

LOCAL AUTHORITY CLIMATE PLAN CHECKLIST

FOR DEVELOPING AND REVIEWING ACTION PLANS





Climate Emergency UK exists to support local authorities tackle the climate emergency by providing accessible information about best practice and providing a network where local authorities, activists, NGOs, business and local communities can work together:

<https://www.climateemergency.uk/>

Supported by:

This Checklist could not have been written without the support of [Friends of the Earth](#), [Ashden](#), [Centre for Alternative Technology](#) and [APSE Energy](#). In particular we wish to express thanks to Sandra Bell, Cara Jenkinson, Anthony Hurford and Dr Anna Bullen.



Introduction

Whether we can limit global warming to 1.5°C¹ will depend on what happens between now and 2030. 74% of UK local authorities have recognised the severity of the crisis by declaring a climate emergency. Still more have recognised the urgency of the situation by setting ambitious targets and/or developing climate action plans. The next step is to turn these declarations, targets and plans into effective action.

This Checklist has been developed by [Climate Emergency UK](#), with support from [Friends of the Earth, Centre for Alternative Technology, Ashden](#) and [APSE Energy](#). Local authorities can use this Checklist to draw up ambitious, comprehensive and robust Climate & Ecological Emergency Action Plans, while community groups can assess the ambition of their local authorities' plan.

A climate emergency action plan differs from a normal climate action plan because it recognises that we are in a time of crisis. It acknowledges that the climate crisis poses an immediate threat and plans for rapid action.²

Action at the local level is essential to tackling the climate and ecological emergencies. The Committee on Climate Change, in their *Local Authorities and the Sixth Carbon Budget* report,³ stated that “More than half of the emissions cuts needed rely on people and businesses taking up low-carbon solutions – decisions that are made at a local and individual level. Many of these decisions depend on having supporting infrastructure and systems in place. Local authorities have powers or influence over roughly a third of emissions in their local areas.”

Local authorities can drive reductions in emissions across their whole area. This is because of their unique insight into, and their relationship with, local communities; their service delivery and regulatory functions; and their power to convene others. Of all the actions in this Checklist there is one that underpins how successful a local authority will be in reducing emissions:

The Action Plan should commit the local authority to include the climate emergency in all local authority decisions and actions.

In reducing emissions local authorities will deliver many co-benefits for their communities. Increasing resilience to climate change can also reduce costs from extreme weather incidents. Human health and wellbeing are dependent on a healthy planet; the Covid-19 pandemic has clearly demonstrated this. National and local recovery plans must bring about a green and fair recovery - joining up action on climate, nature, health and prosperity. Plans should also address environmental inequalities. BAME and poorer communities experience worse air pollution, less access to green space, and are less able to respond to extreme weather caused by climate change.

There is strong public support for local, place-based action. 66% of Britons believe that climate change is as serious as Covid-19.⁴ The majority also want to see climate action prioritised in the economic recovery.⁵ The UK Climate Assembly concluded that there should not be a ‘one size fits all’

¹ The IPCC are working on a 66% chance of staying below 1.5°C . For a comparison on the impacts of 1.5°C and 2°C see the IPCC 2018 Special report <https://www.ipcc.ch/sr15/> For evidence that we have already exceeded our 1.5°C budget see <https://www.breakthroughonline.org.au/briefings>

² Definition adapted from [Climate Emergency Action Planning - Manual for Local Authorities](#), pg. 21.

³ Committee on Climate Change, [Local Authorities and the Sixth Carbon Budget](#)

⁴ Ipsos poll, 22/04/2020 [Two thirds of Britons believe Climate Change as serious as Coronavirus](#)

⁵ *Ibid.*

approach to important issues such as transport and housing.⁶ Communities must be able to shape solutions to the climate crisis and take the lead in doing so.

Tackling the climate crisis will impact people's lives and change our lifestyles. Local authorities must involve local residents, businesses, community organisations and service providers in the development of the Action Plan. Their skills, ideas and perspectives will result in better outcomes and more creative solutions. Initiatives are more likely to be effective when potential issues are addressed at an early stage. Engagement also allows local authorities to demonstrate the co-benefits of action.

Local authorities will be vital allies in the race to the Government's net-zero target. Many have shown a willingness to act. Over 300 local authorities have declared a climate emergency and 115 have committed to net-zero for their whole area by 2030.⁷ Action Plans, with varying levels of ambition and detail, continue to be written and refined.⁸

The UK Government must support local authorities with extra resources and powers if they are to meet their targets; this is even more important post Covid-19. Although there has been more government funding to deal with the crisis, local authorities are in a vulnerable position. New responsibilities and greater community needs are combined with significant financial uncertainty. Action Plans will have to demonstrate understanding of these constraints as well as the need to secure the necessary support from the Government for effective local climate action.⁹ However, post Covid-19 there is the opportunity to rebuild our communities with sustainability and climate action at the core.¹⁰ Local government organisations have formed a coalition with NGOs to draw up a 'Blueprint for accelerating climate action and a green recovery at the local level.'¹¹

From Declaration to Action - Using the Checklist

This Checklist provides local authorities and communities with a list they can refer to when creating their own Action Plan. There are three sections, which contain actions and points to consider when developing your Plan. At the end is a list of resources that other local authorities used to develop their Plan. A condensed checklist containing a list of headings, which is perfect to download or print, is available [here](#).

Action Plans will be living documents. Local authorities will need to revise their Plans as the climate and ecological crises develop, targets are met, and new technologies emerge. Local authority officers and residents can use this Checklist to see how existing Plans measure up and which areas need strengthening during reviews.

Section 3 links to documents containing specific actions that local authorities can take to reduce emissions. The documents focus on different areas under local authorities control or influence, such as planning, housing and transport. Examples of good practice are also provided. Any reference to a specific organisation or method is there for reference only. It does not represent an endorsement.

⁶ The UK Climate Assembly report: [The path to net zero](#)

⁷ See Councils that have declared climate emergencies and their net zero emission target here: <https://www.climateemergency.uk/blog/list-of-councils/>

⁸ We have compiled every Councils Climate Action Plan post 2016 here: <https://data.climateemergency.uk>

⁹ Adept, [A blueprint for accelerating climate action and a green recovery at the local level](#).

¹⁰ Ashden outlines some of the key elements here after a discussion with city region officers from England's nine metro mayor city regions: [Delivering a green recovery in our city regions - Ashden](#)

¹¹ ADEPT and a coalition of local government, environmental, and research organisations have published a blueprint for a locally-based green recovery: [Covid-19 recovery must address climate change – report calls on the Government to invest in indispensable role of local authorities](#)

Your local authority may not be able to impact all areas covered in this Checklist. This depends on which part of the UK you are in,¹² and your local authority type, responsibilities, populations, geography and budget.¹³ Despite their differences, all local authorities have many areas of influence and control. The Plan needs to consider three scopes of emissions:¹⁴

Scope 1 Emissions: Greenhouse Gas emissions from sources located within the local authority boundary. These include:

- **Council only:** Council's direct emissions, e.g. emissions from Council buildings, fleet vehicles and equipment, and land use.
- **Whole District/County:** Emissions within the local authority boundary e.g. transportation, privately owned buildings, stationary energy; agriculture and land use; in-boundary waste etc.

Scope 2 Emissions: Greenhouse Gas emissions occurring due to the use of grid-supplied electricity, heat, and/or cooling for Council and private buildings and services within the city boundary.

Scope 3 Emissions: Includes all Greenhouse Gas emissions that occur outside the city boundary as a result of activities taking place within the city boundary. This includes:

- **Council only:** Emissions generated by purchased goods and services; Business travel, commuting, grey fleet (employee owned cars claiming mileage back by expenses); Waste disposal for contracted out waste processing; Use of sold products and services (emissions related to local people's use of local authority services); Investments; Leased assets, franchises and outsourcing (all contractor emissions).
- **Whole District/County:** Emissions generated by out of boundary transportation (travel by commuters, railways and airports); out of boundary waste; resident's diet and consumption; transmission and distribution of electricity, heating and/or cooling.¹⁵

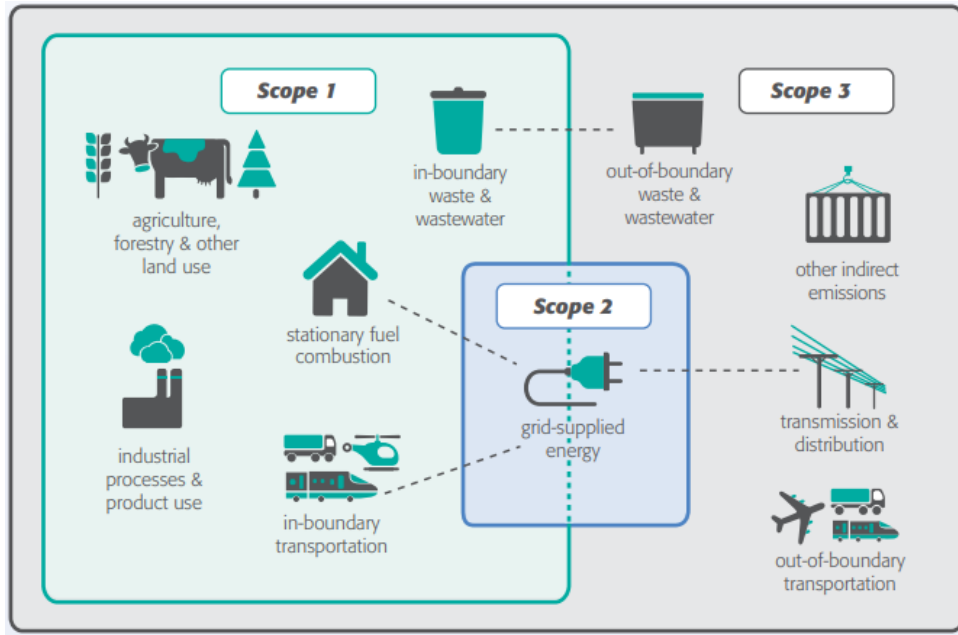
¹² Councils in Northern Ireland have different authorities than their counterparts in England, Scotland and Wales. Friends of the Earth has a climate action plan providing NI specific points: [For Northern Ireland Councils](#)

¹³ The UK Government has a breakdown of different types of councils and their responsibilities here: <https://www.gov.uk/guidance/local-government-structure-and-elections>

¹⁴ The Carbon Trust offers services that help organisations understand and reduce their emissions: <https://www.carbontrust.com/resources/briefing-what-are-scope-3-emissions>

¹⁵ Emissions for "Council only" taken from Local Authorities and Sixth Carbon Budget, pg 49.

<https://www.theccc.org.uk/publication/local-authorities-and-the-sixth-carbon-budget/>
"Whole District/County" Emissions adapted from the [GHG Protocol for Cities | Greenhouse Gas Protocol](#) with the report found here [Global Protocol for Community-Scale Greenhouse Gas Emission Inventories](#).



Source: *The GHG Protocol for Cities*

This Checklist is a living document and is being constantly updated. If you have ideas of how to improve it, or would like to contribute examples of good practice, get in contact with us at checklist@climateemergency.uk

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Section 1. Creating and Presenting the Plan



This section covers the minimum required to develop and launch an effective Plan. There are three main criteria for Action Plans to be effective.

1. Local authorities should develop Plans in collaboration with those who will be affected by it.
2. The objectives of the Plan should be clear.
3. Plans should be explicit about what the local authority has direct control over, what the council can influence and which measures require the council to work closely with locality wide partners.

1.1. Plan Development

What does it look like to develop a Climate Emergency Action Plan for a local authority? Local authorities must consider who will be involved, what they plan to do, why they want to do it and how it will be delivered.

