

Environmental Sustainability Delivery Plan

Priority 1 – ‘Community Leadership’ by reducing our environmental impact of Council’s Buildings, Services and Operations.

Key Deliverable 1.0 - Meet targets in CO2 reduction by 2020.

ID Code Source	What we want to achieve	How we will achieve it	Outcomes	Responsibility
ESS 1.0.1	Aim to meet 40% reduction in carbon emissions by 2020 (from baseline year 2006/7) to assist the Council in meeting an 80% reduction in carbon emissions by 2050.	Implement a new 5 year Carbon Management Plan by end of 2016 which will help to identify that a 40% reduction is achievable (this will depend on implementing a LACM plan where projects identified can achieve a further 2000 tonnes of carbon savings.).	Council can demonstrate reduction in environmental impact which shows community leadership and its commitment to environmental sustainability.	Corporate Facilities Manager and Sustainability & Projects Officer.
ESS 1.0.2	Publish our Greenhouse Gas Report annually.	Report completed in accordance with current guidance from Low Carbon Trust/ DECC and published on CBC website.	Clear assessment of our targets against our carbon reduction targets.	Sustainability & Projects Officer.
ESS 1.0.3	Complete a benchmark exercise with other Councils on measuring carbon foot print. Sharing good practice and measuring of performance.	Identify method of good practice and create template by end of April 2016. Complete benchmark exercise by end of 2017.	A measurement of our own performance against peers will allow for a focus on improvement activity.	Sustainability & Projects Officer.

ESS 1.0.4	Identify most efficient use of fuel for fleet vehicles by end of 2016.	Complete annual report on fuel use for fleet vehicles and make recommendations for vehicle upgrades/changes.	A clear understanding of how the Council is reducing CO2 emissions from individual vehicles, even if the overall impacts greater due to a fleet vehicle increase to meet need.	Fleet and Depot Manager.
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Key Deliverable 1.1 - Show community leadership by making further commitments to reduce carbon emissions.

ID Code Source	What we want to achieve	How we will achieve it	Outcomes	Responsibility
ESS 1.1.1	CBC to make a public commitment to increasing energy efficiency and use of renewable energy sources.	CBC to become a signatory of the Covenant of Lord Mayors by end of 2016.	CBC is committed to reducing carbon emissions and operating more sustainably.	Sustainability & Projects Officer.
ESS 1.1.2	CBC to make a strategic commitment to reducing carbon emissions.	CBC to sign up to Climate Local by end of 2016.	Provides ongoing commitment made to reduce carbon emissions and progression from Nottingham Declaration.	Sustainability & Projects Officer.
ESS 1.1.3	Meet statutory reporting requirements under the Home Energy Conservation Act (HECA).	Publication of HECA report March 2015.	Identifies progress made and new focus areas for the future.	HECA Monitoring Project Team, led by Sustainability & Projects Officer.

Key Deliverable 1.2 - Embed green procurement.

ID Code Source	What we want to achieve	How we will achieve it	Outcomes	Responsibility
ESS 1.2.1	Environmental sustainability is applied to procurement process to ensure best value and best practice are being applied.	Align environmental sustainability strategy aspirations with the procurement strategy by end of April 2015.	Strategy and delivery plan to reflect work in most areas of business activity including construction, furniture, IT equipment and transport.	Commercial Procurement Manager and Sustainability & Projects Officer.
ESS 1.2.2	Seek to ensure that CBC selects products and services that minimise environmental impacts.	Implement changes to policies by end of 2015.	By making informed choices about the products we buy, we will make a difference to the environment.	Commercial Procurement Manager.

Key Deliverable 1.3 - Look at opportunities to reduce energy use.

