

SUBJECT: DRAFT LINCOLN ZERO CARBON UPDATE REPORT

DIRECTORATE: DIRECTORATE OF MAJOR DEVELOPMENTS

REPORT AUTHOR: KATE BELL, CLIMATE CHANGE MANAGER

1. Purpose of Report

- 1.1 The purpose of this report is to inform and update members of the Executive Committee on the Council's progress to address the challenge of climate change. To request that the Executive consider and approve climate projects outlined in the report for delivery in 2021/22.

2. Background

- 2.1 On the 24th of February 2020 the Council's Executive Committee approved the final draft contents of Vision 2025 Strategic Plan which includes a new priority 'Let's address the challenge of climate change.'
- 2.2 Since February 2020 a Vision 2025 Climate Challenge taskforce has been set up to deliver a range of projects to specifically address the challenge of climate change. In addition to the climate specific projects, Vision 2025 includes a range of projects under each of the other four priorities which also contribute to this priority either directly or indirectly.
- 2.3 In January 2020 the Council appointed a Climate Change Manager to develop, implement, co-ordinate and champion the Council's policies, strategies and action plans to adapt to the impact of climate change and reduce Lincoln's carbon footprint.
- 2.4 During 2020 the Council have carried out the following:-
- Set up a new CoLC Environmental Management System (EMS) and achieved accreditation from an independent body.
 - Approve a new Environmental Policy and Environmental Policy Statement for the Lincoln Christmas Market.
 - Successfully secured £72 000 to install new 'fast' electric vehicle charge points for use by residents, without access to off road parking, in city centre locations. Installation due to be completed by the end of March 2021.
 - Prepared the CoLC Single Use Plastic Audit and Action Plan for 2020.
 - Reduced the Council's Carbon Dioxide emissions by 14% since the 2018/19 baseline year.
 - Support the Lincoln Climate Commission to prepare the 'Lincoln Roadmap to Zero carbon' setting out climate projections and emission pathways to achieving net zero Carbon by 2030.
 - Supported the LCC to submit the Road to Zero programme of projects as part of the Lincoln Towns Fund bid.
 - Worked with Lincolnshire County Council to prepare and inform the Lincoln Cycling and Walking Network Plans and the Lincoln Transport Strategy.

- Applied to the Government's Public Sector Decarbonisation Fund to secure skills funding to prepare feasibility studies to decarbonise three Council buildings, awaiting outcome of the decision.
- Commenced work with the Central Lincolnshire Local Plan Team to review and consider the opportunities for preparing a carbon neutral Local Plan.
- The Housing Investment Team recycle and reuse, wherever possible, building materials to significantly reduce waste.

3. City of Lincoln Council Environmental Management System (EMS)

- 3.1 During 2020 an internal team of council officers from various service areas established an Environmental Management System (EMS).

'An Environmental Management System (EMS) is a structured framework for managing an organisation's significant environmental impacts.' Investors in the Environment

- 3.2 Having a recognised EMS accreditation demonstrates a continued environmental commitment to residents, contractors, suppliers, the wider business community and voluntary & community groups.
- 3.3 In August 2020 the Council's EMS was submitted to Investors in the Environment (iiE) for official audit. In September 2020 Investors in the Environment announced that the City of Lincoln Council has achieved the Silver level accreditation with a score of 74%.



'The Investors in the Environment (iiE) accreditation consists of organisations working toward high-level criteria and targets, followed by an official auditing process. The objective is to identify how City of Lincoln Council is performing against agreed targets and environmental performance. By qualifying for the accreditation, City of Lincoln Council (CoLC) are demonstrating their organisation's commitment to minimising its environmental impact and helping to set the standard for the environment.' (City of Lincoln Council iiE Audit. Sept 2020)

- 3.4 The iiE Audit report highlighted the Council's key achievements over 2019/20 were:-
- The CoLC has made a commitment to achieving net-zero by 2030 and there are numerous planning initiatives started and case studies published on existing low carbon work.
 - Good reductions achieved for all council buildings and activities, including a reduction in the annual carbon footprint by 14%.
 - Outstanding analysis of performance, with excellent internal assessment by environmental management leads and target projection for areas of concern for both direct council operations and public buildings.

- Well managed data capture system to record information for carbon reduction reporting.
- Introduction of sustainability criteria into the procurement process to support greater uptake of environmental action through suppliers.
- Excellent communication available to stakeholders on the CoLC website for almost all areas of the audit, demonstrating excellent transparency and accountability in sustainability action and planning.