Plan development should:

- **Be led by a senior lead officer with a cabinet member/committee responsible for developing and delivering the Plan.** Strong leadership is critical for plans to be carried from development through to deployment and delivery. Regular public progress reports should be the responsibility of the lead officer and councillor.
- **Start with an honest assessment of the local authority's previous climate action.** Previous plans will have been created and implemented. Reviewing previous action is essential to understand what has or hasn't worked in the past. What progress has been made so far and is there anything that can be maintained or accelerated? This will provide an understanding for Councillors and officers on the requirements to reach net-zero.
- **Include strong engagement within and across the council.** It is also critical to ensure that there is support for climate action from every department. For example, the Heads of Finance and Procurement are key players in planning and delivering Action Plans. Strong engagement will also support those who are working to deliver the Plan and may result in more creative and effective actions.
- **Identify the workforce needed to deliver the Action Plan.** The local authority should begin identifying and quantifying the jobs, skills, re-training and up-skilling needed to deliver an ambitious Action Plan. Engagement with local training and education providers will be essential in development and implementation. The local authority can also work to integrate this with Local Enterprise Partnerships and Combined Authorities, with particular reference to their Strategic Economic Plans and Local Industrial Strategies. The workforce could include council staff, councillors, volunteers and community organisations.
- **Be clear about the involvement of third parties.** Local authorities may choose to use a consulting firm or other third party to assist them in developing the Plan, or parts of it. Their involvement and processes should be clearly referenced.
- **Include a development statement.** It is useful to include a section addressing how the plan came to exist. This would include discussing who the council talked to in the development of the plan, how it was approved, where the council received any funding from and how the council plans to implement the Plan. This information helps to evaluate the process of developing the plan. It will also assist other councils to understand how to develop a good plan.
- **Include strong net-zero targets.** Net-zero targets are more credible if they include milestones, an implementation plan, and a statement about longer-term intent for either maintaining net-zero or going net-negative. Leaving these out risks inaction, diversions and failure.¹⁶

¹⁶ Article in Nature on three ways to fix vague net-zero targets:
<https://www.nature.com/articles/d41586-021-00662-3>

1.2. Community Engagement

During the development stage it is important to involve a representative cross-section of all the stakeholders who will be affected by the plan. Therefore, the plan should consider who should be consulted and how the plan will involve the community?

The Action Plan should:

- **Engage a representative cross section of the community.**¹⁷ Local authorities can engage residents in many ways. This includes through citizen assemblies, citizen juries, online platforms, climate commissions, citizen task forces or community action groups, such as Rotary groups. The Plan must also be clear about how people can get involved. Those consulted should represent the diversity, disability, ages, incomes, and geography of the constituency.¹⁸ The Action Plan should include how the community was consulted and how their feedback has been integrated. It should also be clear how the community can get involved in implementing and updating the Plan. The resources section contains more materials on community engagement.
- **Establish collaborative partnerships and secure commitments from different sectors within the community.** Sectors should include: the voluntary, the educational, the health, faith organisations, businesses (large and SME) and anchor institutions. These relationships can take a variety of forms. One such platform is Place Based Climate Commissions,¹⁹ which provide a model for active partnerships. The local authority should also find out how institutions are reducing their own emissions, through initiatives such as Greener NHS.²⁰ This will ensure the Action Plan forms part of a holistic strategy.

1.3. Structure and Delivery

Reaching net-zero will transform our communities. While there is no 'right way', Action Plans should be structured and delivered in a transparent, readable, accessible and exciting manner. The goals and responsibilities of the plan should be clear and realistic.

Recommendations:

- **There is a Climate Emergency section of the local authority website that is clearly signposted from the homepage.** A good Climate Emergency section will:
 - o Contain the Plan, supporting documents and a link to the minutes of the meeting where it was approved.
 - o Outline what actions are being taken and regularly update on progress.
 - o Demonstrate how people can get involved, using case studies where possible.

¹⁷ Ashden has a toolkit on resident engagement for local authorities:

<https://ashden.org/wp-content/uploads/2020/09/CAC-TOOLKIT-CHAPTER-6.pdf>; APSE Energy & The Consultation Institute have issued [Climate Emergency Public Engagement Survey - apse](#)

¹⁸ Birmingham has a Route to Zero task force of people from a wide range of backgrounds, parties, and ages who are developing recommendations for Birmingham's climate action plan: [The Route to Zero \(R20\) Taskforce | Climate emergency](#)

Devon will have a youth parliament that will help develop their climate action plan: [Devon Carbon Plan – Devon Climate Emergency](#); [Greener Devon](#)

¹⁹PCAN (Place-Based Climate Action Network) has supported a range of local authorities in launching climate commission partnerships in England, Scotland and Northern Ireland: [Place based Climate Commissions](#)

²⁰ NHS England recently released their [Greener NHS » Delivering a net zero NHS](#) strategy.

- o Provide resources on how people can reduce their own carbon and ecological footprint.²¹
- o Provide information about costing, budgeting and funding.
- **Present a positive vision of what net-zero looks like for the area.** This could include: quiet safe streets, warm homes, green jobs, equity and social cohesion, community resilience, healthier people, and more local consumption keeping wealth within the community.²² This reframes the climate conversation from giving things up to strengthening and improving communities.
- **Accessibility is at the heart of presentation.** Plans need to be accessible for a range of disabilities.²³ Avoid jargon where possible and, if jargon is used, ensure it is defined. It can help to include a glossary.
- **A clear structure.** Plans should be easy to read and to navigate. Plans should include: a table of contents, an executive summary, clear outlines of objectives, timelines for action and a table summary of actions.
- **A communication strategy.** The local authority should communicate, through all available channels:
 - o Why the Plan, and actions, are necessary.
 - o How to influence the Plan and how residents can access it once published and feedback on its contents.
 - o How residents can get involved.
 - o The impact actions will have on emissions.
 - o When actions will be implemented.
- **Integrate with and link to existing local authority plans and strategies.** This is likely to include the Local Plan,²⁴ Corporate Plan, Biodiversity Plan, Air Quality Plan, Transport or Movement Strategy, Local Industrial Strategy, Asset Management Plan, Investment Plans etc. The Action Plan should also provide links to existing strategies that are important to reduce emissions and improve biodiversity. This is especially important if the linked strategies go into greater detail than the Action Plan for the specific section. For example, if one of the action sections focuses on improving active travel infrastructure, a link should be provided to the current Transport strategy or relevant section of the Local Plan.
- **Arrangements for regular updates.** The Plan should provide updates at least once per year on emissions data, more regular updates on projects and any changes in national government support, resources, funding, technology or scientific knowledge. Friends of the Earth suggest publishing a twice-yearly independent and audited public report on progress.²⁵

²¹ South Hams District Council has an easy to use climate and biodiversity emergency action website linked from their homepage. It has an overview of council actions, ways to get involved, and actions residents, businesses, and organisations can take: <https://www.climatechange.southhams.gov.uk/>;

Another good example is Vancouver's (Canada) Action Plan section of the website 'Green Vancouver'

²² For ideas see Ashden's: [A toolkit for city regions and local authorities Climate action co-benefits](#)

²³ The UK Government has a helpful guide on [Understanding accessibility requirements for public sector bodies](#) They also provide training and webinars on increasing accessibility of websites and digital resources.

²⁴ The TCPA and RTPI have a guide for local authorities for planning for climate change in their Local Plan:

<https://www.tcpa.org.uk/Handlers/Download.ashx?IDMF=0acefe4f-9712-4b37-b2a1-06cd0f8b0293>

²⁵ Friends of the Earth, [Climate Action Plan For Councils](#).

Plymouth City Council has committed to “monitor our progress against each action and review the plans in a public forum every 6 months.”²⁶

- **Set out a strategy for item ownership.** The Plan should set out who will take ownership of each action to ensure all targets are achieved.
- **Actions in the Plan are risk assessed.** Actions in the plan should consider:
 - Risks associated with climate change, such as flooding etc.
 - Risks of implementation such as funding and human resources.

The BACILAT (Business Areas Climate Assessment Tool) developed by UKCIP can be useful in developing a methodical approach to identifying threats and opportunities.²⁷

- **The Council celebrates milestones.** Come together as a community to celebrate key milestones and achievements. This will keep up the momentum and demonstrate that actions are working.

1.4. Scope

Reaching net-zero emissions will need more technological, funding and policy support from higher levels of government. The limitations of the Plan should be acknowledged, and how some of those limitations can be overcome. This section of the Plan should be under constant review. This will ensure that the local authority is taking advantage of Government initiatives available at the time.

Plans should:

- **Present a realistic view of what the local authority can and cannot do.** The Plan should be ambitious. However, it is important to recognise those places where ambition meets current realities.²⁸ The Plan should:
 - State how limitations will be overcome, including where others need to act.
 - Reference the responsibilities, resources and capabilities of the local authority.
- **Commit the authority to lobby higher levels of government.** Where local authorities cannot act themselves, they can influence policy by lobbying higher levels of government for changes in legislation, policy and funding.²⁹ This includes County (if a District/Town/Parish Council), Combined Authorities, Devolved Administrations and the UK Government. Local Authorities can also take part in public information campaigns. The Plan should state the actions the local authority will take to lobby the Government/s.
 - Local authorities can lobby as part of a special interest group (such as the LGA or APSE Energy Network), or in partnership with other organisations. An example of such a partnership is the Blueprint Coalition who have published a plan for accelerating climate action and a green recovery at the local level.³⁰ This sets out the national leadership, policies, powers and funding needed to empower local authorities to deliver at scale.

²⁶ Plymouth City Council Climate Emergency page, [Climate emergency | PLYMOUTH.GOV.UK](https://plymouth.gov.uk/climate-emergency)

²⁷ UCL's guide to Declaring a Climate Emergency pg. 70

https://climateemergency.org.uk/wp-content/uploads/2020/11/Declaring_a_Climate_Emergency_76-end.pdf

²⁸ The London Borough of Islington has a good example of present realities and ambition: [Vision 2030](#)

²⁹ Plymouth is one council that has plans to put pressure upwards: [Link here](#)

³⁰ The Blueprint Coalition Plan can be found here: [A blueprint for accelerating climate action and a green recovery at the local level](#)

- **Acknowledge that climate change is a ‘grand challenge.’**³¹ There are no single or simple solutions to tackle the climate and ecological crisis. The Plan needs to recognise the multifaceted nature of this ‘grand challenge.’
- **Ensure that no-one is left behind or disadvantaged unfairly.** The climate and ecological crisis is already worsening inequities and inequalities. Actions must ensure that no-one is left behind. For example, the Plan should lay out how those in carbon intensive industries can be supported into low carbon sectors.³²
- **Be clear about the scope of your net-zero target.** Which gases are covered - CO₂, all greenhouse gases, or a subset? When will net-zero be reached? And is the intent to reduce, remove or offset the emissions? A strong plan will aim to reduce and remove all gases, only offsetting what absolutely can not be removed in time for an ambitious deadline of 2030 or earlier.

1.5. Costing the Plan

The climate emergency is likely to challenge or overwhelm response capacity, demanding the use of all available resources. Local authorities will have to develop institutional capacity and decision-making processes to evaluate costs and harness appropriate resources. Cost information is also an important way of measuring performance.³³ To find out more about costing read UCL’s *Declaring a Climate Emergency Guide*.³⁴

Plans should:

- **Implement costing mechanisms.** Plans should use costing mechanisms to set out the costs of the actions in the Plan. Better use of costing will ensure policy decisions are well informed and realistic. It will also help to deliver services which are value for money.
- **Build partnerships with other councils when developing a costing strategy.** Working with other local authorities can help all parties to benefit from coordinated use of resources, and make value-for money comparisons.
- **Be transparent.** Information on costing and budgeting should be displayed clearly on the Climate Emergency section of the website.³⁵

³¹ CAT’s [Zero Carbon Britain: Rising to the Climate Emergency](#) report discusses the complexities of climate change as a wicked problem; Cornwall Council has explored the challenge of addressing climate change as a wicked problem reframed as grand challenges (see Paragraph 10.2) - [Climate Change Action Plan](#)

³² Bristol’s [One City Strategy](#) includes discussions in each delivery theme on engagement, culture and inclusion as well as reducing emissions.

³³ UCL *Declaring a Climate Emergency Guide*, pg 88.

https://climateemergency.org.uk/wp-content/uploads/2020/11/Declaring_a_Climate_Emergency_76-end.pdf

³⁴ *Ibid.*

³⁵ Newcastle City Council have given estimated costs for each of their c.90 priority actions, alongside a timeline for these actions: [Net Zero Newcastle - 2030 Action Plan](#)

Section 2. Components of a Strong Action Plan



This section outlines the major components of a strong Climate Emergency Action Plan. It is divided into three main themes.

1. Reducing climate emissions.
2. Creating resilient, socially inclusive and healthy communities.
3. The need for strong commitment from the local authority to carry the Plan through to completion.

