

Appendix 3

Carbon Management Action Plan 2025/26**Theme One: Climate Strategy**

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
1.1	Measure, monitor and analyse the Council's carbon emission data. Information will then be used to ascertain the level of CO ₂ 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	1	1
1.2	Establish a net zero target for the Council's own operations.	1. Set science-based targets by March 2026 for a net zero trajectory to 2040, 2045 and 2050 (in line with 1.5°C reduction). 2. By March 2026 set a commitment date for working	Assistant Director Environment Services	Own Operation	1	1

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
		towards net zero. 3. Calculate and report on Scope 3 emissions for 2023/24 by July 2025. 4. Begin to implement the actions/recommendations of the Carbon Trust Scope 3 Emissions baseline report.				
1.3	Identify external funding opportunities.	1. Identify external funding opportunities. 2. Continue to track all successful funding opportunities on the Climate Change Budget Tracker.	Assistant Director Environment Services/ Relevant Programme theme leads	Influence/Own Operation	1	1

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
		3. Keep a record of possible future funding avenues.				
1.4	Develop a Climate Change Adaptation and Resilience Strategy for the Council.	1. Write a Climate Change Adaptation and Resilience Strategy with supporting action plan for the Council. 2. Take the strategy to Policy Overview Working Group and then on to Cabinet by end of 2025/26.	Assistant Director Environment Services	Influence/Own Operation	1	1
1.5	Baseline all scopes 1 and 2 Carbon Scopes for Liberty Leisure Ltd and work with them to establish a baseline and targets.	1. Baseline Carbon Scopes 1 and 2 for Liberty Leisure by March 2026. 2. Undertake an environmental audit of LL buildings and	Assistant Director Environment Services/ Business Director Liberty Leisure	Influence	1	1

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
		identify any short-term actions that can be implemented to reduce carbon emissions.				
1.6	Research the implementation of ISO14068-1:2023.	<ol style="list-style-type: none"> 1. Identify the costs and resources required for the Council to achieve ISO 14068-1: 2023 international standard for carbon neutrality. 2. Submit a paper to Cabinet by October 2025. 	Climate Change Manager	Own operation	1	1
1.7	Conduct a Citizen Visioning exercise for the Borough to support future actions in the Climate Change and Green Futures Strategy.	<ol style="list-style-type: none"> 1. Identify the Council's Citizen Visioning purpose. 2. Recruit resident representatives. 3. Host suitable workshops to 	Climate Change Manager	Influence/Own operation/	1	1

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
		engage with residents. 4. Use the final report to feed into both the Climate Change and Green Futures Strategy and the Council's Corporate Strategy.				
1.8	Review and update the Climate Change and Green Futures Strategy.	Update as required. Incorporate net zero target as well as findings from the Citizen Visioning report.	Climate Change Manager	Influence/Own Operation	2	1
1.9	Support the Completion of the Local Area Energy Plan (LAEP) for the Borough.	1. Engage with appropriate internal and external stakeholders. 2. Provide building data where necessary.	Assistant Director Environment Services/Climate Change Manager	Influence/Own Operation	3	3

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
		3. Ensure LAEP report and twin model meet expectations and enable detailed and informative decisions for the Council's assets as well as residents, businesses, community groups etc.				

Theme Two: Transport and Travel

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
2.1	Develop a replacement programme for fossil fuelled small tools (for example hedge trimmers, blowers, and strimmers) where possible the team will consider electric powered plant equipment.	Identify any tools for replacement in 2025/26.	Transport and Stores Manager / Parks and Green Spaces Manager	Own Operation	1	2

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
2.2	Review biannually data on vehicle types registered across the Borough.	Review the data downloaded and use to inform necessary amendments to the Electric Vehicle Infrastructure Strategy.	Transport and Stores Manager	Influence	1	1
2.3	Promote the employee Cycle to Work Scheme increasing the awareness of the scheme and the opportunity for staff to travel to work sustainably.	<ol style="list-style-type: none"> 1. Log employee sign ups to the Cycle to Work Scheme and report bi-annually to the Climate Change Manager. Look to set a target for 2025/26. 2. Log employee business miles by bike and report bi-annually to the Climate Change Manager. 3. Review the employee commuting 	Communications, Cultural and Civic Services Manager/Payroll and JE Manager	Influence	1	1

