

Climate Emergency Action Plan - Quarterly Report
January to March 2021

Transport

REF	Action	Outcome	Milestone	Start Date	Target Date	Lead Officer	Progress	RAG
T1	Target 1. Deliver a greenway network of over 37 Km across the Borough by 2030 with the ambition to deliver 60 Km by 2036							
1.1	Review and approve the Rights of Way Improvement Plan	Identify and develop actions to meet the needs of the public for the Right Of Ways Network for the next ten years	Rights of Way Improvement Plan approved at Executive in March 2020 The ROWIP will be delivered over the next 10 years. Annual progress will be produced starting from April 2021.	Mar-19	Mar-21	Andrew Fletcher	Publish in April 2020. 83 separate actions included in the plan, which will be delivered in phases with short, middle and long-term actions. The improvement plan progress report will be produced annually, starting from April 2021.	
1.2	Deliver a comprehensive and connective network of greenway routes to encourage active and sustainable transport modes	Improved joined-up system of well-signposted greenways that enable the increased take-up of sustainable transport modes and reduces car usage Encouraging residents to become more active and utilise sustainable travel solutions that ultimately reduce the number of private vehicles on the roads. Overall, the network will provide a 33.5 km potential of 2.15 tCO2e savings	Route B - Arborfield SDL - Barkham - Wokingham - 7.6 km	2018	Dec-21	Andrew Fletcher	Parts are out of the council's control and need to resolve landowner permission issues. Parts in council's control are being progressed.	
			Route I - Arborfield SDL - Finchampstead - California Country Park - 1.9km	Dec-17	Jan-21	Andrew Fletcher	Progressed as planned.	
			LDP Section C - Showcase Cinema, Winnersh to Waggon & Horses Pub, Twyford - 6.55 Km	Aug-20	2022	Andrew Fletcher	Targets dates might need to be adjusted when there is more information	
1.3	Byways resurfacing programme		Doles Lane and Oaklands Lane have been surfaced under this program	2020	2022	Andrew Fletcher	Reviewing priorities for the next section	
T2	Target 2. Double public transport use by 2030 from 2019 baseline							
2.1	Improve the bus public transport network for Wokingham Town.	To achieve a 5% decrease in the number of people arriving in single-occupancy vehicles at public transport interchanges (rail stations & P&R sites) in the Borough by March 2022. Potential of CO2e savings TBC	Launch public consultation to understand the demand for travel between Wokingham Town and surrounding areas using this information to help re-tender the public transport contract with reading buses.	2019	Dec-21	Rebecca Brooks	We are able to influence the Town Centre Bus Network more than some other routes because this is a contracted route which we subsidise. Many of the other measures are reliant on bus operators assisting and improving their routes, which they will do if it is in their financial interest. This is expected to use existing budgets, though depending on final network there may be an increase or decrease in cost.	
2.2	Bus Stop Infrastructure Works to Support North Arborfield SDL Bus Strategy	Improved infrastructure will encourage more residents to use public transport/bus network rather than using their car Potential of CO2 savings TBC	Bus strategy for North Arborfield has been published.	2020	2021	Rebecca Brooks	Our own measures and improvements such as improving journey time, reliability or infrastructure of bus stops will help to influence uptake of bus services by making bus journeys a more attractive alternative to driving.	

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2.3	Increase peak-hour bus transport for Lower Early	To achieve a 5% increase in the number of people travelling by bus from Lower Early	Review contract with Reading buses - the number of vehicles has been increased for this period due to COVID. This is going to be subject to continued review depending of the number of passengers. Potentially affected by homeworking.	2020	End of 2021	Rebecca Brooks	Increases in bus use is difficult to equate to carbon savings as users shift mode from walking and cycling or would not make the trip at all previously as well as others deciding to switch from car to bus. Note that the Coronavirus has affected heavily on bus operators and services and it is as yet unclear whether we will return to pre-virus level of use for some time.	
2.4	Implement the South of M4 bus strategy	To achieve a 5% increase in the number of residents using the bus in the SoM4 SDL Potential of CO2e savings TBC	Increase the frequency of buses in south M4 area - completed Review dependant on travel demands - COVID	2020	2021	Rebecca Brooks		
2.5	Investigate demand services opportunities and on-demand Flexi-routes	Improve public access to rural areas to achieve a 5% increase in the number of trips from our public transport interchanges by bus and rail by March 2022.	Twyford is being considered under the rural mobility fund bid as a pilot area. BID submitted for funding - waiting to hear from DfT to know if the bid is successful. This depends of COVID, it will be reviewed at the end of next year	2020	2021	Rebecca Brooks	Demand responsive transport has been investigated for Twyford. A bid to the DfT has been submitted, we are still waiting to hear the outcome. If successful, we would then need to work up a business case. Response is expected first quarter 2021	
104 2.6	Retender bus network operating in Wokingham Town Centre with low carbon engines	Reduce emissions from the operation of public buses.	Change specification in the tender documentation.	2022	2024	Rebecca Brooks	This is linked to the first action and covers the same timescales. The tender has been delayed by one year due to COVID-19.	
2.7	Deliver the Winnersh Triangle Parkway parking projects. This will increase the amount of parking capacity at Winnersh parkway station	Winnersh triangle parkway to achieve a 10% increase in the number of Wokingham Borough residents who use a train or park & ride at least once a week by March 2026. 122.5 tCO2e savings per year	Design scheme March 2020 –November 2020 Planning permission: July 2021 Completed Choose contractor: July 2020 Completed Start on-site work: Jan 2021 Completion date: October 2021	Mar-20	Oct-21	Rob Curtis	Covid is having a big impact on bus usage. There are 390 car park spaces in this location at the moment. The project consists of adding 130 new spaces. Is currently being used at around 10% of capacity due to COVID. 5% of spaces need to be EV charging points (active) and other 5% ready to be upgraded (passive) Work expected to start on site in Feb 2021	
2.8	Deliver transport infrastructure enhancement in Coppid Beach, includes the creation of more parking spaces	To provide new park and ride capacity at Coppid Beech to achieve a 10% increase in the number of Wokingham Borough residents who use a train or park & ride at least once a week by March 2026. 30.1 tCO2e savings per year	Design scheme: April - October 2020 Planning permission: August 2020 Completed Choose contractor: Tender in Oct 2020 Start on-site work: December 2020 Completion date: October 2021	Apr-20	Oct-21	Rob Curtis	The scheme is progressing, although it has been affected by COVID-19. The planning application has been granted. The scheme involves adding 250 new parking spaces. 5% of spaces to be EV charging points (active) and other 5% ready to be upgraded (passive).	
T3	Target3. (Demand) 25% reduction in total distance travelled in private vehicles per individual per year by 2030.							