2.1. Emissions

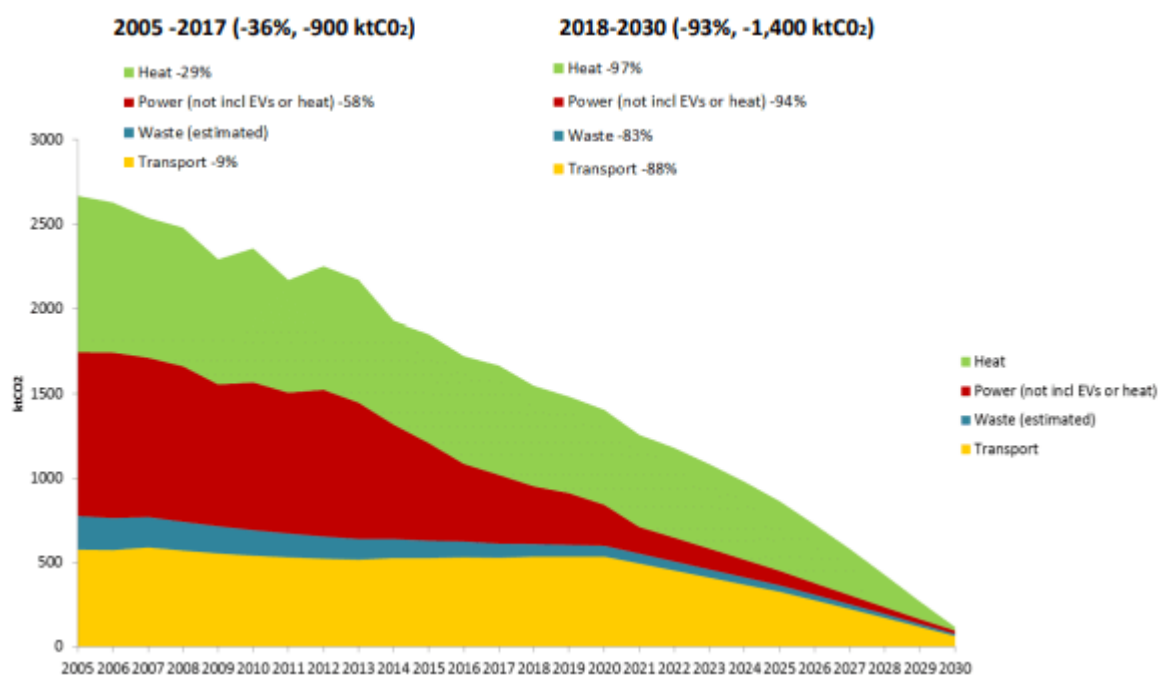
Reducing levels of Greenhouse Gases (GHG) is the main purpose of a Climate Emergency Action Plan. Reducing emissions is also known as climate mitigation. Setting emission targets provides a baseline, sets a goal and allows the impact of actions to be monitored. It is essential to monitor the progress of the Action Plan in order to assess its effectiveness and reevaluate when necessary.

Climate change will lead to many more extreme weather events and sea-level rise.³⁶ Climate adaptation is the process of becoming resilient to the current, and expected climate impacts. PCAN's review of local authorities' climate action found that climate adaptation received less focus, only mentioned in less than 12% of council's climate emergency declarations.³⁷ Both mitigation and adaptation are crucial to include in an Action Plan.

2.1.1. Measuring and Setting Emission Targets

Plans should:

- **Include a Baseline Emission Inventory for Greenhouse Gas Emissions.** It is standard practice to measure emissions reductions using a baseline of 1990.³⁸ This provides the point that local authorities need to aim for in their emissions reductions.



Source: *Bristol net zero by 2030: the evidence base*.³⁹

- **Quantify current GHG emissions for the area.** There are many data sets and tools available that local authorities can access when assessing their emissions. Some examples are BEIS, SCATTER, IMPACT, and the Tyndall Carbon Budget Tool.⁴⁰ The Tyndall Carbon Budget

³⁶ See Met Office: [UK Climate Projections: Headline Findings](#) and [Met Office's UK Climate Projections \(UKCP\)](#); Climate Central has maps that can provide a starting point for understanding coastal changes with rising sea level: <https://sealevel.climatecentral.org/maps/>

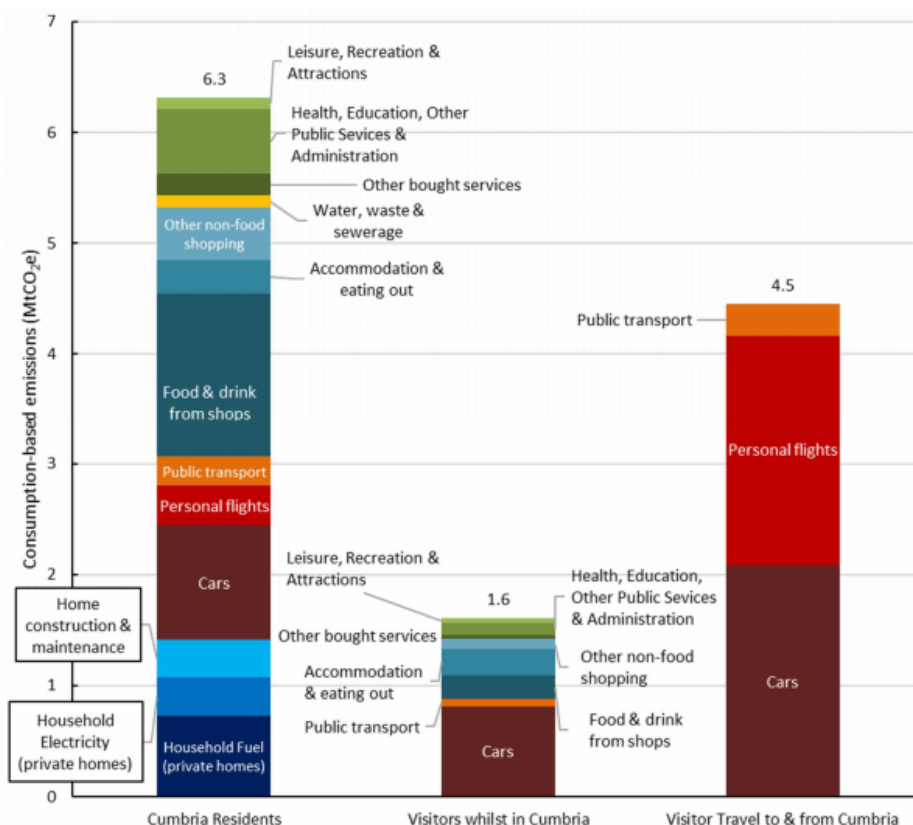
³⁷ PCAN - [Trends in Local Climate Action in the UK](#)

³⁸ See the [Climate Change Act 2008](#)

³⁹ Image from [Bristol net zero by 2030: the evidence base](#)

⁴⁰ Links to these tools can be found in Section 4: Resources.

Tool projects carbon budgets for UK local authorities, in line with the Paris Climate Agreement.⁴¹



Consumption-based Emissions baseline. Source: A Carbon Baseline for Cumbria.⁴²

- **Provide a breakdown of Scope 1, 2 and 3 emissions.** The breakdown should quantify local authority emissions and emissions for the entire authority area. This shows which emissions the local authority is directly and indirectly responsible for, as well as emissions they have no control over but can encourage reductions in.⁴³ The Local Government Association (LGA) has a free tool to calculate Scope 1, 2 and basic Scope 3 emissions.⁴⁴
- **Clearly state science-based GHG emission reduction targets.** At the very least these targets should be in line with the Paris Agreement. 126 local authorities have set a target to reach net-zero emissions by 2030.⁴⁵ Many others have set targets for their area that are well before the UK Government Target of 2050. There are tools from Climate View, BEIS, IMPACT, SCATTER, the Tyndall Centre and the LGA to help authorities set out how to deliver these targets. Links to these tools can be found in Section 4: Resources.

⁴¹ Carbon budget reports can be found here: <https://carbonbudget.manchester.ac.uk/reports/>

⁴² "Total consumption-based GHG emissions broken down by category and consumer" in [A Carbon Baseline for Cumbria; February 2020](#).

⁴³ Plymouth has created a corporate carbon reduction plan as well as a climate action plan. The first addresses their own emissions and the second is a city-wide strategy: <https://www.plymouth.gov.uk/environmentandpollution/climatechangeandenergy/howwretacklingclimatechange>

⁴⁴ This tool assists local authorities creating carbon baseline and benchmarking against other local authorities: [Greenhouse Gas Accounting Tool](#)

⁴⁵ Find a full list of councils with 2030 targets here: <https://pledge2030.uk/councils-for-2030/>

- **Carefully define the terms.** This is not straightforward. ‘Carbon neutral’, ‘climate neutral’, ‘net-zero’, ‘zero emissions’, ‘zero carbon’ and ‘decarbonisation’ have been used interchangeably. The University of Manchester and Tyndall Centre for Climate Change Research have set out a consistent approach for policymakers to help avoid falling into the ‘net-zero’ jargon trap.⁴⁶
- **Highlight key action areas for emissions reductions.** The Plan should identify key areas for reducing emissions and identify partners who can help with each action area. These partners can be particularly helpful for those areas outside of local authority control. Critical areas to reduce emissions include: energy, transport, heat, embodied emissions in construction, consumption and waste, dietary choices, biodiversity/nature and land use. A local authority may not have direct influence in all these areas. However, there are many actions local authorities can take to support emission reductions.⁴⁷ For example, plant based school meals will reduce emissions from dietary choices. For an expanded list on key areas and specific actions see Section 3: Action Areas.



Source: Lewes District Council Climate Change and Sustainability Strategy Framework ⁴⁸

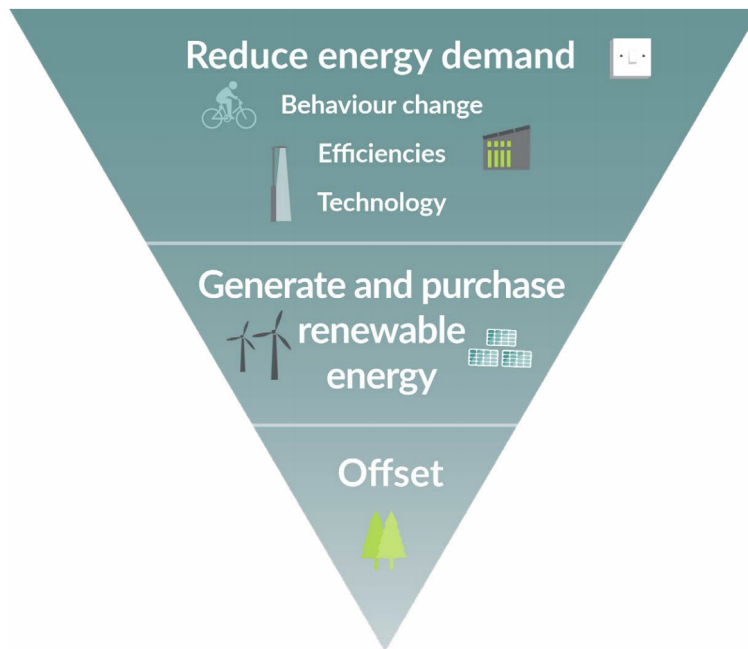
⁴⁶ The University of Manchester and Tyndall Centre for Climate Change Research discuss the common terms that should be carefully defined in your Action Plan: [Setting climate targets: when is net zero really net zero?](#)

⁴⁷ Ashden’s 31 Climate Actions for Councils: [31-Climate-Actions-for-Councils.pdf](#)

⁴⁸ Lewes District Council Climate Change and Sustainability Strategy Framework - Page 17 <https://data.climateemergency.uk/media/data/plans/lewes-district-council-f540f81.pdf>

- **Focus on reducing emissions and not carbon offsetting.** Carbon offsetting should not be an excuse to continue high emission behaviours.⁴⁹ The Plan should not rely on large-scale offsetting or use of unproven or not-yet developed technology. Carbon removal activities, such as tree planting, need to be used only after careful consideration of each scheme - see the Grantham Institute’s Q&A⁵⁰ for more information.

Source: Herefordshire Council’s Pathway to Carbon Neutral⁵¹



- **Include a recognition of projected population and regional economic activity and the impact on emissions.** Plans should take into account future changes in emissions due to projected population and economic growth/shrinkage. To reach net-zero, emissions per person will have to reduce further due to population growth. Belfast’s Climate Commission provides this analysis in *A Net-Zero Carbon Roadmap for Belfast*.⁵²
- **Commit to comparing progress globally.** Climate change requires global engagement. One way local authorities can achieve this is through the CDP platform.⁵³ The platform compares progress on reducing emissions from local authorities around the world.

