





# Annex D - Climate Action Plan - July 2024

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## Key

Status Indicator	Status Description
	Misses target by significant margin
	Misses target by narrow margin
	Meets or exceeds target
	Data missing
<b>n/a</b>	Monitoring only

Project	PM/Measure Updater	Overall RAG	Overall Commentary	Milestones	Start Date	End Date	RAG
Expand Carbon Literacy training – targeting silver status	Kunal Prasad	Green	Initial scoping exercise being carried out focussed on expanding training offer. Further courses to be made available.	Initial scoping exercise for silver accreditation completed	01/07/2024	31/07/2024	Green
Deliver Carbon Management Plan 2022-30	Kunal Prasad	Amber	<p>The annual review and update of the Council's Carbon Management Plan 2022-30 has been completed and will be taken to Informal Cabinet for awareness in Q3</p> <p>Quarter 1 progress includes: Highways electrical assets - procurement of the new traffic signals maintenance contract commenced and is proceeding as planned. The conversion of traffic signals sites to LED is predicated on the new contract being in place.</p> <p>Property - procurement of the design &amp; build contractor has been completed. The contracts sent for approval and works are due to start ahead of schedule. Energy audits for 15 corporate sites have been completed.</p> <p>Fleet - 4 out of the 10 electric minibuses have now been delivered. Two EVs have been ordered to replace existing diesel cars. 10 out of the 11 planned EV charge points have now been installed.</p>	E&P DDR001 - Convert 7 traffic signal sites to LED	01/04/2024	31/03/2025	Green
				E&P DDR002 - Convert bollards and signs to LED, solar power or de-illuminate	01/04/2024	31/03/2025	Green
				E&P DDR003 - Develop implementation plan for part-night dimming/ lighting	01/04/2024	31/03/2025	Green
				E&P DDR004 - Deliver funded phase 1 energy efficiency projects at 8 sites	01/04/2024	31/03/2025	Yellow
				E&P DDR005 - Deliver PSDS funded phase 1 energy efficiency projects at 25 sites	01/04/2024	31/03/2025	Green
				E&P DDR006 - Analyse fuel usage data collated via the new One Fleet management system to identify vehicles suitable for replacement with EV	01/04/2024	31/03/2025	Yellow
				E&P DDR007 - Replace c. 99 end-of-life/lease cars, vans and minibuses with electric vehicles	01/04/2024	31/03/2025	Yellow
				E&P DDR008 - Replace 8 end-of-life/lease cars and vans in Fire & Rescue with electric vehicles	01/04/2024	31/03/2025	Green
				E&P DDR009 - Expand EV charging infrastructure	01/04/2024	31/03/2025	Green
				E&P DDR0009 - Implement low carbon staff travel programme - attain approval of new Employee Business Travel Policy and begin implementation	01/04/2024	31/03/2025	Yellow
Developing a carbon in setting strategy and action plan for net zero 2030.	Kunal Prasad	Green	<p>Work with consultants Anthesis to develop our internal carbon in setting/ offsetting strategy is progressing as planned.</p> <p>Two workshops with stakeholders held.</p> <p>1:1 engagement meetings with relevant Teams held between May &amp; June.</p> <p>Draft offsetting/ insetting options appraisal report received from Anthesis and comments provided.</p>	E&PDDR001 - Options appraisal work completed with the appointed consultants and insetting/ offsetting strategy developed	01/04/2024	31/08/2024	Green
Support schools through Action on Carbon and Energy in Schools programme and deliver and evaluate success of pilot loan scheme.	Kunal Prasad	Green	<p>Action on Carbon and Energy in Schools programme was extended for a third year until March 2025.</p> <p>Three energy assessments have been completed to date; five are scheduled for quarter 2.; and three are due to be scheduled.</p> <p>1 school has been issued a Loan Agreement for installing LED lighting; 3 are almost ready for solar PV; the other 10 schools in the pipeline are obtaining quotes.</p>	E&P DDR001 - Complete 15 energy assessments of maintained schools	01/04/2024	31/03/2025	Green
				E&P DDR002 - Provide energy use analysis support to 5 schools	01/04/2024	31/03/2025	Green
				E&P DDR003 - Complete 12 one-to-one update recommendations reports	01/04/2024	31/03/2025	Green
