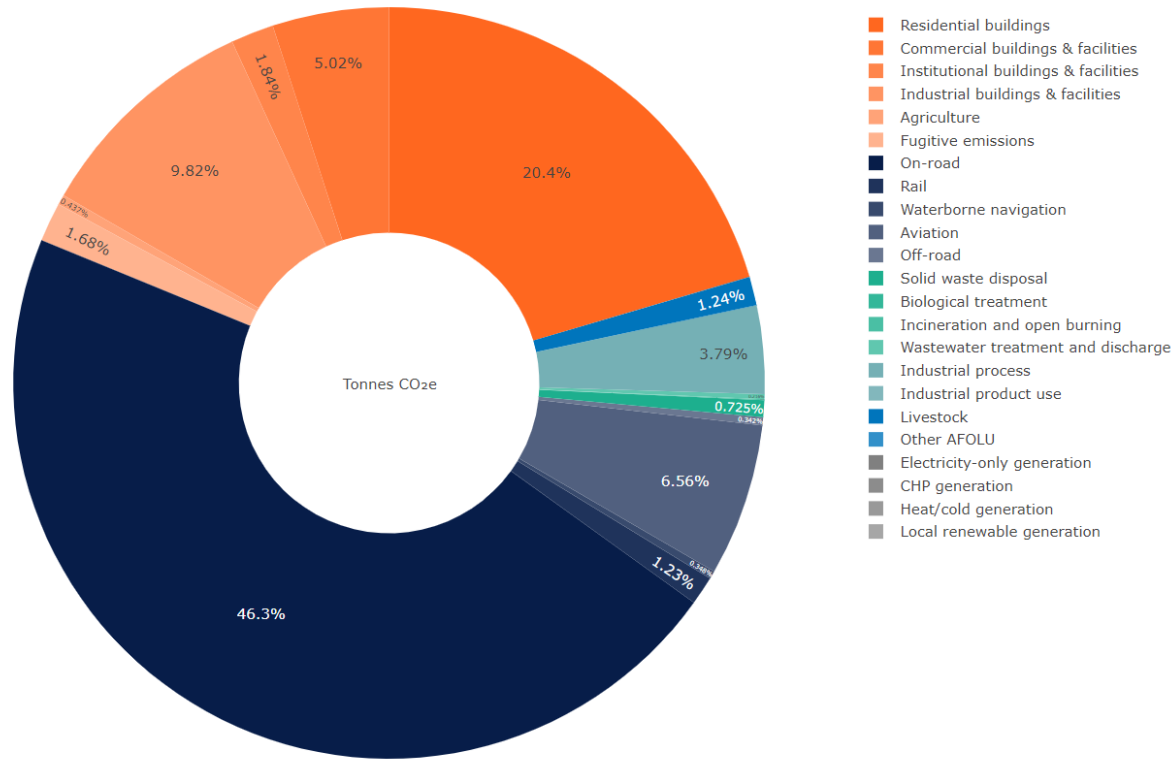
Total (ALL)

Notation keys:
Not Occuring
Integrated Elsewhere
Not Estimated
Confidential
Combination of notation keys
N/A
Required
Optional

Table 1: (Above) Table 1 shows the district wide emissions across all scopes for the years 2017/2018/2019. This data is provided by BEIS. There is a time lag on this data with 2019 being the most recently available dataset.

Figure 1: (Below) Figure 1 shows emissions sector by sector from the table above, for the year 2019.

