

# City wide domestic and behavioural change carbon action plan



**energy saving trust**<sup>®</sup>

**Produced in conjunction with The Energy Saving Trust local authority one-to-one support programme**

**March 2010**

## **Vision**

We at Coventry City Council recognise the impact on global climate from carbon dioxide emissions arising from our energy related activities. We recognise the need to urgently reduce our carbon dioxide emissions to sustainable and equitable levels in line with national energy and climate change targets to actually make a positive contribution ourselves, but also to show genuine leadership to strategic partners and the people.

This action plan outlines additional actions, to those specified within the Climate Change Strategy for Coventry, which Coventry City Council will take in order to make a positive and real contribution to reducing carbon dioxide emissions. We will work, with the Energy Saving Trust and others, to deliver, monitor and update the actions outlined in this action plan, with the aim of achieving a sustainable level of carbon dioxide emissions from across the City.

### **Aim of the Carbon Emissions Reduction Action Plan**

To develop a strategic approach to the work the Council takes in order to realise reductions in area-wide carbon emissions, with the Council central to facilitating all activities. The action plan encompasses both the Council's internal organisational activities and the crucial role of Council as community leader, partner to all.

Having been through the Energy Saving Trust's benchmarking process (a stage in the wider One-to-one support programme – see full report) the Council aims to improve its current benchmark performance across three broad areas: strategic approach; service delivery; community leadership.

### **The One-to-one support programme – guidance on process**

This draft action plan follows the workshop of 23 July 2009, where Council Officers, Councillor Nigel Lee (Cabinet Member for Climate Change, Housing and Sustainability) and the Energy Saving Trust began to analyse and refine the recommendations presented to the Council by the Energy Saving Trust as a result of the review of current activity undertaken over winter and spring 2009. This review led to a full report of findings and recommendations being produced for the Council by the Energy Saving Trust – this report can be found via the Tackling Climate Change web page on in-site and should continue to be used as a support guide and source of further information for those involved with delivering this action plan.

The full report contains the complete set of the recommendations initially given by the Energy Saving Trust. The workshop, and consequent consultation, led to the complete list of recommendations being reduced to a shorter range of priority activities – those contained in this action plan.

It should be noted that the actions in this action plan will be delivered via the wider Coventry City Climate Change Strategy. The action plan serves to inform and expand the Climate Change Strategy. In particular, the action plan will strengthen actions related to reducing the area-wide carbon emissions (much in line with National Indicator 186 – per capita carbon emissions arising from the local authority area).

Note: this plan, and the wider Energy Saving Trust One-to-one support programme, does not cover activity concerned with reducing carbon emissions arising from the Council's own activities and operations. The Council's new Carbon Management Plan, produced in partnership with Carbon Trust, serves this purpose.

Recommendation	Delivery actions	Responsibility	Target Date	Expected Outcomes
<b>Strategy – political and corporate support</b>				
<p>Ensure CEO &amp; cross portfolio Councillors are involved in taking action on climate change.</p> <p>Robustly support an overall energy champion at senior level.</p>	1. Climate Change progress report delivered to Scrutiny Board 3. (action underway)	Sustainability & Campaign Manager	July 10	High level political and corporate commitment to tackling climate change.
	2. Develop a communications plan for elected members.	Climate Change Officer & Communications Officer	July 10	Communications plan for elected members.
	3. Support strategic Carbon Management group, Climate Change Champion and ABC project managers. (action underway)	Sustainability & Campaign Manager	Ongoing	
<b>Strategy – strategic approach</b>				
<p>Promote leadership and support roles to members of the Local Strategic Partnership (LSP) to ensure key players (stakeholders) are engaged on delivering NI186.</p>	1. Set up carbon management pilot for LSP organisations. (action underway)	Energy Saving Trust / LSP Env. Theme Group Chair	Apr 10	That the wider community and partners are engaging on the same carbon reduction journey as the Council (ensure buy-in to NI186 activity).
	2. Produce common energy warden training package for use by LSP organisations. (action underway)	Climate Change Officer	June 10	
	3. Develop web based forum for sharing of best practice and experience (eg LED lighting)	LSP Communications Officer	June 10	Web based forum for sharing best practice hosted on Partnership website.
	4. Source best practice through Covenant of Mayors, Nearest Neighbour and Practical Help.	Climate Change Officer, Energy Manager, Energy Saving Trust to facilitate	Sept 10	Annual reporting of carbon emission reduction actions by Coventry Partnership.
	5. Collective reporting of carbon emissions targets and action plans by LSP.	LSP-Environment Theme group chair and Climate Change Officer.	Dec 10	
	6. Encourage the participation in the Prince's Mayday business environment network by LSP organisations (action underway)	LSP-Environment Theme group.	Ongoing	

