

# CORPORATE CARBON REDUCTION PLAN

## JUNE 2022 PROGRESS REPORT



### 1. Introduction

1.0 This report sets out the progress being made in relation to the actions of the Corporate Carbon Reduction Plan 2022 agreed by the City Council at its meeting on 24 January 2022. It highlights the completion of a number of actions, describes some of the key achievements that have been made so far and also details the reasons why some actions have not been started yet.

1.1 CCRP 2022 actions 'complement' those from CCRP 2020 and 2021 and strive to reduce corporate carbon emissions to zero by 2030.

### 2. In year progress

2.1 The first 4 months of 2022 has seen some very positive progress. 9% of all actions have been 'completed', 86% are 'underway' and 6% have not progressed yet.

CCRP Action Status	June 2022 Progress
Complete	3 (9%)
Underway	30 (86%)
Not Progressing yet	2 (6%)

### 3. Key Achievements

3.1 Some highlights from CCRP 2022 actions which have been completed.

- Action 3.1.5, the plan to finalise a grassland management policy has been achieved and shared with all Councillors. The new policy seeks to balance the approach to grassland management between people and nature. Categories of green spaces are given designated cutting regimes, ensuring people can access and enjoy Plymouth's green spaces whilst at the same time enhancing the natural networks, biodiversity and carbon storage.
- Action 3.2.3 sought to undertake a review of school transport procurement criteria and routes to reduce emissions from 2023. This has been completed with all routes reviewed and following assessment, the numbers of routes have been reduced where it was possible to do so.
- Action 3.6.3 the plan to update the Taxi policy to encourage greener vehicles and work with taxi drivers and operators to move towards an Ultra-Low Emission Vehicle taxi fleet by 2030. This has been completed and the policy implemented from the 1 May 2022.

### 4. Actions underway

4.1 Some highlights from CCRP 2022 actions that are underway:

- Action 3.1.1 seeks to prepare a 5 year rolling plan to address the retained corporate buildings in a priority order with a fabric first approach to energy saving. This action will rely on the result of the condition survey which is currently on the way. Further, a request for funding to the climate emergency investment fund has been submitted so that the resources needed to prepare and deliver the 5 year plan can be actioned. The funding request was approved in May 2022, so the programme can proceed once the condition surveys are completed.
- Action 3.2.4, seeks to provide personalised travel advice to young people to be more confident of using public transport. So far, we have been able to ensure that the provision of personalised travel

advice to young people is now part of an ongoing program of work. The team are also working closely with special schools to identify young people who would be suitable to receive travel training to enable them to use public transport.

- Action 3.3.1 plans to introduce more efficient payment systems into all council multi story car parks. So far, a new payment system went live on 1st May in Theatre Royal car park. The new system uses less energy and customers will no longer have to take paper cards on entry, or have to display tickets as in some other car parks, which end up going to waste. This is the first system replacement of 4 city centre multi-storey car parks, all expected to be completed by the end of 2022.
- Action 3.5.1 seeks to adopt an electronic document by default approach to all Council meetings to secure a 50% reduction in printing by 2023. Discussions with Party leaders will take place (post-election) and new guidelines will be prepared for discussion. Post-Election training will be delivered to all members with advice and guidance distributed.
- 3.8.1 expects a programme of 'carbon literacy' training to be delivered. In June, the first training sessions were delivered to staff at the Box. There are dates in the diaries for further training sessions to be delivered to officers from other departments in the council. Work to plan and procure a consultancy firm to deliver Carbon literacy training to councillors and senior staff is ongoing. This training is being adapted to the individual audience and is specifically for local authorities.
- Action 3.9.3 plans to reduce the number of out of city placements to minimise the need for travel and reduce emissions for foster placements. So far we have a commissioned placement sufficiency plan which was approved by Cabinet March 2022 – this covers fostering, residential children's homes and additional support from agencies. Also, the Health and Care Skills Partnership is working as a multi-agency group to support recruitment and retention in the local care sector, to support careers in care in Plymouth and ensure providers are sustainable and well-staffed

## **5. Actions not progressing yet**

5.1 Some explanations regarding CCRP 2022 action that are not progressing.

- Action 3.6.2 is expected to ensure emissions profiles for all City Council services and climate actions are embedded in departmental service plans during 2022. At this time of writing, the 2021/22 business planning guidance recommends that services include how they are contributing to addressing the Climate Emergency. This will be embedded in annual guidance going forward. This work needs to be prioritised.
- Action 3.7.3 is expected to introduce low carbon menus in City Council and partner catering facilities. Catering facilities and menus are being evaluated and more work is needed to assess.

