

## Sustainability and Climate Crisis Strategy Action Plan 2020-23 Progress Tracker

Red - Not started yet  
 Amber - Work has started  
 Green - Project complete

| Theme                   | Action no. | CC AP | Corp Plan | Action   | Target completion date | Lead Department            | Supporting Department(s)                      | Project Sponsor  | Lead Officer      | Involved Officer                              | Start date | NEW Target completion date | Overall progress | Progress update  |
|-------------------------|------------|-------|-----------|--|------------------------|----------------------------|---|------------------|-------------------|---|------------|----------------------------|------------------|--|
|                         |            |       |           | As printed in the Strategy - we have no ability to change these until the next review  |                        |                            |   |                  |                   |   |            |                            |                  | Format: Initial, date, commentary/no further update'   |
| Governance & Leadership | 1.1        | Yes   |           | <b>Increase staff resourcing</b> 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                 | Community Services         | Commercial and Development                    | Joe Tavernier    | Sarah Torrance    | Tom Hardy                                     | Nov-20     | Jul-21                     | A                | Recruitment process for a Technical Project Manager to lead on electric vehicles and improving the energy efficiency of our portfolio, failed. Now planning to transfer internal resource to this work and make use of consultancy support. Graduate support will be joining the team from May 2021. SSA proposal to provide resource for engagement work is being considered.   |
|                         | 1.2        | Yes   |           | <b>Review financing mechanisms</b> 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                 | Finance and Legal          | Chief Executive and Policy Community Services | Colm O'Callaghan |                   |   | Jan-21     |                            | R                | OUTSTANDING  |
|                         | 1.3        | Yes   |           | <b>Review and strengthen use of the Sustainability Impact Assessment (SIA)</b> process across the Council to ensure that issues and impacts are addressed early in the project management, development and procurement process.  | Mar-21                 | Community Services         |   | Joe Tavernier    | Candice Luper     |   | Oct-20     | Mar-21                     | G                | CL 25/02/21 SIA is now in use. CL to strengthen use through discussion at DMTs & to cross reference with Cabinet forward plan. Number of SIA's received to date since updated process in place: 23. Still room for improvement   |
|                         | 1.4        | Yes   |           | <b>Review and update the Council's Sustainable Procurement Policy</b> 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                 | Commercial and Development | Community Services Finance and Legal          | Tony Marmo       | John Patrick      | Candice Luper                                 | Oct-20     | Dec-20                     | G                | CL 25/02/21 New SPP has been produced and promoted to staff. Lead officer to strengthen use through discussion at DMTs   |
|                         | 1.5        | Yes   |           | <b>Monitor which contracts are due for renewal</b> over the forthcoming year to assess current sustainability impacts and methods of making improvements at the next contract upgrade.   | Apr 2021 then annual   | Community Services         | Commercial and Development                    | Joe Tavernier    | Candice Luper     | John Patrick                                  | Apr-21     | May-21                     | G                | 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.  |
|                         | 1.6        | Yes   |           | <b>Incorporate sustainability and carbon reduction</b> to staff induction, <del>contracts</del> <b>and generic job descriptions and performance management scheme.</b>   | Jan-21                 | Corporate Services         | Community Services                            | Simonne deVall   | Jane Pearce       | Candice Luper Senior HR Business Partner team | Jan-21     | Aug-21                     | A                | JP, 08/02/21, Online 'My Performance' system updated to include the option for 'sustainability' targets. Mandatory Sustainability eLearning #module being tested to launch for all new starters from March 2021. Job descriptions will be reviewed alongside new operating model work in 2021/22.  |
|                         | 1.7        | Yes   |           | <b>Develop a sustainability eLearning module</b> to be completed by all staff during induction and then on an annual basis as part of the yearly Performance Review process.   | Oct-20                 | Community Services         | Corporate Services                            | Joe Tavernier    | Candice Luper     | Chris Tilley                                  | Oct-20     | Mar-21                     | A                | CL 04/03/21 Sustainability eLearning is now launched to all staff and new starters as part of annual mandatory learning modules. I am extending this action to now focus on providing climate change training to all staff. Climate change science module based on carbon literacy training has been produced but agreement is needed from HR before delivery can commence.  |
|                         | 1.8        | Yes   |           | <b>Deliver ongoing engagement and awareness raising</b> to staff, contractors and service providers on sustainability issues and solutions through the 'SIAN' staff portal, weekly Team Brief, staff emails and direct training. Particular teams will require specialised training (e.g. Building Service).   | Monthly                | Community Services         |   | Joe Tavernier    | Candice Luper     |   | Dec-20     | ONGOING                    | A                | CL 01/04/21 Developing a communications plan to ensure consistent messaging and training to staff  |
