

Please note the new RAG system:

Red - Late start / Critical Challenges to completion
 Amber - Work started but target date has been extended (place new target date in O)
 Green - On Track towards target date (incl. where target date was previously extended)
 Blue - Project complete - no further update needed

Theme	No.	Net Zero Plan	Corp Plan	Action As printed in the Strategy - we have no ability to change these until the next review	Target Date	Head of Service in Charge	LEAD OFFICER	Other Officers Involved	Start date	New Target date (Darken blue if deadline extended)	Overall progress	Progress update Format: Initial, date - single progress update. There is no need for repetition or multiple dated updates unless relevant
Performance & Leadership	1.1	Yes		Increase staff resourcing to co-ordinate and deliver the actions in this strategy. It is anticipated that we need up to 2 Sustainability Officers and 1 Energy Manager.	Dec-20	Nick Austen Community Services	Stuart Fitzsimmons	Tom Hardy Candice Luper	Nov-20	Jul-22	A	TH 08/12/21: Infrastructure Officer (Sustainability) started on 14/06/21 focusing on EVCP roll out and energy audit priority projects. Case for extending the Infrastructure Officer (Sustainability) taken to Star Chamber. Awaiting decision. We also have an intern in place to support the Sustainability Projects Officer.
	1.2	Yes		Review financing mechanisms available to fund the actions in this plan. This should include a clear policy of financing Invest to Save proposals based on specific carbon and cost saving criteria. We will also explore options to engage with the local community with a view of encouraging sponsorship and donations if appropriate.	Mar-21	Colm O'Callaghan Finance & Legal	Linda Parker		Jan-21	May-22	A	LP 04/08/21 It is proposed that half of the current Invest to Save capital budget, that is £2.4m out of £4.8m, be used to fund schemes that reduce CO2 and that funding be allocated to the schemes with highest reduction in tonnes of CO2 per £ of I2S budget until the funds are used up. Depending on how quickly that happens, additional funding will be sought in the Council budget to be agreed in February. Proposers of schemes will still be able to seek other funding which increase the tonnes per £ figure thus moving projects up the list. [Note this could alternatively be progressed separately from the budget if there is a suitable sustainability update to add this to going to Policy Ctte before then]
	1.3	Yes		Review and strengthen use of the Sustainability Impact Assessment (SIA) process across the Council to ensure that issues and impacts are addressed early in the project management, development and procurement process.	Mar-21	Nick Austen Community Services	Candice Luper		Oct-20	Mar-21	B	CL 24/11/21 SIA is now in use. Staff need regular reminding about this. Have asked Heads of Service/CEXB to remind staff to complete. Have also added annual reminders for staff in Comms plan. We are cross referencing with Cabinet forward plans. Number of SIA's received to date since updated process in place: 30.
	1.4	Yes		Review and update the Council's Sustainable Procurement Policy with clear criteria and guidance on how to select the most sustainable options when making purchasing decisions, setting contract specification and managing contracts. As part of this we will ensure that our Procurement Rules require that suppliers demonstrate the best possible environmental option and adhere to the Council's Sustainable Procurement Strategy. All new contracts will include sustainability performance measures and carbon reduction targets wherever appropriate to do so.	Dec-20	Tony Marmo Commercial & Development	John Patrick	Candice Luper	Oct-20	Dec-20	B	CL 01/08/21 New SPP has been produced and promoted to staff. Will be regularly promoted via Comms plan. JP 06/05/21 Every new tender we speak to internal customer to ensure they fill out the sustainability questionnaire
	1.5	Yes		Monitor which contracts are due for renewal over the forthcoming year to assess current sustainability impacts and methods of making improvements at the next contract upgrade.	Apr 2021 then annual	Nick Austen Community Services	Candice Luper	John Patrick	Apr-21	May-21	B	CL 01/04/21 Reminders have been sent to staff for SIAs to be produced for the Verulamium Ice Cream Vendor, maintenance and supply of our multifunction printers, electrical rewiring and fire alarm repair contracts. Contracts will be next monitored in 2022. Procurement Tea to ensure that procurement processes for relevany purchases/contracts do not progress without an SIA.
	1.6	Yes		Incorporate sustainability and carbon reduction to staff induction, generic job descriptions and performance management scheme.	Jan-21	Simonne deVall Corporate Services	Jane Pearce	Candice Luper Senior HR Business Partner team	Jan-21	Mar-22	G	JP, 29/11/21, Online 'My Performance' system updated to include the option for 'sustainability' targets. Sustainability e learning module launched. JDs to be reviewed as operating model work progresses into 2022.
	1.7	Yes		Develop a sustainability eLearning module to be completed by all staff during induction and then on an annual basis as part of the yearly Performance Review process.	Oct-20	Nick Austen Community Services	Candice Luper	Chris Tilley	Oct-20	Mar-22	G	CL/CT 06/01/22 Sustainability module launched and mandatory for all staff. Climate Change module released for staff on voluntary basis. Looking at how to improve take-up. Both modules being updated for the January 2022 rollout and will be repromoted. All HOS have received in person climate change trainign from APSE via HCCSP. HR to confirm if funding is available to expand the eLearning system to Cllrs.
	1.8	Yes		Deliver ongoing engagement and awareness raising to staff, contractors and service providers on sustainability issues and solutions through the 'StAN' staff portal, weekly Team Brief, staff emails and direct training. Particular teams will require specialised training (e.g. Building Service).	Monthly	Nick Austen Community Services	Candice Luper	George Sellers	Dec-20	Ongoing	A	CL 06/01/22 Communications are released to staff via STAN, Team Brief and emails. Most recently emails have been sent on how to keep energy bills down at home whilst working at home, and on busting the home heating myths. Also prompted discussions on STAN around veganism and recycling.

Gov	1.9	Yes		Deliver strong and consistent messages to the public about sustainability, the environment and climate change through the Council's publicity channels which include the Community News publication, www.stalbans.gov.uk , MyStAlbans District account , press releases, social media, events, Sustainability News and the Building Futures website .	Through-out year	Amanda Foley Chief Exec & Policy	John McJannet	Candice Luper	Nov-20	ONGOING	A	CL 06/01/22 - Sustainability News published Dec 2020, June 2021 and Sept 2021. Website updated with tracker progress pdf. Study being undertaken with the University on the most effective way to engage the public for behaviour change. Full comms plan will be developed at the end of the study.
	1.10	Yes		Encourage and support community engagement through groups, forums, events and partnerships that focus on local environmental action. This includes where appropriate, using Council resources to leverage the impact that groups or organisation can have where this is the most effective way to raise awareness. Encourage organisations to network, share experiences, and identify opportunities to play their part. This includes for example the Climate Advisory Group, Strategic Local Partnership (SLP), Town and Parish Council groups, Sustainable St Albans events, Hertfordshire Community Energy Group and Herts Climate Change and Sustainability Partnership. Partners will be encouraged to develop action plans and report back about progress.	Monthly	Nick Austen Community Services	Candice Luper	Stuart Fitzsimmons Maria Cutler	Nov-20	ONGOING	B	MC 03/02/22 Herts EDO hosting sustainability business conference on 11 Feb. Green Triangle in process of being reviewed. MC 31.08.21 Green Triangle partners Board meeting scheduled in Oct. SP meeting on 9 July focused on Climate Change with Sustainable St Albans & highlighted initiatives such as Count Me In. Sustainability is one of the key themes of the SP. Green Triangle partners looking at this tracker to see where they can add value. CL 24/11/21 Continue to attend regular meetings with other Districts, HCCSP and subgroups to implement cross-County action on sustainability and climate change. This has included the development of Action Plans to tackle Water, Carbon Reduction, Behaviour Change, Biodiversity and Transport. Now participating in adaptation sub-group as well. We continue to hold CAG meetings. University have successfully won funding for a design led engagement campaign. Working with Sustainable St Albans to deliver a community engagement programme to include workshops, training and support to develop their own Climate Action Plans.
	1.11	Yes	Yes	Work in partnership with local groups to deliver a climate change and sustainability public engagement programme to empower local citizens, organisations and businesses and help overcome barriers to action. This may include a Citizens Assembly should we have a specific idea or project to explore. (Corporate Plan) Establish a Citizens' Assembly to drive forward the climate emergency policies of this Council	Mar-22	Amanda Foley Chief Exec & Policy	Claire Wainright	Stuart Fitzsimmons	Oct-21	ONGOING	B	CL 24/11/21 - Experience from other Councils with Citizens Engagement Panels shows it is an expensive process. The project is on hold for now and until pandemic is over. SADC has accepted a proposal from SSA to provide 2 days per week engagement support. St Albans Climate Action Network has been launched and St Albans Count Us In Campaign. Dedicated engagement p/t officer likely to be in post Sept 2021.
	1.12	Yes		Work with the Business Improvement District and other business networks, to develop and deliver city-wide environmental schemes and improvements. This might include Greening Business Support Schemes or Business sponsored renewable projects.	Monthly	Amanda Foley Chief Exec & Policy	Maria Cutler	Stuart Fitzsimmons	Jan-21	ONGOING	A	MC 03/12/21 As before .MC 31.08.21 Waiting on a Gov consultation on single use plastic due in Autumn. Still in discussion how best to do this with business community and post Covid recovery. Investigating scheme that could be linked to Charter Market. CL 24/11/21 Holding a meeting with BID to explore possibility of green fund and coffee cup recycling scheme.
	1.13	Yes		Influence government to introduce more stringent sustainability policy in areas such as building, housing, renewable technologies, energy, water, waste and habitat protection, through responding to consultations and working with organisations such as the Local Government Association.	As opportunities arise	Amanda Foley Chief Exec & Policy	Maria Cutler	Candice Luper	Oct-21	ONGOING	G	MC 3/12 /21 Gov consultation due out in Autumn re single use plastics. Will respond to Government consultations when appropriate and encourage other organisations to do so. Plus keep up to date with LGA. Working also with Green Triangle partners, using their expertise and influence.
	2.1			Analyse and report on our annual corporate greenhouse gas emissions and progress towards our targets via the website and the Council's Performance Report. As part of this we will also undertake an annual review of the community-wide CO2 emissions published by the Department of Business and Industrial Energy . As part of this we will explore the options and costs to obtain a more accurate measurement of corporate and community-wide emissions.	Annual Oct	Nick Austen Community Services	Candice Luper	John Patrick	Apr-21	Oct-21	B	CL 01/10/21 GHG analysis is now complete and reports have been reviewed by CAG and CEXB. Will now be posted on website and used in communications campaign. We aimed to submit calculations to the Carbon Disclosure Project for cities but have missed the deadline due to the time it takes to gather the data necessary for the calculations. We have now also signed up to UK100 and Race to Zero which will require reporting in 2022.
2.2	Yes		Explore approaches to allocate greenhouse gas emissions reduction targets to individual departments and services.	Jun-21	Nick Austen Community Services	Candice Luper	John Patrick	Jun-21	Mar-22	A	CL 0601022 To be completed in 2022	

