

## Annex 1: 2021/22 Progress on ES Strategy Actions and Indicators

### Energy & Carbon: Energy Minimisation

#### Reduce operational energy consumption through fabric improvements and installing energy efficient equipment and fittings

##### 2021/22 Actions:

- Implement measures identified as part of the Display Energy Certificates (DEC) recommendation report for key three assets (i.e. Harlequin Theatre, Town Hall and Earlswood Depot) as part of scheduled renewal/upgrade programme (ongoing action)
- Use whole life cycle analysis as a decision tool during plant renewal programme upgrades and maintenance programmes (ongoing action)
- Improve loft insulation and wall insulation with a focus on top three key assets as part of scheduled renewal/upgrade programme (ongoing action)
- Continue to install LEDs throughout the Council assets on top 10 assets or in conjunction with any scheduled renewal/upgrade programme (ongoing action)
- Introduce variable speed drives (VSD) for fans, pumps and compressors as part of scheduled renewal/upgrade programmes where viable (ongoing action)
- Investigate and where appropriate implement opportunities to reduce energy consumption from the Council's leased assets, subject to lease agreements (ongoing action)
- Undertake life-cycle cost analysis of installing zoning control mechanisms and/or retrofit PIR sensors and/or timers on key Council assets

##### Progress:

- A rolling programme of mechanical and electrical works includes ongoing work to update building Display Energy Certificates (DECs), energy efficiency requirements in all tender documents and all reactive & routine maintenance covers a phased renewal of LED lighting
- Tender awarded to external consultants in February 2022 to undertake work supporting the council to achieve net zero carbon in relation to its own operations by 2030, including verification of our baseline carbon footprint; undertaking building audits to determine opportunities to reduce energy consumption from our operational buildings, use low carbon alternatives and install renewable electricity generation; mapping trajectory scenarios to 2030; identifying indirect and direct downstream and upstream emissions (scope 3). This work is ongoing.
- Carbon footprints have been calculated for our baseline year of 2019/20 and for 2020/21 and 2021/22 in relation to our operations (scope 1 and 2).

##### Challenges:

- Progress on the Council's assets was initially slowed due to Covid 19. The ongoing work with consultants is enabling a better understanding of the work required to get to net zero.
- Due to the ending of our contract with the previous gas supplier at short notice in autumn 2021, data for gas consumption for October / November is unavailable as we were on temporary contracts until the new contract was confirmed in April 2022. Estimates have been made for this usage looking at gas consumption for October / November in previous years. This may result in slight over-reporting but by small amounts.

##### Next Steps:

- Building audits will inform a detailed programme of works and funding bids to Council's capital programme and third party sources. This will in due course supersede the list of energy efficiency measures identified in the original ES action plan.
- Continue conversations with Property team / external consultants in relation to future programme of work, in particular identifying opportunities for carbon saving through fast payback initiatives on our buildings as well as longer term investment needs
- Continue to implement energy efficiency measures, including as part of the return to work / hybrid working programme.

##### Indicators

Carbon footprint for council's operations (scope 1 and 2)	2019/20:	2,069.00 tCO <sub>2</sub> e			
	2020/21:	1,884.51 tCO <sub>2</sub> e			
	2021/22:	1,744.95 tCO <sub>2</sub> e			
Operational energy use (kWh) for each of the key Council assets		Town Hall	Depot	Harlequin	Other sites
	2019/20:	Electricity: 503,558 kWh Gas: 617,867 kWh	Electricity: 194,944 kWh Gas: 309,209 kWh	Electricity: 356,777 kWh Gas: 1,123,246 kWh	Electricity: 505,841 kWh Gas: 45,023 kWh

	2020/21:	Electricity: 384,977 kWh Gas: 558,949 kWh	Electricity: 222,691 kWh Gas: 312,913 kWh	Electricity: 267,727 kWh Gas: 616,962 kWh	Electricity: 602,280 kWh Gas: 548,103 kWh
	2021/22:	Electricity: 360,444 kWh Gas: 590,066 kWh	Electricity: 207,654 kWh Gas: 256,144 kWh	Electricity: 314,301 kWh Gas: 848,060 kWh	Electricity: 686,959 kWh Gas: 543,023 kWh

### Promote behaviour changes to reduce operational energy consumption

#### 2021/22 Actions:

- Work with partner organisations, residents, businesses and communities throughout the borough to encourage and facilitate the retrofit of homes to become more energy efficient (ongoing action)
- Create an awareness campaign to encourage staff to reduce energy consumption. Provide tips on the intranet and through poster display in key locations
- Investigate opportunities to run an annual low energy consumption award open to residents/businesses across the borough
- Set up a mechanism to monitor and display energy consumption across the different Council's assets on a monthly basis

#### Progress:

- Green Homes Grant Local Authority Delivery (LAD) phase 1 completed with 111 measures installed in 90 properties within the borough (15% of the total Surrey project). CO2 savings 120 tonnes/year. Total value of works £840,446. 27 properties have applied under the current LAD phase 2 with 5 measures per property
- RBBC led the only successful bid in Surrey for Social Housing Decarbonisation Fund (on behalf of Raven Housing Trust in Reigate & Banstead and Accent Housing in Surrey Heath borough):
  - £1,435,245.83 grant awarded (Raven Housing Trust £541k, Accent Housing £894k)
  - 92 homes (Raven 26, Accent 66,)
  - £4.9m is the total project cost once match funding added from the Housing Trusts
- Raven Housing Trust remains committed to leading the way in the social housing sector with its net zero carbon retrofit programme.
- Communications aimed at the wider borough have been undertaken, including:
  - Social media campaigns (The Big Green Week, COP26)
  - A focused 'New Year's Resolution' campaign aimed at residents that included a one-page document in electronic and printed formats that highlights quick / easy / cheap wins for reducing energy consumption
  - A 2-page spread in the Autumn Borough News newsletter focused on sustainability issues and what the council is doing in this area
- A number of pages have been created on our internal communication platform (The Knowledge) raising awareness around environmental sustainability and how staff can reduce their impact and support the council's ambitions in this area.
- Options being explored via Energy Audits study to improve energy monitoring and control mechanisms across our operational buildings as well as associated behavioural change initiatives.
- Webpages updated with relevant information on finance/grants and additional tips on how to reduce energy consumption whilst also saving money
- Sustainable Business Award included within the RBBC Annual Business Awards
- Businesses have been given advice encouraged to apply for Low Carbon South East Funding through, for example a learning lunch meeting at the Town Hall with local SME's and Climate Action Reigate and Redhill.