Recommendation	Delivery actions	Responsibility	Target Date	Expected Outcomes
<p>Ensure a cross-council system and working group is in place for coordinating activity and gathering data relating to sustainable energy and NI 186.</p>	<p>1. Pilot the use of Energy Saving Trust's (EST) TrACE tracking tool and identify data requirements. (action underway)</p>	<p>Climate Change Officer</p>	<p>Apr 10</p>	<p>To ensure the Council is taking a coordinated approach to delivering NI 186 and that all pertinent service units are engaged on activities and data/information flow.</p> <p>Annual reporting mechanism for carbon emission reduction actions occurring within Coventry.</p>
	<p>2. Ascertain data requirements for accurate NI 186 action reporting by Coventry City Council and the Coventry Partnership. (action underway)</p>	<p>Climate Change Officer</p>	<p>May 10</p>	
	<p>3. Identify who in Council &amp; Coventry Partnership holds data on NI 186 – set up action team.</p>	<p>Climate Change Officer</p>	<p>June 10</p>	
	<p>4. Nominate officer to coordinate data collection and use of TrACE tool.</p>	<p>Sustainability &amp; Campaign Manager</p>	<p>June 10</p>	
	<p>5. Determine data management process for annually completing TrACE.</p>	<p>Climate Change Officer</p>	<p>Sep 10</p>	

Recommendation	Delivery actions	Responsibility	Target Date	Expected Outcomes
<b>Strategy – staff training/engagement</b>				
Develop and deliver a Climate Change staff awareness campaign.	1. Develop Climate Change staff awareness communications plan.	Climate Change Team & Communications team	June 10	Highly motivated and aware workforce on Climate Change issues and activities.
	2. Promote Energy Saving Trust's (EST) free domestic and travel advice to staff.	Energy Saving Trust & Communications team	Ongoing	Internal Climate Change Communication Plan
	3. Energy Saving Trust to support staff events/advice surgeries (including driving simulator)	Energy Saving Trust Communications team	June 10	Web links to Energy Saving Trust site Energy Saving Trust advice surgeries.
Introduce climate change training to staff in areas of council operation deemed to have most significant impact on climate change.	1. Consult with Workplace Development on effective methods for raising staff competence.	Climate Change Officer	May 10	Workforce Development delivered training on Climate Change awareness.
	2. Identify key Council roles having significant influence on reducing carbon emissions.	Climate Change Officer.	June 10	Highly competent key staff on Climate Change issues related to their role.
	3. Engage with Trade Unions regarding introduction of Climate Change competencies for key roles.	Climate Change Officer	June 10	Series of Climate Change training modules available for booking via resource link.
	4. Evaluate how climate change competencies could be incorporated into appropriate job descriptions and /or PDR process.	Workforce Development	Sep 10	
	5. Develop and /or source appropriate training modules	Climate Change Officer	Sep 10 onwards	
	6. Deliver and record training.	Workforce Development	Sep 10 onwards	

