#### Annex 1 – Overview of Climate Action Programme 2023/24 Delivery Plan

The table below provides an overview of the actions included in the 2023/24 delivery plan for the Climate Action Programme, across its three pillars:

- Becoming a climate active council
- Decarbonising our estate and operations by 2030
- Enabling Oxfordshire's transition to net zero.

Climate Action Programme 2023/24 delivery plan		
Becoming a climate active council		RAG
Develop a carbon accounting framework and toolkit to support decision making	Director of Transport and Infrastructure	G

- This is a collaboration research & development project between OCC and the Future Highways Research Group (FHRG) of the Association of Directors of Environment, Economy, Planning and Transport (ADEPT). The project aims to develop a whole life carbon emissions analysis tool for major infrastructure projects and highways maintenance. This tool's objective is to support decision making processes and carbon emissions reporting in local authorities across the different stages of project development.
- Major projects testing: The project is now in the testing phase of the tool, working with infrastructure teams to apply the tool to a live major infrastructure project - Eynsham Park and Ride.
- Maintenance Schemes: we have uploaded the data from our highways maintenance contractor Milestone.
- Training tools: FHRH has developed a guide for the use of the Carbon Analyser tool for the Maintenance Schemes.

#### Deliver outcomes of climate action integration audit Various

The climate action audit noted a number of recommendations for integration of climate action into the wider council and work has progressed on these actions:

- All service delivery plans across the council were reviewed by the Climate Action service and recommendations made to incorporate climate action, including carbon literacy training, use of Climate Impact Assessments (CIA), and identification of operational risks of climate change.
- Other areas of action included development of financial strategy to identify cost impacts for the council's targets, extension of the Carbon Management Plan to 2030, baselining of emissions for contracts over £5m, carbon accounting framework, and expanding our work on supply chain emissions.
- This measure is rated amber as work on finance strategy is tracking behind original schedule.

### Expand Carbon Literacy training

Head of Climate Action

G

- 350 staff have now completed the nationally recognised Carbon Literacy Training since 2021, with 180 staff trained in 2023/24.
- Recommendations have been made to incorporate training for key members of staff for inclusion in all service delivery plans across the council.
- Transport and Infrastructure has been a particular focus in the last guarter, with targeted training planned for all teams in this service.
- Budget for Carbon Literacy training now included in Learning & Development's budget

Develop Net zero Investment Strategy exploring diverse options for funding accelerated Climate Action	Head of Financial Strategy	А
Work is taking place to develop the scope of a climate fin	ancial strategy	

- The <u>IOO Together</u> conference held on 11 January 2024 looked at how we can unlock the
  investment needed to deliver environmental activity at scale in Oxfordshire and, from that, create
  a route map others can build on. The conference was attended by 135 stakeholders and created
  connections, within Oxfordshire and more widely. All materials from the conference are available
  online.
- The ability for the council to develop municipal bonds (green bonds) was included in the revised treasury management strategy agreed in February 24. Opportunities for using the bonds are being scoped.

Decarbonising our estate and operations by 2030		RAG
Deliver Carbon Management Plan 2022-30: planned	Director of Property	А
actions for 2023/24 (estate, fleet, highway assets and	Services/Head of	
staff travel)	Climate Action	

- Annual review and update of our Carbon Management Plan 2022-30 underway.
- Delivery of projects/ activities identified for 2023/24 Emissions savings will be achieved due to
  the completion of the LED street lighting conversion programme. However, an
  underperformance is expected for property, fleet and staff business travel. Projects and actions
  identified in the Carbon Management Plan including ordering the first tranche of c. 124 electric
  vehicles under the fleet replacement programme; delivering energy efficiency projects at 8 sites;
  and purchasing essential user vehicles as part of the staff business travel programme have
  been delayed and will carry into 24/25.
- An application for Phase 3c Public Sector Decarbonisation Scheme (PSDS) funding to support the decarbonisation of 26 of our properties was successful.
- Cabinet approved the move from County Hall to a net-zero in operation Speedwell House.
- The Home Charging Policy was approved which supports our aims to decarbonise both emissions from our fleet and staff business travel. Funding to implement the Home Charging Policy was also approved and work has started to identify the initial tranche of home charge points. The first 3 of the 11 sites commissioned for electric vehicle charge points have been installed.
- A new draft business travel policy is currently being prepared which will support the decarbonisation of our grey fleet (staff business travel by car) emissions.
- A Department for Transport funding application was submitted to support the conversion of eight key traffic signal sites to LED. Outcome expected end March 2024.
- As January 2024, 93% of our street lighting has been converted to LED. The main street lighting conversion programme is due to complete by end March.