ID Code Source	What we want to achieve	How we will achieve it	Outcomes	Responsibility
ESS 1.3.1	Monitor and reduce energy use in our own buildings by 31 March 2016.	Identify areas where reduction in energy could be secured.	Able to use lessons learned from existing measures to see what is most effective in reducing energy use.	Corporate Facilities Manager and Utility Company - Bellerby Smith.
ESS 1.3.2	Identify opportunities for development of low carbon private sector homes by end of 2015.	Complete a viability study.	Sites identified within Colchester for development of low carbon homes.	Private Sector Housing Manager.
ESS 1.3.3	Develop Heat Maps for Northern Gateway by end of 2016.	Department of Energy and Climate Change funding for Viability study to be secured by end of 2015.	Identify suitable technologies and approaches to energy generation, distribution and supply; highlight opportunities for Northern Gateway.	Economic Growth Manager.

Key Deliverable 1.4 - Assess opportunities for rain water harvesting and/or grey water collection systems for council buildings and operations.

ID Code Source	What we want to achieve	How we will achieve it	Outcomes	Responsibility
ESS 1.4.1	Identify opportunities for rainwater harvesting and/or grey water collection systems on Council owned buildings in Parks and Country Parks.	Viability Assessment to be completed.	Sustainable watering systems in place for parks and country parks where viable by end of 2017.	Park Ranger.
ESS 1.4.2	Encourage drought resistant planting to reduce the need for watering.	<p>1) Explore opportunity for competition/display with Community organisations.</p> <p>2) Review pilot for dry garden at Castle Park, to see if viable to extend into wider area to support drought resistant planting schemes by end of 2015.</p>	Planting across CBC owned gardens and parks are more drought resistant.	Park Ranger - to lead, with support of Sustainability & Projects Officer bringing community partners together.
ESS 1.4.3	Reduce mains water use at recycling plant in Shrub End.	Assess the opportunity for rain water collected at the Shrub End depot to be used for cleaning of cans in a new can recycling process by end of 2017.	Use of mains water to clean cans for recycling will be kept to a minimum and water collected on site will be well utilised.	Fleet and Depot Manager.

Key Deliverable 1.5 - Supporting our staff.

ID Code Source	What we want to achieve	How we will achieve it	Outcomes	Responsibility
ESS 1.5.1	Environmental Sustainability awareness learning programme to be implemented by end of 2016.	Run two staff initiatives per year.	Staff have improved level of awareness of how their role impacts on energy use; CO2 reduction targets and achievements.	Training Officer, supported by Sustainability & Projects Officer.
ESS 1.5.2	Staff aware of their own carbon footprint, and what they can do to minimise it by end of 2017.	Staff will submit energy saving suggestions; these will be recorded to assess current levels of awareness after each training initiative.	Staff have a good level of awareness and want to make savings and reduce CO2 emissions by end of 2016.	Sustainability & Projects Officer.
ESS 1.5.3	Energy usage and environmental impact information available on website with links on the HUB (staff online portal) by end of 2016.	Links regularly circulated to highlight new and updated information via internal bulletins.	Staff are able to access environmental impact information easily by end of 2015.	Sustainability & Projects Officer (with support from external organisations such as Energy Savings Trust).

Key Deliverable 1.6 - Housing stock improvement.				
ID Code Source	What we want to achieve	How we will achieve it	Outcomes	Responsibility
ESS 1.6.1	Photo Voltaic (PVs) fitted to all housing stock where appropriate.	PV Project completed once all viable properties have had systems installed or the Feed in Tariff reduces below financial model criteria.	2560 Homes improved and more energy efficient (760 properties completed to date with a further 1800 anticipated to be completed by September 2015 depending on FiT rate).	Housing Asset Manager.
ESS 1.6.2	Viability of new energy efficiency measures for housing stock.	Energy assessments to be completed all properties identified by end of 2020.	Clear direction of management of stock.	Housing Asset Manager.