2.1.2. Co-benefits

Plans should:

⁴⁹ For a short discussion on offsetting and its efficacy see: [Does carbon offsetting work?](#)

⁵⁰ Grantham Institute on planting trees to offset carbon: <https://www.imperial.ac.uk/news/199473/qa-is-planting-trees-answer-climate/>

⁵¹ Herefordshire Council’s Pathway to Carbon Neutral - page 13 <https://data.climateemergency.uk/media/data/plans/herefordshire-council-fc19f7c.pdf>

⁵² PCAN Cities, *A Net-Zero Carbon Roadmap For Belfast*, 18.

⁵³ The CDP platform allows local authorities to “measure, manage and disclose their environmental data” and also to compare their data to other global local authorities: <https://www.cdp.net/en/cities>

- **Include the co-benefits in all action areas.**⁵⁴ Taking action to reduce emissions has co-benefits for all areas of society. This includes improving public health, creating new jobs, rewilding green spaces, building a resilient economy and advancing equity and social cohesion. Take a look at Ashden’s Climate Action Co-benefits Toolkit for councils for more ideas.⁵⁵

SUMMARY OF CO-BENEFITS OF ACTING ON CLIMATE CHANGE		
ECONOMIC	SOCIAL	ENVIRONMENTAL
Clean and inclusive growth in the local economy	Improved air quality	Reduced flood risk (coastal, pluvial and fluvial)
Low carbon technologies	Lower living costs	Improved access to greenspace and nature
High quality employment	More active, outdoor lifestyles	Improved & enhanced biodiversity and habitats
Improved productivity	Healthier diets	Improved land management
Diversification to more sustainable markets	Fuel poverty alleviated	Cleaner air
Reduced heat & energy costs	Less demand on health services	Cleaner water
Increased energy security	Improved mental health	Greater water security
Reduced imported fuels and materials	Fewer work & school days missed	Carbon sequestration in all habitats
Reduced congestion	Less premature deaths	Less risk of heatwaves and extreme weather events
Reduced costs from flood & extreme events	Warmer, healthier homes	Less waste/less resource use
Reduced waste	Quieter, safer streets	Reduced/reverse species decline
A circular economy	Improved community cohesion	
	Better work/life balance	
	Less waste	

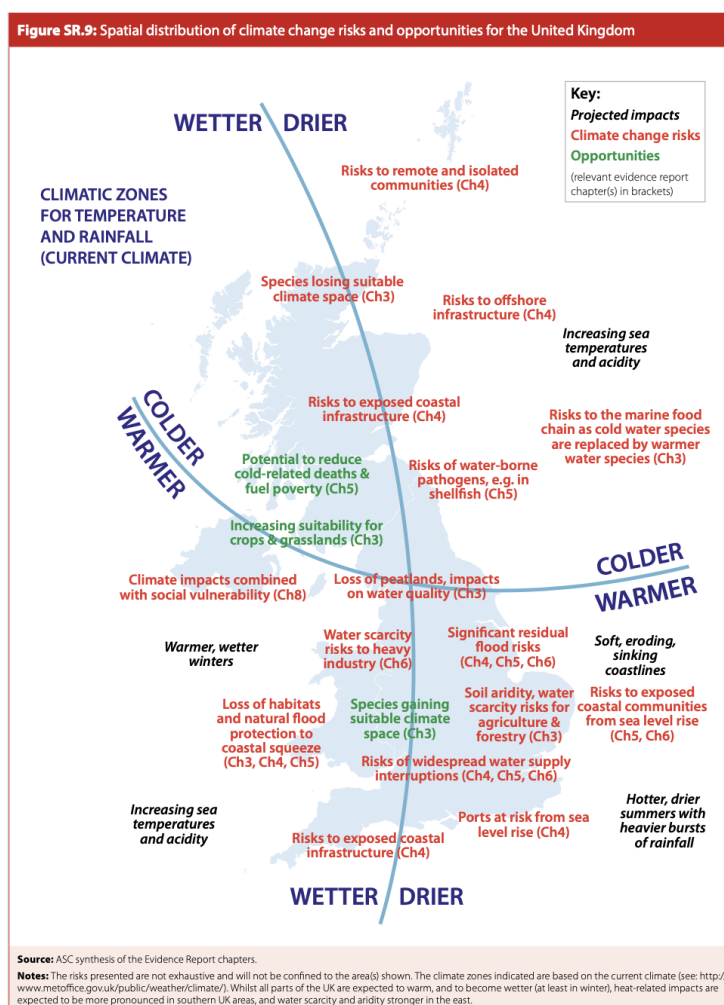
Source: *Towards a Climate Resilient Somerset: Somerset’s Climate Emergency Strategy*.⁵⁶

⁵⁴ Nottingham City Council has included opportunities and benefits in every action section <https://data.climateemergency.uk/media/data/plans/nottingham-city-council-54c9ac2.pdf>; As have Somerset County Council who detail the co-benefits for every action [Somerset's Climate Emergency Strategy](#)

⁵⁵ Ashden’s Climate Action Co-benefits Toolkit: <https://ashden.org/climate-action-co-benefits-toolkit/>

⁵⁶ Somerset County Council, [Towards a Climate Resilient Somerset Somerset's Climate Emergency Strategy](#)

2.1.3. Climate Impacts & Adaptation



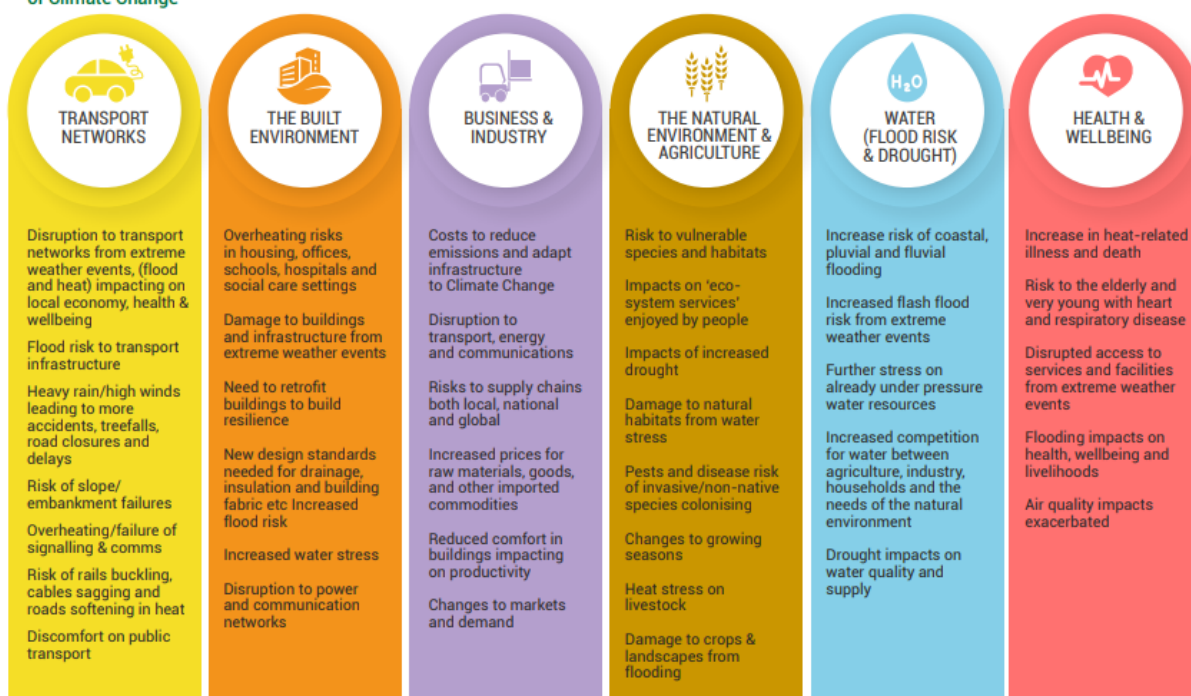
Source: Committee on Climate Change 2017.⁵⁷

Plans should include:

- **The implications of climate change for the local area.** Plans should include how the local authority will adapt to climate change. The changes each area sees will depend on its location. This may include: increasingly extreme local weather; sea level rise; coastal erosion; flooding; creation of heat islands; shortages of public water supply and problems with food production. The Plan should consider the impact of these on: residents (e.g. health, housing, education, employment); critical infrastructure; supply chains; the local natural environment; service delivery; the local economy; and pandemics/epidemics. It should also consider the impact of climate migration. Climate migration will increase as some areas of the UK, and the rest of the world, become less or even uninhabitable.

⁵⁷ Committee on Climate Change 2017 - page 49 [Committee on Climate Change - UK Climate Change Risk Assessment 2017 Synthesis Report - July 2016](#)

3.5.2 Summary of expected local impacts of Climate Change



Source: *Towards a Climate Resilient Somerset: Somerset's Climate Emergency Strategy*.⁵⁸

- ❑ **Adaptation actions in every action section.** Climate adaptation should be as important in the action plan as reducing emissions. Actions to adapt to climate change should be included in every action section. For example, transportation adaptation actions could include permeable pavements and roads, which help prevent, or alleviate, flooding.⁵⁹ Building adaptation actions could include plant covered buildings which cool the surrounding urban environment. Check out Section 3: Action Areas for more Adaptation actions.
- ❑ **The co-benefits of climate adaptation.** Just as there are co-benefits for reducing emissions, action plans should include the co-benefits of adapting to climate change.

2.1.4. Monitoring

Action Plans should:

- ❑ **Put into place a monitoring system for the revision and evaluation of targets.** Plans could, for example, assign each action to an officer to be in charge of monitoring its progress. UCL recommends that local governments cover at least one of the following components to monitor their adaptation and mitigation actions:⁶⁰
 - ❑ For adaptation:
 - ❑ Tracking progress of implementation, including sharing lessons.
 - ❑ Adaptation goals and targets.
 - ❑ Assess the adaptive capacity of local communities.
 - ❑ For mitigation:

⁵⁸ Somerset County Council, [Towards a Climate Resilient Somerset Somerset's Climate Emergency Strategy](#)

⁵⁹ A list of recent UK adaptation projects can be found here ['Spongy roads' to be Slough's new claim to fame](#)

⁶⁰ UCL Declaring a Climate Emergency Guide, pg. 94.

https://climateemergency.org.uk/wp-content/uploads/2020/11/Declaring_a_Climate_Emergency_76-end.pdf

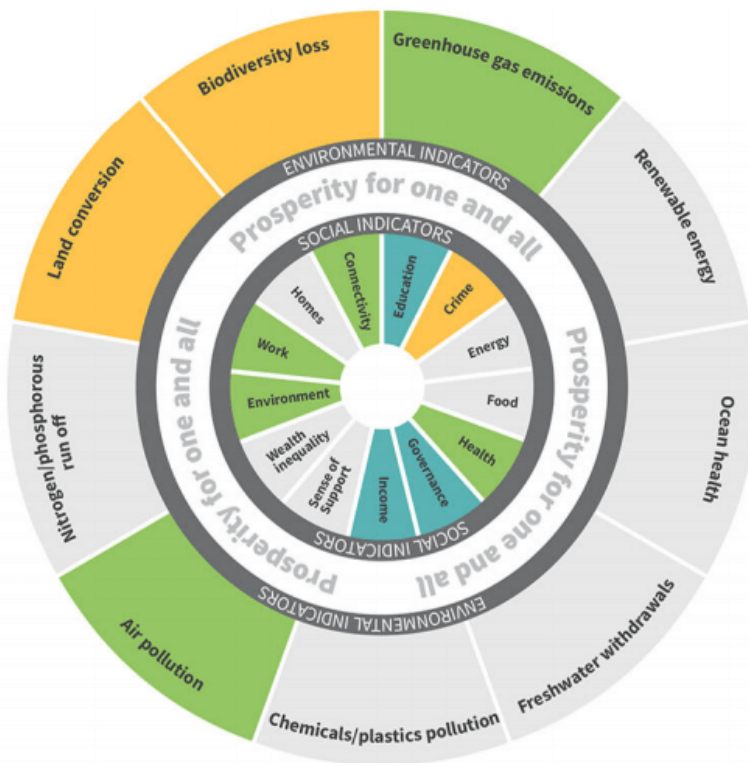
- ❑ Greenhouse gas emissions and trends.
- ❑ Mitigation goals and trends.
- ❑ Policy measures.
- ❑ Projected outcomes and emissions reductions.

2.2. Ecological Emergency

The climate and ecological emergencies are intertwined.⁶¹ Some local authorities have recognised the problem by declaring ecological/biodiversity emergencies in addition to their climate emergency declarations.