Recommendation	Delivery actions	Responsibility	Target Date	Expected Outcomes
<b>Services – social housing</b>				
Develop stronger partnerships with registered social landlords (RSLs)	1. Engage with key RSLs. (action underway)	Private Sector Housing Mgr	Ongoing	Strengthened partnership working between Council and RSL's on Climate Change.  Multi partner funding applications aimed at delivering elements of housing strategy related to tackling Climate Change.  Delivery of energy efficiency awareness to RSL tenants
	2. Determine priorities of each RSL on energy efficiency, funding arrangements and key tenancy group.	Private Sector Housing Mgr	Sept 10	
	3. Energy Saving Trust to work closely with RSL group to investigate funding and provide technical support.	Energy Saving Trust	Ongoing	
	4. RSLs and Council planners to continue productive dialogue on climate change implications on planning issues.	RSLs, planners	Ongoing	
	5. Review available carbon emission reduction funding schemes and devise joint proposals to enable greater success in attracting funding and delivering projects.	Private Sector Housing Mgr RSL's	Ongoing	
	6. Campaign to educate tenants on energy efficiency and use of renewable energy sources.	RSLs with support from Energy Saving Trust	Mar 11 onwards	
<b>Services – private sector housing (owned and rented tenures)</b>				
Consider setting up a bulk discount, council tax rebate, grant or loan scheme to help persuade householders to invest in domestic sustainable energy	1. Introduce and promote unsecured loan scheme to fund energy efficiency measures for householders.	Private Sector Housing Mgr	FY 2010/11	Increased take up of energy efficiency measures by residents.
	2. Green boiler scheme	Credit Union	Complete	
	3. Engage with building suppliers regarding card or voucher scheme to support action relating to thermal imaging survey results.	Private Sector Housing Mgr	May 10	

<b>Recommendation</b>	<b>Delivery actions</b>	<b>Responsibility</b>	<b>Target Date</b>	<b>Expected Outcomes</b>
Strengthen the Councils strategic programme for tackling both privately owned and rented housing	1. Convene meeting between CCC Housing teams and Energy Saving Trust (EST). (action underway)	Private Sector Housing Mgr supported by EST.	Ongoing	Increase awareness by residents of energy efficiency measures, renewable technologies and where to seek guidance.  HEED database providing an accurate assessment of housing energy efficiency measures taking place within Coventry.
	2. Signpost residents to EST One-stop-shop (advice centre) or equivalent (action underway)	Private Sector Housing Mgr supported by EST	Ongoing	
	3. Review and refine method for measuring effectiveness of referrals.	Private Sector Housing Mgr supported by EST	Apr 10	Initiatives aimed at "hard to treat" properties  Process that monitors installation of "hard to treat" and renewable energy micro generation measures.
	4. Review EST's HEED database and use relevant information to refine future actions.	Private Sector Housing Mgr supported by EST	Apr 10	
	5. Submit information on Council sponsored domestic energy efficiency measures to EST so measures can be included into HEED database.	Private Sector Housing Mgr supported by EST	Sept 10	Increased uptake of "hard to treat" and renewable energy micro generation measures.
	6. Expand opportunities available for 'hard to treat' eg solid wall properties.	Private Sector Housing Mgr supported by EST	Dec 10	
	7. Promote awareness of renewable energy technologies via Council website and direction to guidance available on EST website. (action underway)	Private Sector Housing Mgr supported by EST	Ongoing	
	8. Promote renewable energy to minority communities and signpost residents to the Energy Saving Trust advice. (action underway)	Private Sector Housing Mgr supported by EST	Ongoing	

