



**Waltham Forest**

**LOCAL STRATEGIC PARTNERSHIP**

**CLIMATE CHANGE STRATEGY DELIVERY PLAN PHASE ONE: 2009 – 2012**

**CONFIRMED PROJECTS**

**MARCH 2009**

## CLIMATE CHANGE STRATEGY PHASE 1 DELIVERY PLAN: 2009 – 2012 CONFIRMED PROJECTS

PROJECT	MILESTONES / SMART TARGETS	TARGET DATE	LEAD AGENCY	FUNDING	CLIMATE CHANGE IMPACT/ CO2 SAVINGS	PRIORITY
<b>PLANNING AND HOUSING</b>						
Make Climate change an explicit planning issue when drafting the LDF [CCS ref: 1]	Draft and consult with external stakeholders and the community on environmental policies for inclusion within next stage of LDF development	July 2009	LBWF Spatial Planning	Covered within existing funding and resources	Preventing emissions growth of 1700 tonnes of CO2 pa, ensures new buildings will be flexible enough to adapt to whatever the future holds	High
	Finalise climate change policies suitable for the public inquiry process into LDF core strategy	December 2009				
	Following inquiry process formally adopt new LDF core strategy Climate Change Policies	July 2010				
In LDF update policy WPM21 to require 20% reduction in Co2 emissions (not energy use). Move minimum size requirements [CCS ref: 2]	Draft and consult with external stakeholders and the community on carbon reduction policies for inclusion within next stage of LDF development	July 2009	LBWF Spatial Planning	Covered within existing funding and resources	CO2 emissions growth reduced by 3,000 tpa	High
	Finalise carbon reduction policies suitable for the public inquiry process into LDF core strategy	December 2009				
	Following inquiry process formally adopt new LDF core strategy carbon reduction targets	July 2010				
Carry out study of sites for District Heating Networks [CCS ref: 3]	Commission study into possible sites for a District Heating Network	May 09	LBWF Development	£35k Funded from LABGI	Essential to CHP heating scenario's to meet 80% reduction target. CHP could save 450 kt pa by 2050	High
	Complete study identifying possible sites for a District Heating Network and options to implementing a heating network	Sept 09				
	Publish report and disseminate report to relevant stakeholder, including developers to use	Jan 10				
Encourage rainwater & grey water use-age through planning system [CCS ref: 4]	Incorporate into SPD's, guidance notes or subsequent Development Management policies for Flat conversions, energy efficiency / extensions & advice to developers	On-going	LBWF Spatial Planning	Covered within existing funding and resources	Significant water savings (37% of domestic consumption is for toilet flushing and outdoor use)	High
	Incorporate grey water and rainwater policies into LDF documents	Dec 2009				

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	Following inquiry process formally adopt new LDF core strategy Climate Change Policies	July 2010				
Signpost LEP / London Councils guidance for developers on compliance with planning & building regs [CCS ref: 5]	Add links to guidance onto LBWF planning & climate change web pages	May 2009	LBWF Green Spaces	Covered within existing funding and resources	Modest Co2 savings from improvements to new builds	High
	Review existing information on guidance for developers with planning regulations and update where appropriate	Sept 09				
Require cost effective energy efficiency improvements to existing buildings when extensions are built [CCS ref: 6]	Incorporate into SPD's, guidance notes or subsequent Development Management policies for Flat conversions, energy efficiency / extensions & advice to developers	On-going	LBWF Spatial Planning	Covered within existing funding and resources	Co2 savings dependant on no's of extensions and whether requirement is for no net increase in emissions from building(s) or for a reduction in overall building emissions	High
	Incorporate cost effective energy policies into LDF documents	Dec 2009				
	Following inquiry process formally adopt new LDF core strategy Climate Change Policies	July 2010				
Ensure building regulations are followed & S. 106 commitments respected [CCS ref: 7]	Ensure that Building Control enforcement systems are in place and are appropriate	July 09	LBWF Spatial Planning / LBWF Building Control	Covered within existing funding and resources	-	High
	Recruit the permanent S. 106 Monitoring Officer staff member	May 09				
	Staff member to ensure businesses/developers are compliant with S. 106 agreements	On-going				
LDF requirement for buildings resilient to climate change [CCS ref 9]	Draft and consult with external stakeholders and the community on building resilient policies for inclusion within next stage of LDF development	July 2009	LBWF Spatial Planning	Covered within existing funding and resources	Buildings which will be fit for purpose in future climatic conditions. Should also result in CO2 and water savings	Medium
	Incorporate building resilient policies into LDF for the public inquiry process	December 2009				
	Following inquiry process formally adopt new LDF core strategy building resilient policies	July 2010				

