

## Appendix 2

## Carbon Management Action Plan 2024/25 Review and Progress Table Report

## Theme One: Climate Strategy

REF	ACTION	TARGET FOR 2024/25	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	RAG STATUS	COMMENTS
1.1	Measure, monitor and analyse the Council's carbon emission data. Information will then be used to ascertain the level of CO <sub>2</sub> e saved from actions undertaken through the Climate Change and Green Futures Carbon Action Management Plan (CMAP).	Produce a comprehensive bi-annual carbon emission report, covering both the Council's own operation and Borough emissions.	Assistant Director Environment Services	Own Operation	Complete	Reports submitted to Cabinet in March and September 2024.
1.2	Establish a net zero target for the Council's own operations.	Set science-based targets by June 2024 for a net zero trajectory to 2050 (in line with 1.5°C reduction).	Assistant Director Environment Services	Own Operation	In progress	Resources and budget committed in 2024/25 to appointing a consultant to assist in the setting of a net zero target.

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		<p>By June 2024 set a commitment date for working towards net zero.</p> <p>Calculate and report on Scope 3 emissions for 2023/24 by June 2024.</p> <p>Implement the actions/recommendations of the Carbon Trust Scope 3 emissions baseline report.</p>				
1.3	Identify external funding opportunities	Identify external funding opportunities.	Assistant Director Environment Services/ Relevant programme theme leads	Influence/Own Operation	Complete	Includes £35,000 UKSPF funding for a Borough wide Green Doctor and £31,000 Urban Tree Funding for tree planting across the Borough.
1.4	Formulate appropriate climate adaptation and	Identify appropriate climate adaptation and	Assistant Director Environment Services	Influence/Own Operation	Complete	Complete. Climate adaptation and resilience actions,

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	climate resilience action plans.	<p>climate resilience actions necessary to support both the Council's own operations and that of the Borough.</p> <p>To take a report to cabinet and create a Climate Change incident response budget.</p> <p>To work with Stakeholders including Severn Trent, Nottinghamshire County Council and Via to highlight problems drainage areas that are a cause of localised flooding.</p> <p>See it/do it/see it/say it – work with Environment teams to</p>				<p>including budgetary considerations have been identified.</p> <p>Stakeholders including Severn Trent, Nottinghamshire County Council and the Environment Agency have been engaged and are working collaboratively on matters including blocked drainage.</p>

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		encourage the reporting of blocked drains around the Borough.  To review weed control requirements across the Borough and create a weed control team to work between April and September.				
1.5	Baseline all carbon Scopes for Liberty Leisure and work with them to establish a baseline and targets.	Baseline all carbon Scopes for Liberty Leisure Ltd by September 2024.	Assistant Director Environment Services/ Business Development Manager	Influence	In progress	Meeting with Liberty Leisure Ltd and Climate Change Manager has taken place to discuss action and data required to start calculations. Arranged to meet biannually. Scope 3 emissions will be calculated after scopes 1 and 2

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						have been established.

### Theme Two: Transport and Travel

REF	ACTION	TARGET FOR 2024/25	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	RAG status	COMMENTS
2.1	Develop a replacement programme for fossil fuelled small tools (for example hedge trimmers, blowers, and strimmers) where practical and economic, with electric powered units.	Identify any tools for replacement in 2024/25.	Transport and Stores Manager / Parks and Open Spaces Manager	Own Operation	Complete	On-going process as and when required.
2.2	Using available data, produce a report on vehicle types registered in the Borough along with scenarios indicating the behavioural change	Create a central monitoring system for tracking data with regards to ULEV purchases within the Borough.	Transport and Stores Manager	Influence	Complete	A report will be generated annually as part of the Electric Vehicle Infrastructure (EVI) Strategy review using the National Electric Vehicle Insight

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	necessary to help achieve alignment with UK net zero by 2050.					and Support (NEVIS) system.
2.3	Promote the Cycle to Work Scheme.	Log employee journeys by bike (also consider capturing other active transport measures). Review and increase if feasible, mileage rate given to employees using their bike for business travel.	Payroll Manager/Climate Change Manager	Influence	Complete	Employee journeys by bike captured and reported annually. Review of mileage rates completed. GMT approval to increase mileage rate from 20p to 45p per mile and communications on this completed in Employee Briefing.
2.4	Promote the car lease scheme regularly within the 'Employee Briefing'.  Use agile working arrangements to reduce the impact that employees travelling to work has on the environment.	Ensure that employees are aware of the scheme and that this is tested in the 2024/25 employee survey.	HR Manager / Communications, Cultural and Civic Services Manager	Influence	Complete	Car lease scheme included in Employee Briefing and agile working continues across the Council, where possible and without impact to business needs.