2.3	Yes	Yes	Develop a structured plan of action to undertake energy and renewable technology audits (corporate, operational, museums and leisure) to identify the most cost-effective means to decarbonise our property portfolio. It should also include works to ensure that all Council buildings have an Energy Performance Certificate of B or above by 2030. Low carbon heat sources such as heat pumps or heat networks will need to replace gas fired boilers . The study should explore means to obtain cost neutral improvements through Energy Services Company schemes such as Re:FIT or interest-free programmes such as Salix. Implementation is expected to begin by Nov 2020. (Corporate Plan) Ensure that the Councils office buildings and Council-sponsored developments are more energy efficient, including renewable energy schemes & Develop a plan for greater use of solar panels on Council-owned property and support businesses looking to develop solar or other renewable assets	Mar-22	Tony Marmo Commercial & Development	Tom Hardy	Candice Luper Stuart Foster Nick Sherriff	Nov-20	Mar-22	G	TH 15/11/21: Energy and Renewable audits have been completed of our largest corporate buildings. The work to ensure the Council's buildings are more energy efficient is a rolling programme. The findings of the completed energy audits are now in an action tracker and the Infrastructure Officer (Sustainability) is driving this forward as a project. This is a rolling programme of measures that shall require funding to be identified for the implementation to take place. Funding was requested as part of the star chamber budget process and we're awaiting details of the next Public Sector Decarbonisation Fund.
2.3	Yes	Yes	Develop a structured plan of action to undertake energy and renewable technology audits of the main Council buildings (Housing) to identify the most cost-effective means to decarbonise our property portfolio. It should also include works to ensure the main Council buildings have an Energy Performance Certificate of B or above by 2030. Low carbon heat sources such as heat pumps or heat networks will need to replace gas fired boilers . The study should explore means to obtain cost neutral improvements through Energy Services Company schemes such as Re:FIT or interest-free programmes such as Salix. Implementation is expected to begin by Nov 2020. (Corporate Plan) Ensure that the Councils office buildings and Council-sponsored developments are more energy efficient, including renewable energy schemes & Develop a plan for greater use of solar panels on Council-owned property and support businesses looking to develop solar or other renewable assets.	Mar-21	Karen Dragovic Housing	Simon Smith		Apr-21	Mar-23	G	SS 23/08/21 - The Housing Department are conducting a partially Government Funded Pilot programme to work on 50 HRA properties. The aim is to achieve an EPC rating of B on properties that currently have an EPC rating of D or below. The pilot programme will provide the basis of an energy strategy that will achieve a carbon Neutral position on HRA stock by 2030 and ensure all properties are at least at EPC B . The pilot programme began in March 2021 and will be completed by the end of March 2022. The pilot programme is on track, however, the number of tenants taking up the offer is low at present. Housing are working with MSP to increase the uptake for the pilot. The pilot programme is likely to be extended until 31/3/2022, this will be confirmed shortly 23/08/2021 - The Housing Asset Team are working with MSPS to install Goldenl technology in a pilot of 50 properties. This technology can remotely monitor temperatures, humidity and use of heating. This will allow the Council to monitor the results of insulation and renewable heating measures and help to identify causes of damp and mould. SS 01/11/2021 - The LADB1 pilot has been extended until 31/03/2022. Works to up to 75 properties will commence in November 2021 to ensure the funding from the pilot is used by 31/03/2021 SS 29/11/21 - Works to properties on the LADB1 pilot programme have commenced, the programme is expected to be completed by 31/03/22
2.4	Yes		Undertake a high-level analysis of our emissions, realistic trajectory towards becoming a net zero Council and District and the costs and options for decarbonisation.	Aug-21	Nick Austen Community Services	Candice Luper		Jan-21	Mar-22	R	CL 06/01/22 Awaiting HCCSP outcomes which may include this work
2.5	Yes		Housing Stock - Ensure that all lights are replaced with LED (preferably sensor operated) as and when they reach the end of their life. Payback periods depend on the type of lighting replaced and the operating hours but tend to lie between 2-6 years and can often be funded by Salix.	Ongoing policy	Karen Dragovic Housing	Simon Smith		Apr-20	Mar-23	B	SS 09/05/2021 Housing routinely replace communal lights with LED lighting as part of their maintenance programme. Complete. All lights to be LED as standard policy.
2.5	Yes		Corporate and Commercial Buildings - Ensure that all lights are replaced with LED (preferably sensor operated) as and when they reach the end of their life. Payback periods depend on the type of lighting replaced and the operating hours but tend to lie between 2-6 years and can often be funded by Salix.	Mar-23	Tony Marmo Commercial & Development	Tom Hardy	Helen Ramsay	Nov-20	Mar-23	G	TH 15/11/21: The target date set for completing this work is 31 March 2023. This is a rolling programme of replacement, when old bulbs/fittings reach end of life, replacement with LED takes place. There have been recent instances of this taking place.
2.5	Yes		Parks and Green Spaces and Car Parks - Ensure that all lights are replaced with LED (preferably sensor operated) as and when they reach the end of their life. Payback periods depend on the type of lighting replaced and the operating hours but tend to lie between 2-6 years and can often be funded by Salix.	Ongoing policy	Nick Austen Community Services	Robin Ray	Warren Sardi	TBC	TBC	G	RR 24.05.21 - All lights switched to LED, seeking quotes on PIR sensors to further improve energy usage. Provider also switched circa 10k saving. RR 10.09.21 sensor quote received circa 25k + VAT under consideration
2.6	Yes		Upgrade our energy supply contract to ensure that any electricity purchased by the Council is sourced from renewable energy. Any energy purchased which is not supplied from renewable energy (e.g. gas) will be offset through an appropriately certified offsetting scheme by 2023.	Nov-20	Tony Marmo Commercial & Development	John Patrick	Candice Luper	Oct-20	Feb-22	A	JP 24/11/21 - Council have switched energy supply to 100% renewable supply from Ecotricity however there have been outstanding issues since the supplier have not met our contractual requirement to provide EDIs which has cost us extra since we have to pay someone to enter the bills. Have been liaising with Q21Laser our Management Service for utilities, to see if we can gain penalty costs in the contract as Ecotricity assured us at start of contract they would have EDI files after 3 months of the contract. As of 15/11/21, Ecotricity have now created a form of EDI files going forward so much easier for Team Energy to put data into Sigma Utility software. No news as yet as to whether we will receive penalty costs. (deadline extended)

