

Overview & Scrutiny Committee Tuesday 24 May 2022

A meeting of the above Committee will be held in the Town Hall, Royal Leamington Spa on Tuesday 24 May 2022, at 6.00pm and available for the public to watch via the Warwick District Council [YouTube channel](#).

Councillor A Barton
Councillor G Cullinan
Councillor I Davison
Councillor A Dearing
Councillor J Dearing
Councillor O Jacques

Councillor P Kohler
Councillor V Leigh-Hunt
Councillor A Milton
Councillor M Noone
Councillor P Redford
Councillor S Syson

Emergency Procedure

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

Agenda

1. **Appointment of Chairman**

To appoint the Chairman of the Committee for the municipal year 2022/23.

2. **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.

3. **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.

4. **Minutes**

To confirm the minutes of the meeting held on 8 March 2022. **(Pages 1 to 7)**

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

To consider a report from Democratic Services. **(Pages 1 to 12)**

6. **Climate Change Action Programme Update**

To consider a report from the Director for Climate Change
(Pages 1 to 7 & Appendices 1 to 5)

7. **Cabinet Agenda (Non-Confidential Items and Reports) – Wednesday 25 May 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)

8. **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 item by reason of the likely disclosure of exempt information within the paragraphs 1,2 & 3 of Schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006.

9. **Cabinet Agenda (Confidential Items and Reports) – Wednesday 25 May 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)

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Overview and Scrutiny Committee

Minutes of the meeting held on Tuesday 8 March 2022 in the Town Hall, Royal Leamington Spa at 6.05 pm.

Present: Councillor Milton (Chair); Councillors Ashford, Cullinan, A Dearing, J Dearing, Kohler, Leigh-Hunt, Morris, Redford and Russell.

Also Present: Councillors Day – Leader of the Council, Falp – Portfolio Holder, Community Protection, Grainger – Portfolio Holder, Planning, and Rhead – Portfolio Holder, Climate Change & Neighbourhood Services.

51. **Apologies and Substitutes**

- (a) An apology for absence was received from Councillor Margrave.
- (b) Councillor Ashford substituted for Councillor Jacques.

52. **Declarations of Interest**

There were no declarations of interest made.

53. **Minutes**

The minutes of the Overview and Scrutiny Committee meeting held on 8 February 2022 were taken as read and signed by the Chair as a correct record.

54. **Development Management and Enforcement Performance Update**

The Committee considered an update from Development which gave details on the recent performance of the Council's Development Management and Enforcement Services and set out the ongoing and proposed actions to maintain and improve the efficiency and effectiveness.

The Development Management service had experienced a number of setbacks which were listed in the report in the "Background" section, as were the actions that had been taken to improve the situation under the heading of "Actions" in the report from items 1.19 to 1.25.

In response to questions from the Committee Members, the Portfolio Holder - Planning, together with the Head of Development and the Development Manager explained that:

- The chart on page 7 of the report "Percentage of decisions issued within the statutory or extended period" reflected the percentage of decisions in each quarter issued on time, and not the number of applications received in each quarter delivered on time. The majority of results on the chart were in the high 90s, but there was a noticeable dip in the current financial year, but the numbers were starting to rise again.
- Circa 350 applications were currently going through the process; pre-pandemic, that figure would have been around 200 – 250. Of

the 350 applications currently in progress, about 100 of them were at risk of exceeding the statutory period, but the proportion was gradually being reduced. It was hoped to be back to pre-pandemic levels of service within a few months in respect of processing planning applications.

- The issues the Council faced recruiting senior planning officers was one faced in the country as a whole with a recognised skills shortage. The Council was trying to address this with looking at ways to attract people to the Council, such as paying market factor supplements. The Enforcement Team had been hit particularly with staff shortages and the Team Leader position had been vacant for a while. A person offered the position had subsequently decided not to take the role, so the recruitment process was being repeated. In the meantime, other ways to fill the gap were being examined such as using agency staff. Longer term, the Council was looking at its salary levels compared to others and at the lower scale posts, there had been success in training people in-house to work their way up, including helping to financially support these staff wishing to take degrees. Apprenticeship schemes were also being examined. There was not a quick fix to the skills shortage and Stratford District Council (SDC) did not have spare capacity to help.
- Planning was not going to be one of the first services to be merged with SDC's. Service integration would be further down the line and might depend on when there was a South Warwickshire Local Plan rather than separate Local Plans. Some joint working was taking place such as in respect of recruitment. It would be hard to integrate both Councils' services until the IT systems were aligned.
- Enforcement cases were prioritised according to risk, rather than date. The aim was to prevent a situation arising whereby an instance may occur where such time had elapsed that enforcement action was no longer an option. The vast majority of current cases were relatively small scale, and a considerable number were already being actioned or just about to be actioned. To-date, no cases had passed the point of action being an option. Where there was insufficient staff resource to process the case internally, the Council would engage help externally to ensure deadlines were not missed after which no enforcement action could be taken. There were approximately 500 enforcement cases, of which approximately 170 were being investigated currently. All cases were examined when they arrived at the Council to assess priority. The bulk of current cases had been submitted within the last two to two years six months. Enforcement cases could run for many years because of their nature before they were completed because of the appeals process. The deadline for taking enforcement action was four years for where something was being built; for use, it was 10 years.
- The Council worked well with universities to find suitable candidates for jobs and most of the roles where there were shortages of staff did require graduates or people with similar qualifications. A suggestion to start a drive to recruit school leavers would be evaluated.
- A lot of the issues surrounding staff shortages had been caused by the embargo the Council had imposed on recruitment hitting almost at the same time the pandemic had hit. The Council was now in race to recruit against a lot of competitors.

The Committee requested that both charts on page 7 of the report was added to the Dashboard and that this was kept updated. The Development Manager undertook to look at the request. A further request that Enforcement data should be added to the Dashboard including backlog, in the form of a chart.

An update on the report would be given to Overview & Scrutiny Committee in six months' time.

(Councillor Grainger left the meeting.)

55. **Environmental Enforcement update**

The Committee considered an update from Contract Services on the shared environmental enforcement service, previously undertaken by Rugby Borough Council. Covid had halted enforcement at Rugby BC, but at the same time, closer working relationships had been developed with the Street Scene Team at Stratford District Council.

The update informed on the current status and future planned developments.

Appendix 1 to the report gave fly tipping data since 2019 to January 2022 in bar chart form.

In response to questions from Members, the Operational Development Manager and the Portfolio Holder, Neighbourhood Services explained that:

- Lots of work was ongoing to digitise the process when dealing with fly tipping, and this would allow residents to contact directly with the contractor and the customer would get notification from the contractor when the incident was dealt with. This would help alleviate pressure on WDC staff.
- Only 12% of fly tipping was household black bags and this would be monitored to see if the implementation of 123+ would increase this volume. Evidence would be sought and householders who dumped waste near litter bins would be encouraged to come forward to seek a suitable solution.
- A bin hanger would be delivered to all residents and news was being posted on social media to inform residents.
- It was hoped that the three CCTV cameras being used for the Commonwealth Games could be redeployed afterwards to monitor fly tipping hotspots. It was felt that three cameras were a good starting point and the success from these would be assessed before consideration on whether more cameras were required.
- Within the waste act, residents had a duty to move any bins left out back within the curtilage of their properties once the refuse round had been conducted in the street. The council could write to residents who failed to do this. Biffa could report to the Council issues with residents failing to put the right type of refuse in the correct receptacle and its systems were a lot more automated allowing easier communication to the Council when reporting missed collections. This was not classified as fly tipping.
- The barrowman service was to be reinstated for Leamington town centre where there was an issue with street litter. There were ongoing discussions with the Events Team to deal with overflowing

bins as a result of takeaway containers which was not part of the normal waste. The Service Area could consider whether more refuse bins were required but this would add to ongoing contract and maintenance costs. Refuse collections had already been increased where there were known frequent instances of overflowing bins.

- Residents did not appreciate advice given that when a bin was full, they should take their rubbish home with them. It was incumbent on everyone to drive home the message that people had a responsibility to dump rubbish simply because they could not find a bin with capacity to take it.
- The recycling and waste sites operating and still requiring bookings to use had been raised by the Portfolio Holder at the County Council and so far, he had been met with responses that the booking system was working well, and people liked it. He would raise the issue again at the next meeting of Warwickshire Climate Change. He asked Councillor Day to join him in writing a letter to Councillor Seccombe at WCC. He was frustrated that the tips were only open for five to six hours a day and pre-booking ahead of use was required.
- All Councillors would be informed about the 123+ system ahead of when residents were informed.
- Fly tipping data given to Defra would be added to the Dashboard.

A further update on fly tipping was requested around three months after 1 August 2022 with the aim to see the effect 123+ had had on fly tipping and whether there had been an increase or no change.

56. **Cabinet Agenda (Non-Confidential items and reports) – Thursday 10 March 2022**

The Committee considered the following item which would be discussed at the meeting of the Cabinet on Thursday 10 March 2022.

Item 10 – Trees for our Future

The Overview & Scrutiny Committee commented that the discussion on the report had been positive and thanked Councillor Rhead and Andrew McGwinn for their responses to the questions posed.

The Committee believed that there was opportunity to engage more with the community and to consider requests for smaller scale projects for planting trees. The wider benefits of re-greening the District should be widely promoted to engage with housing developers, farmers, parish/town councils and residents.

It was suggested that the Council should undertake a cost/benefit analysis to build up a clear case for the expenditure and then check this was being achieved. Questions were raised on whether there were more cost-effective ways to achieve a reduction in carbon emissions such as splitting the £4m between tree planting and insulating homes for example and a cost/benefit model would make this easier to monitor.

(Councillors Day and Rhead left the meeting.)