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2.5	Promote sustainable travel options to employees and residents.	<p>Decrease the amount of business travel carbon emissions by 5% by March 2025.</p> <p>Produce a comprehensive sustainable travel guide for residents in the Borough by September 2024.</p> <p>Commence a review of public bike storage provisions across the Borough and ensure these are included in all new developments.</p>	Assistant Director Environment Services / HR Manager / Communications, Cultural and Civic Services Manager	Own Operation/ Influence	In progress	<p>Business travel emissions to be reported at end of 2024/25.</p> <p>Sustainable travel guide and review of public bike storage to take place in Q1 of 2025/26.</p>
2.6	Implement the actions within the new Electric Vehicle Infrastructure (EVI) strategy for the Borough.	Commence implementation of the action plan and review progress made at least annually.	Assistant Director Environment Services	Own Operation/Influence	Complete	Progress with EV charge points for Council owned car parks; Nottinghamshire County Council Local Electric

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						Vehicle Infrastructure (LEVI) project as well as the cable gully project. Action plan for the EVI strategy will be reviewed in the summer of 2025.
2.7	Review current vehicle lifecycle against costs and present a business case for the Council to consider.	Comparison of maintenance, repair and running costs over the current 12-year lifecycle.	Transport and Stores Manager	Own Operation	In Progress	Project commenced at the end of the 2024/25 period. This will be rolled over to 2025/26.
2.8	Using the current employee 'home to work' mileage as a baseline, repeat the survey annually to inform the approach of moving forward and the overarching communications programme.	Data spreadsheet implemented and communication and promotion of 2024/25 results/	HR Manager	Influence	Complete	Complete. Employee commuting survey now forms part of Scope 3 emissions data and will be completed biannually. Action now owned by Climate Change Manager.



## Theme Three: Energy and Water

REF	ACTION	TARGET FOR 2024/25	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	RAG STATUS	COMMENTS
3.1	Install water efficient taps in all Council owned buildings to reduce water consumption and cost.	Continue with the replacement programme following advice from Severn Trent Water's Green Recovery Project.	Assistant Director Asset Management and Development/ Climate Change Manager	Own Operation	Complete	All water saving devices and actions recommended by Severn Trent implemented as part of a Phase 1 approach.
3.2	Explore the possibility of grey/rainwater harvesting	Undertake an initial grey/rainwater harvesting feasibility study for two of the Council's assets. Secure funding for these by March 2025.	Assistant Director Asset Management and Development	Own Operation	Complete	Explored for the Pencil Works, Hickings Lane and Kimberley Depot redesign. Cost prohibited.
3.3	Develop a programme for all appliances in social spaces (For example, kitchens and laundry rooms) at Independent	Draft a five-year replacement programme and begin to action.	Assistant Director Asset Management and Development	Own Operation	Complete	Repair and service given priority over replacement.

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	Living Schemes, for energy efficient ones.					
3.4	Ensure all Council stock has a current Energy Performance Certificate (EPC).	<p>All Housing Revenue Account (HRA) properties to have an EPC in place.</p> <p>Highlight fuel poverty and easy practical solutions at five Council led events. Provide five training sessions to residents and employee's at Independent Living Schemes.</p>	Assistant Director Asset Management and Development	Own Operation	In progress	Approximately 500 Council houses remain without an EPC. Information gathered to date, supported bid funding for 560 properties to receive retrofit measures.
3.5	Action the smart meter installation programme.	Install smart meters across Council assets and create a monitoring	Assistant Director Asset Management and Development	Own Operation	In progress	Smart meter installation in outstanding properties where access has been

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		system to track energy usage.				restricted/challenged, to be completed in 2025/26.
3.6	Investigate options for land purchase for potential renewable sites.	Identify suitable land (that is already developed or of low value) that could be acquired for a possible renewable energy development.	Assistant Director Asset Management and Development	Own Operation	Complete	This action has been considered and is no longer viable. The use of land is not seen as an appropriate approach for renewable energy development.
3.7	Investigate utilisation of Council Offices	Explore the feasibility of zoning Beeston Council Offices, prioritising areas of the building to be used first before 'opening' the next zone. (Response to hybrid-working). Explore the possibility of	Assistant Director Asset Management and Development/Assistant Director Environment Services	Own Operation	Complete	The current building control system does not allow for zoning and therefore savings would not be made.

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		adjusting the heating dependant on building usage.				
3.8	Develop a decarbonisation plan and road map for Broxtowe Borough Council assets.	Undertake a baseline review of three of the Council's key commercial assets and produce a decarbonisation plan for each by May 2024.  Use the decarbonisation plans produced in 2024 for the Councils three key commercial assets for future funding applications and capital investment consideration.	Assistant Director Asset Management and Development/ Assistant Director Environment Services	Own Operation	Complete	Initial Heat Decarbonisation plans have been completed.