				E&P DDR004 - The 13 schools in the Schools Energy Efficiency Loan pipeline to be supported to installation	01/04/2024	31/03/2025	Green
Develop process and toolkit to manage carbon in major infrastructure, highways maintenance and property programme (PAS2080)	Kunal Prasad	Green	<p>A review (gap analysis) is continuing on how we can apply PAS 2080 - carbon management in infrastructure schemes to our infrastructure and highways projects.</p> <p>An improvement plan will be developed as part of the gap analysis exercise.</p>	E&P DDR001 PAS2080 Gap Analysis report	01/06/2024	30/09/2024	Green
				E&P DDR002 PAS2080 Improvement Plan approved by OCC Leadership	01/06/2024	31/12/2024	Green
				E&P DDR003 Carbon assessment tool kit for decision making at early conception stage	01/06/2024	31/12/2024	Yellow
				E&P DDR004 Carbon Analyser Tool project Future Highways Research Group	01/06/2024	30/08/2025	Yellow
				E&P DDR005 Benchmark of OCC carbon tools/methods	01/06/2024	30/09/2024	Green
				E&P DDR006 Training of OCC key people Carbon Analyser Tool	01/08/2024	31/12/2024	Green
				E&P DDR007 Implementation of PAS2080 improvement plan	01/01/2025	31/12/2025	Green

Delivery of retrofit innovation programmes – Intelligent Smart Energy Engine	Dale Hoyland	Green	Significant pace of work has been undertaken through June; gearing up for public launch of the Energy Saver App on 16th July (after the General Election). We aren't able to recruit app users until the app is launched, hence the first target for app users should begin from August. The team has been making good use of Great Big Green Week to undertake some initial resident testing, with early socialisation of the app ahead of launch. A database of interested residents was created, and now has over 100 signups from people wanted to hear more about the app, and to be the first to hear when it launches.	E&P DDR001 Target of 500 Energy Saver App users	01/07/2024	31/07/2024	
				E&P DDR002 Target of additional 1500 Energy Saver App users (2000 total)	01/08/2024	31/08/2024	
				E&P DDR003 Target of additional 1000 Energy Saver App users (3000 total)	01/09/2024	30/09/2024	
				E&P DDR004 Target of additional 1000 Energy Saver App users (4000 total)	01/10/2024	31/10/2024	
				E&P DDR005 Target of additional 1000 Energy Saver App users (5000 total)	01/11/2024	30/11/2024	
				E&P DDR006 Target of additional 500 Energy Saver App users (5500 total)	01/12/2024	31/12/2024	
				E&P DDR007 Target of additional 500 Energy Saver App users (6000 total)	01/01/2025	31/01/2025	
				E&P DDR008 Target of additional 500 Energy Saver App users (6500 total)	01/02/2025	28/02/2025	
				E&P DDR009 Target of additional 500 Energy Saver App users (7000 total)	01/03/2025	31/03/2025	
				Delivery of retrofit innovation programmes – Clean Heat Streets	Dale Hoyland	Amber	
E&P DDR002 OCC representation at project meetings	01/07/2024	31/07/2024					
E&P DDR003 OCC representation at project meetings	01/08/2024	31/08/2024					
E&P DDR004 OCC representation at project meetings	01/09/2024	30/09/2024					
E&P DDR005 OCC representation at project meetings	01/10/2024	31/10/2024					
E&P DDR006 OCC representation at project meetings	01/11/2024	30/11/2024					
E&P DDR007 OCC representation at project meetings	01/12/2024	31/12/2024					
E&P DDR008 OCC representation at project meetings	01/01/2025	31/01/2025					
E&P DDR009 OCC representation at project meetings	01/02/2025	28/02/2025					
E&P DDR010 OCC representation at project meetings	01/03/2025	31/03/2025					
Delivery of Home Upgrade Grant 2	Dale Hoyland	Green	18 fully completed properties were achieved for June, with running average spend per property now at £14,458. This was against a target for the month of 10. This means we now have a running total for the year of 50 properties (against a target of 40), so have met the running target total to end of July, a month early.	E&P DDR001 A further 10 properties retrofitted (total of 40 for 2024/25 FY)	01/06/2024	30/06/2024	
				E&P DDR002 A further 10 properties retrofitted (total of 50 for 2024/25 FY)	01/07/2024	31/07/2024	
				E&P DDR003 A further 10 properties retrofitted (total of 60 for 2024/25 FY)	01/08/2024	31/08/2024	