Support schools through Action on Carbon and	Head of Climate	G
Energy in Schools programme and deliver and	Action	
evaluate success of loan scheme		

- Following the launch of Action on Carbon and Energy in Schools (ACES) programme to support
  maintained schools to reduce energy usage, more than 75 maintained schools have been
  engaged withenergy assessments; thermal imaging visits; bespoke advice and guidance on
  energy saving actions; webinars and how-to videos.
- The ACES programme has been extended for a third year and will therefore continue into 2024/25.
- Strategic Capital Board and Cabinet approved the inclusion of a £0.8m pilot interest free energy
  efficiency loan to schools into the capital programme to launch in 2023/24. To date £781,260
  of the total £800,000 fund has been requested by the 12 schools. Schools will move into delivery
  in 24/25.

Expand Scope 3 greenhouse gas reporting (supply	Head of Procurement	G
chain emissions) and develop emissions reduction	Contract Management	
roadmaps with key suppliers (Scope 3)		

- In June 2023 the Supply Chain Carbon Emissions policy was approved by cabinet, establishing a framework to influence and support supply chain businesses to monitor and report their carbon emissions and establishing carbon reduction plans.
- Three of the council's top ten emitter suppliers will be included in the 2022/23 GHG report following consent to publish this data.
- A Sustainable Supply Chain Policy and Project Lead joined Procurement Service in April 24.

Enabling Oxfordshire's transition to net zero (linked to PAZCO)		
Transport and connectivity		RAG
Adopt and implement Local Transport and Connectivity Plan (LTCP), including embodied carbon policy	Director of Transport and Infrastructure	G

- Following adoption of the LTCP in July 2022 work has been ongoing to progress and implement the policies in the LTCP. There has been a good level of delivery made since the LTCP's adoption in July 2022. This has included the following since Q2 of 2023:
  - o Approval of the Didcot Local Cycling and Walking Infrastructure Plan
  - Ongoing approval and delivery of the 20mph programme
  - o Community Outreach Active Travel launched by partners Active Oxfordshire
  - Work commenced to prepare a new OxRail 2040 strategy
  - HGV studies commenced in Henley-on-Thames and the Windrush Valley
  - Ongoing work to progress a freight consolidation pilot as part of a Horizon Europe project.
  - Cabinet approval and publication of the first of annual monitoring reports on the progress made against the headline targets and performance against Key Performance Indicators

## Evaluate and extend car-share schemes enabling reduced vehicle ownership Infrastructure Strategy Team Leader

- A one-year Oxon-wide pilot of EV car clubs was launched in April 2023 initially 11 vehicles supplied by Co Wheels, Enterprise and Thame EV Car Club based in Park and Charge sites in DC owned car parks all at no cost to OCC or council partners.
- Overall response to pilot has been very positive as of end of Jan 2024, over 500 new members had signed up to use the EV car clubs, and the vehicles have been hired over 2,000 times.
- Locations such as Henley, Abingdon and Redbridge P&R doing as well as hoped, and smaller locations such as Wallingford and Eynsham far exceeding expectations. Larger locations such as Witney and Bicester underperforming so far but all partners generally very happy. Community support and good relationships between councils/car clubs/chargepoint operators certainly key
- Thame EV Hire sadly pulled out of pilot due to lack of uptake. Enterprise has not delivered all
  cars intended in pilot. However, Banbury-based start up Zimbl have since joined the pilot and
  are seeing excellent uptake at two sites in Banbury.
- Decision taken by all partners in Jan 2024 to extend pilot for further 6 months up to end of Sept 2024. Various location swaps happening between partners and some further locations being added including Chipping Norton and potentially Woodstock.
- OCC and City/District partners exploring supplementing public use of pilot vehicles potentially with employee usage for work travel.
- Increased PR and comms planned for next few months.
- All learnings from pilot to feed into forthcoming car club strategy for Oxfordshire.