#### Challenges:

- The Council has limited powers to mandate action in this area across the borough as a whole, however reducing domestic emissions is a crucial step if the borough is to become net zero by 2050; we have therefore identified a number of workstreams to assist residents and businesses to access funding, information and support
- Short application and delivery timescales associated with Government Funding opportunities has limited the progress that can be achieved on domestic retrofit

#### Next Steps:

- Continue to engage with Action Surrey, the Greater South East Energy Hub, other Surrey authorities and other partners to secure additional funding for, and implement, domestic energy efficiency retrofit, including with social housing providers via future rounds of the Social Housing Decarbonisation fund, and by promoting other Government support and funding initiatives, including the Boiler Upgrade Scheme, and Sustainable Warmth Fund.

- Keep sustainability pages on The Knowledge up to date
- Work with local schools to find out where we can add value and advise.

#### Indicators

Web pages reviewed at least annually	2020/21:	New web pages and content created
	2021/22:	Web pages regularly reviewed and updates
Homes in the borough that have been retrofitted via schemes and projects promoted by the Council	2020/21:	0
	2021/22:	207 (LAD1 and Solar Together)
Annual borough CO2 estimates (within the scope of local authority influence) (BEIS)	2018:	586.2 ktCO2e
	2019:	556.8 ktCO2e
	2020:	510.4 ktCO2e

### Energy & Carbon: Renewable Energy

#### Promote the use of renewable energy through on/off-site generation and renewable tariff procurement

##### 2021/22 Actions:

- Investigate the potential for the installation of photovoltaic panels and solar storage on Council operated assets (e.g. Earlswood Depot) and land; implement where economically and technically viable
- Investigate and where appropriate implement opportunities to generate renewable energy from leased assets, subject to lease agreements
- Work with partner organisation, residents, businesses and communities to encourage and facilitate the retrofit of homes with low carbon technologies (ongoing action)

##### Progress:

- Tender awarded to external consultants in February 2022 to undertake work supporting the council to achieve net zero carbon in relation to its own operations by 2030, including verification of our baseline carbon footprint; undertaking building audits to determine opportunities to reduce energy consumption, use low carbon alternatives and install renewable electricity generation; mapping trajectory scenarios to 2030; identifying indirect and direct downstream and upstream emissions (scope 3). This project is ongoing.
- The Council's half-hourly (HH) electricity meters (one third of the Council's total energy supply) continues to be on a green tariff with Brook Green. Both gas and electricity has been offset as part of the service provided by our energy contract management company, making the councils energy supply carbon neutral.
- Worked with SCC to promote the Surrey wide Solar Together scheme. By March 2022, this collective purchasing scheme for solar PV had installed 1,497 panels and 88 batteries on 117 privately owned properties (73% of the planned work in the borough), amounting to 539 KW of generation capacity.
- Promotion of the Boiler Upgrade Scheme (for heat pump grants) included social media, Borough E-news and on RBBC website.

##### Challenges:

- Progress on the Council's assets was initially slowed due to Covid 19, but the ongoing work with consultants is enabling a better understanding of the work required to get to net zero
- Not all council energy contracts have come up for renewal yet; so will need to wait until expiry of current contracts before moving to green tariff:
  - Non-half-hourly (NHH): 01/10/22
  - Gas: 01/04/23

##### Next Steps:

- Keep web-content up to date
- Building audits will inform a detailed programme of works and Capital Programme growth proposals and third party sources. This will include in relation to renewable energy opportunities
- Continue conversations with Property team / external consultants in relation to future programme of work, identifying opportunities for carbon saving on our buildings
- Move Council energy contracts to green tariff at contract renewal date where financially viable

#### Indicators

Web pages reviewed at least annually	2020/21:	New web pages and content created
	2021/22:	Web pages regularly reviewed and updates

Percentage of renewable energy (Council)		Renewable electricity	Non-renewable electricity	Non-renewable gas
	2020/21:	Approx. 33%	Approx. 13%	Approx. 54%
	2021/22:	Approx. 33%	Approx. 13%	Approx. 54%
Solar installations in borough (BEIS)	2019:	1,895		
	2020:	1,901		
	2021:	Not yet published		

## Energy & Carbon: Low Carbon Transport

### Reduce carbon emissions associated with transport through minimising travel and reliance on personal car

#### 2021/22 Actions:

- Use planning conditions and S106 agreements to secure car club provisions at new large-scale developments (ongoing activity)
- Engage with Local Transport Authority (Surrey County Council (SCC)) and private transport provider to improve frequency/reliance of public transport to increase overall uptake of public transport (ongoing activity)
- Liaise with Surrey County Council to investigate the suitability of expanding the network of car clubs and increasing the number of electric vehicles available across the Borough

#### Progress:

- Development Management Plan (DMP) encourages initiatives such as carpooling and car clubs; these opportunities are further explained in the Climate Change and Sustainable Construction Supplementary Planning Document (SPD) adopted in September 2021 and included in the Sustainability Checklist
- Ongoing engagement with Surrey County Council on their Local Transport Plan (LTP) 4 which has a strong focus on sustainable transport
- Information included on sustainability webpages on car sharing and personal car use

#### Challenges:

- Appears to be limited uptake of car clubs in resident survey results; this could be due in part to lingering concerns over Covid19

#### Next Steps:

- Keep web-content up to date
- Continue to engage with SCC on wider sustainable transport initiatives

#### Indicators

Web pages reviewed at least annually	2020/21:	New web pages and content created
	2021/22:	Web pages regularly reviewed and updates
Up to date planning policy and guidance in place	2020/21:	Policy up to date and guidance in development
	2021/22:	Planning guidance on sustainable construction adopted by council in September 2021
Uptake of car-pooling amongst residents	2020/21:	Not available
	2021/22:	2022 survey of 1079 borough residents shows less than 2% have used main 4 car club schemes
Levels of public transport usage and/or investment	2020/21:	Not available
	2021/22:	2022 survey of 1079 borough residents shows that for travelling to work, school and/or shops, 37% use train and 19% use bus. Census 2021 data awaited.