				E&P DDR004 A further 10 properties retrofitted (total of 70 for 2024/25 FY)	01/09/2024	30/09/2024	
				E&P DDR005 A further 10 properties retrofitted (total of 80 for 2024/25 FY)	01/10/2024	31/10/2024	
				E&P DDR006 A further 10 properties retrofitted (total of 90 for 2024/25 FY)	01/11/2024	30/11/2024	
				E&P DDR007 A further 10 properties retrofitted (total of 100 for 2024/25 FY)	01/12/2024	31/12/2024	
				E&P DDR008 A further 10 properties retrofitted (total of 110 for 2024/25 FY)	01/01/2025	31/01/2025	
				E&P DDR009 A further 10 properties retrofitted (total of 120 for 2024/25 FY)	01/02/2025	28/02/2025	
				E&P DDR010 A further 10 properties retrofitted (total of 130 for 2024/25 FY)	01/03/2025	31/03/2025	
Development and delivery of Local Area Energy Plans for County. LAEPs to be developed over 24/25 and into 25/26.	Mark Saunders	Green	The scope for the contract to produce Local Area Energy Plans (LAEP) has been agreed by the Future Oxfordshire Partnership LAEP Executive Steering Board and work is progressing on the contract tender documentation and agreeing the project budget in line with revised timelines with the intention of going to market in August.	E&P DDR001 LAEP contract budget and specification agreed	01/07/2024	31/08/2024	
				E&P DDR002 LAEP contract award	01/10/2024	31/10/2024	
				E&P DDR003 LAEP contract mobilisation	01/11/2024	30/11/2024	
				E&P DDR004 Phase 1 LAEP Modelling complete	01/04/2025	30/06/2025	
				E&P DDR005 Phase 2 LAEP Production complete	01/08/2025	31/09/2025	
				E&P DDR006 Phase 3 LAEP Function Business case	01/03/2026	31/03/2026	
				E&P DDR007 Phase 3 LAEP Function complete	01/11/2026	30/11/2026	
				E&P DDR008 Project Review and Lessons Learned	01/11/2026	31/12/2026	
Development of green finance workstreams	Sarah Gilbert	Green	A later stage of delivery of the Alternative Energy Markets programme (funded by DESNZ) will test a retrofit-as-a-service mechanism, delivering measures without any upfront cost, but based instead on a monthly subscription model. Successful 100 Together panel discussion held at UKREiif. OXLEP will be developing a Green Investment Prospectus.	E&P DDR001 Host 100 together engagement events- REiif panel discussion, farm clusters tour and networking drinks	01/05/2024	30/09/2024	
				E&P DDR002 Green Prospectus complete - digital platform showcasing investment ready green investment opportunities	01/03/2025	31/03/2025	
				E&P DDR003 100 Together conference 2025 – bringing together 100 together community and launch of green prospectus	01/04/2025	30/06/2025	

Develop an adaptation strategy which incorporates the role of people, nature and technology in adapting and building resilience	Ariane Crampton	Green	<p>The council has appointed Sustainability West Midlands to support the development of a climate adaptation route map for the county and OCC adaptation delivery plan. The county-wide route map work is jointly funded by FOP and OCC. The key evidence base documents on climate risks and impacts for Oxfordshire have now been published on <a href="https://insight.oxfordshire.gov.uk/cms/environment">https://insight.oxfordshire.gov.uk/cms/environment</a>. A workshop in June to build knowledge had 57 stakeholders in attendance. A further 40 signed up to the Climate adaptation route map workshop scheduled for July. This will be followed up with around 20 1-2-1 stakeholders to ensure the final deliverable has been co-developed with stakeholders, following a strong partnership approach.</p>	E&P DDR001 Initial route map workshop held with stakeholders	01/07/2024	31/07/2024	
				E&P DDR002 Draft adaptation route map available	01/09/2024	30/09/2024	
				E&P DDR003 Draft OCC adaptation delivery plan available	01/09/2024	30/09/2024	
				E&P DDR004 Publication of adaptation evidence base on Oxon Insights	01/06/2024	30/06/2024	
				E&P DDR005 Adoption of route map by FOP and publication	01/12/2024	31/01/2024	
				E&P DDR006 Adoption of adaptation delivery plan by OCC	01/12/2024	31/01/2024	
				E&P DDR001 Desk research completed	01/05/2024	31/05/2024	
E&P DDR002 Participatory phase complete - Survey and meetings	01/09/2024	31/10/2024					