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3.9	Reduce energy and water consumption as well as waste from single use water bottle consumption in the Borough.	<p>Explore the Refill Revolution Project to assist residents/businesses/visitors in reducing their single use plastic and promoting tap water.</p> <p>Determine if any businesses within Broxtowe are signed up already to the project.</p> <p>Promote the app via relevant communication channels.</p> <p>Encourage local sign up.</p>	Assistant Director Environment Services	Influence	Complete	Refill Revolution explored. Cost for the Council to sign up and join the scheme would be £4,750+VAT (for an annual subscription). This is cost prohibitive when compared with the expected benefits.
3.10	Assist residents, local businesses in their reduction of energy and	Use signposting to highlight useful and reliable sources	Assistant Director Environment Services	Influence	Complete	Signposting included Green

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	water consumption.	of information and advice e.g. Severn Trent/NEP/Energy Saving Trust etc.				Rewards, two Fuel Poverty Awareness Day events; Home Energy Survey completed in January 2025. Cost of Living webpages created and updated.

**Theme Four: Built Environment**

REF	ACTION	TARGET FOR 2024/25	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	RAG STATUS	COMMENTS
4.1	Formulate an appropriate response to the outcome of the stock condition survey.	Implement a comprehensive rolling stock condition survey to have all stock surveyed within three years and implement a rolling stock condition survey thereafter.	Capital Works Manager	Own Operation	Complete	

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4.2	Installation of external wall insulation to the remaining solid wall properties within estate.	Complete those properties not actioned during 2023/24.	Capital Works Manager	Own Operation	Complete	Further solid wall properties have included in the bid for wave 3 of the SHDF. Funding confirmed and work programme being drafted.
4.3	Act on the recommendations raised on the Stock Condition Survey for housing stock and install external wall insulation to 53 steel-framed and solid wall properties.	Project to be implemented during 2024/25.	Capital Works Manager	Own Operation	Complete	
4.4	Consider retrofitting Council house properties with solar panels.	Undertake a baseline review to identify suitable premises.	Capital Works Manager	Own Operation	Complete	460 properties identified and included within a

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						bid for Warm Home: Social Housing Fund Wave 3. Both bids successful. Work programme underway.
4.5	Establish current position on loft insulation for housing stock June 2024. Set target to improve loft insulation up until 2027.	Identify properties that require loft insulation.  Develop a programme of installation for those properties that require it.	Capital Works Manager	Own Operation	Complete	Scalby Close roof insulation complete.
4.6	Research sustainable methods of construction for new build Council houses.	On-going and will be developed as new technologies and innovations are developed.	Assistant Director Asset Management and Development	Influence	Complete	
4.7	Research alternatives to conventional heating systems	On-going and will be developed as new	Capital Works Manager	Influence	Complete	Solar panels and air source



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	e.g. heat pumps and report findings.	technologies and innovations are developed.				heat pumps are being installed as part of the Council's new build design specification.
4.8	Develop a programme that considers the replacement of gas boilers in Council house properties for renewable/sustainable fuels.	On-going and will be developed as new technologies and innovations are developed.	Capital Works Manager	Influence	Complete	The Warm Home Social Housing Fund Wave 3 bid has included circa 60 properties to receive ground source heat pumps.
4.9	Ensure that Borough residents are aware and signposted to appropriate retrofit funding for energy efficient measures for their homes.	Establish retrofit targets for private households in the Borough.  Establish a communications plan for retrofit funding available for residents	Capital Works Manager / Assistant Director Environment Services	Influence	Complete	Residents have been informed about schemes including the Great British Insulation Scheme (GBIS); ECO Flex 4 via updates to the

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		throughout 2024/25.  Gain an understanding of the conditions of the Council's housing stock and produce a roadmap for its decarbonisation via cost effective retrofit investment.				Council's webpages.  Work has been undertaken by the University of Nottingham on a Borough wide retrofit roadmap, due for completion by the end of 2024/25.
4.10	Research solar 'co-operative' opportunities for local residents.	Understand what is available and inform residents of findings via communication routes such as Environment Bulletin and the dedicated climate change webpages.	Assistant Director Environment Services	Influence	Complete	Solar wizard licensing has been facilitated via the Fast Followers project for D2N2.  Communication to begin in 2025/26.

## Theme Five: Core Strategy and Planning

REF	ACTION	TARGET FOR 2024/25	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	RAG STATUS	COMMENTS
5.1	Complete the review of the Aligned Core Strategy (The Greater Nottingham Strategic Plan).	Undertake consultation on the Publication Version of the Strategic Plan and submit for examination.	Assistant Director Planning and Economic Development	Influence	Complete	Review and consultation complete.  Additional consultation underway in March 2025 due to Gelding Borough Council withdrawing.
5.2	Influence behavioural change so that sustainable building design is considered during the planning process.	Produce an SPD focussing on carbon reduction in new development and include carbon reduction policies in the Strategic Plan.	Assistant Director Planning and Economic Development	Influence	Complete	SPD has been produced and was approved by Cabinet in March 2025.