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3.1	Engage businesses to promote home working and remote working when possible	Reduce by 30% of the CO2 emissions caused by travel from workers of local businesses by 2022	Engage business through a survey to assess their working practices during the national lockdown and encourage new ways of working as part of their recovery plans	June-20	Continue through 2021	Grant Thornton	We have started collecting intelligence from Business Parks on people movement and return to work strategy. It's reasonable to conclude that currently all of the major business parks are sparsely populated. It is not likely that this position will change until May 2021 at the earliest. We also have anecdotal evidence that larger SME's (50-70 employees) will survive but require smaller office space. Driven by the response to employees who find it difficult or impossible to work from home/remotely. This exercise is on-going.	Green
		4,200 tCO2e could be saved annually	Deliver a communications campaign to encourage local business to learn from COVID-19 unintended consequences	Jun-20	Aug-20	Rebecca Brooks	Having spoken to many companies across the borough and most seem to be home working. Employer packs are being prepared using TDM funding from the DfT, which will refer to home working.	
105	3.2	Promote the Liftshare scheme through My Journey to support business develop bespoke travel policies	Reduce transport related CO2e emissions, reduce congestion, improved road safety and air quality across Wokingham Borough.	2020	2020	Rebecca Brooks	This is not appropriate at this time due to the risk of COVID-19 with car sharing.	Red
To achieve a 10% reduction in the number of single-occupancy cars trips to and from businesses within the Borough by March 2022		Map commuter trips across the borough and provide access to live data on how many miles/CO2 is saved by people lift-sharing across the borough and for each business.						
		9,812.02 tCO2e savings						
T4	Target 4. (Modal shift) The use of all cars, vans and motorbikes as a mode of transport decreases from 74% (current national/borough average) total miles to 56% in 2030							
4.1	To provide more primary school children with the opportunity to develop practical skills and an understanding of how to cycle safely.	Achieve a 5% reduction in the number of children being driven to Wokingham Borough schools by March 2022. 15.4 tCO2e savings	Compile and deliver an annual events programme for Bikability courses. Monitor impact of the programme on taking up of cycling to school.	2020	2022	Rebecca Brooks	Due to continuing COVID restrictions, all My Journey events still on hold including Bikeability cycle training Levels 1, 2 and 3 in community centres/from bike hubs. Working with children services, still do training in bubbles attending school. Offering prepared for 2021 first quarter to keyworker/vulnerable children attending school Level 1 and Level 2 (Years 4 to six).	Yellow
4.2	Encourage and support local schools to join Modeshift Awards scheme for active and sustainable travel	A 10% reduction in the number of children being driven to school by March 2026.	Eco-Officer will target six schools within the Wokingham Town, Finchampstead and Twyford areas (AQMA), to achieve Modeshift STARS accreditation at bronze, silver or gold level, as appropriate for the school.	2020	2021	Rebecca Brooks	Officer started on October 2021. The project runs for one year. Four schools have been engaged so far, however due to COVID-19 restrictions we are exploring how to move offerings online.	Green
		137.7 tCO2e emissions could be saved each year	Promote the following campaigns in schools in the AQMA area: a car free day, an anti-idling	2020	2021	Rebecca Brooks	These activities are on the My Journey Programme though subject to change depending on 2021 COVID recovery	

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			campaign, national clean air day campaign, and Beat the Street				Beat the Street is progressing and the Beat the Street game will be running for 6 weeks from 8th June 2021 in Wokingham Town area trying to engage as many schools as possible	
4.3	Roll out the Healthy School Streets programme	A 10% reduction in the number of children being driven to school by March 2026. This will not only reduce carbon emissions but contributes to reducing congestion, improved road safety and air quality around the schools in Wokingham Borough. 137.7 tCO2e savings a year.	Phase 1. Design how the scheme will work and select the schools to pilot scheme Phase 2. Review pilot and identify opportunities for improvement Phase 3. Roll out the scheme more widely	TBC	TBC	Rebecca Brooks	During 2020 schools were approached, however there were not interested in this programme. The My Journey team will continue to engage with schools and encourage schools to think about this. This program will be put on hold and reviewed in two years' time.	
106	Increase the uptake of cycling from local business by promoting the Love to Ride programme	To reduce the CO2 emissions from employees of local businesses travelling to work by 10% by 2025. 1,240 tCO2e savings a year	Ride Anyway week campaign: 23 - 27 March 2020	2020	2020	Rebecca Brooks	Completed	
			Run four campaigns per year to promote cycling to work	2020	2022	Rebecca Brooks	We are now delivering cycle September and have a greater uptake of participants than last year. As of 23rd September, we have 209 participants, riding 28,738 miles and saving 904 lbs of CO2	
			Work in partnership with local businesses to promote active travel breakfast	2020	2022	Rebecca Brooks	Most businesses working from home	
4.5	Develop the Local Cycling and Walking Infrastructure Plan (LCWIP) to be borough-wide and implement 50% LCWIP by 2030	Increase cycle networks across the Borough will increase cycling modal share by 4%. 5,031.8 tCO2e savings a year Increase walking networks across the Borough will increase walking modal share by 5%. 4,906 tCO2e savings a year	Phase 1. Completion of first LCWIP report 2020 Phase 2. Roll out of further LCWIP studies across the borough from 2021 to 2025	Jan-19	Dec-23	Rob Curtis	Phase 1 - 1st report draft is reviewing reviewed in light of LTN1/20 (change to design guidance). This project will be delivered in phases, which will be identified in the studies and is pendant on funding streams coming forward. Phase 2 - inception for the studies completed in Jan 2021, study to commence mid-Jan.	
4.6	Deliver engagement and cycle training events across the Borough	To achieve a 2% increase in the number of Wokingham Borough residents regularly cycling for leisure and utility by March 2022. 102.9 tCO2e savings a year To achieve a 1% increase in the proportion of adults in Wokingham Borough who walk at least once a week by March 2022. 110.3 tCO2e a savings year	Deliver events for Montague Park and the new one in Shinfield as planned in the Events Program 2020 - 2021	2020	2021	Rebecca Brooks	We are not currently delivering events across the borough due to COVID restrictions. However, we are delivering many more Dr Bike sessions, which are being booked up very quickly. The focus is to provide online activities and resources for Bikeability and road safety available to families on My Journey website and promoted on social media/through school parentmail.	
			Deliver Wokingham Bikeathon as planned in the Events Program 2020 - 2021	2020	2021	Rebecca Brooks	This was delivered differently this year due to COVID. The route was advertised and then families could ride it themselves. The number of participants was lower than expected.	

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			Deliver Cycle hubs for Woodley, FBC, Montague Park and Shinfield as planned in the Events Program 2020 - 2021	2020	2022	Rebecca Brooks	There was a pause in the delivery of cycle training at our hub, but we have now just started up again with smaller groups. Scooter training offered to schools for keyworker/vulnerable children attending school.	
4.7	Adult cycle training	More residents over 60 riding bikes for travel. A 3% reduction in car use by residents over 60. 1,757.8 tCO2e savings a year	Deliver SHINE rides events as planned in the Events Program 2020 - 2021	2020	2022	Rebecca Brooks	Delivered five Shine sessions under My Journey banner rather than Shine in autumn 2020 when restrictions were eased. Adult cycle training not allowed at present. Due to start up again until March/April, if allowed.	
4.8	Completion of the Cross Berkshire Cycle Route	This scheme will assist with increasing cycling modal share and has already seen an increase in cycling on the route. Carbon savings have therefore mostly already been captured.	Completion of the route across Wokingham with a combination of shared use and on-carriageway cycle lanes on the A329. Phase 1-3 completed 2013-2018 Phase 4 underway May/October 2020	2016	Oct-20	Rob Curtis	Scheme completed though various enquiries and concerns have been raised. Road Safety Audit on completed scheme underway, results expected in late Jan/Early Feb.	
107	Promote active and sustainable travel modes amongst new residents	Better informed residents regarding walking, cycling, public transport opportunities will help to achieve 25% of new residents travelling sustainably daily across the Strategic Development Locations each year by 2026.	Welcome pack for Deer Leap Park and Orchard Rise in the Spencerswood area	2020	2020	Rebecca Brooks	Completed	
4.11	Provide personalise travel planning to new residents	All residents in new developments are offered transport advice, including free testing ticket and tailored travel packages To achieve 25% of new residents travelling sustainably on a daily basis across the Strategic Development Locations each year by 2026.	Personalise travel planning to new residents in Shinfield development	2020	2020	Rebecca Brooks	Will not be undertaken in 2020/21 due to COVID. This PTP is now planned for 2021/22.	
TR5	Target 5. Leading by example - Reduce by 70% CO2e emissions produced by council related to travel by 2030							
5.2	Promote home working and remote working practices amongst council staff	To reduce the CO2 emissions travelled from council staff to work by 40% by 2022.	Capitalise on the unintended consequences of the national lockdown by reviewing working from home practices in the council and consider new ways of working in the recovery plan for the council.	May-20	Sep-20	Rob Curtis	Monitor this as lockdown measures persist.	
		41.8 tCO2e savings a year	Deliver a staff survey to assess working from home preferences amongst council staff.	May-20	Aug-20	HR	Surveys conducted over 2020 Monitor this as lock down measures persist.	
5.3	Incentivise council staff to mode shift to	To reduce the CO2 emissions from staff travelling to work by 10% by	Review of the system and potential alternatives to be identified in 2020	2015	ongoing	Rebecca Brooks	Ongoing costs paid from My Journey budget	

