

Action Plan developed by the Council's Climate Emergency Working Group. Informed by Friends of the Earth guidance on [20 actions parish and town councils can take on the climate and nature emergency](#)

Putting the climate at the heart of decision-making						
Activity	Intended Outcome	Lead by...	Next Steps	Resources Required	Timeframe	Comments
Require councillors to consider climate, air pollution and nature plans in their decision-making processes.	To ensure that FTC's climate and nature restoration goals are front and centre in all decision-making.	CEWG/ Council	<ul style="list-style-type: none"> Ensure all Committees and working groups are considering the environment & biodiversity in their decision making. 	Line on agenda to remind members CEWG to lead on this by reviewing agendas with Climate Emergency in mind	Ongoing	
Buildings						
Activity	Intended Outcome	Lead by...	Next Steps	Resources Required	Timeframe	Comments
Improve energy efficiency of Council owned buildings.	Increase energy efficiency of Council buildings (Friends of the Earth recommend to EPC level C).	A&S/ Council	<ul style="list-style-type: none"> Using EPCs & DECAs as a benchmark consider work to make more energy efficient and then arrange updating of EPCs (cost £35 each) once work carried out. Investigate grants Continue to source 100% renewable energy providers Replace all lighting with LEDs Investigate double glazing windows at Town Hall 	Investigate further options for making Council building energy efficient. Use 'Which' list. Calculate cost increase for budget setting.	June 2022 Ongoing Ongoing Sept 2022	https://www.groundwork.org.uk https://eastsoffolkmeansbusiness.co.uk/business-support/resources/business-energy-efficiency/
Encourage ESC Planning and Building Control to ensure all homes are energy efficient.	Work with ESC to develop a heating and energy efficiency strategy for the area.	P&E	<ul style="list-style-type: none"> Suggest energy efficient systems for new build applications & extension plans coming through P& E for comment. 		Ongoing	

Transport						
Activity	Intended Outcome	Lead by...	Next Steps	Resources Required	Timeframe	Comments
Reduce vehicle idling	Encourage and educate school attendees to not leave their vehicles idling or other locations in town.	Youth Forum/ Council	<ul style="list-style-type: none"> • Liaise with schools via Youth Forum, investigate re-introduction of Junior Traffic Wardens. • Promote more widely via social media & magazine. 	Investigate via Youth Forum whether more 'No Idling posters are required Invite Denise Lavender to talk with CEWG about air pollution and work in schools Enquire with SCC whether 'No idling' signs could be placed by taxi rank and other places ie Sea Road.	September 2022	
Reduce carbon emissions when attending Council business		Council F&G	<ul style="list-style-type: none"> • Promote car sharing to all Council meetings/events • Consider using technology for small meetings, conference calls / Zoom 	Line on agenda email to ask members to consider car sharing.	Ongoing Ongoing	COVID has advanced Council's aim to reduce journeys to meetings.

Encourage cycling, use of public transport	Reduce carbon emissions	CEWG	<ul style="list-style-type: none"> • Work with SCC & ESC to enhance provision of cycle lanes & appropriate signage in new developments • Events to include the promotion of cycling • Investigate School cycling proficiency • Request more signage for Cycling on the Prom 	SCC Councillors ESC Councillors	Ongoing Ongoing March 2022 March 2022	Felixstowe and Trimleys Cycling and Walking Group
Encourage the use of Electric Vehicles	Reduce carbon emissions	CEWG/ Council	<ul style="list-style-type: none"> • Promote locations to enable the rapid shift to electric vehicles by encouraging installation of Electric Vehicle (EV) charging points ie SCC o/s Town Hall Gardens and ESC for car parks 	SCC Councillors ESC Councillors DF to contact Lewis Boudville to ask him to prioritise putting electric car chargers in ESC car parks. Encourage hotels and businesses with car parks to install chargers.	June 2022 June 2022	
Identify resources to support reducing Carbon Footprint	<p>To benchmark our Carbon Footprint and reduce overall impact on environment.</p> <p>To look at areas where in-house improvements can be made ie procurement</p>	CEWG	<ul style="list-style-type: none"> • Utilise http://www.greensuffolk.org/at-work/carbon-footprint-calculator • Carbon Trust 		Ongoing	2019 CO ² Council's consumption was calculated at 43.37 tonnes of CO ² re-calculated in 2020 to be 23.5 tonnes – (reduction in part due to Covid).