## **6. Conclusion**

6.1 When CCRP 2020 was developed and agreed, many of the actions were designed to kick start the corporate approach to carbon reductions. CCRP 2021 actions were designed to build on the momentum created. The CCRP 2022 actions and other corporate activities undertaken over the last year have achieved these ambitions. This achievement is made despite resources and efforts having to be focused on the City Council's response to the COVID-19 pandemic. This continues a very positive start for the third of the 11 year plans of the climate emergency, whilst recognising that future actions will need to be ramped up to achieve the overall commitment of net zero by 2030. The actions set out in CCRP 2022, which were agreed by the City Council on 24 January 2022, will begin the process of accelerating further reductions in carbon emissions, progress on which will also be reported to the Infrastructure and Growth Overview and Scrutiny Committee during 2022.

## Corporate Carbon Reduction Plan 2022 – 2022 In-year monitoring report

Area of focus	Ref	Actions	Lead Service	Progress Narrative	Status
Council Buildings	3.1.1	Prepare a 5 year rolling plan to address the retained corporate buildings in a priority order with a fabric first approach to energy saving	Human Resources & Organisational Development.	This action will rely on the result of the condition survey which is currently on the way. Further, a request for funding to the climate emergency investment fund has been submitted so that the resources needed to prepare and deliver the 5 year plan can be actioned. The funding request was approved in May 2022, so the programme can proceed once the condition surveys are completed.	Underway
	3.1.2	Develop a costed programme of air and ground source heat pumps required to decarbonise City Council buildings.	Strategic Planning and Infrastructure	Met with the new recruit for PNZAG to look at scoping this for the whole group. Meeting to understand each partner requirements in April.	Underway
	3.1.3	Develop a Water Reduction Action Plan to achieve a 20% reduction in water use.	Human Resources & Organisational Development.	We are in the process of seeking a suitable provider to help undertake this action. This is to ensure that all potential options are considered in the development of the plan.	Underway
	3.1.4	Reduce energy consumption by minimising the temperature in all council offices following consultation with staff.	Human Resources & Organisational Development.	We have a space-heat policy which set out what temperature heating would be set to. We are reviewing and will look at best practise.	Underway
	3.1.5	Finalise a grassland management policy to maximise opportunity to manage areas for habitat to counter habitat loss and species decline.	Strategic Planning and Infrastructure	Grassland management policy for 2022 cutting season now agreed with relevant Cabinet Member and shared with all Councillors. Policy seeks to balance approach to grassland management between for people and nature. Categories of green spaces are given designated cutting regimes. The following objectives are set out in the policy. <ul style="list-style-type: none"> <li>• Ensure people can access and enjoy Plymouth's green spaces</li> <li>• Enable people to have a visual and physical connections to nearby nature</li> <li>• Engage and communicate the approach we take to the public and why</li> <li>• Enhance natural networks, biodiversity and carbon storage via our grassland</li> <li>• Create connected natural corridors for species movement</li> <li>• Match our cutting regimes to the grassland use because not all grass is the same</li> </ul>	Complete
	3.1.6	Investigate the use of City Council sites and parks for electricity storage.	Strategic Planning and Infrastructure	Tesla power banks installed at Prince Rock.	Underway
	3.1.7	Implement a Council Sustainability Procurement Policy which specifically includes a minimum net zero certification for all City Council new development projects.	Chief Exc.	Initial scoping has been undertaken and a bid for CIF funding has been made. It has been identified that commissioning/Hard FM resource and expertise is needed to develop and complete policy.	Underway