Subsector inventory summary for Warwick with Total



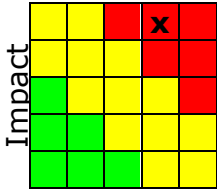
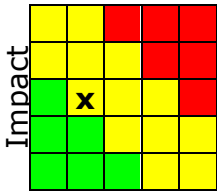
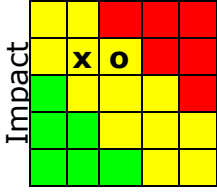
Appendix 4

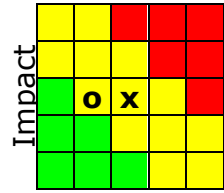
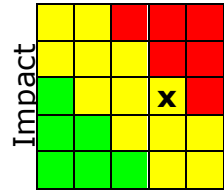
**Climate Change Action Programme
Risk Register**

Most recent review: November 2022

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 shared investments Reputational issues Difficulties in maintaining a shared approach 	<ul style="list-style-type: none"> Joint Members Working Group established to discuss shared priorities Flexibility built in to the CCAP to enable different priorities at different times Consistent recommendations relating to the CCAP made to both Cabinets Regular communication between SDC and WDC portfolio holders 	PDCC	<ul style="list-style-type: none"> Following agree not to continue with merger, work is underway to enable SDC to bring on board a dedicated resource to support climate change work thereby enabling a partnership approach to replace the joint working approach The PDCC will continue to support both Councils until resource separation is complete Continue partnership working where pragmatic (trees, EVs, etc) CCAP regularly updated as the agenda develops 	Officer time – PDCC	31/3/2	<p>Likelihood decreased to reflect bedding down of new arrangements following the decision not to merge</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>	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 Ensure potential risk mitigation actions are addressed in service plans and/or team plans Implement part 3 of the CCAP, including recruiting to the proposed CAPO post CCAP regularly updated as the agenda develops Improve working with the Environment Agency to utilise their data Take part in the West Midlands adaptation steering group 	<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 has improved liaison</p> <p>Public Sector Climate Change Group established</p>	Sustainability Officer / PDCC	<ul style="list-style-type: none"> Implement the communications and community engagement strategy Use stakeholder mapping to add detail to approach to community engagement and partnership working Develop more effective business forum Comms and CE Strategy regularly updated as the agenda develops 	Sustainability Officer / PDCC	ongoing	 <p>No change</p>
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>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>PDCC already in post jointly</p> <p>Many staff increasingly involved with climate change work as part of their daily work</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 (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>

Risk Description	Possible Triggers	Possible Consequences	Risk Mitigation/Control	Officer	Action(s)	Resource	Due Date	Residual Risk Rating
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) 	CCAP includes proposals to fund studies and business case work supported by the procurement specialist advice as required.	PDCC	<ul style="list-style-type: none"> CCAP identifies areas where specialist advice required Funding identified from CAF Review how to access technical expertise in key areas such as assets decarbonisation CCAP regularly updated as the agenda develops 	PDCC	April 2022	 <p>Likelihood increased to reflect 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>

WDC CCAP Priorities for 2022/23 (Update November 2022)