Energy use	2.7	Yes	Sign up to a Bureau Service for a 1-year trial to assess the savings to the Council of having them manage the utility bill entry, validation, database management, supplier engagement and automatic reporting on our behalf. This is anticipated to reduce our energy spend by up to 3% p.a.	Mar-21	Tony Marmo Commercial & Development	John Patrick	Candice Luper	Oct-20	May-21	B	MS 13/08/21 Team Energy Contract has been renewed and valid for 12 months from 14/05/21	
	2.8	Yes	Work with our energy suppliers to encourage them to more rapidly install Automatic Meter Reading (AMR) technology to the remainder of Council-owned Housing properties, to allow for more accurate monitoring of energy consumption	Jan-21	Tony Marmo Commercial & Development	Simon Smith	Simon Smith	Jan-21	Mar-22	A	SS 23/08/2021 - Housing Asset Team will look at this action and report back. The energy supplier is a private agreement between the tenants and the energy providers.	
	2.9	Yes	Develop a Council-wide construction standard for Council new builds and refurbishments to ensure that high standards of energy efficiency and sustainability are incorporated to building design and construction to achieve appropriate zero carbon buildings standard. Government have provided Planning Authorities with the green light to go above and beyond Building Regulations. This policy should also address material sourcing requirements to reduce carbon impacts of product transport. Government aspirations include the Future Homes Standard, the commitment to phase out fossil fuel heating installations off the gas grid, and aspirations and initiatives around home retrofits (EPC band C by 2035) and low-carbon heating. The Future Homes Standard for example, will ensure new build homes have low-carbon heating and world-leading levels of energy efficiency by 2025. The World Green Building Council also provide frameworks as does Passivhaus. Ultra-high energy efficiency standards, installed alongside an air source heat pump, represent a 1-4% uplift on build costs relative to a home built to current regulations. Passivhaus is estimated to lift costs for the developer by 7% but could come down to 3% in future. Taking into account whole life costs, high efficiency buildings are cheaper in the long-run. It costs a 1/3 of the price to incorporate efficiency measures such as low carbon heat to a new build, than to retrofit them to existing buildings.	Jun-21	Tony Marmo Commercial & Development	Robbie Hazlehurst	Simon Smith Tom Hardy Candice Luper	Apr-20	Oct-21	G	TM 10.5.21 - The Capital Projects team are working with their clients, whether it be Housing, Estate Services or Green Spaces, to establish a specification for new build and refurbishment developments that will maximise sustainability features. SS 09/05/2021 Housing are included on the new build schemes for HRA stock and a standard specification for the developments has been established. SS 06/08/2021. All HRA refurbishment/Capital replacement works are to be incorporated into the HRA Energy Strategy currently under development to help the HRA achieve a carbon neutral position on it's assets by 2030. (Deadline for the construction standard was Oct 21 so you will need to update the deadline and move the colour to amber as it is not yet complete)	
	2.10	Yes	Keep abreast of technological advances and novel technologies such as hydrogen power, heat and power battery storage and hybrid heat pumps so that we can exploit opportunities when appropriate. Staff will be expected to demonstrate this as part of annual appraisal and development process.	Mar-22	Tony Marmo Commercial & Development	Robbie Hazlehurst	Simon Smith Candice Luper	Oct-20	Mar-22	B	SS 09/05/2021 Housing Officers in the Asset team are involved in various focus groups to keep abreast of the latest technology and funding opportunities. SS 25/03/2021 SADC Maintenance Officers attend quarterly focus groups to discuss and horizon scan technological advances and funding opportunities for renewable energy solutions CL 25/02/21 SADC Joined Green Building Council, and circulates news and best practice to colleagues. This is an ongoing action which all teams are actively including to their day-to-day work.	
	2.11		Formally communicate with HCC to investigate options for divesting from fossil fuel pension scheme.	Dec-20	Colm O'Callaghan Finance & Legal	Charles Turner					R	
	2.12	Yes	Seek opportunities to reduce emissions further from IT equipment. As part of the re-procurement of the server infrastructure and network switches, investigate options to significantly reduce power use for cooling.	Mar-21	Simonne deVall Corporate Services	Leon Thomas		Jan-21	Mar-21	B	CC 01/04/21 All the equipment procured does look at the power requirement to ensure that it is as energy efficient as possible. Servers and desktops have been replaced. No further change to equipment is likely to happen for the next 2 years. We are exploring options to move to a wireless network which might reduce power from the network switch .	

2.13	Yes	Yes	<p>Undertake an ongoing programme to improve energy efficiency of Council-owned housing incorporating the advice in the energy audits. Currently this includes work to install A-rated boilers, insulate lofts and cavity walls, install double glazing and energy efficient lighting to interior and exteriors. The government has set a target of all homes being improved to Energy Performance Certificate C[1] by 2035. Our aim is that all Council Housing meet EPC B by 2030. This will require the conversion of gas boilers to low carbon heat sources, renewable technology, and improvements to insulation. We will explore the potential for whole house refurbishments such as the Dutch 'Energiesprong' (energy leap). This achieves an 86% reduction in emissions and currently costs around £70k per average home. Costs are forecast to come down to £35k per property in the near future. Annual savings can be obtained from reduced maintenance and income generated from energy savings made by the residents, and potentially the Renewable Heat Incentive. Upgrading a home to EPOC C costs on average £4,385 per home and reduces emissions by around 30%. (Corporate Plan) Develop a plan for improved home insulation for both Council-owned and other properties</p>	Sep-21	Karen Dragovic Housing	Simon Smith		Nov-20	Mar-23	G	<p>SS 01/11/21 - The Council has been awarded LADB1 Govt funding to carry out works to 50 properties to achieve a Carbon Neutral output and an EPC rating of B to these properties. The lessons learnt from the pilot will inform the Energy Strategy being developed by the Housing Service to achieve the Council's target of 2030.</p> <p>Energy Pilot surveys have been undertaken to identify 50 eligible HRA properties and households for the LADB1 funded scheme. This has identified 50 properties that meet the funding criteria. Programme has been extended until 31/03/2022, works on up to 75 HRA properties is due to commence in November 2022 and be completed by 31/03/2022</p>
2.14	Yes		<p>Investigate the possibility of using land or developments for a large-scale energy generation to enable us to produce our own energy and decarbonise our operations, and as a means of income generation and energy resilience.</p>	Mar-22	Tony Marmo Commercial & Development	Matthew Pearce	Robbie Hazlehurst Candice Luper	Nov-20	Mar-22	G	<p>TM 05/08/21 This project will be considered as part of the revision of the property investment strategy and plan for 2022-23. The plan revision will be worked on in 2021-22. Latest property investment strategy and plan being reviewed at scrutiny committee. New projects to be brought to the Regeneration and Business committee in November.</p> <p>MP 08/12/21 A preliminary rooftop analysis has been undertaken looking at current Council buildings and the most feasible location for a new system, as well as the cost for a new system. Using data from the existing system on the Civic centre, calculations will be done to determine the payoff time for a new system. This information will inform any future decisions for this sustainability item.</p>
2.15	Yes		<p>Develop Planning Policy requiring high standards of sustainable construction, resource efficiency, on-site renewable or low carbon energy generation.</p>	Dec-21	Planning & Building Control	Chris Briggs		Jan-21	Mar-23	G	<p>CB 2/12/21 Progress report and draft policies went to LPAG 2.11.21. Councillor comments to be taken on board as work progresses on Policy drafting.</p>
2.16	Yes		<p>Ensure that the Planning Department are equipped with expertise in sustainable construction methods and low carbon technology to be able to understand the best solutions available and demand appropriate improvements.</p>	Dec-21	Planning & Building Control	Sarah Ashton	Candice Luper	Jan-21	Mar-22	A	<p>CL 06/01/21 Have identified training options for Planners with Apse, TCPA and others. Extended deadline as P&BC would prefer training after Local plan has been finalised. Making a case for budgets to Star Chamber 2021 process.</p>
2.17	Yes		<p>Explore financial and other ways to secure carbon offsetting measures in major developments. This can incentivise the construction of energy efficient buildings and finance the transition to a low carbon district. Similar measures have been introduced in London and Milton Keynes.</p>	Dec-21	Planning & Building Control	Chris Briggs		Jan-21	Mar-23	G	<p>CB 2/12/21 Progress and draft policies taken to LPAG 2.11.21. Councillor comments to be taken on board as work progresses on Policy drafting.</p>
2.18	Yes		<p>In the next review of the new Local Plan, seek to allocate suitable areas of land within the District following paragraph 151 of the NPPF for renewable and low carbon energy and heat. Increasing renewable energy capacity requires finding suitable sites. 1MW wind requires 25-54 acres of land, 1MW solar requires 4 acres (though wind has 3 times more capacity to generate energy per MW than solar). The average town in UK has 32MW of renewable energy whereas in St Albans we have just 4.7MW. Enfield has installed several solar farms and now generates 58.4MW.</p>	Dec-23	Planning & Building Control	Chris Briggs		Feb-21	Dec-23	G	<p>CB 2/12/21 Progress taken to LPAG 2.11.21. Report on 'call for sites' to LPAG 15.6.21 included some land for renewable and low carbon energy. Work ongoing on assessing the circa 200 sites submitted in total for all uses. It will take some time to work through. Initial review suggests most land put forward in this category is as part of potential large scale residential development sites.</p>
2.19	Yes		<p>Accelerate the conversion of streetlights to LED by supporting Herts County Council in their upgrade programme. We will upgrade our own street lighting and develop a policy for Council owned street light operating hours to ensure a safe environment for residents whilst also reducing light pollution and energy consumption. We will aim that a proportion of new street lights should be replaced with integrated EV charging units where possible.</p>	Mar-21	Tony Marmo Commercial & Development	Steve Dibben Robin Ray Tom Hardy		TBC	TBC	G	<p>SD 11/05/2 HCC's conversion of on-street lights to LED's was completed in 2020. Council owned street lights in Westminster Lodge car park were converted to LED in 2020, whereas the street lights outside Alban Arena were converted in February 2021.</p> <p>SD 23/08/21 HCC won't allow their street lights to be used as EV Charge Points, whereas the Council's small number of lights don't have sufficient power and aren't suitably located. Conversion of Council owned street lights to LED take place as existing lamps become life expired.</p>

