

| STAGE | ACTION | ACHIEVMENTS TO DATE | STATUs |
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| Stage 1: Short-term Actions | Carbon literacy / climate change training for staff and Members | <ul style="list-style-type: none"> As of 1st April, 265 members of staff have completed Climate Change e-learning module. OD will be contacting staff individually regarding outstanding / overdue e-learning modules. Roughly 30 people manager and members attended the climate emergency training session | <ul style="list-style-type: none"> Ongoing |
| | Climate Change Champions staff scheme | <ul style="list-style-type: none"> Climate Change Champions Group has been established to further explore ways to expand energy and environmental awareness campaign Environmental Calendar produced and Climate Change Team Challenge has been introduced. Last Climate Change Champions meeting held 23rd march and tips on saving energy while working from home was shared | <ul style="list-style-type: none"> Ongoing |
| | Measure waste produced by the Council operations | <ul style="list-style-type: none"> Work undertaken to alter the waste streams coming out of the Civic Centre and reduce recycling contamination (changes to bins and clarifications/communications for waste streams). Recycling bins with appropriate signage installed in civic centre Cleaning solutions are being bought in 5L bottles, including dish soap and hand soap. The desk sanitiser is also being bought in a 5L bottle that staff are to dilute into refillable 750ml spray bottles. | <ul style="list-style-type: none"> Complete |
| | End single-use plastic | <ul style="list-style-type: none"> Use of plastic cups for water coolers have been stopped – no longer purchasing plastics just finishing the old stock. Cleaning solutions are being bought in 5L bottles, including dish soap and hand soap. | <ul style="list-style-type: none"> Ongoing |

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| | | <ul style="list-style-type: none"> The desk sanitiser is also being bought in a 5L bottle that staff are to dilute into refillable 750ml spray bottles | |
| | Reduce printing and paper waste | <ul style="list-style-type: none"> Emails being promoted as the first choice of communication where applicable. MyAccount continues to grow with over 55% of resident take up New contract for copiers due to start 1st April reduced number of copiers reduced from 14 to 6. This avoids a number of devices taking power while on standby. Print room major printers being reduced from 3 to 1 for more efficient running. A new contract has been let for printing directly to post the supplier operates on a larger scale and increasing carbon efficiency is part of the requirements of the contract | <ul style="list-style-type: none"> Ongoing |
| | Expand the energy awareness campaign | <ul style="list-style-type: none"> Working with internal and external communications team to continue to progress this action. | <ul style="list-style-type: none"> Ongoing |
| | Explore the use of EV staff pool car(s) | <p>4 car parks now up & running: High Knocke, The Paddocks, Wilberforce Road and Tram Road. Civil/electrical works are being carried out on others</p> <ul style="list-style-type: none"> Waiting on Kent County Council to develop strategy on On-Street Electric Charging Points | <ul style="list-style-type: none"> Ongoing |
| | Assess the scope for extending sustainable travel incentives for staff | <ul style="list-style-type: none"> Cycle-to-work scheme already in place; information on cycle training is on the intranet. Scheme developed with Tusker Cars, due to be launched to staff on 25 April 2022 Options for co-wheels or similar will be explored through the ongoing district wide carbon plan | <ul style="list-style-type: none"> Ongoing |

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| | Promoting reductions in water usage | <ul style="list-style-type: none"> Included alongside energy awareness campaign with regular staff bulletins sent out every Friday by the council's Organisational Development team. | <ul style="list-style-type: none"> Ongoing |
| | Review the use of peat, redesign mowing regimes, etc. | <ul style="list-style-type: none"> Review of cutting regimes Use of peat free growing media has resumed and 90% of summer bedding is now supplied peat free. | <ul style="list-style-type: none"> Ongoing |
| | Convert street lighting to LED | <ul style="list-style-type: none"> Conversion works now underway. | <ul style="list-style-type: none"> Ongoing |
| | Review carbon and waste impacts of catering for events | <ul style="list-style-type: none"> Will be put into consideration when we host events in spring/summer months This was highlighted for inclusion in cabinet away day however it was postponed, Update to be provided | <ul style="list-style-type: none"> To be incorporated in future |
| Stage 2: Medium-term Actions | Checklist of criteria to inform decision-making | <ul style="list-style-type: none"> Climate Change Impact Statement is being added to all reports to committee and cabinet and documented accordingly Regular checks carried out with Leadership support to make sure CIS is included on all reports as required. A review of Climate Impact Statement will soon be undertaken to assess how it has helped in decision making | <ul style="list-style-type: none"> Complete |
| | Reports to cabinet to include a climate impact statement (CIS) | <ul style="list-style-type: none"> Worked with OD to produce email reminder with Q&Q sheet. This was emailed to all staff and team leads to remind report authors to conduct out their own carbon impact assessment. Started noticing increase in report authors' conducting their own CIS. | <ul style="list-style-type: none"> Ongoing |
| | Review sub-metering installations | <ul style="list-style-type: none"> Exploring specific bills for individual occupants | <ul style="list-style-type: none"> Awaiting decision on future of civic center |
| | Carry out energy audits across the whole Council non-residential property | <ul style="list-style-type: none"> LASER have been contacted as potential provider and waiting to hear back on whether LASER will charge for this service. | <ul style="list-style-type: none"> Awaiting update from LASER |

