

GAPTC Climate & Biodiversity Action Toolkit



A Toolkit for Parish & Town Councils

This Climate Action Toolkit has been developed to support parish and town councils in Gloucestershire as they take steps to address the climate and nature emergency. With funding from the Greener Gloucestershire Community Climate Change Fund and support from Climate Leadership Gloucestershire (CLG), this toolkit provides practical guidance and resources to help councils play their part in creating a greener, more sustainable future.

As members of CLG, GAPTC ensures that parish and town councils have a voice in shaping countywide climate policies and projects. CLG brings together local authorities and strategic organisations to collaborate on climate action, offering resources and support through the Greener Gloucestershire Climate Dashboard. This toolkit builds on those resources, offering local councils clear, actionable steps to reduce carbon emissions, protect biodiversity, and engage their communities in sustainability efforts.

We would like to acknowledge the valuable contributions of Hucclecote Parish Council, whose extensive work, including detailed case studies and a comprehensive green guide, has played a key role in shaping the content of this toolkit.

This is a 'live' toolkit; we welcome input from anyone interested in contributing to its improvement. We encourage respectful and constructive suggestions, which can be emailed to GAPTC at strategicsupport@gaptc.org.uk. All feedback will be collated and reviewed quarterly to ensure the toolkit remains current and relevant to the needs of parish and town councils in Gloucestershire.

By using this toolkit and the resources available throughout, parish and town councils can confidently take practical action to reduce their environmental impact and support their communities in adapting to climate change.

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Introduction

Parish and town councils are in a unique position to take meaningful climate action at the local level. They have the ability to engage residents directly, influence behaviour, and implement grassroots projects that contribute to tackling the climate and nature emergency. Councils can make a significant impact by reducing carbon emissions, protecting biodiversity, and building community resilience.

This toolkit provides practical guidance to support councils in their climate journey, offering clear steps on how to collect evidence, engage communities, declare a climate emergency, and develop tailored action plans. It draws on a range of resources from national and local organisations, helping councils to take informed and effective action.

A number of national and local resources are available to councils to assist with their climate work. The National Association of Local Councils (NALC) offers valuable guidance on biodiversity, carbon reduction, and community resilience. The Society of Local Council Clerks (SLCC) provides practical advice for integrating climate considerations into council operations, including biodiversity net gain in planning applications. Additionally, The Great Collaboration provides an online platform to track and share local climate actions.

GAPTC continues to work closely with CLG to ensure parish and town councils have a voice in shaping countywide climate policies and projects. Councils can access key tools and data via the Greener Gloucestershire Climate Dashboard, which provides insights into climate initiatives across the county.

By leveraging these resources and the support available, parish and town councils can take decisive steps to tackle climate change and support their communities in building a more sustainable future.

Steps for Climate Action

Step 1: Collect Information



Collect Information

To develop an effective climate action plan, parish and town councils must first gather evidence to understand their community's environmental impact and vulnerabilities. Collecting evidence allows councils to assess local carbon emissions, identify risks, and plan actions that will make the most significant difference. This step provides a foundation for informed decision-making and helps councils build a strong case for funding and community support.

Create an Information Base

Building a solid knowledge base is the first step in understanding local climate challenges. Councils should gather data from national, regional, and local sources to get a clear picture of their current environmental impact and future risks.

- Use the Impact Community Carbon Calculator to measure your parish or town's carbon footprint and identify key emission sources.
- Work with residents and businesses to collect local knowledge on past climaterelated incidents, such as flooding, heatwaves, and extreme weather events, to identify vulnerable areas.
- Review regional plans and policies, such as the Greener Gloucestershire Climate Dashboard, for insights and alignment with countywide priorities.
- Identify co-benefits of climate action, such as improved air quality, enhanced green spaces, and local economic opportunities.

Encourage Training

Providing councillors, clerks, and community volunteers with the right knowledge and skills is crucial for taking meaningful climate action. Training opportunities can help build confidence and understanding in key areas.

- Enrol in GAPTC's The Power of Local Climate and Biodiversity training.
- Explore opportunities for Carbon Literacy Project certification to enhance understanding of emissions and climate action.
- Attend events and information sessions offered by national and local organisations such as GAPTC, NALC and SLCC.

Develop Partnerships

Collaboration with local and regional groups increases capacity, strengthens your voice, and shares valuable knowledge. Councils should connect with other organisations to pool resources and expertise.



- Join local networks such as the NALC Climate Network and the Gloucestershire Youth Climate Group.
- Partner with community organisations, such as the Gloucestershire Food and Farming Partnership, to promote local food initiatives.
- Engage with local climate forums or neighbouring councils to share best practices and develop joint initiatives.
- Encourage Neighbourhood Watch schemes to include initiatives such as "Gully Watch" to monitor and report blocked drains and flooding risks.

Ensure Council Readiness

Councils must ensure their policies and procedures are equipped to address climate challenges. This includes reviewing existing frameworks and introducing new measures to support sustainability goals.

- Use the General Power of Competence, where applicable, to take proactive climate actions without relying solely on specific legislation. Encourage clerks to obtain the Certificate in Local Council Administration (CiLCA), and chose elections over cooption, to unlock this power.
- Integrate climate considerations into Neighbourhood Development Plans (NDPs) to shape sustainable growth and resilience. Refer to resources like Neighbourhood Planning in a Climate Emergency.
- Provide input to regional and national consultations to influence future climate policy and funding availability.

Steps for Climate Action

Step 2: Engage the Community



Engage the Community

Community engagement is essential for effective climate action. Parish and town councils are in a unique position to mobilise local communities, raise awareness, and implement initiatives that reflect local needs and priorities. Engaging residents not only fosters support but also empowers communities to contribute ideas and take collective action towards sustainability.

Meet with Residents

Engaging with residents face-to-face in key community spaces can help councils better understand local concerns, expectations, and ideas for climate action. These interactions can provide valuable insight into specific issues and potential solutions.

- Arrange informal conversations at high-traffic areas such as school gates, community hubs, and markets.
- Organise 'climate drop-in' sessions where residents can share ideas and ask questions.
- Host meetings in partnership with local environmental groups to encourage broader participation.

Conduct Surveys

Surveys are an effective way to gather input from a wide range of residents and ensure their views shape local climate action plans. Councils can use multiple platforms to distribute surveys and maximise participation.

- Create online surveys using platforms like SurveyMonkey or Google Forms and promote them via social media and newsletters.
- Generate QR codes linking to the survey and display them in popular locations such as noticeboards and newsletters.
- Ensure printed versions of the survey are available at libraries, community centres, and local events.
- Consider including a mix of open-ended and multiple-choice questions to gather diverse input.

Host Community Events

Organising events provides an opportunity to inform residents about climate initiatives and gather their input in a relaxed setting. Events can also help foster community spirit and collaboration.

· Hold climate-themed events featuring guest speakers from organisations such as

Friends of the Earth and The Transition Network.

- Invite residents to participate in local initiatives, such as tree planting days and energy-saving workshops.
- Offer interactive displays and activities to engage different age groups and make climate action more engaging.
- Encourage partnerships with schools, businesses, and local organisations to increase reach and impact.

Organise People's Assemblies

People's assemblies provide an inclusive platform for residents to deliberate on climate issues and contribute ideas in an informed way. Councils can facilitate these assemblies to ensure diverse representation and informed decision-making.

- Include a range of community members and local experts.
- Use facilitation techniques to encourage respectful and constructive dialogue.
- Training and guidance on organising people's assemblies can be accessed through Involve UK and The Democracy School.
- Consider using assembly findings to inform council policies and initiatives.

Focus on Co-Benefits

Climate action delivers multiple benefits beyond environmental impact, such as financial savings, improved health, and stronger community connections. Emphasising these cobenefits can help engage residents who may not prioritise environmental concerns.