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
		<p>survey (used for the Scope 3 emissions data collection) and ensure other active travel measures are included.</p> <p>4. Work with the Communications team to include information on the Cycle to Work Scheme in the Employee Briefing at least twice in 2025/26, focusing on Spring and Summer and use other communications such as plasma screens and/or the intranet as appropriate.</p>				
2.4	Promote the car lease scheme regularly within the 'Employee Briefing'.	Ensure that employees are aware of the	HR Manager / Communications, Cultural and Civic	Influence	2	1

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
	Use agile working arrangements to reduce the impact that employees travelling to work has on the environment.	scheme and that this is tested in the 2025/26 employee survey.	Services Manager			
2.5	Promote sustainable travel options to employees and residents.	1. Decrease the amount of business travel carbon emissions by 5% by March 2026. 2. Review and update the Council's Sustainable Travel webpages and communicate via appropriate channels i.e. Environment Bulletin.	Climate Change Manager / HR Manager / Communications, Cultural and Civic Services Manager	Own Operation/ Influence	2	1
2.6	Implement the actions within the new Electric Vehicle Infrastructure (EVI) strategy for the Borough.	Continue to implement the EVI action plans. Review and revise the EVI Strategy.	Assistant Director Environment Services	Own Operation/Influence	2	3

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
2.7	Raise awareness of the environmental, economic and health impacts of idling.	Incorporate anti idling promotion in two staff toolbox talks during 2025/26 – for housing, GM and depot-based vehicles (not refuse).	Transport and Store Manager	Own Operation	1	1
2.8	Conduct a review of the cycle shelter and shower facilities available for employees at key office buildings across the estate.	Raise awareness of the cycle facilities through employee briefing, the intranet and the corporate induction by May 2025.	Climate Change Manager	Influence	1	1
2.9	Explore employee discounts with travel partners across the Borough e.g. Trent Barton, NCT, NET, East Midlands Trains.	Report back on opportunities available to the Council to the Climate Change Manager by September 2025.	HR Manager	Influence	1	1
2.10	Promote the carbon emission savings for 2024/25 achieved through the implementation of HVO.	Produce an article that can be used in the Environment Bulletin, Employee Briefing and social media channels following the 2024/25	Transport and Stores Manager	Own Operation	1	1

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
		calculations. To be completed by August 2025.				
2.11	Promote the Lime Bike scheme, report on success, explore expanding across the Borough.	<ol style="list-style-type: none"> 1. Log and report on signs ups and mileage across the Borough throughout the year on a quarterly basis. 2. Identify at least one additional ward that the scheme can be considered for in 2025/26. 3. Explore a business account with Lime Bikes for employees to use the e bikes for business travel and set. 	Kimberley Means Business – Bid Manager	Influence	1	1
2.14	Continue to influence sustainable and active travel	Collaborate with NCC to consider				

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
	opportunities and infrastructure across the Borough in collaboration with Nottinghamshire County Council (NCC).	well lit, surfaced routes for pedestrians as well as cyclists.	Kimberley Means Business – Bid Manager	Influence	1	1
2.15	Review and feed into the Council's Sustainable Travel webpages.	Incorporate the Lime Bike scheme and any additional sustainable travel information that residents can use to help inform their travel activities by June 2025.	Kimberley Means Business – Bid Manager	Influence	1	1

Theme Three: Energy and Water

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
3.1	Install water efficient taps in all Council owned buildings to reduce water consumption and cost.	1. Explore further water efficiency opportunities across the estate. 2. Incorporate such requirements within Employers Requirements of specifications for development	Assistant Director Asset Management and Development/Climate Change Manager	Own Operation	1	2

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
		projects - refurbishments and new build.				
3.2	Develop a programme for all appliances in social spaces (For example, kitchens and laundry rooms) at Independent Living Schemes, for energy efficient ones.	1. Review the appliances register for social spaces. 2. Ensure that when an upgrade or replacement is required this is to the most energy efficient available at the time.	Assistant Director Asset Management and Development/Modernisation Manager	Own Operation	2	2
3.3	Ensure all Council stock has a current Energy Performance Certificate (EPC).	Complete the remaining EPCs for the Housing Revenue Account (HRA).	Assistant Director Asset Management and Development	Own Operation	1	1
3.4	Complete the smart meter installation programme.	Address smart meter installation in outstanding properties where access has been restricted/challenged during 2024/25.	Assistant Director Asset Management and Development	Own Operation	2	2
3.5	Investigate options for renewable energy e.g. solar panel installation on building roof tops across the estate	Using the stock condition report, explore the possibility of solar panel	Assistant Director Asset Management and Development	Own Operation	3	3