|                         | 1.9        | Yes   |           | <b>Deliver strong and consistent messages to the public</b> about sustainability, the environment and climate change through the Council's publicity channels which include the Community News publication, <a href="http://www.stalbans.gov.uk">www.stalbans.gov.uk</a> , <a href="#">MyStAlbans District account</a> , press releases, social media, events, Sustainability News and the <a href="#">Building Futures website</a> .  | Through-out year       | Chief Executive and Policy | Community Services                            | Amanda Foley     | John McLannet     | Candice Luper                                 | Nov-20     | ONGOING                    | G                | Sustainability News published Dec 2020, next one being prepared for after elections. (CL 01/04/21)   |
|                         | 1.10       | Yes   |           | <b>Encourage and support community engagement</b> 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                | Community Services         | Chief Executive and Policy                    | Joe Tavernier    | Candice Luper     | Sarah Torrance Maria Cutler                   | Nov-20     | ONGOING                    | A                | MC 25.3.21 As before 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 27/01/21 Attending all of these regular meetings. Working with HCCSP and subgroups to implement cross-county action on sustainability and climate change. Currently undertaking piece of work to unify approaches to greenhouse gas reporting across Hertfordshire Local Authorities. MC 12/02/21 Sustainability is one of the key work areas of the Strategic Partnership. Plus economic development working with Green Triangle partners (Rothamsted Research, BRE, UH & Oaklands) to see where they best can contribute and support this Sustainability Strategy. 01/04/21 CL - ave continue to hold CAG meetings and attend HCCSP and subgroup meetings. |
|                         | 1.11       | Yes   | Yes       | <b>Work in partnership with local groups</b> 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                 | Chief Executive and Policy | Community Services                            | Amanda Foley     | Claire Wainwright | Sarah Torrance                                | Oct-21     | ONGOING                    | A                | Options to take this forward are being discussed with CAG. Experience from other Councils shows it is an expensive process so on hold for now and until pandemic is over (CL 04/03/21). Working with SSA and Engagement subgroup of CAG to develop St Albans Climate Action Network and associate engagement programme.(CL 01/04/21)   |
|                         | 1.12       | Yes   |           | <b>Work with the Business Improvement District and other business networks</b> , to develop and deliver city-wide environmental schemes and improvements. This might include Greening Business Support Schemes or Business sponsored renewable projects.E41  | Monthly                | Chief Executive and Policy | Community Services                            | Amanda Foley     | Maria Cutler      | Sarah Torrance                                | Jan-21     | ONGOING                    | R                | MC 25.3.21 Still in discussion how best to do this with business community and post Covid recovery. Investigating scheme that could be linked to Charter Market  |
|                         | 1.13       | Yes   |           | <b>Influence government to introduce more stringent sustainability policy</b> 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 | Chief Executive and Policy | Community Services                            | Amanda Foley     | Maria Cutler      | Candice Luper                                 | Oct-21     | ONGOING                    | A                | MC 25.3.21 As before and will respond where relevant. 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 <a href="#">Department of Business and Industrial Energy</a> . 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     | Community Services         | Commercial and Development | Joe Tavernier  | Candice Luper  | John Patrick                                    |  | Apr-21 | Oct-21  | R | CL 25/02/21 Next GHG calculation exercise to commence in April 2021. Aim to submit calculations to the Carbon Disclosure Project for cities and 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         | Community Services         | Commercial and Development | Joe Tavernier  | Candice Luper  | John Patrick                                    |  | Jun-21 | Oct-21  | R | CL 27/01/21 To commence summer 2021   |
| 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 <u>will need to replace gas fired boilers</u> . The study should explore means to obtain cost neutral improvements through Energy Services Company schemes such as ReFIT 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         | Commercial and Development | Community Services         | Tony Marmo     | Tom Hardy      | Candice Luper<br>Stuart Foster<br>Nick Sherriff |  | Nov-20 | Mar-22  | R | 25/02/21 Energy and Renewable audits have been completed of our largest corporate buildings and a strategy will be developed to implement the measures once we have an Officer in place to lead on it. The existing team is currently under resourced to deliver the energy saving measures, though some funding has been set aside for this (CL 01/04/21)  |
| 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 <u>will need to replace gas fired boilers</u> . The study should explore means to obtain cost neutral improvements through Energy Services Company schemes such as ReFIT 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         | Housing                    | Housing                    | Karen Dragovic | Simon Smith    |   |  | Apr-21 | Mar-23  | A | 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 September 2021 |
| 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         | Community Services         |                            | Joe Tavernier  | Candice Luper  |   |  | Jan-21 | Oct-21  | R | CL 25/02/21 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 |                            | Housing                    | Karen Dragovic | Simon Smith    |   |  | Apr-20 |         | G | SS 01/04/21 - Complete. All lights o 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.   | Ongoing policy |                            | Commercial and Development | Tony Marmo     | Tom Hardy      | Helen Ramsay                                    |  | Nov-20 | Ongoing | A |   |
