Climate implications toolkit

This toolkit is a self-assessment to help officers think about how their projects, procurements, commissioning, and services can align with H&F's net zero carbon target and sixth council value: "Rising to the challenge of the climate and ecological emergency". It also supports report writers to draft the climate implications section on decision reports, now required on decisions over £300,000 and procurement strategy reports.

How to use the tool 3

The self-assessment is intended to help officers reflect critically on their team's climate impact. We recommend you answer all the questions, even if the answer is 'not applicable'. It is a reflective tool, not a framework for approving or rejecting a decision, so it will work best if each question is considered honestly and carefully.

The next tab presents a set of questions about the initiative or decision against H&F's five 'climate challenges', and a drop-down range of answers. Each answer is colour-coded to indicate its climate impact and recommended way forward as follows:

Colour code	Recommendation
Dark green	Strong positive impacts for the climate emergency. Recommendation to proceed as is with this aspect.
Light green	Some positive impact for the climate emergency. Recommendation to further enhance this aspect where possible and proceed.
Yellow	Some negative impacts for the climate emergency. Recommendation to review these aspects and find mitigations where possible.
Red	Considerable inconsistency with the council's net zero objective. Strong recommendation to review these aspects and find mitigations.
Grey	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.

These questions should be considered for services we procure as well as projects we deliver directly. Delivery models, specifications and tender evaluation should be shaped to ensure our contractors are aligned with our net zero commitment.

When answering these questions you should consider **direct** and **indirect** impacts. For example, a highways project to install traffic reduction measures might not use electric vehicles or plant in its delivery, but still lead to reduced vehicle use once in place.

Against each climate challenge, the toolkit presents possible actions to improve the climate impact of the decision.

Version	Date
1.0	09/03/21

Please answer all questions from the drop-down options in the 'impact' column (C). Key to the colour coding of answers is given below:

Colour code	Recommendation
Dark green	Strong positive impacts for the climate emergency. Recommendation to proceed as is with this aspect.
Light green	Some positive impact for the climate emergency. Recommendation to further enhance this aspect where possible and proceed.
Yellow	Some negative impacts for the climate emergency. Recommendation to review these aspects and find mitigations where possible.
Red	Considerable inconsistency with the council's net zero objective. Strong recommendation to review these aspects and find mitigations.
Grey	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.

Homes, buildings and energy

	Question	Impact
1	What effect will this project have on overall energy use (heat or electricity) e.g. from buildings? (Reduced use = benefit, increased use = disbenefit)	Not applicable
2	What effect will this project have on the direct use of fossil fuels such as gas, petrol, diesel, oil? (Reduced use = benefit, increased use = disbenefit)	Not applicable
3	Does this project further maximise the use of existing building space? *E.g. co-locating services; bringing under-used space into use; using buildings out-of-hours*	N/A
4	Will any new building constructed or refurbishment be **net zero carbon-ready** in use? *(high levels of insulation, low energy demand per sq. m., and no servicing with fossil fuels such as gas heating).*	N/A
5	Does this use more sustainable **materials** in building work? *E.g. re-used or recycled construction materials; timber in place of concrete*	N/A
6	Does this use more sustainable **processes** in any building work? *E.g. modular and off-site construction; use of electrical plant instead of petrol/diesel*	N/A
7	Will this increase the supply of renewable energy? *e.g. installing solar panels; switching to a renewable energy tariff*	N/A
8	Do any appliances or electrical equipment to be used have high energy efficiency ratings?	N/A

Ways to align with net zero:

- Insulate buildings to a high standard.
- Include energy efficiency measures when carrying out refurbishment.
- Replace gas boilers with renewable heating, such as heat pumps.
- Construct new buildings to a net zero standard (see the LETI design guide: https://www.leti.london/cedg)
- Design and construct buildings with lower-carbon materials, such as recycled material and timber frames.
- Use construction methods that reduce overall energy use, such as modular, factory-built components, or use of electrical plant on-site.
- Install solar panels or other renewable energy generation, and consider including battery storage.
- Switch to a renewable energy provider.
- Use energy-efficient appliances.
- Install low-energy LED lighting.
- Install measures to help manage building energy demand, such as smart meters, timers on lighting, or building management systems.