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
		installation on buildings across the estate. Establish a short list of five buildings to take forward to feasibility in 2026/27.				
3.6	Determine decarbonisation priorities for Broxtowe Borough Council assets	1. Use the decarbonisation plans produced in 2024/25, to determine the decarbonisation/energy efficiency priorities for the Council Offices and for the Crematorium. 2. Once determined explore funding/capital investment options.	Assistant Director Asset Management and Development / Assistant Director Environment Services	Own operation	2	3
3.7	Incorporate carbon reductions and sustainability measures within the Council's Employers Requirements.	Revise the Council's Employers Requirements – specifications for development projects refurbishments and	Assistant Director Asset Management and Development / Climate Change Manager	Own Operation	2	1

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
		new build. to include items such as minimum energy efficiency requirements.				
3.8	Assist residents, local businesses in their reduction of energy and water consumption.	<p>1. Using the Technology Guides developed from the Fast Followers/ University of Nottingham project ensure residents, community groups and local businesses are made aware of this resource through collaboration with relevant Programme Themes and their teams across the Council.</p> <p>2. Use Green Rewards to signpost to the</p>	Climate Change Manager	Influence	1	1

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
		Technology Guides.				
3.9	Explore the options for a replacement heating system for the Council Offices	<ol style="list-style-type: none"> 1. Complete a feasibility for the replacement heating system by end of 2025/26. 2. Determine if this approach has a higher priority over other retrofit measures i.e. window repair/replacement; loft insulation. 	Assistant Director Asset Management and Development	Own Operation	2	1
3.10	Implement the actions contained within the new Fuel Poverty Strategy.	<ol style="list-style-type: none"> 1. Take the Fuel Poverty Strategy to Cabinet for approval by June 2025. 2. Commence implementation of the action plan and review progress made at least annually. 	Assistant Director Asset Management and Development/Assistant Director Environment Services	Influence/Own operation	3	2

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
		3. Work with the University of Nottingham on fuel poverty				
3.11	Support the Housing Team and their understanding of retrofit measures being installed across the housing stock.	Complete two briefing sessions to the Housing Team on the retrofit measures installed in 2024/25 and those that are planned in 2025/26.	Assistant Director Asset Management and Development/ Assistant Director Housing Services/ Climate Change Manager	Influence/Own operation	2	1
3.12	Investigate and review heating settings across Independent Living properties	Liaise with Independent Living Team to review heat settings across the Independent Living properties and identify opportunities to reduce these where practicable.	Capital Works Manager	Own operation	2	1
3.13	Implement the Retrofit RoadMap	1. Cascade the completed Retrofit Roadmap to relevant Programme theme leads to influence and determine housing stock priorities, suitable	Capital Works Manager/Assistant Director Environment Services	Influence/Own Operation	2	1

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
		energy efficiency methods and to support funding bids during 2025/26. 2. Ensure private house owners are also aware of this roadmap to support their retrofit opportunities.				
3.14	Showcase renewable technology installed within new build social houses.	Pilot a showcase event for residents and tenants whilst engaging with other stakeholders on the Inham Nook development by June 2025.	Assistant Director Asset Management and Development/Assistant Director Housing Services/Climate Change Manager	Influence/Own Operation	1	1
3.15	Monitor and report on the energy savings from the new cremators at Bramcote Crematorium	Following completion of the work to replace the cremators, report on actual energy savings from the implementation of the project	Assistant Director Asset Management and Development	Own Operation	1	1

