

# CLIMATE ACTION PLAN

# PERFORMANCE REPORT

2023/24

QUARTER ONE

JULY 2023



Listening Learning Leading

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# Introduction

The South Oxfordshire District Council **Climate Action Plan (CAP) 2022-24** sets out to demonstrate and deliver the council's commitment to the Corporate Plan objective of taking 'Action on the Climate Emergency' and target of becoming a carbon neutral council by 2025.

Progress on the actions and outputs in the CAP are reported quarterly, in line with the council's Corporate Performance Management Framework. This report is the second iteration, and it is expected that it will evolve in line with the approach to Performance Management being embedded by the council, as well as from feedback from senior officers and Members. This report provides a strategic overview of the climate action performance across the council for Quarter one 2023/2024 (01 April to 30 June 2023) and should be reviewed in context with the council's quarterly **Corporate Plan Performance Report**. The council's **greenhouse gas emissions** are also reported and published annually.

The CAP is one piece of a much larger picture, consisting of national, regional and local initiatives and plans all of which influence our priorities. The CAP was designed to be a live document, where quarterly progress reporting may result in the reprioritisation or refocusing of actions by Cabinet where necessary.



# Quarter context

## HM Government and Net Zero

Government held its first Net Zero Council on 09 May, with senior leaders across sectors including banks, energy companies, technology giants and finance firms meeting with the aim of drive forward industry's transition to net zero. Meeting quarterly, the Net Zero Council will look to further carbon reduction amongst businesses across all sectors of the economy.

At the end of quarter one, on 28 June, the Committee on Climate Change published its 2023 Progress Report to Parliament. The report presents concern regarding the pace of policy development and assesses that action is needed in a range of areas to deliver on the Government's emissions pathway. The report delivered 300 recommendations to Government, covering areas including planning policy, transport, public behaviour change and low carbon technology.

## Coronation Legacy for Nature

Several initiatives were launched this quarter, to mark the Coronation of King Charles III on 06 May, and acknowledge his commitment to protecting the natural world. These included plans to create a new 'King's Series of National Nature Reserves', with five major National Nature Reserves named by Natural England every year for the next five years. National Nature Reserves are important places for nature in England and provide significant benefits for nature conservation, science and people.

To commemorate the event English Heritage also pledged to enhance biodiversity through the creation of one hundred meadows at their castles, abbeys, prehistoric stone circles and palaces. Additionally, in a collaboration between the Department for Education and the Eden Project, over 200,000 seeds packets were sent to schools, representing up to 40 hectares of new wildflower areas being planted across England.





## Record-breaking Temperatures

June 2023 was the hottest June on record according to NASA's global temperature analysis.

The average mean temperature of 15.8°C for June 2023 in the UK, is the highest in a series since 1884 and some 2.5°C higher than average. Paul Davies, Met Office Climate Extremes Principal Fellow and Chief Meteorologist stated that “alongside natural variability, the background warming of the Earth's atmosphere due to human induced climate change has driven up the possibility of reaching record high temperatures”.

Unprecedented deaths of fish in rivers recorded this quarter is said to be linked to the record-breaking temperatures experienced in June. The increase in deaths can be down to a combination of factors, including high water temperatures and thunderstorms reducing the amount of oxygen in the water. The Environment Agency confirmed it received more reports of dead fish than the same time last year.

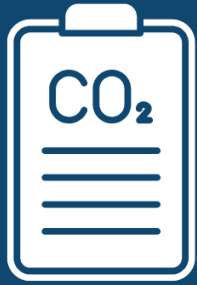
The North Atlantic, including waters around the UK, also experienced record-breaking temperatures this quarter, which played an underlying role in the land-based temperature figures for the UK. The rapid acceleration of ocean temperatures recorded May-June 2023 showed temperatures higher than in any previous year in a series stretching back to 1981.

## Renewable Energy

Research released this quarter from Imperial College London showed that a third of the country's electricity came from wind farms in the first three months of the year. National Grid has also confirmed that April 2023 saw a record period of solar energy generation.



# Quarter one performance highlights



We started **decarbonisation surveys and assessments** for six leisure centres in South Oxfordshire



The draft new **Air Quality Action Plan** was launched for consultation, looking at the future of the current Air Quality Management Areas



We launched a **Carbon Emissions Tool** to help Town and Parish councils record and monitor the carbon emissions of their own operations

We were successful in our application to the **Rural England Prosperity Fund**. This funding can support local organisations with energy efficiency initiatives and increasing electric vehicle infrastructure



We held a webinar for our officers with the **UK Centre for Ecology and Hydrology**, learning about pollinator population decline in Oxfordshire and taking part in the UK pollinator monitoring survey



The first meeting of the South and Vale **Food Action working group** was held, starting the process of creating a local action plan to deliver the Oxfordshire Food Strategy's priorities



We developed an online **climate change training** module for all of our district councillors



## GOAL

To make climate action inherent in all the council's work by designing and updating our policies, strategies and governance with the climate emergency at their core

# THEME 1 Our ways of working

## QUARTER ONE

## KEY ACTIVITIES

Following the development last quarter of a draft Climate Impact Assessment toolkit for internal use, this quarter the tool was trialled by colleagues in other teams across the council and the feedback incorporated into an updated version. The tool records the impacts of projects on greenhouse gases, air quality, sustainable transport, land use change, biodiversity, soil and waterway health, climate change adaptation, energy use, sustainable materials and waste.

This quarter a suitable product for monitoring the carbon emissions and climate impacts of procurement contracts was identified. The next step will be to review the quotes received and complete an internal consultation on its use. Staff training on our procurement strategy also took place this quarter, which included how carbon reduction objectives and criterion form part of our procurement processes and scoring.

These actions are key to the progression of our aim to ensure the climate and environmental impact of our work is considered and embedded within our day-to-day activities and processes. This quarter a consultant, Bioregional, was appointed to provide an evidence base for net zero carbon for the forthcoming Joint Local Plan. Work has started on the role and weighting of offsetting policies in the Plan and developing policies on sustainable construction.



## GOAL

To plan and deliver services to our residents in ways that reduce carbon emissions and prepare our district for future ways of living

# THEME 2 Our service delivery

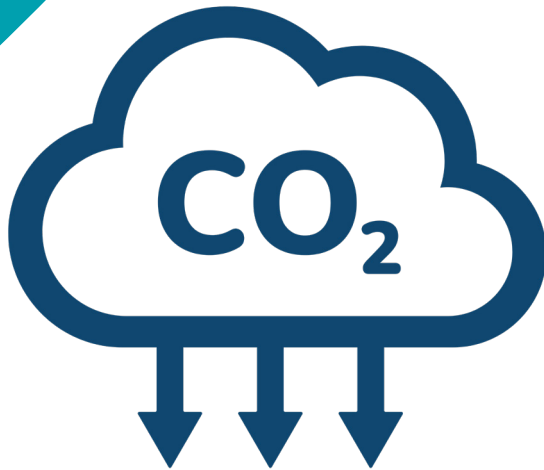
See Theme 2 performance updates against all reporting measures on page 22

## QUARTER ONE

## KEY ACTIVITIES

This quarter, work continued on developing the strategic approach to our future waste services, in recognition that the waste collection service accounts for just over 40% of the council's greenhouse gas emissions. This work included drafting a preparatory paper outlining the process and timeline for creating the future waste services decision report.

Transition to electric vehicles (EVs) is a part of our journey to net zero. This quarter we have been exploring the market to identify suitable EV providers that can meet the vehicle needs of specific service teams across the council. Officers have also been preparing for a public engagement exercise which is due to take place next quarter, on a planning application for a Parks Nursery on Great Western Park, which will include EV charging points for our Grounds Maintenance vehicles. This is help ensure we have the infrastructure to make the necessary transition.





## GOAL

To create a culture of climate action amongst staff and councillors in the workplace

# THEME 3 Our people

See Theme 3 performance updates against all reporting measures on page 27

## QUARTER ONE

## KEY ACTIVITIES

**B**uilding on the launch of a new online training module on climate change last quarter, a separate version was developed this quarter for district councillors. This follows the same format as the officer module, with information on understanding climate change, how we can respond to climate change, the story so far and how climate action is a role for everyone. It also includes a revised final section which focuses on the actions that councillors can take on climate change within their role.

To support staff to understand more about climate change and put climate action at the forefront of their work, this quarter the climate and biodiversity team provided training for facilities colleagues on how to use real-time energy data to manage and reduce the energy use in our office building more effectively.

This quarter we received notification of a successful award for our application to the Rural England Prosperity Fund, for £733,241. Elements of this funding are allocated to supporting businesses and community organisations with initiatives which can include installation of energy efficiency measures and EV infrastructure.



## GOAL

To approach our land management with sustainable and climate-friendly best practices

# THEME 4 Our land

See Theme 4 performance updates against all reporting measures on page 31

## QUARTER ONE

## KEY ACTIVITIES

Our commitment to enhancing biodiversity on council owned land continued this quarter, with eight regularly mown sites across Didcot, Wallingford and Woodcote being identified as suitable sites to allow biodiversity to thrive by stopping cutting during the growing season, allowing wildflowers and grasses to grow and provide nectar for pollinators. Through the 'Let it Bee' awareness campaign this quarter we shared how this approach is helping increase biodiversity on the land we manage.