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| Potential for voltage optimisation. | <ul style="list-style-type: none"> Voltage optimizer in place in civic center | <ul style="list-style-type: none"> Complete |
| Evaluate adding to the Council's own estate EV charging | <ul style="list-style-type: none"> The funding available is for chargepoints that can be accessed by local residents at all times. However, under the workplace charging scheme, we may also qualify for 75% grant for the depot. The remaining 25% plus any electricity upgrade costs would need to be funded by the council so we need to have discussions about budget position etc. | <ul style="list-style-type: none"> To be confirmed |
| Expand opportunities for flexible working | <ul style="list-style-type: none"> Bookable hot desks and meeting rooms with hybrid meeting equipment available to all staff. A review of uptake and impact of Agile Working scheduled for summer 2022 in order to explore improvement. | <ul style="list-style-type: none"> Complete |
| Sustainable procurement policies | <ul style="list-style-type: none"> Procurement staff attending KCC Climate Change Network Procurement meetings on a regular basis In progress, still watching but have meeting scheduled with carbon action team to discuss internal training options Agreed new wording for procurement contracts drafted and proposals to be discussed by Corporate Leadership Team on 3 May 2022 Training on assessing carbon emissions for procurement being explored. | <ul style="list-style-type: none"> Ongoing |
| Council-owned land to increase biodiversity | <ul style="list-style-type: none"> Map produced and according to JG only one made needs cross checking. Also, Are we including the four sites that are managed by us on behalf of KCC; Birkdale Drive, Churchill Avenue, Cherry Garden Lane and Southern Way. Links to Green infrastructure Strategy to take this forward | <ul style="list-style-type: none"> Ongoing |

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| | Switch to green tariff for Council-purchased electricity | <ul style="list-style-type: none"> Proposing Lot 1 of the Dynamic Purchase System (DPS). | <ul style="list-style-type: none"> Awaiting update from LASER |
| | Review of Green Infrastructure Strategy | <ul style="list-style-type: none"> Green Infrastructure Strategy has been produced by consultants Present to CLT, next steps is to do a public consultation. Going to WG in April | <ul style="list-style-type: none"> Ongoing |
| Stage 3: Longer-term Actions | Work with contractors to move towards Ultra-Low Emission Vehicles | <ul style="list-style-type: none"> Suppliers are either required (in the specification) or encouraged (in the specification and tender) to do this, depending on what is proportional for the tender/contract. | <ul style="list-style-type: none"> Ongoing |
| | Reduce energy losses by retro-fit technologies | <ul style="list-style-type: none"> Housing stock condition survey completed. Net Zero toolkit being explored to address this. | <ul style="list-style-type: none"> Ongoing |
| | Examine installation of low emission heating | <ul style="list-style-type: none"> Housing stock condition survey completed. Depends on future of civic centre | <ul style="list-style-type: none"> Awaiting decision on future of civic center |
| | Identify any suitable locations for solar photovoltaic (PV) panels | <ul style="list-style-type: none"> Sites identified and studies on this complete initial study complete, proposal to be taken to Corporate Leadership Team in May to advise on next steps | <ul style="list-style-type: none"> Ongoing |
| | Examine the business case for Vehicle-to-Grid EV | <ul style="list-style-type: none"> Action to be looked at when fleet starts to switch to EV. | <ul style="list-style-type: none"> Dependent on introducing EV scheme in action above |
| | Install water-saving technology within all commercial buildings within the Council portfolio. | <ul style="list-style-type: none"> Chief Officer – Operations 'Operations has identified possible potential Can be included in housing carbon reduction strategy being produced | <ul style="list-style-type: none"> Feasibility study required |
| | Explore the potential for rain water harvesting systems and treatment. | <ul style="list-style-type: none"> Chief Officer – Operations has identified possible potential Can be included in housing carbon reduction strategy being produced | <ul style="list-style-type: none"> Feasibility study required. |

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| | Seek to incorporate carbon reduction requirements into new tender contracts | <ul style="list-style-type: none"> Initial carbon reduction requirements are been drafted. | <ul style="list-style-type: none"> Ongoing, |
| | Where possible contracted out service proposals include and deliver high levels of sustainability | <ul style="list-style-type: none"> This is ongoing, initial carbon reduction requirements are been drafted. | <ul style="list-style-type: none"> Ongoing, |
| | Develop appropriate flood mitigation measures and tree planting schemes | <ul style="list-style-type: none"> Tendering process for update the council's 2015 Strategic Flood Risk Assessment (SFRA) completed Contractor appointed – Waterman Group KCC working on Spatial Risk Assessment for Water for Kent (see presentation to Working Group, 9 September 2021) which can feed into the council's SFRA update | <ul style="list-style-type: none"> Ongoing |
| | Ensure that the Local Plan sets developments and land use standards that reduce carbon and increase sustainability (subject to proposed Government reforms of the planning system) | <ul style="list-style-type: none"> Process for Local Transport Plan 5 (LTP5) process has commenced with KCC leading. KCC held initial meeting with F&HDC staff. Net Zero Toolkit being drafted by consultants Levitt Bernstein/Elementa/Étude to provide guidance for developers and homeowners on new build and refurbishment projects. Toolkit will also provide recommendations for future local plan policies. Presentation on draft to be given to April 2022 Working Group. | <ul style="list-style-type: none"> Ongoing |
| | Explore phased upgrade of the council fleet to hybrid (HEV) or full battery electric vehicles (BEV) | <ul style="list-style-type: none"> Prioritise vehicles in fleet around Folkestone and Hythe. Also consider ensuring vehicles are multi-purpose and can be used across different services. Implementation is dependent on introduction of charging points and assessment of costs. 23 car parks to have EV charging in, but these are for public. | <ul style="list-style-type: none"> Ongoing , dependent on fleet upgrade and street charging points |
| Stage 4: Offsetting | Offsetting remaining carbon emissions | <ul style="list-style-type: none"> To be explored dependent on results of emissions reductions actions in Stages 1-3. | |

**Where
Emissions
Cannot be
Reduced**