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O Regen to disseminate learning from SCORE to developers [CCS ref 10]	Produce web page showing main features & benefits of SCORE environmental sustainability building features	May 09	CE O-Regen	Covered within existing funding and resources	Best practice new development could save 20% more CO2 than typical new builds and 50% of the CO2 emissions of typical existing buildings	High
	Post web page content on O-Regen, Council & LSP websites to share with developers & residents	June 09				
	Offer guided tours of building demonstrating sustainability features	July 09 onwards				
Review sustainable travel plans for new developments [CCS ref 11]	Continue to review travel plans submitted as part of planning application process. Report the number assessed quarterly	On-going	LBWF Transport	Covered within existing funding and resources	-	High
	Incorporate best practice learning on on-going basis	Quarterly				
	Produce travel planning tips advice & guidance note for LSP partners & developers	May 09				
Set efficiency standards in LDF for new buildings based on Code For Sustainable Homes / BREEAM [CCS ref 12]	Draft and consult on environmental policies for inclusion within next stage of LDF development	July 2009	LBWF Spatial Planning	Covered within existing funding and resources	Preventing growth in CO2 emissions – dependant on requirements relative to building regulations	Medium
	Public inquiry into LDF core strategy Climate Change Policies	December 2009				
	Adopt new LDF core strategy Climate Change Policies	July 2010				
Prepare bid for part of LBWF to become Low Carbon Zone [CCS ref 15]	Submission of Growth Area Funding Round 3 bid to produce planning guidance for South Grove area to be a low carbon development	Oct 08	LBWF Development	Covered within existing funding and resources	Co2 savings to be realised by focus on existing buildings, including hard to treat. Strong emphasis on demonstrating best practice and disseminating lessons learned.	Medium
	Outcome of GAF 3 bid	Feb 09				
	Submit future bid for Low Carbon Zone if unsuccessful in GAF 3	On-going				

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<b>TRANSPORT</b>						
Request green fleet reviews [CCS ref 16]	Assess capacity of contractors fleet for green fleet reviews	June 09	LBWF Public Realm	£0	Increased efficiency of vehicle fleet, lowering CO2 emissions	High
	Complete first tranche of green fleet reviews	April 2010				
	Complete second tranche of green fleet reviews	April 2011				
Continue to encourage car clubs for especially those using greener vehicles, explore opportunities for use of pool vehicles [CCS ref 19]	Borough-wide car club scheme launched with 10 bays in place. Car club to be operated by Streetcar	March 2009	LBWF Transport	Covered within existing funding and resources	Depends on the whether it impacts on overall levels of car ownership and use of pay as you drive. Could significantly reduce emissions.	Medium
	364 car club members residing in borough / 17 bays in place. These targets are based on TfL guidance and experience from other local authorities	March 2010				
	476 car club members residing in borough	March 2011				
Continue to work with TFL to improve public transport network – lobby for infrastructure improvements [CCS ref 22]	Continue to have regular ongoing meetings on a range of transport related issues such as walking, cycling, buses, Rail with a view to improving infrastructure in the borough.	March 09 - March 12	LBWF Transport	Covered within existing funding and resources	Short term –low, long term – high. Initially may even slightly increase CO2 emissions, but improved public transport could reduce car miles	High
	Hall Farm Curve to be reinstated to provide a rail link from Chingford to Stratford – trying to bring forward 10 yrs from TfL's programme	2014-2019				
	Continue to work with TfL to establish the pedestrian link between Walthamstow Queens Rd – Walthamstow Central rail stations, legal process currently	2009				
Lobby for more North South bus routes and increased frequency of existing routes. Make improvements to bus stop accessibility [CCS ref 23]	Continue to work with TfL to progress and deliver the 3 <sup>rd</sup> Generation bus priority improvements for route 97 from Chingford to Leyton	Ongoing, funding still to be confirmed	LBWF Transport	Covered within existing funding and resources	Medium – if more routes implemented	High
	Continue to attend and participate in meetings with London Buses to lobby for extensions to existing bus routes and to explore options for new bus routes	March 09 - March 12				