Additionally this quarter, based on the outcomes from the Asset Management Group meeting last quarter, the first of a quarterly report was issued which lists assets (land) that could be explored for further tree planting or biodiversity enhancements by relevant working groups.

A letter of support was provided to Oxfordshire County Council (OCC) this quarter, for an application for Local Electric Vehicle Infrastructure (LEVI) funding. The application will set out how the Oxfordshire councils will spend the £3.655m capital and £500k revenue which has been allocated for Oxfordshire. Officers are working with OCC on how and where the grant will be spent, which includes increasing the number of publicly accessible EV chargers on our land.





## GOAL

To decarbonise our buildings and their operations to ensure they are fit for the future

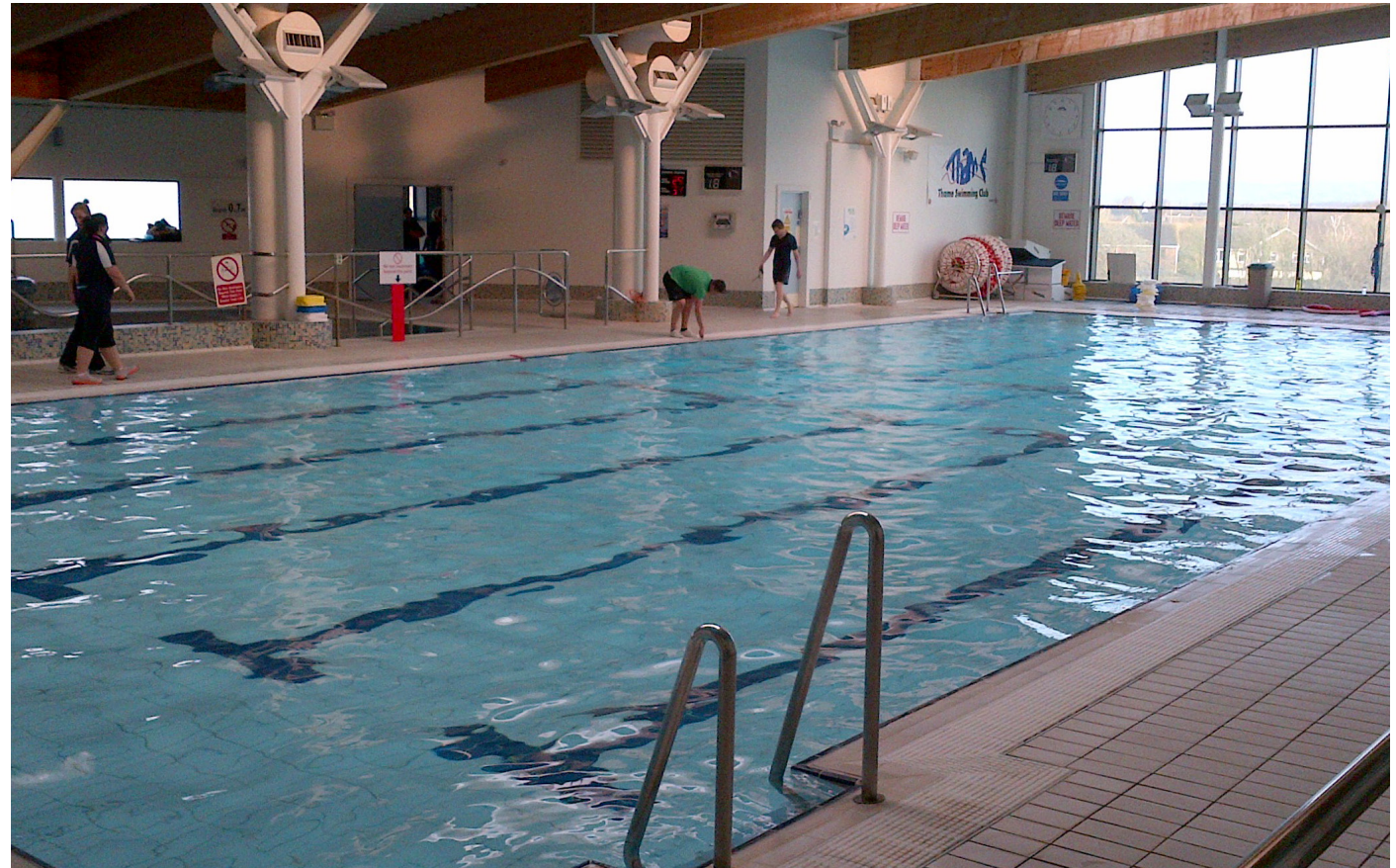
# THEME 5 Our buildings

See Theme 5 performance updates against all reporting measures on page 33

## QUARTER ONE

## KEY ACTIVITIES

This quarter decarbonisation surveys and assessments for the remaining six Leisure centres (Abbey Sports Centre - Berinsfield, Didcot Wave, Didcot Leisure Centre, Henley Leisure Centre, Riverside Pool - Wallingford and Park Sports Centre - Wheatley) took place and a draft report for the Didcot Wave was received. Review of the resulting reports will take place from next quarter. A tender process for the appointment of consultants for the decarbonisation works at Cornerstone Arts Centre, Didcot, also commenced this quarter. These assessments and projects are significant in ensuring our buildings are fit for the future.





## GOAL

To guide and support the district's businesses, voluntary sector and communities to take action on the climate emergency

See Theme 6 performance updates against all reporting measures on page 37

# THEME 6 Our communities

## QUARTER ONE

## KEY ACTIVITIES

In line with the council's aims to work with communities, businesses, the voluntary sector and residents to address the climate emergency, this quarter new pages were incorporated on the website including one on the circular economy and how it can benefit individual businesses.

Another new webpage, with information on the sources of funding for a community climate action project, was promoted and included details of our own councillor grants and the capital grant scheme.

The national Great Big Green Week campaign was held in June this year, as part of this we promoted the reuse of unwanted clothing and messages of reducing, reusing and recycling.

Residents were also encouraged to have their say on the Air Quality Action Plan consultation, which was launched on Clean Air Day in June. Additionally, work continued this quarter on engaging with communities preparing neighbourhood plans and helping them to incorporate climate measures.





## GOAL

To work in partnership to reduce carbon emissions across the district and support county-wide initiatives, making a greater impact together



# THEME 7 Our partners

## QUARTER ONE

## KEY ACTIVITIES

The CAP aims to build on the council's partnership work as key to achieving our climate emergency targets and we have continued work to support town and parish councils and community groups and encourage their climate action initiatives. This quarter, a funding roadshow was held, to advise volunteer groups and Town & Parish councils about funding opportunities and how to improve the climate and ecological impacts of their projects. We also launched a new Carbon Emissions Tool to help Town and Parish councils record and monitor the carbon emissions of their own operations.

This quarter, officers participated in a stakeholder group which is helping to develop the climate adaptation evidence base for Oxfordshire. Officers have also been involved in work with Exeter University to develop a climate adaptation skills and knowledge tool, to support local decision makers on building climate resilience. Organisations from across Oxfordshire, including the district councils, have been involved in the development and design of the national tool. It is anticipated this will be published by the end of the year.

Work also continued this quarter across several workstreams to help ensure growth of the green economy.

This included input into the Strategic Economic Plan (SEP) for Oxfordshire, helping to ensure that sufficient focus is given to sustainability and the drive for net-zero.

Countywide discussions also continued of which Vale of White Horse played a part, aiming at developing a collaborative approach to business decarbonisation and green skills development using shared prosperity funding.



See Theme 7 performance updates against all reporting measures on page 44

## Theme 1: Our ways of working - performance updates against reporting measures

CAP ID	Actions	Reporting Measure	Delivery Timescale	South Cabinet Lead	Officer Lead	Performance Update	RAG rate progress against each measure	Comments on AMBER or RED ratings
WOW1	Update the Corporate Delivery Framework to include considerations for climate impact and carbon emissions	Report on the climate impact and carbon emission considerations included in the Corporate Delivery Framework providing examples	Short Term (1 year)	Cabinet Member for Corporate Services, Policy and Programmes	Head of Policy and Programmes	Action WOW1 is complete.		
WOW2	Implement internal governance to progress and monitor the Climate Action Plan	Update on the internal governance including its structure and approach to progressing and monitoring the Climate Action Plan	Short Term (1 year)	Cabinet Member for Corporate Services, Policy and Programmes	Head of Policy and Programmes	Action WOW2 is complete.		
WOW3	Publish an internal toolkit with guidance for staff on how to assess the climate implications of projects and proposals	Update on the content of the toolkit and examples of projects and proposal that have used learning from the toolkit for the climate implications section of reports	Short Term (1 year)	Cabinet Member for Corporate Services, Policy and Programmes	Head of Policy and Programmes	In Q1, the climate impact assessment tool developed by the climate and biodiversity team was trialled by colleagues in other teams across the council and their feedback has been incorporated into the spreadsheet/tool. Discussions are ongoing about how to incorporate the tool into the project management process.		This action is slightly behind schedule. Further decisions about how to rollout use of the toolkit across the council will be taken in Q2 2023/24.