### Improve the uptake of electric vehicles across the Borough

#### 2021/22 Actions:

- Continue to transition the Council's fleet to be fully electric (ongoing activity), measures to include:
  - Procuring fully electric cars, vans and other vehicles
  - Procuring electric sit on mowers
  - Procuring electric refuse lorries. Alternatively, existing vehicles could be retrofitted with an electric motor

- Ensure that the provision of electric vehicle charging points are secured for new developments as per the DMP TAP 1 'Access, parking and servicing' policy and SCC's 'Vehicular and Cycle Parking Guidance' January 2018 and Office for Low Emissions Vehicles (OLEV) (when implemented) (ongoing activity)
- Update/upgrade existing charging points (e.g. Wray Lane) when it needs replacing (ongoing activity)
- Install charging points in Council's car parks and across the Council's owned assets (ongoing activity)
- Work with SCC to implement their 'Electrical Vehicle Strategy' (ongoing activity)
- Work with local business networks such as the Local Enterprise Partnership (LEP) to encourage private landowners to invest in charging infrastructure for visitors and staff

#### Progress:

- Provision for EV in the DMP for all new development to incorporate electric vehicle (EV) charging points, also included in the Climate Change and Sustainable Construction SPD adopted in September 2021 and Sustainability Checklist
  - 127 deliverable planning permissions (583 net dwellings) were granted in the 2021/22 financial year. Out of those 127 permissions, 85 permissions (totalling 402 net additional dwellings) had a provision of electric vehicle charging points secured by a planning condition.
- Groundworks have been completed for the installation of 6 charge points in Banstead Car Park, which are due to go live later this year; £23k SCC funding secured towards additional charging points in Horley
- We have submitted an expression of interest with SCC in relation to their procurement of a county-wide concession agreement with a private chargepoint operator; this model of operation balances risk and ensures roll-out of chargepoints on street and council car parks to meet increasing demand
- Energy Saving Trust (EST) has delivered a report which identifies priority locations for chargers in both on-street and council car park locations, which has been shared with SCC; residents encouraged to submit suggested priority locations for charging points via SCC mapping tool
- Five licenses have been made available for electric hackney carriages, of which one has been taken up
- Current low-carbon fleet has 13 low-carbon vehicles:
  - Mayoral car – 1 hybrid electric car
  - Parking team – electric 2 cars; 2 electric vans
  - Green Spaces 1 electric van
  - Pool – 3 hybrid cars; 3 electric cars
  - Stores – 1 electric forklift
- EST started a full fleet review in January 2022, which makes recommendations around which vehicles can be replaced with battery electric equivalents. In the meantime, some vehicle replacements have been deferred which may allow for low carbon replacements to be procured as technology improves.
- Work continues to encourage fully electric taxis via the Council's licencing policies and procedures

#### Challenges:

- The SCC procurement process is taking longer than initially expected, yet still presents the most viable option for rolling out electric vehicle chargepoints at the pace and scale required to meet demand
- Despite having been made available, electric hackney carriage licence opportunities have not all yet been taken up, the reasons for this are not understood although it may be due to a lack of charging infrastructure
- While replacement of diesel and petrol vehicles with low carbon alternatives represents good opportunities for reducing carbon, the capital expenditure for both vehicles and required charging infrastructure is high. This will have to be taken into account when considering future investment opportunities given the Council's budget challenges

#### Next Steps:

- Await outcome of SCC procurement of concession agreement while exploring opportunities for further chargepoints on our own car parks where viable
- Continue to explore ways to increase the uptake of hackney carriage licences for electric taxis including any barriers that may need addressing
- Further electric bin lorry trial scheduled, and other alternative fuels being explored; continuing to explore options due to concerns around performance
- We are currently working through the findings of the EST report to determine how the fleet replacement strategy can contribute to delivery of our net zero target by the coming years

#### **Indicators**

Number of public EV charging points available in the	2020/21:	29 as of July 2021 (7 publicly accessible charge points owned by RBBC)
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borough (Zapmap)	2021/22:	29 as of July 2022 (7 publicly accessible charge points owned by RBBC)
Number of licensed plug-in electric vehicles licensed within the borough (DVLA)	Q1 2021:	521 battery electric vehicles; 535 hybrid electric vehicles
	Q1 2022:	1,068 battery electric vehicles; 914 hybrid electric vehicles
Number of on-street charging points available in borough (SCC responsibility)	2020/21:	0
	2021/22:	0
Number of low-carbon hackney carriages licenced in the borough	2020/21:	0
	2021/22:	1
Proportion of Council fleet that is electric	2020/21:	10%
	2021/22:	10%

### Encourage the uptake of walking and cycling

#### 2021/22 Actions:

- Collaborate with Surrey CC to develop a Local Cycling and Walking Infrastructure Plan (LCWIP) and implement pedestrian and cycling-friendly measures (ongoing activity)
- Liaise with community rail partnerships to investigate the number of cycle spaces available at key railway stations within the Borough and where viable promote the installation of further spaces
- Investigate measures for incentivising Council employees to walk, cycle, or use other lower emission modes of travel for their commute
- Install additional cycle parking spaces at key Council assets and across the Borough in strategic locations

#### Progress:

- Information included on webpages around cycle routes in the borough, as well as information about the location of cycle storage, cycle hire, and cycle routes within the borough
- The Reigate and Banstead LCWIP stage 1 was complete and signed off/endorsed by Surrey County Council and RBBC in March 2022; stage 2 feasibility design work will commence on the priority cycle and walking corridors in 2022/23
- Ongoing engagement with Surrey CC on LTP4

#### Challenges:

- Surrey CC has very limited data on performance indicators

#### Next Steps:

- Continue to work with Surrey CC on LCWIP development and implementation; options being explored for joint active travel behaviour change programme.

