

Self Assessment guidance and matrix for National Indicator (NI) 188 – Planning to adapt to climate change

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Defra



Introduction

The data for National Indicator 188 (NI 188) Planning to Adapt to Climate Change is provided through self assessment by the local authority and local strategic partnerships (LSP). This document sets out the process for submitting this data.

How does this tool fit with the NI188 LRAP guidance?

The NI 188 Guidance Notes were issued in December 2008 and included information on suggested approaches to meeting the NI 188 levels. These guidance notes are advisory and do not form part of the assessment criteria for NI 188. However the suggested approaches contained within the guidance are designed to help authorities in meeting the NI 188 levels.

Submitting results for 2010

Overview

Who should report?	All local authorities – district, single tier and county councils.
Collection interval	Annual: April – March.
Time period	Achievements up to 31 March 2010.
Return format	1. NI 188 Level i.e. Number 0-4 submitted to Communities and Local Government (CLG) Data Hub www.hub.info4local.gov.uk/dihweb/ 2. Supporting matrix submitted to NI188.mailbox@defra.gsi.gov.uk (copied to your regional Government Office)
Submission window	Open date: Thursday 1 April 2010 Deadline date: Monday 31 May 2010

Instructions for submitting results

There are 2 key actions which authorities and LSPs need to take when submitting their NI188 data:

1. Submit the level data to the CLG data hub
2. Submit a self assessment matrix to Defra via email to:
NI188.mailbox@defra.gsi.gov.uk (copied to your regional Government Office)

For different types of authority i.e. single or two tier authorities there are some additional options and variations to this procedure.

These are set out in the boxes on page 4.

Single Tier Authorities

Step 1 – Upload the NI188 level data to the CLG data hub.

Step 2 – Submit one self-assessment matrix per authority to NI188.mailbox@defra.gsi.gov.uk.

Two Tier Authorities with NI 188 in their Local Area Agreement

As well as submitting your level to the CLG Data Hub, please complete one matrix for the county with your overall LSP score in the box provided on the “Overview” page of the matrix.

(see the FAQs for more information)

Two Tier Authorities

Step 1 – Upload the NI 188 level data for your authority to the CLG data hub.

Step 2 – Submit your self assessment matrix to NI188.mailbox@defra.gsi.gov.uk (see additional notes below)

In two tier areas, we give you the option to provide one matrix for the county, districts and wider LSP partners **or** one matrix for each individual authority. We strongly advise you to consider submitting one overall matrix form for the overall county where possible.

In all cases when submitting the matrix you should make clear which organisations the matrix covers. Failure to do so will result in us having to return the form to you for clarification.

Completing the Matrix

What to record

The authority should record a snapshot of their evidence in the 'Evidence' column in the self-assessment matrix. This should be **no more than around 2 pages per level**. The evidence can be made up of bullets, milestones or hyperlinks to existing documents on websites. Please note we do not need copies of evidence beyond the self assessment matrix itself. The matrix should cover both the actions of the local authority and wider LSP where appropriate.

When completing the matrix, please add Year 2 evidence to the evidence submitted in Year 1 (2008/09). This will help develop a clear picture of your overall progress against the indicator as a whole.

VERY IMPORTANT: To help us differentiate between Year 1 and Year 2 progress please identify your Year 2 actions in a different colour or clearly identify them in the matrix. If this isn't possible then just submit a matrix with this year's achievements only.

Filling out the matrix

Included in the 'Evidence' column in the self assessment matrix are a number of examples of evidence. These examples are provided to help authorities and LSPs identify the types of activity which might have been undertaken to meet the level criteria. However they are **not an exhaustive or compulsory list of requirements**.

If the examples listed do not adequately describe the evidence or activity undertaken to meet a level, the authority/LSP can record any alternative activity as bullets or narrative under the 'Other/Additional Evidence' heading.

Note: We know from feedback that there are some differences in the terminology used in the guidance and the matrix. The guidance is not compulsory and is meant as a guide to help authorities achieve NI 188. Where there is a difference, please refer to the technical definition in the matrix.

Quality assurance

As with any performance assessment, local authorities and LSPs should ensure that their data is of good quality and meets their internal quality assurance standards.

FAQ and further information

Where do I go if there is a problem?

If you have a query or will have trouble submitting the data to Defra or the Hub by 31 May 2010, please inform your Government Office in the first instance. If your query cannot be resolved via this route then please e-mail the NI188 mailbox clearly marking the title QUERY in the e-mail header. (NI188.mailbox@defra.gsi.gov.uk)

What is the Hub?

The Data Interchange Hub ('the Hub') is a secure online repository for National Indicator Data. It allows Central Government Departments, Local Authorities and Local Strategic Partnerships to deposit all National Indicator data in a single data store, and retrieve it for the purposes of analysis and performance management using preferred internal systems and tools. For further assistance and enquiries specific to the Hub please contact the Hub Help Desk through the 'Contact Us' link on the left hand side of the Hub home page. (www.hub.info4local.gov.uk)

I've missed the deadline.