## Theme 1: Our ways of working - performance updates against reporting measures

CAP ID	Actions	Reporting Measure	Delivery Timescale	South Cabinet Lead	Officer Lead	Performance Update	RAG rate progress against each measure	Comments on AMBER or RED ratings
WOW4	Develop and implement measures for monitoring procurement contracts based on carbon emissions and climate action	Update on monitoring of procurement contracts based on carbon emissions and climate action, providing examples of relevant contracts	Medium Term (2 years)	Cabinet Member for Finance and Property Assets	Head of Finance	In Q1 a suitable product for monitoring the carbon emissions and climate impacts of procurement contracts was identified and quotes were received. Officers will now proceed with a project proposal form to determine if the procurement can proceed.		
WOW5	Update the contract evaluation quality scoring procedure to include carbon reduction criteria	Report on how the contract evaluation quality scoring criteria has been updated to include carbon reduction criteria, providing examples of relevant awarded contracts	Short Term (1 year)	Cabinet Member for Finance and Property Assets	Head of Finance	Action WOW5 is complete. Considered BAU.		
WOW6	Deliver staff training on the Procurement Strategy which includes understanding of carbon reduction objectives and criterion	Percentage of staff who completed the procurement training quarterly / report on how the training has impacted procurement contracts, providing relevant examples	Short Term (1 year)	Cabinet Member for Finance and Property Assets	Head of Finance	In Q1 the delivery of staff training on the Procurement Strategy took place. The training programme is almost complete, with just a small number of sessions to go.		
WOW7	Conduct a review of all report writing templates, adding a climate implications section where missing	Percentage of report writing templates that include a climate implications section / narrative on the updates to report writing templates	Short Term (1 year)	Cabinet Member for Partnerships and Legal Democratic	Head of Legal and Democratic	Action WOW7 is complete.		

## Theme 1: Our ways of working - performance updates against reporting measures

CAP ID	Actions	Reporting Measure	Delivery Timescale	South Cabinet Lead	Officer Lead	Performance Update	RAG rate progress against each measure	Comments on AMBER or RED ratings
WOW8	Divest direct investments from environmentally harmful activities where possible, whilst protecting the security of tax-payer funds	Narrative update detailing changes which have included climate elements into financial decision making	Short Term (1 year)	Cabinet Member for Finance and Property Assets	Head of Finance	Action WOW8 is complete. Considered BAU.		
WOW9	Incorporate a policy statement on environment/social/governance factors in the financial implications section of reports	Update on the statement included in Council templates under financial implications	Short Term (1 year)	Cabinet Member for Finance and Property Assets	Head of Finance	Action WOW9 is complete. Considered BAU.		
WOW10	Engage with the council's investment portfolio to ask for and review their carbon reduction plans as part of decision making for the treasury management strategy	Number of investment portfolios reviewed for their carbon reduction plans / narrative on any changes in investments based on investment portfolio carbon reduction plans / percentage of Council portfolio in Paris Agreement aligned companies	Short Term (1 year)	Cabinet Member for Finance and Property Assets	Head of Finance	Action WOW10 is complete. Considered BAU.		
WOW11	Review internal audit processes and where appropriate include risk considerations for the climate emergency	Report on how the internal audit processes have been updated to include carbon emission considerations	Short Term (1 year)	Cabinet Member for Finance and Property Assets	Head of Finance	Action WOW11 is complete. Considered BAU.		



## Theme 1: Our ways of working - performance updates against reporting measures

CAP ID	Actions	Reporting Measure	Delivery Timescale	South Cabinet Lead	Officer Lead	Performance Update	RAG rate progress against each measure	Comments on AMBER or RED ratings
WOW12	Refine criteria for community infrastructure levy (CIL) funding to maximise opportunities for including carbon reduction measures in projects and supporting climate action projects	<p>Narrative update about work in this area to include detail of new CIL spending strategy, communication with parishes</p> <p>Quantitative elements - CIL Spend broken down by type, by parish</p>	Medium Term (2 years)	Cabinet Member for Planning	Head of Finance	<p>In Q1, new allocations of CIL funding – totalling £5,039,000 – were included in the new provisional capital programme. To note that full details of the funding allocations are shown in the provisional capital programme, but the allocations most linked to climate action are:</p> <ul style="list-style-type: none"> <li>• Cornerstone Decarbonisation Works = £1,592,000 (also supported by a government PSDS grant)</li> <li>• GWP Northern Centre Decarbonisation Works = £200,000</li> <li>• Projects to look at land management, tree planting, wildflower, rewilding, habitat creation across both districts following on from 'No Mow May' and subsequent public consultation (and to include review of land management at GWP) = £50,000</li> <li>• Wheatley West Flood Alleviations = £51,000</li> <li>• Surface water flooding reduction schemes = £100,000</li> <li>• Improvements to river banks = £50,000</li> <li>• East Hagbourne Structural lining of culvert and maintenance of existing storage facility = £10,000</li> <li>• EV charging = £50,000</li> </ul> <p>The previously approved CIL allocations that are yet to be delivered as of the end of 22/23, have been carried forward into 2023/24 with a total of £7,060,367 allocated to district council infrastructure projects. All district council projects delivered using CIL funding will be required to be delivered in consultation with the climate and biodiversity team, to ensure that all climate implications are considered as part of the scheme.</p>		

## Theme 1: Our ways of working - performance updates against reporting measures

CAP ID	Actions	Reporting Measure	Delivery Timescale	South Cabinet Lead	Officer Lead	Performance Update	RAG rate progress against each measure	Comments on AMBER or RED ratings
WOW13	Promote community infrastructure levy (CIL) criteria to all relevant staff to ensure they maximise carbon emission reductions in all CIL projects	Percentage of CIL projects that include carbon emission reduction considerations/ relevant project proposals, providing examples	Medium Term (2 years)	Cabinet Member for Corporate Services, Policy and Programmes	Head of Finance	The next round of requests for projects for CIL funding will be in Q2. The requests for projects will again promote environmental initiatives as part of this and any in-year requests that come through will also be reminded of the requirement for all projects to be done in consultation with the climate and biodiversity team.		
WOW14	Include more ambitious climate criteria in the conditions of our affordable housing grant funding	Updates on changes to the climate criteria of the affordable housing grant funding and how this has impacted new affordable housing developments, providing examples	Medium Term (2 years)	Cabinet Member for Economic Development and Regeneration	Head of Housing and Environment	In Q1 an updated policy on the use of Section 106 funds to support the delivery of new affordable housing was drafted and taken to senior managers and Cabinet. These updates will ensure carbon impacts of new housing is considered and taken into account when awarding grant funding. The final decision is now due in Q2, allowing for scrutinisation of the new policy before final decision making. Progress also continued on the development of the Joint Local Plan.		
WOW15	Include policies in the Joint Local Plan that will help deliver zero carbon development and encourage more sustainable choices	Narrative update on sustainable and net zero planning policies being developed and included in the emerging JLP	Long Term (2 years plus to deliver)	Cabinet Member for Planning	Head of Policy and Programmes	In Q1 Bioregional were appointed to provide an evidence base for zero carbon for the forthcoming Joint Local Plan. Officers held the inception meeting with Bioregional and work got underway on the first elements on their advice to shape the Joint Local Plan policies on sustainable construction.		



## Theme 1: Our ways of working - performance updates against reporting measures

CAP ID	Actions	Reporting Measure	Delivery Timescale	South Cabinet Lead	Officer Lead	Performance Update	RAG rate progress against each measure	Comments on AMBER or RED ratings
WOW16	Produce an options paper for setting up a carbon offsetting scheme for developers as part of the new Joint Local Plan	Report on options paper development and suggested ways forward	Long Term (2 years plus to deliver)	Cabinet Member for Planning	Head of Policy and Programmes	In Q1 initial discussions took place with Bioregional, the consultants appointed to provide the net zero evidence base for the forthcoming Joint Local Plan, on the role and weighting of offsetting policies in the Joint Local Plan in achieving net zero carbon status.		
WOW17	Produce an options paper for pool electric vehicles for use by council staff to reduce emissions from business mileage, implementing if approved	Update on the development of options paper for piloting pool electric vehicles, including on the carbon emission savings and decision making progress	Medium Term (2 years)	Cabinet Member for Corporate Services, Policy and Programmes	Head of Policy and Programmes	In Q1, research has started into models and options to transition the Council's grey fleet to electric vehicles, with pool electric vehicles considered as part of this. Officers have attended two webinars this quarter to assist research for this paper; Mobilityways's 'Electric Vehicle salary sacrifice schemes - best practice' and Zero Carbon Oxford Partnership's 'Company car and EV schemes' webinar, which presented options to reduce staff car use and support a shift to EVs.		

