

Clean Growth Action Plan

**Supporting clean growth across our
organisation**

September 2019



Background

The West Yorkshire Combined Authority brings together local councils and businesses to ensure everyone in our region benefits from a strong, successful economy and a modern, accessible transport network. By harnessing our combined efforts, our vision is to make the Leeds City Region known globally as a place where everyone can build great businesses, careers and lives, supported by world-class transport, housing and digital connections.

To achieve this vision, we have four corporate priorities:

1. Boosting productivity
2. Enabling inclusive growth
3. Delivering 21st Century transport
4. Supporting clean growth

Why do we need a Clean Growth Action Plan?

Our Action Plan sets out how we will achieve our fourth priority – supporting clean growth – by growing our regional economy whilst also cutting greenhouse gas emissions, including carbon dioxide. This plan also sets out how we will respond to the climate emergency which was formally declared by the Combined Authority and its partner councils in June 2019. Additionally, clean growth is one of the grand challenges within the Government's Industrial Strategy plans and must be addressed through all Local Industrial Strategies. Our Strategic Economic Plan and Energy Strategy and Delivery Plan committed the City Region to achieving a net zero carbon economy by 2038 at the latest, with significant progress by 2030.

The Action Plan aims to:

- Enable the Combined Authority to lead by example and reduce its environmental impacts, tackle the climate emergency and create clean growth.
- Ensure that all staff and members are fully aware of what clean growth means and what we plan to deliver.
- Empower staff to play a vital part in delivering clean growth.
- Help the Combined Authority to save money by understanding the energy and natural resources it uses and how to use them more efficiently.
- Establish short term actions to work on for the next two years.

Scope

- Functions related to the West Yorkshire Combined Authority and Leeds City Region Local Enterprise Partnership are covered by this plan.
- It covers activities in our operational control including our offices and bus stations that enable us to operate and deliver our services.
- It also applies to externally facing services, policies, projects and programmes within our financial control and governance of the Combined Authority¹.

¹ Financial control boundary. See p6 of

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/206392/pb13944-env-reporting-guidance.pdf

Clean growth principles

To enable clean growth across our organisation, the Combined Authority will:



1. Reduce energy and carbon emissions

We will minimise energy use and reduce carbon dioxide emissions arising from the Combined Authority's estate through the introduction of energy efficient measures, renewable and clean energy generation (where possible) and staff behavioural initiatives.



2. Minimise waste and water consumption

We will minimise operational waste that arises across the Combined Authority's estate through waste reduction, reuse, recycling and staff behavioural change initiatives.



3. Tackle air quality and improve health

We will improve local air quality and cut harmful pollutants and carbon emissions by supporting healthier and more sustainable modes of business travel and by influencing low emission transport across the region



4. Use sustainable resources

We will reduce the environmental impact of our services, projects and programmes through making sustainable choices on the goods and services we procure.



5. Enhance our natural environment

We will integrate green and blue infrastructure and climate resilience into our estate and work where practically possible.

6. Integrate clean growth decision making

Through the Assurance Framework and other internal decision-making procedures, we will review, advocate and embed clean growth considerations into our activities wherever possible.



7. Measure and report our performance

We will monitor, benchmark and report annually on energy, water, waste consumption and carbon emissions to ensure we are meeting our targets

What we have already achieved

What are we doing operationally?

- We are refurbishing our main office, Wellington House, to make it more energy efficient and fit-for-purpose by installing solar panels, low-energy lighting and other carbon cutting measures.
- We're looking at all our internal processes to find new ways to be more resource efficient such as going paper-free and introducing more flexible working options.
- We have a staff policy which ensures that people use public or active transport where possible.
- Our Assurance Framework is being strengthened to explicitly consider clean growth impacts of all proposed projects.
- Our reports will all contain climate change implications from October 2019.
- We have reduced our electricity consumption by 34%
- We support our staff to travel to work by sustainable means of transport.
- Our plastic cups in all meeting rooms are biodegradable.

What are we doing externally?

Here are some highlights:



We've taken over 9,000 cars a week out of Leeds City Centre as a result of our Park and Ride services helping to improve air quality and cut congestion.



We've saved 117,000 tonnes of carbon through our Better Homes Yorkshire scheme – warming homes and helping residents save money on their bills.



We've saved enough energy to make 72 million cups of tea through our Resource Efficiency Fund.



We've sowed seven million seeds to create a living wall that will improve air quality in Calderdale.

And.....

- Growing the region's green economy has been a focus of City Region partners for the past decade. Becoming a zero carbon City Region has been part of our ambition since we published our Strategic Economic Plan in 2014.
- Initiatives led by the LEP and Combined Authority have contributed to an overall 38% reduction in carbon emissions in the City Region since 2005, compared to 27% nationally.
- As part of the Leeds City Region Energy Strategy, adopted in December 2018, we are developing initiatives and exploring opportunities such as energy efficient street lighting schemes, the development of hydrogen buses and refuelling stations, and carbon capture storage.