#### Indicators

Proportion of residents walking / cycling	2020/21:	Not available
	2021/22:	2022 survey of 1079 borough residents shows that for travelling to work, school and/or shops, 65% walk and 12% use a bike. Census 2021 data awaited.

### Low Impact Consumption: Waste Reduction

#### Reduce waste through avoiding it in the first place and promoting reuse opportunities

#### 2021/22 Actions:

- Continue to locate clothes and textile banks in strategic locations across the Borough prioritising the re-use of the items collected (ongoing activity)
- Work with cafes, restaurants and takeaways to reduce their single-use plastic (SUP) consumption i.e. targeting zero Styrofoam, preferring compostable options and gradually moving towards reusable take-away box scheme (ongoing activity)
- Eliminate single use plastic (SUP) within the Council's operated assets (ongoing action)
- Continue to purchase IT equipment from a specific brand and stick to the same models to allow for the use of spare parts from units which no longer work to be used in other units to prolong their life (ongoing action)

- Investigate the potential remanufacturing options for furniture when renewing furniture (ongoing action)
- Signpost to or facilitate borrowing and renting one-off purchases (e.g. DIY, gardening equipment etc.) e.g. through incorporation of available services on the Council's sustainability page
- Investigate the potential to subscribe to a scheme to donate unwanted furniture

#### Progress:

- Information on waste reduction included on webpages, including information about the water refill network and borrowing/renting equipment
- The Harlequin is a water refill station (locatable on the Water Refill app), supporting the public to refill water bottles and reduce plastic waste
- The Council is a high performer in terms of the quantities of textiles it collects; 35 recycling 'bring banks' in the borough with 350 tonnes of textiles sent to reuse and recycling during 2021/22
- Currently one third of IT stock is decommissioned each year (after 4-5 years in use); equipment is cleared of data, WEE tested and recycled by a third-party company. Approximately 440 'specific brand' (HP) laptops in use, all with low power rating. Four physical servers run more than 90 virtual servers, delivering 90% of the council's requirements (virtual servers = lower impact than full server room)

#### Challenges:

- Due to limited progress, a baseline has not yet been established for SUPs, nor a mechanism to measure reductions, both within the council and for businesses across the borough
- No suitable mechanism currently exists for measuring total waste generated by council offices and facilities

#### Next Steps:

- Keep webpage content up to date and promote recycling through communications activity
- Continue work to support businesses with SUP reduction and promote the water refill network within the borough
- Continue conversations with services across the Council to reduce our own use of SUPs
- Conversations with IT suggest sustainability measures have been taken as far as practical at present; continue to explore opportunities as part of ongoing ICT investment programme

#### **Indicators**

Total municipal household waste collected at borough level	2019/20:	52,766 tonnes
	2020/21:	55,251 tonnes
	2021/22:	55,903 tonnes
Web pages reviewed at least annually	2020/21:	Web pages and content created
	2021/22:	Web pages regularly reviewed and updated
Total waste generated by Council	2020/21:	Data currently unavailable
	2021/22:	Data currently unavailable

#### **Facilitate recycling to maximise value of non-avoidable waste**

##### 2021/22 Actions:

- Continue to roll out recycling to all flats within the borough to improve the recyclable waste collection service provided compared to the service historically delivered (paper and card only) (ongoing activity)
- Continue to compile and report recycling rate for the Borough collections to disseminate performance to residents and encourage positive behaviour change (ongoing activity)
- Work with Surrey Environment Partnership (SEP) in exploring the potential for implementation of services to reuse or recycle difficult products: e.g. nappies, sanitary pads, paint (ongoing activity)
- Subscribe to Nespresso coffee capsules close-loop recycling scheme
- Provide adequately labelled bins within centralised areas across the office and posters to encourage recycling and avoid cross-contamination
- Monthly progress reports (Council wide) displayed in strategic location across the offices (subject to data availability)



- Continue to develop the Council's waste and recycling service taking into account the requirements introduced by the 2021 Environment Act and associated secondary legislation (ongoing)

#### Progress:

- There has been a continued provision of aperture and locked bins for flats via funding from the Surrey Environment Partnership (SEP) and recycling centres to reduce contamination of recycling; in quarter 2 the council achieved its highest ever recycling rate of 58%. Over 90% of households within the borough have access to the full recycling service.
- Communication on recycling continues to be provided by RBBC Communications team, supported by SEP, and separately by SEP at flats in relation to mixed recycling, but also now on food waste avoidance and recycling; the annual user guide was provided to all properties in November 2021
- Clearly labelled recycling bins exist across council office locations

#### Challenges:

- The rollout of the full recycling service to flats was suspended due to Covid19; the outstanding 500 properties from the phase 2 flats rollout were however completed in July 2021, and a further 75 properties converted since, while all new build flats and houses have been provided with the full recycling service
- Recycling in green spaces continues to be difficult due to contamination arising from location of bins
- The Council will need to ensure it has appropriate resources to deliver additional recycling service provision stemming from newly introduced legislation (2021 Environment Act and associated secondary legislation) – further detail is awaited from Government.
- SCC is due to review its waste disposal contracts soon, which may also have implications for the Council
- The return to work and models of hybrid working continue to evolve, making it difficult to determine which recycling measures are appropriate / relevant for council buildings. Coffee pod machine was not operational during monitoring year.