- Reducing energy use through energy-efficient measures can help households save money on bills while improving comfort and resilience to extreme weather. Borrow our Thermal Imaging Camera to start conversations with your residents on home energy.
- Highlight the health benefits of cleaner air and active travel options. Get involved in initiatives like Cycle September, and Cycle to School Week.
- Promoting local food production, like community gardens and allotments, can enhance food security, support local growers, and reduce transportation needs.
- Establishing food pantries and community fridges can help reduce food waste, tackle food poverty, and build stronger community networks by encouraging residents to share surplus food and support those in need. Successful examples, such as Tetbury Town Council's community fridge initiative, demonstrate how these efforts can foster sustainability and social cohesion.
- Well-maintained parks, gardens, and other green areas provide opportunities for recreation, reduce urban heat, and support mental wellbeing by offering spaces for relaxation and social interaction. National Allotment Society
- · Using insights such as Climate Outreach can help councils frame messages in ways



that resonate with different community groups, making climate action more relatable and engaging.

By highlighting these co-benefits, parish and town councils can broaden engagement and build a compelling case for local climate initiatives that benefit both people and the environment.

Engaging the community effectively ensures that climate initiatives are well-supported and aligned with local priorities. Parish and town councils can use a range of approaches, from face-to-face meetings to digital tools, to build a strong foundation of community involvement in climate action.

Steps for Climate Action

Step 3: Declare a Climate and Nature Emergency



Declare a Climate and Nature Emergency

Many parish and town councils across England have taken the bold step of declaring a climate and nature emergency. This declaration is a vital first step in acknowledging the urgency of the situation and committing to meaningful action. A formal declaration signals to residents, businesses, and higher tiers of government that the council is serious about addressing the climate and ecological crisis and is willing to take urgent and sustained action. As of the latest figures, hundreds of local councils in the UK have declared a climate emergency. Each council's approach varies, but the shared goal is to take decisive steps toward sustainability and resilience.

Pass a Council Motion

Declaring a climate and nature emergency requires formal commitment through a council motion, which should be introduced at an ordinary or extraordinary council meeting.

The motion must include:

- Acknowledgement of the Climate and Nature Emergency: Recognising the severity
 of the crisis and its impact on local communities and ecosystems.
- Commitment to Action: Defining clear, achievable actions that the council will take in response, such as developing an action plan or integrating sustainability into all council decisions.

Example Wording:

"This council recognises that the ongoing climate and ecological crisis poses a serious threat to life on this planet. Urgent action is required at all levels of government, including local councils, to minimise harm and build resilience. Delays in implementing effective solutions will only lead to greater environmental and social consequences. By declaring a climate and nature emergency, we commit to taking meaningful steps to reduce emissions, protect biodiversity, and support our community in adapting to a changing climate."

Key Elements of a Strong Motion

- Referencing authoritative reports such as the IPCC Special Report on Climate Change to support the urgency of the declaration.
- Highlighting similar declarations by other councils to show widespread recognition and support.
- Acknowledging what has already been done and identifying areas for further improvement.



Step 3: Declare a Climate and Nature Emergency

- Setting measurable goals for emissions reduction, biodiversity enhancement, and community engagement.
- Encouraging other councils and higher levels of government to take similar action.
- Ensuring a role for residents and local businesses in shaping the response.
- Embedding climate and nature goals within broader planning frameworks, such as Neighbourhood Development Plans (NDPs).

Make an Emergency Announcement

Once the motion is passed, councils should make a public statement to highlight their commitment and engage the community. This could include:

- Issuing a press release to local media.
- Announcing the declaration on the council's website and social media channels.
- Writing to the district or county council to urge collaborative action.
- Hosting a public event to discuss what the declaration means for the community.

For the council to be recognised on the Cedamia Climate Emergency Declaration List, the declaration must explicitly reference a "climate emergency" (or both a climate and nature emergency)

Commitment to Action

Declaring an emergency is just the beginning. The real challenge lies in following through with concrete actions. A successful response should include:

Create a Working Group

Establish a climate and nature emergency working group or advisory committee to oversee implementation and ensure accountability. The group should include councillors, local experts, and community representatives. Use of Model Terms of Reference for your working group.

Steps to Create a Working Group:

- Include a mix of councillors and community members who care about climate change and environmental issues.
- Invite representatives from local climate action groups, schools, businesses, and environmental organisations.
- Promote the opportunity for residents to get involved through newsletters, social media, and community meetings.
- Develop a Climate Resilience Policy
- Develop a Biodiversity Policy

Revise the Council Plan

Amend existing council strategies and policies to prioritise climate and nature considerations in all decision-making processes. This may include updating procurement policies, waste management strategies, and infrastructure planning.

Allocate Resources

Commit time, funding, and personnel to ensure meaningful progress. Remember, resources don't always refer to financial investment but can include social, emotional, and human capital.

Develop a Climate Action Plan

Create a detailed plan that outlines how the council will address climate and nature challenges, setting clear targets and timelines. This should align with countywide initiatives, such as those found on the Greener Gloucestershire Climate Dashboard.

Sign Up for Training

Educate staff and councillors on the implications of the emergency declaration and ensure that all decisions consider environmental impact. Training opportunities, such as GAPTC's The Power of Local Climate and Biodiversity Action training and the Carbon Literacy Project, can be valuable in building capacity.

Review Policies and Expenditure

Evaluate existing policies to identify areas for improvement and align council spending with climate and biodiversity goals. Redirecting funds to support sustainable projects should be prioritised.

A dedicated working group ensures that climate and nature initiatives are effectively implemented. This group should bring together passionate individuals, including councillors, community members, and local experts, to drive action and monitor progress.

Steps for Climate Action

Step 4: Develop a Climate Action Plan



Develop a Climate Action Plan

Introduction

Developing a Climate Action Plan provides a clear and structured approach for parish and town councils to reduce carbon emissions, enhance biodiversity, and build resilience against climate change. As the level of government closest to communities, local councils have the opportunity to lead by example, embedding climate considerations into decision-making and working with residents, businesses, and local organisations to create meaningful change.

A well-designed Climate Action Plan should be tailored to local needs, informed by evidence, and integrated into council policies and operations. This plan will guide councils in practical steps, from improving energy efficiency and supporting nature recovery to promoting sustainable transport and engaging the community in climate initiatives. By setting measurable goals and tracking progress over time, councils can ensure their actions are effective and continually evolving in response to new challenges and opportunities.

This section of the toolkit outlines key areas for climate action, offering guidance, case studies, and useful links to support councils in developing and implementing their plans.

Biodiversity and the Environment

Biodiversity refers to the variety of living species, including plants, animals, and microorganisms, that form ecosystems. It plays a crucial role in food production, climate regulation, and environmental stability. However, biodiversity in the UK is under severe threat due to habitat loss, pollution, and climate change. Parish and town councils can take practical steps to restore nature, protect green spaces, and support sustainable food systems in their communities.

Understanding Biodiversity Loss and Nature Recovery

The UK has seen a 56% decline in species since 1970, with 15% at risk of extinction. Councils can help reverse this trend by:

- Protecting Ancient Woodland Implementing policies to preserve existing woodlands. Learn more from The Woodland Trust
- Increasing Tree Cover Organising tree-planting events and encouraging community participation. Free tree packs available at The Woodland Trust
- Planting Native Shrubs and Wildflowers Supporting pollinators with native plants.
 See Plantlife's Road Verge Campaign
- Managing Road Verges for Wildlife Transforming roadside areas into wildflower habitats. More details at Plantlife
- Developing Green Jobs and Skills Creating environmental training and employment opportunities. Funding information: National Lottery Climate Action Fund
- Leading Community Green Initiatives Supporting grassroots biodiversity projects.
 Join Friends of the Earth Community Projects

Useful links

- The Wildlife Trust Biodiversity Net Gain Briefing
- NFU's 2040 Net Zero Farming Plan

Tree Planting and Tree Management

Trees absorb carbon, improve air quality, and provide habitats for wildlife. Councils can enhance tree cover through community planting schemes and responsible tree management.

The Tree Charter

The Charter for Trees, Woods, and People was launched in 2017 to promote tree conservation and sustainable management. Parish and town councils can adopt these principles to protect and increase tree cover.



