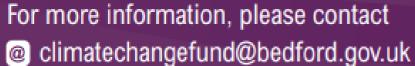# Sustainable Development and Environmental Efficiency Strategy Action Plan 2021/22

Priority 1- Demonstrating Community Leadership

1.1 Reduce energy and carbon emissions across the Councils estate				
Reference	**What we want to achieve**	**How we will achieve it**	**Outcomes**	**Responsibility**
DCL1	Publish annual Greenhouse Gas Report	Report will be completed in accordance with current guidance from Business, Energy and Industrial Strategy (BEIS previously DECC).	Assessment of our annual performance against our reduction target	Business Development & Environmental Efficiency Team
DCL2	Deliver energy reduction programme	Implement the energy reduction programme	Completion of all projects, reduced electricity and fuel consumption for the Council	Business Development & Environmental Efficiency Team/Design Services Team
DCL3	Monitor and target energy usage, identifying areas of energy wastage and opportunity	Utilise energy/water management software to monitor and target energy usage	Able to use lessons learned from existing measures to determine what would be effective elsewhere	Business Development & Environmental Efficiency Team
DCL4	Valid Display Energy Certificates and Advisory Reports in place for all sites	Produce and display (where applicable) up to date certificates and advisory reports for all sites	Comply with legislation and valid Display Energy Certificates displayed at all sites and Advisory Reports in place	Business Development & Environmental Efficiency Team
DCL6	Encourage part night lighting/dimming in local parishes	Continue to investigate opportunities within local parishes – using facility within central management system on BBC owned lighting to adjust lighting levels & part night lighting.	Adopt parish lighting and consult on part night lighting in areas that are yet to take it up. Measure number of parishes consulted, reduce electricity consumption and increase efficiencies.	Highways
DCL7	Develop battery storage or other income generation/ energy stability schemes	Investigate income possibilities from leasing Council land or benefits from	Increase income opportunities for the Council	Business Development & Environmental Efficiency Team/Design Services Team

		developing battery storage for our own energy requirements		

1.2 Support local communities to reduce energy costs and carbon emissions				
Reference	**What we want to achieve**	**How we will achieve it**	**Outcomes**	**Responsibility**
DCL8	Improve residents' knowledge of affordable warmth and fuel poverty in Bedford Borough	To distribute information regarding affordable warmth and fuel poverty through existing networks and sign post residents to organisations (e.g. Age UK) for advice	Increased awareness in the community of services available, and increased uptake where measurable.	Public Health, Environment
DCL9	Install insulation and home improvements at residents homes in Bedford	Review the SLA with Street Home Solutions to improve the service and reach to residents	Increase uptake in home improvements for vulnerable residents in Bedford Borough to reduce Fuel Poverty	Housing

1.3 Reduce water usage and assess opportunities for water saving				
Reference	**What we want to achieve**	**How we will achieve it**	**Outcomes**	**Responsibility**
DCL10	Continue to enforce Building Regulation water consumption standards.	All applications to the Council's Building Control service are checked for compliance with the Building Regulations.	Reduced water consumption	Building Control
DCL11	Adopt planning policy that requires higher Building Regulation water efficiency standard for new dwellings.	Local Plan policy adopted January 2020. Subject to central government changes to Building regulations and the upcoming future homes standards, planning policy will be updated as and when new legislation is released.	Reduced water consumption	Building Control/Planning