#### Next Steps:

- Continue to explore solutions for encouraging recycling in green spaces, e.g. signage around taking waste home to recycle, working with cafes on closed-loop recycling schemes, etc.
- Look at promoting options beyond SEP (such as Terracycle)
- Await proposals from DEFRA and SCC around waste (including commercial waste) to inform future Council activity in relation to recycling
- Continue work in exploring and implementing recycling options as part of the hybrid working model

#### **Indicators**

Proportion of household waste recycled (borough-level)	2019/20:	54.3%
	2020/21:	53.2%
	2021/22:	55.6%

#### **Promote anaerobic digestion and composting**

##### 2021/22 Actions:

- Work with SEP to investigate preferable options for the disposal of organic waste and improve communication to residents around food waste with the aim of increasing the volume of food waste collected across the borough (ongoing action)
- Investigate the viability of providing commercial food waste collection services across the borough following the release of the UK Gov waste consultation in 2020
- Work with Surrey Environment Partnership to investigate the potential for establishing waste cooking oil collection for businesses and residents within the borough to produce biodiesel

##### Progress:

- Outline proposals were consulted on by Defra in June 2021, but there has been no confirmed details on requirements for commercial recycling. Recycling from businesses during 2021/22 has returned to just below pre Covid19 levels, however there are early signs of cost of living impact starting to show through reduced output
- Communication has been delivered by SEP to flats in relation food waste avoidance and recycling

##### Challenges:

- Action in this area is dependent on the final outputs from Defra's Waste Strategy and SCC waste contract review

##### Next Steps:



- Review commercial and food waste recycling when the Waste Strategy is finalised and further information from SCC about future waste contract arrangements

#### Indicators

Proportion of household waste composted or anaerobically digested (borough level)	2019/20:	28.1%
	2020/21:	25.1%
	2021/22:	28.7%

#### Encourage waste treatment locally to minimise transport emissions

##### 2021/22 Actions:

- Endeavour to keep waste streams treated as locally as possible or at least within the UK/Europe (ongoing action)

##### Progress:

- Many of the waste streams are currently processed locally and within the UK, as detailed [here](#)

##### Challenges

- None identified

##### Next Steps:

- Continue to work to ensure waste and recycling is treated as locally as possible

#### Indicators

Proportion of waste collected treated within the UK	2020/21:	98% of the borough's recyclable waste processed in the UK
	2021/22:	98% of the borough's recyclable waste processed in the UK

#### Low Impact Consumption: Water Efficiency

#### Reduce potable water consumption through a combination of efficiency and potable water substitution measures

##### 2021/22 Actions:

- Work in partnership with Sutton & East Surrey Water (SESW) to provide residents with easy to use water saving measures to install, e.g. hippo cistern displacer; flow restrictors; garden water butts (ongoing action)
- Engage with SESW to support them where possible in achieving their industry wide leak reduction targets (ongoing action)
- Investigate the installation of low flow fixtures and fittings for sanitaryware (including toilets, wash hand basins, showers and kitchen taps) for key Council assets (Harlequin, Town Hall and Earlswood) as part of any upgrade works (ongoing action)
- Consider rainwater harvesting or greywater recycling as part of any key upgrades undertaken by the Council to their assets (ongoing action)
- Request as part of the planning requirements to incorporate greywater recycling and/or rainwater harvesting measures for all major planning applications

##### Progress:

- Webpages include water efficiency advice, funding opportunities ('Every Drop' fund), water-saving visits, water calculator, etc. Also education outreach opportunities via 'flow-zone.co.uk' website (also on the Council's webpages)
- Efficiency measures on council owned and operated properties are being undertaken on planned and refurbishment works as and when they arise
- Provisions for water efficiency included in the Climate Change & Sustainability SPD adopted in September 2021, referenced in checklist
- Water saving devices have been procured free-of-charge from SESW which will be provided to residents through public-facing engagement events

##### Challenges:

- Progress on the Council's sites impacted due to competing demands on capacity
- Due to billing cycles and estimates (rather than readings) on water meters, figures for water consumption will only be of real value once a longer-term trend is available; minus figures represent balance adjustments due to over-estimates

##### Next Steps:

- Keep website content up to date
- Continue to work with SESW to reduce water consumption across the borough
- Continue work with the Property team to identify opportunities to reduce water consumption within operational buildings to inform ongoing maintenance and upgrade programme

Indicators					
Water consumption per capita (SESW supply area)	2019/20:	143.3 litres per property per day (SESW supply area)			
	2020/21:	163.4 litres per property per day (SESW supply area)			
	2021/22:	151.5 litres per property per day (SESW supply area)			
Web pages reviewed at least annually	2020/21:	Web pages and content created			
	2021/22:	Web pages regularly reviewed and updated			
Water consumption at council level		Town Hall	Depot	Harlequin	Other sites
	2020/21:	3,108 M <sup>3</sup>	3,305 M <sup>3</sup>	12,182 M <sup>3</sup>	36,621 M <sup>3</sup>
	2021/22:	1,385 M <sup>3</sup>	2,690 M <sup>3</sup>	-235 M <sup>3</sup>	15,696 M <sup>3</sup>

### Low Impact Consumption: Responsible Sourcing

#### Maximise the use of materials and products that are produced responsibly (i.e. environmentally and socially)

##### 2021/22 Actions:

- Prefer products that incorporate recycled content for key purchases (e.g. furniture, stationery, paper, paint) (ongoing action)
- Encourage developers of major projects, through the use of planning guidance, to incorporate materials with recycled content. This could be tracked as part of a relevant section in a sustainability statement to be submitted as part of the planning process
- Encourage developers to procure 100% FSC or PEFC certified timber or timber-based products (i.e. shuttering, carcassing, plywood, raised access floor, worktop, partitions etc.)
- Introduce consideration of material toxicity as part of the procurement process (i.e. ITT and PQQ questions)
- Switch to cleaning products that do not contain toxic ingredients and preferably use recycled containers