Project	2022/23 Delivery		
Ambition 1	Net Zero Carbon Council 2025	Who	Timescale
Assets Decarbonisation	<p>As part of strand 1 of the Assets Decarbonisation Strategy (Cabinet February 2022) progress the following:</p> <ul style="list-style-type: none"> Progress rooftop solar schemes to feasibility stage with Midlands Net Zero Hub (including leisure centres, Glasshouse restaurant; The Spa Centre; Pump Rooms) Deliver energy efficiency and solar schemes for Althorpe Enterprise Hub and Jubilee House Explore further opportunities within other Council Assets for small scale energy efficiency measures in a range of buildings such as sports pavilions, car parks and enterprise facilities Ensure decarbonisation is a key factor in decisions relating to office relocation <p>Establish Strand 2 Decarbonisation and Energy Strategy and work programme by appointing contractors to undertake a Council-wide review of assets to 2025. In parallel with this we are reviewing all the Council's assets (around 200) to consider their operational value to establish which should be the focus on investment and which could be considered for disposal.</p>	<p>Andy Paul (Assets)</p> <p>Steve Partner</p> <p>Dave Barber and Steve Partner</p>	<p>Feasibility Q4 22/23</p> <p>Q4 22/23</p> <p>Q4 22/23</p> <p>Q4 22/23</p> <p>Contractor in place by June 2023</p>
Staff Travel	<ul style="list-style-type: none"> Implement the salary sacrifice scheme for staff to acquire EVs Promote Better Points for Council staff Develop a green travel plan (including EV charging capacity) as part of the office relocation project 	<p>Graham Folkes Skinner</p> <p>Graham Folkes Skinner and Steve Partner</p>	<p>Q4 22/23</p> <p>Q4 22/23</p> <p>Q4 22/23</p>
Contractors	<ul style="list-style-type: none"> Begin discussions with Biffa regarding the decarbonisation of the RCVs, including the potential of converting RCVs to dual fuel (hydrogen with diesel) 	Dave Barber and Zoe Court	Q4 22/23
AMBITION 2	Low Carbon South Warwickshire 2030		
EV Charging Strategy and Installation	<ul style="list-style-type: none"> Agree 3-year EV infrastructure strategy Procure supplier / installer Plan installation of public charge points within WDC facilities Develop a scheme to support the installation of EV charging at in parish car parks 	Graham Folkes Skinner (with working group)	<p>Q4 22/23</p> <p>Q4 22/23</p> <p>Q4 22/23 and ongoing</p> <p>Q4 22/23 and ongoing</p>
E Car Club	<ul style="list-style-type: none"> Establish/expand local Car Clubs (including electric vehicles) to at least double current vehicle capacity 	Graham Folkes Skinner	Q1 23/24
Cycle routes in parks	<ul style="list-style-type: none"> Achieve agreement and funding to deliver a cycle route through Abbey Fields 	Graham Folkes Skinner	Q4 22/23

	<ul style="list-style-type: none"> • Work with WCC on the development and delivery of the K2L proposal • Work with HS2 to plan improvement to the Lias Line around the Fosseyway 		TBC TBC
Better Points	<ul style="list-style-type: none"> • Appoint apprenticeship post to improve promotion and take up from businesses 	Graham Folkes Skinner	Q4 22/23
Housing Decarbonisation	<ul style="list-style-type: none"> • Deliver Sustainable Warmth Fund schemes • Apply for Social Housing Decarbonisation Fund Wave2 • Establish a Decarbonisation Strategy for WDC housing stock including plans to upgrade all properties to at least EPC C by 2030 • Establish partnership with Act on Energy to support homeowners who are “able to pay” to undertake decarbonisation works 	Alice Ellis Sally Kelsall Sally Kelsall Alice Ellis	Q4 22/23 Q4 22/23 Q1 23/24 Q4 22/23
NZC DPD	<ul style="list-style-type: none"> • Complete hearings for Examination in Public for the NZC DPD and start giving weight in planning decisions (WDC only) • Work with WCC to introduce an accredited carbon offsetting scheme for implementation alongside the DPD 	Andrew Cornfoot and Planning Policy Team Dave Barber	Q4 22/23 (subject to Inspector’s timetable) Q1 23/23
SWLP	<ul style="list-style-type: none"> • Publish the “carbon baseline report” and “carbon emissions report for local plan growth options” as part of the evidence base • Work with consultants to consider work required for next stage of the SWLP • Ensure water conservation policies are included in SWLP alongside other zero carbon measures 	SWLP Team	Q4 22/23 Q4 22/23 Q4 22/23
Hydrogen Hub	<ul style="list-style-type: none"> • Work with procurement advisers to establish effective process for procuring private sector partners to enable the delivery of the hub • Seek funding (grants, Midlands Engine, WMCA, private investment) • Build and maintain relationships with regional partners, specialist research and other interested parties. • Progress site for Hydrogen Hub • Develop “demand-side” plan, in particular working with public sector partners to identify the likely demand from public service vehicles 	Dave Barber/Katie McAuley (plus Project Board)	Q4 22/23 and Q1 23/24
New House Farm, Solar Farm	<ul style="list-style-type: none"> • Secure option agreement • Commence work on preparing the planning application 	Dave Barber/Katie McAuley (plus Project Board)	Q4 22/23 and Q1 23/24
AMBITION 3	Adaption 2050		
Trees	<ul style="list-style-type: none"> • Deliver identified WDC tree planting site (100+trees) • Continue to support the Arden Farm Network project • Identify a land agent to support the purchase of suitable land for tree planting • Plan the delivery of Country Park Phase 1 	Ruth Hytch/Paul Garrison (plus Project Board) Ruth Hytch/Mary-Anna Fowler	Q4 22/23 Q4 22/23 Q4 22/23 Q4 22/23