57. **Summary of the role, responsibilities, and performance of the South Warwickshire Community Safety Partnership**

This report had been classified as confidential but upon re-evaluation of its content, it had been re-classified as public.

The Committee considered a report from Community Protection which set out the role, responsibilities, and performance of the South Warwickshire Community Safety Partnership (SWCSP). This was the statutory body for reducing crime, disorder, substance misuse and reoffending in South Warwickshire.

Appendix 1 to the report gave background information on SWCSP's priorities, with Appendix 2 showing the confirmed priorities for 2021/22 and performance for 12 months which started in December 2020.

The Portfolio Holder, Community Protection explained that Covid had affected the types of crime committed with anti-social behaviour increasing because people were at home. This had meant that comparison with previous years was difficult.

Warwick District and Stratford District had been working together under the South Warwickshire Community Safety Partnership since 2008.

In response to questions from Members, the Portfolio Holder, Community Protection, Councillor Falp and the Community Safety & Wellbeing Manager explained that:

- The CSP did not have dedicated resource; the resources came from each responsible authority that the CSP provides to for delivery of priorities set and the action plans. A bid was submitted to the Police & Crime Commissioner's grant scheme each year to help deliver the priorities. There was no weighting applied to each priority in terms of how money would be allocated.
- There had not been a large increase in crime subsequent to the County Council's decision to turn off street lighting in places, but this did not account for perception of crime. A bid for had been submitted for safer streets funding. The Police could ask for lights to be switched on if there had been an incident.
- Domestic abuse increased during the pandemic. Following on from Sarah Everard, this had become a national concern. Work was ongoing to address the issues and causes for this. There was a plethora of support services to help deal with domestic abuse. The challenge was getting victim to report incidents.
- The Safer Streets agenda was focussing on help to make streets safer for women in the aftermath of the Sarah Everard murder.
- Warwick District had higher levels than Stratford for anti-social behaviour because it had a larger night-time economy and a lot of it was alcohol and drug related.
- There were a number of channels for reporting anti-social behaviour. The definition of anti-social behaviour caused problems because sometimes incidents reported did not fall within personal anti-social behaviour. A lot of time the nature of the anti-social behaviour had to be evaluated and determining which authority was best placed to handle it.

- The increase in rape cases was a county wide trend. There was a Rape and Serious Offences Group that covered the whole of Warwickshire and it dealt primarily the issues concerning rape and ways to deal with it. The issue was reported offences were taking a long time to come before a Court.
- Updated information would be shared with Councillors arising from the various groups set up to tackle crime.
- Theft of vehicle was a particular issue in the District on the boundary between Warwick and Stratford at the service stations and the theory the Police held was that it was a result of County Lines activity. Police had used drones to pinpoint activity and working with the service areas where thefts occurred. Incidents were decreasing and it was not evident if this was a result of the work being done or if County lines had moved to somewhere else.

Resolved that the report be added to the Work Programme for March 2023 for the next 12 months' activity.

(Councillor Falp left the meeting.)

Resolved to adjourn the meeting for ten minutes for a comfort break.

(The meeting adjourned at 8.36pm and reconvened at 8.43pm.)
(Councillor Morris left the meeting.)

58. **Update on Joint Work of WDC and SDC**

The Committee considered a report from the Chief Executive which set out the progress of the work being done to enable effective scrutiny of the proposals to achieve joint working with Stratford-on-Avon District Council.

Appendix 1 to the report set out the Programme Risk Register.

Both Warwick District Council (WDC) and Stratford-on-Avon District Council (SDC) had agreed a vision to create a single statutory South Warwickshire Council covering all of the activities currently carried out by SDC and WDC by 1 April 2024.

Overview & Scrutiny Committee and Finance & Audit Scrutiny Committee had agreed that at each of their meetings, a progress report would be submitted for consideration whilst work was ongoing to merge the service areas of both Councils and depending on the response from the Secretary of State, to enable scrutiny of the political merger also.

Additional documentation had been provided to Members. The Chair advised that the information he found particularly useful was the Gantt Chart specifying the list of work to be done and what stage it was at. He felt that an overall project risk status should be included with the information. The Deputy Chief Executive advised that the additional documentation would become a standard part of the report going forward.

In response to questions from Members, the Deputy Chief Executive explained that:

- The Risk Register would be changed to allow people to track things had changed.
- A report had been commissioned from Savills to come up with principles for where a joint HQ could be based. The administrative base did not mean that all enquiries had to be dealt with there. There were other options such as setting up satellite offices to keep things more local for the residents to visit.

50. **Review of the 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 gave responses from the Cabinet to the comments and recommendations the Committee had made to Cabinet reports it had scrutinised.

An update had been provided for the Task & Finish Group, Equality and Diversity. The Group had met on 21 February and had approached Equip, the company used for the external consultation on the merger, for advice on consultation with residents and businesses and organisations. To-date, no response had been received from Equip. The Group had begun work to engage with appropriate staff on how they handle external consultations. The Group was scheduled to meet again in the following week.

The Chair and Councillor Hales had yet to discuss the way forward for regular updates on the Digital Strategy.

The Committee reinstated regular bi-annual updates on the Climate Change Action Programme on its Work Programme including progress on carbon emissions.

The Deputy Chief Executive would ask the Head of ICT to send an email to Member to explain the issues surrounding system downtimes, including impact analysis and root cause analysis and what was being done to address this. Members also requested time outage residents were experiencing to in respect of services to them.

Resolved that

- (1) appendices 1 and 2 to the Work Programme report be noted; and
- (2) regular bi-annual updates on the Climate Change Action Programme be reinstated; the first one to be presented in April.

(The meeting ended at 9.02pm)

CHAIR
24 May 2022

Overview & Scrutiny Committee
24 May 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 on 20 April and 11 May 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.

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- 1.4 A key decision is a decision which has a significant impact or effect on two or more wards and /or a budgetary effect of £50,000 or more.
- 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.

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- 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 5 July 2022

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	February 2023	Every six months
The Progress and Impact of the Equality & Diversity Task & Finish Group's Recommendations in the report that was presented to O&S 6 July 2021	O&S 6 July 2021	Written Report	Tracy Dolphin/Graham Leach		
Task & Finish Group – Equality & Diversity – Phase 2	O&S 6 July 2021	Written report	Councillor Mangat	Every meeting until completed	

Meeting Date: 9 August 2022 - No reports scheduled as yet.

Meeting Date: 20 September 2022

Title	Where did item originate from	Format	Lead Officer / Councillor	Next report date if applicable	Completion Date / Notes
Park Exercise Permits – annual review of the scheme	August 2020 (Last report made to O&S - 21 September 2021)	Briefing Note	Padraig Herlihy	Annual update	
Development Management and Enforcement Performance Update subsequent to report made to O&S in March 2022	March 2022 O&S	Written Report	HoS Development / Gary Fisher		
HEART Shared Service update including the implementation of the new IT system	April 2022	Written report or if a report is going to Cabinet, call it in	Lisa Barker / Nick Cadd (nick.cadd@stratford-dc.gov.uk)		

1 November 2022 - No reports scheduled as yet.

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 to O&S made in March 2022	March 2022, O&S	Written report	Zoe Court		

7 February 2023 - No reports scheduled as yet.

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.	29 August 2018	Written report	Martin O'Neill and Councillor Bartlett	March 2024.	This is an annual report.

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

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.	Informal update.	Dave Guilding / Philip Clarke.	TBA	D Guilding and P Clarke were asked when they can give an informal update considering the impact of Covid-19 on this service. A response from them is awaited.
Update on 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.	Briefing Note	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	Written Report	Lisa Barker		A review was requested once the scheme had been operation for 12 months. Covid Lockdown has meant that the 12 months has not been achieved yet.

**Response from the meeting of the Cabinet on the
O&S Committee's Comments – 20 April 2022 & 11 May 2022**

20 April 2022

Item Number: 4 – Joint Governance – Stratford-on-Avon and Warwick District Councils; and

Item Number: 5 – Inter-Authority Agreement between Stratford-on-Avon and Warwick District Council

Requested by: Chairs - O&S and F&A

Reasons Considered:

Due to the significance of the items in relationship to the governance of the Council and its proposed merger.

Scrutiny Comment:

The Overview & Scrutiny Committee noted that the report had been withdrawn, that this may impact on the planned integration of services with potentially a delay to this. There were concerns around this and the Leader agreed to provide clarification on the impact of this to Cabinet next week for all Councillors.

Cabinet Response:

These items were withdrawn following publication of the agenda. The Leader made a statement on why they were withdrawn which was recorded in the minutes of Cabinet 20 April 2022, subject to a press statement.

Item Number 6 – Amendments to the Constitution

Requested by: Chair - O&S

Reasons Considered:

Due to the significance of the items in relationship to the governance of the Council and its proposed merger.

Scrutiny Comment:

The Overview & Scrutiny Committee noted the recommendations and provided the following observations:

1. The Committee felt the clarification on the reasons why a report is confidential should be explained within the report itself to show how the information related back to the legal reason for it being exempt. It would also be useful if the report could provide a timescale/event for when it may be possible for the information to become public.
2. The PABs need to improve the consistency in their minute format to facilitate Councillors' understanding,
3. Consideration should be given if the PAB minutes could be public minutes.
4. Noted that the better description of items expected to go to PAB would be those items that propose significant change to a service.

Cabinet Response:

The recommendations in the report were approved, including the recommendation from the Finance & Audit Scrutiny Committee that the wording of the remit of the new

Audit and Standards Committee as defined at Appendix 2 to the report should be revised to highlight its role in reviewing the risk for the Council, and subject to the following amendment to recommendation 1 to read:

- (1) it approves the definition of a key decision ~~aligns with proposals for the Joint Cabinet Committee and the value set by Stratford on Avon District Council,~~ as set out at Appendix 1 to the report.