Transport

- By 2020, the Combined Authority, through our City Connect programme, will have invested £60 million in cycling and walking schemes across West Yorkshire and York since 2015.
- An estimated £69 million from the Local Growth Fund will be spent on walking and cycling improvements within our wider delivery programme up to March 2021.
- A 26% increase has been recorded in people using the Cycle Superhighway between May and July 2018, compared to the same period in the previous year. Most recently, the £3 million improvements to create a fully accessible crossing as part of Scarborough Bridge in York has seen an extra 1,000 daily trips made by people on bike or on foot.
- Our Travel Plan Network provides sustainable travel advice to businesses to help more people walk, cycle or use public transport to get to work. This year we will be working with an additional 96 employers.
- We're contributing to cleaner air by installing 88 ultra-low emission vehicle (ULEV) charging points for taxis and cars with a goal of making 5.1% of our region's taxis ULEV by 2020.
- In addition, we are currently developing business cases to unlock a further £12 million from the Local Growth Fund to deliver further improvements to enable more people to travel by bike or on foot.

Buildings

- This year the Combined Authority will enable 750 households to be warmer, save money and become more energy efficient through our Better Homes Yorkshire programme.
- We're supporting a further 88 businesses to save money on their energy bills and use less water and waste through resource efficiency funding and advice.
- The Leeds PIPES district heat network, which has received £4 million Leeds City Region Growth Deal funding, will bring low carbon, lower cost heating and hot water to homes and buildings in the city centre, while also cutting 22,000 tonnes of carbon emissions every year.

- The LEP’s Energy Accelerator is the only programme of its kind of the UK and will enable £60 million worth of capital investment in low carbon and energy efficient projects which otherwise may not have been completed due to a lack of capacity, expertise and funding.

Flooding

- The Combined Authority’s Green and Blue Infrastructure Strategy sets out how City Region partners can use natural assets to help the economy prosper, improve quality of life for residents, reduce carbon emissions and make the region more resilient to climate change.
- The LEP is investing £1.7 million in natural flood management projects in Calderdale and Kirklees which will reduce the risk of flooding to around 3,000 homes and more than 1,000 businesses and support biodiversity.

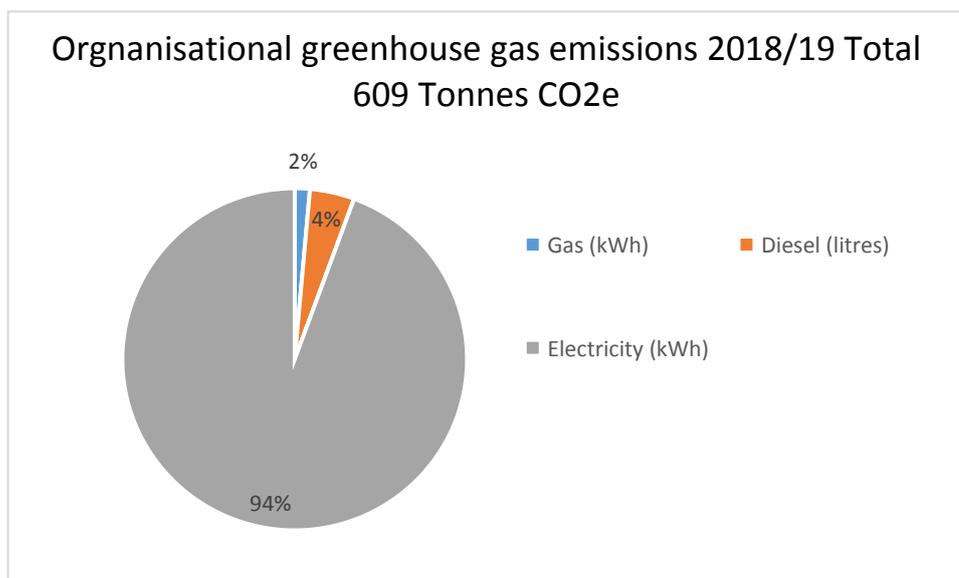
What is our current impact on the environment?

To function, our organisation needs to consume energy to light our buildings, power our equipment and heat our buildings. We also have to travel for business purposes, we generate waste and use water. All of these actions can have a negative impact on our natural environment. Some actions also create carbon and other harmful emissions that are contributing towards global warming and climate change and poor local air quality.

The Combined Authority declared a Climate Emergency in June 2019 and the City Region is committed to becoming a net zero carbon economy by 2038 at the latest, and to make significant progress by 2030. To enable the Combined Authority to play its part in helping the region tackle the climate emergency we need to understand and reduce our own carbon dioxide emissions and environmental impacts.