Land-use						
Activity	Intended Outcome	Lead by...	Next Steps	Resources Required	Timeframe	Comments
Outdoor environmental impact reduction	To reduce carbon footprint.	A&S	<ul style="list-style-type: none"> Investigate opportunities for greywater/rain capture for allotment use. Consider Peewit Hill as a Nature Reserve Cowpasture meadow – consider beehive, wildflowers, pollinators orchard & wildlife project Trees – promote retention of trees and planting of trees Queen’s Green Canopy – 105 trees Wildflower verges – consider other suitable positions eg BT Exchange. 	Approval from Council The Tree Charter - Woodlands Trust FotE suggest doubling tree cover on council owned land.	June 2022 End 2022 End 2022 Ongoing March 2022 Summer 2022	Grant given to Happy Globe December 2019 Request in Winter magazine and social media for where to plant the 105 trees.
Waste						
Activity	Intended Outcome	Lead by...	Next Steps	Resources Required	Timeframe	Comments
Continue to phase out single-use plastic across Council’s activities	No longer use single use plastic across Council’s activities	Council	<ul style="list-style-type: none"> Promote the phasing out of single-use plastic in the town Request Council’s suppliers and service providers cut their use of single-use plastics. 	Via existing Single use Plastic Policy	Ongoing	

Influencing others						
Activity	Intended Outcome	Lead by...	Next Steps	Resources Required	Timeframe	Comments
Share best practice	To learn new ideas and resources	CEWG	<ul style="list-style-type: none"> Investigate joining Greenprint Forum & other groups https://www.eastsuffolk.gov.uk/environment/east-suffolk-greenprint-forum/ 		Spring 2022	
Training	Awareness for Members	Clerk/ Deputy Clerk	Research workshops – possible future w/shop East Suffolk.	www.localgov.co.uk Budget to make CE /Environment training a priority		Training sessions and information can be found at: https://www.carbonfootprint.com/carbonacademy_sbn.html https://www.cse.org.uk/resources
Community Engagement	To develop awareness in the town of environmental issues and to encourage community groups to consider their environmental impact and learn from others.	CEWG	<ul style="list-style-type: none"> Annual Town Meeting in May 2022 if government regulations allow - to have Environmental theme for stands in atrium subject to restrictions Work with the Chamber for their environmental themed AGM. 	Chamber of Commerce	May 2022 Tbc	
Schools	Awareness for the younger generation	Youth Forum	<ul style="list-style-type: none"> Work with Youth Forum, to restart with an environmental theme. Arrange visits to schools by members Members to ask schools who is engaging with children on climate change ie Litter free or any other groups? 		Spring 2022 January 2022 June 2022	

Consider a grant scheme for Environmental Projects	To support local initiatives to reduce Carbon Footprint	C&C	<ul style="list-style-type: none"> Promote Grant Schemes - Ideas: Repair shop/café Library of Things 	Promote grants in Magazine/Website	Ongoing	
Identify and support a range of national campaigns such as National Clean Air Day, and Earth Day and promote accordingly.	To develop awareness in the town of environmental issues	CEWG	<ul style="list-style-type: none"> For dates see agenda notes for meeting 22/11/21 	Publicise in Magazine/Website. Partnership working with Environmental groups	Ongoing	

Completed Actions						
EPC/DEC completed Feb 2020	(Friends of the Earth recommend to EPC level C).	A&S/ Council	<ul style="list-style-type: none"> Investigated EPCs & DEC's to provide a benchmark of energy efficiency of our buildings now. 	Cost of EPC/DEC met in budget.	EPC/DEC completed Feb 2020	Currently: Town Hall DEC B Broadway House C Walton Hall E Cemetery G Now insulation has been improved at the Cemetery and Walton, the ratings should have improved.
Flagship presented to P&E/CEWG to report on Ground Source Heat pumps		P&E	<ul style="list-style-type: none"> Suggest energy efficient systems for new build applications & extension plans coming through P& E for comment. 	.	Completed 10 March 2021	
Reduce vehicle idling	Encourage and educate school attendees to not leave their vehicles idling or other locations in town.	Youth Forum/ Council	<ul style="list-style-type: none"> PCSO to speak to parents outside schools and suggest to Schools that they include an article in their parking letters and to raise public awareness in town. Roll out and promote more widely via magazine. 	Recommendation to SNT to raise as priority. Youth Forum to consider funding support for campaign literature	Completed December 2019 Completed March 2020	PCSO spoke to parents at end 2019. Idling banners purchased by Youth Forum March 2020 alongside Environmental books for the library. 2 articles included in magazine 2020.
Reduce carbon emissions when attending Council business			<ul style="list-style-type: none"> Promote car sharing to all Council meetings/events Hybrid equipment purchased to enable 	Line on agenda email to ask members to consider car sharing Map for members shared.	January 2020 to date Completed June 2021	COVID has advanced Council's aim to reduce journeys to meetings. Min#369 2020/21 provided plans for updated