Please e-mail the NI 188 mailbox stating 'LATE SUBMISSION' in the e-mail title.

What counts as evidence?

Evidence can be anything which demonstrates that the authority or LSP has met the requirements of the NI 188 technical definition. For each criterion you should look for the most relevant, influential and robust pieces of evidence at your disposal.

Should I submit copies of my evidence to Defra?

No. Defra only requires a copy of the NI 188 self assessment matrix. However if part of the evidence is published online please include a hyperlink to it on the appropriate website. This will help us when we come to review the matrix and identify future case studies.

Can I change the matrix?

No, other than to expand boxes for inputting your evidence.

How flexible is the matrix?

NI 188 sets out the broad process for becoming an adapting organisation or area. Within this framework the NI 188 levels signify milestones of achievement along that process. What it doesn't do is dictate what actions need to be taken to get there. This is entirely down to the authority or LSP to choose the most appropriate methodology which meets the NI 188 level requirements.

Our authority is reporting Level 0. Do I still need to submit a matrix?

Yes. We still need a matrix to cover your authority/LSP.

I don't have NI 188 in my LAA. Do I need to complete a self-assessment matrix?

Yes. All authorities at all tiers need to upload their NI 188 level to the CLG data hub and submit a self assessment matrix (two tier areas can submit a matrix collectively or individually – see page 4).

I am a representative from a county council – do I have to submit one matrix for the county and one per district?

We are flexible in how you submit the matrix and will accept one matrix which covers county, district and partners for the whole area – or individual matrix per authority.

We do strongly advise you to consider submitting one matrix per local authority area where you can.

I am in a two tier area with NI 188 in my LAA and we aren't all at the same level – do I need to report at the level of the lowest authority?

Not necessarily. The overall performance can be reported at the higher level if this reflects the progress of the majority of the councils in your county. NI188 is a self-assessment indicator. You will need to be confident that you can demonstrate you have reached a particular level. However we know from discussions with LAs that you are approaching this in a variety of ways, from regional assessments, to LSP assessments to individual LAs. Therefore we accept this is a flexible judgement based on your strength of evidence of meeting the NI 188 broad framework.

I've met the criteria for a higher level but missed a criterion at the level below. Does that mean I'm at the lower level?

Not necessarily. NI 188 follows an overall process of embedding adaptation. It is therefore unlikely that an organisation will have reached the criteria of a higher level without having undertaken some activity which meets the lower level criteria in some way or another. If, however, the authority has missed a core activity at the lower level then it's likely it will be at the lower level. In all cases this will be based on the self assessment of the authority and/or LSP.

Can I record evidence against higher level criteria than our current self assessed level?

Yes. Any evidence of criteria at any level can be included. The overall level you are reporting can be marked clearly on the overview page.

Will the information in the matrices be made publicly available?

Yes, on request: ***please note that this year, individual local authority matrices will be released upon request for the purposes of research, peer learning, auditing or review.*** If there is anything particularly sensitive in the matrix, please approach Defra to discuss how this should be handled.

Will there be an assessment of Year 2 results?

Defra intends to commission a study into Year 2 results as it did with Year 1 results to make an analysis of progress across the country. It is likely that a selection of authorities will be approached to participate in the study.

I'm in a 2 tier authority with NI188 in my LAA – why do I need to put my overall LAA score on the matrix ?

You have agreed to meet a particular target in your LAA and for two. For two tier areas the CLG hub doesn't allow you to enter the overall LAA score. We therefore collect this separately on the matrix.

NI 188 Self-Assessment Matrix

Once completed, please return to: NI188.mailbox@defra.gsi.gov.uk and copy to your regional Government Office.

If you have a query regarding completion of this matrix, please contact your Government Office (GO) in the first instance. If your query cannot be resolved by the GO please email the NI188 e-mailbox (above) clearly marking the title of your e-mail QUERY. This will help us to filter queries from completed forms.

Overview Information

Name of Authority/Local Strategic Partnership: (please include the names of all organisations covered in this matrix)

Warwickshire County Council / Warwickshire – North Warwickshire Borough Council, Nuneaton & Bedworth Borough Council, Rugby Borough Council, Warwick District Council, Stratford District Council

Is NI188 in your Local Area Agreement: (i.e. Yes, No or Local indicator)

yes

What level are you reporting? (i.e. 0, 1, 2, 3 or 4)

Level: 1

NI 188 priority indicator holders in two-tier authorities only: record your LAA level of achievement.

