

	Action	Update
Make changes to the council's own premises, people and services we deliver	Climate Declaration - Account for climate impacts in decision-making process	Master (Original) Action with measurable sub-actions now created below.
	Draw up carbon assessment tool to be to assess all council projects	COMPLETE - In use
	Undertake initial review of current EH sustainability purchasing statements included within existing service contracts to determine effectiveness and relevance.	Initial review underway.
	Engagement with main contractors to understand their current commitments towards carbon reduction	Reviewing corporate contractors list with a view to seeking information from contractors on their current and expected commitments towards carbon reduction and climate change.
	Explicitly refer to sustainability outcomes in MTFP from 2020/21 budget onwards	COMPLETE - Now standard element of council's budget planning.
	Amend the council's procurement regulations to explicitly include consideration of carbon footprint (a) the determination of whether to procure (b) the specification for good and/or services to be procured and (c) the quality assessment of competing tenders.	COMPLETE - Contract procedure rules amended.
	Climate Declaration - Train members & officers to promote carbon neutral policies	Master (Original) Action with measurable sub-actions now created below.
	Train officers in climate change and sustainability through bite-sized training session.	15 training sessions are programmed and underway, due for completion in mid-May 2021.
	Train Senior Officers in climate change and use of carbon assessment methodology.	To be commenced once Officer training schedule is complete.
	Offer Member training in sustainability and climate change.	To be commenced once Senior Officer training schedule is complete. All Members are also invited to attend the bi-monthly Environmental and Climate Forum for Action Plan updates and topical presentations and discussion.
	Visits to sustainability sites for the purpose of learning from best practice examples	First socially distanced agricultural visit took place in February 2021. Further opportunities under consideration in line with current Covid restrictions.
	Carry out a staff survey to gather ideas for environmental sustainability	COMPLETE - 9 ideas were already in the Action Plan. Of the remainder, (24/69) 35% have been created as specific additional line items. The remainder, are already either complete, incorporated within a wider Action Plan line item or can be dealt with outside of the Action Plan.
	WALLFIELDS - Target EPC rating C Within programme to increase minimum EPC rating of estate over the next three years.	Assessment improved from E to D In Feb 2020. Revised EPC rating commissioned following full LED replacement in Dec 2020.
	WALLFIELDS - Audit to inform retrofit / re-fit programme	Will not be progressed until Agile Working building requirements are established.
	WALLFIELDS - Review and action repairs to improve insulation of windows	Will not be progressed until Agile Working building requirements are established.
	WALLFIELDS - Investigate opportunities for renewable energy generation	Will not be progressed until Agile Working building requirements are established
	WALLFIELDS - Replace lightfittings with LED	COMPLETE - Full replacement in December 2020.
	WALLFIELDS - Review Local Authority decarbonisation grant scheme	COMPLETE - Investigated but oversubscribed.
	BUNTINGFORD - Target EPC rating C Within programme to increase minimum EPC rating of estate over the next three years.	To be progressed once replacement LED programme is complete.
	BUNTINGFORD - Audit to inform retrofit / re-fit programme	Awaiting update.
	BUNTINGFORD - Replace light fittings with LED	All LEDs have been replaced in the top shed and work is almost complete in the offices and warehouses.
	BUNTINGFORD - Investigate opportunities for renewable energy generation	Yet to commence.
	BUNTINGFORD - Review Local Authority Decarbonisation Grant Scheme	COMPLETE - Investigated but oversubscribed.
	NORTHGATE END - Investigate opportunities for installation of solar canopy on top deck.	An option but planning is currently prohibitive. Further meetings and work progressing regarding this and BREEAM level.
	Procure 100% renewable energy for council estate	This action point has been split out to encompass both electricity and gas. 100% renewable electricity has now been procured by the Council.