2.20	Yes	Undertake further studies to explore possible locations for district-heating schemes.	Mar-23	Planning & Building Control	Chris Briggs		Feb-21	Mar-23	G	CB 5/12/21 Progress report to LPAG 2.11.21. Work ongoing on assessing the circa 200 sites submitted. 'Call for sites' consultation concluded. Approximately 200 sites submitted in total for all uses. It will take some time to work through. 'Call for sites' consultation till 8 March 2021 included specifically asking for sites for 'renewable and low carbon energy and heat'.
2.21	Yes	Deliver a scheme to support vulnerable and low-income households by making use of Energy Company Obligation funding to improve the energy efficiency and warmth of their homes and reduce excess winter deaths. As part of this we will ensure that we make best possible use of the 'Flexibility Eligibility' so that local householder who need it, are able to access support.	Sep-20	Nick Austen Community Services	Candice Luper	John Frost	Sep-20	Apr-21	B	CL 06/01/22 St Albans Warmer Homes scheme is in place with YES Energy and we have also joined the NEF installer network which means we can accept ECOFlex applications from many more contractors. YES scheme was promoted to the public in Nov with press release and letters to low EPC households in November. Scheme was also promoted in Oct 2021 Sust News and Older Peoples Forum. YES Energy have installed: 19 boilers, 9 Cavity, Room in roof or Loft Insulation, 2 new heating and 1 remedial heating.
2.22	Yes	Collaborate with the Parish Councils and local groups to actively promote advice and information on reducing energy consumption, managing their energy bills, renewable technology and tackling fuel poverty. We will promote national grants, subsidies and initiatives as they become available.	Throughout the year	Nick Austen Community Services	Liz Marcy	Candice Luper	Apr-21	ONGOING	G	CL 06/01/22 All Parishes have been offered one-to-one support at the Parish Roundtable and also at APC meeting. One on one meetings commenced with 2 Parishes. SADC Climate Change training will be used at one Parish.
2.23	Yes	Improve promotion of the Home Repairs Assistance Grant providing support for improving the energy efficiency of vulnerable households, by improving visibility on the website and through a specific leaflet.	Dec-20	Karen Dragovic Housing	John Frost		Oct-20	Apr-21	G	JF 30/11/21 Awaiting claims for payment from last two approved applications. No new claims
2.24	Yes	In response to complaints from tenants in the private rented sector, we will enforce the requirements of the Housing Health and Safety Rating Scheme (HHSRS) and the minimum energy efficiency standards to reduce the hazard of excess cold. Where homes aren't adequately heated, landlords will be requested to carry out energy efficiency improvements.	In response to complaints	Karen Dragovic Housing	John Frost		Mar-20	ONGOING	G	JF -30/11/21 - No excess cold hazards identified, or complaints received over past 6 months.
2.25	Yes	Establish how the Council might more proactively monitor and enforce Minimum Energy Efficiency Standards given the existing resources to do so. Minimum energy efficiency standards have been set by the Government for homes that are privately rented, with a minimum 'Energy Performance Certificate' of E required. Councils are responsible for ensuring that these standards are met, but research suggest that many councils aren't effectively enforcing them at the moment, thus missing a key opportunity for cutting carbon and improving housing quality. Cost £45k pa to cover a full-time officer. Some of this can be recouped through fees.	Jul-21	Karen Dragovic Housing	John Frost		Oct-20	ONGOING	A	JF -30/11/21 - LAD2 Green Home Grant Scheme launched on 15/11/21. This is being delivered by Warmworks (managing agent). Involves £369,000 grant targeting low income household in energy inefficient properties. Awaiting formal announcement of further bid for Green Homes Grant funds - unofficially informed this has been successful but needs BEIS to confirm.
2.26	Yes	Attend Landlord Forums and work with lettings agents and private landlords on an occasional basis to disseminate information and to raise awareness of Landlords' duties to meet minimum standards and to provide advice on the assistance available.	Quarterly	Karen Dragovic Housing	John Frost		Mar-20	ONGOING	A	JF 30/11/21 - Feedback from landlords has been that there is currently no interest in attending forums. Working with Comms team to send out messages via social media and news items. Promoting Green Homes Grant and St Albans Warmer Homes Schemes to tenants in private rented sector, where funding is available subject to a contribution being made by landlords.
3.1	Yes	Provide 2-4 electric pool cars for staff to use for business purposes. These cars will be available for public use outside of working hours.	Mar-21	Nick Austen Community Services	Candice Luper	Steve Dibben	Aug-20	Feb-22	A	SD 06/1/22 Power supply to new cabinet to be installed Jan 22. Bays are marked. Charge points are on order. Hybrid vehicles will be provided until the EV points are in place. Scheme promoted in Community News and Sustainability News. Licence negotiations with Enterprise are nearing agreement. Deadline date has been extended to Feb so moved to amber.

