

ANNEX 1: Environmental Sustainability Strategy Action Plan – 2020/21 Progress, challenges and next steps	Performance indicator	Baseline and progress
Energy & Carbon: Energy Minimisation		
Reduce operational energy consumption through fabric improvements and installing energy efficient equipment and fittings		
<p><u>2020/21 Actions:</u></p> <ul style="list-style-type: none"> • 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) <p><u>Progress:</u></p> <ul style="list-style-type: none"> • A rolling programme of mechanical and electrical works include energy efficiency requirements in all tender documents and all reactive & routine maintenance covers a phased renewal of LED lighting Exploring options with the Property & Facilities team and external providers for energy audits/site assessments to determine programme of work • Consortium bid to the Green Homes Grant Local Authority Delivery Fund secured for Surrey £6.2m under Phase 1a and £3.1m under Phase 1b. To date, 64 measures have been installed on 54 properties in the borough to the value of £471k • Further funding of up to £350k earmarked for the borough under LAD2 to deliver additional energy efficiency measures to low EPG rated homes. <p><u>Challenges:</u></p> <ul style="list-style-type: none"> • Action on the Council's assets is a key part of the Action Plan, but progress has been impacted due to Covid 19 and capacity issues within the Property & Facilities team, although the latter is in the process of being addressed • Short application and delivery timescales associated with Government Funding opportunities has limited the progress that can be achieved on domestic retrofit • A change in energy contract management company in September 2020 has led to difficulties in acquiring gas and electricity consumption data prior to October 2020. Note 2020 data may not be representative due to changed working practices at the Council resulting from Covid. <p><u>Next Steps:</u></p> <ul style="list-style-type: none"> • Continue conversations with Property & Facilities team / external providers in relation to future programme of work • Continue to implement energy efficiency measures, including as part of the return to work / hybrid working programme 	Operational energy use (kWh) for each of the key Council assets	<p><u>Town Hall:</u> Baseline (Oct 2020 to Mar 21): Electricity: 187,696 kWh Gas: 485,692 kWh</p> <p><u>Depot:</u> Baseline (Oct 2020 to Mar 21): Electricity: 132,300 kWh Gas: 267,324 kWh</p> <p><u>Harlequin:</u> Baseline (Oct 2020 to Mar 21): Electricity: 120,288 kWh Gas: 440,933 kWh</p> <p><u>All other sites:</u> Baseline (Oct 2020 to Mar 21): Electricity: 356,784 kWh Gas: 404,425 kWh</p>

<ul style="list-style-type: none"> 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 the Social Housing Decarbonisation fund <p>Note that a new action is proposed for 2021/22 onwards covering domestic retrofit</p>		
Promote behaviour changes to reduce operational energy consumption.		
<p><u>2020/21 Actions:</u></p> <ul style="list-style-type: none"> Provide better information on finance/grants available to businesses and residents to implement energy efficiency measures <p><u>Progress:</u></p> <ul style="list-style-type: none"> Webpages updated with relevant information on finance/grants <p><u>Challenges:</u></p> <ul style="list-style-type: none"> None identified <p><u>Next Steps:</u></p> <ul style="list-style-type: none"> Keep web-content up to date 	Web pages reviewed at least annually	Baseline (2020/21): Web pages and content created
Energy & Carbon: Renewable Energy		
Promote the use of renewable energy through on/off-site generation and renewable tariff procurement		
<p><u>2020/21 Actions:</u></p> <ul style="list-style-type: none"> Include information on renewable energy tariffs on the Council sustainability section of the website and via Borough News, email newsletters etc. to encourage residents and businesses to sign-up Procure renewable energy across RBBC assets <p><u>Progress:</u></p> <ul style="list-style-type: none"> Sustainability webpages have been updated to include information on energy saving, switching and renewable tariffs The Council's half-hourly (HH) electricity meters (one third of the Council's total energy supply) is now on a green tariff with Brook Green. Carbon from energy usage that is not yet on a green tariff (see 'challenges') is now offset. Solar Together group-buying scheme launched across Surrey in May. Reigate & Banstead had 816 registrations (759 for solar PV and 57 for battery storage). Agreement reached to support Raven Housing Trust roll out its Net Zero programme to the tune of up to £1m through waiver of clawback <p><u>Challenges:</u></p> <ul style="list-style-type: none"> 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: <ul style="list-style-type: none"> Non-half-hourly (NHH) (Corona): Sept 2023 Gas (CNG): Oct 2022 <p><u>Next Steps:</u></p> <ul style="list-style-type: none"> Keep web-content up to date Monitor success of Solar Together scheme 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 low carbon measures retrofit. 	Web pages reviewed at least annually	Baseline (2020/21): Web pages and content created
	Percentage of renewable energy (Council)	<u>Renewable electricity</u> Baseline (2020/21): 33% <u>Non-renewable electricity</u> Baseline (2020/21): 13% <u>Non-renewable gas</u> Baseline (2020/21): 54%
	Solar installations in borough	Baseline (2019): 1,895 Year 1 (2020): 1,901