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	active and sustainable transport	2025. 10.4 tCO2e savings a year						

Electric Vehicles

REF	Action	Outcome	Milestone	Start Date	Target Date	Lead Officer	Progress	RAG
T7	Target 1. 50% EVs registered in the Borough by 2030 will save around 45,000 tCO2e							
7.1 108	To develop an EV strategy for Wokingham Borough	Borough-wide strategy to specify the infrastructure for EV charging point to encourage the uptake of EVs. Carbon savings cannot be achieved without a clear strategy to enable the uptake of EVs. Specific carbon savings cannot be attributed to the strategy as a document but can be attributed to the actions that it sets out.	Carry out an initial assessment of the EV requirements for the Borough	Feb-20	Jan-21	Sofia Ch.	EV feasibility study submitted by WSP consultancy on November 2020. Document has been reviewed and updated by officers.	
			Instruct consultant on requirements baseline and create brief to commission expert work	Aug-20	Sep-20	Rob Curtis	This has been developed internally. New staff has been brought into the team to support the development of this strategy.	
			Established policy, processes and protocol for responding to requests for charge points and how they can be operated and maintained.	Sep-20	Mar-21	Rob Curtis / Hoyte Swager	A draft version of EV standards for projects and developers New sites have been designed that includes EV charging points. A register of EVCP in council managed assets in place.	
			Agreeing partnerships, income streams and service providers to ensure best uptake	Sep-20	Aug-21	Rob Curtis	Various discussions underway.	
7.2	Provide a uniform method of accessing public and private charge points	Set up the back office so that EV chargers are accessible and easy to use to encourage more people to use them. Carbon savings cannot be achieved without setting up the back office to enable the uptake of EVs.	Investigate the types of back-office payment systems used by the industry and assess the best option to be implemented at WBC Harmonised EV related contracts such as electricity, maintenance, service and back office.	Jun-20	March 21	Hoyte Swager	Discussion with back-office providers progressing. Council will provide a list of current EVCP and next steps are to decide on one interface system to be implemented across the Borough.	
7.3	Review the residential charge point infrastructure for those who have communal parking facilities such as flatted developments	27% of households, approximately 12,000 households. Initial pilot - 18 new charging point for residents generating an estimate of 77.6 tCO2e annual savings	Implement a pilot of EV charging points in selected location, aim at installing 18 new charging points for residents with communal parking facilities. Phase 1. Secure funding by March 2021 Phase 2. Identify location an partners for delivery Phase 3. implementation	Sep-20	Jun-21	Rob Curtis	Process to identify location for EVCP pilot on progress. This might require a full tender process which might cause delays	

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7.5	Ensure that all EV charging points installed in the borough are 'smart ready' to balance the electricity load demands on the grid.	Correct power infrastructure for all EV charging point network in place. This will ensure the reliability of power supply in the system. Maintaining confidence in the network and increasing the uptake of EVs. Carbon savings cannot be achieved without a reliable power infrastructure in place to enable the uptake of EVs.	Phase 1. Identification of dynamic load balancing or local storage systems that could be implemented in WBC Phase 2. Pilot to test back office Jan - March 2021 Phase 3. Results of the pilot, and the decision to the provider	Jun-20	Oct-20	Hoyte Swager	Phase 1. Completed. Progressing in phase 2. Site selection looking at the potential for PV+BAT+EV installations for six sites initially, started Sept 2020
			Engage with service providers about generic support for WBC EV chargers through standards such as OCCP.	Jun-20	Oct-20	Hoyte Swager	Inventory of which OCCP support completed. We understand our existing EV provisions Going Forward we have created a checklist for new projects and implemented through project managers
7.8	Coordinate the installation of EV charging points into private and commercial owned land in line with the EV network plan approved in the strategy.	Carbon savings to be confirm	Provide EVs installation requirements to developers	Sep-21	Dec-23	Rob Curtis/ Ian Gough	EV standards in existing Highways Design Guide are currently used to deliver EV charging. Feasibility survey of existing non-P&R carparks ongoing.
7.9	Enable street lighting columns to be EV charging ready	It will encourage more people to switch to EV Carbon savings to be confirm	Specification for lamppost Align EVs installation requirements to Provide guidelines for developers	Aug-20	Dec-30	Dave Halley	After further consideration, a decision was made that EV charging points would be installed separate from lamppost to avoid compromising the integrity of lamppost.
T8	Target 2. Council's car fleet becomes entirely ultra-low emission by 2028 producing 45t CO2e savings						
609 8.2	Installed EV charging points into council-owned buildings in line with the EV network plan approved in the strategy.	Specific carbon savings can be attributed to the retrofitting of each building depending on the EV charge points installation needs	Align the EVs installation requirements to the building retrofitting programs.	Aug-20	Dec-28	Hoyte Swager	A checklist to help project managers identify needs and types of chargers is been developed
T9	Target 3. 100% new buildings are EV ready from 2022						
9.2	Make all non-residential buildings EV ready by establishing requirements for EV charging points in new construction as described in the EV strategy	New residents will have the infrastructure to support the ownership of electric vehicles. This will stop new CO2e emissions.	Publish policy as part of the adopted Local Plan. Developers to be informed of policy and requirements shall be listed in planning applications. New developers are to ensure that there is sufficient power serving new developments.	Aug-20	Dec-30	Judy Kelly/ Ian Bellinger	EV standards in existing Highways Design Guide are currently used to deliver EV charging.

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Air Quality

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T10	Target 1.Reduce NO2 concentration by 50% against 2019 baseline in the three AQ management areas by 2025								
110	10.1	Continue air quality monitoring for NO2 concentration in air quality management areas.	Monitoring which Defra oversees has shown a reduction of NO2 levels in Wokingham Town Centre, Twyford Crossroads and the 60m either side of the M4 throughout the whole of the Borough over the last 6 years to 2018.	The Air Quality Annual Status Report was published in July 2020. It provides an update of the monitoring results for the LAQM.	Annually	Aug-20	Public Protection Partnership (PPP)	Completed - New target set for 2021 NO2 levels in Wokingham, have shown a decreasing trend since 2016. Peach Street recorded an Annual Mean NO2 level of 33.0µg/m3, which meets the objective (40µg/m3), Wokingham Town Centre AQMA - 1 diffusion tube showed a slight exceedance with a NO2 level of 41.8µg/m3, however, the continuous monitor also met the hour NO2 objective. Twyford AQMA - the continuous monitor recorded an Annual Mean NO2 level of 29.9µg/m3, which met the objective. However, 1 diffusion tube located at Twyford Cross Road AQMA showed a slight exceedance with a NO2 level of 42.8µg/m³. The Twyford continuous monitor also met the 1-hour NO2 objective. There were no exceedances of the Annual Mean NO2 objective from the monitoring sites within the M4 AQMA. No extensions or amendments to the AQMAs are required nor any new AQMAs to be declared.	
				Produce air quality comparative report for lockdown months March - August 2020	Mar-20	Aug-20	PPP	The results for both the Continuous Monitors show that in Q1&Q2, the NO2 reduced when compared to 2019 for Twyford and Peach Street	
10.2	Assessment of air quality mitigation measures to reduce Nitrogen Dioxide Levels at Twyford Crossroads.	Reduce NO2 emissions from transport in Wokingham Town Centre and Twyford Crossroads	Commissioned study to identify further air quality improvement measures for Twyford Crossroads which will feed into a further action plan	Jan-20	Jun-20	PPP	Completed		
			Mitigation measures report completed in July 2020.	Jun-20	Jul-20	PPP	Assessment completed and report released on August 2020		
			Assessment of measures to be implemented in Twyford and extend into surrounding areas.	Jul-20	Nov-20	CL/MH/CF/D H/RB/DT	A review was undertaken by AQ working group and focus on the key actions to improve air quality.		
10.3	Changes to how we manage and control the traffic in the Borough.	Reduce air pollutants concentration and therefore CO2e emissions Reduced traffic queues and resulting emissions through improving traffic flow in the most traffic-heavy areas	Carry out a study to assess transport movements in Twyford in particular routes. Specifically for lorries and heavy-duty vehicles.	Feb-20	March 21	Martin Heath/PPP	On progress, traffic movements impacted by COVID-19		
			Prepare Intelligent traffic signals (ITS) strategy for Twyford Cross Roads which is a priority location for ITS.	Mar-20	Mar-21	Martin Heath/ PPP	Lost time in the programme due to COVID-19 and impact to traffic movements that were required to study behaviours		