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	Ongoing programme of improvements to bus stops to bring them up to a fully accessible standard	March 09 - March 12				
Continue to promote cycling through initiatives such as cycle surgeries for LSP workers and businesses and Dr Bike sessions for the general public [CCS ref 25]	Monthly Dr Bike (free cycle safety check) sessions at Hornbeam Centre by Cycle Training UK funded by TfL	Mid 2009	LBWF Transport Planning	Covered within existing funding and resources	Low- in itself minimal impact, but could greatly increase levels of bike ownership and therefore use	Medium
	150 Adults per year to be trained to cycle safely and with confidence on the roads. Cycle Training programme managed by LBWF and carried out by CTUK	March 2010				
	240 bikes per year to be recycled through the LBWF Bike Recycling Centre	March 2010				
Continue to improve pedestrian environment to promote walking [CCS ref 26]	Programme of Community Street Audits – Chingford Hatch Area is the first	March 2009	LBWF Transport Planning	Covered within existing funding and resources	Low to medium – depending on improvements and whether modal shift occurs.	Medium
	Improvements to footpaths in borough - no more than 30% of footpaths in need of repair by March 2010	March 2010				
	Increase the percentage of journeys to work by foot by 5% over 10 years	March 2011				
Continue to encourage travel plans for business (e.g. through making them a requirement of planning applications) [CCS ref 27]	Continue to work with developers to advise on travel plans required through the planning process and to ensure that compliance with the travel plan is monitored	Ongoing	LBWF Transport Planning	Covered within existing funding and resources	Medium travel plans can reduce car use by 0-40%, on average around 18%.  Many businesses in the borough will fall below TfLs 20 employee threshold a dedicated travel planner who works with smaller businesses as well as larger organisations could have a significant impact in Waltham Forest	Medium
	Continue to work with the business sector to develop voluntary travel plans	Ongoing				
	Ensure that compliance with the travel plan is monitored and initiate enforcement action where necessary	Ongoing				
Continue to address school transport - parents, teachers and pupils [CCS ref 29]	All Schools in the borough with a Travel Plan	March 2008	LBWF Transport Planning	Covered within existing funding and resources	Low- as car use to take children to school is already relatively low in Waltham Forest (26% compared to 39% national average). Health benefits would be gained from encouraging more active travel for the 35% of children who currently do not walk to school in the borough.	Medium
	Continuing programme of School Travel Plan reviews	Annual				
	Continuing programme of School Travel Plan re-writes	Every 3 years				

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Ensure all cycle lanes are well maintained and work with local cycling groups to identify and address any gaps in the cycle network [CCS ref 33]	Regular liaison meetings are held with the WF London Cycling Campaign (LCC) group and the LBWF cycling officer to identify and address any gaps in the cycle network	Ongoing	LBWF Transport Planning	Covered within existing funding and resources	Better facilities will drive an increase in the number of people cycling, particularly those which improve the safety and security of cycling.	High
	Monthly highways safety inspections are carried out on all principal roads this would include any cycle lanes present	Ongoing				
	In addition to the highway safety inspections monthly audits of the entire cycle route network in the borough is carried out to ensure that they are well maintained	Ongoing				
Ensure that the LDF contains transport sustainability policies relating to: Electric car/van charging points; car free and car capped housing; alternative energy; sustainable transport initiatives and sustainable servicing initiatives. [CCS ref 36]	Regular meetings with Planning Policy Team responsible for the LDF relating to transport issues	Ongoing	LBWF Transport Planning	Covered within existing funding and resources	-	High
	Continue to revise the core strategy with chapter on Transport following on from consultation with stakeholders	Ongoing				
	Ensure transport policies contained within the development management policy of the LDF reflect sustainability policies	From 2009				
<b>BUILDINGS</b>						
Produce a design guide on alternative to UPVC for double glazing and options for single glazing [CCS ref 37]	Produce a draft version of a guide on alternatives to UPVC for windows. Consult with relevant staff and external organisations and makes changes to draft guide as appropriate	Sept 09	LBWF Development	Covered within existing funding and resources	Will encourage use of more sustainable materials when replacing windows, improve energy efficiency of existing homes by 5 – 10%	Medium
	Finalise draft guide and get agreement and signoff Publish guide and disseminate to internal staff and relevant external stakeholders	March 2010				
	Create an effective promotions campaign and outreach work with the objective of reaching 500 households per annum	2010 - 2012				
Use whole life costing when specifying building works, including the cost of environmental externalities, including flood risk, climate change and biodiversity	Compile guidance note on using whole life costings when authorising & commissioning building works	May 09	LBWF Property	Covered within existing funding and resources	Low to medium for LSP / Council emissions, low from borough wide viewpoint	Medium
	Devise & implement training sessions for staff in using whole life costings	From July 09				