Area of focus	Ref	Actions	Lead Service	Progress Narrative	Status
Vehicles / fleet / transport / equipment	3.2.1	Continue to implement a vehicle decarbonisation programme so all cars and vans are converted to EVs by 2024.	Street Services	Current Fleet replacement will continue throughout the year to replace Diesel cars and vans for electric alternatives, additional infrastructure will be required to convert by 2024. Request for funding bid to the climate emergency investment fund has been submitted.	Underway
	3.2.2	Commit to having a zero carbon vehicle for the Lord Mayor by 2023 through either a renegotiation of the lease contract or a replacement zero carbon vehicle	Street Services	New Lease order placed for an EV expected delivery Dec 2022-March 2023, on a 3 year agreement	Underway
	3.2.3	Undertake a review of school transport procurement criteria and routes to reduce emissions from 2023.	Education Participation & Skills	All routes have been reviewed and the number of routes have been reduced where it was possible to do so.	Complete
	3.2.4	Provide personalised travel advice to young people to be more confident of using public transport.	Education Participation & Skills	The provision of personalised travel advice to young people is now part of an ongoing program of work. The team are working closely with special schools to identify young people who would be suitable to receive travel training to enable them to use public transport.	Underway
	3.2.5	Minimise unnecessary journeys for street bin emptying by investing in physical and digital solutions	Street Services	Utilising the digital task and asset management system, Alloy, crews are asked to record the fill status on each street bin. Over time this data has been analysed and now emptying schedules have been adjusted to match trends. Data will be analysed across seasons to identify and respond to variations. This approach reduces fuel and enables resource to be allocated to areas of the greatest need.	Underway
Roads and street furniture, including lighting and traffic lights	3.3.1	Introduce a more efficient payment systems into all council multi story car parks to enhance environmental outcomes	Street Services	The new payment system went live 1st May in Theatre Royal car park. The new system uses less energy and customers will no longer have to take paper cards on entry, or have to display tickets as in some other car parks, which end up going to waste. This is the first system replacement of 4 city centre multi-storey car parks, all expected to be completed by the end of 2022. Energy consumption will be monitored following the system migration, allowing us to measure the environmental impact of the scheme.	Underway
	3.3.2	Undertake a pilot Sustainable Street Lighting initiative to save energy with a view to reducing carbon emissions by 50% by 2030.	Street Services	1st Zone identified and modules installed, 2nd zone selection reviewed and manufacturer informed of location,	Underway
	3.3.3	Pilot the use of modern technology to change the road surface dressing methodology to reduce CO2 output.	Street Services	Warm Lay Asphalt, surface and thin lay techniques identified, Carbon impact to be established using one click LCA Carbon Tool being procured by Low Carbon Team	Underway

Area of focus	Ref	Actions	Lead Service	Progress Narrative	Status
	3.3.4	Research and pilot further opportunities to reduce carbon emissions from the maintenance and improvement of roads and paths.	Street Services	Warm Lay Asphalt, Slurry Seal surface and thin lay techniques identified, Carbon impact to be established using one click LCA Carbon Tool being procured by Low Carbon Team	Underway
Staff and Councillor travel / travel at work	3.4.1	Aim for 90% of business travel using public transport, active travel or electric vehicles by 2030	Human Resources & Organisational Development.	One funding application submitted, another application to be submitted in September 2022. The Go Green Employee Travel Action Plan is currently being prepared to evaluate and prioritise improvements within PCC corporate sites, which will look at provision of EV charging points, pool bikes, upgrade of shower and changing facilities, and other improvements. Funding bid to the climate emergency investment fund has been submitted.	Underway
	3.4.2	Introduce a Zero Emissions Travel Incentive Scheme to encourage employees to commute to work by cycling and other sustainable transport options.	Human Resources & Organisational Development.	As 3.4.1. The Go Green Employee Travel Action Plan is currently being prepared, and will include a review of and implementation of incentives and options to encourage and enable employees and members to use sustainable transport options for business and commuting travel, including salary sacrifice schemes for electric car and bike purchases. Funding bid to the climate emergency investment fund has been submitted.	Underway
	3.4.3	Support the delivery of events, such as Car Free Days, to promote the benefits of public transport, walking and cycling to staff.	Strategic Planning and Infrastructure	Work has commenced to come up with ideas as to how the car free day can be best achieved, with meeting planned to discuss options mid-May. The date for the Car Free Day has not yet been confirmed but expected to be during the summer (June/July 2022) before the school holiday period.	Underway
	3.4.4	Work with the Key Cities Group to explore innovative approaches to staff and councillor travel options to inform future climate actions and initiatives.	Chief Exc.	Previously sought and received information from Key Cities on their approaches to staff and councillor travel. Now that the 'Go Green travel' policy is live this will be sent to the Key Cities officer Group to ask for any feedback and further sharing of good practice.	Underway
Waste minimisation which is Council generated	3.5.1	Adopt an electronic document by default (with limited exceptions) approach to all Council meetings to secure a 50% reduction in printing by 2023.	Chief Exc.	Discussions with Party leaders will take place (post election) and new guidelines will be prepared for discussion. Post-Election training will be delivered to all members with advice and guidance distributed.	Underway