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
3.16	Reduce number of Multifunction Devices across the estate.	Identify opportunities across the estate to remove Multi-Functional Devices whilst expanding Hybrid Mail (combining traditional postal methods with modern digital technologies) to reduce paper usage.	Assistant Director ICT and Corporate Services	Own Operation	1	1
3.17	Implement new network infrastructure and consolidation.	Report on power reductions once implementation completed.	Assistant Director ICT and Corporate Services	Own Operation	1	1
3.18	Introduce a CCTV replacement programme.	Identify replacement opportunities and explore solar power options.	Assistant Director ICT and Corporate Services	Own Operation	1	1
3.19	Explore solar powered ticket machines	Investigate the feasibility of solar powered operated ticket machines across the Borough. Report findings by September 2025.	Assistant Director ICT and Corporate Services	Own Operation	1	2

Key: Low 1 Medium 2 High 3

Theme Four: Built Environment

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
4.1	Complete the stock condition surveys and formulate appropriate actions to the outcome of these.	Complete the stock condition survey on the remaining 2,300 housing properties. To commence in March 2025. All communal areas to be surveyed first.	Capital Works Manager	Own Operation	1	1
4.2	Act on the recommendations raised in the stock condition surveys.	5-year capital works programme and 30-year business plan to be produced by recommendations of the stock condition surveys.	Capital Works Manager	Own Operation	3	3
4.3	Commence implementation of solar panel installations across the housing stock.	1. Commence decarbonisation projects including solar panel installation to 460 properties as part of SHDF wave 3. Subject to successful outcome. 2. Procurement process with	Capital Works Manager	Own Operation	3	3

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
		Nottingham County Council to commence May 2025.				
4.4	Commence loft insulation programme on properties identified through stock condition reports completed.	<ol style="list-style-type: none"> Loft installation included as part of SHDF wave 3 Use stock condition reports to identify loft insulation top up. Determine the priority of insulation works across the housing stock i.e. focus on EPC D and below. Explore feasibility of completion in void properties. 	Capital Works Manager	Own Operation	2	2
4.6	Research sustainable methods of construction for new build Council houses. e.g. sustainable materials, reducing wate and	Include within the Housing Delivery Plan review and Employers Requirements.	Assistant Director Asset Management and Development	Own Operation	1	1

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
	conserving energy at construction phase					
4.7	Explore the implementation of alternative technologies to conventional heating systems.	<ol style="list-style-type: none"> 1. Complete feasibility studies on previous schemes to see if viable. 2. Implementation of a ground source heat pump network scheme for 51 flats as part of SHDF wave 3 funding (subject to successful bid). 	Capital Works Manager	Own operation	1	1
4.8	Implement the boiler repair vs replacement programme in Council Housing stock.	To include in 5-year capital programme. Change the current 15-year boiler replacement policy to prioritising service and or repair before replacement. Identify pilot projects to invest sinking funds (reserved pool of money) into.	Assistant Director Asset Management and Development	Own Operation	1	1

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
4.9	Ensure that Borough residents are aware and signposted to appropriate retrofit funding for energy efficient measures for their homes.	1. Implement the communications plan for retrofit funding available through 2025/26. 2. To include Warm Homes Local Grant scheme.	Capital Works Manager / Assistant Director Environment Services	Influence	1	1
4.10	Install hydrogen ready boilers across the housing stock.	Continue to install hydrogen ready boilers as part of the replacement programme.	Capital Works Manager	Own Operation	2	2
4.11	Promote Solar Wizard across the Borough.	Provide information within all relevant communication channels regarding Solar Wizard.	Climate Change Manager	Influence	1	1
4.12	Educate and inform social housing tenants on energy efficiency within the home and other climate change related topics.	Identify at least four tenant engagement opportunities where these topics can be included in 2025/26 and report on number of attendees quarterly.	Assistant Director Housing Services	Influence	2	1
4.13	Develop a user-friendly guide for tenants occupying	1. Use the Inham Nook		Influence	1	1

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
	new build properties with renewable energy technology.	<p>development as a pilot project to design the guide.</p> <p>2. Look for tenant feedback on the content and understanding of the renewable energy technologies.</p> <p>3. Complete pilot by July 2025.</p>	Assistant Director Housing Services			
4.14	Incorporate minimum sustainability requirements as part of the Housing Delivery Strategy refresh.	Identify sustainability aspirations for the Housing Delivery Strategy and commit to an agreed minimum requirement. This requires Cabinet to approve, as part of the Housing Delivery Strategy	Assistant Director Housing Services	Own operations	2	1