The ten principles are:

- 1. Sustain landscapes rich in wildlife
- 2. Plant for the future
- 3. Celebrate the power of trees to inspire
- 4. Grow forests of opportunity and innovation
- 5. Protect irreplaceable trees and woods
- 6. Plan greener local landscapes
- 7. Recover health, hope, and wellbeing with the help of trees
- 8. Make trees accessible to all
- 9. Combat the threats to our habitats
- 10. Strengthen our landscapes with trees

Learn more at The Woodland Trust Tree Charter

Free Tree Schemes

- Trees for Glos: keeps up to date with the latest available tree funding, and will in some cases also fund maintenence.
- The Woodland Trust Free Trees
- Tree Council Grants

Green Infrastructure and Urban Greening

Green infrastructure includes parks, green roofs, and urban woodlands, which help manage rainwater, improve air quality, and cool urban areas. Councils can encourage urban greening by:

- Developing Parks and Community Gardens Enhancing access to nature and improving biodiversity. Local Nature Action Plans
- Installing Green Roofs and Walls Using plants to insulate buildings and absorb rainwater. Green Roof Guide
- Sustainable Drainage Systems (SuDS) Managing rainwater naturally to prevent flooding. SuDS Guidance
- Creating Wildlife Corridors Connecting green spaces to allow wildlife movement.
 See The Wildlife Trust

Pollinator-Friendly Initiatives and Wildflower Planting

Bees and other pollinators are vital for food production but face severe population decline. Councils can help by:

 Leaving Road Verges Unmowed – Allowing wildflowers to bloom naturally. Plantlife's No Mow May

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- Creating Pollinator Gardens Using native plants that provide nectar throughout the year. Bumblebee Conservation Trust
- Avoiding Pesticides Reducing harm to bees and other beneficial insects. RHS Pollinator Advice

Sustainable Food Systems and Community Food Growing

Locally grown food reduces carbon emissions, enhances food security, and builds community resilience. Councils can support:

- Community Allotments and Orchards Encouraging residents to grow their own food. The Orchard Project
- Community Fridges and Food Pantries Reducing food waste and supporting lowincome residents. Hubbub Community Fridge Network
- Sustainable Farming Initiatives Working with local farmers to promote low-carbon food production. NFU Net Zero Farming Plan



Step 4: Develop a Climate Action Plan

Case Studies of Local Councils



Hazelmere Parish Council

The Bee Squared project encourages communities to plant wildflower seeds in small squares around their homes and public spaces to support bee populations and enhance biodiversity. This grassroots initiative provides free wildflower seeds and educational resources to help residents create "bee squares" in their gardens, parks, and communal areas.

Glastonbury Town Council

This council has implemented a pesticide-free approach by discontinuing the use of glyphosate weed killer and adopting a hot foam system instead. This initiative aims to reduce harmful activities that negatively impact wildlife and promote more sustainable land management practices. They have also introduced educational signage to inform residents about the benefits of using peat-free compost and other eco-friendly methods.

Frome Town Council

Frome has been proactive in increasing its urban tree cover, aligning with national campaigns to double tree cover in urban areas. The council has engaged local schools and community groups in tree-planting activities, enhancing green spaces and promoting environmental awareness among residents. This initiative supports the goal of achieving at least 20% tree cover in urban areas, as recommended by various environmental bodies.

Staveley with Ings Parish Council

This council has developed a comprehensive Local Nature Action Plan, which includes creating new green spaces and converting underused areas into habitats that support biodiversity. By engaging with local residents and stakeholders, the council has successfully transformed derelict spaces into vibrant green areas that benefit both the environment and the community

Carbon and Plastic Reduction

Reducing carbon emissions and plastic waste is a fundamental step in tackling the climate emergency and protecting the environment. Parish and town councils can lead by example by cutting emissions from their own operations, supporting local businesses and residents in adopting sustainable practices, and promoting waste reduction and circular economy initiatives.

Conducting a Carbon Footprint Audit

Understanding your carbon footprint is the first step in developing a targeted reduction strategy. Councils can use carbon calculators to measure emissions from energy use, transport, and waste. Conducting a baseline carbon audit will help identify areas where improvements can be made.

Actions for Councils:

- Use the Impact Community Carbon Calculator to measure local emissions and track progress
- Assess energy consumption in council buildings and switch to energy-efficient heating, lighting, and insulation.
- Encourage local businesses and residents to calculate and reduce their carbon footprint using government and NGO carbon tracking tools.

Useful links:

- The Carbon Trust Footprint Calculator
- UK Government Greenhouse Gas Conversion Factors

Reducing Carbon Emissions from Council Operations

Councils can take direct action to reduce emissions from their operations and support businesses in making sustainable changes.

Actions for Councils:

- Switch to renewable energy providers for council buildings and facilities.
- Conduct an energy audit and invest in LED lighting, heat pumps, and solar panels.
- Encourage local businesses to adopt green energy and provide guidance on funding options.
- Transition council fleets to electric or hybrid vehicles and install electric vehicle charging points.
- Promote carbon offsetting initiatives where unavoidable emissions occur.

Carbon offsetting

Carbon offsetting involves balancing out the carbon dioxide emissions produced by council activities by investing in projects that reduce or absorb an equivalent amount of CO2. The Gloucestershire Nature and Climate Fund is setting up sites to allow for local offsetting. As much as possible carbon insetting is encouraged over offsetting to tackle emissions directly within the councils own supply chain. Offsetting is increasingly being critiqued as a type of greenwashing, with many companies failing to deliver the carbon savings they are charging for. If your council decides to proceed with offsetting ensure you use a reputable company, preferably working within the county, Carbon offsetting and insetting should be used as a last resort when emissions have been reduced as much as possible, as we cannot offset our way out of the climate crisis – each person would need to plant around 15 trees a year (that could never be cut down) to offset their emissions.

Funding and Resources:

- Salix Finance Interest-Free Loans for Public Sector Energy Efficiency Projects
- The UK Business Climate Hub Advice for Small Businesses
- NALC's Tackling Climate Change Resource Hub

Encouraging Low-Carbon Lifestyles in the Community

Councils can help residents and businesses transition to a low-carbon lifestyle by promoting energy efficiency, sustainable transport, and waste reduction.

Actions for Councils:

- Provide home energy efficiency advice and promote grant schemes for insulation and renewable energy.
- Support community car-sharing schemes and active travel initiatives like walking and cycling routes.
- Run educational campaigns to help residents make climate-friendly choices, such as reducing food waste and consuming less energy.
- Work with local businesses to encourage sustainable supply chains and plastic-free alternatives.

Useful links:

- Energy Saving Trust Home Energy Grants
- Living Streets Walking Initiatives
- Plastic Free Communities Surfers Against Sewage

Eliminating Single-Use Plastics

Plastic pollution is one of the most visible environmental issues, with single-use plastics being a major contributor. Councils can take steps to phase out disposable plastics and encourage reusable alternatives.

Actions for Councils:

- Adopt a Plastic-Free Council Policy, banning single-use plastics at council offices, meetings, and events.
- Replace plastic cups, cutlery, and packaging with biodegradable or reusable alternatives.
- Support businesses and community groups in moving towards plastic-free alternatives.
- Provide public water refill stations to reduce bottled water use.

Useful links:

- UK Plastic Pact WRAP
- Refill Find and Share Water Refill Stations
- Greenpeace The Big Plastic Count

Waste Reduction, Recycling, and Reuse

A circular economy moves away from the 'take, make, waste' system and focuses on reusing, repairing, and recycling materials to extend their life and reduce environmental impact. Councils can help communities adopt circular principles.

Actions for Councils:

- Promote community-led repair cafés, swap shops, and second-hand markets.
- Work with local waste authorities to improve recycling rates and food waste collection.
- Support textile and e-waste recycling schemes to reduce landfill.
- Engage businesses in reusable packaging initiatives to cut down on disposable waste.

Useful links:

- The Circular Economy in the UK Ellen MacArthur Foundation
- The Restart Project Repair Cafés and Electronics Repair
- Love Food Hate Waste Reducing Food Waste

The Carbon Literacy Project: Training for Councillors and Residents

Raising awareness and equipping people with the knowledge to take action is essential.

The Carbon Literacy Project provides accredited training to help individuals understand the impact of their carbon footprint and commit to reducing emissions.