Recommendation	Delivery actions	Responsibility	Target Date	Expected Outcomes
<b>Services – planning policy</b>				
Continue to support the inclusion of climate change policies in the emerging Local Development Framework	1. Engage with Planning Portfolio Holder and planning officers (action underway)	Sustainability & Campaign Manager, Development Manager	Ongoing	Planning process to fully incorporate best practice in consideration of climate change issues.
	2. Deliver appropriate training to officers and Members (action underway)	Climate Change Officer supported by Planning officers, Building Control officers, EST	Ongoing	
	3. Liaise with planners to review need for further Supplementary Planning Documents once core strategy approved	Planning officers with support from Climate Change Officer	Sept 10 onwards	
	4. Identify climate change implications of planning applications through robust internal consultation process (action underway)	Planners, Climate Change Officer	Ongoing	
<b>Community Leadership – engagement and awareness raising with the wider community</b>				
Develop a central communications plan to coordinate the many public awareness initiatives and to lead the community to take action on reducing energy use	1. Analyse current community engagement communications to determine where action on reducing energy use can be incorporated.	Climate Change officer with support from LSP Communications officer	May 10	Coordinated approach to raising public awareness.  Annual communication plan
	2. Determine key target audiences based upon thermal survey and EST research.	Private Sector Housing Mgr with support from Climate Change Officer and EST	May 10	
	3. Develop communication plan	LSP Comms officer LSP Support Officer	May 10	
Work with the Carbon Trust to promote their services to local public sector and business client.	1. Continue dialogue with Carbon Trust representative (action underway)	Sustainability Consultant	Jan 10 ongoing	Increased take up of Carbon Trust's services by Coventry businesses.
	2. Get LSP and businesses involved – initially via breakfast briefings (underway)	Sustainability Consultant	Mar 10 onwards	



Recommendation	Delivery actions	Responsibility	Target Date	Expected Outcomes
Forge and develop partnership with Energy Saving Trust advice centre or equivalent to promote free services to the community.	1. Feedback exchange between Council and EST WMs – formal link points to be agreed	Climate Change Officer & EST	May 10	Links to relevant organisations providing free advice.  Web links on Partnership & Council's Websites.
	2. EST to present what is on offer/what they are doing	EST	May 10	
	3. Signpost to all available EST resources through Council coms and advice infrastructure (action underway)	Comms Officer & Climate Change Officer	Ongoing	
Promote current cost meters to residents and businesses as a way of helping them reduce energy use.	1. Explore feasibility of providing meters for loan through Libraries.	Climate Change Officer	June 10	Greater awareness of cost of electricity through loan of energy meters.
	2. Provide guidance notes on use and benefits of cost meters.	Climate Change Officer	June 10	
<b>Community Leadership – engagement with regional and other authorities</b>				
Engage with other local authorities classified as 'nearest neighbours' using CIPFA model, to exchange info and develop solutions	1. Contact Derby and Peterborough Councils as our "nearest neighbours".	EST & Climate Change Officer	June-10	Active forum between like councils to share best practice.
	2. Ascertain areas of strength and weakness of "nearest neighbour" group.	EST & Climate Change Officer	June-10	
	3. Set up network and conferences to share best practice	EST and CIPFA	Mar 11	
<b>Community Leadership – transport in the community</b>				
Promote the Energy Saving Trust's free green fleet review (GFR) and vehicle carbon footprinting services to local businesses.	1. Council to apply for a Green Fleet Review direct to EST (action underway)	Fleet & Workshop Manager	May 10	Green Fleet Review of Council and relevant Partnership organisations
	2. Agree with partnerships team who/how to promote Green Fleet Review to (ie partners with fleets of 50 vehicles or more)	Sustainability & Campaign Manager LSP Support Officer	Sept 10	

## Full list of Energy Saving Trust's recommendations.

The full list of EST recommendations made in the benchmarking exercise is given on the following pages. Those recommendations highlighted in the darker shade are those that were prioritized during the workshop held on 23<sup>rd</sup> June and are addressed by this action plan.

The remaining recommendations will be reviewed during February 2011 and where applicable incorporated into an update of this action plan.

