



Climate Change Action Plan 2025

Internal Plan for Decarbonisation of Council
Operations

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1. Introduction

This is the Council's internal action plan to decarbonise its own operations by the target year of 2036. It provides a route map to reduce greenhouse gas emissions from our own estate and operations and is intended to be reviewed and updated annually.

Our climate is changing and within our lifetime the negative impacts have been seen and felt from localised flash flooding, heatwaves and periods of drought. These extreme weather events are set to become worse with changes threatening the resilience of local communities and natural habitats. This climate change is not natural but the result of our activities such as burning fossil fuels, releasing greenhouse gases and causing global heating. There is an urgent need to reduce emissions and limit temperature increases.

Councils are typically responsible for between 2 and 5% of emissions in their local area, but they have a clear leadership role to play in the local community. This can include leading by example on reducing energy, being innovative and creating a culture collective action on tackling climate change. Melton Borough Council declared a climate emergency in 2019 and recognises the need to take decisive and urgent action to reduce emissions and tackle climate change. This action plan sets us on a journey towards our ambition of net-zero by 2036 and it is hoped will encourage other organisations in the Borough to develop their own action plans.

This plan is a working document which will be regularly reviewed and updated to reflect changes in local and national government policy, funding and resource availability and technological changes which impact on the Council's ability to deliver on its climate change commitments. Indeed, this action plan is being delivered within the resource constraints of local government and although we actively seek further funding and resources it is not always possible to accelerate climate actions and commit to all the actions needed to reduce emissions. We will continue to work with partners to call for the scaling up of the provision of climate finance from national government and other organisations to enable us to take the urgent climate action required during this critical decade.

2. Climate Emergency

The Council declared a climate emergency in 2019, whereby we recognised the magnitude of the issue and as a Local Authority the role we must play in tackling climate change and reducing carbon emissions. To drive this agenda, a Working Group was created in July 2019 to have oversight on the council's climate change progress.

3. Development Statement

To establish a robust action plan, we have talked to teams across the council to establish current climate actions and that future actions are as ambitious as possible. Teams from across the council need to be involved in the creation of this action plan and take ownership of the relevant actions and targets to decarbonise Council operations. This also includes support on monitoring and reporting our progress. It is important to avoid the position where a single person or team is considered the sole party of responsibility/knowledge for this agenda.

Stakeholders

- All council staff and Councillors
- Tenants
- Other providers of services and goods

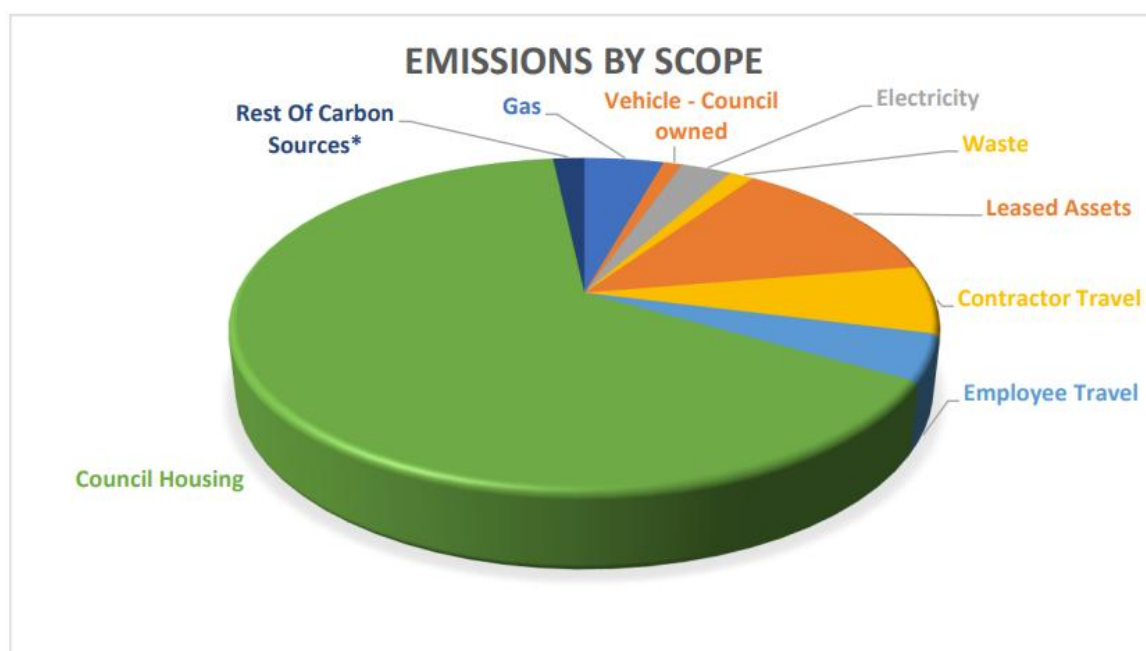
Key Teams

- Corporate Assets
- Housing and Communities
- Environmental Services
- HR
- Finance
- Procurement
- Communications