Actions for Councils:

- Encourage councillors and staff to complete Carbon Literacy Training to lead by example.
- Partner with local schools and businesses to offer climate education workshops.
- Develop a community climate action pledge, inviting residents to commit to making small, impactful changes.

Training and Resources:

- The Carbon Literacy Project
- Climate Fresk Climate Education Tool
- Centre for Alternative Technology Climate Change Training
- The Great Collaboration Local Climate Action Toolkit



Step 4: Develop a Climate Action Plan

Case Studies of Local Councils



Stroud Town Council

Stroud Town Council has conducted energy audits on all their buildings, installed solar panels on the town hall, and switched to renewable energy suppliers. Additionally, the council has promoted sustainable transport by installing electric vehicle charging points and supporting local cycling initiatives.

Thame Town Council

Thame Town Council launched a comprehensive plan to reduce single-use plastics. They implemented a ban on single-use plastics at council events and encouraged local businesses to join the Plastic Free Thame campaign. The council also promoted reusable alternatives and ran community workshops to educate residents on reducing plastic waste.

Alton Town Council

Alton Town Council focused on reducing its carbon footprint by investing in energy efficiency measures such as upgrading insulation and lighting in council buildings. They also partnered with local environmental groups to plant trees and create green spaces, which help absorb CO2. The council's efforts include promoting local renewable energy projects and encouraging residents to adopt sustainable practices.

Barby and Onley Parish Council

This council has focused on supporting community renewable energy projects and reducing energy consumption in council operations. They have utilised grant schemes and interest-free loans to finance energy efficiency improvements and renewable energy installations. The council actively promotes green energy suppliers and encourages the community to participate in local sustainability initiatives.

Sustainable Housing and Retrofitting

The way homes and buildings are designed, built, and maintained has a major impact on carbon emissions, energy efficiency, and climate resilience. Parish and town councils can play an essential role in supporting sustainable housing initiatives, ensuring new developments are environmentally responsible, and helping communities retrofit existing buildings to improve energy efficiency and reduce fuel poverty.

Encouraging Climate-Resilient Housing Design and Planning

New housing developments should be designed to minimise carbon emissions, conserve resources, and adapt to climate risks such as flooding and heatwaves. Councils can influence development by supporting sustainable design principles in planning applications and ensuring that new housing integrates climate resilience from the outset.

Actions for Councils:

- Advocate for net-zero carbon homes that use renewable energy and energy-efficient materials.
- Work with developers to prioritise low-carbon construction methods and sustainable building materials such as timber, hempcrete, and recycled insulation.
- Ensure new developments include tree planting, green spaces, and rainwater harvesting to reduce climate impacts.
- Promote the Passivhaus standard, which requires homes to be ultra-energy efficient and low-maintenance.
- Support modular and prefabricated housing that reduces construction waste and improves energy efficiency.
- Ensure new developments are accessible by public transport and cycling infrastructure to reduce car dependency.

Useful links:

- UK Green Building Council Net-Zero Homes
- Passivhaus Trust Energy-Efficient Building Standards
- Centre for Alternative Technology Sustainable Construction

Retrofitting Existing Buildings for Energy Efficiency

Older buildings often have poor insulation, inefficient heating systems, and high energy use, making them a key priority for reducing emissions and tackling fuel poverty. Retrofitting involves upgrading homes and community buildings with better insulation, renewable energy systems, and modern heating solutions to reduce carbon footprints and lower energy bills.

Actions for Councils:

- Encourage residents to apply for home energy efficiency grants and support schemes.
- Retrofit council-owned properties with insulation, double glazing, and heat pumps to set an example.
- Promote solar panel installations and community renewable energy schemes.
- Work with local tradespeople and contractors to create green jobs in retrofitting.
- Provide training and workshops to help homeowners understand how to improve energy efficiency.
- Support landlords in upgrading rented properties to meet minimum energy efficiency standards (MEES).

Useful Links:

- · The Retrofit Centre
- Severn Wye Energy

Funding and Support:

- Government Energy Efficiency Grants
- Salix Finance Public Sector Energy Efficiency Loans
- Energy Saving Trust Home Retrofit Advice

Embedding Climate and Nature Considerations into Neighbourhood Development Plans

Neighbourhood Development Plans (NDPs) allow communities to shape future development and can be used to set sustainability priorities, ensuring that climate resilience, biodiversity, and energy efficiency are at the heart of local planning.

Actions for Councils:

- Update Neighbourhood Plans to include requirements for energy-efficient housing and biodiversity net gain.
- Encourage developers to include solar panels, EV charging points, and highefficiency insulation in all new builds.
- Require green spaces, tree planting, and community orchards in development proposals.
- Support co-housing and community-led housing initiatives that encourage lowimpact living.
- Prioritise brownfield site development over greenfield expansion to protect natural landscapes.

Useful links:

- NALC Neighbourhood Planning and Climate Change
- Centre for Sustainable Energy Climate Emergency and Neighbourhood Planning
- Locality UK Neighbourhood Planning Support

Planning Policies That Support Green Infrastructure and Sustainable Drainage Systems (SuDS)

Green infrastructure reduces flood risks, improves air and water quality, and enhances biodiversity. Councils can ensure planning policies prioritise green infrastructure in new developments and support SuDS to prevent flooding.

Actions for Councils:

- Require green roofs, rain gardens, and permeable paving in planning applications.
 Ensure developments include sustainable drainage systems (SuDS) to prevent surface water flooding.
- Protect hedgerows, wetlands, and riverbanks as part of planning conditions.
- Work with local water authorities to improve flood resilience in high-risk areas.
- Encourage wildlife-friendly gardens and verges, banning artificial grass and promoting wildflower planting.

Useful links:

- CIRIA SuDS Guidance and Resources
- Town and Country Planning Association Green Infrastructure Planning
- The Woodland Trust Trees in Planning and Development

By ensuring housing and planning policies prioritise climate resilience, councils can support energy-efficient homes, improve biodiversity, and create healthier communities. Retrofitting existing buildings, setting strong planning policies, and embedding sustainability in Neighbourhood Development Plans will help local areas become more resilient to climate change and future-proofed for generations to come.



Step 4: Develop a Climate Action Plan

Case Studies of Local Councils



Frome Town Council

Frome Town Council partnered with a local renewable energy cooperative to offer significantly discounted solar panels to residents. When ten or more households signed up, they received a group discount. In the first year, more than 70 homes participated, dramatically increasing solar energy use in the community and making renewable energy more accessible.

Cononley Parish Council

Colonley Parish Council launched an initiative to promote water conservation by providing free water butts and piping to residents. Additionally, they installed water-saving taps in council buildings to reduce water consumption and encourage sustainable water management practices.

Gouldhurst Parish Council

Gouldhurst's Neighbourhood Plan integrates sustainability considerations into local development, ensuring that new homes and building conversions support energy efficiency and low-carbon living. The plan also promotes live/work spaces to reduce commuting and enhance community sustainability.

Lawrence Weston, Bristol

The Lawrence Weston community in Bristol launched a wind power project to reduce local energy costs and promote sustainability. The community-led initiative aims to generate enough low-carbon electricity to power 3,500 homes. The windmill is expected to be operational within the next few years, serving as an example of community-led renewable energy solutions.

Energy and Renewable Solutions

Investing in clean energy and energy efficiency is one of the most impactful ways parish and town councils can reduce carbon emissions, cut energy costs, and enhance community resilience. By switching to renewable energy, improving the efficiency of council buildings, and supporting community-led energy projects, councils can take a leadership role in the transition to a low-carbon future.

Supporting Green Energy Projects

Developing and supporting local renewable energy projects allows councils to significantly reduce carbon emissions, lower energy costs, and generate income to reinvest in community initiatives. By installing solar panels, wind turbines, or biomass heating, councils can provide cleaner, cheaper energy for local use while building long-term energy resilience.

Actions for Councils:

- Identify renewable energy opportunities through feasibility studies on solar, wind, hydro, and biomass potential in the community.
- Engage the community in developing and managing community-owned renewable energy projects to ensure local participation and benefits.
- Secure funding to support installation costs.
- Explore options for heat networks, where multiple homes or buildings are supplied by a central renewable heating source.