	Recommendation	National Indicator	Carbon impact
<b>STRATEGY</b>			
<b>Political /corporate support</b>	Coventry City Council should promote tackling climate change as one of the councils top priorities, ensuring focus on the deliverables set out in the Corporate Plan 2008-2011, as this is critical for the allocation of resources and the provision of support to staff.	185 186 187	Underpins other activity
	Robustly support an overall energy champion at senior level.	185 186 187	Potentially significant
	Coventry City Council should conduct periodic scrutiny reviews of energy and climate change.	185 186 187 188	Underpins other activity
	Ensure that the chief executive and cross-portfolio councillors are involved in taking action on climate change.	185 186 187	Underpins other activity
<b>Strategic approach</b>	Maintain a strategic approach that cuts across all aspects of estate management, service delivery and community leadership, with sustainable energy use recognised as a priority. This would be best recognised by linking activity to NI185 and NI186 primarily, but also NI187 and NI188.	185 186 187	Underpins other activity
	Coventry City Council should promote its leadership role to members of the LSP to ensure that key players are bought into delivering against NI 186. (This will build upon any momentum created during consultation on the Climate Change Strategy and SCS).	186	
	Ensure that a cross-council system is in place for gathering data relating to sustainable energy and NI 186 (including energy use in the Council's estate, the energy efficiency of public and private sector housing stock, planning applications relating to the use of microgeneration etc). Use the Energy Saving Trust TrACE tool for this purpose.	185 186 187	Underpins other activity
	Coventry City Council should work with their local Energy Saving Trust advice centre to investigate how they can help meet the targets set out in NI 186 as part of its LAA.	186	Underpins other activity

	Consider making a commitment to becoming a carbon neutral organisation by a particular date.	185	Potentially significant
	As part of its commitment to becoming a carbon neutral organisation, Coventry City Council may want to consider carbon offsetting.		
<b>Resources internal</b>	Maintain a cross-service energy/climate change group approach with significant resources and clear corporate support for action. This group should meet regularly, include senior representatives and have a work plan against which progress is monitored. There should also be a system for ensuring that information is cascaded down to the relevant officers.	185 186 187	Underpins other activity
	Ensure that a member of staff within each service area is allocated time to promote the integration of sustainable energy.	185	Underpins other activity
	Ensure that any savings made from investing in energy efficiency are reinvested in sustainable energy.	185	Underpins other activity
<b>Staff training/engagement</b>	<ul style="list-style-type: none"> <li>➤ Introduce energy training to staff in areas of council operation deemed to have most significant impact on energy use.</li> <li>➤ Introduce more detailed training for staff in housing, planning and building control.</li> <li>➤ Ensure that frontline staff who visit tenants are aware of issues associated with poor energy efficiency and are either able to provide advice there and then, or refer the tenants to the Energy Saving Trust advice centre.</li> </ul>	185 186 187	Underpins other activity
	Coventry City Council should develop and deliver a staff awareness campaign. The Council can assign energy costs to each department and set targets for reduction. This could be linked to the Planet Pledge initiative already in place.	185 186 187	Medium/Significant
	Promote Energy Saving Trust's free domestic and travel advice to staff.	186	Significant
	Sign up for smarter driving training for council employees.	185 186	Significant
<b>SERVICES</b>			
<b>Regeneration</b>	<ul style="list-style-type: none"> <li>➤ The council should ensure renewal/regeneration schemes actively seek projects delivering energy efficiency advice and improvements, with specific targets.</li> <li>➤ Ensure a core focus of economic development activity is to secure high sustainable energy standards in projects and businesses targets.</li> </ul>	186 187	Medium
	Ensure acknowledgement of energy efficiency as a factor in business performance and look at opportunities to improve business efficiency, building on the success of the Local Enterprise Growth Initiative scheme, through various means.	186	Significant
	Actively encourage the development of sustainable energy businesses in the area (in line with the key project being delivered through the Environment Theme Group of the Coventry Partnership).	186	Low
<b>Social housing – other stock</b>	Coventry City Council should develop stronger partnerships with RSLs, in particular Whitefriars, through a named officer lead. This would enable the Council to obtain energy ratings and data for HECA and NI 186 returns, and would give the Council a better overall picture of the social housing stock. It may be possible to set up joint energy efficiency schemes to help achieve minimum standards across all social housing or link up on advice and awareness campaigns to tenants.	186 domestic 187	Potentially significant