Adaptation Plan	<ul style="list-style-type: none"> • Continue workshops with WDC teams to identify impacts of climate change and to discuss potential actions • Ensure service area plans and service risk registers address climate related risks and actions • Work with West Midlands partners to coordinate adaptation planning across the region • Work with local partners to identify and support key economic sector and key public sector partners • Through the Local Climate Engagement programme, ensure local communities are aware of local opportunities to adapt to climate changes • Improve local data around the climate changes and associated risks • Develop a climate adaptation strategy • Link with the SWLP team to ensure climate adaptation is part of SWLP evidence base 	Becky Davies Heads of Service Becky Davies Becky Davies Becky Davies/Callum Ringer Becky Davies Becky Davies Dave Barber/Becky Davies	Q4 22/23 Q1 23/24 Q4 22/23 and ongoing Q4 22/23 and ongoing Q4 22/23 Q4 22/23 and ongoing Q1 23/24 Q1 23/24 and ongoing
OTHER			
Comms and Community Engagement	<ul style="list-style-type: none"> • Deliver community engagement events in 6 rural communities • Continue to deliver rolling comms programme for climate change 	Dave Barber/Alice Ellis/Callum Ringer	Q4 22/23 Ongoing

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

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
- 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 16 th 2022	<p>Clean Air Day event</p> <ul style="list-style-type: none"> • Joint initiative to highlight Clean Air Day on 16 June 2022, between Climate Change Team, Air Quality Officer in Health and Wellbeing team and Clean Air Warwickshire • Press release on 8 June 2022 • Promotion of Bike Wheel Art displayed at Jephson Gardens and promotion of pledges to improve air quality
Commonwealth Games Cycle Road Race	August	<ul style="list-style-type: none"> • Alongside Commonwealth Games organisers, promoted both the temporary cycle parking along the route and the permanent cycle parking available in the vicinity.
Ecofest	September	<p>Over 2,000 residents attended this very successful event. The climate change team promoted A5 postcard information on the following topics:</p> <ul style="list-style-type: none"> • Climate Quiz & Climate Champions • Walking & Cycling • Electric Vehicles • Make your home warmer & greener • Tree planting • Plastic free • Hydrogen plans
Mini COP27	November	<p>A showcase of Local Action. A range of speakers from local groups, WDC, WCC, Heart of England Forest Partnership etc. The theme was 'Think Global, Act Local'. A range of stalls from local groups provided information. Networking sessions. The venue was at capacity for the event and it is available to view on Youtube.</p>
Cycle Parking Infrastructure	September	<p>Press Release over new cycle parking in Leamington</p>
Green Homes Grants scheme promotion/ Sustainable Warmth Campaign		<p>The Sustainable Warmth 'green homes grants' private scheme was launched in July and has been promoted via press releases, social media, direct mailing and events.</p>

Carbon Connected – Sustainable Food	May	A Carbon Connected session was recorded to share publicly supported by both the NFU and the Vegan Society to share information about sustainable food choices.
Tree Week	November	A range of activities in the community to promote tree week <ul style="list-style-type: none"> • Partnership activity • Progressing large scale planting opportunities • Adapting projects to an uncertain climate • Proactive tree planting in the community • Commemorative tree planting for legacy
Attendance at Bar Zero community event	October	WDC attended this community engagement event
Better Points		<ul style="list-style-type: none"> • General Press release Nov 22 highlighting “Choose How You Move” initiative in light of the year’s extension • Christmas Countdown campaign with CJ events promoting attendance at Christmas markets with prizes and giveaways for Better Points App users • In liaison with Community Wellbeing Team have promoted Cost of Living Events across the District and the WDC Cost of Living pages on the web-site • Promoting WDC’s Wellbeing Walks in conjunction with Community Wellbeing Team