Useful links:

- ACRE Community Renewable Energy Guide
- National Lottery Community Fund Energy and Climate

Switching to Green Energy Suppliers

Transitioning council operations to 100% renewable energy suppliers supports the clean energy sector and reduces the council's carbon footprint. This can include council buildings, street lighting, and public facilities.

Actions for Councils:

- Research and compare green energy suppliers to find the best deal for council buildings and operations.
- Negotiate contracts to ensure long-term cost savings while supporting renewable energy.

 Publicly promote the switch to encourage local businesses and residents to follow suit.

Useful links:

Ofgem – UK Energy Supplier Directory

Promoting Renewable Energy Installations

Encouraging the installation of solar panels, wind turbines, and heat pumps helps decarbonise energy use across the community. Councils can support these efforts by providing incentives, offering advice, and working with local businesses.

Actions for Councils:

- Incentivise renewable energy installations for households and businesses through local grants or discounts.
- Work with solar and wind installation firms to offer group-buying discounts to residents.
- Support community solar schemes, such as Solar Streets, to provide cost-effective solar panel installations.
- · Provide educational materials on the benefits and cost savings of renewable energy.

Useful links:

- Solar Together Group Buying for Solar Panels
- Renewable Energy Hub Wind, Solar, and Heat Pump Information

Improving Energy Efficiency in Council and Community Buildings

Making council buildings, community centres, and public facilities more energy-efficient can reduce emissions, lower energy bills, and improve comfort for users. Energy-saving measures such as LED lighting, insulation, and heating upgrades can have a huge impact on energy consumption.

Actions for Councils:

- Conduct energy audits to assess where improvements can be made.
- Upgrade to LED lighting and smart heating controls.
- Improve insulation, windows, and ventilation in council-owned buildings.
- Apply for funding to retrofit public buildings with low-carbon heating, such as heat pumps.
- Encourage residents and businesses to follow best practices by sharing case studies of local success stories.

Useful links:

- Energy Saving Trust Public Sector Grants
- Government Energy Efficiency Grants

Green Space Management and Contracts

Well-managed green spaces improve biodiversity and support energy efficiency by reducing the urban heat-island effect, improving air quality, and capturing carbon emissions. Councils can develop sustainability-focused green space management contracts to ensure that public parks, gardens, and urban spaces contribute to climate action goals.

Actions for Councils:

- Ensure green spaces are maintained sustainably, avoiding chemical pesticides and favouring wildflower planting.
- Promote tree planting and urban forestry to improve energy efficiency by providing shade and reducing heat absorption.
- Use sustainable maintenance contracts that require electric or hand-powered gardening tools instead of fossil fuel-powered machinery.
- Encourage public participation in community-led green space maintenance projects.

Useful links:

- UK Green Space Network
- Sustainable Grounds Maintenance Guide

Funding and Investment Opportunities for Clean Energy Projects

One of the biggest challenges in expanding renewable energy and energy efficiency is funding. Councils can access a range of grants, loans, and investment schemes to finance clean energy initiatives.

Actions for Councils:

- Apply for government and private grants to fund renewable energy projects.
- Work with local businesses and investors to develop public-private partnerships.
- Consider Power Purchase Agreements (PPAs) where councils buy clean energy directly from renewable providers.

Funding and Support:

UK Infrastructure Bank – Renewable Energy Investment



Step 4: Develop a Climate Action Plan

- Ofgem Local Energy Grants
- The Green Finance Institute Investment for Local Climate Projects



Step 4: Develop a Climate Action Plan

Case Studies of Local Councils



Hockerton, Nottinghamshire

The village of Hockerton installed a community-owned wind turbine that generates clean energy while providing ongoing revenue for further local sustainability initiatives. The project has resulted in a reduction of 136 tonnes of CO2 annually, demonstrating how renewable energy can be both environmentally and financially beneficial for rural communities.

Fintry Development Trust, Scotland

The village of Fintry established a community-owned wind turbine, using the profits to fund home insulation projects, energy-saving schemes, and a biomass boiler for the local sports club. By reinvesting revenue into energy efficiency improvements, the project has significantly reduced household energy costs while supporting long-term sustainability.

Gulworthy Cross, Devon

Facing high heating costs and an inefficient system, St Paul's Church installed a wood pellet biomass boiler, reducing their energy consumption and long-term costs. The switch to biomass heating has provided a sustainable, cost-effective alternative to fossil fuel heating while helping to lower the building's carbon footprint.

Bruton Town Council

In collaboration with Solar Streets, Bruton Town Council introduced a discounted solar PV installation scheme for residents. This initiative has made renewable energy more accessible, with each installation contributing £50 to a community green fund, supporting further environmental projects. The scheme has increased solar energy adoption in the town while reducing carbon emissions.

Transport and Mobility

Transport accounts for a significant portion of carbon emissions, and encouraging sustainable travel is essential to reducing air pollution, improving public health, and making communities more connected. Parish and town councils can lead by promoting walking, cycling, electric vehicles, public transport, and car-sharing schemes to help shift residents away from private car use towards greener transport options.

Promoting Active Travel

Encouraging walking and cycling reduces emissions, improves public health, and supports vibrant local communities. Councils can create safe, accessible routes to encourage more people to choose active travel over car journeys.

Actions for Councils:

- Develop cycling and walking routes by creating dedicated cycle lanes, pedestrian pathways, and safe crossings.
- Work with schools to encourage walking and cycling to school by implementing School Streets schemes that limit traffic around schools at key times.
- Provide bike parking and maintenance stations in town centres and public areas.
- Support local cycling initiatives like the Cycle to Work Scheme to help residents afford bikes.
- Promote active travel challenges such as Cycle September and Walk to School Week to encourage participation.

Useful links:

- Cycle to Work Scheme
- Active Travel England
- Sustrans Safe Walking and Cycling Routes
- Cycle September

Expanding Electric Vehicle Charging Points and Car-Sharing Schemes

Electric vehicles (EVs) produce zero exhaust emissions and are an essential part of the UK's transition to a low-carbon transport system. Councils can support EV uptake by ensuring there is adequate charging infrastructure and by promoting car-sharing schemes to reduce vehicle ownership rates.

Actions for Councils:

Install EV charging points in public car parks, high streets, and community spaces.



- Require new housing developments to include EV charging infrastructure in planning applications.
- Partner with businesses and workplaces to install workplace chargers.
- Encourage community EV car-sharing schemes, allowing multiple households to share electric vehicles rather than own individual cars.
- Offer discounted or free parking for EVs in council-managed car parks.

Useful links:

- Grant Schemes for Electric Charging Points
- CoMoUK Car Sharing and Mobility Hubs
- Zap-Map Find and Plan EV Charging Locations

Encouraging the Use of Public Transport and Community Transport Initiatives

Public and community transport options reduce car dependency, lower emissions, and provide affordable transport options for residents who may not have access to private vehicles. Councils can work with local bus, rail, and community transport providers to improve services and encourage greater usage.

Actions for Councils:

- Work with local transport providers to improve bus frequency, reliability, and accessibility.
- Provide subsidies for community-run transport schemes, such as minibus services for rural areas.
- Develop integrated ticketing options that make public transport more convenient and affordable.
- Create 'demand-responsive transport services' where smaller vehicles operate flexible routes based on resident requests.
- Promote shared mobility options, such as community-owned minibuses, on-demand shuttles, and town centre electric taxis.

Useful links:

- Community Transport Association UK
- Better Transport Campaign Improving Bus and Rail Services
- Demand-Responsive Transport Case Studies

Developing Low-Emission and Traffic-Free Zones

Reducing car traffic in high-footfall areas can significantly improve air quality, safety,

and quality of life. Councils can create low-emission zones, school streets, pedestrian-friendly town centres, and car-free days to encourage more sustainable travel choices.

