

	A	B	C	D	E	F	G	H	I	J	M
1	2030 LIVE ACTIONS										
2		Priority level (emissions reduction, climate change resilience and / or biodiversity benefits)	Action	Resources	Milestones	Outcome	Delivery lead (one name only - for internal progress tracking)	Due date	RAG (progress against due date)	Comment on RAG status	Aug'24
3	Overarching actions										
4	4	HIGH	Commission feasibility study to assess land assets for sustainability measures [Carbon Management Plan; Leaders briefing April '22]	£TBC (Net Zero Transition Fund)	BNG project has set milestones. Renewables/other sustainability measures project needs to be set up	1. Feasibility for City Council BNG provision. 2. Business cases for potential projects that will reduce energy bills/ generate income and reduce carbon.	Mish Tullar	6/25/2025 (revised date)		Waiting for April '24 and additional staff	An 18 month project examining BNG potential on @10 plots of City owned land started in May 2024. Ecological consultants are currently establishing the biodiversity baseline and potential for gain. If viable, the outcome is to provide BNG options for Council developments only. Renewables feasibility study not currently resourced.
5	3	MEDIUM	Develop and schedule delivery of Carbon Literacy training, including key areas such as procurement. [Carbon Management Plan; Environment Audit]	Staff time (ES for development) All Staff attending training	September 2023 roll out of training	Improved baseline knowledge of all staff helping the council meet Net Zero targets	Tina Mould	01/05/2024 [revised date from June 2023]		Roll out in progress	Officer now appointed and training programme in delivery.
6	1	LOW	Produce detail costings for commitments made in the Carbon Management Plan and Zero Carbon Oxford Action plan including resourcing, costs (known and unknown), and current/ future funding streams. Include a log of funding applied for. [Environment Audit response 2022]	Staff time (ES, Finance)	1. 2030 costings and plan. 2. 2040 costings and plan. .	Understand funding received and potential gaps	Nigel Kennedy	10/1/2025 (date for 2030 plan update)	Not possible currently to meet Env audit requirements	Impacted by lack of data and systems to capture this information.	NZ Steering group agreed that a paper should be compiled for early 2025 outlining the Council's ability to achieve its 2030 NZ targets, including EPC-C on Social Housing and Carbon Management Plan targets. This will provide more information on what is affordable by 2030.
9	Council building decarbonisation										
11	6	HIGH	Progress Salix pipeline project priorities including Leys lighting and low emissivity ceiling for the Ice Rink [Carbon Management Plan; Leaders briefing April '22]		Revised - projects completed and installed	Council energy bill reduction and carbon reduction	Vikki Robins	Aug-24 Leys) Revised dates Aug-24 (Ice Rink)		90% completed	Leys lighting project required some revision to light placement (brightness required for swimming events) and now assessing for final suitability. Ice Rink low emissivity ceiling in place and fully operational since 26/7/24
12	7	HIGH	Provide best value for Council energy management. Including scoping options/ opportunities for Power Purchase Agreements with the Low Carbon Hub and ZCOP Partners. Managing Council energy usage well and obtaining best value sustainable utility purchasing. [Carbon Management Plan; Leaders briefing April '22]	Staff time (Environment Sustainability)	Outcome of energy review planned for 2024.	Energy usage well controlled and continue to explore opportunities for reducing energy costs to the Council.	Vikki Robins	Dec'24.		Current utilities procurement completed. Work is now focussed on cost effective Council utility usage.	A Energy Procurement Review has been agreed to be undertaken in 2025 - which will look at PPA's and other methods of best value green energy purchasing. Current energy contract expires Oct 2026 with an option to extend to 2028.
14	Council fleet decarbonisation										
16	9	MEDIUM	Develop an options paper setting out routes towards the full decarbonisation of fleet vehicles, with full sustainability impacts considered). [Carbon Management Plan]	Staff time (ODS and Environment Sustainability)	25% fleet EV by 2023. Net Zero Fleet by 2030.	Plan setting out different technology options, timescales, impacts and costs to support full fleet decarbonisation.	Simon Howick	Nov -24 (revised)		The Council achieved 25% fleet electrification by 2023. In 2024 it is at @35%. The next target is defining what is achievable and affordable by 2030, which will be included as part of the 2030 NZ review for Jan '25.	Fleet has been reduced by c. 10% in year - aiding in overall emission reductions. The use of HVO as an alternative to diesel is being revisited as the market offering for zero emission HGV and commercial vehicles matures. Extended operating lives of RCVs are evaluated on a vehicle by vehicle basis beyond depreciation i.e 7 years up to 10 years. A more detailed assessment of fleet options will be included as part of the update assessment of the Council achieving its 2030 net zero target that will be produced in early 2025.