	Investigate/procure 100% renewable electricity	COMPLETE - From 1st April 2021, when our energy accounts as part of CCS framework swap from British gas to EDF, we will be placed on their Blue for Business tariff which used 100% renewable energy. This exercise has gone beyond the original existing EDF contracts i.e. 19 rather than 4 contracts and includes the BG electricity contracts which are for smaller site e.g. public toilets so is a positive move.
	Investigate potential opportunity to procure 100% renewable gas	Investigation started.
Install LEDs at all external lamp columns on Council's own estate.	95% of all surface level car parks and lamp columns in parks have been fitted with energy efficient bulbs. G-Way MSCP and Jackson Square will be addressed on a replacement basis. The full project is part of our 5 year internal programme.	
GRANGE PADDOCKS - Achieve BREEAM Excellent standard at new development	Sustainability related project milestones have been split out so they are specific and measurable as the project build timeline progresses.	

GRANGE PADDOCKS - Maximise environmental opportunities sustainability through the tender evaluation process.	COMPLETE - Tender specification fully reviewed
GRANGE PADDOCKS - Investigate opportunities for Solar PV installation	These will need to be discharged as a planning condition shortly.
GRANGE PADDOCKS - Investigate opportunities for Heat Recovery	These will need to be discharged as a planning condition shortly.
GRANGE PADDOCKS - Installation of EV charger(s)	Meetings have taken place to discuss methodology for future EV charging contractual arrangements going forward.
GRANGE PADDOCKS - Review contractor utilisation of water, energy and resource use throughout the build process in line with BREEAM requirements.	Water utilisation reports are now available for Sustainability Team review.
HARTHAM - Achieve BREEAM Excellent standard for new development	Sustainability related project milestones have been split out so they are specific and measurable as the project build timeline progresses. Progress with and opportunities related to BREEAM criteria will be monitored throughout the build lifecycle.
HARTHAM - Maximise environmental sustainability opportunities through the tender evaluation process.	COMPLETE - Tender evaluation now complete and contract awarded.
HARTHAM - Calculate carbon reduction from reduced thermal gain	New sub action for further reporting.
HARTHAM - Calculate carbon reduction from installing LEDs throughout	New sub action for further reporting.
HARTHAM - Calculate carbon reduction from solar PV installation	New sub action for further reporting.
HARTHAM - Calculate carbon reduction from air source heat pump installation	New sub action for further reporting.
HARTHAM - Calculate carbon reduction from heat recovery technology	New sub action for further reporting.
HARTHAM - Calculate carbon reduction from green wall installation	Yet to commence.
HARTHAM - Audit current number of/need for e-chargers and install more.	Meetings have taken place to discuss methodology for future EV charging contractual arrangements going forward.
HERTFORD THEATRE - Achieve BREEAM Excellent standard for new development	Sustainability related project milestones have been split out so they are specific and measurable as the project build timeline progresses. Progress with and opportunities related to BREEAM criteria will be monitored throughout the build lifecycle.
HERTFORD THEATRE - Maximise environmental sustainability through the planning and tender evaluation process.	Engagement established and information sharing ongoing with Theatre build consultants.
HERTFORD THEATRE - Calculate carbon reduction replacement of gas boilers by air source heat pumps for heating/cooling.	Yet to commence.
Maximise opportunity for EV - own and contract fleet	Master (Original) Action with measurable sub-actions now created below.
Incentivise use of e-car pool by officers	Incentives identified. Full roll-out once Covid 19 agile working fully in place. New booking platform was launched in November.
Audit the council's vans with a view to replacing them with e-vehicles	Range of options for van fleet procurement being explored. EV trial pending possibilities once lockdown is lifted.
Millstream to conduct EPC ratings for existing housing stock.	Action objective amended to include EPC ratings of existing stock. Full audit to be complete by year end.
Utilise Eastern New Energy ERDF Scheme to deliver innovative, low carbon sustainability projects.	MHCLG approval now obtained but given the delay this may impact on the central scheme timetable and programme.