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5.3	Determine the number of households using renewable generation technology.	Establish a monitoring system that will track retrofit installations from funding opportunities.	Assistant Director Asset Management and Development / Assistant Director Environment Services	Influence	Complete	Installations of solar panels and ground source heat pumps on social housing stock now recorded and to continue moving forwards. Planning do not monitor for this type of information on private homes unless there is a planning application for renewable generation technology.
5.4	Implement Biodiversity Net Gain requirements on all developments.	Planners to complete BNG training to understand how to apply the requirement.	Assistant Director Planning and Economic Development	Influence	Complete	BNG now applied to developments. A working group

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		Refer complex applications to a specialist ecologist. Establish a monitoring system for BNG applications.				has been set up to share best practice. Training which covered some of the key principles of BNG provided by EMEC Ecology (a consultancy which is part of Nottinghamshire Wildlife Trust) to planning officers . Ecologist also used to provide assistance and to ensure a consistent approach is being applied across Nottinghamshire Districts
5.5	Include proposals relating to energy	Establish a monitoring system that will	Assistant Director Planning and		Complete	Retrofits requiring

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	efficiency and climate change as part of ongoing work on implementing Policy 17 of the Part 2 Local Plan, 'Place making, design and amenity'.	track retrofit installations.	Economic Development.			planning permission are recorded.
5.6	Gather evidence, including viability evidence, to inform Aligned Core Strategy (ACS) policies that will enforce/expand on National Planning Policy Framework (NPPF) requirements regarding energy efficiency and climate change.	Working as part of the Greater Nottingham Strategic Plan (GNSP), produce a specific climate change policy by March 2025. This policy will seek to include higher levels of sustainability than previous policy documents.	Assistant Director Planning and Economic Development.	Influence	Complete	The Greater Nottingham Strategic Plan contains specific climate change requirements regarding higher standards of energy efficiency and lower carbon development. Target for the GNSP to be submitted for examination by

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						September 2025.
5.7	Develop further strategic actions as part of the Core Strategy/Planning project strand delivery.	Incorporate climate change as a core thread through work on the strategic plan. This will include measures to encourage active travel, 20-minute neighbourhoods and low carbon thinking.	Assistant Director Planning and Economic Development	Influence	Complete	Climate Change forms a core thread of the Strategic Plan.
5.8	Ensure that all Neighbourhood Plans include reference to policies regarding climate change adaptation and mitigation.	Continue to work with the relevant Neighbourhood Plan bodies and forums to encourage climate change policies where possible.	Assistant Director Planning and Economic Development	Influence	Complete	This is an ongoing action.

## Theme Six: Recycling and Resources

REF	ACTION	TARGET FOR 2024/25	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	RAG STATUS	COMMENTS
6.1	Review of missed bin policy and procedure.	Review the missed bin policy and take the findings to Cabinet for decision by March 2025	Assistant Director Environment Services	Own Operation	In progress	Round review in progress. Missed bin policy to follow.
6.2	Assess the impact of current housing growth on refuse collections and investigate possible efficiency solutions.	Ascertain housing growth levels in the Borough for the next 5 years and map the potential impact on current refuse rounds.	Assistant Director Environment Services	Own Operation	In progress	Housing data captured. Round review due for completion by autumn 2025.
6.3	Develop further video and educational material for schools, businesses, households, and employees in order to encourage	Produce 2 videos annually.	Assistant Director Environment Services	Influence	Complete	Videos complete and recycling campaign launched.



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	behavioural change in regards to recycling.					
6.4	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.	Work with five reuse partners annually.	Assistant Director Environment Services	Influence	Complete	Reuse partners identified and invited to attend Green Festivals. Bulky waste days now taking place.
6.5	Increase the quantity of recycling collected to 50+% by 2027.	Increase recycling rates by 2% annually from a 2022/23 baseline.	Assistant Director Environment Services	Influence	In progress	Positive improvements made. Simpler recycling (2026) and food waste collections (2027) will support a rise in the recycling rate when implemented.
6.6	Reduce recycling	Reduce contamination	Assistant Director Environment Services	Influence	In progress	Contamination rates have declined since