Level: 1

Level 0: Baseline

The Authority has begun the process of assessing the potential threats and opportunities across its estate and services (for example, flood and coastal resilience plans, emergency planning, community risk registers/strategies etc) and has identified and agreed the next steps to build on that assessment in a systematic and coordinated way.

Criteria	Evidence
Criteria to be achieved for this level.	Add an X next to the examples of evidence provided and/or add in a description of your own evidence (Box will expand as required)
a. The Authority has begun the process of assessing the potential threats and opportunities across its estate and services	<ul style="list-style-type: none">• High level stock-take of if / how climate change impacts are considered within council policies, programmes and risk registers has started• Relevant documents have been located/listed/reviewed• Executive or senior management team aware of cross-council structure for work on adaptation <p><i>Other/Additional Evidence</i></p> <ul style="list-style-type: none">• WCC has identified a lead officer to provide advice to service / department heads on potential impacts of future climate change on its functions (Jacky Lawrence).• NWBC has identified a lead officer to provide advice to service / department heads on potential impacts of future climate change on its functions (Steve Maxey).• NBBC has identified a lead officer to provide advice to service / department heads on potential impacts of future climate change on its functions (Alan Franks).• RBC has identified a lead officer to provide advice to service / department heads on potential impacts of future climate change on its functions (Ian Davis, Sean Lawson).• WDC has identified a lead officer to provide advice to service / department heads on potential impacts of future climate change on its functions (Richard Hall).• SDC has identified a lead officer to provide advice to service / department heads on potential impacts

of future climate change on its functions (Pat Reid, Rob Weeks, Paul Chapman).

- A Climate Change Adaptation Report has been completed.
[http://www.warwickshire.gov.uk/Web/corporate/pages.nsf/Links/245EAC2B55BC474A80257304005E192D/\\$file/Warwickshire+Climate+Change+Adaptation+report.pdf](http://www.warwickshire.gov.uk/Web/corporate/pages.nsf/Links/245EAC2B55BC474A80257304005E192D/$file/Warwickshire+Climate+Change+Adaptation+report.pdf)
- There has been an audit of existing relevant risk registers. Community Risk Register
[http://www.warwickshire.gov.uk/Web/Corporate/Pages.nsf/Links/87ECDD25B72D877F802575320041281B/\\$file/Warwickshire+Community+Risk+Register+2008.pdf](http://www.warwickshire.gov.uk/Web/Corporate/Pages.nsf/Links/87ECDD25B72D877F802575320041281B/$file/Warwickshire+Community+Risk+Register+2008.pdf)
- National Risk Register
[http://www.warwickshire.gov.uk/Web/Corporate/Pages.nsf/Links/87ECDD25B72D877F802575320041281B/\\$file/national_risk_register_risks.pdf](http://www.warwickshire.gov.uk/Web/Corporate/Pages.nsf/Links/87ECDD25B72D877F802575320041281B/$file/national_risk_register_risks.pdf)
- The County has begun a high level stock take of if / how climate change impacts will affect service delivery and completed Climate Impact Sheets for some services.
[http://www.warwickshire.gov.uk/Web/corporate/pages.nsf/Links/87ECDD25B72D877F802575320041281B/\\$file/Assessing+climate+impacts+on+LA+services.xls](http://www.warwickshire.gov.uk/Web/corporate/pages.nsf/Links/87ECDD25B72D877F802575320041281B/$file/Assessing+climate+impacts+on+LA+services.xls)
- Relevant documents have been located/listed/reviewed.
<http://www.warwickshire.gov.uk/Web/corporate/pages.nsf/Links/87ECDD25B72D877F802575320041281B>

More relevant publications can be found on the web site

<http://www.warwickshire.gov.uk/Web/corporate/pages.nsf/Links/245EAC2B55BC474A80257304005E192D>

- A Local Climate Impact Profile has been completed.
[http://www.warwickshire.gov.uk/Web/corporate/pages.nsf/Links/87ECDD25B72D877F802575320041281B/\\$file/Lclip+final.pdf](http://www.warwickshire.gov.uk/Web/corporate/pages.nsf/Links/87ECDD25B72D877F802575320041281B/$file/Lclip+final.pdf)
- At least one executive or senior management (Head of Service) are aware of cross-council structure for work on adaptation at each local authority.
- The North Warwickshire Sustainable Community Plan 2006-9 highlighted as one of its priorities

“Consider the impacts of climate change” under the Environment theme.

http://www.northwarks.gov.uk/site/scripts/download_info.php?fileID=1323

- North Warwickshire Borough Council have committed to working closely with Warwickshire County Council on cleaning and maintenance issues across the Borough and on land drainage and flooding issues targeting those areas identified as most at risk in priority order, work commenced 10th March 2009. (Document not yet available on-line, please contact North Warwickshire Borough Council for evidence.)
- North Warwickshire Borough Council’s Green Space Strategy committed to seek opportunities to mitigate the effects of climate change, particularly increased flood risk, through appropriate planting and land management. (Document not yet available on-line, please contact North Warwickshire Borough Council for evidence.)