Officers were asked to investigate the potential for the PAB agendas and minutes to be made public and that there should be a more consistent approach to the work of the PABS, and the format of their minutes.

Council Response:

Council approved the recommendations from Cabinet.

Item Number 9 – HEART Shared Service Partnership

Requested by: Chair - O&S and Labour Group

Reasons Considered:

Serious and worrying delays for residents in need of this service

Scrutiny Comment:

The Overview & Scrutiny Committee considered the report at length and had concerns about the cyclical nature of the concerning position set out in the report.

The Committed noted the recommendations in the report and agreed that a report be brought back to Scrutiny in six Months, unless a report is brought to Cabinet at that time on the progress/improvements made and if needed the options available to the Council to change the service.

The Committee thanked the Head of Housing and Portfolio Holder for their time in attending and engaging with the Committee on this report.

Cabinet Response:

The recommendations in the report were approved.

Item Number 10 – Masterplanning Framework for Land to the North and East of Kenilworth/South of Coventry

Requested by: Green Group

Reasons Considered:

We strongly welcome the intention of this item and we are hopeful that it will have a significant positive impact on residents, especially in the north of the District. It goes to the heart of taking innovative steps to address the climate emergency, which is a strategic priority of the Council.

We would like the following discussed:

- Can a recommendation be added to include discussion in relevant PABs (e.g. Place and Economy) prior to the development of this masterplan?
- Paragraph 1.13 states that the purpose of the masterplan has yet to be agreed. Should the purpose include creation of a shared vision for what the 'zone' will

offer in terms of economic, social and environmental benefits? A new vision is likely to have greater buy-in with other councils, developers, employers and the general public.

- Arguments against bold action to encourage active travel are often essentially 'predict and provide' e.g. 'many people use cars and we expect them to continue to do so'. Can the masterplan include more progressive approaches to balancing the travel needs of different groups with recent government guidelines on active travel and the need for climate change mitigation?

So, this call-in is primarily based on the strategic priority and number of residents affected, alongside consideration of a possible additional recommendation.

Scrutiny Comment:

The Overview & Scrutiny Committee noted the report and proposals for providing the master planning framework to help recognise the constraints in the area and developing a collective vision. It welcomed the responses from officers and the reflection from this will be provided to the Cabinet.

The Committee suggested that the words Green Belt are set out within the document as this plan will have an impact on that.

The Committee welcomed the agreement to ensure that wider stakeholder groups will be involved in the consultative role. Whilst those to be involved will be agreed by the project board once it has been formed, it is expected that this will include local district councillors, local parish councils, residents groups, Stoneleigh Park, HS2, local major land owners along with Solihull MBC and Rugby BC.

The Committee recommended that at least one PAB should be involved for discussion and involvement in this area of work.

Cabinet Response:

The recommendations in the report were approved, along with the recommendation from the Overview & Scrutiny Committee, and subject to paragraph 1.23 in the report being amended to read:

1.23 Beyond the PB a wider stakeholder group(s) will be involved at key stages in a consultative role. Whilst the wider stakeholders to be involved will be agreed by the PB once it has been formed, it is expected that this will include local district councillors, local parish councils, residents' groups, Stoneleigh Park, HS2, local major landowners/developers and Solihull MBC and Rugby BC.

Item Number 14 – Creative Quarter /Future High Street

Scrutiny Comment:

The Committee recommended a briefing update to all councillors regarding the project.

Cabinet Response:

The recommendations in the report were approved.

11 May 2022

Item Number 3 – Future Relationship with Stratford-on-Avon District Council

Scrutiny Comment:

The Overview & Scrutiny Committee thanked officers for the report and efforts made to bring the merger forward.

The Committee requested that the report should reflect the need to rebuild our employer brand both internally and externally.

In terms of future work, the Committee requested that this should include an analysis of lessons learned, and these could be incorporated into other initiatives, including the Climate Emergency Action Plan, and the South Warwickshire Local Plan.

The Committee also requested a short summary on the ICT clean-up actions and a report on the future service provision, both for shared services and services solely delivered by WDC.

The Committee also expressed its interest in the potential for devolving powers to Town and Parish Councils and asked that a further report is brought forward in the future.

Cabinet Response:

The recommendations in the report were approved, along with the following additional recommendations from the Finance & Audit Scrutiny Committee and the Overview and Scrutiny Committee:

- (1) That the Significant Business Risk Register be updated as a matter of priority in the light of the decision not to proceed with the merger with SDC; and
- (2) That in the light of the cessation of the merger process with SDC, a further report on the work proposed and undertaken to re-establish the Council's position and "brand" as an employer with existing and potential employees be brought forward at the earliest opportunity.

Council Response:

The recommendations made by Cabinet 11 May 2022 were approved. Council resolved that:

- (1) the formal submission to the Department for Levelling Up, Housing and Communities to create a South Warwickshire District Council, be withdrawn;
- (2) work on the full-service integration of teams across Stratford-on-Avon and Warwick District Councils be ceased;
- (3) work on the identification of sharing civic and office accommodation between Stratford-on-Avon and Warwick District Council be ceased;

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 the priorities for action for 2022/23 as set out in Appendix 5.
-

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 six-month update on progress against each of the CCAP commitments. 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).

1.3 CCAP Progress Highlights:

Ambition 1

Commitment 1.1 / 1.2: An assets decarbonisation strategy has been agreed and work is under way to deliver initial (stage 1) interventions to achieve fabric improvements.

Commitment 1.5: Feasibility work with Warwickshire County Council to develop a local verified carbon offset fund has progressed well and proposals are now being developed for implementation.

Commitment 2.1: WDC's directly operated vehicle fleet is now 100% electric

Commitment 4.1: WDC has fulfilled its commitment early to divest from fossil fuel funds by April 2023.

Ambition 2

Commitment 1.2: Improved cycling facilities have been delivered in St Nicholas Park, at Victoria Park and are being planned for consultation for Abbey Fields.

Commitment 1.3: Preparation of EV infrastructure strategy for District Council owned assets in underway.

Commitment 1.4 / 7.2 A hydrogen hub feasibility study is complete and demonstrates that subject to accessing a site and identifying funding, a hub within the District is feasible. Work is underway to explore potential sources of funding including the Government's Net Zero Hydrogen Fund.

Commitments 3.1 to 3.4: we have received grants from BEIS for housing retrofit totaling around £7m which, with HRA match funding, will deliver nearly £10m worth of investment in energy efficiency and renewable energy measures. Heat Pumps are now being installed through LAD 1B funding.

Commitment 3.5 – The housing service have acquired new Section 106 affordable housing sites with carbon upgrades. These now include Europa Way, Bishops Tachbrook, Radford Semele, Cubbington, Hatton Park and Kenilworth.

Commitment 3.6 – The Net Zero Carbon DPD is currently at Regulation 19 Consultation (2nd stage) prior to being brought back to Council for approval to submit. Specialist climate change consultants have been appointed to support the evidence base for the South Warwickshire Local Plan.

Commitment 4.1: A Public Sector Network and SME Network have been established.

Commitment 8.1: we have been successful with a bid to secure resources to help with climate change engagement in rural areas. Planning work is now underway for this with delivery of the scheme planned from the late Autumn onwards.

Ambition 3

Climate change consultants have been appointed to support the Local Plan evidence base, including around adaptation.

Proposals for the delivery of 160,000 trees by 2030 were agreed by Cabinet in March 2022, including details of delivery of 5000 trees in 2022/23.

1.4 CCAP Progress Challenges:

Ambition 1

Commitment 1.2: issues relating to power supply, planning and appointing contractors have prevented the delivery of schemes under the Public Sector Decarbonisation Fund Phase 1.

Commitment 1.4: Discussions with a solar farm provider have not yet led to WDC investing directly in local renewable energy as they are choosing to take scheme to the wider market.

Ambition 2

Commitment 1.2: Progress on the consultation for the Abbey Fields cycle route has been delayed by the length of time taken to receive a response from Historic England. Progress on bringing forward proposals for a cycle hire

scheme in the District have been set back as a result of the initial costs quoted by West Midlands Cycle Hire for doing this. We are seeking alternative proposals.

Commitment 3.3: Conservation policies are still giving rise to tensions with the Council's climate change ambitions. Discussions have taken place with officers from different services to explore these issues, but it has not yet been possible to find the time to thoroughly review these.

Ambition 3

Commitment 0.1: There have been delays in appointing to the Climate Adaptation Programme Officer role which has restricted our capacity to progress against ambition 3.

Commitment 1.1: Met office city pack data has been subject to a lengthy delay and now it has been received is not in a format where it can robustly support local plan policy development.

1.5 Carbon Baseline - Organisational Emissions

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

1.6 Carbon Baseline – South Warwickshire Emissions

1.6.1 Appendix 3 shows the updated position with regard to District-wide Carbon emissions. This compares the District's carbon emissions for 2018 based data against the 2019 based data using the SCATTER carbon tool. It should be noted that the time lag in the data means that the impacts of actions since the Climate Emergency was declared, do not impact on this emissions data. The changes shown in the data predominantly relate to on-road transport – this reflects both increasing car usage, but more significantly different measurement method between the two-year comparisons. Other significant increases relate to industrial buildings and processes. The reason for this increase is being investigated with Anthesis who manage the SCATTER data.

1.7 Communications and Engagement Update

1.7.1 Since the CCAP was adopted, there has been a significant focus on communications and community engagement. Examples include

- Holding six engagement webinars for SMEs in partnership with Sustainability West Midlands
- Making a successful application to the Local Climate Engagement scheme. This will focus on engaging with rural communities and will seek to support communities to develop their own local climate action plans as well as providing a channel to feed local rural perspectives into the decision making of the District Councils. It is expected training and planning will take place during the summer of 2022, with community events starting in late Autumn 2022
- With Warwickshire County Council, establishing a Public Sector Climate Change Forum
- Holding a "one year on" feedback session with the Warwick People's Inquiry members.
- Improvements to the website including the introduction of the climate quiz

which helps people make achievable lifestyle choices to reduce carbon emissions.