Action Plans should:

- ❑ **Recognise the impact climate change is having on biodiversity loss and vice versa.** Plans should recognise the impact that climate change and human activities are having on biodiversity and nature. Plans should also recognise that the destruction of habitat is accelerating climate change.
- ❑ **Acknowledge planetary boundaries.** Plans can be structured around planetary boundaries, using the doughnut model.⁶² The doughnut model provides a system for decisions that ensures everyone is able to have life's essentials without overshooting Earth's systems. This can also help to identify areas that action should be focused on. Cornwall Council has adopted a *Decision Making Wheel* based on the doughnut model.⁶³



Source: Cornwall Council's Decision Making Wheel.⁶⁴

⁶¹ The UN recognised the importance of tackling these issues together here [Tackling Climate Change And Biodiversity Loss Together](#)

⁶² Find out more about Donut Economics: [So you want to downscale the Doughnut ? Here's how.](#)

⁶³ Find out more about Cornwall's [Decision Making Wheel here.](#)

⁶⁴ *Ibid.*

- **Include actions that address the ecological emergency.** Earth Overshoot Day⁶⁵ marks the date when humanity’s demand for ecological resources and services in a given year exceeds what Earth can regenerate in that year. The date gets earlier every year. Plans should include actions to reverse this, for example through rewilding projects. Also, the Action Plan should link to any separate biodiversity or ecological emergency plans, strategies and actions. For a more comprehensive list of actions see Section 3.
- **Focus on nature-based solutions for climate mitigation and adaptation.** As well as specific actions to address the ecological emergency, nature-based solutions should be prioritised for climate mitigation and adaptation. Green and Blue Infrastructure, such as urban forests and wetlands,⁶⁶ provide ecosystem services (see below), can capture emissions and improve biodiversity. Nature-based solutions work, and can often be cost-effective and therefore should be prioritised over newer, unproven technologies.
- **Commit to understand the ecological impact of Council actions.** Actions by the Council, including strategies to reduce emissions may have a positive or negative impact on nature and the surrounding ecosystem. These impacts should be noted, and if negative, actions should be taken to address the loss. Policies that require Biodiversity Net Gain can also help protect key habitats.⁶⁷ Cornwall’s *Decision Making Wheel* (above) can also prove useful to understand whether the benefits outweigh any loss. But, local authorities should be careful that this does not result in ‘greenwashing’ destructive practices.
- **Recognise the ecosystem services provided by habitat within the area.** Nature provides food, water and flood protection, regulates our climate and oxygen production and gives us opportunities for recreation, recuperation and spiritual fulfilment.⁶⁸ Traditionally, these services have been undervalued. It can be helpful to understand the impact of ecosystem services by including them within local authorities budgets. The *Economics of Biodiversity* report stated that “Introducing natural capital into national accounting systems would be a critical step towards making inclusive wealth our measure of progress.”⁶⁹
- **Plan to build a circular economy.** A circular economy is a regenerative system which reuses materials rather than following the ‘take-make-waste’ linear model. Councils should make plans to develop a circular economy for their own operations and take steps to encourage the development of a circular economy in the wider area. Learn more about the circular economy at the Ellen Macarthur Foundation.⁷⁰

2.3. Resilient, Socially Inclusive and Healthy Communities

The effects of climate change do not and will not affect communities equally. Action Plans should leave no-one behind and support those most vulnerable in the community. Taking action to

⁶⁵ More information on Earth Overshoot Day can be found here: <https://www.overshootday.org/>

⁶⁶ Two examples on how wetlands/water retention have been incorporated into urban planning: [Inside China's leading 'sponge city': Wuhan's war with water](#); ['Spongy roads' to be Slough's new claim to fame](#)

⁶⁷ [Local Authorities and the Sixth Carbon Budget](#), pg. 39.

⁶⁸ The Economics of Biodiversity, [Final Report - The Economics of Biodiversity: The Dasgupta Review](#)

⁶⁹ *Ibid*; Principles and practical guidance on natural capital accounting are outlined by DEFRA and the ONS [Enabling a Natural Capital Approach: Guidance](#); [Principles of Natural Capital Accounting](#)

⁷⁰ [The Circular Economy In Detail \(ellenmacarthurfoundation.org\)](#)

decarbonise has the co-benefit of increasing equity and social cohesion. These co-benefits include reducing fuel poverty, improving air quality, improving access to green spaces and creating jobs.⁷¹

2.3.1. Diversity & Social Inclusion

The Plan should:

- **Recognise who climate change will harm most.** The Plan should also include an equalities impact assessment. For example: older people are at most risk of extreme heat and cold. People living in deprived areas have less access to green space and are more likely to experience the urban heat island effect.⁷² Tenants are less able to change their homes to adapt to climate change. Black and Minority Ethnic (BAME) communities are disproportionately affected by air pollution.
- **Propose how to focus resources to support vulnerable communities.** The Plan should include actions across all areas that support communities that are more vulnerable to climate impacts.⁷³ Areas to be addressed include: energy and fuel poverty; public health; food insecurity; improving job skills; clean air and reducing pollution; flood risk and recovery; educational risks and social risks; quality of public space, green space and assets.
- **Addresses accessibility and connectivity to key services.** This should include, at a minimum: affordability of transport, transport connectivity, and accessibility to key services such as places of education and healthcare facilities.
- **Ensure under-represented groups will be included.** Those who are currently underrepresented in the environmental movement (e.g. Black, Asian and other ethnic minorities, those with disabilities, people on lower incomes, working class backgrounds, etc.) should be actively supported to be a part of the changing landscape.⁷⁴
- **Recognise the intergenerational inequity of climate change impacts.** Young people will be more affected by climate change. Therefore the Plan should seek to include youth at all stages. This will ensure young people shape the world they will grow old in. It will also give young people the tools to be resilient in a less climate stable future.⁷⁵ North Tyneside, as well as other local authorities, contained a specific aim in their Climate Emergency declaration to “include young people in the development, delivery and review of actions, ensuring that they have a voice in shaping the future.”⁷⁶
- **Net-zero targets should consider the adequacy and fairness of their goal.** Countries have varying levels of responsibility when it comes to climate change and must make commitments that reflect this. For example, Europe has been contributing to global warming for more than a century and was heavily deforested in the past, which means it

⁷¹ Ashden, [A toolkit for city regions and local authorities Climate action co-benefits](#), pg. 65

⁷² More info on the Urban Heat Island Effect can be found here:

<https://www.nationalgeographic.org/encyclopedia/urban-heat-island/>

⁷³ ClimateJust has a free tool for local authorities to “Identify who is vulnerable to climate change and fuel poverty and why and help you decide what actions to take”: <https://www.climatejust.org.uk/>

⁷⁴ Bristol acknowledges the need for supporting greater diversity in the environmental sector: <https://www.bristolonecity.com/wp-content/uploads/2020/02/one-city-climate-strategy.pdf>

⁷⁵ Birmingham is including youth on the taskforce for deciding on Birmingham’s climate emergency response: [The Route to Zero \(R20\) Taskforce | Climate emergency](#)

⁷⁶ North Tyneside Climate Emergency Declaration, April 7th 2019.

<https://democracy.northtyneside.gov.uk/ieListDocuments.aspx?CId=136&MId=233>

now has significant potential for reforestation. Alternatively, Singapore is a small, densely populated country with limited potential to deploy renewables, but it is rich and has high capacity to finance action.⁷⁷

- **Include faith communities as allies in the climate response.** Faith communities are already active in responding to the climate emergency including: building community resilience, placemaking, and supporting residents.⁷⁸ Faith communities can also be allies in reaching under-represented groups. One initiative is Cycle Sisters, a group of Muslim women who cycle together, which has been supported by Waltham Forest Council.⁷⁹
- **Include the arts sector.** The arts sector can help with delivering climate action by engaging communities, creating the stories for how we want our cities to look,⁸⁰ and contributing to placemaking.⁸¹

2.3.2. Climate Resilience

The Plan should:

- **Help residents prepare for changes in climate and extreme weather.** The Plan should outline how the local authority will help their residents better prepare for extreme weather. For example: publishing a leaflet on how to prepare for emergencies; actively engaging with homeowners to increase flood protection for their homes; encouraging volunteers in emergency response groups; hosting information sessions on preparing for extreme weather, etc.
- **Use language that portrays the urgency of the climate emergency.** Language used in the Plan, and local authority messaging, should reflect the urgency of the climate crisis. It is important that local authorities are honest about the risks to their communities.
- **Outline how the local authority will support programs that bring people together.** The local authority can increase community resilience by supporting programs that increase social cohesion, community engagement, and local self-sufficiency. Ideas that address climate action as well as community resilience include: community repair workshops; community fridges; community gardens; local food hubs; tool sharing clubs; kitchens for people to cook food and take it home; energy advice cafes and bicycle giveaway schemes.⁸² The parish sector is very effective at grassroots community engagement so engaging with them will help to unlock local knowledge and enthusiasm. Higher tier councils can not be everywhere and parish councils can reach much further into smaller, harder-to-reach communities.

⁷⁷ Article in Nature on three ways to fix vague net-zero targets: [Net-zero emissions targets are vague: three ways to fix](#)

⁷⁸ Footsteps: Faiths for a Low Carbon Future and the Birmingham Council of Faiths have created a report aimed at helping ‘councillors, politicians, campaign groups, decision makers and civil society to engage more deeply and work more effectively with faith communities’: [Birmingham Climate Emergency - The Role for Faith Communities](#)

⁷⁹ More information on Cycling Sisters can be found here [Inspiring cycling groups: Cycle Sisters](#)

⁸⁰ In Sweden, a group of cities have employed a Chief Storyteller to help write the future of a carbon neutral 2030 with residents: [Meet Sweden's Chief Storyteller for Climate Change](#)

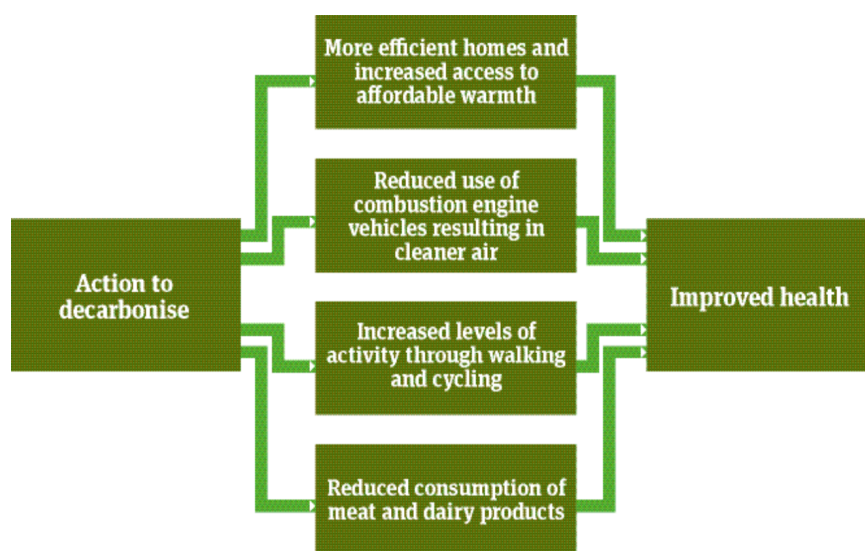
⁸¹ This project from Adaptation Scotland, Creative Carbon Scotland, Aberdeen City Council, Robert Gordon University and four creative practitioners is a case study for how the arts can help people explore and discuss climate change: [Engaging with the community on adaptation through cultural practice](#)

⁸² For an example of bike loans and social cycling see: [Big Birmingham Bikes – The Active Wellbeing Society](#)

2.3.3. Public Health

Plans should include:

- **Public health as a key component across the different action themes.** Local authorities should consider the impacts to public health as the climate changes. Impacts to consider range from the effect of air pollution, to disruptions in supply chains and preparing residents for heat waves. Actions to mitigate the impacts of more extreme cold weather/heat waves could be built into current Cold Weather and Heatwave Plans. These plans include a cascading system of responsibilities to minimise harms from winter and summers but are currently reactive, rather than proactive. Action Plans can also consider the long term health impacts should food insecurity increase.
- **A strategy for addressing epidemics and pandemics as part of wider climate actions.** The current Covid-19 pandemic has highlighted the ways in which ecological collapse can impact human populations and economies. The Action Plan should consider how preparing for further epidemics and pandemics can be combined with climate action. For example, creating 20-minute neighbourhoods could 'help prevent the spread of future epidemics, supporting targeted, local lockdowns'.⁸³



Source: Ashden Climate Action Co-benefits Toolkit.⁸⁴

- **The public health co-benefits.** Public health and the climate crisis are intrinsically connected. Public Health England estimates that up to 36,000 people die each year in the UK as a result of air pollution.⁸⁵ The Plan should make links with the Joint Strategic Needs Assessment, identifying how climate action can deliver public health objectives such as reducing childhood obesity or respiratory disease.