4. Climate Change Baseline Study

To inform this action plan we commissioned a Climate Change Baseline Study in 2021. The Council have been working with APSE (Association of Public Service Excellence) Energy to produce a Climate Change Baseline Study for the reporting year April 2019 to March 2020 (pre-covid). The baseline study measures the carbon footprint for Council operations which can be used as a benchmark to record current emissions and to track performance against further emissions. APSE have used this baseline to provide a trajectory report to include scenarios for decarbonisation of Council operations and recommendations to do this.

The Council's carbon footprint of **5,702 tCO₂e¹** has been calculated using the best data that was available to the Council during the reporting year 2019/2020 with an update using more accurate data in 2023. A breakdown of emissions sources¹ can be seen below:



¹Emissions associated with the production, extraction, refining and transport of the fuel before their use are known as Well-to-tank (WTT), and Transmission and distribution (T&D) factors are used to report the emissions associated with electricity grid losses.

High emitters include Housing stock (66.2%), Leased Assets (13.1%), Contractor Travel (6.7%) and our own gas and electricity usage (5.3%):

The council's carbon footprint is categorised into scopes, which cover -

- Scope 1 – Includes fuel burnt on site such as gas and emissions from vehicles
- Scope 2 – Indirect emissions associated with purchased electricity
- Scope 3 – Other indirect emissions such as from leased assets, and goods and services

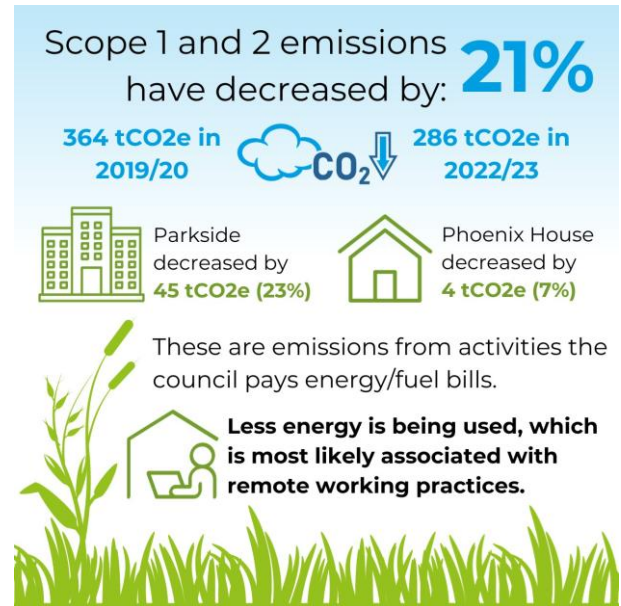
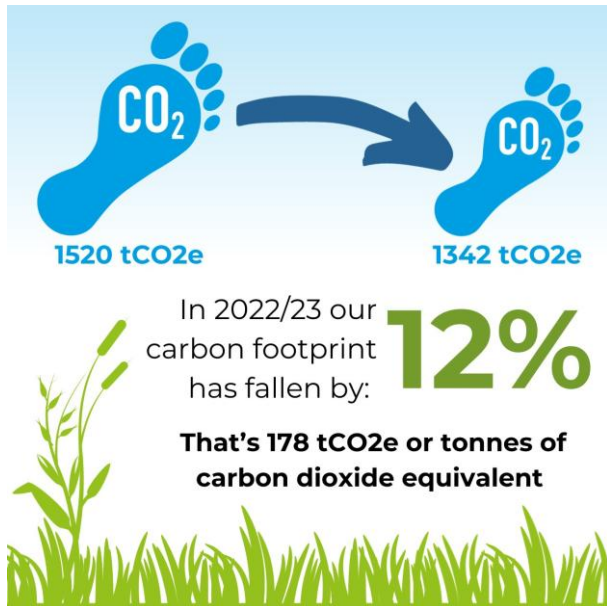
A breakdown of emission sources by scope for the baseline year is shown in the table below:

2019/20 - Updated

Emissions Source	Scope	% Split	tCO2e*
Gas	1	2.5%	144
Vehicle - Council owned	1	1.0%	59
Electricity	2	2.8%	161
Waste	3	1.4%	78
Leased Assets	3	13.1%	747
Contractor Travel	3	6.7%	383
Employee Travel	3	4.5%	257
Council Housing	3	66.2%	3,773
Rest Of Carbon Sources		1.8%	100
Total	-	100%	5702

The total emissions from all sources are not known to date. The largest 'missing' contributor is likely to be from purchased goods and services, which is generally very difficult to gather data and calculate emissions for.