Key: Low 1 Medium 2 High 3

Theme Five: Core Strategy and Planning

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
5.1	Complete the review of the Aligned Core Strategy (The Greater Nottingham Strategic Plan).	Submit the Strategic Plan for examination by September 2025.	Assistant Director Planning and Economic Development	Influence	1	1
5.2	Influence behavioural change so that sustainable building design is considered during the planning process.	Adopt the Reduction of Carbon in New Development Supplementary Document (SPD) by April 2025.	Assistant Director Planning and Economic Development	Influence	1	1
5.3	Implement Biodiversity Net Gain requirements on all developments.	Implement requirements including identifying opportunities for onsite and off-site biodiversity gain as well as carbon sequestration.	Assistant Director Planning and Economic Development	Influence	1	1
5.4	Implement the requirements of the Reduction of Carbon in New Developments Supplementary Planning Document.	Implement requirements for new developments as prescribed within the Reduction of Carbon in New Development SPD, which sets out further detail of the	Assistant Director Planning and Economic Development	Influence	3	1

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
		policy requirements within the Part 2 Local Plan.				
5.5	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	2	1
5.6	Sustainable and energy efficient building requirements.	Ensure all developments funded by regeneration programmes look to achieve at least BREEAM 'Good' and or an EPC rating at least one grade higher than the legal minimum.	Assistant Director Planning and Economic Development	Influence	2	1

Theme Six: Recycling and Resources

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
6.1	Review of missed bin policy and procedure.	Review the missed bin policy and take the findings to	Assistant Director Environment Services	Own Operation	2	1

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
		Cabinet for decision by September 2025.				
6.2	Assess the impact of current housing growth on refuse collections and investigate possible efficiency solutions.	Using data captured for housing growth in the Borough over the next 5 years, complete a round review and implement by autumn 2025.	Assistant Director Environment Services	Own Operation	3	3
6.3	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	2	2
6.4	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	2	1
6.5	Reduce recycling contamination to 5% by 2027.	Reduce contamination levels by 2.5% by March 2026.	Assistant Director Environment Services	Influence	2	1
6.6	Promote a Circular Economy approach to waste management to Broxtowe residents and businesses in line with the Environment Act.	1. Continue to deliver the schools' educational programme and undertake 10	Assistant Director Environment Services	Influence	1	1

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
		<p>school presentations by March 2026.</p> <p>2. Cascade the waste and recycling tool kit for local businesses and deliver to 10 Broxtowe Borough Council trade waste customers by March 2026.</p>				
6.7	Increase the number of face-to-face engagement events with residents.	Increase the number of engagements by 5%, against the previous year.	Assistant Director Environment Services	Influence	1	1
6.8	Increased engagement and promotion with 'mend and make do' type partners to reduce the disposal of items.	Work with 5 reuse partners in 2025/2026. Have a presence at each Green Festival of at least one 'make and mend' type stall holder.	Assistant Director Environment Services	Influence	1	1
6.9	Investigate the use of carbon impact targets over	1. Establish carbon impact targets				

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
	weight based data for refuse and recycling.	for refuse and recycling. 2. To report these alongside weight data.	Assistant Director Environment Services	Influence	1	1
6.10	Create a resident behaviour change programme for high carbon waste items from disposal (Food, Textiles [Fast fashion], batteries and plastics).	Continue to use appropriate communication channels on relevant waste items throughout 2025/26.	Communications, Cultural and Civic Services Manager / Assistant Director Environment Services	Influence	1	1
6.11	Implement Simpler recycling and weekly food waste collections.	Ensure all the Council's trade waste customers are informed and set up for the Simpler recycling and weekly food waste collections by April 2025.	Assistant Director Environment Services	Influence	2	2
6.12	Develop and implement a trial for weekly household food waste collections.	1. Identify one collection round to conduct the trial. Implement the trial and report back on successes and challenges.	Assistant Director Environment Services	Influence	2	2

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
		2. Trial round to be implemented in summer of 2026.				
6.13	Refresh/rewrite the Waste Strategy.	1. Incorporate updates as required to reflect the most up to date information at the time of writing 2. Complete by September 2025.	Assistant Director Environment Services	Own Operation/Influence	1	1

