

Climate Change Toolkits and Guidance: a briefing

April 2021

Climate change is a worldwide emergency and requires local authorities to act to counter the effects of climate change. This briefing assesses the various toolkits that are available to local government for guidance on acting on climate change; it will be updated periodically, and is not exhaustive.

The documents are listed in alphabetical order; a summary of topic areas is as follows:

- Local authority action on climate change (general): all
- Adaptation: 1, 20, 27, 36, 37
- Agriculture: 33
- Developing climate action plans: 3, 5, 8, 9, 10, 11, 12, 13, 14, 29
- Energy: 22, 23, 24
- National asks: 21
- Planning and development: 27, 36, 37
- Support for councillors: 31

1. ADEPT, Defra and LAAP Good Practice Guidance for Local Government (2019)

Purpose: The Association of Directors of Environment, Economy, Planning and Transport (ADEPT), Department for Environment Food and Rural Affairs (Defra) and Local Adaptation Advisory Panel (LAAP) have developed a guide focusing on climate change adaptation. This guide demonstrates the role local government plays in preparing for impacts of climate change and the reasons for adapting to it. They provide a guide to adaptation activity for various areas, including infrastructure, business, public health and corporate plans, policies and performance.

Link:

<https://www.adeptnet.org.uk/system/files/documents/Good%20Practice%20Guide%20ADEPT%202019f.pdf>

2. Anthesis – Carbon Footprint Reduction Tool (2019)

Purpose: Anthesis have created a tool called “Scatter” to support local authorities to create a low carbon city. The tool provides local authorities with strategies that can be implemented to help meet their emissions targets. The tool allows local authorities to choose from over 45 different emission reduction interventions, which are broken down into four technology focused areas: energy supply; energy demand from buildings; energy demand from transport; and natural capital.

Boroughs that have used it: Richmond and Wandsworth

Link:

1. <https://www.anthesisgroup.com/scatter-carbon-footprint-reduction-tool>

2. Scatter Tool - <https://tinyurl.com/y3v949ev>

3. APSE – You’ve Declared a Climate Emergency... What Next? (2020)

Purpose: The Association for Public Service Excellence (APSE) have carried out research and released guidance for local authorities that have declared a climate emergency on the actions they would need to take. The main findings they found are:

- Informed by scientific evidence, the contribution of local reductions in emissions can be significant and should be actioned as soon as possible.
- A cut today is better than the same cut tomorrow and is worth as much as a large cut later. The priority should be to begin cutting emissions as soon as possible, rather than worrying about how to eliminate them altogether.
- Councils ‘own operations’ are a good starting point. Progress is being made in reducing the emissions from buildings and assets, preparing residents for a move away from fossil fuel heating systems; in environmental matters from waste and resources to public realm services; in planting trees and land management strategies; and in EV infrastructure and fleet, including hydrogen developments.
- By adopting a local leadership role, and taking urgent action on climate change, councils are able to demonstrate to residents some more immediate local benefits, including fuel poverty through greener, cheaper energy, improvements to air quality and public realm.

Link:

<https://www.apse.org.uk/apse/assets/File/So%20you%E2%80%99ve%20declared%20a%20climate%20emergency%20what%20next%20Web%20download%20copy.pdf>

4. APSE Energy – 12 points to stimulate thought on taking the climate emergency agenda forward locally (2019)

Purpose: APSE Energy have identified twelve themes for local authorities to consider when acting on changes after declaring a climate emergency: leadership, strategy, capacity, action plan and projects, targets and data, finance and risk, partners, suppliers, education and culture change, innovation, review and inform and behaviour change.

Link: <https://www.apse.org.uk/apse/index.cfm/local-authority-energy-collaboration/apse-energy-views/2019/apse-energye28099s-12-points-to-stimulate-thought-on-taking-the-climate-emergency-agenda-forward-locally/>

5. Arup – You’ve Declared a Climate Emergency... What Next? (2019)

Purpose: Arup have produced a short guide on ways to tackle the challenges of declaring a climate emergency. They have created a breakdown of nine key steps to developing effective climate action plans and implementation.

Boroughs that have used it: Enfield

Link: <https://www.local.gov.uk/sites/default/files/documents/ARUP-Climate-Emergency-What-Next.pdf>

6. Arup and UCL – Climate emergency action planning: manual for local authorities (2020)

Purpose: The purpose of this manual is to provide guidance for local authorities in the UK in the development and implementation of action plans following a climate emergency declaration; it suggests desirable contents for action plans, sets out the overarching characteristics of an action plan should have and gives recommendations on specific challenging areas.