⁸³ The Future Generations Commissioner explains the importance of 20-minute neighbourhoods: [Climate Week: How 20-minute neighbourhoods can help us fight the Climate Emergency and save our towns and cities](#)

⁸⁴ Ashden's Climate Action Co-benefits Toolkit: <https://ashden.org/climate-action-co-benefits-toolkit/>

⁸⁵ Statistics are from [Public Health England publishes air pollution evidence review](#)



Source: Greater Manchester Made to Move.⁸⁶

2.3.4. Education, Skills and Training

Plans should:

- **Include training for staff and councillors.** Local authorities must make sure that all staff and councillors understand the causes of climate change, potential actions for mitigation and adaptation and the role that the council can play. Free carbon literacy training materials from The Carbon Literacy project are available for local authorities.⁸⁷
- **Include education as a key component across the different action themes.** Local authorities should include education and outreach to help local communities come to terms with the climate crisis and the actions needed to address it.⁸⁸ There should be a particular emphasis on young people, who will be most impacted by the climate crisis.
- **Include support for schools.** The Plan should help schools to reduce their own emissions.⁸⁹ This can be done through higher building standards for new schools, retrofitting current school buildings and providing infrastructure and training for active travel, such as School Streets⁹⁰ and BikeAbility programs.⁹¹ Schools should also be encouraged to help pupils

⁸⁶ Greater Manchester, [Made to Move](#), 2017.

⁸⁷ The Carbon Literacy project has free climate literacy toolkits for [Local Authorities](#).

⁸⁸ Vancouver (CA) created dialogue kits to help residents talk to each other on proposed actions and gain feedback. [Climate Emergency Response | Host a dialogue](#)

⁸⁹ Schools can sign up to the Let's Go Zero campaign: <https://letsgozero.org/> or register as an Eco-school: <https://www.eco-schools.org.uk/>

⁹⁰ More on School Streets can be found in this Possible and Mum for Lungs report: [School Streets](#)

⁹¹ The DoT BikeAbility is a program designed to provide Cycle training for children: <https://bikeability.org.uk/>

learn about climate change in and out of the classroom. Leicester City Council has a target to deliver carbon literacy training for staff and students.⁹² Initiatives could also include running ‘Eco’ or ‘Green’ clubs⁹³ and planting trees/orchards/hedgerows on school grounds.⁹⁴ The Plan may also detail actions to lobby the UK government to include the climate emergency across the school curriculum.⁹⁵

□ **Include how the expertise and research skills of universities will be utilised.**

Universities can provide expertise, skills and evidence and should be a priority for local authorities to create partnerships with.⁹⁶ Many local authorities are already working with universities, including Plymouth City Council who commissioned Exeter University to provide emission forecasts for their 2030 net-zero target.⁹⁷ Universities can also play a key role in gathering evidence and providing analysis once climate and ecological initiatives have been implemented.⁹⁸ They have already played a key role in local climate commissions, providing expert advice and chairing the commissions to provide a level of independence.⁹⁹

□ **Identify the retraining of the workforce that is necessary to transform the local economy at the scale and pace needed.**

The Plan should outline who will need to be trained or retrained to meet the needs of the green economy. Workers in high-carbon industries will need to be retrained to ensure that no one is left behind. Friends of the Earth have a report on the need for green apprenticeships to train young people.¹⁰⁰

□ **Identify areas of the workforce that will need to be upskilled.**

Wide scale upskilling will need to take place to make sure every sector is trained to function in the low carbon economy. For example, education providers and careers services will need to be upskilled in identifying future employment trends and opportunities.¹⁰¹ The Plan should include how and when these skills will be met.

2.4. Local Authority Commitment

There is no legal obligation on local authorities to declare a Climate Emergency or deliver an ambitious Action Plan. This can reduce the ambition and quality of Action Plans.¹⁰² So, sustained political will and leadership is needed. A local authority must gain cross party support and commit to a change in organisational culture, prioritising climate mitigation and adaptation measures across all the authority’s activities.

⁹² Leicester City Council on Carbon Literacy training for staff and students: [Climate Emergency Action Plan: April 2020 – March 2023](#), page 3.

⁹³ Activities from a Primary School Eco-club <https://www.wigmore.luton.sch.uk/curriculum/clubs/eco-club>

⁹⁴ Tree Council campaign: [Orchards for Schools free orchard and hedgerow packs](#)

⁹⁵ More information on the national education and climate campaign can be found here: [Teach the Future: Campaign for climate education](#)

⁹⁶ LGA and UCL ran a pilot project with more info here - [Fostering partnerships between local authorities and universities to deliver climate emergency](#); [Local Authorities and the Sixth Carbon Budget](#), page 23.

⁹⁷ Plymouth City Council and Exeter University: [Plymouth Climate Emergency Action Plan 2019](#); [Local Authorities and the Sixth Carbon Budget](#), page 23 and 42.

⁹⁸ [Local Authorities and the Sixth Carbon Budget](#), page 54.

⁹⁹ Place-Based Climate Action Network (PCAN), [Trends in Local Climate Action in the UK](#).

¹⁰⁰ FoE report - [Quarter of million green apprenticeships needed to fix youth unemployment crisis](#)

¹⁰¹ Hull has a strong focus on education and skills, green jobs, and fair transition in their action plan: [Hull 2030 Carbon Neutral Strategy](#)

¹⁰² See this manual from UCL on a discussion on the challenges of creating ambitious Action Plans: https://climateemergency.org.uk/wp-content/uploads/2020/11/Declaring_a_Climate_Emergency_76-end.pdf

2.4.1. Political Commitment

The Action Plan should:

- **Have strong political commitment across all parties.** It is vital that delivery of the Action Plan is not weakened as council makeup changes or national government shifts. There should be cross-party commitment to sustained, ongoing support for climate action. The Plan should include a strong cross-party statement of intent at the beginning. This statement should include a pledge to do what is possible with current resources and powers and to campaign for more when these are lacking.
- **Include the wording of the original motion that was passed.** For transparency it is important to include the wording of the climate/ecological emergency declaration and include a reference to the minutes where it can be found in context.

2.4.2. Local Authorities Leading by Example

The Action Plan should:

- **Commit the local authority to include the climate emergency in all decisions and actions.** The Plan should clearly explain how it integrates across council functions. It should also commit the Council to view all future decisions through a 'climate emergency lens'.¹⁰³ Every £ of local authority spend is a decision that has climate implications - every planning application; every road scheme; every green space; every bin emptied. A section on climate and environmental action and the implications of actions should become part of all Council and committee reports.¹⁰⁴ This would ensure the climate emergency forms an integral part of all decision making.
- **Set out how the climate emergency will integrate with and impact existing organisational policies, procedures and investments.** Plans should make clear that reducing emissions and increasing biodiversity must be a key aim of all strategies and investments. This includes: the local authority corporate plan, COVID-19 recovery plans, and local industrial strategies. Departments that should be included, as a minimum, are:
 - Finance (procurement, Capex, supply chain requirements, etc.). For example, divestment of pensions and investments and investment of pensions in renewable energies.¹⁰⁵
 - HR (individual objectives, recruitment, competencies, accountability, etc.). For example, placing climate mitigation and adaptation into all job descriptions¹⁰⁶ and providing climate focused training¹⁰⁷ and resources.

¹⁰³ Oxford City Council has introduced a climate emergency lens. Find out more here: [City Council responds to Oxford Citizens' Assembly on Climate Change](#)

¹⁰⁴ A brief overview on can be found here: [Climate emergency #1 - have you thought about governance?](#)

¹⁰⁵ 2021 analysis by Friends of the Earth and Platform found that local authorities are investing around £10 billion in fossil fuels. <https://www.divest.org.uk/councils>; Examples of LA's to divest are Islington, Lambeth and Southwark. Southwark then invested £65 million in renewable energy funds. [Local Authorities and the Sixth Carbon Budget](#), pg. 32.

¹⁰⁶ Climate Change in every job description is included in Durham's [Climate Emergency Response](#), pg. 16.

¹⁰⁷ Hull's 2030 Carbon Neutral Strategy includes staff training for council employees: [Hull 2030 Carbon Neutral Strategy | Hull City Council](#). Hull has also worked with Investors in the Environment towards reaching carbon goals [Hull City Council | Green Directory Member | Investors in the Environment](#)

- Parks (equipment and procedures). For example, stopping the use of pesticides, purchasing electric park equipment and mowing less.
- Planning (policies and procedures). For example, creating walkable communities and requiring higher efficiency standards for new build houses.
- **Include how the local authority and its leaders will work to influence other bodies.** The Plan should set out how the local authority will influence a wide range of other organisations (e.g. Local Enterprise Partnerships, Combined Authorities, Sub-national Transport bodies, Contractors etc.) to reduce their own emissions and increase biodiversity.¹⁰⁸
- **A plan to support the bodies that local authorities have responsibility over.** Councils must support the bodies they have responsibility over. For a district council this could be in the form of climate emergency packs for parish councils in their area.¹⁰⁹
- **Commitment to collaborate with neighbouring and cross-tier local authorities on net-zero strategies and plans.**¹¹⁰ Working with other Councils will ensure net-zero plans are coherent. Areas for collaboration could include transportation, energy, housing, infrastructure and skills. Sharing best practice between Councils ensures that action spreads beyond borough borders and avoids reinventing the wheel.

2.5. Delivering the Action Plan

To be effective, the Plan needs to include provision for how it will be funded and monitored. Actions that reduce emissions involve upfront financial costs. But many actions have measurable financial co-benefits, long term economic benefits or can be paid back in a variety of ways, such as through energy savings. The Plan should also have a clear timeline and assign who will be responsible for the delivery of actions.

2.5.1. Governance & Partnerships

The Action Plan should:

- **Identify the key bodies needed to deliver actions.** The local authority will not be able to implement a comprehensive plan on its own. For each action, the Plan should identify who is responsible for delivering it. This may be the local authority, the local authority in partnership or other organisations/groups. This could include: local residents; local statutory organisations; VCSE/third sector; anchor institutions; local businesses; NGOs; other councils in the area; Distribution Network Operators (DNOs); Utility companies; the National Government; Arts organisations; Local Enterprise Partnerships (LEPs); community organisations.¹¹¹ The Plan should set out how the local authority will work with these partners (e.g. through a climate action commission, climate boards or partnership) and how partners can help steer the delivery of the plan.

¹⁰⁸ CACE (Council Action in the Climate Emergency) has a helpful graphic for visualizing council influence: <https://www.caceonline.org/>

¹⁰⁹ Centre for Alternative Technology, [Zero Carbon Britain: Rising to the Climate Emergency](#), pg. 147.

¹¹⁰ [Local Authorities and the Sixth Carbon Budget](#), pg. 13.

¹¹¹ The Cool Wirral Partnership has set out a mechanism for working in partnership. It has a list that explains how the partnership works and commitments of the partners: [Cool Wirral Partnership](#)

- **Set out how the Council will be accountable for delivering the Plan.** The Plan should identify which body and/or process is responsible for scrutiny, accountability, oversight, review, and developing best practice. It should also identify who is responsible for: annual reporting on emission data; regular reporting on actions taken to reduce emissions; strategic level review; action level review and regularly updating the Plan. One approach is to create an independent oversight body formed of a cross section of the local population. If you are scrutinising climate action the Local Government Association has published 10 Questions to ask.¹¹²

2.5.2. Funding

The Action Plan should:

- **Identify funding for actions.** The Plan should identify if funding exists for an action/measure or where it will be sought.¹¹³ This could include sources such as: capital spend; revenue spend; grants; SALIX funds¹¹⁴ or other public sector borrowing; Community Municipal Bonds;¹¹⁵ part of regular maintenance/upgrades; council tax increases; payback from implementing the measure over x number of years; polluter pays schemes. Plans should also consider the council's own internal budgets to ensure they are being used most effectively to support carbon neutrality.¹¹⁶
- **Set out the financial return on investment.** Some projects, such as renewable energy, will provide a return on investment. A business case can be made, including if the initial outlay can be recouped through cost reductions or new revenue streams. Economies of scale can improve the financial return, through collaboration with other local authorities, anchor institutions or community organisations (e.g. community energy groups).
- **Set out other returns on investment.** A cost benefit analysis should include the co-benefits of climate action. This could include health, wellbeing, ecosystem and economic benefits. According to Public Health England: "Investment in walking and cycling infrastructure or behaviour change programmes can be expected to deliver low cost, high-value dividends for individual health, the NHS, the transport system and the economy as a whole."¹¹⁷
- **Identify actions that will no longer be supported.** The council should identify any high emitting activity it currently supports and commit to stop funding them.
- **Focus on taking immediate action where extra investment is not needed.** Not all actions need new investment. For example, "updating performance requirements in

¹¹² 10 questions to scrutinise climate action:

<https://local.gov.uk/centre-public-scrutiny-10-questions-scrutinise-climate-action>

¹¹³ UK100 has a report on financing local energy initiatives with some excellent UK Local Authority Examples:

<https://www.uk100.org/campaigns/financing-local-energy>

¹¹⁴ Salix Finance Ltd. provides Government funding to the public sector to improve energy efficiency, reduce carbon emission and lower energy bills <https://www.salixfinance.co.uk/>

¹¹⁵ Abundance investment help local authorities finance infrastructure projects through crowdfunding

<https://issuers.abundanceinvestment.com/local-authorities>; The first Council to launch a green bond was West Berkshire - [Council launches UK's first local government green bond](#)

¹¹⁶ Nottingham, [Carbon Neutral Nottingham](#), page 11.