<ul style="list-style-type: none"> Move Council energy contracts to green tariff when possible; in the mean-time explore opportunities for energy minimisation / on-site renewables <p>Note that a new action is proposed for 2021/22 onwards covering domestic retrofit</p>		
Energy & Carbon: Low Carbon Transport		
Reduce carbon emissions associated with transport through minimising travel and reliance on personal car		
<p><u>2020/21 Actions:</u></p> <ul style="list-style-type: none"> 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) Highlight the reduced-price membership offer to Surrey residents for the Enterprise Car Club which is currently outlined on the Surrey website. Encourage uptake of car-pooling from residents and staff through better communicating available car sharing platforms. <p><u>Progress:</u></p> <ul style="list-style-type: none"> Development Management Plan (DMP) encourages initiatives such as carpooling and car clubs; these opportunities are further explained in the draft Climate Change and Sustainable Construction Supplementary Planning Document (SPD) and included in the draft 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 The Sustainability Team has provided advice in relation to designing appropriate measures into Council-led developments, including Woodhatch Crematorium <p><u>Challenges:</u></p> <ul style="list-style-type: none"> Covid restrictions have limited the Council's ability to encourage the uptake of car-pooling and use of public transport - these actions will be rolled forward as a result Difficulty in establishing performance indicators due to lack of third-party information <p><u>Next Steps:</u></p> <ul style="list-style-type: none"> Keep web-content up to date Launch Climate Change and Sustainable Construction SPD and Checklist in 2021/22 Await outcome of LTP4 consultation and continue to engage with SCC on wider sustainable transport initiatives 	Web pages reviewed at least annually	Baseline (2020/21): Web pages and content created
	Up to date planning policy and guidance in place	Baseline (2020/21): Policy up to date and guidance in development
	Uptake of car-pooling amongst residents	Data currently not available
	Levels of public transport usage and/or investment	Data currently not available

Improve the uptake of electric vehicles across the Borough		
<p><u>2020/21 Actions:</u></p> <ul style="list-style-type: none"> • 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) • Explore options to encourage fully electric taxis via Council's licencing policies and potentially incentivise their take up through subsidising of the licence fee. • Continue to transition the Council's fleet to be fully electric, measures to include: <ul style="list-style-type: none"> - 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 <p><u>Progress:</u></p> <ul style="list-style-type: none"> • Provision for EV in the DMP for all new development to incorporate electric vehicle (EV) charging points, also included in the draft Climate Change and Sustainable Construction SPD and draft Sustainability Checklist • Business related opportunities for installation of EV charging infrastructure promoted through new Sustainable Business Network • Charging point at Wray Lane upgraded • External funding secured towards installation of 6 charge points in Banstead Car Park; project initiated to establish programme of works to roll EV charging points out to other Council owned sites, including commissioning of evidence from Energy Saving Trust • Ongoing discussions with SCC (via monthly meetings) about roll out of on-street EV charging infrastructure • Five licenses have been made available for electric hackney carriages; ongoing work to look at other ways of ensuring more sustainable taxis • Moved from 300l to 150l fuel tank HGVs to increase efficiency; moved from Euro 5 to Euro 6 standard. • Current low-carbon fleet has 13 low-carbon vehicles: <ul style="list-style-type: none"> - 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 	Number of public EV charging points available in the borough	Baseline (2020/21): 29 as of July 2021; 10 in council car parks
	Number of plug-in cars & LGVs licenced in the borough	Baseline (2020): 712 plug-in cars & LGVs as of Q1 (Jan-Mar) 2020 Progress (2021): 1,037 plug-in cars & LGVs as of Q1 (Jan-Mar) 2021
	Number of on-street charging points available in borough	Baseline (2020/21): 0
	Number of low-carbon hackney carriages licenced in the borough	Baseline (2020/21): 0