3.5 The audit report recommended the following key areas where the Council could make improvements:-

- Modelling for net-zero has been drafted, with business-as-usual projections alongside a Science based Targets emissions model.
- Environmental management system documentation manual, monitoring process, and general internal systems process improvement.
- Improved data collection and annual target setting are needed, as well as a methodology for how these targets will be kept on track.

3.6 Based on the success of the EMS accreditation it is proposed that the Council proceed with developing the EMS and implement the recommendations from the audit. The proposed target to submit the Council's EMS for full external audit is Summer 2021 with the aim of achieving a Green Award.

4. City of Lincoln Council Decarbonisation Strategy and Action Plan

4.1 On the 23rd of July 2019 CoLC's Full Council unanimously approved the Climate and Environmental Emergency Declaration, resolving to deliver a carbon neutral vision for Lincoln by 2030.

4.2 In order to achieve the net zero carbon target and adhere to all the council's commitments in the Declaration a draft Decarbonisation Plan has been prepared for wider consultation, setting out how the Council intends to achieve net zero carbon for its own operations and services and contribute towards Lincoln's area wide carbon neutral ambitions. **A draft copy of the Decarbonisation Plan is provided in appendix 1 of this report.**

4.3 The basis of the draft Decarbonisation Plan is to provide a comprehensive assessment of the carbon impact of the Council's own operations, including a calculation of our carbon footprint and an action plan to ensure decarbonisation to net zero carbon is achieved by 2030.

4.4 The plan identifies six decarbonisation pathways, includes Carbon data where available and identifies key challenges and opportunities for each pathway. The plan would need to be updated annually to reflect emerging knowledge and understanding to ensure the council achieve a net zero carbon target by 2030.

4.5 Executive are asked to review and approve the draft Decarbonisation Plan prior to internal and external consultation. The final draft Decarbonisation Strategy and Action Plan will be presented to Executive following consultation.

5. Lincoln Climate Assembly

5.1 The Council's Climate and Environmental Emergency Declaration includes the following commitment:-

- Ask the Lincoln Climate Commission to consider ways of involving all interested people to have a voice through a citizens' assembly or something that serves this purpose.

- 5.2 A Climate Assembly is an opportunity to bring together 30 - 40 people from all walks of life and of all shades of opinion to discuss how Lincoln should meet its net zero climate target by 2030.
- 5.3 The assembly members would meet over four weekends in May/June 2021 to hear balanced evidence on the choices the UK and Lincoln faces on climate change. They will learn about the issue, discuss them with one another and then make recommendations about what should happen and help shape the work of the Lincoln Climate Commission and Council over the next 10 years. A final report summarising the views of the Climate Assembly would be published by September 2021.
- 5.4 The Lincoln Climate Commission members will be working alongside the council officers to prepare and circulate the survey, plan the workshops and provide the expert climate In order to ensure that the assembly process is independent of the council it would be beneficial to appoint facilitators
- 5.5 **A draft copy of the Climate Assembly delivery proposal is provided in appendix 2 of this report.** Executive are asked to consider the proposal and give approval for officers to provide necessary resources to set up and deliver the Climate Assembly. This would include both officer time and a revenue budget of £10 000.

6. Lincoln 2030 – A Climate Strategy and Action Plan for Consultation

- 6.1 The Council's Climate and Environmental Emergency Declaration includes the following commitments:-
- Work with partners in the area to deliver carbon reductions and support environmentally sustainable industry, business & employment.
 - Facilitate the work of a Lincoln Climate Commission to drawn upon expertise in the community (industry, commerce, education, health etc.) and general public, to devise a carbon reduction road map with staged targets and policies consistent with carbon neutrality by 2030.
- 6.2 The Lincoln Climate Commission have set up a sub group to focus on developing the 'Lincoln 2030: Climate Strategy and Action Plan.' The plan will address Lincoln's area wide climate mitigation and adaptation issues and identify climate actions to be delivered over the next 10 years.
- 6.3 Preparation of the Lincoln 2030 document would be delivered alongside the work of the Climate Assembly to ensure the views of the community are taken into consideration.
- 6.4 The proposed timetable for Lincoln 2030 is as follows:
- Prepare a draft 'Lincoln 2030: A Strategy for Consultation' by 23rd of March for consideration by the Lincoln Climate Commission.
 - Commence public consultation on the content of Lincoln 2030 following local elections in May 2021.
 - Finalise the content for Lincoln 2030 Strategy and Action Plan, taking on board feedback from the Climate Assembly workshops, wider public consultation and climate experts on the LCC to present to the Commission and Council's Executive Committee by September 2021.