¹¹⁷ Public Health England report on working together to promote active travel - [Working Together to Promote Active Travel A briefing for local authorities](#)

contracts for public transport, waste management and other services needn't come at significant additional cost."¹¹⁸

- **Include actions where the UK Government can support the local authority.** The Plan should focus on funding schemes that are already in place. But it could include, although not rely on, actions that need changes in UK Government policy or large amounts of funding to achieve them. If the Plan identifies places where Government funding is needed, but not available, it should include a commitment to lobby the Government.
- **Include actions where respective devolved Governments can support the local authority.** As above, but taking account of the different funding structures available to councils in Scotland, Wales and Northern Ireland.
- **Identify ways of raising funds.** Councils can raise money through schemes such as introducing a Workplace Parking Levy¹¹⁹ and licensing and inspecting the private rented sector.¹²⁰ Check out Friends of the Earth's list for more ideas.¹²¹ They can also look for equity investors in infrastructure projects.¹²²

2.5.3. Timelines and Momentum

Recommendations:

- **Set target dates for actions.** The Plan should clearly lay out timelines and target completion dates for actions the local authority is responsible for, as well as their desired targets for actions taken by partners and residents. This should include ongoing as well as short, medium, and long-term goals. See BANES (short term), Wandsworth and Exeter (long term) for examples.¹²³
- **Keep the public informed about meeting/missing targets.** As mentioned in Section 1.2, the local authority should have an easy to find section on their website for their Climate Action Plan. This could include a dashboard that demonstrates progress on meeting/missing targets and commitments. The local authority should also consider other appropriate ways of communicating and demonstrating progress to the local community.
- **Recognise the implications of not meeting emissions goals.** The Plan should set out the consequences of not reducing emissions quickly enough, with a focus on impacts for the local area.
- **Set out how the local authority aims to maintain momentum and continued support for the Plan.** The Action Plan should lay out strategies to keep momentum and support for the Plan, including action that can be taken quickly, providing emission analysis with every Council decision and a strong collaborative approach across the Council.

¹¹⁸ Arup have put together a guide of next steps following local authorities' declarations of a climate emergency <https://www.local.gov.uk/sites/default/files/documents/ARUP-Climate-Emergency-What-Next.pdf>

¹¹⁹ Nottingham's Workplace Parking Levy: <https://www.nottinghamcity.gov.uk/wpl>

¹²⁰ Friends of the Earth: [33 actions local authorities can take on climate change](#)

¹²¹ *Ibid.*

¹²² Nottingham's Action Plan - Page 10: [Carbon Neutral Nottingham](#)

¹²³ BANES [Bath & North East Somerset Climate Emergency Action Plan](#); Wandsworth <https://data.climateemergency.uk/media/data/plans/london-borough-of-wandsworth-93ad29c.pdf>; Exeter <https://data.climateemergency.uk/media/data/plans/exeter-city-council-101625a.pdf> pg.57-63

Section 3. Action Areas



The following list of actions gives an indication of some of the key action areas that should be included in local climate action plans. It is not a comprehensive list. Of course, the specific actions that a Council can take will depend on the type of council and the powers and responsibilities that it has.¹²⁴ Some examples of good practice are included. However, we would like to add to these. If you know of actions that should be included here please get in touch:

checklist@climateemergency.uk

¹²⁴ Local authorities come in many shapes and sizes that not only depend on region but also country in the UK. For a quick guide to local authorities for those engaging with their council as an activist or resident see: [Understanding how your council works | Climate Action \(takeclimateaction.uk\)](https://www.takeclimateaction.uk/understanding-how-your-council-works)

Planning & Land Use

Local authorities' planning functions are a key lever in reducing emissions and adapting localities to a changing climate. Planning for the climate & ecological emergencies leads to walkable communities, greener buildings and fossil free communities. It is a Council's greatest power to reduce emissions. [Check out our document](#) to find out more actions and good practice from councils across the UK.

Transport

Transport accounts for 34% of UK emissions, making it the largest source of emissions in the UK.¹²⁵ It is vital to reduce emissions from transport, particularly travel by car, by encouraging active travel, improving public transport and investing in electric vehicle charging points. The Action Plan should consider council, business, non-profit, and personal travel. It is useful to set out an overall ambition, for example, the Cool Wirral strategy has an objective for Clean Travel which is "A complete transition to fossil fuel free local travel by around 2030". [Check out our document](#) to find out more actions and good practice from councils across the UK.

Buildings, Housing & Infrastructure

Energy used in domestic, council, industrial and commercial buildings makes up a large part of an area's emissions. It is essential that buildings are energy efficient and powered by renewable energy sources. [Check out our document](#) to find out more actions and good practice from councils across the UK.

Commercial & Industrial

Data from BEIS shows that emissions from business and industry make up 20% of the annual carbon emissions for the UK.¹²⁶ Local authorities have an important role in supporting the shift to a low carbon economy, including taking action in areas such as renewable energy, energy efficiency and supply chains within commercial and industrial sectors. [Check out our document](#) to find out more actions and good practice from councils across the UK.

Energy Generation & Heating

It must be acknowledged that councils will be dependent on national action to decarbonise electricity e.g. expansion of offshore wind.¹²⁷ However, within their areas they should also play a role in renewable generation - solar and creating space for onshore wind.¹²⁸ Heating accounts for large shares of energy use, it amounts to half of all energy consumed in Scotland. Therefore work to decarbonise energy and heat networks is critical.¹²⁹ [Check out our document](#) to find out more actions and good practice from Councils across the UK.

¹²⁵ UK Gov. 2019 Greenhouse Gas Emissions Figures - page 10. [2019 UK greenhouse gas emissions, provisional figures](#)

¹²⁶ UK Gov. 2018 Greenhouse Gas Emissions Figure - pages 18 and 21 [2018 UK Greenhouse Gas Emissions, Final figures](#)

¹²⁷ The Centre for Alternative Technology has a range of resources available on building net zero energy networks: <https://www.cat.org.uk/info-resources/zero-carbon-britain/>

¹²⁸ In Scotland, the Low Carbon Infrastructure Transition Programme supports local authorities in building renewable networks: [Renewable and low carbon energy: Low Carbon Infrastructure Transition Programme - gov.scot](#)

¹²⁹ Dundee addresses decarbonizing their heat networks: <https://www.dundee.gov.uk/sites/default/files/publications/climateactionplan.pdf>

Natural Environment & Biodiversity

While the primary focus of this checklist is on reducing emissions there is also an ecological crisis. Therefore, restoring nature and increasing blue and green infrastructure should be integral to addressing the climate crisis. Healthy ecosystems will provide adaptation services such as flood water storage and increase carbon sequestration as well as a number of other co-benefits. [Check out our document](#) to find out more actions and good practice from Councils across the UK.

Agriculture & Food

Influence on most farmland is more limited and government policy will be crucial. But, some councils have county farms, for example, Cornwall County Council aims to “make our Council Farms exemplars in low carbon and regenerative agriculture”. Local authorities can also support local agriculture and food production, encourage new allotments, and more. [Check out our document](#) to find out more actions and good practice from Councils across the UK.

Waste

Depending on the type of council, local authorities may have control over recycling, non-recyclable waste and food waste in both domestic and non-domestic settings. Plans should include actions to reduce waste in all areas under its jurisdiction, and move towards a circular economy whilst adopting a refuse, reduce, reuse, repair, recycle approach to waste. [Check out our document](#) to find out more actions and good practice from Councils across the UK.

Carbon Sequestration & Carbon Capture

Councils should aim to reduce their emissions as much as possible and not rely on carbon sequestration, however, it will be necessary in reaching net-zero by 2030. [Check out our document](#) to find out more actions and good practice from Councils across the UK.

Education & Youth

Today’s young people are among those who will be most impacted by climate change, as they will be forced to live with climate breakdown in the decades to come. They are also the leaders of tomorrow and must be prepared for the challenges they will have to face. [Check out our document](#) to find out more actions and good practice from Councils across the UK.

Public Health

Improvements in public health will be delivered as co-benefits of many of the actions listed above including more active travel and more green space. It is vital that the Plan includes public health as a key component across its different action themes.¹³⁰ [Check out our document](#) to find out more actions and good practice from Councils across the UK.

Community Resources, Engagement & Place Making

The local authority can provide resources for the community to help people upgrade their homes effectively and economically. It can also create and support places that people can increase their

¹³⁰ Dundee’s plan has a focus on public health and many of their actions include ways to increase public health as part of addressing the climate emergency:
<https://www.dundee.gov.uk/sites/default/files/publications/climateactionplan.pdf>

climate resiliency, learn new skills and also promote a lower carbon sharing economy. [Read our document](#) to find out more actions and good practice from Councils across the UK.



Section 4. Resources

Accessibility

- ❑ **The UK Government** has a helpful guide to accessibility requirements for public bodies. They also provide training and webinars on increasing accessibility of websites and digital resources:
<https://www.gov.uk/guidance/accessibility-requirements-for-public-sector-websites-and-apps>

Active wellbeing

- ❑ **Active wellbeing society:** <https://theaws.co.uk/>
- ❑ **We are Cycling UK** supports cycling groups, advocacy, bike repair and more:
<https://www.cyclinguk.org/>
- ❑ **Public Health England** report on working together to promote active travel
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/523460/Working_Together_to_Promote_Active_Travel_A_briefing_for_local_authorities.pdf

Biodiversity

- ❑ **Pesticide Action Network UK** has information on local authorities becoming pesticide free
<https://www.pan-uk.org/pesticide-free/>
- ❑ Information on biodiverse roofs
https://www.susdrain.org/case-studies/case_studies/ruislip_green_roof_retrofit_tube_depot_london.html and <https://www.utrecht.nl/city-of-utrecht/bus-stops-with-green-roofs/>
- ❑ Information on rewilding streets at <https://www.rewildmystreet.org/>

Blue and Green Recovery

- ❑ **ADEPT** has published a blueprint for a locally-based blue and green recovery:
<https://www.adeptnet.org.uk/news-events/climate-change-hub/show-your-support-five-immediate-priorities-green-recovery>
- ❑ **Ashden** outlines some key elements of a green recovery here
<https://ashden.org/news/delivering-a-green-recovery-in-our-city-regions/>

Buildings

- ❑ Zero carbon buildings design: <https://www.leti.london/cedg>
- ❑ Retrofit:
<https://www.ukgbc.org/ukgbc-work/driving-retrofit-of-existing-homes/>
<https://www.ukgbc.org/news/new-interactive-map-shows-local-authorities-leading-the-way-on-home-retrofit/>

Climate Change Committee

- ❑ 6th carbon budget report on local government:
<https://www.theccc.org.uk/publication/local-authorities-and-the-sixth-carbon-budget/>

Climate Impacts

- ❑ **Climate Central** has maps that can provide a starting point for understanding coastal changes with rising sea level: <https://sealevel.climatecentral.org/maps/>

Climate Justice

- ❑ **ClimateJust** has a free tool for local authorities to understand climate justice: <https://www.climatejust.org.uk/>

Co-benefits

- ❑ **Ashden's co-benefit toolkit** for local authorities: https://ashden.org/wp-content/uploads/2020/09/CAC-Chapters-all_new-brand.pdf

Collaboration

- ❑ **Local Government Association (LGA)** - <https://www.local.gov.uk/>
- ❑ **APSE Energy** - [Local Authority Energy Collaboration - apse](#)