DCL12	Identify any areas where water projects can be implemented	Complete water audits in Council buildings	implement any appropriate projects to reduce water consumption	Business Development & Environmental Efficiency Team / Design Services
DCL13	Encourage drought resistant planting to reduce the need for watering	Review parks and open spaces procedures to ensure practices are considering water efficiency	Improve water efficiency in parks and open spaces	Business Development & Environmental Efficiency Team
DCL14	Improve accuracy of water bills	Conduct a water audit of water bills, including tariff checks and usage benchmarking	Reduce water bills	Business Development & Environmental Efficiency Team
DCL15	Raise awareness of water usage	Develop a water handbook for building managers	Improved knowledge of how to reduce water usage leading to a reduction in water bills	Business Development & Environmental Efficiency Team
1.4 Reduce emissions from Council owned transport				
Reference	**What we want to achieve**	**How we will achieve it**	**Outcomes**	**Responsibility**
DCL16	Improved knowledge of Council transport emissions	Complete the annual Green House Gas reports	Use figures from the report to identify any areas of improvement and suggest to the relevant team	Business Development & Environmental Efficiency Team
DCL17	Reduce mileage and emissions from Fleet Vehicles	Route Optimisation and improve logistics of fleet vehicles	Use data to configure the most efficient routes to reduce mileage and emissions	Fleet
DCL18	Increased knowledge and reduce emissions	Investigate if Eco Driver Training can be incorporated into existing training programmes	Drivers increased knowledge on efficient driving techniques resulting in reduction of emissions	Fleet

Reference	What we want to achieve	How we will achieve it	Outcomes	Responsibility
DCL19	Reduce idling in fleet vehicles	Use Quartix idling information to monitor vehicle idling statistics	A targeted approach to reduce operatives idling times on their vehicles	Fleet
DCL20	Compliant and environmentally efficient vehicles	Adhere to current legislative requirements and consider environment and efficiencies when purchasing new vehicles/equipment	Vehicles are more efficient and produce less harmful impacts on the environment	Fleet
1.5 Support schools/academies in the Borough to reduce their energy and water use and use sustainable transport				
Reference	**What we want to achieve**	**How we will achieve it**	**Outcomes**	**Responsibility**
DCL21	Support schools/academies to develop and implement energy management initiatives	Delivery of Energy SLA (to those schools/academies signed up)	All schools/academies set up to access energy/water management software, delivery of annual energy and water seminar, case studies developed, quarterly emails distributed to all schools/academies, energy handbook circulated to all schools/academies	Business Development & Environmental Efficiency Team
DCL22	Support schools/academies to develop and implement water management initiatives	Development and delivery of Water SLA (to those schools/academies signed up)	Number of schools/academies signed up to a water SLA. All schools/academies set up to access energy/water management software, delivery of annual energy and water seminar, case studies developed, quarterly emails distributed to all schools/academies, water handbook circulated to all schools/academies	Business Development & Environmental Efficiency Team

Reference	What we want to achieve	How we will achieve it	Outcomes	Responsibility
DCL23	Promote external funding and sustainable school initiatives	Send regular communications to schools on schemes such as Eco Schools, Ashden Schools, Salix Finance	Regular articles included in finance, governor and ASPIRE newsletters, initiatives discussed/represented at annual energy and water seminar	Business Development & Environmental Efficiency Team
DCL24	Encourage more children to walk, cycle and scoot to school with their parents	Nominated Council officer working with key schools in the Borough to encourage behavioural change and develop School Travel Plans using Modeshift STARS, continuation of the Bike It programme and implantation of WOW projects.	Aspirational aim to increase the number of children walking, cycling or scooting to school. Aim for a rolling programme of engagement and accreditation with schools.	Transport & Highway Policy Team / Children's Services (planning)
1.6 Support our staff				
Reference	**What we want to achieve**	**How we will achieve it**	**Outcomes**	**Responsibility**
DCL25	Deliver an energy and water awareness learning programme to staff	Run two staff initiatives and complete two walkarounds of Borough Hall. Reassess changes in energy use due to COVID-19.	Staff have improved level of awareness on how their role impacts on energy and water usage, achievement of CO2 reduction targets	Business Development & Environmental Efficiency Team
DCL26	Enable access to environmental efficiency information for Council staff	Energy, water and sustainability information available via the Council's website and intranet	Links regularly circulated to highlight new and updated information via internal bulletins	Business Development & Environmental Efficiency Team