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[CCS ref 39]	Disseminate learning & best practice from training sessions to LSP partners	From April 2010				
Follow LBWF Green Procurement Strategy and roll out to LSP [CCS ref 41]	Develop training programme for LBWF staff (as part of wider commissioning training) on the procurement strategy and contract regulations	Feb 09	LBWF Procurement	Covered within existing funding and resources	Improved sustainability through green procurement affecting organisations beyond the LSP through influence on suppliers	High
	Work with LSP partners to impart best practice and experience of LBWF implementation	May 09				
	Update procurement guide on a bi annual basis based on feedback from staff	Every 24 months				
<b>WASTE AND RECYCLING</b>						
Work with NLWA to ensure next generation treatment uses BAT and enables local recycling of waste [CCS ref 44]	Follow relevant procurement procedures in confirming tender details for NLWA next generation waste treatment centres	Dec 08	LBWF Public Realm	Covered within existing funding and resources	Less methane from landfill sites, energy recovered from wastes	High
	Award of contracts for NLWA next generation waste treatment centres	April 2010				
	Implement construction of NLWA next generation waste treatment centres to handle agreed number tonnes of waste with under 5% to landfill.	2016				
Work with retailers to reduce number and type of plastic bags given away. Start an awareness campaign with general public, including a plastic bag amnesty [CCS ref 45]	Identify retailers and work with them in raising awareness	January 2010	LBWF Recycling	£5k funded from prospectus	Resources (eg: energy & water) currently wasted on making plastic bags will be conserved for other, more useful purposes	High
	Develop schedule of actions for awareness raising and a plastic bag amnesty	July 2010				
	Monitor effectiveness of the campaign	December 2010				
Recycle widest possible range of materials; commission a study into the feasibility of collecting tetrapak and wider range of plastics	Discuss with NLWA potential for increasing types of material recycled	Feb 2009	LBWF Public Realm	Covered within existing funding and resources	Varies by quantity and type of materials recycled	Low
	Commission study to look at potential options of increasing recycling at LBWF operations	Sept 2009				

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[CCS ref 46]	Based on findings implement options and introduce LSP wide borough process	Jan 2010				
Extend general recycling to all offices as soon as possible [CCS ref 47]	Establish baseline for existing rubbish collections from 21 LBWF sites based on experienced with the Town hall complex	Feb 09	LBWF Facilities Management	Covered within existing funding and resources	-	Medium
	Purchase recycling bins for expansion to the other 21 LBWF office sites	April 09				
	Monitor success of recycling schemes aiming for over 40% reduction in normal rubbish collections. Calculate carbon savings on a yearly basis	Sept 09				
Install recycling litter bins on streets [CCS ref 48]	Trial pilot areas around Lloyd Park, Waltham Forest College & George Monoux College	April 2009	LBWF Public Realm	Covered within existing funding and resources	By material collected – particularly important for metals and glass	High
	Pilot review and borough wide implementation	Sept 2009				
	Monitor success of scheme & expand publicity if necessary	Jan 2010				
Expand compulsory recycling to all residents including those in flats [CCS ref 49]	Commission study to improve collection rates	April 09	LBWF Public Realm	Covered within existing funding and resources	Recycling rate will increase with knock on effects on environment	Medium
	Expand service borough wide to flats	October 09				
	Monitor success of scheme	April 2010				
Investigate feasibility of running refuse collection fleet on alternative fuels including biogas from AD and used cooking oil bio diesel [CCS ref 50]	Research other authorities / contractors use	Sept 09	LBWF Public Realm	Covered within existing funding and resources	Energy from Waste offers a much better Co2 balance than fossil fuels – both for bio gas for transport and used cooking oil bio diesel	Medium
	Procurement exercise to select preferred supplier and establish costings	Dec 2009				
	Seek trial with existing contractors vehicles	April 2010				