##### Progress:

- Office supplies provided by Lyreco for Town Hall, Earlswood Depot, Harlequin Theatre and community centres. Paper used is Lyreco's own brand (Eco Label, 90gsm)
- Provisions for the use of recycled and FSC/PEFC certified timber in new developments included in the Climate Change & Sustainability SPD adopted in September 2021, referenced in checklist

##### Challenges:

- The return to work and models of hybrid working continue to evolve, making it difficult to determine which sustainability measures are appropriate / relevant for council buildings
- Global supply chain issues mean that environmentally friendly options for office products are having to be substituted for items that are not environmentally friendly; however, our carbon footprint (scope 3) for office supplies is low (0.14t CO<sub>2</sub>e) due to streamlined ordering processes reducing deliveries and packaging

##### Next Steps:

- Continue to work directly with Lyreco to transition to low social/environmental impact solutions
- Continue work in exploring and implementing sustainability options as part of the hybrid working model
- Incorporate sustainability provisions within the ongoing procurement strategy review (see below)

Indicators		
Proportion of council-procured goods that have recycled content / FSC or PEFC	2019/20:	34% of office products are environmentally friendly
	2020/21:	50% of office products are environmentally friendly
	2021/22:	34% of office products are environmentally friendly
Proportion of borough-level developments with procured goods that have recycled content / FSC or PEFC	2020/21:	Data currently unavailable
	2021/22:	Data currently unavailable

#### Encouraging healthy food products manufactured under adequate social and environmental standards

##### 2021/22 Actions:

- Include healthier options within the vending machines located in assets operated by the Council (ongoing action)

Progress:

- Some provisions at the town hall have ethical/environmental standards (such as Fairtrade)

Challenges:

- The return to work and models of hybrid working continue to evolve, making it difficult to determine which sustainability measures are appropriate / relevant for council buildings

Next Steps:

- Continue work in exploring and implementing sustainability options as part of the hybrid working model

**Indicators**

Proportion of Fairtrade / healthy products procured	2020/21:	Data currently unavailable
	2021/22:	Town hall – hot chocolate (Cadbury) and sugar (Tate & Lyle) is Fairtrade; tea is Rain Forest Alliance & Ethical Tea Partnership (Yorkshire Tea)

**Natural Environment: Ecological Enhancement**

**Improve tree cover across the borough**

**Increase the area of soft landscape valuable to wildlife across the Borough**

**Increase the amount of native species that attract pollinators**

2021/22 Actions:

- Increase tree cover within the borough (ongoing action):
  - Plant more trees with a focus on those with a native/wildlife value
  - Improve management of existing woodland in council ownership to promote healthy regeneration and new tree growth
  - Review the grant/funding options available and if possible, establish a partnership with the Woodland Trust to help implement any tree planting on land identified as suitable
  - Any trees that have to be uprooted to accommodate new developments to be relocated elsewhere in the Borough
  - Integrate tree planting initiatives as part of the Council's 'Green Infrastructure Strategy Action Plan' for restoring habitats at Council-owned strategic countryside assets where environmentally appropriate
  - Explore options for, and support, community tree planting initiatives
  - Investigate options for providing local carbon offsetting for third parties through tree planting or other measures
- Identify areas of disused land which can be utilised for greening projects and implement projects where appropriate (viable and deliverable) (ongoing action)
- Encourage developers to increase soft landscape area as part of their proposals through provision of planning guidance or advice. Consider the introduction of an urban greening factor and biodiversity net-gain metric to facilitate monitoring it
- Investigate the potential to install green roofs / walls on council assets and implement projects where appropriate (viable and deliverable)
- Plant pollinator friendly species in areas managed by the Council e.g. by managing a series of verges as 'late-cut' verges allowing the flowers to set seed before being cut or introducing pollinator-friendly seed mixes in areas of grassland around new developments (ongoing action)
- Encourage developers to incorporate native/pollinator-friendly species through provision of planning guidance and advice and consider new local plan policy to formalise requirements

Progress:

- Greenspaces team continues to manage Council owned land to ensure it is healthy and sustainable and able to store carbon. This includes not only managing and veteran trees but also other habitats that store high levels of carbon, including heathland.
- 
- 73 trees planted by the council within the borough on council land over the financial year 2021-2022;
- Ongoing work with community groups – 606 trees were planted in four schemes with partners in our community tree planting network in autumn 2021 and spring 2022.

- Submitted a consortium bid via Surrey CC to the DEFRA Local Authority Treescapes Fund for the second year running
- Discussions in progress with Greenspaces team to develop a tree planting strategy
- Ongoing conversations with Surrey CC (which has set a 1.2million trees by 2030 target), Surrey Wildlife Trust, Woodland Trust & CPRE around green infrastructure and tree planting across the borough
- The council's Planning Team is currently working on an update to the Green Infrastructure Strategy and further planning guidance on biodiversity
- 10 square metres of soft landscaping created / improved by the council over the financial year 2021-2022, in addition to ongoing positive land management practices
- Communities are being supported to explore the potential of sites for green infrastructure networks and hedgerow renewal in their local areas, working with local tree wardens, the Tree Council and Wildlife Trust
- 3,824 square metres of pollinator and/or native species planting by the council over the financial year 2021-2022. Some grass areas of council-owned land left to form natural wild meadows over summer months, leaving cutting to late summer to prevent the growth of any scrubs and dominant vegetation

#### Challenges:

- Difficulty in attaining data on planting associated with new developments
- Competing demands on capacity within Greenspaces team

#### Next Steps:

- Continue to support local community groups to bring forward tree planting initiatives on council land and continue discussions with Greenspaces team, Surrey CC & charities about other opportunities relating to planting, soft landscaping and green infrastructure
- Await outcome of Treescapes Fund bid and implement proposals if successful
- Deliver the council's Tree Planting Strategy and accompanying Action Plan
- Progress update to Green Infrastructure Strategy and new planning guidance on biodiversity
- Develop mechanisms to support Biodiversity Net Gain in new developments and Local Nature Recovery Networks outlined in 2021 Environment Act by December 2023
- Explore viability of a project linking up various projects (e.g. community projects, partner projects, council projects) as part of updated Green Infrastructure Strategy
- Biodiversity planning guidance to be prepared by the council's Planning team
- SCC is due to take back maintenance of the highways from April 2023, meaning cessation of RBBC verge mowing operations
- Continue to allow some grass areas of council-owned land to form natural wild meadows over summer months
- Summer 2022 communications campaign 'GoWildRB' aimed at encouraging residents (particularly young people) to appreciate the biodiversity in our borough and learn how to support it