A review of the carbon emissions through council's operations was undertaken for the period 2022 – 2023 using the Local Partnerships/Local Government Association Greenhouse Gas Accounting Tool. This provides a good comparison with the data collected in the baseline study in 2019 and demonstrates reduction of emissions through Council's actions over the last three-year period.



The reductions that have been illustrated above are considered to have been mainly achieved due to the Councils' decision to utilise the hybrid working model. To seek further reductions in scope 1 and 2 emissions the next steps will require modifications to the buildings themselves.

5. Net-zero and boundaries

5.1 Net Zero ambition

Net Zero means reducing greenhouse gas emissions to as low as possible and then ensure that any greenhouse gas emissions still generated by our activities are being balanced (or offset) by removing them from the atmosphere, making overall net emissions zero. Offsetting should only be considered as a last resort and used where emissions cannot be practically avoided.

The Council is committed to do its part to tackle climate change. Our ambition is to become a net zero organisation by 2036, to accelerate and take decisive action to 2030, and to lead by example in promoting sustainable practices across its operations and wider estate.

5.2 Scope of emissions

The net-zero target is for Scope 1 and 2 emissions, which are more directly within our control, but the plan will also include actions on emissions outside of this such as from leased assets and council housing, which are a significant source.

Emissions from additional Scope 3 sources such as purchased goods and services which although would be a large share of an organisations carbon footprint, are currently not reported, as the data would be too difficult and time consuming to collect.

5.3 Council Operations to Decarbonise

Buildings/Estate	Transport	Energy	Material Flows
Fabric improvements	Fleet vehicles to electric EV Chargepoints Sustainable staff travel Agile working	Heating controls Low carbon heating Renewables Electric machinery	Sustainable procurement Waste Reduction

6. Enabling actions

a) Prioritise actions/projects

- to maximise emission reductions through actions which offer good value - the biggest emitters for scope 1 and 2 are Parkside and Phoenix House and for scope 3 council housing and leased assets (Leisure Centres)
- good value considerations to include age of assets and equipment, and projects that are likely to gain funding
- to follow the **energy savings hierarchy**

Lean – first use less energy

Clean – then be energy efficient

Green – and then use renewable energy systems and *carbon offsetting*

b) Actions should be **evidence based** which have worked well elsewhere

c) **Internal engagement** to embed climate friendly thinking - raising awareness and training to create a low carbon culture, so decisions to tackle climate change are made without the need to resort to checklists

d) Collect and save consistent and comparable **emissions data** as it is made available for all core Scope 1, 2 and 3 emissions to improve data quality

e) **Governance** – decision making processes to consider climate impact which can also impact on wider borough emissions

f) **Green Finance** – to allocate sufficient resources and seek further funding opportunities; renewables for example can be a good long-term investment

7. Route for decarbonisation

7.1 Key Action Areas

BUILDINGS

Improving the energy efficiency of non-domestic buildings

TRANSPORT

Reducing emissions from council travel

WASTE

Applying the waste hierarchy to minimise waste from products

HOMES

Improving the energy efficiency of council homes

SUSTAINABLE PROCUREMENT

Reducing the environmental impacts in the council's supply chain

ENGAGEMENT

Encourage and enable energy saving/low carbon behaviour by all council staff

GREEN STRATEGY & PLANS

Embedding climate actions in strategy, policy and plans

7.2 Key Objectives

- Improve and continue to collect data on Council emissions to monitor progress on reaching our targets
- Encourage and enable energy saving/low carbon behaviour by all council staff and members and increase awareness of climate change
- Focus our actions on reducing scope 1 and 2 emissions from our most energy intensive buildings which include Phoenix House and Parkside through energy efficiency measures
- Deliver the Housing Revenue Asset (HRA) Business Plan, which sets out the Council's expectations and plans for council homes for the next 30 years, in which climate change is a key part
- New developments by the Council should consider climate change mitigation for example any future leisure facilities.
- All new council policies, procedures and procurement to include impact on climate change as default
- Explore and implement offsetting measures to achieve net zero from our hard to remove emission sources

7.3 Action plan 2025 – 2036

(CO₂e and cost estimates are from APSE Baseline Study 2019/20 and projections - this is a desktop assessment based on the consumption data and typical saving initiatives and is not based on site survey information)

7.31 Scope 1 and 2 emissions

These are estimated at **364 tCO₂e** in 2019/20 which includes **305 tCO₂e** from **buildings**.