8 Rolling Four Months Communications and Engagement Plan December 2022 – March 2023

Action	When	Notes
Carbon Literacy Training	Ongoing (Launched Nov 2022)	This is available to all staff. A special session for senior leadership was held in November 2022. Training for members is being explored for Autumn 2023

Warm Winter Messaging	Ongoing throughout winter 2022/23	Regular messages are progressing alongside Act On Energy. Leaflets have been included in Council Tax bills and reminders as well for community centres and partner agencies. Act on Energy have attended a number of events including Money Market, Ecofest and others.
Local Climate Engagement	Ongoing (pilot events due in early 2023, members training and briefing session held 28/11/22)	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
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 9 climate champions
Adaptation and Biodiversity	2023	We are looking to develop communication and engagement in relation to the council’s work on adaptation and the recently declared ecological emergency.
Carbon Connected Sessions	Ongoing (Relaunch in 2023)	Webinars/Recordings to share with staff and residents on themes including <ul style="list-style-type: none"> • Air Quality • Sustainable Travel • Home Energy Efficiency
Green Homes Grants	Ongoing	Continue the promotion of the green homes grants schemes through regular press releases, social media, events, and radio advertising
Active travel	Ongoing	Promote active travel initiatives during March, in particular those associated with installing B2022 legacy cycle parking stands, bike sharing and continued promotion of Better Points
Big Energy Saving Week	January 2023	Refresh the top energy saving tips already available to have a heating focus to reflect where most energy can be saved.

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 2022 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 December 2022	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</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 (Jubilee House and Althorpe Enterprise Hub) 	<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 November 2023) will set out how this budget will be used in relation to priorities for the new administration.</p>

	<ul style="list-style-type: none"> • Project set up costs and match funding for grants • Community engagement and communications 	<p>Investment Programme; low carbon project delivery; green space and biodiversity delivery; etc)</p>	<ul style="list-style-type: none"> • EV Charging study and strategy • 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 	<p>Service budgets will continue to deliver 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</p>
<p>2 Government Grants</p>	<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 	<ul style="list-style-type: none"> • Housing retrofit money being sought from Social Housing

<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>significant green homes grants under a range of schemes (LAD1B; LAD2; 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 	<p>Decarbonisation Fund Wave 2</p> <ul style="list-style-type: none"> • Further housing retrofit money being sought from SWC • 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; 	<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 	<ul style="list-style-type: none"> •

	<ul style="list-style-type: none"> eBike schemes; EV charging • Contractor contributions where consistent with Social Value requirements of contracts and/or where consistent with the company's corporate commitments 		homeowners who are able to pay for works	
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	
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 	Regulated by FCA In effect this is another form of borrowing but with two significant differences to PWLB	No active examples	Being considered for a) delivery of hydrogen hub and investment in associated solar farm.

	borrowing costs) which delivers Councils' aims, this may be a way of securing an income. • Examples: District heating; Hydrogen Hub; Solar farm investment	a) The cost of borrowing may be cheaper b) The method of raising money allows local stakeholders/residents to invest in local green schemes (community engagement)		b) rooftop solar on public buildings in discussion with Midlands Net Zero Hub
7 Maximising impact by aligning our spending with public sector organisations For example working with WCC and Town and Parish Councils to lever their funding for mutually beneficial projects	<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 	Mutual benefit for the whole public sector Will require some resource to communicate and coordinate efforts so that we are all aware of the opportunities	<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 	
8 Community Infrastructure Levy	Can be used for low carbon infrastructure. Examples could include: <ul style="list-style-type: none"> • Green space and biodiversity • Cycle and walking infrastructure 	There are many competing demands for CIL. Carbon reduction should be a key criterion for the assessment of CIL scheme and give this significant weighting in decisions	Carbon reduction is a key criterion for the assessment of CIL schemes. No active examples of using CIL for specific climate related schemes.	Future CIL receipts could support climate adaptation initiatives, for example in relation to flood prevention