## Theme 1: Our ways of working - performance updates against reporting measures

CAP ID	Actions	Reporting Measure	Delivery Timescale	South Cabinet Lead	Officer Lead	Performance Update	RAG rate progress against each measure	Comments on AMBER or RED ratings
WOW18	Develop and implement an internal communications plan to keep staff updated on climate action work, including useful advice and guidance on how to incorporate climate action into projects and programmes	Data on the number of internal communications campaigns on climate action work and a narrative update on the type of information shared and any feedback from staff on the use of the information	Short Term (1 year)	Cabinet Member for Corporate Services, Policy and Programmes	Head of Corporate Services	During Q1 2023/2024, through the 12 weekly staff email updates and regular Jarvis news items, staff were encouraged to take part in Great Big Green Week, the waste survey and Air Quality Action Plan survey. They were also kept informed about climate action projects, including the Let It Bee project to increase biodiversity on council land. They were also invited to wellbeing activities organised by the Climate Action Team including an online lunch and learn with speakers from the UK Centre for Ecology and Hydrology (UKCEH) to discuss their Flower-Insect-Timed count project which aims to increase knowledge about the pollinator population in the UK. They were also invited to take part in an in-person lunchtime wellbeing walk which included a Flower Timed Insect Count. Both were well attended.		
WOW19	Move to a digital by default approach for virtual meetings where possible given the current conditions around decision making in Local Government	Percentage of virtual meetings taken place, benchmark to include CEAC, Scrutiny, Cabinet and Council meetings	Short Term (1 year)	Cabinet Member for Democratic and Legal Services	Head of Legal and Democratic	Action WOW19 is complete. Considered BAU.		
WOW20	Improve our use of existing technology to move to digital by default working	Update on the use of technology for meetings; data on % of MFD printing	Short Term (1 year)	Cabinet Member for Corporate Services, Policy and Programmes	Head of Corporate Services	Action WOW20 is complete.		

## Theme 1: Our ways of working - performance updates against reporting measures

CAP ID	Actions	Reporting Measure	Delivery Timescale	South Cabinet Lead	Officer Lead	Performance Update	RAG rate progress against each measure	Comments on AMBER or RED ratings
WOW21	Develop and implement an anti-idling policy for staff and contractors on council business, to ensure engines are turned off when appropriate	Update on the development of the policy and examples of anti-idling implementation from staff and contractors	Medium Term (2 years)	Cabinet Member for Environment, Climate Change and Nature Recovery	Head of Corporate Service	No progress to report Q1 2023/24.		



## Theme 2: Our service delivery - performance updates against reporting measures

CAP ID	Actions	Reporting Measure	Delivery Timescale	South Cabinet Lead	Officer Lead	Performance Update	RAG rate progress against each measure	Comments on AMBER or RED ratings
SD1	a) Prepare new waste management approach to align with provisions of the Environment Bill	Narrative measure on comms activity relating to waste/ recycling Quantitative information on recycling rate, contamination rates, percentage of residual waste to landfill		Cabinet Member for Environment, Climate Change and Nature Recovery	Head of Housing and Environment	In Q1 an informal report on the long term provision of waste and street cleansing services was drafted, outlining the process and timetable for creating the future decision report.		
SD2	b) Specify new waste management contract with route optimisation, collection frequency and vehicle size to minimise carbon emissions	Narrative measure on comms activity relating to waste/ recycling Quantitative information on recycling rate, contamination rates, percentage of residual waste to landfill	Long Term (2 years plus to deliver)	Cabinet Member for Environment, Climate Change and Nature Recovery	Head of Housing and Environment	No progress to report in Q1 2023/2024.		
SD3	c) Trial electric refuse vehicles and other relevant vehicle options, to identify the most suitable vehicles for reducing carbon emissions whilst maintaining service delivery	Narrative measure on comms activity relating to waste/ recycling Quantitative information on recycling rate, contamination rates, percentage of residual waste to landfill	Long Term (2 years plus to deliver)	Cabinet Member for Environment, Climate Change and Nature Recovery	Head of Housing and Environment	Action SD3 is complete.		

## Theme 2: Our service delivery - performance updates against reporting measures

CAP ID	Actions	Reporting Measure	Delivery Timescale	South Cabinet Lead	Officer Lead	Performance Update	RAG rate progress against each measure	Comments on AMBER or RED ratings
SD4	d) Replace end of life waste collection vehicles with electric fleet where range available allows	Narrative measure on comms activity relating to waste/ recycling Quantitative information on recycling rate, contamination rates, percentage of residual waste to landfill	Long Term (2 years plus to deliver)	Cabinet Member for Environment, Climate Change and Nature Recovery	Head of Housing and Environment	In Q1 work continued to understand the nature and condition of the waste fleet owned and operated by Biffa. This information will be used to help developed future vehicle plans.		Purchase costs, fuelling options and operability of be waste trucks is being assessed. Options for new vehicles to run on non-mineral diesel fuels will be presented to councillors in due course.
SD5	Explore opportunities for a new waste depot including research into renewable energy supplies	Update on proposals for a new waste depot, including potential carbon reduction figures	Long Term (2 years plus to deliver)	Cabinet Member for Environment, Climate Change and Nature Recovery	Head of Housing and Environment	In Q1 work continued to investigate options for a new waste depot site. The council is in a non-disclosure agreement with a landowner regarding a potential site so no more information is available at this time.		No more commentary can be given due to the commercial nature of the conversation with the landowner
SD6	Develop a business case and implement a delivery plan for council vehicles to be zero emission by 2025, where available on the market	Data on potential carbon reduction savings from switching vehicles to zero emission; narrative report on business case development and delivery plan for doing so, including market options for EVs	Short Term (1 year)	Cabinet Member for Environment, Climate Change and Nature Recovery	Head of Development and Corporate Landlord	In Q1 officers have been exploring the market to find suitable electric vehicle (EV) providers that can meet the needs of the service, including looking into new contractual and financial arrangements that would allow access to EVs and facilitate the transition from internal combustion engines to EVs. At the same time we have considered operational implications such as EV charging locations, staff travel and the mitigation of any risks.		



## Theme 2: Our service delivery - performance updates against reporting measures

CAP ID	Actions	Reporting Measure	Delivery Timescale	South Cabinet Lead	Officer Lead	Performance Update	RAG rate progress against each measure	Comments on AMBER or RED ratings
SD7	Install electric vehicle (EV) charge points in council depot and other locations as necessary to meet needs of council fleet	Data on the number of EV charge points installed for use by council fleet; narrative update on the location of the EV charge points and how they meet the needs of the council fleet	Short Term (1 year)	Cabinet Member for Environment, Climate Change and Nature Recovery	Head of Development and Corporate Landlord	In Q1 officers prepared for public engagement exercise on new planning application for a Parks Nursery on Great Western Park which will include EV charging points for Grounds Maintenance vehicles. This is due to take place in Q2.		
SD8	Feedback on planning applications to include signposting to information sources to improve the energy efficiency of proposals	Data on the percentage of applications that include sign posting to energy efficiency advice	Short Term (1 year)	Cabinet Member for Planning	Head of Planning	We continue to require the submission of a Sustainable Design Measures Statement for all applications seeking planning permission.		
SD9	Update the council planning and development webpages to signpost to advice on energy efficiency considerations for inclusion in planning applications	Update on the energy efficiency information provided on the council webpages; data on the number of clicks on the links	Short Term (1 year)	Cabinet Member for Planning	Head of Planning	Delivery of webpage content is delayed due to a requirement to review the planning content.		Comments on the draft content will be provided to the respective team by mid- August.

## Theme 2: Our service delivery - performance updates against reporting measures

CAP ID	Actions	Reporting Measure	Delivery Timescale	South Cabinet Lead	Officer Lead	Performance Update	RAG rate progress against each measure	Comments on AMBER or RED ratings
SD10	Work with our town and parish councils who are developing projects that reduce carbon emissions locally by providing advice on planning permissions needed for their projects to be a success	Report on support provided to town and parish councils on their carbon reduction projects; data on number of carbon emissions reduction projects submitted by town and parish councils	Short Term (1 year)	Cabinet Member for Planning	Head of Planning	We continue to hold Town and Parish engagement sessions, uptake has been slow but we are starting to get regular slots booked with some of our town and parishes.		
SD11	Support the implementation of the air quality action plan across the district	Comms relating to AQ initiatives and metrics relating to AQ	Long Term (2 years plus to deliver)	Cabinet Member for Environment, Climate Change and Nature Recovery	Head of Housing and Environment	During Q1 the draft new Air Quality Action Plan was released for consultation on 12 June. This outlines the progress since the last plan, and the future for the current Air Quality Management Areas.		