Scope 1 and 2 emissions are estimated at **364 tCO₂e** in 2019/20 which includes **305 tCO₂e** from **buildings**. **Phoenix House and Parkside** combined account for most of the emissions across the building estate with 87% of emissions from gas and electricity. Actions to decarbonise these two buildings will have a significant impact on the total emissions over which the Council has most control.

Area	Long-term Interventions	Potential CO ₂ e savings from baseline (2035/6)	Cost of long-term Interventions (nearest 1000)	Co-benefits	Short term Actions <2 years (resourced from departmental budgets including officer time)	Lead
Buildings	Improved energy efficiency measures and replacement of boilers with low carbon heat, e.g. lighting and heat pumps	284 tCO₂e	£2,639,000	Reduced energy costs Improved health and well-being	• Review energy audits of high emitting buildings • Understand which funding options are available to fund specific projects including utilising support from the Midlands Net Zero Hub • Incorporate actions into decarbonisation planning for buildings	Corporate Assets/ Climate Change

Area	Long-term Interventions	Potential CO2e savings from baseline (2035/6)	Cost of long-term Interventions (nearest 1000)	Co-benefits	Short term Actions <2 years (resourced from departmental budgets including officer time)	Lead
Transport/ vehicles	Reduced travel and make a transition away from fossil fuel vehicles/ machinery to electric	47 tCO2e	£574,000	Reduced air pollution Reduced transport costs	- When undertaking purchasing activities of new vehicles, ensure that vehicle emissions are reviewed and considered as part of the buying process to understand scope for achieving an environmental benefit whilst also balancing the Council's future financial sustainability - Explore the feasibility of reducing grass cutting schedules to understand if this will create a sufficient environmental benefit whilst also balancing the Council's future financial sustainability and environmental quality across the Borough	Environmental Services
Buildings	Develop and implement plans to integrate renewable energy systems such as solar on council owned buildings	8 tCO2e	£180,000	Reduced energy costs Increased energy sustainability	- Review solar feasibility studies/energy audits for high emitting buildings - Understand which funding options are available to fund specific projects - Liaise with the Distribution Network Operator (DNO) to understand the grid capacity and how this relates to future electricity demands - Incorporate actions into decarbonisation planning for buildings	Corporate Assets/ Climate Change
Total		339 tCO2e	£3,393,000			

The remaining emissions from hard to reduce sources can be **offset**, through tree planting schemes for example. The council aims to increase tree planting and explore further opportunities to offset its emissions.

7.32 Scope 3 emissions

These are estimated at **5338 tCO₂e** in 2019/20 which includes **3773 tCO₂e** from council housing, **497 tCO₂e** from leisure centres, **383 tCO₂e** from contractor travel (Refuse Collection) and **257 tCO₂e** from employee travel

Although significant we do not have direct control over these emissions so it is more difficult to reduce them and measure progress, but we can still take and support action.

Area	Long term Interventions	Co-benefits	Short term Actions (<2years)	Lead
Social Housing	Improved energy efficiency measures, replacement of boilers with low carbon heat, and increasing renewable energy To follow the energy savings hierarchy	Reduced energy costs Improved health and well-being	• Deliver the <u>Housing Revenue Asset (HRA) Business Plan</u>, which sets out the Council's expectations and plans for council homes for the next 30 years, in which climate change is a key part • Work towards government minimum Energy Performance Certificate rating of C (by 2030) for social housing through installation of energy efficiency measures • Provide advice on energy efficiency to be shared proactively with tenants • Work to attract national funding to improve the energy efficiency of the stock including Social Housing Decarbonisation Fund Wave 3	Housing
Leased assets	Improved energy efficiency measures, replacement of boilers with low carbon heat, and increasing renewable energy	Reduced energy costs Improved health and well-being	• Work with Leisure Centre provider to help reduce energy usage and carbon emissions including accessing government funding • Installation of energy saving investments at leisure centres - solar panels • Works as part of the Stockyard redevelopment to include sustainability/energy performance improvements, e.g. solar PV	Housing and Communities Housing and Communities Place & Prosperity