Key Deliverable 1.7 - Improve recycling performance.				
ID Code Source	What we want to achieve	How we will achieve it	Outcomes	Responsibility
ESS 1.7.1	Complete delivery plan for flat recycling project by end of 2016.	Undertake exercise to identify properties which do not have recycling facilities (i.e. flats) by end of 2016.	Flats recycling will be measured for improvements and delivery will be shaped around solutions offering best results by end of 2016.	Waste Strategy Officer.
ESS 1.7.2	Develop recycling and reuse projects with external partners and explore/ apply for external funding opportunities to fund this work.	<p>1) Work with community organisations to identify projects that will capture the imagination of local people.</p> <p>2) Seek funding for Waste Bag Recycling Project and link up with Castle Park for public engagement.</p>	<p>1) Increased awareness of how to work with community partners to deliver pilot projects in connection to re-use and recycling.</p> <p>2) Increased awareness of drought resistant planting through the Waste Bag Recycling Project.</p> <p>3) Multi agency approach to improving recycling and thinking more sustainably.</p>	Waste Strategy Officer.
ESS 1.7.3	Benchmark recycling performance with other local authorities.	Results to be measured and comparison made by end of 2015.	Able to identify further ways in which recycling might be improved by end of 2015.	Waste Strategy Officer.
ESS 1.7.4	Establish metal can sorter at Shrub End depot.	Viability study completed by end of 2014. New machine installed by end of 2017.	Better quality recycling of cans from January 2018.	Fleet and Depot Manager.

Priority 2 – ‘Building resilient communities’ by working with Colchester’s Residents, Businesses and the Third Sector.				
Key Deliverable 2.1 - Supporting Local communities to help them become resilient to climate change.				
ID Code Source	What we want to achieve	How we will achieve it	Outcomes	Responsibility
ESS 2.1.1	Keep residents informed about changes to Green Deal, ECO and local energy efficiency opportunities/ measures from April 2015.	Actively promote opportunities to local residents and work with Zone Teams to help raise awareness within the local communities.	Residents will be able to access what they are entitled to and make informed choices about making their homes more energy efficient from April 2015.	Community Initiatives Project Officer.
ESS 2.1.2	Support the development of community driven projects (such as energy groups and transition towns).	Work with local Environmental Charities and Community groups to develop new projects that will fill gaps in provision, and help them to access external start-up funding.	Resident groups will feel empowered and address issues that affect them locally by end of 2015.	Sustainability & Projects Officer.
ESS 2.1.3	Enable better access to developing local emergency plans for Town & Parish Councils from April 2015.	Continue to work with the group of District Emergency Planning Officers DEPO to assist in the roll out of training courses to support development of community based emergency plans.	Rural and Coastal Communities most at risk will be better prepared for emergencies. Local Town and Parish Councils across Colchester will understand how to develop a local emergency plan and the resources available to them.	Health, Safety and Emergency Planning Advisor.
ESS 2.1.4	Improve support for vulnerable residents during cold weather spells from Autumn/Winter15.	Public Health leaflet ‘Keep warm, keep well’ disseminated to vulnerable residents by end of September 15.	Reduced number of excess winter deaths, and improved living conditions for vulnerable people during cold weather.	Joint approach via the CBH Resident Engagement Team, Community Initiatives Team and Zone Team.

Key Deliverable 2.2 - Alignment of Colchester Borough Council strategies to enable a collaborative approach with external partners to achieve environmental sustainability.

ID Code Source	What we want to achieve	How we will achieve it	Outcomes	Responsibility
ESS 2.2.1	Develop a new Low Emissions strategy by end of 2015.	Work with ECC/ CBC colleagues and Defra funded air quality specialist to identify steps to improve air quality in Colchester	Reduce harmful emissions from road transport, while simultaneously seeking reductions in greenhouse gas emissions where feasible	Environmental Protection Manager.
ESS 2.2.2	Develop a new Housing strategy by end of 2015.	Work with a Project Group made up of external partners to identify steps to fulfil sustainable housing requirements.	A clear connection between the strategies and how they will work side by side, in particular linking fuel poverty actions and development of sustainable homes.	Strategic Housing Manager.
ESS 2.2.3	Work in partnership with Social Housing providers to develop sustainability projects to support wider number of Colchester residents by end of 2016.	Identify opportunities for collaborative projects between CBC and Colchester based social housing providers.	Supporting people who are most vulnerable in our communities to reuse, recycle, reduce energy costs and think more sustainably.	Strategic Housing Manager.
ESS 2.2.4	To enable partnership working and achievement of joint outcomes with local providers focussing on environmental sustainability.	Monthly meetings to review projects and identify joint approach to achieving targets, starting in April 2015.	Strengthening our way of working with external agencies to achieve joint objectives.	Sustainability & Projects Officer.