7. Green Homes Grant Local Authority delivery, phase 2 (LAD)

- 7.1 In October 2020 the Government launched £2 billion of support through the Green Homes Grant (GHG). The scheme consisted of two grant programmes, the GHG Voucher scheme open to all householders to improve the energy efficiency of their homes and the GHG Local Authority Delivery scheme (LAD).
- 7.2 The LAD scheme aims to support low income households living in the least energy efficient homes (those rated Band D, E, F or G.) The LAD Government guidance defines eligible low income household as -

'households receiving measures have a combined household annual income of no more than £30,000 gross, before housing costs and where benefits are counted towards this figure' Green Homes Grant Local Authority Delivery: Guidance for Local Authorities.

- 7.3 LAD Phase 2 is being administered by the Midlands Energy Hub (MEH) on behalf of the Government Department for Business, Energy and Industrial Strategy (BEIS). In March 2021 MEH issued an award letter to the City of Lincoln Council for **£479,600.00** capital and revenue funding. The fund is available to deliver an energy efficiency retrofit scheme for a minimum of 25 private and social households living on low incomes and in fuel poverty. The allocation has been calculated to reflect the number and proportion of EPC Band E, F and G properties within the Lincoln Local Authority area.
- 7.4 The Council's newly adopted Housing Strategy identifies that there are in the region of 5000 households currently deemed to be living in fuel property in Lincoln, in accordance with the Low Income High Cost definition of fuel poverty.
- 7.5 The Council are required to sign and return the award letter by the 15th of April. On signing the award letter the council will be eligible to receive 10% of the allocation for mobilisation and to support the proposal development, of this up to 9% can be used as capitalisation. The Council will also receive £2,750 to be used to assist with any required stock analysis or modelling to support Phase 2 and any potential future domestic energy efficiency schemes.
- 7.6 LAD grant funding is available for all tenure types (including private and social housing) but must support the retrofit of existing domestic dwellings only. Landlords eligible for funding (private and social) will need to provide at least 33% contribution towards the cost of the upgrades and BEIS expect the subsidy **not** to exceed £5,000 on average per household. For example -

Landlord Contribution	£2,500
LAD grant	£5,000
Total spend	£7,500 (on average per property)

- 7.7 The MEH have invited the Council to submit a local authority delivery plan, either individually or as part of a Local Authority consortium outlining how it intends to allocate the LAD grant to fuel poor households in Lincoln. The Delivery plan must set out the number of properties, type of measures and cost of the retrofit works the council expects to be able to deliver by December 2021 and must include a minimum of 25 properties.
- 7.8 Subject to the total number of properties and installation costs identified in the Council's Delivery Plan, the Council will receive 10% mobilisation fund to cover the following:-
- Project management, reporting and governance costs;
 - Building works to prepare for install – for example if there are issues with the walls that need to be rectified prior to insulation being applied;
 - Retrofit coordinator training costs; and

- Resident targeting, low-income verification and sign-up including lead generation and communication activities.

7.9 The timeframe for delivery of the scheme is set out as follows:

- Council award letter to be issued the week commencing 1st March to the Chief Executive.
- Deadline for accepting the allocation – 15th April
- Deadlines for submitting the Council's Delivery Plan – 2nd of April, 30th April or 24th of May.
- Delivery of the scheme must be able to commence in June.
- The Council will be expected to submit an interim report on progress delivery in July.
- The scheme must be completed by December 2021.

7.10 Executive are asked to consider the Green homes grant allocation for Lincoln and give approval for officers to sign and return the grant offer letter and prepare a Green Homes Grant Delivery Programme.

8. Corporate Strategic Priorities

8.1 Let's Address the Challenge of Climate Change
The proposals covered in this report are part of a programme of projects that will deliver the Council's aspirations and priorities outlined in the Vision 2025 Strategic Plan.

9. Organisational Impacts

9.1 Finance

9.1.1 City of Lincoln Council Environmental Management System (EMS)

There would be a cost implication to undertake an EMS accredited by Investors in the Environment, this is likely to be in the region of £1,000 and it is anticipated that all other costs will be covered within existing budgets.

9.1.2 City of Lincoln Council Decarbonisation Plan

The consultation draft Decarbonisation Plan has no direct financial implications. Subject to the plan being approved, delivery of actions will be funded under existing budgets or, where required, will be subject to a feasibility study and individual Executive approval prior to funds being committed.

9.1.3 Lincoln Climate Assembly

There are revenue implications to set up and deliver a climate assembly, at an anticipated cost of no more than £10,000. Subject to the outcome of the Town's Fund submission it is intended to resource this requirement from the final allocation. Alternatively this will be funded from the Vision 2025 earmarked reserve for seed funding.