3.2a	Yes	All Council fleet will be replaced with ultra-low emission vehicles at end of life or by 2028 starting with markets vehicles. This will include service vehicles such as those required for parking enforcement and the recycling collection vehicles. (Waste, Parking, Markets)	Mar-23	Nick Austen Community Services	Stuart Fitzsimmons	George Sellers Candice Luper	Oct-21	Mar-24	A	<p>JT; 02/06/21 attended "Net Zero Places - Pitch Day" Webinar, organised by KTN Innovation Exchange (26/05/21). Follow-up enquiries and further information requests made for (a) design & installation of domestic property EVCPs, (b) specialist hydrogen fuel retro-fitting of RCVs and (3) hydro-treated vegetable oil as a replacement for diesel.</p> <p>JT; 21/04/21 - Three "universal, front-line" Community Services-managed third party contracts are due to expire in 2024. Those contracts are Waste Management & Recycling (Veolia), Grounds Maintenance (John O'Conner, JOC) and Public Conveniences (Urbaser).The current HCC Highways term contract (with Ringway) is also due to expire in 2024. It is reasonable to assume a minimum 2-year period to undertake and conclude detailed work on retendering or contract extension. Therefore, initial thinking on future contracts specifications must start by March 2022 (at the latest). Fleet upgrade or fleet replacements discussions are already underway with Veolia and JOC. The latter aims to keep abreast of development of the new HCC Highways term contract. An upgraded fleet of Grounds Maintenance vehicles is planned to be in operation by March 2022. It is unlikely to be a fully ULEV fleet, but will represent a reasonable interim step. The waste management ULEV fleet market continues to mature with compliant Refuse Collection Vehicles (eRCV, as an example) in active service in London Boroughs and City Council areas.</p> <p>GS 06/01/22 - Reviewing how other LA's have converted to low emission vehicles</p>
3.2b	Yes	All Council fleet will be replaced with ultra-low emission vehicles at end of life or by 2028 - the C&D vehicle is the Museum Van	Mar-24	Tony Marmo Commercial & Development	Farhana Begum		Mar-23	Mar-24	G	Museum Business Manager shall start the planning for the replacement of the Museum Service van for an electric version by Mar 2024. 1 vehicle is still in working order and has low mileage. It will be replaced in the next 4-5 years. No further update required until nearer the time.
3.2	Yes	All Council fleet will be replaced with ultra-low emission vehicles at end of life or by 2028 starting with markets vehicles. This will include service vehicles such as those required for parking enforcement and the recycling collection vehicles. (Housing Vehicles)	Mar-27	Karen Dragovic Housing	Joanne Turner	Andrew Ilot	Mar-26	Mar-27	G	Housing only have 1 vehicle which is the caretaker van. This will be replaced by 2028. Our contractors Morgan Sindall have recently purchased their first electric vehicle and have a second on order.
3.3	Yes	Update the Council's Green Travel policy/guidance such that flights will only be authorised in exceptional cases where there is no reasonable alternative and that long-distance journeys must be made using lower carbon options such as rail or else journeys will not be reimbursed.	Jan-21	Simonne deVall Corporate Services	Jane Pearce	Lakshmi Raghavachari	Jan-21	Jan-22	A	<p>JP, 29/11/21, Green Travel policy and incentives to be reviewed as part of 'modernising our employment offer' alongside new operating model work 2021/22. Employment offer research completed and recommendations to include green travel incentives and example policy.</p> <p>Work to develop new green travel policy/guidance underway - looking at best practice and linking to move to more agile working (hybrid arrangements between home/office)</p>
3.4	Yes	Explore options to reward and incentivise staff to choose lower emission travel. As part of this we will look to incentivise cycling by providing a mileage reimbursement for business trips travelled by bike. We will also explore how making changes to the Essential Car Allowance can support this aim.	Aug-21	Simonne deVall Corporate Services	Jane Pearce	Candice Luper Lakshmi Raghavachari	Jan-21	Jan-22	A	<p>JP, 29/11/21, Green Travel policy and incentives to be reviewed as part of 'modernising our employment offer' alongside new operating model work 2021/22. Employment offer research completed and recommendations to include green travel incentives and example policy.</p> <p>Work to develop new green travel policy/guidance underway - looking at best practice and linking to move to more agile working (hybrid arrangements between home/office)</p>
3.5	Yes	Ensure computer systems are set up to best make use of laptop video conferencing facilities, thereby reducing the need for travel.	Sep-20	Simonne deVall Corporate Services	Leon Thomas		Sep-20	Sep-20	B	Achieved with the rollout of Teams and Teams training which has been made available to the whole organisation. Council Meetings are also being held virtually during COVID which prevents unnecessary travel.
3.6	Yes	Introduce the Cycle to Work scheme for staff to allow them to purchase tax-free bicycles and equipment. This will be introduced as part of a wider package of staff benefits.	Apr-21	Simonne deVall Corporate Services	Lakshmi Raghavachari	Candice Luper	Jan-21	Dec-21	G	JP, 29/11/21 New Benefits portal identified to include a Cycle to work scheme option for staff - implementation delayed to Dec 2021
3.7	Yes	Develop an innovative and comprehensive Sustainable Travel Town Vision to be submitted to Hertfordshire County Council as part of their development and support programme. This would include establishing a clean air zone in the centre of town which only allows low emission buses, taxis and cars through the town centre.	Jan-21	Planning & Building Control	Chris Briggs	Candice Luper	Jul-20	Jan-21	A	CB 2/12/21 Sustainable Travel Town bid submitted to HCC mid 2020. HCC decided not to take forward the SADC bid. There may be future rounds and SADC are in ongoing contact with HCC on the issues. No more work to do on this as yet.
3.8	Yes	Work with the County Council to develop planning guidance policies around the installation of electric vehicle charging points in new developments.	Dec-21	Planning & Building Control	Chris Briggs	Charlotte Morphet	Jan-21	Mar-23	G	CB 2/12/21 Progress report to LPAG 2.11.21. Local Plan scoping underway, including review of adopted Plans' approaches to electrical vehicle charging points. Officers aware of current HCC approach - as discussed at CNC 22.9.21.
3.9	Yes	Identify locations to install secure cycle storage in the district to maximise the use of bicycles and encourage cycling. This includes the provision of on-street cycle cages for streets of terraced houses.	Apr-21	Tony Marmo Commercial & Development	Steve Dibben	Candice Luper	Feb-21	Aug-22	G	CL 24/11/21 Form added to website to allow residents to express interest in an on-street cycle cage. Information from interested residents/flats/ streets is now available to the Lead Officer to take action on with the relevant local groups. Star Chamber bid for initial set up funding has been made. No further work can be undertaken unless funding is provided.

Transport & Air Quality

3.10	Yes		Explore options to introduce novel shared transport services such as on-demand buses.	Mar-23	Tony Marmo Commercial & Development	Steve Dibben		Mar-21	Mar-23		SD 04/08/21 - HCC made a bid on behalf of SADC but the bid was not successful.
3.11	Yes		Explore possibilities of introducing pay-by-the-hour bicycles for public use in partnership with Herts County Council.	Mar-22	Nick Austen Community Services / Tony Marmo	please complete	Steve Dibben	Mar-21	Mar-23		CL 06/01/22 HCC are investigating the possibility of introducing but finance will be required to be provided by Councils which we don't at this present time have. Currently most schemes in use are not self-sufficient financially. SD; 02/07/21: Watford secured a considerable grant from DfT to buy, manage and operate a number of 'Beryl-bikes' from Watford BC land as a pilot project. This funding stream closed in 2019.
3.12	Yes		Develop a Local Cycling and Walking Infrastructure Plan (LCWIP) for the District to identify cycling and walking improvements required to increase the number of trips made on foot or by cycle, including key links such as the routes from the City Centre to the rail stations.	Dec-21	Planning & Building Control	Chris Briggs	Wendy Frost / Steve Dibben	Jan-21	Apr-22	G	CB 5/11/21 - MOU agreed, technical work well underway. First Councillor / stakeholder engagement took place 4 November 2021.
3.13		Yes	Develop a comprehensive plan with the County Council for measures to reduce congestion and encourage walking and cycling, including the pedestrianisation of Market Place and a significant increase in 20mph zones. As part of our work to improve and extend cycle routes we will develop additional routes leading from the Green Ring to outlying villages. We will also explore opportunities to widen high pedestrian use sections of the cycleway/footpath through Verulamium Park to improve access and enjoyment to all users. (Also in Corporate Plan)	Mar-22	Tony Marmo Commercial & Development	please complete	Steve Dibben	TBC	TBC	A	SD 16/11/21 LCWIP meeting held Nov 21, to identify possible routes. SD; 02/07/21: Consideration to increasing spokes to the Green Ring will be given following completion of the Local Cycling & Walking Infrastructure Plan. HCC is currently at design stage for a number of schemes which could introduce 20mph zones, as well as creating more friendly environments for pedestrians and cyclists.
3.14	Yes	Yes	Evaluate the most cost-effective and practical options to increase EV charging infrastructure across the District utilising OLEV funding. This will increase our understanding of future needs, management options, costings, and inform our policies on residential charging and appropriate requirements for new developments. Estimates suggest that we will need around 62 electric vehicle chargers in place before 2030 at a cost of £100k. Installation of EV charging to key Council sites is expected to commence before the end of 2020. (Corporate Plan) Develop plans for a significant increase in off-street and on-street electric charging points	Dec-20	Tony Marmo Commercial & Development	Tom Hardy	Steve Dibben Candice Luper	Oct-20	Mar-23	A	SD 05/08/21 EV charging posts have been installed in the car park at Westminster Lodge Leisure Centre (capable of charging 6 vehicles at a time) and at the new Harpenden Leisure Centre (capable of fast charging 10 vehicles at a time). Proposing to take ownership for the HCC owned chargers. Explored options for a district wide mapping study to feed into our developing strategy but HCC are likely to do this work. We are working up a plan for a proposed further roll of EVCPs on Council owned land in 21/22 and an OLEV funding bid will be applied for, this will require match funding and this is being included in the 22/23 Star Chamber process. Undertaking feasibility designs for Keyfield Terrace, Gombards, London Road and Hart Road car parks. SF 29/6/21 Met with SD & MP about future EV charging post in leisure car parks so they can explore options with 1 Life.
3.15	Yes	Yes	Develop a strategy, and associated incentives, to reduce emissions from the pool of local authority-authorized taxis. This will include programmes to encourage electric vehicles through education, marketing, loans, vehicle emissions restrictions, vehicle inspections, reduced licensing costs and determine end date for fossil fuelled licensed vehicles. We will review the proportion of large taxis we demand and agree a timetable for retiring existing polluting vehicles. (Corporate Plan) Develop plans for the re-introduction of electric taxis	Sep-21	Nick Austen Community Services	Robin Ray	Desmond Crehan	Oct-20	Oct-23	A	RR 17/11/21 Briefing paper being prepared to set out potential measures to be introduced. 24.05.21 New taxi policy in place, including phasing out of petrol/diesel vehicles, emissions standard and reduction in fees for low emission vehicles. As previously stated larger and often more polluting vehicles can provide wheelchair accessible vehicles, and we have no direct control so unable to 'introduce electric taxis'. Currently considering introduction of electric only taxi rank in town centre (with charge points). (aren't we also looking to provide EST EV taxi training and promote their hire scheme in the early new year? Might be worth a mention. I updated the date for you - CL)
3.16	Yes		Discourage use of larger, more polluting cars through rewarding lower emissions vehicles within our parking charges.	Sep-21	Nick Austen Community Services	Robin Ray	Desmond Crehan	Aug-21	Sep-21	G	RR - 17.11.21 fees and charges paper being drafted. Des
3.17	Yes		Introduce an all-electric (or hybrid) pool car club for businesses and residents of the District. This provides vehicles for members to use on demand thereby reducing the need for car ownership.	Dec-20	Nick Austen Community Services	Candice Luper	Steve Dibben	Aug-20	Feb-22	A	SD 06/11/22 Power supply to new cabinet to be installed Jan 22. Bays are marked. Charge points are on order. Hybrid vehicles will be provided until the EV points are in place. Scheme promoted in Community News and Sustainability News. Licence negotiations with Enterprise are nearing agreement. Deadline date has been extended to Feb so moved to amber.
3.18	Yes		If funding is available, explore the potential to introduce Urban Consolidation Centres, to enable last miles deliveries to be made using electric freight vehicles rather than diesel-powered HGVs. Located at the edge of a town or city, goods would be transferred from heavy vehicles at the UCC to the electric vehicles. These projects have been successful in Camden and City of London.	Mar-23	Amanda Foley Chief Exec & Policy	Maria Cutler		Mar-21	Mar-23	A	MC 03/12/21 Briefing paper produced and circulated in April 2021. Awaiting response from officers - no cost free business case for such an initiative. Scheme appears not to be feasible at present - see paper.
3.19	Yes		Continue to develop and implement the measures of our Air Quality Management Plan to reduce emissions from road transport and improve air quality. As part of this we will look to introduce Air Quality Monitoring points across the District for particulate air pollution.	Mar-22	Nick Austen Community Services	Tara Murphy		Oct-20	ONGOING	G	TM 03/11/21 ASR21 with DEFRA for appraisal. Feedback will inform possible revocation of 2 Highways Agency AQMA's.