Actions for Councils:

- Introduce Low-Emission Zones (LEZs) where only low-pollution vehicles are allowed, helping reduce air pollution in town centres.
- Close roads to traffic during certain times to allow for pedestrian-only or cyclingfriendly areas.
- Implement School Streets schemes, banning cars near schools at drop-off and pickup times.
- Create Park and Ride schemes to reduce congestion and encourage public transport use.
- Support car-free days or events that showcase how public spaces can be used differently without traffic.

Useful links:

- UK Clean Air Zone Information
- School Streets Programme
- Car-Free Cities Campaign



Step 4: Develop a Climate Action Plan

Case Studies of Local Councils



Tidenham Parish Council, Gloucestershire

Tidenham Parish Council offers a community vehicle available to local groups within the parish. Funded through contributions from developers under Section 106 of the Town and Country Planning Act 1990, the initiative aims to improve air quality and provide accessible transport options. Community groups can register designated drivers and book the vehicle online.

Totnes, Devon

Totnes has implemented a successful community car-sharing scheme to reduce reliance on private vehicles while expanding EV charging infrastructure throughout the town. The local council also promotes cycling initiatives, including secure bike parking and designated cycle lanes, making active travel a more viable and attractive option for residents.

Behaviour Change and Community Engagement

Behaviour change is key to tackling the climate emergency, and parish and town councils play a crucial role in leading by example and encouraging sustainable practices within their communities. Councils can adopt internal policies that reduce their environmental impact while also engaging residents, businesses, and schools in practical sustainability initiatives.

Internal Behaviour Change: Actions the Council Can Take

To lead by example, councils should adopt sustainable practices in their own operations, procurement, and transport policies.

Actions for Councils:

Adopt a Green Procurement Policy

- Ensure all council purchases are energy-efficient, recyclable, or made from renewable resources.
- Use local suppliers with strong environmental policies to reduce transport emissions.
- Avoid single-use plastics and prioritise biodegradable or reusable materials.

Useful Links:

UK Government Sustainable Procurement Guide

Implement Sustainable Office Practices

- Go digital where possible to reduce paper use.
- Install recycling and composting bins in council offices and community spaces.
- Upgrade to LED lighting and smart thermostats to improve energy efficiency.

Useful Links:

Carbon Trust – Office Energy Efficiency Guide

Promote Sustainable Travel for Council Staff

- Provide incentives for car-sharing, cycling, or using public transport for work-related travel.
- Encourage staff to cycle or walk to work by providing secure bike parking and showers.
- Consider electric fleet vehicles or car clubs for council transport needs.

Useful Links:

- Cycle to Work Scheme
- CoMoUK Car Sharing Networks

Climate Awareness Training

- Encourage councillors and staff to attend training on sustainability and climate action.
- Promote Carbon Literacy Training, equipping staff with knowledge on reducing emissions.
- Host internal workshops on climate-conscious decision-making.

Useful Links:

- The Carbon Literacy Project
- Climate Fresk
- GAPTC Climate Training

External Behaviour Change: Engaging the Community

Councils can support community-wide behaviour change by running campaigns, events, and projects that promote sustainability.

Actions for Councils:

Host Climate Action Workshops and Events

- Organise sustainability workshops covering energy efficiency, waste reduction, and sustainable food choices.
- Invite local environmental experts to speak at events and inspire residents to take action.
- Provide free or discounted items, such as water-saving devices and reusable shopping bags, to promote green habits.

Useful links:

Friends of the Earth – Community Engagement Toolkit

Promote Sustainable Living Campaigns

 Run campaigns on reducing single-use plastics, home energy efficiency, and responsible recycling.



 Encourage residents to take part in challenges like "Plastic-Free July" and "No Mow May".

Share practical sustainability tips through newsletters, social media, and noticeboards.

Useful links:

- Greener Gloucestershire What Can You Do?
- Plastic-Free Communities Surfers Against Sewage

Community Challenges and Competitions

- Organise energy-saving competitions: households compete to cut their energy use.
- Promote "Car-Free Days" in town centres to encourage walking, cycling, and public transport.
- Run a "Sustainable Street" challenge, where communities work together to lower their carbon footprint.

Useful links:

• WWF's Earth Hour – Community Climate Action

Establish Community Gardens and Allotments

- Support community-led food growing projects to reduce food miles and enhance biodiversity.
- Provide small grants or land access to residents wanting to start allotments or urban farms.
- Run composting schemes to reduce food waste.

Useful links:

Federation of City Farms and Community Gardens

Support Repair Cafés and Swap Shops

- Partner with local groups to host repair cafés, where volunteers fix household items for free
- Organise swap shops, allowing people to exchange clothes, furniture, and electronics instead of buying new.
- Promote the circular economy by encouraging reuse and refurbishment rather than disposal.

Useful links:

Repair Café Network – Find or Set Up a Local Café

Engage Schools and Youth Groups

- Support schools in running climate action programmes like tree planting and energy audits.
- Establish a Youth Climate Council, allowing young people to shape local sustainability efforts.
- Organise school eco-competitions, such as the most energy-efficient school building or best biodiversity project.

Useful links:

Eco-Schools UK – Teaching Young People About Sustainability

Promote Recycling and Sustainable Materials

- Ensure there are accessible recycling points for paper, plastics, and e-waste across the parish.
- Run awareness campaigns on proper recycling habits to reduce contamination of recycling streams.
- Encourage businesses to switch to recyclable packaging and offer discounts for customers bringing reusable containers.

Useful links:

Recycle Now – UK Recycling Information



Step 4: Develop a Climate Action Plan

Case Studies of Local Councils



Frome, Somerset

Launched "Plastic Free Frome", supporting businesses and residents in reducing single-use plastics.

Ashton Hayes, Cheshire

Community-led initiative to become carbon neutral, including home energy improvements and community-owned renewable energy.

Keynsham, Somerset

Developed "Cycle-Friendly Keynsham", introducing new cycle paths, secure bike parking, and community cycling events.

Tetbury, Gloucestershire

Supports a Community Fridge, helping redistribute surplus food while reducing food waste and supporting low-income families.

Waste

Waste management plays a crucial role in reducing carbon emissions, conserving resources, and promoting a circular economy. Parish and town councils can lead by example by encouraging waste reduction, reuse, and recycling initiatives. Local schemes such as community fridges, repair cafés, and textile swap shops can significantly reduce waste while fostering community engagement and sustainability.

Reducing Food Waste and Supporting Local Production

Food waste is a major contributor to greenhouse gas emissions, and councils can help prevent surplus food from being discarded while addressing food insecurity. Community fridges and food-sharing networks enable redistribution of excess food, benefiting residents and businesses alike.

Actions for Councils:

- Establish community fridges and food pantries in partnership with local businesses and charities.
- Support community composting schemes to encourage food waste reduction and soil regeneration.
- Promote sustainable food initiatives such as local markets, community-supported agriculture, and urban farms.
- Provide educational resources on meal planning, food preservation, and reducing household food waste.

Useful links:

- Love Food Hate Waste Tips on Reducing Food Waste
- Hubbub Foundation Community Fridge Network
- Local Food Campaigns Sustainable Food Networks

Clothing Waste

The fashion industry is one of the biggest contributors to global waste and pollution, with millions of tonnes of textiles ending up in landfills each year. Encouraging second-hand shopping, clothing swaps, and textile recycling can reduce waste and support circular economy principles.

Actions for Councils:

 Promote clothing swaps, charity shops, and second-hand sales as an alternative to fast fashion.



- Support textile recycling schemes to ensure unwanted clothes are repurposed instead of going to landfill.
- Work with local schools and businesses to encourage uniform reuse schemes and corporate clothing donations.
- Raise awareness of the environmental impact of textile waste through community education.

Useful links:

- Recycle Now Clothing and Textile Recycling
- WRAP Sustainable Fashion and Clothing Waste Reduction
- The Salvation Army Textile Recycling

Electronic Waste (E-Waste)

Electronic waste is a growing environmental problem, with discarded devices contributing to pollution, toxic waste, and resource depletion. Councils can help ensure responsible disposal and encourage repair and reuse schemes.

Actions for Councils:

- Promote repair cafés where residents can fix broken electronics instead of discarding them.
- Organise e-waste collection events for safe disposal of old electronics.
- Work with recycling companies to provide public drop-off points for electronic waste recycling.
- Encourage businesses and schools to donate outdated but functional computers and phones to community projects.

