

Action Plan

1. The Climate Action Strategy for the Investment Property Portfolio contains a delivery plan, consisting of a set of sub-tasks to progress towards net zero. This Appendix provides a status update against the Year 2 plan (approved at Policy and Resources Committee on 5 May 2022).
2. Members are to note the progress as described in the tables contained in this appendix.

Task	Year 2 Project Plan		Revised		Progress Update
	Start	Finish	Start	Finish	
Undertake MEES Risk assessment, identify costs to upgrade and agree Due diligence standards.	Sept 2021	Sept 2022	Sept 2022	June 2023	<ul style="list-style-type: none"> Phase 1 – 51 of 51 reports received (100%) Phase 2 – 72 of 79 reports received (91%) The majority of the MEES reports have been issued. 7 MEES reports are being finalised by consultants following recent completed surveys of additional assets requested by City’s Estate and City Bridge Foundation funds ((2) of which were recent purchases). Investment Property Group (IPG) has tendered the net zero survey works for Leadenhall market, which is funded by the Energy Team.
Undertake study to establish process, cost and benefit of improved metering strategy.	Apr 2022	Sept 2022			<ul style="list-style-type: none"> Smart metering strategy report has been completed. Findings will be discussed within Operations Group to establish next steps in procuring smart metering upgrades. Costs have been incorporated into the Operations Plan. IPG has tendered the upcoming NABERS assessment of 10 assets, which is funded by the Energy Team.
Green Lease MOU pilot to evolve working template for portfolio roll out.	Apr 2022	Mar 2023	Apr 2022	Dec 2023	<ul style="list-style-type: none"> IPG received Green Lease clause approval by Comptroller and City Solicitor for directly managed (DM) and full repairing and insuring (FRI) leases. The above will help inform the Green Lease MOU for current leases. Longer leases with distant lease brakes will be targeted with MOUs. Potential tenants are being discussed with Assistant Directors. MEES, EPC and metering strategy commission will also help inform the Green Lease MOU.
Identify and design pathway to 60% emissions reduction by 2040	Apr 2022	Mar 2023	Apr 2022	Sept 2023	<ul style="list-style-type: none"> The operational plan has been approved by IPG. Due to the nature of IPG with upcoming MEES reports, selling / purchase of assets, scheduling, etc. the Plan is constantly changing and evolving. Workshop with Assistant Directors, Asset Managers, Minor Works and Facilities Management took place for scheduling of operational plan. This activity was delayed, due to the funding requirement to allow C&B to proceed with additional surveys and MEES reporting. Once the required funding was determined, there was a delay due to finance providing initial direction of allowing a sole sourced option to raise the associated PO; however, once the associated documents were submitted, finance stated it had to be tendered. This required the Energy Team going to tender and re-submitting revised purchase order documents, which the PO was ultimately issued allowing C&B to commence the surveys and MEES reporting.

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Capital works – City Fund	Apr 2022	March 2040	Aug 2022	March 2040	<ul style="list-style-type: none"> Projects will be implemented following the development of asset level decarbonisation plans taken from the surveys.
Capital Works – Strategic Estate	Apr 2022	March 2040	Aug 2022	March 2040	<ul style="list-style-type: none"> All 11 properties within the Strategic Estate have been approved by the committee for sale.
Sustainable Property Specialist	Appointed				<ul style="list-style-type: none"> A Sustainable Property Specialist in position and forms part of the Centre of Excellence and will drive Net Zero 4 (NZ4) – Investment Property Group Project Plan.
Capital PM resource	Apr 2022	March 2027	July 2022	March 2040	<ul style="list-style-type: none"> Allocation of resource cost is included within capital funding and will be managed through City Surveyors & Minor Works team