Travel

	Question	Impact
9	Reducing travel: what effect will this project have on overall vehicle use? (lower use = benefit, higher = disbenefit)	Not applicable
10	Will this project use petrol or diesel vehicles?	N/A
11	Will this support people to use active or low-carbon transport? *E.g. cycling, walking, switching to electric transport*	N/A
12	Will it be easily accessible for all by foot, bike, or public transport, including for disabled people?	N/A
13	Has the project taken steps to reduce traffic? *Using e-cargo bikes; timing activities or deliveries to be outside peak congestion times*	N/A

Ways to align with net zero:

- Reduce the need to travel e.g. through remote meetings, or rationalising routes and rounds.
- Share vehicles or substitute different modes of travel, rather than procuring new fleet.
- Specify electric vehicles for new fleet or for services involving transport.
- Support users and staff to walk, cycle, or use public transport e.g. with cycle parking, training, incentives.
- Use zero-emission deliveries e.g. H&F's e-cargo bike service.
- Model and mitigate the project's effect on traffic and congestion e.g. retiming the service or deliveries

Consumption

	Question	Impact
14	Does this involve buying newly manufactured goods and materials, without considering ways to re-use existing ones?	No
15	Does it reduce reliance on buying newly manufactured goods? *E.g. repair and re-use; sharing and lending goods between services or people; leasing or product-as-a-service rather than ownership*	N/A
16	Does it use products and resources that are re-used, recycled, or renewable?	N/A
17	Does it enable others to make sustainable choices within their lifestyles, or engage people about this?	N/A
18	Is there a plan to reduce waste?	N/A
19	Has it taken steps to ensure any food it offers is more sustainable? *E.g. minimal meat and dairy; seasonal produce; locally sourced.*	N/A

Ways to align with net zero:

- Procure goods through sharing, leasing, or product-as-a-service models rather than ownership.
- Use pre-owned and reconditioned goods, and reduce reliance on procuring new goods.
- Use recycled materials, and procure items that can be reconditioned or recycled at end-of-life.
- Use lifecycle costing in business cases to capture the full cost of operation, repair and disposal of an item.
- Reduce meat and dairy in food provision.
- Design waste, including food waste, out of business models e.g. separating (and composting) food waste; replacing single-use items with reusable items.
- Use contact points with residents and businesses to engage and enable them to adopt low-waste, low-carbon behaviours.

Ecology

	Question	Impact
20	What effect does this project have on total area of green space? (increase = benefit; decrease = disbenefit)	Not applicable
21	Does the project create more habitat for nature? E.g. native plants, trees, and flowers	N/A
22	Does it make changes to green space that can have a negative impact on nature? *E.g. use of pesticides, reduced extent and variety of plants, planting non-native species*	N/A
23	Does it help people understand the value of biodiversity, and encourage them to support it in their private and community spaces?	N/A

Ways to align with net zero:

- Avoid converting green space to hard surfacing.
- Use underutilised space for planting, such as green roofs and walls.
- Plant native plants and perennials, rather than non-native ornamental species, to encourage biodiversity.
- Reduce trimming of grass and hedges, and avoid use of pesticides.
- Provide space for animals e.g. long grass areas, bird boxes, bat boxes, 'insect hotels'
- Consider the ecological impacts from manufacture and use of procured goods, e.g. water pollution; water

Adaptation

	Question	Impact
24	Does any planned construction or building use include measures to conserve water?	N/A
25	Does any planned infrastructure or building use consider how to sustainably protect people from extreme heat?	N/A
26	Has any planned building work or infrastructure considered how to mitigate flood risk? *E.g. Sustainable Drainage Systems (SuDS); de-paving areas; green roofs*	N/A
27	Does any planned infrastructure or building work increase the overall footprint of hard surfacing? (as opposed to green or permeable surfacing)	N/A
28	Has the project considered its own resilience to future extreme heat, flood risk, or water shortage?	N/A

Ways to align with net zero:

- Install water-saving devices in taps, showers and toilets
- Re-use grey water in new developments
- Ensure all new building or refurbishment (especially of homes) models and mitigates future overheating risk, with adequate ventilation and shading
- Avoid increasing areas of hard surfacing.
- Convert hard surfacing to green and permeable surfacing where possible, and install Sustainable Drainage systems (SuDS).
- Plant drought-tolerant plants

Engagement and influence

	Question	Impact
29	Does this project raise awareness and understanding of the climate emergency, and the steps that people can take?	N/A

Ways to align with net zero:

- 'Make every contact count', by using contact points with residents and businesses to promote understanding of the climate emergency.