- Launch of the South Warwickshire Climate Champions which provides case studies of individuals and communities that have taken steps to make a real difference.
- Regular social media campaigns linked to the strapline #onesmallthing.
- Further Carbon Connected webinars covering sustainable food and a sustainable(ish) Christmas.

1.8 Funding Update

- 1.8.1 Through the 2022/23 budget setting process, the Council has confirmed its commitment to a recurring annual allocation of £500,000 specifically to support the climate change action programme. Importantly, this core funding is supplemented by other key funding sources included within other service budgets. Examples of this include: the Housing Investment Programme; budgets for tree planting (including £140,000 allocated from the New Homes Bonus); Assets budgets (such as the planned maintenance budget); and air quality Section 106 contributions which are supporting active travel initiatives.
- 1.8.2 In addition, we have continued to explore external support and funding. Since Autumn 2021, we have had confirmation of substantial additional funding (worth almost £5m) from the Sustainable Warmth Competition to deliver housing retrofit works; in partnership with Wychavon DC, Stratford DC and Heart of England Forest we have made a submission to the Trees Call to Action Fund (total grant of £500k over three years); we have received support worth in region of £70,000 for the Local Climate Engagement scheme.
- 1.8.3 Despite success in drawing on funding from a range of sources, we will need significant additional funding in the months and years to come to achieve our ambitions. There remain many elements of our Climate Change projects that are currently unfunded or underfunded. Examples include asset decarbonisation, contractor vehicles conversion, development of low carbon energy (solar, hydrogen); active travel interventions such as a cycle share scheme; and more extensive housing retrofit works.

1.9 Risk Register review

- 1.9.1 The Programme risk register has been updated (see Appendix 4). This shows that the likelihood for two of the risks occurring has increased slightly since October 2021.
- 1.9.2 Risk 1 (diverging political priorities) has increased in likelihood as a result of the decision not to merge with SDC. However, mitigation is being put in place to develop a approach to continue joint working on climate change.
- 1.9.3 Risk 5 (Lack of staff resources to deliver the CCAP) has been increased to reflect the delays in recruiting to two new posts. Recruitment for both posts is now underway.
- 1.9.4 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 paragraph 1.8 above for ongoing mitigation and challenges relating to this risk.
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 May 2022 – Ambition 1

Appendix 1b: CCAP Update May 2022 – Ambition 2

Appendix 1c: CCAP Update May 2022 – Ambition 3

Appendix 2: Organisation Carbon Baseline Data

Appendix 3: District-wide Greenhouse Gas Emissions - SCATTER 2019

Appendix 4: Climate Change Action Programme Risk Register

Appendix 5: WDC Priorities for 2022/23

Also

Climate Change Action programme and Appendices – approved November 2021.

Report Information Sheet

Please complete and submit to Democratic Services with draft report

Committee/Date	Overview and Scrutiny Committee 24 th May	
Title of report	Climate Change Action Programme Update	
Consultations undertaken		
Consultee *required	Date	Details of consultation /comments received
Ward Member(s)		
Portfolio Holder WDC & SDC *	9/5	Cllr Alan Rhead
Financial Services *		N/A
Legal Services *		N/A
Other Services		N/A
Chief Executive(s)	9/5	Chris Elliott
Head of Service(s)		N/A
Section 151 Officer		N/A
Monitoring Officer	9/5	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

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
Buildings		1.1 By February 2022, we will develop a fully costed Heat Decarbonisation Plan (HDP) comprising a programme of works for decarbonising all Council Buildings	Appoint a qualified surveyor or consultant to prepare a Heat Decarbonisation Plan	01/10/2021	31/10/2021	The Assets Decarbonisation Strategy was agreed at Cabinet on 10/2/22
			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	01/10/2021	04/11/2021	The Assets Decarbonisation Strategy sets out proposals for utilising £225,000 from the Climate Action Fund during 2022/23. It is anticipated that this will also draw in additional resources from internal sources and external grant funding. Further funding has provisionally been set aside from the Climate Action Fund for 2023/24. However, the full requirement over three years will be a substantial amount of money (minimum £1m per year for three years). Some grant funding can be expected, but the majority will need to be found from within Council budgets. For
			Deliver HDP	01/04/2021	31/03/2025	
			Apply net zero carbon building standards to new Council offices	TBC	TBC	

Theme	Target Annual Carbon Savings by 2025/2030	Commitment	Action	Start Date	End Date	Progress Update May 2022
1 Decarbonising Council Buildings	3251.14 tCO2e by 2025	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	Jun-22		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
		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	Oct-21	31/12/2022	Both SDC and WDC currently source electricity from 100% renewable sources. However we are exploring a Power Purchase Agreement with a local solar farm and, in conjunction with the Midlands Net Zero Hub, we are also appraising the feasibility of more extensive rooftop solar within our assets.
			Explore the potential to utilise roof space on Council assets to generate electricity in partnership with a local Community Energy Company	Dec-21	31/03/2024	
		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	31/12/2024	2025	We are working with Warwickshire County Council in establishing a local verified carbon offset fund. It is not known at 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.

Theme	Target Annual Carbon Savings by 2025/2030	Commitment	Action	Start Date	End Date	Progress Update May 2022
		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 .	01/10/2021	31/12/2021	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 undertaken. Currently procuring a South Warwickshire EV Infrastructure Strategy which will provide a sense of direction of requirements
			Review operational requirements of each vehicle with service managers to ensure EV is feasible	Sep-21	31/12/2021	
			Assess EV charging infrastructure requirements (numbers, speed, locations)	Sep-21	31/12/2021	
			Provide EV charging infrastructure as required	01/01/2022	31/12/2022	
			Procure an EV Charger Installer, either as South Warwickshire or in line with WCC	01/10/2021	31/03/2022	See Ambition 2, Commitment 1.3

Theme	Target Annual Carbon Savings by 2025/2030	Commitment	Action	Start Date	End Date	Progress Update May 2022
2 Decarbonising Council Travel	252.8 tCO2e by 2025		Ensure that wherever feasible, vehicles are switched to EV when current leases ends (or where operational requirements prevent this, the lowest carbon alternatives)	Sep-21	31/12/2022	
		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
			Consider the procurement of a similar South Warwickshire Active Travel initiative across South Warwickshire beyond 2022	Summer 2022	Potentially on-going	
		2.3 We will enable staff to switch personal vehicles that are used on Council business to electric vehicles by	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
		• 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	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	We have attended a webinar to understand the issues and processes. Otherwise minimal progress aside from identifying needs for specific projects.

Theme	Target Annual Carbon Savings by 2025/2030	Commitment	Action	Start Date	End Date	Progress Update May 2022
		upgrades etc • Ensuring sufficient EV charging infrastructure is available at, or close to, places of work	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.
		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
		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
			We will work with contractors holding existing contracts to annually agree carbon reduction measures to be delivered	2021	2030	

Theme	Target Annual Carbon Savings by 2025/2030	Commitment	Action	Start Date	End Date	Progress Update May 2022
3 Decarbonising Council Contracts	4729.0 tCO2e by 2030	3.2 We will explore opportunities to work with existing contractors to invest in processes, facilities and infrastructure to minimise carbon emissions - including for instance leisure centres, depots, vehicles and equipment	Ensure light vehicles within the new waste contract fleet (due to start from August 2022) will be electric vehicles	Aug-22	2029	Part of discussions with the contractors
			As required by through the contract, work with the new waste contractor to develop a plan for decarbonising the vehicle fleet during the life of the contract including alternative fuels (such as HVO); introducing new or converted electric or hydrogen vehicles; supporting the development of necessary infrastructure for alternative fuels	Nov-21	2029	Through colleagues in North Warwickshire, HVO has been explored to enable fleet decarbonisation. At present, it is not recommended that this option is pursued. Although HVO has the potential to deliver significant carbon savings if used, there is growing concern about the knock on environmental effects of HVO - specifically, as demand increases, recycled supply (e.g from cooking oils) will be insufficient. As a result, there are concerns that inappropriate cultivation could occur impacting on biodiversity, food production etc. Hydrogen continues to be explored as an option. The draft hydrogen feasibility study recommends the potential for a partial conversion of the fleet be explored. This will be explored in conjunction with the contractor over the next 12 months.

Theme	Target Annual Carbon Savings by 2025/2030	Commitment	Action	Start Date	End Date	Progress Update May 2022
		3.3 Review procurement policies and practices to ensure climate change mitigation and adaptation are incorporated in to specifications, are given weight in evaluations and are managed throughout the life of the contract	Review the Procurement Strategy, Procurement Code of Practice and other operational procedures relating to procurement to ensure that social value and in particular climate change are consider in procurement processes and are given significant weight in the evaluation of tenders	Apr-21	Jul-21	WDC's procurement strategy and code of procurement practice has been reviewed to require 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
			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
I 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

Theme	Target Annual Carbon Savings by 2025/2030	Commitment	Action	Start Date	End Date	Progress Update May 2022
4 Council			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	

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
		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
			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
		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	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 to re-engage with WDC on LTP4. Low carbon transport will be a key part of the discussions. Member engagement will be a key element of this.