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111							Signal information available but not clarity on AQ detectors	
			Cameras to be installed on Twyford Crossroads by 14th of September	Mar-20	Mar-21	Martin Heath	Delayed because of COVID-19	
			Introduce a borough-wide freight management policy, starting with Twyford as a pilot for the application of this policy.	May-20	Mar-21	Martin Heath	Phase 1. Combination of data related to heavy goods vehicles regulation on progress	
			Produce a parking management study at Twyford to identify opportunities to reduce unnecessary travel into Twyford when possible.	Mar-20	Mar-21	Martin Heath	Phase 1. Current parking demand & supply study delayed due to COVID-19	
			Peach street traffic signal junction at East Hampstead road under review. Traffic signals are been linked to the fire station. Draft a traffic signal concept scheme, to assess the number of vehicles on the road at each time.	Apr-20	Sep-20	Martin Heath	Data to be provided and work with MH on looking at the impact of Covid-19 and any lessons learn linking the traffic flow data with continuous monitor data. Adjust the scheme in the light of lessons learned from COVID-19	
			Develop preliminary design East Hampstead Road	Sep-20	Jan-21	Martin Heath	On progress, targeted for implementation FY 21/22	
			London Road Corridor identifies as an adaptive traffic management corridor. Traffic signals upgrades, CCTV cameras, and software improvements	Jul-20	Mar-21	Martin Heath	The report for 2020 implementation will be released in March 2021. This will provide information on the carbon savings of the scheme.	
			Traffic reassignment scheme Phase 1: assessment of design Phase2: Selection of locations and installation design Phase 3. Installation	Apr-20	Mar-21	Martin Heath	Delivering phase 3	
			Speed Management program Phase 1. Collection of existing speeds and speed limit data November 2020 Phase 2. Preparation of speed limit revisions March 2021 Phase 3. Implementation FY21/22	Apr-20	Nov-20	Martin Heath	Phase 1. Collection of existing speeds and speed limit data November 2020	
10.4	Introduce green infrastructure to reduce pollution concentrations.	Structure process to support the implementation of green infrastructure across the Borough.	A Smart Living Pillar installed in Twyford as a pilot to improve air quality.	Nov-19	Nov-19	David Halley	A Smart Living Pillar installed in Twyford, funded by David Brownlow Charitable Foundation (DBCF).	
			Identify potential locations for green infrastructure in hotspots	Jun-20	June 2020	David Halley/ PPP	Completed	

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			Establish the process for implementing green infrastructure for future projects involving lampposts. Providing guidance and considerations of space and maintenance.	Jun-20	June 2021	David Halley / Legal	On Progress	
T11	Target 2. Educate the public on how they can actively improve air quality whilst reducing carbon emissions							
11.1	Engage the public and raise awareness with air quality matters	Reduce air pollutants concentration and consequently CO2e emissions	Run an air pollution campaign to increase awareness of the impact of poor air quality on health and provide guidance on the implementation of solutions. Include subjects such as Myths & facts of idling, Home air quality, etc.	Jan-21		Comms team / CF(PPP)	Press release for ASR's, comms project plan to be set. 8th October Clean Air Day - anti-idling. Social media campaigns.	
			Run a schools air quality competition aligned to Air Quality Day to engage children, parents and residents with air quality issues related to vehicle idling, by designing posters to be displayed at idling hotspots.	Sep-20	Nov-20	My journey	To be sent out Oct 2020	
11.2	Reduce idling across the Borough through policy, awareness and engagement.	Reduce air pollutants concentration and consequently CO2e emissions.	Introduce 'emissions and idling policy' in the Borough.	Oct-20	Dec-20	Clare Lawrence/ PPP	Project Plan setting out the steps for training etc. alongside implementation plan.	
			Motion for implementation of a non-vehicle idling policy was approved at the council on July 2020	Oct-20	Dec-20	Clare Lawrence	Project Plan setting out the steps for training etc. alongside implementation plan.	
11.3	Implementing No-Vehicle-Idling zones in critical locations.	No-Vehicle-Idling zones implemented around all schools and critical locations in the Borough by the end of 2022.	Identify and map key locations for non-idling zones.	Jun-20	Mar-21	MH/ CF(PPP)	Slow progress made	
			Physical locations for the signs have been identified within the Borough. Around 12 locations will be implemented			Martin Heath	Slow progress, affected by COVID-19	
			Schools' locations will be identified in line with the schools' competition	Jun-20	Dec-20	My Journey / CL/ PPP	On progress	
			Speed Management program Phase 1. Collection of existing speeds and speed limit data November 2020 Phase 2. Preparation of speed limit revisions March 2021 Phase 3. Implementation FY21/22	Jun-20	Dec-20	Martin Heath	Phase 1. Collection of existing speeds and speed limit data November 2020	

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Renewable Energy Generation

REF	Action	Outcome	Milestone	Start Date	Target Date	Lead Officer	Progress	RAG
T12	Target 12. Increase the generation of renewable energy through investment in solar farms to power the equivalent of 25,000 homes within the Borough by 2030							
12.1 113	Deliver the installation of a solar farm in Site 1 with the capacity to generate more than 20 MWh of energy.	Large scale solar farm installed in Site 1 with the potential of generating 20+ MWh by 2023. Estimated Carbon savings 5,112 tCO2e potential to feed 5,000 homes.	Asset review board to the potential sites - consultant briefing for review of master planning of specific sites - With WSP for land planning now.	Jan-20	Jun-20	David Smith	Completed	
			Options appraisal - commission specifications of the project to procurement team	Jun-20	Sep-20	Ian Gough	Completed	
			Held pre-application discussion with the LPA	Jun-20	Sep-20	David Smith	Completed	
			Engaging with SSEN around connection to the grid	Jun-20	Sep-20	David Smith	Completed	
			Site tenant notice - one-year notice	Jul-20	Jul-21	David Smith	Completed	
			Briefing of Parish Councils	Dec-20	Dec-20	David Smith	Completed	
			Initial procurements process - identify the contractor - framework and due diligence process - 6 months	Jun-20	Jun-21	Emily Chomicz	On progress	
			Public engagement	Jan-21	Mar-21	David Smith	On progress	
			Apply to the LPA for a formal Scoping Opinion under the EIA Regulations	Jan-21	Mar-21	David Smith	On progress	
			Procure Assessment & Mitigation Strategies: Landscape and Visual Assessment Ecological Assessment Heritage Assessment Flood Risk Assessment Agricultural Land Classification	Feb-2021	Apr-21	David Smith	Soon to start	
Planning application - full application submission	Apr-21	Sep-21	David Smith	Soon to start				
T13	Target 13. Support the generation of renewable energy in the Borough to generate the equivalent of 2500 kWh per household in 2030, this will result in carbon savings of approximately 44,666.3							
13.1	Set up a Community Energy Fund for Wokingham (WCEF)	Generate an average of 27,000 kWh/year of renewable energy from the installation of small-scale PV systems funded through this scheme. Estimated carbon savings per year 6.90 tCO2e Estimated carbon savings for ten years 69 tCO2e	Assess the potential to set up a Wokingham Community Energy scheme in collaboration with Reading Community Energy Fund.	Apr-20	Oct-20	Ian Gough Diana Tovar	Completed. Business case approved by Climate Emergency Investment Board .	
			Produce executive paper with the proposed Wokingham Community Energy	Dec-20	Jan-21	Ian Gough Diana Tovar	On progress. Executive paper will be discussed by Executive on 27 January meeting	
			WBC will assess potential buildings that could be considered for the scheme. These include all schools without solar PV and Young and Community Centres without PV.	Mar-21	March 21	Ian Gough	On progress	
			Launch the scheme Comms campaign to communicate WBC support with the scheme	Apr-21	July 21	Ian Gough Rebecca Bird	Soon to start	

