

Uttlesford District Council Climate Change and Biodiversity Action Plan 2024 to 2025

1	Take Action on Climate Change	Activities /Tasks	Service or Team	Timescale	Measurement of Success
1.1 Decarbonisation of council operations (buildings, fleet, housing)					
	<i>Fleet Decarbonisation Plan in place that maps the transition of our own fleet to low or zero emission by 2030 including detailing carbon savings.</i>	Commission Energy Savings Trust to undertake review of waste and recycling fleet and produce costed plan	Environmental Health Waste	Sep-24	Timeline with expected milestones and investment needed
	<i>Reduce direct emissions from council housing stock. This includes new-build homes being planned/developed.</i>	Successful application to government social housing decarbonisation fund for capital grant to deliver retrofit works to c300 homes.	Housing and Communities	Mar-24	Successful Grant Award
		Deliver year 1 of social housing decarbonisation project. Procure retrofit suppliers. Oversee delivery of works to the quality and timeline as set out in project plan.	Housing and Communities	March 25	Retrofit measures installed. % reduction in carbon emissions.
	<i>Reduce carbon footprint of UDC business travel</i>	Pilot Corporate Account for the electric car club in Saffron Walden	Human Resources and Climate Change	Mar-25	Uptake and usage EV Car Club. % reduction in carbon emissions from business travel.
		Complete a travel plan for staff travelling to London Road office, promote opportunities for car share.	Human Resources and Climate Change	May-24	Staff travel plan published. Mode shift case studies.
	<i>Improve the measurement and monitoring of carbon emission reduction across council operations (estate and fleet)</i>	Develop and Agree Carbon Reduction Management plan including baseline and trajectory to 2030 for emission reduction against identified GHG scope and projects.	Climate Change Team and Corporate Management Team	Sep-24	Timeline in place with costed actions and achievable milestones
		Annual report measuring UDC operational Green House Gas Emissions and trajectory published on website.	Climate Change Team and Corporate Management Team	Apr-24	Annual report published with performance linked to the carbon reduction management plan
	<i>Opportunities identified across the Council estate/assets for water reduction</i>	Baseline data and opportunities to reduce consumption included in Carbon Reduction Management Plan	Climate Change Team, Estates Team, Environmental Waste, HR Team	Sep-24	Baseline data agreed, with supporting action plan.
	<i>Engage and support all staff to develop sustainable ways of working and take action on climate change (low carbon, high nature)</i>	Carbon Literacy training delivered to Council Leadership and Senior Management team	Human Resources and Climate Change Team	Mar-24	Training Evaluation. Climate Action Pledges implemented and project impacts shared.
		Pilot carbon literacy learning package for all council officers	Senior Management Team	Sep-24	Training Evaluation. Climate Action Pledges implemented and project impacts shared.
	<i>Identify and track service and operational initiatives and actions that support reducing organisational carbon footprint and delivery of biodiversity duty</i>	Establish Senior Officer Climate Change Board including operational/service work plan priorities and owners.	Corporate Management Team	Apr-24	Work plan with deliverables and key milestones identified. Progress and good practice shared via senior team meeting, staff newsletter and conferences
	<i>Mitigate and measure sustainability and environmental impacts within council procurement and contract management</i>	Review procurement policy and supplier contract management to ensure sustainability and environmental impacts are mitigated and key performance monitored when procuring goods and services	Senior Management Team	Sep-24	Standard terms and conditions/contract template updated including quantifiable service KPIs where appropriate
	<i>Support Communities to deliver projects that are 'low carbon and high nature'</i>	Deliver the Zero Carbon Communities funding scheme to support delivery of community projects that are focused on carbon emission reduction and biodiversity restoration or enhancement.	Climate Change Team and Corporate Management Team	Jun-23	Grant scheme launched Sept 24. Community projects delivered from March 2025
	<i>Support residents/householders and communities to install energy efficiency measures and retrofit their homes, including renewable energy.</i>	Deliver the Government Home Upgrade Grant Scheme in off gas areas to improve energy efficiency and address fuel poverty	Climate Change Team, Environmental Health Protection	Mar-25	Achieve referral target for council funding allocation. Number of retrofit measures installed.
		Promote The Energy Company Obligation (ECO4 Flex) Scheme (ECO4) and administer referrals.	Climate Change Team, Environmental Health Protection	Mar-25	Number of referrals ECO 4 Flex. Onboarded energy providers.
		Improve consistency of planning advice for retrofit in listed buildings (Littlebury Case Study)	Planning and Development	Ongoing	Information available on planning web page. Retrofit case studies.