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	contamination to 5% by 2027.	levels by 2.5% by March 2025.				the launch of the new waste and recycling campaign. (-6%).
6.7	Promote a Circular Economy approach to waste management to Broxtowe residents and businesses in line with the Environment Act.	Develop a schools' educational programme and undertake in 10 schools across the Borough by March 2025.  Prepare a waste and recycling tool kit for local businesses and deliver to 10 Broxtowe Borough Council trade waste customers by March 2025.	Assistant Director Environment Services	Influence	Complete	Tool kit for businesses being developed for the implementation of simpler recycling and weekly food waste collections. School visits taking place throughout the year.
6.8	Increase the number of face-to-face engagement	Increase the number of engagements by	Assistant Director Environment Services	Influence	Complete	

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	events with residents.	5%, against the previous year.				
6.9	Increased engagement and promotion with 'mend and make do' type partners to reduce the disposal of items.	Work with 5 reuse partners in 2024/2025. Have a presence at each Green Festival of at least one 'make and mend' type stall holder.	Assistant Director Environment Services	Influence	Complete	Reuse partners attended the Hemlock Happening Green Zone and the Green Festival, in Eastwood.
6.10	Increase 'waste and recycling' carbon avoidance reporting on Green Rewards.	Broxtowe residents to have avoided emitting 350 tonnes of carbon since the launch of the platform in October 2021. Increase registrations to 3,500, by March 2025.  Explore and implement if feasible, the	Assistant Director Environment Services	Influence	Complete	Waste and recycling is a main activity of Green Rewards programme. Number of Broxtowe residents using the platform was 3,224. Total tonnes of CO <sub>2</sub> e avoided since launch of Green Rewards is over 380 tonnes.

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		promotion of the Veolia educational tours within the Green Rewards app.				
6.11	Investigate the use of carbon impact targets over weight based data for refuse and recycling.	Establish carbon impact targets for refuse and recycling. To report these alongside weight data.	Assistant Director Environment Services	Influence	Not started	Simpler recycling and food waste collections are currently the priority. These will have a positive impact on carbon reduction.
6.12	Create a resident behaviour change programme for high carbon waste items from disposal (Food, Textiles [Fast fashion], batteries and plastics)	Implement the communications plan by September 2024.	Communications, Cultural and Civic Services Manager / Assistant Director Environment Services	Influence	Complete	Promotion of some items, for example, batteries and disposable vapes has been undertaken on social media.

## Theme: Natural Environment

REF	ACTION	TARGET FOR 2024/25	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	RAG STATUS	COMMENTS
7.1	Identify opportunities to extend the 'no mow' sites located across the Borough.	Change the mowing regime on 2 areas within the Council ownership.  Once implemented communicate these through the relevant communication channels and with local signage.	Parks and Open Spaces Manager	Own Operation	Complete	Sites identified for the 2025/26.
7.2	Implement the actions within the new Tree Strategy.  Increase the number of tree planting	Plant 3,000 trees in 2024/25.  10% of which will be drought tolerant.  Provide trees for the free tree	Parks and Open Spaces Manager	Own Operation	Complete	2,179 trees planted by end of February 2025.  Drought tolerant species include birch, lime, and hawthorn, which has been

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	schemes across the Borough.	<p>scheme for 2024/25 and including species suitable for residents that do not have space for a tree in their outdoor space.</p> <p>Consider other sustainable plant options for residents who do not have enough room in their garden for a tree.</p> <p>Secure landowner permissions to increase urban tree canopy to reduce urban heat islands and start to add to areas where</p>				<p>approximately 30% of planting this year exceeding the target</p> <p>Free trees completed. 300 fruit trees and 200 fruit bushes distributed to residents free of charge.</p> <p>Landowners identified for 2025/26.</p>

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		permission granted by March 2025.				
7.3	Calculate potential carbon sequestration value of the BBC owned land and establish an appropriate methodology for measurement. Identify improvements and action them.	Establish baseline and prepare a report (undertaken annually).	Parks and Open Spaces Manager	Own Operation	Complete	Methodology used has provided an initial sequestration value. This value is likely to fluctuate as science and methodologies evolve.
7.4	Develop the Borough's Blue/Green Infrastructure.	Establish and set up the best method of stakeholder engagement in order to deliver the revised Blue/Green	Parks and Open Spaces Manager	Influence Own Operation	Complete	Procurement completed and consultant appointed. Stakeholder engagement has begun.