	Encourage RSLs to develop a work plan to raise average SAP by several points, prioritising the poorest performing housing and ensuring that all properties with cavities are insulated and all lofts insulated with at least 270mm of insulation.	186 domestic 187	Impact of all of these depends on the current level of energy efficiency of the stock. Likely to be significant
	Encourage RSLs to specify integrated packages of improvement measures where possible and ensure opportunistic energy work is included in repair and maintenance programmes and void repairs.	186 domestic 187	Medium
	Coventry City Council should encourage RSLs to set targets for improving their own stock and to monitor progress against this. This should include having a plan in place to achieve the Decent Homes standard.  As part of this, the Council should establish a dedicated database (or expand the one they currently use) of public sector domestic properties with energy ratings. Ensure this is updated routinely (eg using surveys and inspections) and annually with improvements to heating and insulation standards.	186 domestic 187	Underpins other activity
	Encourage RSLs to introduce minimum and average SAP targets. Encourage RSLs to introduce a programme of improving hard to treat properties to achieve this target. This may include renewable energy technologies.	186 domestic 187	Potentially significant
	Encourage RSLs to ensure they are set up to implement the EU Energy Performance of Buildings Directive by ensuring EPCs are issued each time a dwelling changes tenancy (even though it is a legal requirement).	186 domestic 187	Underpins other activity
	Work with RSLs to introduce a proactive programme to secure external funding to improve sustainability in social housing in the area.	186 domestic 187	Required to implement other actions
	Encourage RSLs to ensure that adequate energy efficiency advice and signposting to the Energy Saving Trust advice centre is provided for their tenants.	186 domestic 187	Potentially significant
	Encourage RSLs to ensure that fuel poverty is considered when allocating properties to tenants.	186 domestic 187	Small
	Encourage RSLs to consider establishing an affinity deal with an energy supplier to cover void council properties and ensure that any revenue (via commission payments) obtained through this is ring fenced for other energy efficiency improvements.	186 domestic 187	Small
<b>Private sector housing – rented and owner occupied</b>	Consider setting up a bulk discount, council tax rebate, grant or loan scheme to help persuade private sector householders to invest in sustainable energy.	186 domestic 187	
	Strengthen a specific strategic programme for tackling privately rented housing, including energy efficiency measures and renewable energy technologies where possible.	186 domestic 187	Very significant
	Continue to enforce the HHSRS to improve energy efficiency of the private rented sector.	186 domestic 187	
	Strengthen a specific strategic programme for tackling privately owned housing, including energy efficiency measures and renewable energy technologies where possible.		
	Work with the regional HECA/Carbon Action Network forum to share best practice.	186 domestic 187	