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			Communicate energy projects that have been delivered with the support of this scheme. This will be as projects developed.	May-21	Dec-25	Ian Gough Rebecca Bird	Soon to start	
13.2	Support residents and local businesses to reduce their energy usage and carbon emissions and increase the uptake of renewable energy installations through the green bank scheme	It is estimated that 15,000 households will apply for funding for the installation of PV through the Green Bank scheme. Estimated carbon savings 9,585 tCO2e	Assessment of the requirements to set up the scheme and assessment of the stakeholders involved. Identification of potential partners that will support the deployment of the scheme.	TBC	TBC	Ian Gough	The Greenback scheme has been affected by the Green Homes Grant Scheme launched by Central Government in September 2020. Residents will have little to no appetite to access loans to retrofit their homes because the government is currently offering £5000 towards retrofitting measurements. The scheme potential will be reviewed in the future.	
13.3	Support residents and local businesses to reduce their energy usage and carbon emissions and increase the uptake of green energy technologies	Estimated number of homes that could benefit from this to be confirmed	Feasibility assessment for the council to commence a 'Green label' energy procurement initiative for all borough residents/businesses.	Oct-20	Jul-21	Ian Gough	Project is progressing slowly.	
			Development of the scheme, initial conversations with potential partners	Jun-20	Jun-21	Ian Gough	Conversations with energy provider started by the project are progressing slowly.	
13.4	Provide consultancy services to assist businesses with legislative compliance and energy/carbon reduction techniques	Estimated number of businesses that could install Renewable Energy Generation technologies as part of this scheme TBC	Identification of partners and feasibility assessment	Dec-21	Jul-22	Ian Gough	Started working with two local companies to see what we can do (pilot).	

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Retrofitting Existing Council Development

REF	Action	Outcome	Milestone	Start Date	Target Date	Lead Officer	Progress	RAG
T14	Target 14. By 2028 All council buildings, excluding schools, will be retrofitted to carbon-neutral standards							
14.1	Improve energy performance of council-owned buildings to carbon-neutral standards	All corporate assets energy performance reviewed, and a retrofit programme of improvement measures in place. Programme for retrofitting corporate assets based on energy performance baseline and energy improvement requirements. 6,612.30 tCO2e savings by 2028	Have a baseline of energy performance for each council-owned asset. Three-year assessment, average kilowatt value (FY from 2017-18, 18-19, 19-20)	Jan-20	Apr-20	Ian Gough	Completed	
			Identify energy performance improvement requirements to all corporate sites and recorded in the Corporate Assets Carbon Reduction Database.	Apr-20	Jun-20	Ian Gough	Most sites assessed and project is progressing. In various states of progression.	
			Stock condition surveys now to include details on energy efficiency-related measures Roll annually April 2021 - April 2022	Apr-21	Apr-22	Ian Gough	Project progressing delayed due to COVID-19 restrictions	
			Set up an annual programme for retrofitting assets in a financial year	Jun-20	Oct-20	Ian Gough	Progressing with some projects, delayed due to COVID-19 restrictions	

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REF	Action	Outcome	Milestone	Start Date	Target Date	Lead Officer	Progress	RAG
			calendar April 2020 - April 2021					
			Carry out a feasibility assessment to Woodley Library as a pilot project	Jun-20	Aug-20	Arnab Mukherjee	Completed	
			Establish guidelines of energy improvements that can be used for all corporate assets	Jul-20	Oct-20	Ian Gough	Currently negotiating this with Operational Property.	
			Deliver retrofitting programme FY 2020-2021	Aug-20	Dec-28	Ian Gough	Progressing with some projects, delayed due to COVID-19 restrictions	
115 14.2	Improve energy performance of council housing stock	Set up a programme for retrofitting of our housing stock to net-zero standards 9,880 tCO2e savings	Survey the whole stock to develop an energy benchmark.	Mar-20	Aug-20	Martin Foster	COVID-19 has stopped the survey program, so the August target date has been missed. It is hoped that the surveys will be completed by October 2021, but this entirely depends on COVID-19	
			Assess Public Energy Supplier funding that could be used to improve the energy profile of council housing (ECO, GHG, BEIS)	May-20	Sep-20	Ian Gough	Completed	
			Assess the ECO (Energy Company Obligation) scheme and potential funding	Aug-20	Nov-20	Martin Foster	ECO now in place. Project started delivery on September 2020. Working with energy team and selected partner.	
			Pilot energy improvement work to a property increasing it from SAP D to B.	Oct-20	Feb-21	Martin Foster	House identified; specification being developed. Work has started on site with delivery in January	
			Consultancy assessment to No.6 Yeos Field - identification to get the property to band A or Net Zero	May-20	Jun-20	Ian Gough/ Martin Foster	Report support as a mechanism to identify funding requirements	
			Carry out independent EPC ratings for each property	Mar-20	Mar-21	Ian Gough/ Martin Foster	Discussing budgetary requirements for this. This is linked to the survey programme mentioned above. It is on hold due to Covid restrictions	
T15	Target 15. From 2021 100% of council new development is built to carbon-neutral standards - Target moved to New Development Key Priority							
T16	Target 16. By 2029 all local schools to be retrofitted							
16.1	Upgrade various energy measures in the schools to improve their energy performance.	Implement energy reduction projects to all local schools to improve their energy performance and reduce carbon	Carry out energy audits to all schools to identify possible energy reduction projects. Five-year audit program	Feb-20	Dec-25	Ian Gough	Energy Audits began; Commencing DEC's too; having to agree to pay for this with schools. Affected by COVID-19	

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REF	Action	Outcome	Milestone	Start Date	Target Date	Lead Officer	Progress	RAG
		emissions. 5,034.08 tCO2e savings when completed	Establish and deliver the schools retrofitting programme which will be based on carbon 'paybacks' Target is to carry out improvements to at least 18 schools per year	Jun-20	Dec-29	Ian Gough	Started with some - good projects identified and good carbon savings FY 19/20 5 schools -Budget availability affected the delivery of this FY 20/21 16 schools	
T17	Target 17. By 2030, 20% of households to be retrofitted							
17.1	Develop a Green Bank Scheme offering to support residents and local	More residents will be able to improve the energy efficiency of their properties and switch from gas to electricity with the financial support the Green Bank Project	Identify partners and set up the scheme - Householders will pay this back against a loan re-payment (plus interest) over a period (7, 10 and 15 years).	Mar-20	Aug-20	Ian Gough	Progressing through Halifax but has been somewhat usurped by Green Homes Grant	
		44,307.5 tCO2e savings	Conversations with Legal / Finance ongoing.	Mar-20	Aug-20	Ian Gough	Conversations with legal finished. The decision to not set up WBC funded initiative at this stage taken.	
17.2	Develop an ECO (Energy Company Obligation) offering to support residents to improve the energy efficiency of their homes.	More residents will be able to improve the energy efficiency of their properties and switch from gas to electricity with the financial support the Green Bank Project 44,307.5 tCO2e savings	Set up the scheme. Identify the type of measures that can be implemented	Apr-21	Apr-26	Ian Gough	ECO set up	
			Identification of suppliers that will help deliver the scheme	Apr-21	Apr-26	Ian Gough	Completed	
			Scheme approval by the executive	Sep-20	Sep-20	Ian Gough	Completed	
			Launch the scheme - identifying and contacting the residents that can benefit from the scheme	Nov-20	Feb-21	Ian Gough	Setting up targets for 2019 2020 and 2020-2021. Initial contact with residents starting	

Sustainable Schools

REF	Actions	Outcome	Milestone	Start Date	Target Date	Lead Officer	Progress	RAG
T22	Target 22. Encourage and support school children in the Borough to take an active role in reducing carbon emissions							
22.1	Deliver annual climate emergency assemblies at local schools	All secondary school children will receive an annual climate emergency assembly 469.3 tCO2e savings per year	Plan and deliver climate emergency assemblies with all secondary schools	October (post half term) 2020	Jun-21	Vicky Elliott-King	Pre-Covid, assemblies were delivered to all year groups in 4 Secondary schools. Planned assemblies in schools were cancelled from March 2020. Ongoing investigation to assess how sessions can be delivered going forward. Under current Covid restrictions, we can provide one assembly per school, possibly delivered remotely by the end of July 2021.	
22.2	Create climate committees in schools	Increase engagement with climate emergency issues and ownership of actions to reduce carbon dioxide emissions.	Produce information pack for how to set up a school council. Provide contacts within Wokingham Borough Council to help/attend when needed.	Jan-21	Aug-21	Vicky Elliott-King	Proposal drafted for a headteachers summit in May/June 21 which would provide schools with information on how schools can respond to the CE, including setting up committees.	