Other evidence can be found on the Warwickshire Climate Change Partnership web site on Adaptation

<http://www.warwickshire.gov.uk/Web/corporate/pages.nsf/links/159D3A276C9F49B680257304004F8D8>

[6](#)

and NI 188

<http://www.warwickshire.gov.uk/Web/corporate/pages.nsf/Links/87ECDD25B72D877F802575320041281>

[B](#)

- Nuneaton and Bedworth Borough Council in its Sustainable Community Plan 2007-2021 has a specific theme for a sustainable borough/environment and also has a specific Environment Action Plan comprising 6 specific actions. <http://www.nuneatonandbedworth.gov.uk/community-living/community-advice/community-strategy/community-plan>
- Targets include improving increasing waste recycling.
- Work in partnership to tackle climate change.
- Raise awareness of renewable energy and work in partnership to make the borough more energy efficient.
- Continue to tackle environmental crime such as pollution, fly tipping and littering.

	<ul style="list-style-type: none"> • Protect and promote public open spaces and natural habitats in the borough. • Raise awareness and educate the public on sustainability issues. • Nuneaton and Bedworth Borough Council also has an Environmental Sustainability Strategy 2007-2010. http://www.nuneatonandbedworth.gov.uk/environment-planning/sustainability/environmental-sustainability-strategy-
<p>b. has identified and agreed the next steps to build on that assessment in a systematic and coordinated way</p>	<ul style="list-style-type: none"> • Initial project plan in place for the next stage • Resources determined <p><i>Other or Additional Evidence:</i></p> <ul style="list-style-type: none"> • The County has established a process for actions it needs to take to meet higher levels and produced a delivery plan for reaching level 3 by 2010/11. • As at May 2009, when all local authorities have completed at least one Climate Impact Sheet, the county Adaptation Working Group will meet to discuss progress and next steps in July / August 2009. As at May 2010, still awaiting completed impact sheets from two of the LAA partners, so event postponed until 2010.

Level 1: Public commitment and prioritised risk-based assessment

The Authority has made a public commitment to identify and manage climate related risk. It has undertaken a local risk-based assessment of significant vulnerabilities and opportunities to weather and climate, both now and in the future. It can demonstrate a sound understanding of those not yet addressed in existing strategies and actions (e.g. in land use planning documents, service delivery plans, flood and coastal resilience plans, emergency planning, community risk registers/strategies etc). It has communicated these potential vulnerabilities and opportunities to department/service heads and other local partners and has set out the next steps in addressing them.

Criteria	Evidence

<p>a. Made public commitment to identify and manage climate related risk.</p>	<ul style="list-style-type: none"> • Signed Nottingham Declaration or equivalent local Declaration or • Executive has formally made a commitment to identify and manage climate related risk which has been published <p><i>Other or Additional Evidence:</i></p> <ul style="list-style-type: none"> • All local authorities in the county have signed the Nottingham Declaration. • All local authorities in the county are signed up members to the Warwickshire Climate Change Strategy and Partnership. There is an Adaptation section in the Warwickshire Climate Change Strategy. <p>http://www.warwickshire.gov.uk/Web/corporate/pages.nsf/Links/892C551ACE9ADCC38025719C00332D09/\$file/Warwickshire+Climate+Change+Strategy+FINAL.pdf</p> <p>We have assessed the risks and opportunities for a number of Public Services now.</p> <p>http://www.warwickshire.gov.uk/Web/corporate/pages.nsf/Links/87ECDD25B72D877F802575320041281B</p> <p>Completed Impact Sheets include:</p> <ul style="list-style-type: none"> • Adult Care Homes - cold, snow, floods • Adult Care Homes - heat waves • Adult Care Homes (early version) • Biodiversity - hotter summers / heat waves • Biodiversity - heavy rain • Building Control • Early Years and Childcare • Fire & Rescue • Warwickshire Fire and Rescue full report. <p>http://www.warwickshire.gov.uk/Web/corporate/pages.nsf/Links/87ECDD25B72D877F802575320041281B/\$file/climate+change+wfrs+report.pdf This report investigates possible climate change</p>
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scenarios, and the challenges for Warwickshire Fire and Rescue Service (WFRS) that would be associated with them. The effects of increasing temperatures, woodland fires, flooding, drought and storms on Fire and Rescue Services are discussed, the risks are analysed, and possibilities for actions that could reduce these risks for WFRS are suggested.

