

### Report of the Strategic Director

## CLIMATE CHANGE AND GREEN FUTURES PROGRAMME UPDATE

### 1. Purpose of report

To provide an update to Members on the progress made with the Council's Climate Change and Green Futures programme and the Communications Campaign Plan supporting the programme.

### 2. Background

Members will recall the first Climate Change and Green Futures Programme update report presented to the November 2020 Environment and Climate Change Committee.

This report is the second Programme update report and contains, at appendix 1, a list of the strategic actions for each project strand, the responsible officer, the target date and a narrative, where appropriate to indicate the progress made. The format of the strategic actions will follow the Council's Business Plans to provide consistency of reporting and familiarity for both officers and Members.

At appendix 2, Members will find the progress made against the actions included in the Communications Campaign Plan, much of the campaign is already under development.

### 3. Financial implications

There are no current financial implications. However, as the Climate Change and Green Futures Programme matures any emerging financial implications will be reported to the committee.

### Recommendation

**The Committee is asked to NOTE the progress of the Climate Change and Green Futures Programme**






### Background papers

Nil






## Climate Change and Green Futures progress report



The key to the symbols used in the is as follows:

### Action Status Key






Icon	Status	Description
	Completed	Action/task has been completed
	In Progress	Action/task is in progress and is currently expected to meet the due date
	Warning	Action/task is approaching its due date (and/or one or more milestones is approaching or has passed its due date)
	Overdue	Action/task has passed its due date
	Cancelled	Action/task has been cancelled or postponed



## Strand 01: Climate Change Strategy

Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
Completed 	Action 1	Establish a baseline for CO <sub>2</sub> emissions for 2018/19 focusing on level 1 and level 2 emission sources. Compare with previous baseline and report position	Strategic Director / Head of Environment	100%	Mar-2020	Completed February 2020 in partnership with the Carbon Trust
Completed 	Action 2	Ensure methodology followed in strategic action 1 is repeatable for subsequent years moving forward, allowing progress to be measured more accurately.	Strategic Director / Head of Environment	100%	Feb-2020	Completed February 2020
In Progress 	Action 3	Establish a baseline for CO <sub>2</sub> emissions based on level 3 emission sources (e.g. impact of supply chain, housing stock, employee travel to and from work)	Strategic Director / Head of Environment	25%	Mar-2021	Methodology determined with the assistance of the Carbon Trust. Work has begun to analyse the overall spend and apply the UK Government methodology for level 3 emission sources. The target date has been amended from Jun-2020 to reflect the delay incurred due to COVID-19.
In Progress 	Action 4	Deliver the Climate Change and Green Futures Programme	Strategic Director	5%	Mar-2021	Initial base line complete. Climate Change Strategy (Carbon Management Plan) Adopted. Transport and Fleet Strategy adopted.
Completed 	Action 5	Creation of a Climate Change Strategy and Carbon Management Plan (CMP)	Strategic Director	100%	Jun-2020	Completed September 2020



Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
In Progress 	Action 6	Develop further strategic actions following the carbon footprint analysis and partnership engagement.	Strategic Director / Head of Environment	N/A	On-going	As part of the update provided to committee in September 2020 a review and enhancement of actions took place.
Not started	Action 7	Using the principles of Carbon Budgeting create an approach that aligns with the budget process and determines and informs the level of CO <sub>2</sub> e anticipated from investments in service provision	Strategic Director		Mar-2022	
Not started	Action 8	Investigate what funding opportunities exist to assist with the creation of Ecoteams within Broxtowe	Head of Environment		Mar-2022	
In Progress 	Action 9	Support the delivery of the actions with the Local Energy Partnership (LEP) Energy Strategy	Head of Environment / Head of Property	5%	On-going	Engagement commenced



**Strand 02: Fuel**

Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
Completed 	Action 1	Capture and analyse the achievements to date to inform the approach moving forward and the overarching communications programme.	Head of Environmental Services	100%	August 2020	
In Progress 	Action 2	Reschedule the dry recycling rounds in order to deliver economies in regards to fuel usage and better utilisation of vehicles in the fleet.	Waste and Climate Change Manager		March 2021	Initial discussions have commenced
In Progress 	Action 3	Reschedule the green waste rounds in order to deliver economies in regards to fuel usage and better utilisation of vehicles in the fleet.	Waste and Climate Change Manager		March 2021	Initial discussions have commenced
In Progress 	Action 4	Technology: Introduction of electric vehicles where practical and economic aligned to the capital replacement programme.	Transport and Stores Manager	Ongoing	To be completed annually	Small electric vans programmed into 2021/2022 capital programme
In Progress 	Action 5	Technology: Proactively monitor vehicle emissions utilising the Fuel Monitoring IT System utilising analysis to inform capital replacement programme.	Transport and Stores Manager	Ongoing	To be completed annually	Small electric vans programmed into 2021/2022 capital programme, existing vehicles monitored on annual servicing.



Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
In Progress 	Action 6	Technology: Utilising data from the on board Vehicle Monitoring IT System ( for example recording harsh braking, excessive speeding and harsh cornering) inform the delivery of a programme of driver training – this will address safety, fuel economy, extended vehicle life and reduced emissions.	Transport and Stores Manager	50%	November 2020	Reports set up to establish driver behaviour.
In Progress 	Action 7	Technology: Introduction of electric solutions for plant equipment where practical and economic aligned to the capital replacement programme.	Transport and Stores Manager	5%	To be completed annually	Ongoing trials of small plant and equipment.


### Strand 03: Transport and Fleet

Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
Completed 	Action 1	Create a new Transport and Fleet Strategy with a focus where economically appropriate on electric vehicles.	Transport and Stores Manager	100%	August 2020	The new Transport and Fleet Strategy was adopted by the Environment and Climate Change Committee 14 September 2020.
Not started	Action 2	Develop a plan for the further introduction of appropriate infrastructure to support potential growth in the electric fleet and growth in domestic use of electric vehicles.	Transport and Stores Manager		March 2022	Two charging points have been installed at Council sites. An exercise will be commenced in 2021 to evaluate the electrical load capacity within the depot. This will enable a roadmap to be created which details the infrastructure and resources which would be needed to transition to an electric fleet.
Not started	Action 3	Using available data, produce a report on vehicle types registered in the Borough along with scenarios indicating the behavioural change necessary to help achieve net zero by 2027.	Transport and Stores Manager		March 2022	
Completed 	Action 4	Capture and analyse the achievements to date to inform the approach moving forward and the overarching communications programme.	Transport and Stores Manager	100%	August 2020	The Climate Change and Green Futures programme report presented to the Environment and Climate Change Committee 14 September 2020 included this analysis and is linked to the Communications Campaign Plan.





Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
In Progress 	Action 5	Technology - The Council has a fleet of 8 small vans (Below 2 Tonnes). Two of these vehicles have already been replaced with all electric vehicles and over the period to 2024 the remaining 6 vehicles where practical and economic (As they reach a life of 12 years) will be replaced with all electric models.	Transport and Stores Manager	5%	2021-2024	As the vehicles approach their end of life expectancy they will be replaced with the latest cost effective technology. This will be in conjunction with local authority trials, current consortium contracts and manufacturers data. Two further electric small vans will be purchased in 2021/22. These replacements will improve the green credentials of the fleet with the removal of older Euro 5 higher emission type vehicles
In Progress 	Action 6	Capital Investment- The Capital Vehicle replacement programme for those HGV's (Refuse Freighters 26 Tonnes) identified for replacement will be replaced with Euro standard engines (Euro 6 onwards). Before purchasing consideration will be given based on practicality and economics of the adoption of new technologies that have come to market this includes potential electric and hydrogen propulsion methods.	Transport and Stores Manager	50%	2021-2024	Principle adopted with ongoing review of low emission technology availability.












Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
In Progress 	Action 7	Technology - For small plant such as hedge trimmers, blowers, and strimmers where practical and economic these will be replaced with electric powered units. Technological developments in this field are rapid and the Grounds Maintenance Manager has been tasked with keeping abreast of new developments and trialling new developments as they come to market.	Transport and Stores Manager	5%	2021-2024	Ongoing trials of small plant and equipment; where appropriate and cost effective traditional petrol equipment will be replaced with battery items. A small amount of equipment has already been replaced such as blowers, strimmers and hedge cutters.
In Progress 	Action 8	Technology -Working pro-actively with the Nottingham Vehicle Consortium (District Councils) and industry suppliers a watching brief will be maintained on new and developing technologies this includes IT developments, and the move towards electric and hydrogen traction for heavy goods vehicles. Decisions on purchasing new technologies will depend on practical and economic factors when consideration is being given with regards to acquisition of this new technology.	Transport and Stores Manager	5%	Through to 2024	As the vehicles approach their end of life expectancy they will be replaced with the latest cost effective technology. This will be in conjunction with local authority trials manufacturers data and current consortium contracts.  The consortium contracts with manufactures are reviewed every three years.


Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
In Progress 	Action 9	Green number plates. The Department of Transport / GOV.UK is currently consulting on the introduction of green number plates as a means of differentiating vehicles whose carbon footprint is low or negligible based on their environmental impact and tailpipe emissions. If adopted the council will wish to provide community leadership by displaying such number plates on its vehicles that meet such low emission standards	Transport and Stores Manager	5%	2020	Green number plates are currently in the government consultation stage; these are to be fitted to all electric vehicles when available. A report is included in the agenda for the Environment and Climate Change Committee 1 February 2021.

## Strand 04: Energy and Building Infrastructure




Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
Completed 	Action 1	Capture and analyse the achievements to date in regards to energy consumption / creation to inform the approach moving forward and to inform the overarching communications programme.	Head of Property Services	100%	July 2020	
In Progress 	Action 2	Determine and report on approaches that will assist in reducing the organisations energy consumption further.	Head of Property Services	50%	December 2020	Carbon Trust report describes the approaches from which further actions will flow. Target date changed to link with Action 4.
Completed 	Action 3	Capture and analyse the achievements to date in regards to building infrastructure to inform the approach moving forward and the overarching communications programme.	Capital Works Manager	100%	July 2020	
In Progress 	Action 4	Determine and report on approaches that will further assist the Council's building infrastructure reduce its carbon emission.	Head of Asset Management / Capital Works Manager	50%	December 2020	Carbon Trust report describes the approaches from which further actions will flow.





Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
Completed 	Action 5	Leisure Centres (708t CO2e 2018/19): Replace the Combined heating and Power (CHP) system at Bramcote (already budgeted for in 2020/21).	Head of Property Services	100%	October 2020	Completed June 2020
In Progress 	Action 6	Leisure Centres (708t CO2e 2018/19): Proceed with the Leisure Facilities Strategy which may lead to more efficient new buildings (longer term and requires very significant funding).	Head of Property Services	50%	March 2021	Leisure Facilities Strategy reported to Policy and Performance Committee 1 October 2020. Agreed that further studies are to be commissioned and reported on. Target date adjusted from September 2020 to March 2021.
In Progress 	Action 7	Bramcote Crematorium (308t CO2e 2018/19): Replace cremators with more efficient new ones and install heat exchanger (funding should become available from a land sale in 2021/22).	Head of Property Services	10%	March 2022	Initial quotes have been obtained, scheme is reliant on a land sale which is still being negotiated. Scheme will require a full tendering process.
In Progress 	Action 8	Kimberley Depot (265t CO2e 2018/19): Investigate reasons for recent increased of gas usage and introduce counter-measures .	Head of Property Services	50%	March 2021	Low cost measures have already been identified and implemented. Higher cost measures will be implemented by March 2021.
In Progress 	Action 9	Kimberley Depot (265t CO2e 2018/19): Introduce more LED lighting (within existing approved budgets).	Head of Property Services	10%	March 2022	Quotes have been obtained.

Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
In Progress 	Action 10	Council Offices (77t CO2e 2018/19): Ensure heating and insulation is optimised (within existing approved budgets).	Head of Property Services	10%	March 2022	Quotes have been obtained.
In Progress 	Action 11	Sports Pavilions (60t CO2e 2018/19): Continue with ad-hoc replacement of heating, hot water and lighting systems as older less-efficient systems become due for replacement (within existing approved budgets).	Head of Property Services	10%	On-going	Principles have been established and adopted for ad-hoc replacements
In Progress 	Action 12	Water: implementation of water efficient taps in all Council owned building to reduce water consumption, metered bills and cost.	Head of Property Services	5%	March 2022	So far 10 have been installed in the Business Hubs at Beeston and Stapleford and two in the Main Council Offices. They are not appropriate for all locations as they are only suitable for low use locations. Whilst water savings are comparatively modest (by definition as low use locations), energy savings can be greater as no un-necessary hot water is heated and stored. Taps also help with the management of legionella as a result of not having any stored water.
In Progress 	Action 13	Investigate further opportunities for the installation of solar panels on Council Buildings for example the Depot	Head of Property Services	10%	August 2021	Some studies are being commissioned and previous work re-visited, detailed surveys at Kimberley Depot underway




Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
In Progress 	Action 14	Investigate the energy management arrangements at the Crematorium in order to identify opportunities to redirect excess energy for heating and lighting.	Head of Property Services	10%	March 2022	Study has been undertaken and will need re-visiting when cremators and mercury abatement plant are replaced.
Not started	Action 15	Investigate the opportunity to create a woodland burial site – achieving eco burials within a woodland setting.	Head of Environment		March 2022	

## Strand 05: Employee and Business Mileage






Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
Completed 	Action 1	Capture and analyse the achievements to date in regards to the reduction in business mileage to inform the approach moving forward and to inform the overarching communications programme.	Payroll and Job Evaluation Manager	100%	March 2020	Analysis of business mileage will continue each financial year and be reported as part of the Annual Workforce Profile.
Completed 	Action 2	Determine and report on approaches that may assist in reducing the Council's carbon emission impact of business mileage.	Payroll and Job Evaluation Manager	100%	October 2020	Analysis has been undertaken with Head of Service to determine how much of the business mileage reduction seen during the COVID-19 pandemic is sustainable. In addition, potential incentives for employees to use greener forms of travel for business mileage have been considered.
In Progress 	Action 3	Using the current employee home to work mileage as a baseline repeat the survey annually to inform the approach moving forward and the overarching communications programme.	HR Manager	40%	March 2021	To implement early 2021. Statistics may not be comparable to previous year due to COVID-19 and increased homeworking / less travel during 2020-21.




Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
In Progress 	Action 4	Leverage the new technologies and agile working arrangements widely implemented and utilised during the COVID-19 emergency in order to reduce the impact that employees travelling to work has on the environment.	Strategic Director / Heads of Service	1%	March 2021	Initial discussion underway
In Progress 	Action 5	Employee Benefits: Consider the implementation of a car leasing scheme enabling employees access to a new vehicle. Include the promotion of electric vehicles within the scheme.	HR Manager	40%	March 2021	HR Manager has met with a supplier of these services in order to explore what is possible. GMT presentation done in December 20, HR Manager met with Trade Unions on 05 January 2021 – Unions are in agreement.  HR Manager to follow up with some points of clarification for the scheme and finalise a report to committee in Q4 2020/21.
In Progress 	Action 6	Capture the achievements in order to inform the communications programme and promote what good looks like to Businesses within the Borough	Strategic Director	5%	On-going	Data is being captured to help inform future analysis
In Progress 	Action 7	Introduce home to work mileage survey as part of the induction process for all new employees	HR Manager	40%	September 2020	Once 2021 mileage survey criteria agreed, form can be adapted for new starters.







Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
In Progress 	Action 8	Consider the introduction of Cycle To Work promotion (leave the car at home week / day)	HR Manager / Corporate Communications Manager	20%	March 2021	On hold as a result of current COVID-19 related changes to work patterns
In Progress 	Action 9	Consider approaching public transport organisations to determine what promotions can be targeted at Broxtowe employees for example Green Travel Deals	HR Manager	50%	March 2021	NET and Trent Barton contacted in October / November 2019. Opportunities for further discussions being considered.
In Progress 	Action 10	Consider the promotion of approaches that would allow employees to lease / purchase a more environmentally sustainable vehicle	Head of Protection and HR	40%	August 2021	Linked to Action 5 in the first instance. Presentation to GMT November 2020. See Action 5 for updated narrative.
Not started	Action 11	Review the Council's mileage claim system to consider how it may be used to make it more financially attractive to employees that have an electric vehicle	Head of Protection and HR / Payroll and Job Evaluation Manager	0%	March 2022	





## Strand 06: Water Courses




Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
In Progress 	Action 1	Discussions will take place with the County Council and other partners as to the on-going management of the blue infrastructure in Broxtowe.	Parks and Green Spaces Manager	Ongoing	Autumn 2020 and then on-going	Meetings held and site visits undertaken summer 2020. Further meetings held on site Autumn 2020.
Completed 	Action 2	Capture and analyse the achievements to date to inform the approach moving forward and the overarching communications programme.	Parks and Green Spaces Manager	100%	July 2020	Completed July 2020
Completed 	Action 3	Develop further strategic actions as part of the Water Courses project strand delivery.	Parks and Green Spaces Manager	100%	July 2020	Completed July 2020
In Progress 	Action 4	Undertake a detailed assessment of the brooks that the Council is responsible for to carry out a flood risk assessment and look at opportunities for biodiversity enhancement	Parks and Green Spaces Manager	50%	Summer 2020 Summer 2021	Detailed assessment undertaken Summer 2020 Report to Environmental Climate Change Committee 23 November 2020
In Progress 	Action 5	Further meetings will be held with the Environment Agency on the Trent Gateway Project looking to develop the initiatives on the section of the river within Broxtowe	Parks and Green Spaces Manager	Ongoing	Autumn 2020 and ongoing with 2 or 3 meetings a year	Meeting held. Project being reviewed with Trent Rivers Trust taking on some of the responsibility for the partnership with Trent Gateway becoming part of the lower Trent and Erewash Catchment Partnership.





Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
In Progress 	Action 6	Meetings with landowners to ensure that appropriate maintenance is taking place	Parks and Green Spaces Manager	25%	Ongoing	Following the assessment of the brooks in the borough, key areas where meetings are required have been identified. Meetings to be scheduled Spring/Summer 2021.
Completed 	Action 7	Clarify ownership responsibility for the boundaries of the 6 brooks in Borough Council responsibility	Parks and Green Spaces Manager	100%	Autumn 2020	This work is included in the report to Environmental Climate Change Committee 23 November 2020.
Completed 	Action 8	Identify risks and any mitigation that affect the water courses and any appropriate adaptations that can be implemented or promoted	Parks and Green Spaces Manager	100%	March 2021	Issues identified in report and will be actioned as part of the regular maintenance programme going forward.