<ul style="list-style-type: none"> - Stores – 1 electric forklift • Electric bin lorry trialled; continuing to explore options due to concerns around range • Fleet Replacement Strategy has been created and reviewed by the Sustainability Team, increased focus on sustainability issues, consultation with sustainability team over petrol/diesel purchases. <p><u>Challenges:</u></p> <ul style="list-style-type: none"> • SCC is focusing on trialling on-street EV charging in the west of the County, on-street EV charging trials are not expected in Reigate & Banstead until 2022. • Despite having been made available, electric hackney carriage licence opportunities have not yet been taken up • Information is not currently available about total number of privately owned/operated EV charging points • Need to ensure infrastructure (charging, etc.) is in place for electric vehicles at the depot & other locations <p><u>Next Steps:</u></p> <ul style="list-style-type: none"> • Launch Climate Change and Sustainable Construction SPD and Checklist in 2021/22 • Continue to promote EV charging opportunities to businesses • Finalise plans for rollout of EV charging points across Council-owned sites • Continue to explore ways to reduce diesel hackney carriages and move to electric fleet • Full fleet review by Energy Saving Trust (EST) in place for end of this tax year (early 2022) • Continue to work with Fleet team to transition council fleet to electric / low carbon solutions; await outcome of EST review 	Proportion of fleet that is electric	Baseline (2020/21): 10%
Encourage the uptake of walking and cycling		
<p><u>2020/21 Actions:</u></p> <ul style="list-style-type: none"> • Collaborate with Surrey CC to develop a Local Cycling and Walking Plan and implement pedestrian and cycling-friendly measures (ongoing activity) • Improve information available to residents and local businesses advising on the location of cycle storage, cycle hire, and cycle routes within the borough <p><u>Progress:</u></p> <ul style="list-style-type: none"> • Information included on webpages around cycle routes in the borough • Surrey CC's Local Cycling & Walking Infrastructure Plan (LCWIP) has been commissioned and work is underway • Ongoing engagement with Surrey CC on LTP4 • The Sustainability Team has provided advice in relation to designing appropriate measures into Council-led developments, including Woodhatch Crematorium <p><u>Challenges:</u></p> <ul style="list-style-type: none"> • Surrey CC have very limited data on performance indicators <p><u>Next Steps:</u></p> <ul style="list-style-type: none"> • Await outcome of consultation on LTP4 • Continue to work with Surrey CC on LCWIP development and implementation 	Proportion of residents walking/cycling to work or to run local errands	Data currently unavailable

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Low Impact Consumption: Waste Reduction		
Reduce waste through avoiding it in the first place and promoting reuse opportunities		
<p><u>2020/21 Actions:</u></p> <ul style="list-style-type: none"> • 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) • Publicise better the water re-fill network within the Borough and sign-up additional businesses as refill stations across the Borough • Update waste section on the dedicated sustainability page of the Council's website to bring together information about the various waste reduction initiatives • 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) <p><u>Progress:</u></p> <ul style="list-style-type: none"> • Information on waste reduction included on webpages, in spring borough newsletter and in business e-bulletin. Information about the water refill network also included in the sustainability webpages • The Council collects the most textiles through banks out of all boroughs in Surrey (36 own sites with banks); 300 tonnes of textile per year • Some progress has been made reducing SUP within the council • 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. Servers at Town Hall uses 2 small units (virtual servers, lower impact than full server room). <p><u>Challenges:</u></p> <ul style="list-style-type: none"> • Surrey Environment Partnership advise that it's SUP Strategy stalled due to lack of resource/capacity to implement by councils; therefore alternative approaches will need to be identified. • Covid lockdowns have resulted in increases in total municipal waste collected • Need to support struggling businesses post-Covid i.e. ensure that sustainability issues are addressed but for initiatives not to be so onerous that they impact on the ability to recover from the pandemic 	<p>Total municipal household waste arising at borough level</p>	<p>Baseline (2019/20): 52,766</p> <p>Progress (2020/21): 55,251 tonnes</p>
	<p>Web pages reviewed at least annually</p>	<p>Baseline (2020/21): Web pages and content created</p>