Area	Long term Interventions	Co-benefits	Short term Actions (<2years)	Lead
Transport	Reduced travel and transition to electric fleet/low carbon alternatives for vehicles with associated EV infrastructure	Reduced air pollution Reduced transport costs	- Assess the current arrangements for disposal of green waste generated by parks and open spaces to ensure they remain the most efficient and cost effective. - Explore the feasibility of a closer green waste facility that would enable the reduction in mileage - Consider the provision of electric vehicles when procuring the repairs and maintenance contract - Review car mileage scheme to consider incentives for using lower emission vehicles/electric vehicles – benchmarking with other LAs - Raise awareness to increase the take up of 'cycle to work' scheme - Promote more economical/fuel efficient driving to staff and car share – investigate different ways	Environmental Services Environmental Services Housing HR HR HR

Area	Long term Interventions	Co-benefits	Short term Actions (<2years)	Lead
Waste and Resources	To prevent waste and keep resources in circulation for as long as possible, through reuse, repair and recycling	Reduced costs Benefits to nature	• Introduce separate food waste collection at Parkside • Use share point and digital files to reduce printing of Democratic Services papers • Promote E-billing to residents to increase take-up • Following review of contact preferences to offer email statements to tenants where possible	Facilities Democracy Revenue and Benefits Housing
Sustainable Procurement	Reduced environmental impacts in the council's supply chain	Increase fairness and social responsibility Support local economy Benefits to nature	• <i>Consider environmental criteria for meals and drinks options for meetings. i.e. local produce, local suppliers, less packaging, no plastic etc</i> • Climate change will be emphasised in future updates to the Council's Procurement Strategy & Contract Procedure Rules. • When procurement is undertaken, Welland Procurement will ensure climate change matters are addressed when assessing prospective service providers.	TBC Procurement Procurement

7.33 Enabling Actions

These actions are cross-cutting and underpin carbon reduction, driving change from within the council:

Area	Long term Interventions	Short term Actions (<2years)	Lead
Engagement	Encourage and enable energy saving/low carbon behaviour by all council staff and increase awareness of climate change	• Add climate literacy training to Skillgate for all staff • Investigation bronze accreditation through the carbon literacy project • Amend/consider staff handbook to include climate change pledge and include training and package of information as part of the induction programme • Revisit the actions for 'Live the Change' campaign to increase engagement from staff and members • Link campaigns/ promotion for active travel, wellbeing and environment	HR HR HR Corporate Policy HR

Area	Long term Interventions	Short term Actions (<2years)	Lead
Green Policy and Plans	Increase commitment to tackling climate change by embedding climate actions in strategy, policy and plans	- Review the 'Way we work' strategy to include more environmentally friendly policies - Review energy supply through Crown Commercial to understand available renewable/green tariffs - Publish a Biodiversity Duty Report	HR Climate Change/Corporate Assets TBC
Data Collection	Facilitate data collection to update and widen the Council's baseline carbon footprint to support climate action planning	- Utilise suppliers' on-line portals for data as it is made available for Scope 1 and 2 emissions to improve data quality - Review data collected for baseline study to facilitate and support future baseline updates	Climate Change/Corporate Assets Climate Change

8. Monitoring

It is important that we understand our own **data** to measure emission reductions – this includes the quality and breadth as well as an efficient method for collecting and collating.

For measuring carbon reduction internally, the council will use the LGA Greenhouse Gas Accounting Tool developed by Local Partnerships to re-calculate emissions every 2 years as a minimum. We intend to provide an update from all previously reported emission sources including developing more accurate ways to measure this, particularly emissions from council housing stock. Furthermore, where practicable we aim to widen data collection to include further scope 3 emissions.

9. Reporting

We will provide a progress update on internal climate actions annually to the Member Working Group to be subsequently published on the council's climate change webpage.

10. Evaluation

The Action plan is a working document to be amended and updated to reflect changing circumstances such as on funding opportunities, government policy, climate science, new technology and following evaluation of carbon cutting actions. We need to focus our resources on delivering climate actions that will have maximum impact by implementing successful approaches used elsewhere and by evaluating our own climate actions.

11. Further Action - Climate Risk Register

We need to consider how vulnerable council services are from current and future climate change impacts, and how to adapt and create resilience.