Theme: Natural Environment

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
7.1	Identify opportunities to extend the 'no mow' sites located across the Borough.	1. Change the mowing regime on two areas within Council ownership. This may include extension of those already established.	Parks and Green Spaces Manager	Own Operation	2	1

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
		2. Once implemented, communicate these through the relevant communication channels and with local signage.				
7.2	Implement the actions within the Tree Strategy. Increase the number of tree planting schemes across the Borough.	1. Plant 3,000 trees in 2025/26. 2. At least 10% of which will be drought tolerant. 3. Provide fruit trees for the free tree scheme for 2025/26 and include species suitable for residents that do not have space for a tree in their outdoor space.	Parks and Green Spaces Manager	Own Operation	3	3

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
		4. Engage with schools and collaborate on increasing the urban tree canopy on their grounds to reduce urban heat islands and support their tree planting programme.				
7.3	Review and recalculate the potential carbon sequestration value of the Council's owned land.	1. Add any new areas of space acquired by the Council over the year to the GIS officer. Re-calculate and compare to the previous year. 2. Stay up to date with carbon sequestration calculation methodologies and seek those that the Council could use in off-	Parks and Green Spaces Manager	Own Operation	3	2

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
		setting residual emissions. 3. Use findings from the Fields in Trust report to communicate park sequestration values via park CVs. 4. Explore the use of biodiversity units, using these for developers to purchase to use for BNG.				
7.4	Develop the Borough's Blue/Green Infrastructure.	1. Complete the Blue/Green Infrastructure Strategy refresh. 2. Take to Cabinet for adoption by March 2026.	Parks and Green Spaces Manager	Influence Own Operation	3	2
7.5	Provide an annual air quality status report for the	Create an annual report.		Influence	1	1

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
	Borough which is fit for purpose.		Head of Environmental Health, Licensing and Private Sector Housing			
7.6	Continue to monitor NO ₂ levels at locations across the Borough. Continue to work with relevant partners to bring about improvements in local air quality.	Report on as part of the annual status report on air quality.	Head of Environmental Health, Licensing and Private Sector Housing	Influence	1	1
7.7	Organise and promote an annual BioBlitz and species monitoring event to encourage and inform residents on the importance of biodiversity.	Identify one site for the annual BioBlitz and report success following the event.	Parks and Green Spaces Manager	Influence	1	1
7.8	Look at possible natural solutions for areas at risk of flooding throughout the Borough.	1. Plant most appropriate species of tree and re-wild the Erewash flood plain in collaboration with Nottinghamshire Wildlife Trust at Toton by March 2026.	Parks and Green Spaces Manager	Influence / Own Operation	2	2

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
		2. Implement natural solutions at Pitt Lane in collaboration with Nottinghamshire County Council.				
7.9	Continue to identify soil management practices that optimise soil carbon sequestration.	Ensure that any planting (wherever possible) for 2025/26 uses mulch.	Parks and Green Spaces Manager	Influence / Own Operation	3	2
7.10	Monitor and manage the Borough's blue infrastructure.	1. Audit Blue infrastructure assets annually and write to all riparian owners making them aware of their responsibilities. 2. Complete the annual drain survey on hot spot flooding areas.	Assistant Director Environment Services	Influence	1	2

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
7.11	Erect appropriate signage and information boards across the Borough's parks, explaining how and why the Council manages the environment.	1. Erect signage at all relevant Council sites as required throughout 2025/26.	Parks and Green Spaces Manager	Influence	1	1
7.12	Review existing woodland management across the Borough.	Identify areas where improvement may be made. Report on these and the proposed improvement plans.	Parks and Green Spaces Manager	Own Operation	1	1
7.13	Review and reduce the use of compost containing peat across the Borough.	1. Identify opportunities across the Borough where the use of compost containing peat can be eliminated. 2. Review the Borough's bedding and identify opportunities to move to more permanent and sustainable	Parks and Green Spaces Manager	Own Operation	2	1

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
		planting. 3. Complete a pilot and write a case study for consideration.				
7.14	Secure funding for 2025/26.	Seek funding opportunities such as the Urban Tree Challenge for tree planting/other opportunities.	Parks and Green Spaces Manager	Own	1	1
7.15	Establish and deliver the woodland burial site identified at Chilwell, to enable eco burials within a woodland setting.	Continue to progress this action following site having been identified.	Assistant Director Environment Services	Influence/Own Operation	1	2