#### **Indicators**

Tree canopy cover percentage (Forestry Commission)	2020/21:	Data not available
	2021/22:	<i>Note incomplete borough coverage, and based on pre-2019 wards</i> Banstead Village: 27%      Redhill East: 21.7%      South Park & Woodhatch: 18.7% Merstham: 28.3%      Reigate Central: 27.7%      Horley West: 16.3% Reigate Hill: 34.7%      Meadvale & St John's: 37%      Horley Central: 24.7% Redhill West: 18.3%      Earlswood & Whitebushes: 25.7%      Horley East: 29.3%
Number of trees planted on new developments	2020/21:	Data currently unavailable
	2021/22:	Data currently unavailable
Number of new trees planted on Council land	2020/21:	181
	2021/22:	73
Area of soft landscape created as part of new developments	2020/21:	Data currently unavailable
	2021/22:	Data currently unavailable
Area of new planting by the Council	2020/21:	3,906sqm of pollinator and/or native species
	2021/22:	3,824sqm of pollinator and/or native species
Area of planting as part of new developments	2020/21:	Data currently unavailable

	2021/22:	Data currently unavailable
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## Natural Environment: Sustainable Drainage Systems

### Mimic the natural water cycle to reduce surface water run off

#### 2021/22 Actions:

- Collaborate with Surrey County Council as part of their 'Surrey Local Flood Risk Management Strategy - Objective Action Plan, February 2017' to increase the uptake of SuDS on infrastructure projects (ongoing action)
- Minimise hard impermeable surfaces, alternatively install or retrofit permeable surfaces across the Council's owned assets as part of planned renewal and upgrades e.g. the use of permeable paving at Council owned and run car parks (ongoing)
- Install or retrofit soft SuDS (sustainable drainage systems) as part of planned renewal and upgrades across the Council's owned assets e.g. bioretention area, swales etc.(ongoing)
- Request through planning advice and guidance that newly created hard surfaces (e.g. pavement, internal roads, carpark etc.) are permeable
- Update planning requirements via planning advice or guidance to set requirements around achieving greenfield run off rates and ensuring that surface water run-off is managed close to its source

#### Progress:

- Measures included in relation to sustainable drainage in the Climate Change and Sustainable Construction SPD and Sustainability Checklist, adopted in September 2021
- 127 deliverable planning permissions (583 net dwellings) were granted in the 2021/22 financial year; out of those 127 permissions, 13 permissions (totalling 242 net additional dwellings) had a provision of SuDS secured by a planning condition
- Greenspaces team has explored areas and not currently identify any suitable for retrofit of soft SuDS; to be a planning consideration with new developments or regeneration projects
- Collaboration with SCC as the lead flood risk management authority in relation to their investigative works into flooding issues in two catchment areas: Tadworth and Nork and Tattenhams; several flood alleviation measures in these catchments are being pursued by Surrey, and the Council continues to work closely with them on this

#### Challenges:

- Data currently unavailable for area of permeable surfaces in new developments

#### Next Steps:

- Continue to provide advice in relation to sustainable drainage on developments taking place on Council land and secure provision of SuDs on relevant planning decisions. General SuDS advice is mainly provided by SCC.

#### Indicators

Area of permeable surfaces created in new developments	2020/21:	Data currently unavailable
	2021/22:	Data currently unavailable
Area of permeable surfaces created by the Council	2020/21:	0
	2021/22:	0

## Natural Environment: Environmental impact and pollution prevention

### Limit negative impacts to the wider environment i.e. air, water, ground, habitat loss

#### 2021/22 Actions:

- Work alongside SCC to investigate the suitability of implementing measures to limit unnecessary acceleration and deceleration and reduce engine idling (ongoing action)
- Continue to minimise the use of glyphosate (ongoing action) by employing the use of hand removal in public spaces such as playgrounds, schools and town centres; investigating the use of hot foam or steam as alternatives; liaising with other authorities who have already implemented measures to go glyphosate free

#### Progress:

- Continued engagement with SCC in relation to Local Transport Plan 4

- The Greenspaces team have reduced their use of glyphosate as far as possible; currently exploring other means of weed control (such as hand-removal) and only using glyphosate as a last resort

#### Challenges:

- Signage for switching off engines has been trialled previously with limited success (no discernible drop in air pollutants). Switching off engine may produce more pollution on older models.

#### Next Steps:

- Continue to work with SCC to reduce polluting behaviour by drivers
- Continue to explore ways to reduce the amount of glyphosate used

#### **Indicators**

Annual air quality results (3 year rolling average) for Nitrogen Dioxide (µg/m3)		North of borough	Centre of borough	South of borough
	2020:	Banstead Background: 14.4 Banstead Drift Bridge: 25.7 Hooley Background: 13.9 Hooley A23: 52.4	Reigate Background: 15.0 Reigate High St: 33.8 Redhill Background: 14.9 Redhill Marketfield Way: 28.3	Horley A23 Brighton Road: 39.4 Horley The Crescent: 22.7
	2021:	Banstead Background: 13.1 Banstead Drift Bridge: 24.2 Hooley Background: 12.4 Hooley A23: 46.8	Reigate Background: 13.7 Reigate High St: 31 Redhill Background: 13.7 Redhill Marketfield Way: 26.9	Horley A23 Brighton Road: 36.0 Horley The Crescent: 18.7
Annual amount of glyphosate used	2020/21:	699 litres		
	2021/22:	697 litres		

