

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](#)

<b>Putting the climate at the heart of decision-making</b>						
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"> <li>Ensure all Committees and working groups are considering the environment &amp; biodiversity in their decision making.</li> </ul>	Line on agenda to remind members CEWG to lead on this by reviewing agendas with Climate Emergency in mind	Ongoing	
<b>Buildings</b>						
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"> <li>Using EPCs &amp; DECAs as a benchmark consider work to make more energy efficient and then arrange updating of EPCs (cost £35 each) once work carried out.</li> <li>Investigate grants</li> <li>Continue to source 100% renewable energy providers</li> <li>Replace all lighting with LEDs</li> </ul>	Investigate further options for making Council building energy efficient.  Use 'Which' list. Calculate cost increase for budget setting.	Dec 2021  Ongoing Ongoing Ongoing	<a href="https://www.groundwork.org.uk">https://www.groundwork.org.uk</a> <a href="https://eastsuffolkmeansbusiness.co.uk/business-support/resources/business-energy-efficiency/">https://eastsuffolkmeansbusiness.co.uk/business-support/resources/business-energy-efficiency/</a>
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"> <li>Suggest energy efficient systems for new build applications &amp; extension plans coming through P&amp; E for comment.</li> </ul>	Invite Flagship to P&E/CEWG to report on Ground Source Heat pumps.	Ongoing	March 2021  This has been arranged for 10 March 2021

<b>Transport</b>						
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"> <li>• Liaise with schools via Youth Forum, investigate re-introduction of Junior Traffic Wardens.</li> <li>• Promote more widely via social media &amp; magazine.</li> </ul>	Obtain air quality statistics evidence Obtain Air quality measuring device (SW or via Eva)	Dec 2021  Sept 2021	<p>Air quality measuring device postponed due to Covid, new timeframe tbc possibly Dec 2021.</p> <p>2 articles included in magazine 2020. Further social media posts to be arranged.</p>
Reduce carbon emissions when attending Council business		Council  F&G	<ul style="list-style-type: none"> <li>• Promote car sharing to all Council meetings/events</li> <li>• Consider technology for small meetings, conference calls / skype</li> </ul>	Line on agenda email to ask members to consider car sharing. Review of existing technology and update where appropriate.	Ongoing  April 2021	<p>COVID has advanced Council's aim to reduce journeys to meetings.</p> <p>Min#369 2020/21 provides plans for updated equipment for conferencing.</p>
Encourage cycling, use of public transport	Reduce carbon emissions	CEWG	<ul style="list-style-type: none"> <li>• Work with SCC &amp; ESC to enhance provision of cycle lanes &amp; appropriate signage in new developments</li> <li>• Events to include the promotion of cycling</li> <li>• Investigate School cycling proficiency</li> </ul>	SCC Councillors ESC Councillors	Ongoing  TBC post Covid	
Encourage the use of Electric Vehicles	Reduce carbon emissions	CEWG/ Council	<ul style="list-style-type: none"> <li>• Promote locations to enable the rapid shift to electric vehicles by encouraging installation of Electric Vehicle (EV) charging points</li> </ul>	SCC Councillors ESC Councillors	Dec 2021	

			ie SCC o/s Town Hall Gardens and ESC for car parks			
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"> <li>Utilise <a href="http://www.greensuffolk.org/at-work/carbon-footprint-calculator">http://www.greensuffolk.org/at-work/carbon-footprint-calculator</a></li> <li>Carbon Trust</li> <li>Consider zero carbon equipment/truck when they need replacing</li> </ul>	A&S Policy	<p>Ongoing</p> <p>Ongoing</p>	2019 CO <sup>2</sup> Council's consumption was calculated at 43.37 tonnes of CO <sup>2</sup> re-calculated in 2020 to be 23.5 tonnes – (reduction in part due to Covid).
<b>Land-use</b>						
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"> <li>Investigate opportunities for greywater/rain capture for allotment use.</li> <li>Consider Peewit Hill as a Nature Reserve</li> <li>Cowpasture meadow – consider beehive, wildflowers, pollinators orchard &amp; wildlife project</li> <li>Trees – promote retention of trees and planting of trees</li> <li>Reduce pesticide use</li> <li>Use peat-free compost</li> <li>Wildflower verges – consider suitable positions eg BT Exchange.</li> </ul>	<p>Approval from Council</p> <p>The Tree Charter - Woodlands Trust FotE suggest doubling tree cover on council owned land.</p>	<p>End 2021</p> <p>End 2021</p> <p>End 2021</p> <p>Ongoing</p> <p>Ongoing</p> <p>Summer 2021</p>	<p>Grant given to Happy Globe December 2019</p> <p>A 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>
<b>Waste</b>						

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"> <li>Promote the phasing out of single-use plastic in the town</li> <li>Request Council's suppliers and service providers cut their use of single-use plastics.</li> </ul>	Via existing Single use Plastic Policy	Ongoing	
<b>Influencing others</b>						
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"> <li>Investigate joining Greenprint Forum &amp; other groups <a href="https://www.eastsuffolk.gov.uk/environment/east-suffolk-greenprint-forum/">https://www.eastsuffolk.gov.uk/environment/east-suffolk-greenprint-forum/</a></li> </ul>		Spring 2021	
Training	Awareness for Members	Clerk/ Deputy Clerk	Research workshops – possible future w/shop East Suffolk.	<a href="http://www.localgov.co.uk">www.localgov.co.uk</a> Budget to make CE /Environment training a priority		Training sessions and information can be found at: <a href="https://www.carbonfootprint.com/carbonacademy_sbn.html">https://www.carbonfootprint.com/carbonacademy_sbn.html</a>  <a href="https://www.cse.org.uk/resources">https://www.cse.org.uk/resources</a>
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  Youth Forum	<ul style="list-style-type: none"> <li>Annual Town Meeting in May 2021 if government regulations allow - to have Environmental theme for stands in atrium subject to restrictions</li> <li>Work with the Chamber for their environmental themed AGM.</li> <li>Work with Youth Forum, arrange a special environmental meeting.</li> </ul>	Chamber of Commerce  Zoom or Teams	Tbc post Covid  Tbc  Spring 2021	