Theme	Target Total Carbon Savings by 2030	Commitment	Action	Start Date	End Date	Progress Update May 2022
		25% by 2030.	Promote "Choose How You Move" initiative (Better Points) within Warwick District as way of incentivising active travel and public transport.	Present	Summer 2022	Some successful 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.
			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	Scheme has been launched and is in operation
			Use data from SDC eCargo Bike to consider expansion of the scheme to Warwick District	2022	2023	No progress. Awaiting data from SDC scheme

Theme	Target Total Carbon Savings by 2030	Commitment	Action	Start Date	End Date	Progress Update May 2022
			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
			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
			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.
			Implement Asps Park and Ride in Warwick	Present	2023	P&R specification to be implemented by developer according WCC specification.
			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

Theme	Target Total Carbon Savings by 2030	Commitment	Action	Start Date	End Date	Progress Update May 2022
1 On Road Transport	3192 ktCO2e (this includes the contribution made by av		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.
			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
			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
			Explore ways to improve high speed broadband connections in rural areas, potentially utilising 5G	Apr-22	2029	No progress.

Theme	Target Total Carbon Savings by 2030	Commitment	Action	Start Date	End Date	Progress Update May 2022
		1.3 Switching to low carbon vehicles: where residents and business need to rely on road vehicles, we will seek to support an increase in the percentage of Ultra-Low Emission Vehicles owned by residents in south Warwickshire from 2.9% in 2019 to 89% by 2030	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
			Work with WCC to encourage and enable the use of Ultra Low Emission Vehicles (ULEV) within South Warwickshire through contributing and agreeing a coherent strategic direction for the County and as a consequence South Warwickshire	Present	Ongoing	Work to prepare an EV charging strategy for SDC and WDC has been commissioned and will dovetail with WCC's County-wide strategy. It is anticipated this will be reported to Cabinet in Summer 2022 with roll out of new infrastructure later in 2022.
			Ensure the SWLP includes robust policies to require EV charging infrastructure for new developments	2021	2024	No progress yet, but will be included in climate change considerations when more detailed work is commenced
			Explore the potential for the introduction of electric taxis	2022	Onwards	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.

Theme	Target Total Carbon Savings by 2030	Commitment	Action	Start Date	End Date	Progress Update May 2022	
			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	We have made initial contact with Housing Associations within WDC & SDC to make them aware of our intentions to produce an EV Infrastructure Strategy	
			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	Concept only at this stage. No progress to date
			Implement the e-cargo bike loan scheme within SDC with the potential to undertake similar schemes across South Warwickshire	2022	2025	Scheme launched in Straford District	
			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	
			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.	
tion		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	

Theme	Target Total Carbon Savings by 2030	Commitment	Action	Start Date	End Date	Progress Update May 2022
2 Aviation			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
		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 in total worth almost £10m across all tenures.
			Social Housing - Develop a Retrofit Strategy	2021	2022	Draft strategy being prepared setting out an holistic approach to achieving EPC C and then net zero, including costs. It is hoped to bring the strategy to Cabinet later this year
			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.
			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 imminently underway. Further grants agreed (SWC) and being applied for (Wave 2 of SHDF)
			Social Housing - Assess solar PV and solar thermal suitability for every property	2021	Ongoing	Technologies already part funded through grants and WDC HIP

Theme	Target Total Carbon Savings by 2030	Commitment	Action	Start Date	End Date	Progress Update May 2022
		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.
		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.
			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

Theme	Target Total Carbon Savings by 2030	Commitment	Action	Start Date	End Date	Progress Update May 2022
		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.
		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.
			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.

Theme	Target Total Carbon Savings by 2030	Commitment	Action	Start Date	End Date	Progress Update May 2022
			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.
			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
		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	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.
			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

Theme	Target Total Carbon Savings by 2030	Commitment	Action	Start Date	End Date	Progress Update May 2022
		offsetting.	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
		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 Warwickshire Public Sector Group has had a first meeting chaired by WCC and coordinated by Sustainability West Midlands. The members from Police, Fire, Colleges, UoW, D&Bs and others will take part in a number of group meetings to determine their own priorities and areas of interest. A series of business webinars is taking place. Two of these have covered carbon emissions and energy efficiency. It is hoped that this will leave to an ongoing network. Attendance (up to 20 businesses per session) has not be as high as we had hoped, and learning will be captured for future businesses engagement
			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

Theme	Target Total Carbon Savings by 2030	Commitment	Action	Start Date	End Date	Progress Update May 2022
4 Non-Domestic Energy	796 ktCO2e		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
			Work with WMCA, CWLEP, WCC and other partners to develop an energy efficiency advice service for businesses.	2022	Ongoing	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
			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
		4.2 We will work with partners and businesses to enable 39% of non domestic buildings to shift off gas heating to low carbon or electric by 2030	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
			Incorporate policies in to the SWLP to support ow 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

Theme	Target Total Carbon Savings by 2030	Commitment	Action	Start Date	End Date	Progress Update May 2022
			Explore the potential for investment in District Heating systems which local businesses can connect to including the Stratford Canal Quarter	2022	2025	N/A
			Review discretionary business rates policy to incentivise carbon reduction and disincentivise carbon hungry buildings	2023		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	Mobilise the new waste contract	2021	2022	In progress. To commence August 2022
		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
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

Theme	Target Total Carbon Savings by 2030	Commitment	Action	Start Date	End Date	Progress Update May 2022
		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
			Appoint project officer to develop Low Carbon Development and associated solar generation	2021	2025	Officer appointed. Commenced January 2022
			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
			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

Theme	Target Total Carbon Savings by 2030	Commitment	Action	Start Date	End Date	Progress Update May 2022
7 Energy Supply	2,088,000 tCO2e		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.
			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
			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

Theme	Target Total Carbon Savings by 2030	Commitment	Action	Start Date	End Date	Progress Update May 2022
			Setting an example by ensuring Council new developments incorporate solar energy generation	Ongoing		See comments in 3.5 above
			Lobbying developers, housebuilders and the government to introduce policies and practices which incorporate the use of renewable energy generation in all new developments	2021	2023	No progress
			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
			Investigate the potential for solar canopies over car parks, including for the Stratford Leisure Centre Car Park	2022	2024	Study nearing completion. Report expected May 2022
			Liase 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

Theme	Target Total Carbon Savings by 2030	Commitment	Action	Start Date	End Date	Progress Update May 2022
		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 steps. Progress being made to access land close to M40 to locate a hydrogen hub.
			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	
			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
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
			Continue to lobby national government on all elements that have identified "national support requirements"	2021	2030	Lobbying continues as and when opportunities arise

Theme	Target Total Carbon Savings by 2030	Commitment	Action	Start Date	End Date	Progress Update May 2022
			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

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	Progress Update May 2022
		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	Recruitment process underway. It has been agreed that WDC/SDC will sit on the West Midlands Adaptation Steering Group which will provide important opportunities to develop partnerships
		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	Met Office City Pack received late April 2022. However, it shows only high level future impacts and lacks detailed data. Officers liaising with the Met Office to improve data. In the meantime, the Environment Agency and Sustainability West Midlands have carried out a West Midlands Climate Risk Assessment which provides a helpful and more detailed analysis of future impacts and risks.
			Work with key partners to work up an evidence base in relation to each key risk	Jan-22	Oct-23	Climate Change consultants appointed to embed climate change (including adaptation) in to the Local Plan evidence base.
			Incorporate policies in the draft Local Plan to respond to the evidence base	Oct-22	Mar-23	

Theme (to be reviewed)	Measures	Commitment	Action	Start Date	End Date	Progress Update May 2022
1 Diversity of habitats and species	TBC: to be measured the HBA	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	No progress. Awaiting appointment of CAPO
		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 progress. To be developed following clarification of the E&O service integration. Data from Environment Agency to inform this is now available
			Review the management plans for major opens spaces and parks to ensure enhancements incorporate resilient species which improve biodiversity	Apr-22	Dec-21	
		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	Detailed proposals agreed at Cabinet in March 2022. Project Steering Group meeting regularly to oversee progress on this.
			Establish a delivery partner with experience of large scale tree planting	2021	2022	
			Ensure costs and arrangements for maintenance are incorporated in all tree planting projects	2021	Ongoing	

Theme (to be reviewed)	Measures	Commitment	Action	Start Date	End Date	Progress Update May 2022
			Consider the potential to promote the use of land for tree planting as a sustainable crop (e.g a local building material?)	2022	Ongoing	
	Biological health of local soils	2.1 Use Met Office data to plan investment in planting and infrastructure in flood defences, drainage and soil protection	Work with EA and other partners to identify priority infrastructure investments.	TBC	TBC	Met Office City Pack received late April 2022. However, it shows only high level future impacts and lacks detailed data. Officers liaising with the Met Office to improve data. In the meantime, the Environment Agency and Sustainability West Midlands have carried out a West Midlands Climate Risk Assessment which provides a helpful and more detailed analysis of future impacts and risks.
Make funding bids to deliver opportunities to deliver infrastructure priorities.			TBC	TBC		
Incorporate policies in the SWLP to enable the delivery of necessary infrastructure related to new developments			2021	2024	Climate Change consultants appointed to embed climate change (including adaptation) in to the Local Plan evidence base.	
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 progress	

Theme (to be reviewed)	Measures	Commitment	Action	Start Date	End Date	Progress Update May 2022
2 Soil health	Once Met Office data is received work with EA to measure physical, chemical and biological	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?
			Support agricultural sector in adapting practices to manage these risks and identify natural infrastructure investments that will mitigate the risks	TBC	Dec-21	No progress
			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 City Pack received late April 2022. However, it shows only high level future impacts and lacks detailed data. Officers liaising with the Met Office to improve data. In the meantime, the Environment Agency and Sustainability West Midlands have carried out a West Midlands Climate Risk Assessment which provides a helpful and more detailed analysis of future impacts and risks.
		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	Met Office City Pack received late April 2022. However, it shows only high level future impacts and lacks detailed data.
			Work with key partners to work up an evidence base in relation to each key risk	Jan-22	Jul-05	Officers liaising with the Met Office to improve data. In the meantime, the Environment Agency and Sustainability