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		One per school starting with secondary schools initially. 52.5 tCO2e savings per cohort	Aim to set first committees up with particularly engaged schools in 2021, or 2022 depending on the school's capacity post-COVID-19.	Sep-21	2023	Vicky Elliott-King	Not possible to implement as envisaged due to Covid restrictions. Consideration to be given to alternative means of delivery.		
22.3	Deliver the Youth Climate Conference	Increased awareness and understanding of climate emergency issues amongst children and young adults attending.	Plan and deliver climate emergency assemblies with all secondary schools	Jun-20	Deliver 29th September 2020	Vicky Elliott-King	Achieved October 12th with 5,600+ views across the council's social media platforms. Moved to a remote format -- video series on YouTube.		
			Create content for secondary school students throughout the borough on the climate change response	Mar-21	Jul-21	Viki Elliot-King	Kickstarter funding granted for an Apprentice. Estimated to be in place in March. The apprentice to launch a bimonthly Climate Emergency Newsletter. The Kickstarter will edit the newsletter, main articles will be written by students. Key aim: to help build the mailing list to increase participation in the YCC		
117	22.4	Encourage schools to include climate emergency issues in lesson time	Increased knowledge amongst children and young adults on climate emergency issues 176.3 tCO2e savings	Create a campaign to engage across schools and the public to lobby for a commitment from all schools. Use different communication channels (e.g. local news, social media, etc.)	October (post half term) 2020	Jun-21	Vicky Elliott-King	Aim to implement a survey to understand how many schools are including climate issues in their curriculums before end of March 2021.	
			This would be aiming for a commitment from schools to teach it across all year groups in at least one subject i.e. science, geography, philosophy, PSHE. So the target would be all children in at least one subject	Create a document with criteria for all schools to sign, this could be presented at the secondary federation. Phase 1. Establish current school activity on climate change issues. launch a survey to understand how schools are currently teaching climate issues	October (post half term) 2020	Jun-21	Vicky Elliott-King	School's working group is pulling together the sum of council services available to schools to address the climate emergency.	
				Gain commitment from all schools and follow up to see how they are fulfilling the promise, with positive press coverage. Phase 1. Encouraging/incentivising a UN accredited climate change teacher could be a milestone.	October (post half term) 2020	Jun-21	Vicky Elliott-King	Survey required to understand how schools are currently teaching climate issues (As above). This is covered in the Headteacher CE summit proposal with UN accredited climate change teachers' part of the demonstration of best practice.	
22.5	Encourage schools to adopt property and operational management practices that reduce carbon emissions and support the environment	Better informed children and school staff on sustainability practices.	Set up a program of termly themed campaigns The campaigns would aim to be termly, themes such as recycling, the ocean, fast fashion	October (post half term) 2020	2023	Vicky Elliott-King	This could be aligned with the behaviour change platform in all Wokingham maintained schools.		
22.6	Encourage Wokingham Borough schools to become net-zero carbon and embrace sustainability	Each school to have a sustainability and carbon emissions baseline to guide them in the journey to become a net-zero carbon	Produce an online resource on the Council's offering to schools.	October (post half term) 2020	Dec-20	Vicky Elliott-King	Resource needed to work on this. We will scope whether this can be done by December, but we are working on it.		
			Energy performance assessment for each school. Unlikely possible within the target date.	Jun-20	Dec-23	Ian Gough	Undertaken 17 schools' retrofits for LED lighting replacements or have booked in for the replacement. 10 Schools are under progress to be booked in.		

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T23 Target 23. Celebrate schools' achievements in climate emergency initiatives and inspire the future generation								
23.3	Implement a behavioural change programme within schools that would support the adoption of new behaviours, particularly within sustainability and climate change	Initial pilot in three schools will result in engaging 1900 children Groups taking part in the competition can be up to 5 pupils 1.59 tCO2e savings	Identify and propose schools that should be part of the pilot - Autumn to Winter Set up focus groups with children to drive the platform design. Potential to use ECO Councils within schools. Write a Business Case that includes timelines, activities and carbon savings to obtain funding for the scheme implementation.	Jun-20	March 21	Vicky Elliott-King	Platform pilot proposal business case was presented to SLTs. Proposal is subject to funding available to run the pilot.	

Waste & Recycling

REF	Action	Outcome	Milestone	Start Date	Target Date	Lead Officer	Progress	RAG
T24 Target 24. Recover 80% recycling in the form of a wet paper by October 2020								
24.1	Increase awareness amongst residents to keep paper and card dry	High level of awareness amongst residents about the implications of wet recyclables and impact on recycling rate & market reputation This action contributes to preventing loss of recyclable material and therefore prevents 262.8 tCO2e	successfully ran the 'Stamp out the damp' campaign	Dec-19	Feb-20	Green Redeem	Completed. This campaign will be replaced by the recycling bags that will be delivered from February 2021.	
			The information displayed on the website	Dec-19	Oct-21	Irum Gulzar	Ongoing	
			Social media campaign to remind residents to continue keeping their paper & card dry	Feb-20	Sep-21	Green Redeem	Ongoing	
			Based on the success of "Stamp out the Damp" campaign look at the short-term measure to keep paper & card dry until a permanent solution is identified and implemented	Sep-20	Sep-21	Richard Bisset	Ongoing	
24.2	Implement interim solution for keeping paper and cardboard dry	Recovery of recyclables lost income and reduced disposal cost This action contributes to preventing loss of recyclable material and therefore prevents 262.8 tCO2e	Agreement between the council, Veolia, re3 and members on the interim solution (Exec report)	Feb-20	May-20	Richard Bisset	Completed	
			Formal agreement through executive approval	Jul-20	Jul-20	Richard Bisset	Completed	
			Arrangement and delivery of the interim solution to residents by Veolia	Aug-20	Jan-21	Irum Gulzar	To be completed in January 2021	
T25 Target 25. re3 Pilot project on contamination, 2020								
25.1	Implement re3 contamination policy to reduce contamination	Assess the effectiveness and ensure compliance with the re3 contamination policy. Better quality recycling and reduce sorting cost. A 2% increase in recycling will save 131 tCO2e.	Adapt the re3 contamination policy	Sep-19	Dec-19	Irum Gulzar/re3	Suspended due to COVID-19	
			Choose the sample area	Sep-19	Dec-19	Irum Gulzar	Suspended due to COVID-19	
			Gather data (Veolia, website, social media and CS) on existing practices	Dec-19	Mar-20	Irum Gulzar	Suspended due to COVID-19	