Theme Eight: Communities

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
8.1	Reduce the carbon footprint and improve the sustainability of Broxtowe Borough Council events.	1. Audit the Council's existing events programme to agree the baseline data and methodology for	Communications, Cultural and Civic Services Manager / Assistant Director Environment Services.	Own Operation	2	1

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
		measuring carbon usage moving forward. 2. Develop a zero/low waste policy for Council events. 3. Work with suppliers to reduce supply chain emissions.				
8.2	Support Town and Parish Council's to take climate action.	Develop a climate change tool kit for Town and Parish Council's (to include signposting for funding opportunities).	Assistant Director Environment Services	Influence	1	1
8.3	Food education to reduce food waste.	Promote Food Waste Action Week and support key messages around avoiding food waste. Support Stapleford Community Group to allow them to	Assistant Director of Communities and Community Safety	Influence	1	1

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
		redistribute surplus food.				
8.4	Explore creating a health directory that lists nature-based activities and information.	Seek support from community engagement groups in 2025/26 to assist with the directory using resources readily available.	Assistant Director of Communities and Community Safety	Influence	1	1
8.5	Support community access to cycling safety measures.	<ol style="list-style-type: none"> 1. Distribute free cycle spoke reflectors for children at appropriate events through 2025/26. 2. Facilitate free cycle security marking and free replacement of low-quality locks with high quality locks. 	Assistant Director of Communities and Community Safety	Influence	1	1
8.6	Promote active lifestyles including active travel.	<ol style="list-style-type: none"> 1. Raise awareness of active travel through the Health and 		Influence	1	1

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
		<p>Learning Disability Partnership throughout 2025/26.</p> <p>2. Map the cycle and walking routes in Broxtowe and promote through all relevant communication channels.</p>	Assistant Director of Communities and Community Safety			

Theme Nine: Business and Supply Chain

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
9.1	Collaborate with Nottinghamshire County Council (NCC) on incorporating sustainability into the Council's procurement procedures.	<p>1. Confirm the Council's commitment for a sustainable approach to the delivery of goods, services and works.</p> <p>2. Include one standard</p>	Assistant Director Finance Services / Climate Change Manager	Own Operation	1	1

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
		<p>sustainability question in the procurement project being managed by NCC.</p> <p>3. Explore a sustainability weighting system for the Council's tender evaluation process. By June 2025.</p>				
9.2	Identify and work with suppliers that have significant carbon emissions associated with the products that the Council purchase.	<p>1. Identify the top five suppliers and work with these to discuss and identify any carbon reduction opportunities. By September 2025.</p> <p>2. Reduce Scope 3 carbon emissions by 5% after the first year of</p>	Assistant Director Finance Services / Climate Change Manager	Own Operation	3	1

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
		establishing its baseline.				
9.3	Explore opportunities to advise Council employees on incorporating sustainability into purchasing.	Review the Procurement and Purchasing intranet pages and include information on making sustainable choices.	Assistant Director Finance Services / Climate Change Manager	Own Operation	2	1
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 Environment Services/Climate Change Manager	Influence	3	1
9.5	Investigate a climate accreditation system for businesses. (Similar to a food hygiene rating).	Report on possible solutions or systems that have been explored during 2024/25.	Assistant Director Environment Services/Climate Change Manager	Influence	1	1
9.6	Establish a high-quality carbon reduction grant scheme.	Report on progress to the Climate Change and Green Futures Board meeting quarterly on number of businesses signed up, number of audits/actions completed.	Assistant Director Planning and Economic Development	Influence	1	1

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
9.10	Collaborate on business events exploring carbon reductions.	Explore and identify at least one event in 2025/26 where businesses can be informed on carbon reduction.	Assistant Director Planning and Economic Development	Influence	1	1
9.11	Cascade information on the Local Area Energy Plan (LAEP) to businesses throughout the Borough.	<ol style="list-style-type: none"> Using networks and communication channels available. Provide at least two updates throughout 2025/26 to update on the LAEP. Any grants offered could include a form about participation in actions to increase carbon reduction. 	Assistant Director Planning and Economic Development	Influence	1	1