Key Deliverable 2.3 - Develop, create and promote opportunities for developing environmental understanding which will help retain rural skills and grow the local green economy.				
ID Code Source	What we want to achieve	How we will achieve it	Outcomes	Responsibility
ESS 2.3.1	Development and retention of rural skills and local training opportunities.	Support rural training provider to access external funding and look at ways in which we can assist to promote training opportunities for young people in Colchester.	Improved local travel options; supporting local trades; retaining traditional skills; supporting alternative apprenticeship schemes.	Enterprise and Tourism Manager.
ESS 2.3.2	Support growth of local projects that provide access to locally grown produce to start at the end of 2015.	Work to promote local projects such as the Farmers markets in Colchester.	Working in partnership with community organisations to reduce the need for importing of food sources; encourages the use of seasonal food which supports the wider 'buy local' agenda and the FSB 'Keep Trade Local' manifesto.	Enterprise and Tourism Manager & Sustainability and Projects Officer.
ESS 2.3.3	Support green business growth	Identify green business opportunities in Colchester and work with ECC to enable ERDF and other appropriate EU funding to support growth of the sector.	Benefits to local economy and advancement of green business in Colchester.	Enterprise and Tourism Manager.

Key Deliverable 2.4 - Identify sources of grant and match funding.				
ID Code Source	What we want to achieve	How we will achieve it	Outcomes	Responsibility
ESS 2.4.1	<p>Deliver pilot project to support vulnerable people who cannot switch through the Big Community Switch programme.</p> <p>Completed wood recycling viability study for Colchester.</p>	Secure small grant funding for partnership projects to deliver community projects focussing on environmental sustainability, external funding applications for projects up to value of £10k.	Vulnerable people are better supported and resources in Colchester are used in a more sustainable way.	Sustainability & Projects Officer.
ESS 2.4.2	Develop a new funding resource for community groups and local charities to use as guide to setting up new environmentally focussed community projects by end of 2016.	Work with Community Groups to develop a 'Green Book' listing green funding opportunities and case studies to inspire local sustainability projects.	New community groups and charities are better able to form, and identify potential funding opportunities, with a focus on addressing local need.	Sustainability & Projects Officer.
ESS 2.4.3	Opportunities for match funding to be identified for larger Community and Council led sustainability projects by end of 2016.	Identify European funding that will support the development of new larger scale projects.	<p>1) Creating opportunities to grow the green economy and complete a range of viability studies will emerge. (Energy/ Heating/ Low Carbon Homes)</p> <p>2) Support community projects that are addressing the effects of climate change on a larger scale (such as coastal defences and protection of biodiversity).</p>	Funding Coordinator.