9.1.4 Lincoln 2030 : A Climate Strategy and Action Plan for consultation.

There are no direct financial implications arising from the preparation and consultation of the Lincoln 2030 document

9.1.5 Green Homes Grant Local Authority delivery, phase 2 (LAD)

This project relies on securing BEIS capital and revenue funding to deliver the LAD scheme. At this stage in agreeing to prepare and submit a Green Homes Grant Delivery

Programme the Council will receive an initial revenue allocation of up to £44, 000 (or 10% subject the number of properties in the final delivery plan) in order to support the development of the programme. Following submission of this programme a further report will be submitted to the Executive to set out the further financial implications for the Council, specifically the impact on the Housing Investment Programme, which will be required to fund the landlord element of the works

- 9.1.6 This report will also need to consider the specific governance arrangements for the administration of the scheme to ensure that the Council, as accountable body, operate the scheme in accordance with the specific grant conditions. The report should also consider the specific resource implications to administer the scheme and the use of the revenue grant to support this.

9.2 Legal Implications including Procurement Rules

- 9.2.1 The Council will need to ensure that the GHG Delivery proposal is state aid compliant.

- 9.2.2 All procurement activity will be undertaken taking account of the Council's Contract Procedure Rules (CPRs) and ultimately Public Contract Regulations 2015 (PCRs), which is embedded into UK Law. All frameworks which the Council are using and may consider using are PCR compliant.

9.3 Human Resources

With the exception of the Green Homes Grant, the projects within this report will be managed by existing staff within the Major Development Directorate. The Vision 2025 Climate Challenge taskforce is a multi-disciplinary team and will oversee this programme and ensure a coherent approach to delivery. The Green Homes grant will require additional part time post to administer the scheme, this would be paid for by the GHG mobilisation fund. Officers will have to consider if a part time post could be identified within the short timeframe available for this scheme, prior to signing the award letter and submitting the delivery plan.

9.4 Equality, Diversity and Human Rights

The Public Sector Equality Duty means that the Council must consider all individuals when carrying out their day-to-day work, in shaping policy, delivering services and in relation to their own employees. It requires that public bodies have due regard to the need to:

- Eliminate discrimination
- Advance equality of opportunity
- Foster good relations between different people when carrying out their activities.

An Equality with Human Rights Analysis has been undertaken in relation to the Climate Assembly and Lincoln 2030 consultation process, this is attached at Appendix three. An EIA will be carried out as part of the Assembly selection and workshop planning process.

10. Risk Implications

10.1 Options Explored

- 1) To progress a 2021/22 Zero Carbon Programme which delivers the Council's Vision 2025 ambitions and the commitments made in the Climate Emergency Declaration.
- 2) To reduce the scale and ambition of the council's 2021/22 project proposals and deliver the programme over a longer timescale to relieve pressure on Council resources.

- 10.2 Key risks associated with the preferred approach
The preferred approach, option 1, seeks to mitigate the risks associated with option 2, which include the failure to respond to the Climate Emergency declaration in a timely fashion.

11. Recommendations

The Executive are asked to consider and approve the following actions:-

- To continue to improve the Council's Environmental Management System, implementing the recommendations from the iiE audit and prepare for accreditation by Investment in the Environment in Summer 2021.
- To review and approve the draft Decarbonisation Plan for internal and external consultation prior to reporting back to Executive with a final draft Plan in Summer 2021.
- Executive are asked to consider the proposal and give approval for officers to provide necessary resources to set up and deliver the Climate Assembly. This would include both officer time and a revenue budget of £10 000, in the absence of external grant, funding to be approved from the Vision 2025 earmarked reserve.
- For the Climate Change Manager to continue to support the Lincoln Climate Commission to deliver 'Lincoln 2030 - A Strategy for consultation' within the proposed timeframe.
- Executive are asked to review Green Homes Grant scheme outlined in this report and:
 - give approval for officers to proceed with preparing a GHG delivery plan; and,
 - delegate acceptance of the subsequent allocation and grant conditions to the Director of Major Developments and the Chief Finance Officer;
 - with a further report to the Executive setting out the detailed financial implications of the scheme.

Is this a key decision?	No
Do the exempt information categories apply?	No
Does Rule 15 of the Scrutiny Procedure Rules (call-in and urgency) apply?	No
How many appendices does the report contain?	Three
List of Background Papers:	None
Lead Officer:	Kate Bell, Climate Change Manager