Key: Low 1 Medium 2 High 3

Theme Ten: Communications

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
10.1	Continue to enhance and develop the resident engagement platform (Green Rewards).	<ol style="list-style-type: none"> 1. Implement a programme of monthly communications and engagement activity to increase the number of Green Rewards users. 2. Increase the number of people undertaking the 'switch off' action by 5% on Green Rewards. 3. Increase the amount of carbon avoided to 425 tonnes (from platform launch in October 2021). 	Communications, Cultural and Civic Services Manager / Assistant Director Environment Services	Influence	2	2

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
		<p>4. Increase the number of people undertaking the 'active travel' action by 5% on Green Rewards.</p> <p>5. Develop and launch an incentivised challenge to create a sense of competition and shared goals for example, double your recycling.</p> <p>6. Review the number of active Green Rewards Members versus those signed up but not active. Look at ways to increase their activity.</p>				

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
10.2	Develop and deliver sustainability training for employees and Members.	<ol style="list-style-type: none"> 1. Deliver an e-learning training package on climate change for employees. 2. Present at in person corporate inductions. 3. Seek additional employee briefing sessions throughout the year to update and inform on climate change and sustainability at the Council and across the Borough. 	Climate Change Manager	Influence / Own Operation	2	2
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	3	2

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
10.4	Develop the Green Festival format so that the reach and engagement levels to residents is increased.	Undertake Green Festivals in the Borough, reaching an audience of over 1,500 residents by March 2026.	Communications, Cultural and Civic Services Manager / Climate Change Manager	Influence	1	2
10.5	Continue to build on the 'Climate Change and Green Futures' brand to raise awareness of climate change.	5% increase in awareness on previous year as part of consultation work.	Communications, Cultural and Civic Services Manager / Assistant Director Environment Services	Influence	1	2
10.6	Continue to develop the Environment email bulletin and other methods of communication to ensure that the Council is reaching and engaging with as many people as possible.	<ol style="list-style-type: none"> 1,000 new subscribers to the email me service. Ensure that messages are balanced between the urgency of climate change vs giving hope and positive outcomes of climate mitigation measures. (added as result 	Communications, Cultural and Civic Services Manager / Assistant Director Environment Services	Influence	1	1

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
		of public consultation) 3. Explore the use of communicating messages via community groups to disseminate information.				
10.7	Increase climate change engagement with residents and businesses.	Produce video's on: <ul style="list-style-type: none">• supporting local businesses within the Borough.• Green Rewards.	Communications, Cultural and Civic Services Manager	Influence	1	1
10.8	Create a Green Champions Resident network.	1. Design a Green Champions resident network to include a communications and recruitment plan for appropriate approval by summer 2025.	Communications, Cultural and Civic Services Manager	Influence	1	1

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
		2. Begin recruitment following approval.				
10.9	Environmental Awareness Days	Review and update where needed the Environmental Awareness Days. To be communicated during 2025/26 and identify activities that can be promoted with these e.g. a school visit.	Communications, Cultural and Civic Services Manager	Influence	1	1
10.10	Citizen Visioning	Support the Citizen Visioning project to enable recruitment of residents across the Borough. This will also be an opportunity to create and grow the Green Champion network.	Communications, Cultural and Civic Services Manager	Influence	1	1
10.11	Employee Commuting Survey	Support the engagement and completion of the Employee			2	1

Key: Low 1 Medium 2 High 3

REF	ACTION	TARGET FOR 2025/26	RESPONSIBLE OFFICER	INFLUENCE/ OWN OPERATION	CO ₂ e Saving	COST
		Commuting Survey to ensure a 5% increase in response data collected. This will contribute to Scope 3 emission monitoring and measuring.	Communications, Cultural and Civic Services Manager	Influence/own operation		
10.12	Count down to carbon neutrality	<ol style="list-style-type: none"> 1. Report on the countdown to carbon neutrality options and costs that have been explored during 2024/25. 2. Determine the approved method for the count down by September 2025 and to start procurement process. 	Communications, Cultural and Civic Services Manager/Climate Change Manager	Influence	1	1

Key: Low 1 Medium 2 High 3