Reference	What we want to achieve	How we will achieve it	Outcomes	Responsibility
DCL27	Reduce staff business mileage	Promote sustainable travel options to staff. Develop Borough Travel Plan Adoption of Agile Working	Staff given more options on where and how they can work as well as how they travel to work. Have Agile Working policies in place.	Transport & Highway Policy Team/Business Development & Environmental Efficiency Team
DCL28	Reduce business mileage	Promote sustainable and active travel options with selected businesses within the borough	To increase active travel to work by promotion and behaviour change techniques.	Transport Policy Team / Sustainable Transport Team / Business Development & Environmental Efficiency Team
1.7 Improving efficiencies in waste disposal, increasing recycling performance & reducing waste to landfill				
Reference	**What we want to achieve**	**How we will achieve it**	**Outcomes**	**Responsibility**
DCL29	Optimisation of residential and trade waste collection rounds to improve efficiency and time taken to make collections, and reduce carbon emissions produced by Council vehicles.	Implementing Collective (Bartec) to manage commercial and domestic customer's account and collections.	Improving the efficiency of the vehicles by not making wasted journeys.	Business Development & Environmental Efficiency Team, Refuse and Recycling Operations
DCL30	Update account records to ensure email addresses are held to facilitate electronic communication as standard.	Implementing the Collective (Bartec) to record commercial customer's account and collection rounds.	Improving the efficacy of accounts management and reducing paper/mailings used to 0.	Business Development & Environmental Efficiency Team
DCL31	Optimisation of residential collection and increase incentive to recycle to help achieve the UK binding target of 65% of municipal waste by 2035 and have less than 10% going to landfill by 2035.	Monitor the change to alternate weekly collections	Increased recycling, reduce waste sent to landfill	Waste and Recycling, Refuse and Recycling Operations

1.8 Assist our partners and stakeholders in monitoring and reducing energy and water consumption				
Reference	**What we want to achieve**	**How we will achieve it**	**Outcomes**	**Responsibility**
DCL32	Improved communication with partners and stakeholders	Provide the option for partners and stakeholders to have access to online tools (Energy Viewer and MyCorona)	Partners and Stakeholders able to view and monitor their energy and water consumption online providing the opportunity to reduce consumption	Business Development & Environmental Efficiency Team

1.9 Promote green infrastructure and biodiversity across the Council estate				
Reference	**What we want to achieve**	**How we will achieve it**	**Outcomes**	**Responsibility**
DCL33	Work through the Council's site management plans to improve the management of the Council estate that promotes biodiversity, natural habitats and adaptation to climate change	Review of biodiversity value of parks and open spaces through regular updates of existing management plans and creation of new management plans where needed. Continue to promote and collect information in accordance with the County Wildlife Site (CWS) in Positive Conservation Management (PCM) for Local nature/conservation biodiversity indicator (DEFRA 160) (formally NI197).	Improved management of biodiversity and continued compliance with DEFRA 160	Clean Safe and Green

Reference	What we want to achieve	How we will achieve it	Outcomes	Responsibility
DCL34`	Develop a Tree Strategy and Tree Risk Assessment Management Policy to promote tree planting and the protection of the existing tree stock, through consultation with relevant service areas, which will address the reduction of air pollutants, reduction of rapid run off, the provision of urban cooling and carbon sequestration.	Completion of a Tree management plan Tree Strategy and Tree Risk Assessment Management Policy, and delivery of actions	Increased tree protection under the strategy and to work towards the added benefits of reducing air pollutants, rapid run off, provision of urban cooling and carbon sequestration	Clean Safe and Green
1.10 Encourage green practices and procurement within the Council				
Reference	**What we want to achieve**	**How we will achieve it**	**Outcomes**	**Responsibility**
DCL35	Encourage selection of products and services that minimise environmental impacts, including looking to commission and procure energy-efficient products and services	Embed greener procurement within the Council processes and encourage suppliers to provide information on environmental impacts, energy efficiency and sustainability. This will be achieved in two areas: 1. Environmental impact assessment 2. testing supplier responses in relation to the specified requirements.	Council makes sustainable choices on products and services to reduce impact on environment	Procurement
DCL36	Promote the use of E-procurement throughout the organisation	Promote E-Procurement training where applicable	Reduce the use of paper in procurement projects	Procurement