	<ul style="list-style-type: none"> • Low carbon public transport • Renewable energy supply infrastructure • 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> <ul style="list-style-type: none"> a) Air Quality mitigation strategy and active travel capacity b) Green space provision and enhancement and tree planting c) Biodiversity offsetting d) 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</p>

				associated with new development. This may help justify future S106 on carbon reduction schemes
<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: Report on the reasons for cost increases in the Castle Farm Leisure Centre and Abbey Fields Swimming Pool projects.
Lead Officer: Paddy Herlihy (01926 456 228)
Portfolio Holder: Councillor Andrew Day
Wards of the District directly affected: Kenilworth wards and District-wide

Summary

The purpose of this report is to present the reasons for the increase in costs for the two projects between the two stages of the procurement process. The body of the report gives some of the reasons for this increase. The confidential appendices provide more detail on the amounts involved in each element of these increases. The appendices are in the private and confidential part of the agenda as they reveal in some detail the financial negotiations between the Council and Kier, and this information is commercially sensitive as it would give other building contractors substantial information about the costs ascribed to particular elements, and also about the negotiating processes involved in the two contracts.

Recommendation

That Members note the content of this report

1 Background/Information

1.1 Phase Two of the Leisure Development Programme consists of the demolition and reconstruction of the Castle Farm Leisure Centre and the Abbey Fields Swimming Pool, both in Kenilworth. The contracts for the construction of these two facilities were let separately, as part of the same two-stage procurement exercise. Kier Construction were identified as the preferred contractor of the works. In the period between Stage One and Stage Two of the two stage procurement process the costs of the work rose considerably.

1.2 Costs during the Procurement Process

1.2.1 The first stage of the procurement process to secure a contractor for the construction of the new Abbey Fields Swimming Pool and the new Castle Farm Leisure Centre (the Centres) was completed in September 2021. This process assessed the tenderers on the basis of their quality and experience, and on the profit and overhead that they would require for the project. Tenderers were asked for their view on overall project costs, and their figures constituted 10% of the assessment at this stage. Kier Construction were identified as the preferred contractor and invited to the second stage of the procurement process. Kier's estimate of the cost of the two projects at that time was within the budget predicted by Mace Cost Consultancy.

- 1.2.2 The Kier non-binding Stage One cost estimate for Castle Farm was £9,936,922.38. The Kier non-binding Stage One cost estimate for Abbey Fields was £8,468,462.40. The non-binding Stage One cost estimates from the other tenderers at this stage were as follows -

Tenderer	Total
Bidder C	18,168,584.81
Kier	18,405,384.78
Bidder D	19,551,418.00
Bidder A	22,101,548.09