### Theme 3: Our people - performance updates against reporting measures

CAP ID	Actions	Reporting Measure	Delivery Timescale	South Cabinet Lead	Officer Lead	Performance Update	RAG rate progress against each measure	Comments on AMBER or RED ratings
P1	Provide all-staff and councillor training on the council's climate action plan and carbon literacy	Data on percentage of staff that have taken the climate action plan training; narrative on how staff have integrated the training into their work, using case studies	Short Term (1 year)	Cabinet Member for Corporate Services, Policy and Programmes	Head of Corporate Services	By the end of Q1 2023/2024, 60 users have completed the training, equating to 9.2% of all LEAH users. In addition, the climate and biodiversity team produced and launched a separate version for councillors - this follows the same structure as the staff module, with a revised final section focusing on the actions that councillors can take on climate change within their role.		
P2	Provide enhanced specialist training on latest carbon reduction or climate action approaches to relevant staff and councillors	Data on percentage of specialist training delivered to staff; narrative on how staff identify the training they need and how they have used the training in their work	Medium Term (2 years)	Cabinet Member for Corporate Services, Policy and Programmes	Head of Corporate Services / Head of Policy and Programmes	In Q1, three officers attended an event hosted by Westmill Sustainable Energy Trust on solar farms and biodiversity - the key messages from the event were used in the writing of Future Oxfordshire Partnership's solar farm best practice guidance note and will inform plans for investing in solar energy on council land.  The climate and biodiversity team provided training for facilities colleagues on how to use real-time energy data to more effectively manage and reduce the energy use in our office building.		

### Theme 3: Our people - performance updates against reporting measures

CAP ID	Actions	Reporting Measure	Delivery Timescale	South Cabinet Lead	Officer Lead	Performance Update	RAG rate progress against each measure	Comments on AMBER or RED ratings
P3	Ensure there is relevant skill and capacity to support grant application writing and bidding for climate related funds, maximising the opportunities to include carbon emissions reductions and energy efficiency in all projects	Dedicated bid writing resource secured; Data on the number of applications to grants and funds that relate to climate action and carbon emission reduction; narrative report on grant writing skills and training that has taken place to maximise opportunities on bid writing	Long Term (2 years plus to deliver)	Cabinet Member for Corporate Services, Policy and Programmes	Head of Policy and Programmes	<p>Local Electric Vehicle Infrastructure (LEVI) funding:</p> <p>This quarter, officers from teams across the council collaborated with Oxfordshire County Council (OCC) to develop a proposal to secure Oxfordshire's allocation of £3.6m through the Local Electric Vehicle Infrastructure (LEVI) fund. This will include:</p> <p>Capital Funding – to cover capital costs, including legal fees, of installation Electric Vehicle Charging Points in three streams:</p> <ul style="list-style-type: none"> <li>• EV charging hubs in council owned car parks</li> <li>• On-street EV chargers</li> <li>• Grants for EV Charge Points in Community Hubs such as village halls and community centres</li> </ul> <p>Methodology for deciding locations will be developed before a main application to the fund in November 2023.</p> <p>LEVI Capability Funding – to cover internal resource costs of delivering elements of the project to be delivered at district level.</p> <p>Officers have worked with Oxfordshire councils to develop a process and agreement for procurement, project management, installation and contract management.</p> <p>GWR Customer and Community Fund: External Funding Lead and Garden Towns Team submitted an application for £65,000 to commission consultants to undertake a Didcot Transport Hub Feasibility Study. (update continues on page 26)</p>		



### Theme 3: Our people - performance updates against reporting measures

CAP ID	Actions	Reporting Measure	Delivery Timescale	South Cabinet Lead	Officer Lead	Performance Update	RAG rate progress against each measure	Comments on AMBER or RED ratings
P3	Ensure there is relevant skill and capacity to support grant application writing and bidding for climate related funds, maximising the opportunities to include carbon emissions reductions and energy efficiency in all projects	Dedicated bid writing resource secured; Data on the number of applications to grants and funds that relate to climate action and carbon emission reduction; narrative report on grant writing skills and training that has taken place to maximise opportunities on bid writing	Long Term (2 years plus to deliver)	Cabinet Member for Corporate Services, Policy and Programmes	Head of Policy and Programmes	<p>The study will explore options for, but not be limited to, provision of:</p> <ul style="list-style-type: none"> <li>• Public transport integration</li> <li>• Electric Vehicle (EV) infrastructure</li> <li>• Enhanced active travel links, including cycling and walking</li> <li>• Wayfinding improvements</li> <li>• Public realm improvements including: inclusive spaces - interventions to improve safety of women and vulnerable groups, excellent traveller arrival and departure experience, multi-modal infrastructure improvements</li> </ul> <p>Sessions were also held with the Garden Towns team to help develop their approach to bid writing.</p> <p>Public Sector Decarbonisation Scheme 3c (PSDS3c): Preparatory work has begun on work to develop proposals for and application to PSDS3c.</p> <p>In Q1 we received outcomes of the following applications:</p> <ul style="list-style-type: none"> <li>• Rural England Prosperity Fund £733,241 – successful - elements of this funding are allocated to supporting businesses and community organisations with initiatives which may include installation of energy efficiency measures and Electric Vehicle Infrastructure</li> <li>• Net Zero Fast Followers (£300k South as Lead, Vale as Partner) – unsuccessful. Feedback was that due to portfolio distribution methodology, based on geography and application type (rural/urban) the proposal was unsuccessful. Other funding opportunities are being considered to enable this project to move forward.</li> </ul>		

### Theme 3: Our people - performance updates against reporting measures

CAP ID	Actions	Reporting Measure	Delivery Timescale	South Cabinet Lead	Officer Lead	Performance Update	RAG rate progress against each measure	Comments on AMBER or RED ratings
P4	Implement a green travel plan for all staff and councillors, including a digital by default approach where possible to reduce travel	Data on staff mileage once this plan is implemented and narrative report on the changes to staff travel as a result of the plan	Medium Term (2 years)	Cabinet Member for Corporate Services, Policy and Programmes	Head of Corporate Services	No progress to report for Q1 2022/2023.		Capturing information on the cost of staff travel quarter on quarter, is ongoing. This data will help inform a future travel plan.
P5	Set up green champions network for interested staff to support climate work	Report on outcomes of green champion network meetings, including case studies of green champions to highlight key areas of work and impact of the champions	Short Term (1 year)	Cabinet Member for Corporate Services, Policy and Programmes	Head of Corporate Services	In Q1 2023/24 it was agreed by Members to refocus this action by widening employee engagement in climate action and biodiversity, with the aim to embed a 'green' culture amongst all staff across the council. This will be achieved by utilising existing communication channels and linking into existing work streams to create opportunities for behavioural change in our ways of working. During Q1, staff took part in a webinar about pollinators and a wellbeing walk to engage in citizen science as part of the UK Pollinator Monitoring Survey.		

### Theme 3: Our people - performance updates against reporting measures

CAP ID	Actions	Reporting Measure	Delivery Timescale	South Cabinet Lead	Officer Lead	Performance Update	RAG rate progress against each measure	Comments on AMBER or RED ratings
P6	Incorporate climate action opportunities within council volunteering scheme for staff	Data on the number of climate action opportunities within council volunteering scheme and data on the number of take up of these opportunities; case studies from staff on how they have engaged with this opportunity	Medium Term (2 years)	Cabinet Member for Corporate Services, Policy and Programmes	Head of Corporate Services	Action P6 is complete. Considered BAU.		



## Theme 4: Our land - performance updates against reporting measures

CAP ID	Actions	Reporting Measure	Delivery Timescale	South Cabinet Lead	Officer Lead	Performance Update	RAG rate progress against each measure	Comments on AMBER or RED ratings
L1	Following the grounds maintenance operational review, update grounds maintenance operations to enhance biodiversity and tree cover including considering the need for mowing, opportunities to allow for wilding, and reducing the use of pesticides and herbicides where possible	Report sharing the updates to the grounds maintenance operations that address the climate emergency and how they support biodiversity	Short Term (1 year)	Cabinet Member for Environment, Climate Change and Nature Recovery	Head of Development and Corporate Landlord	<p>During Q1, the 'Let it Bee' awareness campaign continued, with communications explaining how this helping increase biodiversity in the land we manage. Further sites have been identified for reduced cutting. Consultation on this approach is planned for the end of the season, in October 2023.</p> <p>Initial review of grounds maintenance continues as part of the transformation programme.</p>		
L2	Identify sites for new tree planting and wilding opportunities on Our land or through partnership opportunities on privately owned land to support natural carbon capture	Report on identification of sites for new tree planting opportunities, including plans to plant trees on these sites	Medium Term (2 years)	Cabinet Member for Environment, Climate Change and Nature Recovery	Head of Development and Corporate Landlord	In Q1, the first quarterly report was issued, based on the outcomes from the Asset Management Group meeting in Q4, listing assets (land) that could be explored for further tree planting or biodiversity enhancements by relevant working groups.		
L3	Prepare a business case and, if approved, implement a local renewable energy project, such as a solar farm, to address unavoidable council emissions	Data on the amount of renewable energy produced and emissions offset; narrative update on the progression of plans for this project and how the renewable energy produced neutralises council emissions	Long Term (2 years plus to deliver)	Cabinet Member for Economic Development and Regeneration	Head of Development and Corporate Landlord	A final draft of a report from advisors APSE has now been received. The report provides commentary and a feasibility assessment of 1 site in South on it's suitability for use as a solar farm. Once the report has been fully reviewed, the intention is to seek council approval on the findings of the report and next steps to advance the project.		