Theme (to be reviewed)	Measures	Commitment	Action	Start Date	End Date	Progress Update May 2022
			Incorporate policies in the draft Local Plan to respond to the evidence base	Oct-22	2024	West Midlands have carried out a West Midlands Climate Risk Assessment which provides a helpful and more detailed analysis of future impacts and risks. Climate Change consultants appointed to embed climate change (including adaptation) in to the Local Plan evidence base
3 Natural carbon stores and sequestration	Current carbon stores account for 12,600 tCO2e	3.1 we will seek to maintain existing natural carbon store and sequestration and will add to this where possible (see Ambition 2, theme 6)	See 1.4 above. See also commitments 1.1; 1.2; 1.3			Detailed proposals for tree planting agreed at Cabinet in March 2022. Project Steering Group meeting regularly to oversee progress on this.
			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	No progress
			Incorporate planning policies in the SWLP which give weight to the protection of significant natural carbon stores within South Warwickshire	2021	2024	Climate Change consultants appointed to embed climate change (including adaptation) in to the Local Plan evidence base

Theme (to be reviewed)	Measures	Commitment	Action	Start Date	End Date	Progress Update May 2022
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	No progress. 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?
		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	See 1.4 above		Dec-23	Detailed proposals for tree planting agreed at Cabinet in March 2022. Project Steering Group meeting regularly to oversee progress on this.
		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	Climate Change consultants appointed to embed climate change (including adaptation) in to the Local Plan evidence base
			Incorporate policies in the draft Local Plan to respond to the evidence base	Oct-22	Jul-05	
and vital services (supply chains and distribution networks)	ed 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		Climate Change consultants appointed to embed climate change (including adaptation) in to the Local Plan evidence base
			See 2.3 above			See 2.3 above
		5.2 We will consider how we can support local storage and local low carbon distribution networks	TBC	2022	2025	No progress

Theme (to be reviewed)	Measures	Commitment	Action	Start Date	End Date	Progress Update May 2022
5 Supply of food, good distr	Measures to be developed	5.3 Through the South Warwickshire Economic Strategy, we will support diversification of the local economy	TBC	2021	2022	SWES is progressing. More work required to incorporate climate adaptation measures
		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	Work to address fuel poverty is progressing (see fuel poverty strategy). However this is driven by the current cost of living challenges rather than climate adaptation.
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			Initiatives to utilise local renewable energy and to invest in this where possible are being explored. See update at 1.4
		6.2 We will increase local, directly supplied energy from a variety of sources	See 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	No progress
7.1 We will develop and apply buildings standards which ensure adaptable and resilient new 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	Climate Change consultants appointed to embed climate change (including adaptation) in to the Local Plan evidence base
		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 progress.
		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 progress.

Theme (to be reviewed)	Measures	Commitment	Action	Start Date	End Date	Progress Update May 2022
7 Human		7.4 We will work with employers to enable them to adapt workspaces	To be incorporated alongside Ambition 2, theme 4	2022	Ongoing	No progress.
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	Climate Change consultants appointed to embed climate change (including adaptation) in to the Local Plan evidence base
		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	EA have presented to the CEPAB and a subsequent meeting has identified opportunities to work together. PDCC will sit on the West Midlands Adaption Steering Group
			Identify riparian edges where we can support tree planting	2022	2024	No progress
			Work with the farming community to support water storage including where necessary reviewing planning policies	2022	2024	No progress
						No progress
			Work with partners to explore ways to manage water extraction	2022	2024	No progress
			Make better use of water as a resource to deliver energy and support healthy lifestyles	2022	TBC	No progress

Organisational Carbon Emissions Summary Report May 2022

Warwick District Council and Stratford-on-Avon Council

1. Aims and Purpose

This report has been developed to outline the Warwick and Stratford-on-Avon District Councils 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 and 2020-21. The carbon footprint baseline year is currently 2018/19. Updates for 2021-22 will be collated during the summer of 2022.

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

7.1 Top Level Summary Data

Figure 1 - Warwick District Council Top Level Summary Data

Scope / Activity	2018/19	2019/20	2020/21
	(base year)		
	Kg CO2e	Kg CO2e	Kg CO2e
Scope 1			
Gas	1,251,217	1,249,158	1,200,938
LPG	36,760	32,774	35,229
Lease Vehicles	21,002	14,980	13,204
Total (Scope 1)	1,308,978	1,296,912	1,249,370
Scope 2			
Electricity	1,260,865	1,280,251	874,164
Total (Scope 2)	1,260,865	1,280,251	874,164
Scope 3			
Biomass	4,248	4,426	14,050
Water	11,767	13,980	4,202
T&D Losses	107,470	108,691	75,178
Neighbourhood Services Transport (waste, grounds)	1,703,971	1,682,688	1,651,501
Neighbourhood Services Buildings (waste contract)	37,092	34,543	32,470
Business travel from greyfleet (staff own vehicles)	53,599	54,427	33,665
Leisure Centres	805,945	1,717,232	598,506
Total (Scope 3)	2,724,091	3,615,988	2,409,572
Total Gross Emissions (kg)	5,293,934	6,193,152	4,533,107
Total Gross Emissions (t)	5,294	6,193	4,533

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. Some of the reductions in 2020/21 can be explained by Covid such as reduced water use and Leisure Centres being closed for some of the time.

Figure 2 - Warwick District Council Carbon Emissions 2020/21

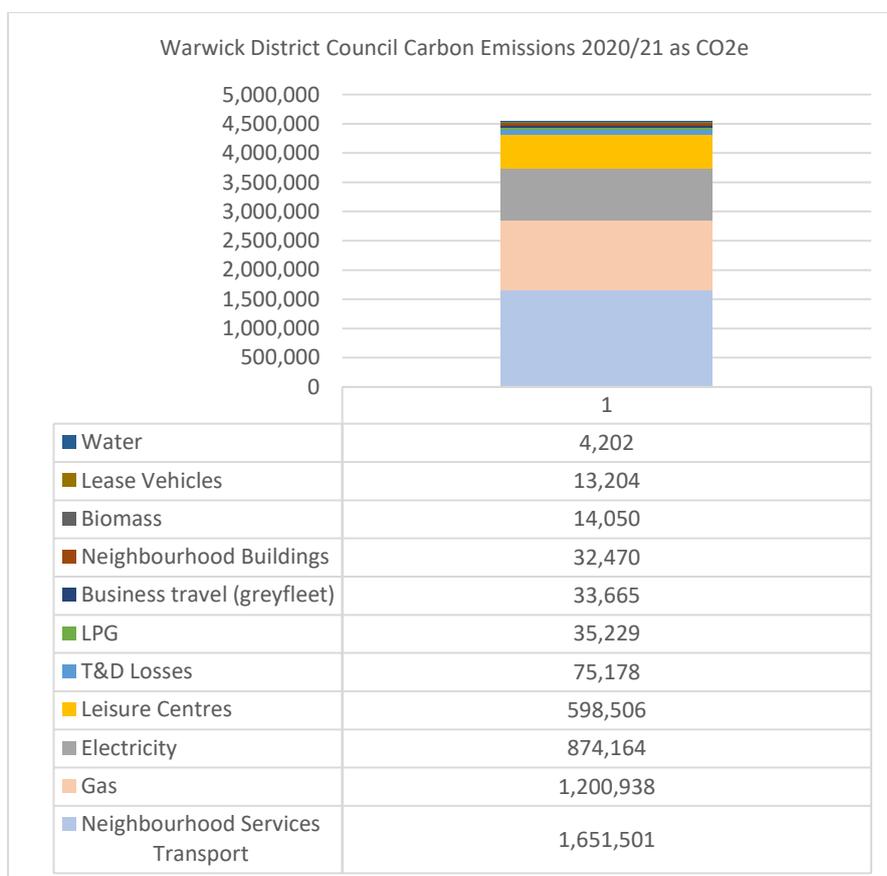


Figure 2 highlights that of the overall emissions by type, gas use is the second highest carbon emissions contributor after transport emissions from tNeighbourhood Services, followed by electricity.

Figure 3 - Stratford-on Avon Council Top Level Summary

Scope / Activity	2018/19	2019/20	2020/21
	(base year)		
	Kg CO2e	Kg CO2e	Kg CO2e
Scope 1			
Gas	144,908	162,023	178,624
Lease Vehicles	17,855	17,938	19,423
Total (Scope 1)	162,762	179,961	198,047
Scope 2			
Electricity	796,831	380,730	311,915
Total (Scope 2)	796,831	380,730	311,915
Scope 3			
Water	0	0	0
T&D Losses	67,918	32,323	26,825
Neighbourhood Services Transport (waste, grounds and cleansing)	1,444,055	1,901,095	1,604,186
Neighbourhood Services Buildings (waste contract)	34,184	29,957	49,210
Business travel from greyfleet (staff own vehicles)	50,191	50,191	25,019
Leisure Centres	1,291,605	1,176,812	691,666
Total (Scope 3)	2,887,954	3,190,378	2,396,906
Total Gross Emissions (kg)	3,847,548	3,751,069	2,906,867
Total Gross Emissions (t)	3,848	3,751	2,907

Figure 3 shows that outsourced emissions from Stratford-on-Avon account for over 80% of total emissions and that emissions from other sources such as gas and electricity are small in comparison. Some of the reductions in 2020/21 can be explained by Covid such as Leisure Centres being closed for some of the time. Water data is not monitored and water meters are planned to be fitted to help with future monitoring and reporting of water use.