3.20	Yes	Continue to resist the Luton Airport expansion where we are able to. (Corporate Plan states) Lead initiatives to reduce the impact of aircraft pollution and noise arising from proposals to expand Luton Airport	Dec-21	Planning & Building Control	Chris Briggs		Oct-20	ONGOING	G	CB 2/12/21 Recent Airspace Working Group Meeting 20 October 2021. Due to have another meeting late early 2022. Letters sent in spring 2021 from Leader and Chair of Scrutiny to Luton Airport and others highlighting Luton Airport related issues. SADC responds to relevant consultations (eg Airspace) and planning application consultations as required.	
3.21	Yes	Yes	Widely promote the Idling Action St Albans Campaign to raise awareness of the impact of idling vehicles on health and air quality. We will also introduce anti-idling zones and ensure idling is effectively enforced. Children and parents will be the core focus for any campaigns. (Corporate Plan states) Reduce pollution from car emissions around schools by implementing car exclusion and no car idling zones. Work to promote anti-idling zones with a programme of effective enforcement	Mar-21	Nick Austen Community Services	Candice Luper	Robin Ray	Jun-21	ONGOING	A	CL 06/01/22 Idling Action banners have been ordered for use on schools and car parks. Signage will be installed to signage. RR 24/05/21 Anti-Idling zones are not considered to be effective tool (and have no legal definition/basis) due to lack of effective enforcement tools which the government plan to consult on and that the issue is focused around schools and considering with County the piloting of school streets in the district.
3.22	Yes	Restrict or remove permits for traders such as ice cream vans if they idle their engines to deliver their services.	Mar-21	Nick Austen Community Services	Tom Hardy	Robin Ray	Nov-20	Ongoing	R	TH 10/05/21: This is an ongoing policy, we've not had cause to enact. RR 24.05.21 No enforcement tool to achieve this, so will have to consider alternatives.	
3.23	Yes	Install utility access points in the city centre for traders and events staff to avoid the need for idling engines and generators	Mar-22	Nick Austen Community Services	Robin Ray	James Nuanain		Aug-22	A	SF 08/01/22: Linked to review of Markets. Currently seeking quotes to supply rechargeable lights to traders to reduce need for generators and electric points.	
3.24	Yes	Facilitate a regular transport stakeholder meeting to bring together Herts County Council, local transport providers and Intalink to encourage improvements to local public transport provision, cycle and walking routes and roads. The meeting will provide a forum to share best practice, address and overcome issues, apply for funding and implement improvement projects, for example to convert local buses to electric, hydrogen or biogas.	Dec-21	Tony Marmo Commercial & Development	Steve Dibben		Feb-21	Apr-22	G	SD 02/07/21 HCC facilitates a quarterly Enhanced Bus Partnership meeting, the next meeting will be in June 21. As part of the National Bus Strategy Local Authorities have to have a Bus Service Improvement Plan (BSIP) by October and an Enhanced Partnership (by April 2022) which HCC already have. HCC are waiting for DfT guidance on how the BSIP needs to be written and what it entails. HCC will facilitate an Intalink Enhanced Partnership meeting at the end of May the date to be confirmed. In terms of Electric buses HCC are looking at putting a bid in for Zero Emission Bus Regional Areas (ZEBRA) this is funding to work with bus operators not areas on purchasing electric buses and charging points in depots. Currently we've had an expression of interest from UNO and Arriva but further discussions need to be had as the DfT will only fund 75% of the total amount needed so there is a shortfall for operators and potentially HCC. Nothing has been agreed yet on how that bid will look like but we'll be putting something together. If it is with UNO then that will have an effect on St Albans as UNO services go there.	
3.26	Yes	Continue to meet regularly with St Albans Cycle Forum, St Albans	Quarterly	Tony Marmo	Steve Dibben	Robin Ray	Oct-20	ONGOING	A	SD 02/07/21 St Albans Bus Users Forum has not met since the pandemic stopped face to face meetings	
3.27	Yes	Progress work to hold regular car-free periods on St Peters Street.	Mar-21	Nick Austen Community Services			Oct-20	Dec-21	R	CL 24/11/21 It is unlikely this will progress in future do the costs of diverting traffic and public transport.	
4.1		Deliver ongoing improvements to the Council recycling scheme with regular staff awareness-raising around office recycling.	Throughout the year	Nick Austen Community Services	Candice Luper	Tom Hardy	Oct-20	ONGOING	A	CL 06/01/22 On hold until District Offices reorganisation as been completed. Improved recycling facilities at Verulamium Museum with new bins and signage. Will do more promotions once office remodelling is complete	
4.2		Increase recycling of waste from the market to 60%. We will look at whether additional recycling facilities can be provided to market stall holders and methods of encouraging or enforcing their use. As part of this project we will be working with stall holders to reduce plastic bag use.	Nov-21	Nick Austen Community Services	Stuart Fitzsimmons	James Nuanain/Jane Parker		Mar-23	R	SF 3/11/21: Waste Team looking at options	
4.3		Develop a Waste and Sustainability Policy for Council events particularly focusing on waste reduction and elimination of single-use plastics.		Nick Austen Community Services	Katie Foweraker	Liz Marcy / Temp Officer	Jan-20	Dec-22	A	CL 24/11/21 Bid for funding to develop a sustainable events strategy has been included to 2021 Star Chamber round. Benchmarking exercise taking place with reference to other councils' policies. LM 27/05/21 - Possible funding for provision of reusable cups identified. Markets manager and Comm Eng officer working jointly on trader paperwork.	
4.4	Yes	Introduce a 'Working Paperless' strategy for Council transactions and internal operations. As part of this we will dramatically reduce the number of printers available and place them in one location to discourage printing unnecessary documents.	Oct-20	Simonne deVall Corporate Services	Leon Thomas		Oct-19	Jun-21	B	08/11/2021 - strategy has been written and approved. Printers have been reduced and moved down to the basement to make people think before they print. Technology included to the Council Chamber to support virtual meetings and allow people to see paperwork without printing it. working on plans for new printers in future ways of working	
4.5		All Council buildings projects will require contractors to reuse or recycle over 90% of their non-hazardous demolition and construction waste when developing or refurbishing Council buildings. This is in line with the UK average.	Mar-21	Tony Marmo Commercial & Development	Robbie Hazlehurst		Nov-20	Mar-21	B	RH 13/04/21 All new development briefs for projects will require contractors to reuse or recycle over 90% of their non-hazardous demolition and construction waste when developing or refurbishing Council buildings. For example at CCOS South All demolition masonry/concrete materials were crushed on site and re-used in piling mats and sub-bases with other non-hazardous demolition materials being recycled.	