## Theme 4: Our land - performance updates against reporting measures

CAP ID	Actions	Reporting Measure	Delivery Timescale	South Cabinet Lead	Officer Lead	Performance Update	RAG rate progress against each measure	Comments on AMBER or RED ratings
L4	Deliver the Park and Charge scheme, installing EV charge points in our car parks, in partnership with Oxfordshire County Council	Data on the number of EV charge points installed in council car parks; narrative update on the partnership approach for delivering this project	Short Term (1 year)	Cabinet Member for Environment, Climate Change and Nature Recovery	Head of Development and Corporate Landlord	Action L4 is complete.		
L5	Develop an options paper for installing public EV charging points on additional council premises, including funding sources available	Update on the business case development for installing public EV charging points; data on energy use of the points, including how much charge they provide to EVs	Medium Term (2 years)	Cabinet Member for Economic Development and Regeneration	Head of Development and Corporate Landlord	In Q1 a letter of support was provided to Oxfordshire County Council (OCC) for an application for Local Electric Vehicle Infrastructure (LEVI) funding. The application will set out how OCC will spend the £3.655m capital and £500k revenue which has been earmarked for Oxfordshire. Officers in policy and programmes are leading on the detail that OCC need to provide to explain how and where the grant will be spent by end of 2025. This submission is required by 17 Nov 2023 so officers will be bringing a report to cabinet in September to set out how the South Oxfordshire portion will be spent.		

## Theme 5: Our buildings - performance updates against reporting measures

CAP ID	Actions	Reporting Measure	Delivery Timescale	South Cabinet Lead	Officer Lead	Performance Update	RAG rate progress against each measure	Comments on AMBER or RED ratings
B1	a) Complete energy efficiency and site decarbonisation assessments for all leisure centres	Data on the energy efficiency of all leisure centres; narrative report on site decarbonisation assessments, with projections for how the sites will be decarbonised	Medium Term (2 years)	Cabinet Member for Economic Development and Regeneration	Head of Development and Corporate Landlord	In Q1, the decarbonisation assessments commenced and are underway.		
B1	b) Following site assessments of leisure centres, prepare for external funding opportunities, including soft market testing	<p>Narrative update relating to external funding utilisation, both funding received direct to the Council, and projects which have received part external funding or are in progress if not already delivered</p> <p>Specific elements which should be included - proportion of spend on leisure/ community facilities vs amount funded by Council; externally funded Capital schemes; total external funding received figure</p>	Medium Term (2 years)	Cabinet Member for Economic Development and Regeneration	Head of Development and Corporate Landlord	No progress to report Q1 2023/24. To follow after implementation of CAP Action B1a.		



## Theme 5: Our buildings - performance updates against reporting measures

CAP ID	Actions	Reporting Measure	Delivery Timescale	South Cabinet Lead	Officer Lead	Performance Update	RAG rate progress against each measure	Comments on AMBER or RED ratings
B2	a) Complete energy efficiency and site decarbonisation assessments for all non-leisure operational properties	Data on the energy efficiency of all non-leisure centres; narrative report on site decarbonisation assessments, with projections for how the sites will be decarbonised	Long Term (2 years plus to deliver)	Cabinet Member for Economic Development and Regeneration	Head of Development and Corporate Landlord	In Q1 a tender process for the appointment of consultants for the Conerstone decarbonisation work was undertaken. The main delivery of decarbonisation work will take place in 2024. Other buildings are included in Phase 2 of the survey programme and are likely to take place later in 2023.		
B2	b) Prepare for external funding opportunities for non-leisure properties, particularly properties with an end-of-use heating plant, including carrying out soft market testing	<p>Narrative update relating to external funding utilisation, both funding received direct to the Council, and projects which have received part external funding or are in progress if not already delivered</p> <p>Specific elements which should be included - proportion of spend on leisure/ community facilities vs amount funded by Council; externally funded Capital schemes; total external funding received figure</p>	Long Term (2 years plus to deliver)	Cabinet Member for Economic Development and Regeneration	Head of Development and Corporate Landlord	No progress to report Q1 2023/24.		

## Theme 5: Our buildings - performance updates against reporting measures

CAP ID	Actions	Reporting Measure	Delivery Timescale	South Cabinet Lead	Officer Lead	Performance Update	RAG rate progress against each measure	Comments on AMBER or RED ratings
B3	Prepare plan for Didcot Broadway site using sustainable designs and low carbon and water efficient standards, as well as including the provision for infrastructure that supports sustainable transport and has considered waste and recycling facilities	Report on the sustainable design and low carbon and water efficient standards used in the plans for the Didcot Broadway site; data on expected energy usage of the building	Medium Term (2 years)	Cabinet Member for Economic Development and Regeneration	Head of Development and Corporate Landlord	During Q1 2023/24, the council relaunched procurement for an architect led team to design net-zero homes in Didcot. The procurement specification included detail on the need to deliver high quality design of affordable housing units and requires the inclusion of a number of specialists within the team to ensure a comprehensive approach to various design elements.		
B4	Prepare Didcot Gateway site project plan to achieve the Building Research Establishment's Environmental Assessment Method (BREEAM) excellent standard in addition to a 40 per cent reduction in carbon emissions compared with a 2013 Building Regulations compliant base case, and with consideration for sustainability and environmental impact throughout the design and construction of the site	Report on the carbon emission reductions and prospective energy use of the building, including sustainability and environmental impact considerations included in the plan	Medium Term (2 years)	Cabinet Member for Economic Development and Regeneration	Head of Policy and Programmes	In Q1 officers developed methodologies for comparing historical and projected data consumption to support with analysing carbon emissions reductions.		

## Theme 5: Our buildings - performance updates against reporting measures

CAP ID	Actions	Reporting Measure	Delivery Timescale	South Cabinet Lead	Officer Lead	Performance Update	RAG rate progress against each measure	Comments on AMBER or RED ratings
B5	Retrofit Cornerstone Arts Centre to ensure it is fit for purpose using energy efficient methods, including solar panels on the roof and low carbon heating system	Report on retrofit upgrades to the Cornerstone Arts Centre; data on carbon emissions savings from upgrades	Medium Term (2 years)	Cabinet Member for Economic Development and Regeneration	Head of Development and Corporate Landlord	In Q1 a tender process for the appointment of consultants for the Conerstone decarbonisation work was undertaken. The main delivery of decarbonisation work will take place in 2024.		
B6	Include carbon and energy reduction targets in management plans for the monitoring of site operations including all leisure centres to enforce and encourage low carbon operational behaviour in council assets	Report on the changes to the carbon and energy reduction targets in the criteria for monitoring operations and report on the changes to operational procedures to meet carbon and energy reduction targets; data on carbon emissions from operations	Long Term (2 years plus to deliver)	Cabinet Member for Housing and Environment	Head of Development and Corporate Landlord	Detailed monitoring information is available for the Leisure Centres and was reviewed in Q1.  Meter readings and data gathering were also reviewed for other buildings. Resource requirements for ongoing reporting and monitoring regime to be reviewed and developed.		
B7	Develop a policy to agree an energy efficiency standard for new asset acquisitions and council owned builds	Update on the development of the energy efficiency standards policy for new asset acquisitions and builds, including case studies of how this has been implemented	Long Term (2 years plus to deliver)	Cabinet Member for Housing and Environment	Head of Development and Corporate Landlord	In Q1 a working group has been formed consisting of Strategic Property, Climate Team and Property Assets to progress agreed approach to meeting this action for a) acquisitions of new properties; and b) new build projects.		



## Theme 6: Our communities - performance updates against reporting measures

CAP ID	Actions	Reporting Measure	Delivery Timescale	South Cabinet Lead	Officer Lead	Performance Update	RAG rate progress against each measure	Comments on AMBER or RED ratings
C1	Implement an external communications plan which shares updates on the climate action work undertaken by the council, and advice and guidance to residents, businesses and the voluntary and community sector on reducing carbon emissions. To include:	Narrative update on the influencing work undertaken to support and encourage local businesses relating to climate change and nature recovery; should be widened from just businesses to business, voluntary sector and residents (but still want to tie into the corporate plan objective when collecting data)	Short Term (1 year)	Cabinet Member for Corporate Services, Policy and Programmes	Head of Corporate Services	<p>During Q1 2023 the council ran many successful comms campaigns aiming to encourage the community to reduce its carbon emissions. These included:</p> <ul style="list-style-type: none"> <li>- Promoting Home Upgrade grants for energy efficiency upgrades, such as insulation, double glazing and low-carbon heating for eligible householders.</li> <li>- Working with the planning team to set up new pages on whether permission is needed to install solar panels on homes – this is awaiting final sign off from planning.</li> <li>- Issuing a press release on the provision of new county-wide EV car clubs based at three of our car parks at Henley, Thame and Wallingford which were linked to the newly installed EV chargers which are part of the Park and Charge scheme</li> <li>- Continuing to work with the Climate Action Oxfordshire website by promoting their articles on the amount of energy that could be saved by insulating properties.</li> </ul>		
C2	Advice and guidance on circular economy principles and how to implement them, especially for businesses and the voluntary and community sector	Narrative update on the influencing work undertaken to support and encourage local businesses relating to climate change and nature recovery; should be widened from just businesses to business, voluntary sector and residents (but still want to tie into the corporate plan objective when collecting data)	Long Term (2 years plus to deliver)	Cabinet Member for Corporate Services, Policy and Programmes	Head of Corporate Services	During Q1 we continued to support and promote the work of the Economic Development team. We have updated and incorporate new pages on the website including one on the circular economy and how it can benefit individual businesses.		