## Strand 07: Meadow Planting and Wildlife Corridors

Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
In Progress 	Action 1	Continue to deliver the actions within the Green Infrastructure Strategy 2015 - 2030.	Parks and Green Spaces Manager	Ongoing	March 2022	Strategy used to help deliver Green Infrastructure Improvements at designated sites across the borough.
In Progress 	Action 2	Determine and report how the green and blue infrastructure can be enhanced to help protect the environment for our native wildlife corridors.	Parks and Green Spaces Manager	Ongoing	March 2021	Ongoing projects and initiatives undertaken with the most recent the creation of hay meadows at Colliers Wood and Brinsley Headstocks. Summer 2020 was a huge success with wildflower planting at a series of locations/corridors in the borough. Further initiatives being identified for Spring /Summer 2021.
Completed 	Action 3	Capture and analyse the achievements to date to inform the approach moving forward and the overarching communications programme.	Parks and Green Spaces Manager	100%	March 2020	Completed March 2020
Completed 	Action 4	Develop further strategic actions as part of the Meadow Planting / Wildlife Corridors project strand delivery.	Parks and Green Spaces Manager	100%	March 2020	Completed March 2020

Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
Completed 	Action 5	Improvements to the existing meadow grassland at Archers Field Recreation Ground, Stapleford with scarification of the existing grassland and over seeding with a dedicated wild flower mix to create two large wild flower meadows.	Park and Green Space Manager	100%	May 2020	Completed May 2020
Completed 	Action 6	Introduction of strategic areas of annual wildflower planting on highway verges at Gin Close Way, Awsworth, Bilborough Road, Nuthall, Narrow Lane, Watnall.	Park and Green Space Manager	100%	May 2020	Completed May 2020. All areas very well received
Completed 	Action 7	Introduction of additional areas of annual wild flower planting on parks and green spaces at Coronation Park, Eastwood and Inham Nook Recreation Ground, Chilwell	Parks and Green Spaces Manager	100%	May 2020	Completed May 2020 with the areas at Inham Nook Recreation Ground attracting a huge positive response on social media.
In Progress 	Action 8	Review of the Local Nature Reserve Management Plan for King George V Park, Bramcote to identify acid grassland areas and a strategic approach to their management.	Parks and Green Spaces Manager	50%	Summer 2021	Area reviewed with revised approach to management to be introduced in summer 2021





Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
Completed 	Action 9	Identify further areas for annual seed, wildflower seed and bird crop seed sowing on parks and green spaces and highway verges at strategic locations.	Parks and Green Spaces Manager	100%	Summer 2020	Areas identified, to be implemented Spring 2021
In Progress 	Action 10	Assess sites for species rich grasslands that with a change in management could become more favourable for biodiversity. This will be done working with the County Biodiversity Officer and Nottinghamshire Wildlife Trust. Significant sites that offer further potential include the Nottingham Canal, Bramcote Hills Park acid grassland, Colliers Wood with the introduction of yellow rattle to keep grasses down and over seeding with native species.	Parks and Green Spaces Manager	25%	Review summer 2021 and implement spring 2022	Whilst review is not due until summer 2021 work is in progress at Colliers Wood and Brinsley Headstocks to create hay meadows and over seed with native species.
In Progress 	Action 11	Identify areas within woodlands with potential to improve ground flora.	Parks and Green Spaces Manager	5%	Review summer 2022 and implement spring 2023	Potential areas being considered but detailed assessment scheduled for subsequent summers.





Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
In Progress 	Action 12	Opportunities to undertake grass cutting and collection will be further explored utilising the additional revenue budget to fund the expensive grass collection and disposal.	Parks and Green Spaces Manager	25%	Review summer 2021 and implement spring 2022	Whilst not scheduled until summer 2021 the opportunity was taken to carry out grass cutting and collection this summer at Colliers Wood and Brinsley Headstocks utilising the additional revenue budget.
In Progress 	Action 13	The Management Plans for the Local Nature Reserve will continue to be assessed and opportunities for changes to maintenance schedules for grass areas considered to help enhance and improve areas of grassland meadow.	Parks and Green Spaces Manager	10%	Review summer 2022 and implement spring 2023	Initial discussions held with Nottinghamshire Wildlife Trust
In Progress 	Action 14	Opportunities arising from the Green Infrastructure Strategy will continue to be monitored	Parks and Green Spaces Manager	Ongoing	Review summer 2020 and implement spring 2021	This is ongoing. The work to improve the access and biodiversity this summer at Hall om Wong is a good example of work adjacent to the Kimberley Cutting Corridor. The Erewash Riverside Environmental Works Project is another good example that links to the primary Erewash Valley corridor.
In Progress 	Action 15	Consider opportunities to increase the number of allotments.	Parks and Green Spaces Manager	15%	March 2022	Opportunities to change full size plots to more “user friendly” half plots continue to be implemented. Potential to increase allotment sites in the borough is a consideration with large housing planning applications where there is an identified demand.




Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
In Progress 	Action 16	Work with allotment holders to create composting ambassadors.	Parks and Green Spaces Manager	15%	March 2022	Feature article included in 2021 Newsletter to allotment holders about the benefits of composting and promoting composting ambassadors.
In Progress 	Action 17	Consider how the Council may create / support the provision of community food planting areas in addition to the current allotment provision.	Parks and Green Spaces Manager	15%	March 2023	Small initiative undertaken on Chilwell High Road where the community have utilised existing planters to grow vegetables. Other options will continue to be explored.







## Strand 08: Tree Planting






Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
In Progress 	Action 1	Continue to deliver the actions within the Tree Planting Strategy 2018. Including Specimen tree planting schemes using large trees.	Parks and Green Spaces Manager	15%	March 2021 March 2022 March 2023	This seasons tree planting work is well advanced with schemes delivered on site.
Completed 	Action 2	Capture and analyse the achievements to date to inform the approach moving forward and the overarching communications programme.	Parks and Green Spaces Manager	100%	March 2020	Completed March 2020
In Progress 	Action 3	Determine and report on how the Tree Planting Strategy can be enhanced to help provide greater opportunities to encourage residents, schools and businesses to plant more trees and look at innovative ways.	Parks and Green Spaces Manager	25%	Summer 2021	Project currently being drawn up working with community group to plant 400 trees. Opportunities have been restricted due to COVID-19.
Completed 	Action 4	Develop further strategic actions as part of the Tree Planting project strand delivery.	Parks and Green Spaces Manager	100%	March 2020	Completed March 2020


Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
In Progress 	Action 5	Second tree giveaway event with small ornamental trees suitable for gardens.	Parks and Green Spaces Manager	50%	January/February 2021	Trees ordered and publicity undertaken. Trees delivered to residents over the weekend of 16/17 January 2021
In Progress 	Action 6	Create additional pocket orchard at an allotment site or appropriate community site.	Parks and Green Spaces Manager	10%	March 2021 March 2022 March 2023	Opportunities being assessed with a possible site at Borehole allotments
In Progress 	Action 7	Identify a site for new hedge planting in excess of 50m.	Parks and Green Spaces Manager	15%	March 2021 March 2022 March 2023	New hedge to be planted at Colliers Wood winter 2020/21
In Progress 	Action 8	Identify opportunities to implement new pocket parks taking advantage of central government funding.	Parks and Green Spaces Manager	5%	March 2021 March 2022 March 2023	As yet no scheme for 2021 identified. The Pocket Park at Redwood Crescent has proved a real challenge with delays and obstacles to overcome but is now complete and has been well publicised through press releases and social media.

Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
In Progress 	Action 9	Implement appropriate signage including the potential for information boards in parks, explaining how and why the Council manages the environment in the way that it does.	Parks and Green Spaces Manager	50%	Autumn 2021	Signs erected at strategic locations in summer 2020 explaining changes to maintenance regimes. This will continue in summer 2021. Interpretation board installed at Brinsley Headstocks.
In Progress 	Action 10	Undertaken planting work to enhance existing woodlands.	Parks and Green Spaces Manager	15%	March 2021 March 2022 March 2023	Works programmed at Bramcote Hills Park.
In Progress 	Action 11	Creation of new woodland copses protected by fencing.	Parks and Green Spaces Manager	15%	March 2021 March 2022 March 2023	Works in progress at Cator Lane Recreation Ground Chilwell and Hall on Wong Kimberley.




## Strand 09: Recycling






Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
In Progress 	Action 1	Continue to embed the intent within the Single Use Plastics Policy 2018 including for example reducing the use of plastic bags in refuse and the wider Council.	Waste and Climate Change Manager	50%	March 2021	Use of plastic bags within the refuse service has been reviewed resulting in a reduction of 500 bags a week being used.  The reduction in single use plastic will continue to be monitored and alternative options or working methods considered where possible.
Completed 	Action 2	Develop a programme of activity to ensure that additional resources are immediately effective from appointment.	Waste and Climate Change Manager	100%	March 2020	Work priorities have been developed for the new recycling role to ensure upon appointment to post the role has direction and can be immediately effective.  This will also be an ongoing activity across the service area.
Completed 	Action 3	Capture and analyse the achievements to date to inform the approach moving forward and the overarching communications programme.	Waste and Climate Change Manager	100%	March 2020	Results from contamination analysis have been used to inform educational messages. This will also be an ongoing activity.
In Progress 	Action 4	Work with the Nottinghamshire Joint Waste Management Group to lobby for additional materials to be recycled.	Waste and Climate Change Manager	75%	March 2021	Meetings take place each quarter (though COVID 19 has reduced the number for 2020/21) and the issue of additional recyclables within the acceptance criteria will continue to be lobbied for as part of this group.

Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
In Progress 	Action 5	Develop further video and educational material for schools, businesses, households, and employees in order to encourage behavioural change in regards to recycling.	Waste and Climate Change Manager	75%	March 2021	Regular meetings have been set up with the Communications Team with the purpose of planning and delivering promotional measures/activities aimed at behaviour change in line with the Communications Campaign Plan
Completed 	Action 6	Develop further strategic actions as part of the Recycling project strand delivery.	Waste and Climate Change Manager	100%	March 2020	This will be on-going with new identified strategic actions being reported as they come to light.
Overdue 	Action 7	Create a new recycling officer role whose purpose is to promote the principles of the Waste Hierarchy, promote good recycling behaviour and responsible waste management practices	Waste and Climate Change Manager	75%	June 2020	The delay in implementation has been due to COVID 19 and the subsequent restriction measures implemented including the current lockdown. The role is due to be advertised at the earliest opportunity with the intention to make an appointment to post before March 2021.
In Progress 	Action 8	Work in partnership with charities, for example on Clean and Green Bulky Waste days, to promote the reuse of items as an alternative to disposal	Waste and Climate Change Manager	5%	Ongoing	Progress on this has been restricted due to Waste Day Events being postponed due to COVID 19.
In Progress 	Action 9	Evaluate the refuse and recycling rounds to consider whether further efficiencies can be made by round reconfiguration to reduce the use of fuel and vehicle emissions.	Waste and Climate Change Manager	5%	March 2022	Following the migration to the system upgrade preliminary work on round cleansing has been undertaken to ensure all rounds have the correct number of bins on them.

Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
In Progress 	Action 10	National Waste Strategy: Implement the statutory measures aimed at increasing recycling for example this may result in additional infrastructure and resources being needed for such as food waste collection and disposal.	Head of Environment / Waste and Climate Change Manager	20%	Summer 2021	Watching brief being kept on the progress of the Environment Act which will legislate for any measures within the strategy. Most measures have a target implementation date of 2023 onwards.






## Strand 10: Housing Delivery




Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
In Progress 	Action 1	Continue to deliver the actions within the Housing Delivery Plan 2019 – 2029 .	Head of Asset Management	10%	Ongoing	Two dementia friendly bungalows at Willoughby Street were completed in January 2020, which have Air Source Heat Pumps and PV panels  Work to begin at Oakfield Road in February 2020 which also have Air Source Heat Pumps and PV panels.
In Progress 	Action 2	Research eco-friendly methods of construction.	Head of Asset Management	10%	Ongoing	Eco-friendly methods of construction to be considered as part of phase 2 of the Housing Delivery Plan
Completed 	Action 3	Identification of potential solutions to reduce on-going energy use in all Housing Delivery Plan phase 1 sites, including: <ul style="list-style-type: none"> <li>• Air Source Heat Pumps</li> <li>• Ground Source Heat Pumps</li> <li>• PV Panels</li> <li>• Water Conservation</li> <li>• Energy efficient lighting</li> <li>• Small wind turbines.</li> </ul>	Head of Asset Management	100%	December 2020	Consultation has been completed for Fishpond Cottage and phase 1 garage sites. Energy efficiency features are being considered for all sites.




Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
Completed 	Action 4	Review of existing environmental solutions included in new build developments at Broxtowe Borough Council in last ten years, including survey of tenant experience.	Head of Asset Management	100%	September 2020	Telephone survey completed with 26 tenants who live in properties with energy efficient features (out of a possible 52 tenants). 76% found the systems easy to use and 28% said their energy bills had decreased. 64% said they would have liked more information about the system prior to moving into the property. This will be addressed for future developments.
Completed 	Action 5	Capture and analyse the achievements to date to inform the approach moving forward and the overarching communications programme.	Head of Asset Management	100%	June 2020	Four different types of energy efficient measures fitted to new properties on 11 different schemes
In Progress 	Action 6	Determine and report on how the Housing Delivery Plan can reduce carbon impact for all new developments.	Head of Asset Management	10%	December 2020	Ongoing
Completed 	Action 7	Develop further strategic actions as part of the Housing Delivery project strand delivery.	Head of Asset Management	100%	June 2020	Completed
Completed 	Action 8	Analysis of repairs and maintenance costs for our properties with energy efficient features, since they were built	Head of Asset Management	100%	September 2020	Initial work has been completed, which does not show significant increase in cost compared to properties without features. However, as many properties are under 5 years old very few repairs are reported. Exercise to be repeated in 2022.