What natural resources do we use and what is our carbon footprint?

We have calculated the carbon emissions (or carbon dioxide equivalents²) we are responsible for emitting from our own buildings (excluding tenants) and business travel, based on electricity, gas and fuel consumed between April 2018 and March 2019. We call this our carbon footprint. In 2018/19 our actions were responsible for emitting just over 600 tonnes of carbon dioxide equivalents.



² is a metric measure used to compare the emissions from various [greenhouse gases](#) on the basis of their [global-warming potential \(GWP\)](#), by converting amounts of other gases to the equivalent amount of carbon dioxide with the same global warming potential.

The amount of waste, water and paper consumption have also been collated to create a comprehensive picture of the natural resources we use. This creates an accurate baseline for us to begin to manage and improve. See below:

Emissions/ Natural Resource Consumption	Values
CO2 emissions (annual)	609 tonnes CO2e
Water consumption (annual)	26,500 cubic meters
Waste (annual)	240 tonnes
Recycling rate	8 – 12%
Paper consumption (annual)	3 million sheets

The next steps are to compare the data against suitable benchmarks for similar organisations. To negate varying scale effects, this could be done on a per employee basis or the number of passengers using transport facilities.

Over the next two years more work is needed to create a robust carbon footprint that includes waste, water and business travel emissions.

The Clean Growth Action Plan

In order to tackle the climate emergency and ensure we play our part in the making the Leeds City Region a net zero carbon economy it is vital we embed clean growth across the all areas of the Combined Authority.

Operational activities

Reducing our operational energy and carbon emissions

We will minimise energy use and reduce carbon dioxide emissions arising from the Combined Authority's offices and bus stations through the introduction of energy efficient measures, renewable and clean energy generation (where possible) and staff behavioural initiatives.

Over the coming two years we will:

- Embed clean growth principles into the refurbishment of Wellington House including the inclusion of a 25 kilowatt solar panel array, high efficiency LED lighting, daylight sensing and presence/absence controls, designed to aspire to BREEAM very good, retention of the two high efficiency condensing boilers, window improvement works, external envelope insulation, roof insulation, optimised energy and thermal, reusing and recycling integrated into design, EV charging for two cars and aspiring to achieve an EPC rating of B for the building.
- Save energy and carbon emissions through reducing the number of servers we use and moving to Microsoft's Cloud.
- Save energy and carbon emissions by the introduction of the new IT technology being deployed across the authority
- Promote clean growth behaviours as part of the roll-out of our new IT equipment, including how all staff can save saving energy and go paperless.
- Build on a reduction in energy consumption of 34 percent over the past +5 years, develop a Corporate Asset Management Plan (AMP) that embeds clean growth principles and explore higher standards of energy efficiency / renewable energy across the estate.
- Explore creating zero carbon bus stations. Including a pilot at Brighthouse Bus Station.

Minimising our waste and water consumption

We will minimise waste that arises across the Combined Authority's offices and bus stations through waste reduction, reuse, recycling and staff behavioural change initiatives.

Over the coming two years we will:

- Introduce new signage and staff communications on recycling
- Ensure 100% of all our redundant office ICT equipment and office furniture will be diverted from landfill via reuse or recycling.
- Phase out all single use plastic in all meeting rooms.
- Explore maximising recycling in Wellington House and our bus stations by introducing a new policy statement, new recycling provisions and explore solutions such as the #LeedsByExample programme in all bus stations.

Tackling air quality and improve health

We will improve local air quality and cut harmful pollutants and carbon emissions by supporting healthier and more sustainable modes of business travel and by influencing low emission transport across the region.

Over the coming two years we will:

- Adopt a new Combined Authority Travel Policy and guidance on how to make sustainable travel choices for business use.
- Replace all our operational vans with electric alternatives.
- Use the City Car Club for all our car related business journeys (and only when sustainable means are not feasible).
- Explore increasing the number of pool bikes (traditional and electric).
- Utilise the Travel Plan Network and City Connect to support our business travel options.

Sustainable resources

We will reduce the environmental impact of our services, projects and programmes through making sustainable choices on the goods and services we procure.

Over the coming two years we will:

- Replace existing cleaning products with sustainable and eco-friendly versions.
- All printing paper will be sourced from sustainable sources and recycled.
- Hold clean growth workshops for all procurement staff to ensure
- Source all our energy from 100 percent renewable sources.
- Embed the principles of clean growth in to the refreshed Procurement Strategy.
- Sustainable procurement models / frameworks to establish a programme of improvement which will embed clean growth into the procurement processes.

Enhance our natural environment

We will integrate green and blue infrastructure and climate resilience into our work where practically possible.

Over the coming two years we will:

- Map out where new trees could be planted on our land by staff volunteers.

Integrated clean growth decision making

Through the Assurance Framework and other internal decision-making procedures, we will review and embed clean growth considerations into our activities.