DCL37	Encourage suppliers to take action to reduce waste and promote reuse throughout the supply chain	Requesting information on processes during procurements where appropriate.	Promote the Council as a 'green' Council and reduce its associated waste.	Procurement
DCL38	Encourage suppliers to seek sustainable alternatives to materials which are scarce or at risk of becoming so.	Requesting information on processes during procurements where appropriate. Products are considered through the Environmental impact assessment stage and then during evaluation of the supplier returns.	Use of sustainable materials, reducing the risk of having to replace unavailable parts in the future	Procurement
DCL39	Encourage suppliers to be aware of the harmful impacts of greenhouse gases including and in addition to CO2 and to take steps to reduce emissions in addition to CO2 reduction.	Build a requirement for CO2 reduction into the specification of certain contracts, where appropriate.	Working towards the Councils continued reduction in CO2 and associated greenhouse gases.	Procurement
DCL40	Consider the potential transport requirements associated with any contract and how these may be minimised, whilst encouraging suppliers to minimise the negative impact of their transport operations.	Monitor and consider locality during procurement process where appropriate and allowable to do so.	Provide opportunities for local businesses and promote local economy whilst reducing the carbon footprint of the Council	Procurement
DCL41	Move the Council to a more automated service through simplification and standardisation of processes	Deliver the Digital Operating Model	Reduce the impact on the environment by consolidating processes, reducing use of paper forms and improving the accessibility of the Councils services	IT

Priority 2- Building Community Resilience

2.0 Supporting local communities to help them become resilient to the impacts of climate change				
Reference	What we want to achieve	How we will achieve it	Outcomes	Responsibility
BCR1	Adopt supplementary planning document (SPD) to ensure that developers integrate sustainable surface water management into new developments. Developers to provide sustainable drainage systems for the disposal of surface water and rainwater, so that it is retained either on site or within the immediate area.	Sustainable Drainage System (SuDS) SPD adopted February 2018 and now used to assess local planning applications.	Increased number of planning applications assessed using the SuDS SPD resulting in reduced instances of flooding in new developments and surface water dealt with in a more sustainable way.	Resilience Team/Planning
BCR2	Understand and manage flood risk to help individuals, communities, businesses and other authorities in Bedford prepare and respond to flood events.	Implement Bedford Borough Council's Local Flood Risk Management Strategy	Delivery of the Local Flood Risk Management Strategy Action Plan	Resilience Team
BCR3	Promote the benefits of, and support access to, the natural environment and green spaces	To distribute information regarding benefits of accessing green spaces and work with partners to raise awareness	Access to the natural environment and green spaces contributes to positive mental health and wellbeing and encourages residents to become more physically active. It also helps improve environmental quality including air pollution and green spaces also support local biodiversity; help to	Public Health

			improve air quality and reduce flood risk.	
2.1 Supporting local businesses to help them become resilient to climate change				
Reference	**What we want to achieve**	**How we will achieve it**	**Outcomes**	**Responsibility**
BCR4	Raise awareness of funding opportunities available to businesses in the Borough to support them in their drive to become more energy efficient	Promote the Carbon Trust's Green Business Fund and Carbon Trust's START2ACT scheme. Linked up with Low Carbon Workspaces Grants to promote match-funded grants for SME's to help with low carbon project costs	Increase number of businesses in the Borough accessing Carbon Trust funding/support	Business Development & Environmental Efficiency Team/Economic Development
BCR5	Investigate opportunities for disseminating information to local businesses on energy and water saving, sustainability, as well as providing support to them on preparing and adapting to Climate Change	Link up with partners to determine opportunities for partnership working (e.g. Federation of Small Businesses-FSB, Chamber of Commerce, Bedford Business Executive-BBE, Bedford Bid, and Green Business Network). Distribute a new Green Business Guide to businesses in the Borough and articles in business e-newsletter.	Provide information to local businesses to help reduce Bedford Borough's carbon footprint and improve sustainability of businesses	Business Development & Environmental Efficiency Team/Economic Development/Corporate Safety and Resilience
BCR6	Raising awareness of resources, news and opportunities out there around all green issues	Promote Green focused webinars led by our service partners (e.g. SEMLEP, GBN, Cranfield etc.). Promote and encourage more local businesses to join Green Connectors and the Green Business Network via monthly newsletter and twitter. Highlight that Government	Increase attendance at these events to encourage networking and knowledge sharing of new initiatives. Joining networks will help to understand the benefits of going green and the ability to receive personalised support.	Economic Development