| 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 |                            | Community Services         | Joe Tavernier  | Sarah Torrance | Robin Ray                                       |  |        |         | R |   |
| 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         | Commercial and Development | Community Services         | Tony Marmo     | John Patrick   | Candice Luper                                   |  | Oct-20 | No 20   | G | Complete. Ecotricity now provide our electricity. We need to recommend our contractors also move over to renewables at the start of new contracts   |
| 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         | Commercial and Development | Community Services         | Tony Marmo     | John Patrick   | Candice Luper                                   |  | Oct-20 | Oct-20  | G | 25/02/21 CL - Trial is underway and nearly over. Awaiting report from Team on savings the service delivered   |
| 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         | Commercial and Development | Housing                    | Tony Marmo     | John Patrick   | Tom Hardy                                       |  |        |         |   | (please provide number of AMR, or AMR outstanding)  |

# Energy use

|      |     |     |  |   |         |                               |                            |                  |                |                              |  |        |         |   |  |
|------|-----|-----|--|---|---------|-------------------------------|----------------------------|------------------|----------------|------------------------------|--|--------|---------|---|--|
| 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  | Commercial and Development    | Housing                    | Tony Marmo       | Simon Smith    | Candice Luper                |  | Apr-20 | Oct-21  | A |  |
| 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.   | Ongoing | Commercial and Development    | Community Services Housing | Tony Marmo       | Tony Marmo     | Simon Smith<br>Candice Luper |  | Oct-20 | ONGOING | A | CL 25/02/21 SADC Joined Green Building Council, circulating news and best practice to colleagues. SS 25/03/2021 SADC Maintenance Officers attend quarterly focus group to discuss and horizon scan technological advances and funding opportunities for renewable energy solutions (CL comment - we discussed when drawing up this plan that relevant officers in C&D could be required to demonstrate their learning in annual appraisals - please consider including this)   |
| 2.11 |     |     |  | Formally communicate with HCC to investigate options for divesting from fossil fuel pension scheme.   | Dec-20  | Finance and Legal             |                            | Colm O'Callaghan | Charles Turner | Candice Luper                |  |        |         | 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  | Corporate Services            |                            | Simonne de'Vall  | Caroline Croft |                              |  | Jan-21 | Mar-21  | G | 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 |  | 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  | Sep-21  | Housing                       |                            | Karen Dragovic   | Simon Smith    |                              |  | Nov-20 | Mar-23  | A | SS 01/04/21 - The Council has been awarded 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.   |
| 2.14 | Yes |     |  | 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.   | Mar-22  | Commercial and Development    |                            | Tony Marmo       | Tom Hardy      | Lyn Henry                    |  | Nov-20 | Mar-22  | R |  |
| 2.15 | Yes |     |  | Develop Planning Policy requiring high standards of sustainable construction, resource efficiency, on-site renewable or low carbon energy generation.   | Dec-21  | Planning and Building Control |                            | Tracy Harvey     | Chris Briggs   |                              |  | Jan-21 | Dec-21  | A | CB 25.3.21 - starting to look at potential examples from the New APSE Energy Publication - "Planning for our Future: Embedding energy and climate change into local plan policies" CB 7.2.21 Local Plan scoping underway, including review of adopted Plans' approaches to 'requiring high standards of sustainable construction, resource efficiency, on-site renewable or low carbon energy generation'.   |
| 2.16 | Yes |     |  | 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.  | Dec-21  | Planning and Building Control |                            | Tracy Harvey     | Sarah Ashton   | Candice Luper                |  | Jan-21 | Dec-21  | A | CB 7.23.21 - No known current PBC budget for training for this - assume will need funding from Sustainability funds not PBC. CL 01/04/21 arranging meeting with SA to discuss needs and costs.   |
| 2.17 | Yes |     |  | 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.  | Dec-21  | Planning and Building Control |                            | Tracy Harvey     | Chris Briggs   |                              |  | Jan-21 | Dec-21  | A | CB 25.3.21 - no further update CB 7.2.21 Local Plan scoping underway, including review of adopted Plans' approaches to 'Explore financial and other ways to secure carbon offsetting measures in major developments'   |
| 2.18 | Yes |     |  | 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.  | Dec-23  | Planning and Building Control |                            | Tracy Harvey     | Chris Briggs   |                              |  | Feb-21 | Dec-23  | A | CB 25.3.21 - 'Call for sites' consultation concluded. More than 130 sites submitted in total for all uses - 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. CB 3.3.21 - no further update CB 7.2.21 - 'Call for sites' consultation under way till 8 March 2021- including specifically asking for sites for 'renewable and low carbon energy and heat' |

|      |     |   |                           |                            |                            |                |                |                                       |        |         |   |   |