Delivery of Oxfordshire Electric Vehicle Infrastructure   Team Leader -	·EV G
Strategy, particularly LEVI Integration	

- Oxon Stage 2 LEVI capital application submitted in November 2023 conditional approval and grant funding documents returned on 13 Feb 2024.
- Overall plan to deliver c1,200 public chargepoints across Oxfordshire by the end of 2025 –
  primarily 'fast' AC 7-22kW chargers with overnight usage by residents without home chargers
  as priority.
- Two suppliers will be sought to deliver and operate chargers on 15-year full concession contracts – one for OCC managed sites, Highways and willing third party sites (e.g. village halls and community amenity buildings), a second for City and District Council off-street car park sites.
- Work on the Invitation to Tender (ITT) ongoing with all district and city councils having reviewed draft documents with legal teams.
- Work has also been impacted by the decision to deliver the 'community microhubs' at parish council and other third party sites into the OCC concession contract. A positive decision, welcomed by partners and OZEV, but which nevertheless means significant change to some of the contracting and land use agreements.

Buildings		RAG
Delivery of retrofit innovation programmes – Net Zero Pathfinders - Futurefit One Stop Shop and Heat Network Ready programmes	Head of Climate Action	G

- A successful bid in excess of £5m to the Department for Energy Security and Net Zero has been submitted to the Alternative Energy Markets funding stream against a project value in excess of £7m. This will launch an Oxfordshire Energy Insights app ("Energy Saver App") that provides artificial intelligence-backed analysis of half-hourly smart meter data to drive behaviour change, energy-supplier agnostic experimental electricity tariffs and green financing mechanism for retrofitting of domestic properties based on a monthly subscription model. Project initiation workshop was hosted by OCC on 4<sup>th</sup> March, with public launch scheduled for July.
- Delivery against two of the UK's four Heat Pump Ready programmes these two being located in Oxfordshire continued. Clean Heat Streets in the Rose Hill area of Oxford is the only programme nationally currently to move into Phase 2b with capital funding to be awarded for Heat Pump installs. Work will progress under this additional funding until end-March 2025.
- A £5m bid was submitted to the Innovate UK Net Zero Pathfinder Places fund but was unsuccessful. The consortium is seeking alternative funding streams for prioritised elements of the programme, recognising that it is unlikely that alternative funding for the whole scheme will be found. So far, £150k has been awarded for a FutureFit Area Based Insetting (FABI) project from I:UK.
- Initial details of central government's budget commitment for energy efficiency improvements indicates that funding opportunities will be released in the coming months for retrofit which will help to build a pipeline of bids as we move into the new financial year.

#### Delivery of Home Upgrade Grant 2

Head of Climate Action

R

- Work commenced to deliver the 2-year HUG2 programme in June 23, targeting off-gas homes in Oxfordshire. The project was slow to initiate, tracking behind the original profile in the first few months due to challenges around customer acquisition and supplier capacity to install.
- Efforts were made to bring the project back on course with marketing reaching almost 10,000 residents as well as changes to installers by the delivery partner.
- Both customer acquisition and the rate of installations have improved significantly over the winter / New Year.
- Despite this the project was unable to scale to the extent required to meet targets for year 1, necessitating a re-profile downwards, undertaken in February to cover the final month of year 1 (a change from original target of 160 to revised number of 65 properties) and to revise original capital spend targets for year 2, April 2024 to end-March 2025, (retaining the original target of 150 properties to be retrofitted, but reducing the average spend from £18,000 to £16,000 per

property, therefore reducing the capital from £2.7m to £2.4m), reflecting challenges experienced nationally with the scheme.

• DESNZ has recognised the national problems of delivery within the terms of this programmes and revised 6 programme criteria heading into Year 2 to help Local Authorities with delivery.

## Input into the development of strong local planning policy driving environmental outcomes Head of Strategic Planning

 OCC is currently responding to the emerging District and City Local Plans, and also providing advice to strategic sites and NSIPs.

Energy		RAG
In partnership, delivery of Local Energy Oxfordshire Neighbourhoods (LEON) programme expanding our work on smart energy systems	Head of Climate Action / Consortium	G

- The Alpha (feasibility testing) stage of the LEON project has been ongoing since October 2023.
  This has focused on developing an understanding of the mechanisms and process involved in
  ensuring the local low voltage electricity network where electricity is used can cope with the
  additional demands for both supply and generation. This will be crucial if we are going to attain
  our net zero ambitions as a County
- Different types of interventions relating to different aspects of the local electricity network have been tested via a series of workshops and desk-based analysis convened by Oxford University. These are simulations of real-world situations and will help develop an understanding of the issues and solutions required ensure that network investment by the electricity suppliers is focused on heavily constrained part of the network and other areas where constraint is forecast will benefit from the deployment of technologies, new market mechanisms and local coordination services that will enable capacity to me managed, so that low carbon technologies and generation can be connected and expensive upgrades to the network can be delayed or avoided.
- The LEON partners are developing a Strategic Innovation Fund bid to test these technologies and mechanisms in real world trials throughout Oxfordshire from 2025 to 2029. OCC will be a key partner, provided the local area energy planning backbone to the project.