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<b>ENERGY AND PROCUREMENT</b>						
Produce a green procurement guide [CCS ref 53]	Draft LBWF Green Procurement Guide and consult with relevant staff and external stakeholders and amend as appropriate	June 08	LBWF Procurement	Covered within existing funding and resources	CO2 savings will be small for most individual purchases: main effect through influencing suppliers and a small number of large contracts other environmental issues will also be tackled	Medium
	Finalise and agree Green Procurement Guide and disseminate to Council staff	Dec 08				
	Roll out good practice to suppliers and LSP partners	April 09				
Lobby central government for reform of policy support for small renewables [CCS ref 54]	Maintain regular contact with central government officials seeking reform of policy support for small renewables	On-going	LBWF Energy Management	Covered within existing funding and resources	Potentially significant if reform drives rapid uptake of renewable energy technologies	Medium
	Comment on draft legislation consultation papers	On-going				
	Disseminate information regarding latest policy position about small renewables via Council website	Annually				
Enhance energy use monitoring and reporting including comparisons with historic usage patterns [CCS ref 56]	Re-activate STARK energy monitoring system and back load historic energy data	August 2009	LBWF Energy Management	Covered within existing funding and resources	Energy use in buildings reduced by 5 – 10%	High
	Maintain current STARK energy data annually	September 2009				
	Produce strategic report concerning current and future energy use within LBWF estate aiming to reduce energy consumption as per LBWF Energy Strategy	December 2009				
Identify potential funding sources for projects eg. Grants for renewables installations, free business support from the Carbon Trust [CCS ref 57]	Continue to liaise with central grants co-ordinator & regularly research potential grant sources	Quarterly	LBWF Green Spaces	Covered within existing resources	Funding for a range of climate change activity	High
	Disseminate grant availability information to partners by e-mail and on website info	Quarterly				
Ensure as much electricity is purchased on good green tariffs	Maintain at least 30% of the Council's electricity as 'green' which is maximum achieved within the current market	Review annually	LBWF Energy Management	Covered within existing funding and	While electricity purchased from green tariffs can be reported as contributing no emissions, this is rather misleading. Any savings will be	Medium

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[CCS ref 58]	Monitor situation nationally regarding increase in available green energy and tariffs	Quarterly		resources	linked to driving changes in upstream supply of electricity	
	Aim to increase green energy purchased for LBWF annually subject to availability in the market	Annually				
Create post and ensure resources to advise developers, businesses and residents on energy efficiency and installation of renewable sustainable technologies [CCS ref 60]	Agree Service Level Agreement with Local Energy advice centre / Energy Services Company to ensure adequate resources available to provide advice to developers, businesses and residents on energy efficiency and installation of renewable sustainable technologies	May 09	LBWF Energy Management	Covered within existing funding and resources	Large potential Co2 savings: scheme would provide dynamic incentive to continue making savings rather than static targets approach	High
	Monitor number of contacts with developers, businesses and residents providing advice on energy efficiency and installation of renewable sustainable technologies	Monthly	/ Ascham Homes / LSP	Revenue growth bid required		
	Annually review resourcing levels to ensure adequate advice provided to developers, businesses and residents on energy efficiency and installation of renewable sustainable technologies	April 2010				
Adopt an online system to assess planning applications energy statements [CCS ref 61]	Ensure existing internal assessment of planning application energy statements is efficient and timely	As required			Frees up resources for re-allocation onto climate change work	Medium
	Continue to monitor availability of on-line systems to follow best practice	Six monthly	LBWF Planning Development Management	£15k set up & £1k pa licence fee		
	Assess annually whether adopting an online system to assess planning applications energy statements would be appropriate	Annually				
Implement the recommendations of the LBWF energy strategy and roll out to rest of the LSP [CCS ref 62]	Draw up Action plan to implement LBWF Energy Strategy	April 09			CO2 savings in line with reductions in energy use and / or CO2 intensity of primary energy	High
	Identify lead officers in each Directorate to implement and disseminate Action plan	May 09	LBWF Energy Management	Covered within existing funding and resources		
	Monitor implementation of LBWF Energy Strategy	Sept 09				