Area of focus	Ref	Actions	Lead Service	Progress Narrative	Status
Governance	3.6.1	Implement a Climate Decision Wheel for all key decisions and all capital project business cases.	Strategic Planning and Infrastructure	A research of options is underway. This resulted in a series key stakeholder meetings to determine the scale of the project and delivery timetable. A further set of meetings are scheduled.	Underway
	3.6.2	Prepare Emissions Profiles for all City Council services and embed climate actions in departmental service plans during 2022.	Chief Exc.	The 2021/22 business planning guidance recommends that services include how they are contributing the Climate Emergency. This will be embedded in annual guidance going forward.	Not progressing yet
	3.6.3	Update the Taxi policy to encourage greener vehicles and work with taxi drivers and operators to move towards a ULEV taxi fleet by 2030.	Strategic Planning and Infrastructure	The Taxi policy has been developed to encourage greener vehicles. Plymouth City Council have been and will continue to work with taxi drivers and operators to move towards a ULEV taxi fleet by 2030. The Taxi Policy has been updated and took effect from 1 May 2022	Complete
	3.6.4	Review the City Council governance arrangements for the acceleration of carbon reduction initiatives beyond 2022.	Strategic Planning and Infrastructure	Following internal conversations a discussion paper has been drafted for consideration. Dates have been put in place to continue these options.	Underway
Behaviours	3.7.1	Implement smarter working practices by maximising the use of technology to support home and flexible working, including the use of shared hubs with partners.	Human Resources & Organisational Development.	The City Council has implemented a “new ways of working” framework which includes a Flexible Working Options Policy. This policy sets out smarter working practices which maximises the use of technology to support home and flexible working. The council has also, in tandem with city partners, set up shared hubs that allow staff to access workspaces closer to their homes with easier access.	Underway
	3.7.2	Develop education and outreach programmes with maintained schools to deliver a programme of awareness raising of green issues for children of all ages.	Education Participation & Skills	A Healthy Child Quality Mark (HCQM) programme has been redesigned to include Net Carbon Zero related development. Health and Wellbeing in Education (HWiE) Professional Community input is planned for May 2022. Let’s Go Zero (LGZ) is now included in each HWiE Briefing.	Underway
	3.7.3	Introduce low carbon menus in City Council and partner catering facilities.	Human Resources & Organisational Development.	Catering facilities and menus are being evaluated and more work is needed to assess. So there is no progress to date, however, meetings has been set to explore opportunities	Not progressing yet
Engagement	3.8.1	Implement a programme of ‘carbon literacy’ training to all City Council staff, Green Champions and Councillors in 2022 to achieve silver accreditation and enable progression to gold accreditation by 2024.	Human Resources & Organisational Development.	In June, the first Carbon Literacy training sessions have been delivered to staff at the Box. There are dates in the diaries for further training sessions to be delivered to officers from other departments in the council. Work is ongoing to plan and procure a consultancy firm to deliver Carbon literacy training to councillors and senior staff. This training is being adapted to the individual audience and is specifically for local authorities.	Underway
	3.8.2	Undertake a Climate Change Conference for City Council staff to	Strategic Planning and Infrastructure	Very early scoping carried out – considering October for event for increased likelihood of in-person event and climate website being live.	Underway

Area of focus	Ref	Actions	Lead Service	Progress Narrative	Status
		capture ideas for future carbon reduction actions.			
	3.8.3	Review government commitments arising from COP26 and the Net Zero Strategy in relation to new requirements on how the City Council decarbonises its services.	Strategic Planning and Infrastructure	A review is being prepared and a consultation is underway. The outcomes are likely to feature in next year's plan	Underway
Finance – strategic investment policy and procurement	3.9.1	Introduce a contract award weighting for climate change in procurement processes where relevant and proportionate.	Finance	Research into different approaches for implementation commenced	Underway
	3.9.2	Develop a set of standard procurement questions which assess the suitability of a supplier to deliver a contract in relation to addressing the climate emergency.	Finance	Existing PCC environment-related suitability questions identified. Research into alternative environment-related suitability questions have commenced. A Workshop with Low Carbon Team scheduled for w/c 11 <sup>th</sup> April 22	Underway
	3.9.3	Reduce the number of out of city placements to minimise the need for travel and reduce emissions for foster placements.	Integrated Commissioning	The Commissioned placement sufficiency plan was approved by Cabinet March 2022 – this covers fostering, residential children's homes and additional support from agencies. This describes a range of commissioning activity in 2022/23 to focus on local availability of placements. Market management is ongoing to support local providers to grow – as an example the number of Plymouth beds for young people in care aged 16 and 17 has grown by 14 since June 2021. Similar activity is ongoing with adult social care providers, through regular development discussions, forums and visits. The Health and Care Skills Partnership is working as a multi-agency group to support recruitment and retention in the local care sector, to support careers in care in Plymouth and ensure providers are sustainable and well-staffed	Underway
	3.9.4	Establish a City Council Carbon Offsetting Fund to enable projects to meet net zero commitments from 2022.	Strategic Planning and Infrastructure	The Climate Emergency Investment Fund launched, through which offsetting funding can be sought. Discussion are currently underway with Plymouth Net Zero Partnership on options and local framework for offsetting. There is a project plan for offsetting in development.	Underway