- Fire Protection Inspections
- Highways Maintenance
- Parks and Public Open Spaces
- Registration Services
- Small holdings
- Tourism
- Draft agriculture, horticulture and land management action plan for Warwickshire
- Waste Management
- Museums & Archaeology
- Refuse Collection
- Police

Of all WCC services the Care Homes have been identified as 365 days a year users of heating / lighting / water. Adult Care are working with Bill Johnson, Corporate Energy Manager, to identify energy savings that are also environmentally friendly and self financing. These are possible low temperature laundry options and the survey of older fluorescent lighting currently used. Each of these may attract Carbon Trust funding dependant on age, replacement programme and payback time scales.

Adult Care Homes make active use of Grounds and Gardens. The promotion of raised flowerbeds allows residents appreciation and engagement in gardening for all, including wheelchair users. Bird boxes are for the benefit of both birds and the pleasure of residents. Recently a number of Care Homes have involved volunteers from the local community to support residents in Gardening - for some people regaining old skills.

<p>b. Undertaken local risk-based assessment of significant vulnerabilities and opportunities to weather and climate, both now and in the future.</p>	<ul style="list-style-type: none"> • Local risk based assessment completed • Significant vulnerabilities and opportunities identified • Executive or senior management team are aware of the findings of the risk-based assessment <p><i>Other or Additional Evidence</i></p> <p>WCC's Strategic Risk Management Team are currently going through all the completed impact sheets to rank them according to level of risk. A series of events are planned for the second half of 2010 to agree a county wide adaptation action plan which will be agreed between all LAA partners.</p> <p>We need to start incorporating reporting on all the flooding work going on in the county too. Although this is a separate National Indicator it counts towards NI 188.</p> <ul style="list-style-type: none"> • Updating Warwickshire's Local Climate Impact Profile through the collection of relevant press cuttings on the impacts of extreme weather events in the county is on-going. • An up-date of Warwickshire's Local Climate Impact Profile Report in underway – originally due for completion by end of April but, as at May 2010, still in draft format. <p>A Climate Change Adaptation Report was completed in 2006. http://www.warwickshire.gov.uk/Web/corporate/pages.nsf/Links/245EAC2B55BC474A80257304005E192D/\$file/Warwickshire+Climate+Change+Adaptation+report.pdf</p> <p>The research aimed to identify the potential impacts of climate change for organisations within Warwickshire and the ways in which they are currently planning to address those impacts. By highlighting any gaps between risks and planned adaptation, the research aimed to inform ongoing work within Warwickshire County Council in advocating and influencing planning for climate change. The report considers the sectors and activities where significant long-term investments are influenced by public policy and funding. Investment projects with long-term consequences need to be considering climate change impacts and adaptation now, whereas with other parts of the built environment with shorter time scales, and most operational activities, decisions are made more frequently and it is more likely that adaptation can occur at a later date. It was also decided to focus on the public and private</p>
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infrastructure that is considered most significant in allowing people to go about their business with minimal interruption.

As previously mentioned:

We have assessed the risks and opportunities for a number of Public Services now.

<http://www.warwickshire.gov.uk/Web/corporate/pages.nsf/Links/87ECDD25B72D877F802575320041281B>

Completed Impact Sheets include:

- Adult Care Homes - cold, snow, floods
- Adult Care Homes - heat waves
- Adult Care Homes (early version)
- Biodiversity - hotter summers / heat waves
- Biodiversity - heavy rain
- Building Control
- Early Years and Childcare
- Fire & Rescue
- Warwickshire Fire and Rescue full report.

[http://www.warwickshire.gov.uk/Web/corporate/pages.nsf/Links/87ECDD25B72D877F802575320041281B/\\$file/climate+change+wfrs+report.pdf](http://www.warwickshire.gov.uk/Web/corporate/pages.nsf/Links/87ECDD25B72D877F802575320041281B/$file/climate+change+wfrs+report.pdf) This report investigates possible climate change scenarios, and the challenges for Warwickshire Fire and Rescue Service (WFRS) that would be associated with them. The effects of increasing temperatures, woodland fires, flooding, drought and storms on Fire and Rescue Services are discussed, the risks are analysed, and possibilities for actions that could reduce these risks for WFRS are suggested.

- Fire Protection Inspections
- Highways Maintenance
- Parks and Public Open Spaces

- Registration Services
- Small holdings
- Tourism
- Draft agriculture, horticulture and land management action plan for Warwickshire
- Waste Management
- Museums & Archaeology
- Refuse Collection
- Police

Of all WCC services the Care Homes have been identified as 365 days a year users of heating / lighting / water. Adult Care are working with Bill Johnson, Corporate Energy Manager, to identify energy savings that are also environmentally friendly and self financing. These are possible low temperature laundry options and the survey of older fluorescent lighting currently used. Each of these may attract Carbon Trust funding dependant on age, replacement programme and payback time scales.

Adult Care Homes make active use of Grounds and Gardens. The promotion of raised flowerbeds allows residents appreciation and engagement in gardening for all, including wheelchair users. Bird boxes are for the benefit of both birds and the pleasure of residents. Recently a number of Care Homes have involved volunteers from the local community to support residents in Gardening - for some people regaining old skills.