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<b>MANAGING NATURAL HABITATS</b>						
Expand the 'Adopt a tree scheme' [CCS ref 63]	Target of 40 trees adopted	March 2010	LBWF Green Spaces	Covered within existing funding and resources	Benefits from urban heat island effect, benefits of greenery, protection of habitat / bio-diversity	Low
	Target 10 new flower beds to be adopted	March 2010				
	Target 5 new roundabouts to be adopted by organisations	March 2010				
Develop a general good planting guide including adaptable native species [CCS ref 65]	Research existing planting guide material to establish good practice	Oct 09	LBWF Green Spaces	Covered within existing funding and resources	-	Medium
	Produce guide, print leaflets, publish on LBWF website	Jan 2010				
	Monitor number of hits on website and contact with Members of the public	March 2010				
Create design guide for permeable conditions for street trees allowing root growth [CCS ref 66]	Research existing practices to inform guide and liaise with highways department over suitability of materials	Nov 09	LBWF Green Spaces	Covered within existing funding and resources	Reduced risk of subsidence & flooding	Low
	Produce design guide consistent with Public Realm Street Typologies guidance	March 2010				
	Produce guide, print leaflets, publish on LBWF website and monitor number of hits	May 2010				
Produce design guides on alternatives to hard standing for front gardens [CCS ref 67]	CLG Guide on Permeable Front Gardens produced Aug 08 as planning permission needed for hard surfacing of front gardens over 5 sq m	Aug 08	LBWF Development Management	Covered within existing funding and resources	Reduced flood risk, vegetation better suited to future conditions	Medium
	Enforce & publicise CLG front garden guidance	Jan 09 onwards				
Use the LDF to promote the creation of living fences, green walls and roofs	Incorporate into SPD's, guidance notes or subsequent Development Management policies creation of living fences, green walls and roofs	July 2009	LBWF Spatial Planning	Covered within existing funding and	Cooler urban environment, reduction in flood risks. If fruit trees are employed, a local supply of fruit	Medium

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[CCS ref 68]	Incorporate cost effective energy policies into LDF documents	December 2009		resources		
	Following inquiry process formally adopt new LDF core strategy Climate Change Policies	July 2010				
Update Biodiversity Plans [CCS ref 70]	Review current plans and produce commission brief	March 09	LBWF Green Spaces	Covered within existing funding and resources	Protects & enhances flora & fauna	Medium
	Consultant to produce draft Biodiversity Action Plans	July 09				
	Biodiversity Action Plans adopted	Sept 09				
<b>COMMUNICATIONS AND OUTREACH</b>						
Maintain and expand the climate change pages of the LBWF website [CCS ref 71]	Undertake quarterly reviews of LBWF climate change website pages to ensure relevance and quality of information	Quarterly	LBWF Green Spaces	Covered within existing funding and resources	-	Medium
	Bi-annual promotion on Environment section of Council website highlighting climate change advice pages	August & Jan				
	Measure hits on climate change website to ensure effectiveness of bi annual promotion & content	April annually				
Embed sustainability into staff training [CCS ref 72]	Work with Learning & Development & Procurement sections to review Induction Training manual for new staff in order to raise awareness of sustainability and climate change issues	July 09	LBWF Green Spaces	Covered within existing funding and resources	High, all Council & LSP staff could become climate change champions at work and at home	High
	Work with HR to incorporate Sustainability and climate change objectives into Induction Training for all new staff in LBWF	Sept 09				
	Review the sustainability and climate change information within the staff induction manual on an annual basis	May annually				

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Train staff who deal with businesses to provide information on climate change [CCS ref 73]	Identify LBWF staff & agencies that currently provide outreach work with businesses	April 09	LBWF Development	Funded from LABGI	Significant reductions from business sector	High
	Commission outreach staff to provide information on climate change	July 09				
	Provide climate change advice to businesses 2010-2012. Monitor the effectiveness of this advice via appropriate mechanism (i.e survey, mail out)	Annually				
Investigate possibility of a transition town initiative [CCS ref 74]	Initial scoping meeting	Oct 08	Third Sector, Hornbeam Centre	Currently supported by volunteers time but could use £10k budget	Small unless initiative can gain traction with mainstream society	Low
	Initiation Committee established	Nov 08				
	Decision on whether to pursue full transition town initiative	Jan 2010				
Develop networks of champions [CCS ref 75]	Develop a network of green champions programme for businesses targeted at advising changes to business practices, reducing energy consumption and reducing carbon emissions	Sept 09	LBWF Development	Funded from LABGI	Moderate, champions should influence large networks of people at home and at work	High
	Establish an online 'start up' manual that persons/ organisations can use to set up a 'green champions' programme within their organisation	April 2010				
	Identify a minimum of five businesses from a range of sectors with Waltham Forest to support and adopt the 'green champions programme' within their organisation	April 2010				
Encourage school to join the EcoSchools programme [CCS ref 76]	Register first phase of schools on Eco-Schools programme	March 09	LBWF Children's Services	Covered within existing funding and resources	Modest, savings will vary depending on school's existing actions	Medium
	Support cluster of schools to reach Fair Trade status and support through Eco-Schools programme	Feb 2010				
	Cluster of 6 schools awarded Bronze Eco-Schools award	March 2010				