|------|-----|---|---------------------------|----------------------------|----------------------------|----------------|----------------|---------------------------------------|--------|---------|---|---|
| 2.19 | Yes | 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.   | Mar-21                    | Commercial and Development |                            | Tony Marmo     | Steve Dibben   |                                       |        |         | R |   |
| 2.20 | Yes | Undertake further studies to explore possible locations for district-heating schemes.   | Mar-23                    | Planning                   |                            | Tracy Harvey   | Chris Briggs   |                                       | Feb-21 | Mar-23  | A | CB 25.3.21 - 'Call for sites' consultation concluded. More than 130 sites submitted in total for all uses - will take some time to work through. CB 3.3.21 - no further update CB 7.2.21 - 'Call for sites' consultation under way till 8 March 2021- including 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                    | Community Services         | Housing                    | Joe Tavemier   | Candice Luper  | John Frost                            | Sep-20 | Apr-21  | G | CL 01/04/21: MoU with National Energy Foundation (NEF) is being signed so as to expand opportunities to involve more contractors. Scheme with YES energy is in place. (monthly figures to be provided here shortly)   |
| 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       | Community Services         |                            | Joe Tavemier   | Liz Marcy      | Candice Luper                         | Apr-21 | ONGOING | A | CL 06/04/21 Parish Clerks Roundtable scheduled for April will include presentation on sustainability and call to action for Parishes to begin drawing up their own action plans. Sustainability to be included on every Roundtable agenda and support from Sustainability Officer, training and support has been offered.   |
| 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                    | Housing                    |                            | Karen Dragovic | John Frost     |                                       | Oct-20 | Apr-21  | G | IF 01/04/21 - Leaflet has been updated and posted onto SADC website. Features on Energy Efficiency webpage. Conversations held with CAB and Community Navigators regarding availability and purpose of HRA grant.<br>CL Comment - please provide numbers of grants provided or value for energy efficiency measures?  |
| 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 (HHRS) 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 | Housing                    |                            | Karen Dragovic | John Frost     |                                       | Mar-20 | ONGOING | G | IF - 01/04/21 - All complaints of private sector rental properties involving damp and excess cold are investigated. St Albans Warmer Homes Scheme offered in addition to remedial engagement with landlords.  |
| 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                    | Housing                    |                            | Karen Dragovic | John Frost     |                                       | Oct-20 | Jul-21  | A | Working Candice Luper - St Albans Warmer Homes Scheme has been promoted. Yes Energy Solutions doing targeted mailshot of low rated EPC properties (This action refers to going beyond what we are already doing. Do you have any idea how we might do this? A mailshot explaining the legislations and what is expected of them perhaps?)/ 14/21 - Failure to meet minimum EPC standards will be considered when dealing with complaints about deficiencies in private rental sector (PRS). Due to a lack of compulsion to notify Council of properties that are privately rented there is limited opportunity to proactively seek rental properties which lack requisite EPC rating. EPC checks to be part of triage process for all future complaints about PRS properties even if not specifically with reference to energy efficiency. (CL Comment, some Councils have employed staff to enforce this, but we could do more specific mailshots to warn landlords and provide options to them, at the very least we can do some research to see what possibilities exist with different budgets, by Jul) |
| 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                 | Housing                    |                            | Karen Dragovic | John Frost     |                                       | Mar-20 | ONGOING | A | IF - 01/04/21 - Due to COVID no Landlord forums have been held. Advice given on individual basis to landlords. Webpages contain information for landlords on their responsibilities   |
| 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                    | Community Services         | Commercial and Development | Joe Tavemier   | Candice Luper  | Steve Dibben                          | Aug-20 | Jun-21  | A | CL 01/04/21 Awaiting legal agreement on terms and licence. Bays are marked. Charge point on order. Planning Application for signage being applied for.  |
| 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. (Waste, Parking, Markets)  | Mar-23                    | Community Services         |                            | Joe Tavemier   | Joe Tavemier   |                                       |        | Mar-23  | R |   |
| 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. (Leisure, Museums vehicles)  | Mar-23                    | Community Services         |                            | Joe Tavemier   | Joe Tavemier   |                                       |        | Mar-23  | R |   |
| 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                    | Housing                    |                            | Karen Dragovic | Joanne Turner  | Andrew Ilott                          |        | Mar-27  | A | Housing only have 1 vehicle which is the caretaker van. This will be replaced by 2028   |
| 3.3  | Yes | Flights will only be authorised in exceptional cases where there is no reasonable alternative and that 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                    | Corporate Services         |                            | Simonne deVall | Jane Pearce    | Lakshmi Raghavachari                  | Jan-21 | Aug-21  | A | JP, 08/02/21, Green Travel policy and incentives to be reviewed as part of 'modernising our employment offer' alongside new operating model work 2021/22. Research to kick off February and proposals expected April 2021.  |