Assess opportunities and possible benefits of establishing an energy 'White Label'.	Yet to commence
Assess options for work in partnership to operate an energy services company to deliver potential carbon offset opportunities.	Yet to commence
Continue to develop sustainable options for waste and recycling	Master (Original) Action with measurable sub-actions now created below
Work with Hertfordshire Waste Partnership partners and others to explore synergies of working across administrative boundaries	Waste composition analysis was undertaken in Autumn 2020 to inform future service changes and communications plans. Outcomes of the analysis anticipated in early 2021.
Consider reducing domestic residual waste bins to 140 litre capacity to 'nudge' more recycling	For 2021/21 the Council Waste communication will focus on food waste reduction. The Council will be promoting and encouraging home composting through a partnership arrangement with the Master Composters programme. This will support the council plan for a mandated separate weekly food collection service in line with the government's Resources and Waste Strategy. Consideration for a reduced residual bin to 140L is scheduled simultaneously with the weekly food collection service in 2023 (subject to the resources and waste strategy).
Assess evidence-base for benefits of green walls	COMPLETE - Incorporated into the Sustainability Supplementary Planning Document (SPD) which was passed at full council in March 2021.
Investigate opportunities for improving biodiversity of council estate and associated services.	Master (Original) Action with measurable sub-actions now created below.

	Work with HCC and others to identify options for tree planting	Work with HCC and partners is underway to look at options for enhancing tree planting options across the district. In 2020 we planted 800 trees on East Herts owned land .
	Maximise environmental sustainability opportunities through Hertford Hydro	Investigations ongoing.
	Maximise opportunities to utilise IT infrastructure (back and front end) to further carbon reduction.	Master (Original) Action with measurable sub-actions now created below.
	Introduce video-conferencing technology in council buildings	COMPLETE - Q3 2020 (FY)
	Confirm Terms of Reference for Environmental Sustainability Corporate Group with a view to include wider sustainability issues beyond immediate carbon measures.	COMPLETE - Beyond carbon accounting, this Action Plan now incorporates the following terms : <ul style="list-style-type: none"> - Waste/Recycling - Land use/agriculture/Biodiversity - Energy/water/resources - Housing and planning - Business and Economic Development - Transport Each of these themes will expand as we take on local actions identified from HCCSP plans and themes.
	Incorporate HCCSP Water plans etc	Water Plan received. Integration into this Action Plan yet to commence.
	Work to improve biodiversity infrastructure on Council estate.	Co-ordination with internal teams ongoing.
	Incorporate relevant actions from HCCSP biodiversity Action Plan within this Action Plan.	Yet to commence.
Use regulatory powers to promote action by others	Climate declaration - climate and sustainability friendly planning and building control regulations. Seek to develop appropriate planning policy to further establish climate change and sustainability ambitions.	Master (Original) Action with measurable sub-actions now created below.
	Climate declaration - Publish an Environmental Sustainability SPD	COMPLETE - Agreed at Full Council 2nd March 2021 and now published on East Herts Council website.
	Publish a Vehicle Parking Standards SPD	Yet to commence - indicative schedule for consultation and draft commencement - Autumn/Winter 2021
	Consider publication of Biodiversity SPD.	To commence following completion of the Vehicle Parking Standards SPD.
	Develop sustainability advice geared towards listed buildings / conservation areas	Incorporated into the Sustainability Supplementary Planning Document which passed full council in March 2021. Further initiatives to provide localised information and advice ongoing.
	Survey locally active residential developers to better understand barriers to higher energy efficiency/Passivhaus development	COMPLETE - Results of survey provided useful information. HCCSP Carbon Group is looking to develop actions around upskilling of contractors on a County-wide basis.
	Utilise s106 to maximise interventions in order to facilitate the Council's sustainability ambitions.	Work underway and development of scheme interventions being developed.
	Understanding the sign off process and ensuring sustainability gains in relation to the ambitions of the climate change Action Plan are facilitated in future agreements	Scope of work now established and meetings underway to progress.