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		Infrastructure Strategy.  Enhance wildlife corridors across the Borough as identified in the revised Blue / Green Infrastructure Strategy.				
7.5	Investigate the potential installation of either living walls (vertical gardens) or green roofs to Council assets, to absorb CO <sub>2</sub> and improve biodiversity.	Undertake a feasibility study, including a cost benefit analysis and identification of potential green roof and vertical garden.	Assistant Director Asset Management and Development / Parks and Open Spaces Manager	Own Operation	Complete	Considered at design stage for the Pencil Works; however, not feasible due to costs.
7.6	Create allotment ambassadors to encourage and engage to drive	Create four allotment ambassadors.	Parks and Open Spaces Manager	Influence	Complete	Allotment ambassadors' recruitment exercise



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	positive behavioural change.	Explore opportunities to engage with local schools to encourage having their own allotments/to visit our allotments.				completed – very limited interest received. Project will not move forward at this stage.  Opportunities with school engagement identified.
7.7	Provide an annual air quality status report for the Borough which is fit for purpose.	Create an annual report.	Head of Environmental Health, Licensing and Private Sector Housing	Influence	Complete	
7.8	Continue to monitor NO <sub>2</sub> levels at 49 locations throughout the Borough and continue to work with relevant	Ongoing – air quality is monitored monthly and forms part of the annual status report on air quality.	Head of Environmental Health, Licensing and Private Sector Housing	Influence	Complete	Note: forty-five locations as of March 2024.

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	partners in order to bring about improvements in local air quality.					
7.9	Organise and promote an annual BioBlitz and species monitoring to encourage and inform local residents on the importance of biodiversity.	Identify one site for the annual BioBlitz.  Seek opportunities to collaborate with Nottinghamshire Wildlife Trust and other organisations on species monitoring.	Parks and Open Spaces Manager	Influence	Complete	Bio Blitz successfully completed in August 2024, in partnership with Nottinghamshire Wildlife Trust and Friends of Bramcote Ridge.
7.10	Look at possible natural solutions for areas at risk of flooding throughout the Borough.	Plant most appropriate species of tree and re-wild the Erewash flood plain at Toton by March 2025.	Parks and Open Spaces Manager	Influence / Own Operation	In progress	Natural solutions have been identified. Collaboration with Nottinghamshire Wildlife Trust. Available funding secured

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						to progress in 2025/26.  Natural solutions identified at Pitt Lane, working in collaboration with Nottinghamshire County Council and Environment Agency in 2025/26.
7.11	Establish and deliver the woodland burial site identified at Chilwell, to enable eco burials within a woodland setting.	Once established, publicise and promote the new eco burial site.	Assistant Director Environment Services	Influence / Own Operation	In progress	A site has been identified. Work will continue in 2025/26 on this action.

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7.12	Identify soil management practices that optimise soil carbon sequestration.	<p>Ensure that any planting (wherever possible) for 2024/25 uses mulch.</p> <p>Investigate the possibility of using fungus as a soil conditioner and to improve soil moisture levels.</p> <p>Undertake one pilot study, which will help to adapt and mitigate extreme weather conditions.</p>	Parks and Open Spaces Manager	Influence / Own Operation	Complete	Mulch in use where possible. Pilot completed at Cator Lane and an additional area identified for 2025/26.
7.13	Engage with local farmers on climate change.	Contact the National Farmer's Union (NFU) to initiate conversations	Assistant Director Environment Services	Influence	Complete	Climate Change Manger has contacted the Midlands NFU office to

REF	ACTION	TARGET FOR 2024/25	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	RAG STATUS	COMMENTS
		with local farmers on Climate Change.				introduce the work that the Council is undertaking on this subject and to seek opportunity to engage and collaborate Response from NFU pending.
7.14	Monitor and manage the Borough's blue infrastructure.	Audit Blue infrastructure assets annually and write to all riparian owners making them aware of their responsibilities.	Assistant Director Environment Services	Influence	Complete	Audit undertaken in Summer 2024 with a programme of works underway. All riparian owners written to.

REF	ACTION	TARGET FOR 2024/25	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	RAG STATUS	COMMENTS
7.15	Erect appropriate signage and information boards across the Borough's parks, explaining how and why the Council managed the environment.	Erect signage at relevant Council sites.	Parks and Open Spaces Manager	Influence	Complete	New interpretation board designed for Brinsley Headstocks.

### Theme Eight: Communities

REF	ACTION	TARGET FOR 2024/25	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	RAG STATUS	COMMENTS
8.1	Reduce the carbon footprint and improve the sustainability of Broxtowe Borough Council events.	Audit the Council's existing events programme to agree the baseline data and methodology for measuring	Communication s, Cultural and Civic Services Manager / Assistant Director Environment Services	Own Operation	In progress	Methodology has been explored. Meeting to discuss next steps to take place in Q1 of 2025/26.