## Theme 6: Our communities - performance updates against reporting measures

CAP ID	Actions	Reporting Measure	Delivery Timescale	South Cabinet Lead	Officer Lead	Performance Update	RAG rate progress against each measure	Comments on AMBER or RED ratings
C3	Advice and guidance on energy efficiency of operations, including consideration for delivery options and the energy efficiency of buildings used by businesses and the voluntary and community sector	Narrative update on the influencing work undertaken to support and encourage local businesses relating to climate change and nature recovery; should be widened from just businesses to business, voluntary sector and residents (but still want to tie into the corporate plan objective when collecting data)	Long Term (2 years plus to deliver)	Cabinet Member for Corporate Services, Policy and Programmes	Head of Corporate Services	In Q1 we continued to promote retrofitting and energy saving among businesses by developing the economic development climate action pages. We also promoted a special online briefing for town and parish councils and community groups about improving energy efficiency in community buildings.		
C4	Share climate friendly lifestyle changes, including ways to make homes more energy efficient	Narrative update on the influencing work undertaken to support and encourage local businesses relating to climate change and nature recovery; should be widened from just businesses to business, voluntary sector and residents (but still want to tie into the corporate plan objective when collecting data)	Long Term (2 years plus to deliver)	Cabinet Member for Corporate Services, Policy and Programmes	Head of Corporate Services	In Q1 took part in promoting a number of climate friendly lifestyle changes during Great Big Green Week in June promoting a vegetarian diet with Switch Up Your Lunch, insulation and EV car clubs. We also encouraged residents to have their say on the Air Quality Action Plan consultation which was launched on Clean Air Day in June.		

## Theme 6: Our communities - performance updates against reporting measures

CAP ID	Actions	Reporting Measure	Delivery Timescale	South Cabinet Lead	Officer Lead	Performance Update	RAG rate progress against each measure	Comments on AMBER or RED ratings
C5	Promote climate funding opportunities for businesses, voluntary and community sectors, and residents	Narrative update on the influencing work undertaken to support and encourage local businesses relating to climate change and nature recovery; should be widened from just businesses to business, voluntary sector and residents (but still want to tie into the corporate plan objective when collecting data)	Long Term (2 years plus to deliver)	Cabinet Member for Corporate Services, Policy and Programmes	Head of Corporate Services	In Q1 we promoted our new webpage showing the sources of funding for a community climate action project including our own councillor grants and the capital grant scheme.		
C6	Promote community sharing and reuse to reduce waste and unnecessary consumption	Narrative update on the influencing work undertaken to support and encourage local businesses relating to climate change and nature recovery; should be widened from just businesses to business, voluntary sector and residents (but still want to tie into the corporate plan objective when collecting data)	Long Term (2 years plus to deliver)	Cabinet Member for Corporate Services, Policy and Programmes	Head of Corporate Services	In Q1 during Great Big Green Week we promoted the reuse of unwanted clothing. We've also created a new web page on the benefits of the circular economy for businesses. We also promoted waste reduction via waste messaging.		



## Theme 6: Our communities - performance updates against reporting measures

CAP ID	Actions	Reporting Measure	Delivery Timescale	South Cabinet Lead	Officer Lead	Performance Update	RAG rate progress against each measure	Comments on AMBER or RED ratings
C7	Promote relevant housing energy efficiency schemes, including grants, to residents, landlords and housing associations	Narrative update on the influencing work undertaken to support and encourage local businesses relating to climate change and nature recovery; should be widened from just businesses to business, voluntary sector and residents (but still want to tie into the corporate plan objective when collecting data)	Long Term (2 years plus to deliver)	Cabinet Member for Corporate Services, Policy and Programmes	Head of Corporate Services	In Q1 we promoted the county's Home Upgrade Grants (HUGs) for energy efficiency measures for eligible householders. We also promoted the benefits of insulation for all householders.		
C8	Include in Community Employment Plans (CEP) considerations for addressing the councils climate neutral targets through commitments such as green skills training, sourcing through a local and sustainable supply chain, supporting local social enterprises and charities and accessing local employment	Update on the conditions of Community Employment Plans (CEP) that address the climate emergency and how they are being implemented by developers; data on the number of Community Employment Plans implemented with conditions that address the climate emergency	Long Term (2 years plus to deliver)	Cabinet Member for Economic Development and Regeneration	Head of Development and Corporate Landlord	No progress to report in Q1 2023/24.		Officers are exploring how the council can contribute to CEP, we anticipate to see more progress once the Local Plan is in place.

## Theme 6: Our communities - performance updates against reporting measures

CAP ID	Actions	Reporting Measure	Delivery Timescale	South Cabinet Lead	Officer Lead	Performance Update	RAG rate progress against each measure	Comments on AMBER or RED ratings
C9	Support communities with their neighbourhood planning by providing up-to-date advice and guidance on climate measures and actions, encouraging climate considerations to be at the core of neighbourhood plans	Data on the number of neighbourhood plans developed; Narrative update on the types of climate actions incorporated into neighbourhood plans	Long Term (2 years plus to deliver)	Cabinet Member for Corporate Services, Policy and Programmes	Head of Policy and Programmes	In Q1 work continued to assist communities preparing neighbourhood plans, including the insertion of climate measures. There are 16 neighbourhood plans (including plan reviews) and one neighbourhood development order currently being prepared. In Q1 the neighbourhood plans for Binfield Heath and East Hagbourne (Review) have reached pre-submission consultation stage. The neighbourhood plans for Brightwell cum Sotwell (Review), Burcot and Clifton Hampden, Garsington, Lewknor and Towersey have reached post-submission consultation stage. The Burcot and Clifton Hampden Neighbourhood Development Order has also reached post-submission consultation stage. The council has formally commented on these plans and order and where appropriate provided encouragement and advice on the refinement of policies and proposals addressing the challenges of climate change.		

## Theme 6: Our communities - performance updates against reporting measures

CAP ID	Actions	Reporting Measure	Delivery Timescale	South Cabinet Lead	Officer Lead	Performance Update	RAG rate progress against each measure	Comments on AMBER or RED ratings
C10	Support taxi drivers in switching to electric vehicles, including reviewing options to incentivise the switch through fees and charges	Data on the number of taxi drivers driving electric vehicles and narrative update on the support to taxi drivers for doing so	Long Term (2 years plus to deliver)	Cabinet Member for Community Wellbeing	Head of Legal and Democratic	At Q1, out of 611 licensed vehicles there are three electric vehicles and 189 (31%) are hybrid. The council offers substantial discounts in licence fees for zero emission vehicles.		We continue to promote the reduced fees for zero emission vehicles and an aim within the taxi policy is for all licensed vehicles to be zero carbon by 2030 at the latest. However, this will be constrained by the available infrastructure and in particular the ability for fast charging given the nature of the trade.
C11	Organise quarterly climate focused network meetings for town and parish councils, and voluntary and community organisations, linking with existing networks	Data on number of meetings held; narrative update on the agendas, outcomes and actions from the meetings	Long Term (2 years plus to deliver)	Cabinet Member for Corporate Services, Policy and Programmes	Head of Corporate Services	In Q1 the Climate and Biodiversity team prepared to host an online forum for town and parish councils on the subject of retrofitting community buildings. This will take place in early Q2.		

## Theme 7: Our partners - performance updates against reporting measures

CAP ID	Actions	Reporting Measure	Delivery Timescale	South Cabinet Lead	Officer Lead	Performance Update	RAG rate progress against each measure	Comments on AMBER or RED ratings
OP1	Build relationships with town and parish councils to support and encourage their climate action initiatives	Update on how the council has worked with town and parish councils on climate action initiatives, including case studies	Long Term (2 years plus to deliver)	Cabinet Member for Corporate Services, Policy and Programmes	Head of Policy and Programmes	<p>During Q1, a briefing on retrofitting homes and community buildings was produced for district, town and parish councillors, this will be published in early Q2. The briefing aims to bring together lots of information to help councillors share information with people in their areas and point them towards sources of support.</p> <p>Officers joined the council's Community Enablement team at a funding roadshow to advise volunteer groups and Town &amp; Parish Councils about green funding opportunities and how to improve the climate and ecological impacts of their projects. We also launched a new Carbon Emissions Tool to help Town and Parish councils record and monitor the carbon emissions of their own operations.</p>		
OP2	Identify areas in our community that are most vulnerable to the effects of climate change to ensure they are properly supported and protected to promote wider community wellbeing	Update on the identification of areas most vulnerable to the effects of climate change and how the council has supported them to adapt to these changes, including through initiatives such as Better Housing Better Health	Long Term (2 years plus to deliver)	Cabinet Member for Corporate Services, Policy and Programmes	Head of Policy and Programmes	<p>During Q1, officers participated in a stakeholder group which is helping to develop the climate adaptation evidence base for Oxfordshire. The first phase (ongoing at the end of Q1) includes an assessment of climate vulnerability and health impacts.</p> <p>Officers have also been involved in work with Exeter University to develop a climate adaptation skills and knowledge tool to support local decision makers on building climate resilience. Organisations from across Oxfordshire, including the district councils, have been involved in the development and design of the tool. The final tool will be a national one, rather than Oxfordshire specific, and will be published by the end of the year.</p>		