# Develop and delivery of Local Area Energy plan for County Head of Climate Action / FOP Infrastructure Advisory Group

- Local Area Energy Planning is a new approach to understanding how the local low voltage
  energy network needs to adapt so that localities can reach their net zero ambitions. The Local
  Area Energy Plans (LAEPs) involve data analysis coupled with stakeholder engagement and
  detailed modelling. This results in a detailed understanding of energy use and a plan for what
  needs to happen in terms projects and interventions to reduce/manage demand and increase
  supply in a way that achieves net zero in the most cost-effective manner by the target date.
- Having a LAEP function for the county is a priority in the Oxfordshire Net Zero Route Map and Action Plan. To achieve this, all the local authorities in the county have agreed to establish a formal governance structure as part of the Future Oxfordshire Partnership.
- The Oxfordshire LAEP governance structure is in place and the first meetings of the Executive Steering Board and Working Group have been held.
- The Outline Project Scope for Oxfordshire LAEPs was agreed, and the Working Group are currently preparing the Scope for LAEP procurement.
- In addition, a series of early market engagement sessions with LAEP consultants has been undertaken. The feedback from these sessions will enable the scope and subsequent specification to be more detailed removing uncertainty and risk from the procurement process. It has also become evident via the early market process that the initial budget allocated from the

Housing Capacity Fund via FOP is insufficient. A paper setting out the requirements for addition funds will be presented to IAG (12/03/24) followed by a Business Case to the June FOP. This does present a risk that the timetable for the tender preparation may slip by a month into July.

Waste and consumption (circular economy)		RAG
Develop Oxfordshire circular economy strategy	Head of Environment	G
	and Circular Economy	
Work has progressed well, and a draft strategy is aiming to be ready by spring 2024, following		

discussions with internal and external stakeholders. Delivery of strong climate outcomes in the Minerals Head of Strategic

and Waste Local Plan Planning

- A review is underway to assess progress alongside a proposed new system for plan making
- Regulation 18 consultation documents have been prepared subject to current review
- A Climate Impact Assessment tool is being developed which can be used to strategically assess minerals and waste sites.

Adaptation and resilience	RAG
Develop an adaptation strategy which incorporates the Head of Climate	G
role of people, nature and technology in adapting and Action	
building resilience. Engage a diverse range of Public, Community and Private organisations and	
communities including FOP / LEP, ECI, other	
departments and universities	

- The Climate adaptation programme is progressing through several key projects as well as policy development
- Training is taking place to survey schools on climate vulnerabilities and provide support to schools by developing bespoke school climate adaptation action plans
- Heatwave planning is also being reviewed by Public Heath, including to identify near-term improvements to provision of advice and guidance to residents.
- A new Zero Carbon Oxfordshire Partnership and Programme Manager post was filled in September 2023 with responsibility to accelerate and expand the climate adaptation
- A Climate Outreach Officer has also been recruited to support development of a communication and engagement plan and wider outreach efforts aligned to the delivery of the climate adaptation strategy.
- A strategic risk has been added to OCCs Risk Register related to hazards from climate change.

Develop OCC and Oxfordshire climate risk	Head of Climate	G
assessment using UKCCC framework. Prioritise risk	Action	
assessment and emergency planning around extreme		
events.		

- As part of the next phase of work, a climate risk and opportunity will be undertaken, utilising the Climate Vulnerability Assessment already completed to inform the development of the Oxfordshire Climate Adaptation Route map.
- The risk assessment will identify priority risks and opportunities from climate change to provide insight to stakeholders on their priorities going forward.
- A specialist provider is currently being procured to begin work on the risk assessment and wider route map development process from April, which will take place over a 4-month period.

Pilot flood wardens' engagement programme	Principal Officer –	G
	Flood Risk	
	Management	

- The Flood Warden Pilot Scheme has been extended for another six months to allow the programme to cover the winter period and gather more feedback from the volunteers.
- The scheme is due to end around March/ April 2024 so another survey is being issued for the
  volunteers to complete to gauge how the pilot scheme has gone. Once surveys have been
  reviewed, a decision will be made whether to roll the scheme out permanently across the county
  which is looking likely subject to approval from the LLFA steering group. A few other areas are
  already interested in taking part in the scheme.
- Sunningwell has been introduced as a third pilot area.
- The other two areas are Witney and Ascott under Wychwood which have all experienced flooding in the past.
- The Thames Water Surface Water Management Programme is still on going. Maintenance agreements have now been completed and signed for the schemes being taken forward.
   Designs are continuing to be progressed.