17	Council waste reduction										
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19	10	LOW	Develop a revised strategy for Oxford City Council own waste to reflect changes to City Council buildings and ODS buildings (SAC to the Town Hall, other Council work places, ODS Depots.	Staff time (ODS and OCC)	new baseline data Discussion prior to the move to Town Hall to understand arrangements	Ensure an internal resource and recycling plan that aligns with Oxfordshire Resource and Waste Partnership objectives	David Hunt & Ollie Hearn	Dec-24			

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3	Overarching actions										
4	16	HIGH	Legislative duty to conserve and enhance biodiversity introduced by Environment Act. Review what this will mean and who it will impact. Plan for additional reporting requirements. [New / amended action]	Staff time (biodiversity officer plus all Council functions)		Council needs to publish a report in 2025, confirming how it is meeting the requirements and duties placed on it under Env Act.	Tina Mould	Jan'25		In progress, slightly delayed due to lack of resource.	It was agreed in 2023, that a Biodiversity Strategy would be the tool to meet these legislative requirements under Env Act. The scope of the Biodiversity Strategy is being collated. Work is delayed, due to resourcing challenges (unable to recruit a permanent Ecology Officer).
6	13	MEDIUM	Use the Council's Shared Prosperity Funding to invest in skills provision and increase take up for building retrofit across council and subsidiary owned buildings. This will require engagement and potentially commissioning with local Training Providers, as well as work with main contractors and sub-contractors to ensure sufficient capacity and local labour market benefits. [New / amended action]	Staff time (Economic Development and Environment Sustainability)	SPF Programme delivery 2024/25	Increased number of local people trained in energy efficient construction and retrofit methods and increased number of local companies offering these services	Mish Tullar/Carolyn P	Mar-25		Env Sustainability have taken on this work stream. A new staff member was appointed in June to work on matching employers to retrofit skills courses to build knowledge and skills	SPF funding is being used through OCCs Green Skills Fund to increase the local skill base by funding courses and qualifications for retrofit applications and net zero practices. The funding is £60,000 split over 3 application windows where eligible applicants can apply and if successful will have a course spot funded for them with a local training provider. The scheme started later than planned as staff weren't in post until 17th June 2024, however we are moving ahead with a revised schedule with the first round beginning in August 24 and the final funding round will end in March 25.
8	15	MEDIUM	Work with external partners, including OxLEP, the Zero Carbon Oxford Partnership, and Oxfordshire Greentech to develop best approach to work with SMEs to support the Net Zero transition. [New / amended action]	Staff Time (Economic Development, Environment Sustainability)	ZCOP Expansion to include SME provision ZCOPID project outcomes	Make sure that there are mechanisms in place to support SME NZ transition	Mish Tullar/Carolyn P	Ongoing		Discussions ongoing with OxLEP (via Economic Development) and ZCOP (via Environmental Sustainability).	Greentech membership has been extended for an additional year. Greentech also working with OCC to ensure SMEs are aware of free green skills training, and to help us in distributing 8-10 free site energy audits (worth ~£1,500) with concrete low cost energy saving actions for the SME. We are developing an action plan under the ZCOP ID project that will consider how industrial SMEs can be supported to decarbonise in a more strategic way (Economic development are involved in this project).
10											
11	Residential buildings (existing)										
12	17	HIGH	OCC to develop a longer-term strategy and programme of decarbonisation works for own housing stock building on the condition survey report findings including delivery options through voids. [New / amended action]	Staff time (Property team); HRA and SHDF funded		Full strategy and programme in place for housing stock decarbonisation. Improved energy efficiency of council housing stock to achieve EPC C target by 2030	Malcolm Peek	TBC		Progressing	The 5 year plan is currently being developed which is part of planned works delivery. This includes EPC below C properties. Stock condition surveys are currently underway and include EPCs for below C properties to determine current rating ensuring improvements are captured.