<ul style="list-style-type: none"> Progress with reducing SUP has been limited due to Covid 19 / capacity issues, although the latter is in the process of being addressed. Similarly, Covid 19 has impacted on activity in relation to promoting the water re-fill network Due to limited progress, a baseline has not yet been established for SUPs, nor a mechanism to measure reductions No suitable mechanism currently exists for measuring total waste generated by council offices and facilities. <p><u>Next Steps:</u></p> <ul style="list-style-type: none"> Keep webpage content up to date and promote recycling through communications activity Work more post-lockdown to support businesses with SUP reduction and promote the water refill network, reflecting provisions in the forthcoming Environment Bill Continue conversations with services across the Council to reduce our own use of SUPs <p>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</p>	Total waste / SUPs generated by Council	Data currently unavailable
Facilitate recycling to maximise value of non-avoidable waste		
<p><u>2020/21 Actions:</u></p> <ul style="list-style-type: none"> 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) Trial the provision of additional recycling bins alongside general waste bins in public spaces to facilitate waste segregation e.g. Earlswood Lakes where 'big belly bins' for general refuse have recently been installed. If successful, look to extend the use of recycling bins. As part of the trial ensure that appropriate communication is disseminated to ensure that it is clear what can be recycled <p><u>Progress:</u></p> <ul style="list-style-type: none"> After the initial impacts of lockdown in Q1, the last 3 quarters of 2020/21 saw a strong recycling performance within the borough - the best results recorded for each of these periods by the Council While the rollout of the full recycling service to flats has been suspended since March 2020 due to Covid-19, 500 properties have been completed in July 2021 and all new build flats and houses have been provided with the full recycling service Communication on recycling continues to be provided by the Council's Communications Team, supported by SEP; the annual user guide was provided to all properties in November 2020 and the same is scheduled for 2021. This includes information on the SEP website about hard to recycle items (linked to from our own) <p><u>Challenges:</u></p> <ul style="list-style-type: none"> Recycling in green spaces difficult due to contamination arising from location of bins Covid has impacted on some aspects of recycling, including roll-out to flats and commercial waste streams Recycling from businesses during 2020/21 has been hit hard, as many businesses closed or reduced output, evident from the reduced quantity of cardboard collected from commercial clients <p><u>Next Steps:</u></p> <ul style="list-style-type: none"> A program to improve recycling centre bins is proposed this year 	Proportion of household waste recycled (borough-level)	<p>Baseline (2019/.20): 54.3%</p> <p>Progress (2020/21): 53.2%</p>

<ul style="list-style-type: none"> • 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 Environment Bill & proposals from DEFRA around waste (including commercial waste) to inform future Council activity in relation to recycling 		
Promote anaerobic digestion and composting		
<p><u>2020/21 Actions:</u></p> <ul style="list-style-type: none"> • 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) <p><u>Progress:</u></p> <ul style="list-style-type: none"> • Garden waste available to all residents (subscription service); compost bin and food waste campaigns run by SEP <p><u>Challenges:</u></p> <ul style="list-style-type: none"> • Initial Covid lockdown impacted Council's ability to collect garden waste in Q1 <p><u>Next Steps:</u></p> <ul style="list-style-type: none"> • Organic waste collection & processing included in upcoming Environment Bill; this will inform our future approach in this area 	<p>Proportion of household waste composted or anaerobically digested (borough level)</p>	<p>Baseline (2019/20): 28.1%</p> <p>Progress (2020/21): 25.1%</p>
Encourage waste treatment locally to minimise transport emissions		
<p><u>2020/21 Actions:</u></p> <ul style="list-style-type: none"> • Endeavour to keep waste streams treated as locally as possible or at least within the UK/Europe (ongoing action) <p><u>Progress:</u></p> <ul style="list-style-type: none"> • Many of the waste streams are currently processed locally and within the UK, as detailed here <p><u>Challenges:</u></p> <ul style="list-style-type: none"> • Limitations on data available for performance indicators <p><u>Next Steps:</u></p> <ul style="list-style-type: none"> • Continue to work to ensure waste and recycling is treated as locally as possible • Await outcome of Environment Bill around changes to waste collection & processing 	<p>Proportion of waste collected treated within the UK</p>	<p>Data currently unavailable</p>
Low Impact Consumption: Water Efficiency		
Reduce potable water consumption through a combination of efficiency and potable water substitution measures		
<p><u>2020/21 Actions:</u></p> <ul style="list-style-type: none"> • 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) • Advise residents (via Council's website) on minimum water efficiency standards to achieve when considering home refurbishment projects (e.g. changing kitchens/bathrooms) 	<p>Water consumption per capita (borough-wide)</p>	<p>Baseline (2020/21): 153.7 litres per property per day (annual average as of Aug 2020)</p>