REF	ACTION	TARGET FOR 2024/25	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	RAG STATUS	COMMENTS
		carbon usage moving forward.  Develop a zero/low waste policy for Council events.  Work with suppliers to reduce supply chain emissions.				
8.2	Support Town and Parish Council's to take climate action.	Ensure that the climate change agenda continues to be part of the annual Town and Parish forum. Develop a climate change tool kit for Town and Parish Council's (to include signposting for funding opportunities).	Assistant Director Environment Services	Influence	Complete	UKSPF funding has supported Rural Communities Nottingham in the SayNOW project. Climate Change Manager and Assistant Director - Environment Services attended the annual Town and Parish

REF	ACTION	TARGET FOR 2024/25	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	RAG STATUS	COMMENTS
						forum. Village and Community Halls - A Net Zero Design Guide March 2024, has been shared with the Climate Change Manager to support in development of toolkit.
8.3	Support community and voluntary sector groups to enable them to take action on climate change and their carbon footprint.	Agenda items at Primary Care Network Community Engagement Group meetings and Broxtowe Partnership meetings.  Review and revise community and voluntary sector group contacts.	Assistant Director Environment Services	Influence	Complete	Climate Change Manager introduced to Primary Care Network Community Engagement Group meetings and Broxtowe Partnership meetings. Climate Change Forum took place in March



REF	ACTION	TARGET FOR 2024/25	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	RAG STATUS	COMMENTS
		Host the first Climate Change Schools Conference for the Borough.				2025, which also included schools.
8.4	Food education to reduce food waste.	Raise awareness of healthy eating and promoting healthy weight management options through Your Health Notts. Advise on Best Before and Use by dates as well as how to food safely. Deliver a Food Waste Action Week and support key messages around avoiding food waste. Support the Stapleford Community Group to allow	Head of Communities and Crime/Assistant Director Environment Services	Influence	Complete	Food Waste Action Week completed. HOPE Nottingham to deliver a strategic food support project in 2025/26 funded by UKSPF. Love Food Hate Waste contacted to attend Green Festivals; this is not available.as part of their services, however resources are available for the Council to use

REF	ACTION	TARGET FOR 2024/25	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	RAG STATUS	COMMENTS
		them to redistribute surplus food. Explore the opportunity for Love Food Waste to attend one of the Green Festivals during 2024/25.				from their website.
8.5	Develop a Green Social Prescribing model in relation to health and wellbeing for the Borough.	Produce final model by March 2025 for roll out.	Head of Communities and Community Safety	Influence	In progress	Funding to support resources to complete this piece of work currently being explored.

**Theme Nine: Business and Supply Chain**

REF	ACTION	TARGET FOR 2024/25	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	RAG STATUS	COMMENTS
9.1	Produce the Council's Sustainable Procurement Strategy.	<p>Confirm the Council's commitment for a sustainable approach to the delivery of goods, services and works.</p> <p>Create and include a sustainability weighting for the Council's tender evaluation process.</p> <p>Establish supplier engagement programme following recommendations of the Carbon Trust Scope 3 baseline report.</p>	Assistant Director Finance Services/ Assistant Director Environment Services	Own Operation	In progress	Expertise from Nottinghamshire County Council's Procurement team currently being utilised. Climate Change Manager to meet with NCC team in Q1 of 2025/26.
9.2	Identify and work with	Reduce Scope 3 carbon	Assistant Director Finance	Own Operation	In progress	

REF	ACTION	TARGET FOR 2024/25	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	RAG STATUS	COMMENTS
	suppliers that have significant carbon emissions associated with the products that the Council purchase.	emissions by 5% after the first year of establishing its baseline.	Services/ Assistant Director Environment Services			Scope 3 baseline calculated. Supplier engagement to be discussed with Nottinghamshire County Council as part of the procurement services arrangements currently in place with them.
9.3	Create a climate change forum which would allow key stakeholders including businesses/educational establishments to share best environmental practice.	Hold one event for the key stakeholder forum by March 2025.	Assistant Director Planning and Economic Development / Assistant Director Environment Services	Influence	Complete	Climate Change Forum took place on 13 March 2025. The team are planning a repeat event next year subject to funding availability.

REF	ACTION	TARGET FOR 2024/25	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	RAG STATUS	COMMENTS
9.4	Support green jobs and skills growth within the Borough.	Work with partners to create green jobs and skills growth across the Borough.	Assistant Director Planning and Economic Development	Influence	In progress	Environmental Strategy Working Group (ESWG) and Fast Followers provide some support on this subject.
9.5	Provide local providence/ low carbon hospitality for meetings/ events.	Establish a supplier list and a baseline criteria/set of standards to work from by March 2025.	Head of Administrative Services	Influence	Complete	Hospitality for meetings is limited. Events Team have created a document with information regarding catering requirements, including buying local, opting for vegetarian / vegan as well as avoiding single use cutlery and plates/cups.
9.6	Investigate a climate	Report on possible	Assistant Director	Influence	Complete	

REF	ACTION	TARGET FOR 2024/25	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	RAG STATUS	COMMENTS
	accreditation system for businesses. (Similar to a food hygiene rating).	solutions or systems.	Environment Services			Climate accreditation systems have been investigated. Report drafted.
9.7	Review the Council's Service Level Agreements (SLA's) to include sustainability criteria.	Establish a working list of all SLAs to start work from by March 2024.	Assistant Directors/Heads of Service	Influence	In progress	Programme theme leads aware of SLAs. Work to be completed for the Council's requirements and for the Legal Team to review and sign off.