Useful links:

- Waste Electrical and Electronic Equipment (WEEE) Recycling
- The Restart Project Repairing Electronics to Reduce Waste
- Recycle Now E-Waste Recycling Guide

Solutions: Buying Second-Hand and Swapping

Encouraging reuse and swapping of goods reduces waste and promotes a circular economy. Councils can support community-led initiatives.

Actions for Councils:

• Set up swap shops for books, clothes, furniture, and toys.



- Promote online platforms for local buying and selling to reduce the environmental impact of long-distance shipping.
- Organise "Give and Take Days", where residents can donate and collect unwanted items for free.
- Support furniture upcycling projects, offering workshops on refurbishing and repurposing old furniture.

Useful links:

- Freecycle UK Community Sharing Network
- Gumtree Second-Hand Buying and Selling
- The Restart Project Encouraging Repair and Reuse



Step 4: Develop a Climate Action Plan

Case Studies of Local Councils



Tetbury Town Council

Established a Community Fridge to redistribute surplus food, thereby reducing waste and supporting residents in need. This initiative not only addresses food waste but also fosters community engagement and assistance.

Abingdon-on-Thames Town Council

Organized a Clothes Swap event, encouraging residents to exchange gently used clothing items. This initiative promotes sustainable fashion practices, reduces textile waste, and offers an affordable way for the community to refresh their wardrobes.

Wellingborough Town Council

Launched a campaign to Reduce Clothing Waste, urging residents to donate, repair, and recycle clothing. The council provided resources on local donation centers, repair workshops, and recycling facilities to encourage sustainable clothing practices.

Steps for Climate Action

Step 5: Secure Funding and Resources



Taking climate action requires financial planning and resource management. Councils should explore funding opportunities, partnerships, and community investment models to ensure long-term sustainability and impact.

Accessing Government and Local Grant Schemes

- National Lottery Climate Action Fund: Supports community-led projects that reduce carbon emissions and promote sustainability.
- Friends of the Earth Climate Action Fund: Provides funding for grassroots climate initiatives that create positive environmental impacts.
- Community Energy England: Offers resources and funding opportunities to support community-led renewable energy projects.
- UK Government Grants and Schemes: A range of funding opportunities for renewable energy adoption, energy efficiency improvements, and sustainability projects.
- Local Enterprise Partnerships (LEPs): Regional partnerships that offer funding and business support for sustainability projects.

Actions for Councils:

- Research local, regional, and national funding opportunities.
- Ensure project proposals align with funding priorities.
- Include clear impact measurements and expected benefits in applications.
- Demonstrate community engagement and support through surveys or letters.
- Plan for long-term sustainability beyond the initial funding phase.

Partnering with Businesses and Community Groups

Corporate Sponsorships and Partnerships

Approach local businesses with Corporate Social Responsibility (CSR) budgets for sponsorship.

Offer branding opportunities for companies supporting council-led sustainability initiatives.

Community Group Partnerships

Work with local sustainability organisations to co-develop funding proposals. Collaborate with volunteers and local experts to maximise project impact.

Crowdfunding Platforms

Platforms like Crowdfunder, Spacehive, and Kickstarter enable councils to raise

funds for specific projects through community contributions. Crowdfunder UK

Spacehive (for civic projects)

Developing Community Investment Models

Community Bonds

Enable residents to invest in local sustainability projects with financial returns. Often used to fund solar, wind, and green infrastructure projects.

Community Energy Cooperatives

Residents invest in renewable energy schemes and share the profits. Examples include community-owned solar farms, wind projects, and local energy storage solutions.

Community Energy England - Setting Up a Co-op

Maximising the Use of Toolkits and Resources

- NALC Climate Action Resources
 NALC provides guidance, case studies, and toolkits to help councils develop and implement climate strategies.
- Centre for Sustainable Energy (CSE) Climate Emergency Support
 Offers resources for developing community-led climate action plans and energy-saving initiatives.
- The Carbon Trust Energy Efficiency Guidance
 Provides tools and advice to help councils reduce carbon emissions in public buildings.
- The Great Collaboration Community Climate Action Toolkit
 Supports councils in engaging residents and tracking carbon reduction efforts.

Finding Trusted Companies for Climate Action Projects

- Look for MCS-Certified Suppliers
 The Microgeneration Certification Scheme (MCS) ensures that renewable energy installations meet high-quality standards.
- Check Reviews on TrustPilot
 Use TrustPilot to evaluate contractors and suppliers before commissioning projects.
- Find Renewable Energy Installers on YOUgen
 A trusted directory of solar, wind, and heat pump installers.



Step 5: Secure Funding and Resources

Case Studies of Local Councils



Wadebridge Town Council, Cornwall

In collaboration with the Wadebridge Renewable Energy Network (WREN), the council aims to generate at least a third of the town's electricity from renewable sources. The initiative includes installing solar panels and wind turbines, with profits reinvested into the community. WREN has also facilitated energy efficiency improvements in homes and businesses, contributing to both carbon reduction and local economic benefits.

Westmill Solar Co-operative, Oxfordshire

The Westmill Solar Park, located near Watchfield, is owned by the Westmill Solar Co-operative, an industrial and provident society. The project was funded through public and private share offers, as well as a senior debt bond with a pension fund. It stands as one of the largest community-owned solar power stations globally, demonstrating the effectiveness of community investment in renewable energy.

Aberdeen Community Energy, Scotland

Established by the Donside Community Association, Aberdeen Community Energy operates a micro-hydro scheme on the River Don. The development phase was funded through the Scottish Government's Community and Renewable Energy Scheme (CARES), and additional funds were raised via community share and bond issues. The hydro project generates electricity sold to the National Grid, with surplus revenue reinvested into local social and environmental initiatives.

Steps for Climate Action

Step 6: Monitoring, Reporting and Improvement



Effective climate action requires ongoing monitoring, transparency, and adaptation. Parish and town councils must ensure that climate initiatives remain impactful, evidence-based, and aligned with evolving environmental goals. Regular tracking, reporting, and community engagement help maintain momentum and ensure accountability.

Establishing Key Performance Indicators (KPIs)

Setting clear and measurable KPIs helps councils track progress and evaluate the impact of their climate initiatives. These should be specific, achievable, and aligned with national and local climate goals.

Key Climate KPIs for Councils:

- Carbon Emissions Reduction: Percentage reduction in CO2 emissions from council operations, transport, and energy use.
- Renewable Energy Adoption: Increase in renewable energy installations on public buildings or within the community.
- Energy Efficiency: Reduction in council building energy consumption through insulation, heating upgrades, and LED lighting.
- Biodiversity Enhancement: Increase in tree cover, wildflower meadows, and pollinator-friendly areas.
- Waste Reduction: Percentage decrease in council and community waste going to landfill.
- Sustainable Transport Uptake: Growth in EV charging point usage, active travel participation, and public transport adoption.
- Community Engagement: Number of residents involved in sustainability events, workshops, or local initiatives.

Useful links:

- UK Government Climate Indicators
- Carbon Trust Sustainability Performance Metrics

Tracking Progress

Using data-driven tools helps councils measure progress, identify areas for improvement, and adjust strategies accordingly.

Recommended Monitoring Tools:

 Impact Community Carbon Calculator – Allows councils to assess local carbon emissions and reduction opportunities.



The Carbon Trust Footprint Calculator – Provides methods to track carbon emissions in buildings, transport, and waste.

- Biodiversity Net Gain Monitoring Helps councils track habitat improvements and biodiversity restoration.
- Gloucestershire Recycles Waste and Recycling Data Tracks local waste diversion and recycling rates.

Actions for Councils:

Set up a regular data collection system to track energy use, transport emissions, waste reduction, and biodiversity efforts.

Use geospatial mapping to assess tree cover, green spaces, and nature recovery areas. Work with local universities or citizen science groups to collect real-time environmental data.

Report findings at public meetings to ensure transparency and community involvement.

Reporting on Climate Action Progress

Regular reporting ensures accountability and builds public trust. It also allows councils to highlight successes, share lessons learned, and secure further funding.