<ul style="list-style-type: none"> 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) <p><u>Progress:</u></p> <ul style="list-style-type: none"> Webpages updated to include water efficiency advice, funding opportunities (details of 'Every Drop' fund shared with community groups), 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, referenced in checklist <p><u>Challenges:</u></p> <ul style="list-style-type: none"> Progress on the Council's sites impacted due to Covid 19 / capacity issues, but latter in the process of being addressed <p><u>Next Steps:</u></p> <ul style="list-style-type: none"> Keep website content up to date Continue to work with SESW to reduce water consumption across the borough Launch Climate Change and Sustainable Construction SPD and Checklist in 2021/22 The Council will look at how to develop initiatives as part of return to work/hybrid working programme; continue conversations with the Property & Facilities team to determine way forward 	<p>Web pages reviewed at least annually</p>	<p>Baseline (2020/21): Web pages and content created</p>
	<p>Water consumption at council level</p>	<p><u>Town Hall:</u> Baseline (2020/21): 3,108 M³ <u>Depot:</u> Baseline (2020/21): 3,305 M³ <u>Harlequin:</u> Baseline (2020/21): 12,182 M³ <u>All other sites:</u> Baseline (2020/21): 36,621 M³</p>
<p>Low Impact Consumption: Responsible Sourcing</p>		
<p>Maximise the use of materials and products that are produced responsibly (i.e. environmentally and socially)</p>		
<p><u>2020/21 Actions:</u></p> <ul style="list-style-type: none"> Prefer products that incorporate recycled content for key purchases (e.g. furniture, stationary, paper, paint) (ongoing action) Ensure that all timber products procured across the Council (inc. paper products such as files, books, pads and envelopes) are FSC certified <p><u>Progress:</u></p> <ul style="list-style-type: none"> 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). Core stationery products reviewed early 2021, moved from 57% to 67% of sales from Lyreco environmentally friendly range. Percentage of actual units from 34% to 50% <p><u>Challenges:</u></p> <ul style="list-style-type: none"> Limited progress on the wider range of products across Council's sites due to Covid 19 implications <p><u>Next Steps:</u></p> <ul style="list-style-type: none"> Continue to work directly with Lyreco to transition to low social/environmental impact solutions; explore other opportunities as part of return to work/hybrid working programme 	<p>Proportion of council-procured goods that are recycled content / toxic / FSC or PEFC / Fairtrade</p>	<p>Baseline (2019/20): 34% of office products are environmentally friendly</p> <p>Progress (2020/21): 50% of office products are environmentally friendly</p>

Encouraging healthy food products manufactured under adequate social and environmental standards		
<p><u>2020/21 Actions:</u></p> <ul style="list-style-type: none"> • Include healthier options within the vending machines located in assets operated by the Council (ongoing action) • Procure Fairtrade products for key office consumables (coffee, tea, sugar, hot chocolate) <p><u>Progress:</u></p> <ul style="list-style-type: none"> • N/A <p><u>Challenges:</u></p> <ul style="list-style-type: none"> • No progress has been made on these actions due to Covid 19 restrictions on use of Council buildings/ capacity issues • A baseline has not yet been established for quantities of healthy/ethical food, nor any mechanism to measure reductions <p><u>Next Steps:</u></p> <ul style="list-style-type: none"> • Explore opportunities to provide healthier / Fairtrade options as part of return to work/hybrid working programme 	Proportion of Fairtrade / healthy products procured	Data currently unavailable

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Natural Environment: Ecological Enhancement		
Improve tree cover across the borough		
<p><u>2020/21 Actions:</u></p> <ul style="list-style-type: none"> • Increase tree cover within the borough (ongoing action): <ul style="list-style-type: none"> - 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 <p><u>Progress:</u></p> <ul style="list-style-type: none"> • 181 trees planted by the council within the borough over the financial year 2020-2021; Greenspaces team continues to manage Council owned woodland to ensure it is healthy and sustainable 	<p>Tree cover percentage</p>	Data currently unavailable
	Number of trees planted on new developments	Data currently unavailable