| 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                    | Corporate Services         | Community Services         | Simonne deVall | Jane Pearce    | Candice Luper<br>Lakshmi Raghavachari | Jan-21 | Aug-21  | A | JP, 08/02/21, Green Travel policy and incentives to be reviewed as part of 'modernising our employment offer' alongside new operating model work 2021/22. Research to kick off February and proposals expected April 2021.  |
| 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                    | Corporate Services         |                            | Simonne deVall | Caroline Croft |                                       | Sep-20 | Sep-20  | G | 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.   |

# Transport & Air Quality

|      |     |     |  |        |                               |  |               |                      |  |        |         |   |  |
|------|-----|-----|--|--------|-------------------------------|--|---------------|----------------------|--|--------|---------|---|--|
| 3.6  | Yes |     | <b>Introduce the Cycle to Work scheme</b> 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 | Corporate Services            | Community Services                               | Simonne deVal | Lakshmi Raghavachari | Candice Luper                              | Jan-21 | Aug-21  | A | JP, 08/02/21. Green Travel policy and incentives to be reviewed as part of 'modernising our employment offer' alongside new operating model work 2021/22. Research to kick off February and proposals expected April 2021.   |
| 3.7  | Yes |     | <b>Develop an innovative and comprehensive Sustainable Travel Town Vision</b> 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 and Building Control | Commercial and Development<br>Community Services | Tracy Harvey  | Chris Briggs         | Steve Dibben / Candice Luper               | Jul-20 | Jan-21  | G | CB 25.3.21 - no further update CB 7.2.21 - 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  |
| 3.8  | Yes |     | Work with the County Council to develop <b>planning guidance policies</b> around the installation of electric vehicle charging points in new developments.   | Dec-21 | Planning and Building Control |  | Tracy Harvey  | Chris Briggs         | Charlotte Morphet                          | Jan-21 | Dec-21  | A | CB 25.3.21 - no further update CB 7.2.21 Local Plan scoping underway, including review of adopted Plans' approaches to electrical vehicle charging pints   |
| 3.9  | Yes |     | <b>Identify locations to install secure cycle storage</b> 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 | Commercial and Development    | Community Services                               | Tony Marmo    | Steve Dibben         | Candice Luper                              | Feb-21 | Jul-21  | A | CL 25/02/21 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 on request  |
| 3.10 | Yes |     | <b>Explore options to introduce novel shared transport services</b> such as on-demand buses.   | Mar-23 | Community Services            | Commercial and Development                       | Joe Tavemier  |                      | Steve Dibben                               | Mar-21 | Mar-23  | A | CL 01/04/21 There appears to be no willing lead officer for this task. I am liaising with Watford on their novel transport services  |
| 3.11 | Yes |     | <b>Explore possibilities of introducing pay-by-the-hour bicycles</b> for public use in partnership with Herts County Council.  | Mar-22 | Community Services            | Commercial and Development                       | Joe Tavemier  |                      | Steve Dibben                               | Mar-21 | Mar-23  | A | CL 01/04/21 There appears to be no willing lead officer for this task. I am liaising with Watford on their novel transport services  |
| 3.12 | Yes |     | <b>Develop a Local Cycling and Walking Infrastructure Plan (LCWIP)</b> 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 and Building Control |  | Tracy Harvey  | Chris Briggs         | Steve Dibben                               | Jan-21 | Dec-21  | A | CB 25.3.21 - similar to previous update, making progress, but HCC missing deadlines and progress slower than intended CB 3.3.21 - similar to previous update, making progress, but HCC missing deadlines and progress slower than intended CB 7.2.21 - SADC have been trying to take this forward with HCC (and local stakeholders) for some months. HCC are assisting, but have repeatedly missed deadlines. The project is moving forward, but unlikely to be completed in 2021. (CL Comment - Please update the assumed completion date)  |
| 3.13 |     | Yes | <b>Develop a comprehensive plan with the County Council for measures to reduce congestion and encourage walking and cycling</b> , 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 | Community Services            | Commercial and Development                       | Joe Tavemier  | Steve Dibben         |  |        |         | R |  |
| 3.14 | Yes | Yes | <b>Evaluate the most cost-effective and practical options to increase / EV charging infrastructure</b> 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 | Community Services            | Commercial and Development                       | Joe Tavemier  | Sarah Torrance       | Steve Dibben<br>Tom Hardy<br>Candice Luper | Oct-20 |         | A |  |
| 3.15 | Yes | Yes | <b>Develop a strategy, and associated incentives, to reduce emissions from the pool of local authority-authorised taxis.</b> 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 | Community Services            | Community Services                               | Joe Tavemier  | Robin Ray            |  |        |         | R |  |
| 3.16 | Yes |     | <b>Discourage use of larger, more polluting cars</b> through rewarding lower emissions vehicles within our parking charges.  | Sep-21 | Community Services            | Community Services                               | Joe Tavemier  | Robin Ray            | Freddie Mohammed                           |        |         | A | ready Sept 21  |