### Theme Ten: Communications

REF	ACTION	TARGET FOR 2024/25	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	RAG STATUS	COMMENTS
10.1	Continue to enhance and develop the resident	Implement a programme of monthly communications	Communications, Cultural and Civic Services Manager /	Influence	Complete	Monthly communications

REF	ACTION	TARGET FOR 2024/25	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	RAG STATUS	COMMENTS
	engagement platform (Green Rewards).	<p>and engagement activity to increase the number of Green Rewards users.</p> <p>Increase the number of people undertaking the 'switch off' action by 5% on Green Rewards.</p> <p>Increase the amount of carbon avoided to 350 tonnes (from platform launch in October 2021).</p> <p>Increase the number of people undertaking the 'active travel'</p>	Assistant Director Environment Services			<p>in place for Green Rewards and other Climate Change Communication. Free Tree's campaign a success. 300 fruit trees and 200 fruiting plants given away. Green rewards sign ups 3,224 as of 26/3/25. Total tonnes of CO<sub>2</sub>e avoided since launch of Green Rewards over 380 tonnes.</p>

REF	ACTION	TARGET FOR 2024/25	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	RAG STATUS	COMMENTS
		<p>action by 5% on Green Rewards.</p> <p>Develop and launch an incentivised challenge to create a sense of competition and shared goal for example, double your recycling.</p> <p>Review the number of active Green Rewards Members vs those signed up but not active and look to increase their activity.</p>				
10.2	Develop and deliver carbon literacy and sustainability training for all	Become a carbon literate organisation (bronze level) and work	Assistant Director Environment Services	Influence / Own Operation	In progress	Carbon literacy training for Portfolio Holder and some of SMT completed.



REF	ACTION	TARGET FOR 2024/25	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	RAG STATUS	COMMENTS
	employees and Members.	towards silver level.  Deliver an e-learning training package on climate change for employees.				Video for bronze level pending. E learning module in development.
10.3	Support successful delivery of other project strands through effective communications and engagement activity.	Improve the awareness of climate change by 5% (data will be gathered via the annual budget survey).	Communications, Cultural and Civic Services Manager	Influence	Complete	
10.4	Develop the Green Festival format so that the reach and engagement levels to local residents is increased.	Undertake Green Festivals in the Borough, reaching an audience of over 1,500 residents by March 2025.	Communications, Cultural and Civic Services Manager / Assistant Director Environment Services	Influence	Complete	
10.5	Continue to build on the 'Climate Change and Green	5% increase in awareness on previous year as part of	Communications, Cultural and Civic Services Manager /	Influence	Complete	.

REF	ACTION	TARGET FOR 2024/25	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	RAG STATUS	COMMENTS
	Futures' brand to raise awareness of climate change.	consultation work.	Assistant Director Environment Services			
10.6	Develop the Environment email bulletin and other methods of communication to ensure that we are reaching and engaging with as many people as possible.	<p>1,000 new subscribers to the email me service.</p> <p>Ensure that messages are balanced between the urgency of climate change vs giving hope and positive outcomes of climate mitigation measures. (added as result of public consultation).</p> <p>Explore the use of communicating messages via</p>	Communications, Cultural and Civic Services Manager / Assistant Director Environment Services	Influence	Complete	13,985 subscribers at end of 2024/25.

REF	ACTION	TARGET FOR 2024/25	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	RAG STATUS	COMMENTS
		community groups to disseminate information.				
10.7	Increase climate change engagement with residents and businesses.	Produce videos on: <ul style="list-style-type: none"> <li>The Council's own operation carbon footprint.</li> <li>The Borough's carbon footprint 500 views (organic).</li> </ul>	Communications, Cultural and Civic Services Manager	Influence	In progress	<p>Round up video to be produced in Q1 of 2025/26.</p> <p>Engagement with residents and businesses continues to increase with a total of 380 engagement activities during 2024/25 completed through all channels of communication.</p>
10.8	Identify local influencers for example bloggers,	To Broaden the Council's reach 500 engagement	Communications, Cultural and Civic Services Manager	Influence	Complete	Local influencers have been identified.

REF	ACTION	TARGET FOR 2024/25	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	RAG STATUS	COMMENTS
	community groups, Facebook groups to engage with the Council on climate change					However, on review this action is no longer considered suitable due too cost implementations , a grey area over contract agreements required which is deemed high risk. For 2025/26 there is an action to create a Green Champion network across the Borough with residents and businesses which is felt to be more suitable