Over the coming two years we will:

- Build on the recent work to strengthen how clean growth and climate change impacts are considered as part of all new schemes that come through the Combined Authority's Assurance Framework (Decision point 1 (Strategic Assessment and 2 (Strategic Outline Case)) and we will review decision point 2 onwards and continue to strengthen clean growth considerations, including climate change impacts.
- Develop a robust quantifiable methodology for assessing all new schemes predicted carbon emissions and wider clean growth impacts. This will include a review of all existing Combined Authority schemes and additional resource to support the development and implementation of the new assessments.
- Ensure all Combined Authority reports will include clean growth, including climate change impact assessments/considerations.

Measuring and reporting performance

We will monitor, benchmark and report annually on energy, water, waste consumption and carbon emissions.

Over the coming two years we will:

- Create the Combined Authority's Carbon Footprint for the following: carbon emissions, energy, water and waste consumption (and aligned to the emerging Asset Development Plan)
- Annually publish our performance and consumption for the following: carbon emissions, energy, water and waste consumption.
- Set year-on year-carbon reduction targets in line with the City Regional net zero carbon target once the refurbishment of Wellington House is complete.

Externally facing activities

We will also embed clean growth into our services and the support we offer across the City Region.

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Reduce energy, waste and water and carbon emissions and enhance our natural environment

Over the coming two years we will:

- Coordinate and accelerate delivery of the Leeds City Region's Energy Strategy and Delivery Plan.
- Explore how to develop new energy efficiency schemes in the domestic sector and nine other zero carbon projects by March 2020.
- Build the Leeds City Region's Climate Coalition and work with partners to ensure the City Region's ambition to be a Net Zero Carbon City region by 2038, with significant progress made by 2030.
- Lead delivery of the Leeds City Region's Green and Blue Infrastructure Strategy and Delivery Plan.
- Secure funding and deliver Re-Biz (formerly Resource Efficiency Fund) and support SME's to become resource efficient through saving energy, water, waste and carbon and support businesses to understand and implement circular economy practices and principles.

Tackle air quality and improve health

Over the coming two years we will:

- Commission a City Region Low Carbon Transport Pathway Study to determine how the Transport Sector in the Leeds City Region can decarbonise in line with the Region's net zero carbon target.
- Use the findings of the City Region Low Carbon Transport Pathway Study to help inform the development of the Connectivity Strategy (and other transport strategies) and support the new Zero Emission Transport Working Group.
- Complete the West Yorkshire Zero Carbon Bus Roadmap and working with the Bus Alliance to develop an action plan.

Integrated clean growth decision making

Over the coming two years we will:

- Build on the recent work to strengthen how clean growth and climate change impacts are considered as part of all new schemes that come through the Combined Authority's Assurance Framework (Decision point 1 and 2) and we will review decision point 2 onwards and continue to strengthen clean growth considerations, including climate change impacts. This will include a review of all existing Combined Authority schemes and additional resource to support the development and implementation of the new assessments.
- Develop a robust quantifiable methodology for assessing all new schemes and grant award's predicted carbon emissions/and wider clean growth impacts – see above.
- All Combined Authority reports will include clean growth, including climate change impact assessments/considerations.
- Explore the inclusion of clean growth principles in all Combined Authority funding agreements.
- Explore clean growth opportunities within our future grants and loan funding programmes.
- Embed clean growth into the City Region's Industrial Strategy and maximise economic opportunities.
- Complete the Clean Growth Audit and highlight unique clean growth opportunities for the Industrial Strategy.
- Embed clean growth into a range of other areas:
 - Our advice to the LEP Panels and the wider businesses community
 - Skill Commission and carry out detailed forecasting of future clean growth job opportunities
 - UK Shared Prosperity Fund

- Transforming Cities Fund
- 4-5 large trade and investment priorities

We will also communicate our clean growth principles and actions through:

- The internal clean growth staff awareness campaign.
- Our Clean Growth Champions, Clean Growth Team and Clean Growth Director Champion - Alan Reiss.
- Embedding clean growth into our Induction Programme and Human Focus.
- In City Exchange, Economic Services have set up a Green Team who each month are taking practical actions and promoting sustainable, clean growth actions across the office. Actions include energy saving, reducing printing, veganism, upcycling for Christmas and clothes and gift exchange.

Measure and report performance

Over the coming two years we will:

- Annually update the carbon footprint for the organisation.
- Annually disclose our performance and consumption for the following: Carbon Emissions, Energy, Water and Waste Consumption.
- Celebrate and promote our clean growth work across the region, and wider.
- Post the refurbishment of Wellington House, set year on year reduction targets for the following: Carbon Emissions, Energy, Water and Waste Consumption (and build these into the Asset Development Plan). These should be aligned to regional net zero carbon target by 2038.