<p>c. Has a sound understanding of significant vulnerabilities and opportunities not yet addressed in existing strategies and actions.</p>	<ul style="list-style-type: none"> • Report or documentation to Executive or senior management team on significant vulnerabilities or opportunities not yet addressed <i>or</i> <i>Other or Additional Evidence</i> <p>As at May 2010, still awaiting completed impact sheet from North Warwickshire Borough Council on Borough Care (health) and Stratford District Council (Building Control) - these should have been completed by July 2009.</p> <p>There has been no response from requests to WCC Business Support/Regeneration or from WCC Economic Development Group about whether they wish to complete an impact sheet.</p> <p>Still awaiting contact back from PCT/Ambulance/NHS LAA representative to complete impact sheet. No response received from the contact given by the WCC LAA partnership manager and no alternative NI188 contact known. However, South Warwickshire NHS /Foundation Trust's Energy Manager is an active member of the Warwickshire Climate Change Partnership (WCCP) Steering Group. She is currently working with community climate change groups in the south of the county on planning a community owned renewables event to be held June 2010.</p>
<p>d. Has communicated significant vulnerabilities and opportunities to department / service heads and other local partners that have an influence over these.</p>	<ul style="list-style-type: none"> • Information about significant vulnerabilities and opportunities communicated to department / service heads, and other local partners that have an influence over these, by distributing written information and/or meetings or workshops <i>or</i> <i>Other or Additional Evidence</i> <ul style="list-style-type: none"> • Workshop held in October 2009 for WCC Design & Construction staff (those responsible for new build, extensions and refurbishments) including Head of Service for Facilities Management. Impact sheet in draft format. • According to a WCC Cabinet report, November 2009, the PWC Benchmarking Club put Warwickshire's Flood and coastal erosion risk management in the top quartile.

	<ul style="list-style-type: none"> • As at May 2010, all the WCC Risk Management Team are undertaking activities to get them up to speed on NI 188 and planning to adapt to climate change. • Climate Change is on the WCC Corporate Risk Register. Flooding is a priority. • As at May 2010, some WCC senior elected members, all 590 members of the Warwickshire Climate Change Partnership (WCCP) and known LAA partners receive monthly climate change bulletin's from WCC's Climate Change Team.
<p>e. Set out the next steps in addressing significant vulnerabilities and opportunities.</p>	<ul style="list-style-type: none"> • Programme plan in place for next steps <i>or Other or Additional Evidence</i> • Stratford District Council is developing its Local Development Framework, which incorporates elements of adaptation. http://sdcweblive/planning/planning-695.cfm • Stratford District Council's Corporate Strategy includes a commitment to a "Clean and Green District", with a specific commitment to "Use planning policies to minimise the number of properties at risk of flooding; and Work with partners". http://sdcweblive/council/council-239.cfm • Stratford District Council has developed a Greenspace Strategy. http://sdcweblive/council/council-1241.cfm <p>As previously mentioned - WCC's Strategic Risk Management Team are currently going through all the completed impact sheets to rank them according to level of risk. A series of events are planned for the second half of 2010 to agree a county wide adaptation action plan which will be agreed between all LAA partners.</p>

Level 2: Comprehensive risk-based assessment and prioritised action in some areas

The Authority has undertaken a comprehensive risk based assessment of vulnerabilities to weather and climate, both now and in the future, and has identified priority risks for its services. It has identified the most effective adaptive responses and has started incorporating these in council strategies, plans, partnerships and operations (such as planning, flood management, economic development, social care, services for children, transport etc). It has begun implementing appropriate adaptive responses in some priority areas. In its role as a community leader the council has started working with its LSP encouraging identification of major weather and climate vulnerabilities and opportunities that affect the delivery of the LSP's objectives.

Criteria	Evidence
<p>a. Undertaken a comprehensive risk based assessment of vulnerabilities to weather and climate, both now and in the future</p>	<ul style="list-style-type: none"> • Comprehensive risk based assessment completed • Report to Executive or senior management team on the findings of a comprehensive risk-based assessment <i>or</i> <p><i>Other or Additional Evidence</i></p>