		Partner with and contribute to the development of Saffron Walden (Uttlesford) Community Energy. Help coordinate available resources to support the network of community energy and action groups across the district.	Climate Change Team	Nov-25	Partnership Terms of Reference. Community events and regular newsletter. Updated UDC web page for energy efficiency and retrofit. Number of groups, individuals engaged in delivering energy advice or projects
		Collaborate with ECC and Community Energy South to support successful delivery of the Communipower project in Uttlesford	Climate Change Team	Nov-25	Number of energy advisors trained and active in the district. Number of events, and number of households given energy advice (Communipower KPI)

	Deliver Local Plan policy and standards to address climate change, meeting future development needs in a planned and managed way (Net Zero Sustainable Building and Transport, Green and Blue Infrastructure, Biodiversity Net Gain)	Planning Policy Team	Nov-24	Production Reg 19 Local Plan
1.5 Support community renewable energy projects at scale that deliver energy security and community benefits				
	Collaborate with ECC and the North Essex Climate Change Partnership to inform the development of a renewable energy strategy for the district	Climate Change Team, Planning Policy Team	Mar-25	Knowledge shared from North Essex Climate Partnership Group working group.
1.6 Support the development of a local area energy plan to ensure sufficient supply for the anticipated uptake of electric vehicles, heat pumps and renewables generation in the district.				
	Input to the development of a Local Area energy plan working with the UKPN DSO and partners to inform district and Essex wide energy demand management strategy and plans	Climate Change Team, Planning and Development, ECC.	Mar-25	Projects shared and mapping undertaken
2 Manage Waste in a Sustainable Way				
Key Activities/Tasks				
2.1 Work with partners across Essex on a new waste strategy for the county				
2.2 Improve performance in council waste and recycling operations				
Complete Uttlesford Waste Strategy Review	Work alongside WRAP, ECC and the Essex Waste Partnership Board, to develop a revised waste strategy for Uttlesford and service implementation plan.	Environmental Services (waste)	Mar-25	Strategy in place with implementation plan, including key milestones.
Reduce Residual Waste and Increase Recycling	Develop a recycling plan to improve recycling performance and reduce contamination at flats	Environmental Services (waste)	Mar-25	Increased number of recycling facilities at flats across the district
	Research and undertake feasibility study for Trade Waste recycling.	Environmental Services (waste)	Mar-25	Study and options appraisal complete
Encourage behaviour change that will support delivering reduction in waste and increase recycling rates	Run at least two multi-media publicity campaigns with identified outcome measures. Focused on low participation areas.	Environmental Services (waste) and Communications Team	Mar-25	Campaign resources published and disseminated. Pre and post campaign resident survey. Monitoring yields and participation rates.
Encourage waste avoidance and minimisation	Research opportunities and potential pilot/s for new waste and recycling circular economy projects	Environmental Services (waste), Climate Change and Economic Development	Mar-25	Pilot project initiated.
3 Work with partners to deliver sustainable transport				
Key Activities / Tasks				
3.1 Work with partners to deliver district transport strategy				
Work in partnership with ECC to develop an overarching Uttlesford District Future Transport Strategy	Undertake review of Uttlesford strategies, projects and evidence commissioned to date including parking studies, local plan modelling	Climate Change Team, Planning and Policy, ECC	Sep-24	Scoping and delivery plan agreed with ECC
	Complete the Saffron Walden Clean Air Traffic Management Strategy and scheme prioritisation for S106 investment	Climate Change Team, Planning and Policy, ECC	Sep-24	Published strategy with follow on action plan including key milestones
3.2 Increase walking and cycling in the district				
	Deliver a public consultation on the LCWIP	Climate Change Team, Planning and Policy, ECC	Jun-24	Stakeholder feedback received and publication of LCWIP
	Agree priority LCWIP infrastructure projects and identify funding streams to deliver	Climate Change Team, Planning and Policy, ECC	Dec-24	Forward plan agreed with key milestones.
	Pilot shared mobility schemes including bike hire and community cargo bike. Complete implementation of the DEFRA funded Saffron Walden Clean Air project plan and work streams.	Climate Change Team	Mar-26	Shared mobility schemes operational. Monitoring and evaluation plan and reports
3.3 Increase the availability of EV charge points in the district				
	Business case submitted for Local Electric Vehicle Infrastructure (LEVI) Project; work in partnership with ECC to agree project allocation and delivery plan	Climate Change Team, ECC	Mar-25	Project allocation confirmed. Project delivery plan with timeline and milestones.
	Coordinate Senior Officer working group to Develop a district Wide Electric Vehicle Infrastructure Strategy	Senior Management Team	Nov-25	Draft Framework published
	Pilot EV Car Club in Saffron Walden (DEFRA Clean Air project)	Climate Change Team, ECC	Oct-26	EV Car Club Vehicles Available. Monitoring and Evaluation plan and reports
4 Restore, protect and enhance the quality and diversity of the district's natural habitats and wildlife				
4.1 Meet mandatory Biodiversity Duty requirements				
	Biodiversity Duty Action Plan in place with targets for delivery 2024/25	Specialist Team, Planning and Development	Feb-24	Annual report published detailing progress

4.2 Deliver mandatory BNG for Uttlesford				
<i>Put in place the required systems and process to conserve and enhance biodiversity in the district as set out in the Environment Act 2021</i>	Establish terrestrial, water and hedge baselines for Uttlesford	Specialist Team, Planning and Development	Mar-25	Desk based survey complete. Commissioning Plan agreed
	Create database and map to identify known potential gain sites within the district and match with emerging local need.	Specialist Team, Planning and Development	Sep-24	Database and Map Created
	Communicate with landowners across the district to identify potential sites	Specialist Team, Planning and Development	Dec-24	Landowner stakeholder outreach plan
	Staff Training delivered on software and BNG metric processing	Specialist Team, Planning and Development	Jun-24	Software embedded and utilised in planning process
	Research and evaluate feasibility of commercial operating model for the council to deliver, manage and monitor BNG units across district	Specialist Team, Planning and Development	Sep-24	Research report with options appraisal and recommendations.