## Theme 7: Our partners - performance updates against reporting measures

CAP ID	Actions	Reporting Measure	Delivery Timescale	South Cabinet Lead	Officer Lead	Performance Update	RAG rate progress against each measure	Comments on AMBER or RED ratings
OP3	Work with Oxfordshire County Council to support active and sustainable travel infrastructure initiatives	Narrative update on work with Oxford County Council Optional quantitative metrics on the amount of new footpaths/cycle paths	Medium Term (2 years)	Cabinet Member for Environment, Climate Change and Nature Recovery	Head of Policy and Programmes	<p>In Q1, officers attended a barriers/ accessibility workshop in mid-April hosted by OCC for officers, members and interested parties in Oxford Town Hall to discuss current barriers to cycling and walking, and review good and bad examples. The meeting also highlighted a project undertaken by Sustrans (a national walking, wheeling and cycling charity) to identify barriers on their network that they are now seeking to remove/ amend. Officers attended a Didcot Local Cycling Walking Infrastructure Plan Steering Group session in late April to review work progressed by the consultants on the project thus far which included route prioritisation and the core walking zone.</p> <p>In Q1 Oxfordshire County Council consulted the Council on the Didcot Central Corridor project, and officers drafted a response to send in Q2 welcoming the development of placemaking, wayfinding and improvements to travel management within Didcot. This included giving feedback on mapped proposals for how and where the proposals could work better for cyclists and pedestrians.</p>		

## Theme 7: Our partners - performance updates against reporting measures

CAP ID	Actions	Reporting Measure	Delivery Timescale	South Cabinet Lead	Officer Lead	Performance Update	RAG rate progress against each measure	Comments on AMBER or RED ratings
OP4	Work with the Future Oxfordshire Partnership on a county-wide approach to reducing carbon emissions, building on the strategic vision and Pathways to Zero Carbon Oxfordshire	Update on progress on the Future Oxfordshire Partnership's county-wide approach to reducing carbon emissions, including examples of projects and programmes that address the strategic vision and Pathways to Zero Carbon Oxfordshire	Short Term (1 year)	Leader of the Council	Head of Policy and Programmes	In Q1, officers have been working to operationalise the five prioritised action areas of the Oxfordshire Net Zero Route Map and Action Plan. We continue to be a very active member of the Future Oxfordshire Partnership Environment Advisory Group officer group.		
OP5	With Our partners, support the development of a coordinated retrofit programme for Oxfordshire through our role in the Environmental Advisory Group of the Future Oxfordshire Partnership	Narrative update on current/completed activities of EAG and influencing activity	Long Term (2 years plus to deliver)	Leader of the Council	Head of Policy and Programmes	<p>In Q1, work continued with partners across Oxfordshire on delivery and scale-up of domestic retrofit. Initial discussions took place with Oxford City Council about becoming partners in a Net Zero Pioneer Places funding bid on creating a framework for FutureFit One Stop Shops. Funding for residents available through Oxfordshire County Council's retrofitting team continued to be promoted.</p> <p>Work also commenced on collecting a series of case studies of domestic retrofit properties. The first of these will be uploaded to the websites in Q2.</p>		

## Theme 7: Our partners - performance updates against reporting measures

CAP ID	Actions	Reporting Measure	Delivery Timescale	South Cabinet Lead	Officer Lead	Performance Update	RAG rate progress against each measure	Comments on AMBER or RED ratings
OP6	Support Registered Social Landlords in applying for retrofit funding, such as Social Housing Decarbonisation Funding	Narrative update on engagement with Registered Social Landlords on retrofit funding	Long Term (2 years plus to deliver)	Cabinet Member for Community Wellbeing	Head of Housing and Environment	In Q1, the Housing teams continued to engage with the largest Registered Providers in the district, including making sure they are aware of how to bid for the Social Housing Decarbonisation Fund.		
OP7	Use our membership of Oxfordshire Local Enterprise Partnership (OxLEP) to ensure rapid growth of the green economy	Update on the council's influence in OxLEP to ensure rapid growth of the green economy, including examples of projects and programmes that address this work	Long Term (2 years plus to deliver)	Leader of the Council	Head of Development and Corporate Landlord	<p>In Q1 work continued across several workstreams to help ensure growth of the green economy, including:</p> <ul style="list-style-type: none"> <li>- Economic Development continued to attend workshops and input into the Strategic Economic Plan(SEP) for Oxfordshire trying to ensure that sufficient focus is given to sustainability and the drive for net-zero.</li> <li>- Economic Development Officers continued to contribute to development of the Destination Management Plan for Oxfordshire, which should have a strong emphasis on developing sustainable tourism.</li> <li>- Countywide discussions continued aiming at developing a collaborative approach to business decarbonisation, and green skills development using shared prosperity funding. A variety of proposals, including one on behalf of OxLEP were reviewed in late June.</li> </ul>		

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CAP ID	Actions	Reporting Measure	Delivery Timescale	South Cabinet Lead	Officer Lead	Performance Update	RAG rate progress against each measure	Comments on AMBER or RED ratings
OP8	Support and influence the Oxfordshire Plan 2050 ensuring climate considerations are integrated throughout the plan	Update on the development of the Oxfordshire Plan 2050 with particular comment on how the Plan includes climate considerations	Medium Term (2 years)	Leader of the Council	Head of Policy and Programmes	Work on OP2050 has ceased and this action will not be updated.		
OP9	Utilise the opportunity of the Oxford to Cambridge Arc to advance corporate objectives around the Climate Emergency	Update on the councils input into the Oxford to Cambridge spatial framework and the inclusion of climate emergency corporate objectives	Long Term (2 years plus to deliver)	Leader of the Council	Head of Policy and Programmes	The council has taken the decision to no longer engage with the Oxford to Cambridge Arc (now known as the Oxford-Cambridge Partnership).		



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CAP ID	Actions	Reporting Measure	Delivery Timescale	South Cabinet Lead	Officer Lead	Performance Update	RAG rate progress against each measure	Comments on AMBER or RED ratings
OP10	Support the Thames Valley Rivers network to meet their aims and use this group to facilitate and influence work cross party and cross boundary to end pollution in the river and promote the sustainable use and enjoyment of the River Thames	Update on work with the Thames Valley Rivers network, including case studies of projects and programmes that have been implemented to meet the aims of the network	Short Term (1 year)	River Thames Champion	Head of Policy and Programmes	<p>In Q3 2022/23 following consultation with the Thames Champion, it was agreed to disband the TVRN and instead direct officer resource into attending local Catchment Partnerships and other collaborative partnerships to meet the aims of action OP10 to work cross party and cross boundary to end pollution in the river and promote the sustainable use and enjoyment of the River Thames.</p> <p>In Q1 2023/24, officers attended a meeting of the South Chilterns Catchment Partnership, gaining key updates on local water projects and from agencies such as Thames Water. This quarter discussions also commenced on plans to apply for bathing water status on the River Thames at Wallingford and Henley, which, if awarded, should result in a safer, less polluted environment for swimmers, river users and wildlife. Officers have been working with environmental charity Thames21, on plans to make a joint application with Wallingford Town Council, to the Department for Environment, Food and Rural Affairs (Defra) in the autumn. In Henley, the application is being made by Henley Town Council, with in principle support from South Oxfordshire District Council.</p>		

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CAP ID	Actions	Reporting Measure	Delivery Timescale	South Cabinet Lead	Officer Lead	Performance Update	RAG rate progress against each measure	Comments on AMBER or RED ratings
OP11	Engagement across the energy sector on activity required to move to carbon neutral and work with them to tackle the challenge of grid capacity, time of day demand and energy infrastructure	Update on engagement with the energy sector and examples of work with them to tackle the challenge of grid capacity, time of day demand and energy infrastructure	Medium Term (2 years)	Cabinet Member for Corporate Services, Policy and Programmes	Head of Policy and Programmes	In Q1 Oxfordshire County Council appointed an Energy Planning Lead to take this work forward on behalf of the Future Oxfordshire Partnership. Work is underway to agree an approach and governance structure. The Future Oxfordshire Partnership Manager has provided detailed feedback to the government's call for evidence on the sustainable electrification of the UK economy.		
OP12	Partner with Good Food Oxfordshire to support their Good Food Strategy for Oxfordshire, ensuring climate considerations are included throughout the strategy	Update on the development of the Good Food Strategy for Oxfordshire, including examples of climate considerations	Medium Term (2 years)	Cabinet Member for Corporate Services, Policy and Programmes	Head of Policy and Programmes	In Q1 the first meeting of the South and Vale Food Action Working Group was held. Invitations for Expressions of Interest to be part of the Action Group were invited and subsequently received. The Steering Group will be set up in Autumn 2023.		



Listening Learning Leading




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