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REF	Action	Outcome	Milestone	Start Date	Target Date	Lead Officer	Progress	RAG
			Tag and leave contaminated recycling boxes uncollected	Mar-20	May-20	Veolia	Suspended due to COVID-19	
			Collate & evaluate data, send letters to residents and share data with re3	Mar-20	May-20	Irum Gulzar	Suspended due to COVID-19	
			Monitor impact on recycling	Mar-20	Sep-20	Irum Gulzar/ re3	Suspended due to COVID-19	
			Phase II and III monitoring continued	Jun-20	Sep-20	Irum Gulzar	Suspended due to COVID-19	
			Report on re3 findings with three council	Sep-20	Oct-20	Irum Gulzar/ re3	Suspended due to COVID-19	
T26	Target 26. Achieve 70% recycling target by 2030							
26.1 119	Establish and implement a permanent solution for keeping paper and cardboard dry	Implement a new waste and recycling collection system that will ensure a high recycling rate, reduced waste, improved quality of recycling and reduced collection and disposal cost	Prepare consultants briefing	Feb-20	Feb-20	Grant Thornton	Completed	
			Options appraisal in summer 2020	Aug-20	Oct-20	All	Completed	
			Market research	Jun-20	Jun-20	Green Redeem	Completed	
			Decision making by December 2020	Oct-20	Dec-20	Richard Bisset	Initial consultation on the report took place in December. It was agreed that a review version will be presented for further consultation in January 2021.	
26.2	Improve residents' engagement with waste and recycling initiatives/issues via Green Redeem	Better understanding of the global and local environmental issues, greener behaviour and subsequent green actions amongst residents, appropriate recycling	Weekly email to prompt residents on presenting their waste/recycling	Oct-19	Apr-20	Green Redeem	A period start with the delivery of blue bags	
			Waste reduction campaign by Greenredeem to coincide with the delivery of blue bags	Feb-21	Apr-21	Green Redeem	A period start with the delivery of blue bags	
			Climate Change Emergency campaigns - what residents can do at home to cut their carbon (link to garden waste collection/food waste reduction/recycling & increase in recycling)	Jan-21	Mar-21	Green Redeem	Completed	
			Promote and prompt residents to renew Garden Waste (GW)	Feb-21	Mar-21	Green Redeem	This is scheduled at the time of contract renewals	
			Food waste collection anniversary – target areas to increase participation above 50% and thank you to residents for the fantastic results already achieved! Along with Easter recycling messages (packaging/foil recycling tips/food waste etc.).	Apr-21	Apr-21	Green Redeem	This has been scheduled	
26.3	Target low participation areas to increase FW tonnage	Greener behaviour amongst residents maintain a higher	Identify low participation areas from Veolia crew report	May-20	May-20	Irum Gulzar	Suspended due to COVID-19	

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REF	Action	Outcome	Milestone	Start Date	Target Date	Lead Officer	Progress	RAG
		recycling rate, improved income and reduced disposal cost	Use of clicker to identify non-participating households	Jun-20	Jul-20	Veolia	Suspended due to COVID-19	
			Letters sent to residents	Jul-20	Aug-20	Richard Bisset	Suspended due to COVID-19	
			Monitoring / assess impact on tonnages in a monthly meeting	Jul-20	Aug-20	Veolia & re3	Suspended due to COVID-19	
26.4	Increase & improve facilities for glass recycling	Introduce 50 recycling sites for glass	Identify potential site by communicating with parishes & town councils and other private businesses & partners	Feb-20	Dec-20	Irum Gulzar	Being undertaken - currently c.46 sites, not 50	
			Assess potential sites via FCC	Mar-20	Dec-20	Irum Gulzar	Ongoing	
			Install bottle banks once approved	Mar-20	Dec-20	Irum Gulzar	This will take place following locations approval	
			Update the national database	Mar-20	Dec-20	Irum Gulzar	Ongoing	
26.5	Explore limited kerbside glass collection opportunities	Added convenience to elderly residents, diversion of glass from general waste	Identify potential Sheltered sites eligible to receive this service	Jun-21	Jun-21	Irum Gulzar/re3	Suspended due to COVID-19	
			Communicate with site management and residents	Aug-20	Aug-21	Irum Gulzar/re3	Suspended due to COVID-19	
			Provide bottle recycling bins	Oct-21	Oct-21	Irum Gulzar/re3	Suspended due to COVID-19	
			Monitor impact on recycling	Nov-21	Nov-21	Irum Gulzar/re3	Suspended due to COVID-19	
26.6	A proactive approach to deliver waste management facilities in new developments	proactive delivery of waste & recycling facilities to new residents, tap the opportunity to induce better recycling habits amongst new residents, improved recycling rate and high-quality recycling	Proactively approach and revive the working relationship with sales offices in new development	Feb-20	Mar-30	Richard Bisset	Ongoing but would be beneficial to have resource/support on this	
			Work closely with developers to ensure efficient supply of waste management facilities to residents as they move in	Feb-20	Mar-30	Richard Bisset	Ongoing but would be beneficial to have resource/support on this	
			A regular supply of instruction letters to developers to be included in the induction packs of residents	Feb-20	Mar-30	Richard Bisset	Ongoing but would be beneficial to have resource/support on this	
			Improved information in the bin stores including posters on wall and recycling stickers on bins	Feb-20	Mar-30	Richard Bisset	Ongoing but would be beneficial to have resource/support on this	
26.7	Engage school children in recycling via Green Team	Investment in the future in the form of raising awareness amongst children about environmental issues and how they can help	Provide relevant content to the Green Team to support preparing lessons	Mar-20	Mar-21	Green Team	Suspended due to COVID-19	
			Review information tailored to schools' need upon request	Mar-20	Mar-21	Green Team	Suspended due to COVID-19	

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REF	Action	Outcome	Milestone	Start Date	Target Date	Lead Officer	Progress	RAG
			Arrange interactive activities	Mar-20	Mar-21	Green Team	Suspended due to COVID-19	
T27	Target 27. Zero waste going to landfill by 2050							
	Identify, establish & deliver necessary measures to achieve zero waste to landfill from domestic properties	Move waste up the waste hierarchy and potential savings from landfill diversion	Identify alternate markets for hard to recycle items	Mar-20	Ongoing	Irum Gulzar/re3	COVID has impacted on frontline operations, therefore, this has yet to be undertaken	
			Diversion of as much recycles from waste as possible	Mar-20	Ongoing	Irum Gulzar/re3	COVID has impacted on frontline operations, therefore, this has yet to be undertaken	
T28	Target 28. Carbon-based recycling targets							
28.1	Adapt Carbon Matrix for recycling	A realistic assessment of the impacts of reuse, recycling and disposal	Collaboration between re3 and University of Reading and input from WBC	Mar-20	Ongoing	Irum Gulzar/re3	COVID has impacted on frontline operations, therefore, this has yet to be undertaken	

New Development

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REF	Actions	Outcome	Milestone	Start Date	Target Date	Lead Officer	Progress	RAG
T29	Target 29. From 2022, major residential development to be designed and built to achieve carbon neutrality							
29.1	Require major residential development to achieve carbon neutrality	Policy in place upon adoption of new Local Plan	Consult on the draft policy as part of the Draft Local Plan. Publish draft policy as part of the Pre-Submission Local Plan. The policy included within the adopted Local Plan.	Feb-20	TBC	Ian Bellinger	Further evidence required to define what carbon-neutral means and viability testing. Work will be commissioned alongside stage of the Local Plan consultation. Unsuccessful in attempt to secure funding through Net-Zero Innovation Fund.	
T30	Target 2. From 2022, major non-residential development to be designed and built to achieve the BREEAM excellent standard							
30.1	Require major non-residential development to achieve BREEAM excellent standard	Policy in place upon adoption of new Local Plan	Consult on the draft policy as part of the Draft Local Plan (complete). Publish draft policy as part of the Pre-Submission Local Plan. The policy included within the adopted Local Plan.	Feb-20	TBC	Ian Bellinger	A clear commitment was included in the draft plan, notwithstanding the need for further testing moving forwards. LPU delayed due to government consultation on proposed planning reforms	
T31	Target 31. Establish a spatial strategy and design framework which promotes active and sustainable travel, sustainable design and construction and enables biodiversity gain							