Key Deliverable 2.5 - Look at opportunities to reduce costs and save energy use in our communities.				
ID Code Source	What we want to achieve	How we will achieve it	Outcomes	Responsibility
ESS 2.5.1	Encourage residents and customers to sign up for the Big Community Switch.	Deliver a minimum of 2 x energy auctions per annum spring/summer, autumn/winter	Residents will save on their energy bills, which will reduce fuel poverty in Colchester.	Sustainability and Projects Officer.
ESS 2.5.2	Encourage SMEs to take part in the iChoosr brokerage scheme to reduce energy costs and switch to appropriate business energy meters.	Raise profile of the rolling brokerage service run through iChoosr and accessed through the CBC website.	Businesses will pay less for energy because they have switched to business tariffs and exchanged residential meters for business energy meters from January 2015.	Sustainability & Projects Officer, Communications Business Partner.
ESS 2.5.3	Energy switching information to be included in sign up packs for every new CBH Resident by end of 2015.	Asset Management to notify CBH resident engagement officers of action required by end of April 2015.	All new tenants will have energy information and Big Community Switch sign-up information in their welcome packs (at sign-up).	Sustainability & Projects Officer, working with CBH Resident engagement & Housing Asset Manager.
ESS 2.5.4	Look at the viability of delivering Energy Assessments for Private Sector homeowners by end of 2015.	CBH Officer carrying out Energy Performance Certificates (EPC) on our own housing stock will look at the viability of offering this as a new service by end of 2015.	1) New service for borough wide, private sector home owners to access energy assessment service (and potential new income generation	Commercial Manager & CBH Property Services.

			<p>for the Council/ CBH).</p> <p>2) Residents equipped with EPC information so they can improve the energy efficiency of their homes.</p> <p>3) Improved way of working with Private Sector Landlords to raise SAP Ratings (before legislative changes in 2016)</p>	
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Key Deliverable 2.7 - Identify opportunities to deliver sustainable transport.				
ID Code Source	What we want to achieve	How we will achieve it	Outcomes	Responsibility
ESS 2.7.1	Realise opportunities for sustainable transport infrastructure and assess opportunities for new projects.	<p>1) Develop a new Transport Strategy as part of the review of the Local Plan process. The new Local Plan to be adopted in 2017.</p> <p>2) Work with the Highways and Transportation Authorities and transport operators to secure investment into Colchester for sustainable transport.</p>	The Council takes a long term view on how sustainable transport solutions will be part of the local infrastructure.	Transportation Policy Manager.

Key Deliverable 2.8 - Warmer Greener homes.				
ID Code Source	What we want to achieve	How we will achieve it	Outcomes	Responsibility
ESS 2.8.1	Work with Private Landlords to deliver a range of informative events on sustainable homes; energy efficiency and work in partnership with local landlord networks.	1) Rolling programme of landlord forum events to be developed by Private Sector Housing Team. 2) Delivery of bi-annual sustainability events where Private Sector Landlords are encouraged to attend.	Private Landlords better equipped with information to improve standard of rented homes.	1).Private Sector Housing Manager. 2) Sustainability and Projects Officer.
ESS 2.8.2	Private Sector Housing Stock Survey completed by end of 2016/17.	1) To be completed by the end of March 2015 2) Survey results to be analysed and reported by August 2015; 3) Financial Assistance Policy amended to target assistance to meet need identified by the stock survey by the end of March 2016.	1) Better able to identify homes eligible for ECO funding and retrofit projects. 2) Range of financial assistance offers available to target areas/ household types.	Private Sector Housing Manager.
ESS 2.8.3	To improve the Energy Efficiency of private sector housing in Colchester and contribute to a reduction of households in fuel poverty.	1) Respond to service requests, undertake HHSRS excess cold assessments and take appropriate action to ensure dwellings have an effective and affordable means of heating. 2) Explore partnership working with Green deal provider. 3) Link in with any programmed stock improvement being undertaken by CBH with a view to supporting & assisting leaseholders and freeholders.	1) Excess cold hazards removed through formal, informal and grant activities. 2) Increased number of households removed from fuel poverty. by 31 st March 2015.	Private Sector Housing Manager.
ESS 2.8.4	Promote energy efficient building methods to ensure homes consume fewer resources to heat.	Review guidance for Developers on building sustainable homes and look at opportunities for training Developers on ISO14001 - Sustainable Development.	Developers have clear guidance on next step on from the Code for Sustainable Homes, with access to accreditation and measuring quality.	Sustainability and Projects Officer & Planning Policy Officer.