| 3.17 | Yes |     | <b>Introduce an all-electric (or hybrid) pool car club</b> 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 | Community Services            | Commercial and Development                       | Joe Tavemier  | Candice Luper        | Steve Dibben                               | Aug-20 | Jun-21  | A | CL 01/04/21 Awaiting legal agreement on terms and licence. Bays are marked. Charge point on order. Planning Application for signage being applied for.   |
| 3.18 | Yes |     | If funding is available, <b>explore the potential to introduce Urban Consolidation Centres</b> , to enable last mile 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 | Chief Executive and Policy    |  | Amanda Foley  | Maria Cutler         |  | Mar-21 | Mar-23  | A | MC 25.3. 21 This has now been researched - paper to be circulated to officers beginning of April (scheme not feasible at present - see paper). MC 03/03/21 Researching this.   |
| 3.19 | Yes |     | <b>Continue to develop and implement the measures of our Air Quality Management Plan</b> 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 | Community Services            |  | Joe Tavemier  | Tara Murphy          |  | Oct-20 | ONGOING | A | TM 03/03/21 In progress (CL Comment - can you provide a more detailed progress update  |
| 3.20 |     | Yes | <b>Continue to resist the Luton Airport expansion</b> 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 and Building Control |  | Tracy Harvey  | Chris Briggs         |  | Oct-20 | Dec-21  | A | CB 25.3.21 - Most recent application due to go to SADC Planning Committee for comment back to Luton BC in coming weeks. CB 3.3.21 - recent letters from Leader and Chair of Scrutiny to Luton Airport and others highlighting Luton Airport related issues. Most recent application due to go to SADC Planning Committee for comment back to Luton BC in coming weeks. CB 7.2.21 - SADC responding to relevant consultations (eg Airspace) and planning application consultations as required. Recent planning application consultation received for new increase from 18mppa to 19mppa. |
| 3.21 | Yes | Yes | <b>Widely promote the Idling Action St Albans Campaign</b> 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 | Community Services            |  | Joe Tavemier  | Candice Luper        | Robin Ray                                  | Jun-21 | ONGOING | R | CL 27/01/21 On hold - engagement with drivers on hold due to Covid.  |

|       |      |     |  |                         |                            |                            |                |                    |                             |        |         |   |  |
|-------|------|-----|--|-------------------------|----------------------------|----------------------------|----------------|--------------------|-----------------------------|--------|---------|---|--|
| Waste | 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                  | Community Services         |                            | Joe Tavernier  | Tom Hardy          | Robin Ray<br>David Sillitoe | Nov-20 | Ongoing | R |  |
|       | 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                  | Community Services         |                            | Joe Tavernier  | Sarah Torrance     |                             | Mar-22 |         | R |  |
|       | 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                  | Commercial and Development | Community Services         | Tony Marmo     | Steve Dibben       | Candice Luper               |        |         | R |  |
|       | 3.25 | Yes | Continue to lobby Govia Thameslink (GTR) for improved rail services and support improvements to the Abbey Line by participating in the Community Rail Partnership.   | At least annually       | Chief Executive and Policy | Commercial and Development | Amanda Foley   | Maria Cutler       |                             | Oct-20 | ONGOING | A | MC 25.3.21 Continued liaison with rail industry & CRPs. Plus biannual meetings with CW (22 May 21) MC 03/03/21. Liaise with rail partners & continue to contribute to Abbey Line CRP                           |
|       | 3.26 | Yes | Continue to meet regularly with St Albans Cycle Forum, St Albans Bus Users Forum, and Herts County Council Integrated Transport Team to discuss issues and future projects, and to give passengers a means to voice concerns and experiences to those that plan and operate their services.  | Quarterly               | Commercial and Development |                            | Tony Marmo     | Steve Dibben       |                             |        |         |   |  |
|       | 3.27 | Yes | Progress work to hold regular car-free periods on St Peters Street.  | Mar-21                  | Community Services         |                            | Joe Tavernier  | Sarah Torrance     |                             | Dec-21 |         | R | CL 01/04/21 On hold due to Covid and costs to Council of doing so.   |
|       | 4.1  |     | Deliver ongoing improvements to the Council recycling scheme with regular staff awareness-raising around office recycling.   | Throughout the year     | Community Services         |                            | Joe Tavernier  | Candice Luper      | Tom Hardy                   | Oct-20 | ONGOING | A | CL 27/01/21 On hold. Office recycling provision has been scaled back due to Covid. Improved recycling facilities at Verulamium Museum with new bins and signage.   |
|       | 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                  | Community Services         |                            | Joe Tavernier  | Sarah Torrance     |                             |        |         |   |  |
|       | 4.3  |     | Develop a Waste and Sustainability Policy for Council events particularly focusing on waste reduction and elimination of single-use plastics.  |                         | Community Services         |                            | Joe Tavernier  | Katie Foweraker    | Liz Marcy / Temp Officer    | Jan-20 | Sep-21  | R | KF 01/04/21 Changed target date as we will need time to work on this and assess options  |
|       | 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                  | Corporate Services         |                            | Simonne deVall | Lizzy Gregory      |                             |        |         | A | Draft strategy shared with Resources PH. Updated strategy with HoS to review..   |