Reference	What we want to achieve	How we will achieve it	Outcomes	Responsibility
		can offer environmental taxes, reliefs and schemes for businesses that adopt green strategies.		
BCR7	Encourage businesses to ensure they have up to date business continuity plans in place	Link with Bedfordshire Resilience Forum (BLRF) to promote business continuity to local businesses.	Promotion of business continuity through BLRF and the council website. Event organised through BLRF as part of Business Continuity Awareness Week each year	Resilience Team
2.2 Supporting local communities with sustainable transport choices				
Reference	**What we want to achieve**	**How we will achieve it**	**Outcomes**	**Responsibility**
BCR8	Support and promote the use of a wide range of alternative transport options such as buses, trains and cycling	1) Publicise, sign and improve viable cycle network 2) Assess and improve quality of footway network 3) Promote benefits of walking and cycling, with assistance of Public Health 4) Capability Fund Programme promotion for schools and businesses 5) Air-Care project to promote sustainable transport to help improve air quality 6) Bus improvement plan	Improve air quality. Increase in the number of walking and cycling journeys to Bedford Town Centre. Public Health Outcomes Framework (PHOF)	Sustainable Transport Team/ Sports Development/Children's services /Air Quality Steering Group Public Health
BCR9	Work within the remit of the England's Economic Heartland Transport Strategy and the Govt's Transport Decarbonisation Plan	Deliver and review the Transport Plan and associated strategies within the national context.	Reduce congestion, decarbonise transport, improve air quality and increase active travel	Transport / Air Quality Steering Group / Public Health

Reference	What we want to achieve	How we will achieve it	Outcomes	Responsibility
BCR10	Promote walking and cycling through investment in infrastructure	Deliver the cycle and pedestrian improvements through Town Deal funding. Develop and publish the LCWIP (Local Cycling and Walking Infrastructure Plan). Capability Fund programme promoted and implemented.	Increase in the number of walking and cycling resulting in improved general health and wellbeing of residents in Bedford Borough	Sustainable Transport Team/ Planning and Highways/ Public Health
BCR11	Develop and deliver the Bedford Cycle and Walking Network Plan	Adopt and publish the plan on Council's website. Deliver the cycle and pedestrian improvements through Town Deal funding. Cycle network to be included in future Local Plan. Cycle Network has been re-signed in 2021	Increase cycling and walking within Bedford Borough	Transport
BCR12	Support the development of local electric vehicle charging points and increase the number of these in Bedford Borough in response to expected demand for electric vehicle usage and Central Government target to ban the sale of combustion engine cars (petrol and diesel) by 2030.	Develop contracts with EV charge point suppliers to expand the local charging network. Incorporate EV charge point provision into planning policies.	Work with Bedford EV community to understand demand for charging facilities. Increase the number of charging point. Policies included in Bedford Borough Local Plan 2030Policies included in Bedford Borough Local Plan 2030.	Transport / Highways
2.3 Support the installation of low carbon buildings and communities within new and existing developments				
Reference	**What we want to achieve**	**How we will achieve it**	**Outcomes**	**Responsibility**
BCR13	Adopt planning policies that actively encourage renewable and decentralised energy generation.	Local Plan policy adopted January 2020. Subject to central government changes to Building regulations and the upcoming future homes standards, planning policy will	Increase in renewable energy developments and heat network opportunities	Planning