<i>Develop and implement planning policies as part of the Local Plan which will deliver habitat protection, enhancement and creation.</i>	Develop and adopt Biodiversity Net Gain Strategy for Uttlesford.	Specialist Team, Planning and Development	Oct-24	Supplementary Planning Document published
	Ensure requirement for 'high nature' is evidenced in the local plan.	Specialist Team, Planning and Development	Oct-24	Publication of local plan policies for embedding high nature approach.
<i>Support Essex Local Nature Partnership, with public consultation on Essex Local Nature Recovery Strategy</i>	Promote the Essex Local Nature Recovery Strategy consultation through Council communication channels to drive engagement among district residents, farmers and landowners	Specialist Team, Planning and Development and Climate Change Team	Summer 2024	Strategy published on UDC website and communicated via district and members bulletins
4.3 Manage Land and Rivers to Improve Biodiversity across Uttlesford				
	Identify conservation priorities and projects for Uttlesford most degraded habitats including how will reduce pollution in our rivers and water courses.	Specialist Team, Planning and Development and Climate Change Team	Mar-25	Surveys and projects delivered, including Zero Carbon Communities projects.
	Deliver local campaign to engage with national scheme to Catalogue ancient and veteran trees in the district	Specialist Team, Planning and Development	Apr-24	Parish campaign launched.
5 Influence and develop partnerships with others to deliver Climate Action				
5.1 Support parish, town councils, community groups and residents to engage in climate action	Undertake a parish engagement survey to understand local climate action priorities and support needs	Climate Change Team and Specialist Planning Team.	Sep-24	Baseline data on key themes and priorities to inform council community engagement
	Explore piloting of a Community Climate Action Board involving Cllr members and other stakeholders to better engage with local communities	Cllr Members, Climate Change Team, Communities Team	Sep-24	Options appraisal and proposal; terms of reference
	Issue regular communications on biodiversity and climate matters, including grant funding opportunities and available resources available to parish and town councils and community groups.	Climate Change Team, Specialist Team and Communications Team	Ongoing	Newsletters published. Subscription numbers. Attendance Parish Forum and Events
	Promote national and local climate action campaigns including: anti-idling, wood burning, minimising waste, recycling.	Climate Change Team, Waste Team and Comms	Ongoing	Campaign resources published and disseminated.
6 Business and the Green Economy				
6.1 Support Local Businesses to address climate change issues	Promote and deliver Low Carbon workplace grant scheme	Economic Development Team	Mar-25	Grant awards and projects delivered
6.2 Encourage businesses to reduce energy use and adopt sustainable practices	Regular communications and signposting to resources. Promotion of resources and Essex Climate Change pack. EV Charging point work based schemes	Economic Development Team and Comms	Ongoing	Publication and regular communication via newsletters
6.3 Support local businesses with travel planning and encourage mode shift and uptake to shared mobility schemes e.g. cycling, walking, car club, car share	SW Clean Air Pollution Awareness business engagement project. Promote ECC Smarter Travel for Essex Network (STEN).	Economic Development Team, Climate Change Team	Apr-26	Saffron Walden Clean Air. Number of businesses with travel plan. Case studies of mode shift
6.4 Upskill residents and employees of district SMEs with green skills	EV vehicle maintenance courses, and heat pump training. Promotion of ECC funded retrofit training.	Economic Development Team.	Mar-25	Participant numbers. Case studies of career development
7 Adapting to Climate Change				
7.1 Continue to provide advice via signposting for residents and businesses on how to reduce health risks during severe weather events; cold, heat, floods	Keeping web platforms up to date, CSC	Environmental Health Protection	Ongoing	Webpages up to date. Monitored via plans
7.2 Engage with parish councils to promote positive development of inter council relationships and mutual support in adapting to climate change impacts	Signposting to information resources on how to write an effective emergency plan	Environmental Health Protection	Ongoing	Number of plans shared with Council
7.3 Contribute to County wider Multi-agency emergency planning for climate change which may manifest adverse weather conditions	Attendance to meetings and regular engagement with Essex resilience forum (ERF) and other stakeholder partner agenciesclimate change planning	Environmental Health Protection	Ongoing	Effective plans tested and exercised.