<p>b. Identified priority risks for council services.</p>	<ul style="list-style-type: none"> • Executive or senior management team aware of priority risks for council services <p><i>Other or Additional Evidence</i></p> <ul style="list-style-type: none"> • Warwickshire Strategic Flood Forum has been set up for NI 189 (Flood and coastal erosion risk management). It is a multi-agency grouping whose key function is to foster partnership relationships and working smarter and better on the very challenging topic of flooding. • Members represent WCC, the Environment Agency, Severn Trent Water, North Warwickshire BC, Warwick District Council, Rugby Borough Council, Stratford District Council, Nuneaton & Bedworth Borough Council, NFU, Country Landowners Association, British Waterways, Railtrack, Regional Flood Defence Committee and the Highways Agency. <p>Its Terms of Reference are:</p> <ul style="list-style-type: none"> • 1. Ensure effective collaboration between Agencies and Departments.(include fire and rescue) • 2. Reviews progress of Agencies and Departments in respect to the 15 Urgent Recommendations of the Pitt Report. Eg Looking at Network Vulnerability. • 3. Looking medium - long term at the maintenance and improvement of the drainage infrastructure • 4. Ensure local drainage forum's meet regularly with appropriate representation and progress key projects, and support to resolve any difficulties. • 5. Prepare and update list of key contact details between Agencies (6 monthly)) • 6. Reviews and proposes improvements to communication systems during and after emergencies. • 7. Help review and influence organisational policies to ensure consistency. • 8. Help explore appropriate funding sources.
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<p>c. Identified the most effective adaptive responses.</p>	<ul style="list-style-type: none"> • Documents and agreements in place approved by departmental directors which identify adaptive responses for the priority risks for their department's functions <p><i>Other or Additional Evidence</i></p> <ul style="list-style-type: none"> • WCC County Highways have filled a new post, that of Floods and Drainage Engineer. • SDC Authority has a Land Drainage Improvement Programme that has invested over £60,000 on adaptation. A copy of this plan can be obtained from SDC on request. <ul style="list-style-type: none"> • Although a priority measure NI189 is not proposed for inclusion in the LAA - Flood and coastal erosion risk management (% of agreed actions undertaken satisfactorily).
<p>d. Started to incorporate adaptive responses into council strategies, plans, partnerships and operations.</p>	<ul style="list-style-type: none"> • Adaptive responses for priority risks have been incorporated into one or more departmental strategies, plans, partnerships and operations <p><i>Other or Additional Evidence</i></p> <p>WCC has adopted a Sustainable Procurement Strategy http://wcc-apps1/Web/corporate/pages.nsf/Links/9344681FA6CE381980257304005BB2F9/\$file/WCC+Sustainable+Procurement.pdf</p>

<p>e. Begun implementing appropriate adaptive responses in some priority areas.</p>	<ul style="list-style-type: none"> • Council or departmental performance management reports record implementation of some adaptive responses for priority risks <p><i>Other or Additional Evidence</i></p> <ul style="list-style-type: none"> • Measures are proposed for inclusion in the 2010/11 Directorate Report Cards from which the exception reports to Overview and Scrutiny will be drawn: <ul style="list-style-type: none"> • NI185 • CO2 reduction from Local Authority operations (%) • NI186 • Per capita CO2 emissions in the LA area (% Reduction) and • NI188 • Adapting to Climate Change – Level of implementation 0-3.
<p>f. Encouraged the LSP to identify major weather and climate vulnerabilities and opportunities that affect the delivery of the LSP's objectives.</p>	<ul style="list-style-type: none"> • Encouraged LSP to identify major weather and climate vulnerabilities by: distributing written information to partners; and/or contributions at meetings; and/or holding workshops; and/or forming adaptation sub-group <i>or</i> <p><i>Other or Additional Evidence</i></p>

Level 3: Comprehensive action plan and prioritised action in all priority areas

The Authority has embedded climate impacts and risks across council decision making. It has developed a comprehensive adaptation action plan to deliver the necessary steps to achieve the existing objectives set out in council strategies, plans, investment decisions and partnership arrangements in light of projected climate change and is implementing appropriate adaptive responses in all priority areas. This includes leadership and support for LSPs in taking a risk based approach to managing major weather and climate vulnerabilities/opportunities across the wider local authority area.

Criteria	Evidence
a. Embedded climate impacts and risks across council decision making.	<ul style="list-style-type: none">• Procedure in place to ensure that all new policies and activities are assessed for climate impacts and risks <i>or</i> <i>Other or Additional Evidence</i>

<p>b. Developed a comprehensive adaptation action plan.</p>	<ul style="list-style-type: none"> • Comprehensive adaptation action plan covering all significant vulnerabilities and opportunities has been approved by the Executive and published • The action plan sets out: priority risk areas; actions; roles & responsibilities; timescales; financing; processes for monitoring and review. <p><i>Other or Additional Evidence</i></p>
<p>c. Implementing appropriate adaptive responses in all priority areas.</p>	<ul style="list-style-type: none"> • Council or departmental performance management reports record implementation of adaptive responses for all priority risks identified in the adaptation action plan <p><i>Other or Additional Evidence</i></p>
<p>d. Providing leadership and support for LSPs to take a risk based approach to managing major weather and climate vulnerabilities/opportunities across the wider local authority area.</p>	<ul style="list-style-type: none"> • Contributions at LSP meetings and other events to address climate vulnerabilities and opportunities across the local authority area <p><i>Other or Additional Evidence</i></p> <ul style="list-style-type: none"> • WCC's Climate Change Team currently have links through the Warwickshire Climate Change Partnership (WCCP) to the following community groups: http://wcc-apps1/Web/corporate/pages.nsf/Links/B5B275C778982402802573FA00602B2E <ul style="list-style-type: none"> • North Warwickshire – Fillongley Carbon Reduction Club; • Nuneaton & Bedworth - Friends of the Earth; • Rugby - Friends of the Earth; Wolvey Environmental Working Group; • Stratford - Long Itchington For the Earth (LIFE), Snitterfield Actioning Climate Change