		be updated as and when new legislation is released.		
BCR14	Use planning policy to require developers to build homes and other buildings with high energy standards and low embodied energy.	Local Plan policy adopted January 2020. Subject to central government changes to Building regulations and the upcoming future homes standards, planning policy will be updated as and when new legislation is released.	Improved standards of housing and mitigate against risks of fuel poverty	Planning
BCR15	Establish policies that encourage developers to design new developments that will encourage walking, cycling and public transport use.	Identify opportunities to improve green space and connectivity between sites to promote walking and cycling and that contribute to the emerging Bedford Green Wheel (BGW) network through adopted development plan policies.	Retaining and improving existing open spaces, sport and recreation facilities and providing a network of diverse, multi-functional open spaces that is accessible to all.	Planning/Transport / Clean safe and green
BCR16	Ensure that new developments avoid areas prone to flooding where possible; or in instances where development in the floodplain is necessary, that it is safe for its lifetime, resilient and does not increase flood risk elsewhere.	Local Plan policy adopted January 2020. Subject to central government changes to Building regulations and the upcoming future homes standards, planning policy will be updated as and when new legislation is released.	Limit flooding in new built areas, including subsidence and ground pollution.	Planning
BCR17	Establish policies to reduce water use in new and existing buildings.	Local Plan policy adopted January 2020. Subject to central government changes to Building regulations and the upcoming future homes standards, planning policy will	Reduced water consumption	Planning

Reference	What we want to achieve	How we will achieve it	Outcomes	Responsibility
		be updated as and when new legislation is released.		
BCR18	Establish policies that support sustainable drainage systems.	Sustainable Drainage System (SuDS) SPD adopted February 2018. Local Plan policy adopted January 2020	Improved drainage systems and reduce flooding	Planning
BCR19	Establish policies that support green and blue infrastructure and promote green space and biodiversity.	Local Plan policy adopted January 2020. Subject to central government changes to Building regulations and the upcoming future homes standards, planning policy will be updated as and when new legislation is released.	Greener developments which improve health and wellbeing for the local residents	Planning
2.4 Support the reduction in emissions from transport and encourage sustainable transport in new developments				
Reference	**What we want to achieve**	**How we will achieve it**	**Outcomes**	**Responsibility**
BCR20	Ensure that high quality cycle parking standards are applied in new developments	Standards included in adopted Parking Standards for Sustainable Communities SPD	Sufficient cycle parking provided that will encourage cycle use and increased opportunities for Active Travel	Transport / Planning
BCR21	Ensure coordinated provision of electric vehicle infrastructure across the borough.	Local Plan policy adopted January 2020. Subject to central government changes to Building regulations and the upcoming future homes standards, planning policy will be updated as and when new legislation is released.	Coordinated provision of electric vehicle infrastructure.	Transport / Planning
BCR22	Provide Sustainable Transport advice and comments on Transport Assessments and	Through the planning process. Employment of Travel Plan Officer to work with schools,	Increase sustainable development	Transport / Planning

Reference	What we want to achieve	How we will achieve it	Outcomes	Responsibility
	Travel Plans when required by the planning process.	businesses and new developments.		
BCR23	Deliver the Air Quality Strategy	Produce Air Quality Reports to DEFRA	Monitor Air quality in Bedford to influence any future decisions	Regulatory Services
2.5 Ensure open spaces including parks and recreation are resilient to predicted climate changes				
Reference	**What we want to achieve**	**How we will achieve it**	**Outcomes**	**Responsibility**
BCR24	Ensure facilities from new developments are resilient to seasonal changes through appropriate design and implementation	Work with developers and colleagues on open space provision, resilient tree and shrub species, sustainable urban drainage systems (SUDS) - section 106	Fewer instances of flooding, improved air quality and improving the aesthetics of the area	Business Development & Environmental Efficiency Team
BCR25	Increase water retention and water conservation methods	Assess tree and shrub planting schedules to lesson need for spring and summer watering. Consider planting drought tolerant species and plants that do not require additional watering. Investigate water harvesting methods.	Reduce water consumption in parks and open spaces	Business Development & Environmental Efficiency Team