13	18	HIGH	Develop a communications and engagement plan to increase uptake of energy efficiency improvements in Council - owned properties, supporting tenants where appropriate. This will include retrofitting champions. This will inform bid and delivery of SHDF [New / amended action]	Staff time (landlord services)	Engagement plan developed as part of SHDF wave 2.1. bid	Uptake of retrofit measures is increased.	Nerys Parry	Mar-23		Engagement plan developed	Engagement plan in place and being used for delivery of SHDF and tweaked as necessary
15	20	HIGH	Commence proactive enforcement of properties with EPCs of F and G [Cabinet decision March 2021]	Fully self-funded	Scheme start Sept 1 2022 Proactive enforcement from Jan 2023	Improve energy efficiency of private rented sector in Oxford, using EPC ratings of D to G to prioritise inspections	David Butler	Ongoing from Q4 22-23			No update
16	21	HIGH	Continue the additional licensing scheme for HMOs including proactive enforcement of F&G EPC properties [Cabinet decision March 2021]	Fully self-funded	Started 10 June 2021 with proactive, immediate enforcement.	Improve energy efficiency of HMOs in Oxford, using EPC ratings of D and G to prioritise inspections	David Butler	Ongoing from 2021			No update
17											
18											
19	Residential buildings (new build)										
20	23	HIGH	Ox Place will scope out approach to Embodied and/ or whole life carbon in new build homes. [New / amended action]	Staff time (OX Place)	HRG to agree approach and pricing mechanism	Clarify Ox Place intermediary approach to embodied energy/whole life carbon prior to likely new Building Regulation in 2025	Helen Horne	Sep-23		On Hold	No update
21	22	HIGH	The Council has adopted an aspirational target that all private homes built through the Council's companies are electrically heated and built with a 'fabric -first' approach. OCHL and HRA new builds are currently working to a minimum carbon reduction target of 40% below the new 2021 Building Regulations; which will be exceeded where financially viable. A longer term target is to be zero carbon for regulated energy by 2030 as required by Planning. [New action]	Staff time (OX Place) Additional build costs where the statutory requirement is exceeded.	Started 1 June 2022. Some zero carbon buildings completed or in progress. Ability to exceed target is site cost dependant	Progression to net zero for operational regulated energy to 2030. Homes will be net zero for all operational energy once the electricity grid has decarbonised (estimated 2035).	Helen Horne	Ongoing from June 2022		The Council is committed to meeting the targets, however it may be challenged by grid capacity constraints.	Work ongoing with SSEN and via new Local Area Energy Planning (LAEP) exercise to understand energy constraints and seek resolution. Council also lobbying government over utility constraint as they start to impact on economic and residential strategic delivery
22											
23	Transport										

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24	24	MEDIUM	Delivery of electric infrastructure that could accelerate the uptake of electric boats and reduce their reliance on fossil fuel use for domestic heating.	£193,000 DEFRA's AQ Grant scheme for the installation of eco-moorings at the towpath moorings of Aristotle Lane. Results of this bid will be known in March 2023)	DEFRA's Quarterly grant status reports – if the bid is successful	Installed electric hook ups by Jan 2025. 12 month engagement programme to support boating communities living along Oxford's waterways to reduce emissions.	Tina Mould	Jun-25		In progress	Installation of the electric boat charging facility now proceeding and due to be completed in Nov'24.
26	26	MEDIUM	GULO P2 rollout	Staff time (Environment Sustainability) & County	Tender to be put out by 20/10/23	Deliver a further 100+ charging sockets across Oxford to meet the needs of residents without access to home charging.	Tina Mould	May-23		Formal handover due to be completed by Oct '24.	Discussions under way with County over transfer of GULO P2 funding and duties to them to align with LEVI delivery
27											
28	Waste										
29	27	LOW	Review and update the draft Oxford City Waste Strategy 21 – 23 that sets out ODS plans to meet Waste Partnership commitments. [New / amended action]	Staff time (ODS and OCC)	N/A	Strategy updated until 2024 This will include, updated performance	Mish Tullar	TBC following publication of statutory guidance			Decision to rollover existing Waste & Recycling Strategy due to significant changes pending in the waste system remains.
30	The Waste Strategy continues to be under review, primarily due to the delay in Government releasing the statutory guidance and consultation outcome regarding the DRS (Deposit Return Scheme and EPR Regulations (Extended Producer Responsibilities) regarding packaging. Once published we will discuss and formulate a partnership strategy through the ORWP, in addition to considering what if any actions we may need to be considered for Oxford City to maximise the benefit and minimise the impact of any requirements set out within these regulations. Since the original Draft report was produced, coffee pod kerbside collections have been introduced. Recently, through the ORWP, an application has been made for funding to introduce a trial on the collection of single-use vapes from deposit locations. Single use vapes are a concern due to their construction being primarily that of a lithium battery. This is not only a valuable resource but poses fire risks if disposed of incorrectly. A waste composition study took place in November 2022, taking a sample of 500 properties across the 5 "Acorns" associated with levels of affluence. While recycling rates in the city are good, the key point to note was the improvements that can be made which would affect overall recycling and contamination results. From the sample, 45% of properties did not present a kerbside food caddy, 45% of the waste in residual bins was recyclable and of the recyclable waste in residual bins, food waste was the greatest proportion of this recyclable waste. This is to be the primary focus in the coming months. In addition to the composition study, the waste processed by N&P is analysed and the percentage of contamination recorded. The below graph shows the % of contamination each year and shows that the first month of this year has reached 11.84%. This is not the full picture as it is a drop compared to February and March in which both months exceeded 15%. In terms of performance, following the notable increase of household waste during the early stages of COVID lockdown, the subsequent 2 years have seen positive improvements in almost all areas. Domestic food waste saw a notable increase in tonnage in 2022/23, but this is still lower than 2019/20. The focus on food waste as highlighted above will hopefully influence a reduction in this going forward.										
31											