Link: [Declaring a Climate Emergency 76-end.pdf \(climateemergency.org.uk\)](#)

7. Ashden – A Toolkit for City Regions and Local Authorities (2019)

Purpose: Ashden have produced a report looking at the wider benefits of climate action, which suggests that climate action will help improve lives rather than diminish them. They have established four main benefits of climate actions: improving well-being; improving equity and social cohesion; creating economic opportunities and jobs in the low carbon economy; and increasing resilience of cities to the impacts of climate change.

Boroughs that have used it: Lewisham, Ealing, Richmond and Wandsworth

Link: <https://www.ashden.org/downloads/files/CAC-Chapters-all-FINAL.pdf>

8. Ashden and FoE – 31 Climate Actions for Councils (2019)

Purpose: Ashden and Friends of the Earth (FoE) have put together an evidence-based list of the most effective actions councils can take on climate change. They have produced 31 climate actions and have collated it in an excel spreadsheet.

Link: <https://www.ashden.org/downloads/files/31-actions-for-councils-v1-31Oct2019-Online.xlsx>

9. C40 Cities – Climate Action Planning (2019)

Purpose: C40 Cities explain the reasoning for why climate action planning is important and provide a video, where cities explain the actions they are taking on climate change. This varies from reducing vehicular emissions, improving building energy efficiency to strengthening their ability to dealing with inevitable impacts of climate change.

Boroughs that have used it: Enfield

Link: <https://resourcecentre.c40.org/resources/climate-action-planning>

10. C40 Cities – Reducing Greenhouse Gas Emissions (2019)

Purpose: C40 Cities reiterate the importance of reducing greenhouse gas (GHG) emissions and provide a video of climate professionals explaining why a GHG emissions inventory is crucial to developing a climate action plan.

Link: <https://resourcecentre.c40.org/resources/reducing-ghg-emissions>

11. C40 Cities – Adapting to Climate Change (2019)

Purpose: C40 Cities have stated why mitigation and adaptation actions should be prioritised based on impact, benefits and ability to fulfil objectives and developed with the community and partners. There is a video where city practitioners explain why mitigation and adaptation should be combined in action plans.

Link: <https://resourcecentre.c40.org/resources/adapting-to-climate-change>

12. C40 Cities – Inclusive Climate Action (2019)

Purpose: C40 Cities have suggested that climate action plans should include engagement with the community and stakeholders, policy and the impact. They have included a video of mayors of Bogota, Cape Town, New York City, Paris, Portland and Seoul, explaining why climate change and social inequality should be tackled together.

Link: <https://resourcecentre.c40.org/resources/inclusive-climate-action>

13. C40 Cities – Climate Action Planning Framework (2019)

Purpose: The Climate Action Planning framework has been developed to support cities develop climate action plans aligned with the objectives of the Paris agreement. The framework was developed by cities participating in C40's Climate Action Planning pilot programme and covers four key components of climate action planning: emissions neutrality, resilience, inclusivity and governance and collaboration.

Link: <https://resourcecentre.c40.org/climate-action-planning-framework-home>

14. C40 Cities – Deadline 2020: How will cities get the job done?

Purpose: C40 Cities have launched deadline 2020, outlining the level of ambition and action needed by C40 cities to play their part in turning the Paris Agreement into a reality. They have suggested that the next four years will determine whether the world's megacities will be able to deliver on the Paris Agreement.

Link: <https://www.c40.org/researches/deadline-2020>

15. C40 Cities – Focused Acceleration – A strategic approach to climate action in cities by 2030

Purpose: C40 Cities have produced a report, analysing the biggest opportunities for cities to accelerate the reduction of their carbon emissions. It recommends cities focus on twelve opportunities across four action areas: decarbonising the electricity grid, optimising energy efficiency in buildings, enabling next generation mobility and improving waste management.

Link: <https://www.c40.org/researches/mckinsey-center-for-business-and-environment>

16. Centre for Alternative Technology – Zero Carbon Britain (2017)

Purpose: The Centre for Alternative Technology (CAT) have produced a report, investigating how Britain can overcome political, cultural and psychological barriers to reach net zero carbon. They use insights from research and examples from case studies of individuals and organisations implementing the necessary changes to demonstrate the actual possibility of reaching zero carbon.