	Set up and use a database for private sector dwellings with energy data to monitor progress and allocate resources effectively.	186 domestic 187	
	Coventry City Council should use various data sources (eg from the Council's local database, HEED, energy suppliers and Warm Front managing agents) to help prepare NI 186 domestic sector data/performance reports to understand the energy efficiency standards and direction of travel in your area (using the Energy Saving Trust TrACE tool).	186 domestic 187	Underpins other activity
	The Council should consider how it can target those dwellings considered to be 'hard to treat'.	186 domestic 187	Underpins other activity
	The Council should continue to deploy a programme of marketing sustainable energy measures to private sector householders, building on the excellent work already done. This could include promotion of national grant programmes such as Warm Front and the LCBP. (The Council should benchmark its progress in terms of referrals to these programmes as this will be useful for NI 186 monitoring).	186 domestic 187	Underpins other activity
	Promote EPCs to householders, working with estate agents where appropriate and ensuring the Council is set up to answer any questions on this.	NI186	
	Consider setting up a fuel poverty referral network, which can put residents in touch with a variety of networks that can assist them with insulation and heating grants, as well as debt counselling and income maximisation.	186 domestic 187	
<b>Energy advice</b>	Ensure that the Council is a partner in or has a good relationship with the local Energy Saving Trust advice centre (0800 512 012) in order to gain the maximum benefit by making your residents aware of this Energy Saving Trust funded service. Examples of joint working opportunities: <ul style="list-style-type: none"> <li>➤ HEC mailings and promotion.</li> <li>➤ Refer enquiries from public to advice line.</li> <li>➤ Delivery of sustainable energy events.</li> <li>➤ Joint awareness raising campaign.</li> <li>➤ Employee engagement focusing on homes and transport.</li> <li>➤ Smarter driving course for businesses.</li> </ul>	186 domestic/ transport	Potentially significant
	Support front-line staff in energy efficiency advice and signpost residents to the Energy Saving Trust advice centre on 0800 512 012.	186 domestic/tr ansport	Potentially significant
	Consider introducing a specific programme for promoting sustainable energy to minority communities and signpost residents to the Energy Saving Trust advice centre on 0800 512 012 recognising the rich ethnic diversity in the city.	186 domestic/tr ansport	Medium
	The Council should consider further developing their community energy advice programme involving community talks and face to face advice. This could be in partnership with your local Energy Saving Trust advice centre and could build upon the programmes already delivered through "Act on Energy"	186 domestic/tr ansport 187	Medium
	Ensure that staff follow the domestic energy efficiency advice code of practice.	186 domestic	Underpins other activity
	The Council should consider doing a mailing to residents in Energy Saving Trust identified hotspot areas, perhaps linking with the data provided by the imminent thermal flyover.	186 domestic 187	Potentially significant
<b>Resources – leveraging in external funding</b>	Coventry City Council should maintain a proactive programme to secure external funding and access support services, with a focus on hard-to-treat homes.	186 domestic 187	Required to implement other actions

<b>Signposting to external grant schemes</b>	Set up a partnership with the Energy Saving Trust advice centre to maximise the take up of available grants and schemes. The Energy Saving Trust advice centre offers a free one stop shop service to signpost residents and make referrals to grant schemes. This should involve proactively promoting the Department of Business, Enterprise and Regulatory Reform's Low Carbon Buildings Programme, CERT, Landlords Energy Saving Allowance and Warm Front and benchmark referrals.	186 domestic 187	Medium
	Set up and promote own grant schemes to fill gaps in national grant funding.	186 domestic	Impact depends on what is offered and how effectively it is marketed. Could be significant.
<b>Planning policy</b>	Coventry City Council should consider introducing specific energy policies with the LDF, eg 10 per cent or greater target for renewables/combined heat and power in new build and building to Code for Sustainable Homes minimum Level 3. The Council should also consider introducing incentives for exemplar developments.	186	Impact depends on quantity of new development in the council. For those councils targeted as areas for development by the government, this recommendation would probably have a greater carbon impact than any other
	Use the planning system to drive higher standards in existing dwellings.	186 domestic	Medium
	Encourage microgeneration on houses.	186 domestic	Medium
	If Council property or land is being released for development, the council should require high energy standards or carbon neutral development.	186	Low unless the council has substantial amount of land or property to release
	Introduce incentives for exemplar/zero energy developments.	186	Medium
	Train and encourage planners to proactively promote sustainable energy to everyone applying for planning permission and ensure the planning committee is trained on sustainable energy issues.	186	Medium
	Use the planning system to reduce car dependency, building on the policies in the original Coventry Development Plan.	186 transport	
	Ensure that planners, building control officers and developers are all working in partnership eg by setting up a cross departmental working group (closely linked to NI 186 officer leads and working groups set up through the Energy Saving Trust programme).	186	Underpins under activity
	Ensure that planning officers are disseminating information on energy efficiency and renewable energy to people making enquiries or full planning applications.	186	Small
<b>Building Regulations enforcement</b>	Continue to ensure that Part L is a priority focus of enforcement activity. Building Control officers should be fully up-to-date with the latest requirements of Part L of the Building Regulations and any new appointments should be trained.	186	Medium
	Ensure Building control officers are integrally involved in developing policies for the developing LDF, to ensure that it has weight once approved.		