### **Effective Implementation: Communications**

#### **Provide informative accessible material for staff, residents and businesses on how to reduce energy and increase renewable energy at the Borough level and explain what the Council is doing itself**

#### 2021/22 Actions:

- The Sustainability Team will undertake work to engage council staff further, including:
  - Providing guidance around 'green working' to support council employees in tackling sustainability at work, covering issues such as:
    - Commuting using active transport (including how to access to Cycle to Work scheme, etc.)
    - Saving energy (working from home and in the office)
    - Reducing waste through less printing, etc.
  - Developing and delivering a staff survey to determine awareness / attitude / behaviours
- Maintain, review and regularly update the Council's sustainability webpages to provide a suite of information about the three ES Strategy schemes and action that residents, businesses and communities can take (Ongoing)
- Plan, create and deliver a survey in 2021 for a cross-section of residents within the borough, to gather information relating to awareness, attitudes and behaviours in relation to sustainability; run the survey annually to track progress and change across a consistent set of questions (ongoing)

#### Progress:

- Extensive communication with the wider borough carried out, including:
  - Social media activity based around national awareness days and events. This included Earth Day (April 2021), No Mow May (May 2021), World Environment Day (June 2021), Volunteers Week; Great Big Green Week (September 2021); COP26 (November 2021).
  - 'Mini-campaigns' including the Solar Together group buying scheme, New Year's Resolutions for the Planet (January 2022), encouraging action among residents, and in relation to our Community Tree Planting guide.
  - Publication of our 'Ready reckoner' – a one-page document in electronic and printed formats that highlight quick / easy / cheap wins for tackling carbon emissions and other environmental issues



- A 2-page spread in the Autumn Borough News newsletter focused on sustainability issues and what the council is doing in this area
- Social media promotion of partner and other service area campaigns and content, including in relation to waste & recycling and active travel
- In total our social media posts had a total reach of 65,381, and our sustainability web homepage received 1,667 visits
- A number of pages have been created on our internal communication platform (The Knowledge) raising awareness around environmental sustainability and how staff can reduce their impact and support the council's ambitions in this area
- Resident survey delivered in March 2022 completed by over a thousand residents within the borough on a broad range of sustainability issues looking at current behaviours and barriers to change
- Training in Carbon Literacy has been delivered to 10 officers and 10 managers, leading to the council being awarded Carbon Literate Organisation status - bronze

#### Challenges:

- Staff survey not yet undertaken pending outcome of internal communications and staff engagement review

#### Next Steps:

- Deliver more online communications including summer 2022 'GoWildRB' biodiversity campaign and autumn energy saving campaign
- Deliver face-to-face engagement activities within the borough at events and within community centres, giving advice to residents on sustainability measures and providing documentation (Ready Reckoner advice leaflet) and third-party freebies (e.g. water-saving devices from SESW) where appropriate
- Continue to engage with staff through internal communications and training; develop staff survey
- Keep web-content up to date
- Keep sustainability pages on The Knowledge up to date
- Continue the roll-out of Carbon Literacy training to staff and members

#### **Indicators**

Response rate for employee survey sustainability questions & progress on metrics (to be determined)	2020/21:	Data not available
	2021/22:	Data not available
Web pages reviewed at least annually	2020/21:	New web pages and content created
	2021/22:	Web pages regularly reviewed and updates
Progress in relation to specific sustainability questions	2020/21:	Not applicable
	2021/22:	Survey of 1079 borough residents completed in March 2022 covering broad range of sustainability topics

#### **Effective Implementation: Partnership Working**

#### **Work with partner agencies to identify shared objectives and opportunities for cooperation**

#### 021/22 Actions:

- Communication and coordination with other public sector agencies, and relevant private and/or voluntary/community sector elements to address joint environmental sustainability objectives (ongoing action)

#### Progress:

- Ongoing collaboration has taken place across various aspects of the action plan, including work with:
  - Surrey CC, and working with other districts and boroughs:
    - Funding Bids (e.g. Treescapes Fund, Green Homes Grant)
    - Studies (e.g. tree cover and heat networks)
    - Policy (e.g. LTP4, LCWIP, Greener Futures Delivery Plan)
  - Social Housing Trusts (Raven, Accent) on Social Housing Decarbonisation Fund; contact with other RPs to encourage considering future SHDF bids
  - Greater South East Energy Hub
  - Advisory services (e.g. Action Surrey on Green Homes Grant, Energy Saving Trust on fleet and electric vehicles)
  - Charities (e.g. Surrey Wildlife Trust on green infrastructure, Woodland Trust and Tree Council on planting and planning)
  - Businesses (e.g. via the Sustainable Business Network, SES Water on water consumption reduction)
  - Town and Parish Councils (alignment of priorities and activities and sharing best practice)

- Community groups (on tree planting, energy efficiency, etc.)
- East Surrey College (on how we might support and help communicate their plans to grow provision in environmental construction and transport)

#### Challenges:

- None identified

#### Next Steps:

- Continue to collaborate with public and private sector partners and community groups, including: engagement with schools on sustainability opportunities, both on school premises and in delivering presentations to children. Capacity build local groups for example connecting Climate Action Reigate and Redhill with similar groups around the county around domestic energy advice.

### **Effective Implementation: Planning**

#### **Update planning documents and planning application submission documents requirements to drive the low carbon agenda**

#### 2021/22 Actions:

- Introduce templates to standardise the information received in relation to energy and sustainability for use by planning applicants. Update planning validation checklist requiring the submission of these completed template documents as part of the planning application process
- Provide more in-depth training to planning staff to interpret and review planning application energy and sustainability statements to better identify where improvements can be made

#### Progress:

- Climate Change and Sustainable Construction Supplementary Planning Document (SPD) adopted in September 2021, includes Sustainability Checklist template

#### Challenges:

- Process for effectively gathering information in relation to energy and sustainability metrics from planning applications for monitoring purposes not yet established

#### Next Steps:

- Continue to work with Planning Team to gather information on energy and sustainability in planning applications