Waste	4.6		Explore options to improve recycling rates further to achieve a 70% recycling rate by 2030. This will include evaluation of options to introduce TetraPak and plastic films to the kerbside recycling collection, reducing refuse collections and increasing the materials captured for recycling from bulky waste collections.	Mar-22	Nick Austen Community Services	Jane Parker			Oct-20	ONGOING	A	JP 06/10/21 HIGHEST RECYCLING RATERegular conversations with Veolia on the possible inclusion of tetra pac to the kerbside collections. White goods collected in bulky collection are sent for recycling and where suitable other materials are reused or recycled. Items from fly tips are being recycled where possible. Veolia ran a trial on the recovery of tetra pak it was felt that at this time, this would have a cost to the processing charges due to the manual labour to sort. JP 2/11/21 no further update
	4.7	Yes	Develop a strategy to increase recycling collection from flats; ensuring that every flat has access to bins and that bin areas are fit for purpose and that managing agents have the right information to be able to run their bin areas effectively. (Action also in Corporate Plan)	Mar-21	Nick Austen Community Services	Jane Parker			Oct-20	ONGOING	A	JP 06/10/2021 Working with both Housing and MA's of private sites to ensure that residents are aware of the collection policies. When reviewing planning apps, we comment on the size of communal bin areas to ensure that there is room for growth. information boards have been designed and used. 27/8/2021 JP - recently worked with a small number of MA's provided reusable sacks for residents, info boards and guidance letters.Sharing knowledge with HWP Wasteaware group JP 2/11/21 meeting arranged to work with new contract manager to share knowledge and success at other Veolia contracts.
	4.8		Continue rolling programme to replace on-street waste bins with dual recycling bins for more recycling on the go. Waste collected from the street cleansing operation is to be sorted to ensure as much as possible is recycled.	Mar-21	Nick Austen Community Services	Jane Parker			Oct-20	ONGOING	A	JP 06/10/21 This programme continues. Also, with the award of the WRAP Binastructure grant a number of new dual bins locations have been identified and installations will be made within the coming months. 50+ litter bins are currently being programmed for completion via 3rd party contractor. Not all installations have been completed. This is due to some site not being suitable for the fitting of the litter bins. will be looking to see if nearby locations are suitable. jp 2/11/21 preparing list for next tranche of work
	4.9		Raise awareness of the recycling services through the provision of community talks, regular communications, promotional roadshows, WasteAware initiatives and market stalls. We also provide compost giveaways to give something back to residents.	Through out the year	Nick Austen Community Services	Jane Parker			Oct-20	ONGOING	A	JP 06/10/21 Due to COVID, face to face events have not taken place. Continue to use media outlets to promote service and reminder letters to residents. Promoting WAW events and sharing information via social media. Working with Severn Trent Green Power. Veolia producing mini film comms on what goes where. Member of the waste team has given Zoom talks to a number of groups.
	4.10		Open up local recycling facilities throughout the year to enable residents to have an opportunity to see what happens to their recycling and ask questions.	At least 4 times a year	Nick Austen Community Services	Jane Parker			Oct-20	ONGOING	A	JP 2/11/21 Some of the procession site have on-line videos taking through the process. The Susfest tour of Seven Trent has not taken place this year due to COVID but an Team/Zoom was held on 03.6.21 and recording has been made available online. Currently facilities are closed to non-essential visitors but aware of our requests to visit.
	4.11		Promote recycling to schools in partnership with Herts County Council and the waste contractor by attending assemblies and workshops. Attention will be focused on promoting food waste	Through out the year	Nick Austen Community Services	Jane Parker			Oct-20	ONGOING	A	JP 21/11/2021 Wasteaware are reviewing schools projects
	4.12	Yes	Support community litter-picks by providing gloves, litter pickers, bags and collecting any wastes arising for recycling. (Corporate Plan Action) Develop a comprehensive litter strategy.	Through out the year	Nick Austen Community Services	Jane Parker			Oct-20	ONGOING	A	JP 06/10/21 We continue to support these events and during the last three months we have provided 50+ equipment to individuals or small group. Currently promoting Great British Spring Clean and encouraging people to register their events on the KBT website. Litter Strategy has been produced and will be reviewed. Demand was not as high in August, many kept the equipment.Due to the current resource issues, we have been arranging for the groups to collection items from the depot.
	4.13	Yes	Work with other councils, farmers and the police to reduce fly-tipping.(Action also in Corporate Plan)	Through out the year	Nick Austen Community Services	David Webb			TBC	TBC	R	
	4.14	Yes	Work towards becoming a single-use Plastic Free Council. This will involve auditing our use of single use plastics and replacing them wherever possible with more sustainable alternatives.(Action also in Corporate Plan)	Mar-22	Nick Austen Community Services	Stuart Fitzsimmons	George Sellers		Oct-20	Mar-23	A	GS 08/12/21 Reviewing what other local authorities have done to advance this action and identifying our existing commitments.
	4.15	Yes	Introduce a scheme by which businesses are encouraged and rewarded for reducing single-use plastics. (Action also in Corporate Plan)	Mar-23	Nick Austen Community Services	Maria Cutler	Candice Luper		Feb-21	Mar-23	A	31/08/21 MC Awaiting Gov consultation on single use plastics in Autumn, plus looking at Charter market when time is right.
	4.16		Use the Council's publicity channels to promote the Refill St Albans scheme across the District to reduce plastic bottle waste.	Annually	Nick Austen Community Services	Candice Luper	Tom Hardy		Apr-21	ONGOING	A	CL 06/01/22 Clarence Park Fountain was out of use but has now been repaired. Unable to move forward with Verulam fountain so are looking at installing in the town centre instead. Licences need to be applied for with support from Asset Management and Infrastructure Teams.
	5.1		Consider and incorporate initiatives for improving the wildlife value of all Council owned new buildings or when doing external works to existing buildings.	Through out the year	Tony Marmo Commercial & Development	Robbie Hazlehurst	George Sellers		Sep-21	Jan-22	A	08/12/21 GS Reviewing information sent from RSPB

Nature & Food	5.2		Incorporate refuge areas for wildlife, green corridors and wildlife friendly and perennial planting wherever possible to new buildings.	Throughout the year	Tony Marmo Commercial & Development	Robbie Hazlehurst	please complete	TBC	TBC	R	Please allocate lead officer/s	
	5.3		Implement the environmental actions of the Green Spaces Management Plan. This includes heathland restoration, woodland management and identifying areas to leave as meadow.	Throughout the year	Nick Austen Community Services	Nick Sherriff		Oct-20	ONGOING	G	NS06/06/21 new management plans to continue to look at opportunities to increase biodiversity. 2020 CMS/ SADC opportunities audit to increase biodiversity in all open spaces and significant highway verges. CMS leading on verge opportunities for HCC. Tree scape fund has been applied for by HCC on behalf of SADC for 2021/22 planting season. NS 30/11/21 Opportunities audit circulated to ward councillors. actions added to the HMWT wildign map . HCC CMS funded 5 site for wild flower seeding into existing grassland	
	5.4	Yes	Develop a scheme for 'rewilding' parts of Council land to increase biodiversity (Also in Corporate Plan)	Mar-23	Nick Austen Community Services	Nick Sherriff		Jan-21	ONGOING	G	NS06/06/21- see above re op. audit . HMWT / SADC recruitment of a wilder stalbans officer to increase community involvement and participation in increase biodiversity, as well as giving advise to community groups and provide a central point of contact for information and website development. 3 Officer meeting have occurred to look at audit as well as mapping of sites to build pitctureof key areas to undertake future projects. currently finalising processes for clr, stakeholder and public enagement of current and future projects. NS 30/11/21 - wilder st alban officer has developed a website, engaged with local groups, individuals and and schools. https://www.hertswildlifetrust.org.uk/wilderstalbans	
	5.5		Develop planning policy that encourage developers to create and manage open spaces to create new wildlife habitats and provide new tree planting and growing spaces. We will encourage the use of UK sourced and native species wherever possible and will expect to see an overall net gain in wildlife value.	Dec-21	Planning & Building Control	Chris Briggs		Jan-21	Mar-23	G	CB 2/12/21 - Local Plan scoping underway, including review of adopted Plans' approaches to 'encourage developers to create and manage open spaces to create new wildlife habitats and provide new tree planting and growing spaces'. There have been some responses to the 'Call for Sites' in spring 2021 that included potential new wildlife habitats and provide for new tree planting and growing spaces, which will be taken into account in overall technical consideration for the new draft Local Plan.	
	5.6		Implement the new allotment rules concerning use of pesticides and encourage holders to reduce use of chemicals and manage allotments by more natural means.	Dec-20	Nick Austen Community Services	Phil Bruce-Green		Oct-20	Dec-20	B	Rules are in place and checks will be made when Allotments Officer is on site.	
	5.7	Yes	Negotiate with the County Council for new ways of managing grass verges and trees alongside highways, and to reduce the use of glyphosate. (Action also in Corporate Plan)	Jan-21	Nick Austen Community Services	Nick Sherriff		Oct-20	Jan-21	G	NS06/06/21- Changes to meadow regime on highways where appropriate . Will feed into HMWT role and CMS lead role at HCC to increase biodiversity on highway verges. Changes in regimes of cutting. Investigate in reducing 1st rural cut from 2 cuts to 1 to improve roadside verges for spring. NS 30/11/21 - continual partnership working with HCC green infrastructure team. trial sites were successful. HMWT undertook volunteering surveys of area to collect data. Meeting HCC to discuss further role out .	
	5.8	Yes	Implement the Revitalising the Ver project to transform and naturalise the River Ver and the associated Verulamium Park Lakes. (Action also in Corporate Plan)	Mar-24	Nick Austen Community Services	Nick Sherriff		Oct-20	Mar-24	A	NS06/06/21- 2ndPPA meeting carried out, others planned in . EA/ Jacobs to provided draft detailed designs for officer comment on 14th April- internal officer group set up and has fed back to EA. wider engagement in June. Ground investigations to be carried out June . NS 30/11/21 - draft outline report due 1st week of December. 2nd clr working group meeting to be arranged once outline proposals completed	
	5.9		Where appropriate, make unused areas of land available for residents and community groups to create pocket gardens for food growing, tree planting, wildlife and community wellbeing.	Throughout the year	Nick Austen Community Services	Nick Sherriff	Candice Luper		Jan-21	ONGOING	G	NS06/06/21 A number of sites have been put forward by local groups who are obtaining licences to maintain land. HMWT officer to help coordinate and advise Ns- 30/11/2021 - no update - there is option within wilder st alban website to nominate areas and request community use
	5.10	Yes	Implement the actions and objectives of the Tree Strategy which aims to ensure that trees and woodlands within the District are adequately protected, cared for and supported by new planting. We will actively seek to significantly increase the number of trees in the District and prevent removal of trees where possible. (Corporate Plan Action) Greatly increase the quantity of tree coverage in the District	Throughout the year	Planning & Building Control	Chris Briggs		Jan-21	Mar-22	G	CB 2/12/21 - Heidi Carruthers of H&MWT and Jeremy Clarke of HCC now regularly attend SADC Tree Planting officers meeting to exchange ideas and help co-ordinate 're-wilding' work with tree planting work. Draft plans for tree planting programme in 2021-22 show significantly greater tree planting (3,000+ trees) proposed across the district.	
	5.11		Work with partners such as Royal Society for the Protection of Birds (RSPB), Countryside Management Service (CMS) and Herts and Middlesex Wildlife Trust (HMWT) to engage and educate the public on the value of conservation and habitat management and on how they can help protect wildlife. We will encourage these groups to undertake local monitoring and to advice us on how we can support these species groups more.	Throughout the year	Nick Austen Community Services	Nick Sherriff		Oct-20	ONGOING	A	NS06/05/21 - Officers have met with HMWT. HMWT will lead in contacting local and national groups. To build up database that can be used in promoting volunteering and monitoring. NS 30/11/21 -NS working with HCCSP biodiversity sub group on biodiversity - HMWT and CMS working towards building an action plan locally. 3 subgroups have formed and have met approximately 3 times. subrops split into 3 areas Water, Meadow/ grasslands and Trees	