	Investigate 'unallocated' sums with a view to working with recipients to provide guidance and encouragement to ensure use of funds is related as far as possible to sustainability ambitions of the Council.	Further meetings to be held.
	Produce 'shopping list' for actions which can be assisted and achieved through s106 agreements eg Village Hall enhancements	Yet to commence.
	Work with HCC Transport to review existing funds/projects and future allocations to ensure facilitation of the Council's climate and sustainability ambitions with a joined up approach.	Relationship and scope of work established. Further actions underway.
	Maximise environmental sustainability through the Harlow Gilston Garden Town Development	Master (Original) Action with measurable sub-actions now created below
	Identify and meet sustainability leads and develop co-ordinated action.	Epping Sustainability lead and other influencers identified. Meetings to be scheduled to progress opportunities and schedule of Action Plan line items.
	Install anti-idling guidance/advisory signage in council carparks.	Local design competition held for development of anti-idling signage with aim for installation in June 2021 in conjunction with Clean Air Day. Issue also discussed with local MPs and being progressed through the HCCSP transport group.
	Work with HCC on introducing enforcement measures in relation to anti-idling.	Yet to commence.
	Facilitate move to increased use of e-taxis.	Work progressing.
	Install rapid e-chargers in support of move to more e-taxis.	Our partner, Electric Blue (EB) is leading this scheme and linked to ERDF grant scheme obtained by EB.

	Review and update taxi vehicle policies to further strengthen incentives/requirements for low emission taxis	East Herts is particularly strong on this issue. Will participate in county-wide standard raising exercise via the Hertfordshire Climate Change and Sustainability Partnership. County-wide, e-taxi trial lease scheme also being rolled out over coming months operated by an external partner. HCCSP has agreed a range of transport objectives to be considered for its action plan and these specifically include facilitating electric taxi infrastructure
	Work to utilise regulatory powers to facilitate improved domestic energy efficiency measures.	Initial investigations/discussions underway. Progressing to next stages.
	Consider promoting improved EPC ratings through HMO licensing powers and policies.	This action is being expanded to also include single family private sector dwellings promoting the availability of a range of Grant schemes to enhance energy efficiency levels.
Influence and encourage others to do things	Provide and promote energy efficiency grants/support	Five installs completed. Full pipeline of interest but work now halted due to Covid. The sustainability page on the East Herts website now brings together full information on central and local Government grant schemes.
	Climate Declaration - Establish and run a multi-agency/stakeholder Environmental and Climate Change Forum which will also monitor progress against the Action Plan.	COMPLETE - Now established and meeting every two months with different themes per meeting.
	Climate declaration - Call on National Government for more powers and resources	Ongoing.
	Enhance biodiversity infrastructure across the District	Master (Original) Action with measurable sub-actions now created below. Further actions, or specific amendments to new items created, to be information following commission and results of the Hertfordshire Climate Change and Sustainability Group biodiversity baseline
	Work with community to explore and action tree planting	Initial discussions held. Opportunities being explored. Positive inbound engagement.
	Investigate options to sign up to Queen's Canopy Project once officially launched in May.	Awaiting launch details.
	Consider opportunities to establish an 'adopt a tree pit' scheme.	New Action - Initial ideas underway, requires expansion.
	Enable volunteers to come together on joint initiatives (information, co-ordination and training)	Looking for opportunities through web and social media engagement as well as tying in specific projects listed elsewhere.
	Consider opportunities to establish community wildlife areas, for example, adjacent to play areas	New Action - Initial ideas underway, requires expansion.
	Work with Parish Councils to promote local biodiversity action.	Idea to be shared at the East Herts Parish Council's meeting planned for June, alongside requirements informed from the HCCSP biodiversity baseline report, as detailed above.
	Work with HCC to ensure appropriate management of highways verges for biodiversity.	Work underway. Some verges are now cut less regularly or managed differently with this objective in mind. Fully scoped and all verge encompassing project yet to be defined.