Figure 4 – Stratford-on-Avon Total Carbon Emissions 2020/21

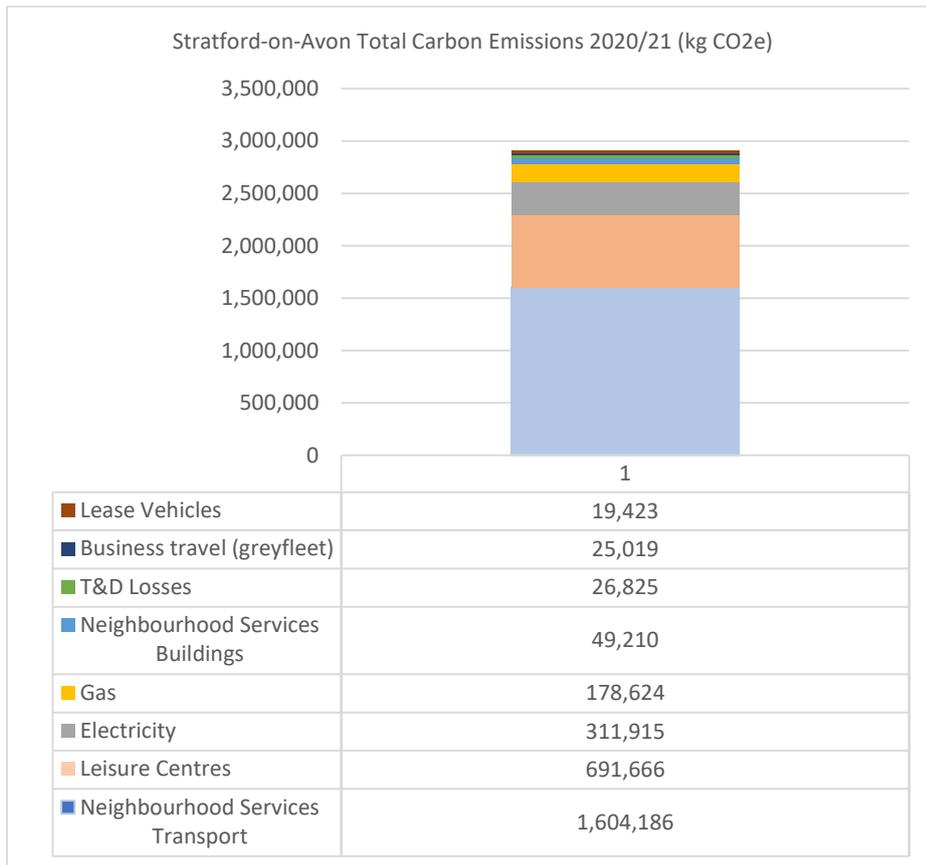


Figure 4 shows the overall breakdown of emissions by type with Neighbourhood Services transport emissions being highest, followed by Leisure Centres and electricity.

7.2 Transport Emissions Data By Vehicle Type

Figure 5 - Warwick District Council Transport Emissions

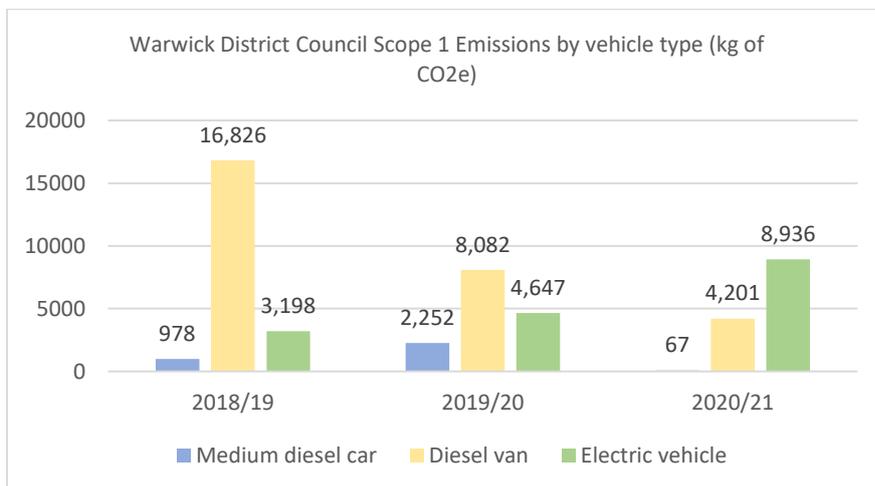
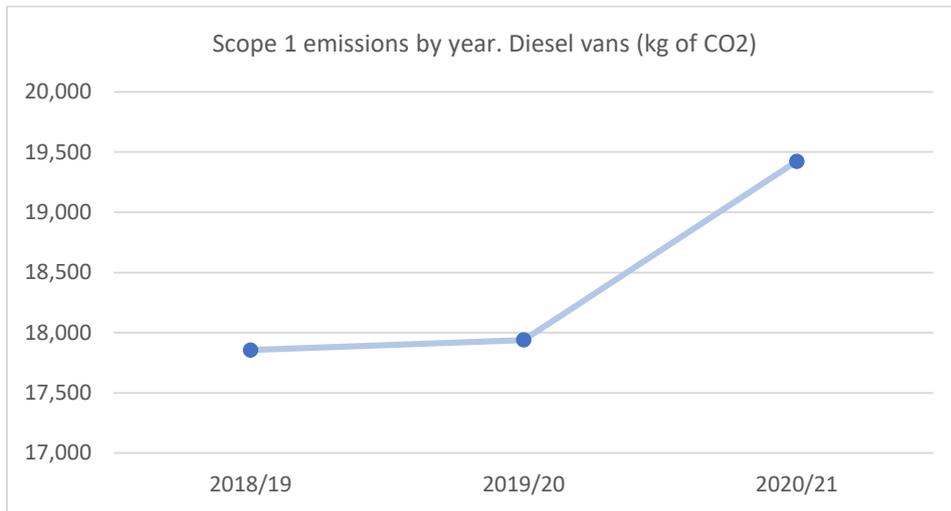


Figure 5 demonstrates how electric vehicles have significantly increased electric mileage over time. The Chairman's diesel car recently reached the end of its lease and has not been replaced. Two additional Nissan leaf vans have recently been purchased for the Housing Estates team which means that all mileage will be electric with the exception of three Environmental Health vans.

Figure 6 - Stratford-on-Avon Council Transport Emissions



Stratford on Avon vehicles are all diesel so there are opportunities to move to electric. Due to underreporting for 2018/19 and estimating, the data shows an increase where it was really a data correction.

7.3 Buildings Carbon Emissions Data

Figure 7 - Warwick District Council Buildings

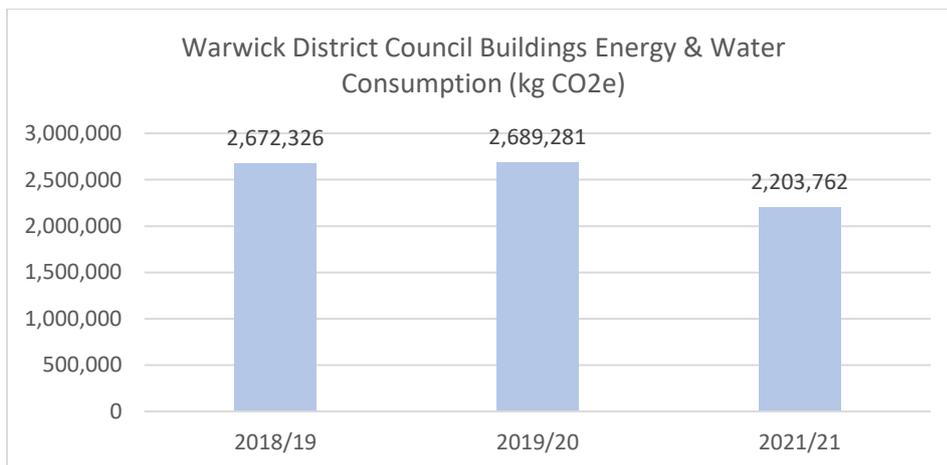


Figure 7 is challenging to draw any conclusions for and the reduction in 2020/21 is likely due to the pandemic. The air handling units had to run at a higher capacity during the pandemic and therefore less electric saving was made than might have been expected.

Figure 8 - Stratford-on-Avon Buildings

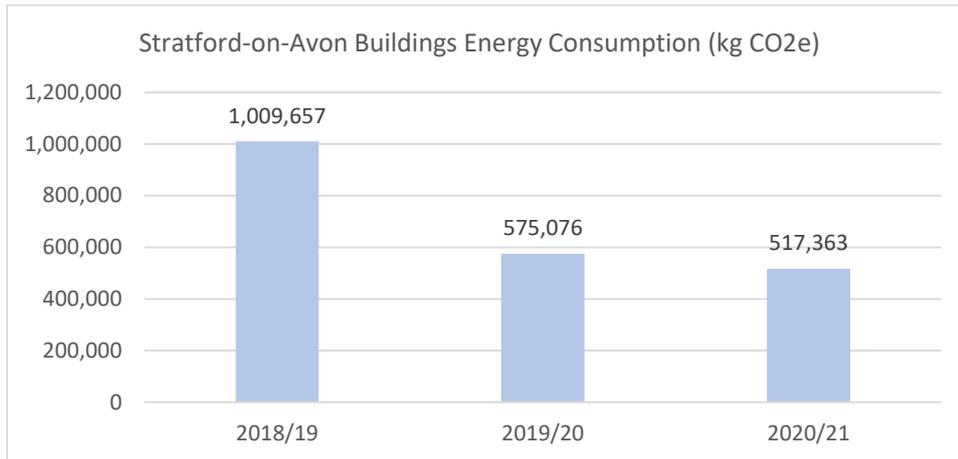


Figure 8 is challenging to draw any conclusions for and the reduction in 2020/21 is likely to be due to the pandemic. The air handling units had to run at a higher capacity during the pandemic and therefore less electric saving was made than might have been expected.

8. Summary

The three year carbon emissions data is useful in understanding Warwick and Stratford-on-Avon Council's carbon emission sources and the focus of the carbon reduction work. Whilst there are some conclusions to be drawn from the data, much of it remains unclear due to the pandemic, data inaccuracies.