- 1.2.3 The second stage of the procurement process involved Kier working with the Design Team under a Pre-Construction Service Agreement (PCSA) to finalise the details of the project and to establish the agreed project cost. Kier worked hard during this stage with the Design Team on an open book basis and also worked with their supply chain to establish the cost of the works during a period of considerable economic uncertainty. Mace Cost Consultancy also worked hard with Kier during this period to restrict the increase in costs as much as possible. The Council does not have in-house resource to interrogate project budgets with the detail required to keep costs under as much control as possible.
- 1.2.4 The accepted Stage Two tender offer from Kier for Castle Farm was £14,153,180.34. This represents a 42% increase on the Stage One estimate. The accepted Stage Two tender offer from Kier for Abbey Fields was £12,550,000. This represents a 48% increase on the Stage One figure. A number of reasons can be identified for this increase in costs.
- 1.2.5 Firstly, the economic situation at that time led to considerable uncertainty over material and labour costs and this led to significant inflation in the building industry and concern amongst sub-contractors, who had to build risk into the prices that they were quoting. Securing fixed price quotes from the market during this much volatility also led to increased prices.
- 1.2.6 Secondly, Kier undertook commercial betterment through the second stage of the tender process. It is likely that Kier also included for the tendering costs and the costs of the PCSA period, which was extended by the complexity of the market at that time. They may have also improved their Overhead and Profit (OHP) percentage during this process. An analysis is shown in the private and confidential Appendix 1 and 2 that shows that if Kier had made these and other changes at Stage One of the tendering process they would still have been a clear winner for both sites, when all aspects of the assessment were totalled together.
- 1.2.7 A third factor is that Kier had not properly quantified the foundation works for Castle Farm Leisure Centre at stage one of the tendering process. Having identified the issue they have corrected their quantities which resulted in a significant cost increase in their second stage tender.
- 1.2.8 A fourth factor was that Kier's work with the Design Team enabled them to develop a fuller understanding of the sub-contract scopes of work at Stage Two of the tendering process and this was not fully captured in the Kier cost estimate at Stage One.
- 1.2.9 In addition, the Council made some design changes during this period which led to an increase in some prices. The Council also chose to 'buy' some risks from the contractor during this process. When this happens, the Council gives money to the contractor to 'buy' a given risk from the contractor. If the risk should materialise, any additional costs are then the responsibility of the contractor rather than the Council.

- 1.2.10 Finally, there were further costs created when standard design and other fee percentages were added to the increase in other costs.
- 1.2.11 The amount of additional costs created by these various reasons is shown in detail for each facility within the private and confidential Appendix 1 and 2. As a guide, each of these factors has been listed below in the rank order of their total cost increase to the combined price of both projects.

Factor	Rank order of total cost increase
Allowance for future inflation risk	1
Inflation in costs	2
Commercial betterment for Kier	3
Omissions in scope	4
Additional fees due to extra costs	5
Increase in scope	6
Design changes	7
WDC buy risk from Kier	8

1.3 Initial Stage Two position and entering contracts

- 1.3.1 In February 2022 Kier provided their initial Stage Two position to the Council. For the reasons shown above, costs had risen significantly since Stage One of the tender. Kier gave a warning that their initial Stage Two position was likely to rise further, due to the on-going volatility in the markets. Mace and the Design Team were closely involved in liaison with Kier to drive these costs down as much as possible.
- 1.3.2 In that month Mace Cost Consultancy, who had been leading on commercial matters for the Design Team, produced a detailed assessment of what was likely to be the final position on costs, when and if the Council was to enter into contract on the two sites. This assessed the cost of the additional known risks and also a likely level for unknown risks. This calculation is shown as private and confidential Appendix 3 to this report.
- 1.3.3 This calculation was used as the basis for the discussion at Leadership Co-ordinating Group, when the decision was made to proceed to contract at both sites. It was also used to make provision within the Medium-Term Financial Strategy for the servicing of the additional sums required.
- 1.3.4 Private and Confidential Appendix 4 shows the subsequent movements in the costs of the two projects from the February decision until signed contracts were agreed. It is worthy of note that Mace's estimation was extremely accurate, with the final difference between their estimate and the actual costs representing less than 0.1% of the total cost of the projects.

2 Alternative Options that were available to Cabinet at that time

- 2.1 When the initial Stage Two costs were made known to the Council, it would have been possible to decide not to enter into contracts with Kier for the two sites. It would have been possible to either abandon the projects altogether, or to go back out to tender.
- 2.2 To abandon the projects completely would have involved the Council in significant wasted capital expenditure in getting the sites fit for use again and would have denied residents in Kenilworth and throughout the District of two modern leisure centres of the same quality as Newbold Comyn and St Nicholas

Park Leisure Centres. Going back out to tender would have prolonged the length of the projects significantly and would probably have been counter-productive in terms of costs, as inflation was increasing at that time and new tenders would have reflected that increase.