Link: <https://www.cat.org.uk/download/25776/>

17. Centre for Alternative Technology – Raising Ambition (2018)

Purpose: CAT have collected and highlight the work of hundreds of people to create a view of the possible futures at global, regional, national and sub-national scales. They have concluded that the global society needs to collectively achieve net zero GHG emissions as early as possible before the agreed Paris date.

Link: <https://www.cat.org.uk/download/25756/>

18. Centre for Sustainable Energy – Affordable Warmth and Health Evaluation (2016)

Purpose: The Centre for Sustainable Energy (CSE) have created this toolkit to make evaluating the health and wellbeing impacts of affordable warmth schemes easier and more effective. They have created this toolkit for local organisations managing affordable warmth schemes and directors of public health and housing in local authorities.

Link: <https://www.cse.org.uk/downloads/toolkits/fuel-poverty/affordable-warmth-and-health-evaluation-toolkit.pdf>

19. Centre for Sustainable Energy – Local Sustainability Energy Assessment Matrix (2017)

Purpose: The CSE have designed this assessment matrix to help local authorities and other local energy actors to assess their area's current performance and identify opportunities for improvement. The assessment matrix has five dimensions of action: domestic sector energy, commercial sector energy, fuel poverty, low carbon energy infrastructure and institutional ecosystem.

Link: <https://www.cse.org.uk/downloads/toolkits/policy/community-energy/planning/local-sustainable-energy-assessment-matrix.pdf>

20. Centre for Sustainable Energy – Low Carbon Management Matrix (2010)

Purpose: CSE have created this matrix for local authorities to understand how their roles can influence low CO2 emissions, assess and reflect their performance and develop performance improvement plans to improve their impact on local emission reduction, using their roles.

Link:

<https://www.cse.org.uk/downloads/toolkits/policy/planning/Local%20Carbon%20Management%20Matrix%202010%20Guidance%20v12.pdf>

21. Climate Emergency UK – Local authority climate plan checklist: for developing and reviewing action plans (2021)

Purpose: This Checklist provides local authorities and communities with a list they can refer to when creating their own Action Plan; it covers creating and presenting the plan, components of a strong action plan, and action areas, together with further resources.

Link: [V8 Checklist for Council Plans 04122020.docx \(climateemergency.uk\)](#)

22. Climate Just – Map Tool on Flooding, Heat and Fuel Poverty

Purpose: Climate Just have created a tool which maps the most disadvantaged areas through climate impacts and the different areas that are likely to be affected by flooding and high temperatures. The maps can be used to identify common themes related to vulnerability and review the recommended actions – consisting of raising awareness and partnership working.

Boroughs that have used it: Enfield

Link:

- Tool: <https://www.climatejust.org.uk/mapping/>
- Recommended Actions - <https://www.climatejust.org.uk/recommended-general-actions>

23. Coalition for Urban Transitions – Climate Emergency: Urban Opportunity (2019)

Purpose: Coalition for Urban Transitions have created key messages and priorities for national government to achieve the target of zero carbon cities. The coalition have presented six key priorities that national governments should act upon to tackle the climate crisis. Despite the importance of local action, they argue that national leadership is required to enable and assist local authorities to act and meet their emission targets.

Link:

- Key Messages - <https://urbantransitions.global/wp-content/uploads/2019/09/Climate-Emergency-Urban-Opportunity-Key-Messages-FINAL.pdf>
- Key Priorities - <https://urbantransitions.global/wp-content/uploads/2019/09/Climate-Emergency-Urban-Opportunity-Priorities-for-National-Governments-FINAL.pdf>
- Full Report - <https://urbantransitions.global/wp-content/uploads/2019/09/Climate-Emergency-Urban-Opportunity-report.pdf>

24. CEL/Islington Council – Local Authority Community Energy Fund (2020)

Purpose: The Community Energy London (CEL) collaborated with Islington Council’s Energy team to prepare guidance to officers on issues to consider when establishing a community energy fund. The briefing suggests matters on which groups would benefit from the fund, funding for each application and the types of projects to allow as well as other targeted questions.