## Strand 11: Housing Improvements





Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
In Progress 	Action 1	Formulate the appropriate response to the outcome of the stock condition survey.	Capital Works Manager	65%	October 2020 and Ongoing	Work is underway to analyse the results and to compare/combine with existing data to inform future plans. Additional survey work has recently been completed that was delayed due to COVID, and the findings supplied for assessment. Finalisation of the analysis will run beyond initial target date and could lead to further ongoing linked actions
Completed 	Action 2	Capture and analyse the achievements to date to inform the approach moving forward and the overarching communications programme.	Capital Works Manager	100%	June 2020	
In Progress  	Action 3	Research alternatives to conventional heating systems and report finding.	Capital Works Manager	25%	December 2020	Initial research revealed options of ground source, and air source heat pumps for potential retro fit to existing gas boilers. Both systems have greater up-front costs. We are installing air source heating as a trial at the new dementia friendly bungalows which are due for completion by the end of January. Another potential solution is hydrogen technology for boilers. This can be a replacement fuel to natural gas but will rely on the network and large scale hydrogen generation through renewable power supplies as a nation. Boilers have been developed and are being tested.   Research will need to continue beyond the initial estimated target date.




Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
Completed 	Action 4	Develop further strategic actions as part of the Housing Improvements project strand delivery.	Capital Works Manager	100%	June 2020	
In Progress 	Action 5	Install external wall insulation to the remaining 94 solid wall properties – this requires careful assessment as most of them are hard to treat as they are in Eastwood’s conservation area	Capital Works Manager	5%	December 2024	Some initial investigation has started to look at possible internal insulation due to difficulties of external work, and consideration of planning approvals.
Not started	Action 6	Stock Condition Survey: act on recommendation to install external wall insulation to 53 steel-framed properties in the short term 1 – 5 years	Capital Works Manager		December 2024	
In Progress 	Action 7	Consider how best to address the 30 properties remaining with less-efficient gas boilers and implement the solution / solutions	Capital Works Manager	16%	December 2022	Replacements continue with “A” rated boilers when access is gained or they become void.

Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
In Progress 	Action 8	Consider how best to address the 285 properties remaining with less efficient all-electric systems. In the short term these will primarily be replaced with high heat retention storage heaters, but air source heat pumps will also be trialed at suitable properties	Capital Works Manager	19%	December 2024	The Installation of more energy efficient high heat retention storage heaters has started but progress is slow due to the pandemic.
In Progress 	Action 9	The two new dementia-friendly bungalows at Willoughby Street, Beeston will have air source heat pumps with under floor heating and PV on the roof	Capital Works Manager	85%	March 2021	Work progressing well
In Progress 	Action 10	Trial emerging technology: The future of the gas network is under review. Gas boilers are being developed to work on both hydrogen and gas. There is a stock of over 4000 gas boilers in domestic properties. In the short term high efficiency condensing boilers will continue to be used, but emerging solutions will also be trialed.	Capital Works Manager	5%	Ongoing	Air source trial underway with the dementia friendly bungalows. Hydrogen ready boilers have been developed but are not yet available. Network issues also. Air source retro fit trial to be considered when possible






Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
In Progress 	Action 11	Consideration will be given to retro-fitting of PV panels – especially to stock that is not subject to right to buy.	Capital Works Manager	2%	Summer 2021	Desk top study started to review the possibility of using some additional independent living scheme roofs.
In Progress 	Action 12	Loft insulation will continue to be upgraded to the very latest standards every time that other work is undertaken in a property	Capital Works Manager	54%	Ongoing	Insulation checked/topped up as part of other work particularly roof covering replacement. Additional work will also be planned to pick up properties noted during the recent stock survey where improvement is possible above existing levels.


## Strand 12: Core Strategy and Planning

Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
In Progress 	Action 1	Include proposals relating to energy efficiency and climate change as part of ongoing work on implementing Policy 17 of the Part 2 Local Plan, 'Place-making, design and amenity'	Head of Planning and Economic Development	70%	July 2021	The Part 2 Local Plan was adopted in October 2019. Policy 17 is now being applied when determining planning applications to secure high quality, energy efficient developments. The Annual Monitoring Report is currently being produced which will analyse the effectiveness of applying Policy 17. Improvements will then be identified to secure further benefits. Target date amended from December 2020 in order to ensure that monitoring reports are all up to date.
Completed 	Action 2	Capture and analyse the achievements to date to inform the approach moving forward and the overarching communications programme.	Head of Planning and Economic Development	100%	May 2020	
In Progress 	Action 3	Gather evidence, including viability evidence, to inform ACS policies that will enforce / expand on NPPF requirements regarding energy efficiency and climate change.	Head of Planning and Economic Development	20%	May 2021	The evidence is being collected as part of the Aligned Core Strategy review (now referred to as the 'Greater Nottingham Strategic Plan'. Addressing climate change is to form a core objective of the Strategic Plan.
In Progress 	Action 4	Develop further strategic actions as part of the Core Strategy / Planning project strand delivery.	Head of Planning and Economic Development	20%	May 2021	As part of developing the Strategic Plan, strategic options are being explored to how environmental benefits can be secured.

Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
In Progress 	Action 5	Ensure that all Neighbourhood Plans include reference to policies regarding climate change and climate change mitigation.	Head of Planning and Economic Development	30%	On-going	Officers are providing assistance with the production of a number of Neighbourhood Plans and are providing advice to ensure that climate change issues are considered and form part of future policies.
In Progress 	Action 6	Engaging with and ensuring the adoption of a Toton Masterplan which contains innovative proposals for an advanced model of living and working which is highly sustainable.	Head of Planning and Economic Development	50%	March 2021	Consultation on the Toton and Chetwynd Masterplan commenced on 12 <sup>th</sup> October 2020. Delivering a net zero carbon community is a key objective of the masterplan and sustainability is a key principle which will include promoting new and innovative models of development.
In Progress 	Action 7	Complete the review of the Aligned Core Strategy.	Head of Planning and Economic Development	20%	December 2022	Growth Options consultation closed in September 2020. The consultation responses are currently being considered with the next stage being to develop 'preferred options'. This will include specific policies related to climate change.
Not started	Action 8	Approve the council's participation in a new development corporation which will include ambitious proposals for the development of an international centre for zero carbon futures.	Chief Executive		March 2021	






### Strand 13: Technology

Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
In Progress 	Action 1	Continue to deliver the actions contained within the ICT Strategy 2017-2021	ICT Manager	85%	Ongoing	Progress against the ICT Strategy will be reported into the Policy and Performance Committee in December 2020.
Completed 	Action 2	Capture and analyse the achievements to date to inform the approach moving forward and the overarching communications programme.	Strategic Director	100%	June 2020	
In Progress 	Action 3	Monitor technology development to ensure the Council is able to take advantage of developments that are economically and environmentally advantageous.	Strategic Director / ICT Manager	5%	Ongoing	The ICT team monitors the market in terms of technology developments. More focus will be given to the environmental impact and benefits of technology as we move forward.
Completed 	Action 4	Develop further strategic actions as part of the Technology project strand delivery.	Strategic Director	100%	June 2020	
In Progress 	Action 5	Continue to deliver the actions contained within the Digital Strategy 2020-2024 including building on the existing digital culture to enhance the digital awareness, increase the number of digital services for customers, Members and employees.	Strategic Director / ICT Manager / Corporate Communications Manager	10%	Ongoing	A Communications Plan is currently being developed to support the Digital Strategy 2020-2024. This will help enhance the existing digital culture for customers, Members and employees.

Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
In Progress 	Action 6	Work with all parts of the organisation to leverage the benefits achieved through the use of technology during the COVID-19 emergency.	Strategic Director	5%	August 2021	Initial discussions have started







## Strand 14: Air Quality

Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
In Progress 	Action 1	Continue to provide an annual Air Quality Status Report for the Borough which is fit for purpose	Head of Public Protection and HR	100%	Ongoing	2020 Annual Status report approved by DEFRA. Ongoing in respect of preparation of 2021 report
Completed 	Action 2	Capture and analyse the achievements to date to inform the approach moving forward and the overarching communications programme.	Head of Public Protection and HR	100%	May 2020	Complete
In Progress 	Action 3	Continue to work with relevant partners in order to bring about improvements in local air quality	Head of Public Protection and HR	50%	Ongoing	Meetings with officers of Broxtowe BC have taken place to produce the Air Quality Action Plan. Meetings with other partners continue to take place throughout the year.
Completed 	Action 4	Review the NO <sub>2</sub> diffusion tubes network; take proactive action to discontinue sites where the annual air quality levels are comfortably below the objective, and relocate them to new sites within the Borough allowing the identification of "problem" areas to be focussed on.	Head of Public Protection and HR	100%	March 2021	Sites were reviewed in December 2020. No changes to network required.
Completed 	Action 5	Develop further strategic actions as part of the Air Quality project strand delivery.	Head of Public Protection and HR	100%	October 2020	Air Quality Action Plan produced. To be taken to Environment and Climate Change Committee February 2021 where approval will be sought to include the actions into this plan.



Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
Not started	Action 6	To encourage employees of BBC to purchase hybrid vehicles and electric vehicles for their personal and business use	Head of Public Protection and HR	0%	March 2021	
Not started	Action 7	Investigate the installation of vertical gardens, using moss to absorb CO <sub>2</sub> and particulate matter	Head of Public Protection and HR	0%	March 2022	



## Strand 15: Hospitality and Support Services



Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
Completed 	Action 1	Determine and report on approaches that can further reduce the use of single use resources in both the areas of hospitality and support services.	Head of Administration	100%	May 2020	Plastic cups have been replaced by china mugs and glasses in all meeting rooms. Plastic cups have been removed from water coolers. The bin bags used in waste and recycling bins are emptied out and put back each day and only replaced when necessary, rather than being used once.
Completed 	Action 2	Capture and analyse the achievements to date to inform the approach moving forward and the overarching communications programme.	Head of Administration	100%	May 2020	
Completed 	Action 3	Develop further strategic actions as part of the Hospitality / Support project strand delivery.	Head of Administration	100%	May 2020	Coffee machines have been purchased which use recyclable pods. Wooden stirrers have replaced plastic spoons. Packaged tea, coffee etc. is being replaced with loose supplies stored in airtight containers when stocks need to be replenished to reduce the need for any packaging.





Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
In Progress 	Action 4	Investigate the use of environmentally-friendly cleaning products using only naturally derived materials which has a less damaging effect on the environment	Head of Administration	70%	March 2021	The investigation into the purchase of environmentally friendly cleaning products has now been completed. It has shown that not all of the products that are required by the Council are currently available in an environmentally friendly format. In addition, when they are available certain items can be over 400% more expensive. Further work is being conducted to determine what percentage of cleaning materials could be replaced by environmental friendly products and what the cost of this potentially change would be. A report will be brought to the committee in due course.

## Communications Campaign Plan


Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
In Progress 	Action 1	Promote progress on each strand in the Climate Change Strategy, increases awareness of the issues and how to help.	Communications and Engagement Officer	75%	Ongoing	<p>Activities include: Assessing current levels of awareness, producing an infographic, reviewing and improving existing materials, digital content, email bulletins, press releases, Broxtowe Matters magazine updates, stakeholder engagement.</p> <p><b>Recent progress includes:</b> Infographic produced and shared. Regular green futures content now features across a range of our email bulletins. Articles included in Broxtowe Matters (had to be pulled because of COVID) but we re-used the content in other ways. Community resource pack to be shared Jan 2021.</p>
In Progress 	Action 2	Use storytelling and engaging 'journey' content to engage residents in what we're doing and how they can contribute.	Communications and Engagement Officer	50%	Ongoing	<p>Activities include: Developing a consistent look and feel for the campaign, videos, promoting topical issues and national awareness weeks.</p> <p><b>Recent progress includes:</b> Promoted awareness weeks and days including Recycling Week and Air Quality Day. Video produced on Hall Om Wong Park improvements and the benefits to the environment. Green Futures branding established.</p>



Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
In Progress 	Action 3	Make information about recycling easy to find, understand and act upon.	Communications and Engagement Officer	75%	Ongoing	<p>Activities include: Website updates, promotion of the online A-Z, promoting what can be recycled across all digital and traditional channels, producing a community resource pack for groups to use and share.</p> <p><b>Recent progress includes:</b></p> <p>Promoted A-Z of recycling tool through a variety of channels.</p> <p>Regular promotion of recycling correctly in email bulletins and social media.</p> <p>Resource pack produced and shared in Jan 2021.</p> <p>Recycling advice and tips promoted through leaflet with Council Tax bills to go out March 2021.</p>
In Progress 	Action 4	Make being conscious about recycling an attractive proposition.	Communications and Engagement Officer	50%	Jan 2021	<p>Activities include: investigating options for postcode prize draws, shout outs and working with businesses to provide prizes to reward behaviour.</p> <p><b>Recent progress includes:</b></p> <p>Recycling challenge launch through the email me service late Jan/early Feb.</p>

Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
In Progress 	Action 5	Create social opportunities to promote recycling.	Communications and Engagement Officer	50%	Feb 2021	<p>Activities include: targeted work in high contamination areas, resident competitions and challenges, engaging local influencers, maximising on national initiatives and running resident workshops. Workshops may need to be done online to be COVID-secure - this will require additional planning.</p> <p><b>Recent progress includes:</b></p> <p>Recycling challenge launched through the email me service late Jan/early Feb.</p> <p>Engagement with University on research project to take place later in 2021 on a recycling pledge for local people to sign up to..</p>
In Progress 	Action 6	Ensure that messages about recycling are timely – regular bulletins and reminders.	Communications and Engagement Officer	100%	Dec 2020	<p>Activities include: Increasing the frequency of waste and recycling bulletins, increasing subscribers to these bulletins, reviewing existing materials, campaigns to target key issues.</p> <p><b>Recent progress includes:</b></p> <p>Waste and recycling bulletins now going out monthly with additional bulletins for specific promotions.</p> <p>We now have more than 12,000 subscribers to the Waste and Recycling Bulletins. Since August 2020 when the Communications and Engagement Officer started in post, there have been 525 new subscribers. This bulletin has one of the best engagement rates at 83% (compared to a national average of 67% and a Broxtowe email me service average of 81%.</p>

Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
In Progress 	Action 7	Make information about recycling easy to find, understand and act upon for businesses.	Communications and Engagement Officer	50%	On hold	Activities include: Training, workshops and best practice guides. Work has been impacted by COVID-19.
In Progress 	Action 8	Make being conscious about recycling an attractive proposition for businesses.	Communications and Engagement Officer	40%	On hold	Activities include: Developing a business pledge and reward scheme. Work has been impacted by COVID-19.
In Progress 	Action 9	Create social opportunities to promote recycling to businesses.	Communications and Engagement Officer	10%	On hold	Activities include: Incentive programme and showcasing best practice. Work has been impacted by COVID-19.
In Progress 	Action 10	Ensure messages about recycling are timely.	Communications and Engagement Officer	90%	March 2021	<p>Activities include: Utilising business bulletins to share resources, promotions to trade waste customers and sending information with business rates bills. Wider activity has been impacted by COVID-19.</p> <p><b>Recent progress includes:</b></p> <p>Trade Waste email bulletins now going out bi-monthly to share information about recycling correctly with this customer base.</p> <p>Information shared in weekly business bulletins to support businesses to be more sustainable but not a priority at the moment due to COVID-19.</p>



Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
In Progress 	Action 11	Make information about recycling easy to find, understand and act upon for Broxtowe employees and Members.	Communications and Engagement Officer	80%	Dec 2020	<p>Activities include: Assessing awareness, training sessions, Members' Briefing Pack, regular and engaging intranet content and sustainable hospitality framework. Training sessions WIP.</p> <p><b>Recent progress includes:</b></p> <p>Member Briefing pack issued to help them support the project.</p> <p>Regular articles shared in the weekly Employee Briefing and Members Matters.</p> <p>Training sessions provided to all Senior Managers from the Carbon Trust, along with presentations for Managers and Members.</p> <p>Sustainable hospitality framework developed but not currently in use whilst working from home continues/events are not permitted.</p>
Not started	Action 12	Make being conscious about recycling an easy and attractive proposition to Broxtowe employees and Members	Communications and Engagement Officer		Feb 2021	<p>Activities will include: Practical measures to make 'green' choices easy e.g. location of recycling bins, recycling bin signage. Impact of this reduced whilst most employees are working at home but will be reviewed before larger scale return.</p>

Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
In Progress 	Action 13	Create social opportunities to promote recycling to Broxtowe employees and Members.	Communications and Engagement Officer	25%	Feb 2021	<p>Activities include: 'Double your recycling' or 'Half your waste' campaign, to encourage staff to change habits and take these messages back home. 50% Recycling Project.</p> <p><b>Recent progress includes:</b></p> <p>Content now being included regularly in internal communications.</p> <p>Public recycling challenge to be shared internally late Jan/early Feb to encourage internal audiences to also take part.</p> <p>Employee suggestion project for green projects currently being developed.</p>
In Progress 	Action 14	Ensure messages about recycling are timely to Broxtowe employees and Members.	Communications and Engagement Officer	10%	Jan 2021	<p>Activities include: Education, reward/recognise achievements and identify 'champions' to encourage others to join and share ideas. Progress has been impacted by COVID-19.</p> <p><b>Recent progress includes:</b></p> <p>Sharing content encouraging employees to think about their own carbon footprint through Employee Briefing and inviting them to join in with the Recycling Challenge.</p> <p>Staff quiz being developed to assess existing knowledge and help make improvements.</p> <p>Content regularly updated on the intranet as a central source of information for employees.</p>

Status	Action	Action	Responsible Officer	Progress	Target Date	Comments
Not started	Action 15	Make discussing Climate Change easy for schools	Communications and Engagement Officer		Sept 2021	Activities will include: Developing a lesson plan or assembly schools can use. These activities have been impacted by COVID-19.
Not started	Action 16	Make being conscious about recycling an attractive proposition for schools and young people.	Communications and Engagement Officer		Sept 2021	Activities will include: Videos, incentives, reward and recognition schemes, primary school promotional visits publicity. These activities have been impacted by COVID-19.
Not started	Action 17	Create social opportunities to promote recycling to young people and schools.	Communications and Engagement Officer		Sept 2021	Activities will include: Engaging schools in a challenge/competition and engaging school influencers to work with us on climate change. These activities have been impacted by COVID-19.
Not started	Action 18	Ensure messages about recycling are timely for schools and young people.	Communications and Engagement Officer		Sept 2021	Activities will include: Working with the Youth Mayor and Broxtowe Youth Voice on ways to reach young people and engage them in what the Council is doing.