Actions for Councils:

- Publish an Annual Climate Action Report, detailing:
 - 1. Achievements in emissions reduction, renewable energy adoption, and biodiversity restoration.
 - 2. Progress towards KPIs, using clear graphs and statistics.
 - 3. Case studies of successful community-led projects.
 - 4. Areas for improvement and next steps.
- Host public meetings or webinars to discuss the report and gather feedback.
- Share updates via council websites, newsletters, and social media.
- Ensure climate progress is reviewed at Full Council meetings.

Useful links:

- Climate Action Reporting Guidance Friends of the Earth
- Local Government Association Best Practices for Sustainability Reporting

Updating the Climate Action Plan

A Climate Action Plan should not be static—it must evolve based on scientific advancements, policy changes, and local needs.

Actions for Councils:

- Review the Climate Action Plan annually to assess progress and update objectives.
- Gather community feedback through surveys, public meetings, and workshops.
- · Adjust policies based on new government climate targets or funding opportunities.
- Incorporate innovative technologies such as battery storage, hydrogen power, or Albased energy management.
- Collaborate with other councils, and local organisations to adopt best practices.

Useful links:

- NALC Climate Action Resources
- The Great Collaboration Tracking Local Climate Progress
- UK Climate Change Committee Adaptation Reports



Conclusion

The Parish & Town Councils' Climate Action Toolkit provides a comprehensive framework for councils to address the climate emergency and implement sustainable practices within their communities. By following the steps outlined—collecting evidence, engaging the community, declaring a climate emergency, creating a working group, and developing a robust action plan—councils can make meaningful strides toward a more sustainable and resilient future.

Local councils play a crucial role in leading climate action as they are closest to their communities and enjoy a high level of trust among residents. By leveraging this trust and proximity, councils can effectively mobilise community support and drive behaviour change, ensuring that climate initiatives are well-supported and impactful.

This toolkit also highlights the importance of biodiversity and environmental protection, reducing carbon and plastic use, designing greener housing, promoting sustainable transport, and supporting the circular economy. By integrating green infrastructure and renewable energy projects, councils can further enhance their communities' resilience to climate change.

Additionally, securing funding and working with trusted companies are essential components of successful climate action. The resources and case studies provided in this toolkit offer practical examples and valuable insights into how councils can effectively implement their climate action plans.

By using this toolkit as a guide, parish and town councils can take proactive steps to mitigate the impacts of climate change, protect the environment, and create healthier, more sustainable communities for future generations. The collective efforts of local councils can significantly contribute to national and global climate goals, demonstrating the power of grassroots action in tackling one of the most pressing issues of our time.

List of Useful Links in Alphabetical Order

Aberdeen Community Energy: https://en.wikipedia.org/wiki/Aberdeen_Community_Energy

Abingdon-on-Thames Clothes Swap: https://www.abingdon.gov.uk/event/clothes-swap-2

ACRE: https://acre.org.uk/

Active Travel England: https://www.gov.uk/government/organisations/active-travel-england

Alton Town Council: https://www.alton.gov.uk

Barby and Onley Parish Council: https://www.barbyandonleyparishcouncil.gov.uk/

Better Transport Campaign: https://bettertransport.org.uk

Biodiversity Net Gain Briefing: https://www.wildlifetrusts.org/biodiversity-net-gain Biodiversity Net Gain Monitoring: https://www.wildlifetrusts.org/biodiversity-net-gain

Bruton Town Council: https://www.brutontowncouncil.gov.uk

Bumblebee Conservation Trust: https://www.bumblebeeconservation.org

Carbon Literacy Project Certification: https://carbonliteracy.com/certified-carbon-literate

Carbon Trust Footprint Calculator: https://www.carbontrust.com/resources/carbon-footprint-calculator

Carbon Trust Office Energy Efficiency Guide: https://www.carbontrust.com/resources/energy-efficient-offices

Carbon Trust Sustainability Performance Metrics: https://www.carbontrust.com Carbon-Neutral Ashton Hayes: https://goingcarbonneutral.squarespace.com/

Car-Free Cities Campaign: https://www.carfree.com

Cedamia Climate Emergency Declaration List: https://www.cedamia.org/local-government

Centre for Alternative Technology: https://cat.org.uk

Centre for Sustainable Energy Climate Emergency and Neighbourhood Planning: https://www.cse.org.uk/resources/advice/neighbourhood-planning-in-a-climate-emergency

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Certificate in Local Council Administration (CiLCA): https://www.slcc.co.uk/qualification/certificate-in-local-council-administration-cilca/

Climate Action Reporting Guidance: https://friendsoftheearth.uk/climate

Climate Fresk: https://climatefresk.org/world

Climate Network (local environmental groups): https://climatenetwork.org

Climate Outreach: https://climateoutreach.org

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Community Energy England: https://communityenergyengland.org

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Community Transport Association UK: https://ctauk.org

CoMoUK: https://www.como.org.uk

Cononley Parish Council: https://cononley.parish.uk/parish-council

Crowdfunder UK: https://www.crowdfunder.co.uk

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Cycle to School Week: https://www.bikeability.org.uk/cycletoschoolweek

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Demand-Responsive Transport Case Studies: https://www.intelligenttransport.com

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Freecycle UK: https://www.freecycle.org

Friends of the Earth Climate Action Fund: https://friendsoftheearth.uk/climate/climate-action-plan

Friends of the Earth Community Engagement Toolkit: https://friendsoftheearth.uk/climate

Friends of the Earth Community Projects: https://friendsoftheearth.uk/groups

Friends of the Earth: https://www.foei.org

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Frome's Solar Streets: https://www.frometowncouncil.gov.uk/fromes-solar-streets

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Gloucestershire Association of Parish & Town Councils: http://gaptc.org.uk

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Gloucestershire Nature and Climate Fund: https://www.gloucestershirenature.org.uk/natural-capital-investment

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Google Forms: https://docs.google.com/forms

Gouldhurst Parish Council Neighbourhood Plan: https://goudhurst-pc.gov.uk/neighbourhood-plan-objectives

Government Energy Efficiency Grants: https://www.gov.uk/improve-energy-efficiency

Grant Schemes for Electric Vehicle Charging Points: https://www.gov.uk/government/collections/government-grants-for-low-emission-vehicles

Green Roof Guide: https://livingroofs.org

Greener Gloucestershire Climate Dashboard: https://www.gloucestershire.gov.uk/planning-and-environment/greener-gloucestershire-climate-dashboard

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Local Enterprise Partnerships (LEPs): https://www.lepnetwork.net

Local Food Campaigns: https://www.sustainweb.org Local Government Association: https://www.local.gov.uk

Local Nature Action Plans: https://www.tcpa.org.uk/green-infrastructure

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NALC Climate Network: https://www.nalc.gov.uk/support/national-networks.html

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Recycle Now: https://www.recyclenow.com

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Repair Café Network: https://www.repaircafe.org/en

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Spacehive: https://www.spacehive.com

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Stroud Town Council: https://www.stroudtown.gov.uk SuDS Guidance and Resources: https://www.susdrain.org

Surfers Against Sewage: https://www.sas.org.uk/plastic-free-communities Survey Monkey: https://www.surveymonkey.com/mp/how-to-create-surveys

Sustainable Drainage Systems Guidance: https://www.susdrain.org

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The Restart Project: https://therestartproject.org

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Tidenham Parish Council Community Vehicle: https://www.tidenhamparishcouncil.co.uk/community-vehicle

Totnes Community Car-Sharing: https://www.transitiontowntotnes.org

Town and Country Planning Association: https://www.tcpa.org.uk/green-infrastructure

Tree Council Grants: https://treecouncil.org.uk/grants

Tree Planting Days: https://www.carma.earth/commit/tree-planting-days

Trees for Glos: http://www.gloucestershire.gov.uk/trees-for-glos

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UK Climate Change Committee: https://www.theccc.org.uk

UK Government Climate Indicators: https://www.gov.uk/government/collections/uk-climate-change-statistics

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UK Green Building Council: https://www.ukgbc.org

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