Link: <https://www.communityenergy.london/news/2020/06/briefing-paper-with-islington-council-on-setting-up-a-la-cef/>

25. Cornwall Council and Citizen’s Advice – Local Authority Toolkit: Supporting Fuel Poor and Vulnerable Households (2018)

Purpose: Cornwall Council and Citizen’s Advice have collaborated to create a toolkit for local authorities and third sector partners to work together to reduce fuel poverty. This toolkit provides local authorities advice on how they can use energy efficiency to support vulnerable households. The guidance suggests how local authorities can use the Energy Company Obligation (ECO) to declare certain households’ requirement to meet the eligibility criteria for affordable warmth.

Link:

<https://www.citizensadvice.org.uk/Global/CitizensAdvice/Local%20authority%20cold%20homes%20toolkit.pdf>

26. Energy Systems Catapult – Local Area Energy Planning (2018)

Purpose: Energy Systems Catapult (ESC) have created a guide for energy planning in local areas as a way of mitigating and adapting to climate change. They cover the importance of energy planning and provide a seven-step process to create successful energy plans in the local area. This would help focus resources on ensuring that each local area in the UK is on track to meet their decarbonisation targets.

Boroughs that have used it: Enfield

Link: <https://es.catapult.org.uk/wp-content/uploads/2018/12/Local-Area-Energy-Planning-Guidance-for-local-authorities-and-energy-providers.pdf>

27. Friends of the Earth: ‘33 Actions Local Authorities can take on Climate Change’ (2019)

Purpose: Friends of the Earth’s report identifies 33 actions that local authorities can take to reduce carbon emissions, under the following groups: transport, buildings, waste, energy, procurement, green spaces and influence.

Boroughs that have used it: Enfield, Ealing, Sutton, Richmond and Wandsworth

Link: <https://policy.friendsoftheearth.uk/print/pdf/node/70>

28. GLA – London’s Zero Carbon Pathway Tool (2018)

Purpose: The Greater London Authority (GLA) created a tool to show the way that carbon emissions can be reduced to net zero by 2050. They have used detailed information on the building type, energy

consumption, power demand and capacity, transport activity and emissions from industry to model London's current energy consumption and carbon emissions and have created several scenarios for how London's emissions could reach net zero by 2050.

Boroughs that have used it: Haringey, Enfield

Link: <https://tinyurl.com/yyx8ksp3>

29. Good Homes Alliance – Overheating in New Homes (2019)

Purpose: The Good Homes Alliance have created a toolkit on identifying indicators for overheating in homes, considering that overheating is set to increase with climate change. This toolkit provides 14 key questions that are key factors to tackling overheating and notably mention that providing cooling is not the solution. The toolkit also provides potential next steps, based on the level of risk estimated, as well as a detailed design guidance and risk assessment.

Boroughs that have used it: Haringey, Enfield

Link: <https://goodhomes.org.uk/wp-content/uploads/2019/07/GHA-Overheating-in-New-Homes-Tool-and-Guidance.pdf>

30. Imperial College London – Co-benefits of Climate Change Mitigation in the UK (2019)

Purpose: Imperial College London's Grantham Institute have released a briefing on the co-benefits of climate change mitigation, where other sectors such as public health and the economy benefit from the positive effects of climate change mitigation.

Link: <https://www.imperial.ac.uk/media/imperial-college/grantham-institute/public/publications/briefing-papers/Co-benefits-of-climate-change-mitigation-in-the-UK.pdf>

31. LCCP – Basic Adaptation Resources (2020)

Purpose: The London Climate Change Partnership (LCCP) have released a webpage highlighting basic adaptation resources available for climate change. With particular focus on their "quick actions" section, the webpage suggests simple measures organisations could consider for their adaptation plans. To name a few, it includes signing up to the environmental agency's flood warning service, mapping longer term decisions and investments and appointing a leader with responsibility for adaptation.

Link: <http://climatelondon.org/resources/getting-started-basic-adaptation-resources/>

32. Leeds University - A Civic Plan for a Climate Emergency (2019)

Purpose: Paul Chatterton from Leeds University has produced a discussion document suggesting ways to meet the 1.5°C Paris Agreement target. Paul discusses the issues around climate emergency and four main action areas: creating a zero-emission civic energy for cities by shifting city energy onto a green energy supply; creating a socially just mobility plan, where half of all journeys will need to be taken via bus or active travel by 2030 and all other vehicles will be electric; ensuring nature is considered and factored in as the

core of future city developments; and significant changes to the role of city economies to ensure that it supports the community more.