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REF	Actions	Outcome	Milestone	Start Date	Target Date	Lead Officer	Progress	RAG
31.1	Minimise unnecessary travel from new development, better house design for working from home and better integrated IT capability	Policy in place upon adoption of new Local Plan	Consult on the draft policy as part of the Draft Local Plan (complete). Publish draft policy as part of the Pre-Submission Local Plan. The policy included within the adopted Local Plan.	Feb-20	TBC	Ian Bellinger	The spatial strategy published in the draft plan locates development to the areas that are or can be made sustainable and offer a choice of travel. Additional scope to review planning policy around home working. Delayed due to government consultation on proposed planning reforms	
31.2	Require development, including the public realm, to be accessible to all and prioritise walking, cycling and other sustainable modes of transport	Policy in place upon adoption of new Local Plan	Consult on the draft policy as part of the Draft Local Plan (complete). Publish draft policy as part of the Pre-Submission Local Plan. The policy included within the adopted Local Plan.	Feb-20	TBC	Ian Bellinger	A clear commitment to the high-quality design included in the draft plan. LPU delayed due to government consultation on proposed planning reforms	
31.3	Require allocations for major development to secure smart and sustainable approaches that champion climate change resilience and adaptation	Policy in place upon adoption of new Local Plan	Consult on the draft policy as part of the Draft Local Plan (complete). Publish draft policy as part of the Pre-Submission Local Plan. The policy included within the adopted Local Plan.	Feb-20	TBC	Ian Bellinger	The spatial strategy published in the draft plan locates development to the areas that are or can be made sustainable with policies requiring high-quality sustainable design. LPU delayed due to government consultation on proposed planning reforms	
31.4	Provide a positive policy framework for retrofitting existing buildings	Policy in place upon adoption of new Local Plan	Consult on the draft policy as part of the Draft Local Plan (complete). Publish draft policy as part of the Pre-Submission Local Plan. The policy included within the adopted Local Plan.	Feb-20	TBC	Ian Bellinger	Fully supported by policies within the draft plan. LPU delayed due to government consultation on proposed planning reforms	
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T32	Target 32. Support low carbon and renewable energy generation							
32.1	Provide positive policy supporting low carbon and renewable energy generation	Policy in place upon adoption of new Local Plan	Consult on the draft policy as part of the Draft Local Plan (complete). Publish draft policy as part of the Pre-Submission Local Plan. The policy included within the adopted Local Plan.	Feb-20	TBC	Ian Bellinger	Existing development plan policy supports renewable energy and draft plan strengthens this commitment. LPU delayed due to government consultation on proposed planning reforms	
T33	Target 33. From 2022, all new residential and non-residential buildings to be designed and built to be EV ready							
33.1	Ensure new developments make adequate provision for EV	Policy in place upon adoption of new Local Plan	Consult on the draft policy as part of the Draft Local Plan (complete). Publish draft policy as part of the Pre-	Feb-20	TBC	Ian Bellinger	The existing set of standards in the Highways Design Guide. Policy in draft plan around EV provision and futureproofing to allow for retrofit where applicable so that when technology is more widespread this can	

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REF	Actions	Outcome	Milestone	Start Date	Target Date	Lead Officer	Progress	RAG
			Submission Local Plan. The policy included within the adopted Local Plan.				more easily be added to areas where it is absent. LPU delayed due to government consultation on proposed planning reforms	
T34	Target 35. (previously Target 15 retrofitting) From 2021 100% of council new development is built to carbon-neutral standards							
34.1	All new council properties will be built to the highest efficiency standards from 2021	Net-zero carbon standards to be considered for all new developments. Move away from 'gas provision' for new build properties when possible.	Initial assessment of all new council development to assess the stage of development and possible interventions to committed buildings	Jan-20	Mar-29	Nigel Bailey	In Progress.	
			Assessment of possible interventions to Arborfield School to new carbon	Apr-20	Apr-20	Arnab Mukherjee	Completed	
			Assessment - possible interventions to Dinton Activity Centre	Apr-20	Dec-21	Arnab Mukherjee	Completed	
			Assessment - possible interventions to Addington scheme	May-20	May-20	Arnab Mukherjee	Completed	
34.2	All new council homes will be built to the highest efficiency standards by 2024	There are around 255 homes in Gorse Ride state regeneration project. 950 tCO2e savings when completed	Gorse Ride development has been for pre-planning. It has designed houses to the first stage of Passive House. There will be no gas to the domestic houses on the side.	2019	Dec-22	Rhian Hayes	In progress	
34.3	Improve energy performance of council-owned buildings to carbon-neutral standards	All corporate assets energy performance reviewed, and a retrofit programme of improvement measures in place.	Phase 1. Carry out a feasibility assessment to Woodley Library as a pilot project and identify measurements to make the building net-zero Phase 2. Other issues with the building Next stage - BID for net-zero projects	Jun-20	Aug-20	Arnab Mukherjee	Phase 1. Completed. As part of the accommodation's strategy, currently carrying out an options assessment for the Library and other WBC assets. A bid for Salix funding has been put forward.	
34.4	All new council properties will be built to the highest efficiency standards from 2021	Net-zero carbon standards to be considered for all new developments. Move away from 'gas provision' for new build properties when possible.	Initial assessment of all new council development to assess the stage of development and possible interventions to committed buildings	Jan-20	Mar-29	Arnab Mukherjee	Completed - Consultants designing the schemes have been asked for proposals for net zero carbon buildings of Carnival leisure centre, Carnival Pool residential apartments, Peach Place Three, Old boys' school, 75 London Road Toutley Depot on hold	
			Develop a net-zero carbon design guide to establish net-zero requirements	Jan-20	Jul-20	Arnab Mukherjee	Project managers have a copy of the guide. Training session completed	
			Assessment of possible interventions to Arborfield School to new carbon	Apr-20	Apr-20	Arnab Mukherjee	Decision - This will be considered as retrofitting project A bid for Salix funding has been put forward.	
			Assessment - possible interventions to Dinton Activity Centre	Apr-20	Apr-20	Arnab Mukherjee	Decision - DAC completed Spring 2021 and carbon positive. A bid for Salix funding has been put forward.	
			Assessment - possible interventions to Addington scheme	May-20	May-20	Arnab Mukherjee	PV approved - installed by Summer 2021 A bid for Salix funding has been put forward.	
34.5	Promote best practices with net-zero development		Deliver two public events First session 8th Dec 20 Second session 12th March 21	Oct-20	Mar-21	Arnab Mukherjee	First session successfully completed. Second session scheduled for March 2021	

Climate Emergency Action Plan - Quarterly Report
January to March 2021

Communications & Engagement

REF	Actions	Outcome	Milestone	Start Date	Target Date	Lead Officer	Progress	RAG
T36	Target 36. Raise awareness in the community about the climate emergency agenda							
36.1	Actively communicate the progress of the climate emergency initiatives delivered borough-wide	Deliver a sustained campaign to support the delivery of the Climate Emergency Action Plan and ensure ongoing engagement.	Adopt easily communicable and understandable messages with a strong ongoing campaign to raise awareness.	January 2020	Ongoing	Rebecca Bird	Communications Plan developed to capture and aligned all climate emergency-related comms. Regular comms and campaigns delivered	
36.2	Provide and share information with residents on how to reduce their carbon emissions. Inform on economic incentives 'Green Bank' that will support the adoption of carbon-neutral technologies.	This campaign will have a direct impact on residents' engagement with council initiatives such as the Green Bank funding for retrofitting homes, installing solar PV to generate electricity, switching to more sustainable modes of transport such as walking, cycling, public transport, Liftshare or replacing their vehicles with electric.	Residents and local businesses are more aware of energy efficiency and decarbonisation practices	August 2020	August 2021	Rebecca Bird	Green Homes Grant monthly campaign launched from August 2020 to March 2021	
36.3	Support behavioural change programs at schools	Schoolchildren and staff will be better informed on how to use energy more sustainably and apply best practices.	Align engagement campaigns to the climate emergency program designed for schools and deliver engagement campaigns to inspire children and school staff to adopt new behaviours.	October 2020	October 2020	Rebecca Bird	Youth Climate Conference and related comms implemented through October 2020	
36.4	Support changes in work practices and behavioural change amongst council staff	WBC staff is better informed on how to use energy more sustainably and best practices.	Deliver a sustained campaign to inspire people to reduce energy consumption and provide energy advice for the home, helping tenants switch energy supplier.	August 2020	August 2021	Tabitha Shell	Teams Group for Green Team and communicated through the Big Chat.	