E&P DDR003 Draft route map discussed at DLT	01/11/2024	30/11/2024					

Develop new climate engagement route map	Ariane Crampton	Green	<p>The methodology for developing the Climate Engagement route map was approved in April 2024 and includes three stages; 1) desk research and document review; 2) participatory process and 3) drafting and adoption.</p> <p>The stage 1 desk research and document review has been completed. This involved a review of existing residents survey results, existing climate policies and route maps.</p> <p>24 structured conversations were held with OCC staff from across different service areas to map existing work on climate, existing engagement and volunteer coordination as well as existing networks and newsletters. 10 further structured conversations were held with external strategic partners including the district councils, GAC, OALC, among other networks and institutions. This helped to form the stage 2 participatory process that has already started earlier than scheduled.</p>	E&P DDR004 Route map adopted and published	01/01/2025	28/02/2025	
Support the expansion of the Zero Carbon Oxfordshire Partnership	Ariane Crampton	Green	A paper setting out a proposal for an expanded county-wide partnership has been co-produced by OCC and the City Council for discussion at the county Chief Execs meeting on 8 July 2024. This proposal has buy-in from the ZCOP steering group and the district council sustainability leads.	E&P DDR001 ZCOP expansion proposal agreed by county chief execs E&P DDR002 Launch of expanded ZCOP E&P DDR003 Programme update to July Environment Advisory Group E&P DDR004 Programme update to Sept Environment Advisory Group E&P DDR005 Programme update to November Environment Advisory Group x E&P DDR006 Programme update to January Environment Advisory Group E&P DDR007 Programme update to March Environment Advisory Group	01/06/2024 02/02/2024 01/07/2024 01/09/2024 01/11/2024 01/01/2024 01/03/2024	31/07/2024 31/03/2024 31/07/2024 30/09/2024 30/11/2024 31/01/2024 31/03/2024	
Scope 3 Supply Chain Engagement & Expanding Emissions Reporting in annual Greenhouse Gas Report (GHG)	Franco Gonzalez Max Button	Green	<p>In the last months we have focused in developing the broader strategy for engagement with the Supply Chain in relation to OCC's Supply Chain emissions policy and emerging sustainability policies (Biodiversity and Circular Economy). We have conducted two workshops with Procurement category managers to understand the relative leverage of OCC in different purchasing categories. In combination with rerunning the expenditure-based carbon assessment of OCC supply chain, the findings from the workshops will allow us to tailor a strategic approach to focus on those high emission suppliers where OCC has more leverage.</p>	E&P DDR001 Q2 2024/25 - Inclusion of emissions from 4 top emitter suppliers in 23/24 GHG report. E&P DDR002 Q2 2024/25 - Rerun expenditure-based carbon analysis of Supply Chain Emissions with 2023/24 data. E&P DDR003 Q4 2024/25 - Develop and deliver a wider supply chain engagement strategy beyond top 15 suppliers. E&P DDR004 Implementation of wider supply chain engagement strategy E&P DDR005 Expanding Supply Chain Emissions Reporting	01/06/2024 01/04/2024 01/08/2024 01/04/2024 01/09/2024	31/08/2024 31/08/2024 31/12/2024 30/01/2026 30/09/2025	
Delivery of Oxfordshire Electric Vehicle Infrastructure Strategy through the OxLEVI programme	Paul Gambrell	Amber	<p>Work on the open tender continues and timing remains as previously stated:</p> <ul style="list-style-type: none"> <li>• Tender issued – September 2025</li> <li>• Contract Award – January 2025</li> <li>• Contract Start – February 2025</li> </ul> <p>All of the above is still dependent upon a timely sign off of our invitation to tender (ITT) by the Office for Zero Emission Vehicles (OZEV) once drafted.</p> <p>Key Progress made:</p> <ul style="list-style-type: none"> <li>• Response provided to OZEV's providing required information as part of their Post Approval Action Plan (PAPP) and was submitted on time.</li> <li>• Several sessions have taken place involving several parties to establish detailed requirements for tender.</li> </ul>	E&P DDR003 Tender Issued E&P DDR004 Contract Award E&P DDR005 Contract Start E&P DDR006 Car Park charger deployment start E&P DDR007 On-street charger deployment start	01/09/2024 01/01/2025 01/02/2025 01/09/2025 01/12/2025	30/09/2024 31/01/2025 28/02/2025 30/09/2025 31/12/2025	