3 Consultation and Member's comments

- 3.1 The decision to proceed to contract for both sites was taken by the Kenilworth Project Board, following a positive discussion at the Leadership Co-ordinating Group.

4 Implications of the current situation

4.1 Legal/Human Rights Implications

- 4.1.1 The Council has now entered into contracts with AR Demolition and Kier Construction for the demolition and re-construction of the Abbey Fields Swimming Pool and the Castle Farm Leisure Centre. These contracts are all fixed price and so subsequent inflation is the responsibility of the contractors and not the Council.

4.2 Financial

- 4.2.1 The financial implications of the projects were covered in the report on the Medium-Term Financial Strategy made to Cabinet in February 2022.

4.3 Council Plan

- 4.3.1 The re-construction of the two main leisure facilities in Kenilworth is a key priority for the Council. The new facilities will significantly enhance the services available in the town and will encourage people to adopt healthy lifestyles.

4.4 Environmental/Climate Change Implications

- 4.4.1 The environmental and climate change implications of the new facilities have been the subject of previous reports to the Cabinet and to Council.

4.5 Analysis of the effects on Equality

- 4.5.1 Similarly, the inclusive nature of the designs of the two centres, which will provide facilities for all, has been the subject of previous reports.

4.6 Data Protection

- 4.6.1 It is important that the details contained in the private and confidential appendices to this report remain confidential as the details are commercially sensitive.

4.7 Health and Wellbeing

- 4.7.1 The new facilities will offer a step-change in the opportunities provided to local people to adopt healthy lifestyles.

5 Risk Assessment

- 5.1 This report refers to actions in the past, and therefore a Risk Assessment is not relevant.

6 Conclusion/Reasons for the Recommendation

- 6.1 A number of factors combined to create a substantial increase in cost between the non-binding Stage One Cost Estimate and the Stage Two agreed contract price. This report explains some of these factors and further detail is provided in the Private and Confidential Appendices to this report.

Confidential Appendices:

Appendix 1 – Castle Farm Tender Cost Movement Review

Appendix 2 – Abbey Fields Tender Cost Movement Review

Appendix 3 – Additional Budget Request Estimate

Appendix 4 – Tender Reconciliation

Report Information Sheet

Please complete and submit to Democratic Services with draft report

Committee/Date	Overview and Scrutiny Committee / 1 November 2022	
Title of report	Report on the reasons for cost increases in the Castle Farm Leisure Centre and Abbey Fields Swimming Pool projects.	
Consultations undertaken		
Consultee *required	Date	Name
Ward Member(s)		
Portfolio Holder WDC *	19/10/22	Councillor Andrew Day
Financial Services *	18/10/22	Richard Wilson
Legal Services *	18/10/22	Kieran Brehany
Other Services		
Chief Executive(s)	18/10/22	Chris Elliott
Head of Service(s)	18/10/22	Andy Jones
Section 151 Officer	18/10/22	Andrew Rollins
Monitoring Officer	18/10/22	Andy Jones
CMT (WDC)		
Leadership Co-ordination Group (WDC)	19/10/22	Andrew Day
Other organisations	18/10/22	Joshua Barber, Mace Consultancy
Final decision by this Committee or rec to another Ctte/Council?	No	Recommendation to :Cabinet / CouncilCommittee
Contrary to Policy/Budget framework	No	No/Yes
Does this report contain exempt info/Confidential? If so, which paragraph(s)?	Yes	No/Yes, Paragraphs : Appendix 1, 2, 3, 4
Does this report relate to a key decision (referred to in the Cabinet Forward Plan)?	No	No/Yes, Forward Plan item – scheduled for (date)

Accessibility Checked?	Yes	File/Info/Inspect Document/Check Accessibility
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