WARWICK DISTRICT : SCATTER CARBON EMISSION SUMMARY
(Greenhouse gas emissions (metric tonnes CO2e))

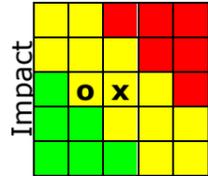
APPENDIX 3

Sector	Sub-sector	Scope 1		Scope 2		Scope 3		2017	2018	CHANGE
		2017	2018	2017	2018	2017	2018			
		Total tCO2e DIRECT	Total tCO2e DIRECT	Total tCO2e INDIRECT		Total tCO2e OTHER				
Stationary energy	Residential buildings	146,182	151,024	88,187	70,041	38,852	33,813	273,222	254,878	-18,344
	Commercial buildings & facilities	19,341	15,200	14,877	44,796	6,186	9,468	40,404	69,464	29,060
	Institutional buildings & facilities	40,777	11,599	75,179	9,726	17,959	3,178	133,914	24,503	-109,411
	Industrial buildings & facilities	24,005	59,842	43,580	54,681	11,847	21,356	79,432	135,879	56,447
	Agriculture	4,098	4,369	2	1	979	1,031	5,078	5,401	323
	Fugitive emissions	0	20,135	0	0	0	NE	0	20,135	20,135
Transportation	On-road	413,739	439,673	IE	IE	0	156,369	413,739	596,042	182,304
	Rail	16,078	12,633	IE	IE	3,834	2,975	19,911	15,608	-4,304
	Waterborne navigation	12	2,274	NO	IE	3	IE	15	2,274	2,260
	Aviation	0	NO	IE	IE	73,888	73,390	73,888	73,390	-498
	Off-road	0	4,397	IE	IE	0	NE	0	4,397	4,397
Waste	Solid waste disposal	6,669	16,630	0	0	0		6,669	16,630	9,962
	Biological treatment	0	NO	0	0	0		0	0	0
	Incineration and open burning	0	NO	0	0	0		0	0	0
	Wastewater	8,717	8,387	0	0	0	NO	8,717	8,387	-330
IPPU	Industrial process	0	46,939	0		NE	NE	0	46,939	46,939
	Industrial product use	0	0	0		NE	NE	0	0	0
AFOLU	Livestock	5,143	14,845	0		NE	NE	5,143	14,845	9,702
	Land use	0	-5,124	0		NE	NE	0	-5,124	-5,124
	Other AFOLU	NE	NE	0		NE	NE	0	0	0
Generation of grid-supply	Electricity-only generation	0	NO	0	0	0	0	0	NO	0
	CHP generation	0	NO	0	0	0	0	0	NO	0
	Heat/cold generation	0	NO	0	0	NE	0	0	NO	0
	Local renewable generation	0	11	NE	NO	NE	NE	0	NO	0
Total (ALL)		802,836		179,245		301,581		1,060,131	1,283,651	

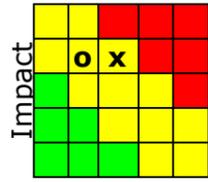
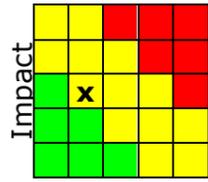
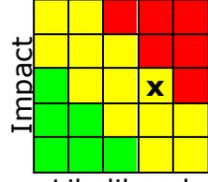
**Climate Change Action Programme
Risk Register**

Most recent review: May 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 Lack of communication between SDC/WDC members 	<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, it has been agreed that Climate Change will continue to be progressed jointly and a Joint Members Steering Group will be established Regular (fortnightly) liaison between portfolio holders will continue The PDCC will continue to support both Councils and the practical arrangements to be currently being developed. Ensure consistent recommendations relating to the CCAP are approved by both Councils as the CCAP is delivered and developed (examples, trees, assets) CCAP regularly updated as the agenda develops 	Officer time – PDCC and Legal	1/4/22	 <p>Likelihood increased to reflect transition from to new arrangements following the decision not to merge</p>

Risk Description	Possible Triggers	Possible Consequences	Risk Mitigation/Control	Officer	Action(s)	Resource	Due Date	Residual Risk Rating
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 re 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</p>
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>Data relating to local impacts is being compiled. Likely to 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 	<p>The Councils are working with the Met Office to compile local data</p> <p>The CCAP incorporate a n adaptation section</p>	PDCC	<ul style="list-style-type: none"> Evaluate Met Office data when received 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 	PDCC and CAPO	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 Complete stakeholder mapping Use stakeholder mapping to add detail to approach to community engagement and partnership working Develop business forum Comms and CE Strategy regularly updated as the agenda develops 	Sustainability Officer / PDCC	April 2022 and the ongoing	<p>No change</p>

Risk Description	Possible Triggers	Possible Consequences	Risk Mitigation/Control	Officer	Action(s)	Resource	Due Date	Residual Risk Rating
5. Lack of staff resources to deliver the CCAP action plan	<ul style="list-style-type: none"> Financial pressures Significant work pressures and competing priorities for services Inability to recruit to posts 	<ul style="list-style-type: none"> Failure to achieve ambitions or deliver agreed actions 	<p>2 joint posts proposed in the CCAP</p> <p>Existing posts in place at WDC (Sustainability Officer and STPO)</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 Ensure Climate Change is considered in all service plans Recruit to posts agreed by Cabinet Review the need and potential for additional resources at least each year Work with partners to deliver the CCAP 	PDCC	April 2022	 <p>Likelihood increased to reflect delays in recruiting to new posts</p>
6. Lack of specialist expertise/skills to deliver the CCAP Action Plan	CCAP covers areas of work that are new or are high specialist technical nature	<ul style="list-style-type: none"> Failure to achieve ambitions or deliver agreed actions Missed funding opportunities (e.g., Unsuccessful bids to government funding opportunities) 	CCAP includes proposals to funded 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 CCAP regularly updated as the agenda develops 	PDCC	April 2022	 <p>No change</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, another District and Borough in Warwickshire, the LEP and WMCA 	PDCC	Ongoing	 <p>No change</p>

CCAP Priorities for 2022/23

Project	2022/23 Delivery
Ambition 1	Net Zero Carbon Council 2025
Assets Decarbonisation	<ul style="list-style-type: none"> • Deliver and measure impact of strand 1 improvements from Feb Cabinet report • Establish Strand 2 Decarbonisation Strategy and work programme • Onsite or local renewable energy generation
Staff Travel	<ul style="list-style-type: none"> • Introduce salary sacrifice scheme for staff to acquire EVs • Install EV charging for Council fleet vehicles
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 • Install public charge points within SDC/WDC facilities (in line with EV charging strategy to be agreed Summer 2022)
Low Carbon Vehicle/Fuel trials (hydrogen; HVO)	<ul style="list-style-type: none"> • Explore the potential for dual fuel (diesel/hydrogen) for some RCVs • Subject to hydrogen hub progress, develop costed plan for conversion of (some) RCVs to hydrogen within terms of contract
E Car Club	<ul style="list-style-type: none"> • Establish/expand local Car Clubs (including electric vehicles) to at least double current vehicle capacity
Cycle routes in parks	<ul style="list-style-type: none"> • Deliver improvements (widening) to St Nicholas Park cycle route • Improve cycling facilities at Victoria Park ahead of CWG • Achieve agreement and funding to deliver a cycle route through Abbey Fields
Better Points	<ul style="list-style-type: none"> • Agree new Better Points contract covering south Warwickshire • Appoint apprenticeship post to improve promotion and take up
Housing Decarbonisation	<ul style="list-style-type: none"> • Deliver the work for the growing number of LADs / HUGs / SHDF that the two Councils have successfully attracted funding for. • Establish a Decarbonisation Strategy for WDC housing stock including plans to upgrade all properties to at least EPC C by 2030 • Establish a programme of to support homeowners who are “able to pay” to undertake decarbonisation works
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)
SWLP	<ul style="list-style-type: none"> • Work with appointed consultants to shape climate change policies and proposal for each stage of the SWLP development
Hydrogen Hub	<ul style="list-style-type: none"> • Complete feasibility study and business case • Seek funding (grants, Midlands Engine, WMCA, private investment) • Secure site • Develop “demand-side” plan (WDC RCVs; other public sector vehicles; HGVs)
New House Farm, Solar Farm	<ul style="list-style-type: none"> • Secure site and develop proposals for low carbon development including working up a planning application
AMBITION 3	Adaption 2050
Trees	<ul style="list-style-type: none"> • WDC: 5000 trees - establish tree planting programme and delivery partnership as agreed at Cabinet March 2022

	<ul style="list-style-type: none"> • SDC: explore potential to establish tree planting programme and delivery partnership
Adaptation Plan	<ul style="list-style-type: none"> • Progress recruitment of CAPO • Utilise West Midlands Climate Risk Assessment to prioritise immediate actions • Building relationships and partnership across the West Midlands by playing an active role in the West Midlands Adaptation Steering Group • Liaise with the Met Office to access better data and make use of this • Incorporate climate adaptation into SWLP evidence base • Improve awareness and training for key WDC services such as planning, green spaces, housing, assets etc) • Establish long term work programme once CAPO in post • Establish local partnership governance around adaptation
OTHER	
Comms and Community Engagement	<ul style="list-style-type: none"> • Establish the UK100 LCE programme: deliver community engagement events in 6 rural communities • Deliver 6 webinars for SMEs • Continue Carbon Connected Webinars
Recruitment	<ul style="list-style-type: none"> • Complete recruitment to CAPO and Programme Officer roles
Approach to Joint Working with SDC	<ul style="list-style-type: none"> • Establish member governance, management and delivery arrangement for Climate Change joint working with SDC.