Link: <https://www.rapidtransition.org/wp-content/uploads/2019/03/A-Civic-Plan-for-a-Climate-Emergency-Report.pdf>

33. LGA - A Councillor's Workbook on Acting on Climate Change (2017)

Purpose: The Local Government Association (LGA) have produced a workbook designed for councillors to get them to think about the role they can play within their council to create a low carbon, climate resilient community. The workbook includes questions designed for councillors to recognise the impact of climate change on their council and how they will react and respond to exploit the opportunities brought from their local climate action.

Link:

https://www.local.gov.uk/sites/default/files/documents/11.78%20A%20Councillor%27s%20workbook%20on%20acting%20on%20climate%20change_3.pdf

34. LSE – Transition Pathway Initiative Tool (2017)

Purpose: The London School of Economics' (LSE) Grantham Research Institute on Climate Change and the Environment have created a tool, which enables the assessment of how companies are managing climate change and the risk it poses to their business.

Link: <http://www.lse.ac.uk/GranthamInstitute/tpi/the-toolkit/>

35. NFU - Achieving Net Zero: Farming's 2040 Goal (2019)

Purpose: The National Farmers' Union of England and Wales (NFU) have stated in their report of a possible way of achieving net zero for greenhouse gas emissions through agriculture. UK farms' annual greenhouse gas (GHG) emissions currently amount to 10% of the UK's GHG emissions. They have identified farms as a form of capturing the carbon in the air and transforming it into a wide range of foods. They have looked at three activities that will help the industry reach its goals of achieving net zero in agriculture by 2040: improving the productive efficiency of farms, improving the land management to capture more carbon and boosting renewable energy.

Link: <https://www.nfuonline.com/nfu-online/business/regulation/achieving-net-zero-farmings-2040-goal/>

36. RTPi – Smart Energy (2019)

Purpose: The Royal Town Planning Institute (RTPi) have carried out research on planning's potential to support the delivery of smart, clean energy and produced a report mainly for policy makers, decision makers and practitioners in planning as well as others working in built environment. The report provides the findings and its impact on planners, central government and local planning authorities.

Link: <https://www.rtpi.org.uk/media/3488060/Planning%20for%20a%20Smart%20Energy%20Future.pdf>

37. RTPI – Law and Policy Briefing (2019)

Purpose: RTPI have produced a law and policy briefing, outlining key overarching legislative and policy requirements. This briefing addresses the law applying to Development Plan Documents and Spatial Development Strategies and relating to the Strategic Environmental Assessment. It also provides national planning policy and guidance on climate change.

Link: https://www.rtpi.org.uk/media/3481013/CLPB_final.pdf

38. TCPA and RTPI – Rising to the Climate Crisis (2018)

Purpose: The Town and Country Planning Association (TCPA) and RTPI have prepared a guide to help planners and politicians tackle issues around climate change and improve the preparation of development plans for local authorities. Within this report, there are local planning approaches that cover setting objectives, gathering evidence for planning and local planning approaches for adaptation and mitigation.

Link: <https://www.tcpa.org.uk/Handlers/Download.ashx?IDMF=fd66dbe5-2b88-4acf-b927-256a82db9abe>

39. UKCIP – Supporting Effective Climate Adaptation

Purpose: The UK Climate Impacts Programme (UKCIP) have created an “Adaptation Wizard” tool, which assesses an organisation’s vulnerability to the current climate and future climate change. The Wizard is a five-step process and identifies options to tackle climate issues and provides adaptation strategies for boroughs to implement.

Boroughs that have used it: Enfield

Link: <https://www.ukcip.org.uk/>

40. UK GBC – Net Zero Carbon Buildings: A Framework Definition (2019)

Purpose: The UK Green Building Council (UK GBC) have produced a report on a framework for a net zero carbon built environment, developed by businesses, non-profit organisations and trade associations. The framework consists of key principles and metrics that can be integrated into policy and utilised as a tool by businesses to contribute towards achieving a zero carbon built environment. The framework follows five key steps: establishing a net zero carbon scope; reducing construction impacts; reducing operational energy use; increasing renewable energy supply; and offsetting any remaining carbon.

Boroughs that have used it: Enfield, Ealing

Link: <https://www.ukgbc.org/wp-content/uploads/2019/04/Net-Zero-Carbon-Buildings-A-framework-definition.pdf>