Community Engagement Research

- ❑ **Ashden** has a co-benefits toolkit with an entire chapter dedicated to creative ideas for council engagement with their communities: <https://ashden.org/wp-content/uploads/2020/09/CAC-TOOLKIT-CHAPTER-6.pdf>. See a snapshot of ideas from Ashden for citizen engagement here: [How can councils engage citizens in climate action? - Ashden](#)
- ❑ APSE Energy & The Consultation Institute have issued a joint survey & report on engagement - [Climate Emergency Public Engagement Survey - apse](#)
- ❑ **Civic Tech Field Guide** is a crowdsourced, global collection of tech for good tools and projects and contains lots of information on Engagement platforms: <https://civictech.guide/>
- ❑ **Shared Futures** helps councils lead citizen juries and assemblies as well as providing a range of other resident engagement support: <https://sharedfuturecic.org.uk/> They also have a guide for local authorities and other bodies on climate assemblies and juries: <https://sharedfuturecic.org.uk/wp-content/uploads/2020/08/Shared-Future-PCAN-Climate-Assemblies-and-Juries-web.pdf>.
- ❑ **MySociety** has a helpful guide to digital tools for citizen assemblies <https://research.mysociety.org/publications/digital-tools-citizens-assemblies> as well as a practical guide for good practice for citizen assembly websites including design, evaluation of data, and archiving: <https://research.mysociety.org/publications/citizens-assembly-websites>.
- ❑ **Involve** have created a long list of various engagement methods with detailed descriptions, cost estimates, strengths and weaknesses: <https://www.involve.org.uk/resources/methods>
- ❑ **The Innovation in Democracy Programme (IiDP)** has produced a handbook for local authorities on how to run citizen assemblies and also provides case studies of deliberative democracy in action: [The Innovation in Democracy Programme \(IiDP\)](#)
- ❑ **Climate Assembly UK's** report on what a cross section of the UK public thinks the National Government should be doing to reach carbon targets can be read here: <https://www.climateassembly.uk/index.html>. It is a helpful launch point to begin thinking about different areas of concern and pros and cons for different actions.
- ❑ **Footsteps: Faiths for a Low Carbon Future and Birmingham Council of Faiths** have created a report aimed at helping 'councillors, politicians, campaign groups, decision makers and civil society to engage more deeply and work more effectively with faith communities': <https://footstepsbcf.org.uk/wp-content/uploads/2019/09/BIRMINGHAM-CLIMATE-EMERGE-NCY-The-Role-for-Faith-Communities-Sept-2019.pdf>
- ❑ **PB Network** is an organisation that brings together resources, best practice and organisations that are interested in and support Participatory Budgeting <https://pbnetwork.org.uk/>

- ❑ **PB Scotland** provides the latest events, news & ideas on Participatory Budgeting in Scotland: <https://pbscotland.scot/>

Community Engagement Tools & Platforms

- ❑ **Commonplace** is an online community engagement platform which allows you to connect with the whole community and involve them in all stages of plan development, from consultation to delivery. They offer a free Heatmap tool which allows residents to make comments on a proposed project. Amongst many other tools, they also offer a design feedback programme and run social media outreach campaigns advertising your action plan: <https://www.commonplace.is/>
- ❑ **Consul** is a free software for citizen participation that allows you to host debates, consultations, proposals and participatory budgeting: <https://consulproject.org/en/>
- ❑ **Delib** provides platforms and digital tools that are designed for people to be involved in policy decisions and the design of public services <https://www.delib.net/>
- ❑ **Engagement HQ** provides a “complete suite of listening, information, analysis, reporting and relationship management features enable you to mix and match precisely the right online tools for your community engagement objectives.” <https://www.bangthetable.com/engagementhq-community-software>
- ❑ **Mutual Gain** provides platforms, tools and facilitation to help organisations, governments and communities connect: <https://www.mutualgain.org/>
- ❑ **Your Priorities**, run by the [Citizens Foundation](#), is a platform that connects governments & citizens through constructive ideas, debate and constructive dialogue. <https://www.yrpri.org/domain/3>

Councils that have declared a climate emergency and their action plans

- ❑ **Climate Emergency UK** has a database of the Councils who have declared a climate emergency, the dates they have set for net zero emissions targets and their action plans. <https://www.climateemergency.uk/blog/list-of-councils/>
<https://data.climateemergency.uk/>

Emissions: Datasets & Tools

- ❑ **Climate View**: <https://www.climateview.global/>
- ❑ **National Atmospheric Emissions Inventory (NAEI)** produces GHG and energy datasets for local and regional areas. They also have CO2 interactive maps with emissions data by sector within each Local Authority. <https://naei.beis.gov.uk/data/local-authority>
- ❑ **The Carbon Trust** offers services that help organisations understand and reduce their emissions: <https://www.carbontrust.com/resources/briefing-what-are-scope-3-emissions>
- ❑ **SCATTER** provides local authorities and city regions with the opportunity to standardise their greenhouse gas reporting and align to international frameworks, including the setting of targets in line with the Paris Climate Agreement’: <https://scattercities.com/>
- ❑ **Tyndall Centre**: The Tyndall Centre ‘Carbon Budget Tool presents climate change targets for UK local authority areas that are based on the commitments in the United Nations Paris Agreement, informed by the latest science on climate change and defined by science based carbon budget setting’: <https://carbonbudget.manchester.ac.uk/reports/>
- ❑ **LGA**: This tool from Local Partnerships working with the Local Government Association assists local authorities creating carbon baseline and benchmarking against other local authorities: <https://www.local.gov.uk/greenhouse-gas-accounting-tool>

- ❑ **IMPACT:** Impact, the parish-level carbon emission estimator, gives parishes and small communities usable data on their carbon emissions that is easy to interpret and easy to share: <https://impact-tool.org.uk/>
- ❑ **Greenhouse Gas Protocol for Cities:** [Global Protocol for Community-Scale Greenhouse Gas Emission Inventories](#) produces an accounting and reporting standard and methodology for community-scale emission inventories for cities to follow.
- ❑ **The Nature Friendly Farming Network** has a guide for farmers on ways to achieve net zero: <https://www.nffn.org.uk/net-zero-a-practical-guide/>

Energy

- ❑ **The Centre for Alternative Technology** provides tools, training and research to reach a Zero Carbon Britain: <https://www.cat.org.uk/> and <https://www.cat.org.uk/info-resources/zero-carbon-britain/>
- ❑ The National Grid has put together a report on environmental electricity transmission <https://www.nationalgrid.com/uk/electricity-transmission/document/134511/download>

Funding

- ❑ **UK100** has a report on financing local energy initiatives with some excellent UK Local Authority Examples: <https://www.uk100.org/campaigns/financing-local-energy>
- ❑ **Salix Finance Ltd.** provides Government funding to the public sector to improve energy efficiency, reduce carbon emissions and lower energy bills. <https://www.salixfinance.co.uk/>
- ❑ **Abundance investment** help local authorities finance infrastructure projects through crowdfunding <https://issuers.abundanceinvestment.com/local-authorities>

Ideas for Action Plans

- ❑ **FOE** 50-point plan to tackle the climate and nature emergencies and corona virus recovery: <https://takeclimateaction.uk/sites/files/climate/documents/2020-06/Climate%20Action%20Plan%20for%20councils%20June%202020.pdf>
- ❑ **Ashden** 31 Climate Actions for Councils: <https://ashden.org/climate-action-co-benefits-toolkit/>
- ❑ **The Town and Country Planning Association and Royal Town Planning Institute** have a guide for local authorities for planning for climate change in their Local Plan: <https://www.tcpa.org.uk/Handlers/Download.ashx?IDMF=0acefe4f-9712-4b37-b2a1-06cd0f8b0293>
- ❑ **UCL and Arup** have put together a manual on what makes a good action plan including some of the main challenges https://climateemergency.org.uk/wp-content/uploads/2020/11/Declaring_a_Climate_Emergency_76-end.pdf
- ❑ **Arup's** guide to next steps after declaring a climate emergency <https://www.local.gov.uk/sites/default/files/documents/ARUP-Climate-Emergency-What-Next.pdf>

National and International Comparisons

- ❑ **The CDP platform** allows local authorities to “measure, manage and disclose their environmental data” and also to compare their data to other global local authorities: <https://www.cdp.net/en/cities>
- ❑ **CASE** tracks local authority climate emergency declarations. It is a good resource to see which local authorities are taking action: <https://www.caceonline.org/councils-that-have-declared.html>

Partnerships

- ❑ **Place-Based Climate Action Network** has supported a range of local authorities in launching climate commission partnerships in England, Scotland and Northern Ireland:
<https://pcancities.org.uk/climate-commissions>
- ❑ **The Cool Wirral Partnership** has set out a mechanism for working in partnerships. It has a list of bullets for how the partnership works and commitments of the partners:
<https://www.wirral.gov.uk/about-council/climate-change-and-sustainability/cool-wirral-partnership>

Food and agriculture

- ❑ **Sustain: The Alliance for better Food and Farming** runs campaigns to improve food and farming in the UK: <https://www.sustainweb.org/>
 - ❑ Their latest webinar focused on assessing local food action:
<https://www.sustainweb.org/webinars/jan21-assessing-local-food-action/>
- ❑ **Roots to Work** for sustainable food jobs: <https://www.rootstowork.org/>
- ❑ **Nourish Scotland:** <https://www.nourishscotland.org/>
 - ❑ Latest work on Fork to Farm local dialogues
<https://www.nourishscotland.org/wp-content/uploads/2021/02/Fork-to-Farm-Local-Dialogues-Guidance-.pdf>
- ❑ Many cities are working towards becoming a sustainable food place:
<https://www.sustainablefoodplaces.org/>
- ❑ Brighton and Hove's Food Strategy Action Plan
<https://bhfood.org.uk/wp-content/uploads/2018/11/Final-FULL-WEB-Food-Strategy-Action-Plan.pdf>

Resources for identifying and supporting action needed from National Government

- ❑ **FOE** guide to how the government can help English councils act on the climate emergency
<https://policy.friendsoftheearth.uk/insight/how-can-government-help-english-councils-act-on-climate-breakdown>
- ❑ **ADEPT** blue print for accelerating climate action and green recovery at local level
<https://www.adeptnet.org.uk/documents/blueprint-accelerating-climate-action-and-green-recovery-local-level>

Resources for Northern Ireland

- ❑ **FOE** Climate Action Plan for Northern Ireland Councils:
https://takeclimateaction.uk/sites/files/climate/documents/2020-10/October_2020_Climate_Action_Plan_Northern_Ireland.pdf

Resources for residents and community action

- ❑ **Energy Saving Trust** <http://energysavingtrust.org.uk/>
- ❑ **The Transition Network** <https://transitionnetwork.org/>
- ❑ **FOE** guide to help activists and residents understand their local authorities [Understanding how your council works | Climate Action \(takeclimateaction.uk\)](https://takeclimateaction.uk/understanding-how-your-council-works-climate-action)

Resources for Scotland

- ❑ The **Low Carbon Infrastructure Transition Programme** supports local authorities in building renewable networks:
<https://www.gov.scot/policies/renewable-and-low-carbon-energy/low-carbon-infrastructure-transition-programme/>

- ❑ **Adaptation Scotland** is funded by the Scottish Government and aims to help communities, organisations and businesses adapt to climate change - <https://www.adaptationscotland.org.uk/>

Resources for staff training

- ❑ Information on citizens assemblies <https://www.climateemergency.uk/blog/citizens-assemblies-jurys/>
- ❑ **The Carbon Literacy Project** has free climate literacy toolkits for local authorities <https://carbonliteracy.com/>

Resources for Wales

- ❑ **The Centre for Alternative Technology (CAT)** mission is to inspire, inform and enable people to achieve practical solutions for sustainability <https://cat.org.uk>
- ❑ **The Zero Carbon Britain Hub and Innovation Lab** exists to support Councils, communities and organisations to address the climate emergency, with a view to reducing carbon emissions and increasing resilience to climate change <https://cat.org.uk/info-resources/zero-carbon-britain/>
- ❑ **The Well Being of Future Generations Act** gives us the permission, ambition and legal obligation to improve our social, cultural, environmental and economic well being <https://www.futuregenerations.wales/about-us/future-generations-act/>
- ❑ **Cynnal Cymru** - Enabling action towards a fair and just society, a low carbon economy and a thriving natural environment <https://cynnalcymru.com>
- ❑ **The Climate Change Committee** - [The path to Net Zero and progress on reducing emissions in Wales](#)
- ❑ **Welsh Government** [Climate Change Strategy for Wales](#)