Circular Economy Strategy	Rachel Burns	Amber	Work on the internal action plan is continuing. A paper was taken to FOP EOG regarding the countywide CE strategy and discussed by participants, agreed to go back to FOP in Q3	E&P DDR001 agree action plan with relevant teams E&P DDR002 Take CE strategy though Forward plan process E&P DDR003 Agreed at Cabinet E&P DDR04 Consultation on draft LNRS goes live	01/10/2024 01/11/2024 01/11/2024 01/04/2024	31/10/2024 28/02/2025 28/02/2025 31/10/2024	

Develop Nature Recovery Strategy for Oxfordshire, integrating with adaptation strategy	Beccy Micklem	Green	The first two phases of engagement on the LNRS are complete, and work on developing the draft consultation documents (A Description of the Strategy Area, List of Priorities, Local Habitat Map and Species priorities list) is on track. Liaison with supporting authorities is underway to ensure draft documents are available for them to review and informal cabinet is booked to achieve approval of the draft LNRS for consultation in mid-October.	E&P DDR05 Adoption of Oxfordshire LNRS	01/04/2024	31/07/2025	Green
Biodiversity Policy Development	Beccy Micklem	Green	Initial work on development of a Biodiversity Action Framework and Biodiversity Action Plan was paused at the beginning of 24/25 due to limited resourcing within the Landscape and Nature Recovery Team. Recruitment is underway for a Senior Biodiversity Officer which should mean that work can progress on the draft Framework and Action Plan in the Autumn. This first milestone is rated as Amber currently as capacity to progress work is dependent on successful recruitment.	E&P DDR01 Draft Biodiversity Action Framework and Biodiversity Action Plan 2025 prepared.	01/04/2024	31/12/2024	Yellow
				E&P DDR02 Biodiversity Action Framework approved	01/04/2024	31/07/2025	Green
				E&P DDR03 Biodiversity Action Plan 2025 approved	01/04/2024	31/03/2025	Green
				E&P DDR04 Draft Biodiversity Report complete	01/04/2024	31/12/2025	Green
				E&P DDR05 Draft Biodiversity Report published	01/04/2024	31/03/2025	Green
				E&P DDR0012 Produce Tree Planter Canopy App	01/05/2024	31/10/2024	Yellow
				E&P DDR0013 Visit all 22-23 trees to check condition / stakes & re-mulch	01/05/2024	31/05/2024	Green
				E&P DDR0014 Deliver watering & aftercare programme to 22-23 & 23-24 trees	01/06/2024	30/09/2024	Green
				E&P DDR0015 Identify priority locations for tree planting in 24-25 (~1000) & 25-26 (~1500)	01/07/2024	31/08/2024	Green
				E&P DDR0016 Tender Tree Supplier Framework (TSF) contract	01/07/2024	31/07/2024	Green
				E&P DDR0017 Evaluate responses to TSF	01/09/2024	30/09/2024	Green
				E&P DDR0018 Confirm Community Orchard locations funded by CLHF	01/09/2024	30/09/2024	Green
				E&P DDR0019 Share proposed planting locations with Community Groups & CAG Network	01/09/2024	30/09/2024	Green
				E&P DDR0020 Share proposed planting locations with Parish / Town Councils	01/09/2024	30/09/2024	Green
				E&P DDR0021 Share proposed planting locations with OCC Councillors	01/09/2024	30/09/2024	Green
				E&P DDR0022 Award TSF to suppliers	01/10/2024	31/10/2024	Green
				E&P DDR0023 Evaluate responses to DDR0019 -21 and amend plans, if necessary	01/10/2024	31/10/2024	Green
				E&P DDR0024 Order trees for 24-25 through TSF	01/10/2024	31/10/2024	Green
				E&P DDR0025 Plan logistic dates for tree deliveries to align with planting sites	01/10/2024	30/11/2024	Green
				E&P DDR0026 Street / non-Orchard tree planting	01/12/2024	31/03/2025	Green
				E&P DDR0027 Order trees for 25-26 through TSF	01/12/2024	31/12/2024	Green
				E&P DDR0028 Capture feedback throughout planting to guide improvements	01/06/2024	31/03/2025	Yellow
				E&P DDR0029 Community Orchard Planting events / delivery	01/02/2025	31/03/2025	Green
				E&P DDR0030 Collate photos of new Orchards ready for CHLF audit	01/03/2025	31/03/2025	Green
				E&P DDR0031 Produce report showcasing planting feedback	01/04/2025	30/04/2025	Green