	Establish improved dialogue with rural and farming community	Master (Original) Action with measurable sub-actions now created below.
	Establish and run a Rural Round Table bringing together key stakeholders in the farming and land holding/owning community.	Local landowner/managers met with East Herts on 24th February for the first time. The next meeting is planned for mid-May to take action points forward.
	Write to minister to initiate dialogue about powers and freedoms to support delivery of climate change commitments	COMPLETE
	Work with local MPs to promote the case for investment in sustainability interventions in East Herts	Regular dialogue ongoing with individual initiatives identified for further investigation/involvement.
	Run EV roadshows and demonstrations - at least one a year	Paused due to Covid 19 but planning to hold events in 2021 when restrictions lift.
	Run two climate change film festivals (Hertford and Stortford)	Paused due to Covid 19 but planning to hold events in 2021 when restrictions lift.
	Install more bicycle racks in the five market towns	The Five Cycle Racks enabled by national government funding and a successful bid to Hertfordshire County Council were installed during early November. Further work on cycle rack locations being undertaken.
	Incentivise the public to make more use of the council e-car pool	New booking platform launched in December 2021 but public booking remains on hold due to Covid 19.
	Hold a Schools Climate Conference	Work commenced to explore a pilot schools event in 2021 with Herts Agricultural Society and the Hertfordshire County Show.
Work with Bishop's Stortford BID and other business groups to promote sustainability	Work paused due to Covid 19. Options for provision of energy efficiency advice grants being explored.	
Create East Herts awards scheme to encourage local organisations, neighbourhoods and individuals to implement sustainable activities	Previously paused due to Covid. Work around Idea under development - joint campaign in conjunction with the Bishop Stortford Independent.	

Actively implement and encourage waste minimisation initiatives	Social media continues to be used to promote waste minimisation messages coinciding with WasteAware current campaigns. Tips for a greener Christmas were distributed via wheelie bin hangers, for example, and the Food Waste Action Week saw us launch the East Herts Food Reduction campaign over the full first week in March via Social Media.
Hertford Subways AQMA project	COMPLETE - Subways now opened. Some minor works to be completed e.g.relocation of the litter bin.
PARISH COUNCILS AND VILLAGE HALLS - explore creation of rural EV charging hub network based on parish owned sites	Options for a rural EV charging hub network were presented to Parish representatives I late 2020 and a follow up meeting conducted in February 21. The full project will be launched via the Town & Parish Engagement event in June 2021.
Work with Parish Councils and Village Halls on sustainability initiatives	Idea to be shared at the East Herts Parish Council's meeting planned for June.
Explore creation of 'sustainable shopping list' for village hall equipment upgrades where s106 funding exists.	Feedback from Village Halls and opportunities identified internally have led to the creation of this action.
Integrate sustainability topics within the agenda for East Herts Parish Council meetings.	Idea to be shared at the East Herts Parish Council's meeting planned for June.
Smart approach to publicity	Undertaking an 'all-channels' approach (web, social and events) to communicate climate change and sustainability messages across the district to enable engagement, progress sharing, information exchange and behaviour change.
Review and expand web site pages on environmental sustainability, climate change and energy efficiency to provide enhanced advice and encourage behaviour change to promote positive climate action	Phase 1 of website enhancement has been completed with information on energy grants, hints and tips on energy efficiency and Action Plan updates now in place.
Use social media more effectively to encourage behaviour change	Phase 2 of website additions is now complete with a dedicated page detailing how to get involved with sustainability in your local area and a full schedule of forthcoming Forum meetings and minutes of meetings held. Social media and event ticketing systems are now in place and being actively used.
Climate Declaration - Work with partners - District, County and Region	Herfordshire Climate Change and Sustainability Partnership (HCCSP) and Water plans to be integrated into Action Plan once complete
Review heat recovery initiatives in the domestic sector.	Initial discussions held. Opportunities being explored.