Water and Climate	5.12		Continue running the Schools in Bloom Competition to encourage schools to explore ways of managing their outdoors spaces sustainably.	Annual	Nick Austen Community Services	Lisa Hewitt		Oct-20	ONGOING	G	NS 06/06/21 - Schools in bloom have 21 entrants. currently organising judging of schools and virtual judging.
	5.13		Encourage traders at the local markets and at events, to offer more local, organic or sustainable food, especially at the Farmers Markets.	Mar-22	Nick Austen Community Services	Stuart Fitzsimmons	James Nuanain/Katie Foweraker	Jan-22	Aug-22	A	SF 08/12/21: Need to include in the overall review of markets
	6.1		All new developments constructed by the Council will incorporate sustainable drainage systems and measures to reduce flooding.	Mar-21	Tony Marmo Commercial & Development	Robbie Hazlehurst		Mar-20	Mar-21	B	RH 13/04/21 All new development briefs for projects will include the requirement for sustainable drainage to be included in the design and construction of the scheme
	6.2		Update the Council's Climate Change Departmental Risk Assessment in lieu of the UKCIP18 data and ensure that these risks are appropriately addressed within our risk management and business continuity processes through the Flood Response Operational Plan and Winter Treatment Operation Plan.	Mar-22	Nick Austen Community Services	Sally-Anne Pearcey	Candice Luper	May-21	Mar-22	B	CL 24//11/21 Risk Register is completed for now and has been presented to Audit Committee and Climate Advisory Group in September 2021. Am now sitting on the HCCSP Adaptation Sub-group and any further learnings will be adopted into our own risk register when the County-one is complete in 2022.
	6.3		Choose plants for our planting schemes which are able to tolerate our changing climate. As much as possible this will include pollinator-friendly, flood and drought resistant species that are UK sourced and preferably native species.	Through out the year	Nick Austen Community Services	Nick Sherriff		Oct-20	ONGOING	A	NS 06/05/21 Annual seeding of flower beds are now planted with perennial seed mix to reduce need for replanting each year and excess watering NS 30/11/21- continuing with perennial seeding etc
	6.4		Re-procure the Council's water supply to ensure best price and centralised billing of water accounts. This will allow us to monitor water consumption the same way as we do energy.	Jan-21	Tony Marmo Commercial & Development	John Patrick	Tom Hardy / Helen Ramsay	Oct-21	TBC	R	JP 06/05/21 Started using Team Energy looking at the water bills of the council
	6.5		Install water efficient toilets and taps to all new buildings, when refurbishing existing buildings or when replacing appliances.	Through out the year	Tony Marmo Commercial & Development	Robbie Hazlehurst	Tom Hardy / Helen Ramsay	Nov-20	Mar-21	B	RH 13/04/21The requirement for water efficient toilets and taps will be included will be built into the specification for all future new build and refurbishment contracts and repair and maintenance works. This has been included in the recent contracts for CCOS South and Ridgeview. This is an ongoing policy
	6.5		Install water efficient toilets and taps to all new buildings, when refurbishing existing buildings or when replacing appliances.	Through out the year	Tony Marmo Commercial & Development	Tony Marmo	Simon Smith	Oct-20	ONGOING	B	SS 15/12/21 We work with Morgan Sindall to fit efficient taps and continuously work with them to update our product list
	6.6		Ensure parks and recreational facilities are resilient to projected seasonal changes in ground conditions (e.g. by improving drainage systems to alleviate greater risks of flooding and waterlogging in winter) whilst also welcoming new species that replace native species in the area.	Through out the year	Nick Austen Community Services	Nick Sherriff		Oct-20	ONGOING	A	NS 30/11/21- contue with increasing meadow areas, reducing mowing. source/ selecting trees that are native/local. and that are more resilient to pest and disease.
	6.7		Ensure the resilience of Council's tree stock is considered by selecting tree species which are deemed to be resilient to both new pests and climatic changes. We will undertake mixed planting to minimise the impacts from pests and diseases.	Through out the year	Planning & Building Control	Chris Briggs		Oct-20	Mar-22	G	CB 2/12/21 SADC Tree Planting officer monthly meeting - Heidi Carruthers of HMWT and Jeremy Clarke of HCC attend regularly to help embed closer working - to confirm for 2020/2021 planting season resilience of Council's tree stock was considered by selecting tree species which are deemed to be resilient to both new pests and climatic changes. We did undertake generally mixed planting to minimise the impacts from pests and diseases. This will be looked at further with regard to the 2021/2022 planting season.
6.8		Alleviate and minimise the risk of flooding through engineering solutions; provision of Aquasacs to Parish Councils for use by vulnerable residents; and by working with partners such as the local highway authority to undertake drainage and gully clearing.	Through out the year	Tony Marmo Commercial & Development	Steve Dibben	Jane Parker	Nov-20	Mar-22	A	NK 10/05/21 Aquasacs are available for Parish Councils and stocks have been checked. Email sent to Highways and Steve Dibben on 10/5. SD 2.7.21 - HCC has a county-wide gully cleaning programme which is not widely available to those outside HCC. Over the years SADC has sought to engage more directly with HCC to coordinate gully cleansing, parking suspension and street sweeping activity. Unfortunately, involvement from HCC in the 2020 operation was less active, which has been raised with HCC, who propose to make special arrangements to better coordinate with district plans. They intend to do that by assigning a dedicated/rapid response/special works provision, rather than the standard county-wide provision.	
6.9		Work with communities at greatest risk from climate change (particularly flooding) and work with Parish Councils to assist them as part of neighbourhood planning. Identify community flood wardens in Colney Heath/London Colney. Provide advice and assistance on measures to alleviate flooding.	Apr-22	Amanda Foley Chief Exec & Policy	Neil Kieran			Mar-22	R	Will not be able to commence yet see above.	

6.12		Continue to work with partners such as Groundwork, Herts and Middlesex Wildlife Trust and Affinity Water to deliver awareness raising programmes that encourage lower water consumption.	Ongoing throughout the year	Nick Austen Community Services	Candice Luper		Nov-20	ONGOING	B	CL 24/11/21 Affinity Water's Waterfit campaign has been promoted in Sustainability News and across other Herts Authorities as well as on social media. Giant bathtub toured St Peters Street for a day. Developing Comms Plan which will also include partner campaigns.
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