|       | 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                  | Commercial and Development |                            | Tony Marmo     | Robbie Hazellhurst | Tom Hardy                   |        |         | A |  |
|       | 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                  | Community Services         |                            | Joe Tavernier  | Jane Parker        |                             |        |         |   |  |
|       | 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                  | Community Services         |                            | Joe Tavernier  | Jane Parker        |                             |        |         |   |  |
|       | 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                  | Community Services         |                            | Joe Tavernier  | Jane Parker        |                             |        |         |   |  |
|       | 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.  | Throughout the year     | Community Services         |                            | Joe Tavernier  | Jane Parker        |                             |        |         |   |  |
|       | 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 | Community Services         |                            | Joe Tavernier  | Jane Parker        |                             |        |         |   |  |
|       | 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 collections.   | Throughout the year     | Community Services         |                            | Joe Tavernier  | Jane Parker        |                             |        |         |   |  |
|       | 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.   | Throughout the year     | Community Services         |                            | Joe Tavernier  | Jane Parker        |                             |        |         |   |  |
|       | 4.13 | Yes | Work with other councils, farmers and the police to reduce fly-tipping. (Action also in Corporate Plan)  | Throughout the year     | Community Services         |                            | Joe Tavernier  | Jane Parker        |                             |        |         |   |  |
|       | 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                  | Community Services         |                            | Joe Tavernier  | Sarah Torrance     |                             |        |         |   |  |
|       | 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                  | Community Services         | CEX and Policy             | Joe Tavernier  | Maria Cutler       | Candice Luper               | Feb-21 | Mar-23  | A | MC 25.3.21 As before - looking to a scheme with Charter Market when time is right. MC 03/03/21 As before . MC 12/02/21 Difficult to progress due to Covid.   |
|       | 4.16 |     | Use the Council's publicity channels to promote the Refill St Albans scheme across the District to reduce plastic bottle waste.  | Annually                | Community Services         |                            | Joe Tavernier  | Candice Luper      |                             | Apr-21 | ONGOING | R | CL 27/01/21 On hold - promotion of refill scheme has been scaled back due to Covid.  |
|       | 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.   | Throughout the year     | Community Services         | Commercial and Development | Tony Marmo     | Sarah Torrance     | Tom Hardy / Candice Luper   |        |         |   |  |
|       | 5.2  |     | Incorporate refuge areas for wildlife, green corridors and wildlife friendly and perennial planting wherever possible to new buildings.  | Throughout the year     | Community Services         | Commercial and Development | Tony Marmo     | Sarah Torrance     | Tom Hardy / Candice Luper   |        |         |   |  |
|       | 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     | Community Services         |                            | Joe Tavernier  | Nick Sherriff      |                             |        |         | G | NS25/3/2021- 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 |



|                   |      |     |  |                             |                               |                            |               |                   |                          |        |         |  |   |   |
|-------------------|------|-----|--|-----------------------------|-------------------------------|----------------------------|---------------|-------------------|--------------------------|--------|---------|--|---|---|
| Nature & Food     | 5.4  | Yes | Develop a scheme for 'rewilding' parts of Council land to increase biodiversity (Also in Corporate Plan)   | Mar-23                      | Community Services            | Community Services         | Joe Tavernier | Nick Sherriff     |                          |        |         |  | G | NS25/03/21 - see above re op. audit . HMWT / SADC recruitment of a wider stabbans officer ( officer start 1st april) to increase community involvement and participation in increase biodiversity, as well as giving advice to community groups and provide a central point of contact for information and website development.   |
|                   | 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 and Building Control |                            | Tracy Harvey  | Chris Briggs      |                          | Jan-21 | Dec-21  |  | A | CB 3.3.21 - no further update CB 7.2.21 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'  |
|                   | 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                      | Community Services            |                            | Joe Tavernier | Phil Bruce-Green  |                          | Oct-20 | Dec-20  |  | G | CL 01/04/21 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                      | Community Services            |                            | Joe Tavernier | Nick Sherriff     |                          | Oct-20 | Jan-21  |  | G | NS 25/03/21 - 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  |
