

Key / Filter Tabs	Filter Tab (Action reference number)	S - Specific, M - Measurable, A - Achievable R - Realistic, T - Timebound Targets should be set as appropriate and agreed between the SRO and delivery officers.	Red - Not started Yellow - In progress but not on track Green - In progress and on track Blue - Completed	L - Low M - Medium H - High Graded proportionally to corporate or community emissions as appropriate.	£ - Low cost ££ - Medium cost £££ - High cost Combined capital expenditure and operational expenditure.	No funding Partially funded Funding secured Budgeted
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Overarching Actions (By 2030)	Actions (2024 - 2027)	SMART Targets	Progress Status	CO ₂ e Saving Potential	Indicative Total Costs	Funding Status
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Primary Focus - Council Scope

GL-1: Ensure all Council plans, strategies and decisions support the corporate emissions reduction commitment, help to deliver the Strategy, support biodiversity and promote climate resilience.	GL-1.1: Ensure that all emerging strategies take account of, reference and support the Sustainability and Climate Crisis Strategy and actions.	To be identified through the Sustainability Impact Process	R	M	£	No funding required
	GL-1.2: Implement a high-level review process for existing plans and strategies to identify opportunities for further supporting the Sustainability and Climate Crisis Strategy. Updates to plans and strategies should be conducted in line with the pre-existing review periods and reflect the scale of the opportunity.	Review to be complete by the end of 2024.	R	M	£	No funding required
	GL-1.3: Develop a more robust process for assessing the sustainability impact of decisions and capital-funded projects. This can include conducting Carbon Impact Assessments and calculating Scope 3 emissions where feasible to maximise the climate benefit of Council investments and limit new sources of corporate emissions.	Review existing sustainability impact assessment by the end of 2024.	R	M	£££	TBC
	GL-1.4: Assess all relevant potential climate risks and impacts on Council services to produce an up-to-date Climate Risk Register. Begin identifying strategies and actions as part of this work to ensure responsibility and next steps are taken towards ensuring climate resiliency and risk mitigation.	Update risk register annually in October.	R	L	££	No funding required
	GL-1.5: Finalise and implement the sustainability policies for all Council events to reduce environmental impacts.	Events Sustainability Policy completed by spring 2014	R	L	£	TBC
	GL-2.1: Deliver an appropriate level of climate literacy style training for all decision-makers, managers, elected members, staff in key service areas and committee chairs.	Review training needs by Sept 2024. Introduce training by the end of 2024.	R	L	£	TBC

GL-2: Embed positive behaviour change to reduce Council greenhouse gas emissions in all service areas and assets.	GL-2.2: Deliver an appropriate level of climate literacy style training as part of the induction process. Invite all new staff and members to make a personal and business pledge to sustainable practices in the workplace.	Action completed by Spring 2024.	R	L	£	TBC
	GL-2.3: Encourage staff to set appropriate performance goals/objectives relating to their contribution to the delivery of the Sustainability and Climate Crisis Strategy. Evidence of how this has been achieved can be assessed during the annual review process.	Action completed by Spring 2024.	R	M	£	No funding required
	GL-2.4: Make the Council's commitment to deliver the Sustainability and Climate Crisis Strategy clear in all recruitment adverts and ensure it is integrated into the recruitment process.	Action completed by Spring 2024.	R	L	£	No funding required
	GL-2.5: Make it an ongoing business requirement that each service area regularly reviews and seeks to identify ways in which Council services and processes can be more efficient and reduce emissions e.g. reducing waste, paperless working and reducing work mileage.	To be incorporated to Council process by the end of 2024.	R	M	£	No funding required
	GL-2.6: Include progress, opportunities and expectations to deliver the Sustainability and Climate Crisis Strategy in staff briefings to ensure it is recognised as a corporate objective.	To be included to every other staff briefing.	R	L	£	No funding required
	GL-2.7: Ensure leaders 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. Leaders to lead by example, regularly demonstrating their own engagement and relevant actions.		R	M	£	TBC
GL-3: Ensure our commitment to reduce corporate emissions to net zero by 2030 is reflected in the Council's procurement process.	GL-3.1: 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.	Task to be undertaken annually in January.	R	M	£	No funding required
	GL-3.2: Require all proposed contractors to set out their own sustainability measures and conditions and how they intend to carry out works on behalf of the Council in a way that contributes to the delivery of the Sustainability and Climate Crisis Strategy. This should be taken into account when awarding contracts.		R	M	£	No funding required
	GL-3.3: Develop standard green clauses to be embedded into leases where possible.	By the end of 2024	R	L	£	No funding required
	GL-3.4: Require existing contractors to regularly report their greenhouse gas emissions and the measures that have been, and will be taken to reduce these emissions and promote sustainable work practices. This information should be used to challenge contractors to make emissions reductions.	Energy and transport submissions are required annually by 1st June each year	R	L	£	No funding required
	GL-3.5: Ensure new tenants and leaseholders have Net Zero requirements in their leasehold agreements including annual reporting on energy consumption and greenhouse gas emissions.	To be included by March 2025.	R	L	£	No funding required