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Eco-Teams as basis for potentially starting a Carbon Reduction Action Group (CRAG) [CCS ref 77a]	Recruitment of 7 WF Eco teams to develop local Carbon Reduction Action Groups	Oct 08	Third Sector, HEET	Covered within existing funding and resources provided by Global Action Plan (GAP)	High amongst participants, overall impact dependent on number of participants	Low
	Develop a training programme to train any new Eco-Teams leaders	Nov 08				
	Successfully engage 50 Eco-Team members in the programme	Jan 09				
Look into partnering with utility companies to provide free/subsidised energy/saving devices [CCS ref 78]	Identify and partner with utility companies to adopt programme of energy saving actions with residents in the Borough	Jan 2010	LBWF Green Spaces	£20k funded from prospectus	If advice provided with devices, significant reductions in energy use	High
	Design and promote a programme of actions, including subsidised energy saving devices, with utility companies for roll out to residents	July 2010				
	Monitor the number of residents receiving advice and energy saving technologies.	Quarterly				
Join Carbon trust Carbon Management programme and roll out to LSP [CCS ref 81]	Carbon Trust Local Authority Carbon Management (LACM) programme joined in May 08	May 08	LBWF Green Spaces	Covered within existing funding and resources	High, significant levels of support provided by the Carbon Trust funded by central government	High
	LBWF Leadership Team to agree and support Carbon Management Plan	April 09				
	Work with LSP partners to assist them to join the LACM programme and to roll out best practice	Jan 2010				
Identify events where outreach programmes by organisations (eg the EST, Thames Water) could attend [CCS ref 84]	Produce schedule of annual outreach events for partner organisations to attend (eg: Green Fair, Car Free Day, Energy Fair)	May 09	LBWF Green Spaces	Covered within existing funding and resources	High, costs largely borne by external organisations	Medium
	Produce schedule of invitations to partner organisations to attend and encourage participation in these events	May 09				
	Ensure 3 partner organisations attend 3 established annual outreach events. Record number of contacts made with members of the public	Annual				
Signpost existing grants and information available from other sources	Undertake quarterly reviews of the LBWF climate change web pages to ensure up-to-date grant information	Quarterly	LBWF Green Spaces	Covered within existing funding and	Potentially high – linking into recognised brands such as Envirowise, Green Homes and EST provides schemes with credibility	High

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[CCS ref 86]	Work with external organisation to distribute grants and tackling climate change information at annual outreach events	July - September		resources		
	Monitor number of contacts with members of the public	Annually				
Provision of outreach advice to residents of Waltham Forest to reduce energy consumption and saving money	Promote to residents the advantages of energy saving and technologies to reduce energy consumption (i.e. roof insulation)	December 2009	LBWF Green Spaces	£135k funded from prospectus	-	-
[CCS re 89a]	Increase the number of residents adopting energy efficiency technologies	March – Dec 2010				
	Signpost residents to organisations and funding sources for energy efficiency technologies	March 2010				
Promote GLA adaptation report 'your home in a changing climate'	Circulate report to key Council officers in housing, planning & property	June 08	LBWF Green Spaces	Covered within existing funding and resources	Moderate, behavioural change by less frugal sectors of community will occur but level of savings dependant on scale of projects	Low
[CCS ref 90]	Distribute to key officers in the following areas housing, planning & property and publicise on Council climate change web pages	April 09				
	Circulate report to LSP partners and work with partners to undertake measures and promote best practice amongst their organisations/membership	June 09				