|                   | 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                      | Community Services            |                            | Joe Tavernier | Nick Sherriff     |                          | Oct-20 | Mar-24  |  | A | NS 25/03/21 - PPA has been agreed with planning, EA/ Jacobs to provide draft detailed designs for officer comment 1st April- leading to wider engagement in May /June. Ground investigations to be carried out May/June   |
|                   | 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         | Community Services            |                            | Joe Tavernier | Nick Sherriff     | Candice Luper            | Jan-21 | ONGOING |  | A | NS 25/03/21 - 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 (CL Comment, please continue to provide progress updates. Only mark green when all is complete - which in this case is actually never because there will always be more to do! :) - same for above actions.           |
|                   | 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 and Building Control |                            | Tracy Harvey  | Chris Briggs      |                          |        |         |  | A | CB 9.4.21 - Tree planting programme fully implemented in 2020-2021 planting season. Draft plans for tree planting programme in 2021-22 show significantly greater tree planting 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         | Community Services            |                            | Joe Tavernier | Nick Sherriff     |                          | Oct-20 | ONGOING |  | A | NS- 25/3/2021 - HMWT officer recruited starts 1st April . Planning meetings to be set up to discuss roles and responsibility  |
|                   | 5.12 |     | Continue running the Schools in Bloom Competition to encourage schools to explore ways of managing their outdoors spaces sustainably.  | Annual                      | Community Services            |                            | Joe Tavernier | Lisa Hewitt       |                          | Oct-20 | ONGOING |  | G | LH 25/03/21 - update SIB application has been undertaken currently 20 applicants. Closing date 26th   |
|                   | 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                      | Community Services            |                            | Joe Tavernier | Sarah Torrance    |                          |        | Mar-22  |  |   |   |
| Water and Climate | 6.1  |     | All new developments constructed by the Council will incorporate sustainable drainage systems and measures to reduce flooding.   | Mar-21                      | Commercial and Development    |                            | Tony Marmo    | Robbie Hazelhurst |                          |        |         |  |   |   |
|                   | 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                      | Community Services            | Chief Executive and Policy | Amanda Foley  | Sally-Anne Pearce | Candice Luper            | May-21 | Oct-21  |  | R | CL 01/04/21 The intention is to produce an interim risk register by the end of June 2021  |
|                   | 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.  | Throughout the year         | Community Services            | Community Services         | Joe Tavernier | Nick Sherriff     |                          | Oct-20 | ONGOING |  | G | NS 25/03/21 annual seeding of flower beds are now planted with perennial seed mix. To reduce need for replanting each year and excess watering  |
|                   | 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                      | Commercial and Development    |                            | Tony Marmo    | John Patrick      |                          |        |         |  | R | OUTSTANDING   |
|                   | 6.5  |     | Install water efficient toilets and taps to all new buildings, when refurbishing existing buildings or when replacing appliances.  | Throughout the year         | Commercial and Development    |                            | Tony Marmo    | Robbie Hazelhurst | Tom Hardy / Helen Ramsay |        |         |  | A |   |
|                   | 6.5  |     | Install water efficient toilets and taps to all new buildings, when refurbishing existing buildings or when replacing appliances.  | Throughout the year         | Commercial and Development    | Housing                    | Tony Marmo    | Tony Marmo        | Simon Smith              | Oct-20 | ONGOING |  | A | SS 01/04/21 - The Council will work with their Strategic Partners to ensure this is included in the replacement specifications with Morgan Sindell.   |
|                   | 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.  | Throughout the year         | Community Services            | E109:H109Q10H109:Q109      | Joe Tavernier | Nick Sherriff     |                          |        |         |  | A | NS 25/03/21 - ver river and lake project includes looking at flood plain activity. Working with HCC flood risk team and EA  |
|                   | 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.   | Throughout the year         | Planning and Building Control |                            | Tracy Harvey  | Chris Briggs      |                          |        |         |  | A | CB - 9.4.21 - 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.  | Throughout the year         | Commercial and Development    | Community Protection       | Tony Marmo    | Neil Kieran       | Steve Dibben             |        |         |  | R | Not able to commence yet due to ongoing Covid work.   |
|                   | 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                      | Chief Executive and Policy    |                            | Amanda Foley  | Neil Kieran       |                          |        |         |  | 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 | Community Services            |                            | Joe Tavernier | Candice Luper     |                          | Nov-20 | ONGOING |  | A | CL 27/01/21 Affinity Water's Waterfit campaign has been promoted in Sustainability News and across other Herts Authorities.   |

**Missing actions in Corporate Plan not in SS&CCS**

Is this anywhere? Develop a public realm improvement scheme, so that damaged bins and benches can be repaired or replaced more quickly and efficiently, and flowers and sustainable shrubs are planted were appropriate  
Establish a business partnership to reduce the cost of trade waste