	Ensure that Building Control officers are trained and encouraged to promote sustainable energy to all those applying for building control approval.	186	Medium
<b>Education</b>	Encourage schools to engage with energy education. Signpost schools to resources to engage with energy education.	186 185	Medium
	Develop relationships between energy teams, education teams and schools to monitor energy use for reporting against NI 185 (carbon reduction from local authority operations).	185	Underpins other activity
	Training on sustainable energy should be provided to curriculum advisors so they can promote the subject to schools.	186	Medium
<b>Social care</b>	Set aside part of the social care budget for energy advice.	187 186	Medium
<b>COMMUNITY LEADERSHIP</b>			
<b>Community planning</b>	Coventry City Council should ensure that energy/climate change remains a priority issue in the community plan (and is linked to the NI 186/LAA work plan) and should investigate the potential for setting targets for overall renewable power generation in the city.	186	Underpins other activity
<b>Engagement/ awareness raising with wider community</b>	Coventry City Council should develop a central communications plan to coordinate the many public awareness initiatives and to lead the community to take action on reducing energy usage.	186 domestic /transport	Low
	Council officers should actively work in partnership with local community groups and key officers should join the Energy Saving Trust's CAfE programme. (These officers should be linked into the NI 186 team within the Council).	186 domestic	Medium
	The Council should nominate a 'Low Carbon Community' to your local Energy Saving Trust advice centre that runs a programme of support for specific community groups.	186 domestic	Underpins other activity
	Lead the community to take action on energy by setting up community energy efficiency initiatives.	186 domestic	Medium
	Encourage the local community to develop community renewable schemes and/or energy services companies.	186 domestic	Medium
	The Council should ensure that it is a partner in or has a good relationship with the local Energy Saving Trust advice centre (0800 512 012) in order to gain the maximum benefit by making your community aware of this Energy Saving Trust funded service. Examples of joint working opportunities: <ul style="list-style-type: none"> <li>➤ HEC mailings and promotion.</li> <li>➤ Refer enquiries from public to advice line.</li> <li>➤ Delivery of sustainable energy events.</li> <li>➤ Joint awareness raising campaign.</li> <li>➤ Employee engagement for action in homes and transport.</li> <li>➤ Smarter driving training.</li> </ul>	186 domestic/ transport	Potentially significant
	Coventry City Council should work with the Carbon Trust to promote its services to businesses, industry (NI 186) and schools (NI 185).	186 industry	Medium
	Promote smart meters to residents and businesses as a way of helping them reduce energy use.	186 domestic/ industry	Potentially significant
<b>Engagement with regional stakeholders</b>	Coventry City Council should engage with other local authorities classified as 'nearest neighbours' using CIPFA modelling to exchange information and develop solutions.	186	Medium
	Ensure that local strategies refer to regional priorities and targets and should press for regional targets to be in line with OR exceeding national targets, depending on Council opinion.	186 187	Underpins other activity

<b>Transport in the community</b>	Coventry City Council should consider including climate change targets and activities specifically in the West Midlands Local Transport Plan.	186 transport	High
	Coventry City Council should continue work to reduce car dependency and increase use of public transport, cycling and walking. Targets and timescales should be identified.	186 transport	High
	Seek to reduce carbon dioxide from cars though promoting efficient driving and low carbon car choice. Targets and timescales should be identified.	186 transport	High
	Coventry City Council should more robustly encourage local bus operators to purchase lower carbon vehicles building on the platform of the Coventry Voluntary Bus Quality Partnership.	186 transport	High
	Continue to work with local businesses to promote travel plans.	186 transport	High
	Planning conditions applied to help reduce traffic growth.	186 transport	High
	Promote the Energy Saving Trust's free green fleet review and vehicle carbon footprinting services to local businesses. To register for a free review, the businesses can call 0845 602 1425.	185, 186 transport	Medium
	Consider introducing fiscal measures to encourage reduced car use and cleaner car purchase such as congestion charging or carbon-based residents parking permits.	186 transport	Medium