Key Deliverable 3.0 - Provide a readily accessible online section on environmental sustainability for Colchester residents.				
ID Code Source	What we want to achieve	How we will achieve it	Outcomes	Responsibility
ESS 3.0.1	Maximise the effectiveness of self-serve for customers so they can access information about environmental sustainability issues online.	Identify and prepare resources and media options by end of 2015.	Customers are able to find information and advice on everything from energy efficiency; reducing energy costs; to leading on their own environmental projects.	Research and Engagement Manager and the Sustainability & Projects Officer.
ESS 3.0.2	Incorporate 'Channel Shift' strategy into addressing environmental sustainability for Colchester residents by end of 2017.	1) Assess how people are accessing environmental sustainability information online and what people are searching for; 2) Content for website to be refreshed and signed off by end of 2017.	Ensures delivery of services that are needed, through the most appropriate, efficient and cost-effective means.	Head of Customer Services, Research and Engagement Manager and the Sustainability & Projects Officer.

Key Deliverable 3.1 - Work to reduce fuel poverty in Colchester.				
ID Code Source	What we want to achieve	How we will achieve it	Outcomes	Responsibility
ESS 3.1.1	Support most vulnerable residents, who are most at risk of fuel poverty, and help raise awareness of the help available to residents on low incomes.	<p>1) Identify remedial action home owners can take to make their homes cheaper to heat and light.</p> <p>2) Use data from housing stock survey to help identify most at risk geographical areas.</p> <p>3) Promote insulation programmes; and access to winter fuel payments.</p>	<p>Residents in or facing fuel poverty are better able to access information on keeping homes warm during cold weather spells by end of 2016.</p> <p>Residents have better access to payments and initiatives that they are entitled to claim.</p>	Community Initiatives Project Officer and Private Sector Housing Manager.
ESS 3.1.2	Engage with local press and ensure activities well promoted by end of 2015.	To be incorporated into the Comms plan April 2015.	Awareness of fuel poverty is raised by end of 2015.	Communications Business Partner for Sustainability.
ESS 3.1.3	Deliver a range of Community Events to focus on reducing people living in fuel poverty and staying warm during cold weather spells by end of 2016.	<p>1) Zones to incorporate fuel poverty advice into existing 'coffee and chat events' that run as a programme throughout the year.</p> <p>2) Work with CBH Resident engagement officers to share information and promote support services to Council tenants.</p>	A rolling programme of community events focusing on keeping warm in winter and reducing fuel poverty becomes business as usual for Zone Teams by end of 2016.	Group Manager. (Zones)

Key Deliverable 3.2 - Engage with partner agencies that could support us in the delivery of sustainability projects.				
ID Code Source	What we want to achieve	How we will achieve it	Outcomes	Responsibility
ESS 3.2.1	Work with key partners to take a collaborative approach to 'climate change adaptation' by end of 2016.	Work with Community groups and local charities to develop a list of potential projects addressing local need and work together to identify delivery partners.	Increased levels of volunteering opportunities; improved collaborative approach to address sustainability issues; access to a wider range of community projects by end of 2016.	Sustainability & Projects Officer.
ESS 3.2.2	Set up Sustainability Partnership working group as a one stop shop for community groups to access specialist advice and support, which will help during the set up of new projects.	1) Support the development of a national group through the National Energy Action (NEA); 2) Work with ECC, RCCE, Natural England, National Trust, RSPB, Environment Agency and local environment groups to develop access to support at a local level.	A one stop shop where community organisations can access specialist advice and support on sustainability and biodiversity issues.	Sustainability & Projects Officer.
3.2.3	Continued participation of local schools and colleges, Friends groups, Essex Wildlife Trust, Essex Forest Education Initiative, Walk Colchester and Colchester Natural History Society in country parks and countryside sites	Continued efforts to maintain and increase participation.	Increase of tasks, events and initiatives in country parks and countryside sites with a nature conservation purpose.	Countryside Sites Manager.

The Delivery plan is reviewed and updated on an annual basis.