	GL-4: Manage, monitor and report progress on meeting our commitment to reduce corporate emissions to net zero by 2030.	GL-4.1: Report progress on actions to the senior management team and members in full annually, with an informal update on the progress of projects selected by the sustainability officer quarterly.	SLT to receive report every 6 months	R	L	£	No funding required
		GL-4.2: Publish the Council and District greenhouse gas reports annually on the Council website.	To be published annually in Autumn	R	L	£	No funding required
		GL-4.3 Take steps to support the sustainability officer and team with the necessary resourcing to oversee the implementation of the Action Plan and gather progress updates. Responsibility for the delivery of specific actions should be assigned to the relevant service areas.	New staff resourcing to be in place 2024.	R	M	££	TBC
		GL-4.4: Require the officers responsible for delivering actions to update the sustainability officer / team on progress via the action plan tracker quarterly. Updates on specific projects should also be given to the relevant manager and / or committee as appropriate.	Progress to be updated every 6 months	R	L	£	No funding required
		GL-4.5: Review the financing mechanisms available to fund the actions in this plan and ensure they match or a plan is developed to identify additional sources. This should include a clear policy of financing Invest to Save proposals based on specific emission and cost-saving criteria.		R	M	£££	TBC
Secondary Focus - District Scope	GL-5: Communicate effectively with the local community to raise awareness, reduce district greenhouse gas emissions, improve the resilience of the district to climate change and support biodiversity.	GL-5.1: 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 and Sustainability News.	Ongoing action	R	M	£	No funding required
		GL-5.2: Lead St Albans Greener Together by working in partnership with local groups, organisations, businesses and local citizens to develop solutions to overcome barriers to actions. This will include ensuring the delivery of the Communications and Behaviour Change Plan along with the administration of the St Albans Greener Together fund.	Creation of Communications and Behaviour Change Plan by February 2024 Stakeholder engagement February 2024	R	L	£	No funding required
		GL-5.3: Keep the Council website up to date with relevant Action Plan and greenhouse gas report progress.	Website checked every 4 months for updates and new items added as they arise	R	L	£	No funding required
		GL-6.1: Actively promote partnership projects including those of Hertfordshire County Council and Town or Parish Councils.	As required	R	L	£	No funding required
		GL-6.2: Encourage communities and businesses to develop and implement their own greenhouse gas emission reduction plans and initiatives.		R	H	£	TBC

	<p>GL-6:</p> <p>Work with partners, including the County Council, to deliver, support and promote opportunities and projects for communities to mitigate and adapt to climate change, support biodiversity and promote sustainability across the District.</p>	<p>GL-6.3:</p> <p>Undertake a full Climate Risk and Vulnerability Assessment (CRVA) for the District to identify the key climate change risks and identify potential opportunities for resilience measures.</p>	<p>CRVA to be completed by end of 2024.</p>	<p>R</p>	<p>M</p> <p>££</p>	
		<p>GL-6.4:</p> <p>Seek to influence the 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.</p>			<p>H</p> <p>£</p>	No funding required
		<p>GL-6.5:</p> <p>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.</p>			<p>M</p> <p>££</p>	TBC
		<p>GL-6.6:</p> <p>Develop a strategic partnership with local organisations with sustainability expertise to help deliver the action plan.</p>			<p>L</p> <p>£</p>	TBC
		<p>GL-6.7:</p> <p>Update the Economic Development Strategy to promote sustainability and recommend organisations that can support businesses with emissions reduction.</p>			<p>M</p> <p>£</p>	No funding required
	<p>GL-7:</p> <p>Ensure the Local Plan fully addresses climate change, promotes sustainability, supports biodiversity and helps to deliver the strategy</p>	<p>GL-7.1:</p> <p>Prepare a robust evidence base to explore potential opportunities for the Local Plan to incorporate climate change mitigation and adaptation policies including sustainable building practices, renewable energy allocations, transport, sustainable drainage, biodiversity and the natural environment.</p>	<p>Economic Development Strategy to be updated and in place by 2025.</p>	<p>R</p>	<p>H</p> <p>££</p>	No funding required
		<p>GL-7.2:</p> <p>Ensure the Local Plan growth strategy takes account of the Sustainability and Climate Crisis Strategy.</p>			<p>H</p> <p>£</p>	No funding required
		<p>GL-7.3:</p> <p>Encourage Neighbourhood Plans to include climate change considerations and policies.</p>			<p>M</p> <p>£</p>	No funding required
		<p>GL-7.4:</p> <p>Use planning and regulatory powers as appropriate to ensure all new developments are built to high sustainability standards, support active and sustainable travel, promote circular economy principles, conserve and enhance the natural environment and biodiversity, promote water efficiency and reduce the risk of flooding.</p>			<p>M</p> <p>£</p>	No funding required