		Personnel	<p>public to attend meetings from home.</p> <ul style="list-style-type: none"> • Recommend to Personnel to introduce a policy regarding the Cycle to Work Scheme for staff • Consider any need for covered cycle storage 	<p>Capital cost of cycles/cycling equipment upfront then paid back via salaries. Use of back passage shed</p>	December 2019	<p>equipment for conferencing.</p> <p>Min #253 2019/20 recommended Town Council participates in the Cycle to Work scheme</p>
Encourage cycling, use of public transport	Reduce carbon emissions	CEWG	<ul style="list-style-type: none"> • Promote and link to websites such as https://www.sustrans.org.uk/ local cycle groups, and Felixstowe Travelwatch • Women's Cycle Tour promoted cycling 	<p>AT/DF</p> <p>Travelwatch – keen to learn of any concerns via AS</p>	<p>December 2019</p> <p>October 2020</p>	<p>https://www.felixstowe.gov.uk/about-felixstowe-tc/climate-emergency-declaration/ links to many helpful organisations</p>
Identify resources to support reducing Carbon Footprint	To benchmark our Carbon Footprint and reduce overall impact on environment.	CEWG	<ul style="list-style-type: none"> • Utilise http://www.greensuffolk.org/at-work/carbon-footprint-calculator • Carbon Trust 		January 2020	<p>During the year 2019 CO² Council's consumption was calculated at 43.37 tonnes of CO² This will have decreased considerably in 2020 due to the pandemic.</p>
Outdoor environmental impact reduction	To reduce carbon footprint.	A&S	<ul style="list-style-type: none"> • Investigate opportunities for greywater/rain capture for Felixstowe in Flower. • Wildflower verges – look at trials being carried out this year – BT Exchange could be a suitable place for wildflowers. 	Review trial pilots	Complete Summer 2020	<p>Grey water was used all season 2020 and 2021 to water the hanging baskets for Felixstowe in Flower, from the Felixstowe Ferry Golf Club.</p> <p>Trial on the verges outside the Cemetery on Langley Avenue has been agreed to be left to re-wild. Min #250 v 2020/21 refers.</p>

			<ul style="list-style-type: none"> • Pesticides no longer used in Cemetery • Peat-free compost trial held Summer 2021 but unsuccessful 		Trialled Summer 2021	Successful so the strip opposite has also be left to re-wild with a strip cut for dog walkers
Community Engagement	To develop awareness in the town of environmental issues and to encourage community groups to consider their environmental impact and learn from others.	CEWG	<ul style="list-style-type: none"> • Create an Environmental section on the Town Council Website. • Include environmental section in quarterly Magazine. 	Using links to other environmental websites.	Created Jan 2020 Updates ongoing Complete & ongoing	https://www.felixstowe.gov.uk/about-felixstowe-tc/climate-emergency-declaration/
Recycling	To make it easier for Felixstowe residents to recycle	CEWG	<ul style="list-style-type: none"> • Enquire with Carr Road Recycling centre regarding re-use of unwanted items • Investigate additional recycling schemes for current un-recyclable waste eg Tetrapak 	https://www.suffolkrecycling.org.uk/reduce-your-waste/charity-shops SCC Councillors help	December 2020	Re-Use container and Tetrapak recycling available at Felixstowe. Article published in Winter magazine 2020
Monitoring Air Quality	Obtain air quality statistics evidence	Youth Forum/ Council	<ul style="list-style-type: none"> • Promote more widely via social media & magazine. 	Obtain air quality statistics evidence and investigate purchasing an Air quality measuring device	June 2022	Report from Denise Lavender give information on air quality levels. Members had no concerns currently but when areas arise they can be alerted to monitor the following year. It was decided not to obtain a hand held air quality measuring device as they were not very reliable.