Consider a grant scheme for Environmental Projects	To support local initiatives to reduce Carbon Footprint	C&C	<ul style="list-style-type: none"> <li>Promote Grant Schemes - Ideas: Repair shop/café Library of Things</li> </ul>	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"> <li>Collate list of dates: See agenda notes for meeting 9/2/21</li> </ul>	Publicise in Magazine/Website. Partnership working with Environmental groups	Dec 2021									
Completed Actions														
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"> <li>Investigate EPCs &amp; DEC's to provide a benchmark of energy efficiency of our buildings now.</li> </ul>	Investigate cost of EPC/DEC can be met in budgets.	EPC/DEC completed Feb 2020	<p>EPC &amp; DEC's can be updated once improvements have been made at cost of £35 each. Currently:</p> <table border="0"> <tr> <td>Town Hall DEC</td> <td>B</td> </tr> <tr> <td>Broadway House</td> <td>C</td> </tr> <tr> <td>Walton Hall</td> <td>E</td> </tr> <tr> <td>Cemetery</td> <td>G</td> </tr> </table> <p>Now insulation has been improved at the Cemetery and Walton, the ratings should have improved.</p>	Town Hall DEC	B	Broadway House	C	Walton Hall	E	Cemetery	G
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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"> <li>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.</li> <li>Roll out and promote more widely via magazine.</li> </ul>	<p>Recommendation to SNT to raise as priority.</p> <p>Youth Forum to consider funding support for campaign literature</p>	<p>Completed December 2019</p> <p>Completed March 2020</p>	<p>PCSO spoke to parents at end 2019. Idling banners purchased by Youth Forum March 2020 alongside Environmental books for the library.</p> <p>2 articles included in magazine 2020.</p>								

Reduce carbon emissions when attending Council business		Personnel	<ul style="list-style-type: none"> <li>Promote car sharing to all Council meetings/events</li> <li>Recommend to Personnel to introduce a policy regarding the Cycle to Work Scheme for staff</li> <li>Consider any need for covered cycle storage</li> </ul>	<p>Line on agenda email to ask members to consider car sharing Map for members shared.</p> <p>Capital cost of cycles/cycling equipment upfront then paid back via salaries. Use of back passage shed</p>	<p>January 2020 to date</p> <p>December 2019</p>	<p>COVID has advanced Council's aim to reduce journeys to meetings.</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"> <li>Promote and link to websites such as <a href="https://www.sustrans.org.uk/">https://www.sustrans.org.uk/</a> local cycle groups, and Felixstowe Travelwatch</li> <li>Request more signage for Cycling on the Prom</li> </ul>	<p>AT/DF</p> <p>Travelwatch – keen to learn of any concerns via AS</p>	December 2019	<p><a href="https://www.felixstowe.gov.uk/about-felixstowe-tc/climate-emergency-declaration/">https://www.felixstowe.gov.uk/about-felixstowe-tc/climate-emergency-declaration/</a> links to many helpful organisations</p> <p>Difficult due to the number of entrances – agreed not CEWG matter</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"> <li>Utilise <a href="http://www.greensuffolk.org/at-work/carbon-footprint-calculator">http://www.greensuffolk.org/at-work/carbon-footprint-calculator</a></li> <li>Carbon Trust</li> </ul>		January 2020	During the year 2019 CO <sup>2</sup> Council's consumption was calculated at 43.37 tonnes of CO <sup>2</sup> This will have decreased considerably in 2020 due to the pandemic.
Outdoor environmental impact reduction	To reduce carbon footprint.	A&S	<ul style="list-style-type: none"> <li>Investigate opportunities for greywater/rain capture for Felixstowe in Flower.</li> </ul>		Complete Summer 2020	Grey water was used all season 2020 to water the hanging baskets for Felixstowe in Flower, from the Felixstowe Ferry Golf Club. Initially carried out as a trial, even though it

			<ul style="list-style-type: none"> <li>• Wildflower verges – look at trials being carried out this year – BT Exchange could be a suitable place for wildflowers.</li> </ul>	Review trial pilots	Trial Summer 2021	<p>was a very dry hot Summer it is hoped that this can continue.</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>
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"> <li>• Create an Environmental section on the Town Council Website.</li> <li>• Include environmental section in quarterly Magazine.</li> </ul>	Using links to other environmental websites.	<p>Created Jan 2020</p> <p>Updates ongoing</p> <p>Complete &amp; ongoing</p>	<a href="https://www.felixstowe.gov.uk/about-felixstowe-tc/climate-emergency-declaration/">https://www.felixstowe.gov.uk/about-felixstowe-tc/climate-emergency-declaration/</a>
Recycling	To make it easier for Felixstowe residents to recycle	CEWG	<ul style="list-style-type: none"> <li>• Enquire with Carr Road Recycling centre regarding re-use of unwanted items</li> <li>• Investigate additional recycling schemes for current un-recyclable waste eg Tetrapak</li> </ul>	<a href="https://www.suffolkrecycling.org.uk/reduce-your-waste/charity-shops">https://www.suffolkrecycling.org.uk/reduce-your-waste/charity-shops</a>  SCC Councillors help	December 2020	<p>Re-Use container and Tetrapak recycling available at Felixstowe. Article published in Winter magazine</p>