Natural environment	
Develop Statutory Nature Recovery Strategy (NRS) for Principal Biodiversity	G
<b>Oxfordshire</b> Officer	

- Governance has been set up with a Steering Group formed within the Oxfordshire Local Nature Partnership, supported by 9 other focussed working groups.
- A draft engagement strategy has been produced, and a webpage set up to anchor the LNRS on the OCC Website.
- Facilitators have been approached to support engagement work in Q4.
- A decision has been taken to use Strategic Conservation Planning (SCP) as a method to
  prioritise and map areas for nature recovery, and specialist consultant services procured to
  support this.
- The services of Thames Valley Environmental Records Centre have been secured to undertake prioritisation, mapping and species focussed work.
- Monthly OCC working group meetings have ensured input and alignment with other OCC strategies, including climate adaptation.

## Develop biodiversity net gain policy guidance Principal Biodiversity Officer

• Delays to the publication of DEFRA guidelines has continued to delay the establishment of a policy. A local nature partnership has been created to establish biodiversity net gain principles which should help to inform the policy once guidelines have been published.

Working with Natural Capital Investment Group for	Head of Climate	G
LNP to develop offset model for Oxfordshire	Action / Oxfordshire	
	Local Nature	
	Partnership Manager	

- The Nature Capital Finance Working Group continues to meet to identify a methodology to enable funding of biodiversity improvements.
- Several Oxford City Council Officers have now been trained in an Area Based Insetting (ABI) validation methodology an approach to channelling private finance into 'offset' opportunities in the county which meet businesses offsetting needs.
- Progress is being made towards expansion of the ABI approach across Oxfordshire's District Councils.

Deliver tree replacement programme, including	Head of Environment	G
development of County-wide partnerships and	and Circular Economy	
collaborations to increase tree cover.	/ Principal Officer -	
	Arboriculture	

 A lot of tree planting materials were ordered but challenges remained around tree supplier procurement and securing trees for planting this planting season.

- 3.4 posts have not been filled, but advertising is live and being actively promoted across various advertising platforms as well as through networks.
- Sutton Farm workshop refurb is progressing to provide a viable storage and workspace for the TAPS team.
- The team have worked to make improvements and repurpose / recycle / reuse old, dis-guarded materials instead of purchasing new.
- Progress has been made with sourcing vehicles although this has been challenging due to the
  new fleet strategy which prioritises EV although delivery timeframes are 18-24 months minimum
  which is not possible. Other options have been sourced with support from Interim Fleet
  Manager and their team.

Community support and engagement	RAG
Develop new climate engagement and comms strategy Director Strategy, Insight and Comms	G

- A resident facing website 'Climate Action Oxfordshire' has been developed
- Oxfordshire has continued to act as founder member of Oxfordshire Greentech and supported the delivery of annual conference.

Develop and implement engagement and activation	Head of Climate	G
program around climate adaptation for Parish/Town	Action	
Councils/local meetings		

- A new climate adaptation skills and knowledge resource has been developed in collaboration with Exeter University to support widespread engagement and upskilling of Oxfordshire stakeholders, using the Local Climate Adaptation Tool as a basis.
- The new Heat Health plan developed to prepare for imminent heatwaves over the summer period will emphasize the development of community resilience plans, with Parish/Town councils being a key stakeholder.
- A new Climate Outreach Officer recruited in Feb 24 will support this work.

## Continue to support scale up of Community Action Group network Head of Environment and Circular Economy

- This workstream is progressing well, data for the 2023/24 period will become available in May/June 2024.
- In 2024/25 CAGs will continue to focus on the circular economy, community wealth building and nature.
- Connections with other departments in the council have been made and are continuing so we can maximise the benefit of CAGs across the organisation

Partnership work		RAG
Review the Council's climate action framework and alignment with the Pathways to a Zero Carbon	Head of Climate Action	G
Oxfordshire evidence base		

- The outcome measures included in Annex 4 show the county's progress against the PAZCO targets where data is readily available.
- A GreenHouse Gas Emissions report was presented to the Future Oxfordshire Partnership's Environment Advisory Group in November 2023.