(SACC), Stratford Climate Action Network (SCAN), Friends of the Earth Stratford, Stratford Methodist Church Eco-congregation, Transition Stratford, Make Henley Greener, Long Marston Flood Team, Transition Shipston & Surrounding Villages, Greener Southam, Stretton Biodiversity Group;

- Warwick - Action 21, Leamington & Warwick Friends of the Earth, Leamington Transition Town, Kenilworth Initiative on Climate Change (KICC) and the Warwickshire Renewable Energy Club.
 - The WCCP has working groups which have or still include:
 - an Energy Managers' Forum <http://wcc-apps1/Web/corporate/pages.nsf/Links/1019AEED392D4E84802575190059F9CF>
 - a Low Carbon Vehicle Forum <http://wcc-apps1/Web/corporate/pages.nsf/Links/1DED7A27590EC8E3802572F100555AB1>
 - a Biomass Heating Support Group <http://wcc-apps1/Web/corporate/pages.nsf/Links/2A51934B5A578A1D802572E200603FDA>
 - a Switch it Off Campaign Steering Group <http://wcc-apps1/Web/corporate/pages.nsf/Links/208CF3A6E7A5EF70802571E000385C82>
 - the Energy Advisors' network <http://wcc-apps1/Web/Corporate/Pages.nsf/Links/E20CAC6AB0FF2BD6802575B00037B9DA>
 - a "Save Warwickshire a Tonne" group and a
 - "Building Community Action on Climate Change" group in response to demand from WCCP members for collective action on doing things differently. <http://wcc-apps1/Web/corporate/pages.nsf/Links/B5B275C778982402802573FA00602B2E>
- A "community ownership of renewables" event is being planned for June 2010.
- The WCCP web pages receive an average of 11,000 external web hits per month, but have received up to 19,000 web hits.

The Warwickshire's voluntary adaptation scheme [Carbon Compensation Scheme] <http://wcc-apps1/Web/Corporate/pages.nsf/Links/BD5C25DD704EB542802573130059FFD6> was established with Rugby based charity Practical Action to:

1. Develop a Warwickshire specific scheme to support Practical Action's climate change adaptation schemes in Nepal and Bangladesh.
2. Raise awareness of the impacts of climate change on developing countries.
3. Build up a growing community of carbon conscious people.

Flyer - <http://wcc->

[apps1/Web/corporate/pages.nsf/Links/BD5C25DD704EB542802573130059FFD6/\\$file/Practical+Action+flyer.pdf](http://wcc-apps1/Web/corporate/pages.nsf/Links/BD5C25DD704EB542802573130059FFD6/$file/Practical+Action+flyer.pdf)

Report - Linking climate change mitigation & adaptation with sustainable development

<http://wcc->

[apps1/Web/corporate/pages.nsf/Links/BD5C25DD704EB542802573130059FFD6/\\$file/Report+for+Practical+Action+scheme+launch.pdf](http://wcc-apps1/Web/corporate/pages.nsf/Links/BD5C25DD704EB542802573130059FFD6/$file/Report+for+Practical+Action+scheme+launch.pdf)

Level 4: Implementation, monitoring and continuous review

Authority and LSP are implementing the comprehensive adaptation action plan across the local authority area, and there is a robust process for regular and continual monitoring and review to ensure progress with each measure and updating of objectives. The Authority and LSP are taking appropriate adaptive responses.

Criteria	Evidence
a. The Authority and LSP are implementing the comprehensive adaptation action plan across the local authority area.	<ul style="list-style-type: none">• Annual (or more frequent) report to the Executive on implementation of the adaptation action plan <i>Other or Additional Evidence</i>

<p>b. There is a robust process for regular and continual monitoring and review of the action plan.</p>	<ul style="list-style-type: none"> • Monitoring and review of action plan implementation is embedded in the council's and LSP performance monitoring and review systems <i>or</i> <i>Other or Additional Evidence</i>
<p>c. The Authority and LSP are taking appropriate adaptive responses.</p>	<p>Include key adaptive responses completed this year and those planned for the near future (around 5 years) <i>Describe Evidence</i></p>