<ul style="list-style-type: none"> Submitted a consortium bid via Surrey CC to the DEFRA Local Authority Treescapes Fund Discussions in progress to develop a green spaces strategy/action plan around planting etc. 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 Ongoing work with community groups – tree planting guide has been produced with workshop sessions delivered, and a local network of interested groups being developed. Guide includes explaining the value of planting the right trees in the right places and the need for ongoing care and management <p><u>Challenges:</u></p> <ul style="list-style-type: none"> Difficulty in attaining data on planting associated with new developments Difficulty in getting robust, up-to-date data on total tree cover within the borough <p><u>Next Steps:</u></p> <ul style="list-style-type: none"> Continue to support local community groups to bring forward tree planting initiatives and continue discussions with Green Spaces team, Surrey CC & charities about other planting opportunities Await outcome of Treescapes Fund bid and implement proposals if successful 	Number of new trees planted on council land	Baseline (2020/21): 181 trees planted by council within the borough
Increase the area of soft landscape valuable to wildlife across the Borough		
<p><u>2020/21 Actions:</u></p> <ul style="list-style-type: none"> Identify areas of disused land which can be utilised for greening projects and implement projects where appropriate (viable and deliverable) (ongoing action) <p><u>Progress:</u></p> <ul style="list-style-type: none"> 128 square metres of soft landscaping created / improved by the council over the financial year 2020-2021 Discussions in progress to develop a green spaces strategy/action plan around planting etc. Ongoing conversations with Surrey CC, Surrey Wildlife Trust, Woodland Trust & CPRE around supporting and enhancing green infrastructure across the borough 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 <p><u>Challenges:</u></p> <ul style="list-style-type: none"> None identified <p><u>Next Steps:</u></p> <ul style="list-style-type: none"> Continue discussions with Green Spaces team, Surrey CC & charities in relation to soft landscaping and green infrastructure opportunities Await Environment Bill and requirements around Biodiversity Net Gain and Local Nature Recovery Networks Explore viability of a project linking up various projects (e.g. community projects, partner projects, council projects) to form a broader green infrastructure programme 	Area of soft landscape created by council	Baseline (2020/21): 128 square metres of soft landscaping created / improved
Increase the amount of native species that attract pollinators		
<p><u>2020/21 Actions:</u></p> <ul style="list-style-type: none"> 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) <p><u>Progress:</u></p> <ul style="list-style-type: none"> 3,906 square metres of pollinator and/or native species planting by the council over the financial year 2020-2021 	Area of planting by council	Baseline (2020/21): 3,906 square metres of pollinator and/or native species planting

<p><u>Challenges:</u></p> <ul style="list-style-type: none"> • None identified <p><u>Next Steps:</u></p> <ul style="list-style-type: none"> • Biodiversity planning guidance due to be prepared by the council's Planning team • Continue to manage a range of verges as 'late cut' 		
<p>Natural Environment: Sustainable Drainage Systems</p>		
<p>Mimic the natural water cycle to reduce surface water run off</p>		
<p><u>2020/21 Actions:</u></p> <ul style="list-style-type: none"> • 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) <p><u>Progress:</u></p> <ul style="list-style-type: none"> • Measures included in relation to sustainable drainage the draft Climate Change and Sustainable Construction SPD and draft Sustainability Checklist • The Sustainability Team has provided advice in relation to designing appropriate measures into Council led developments, including Woodhatch Crematorium and Merstham Recreation Ground <p><u>Challenges:</u></p> <ul style="list-style-type: none"> • Data currently unavailable for permeable surfaces in new developments <p><u>Next Steps:</u></p> <ul style="list-style-type: none"> • Launch Climate Change and Sustainable Construction SPD and Checklist in 2021/22 • Continue to provide advice in relation to sustainable drainage on developments taking place on Council land 	<p>Area of permeable surface created in new developments</p>	<p>Data currently unavailable</p>
	<p>Area of permeable surfaces created by council</p>	<p>Baseline (2020/21): 0</p>
<p>Natural Environment: Environmental impact and pollution prevention</p>		
<p>Limit negative impacts to the wider environment i.e. air, water, ground, habitat loss</p>		
<p><u>2020/21 Actions:</u></p> <ul style="list-style-type: none"> • 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 <p><u>Progress:</u></p> <ul style="list-style-type: none"> • Engagement with SCC in relation to the content of its LTP4 • 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 <p><u>Challenges:</u></p>	<p>Annual air quality results (3-year rolling average) for Nitrogen Dioxide ($\mu\text{g m}^{-3}$)</p>	<p><u>Baseline (2019):</u> Reigate Background 16.5 Reigate High St 37.2 Redhill Background 15.4 Redhill Marketfield Way 30.9 Horley A23 Brighton Road 44.3 Horley The Crescent 26.8 Banstead Background 15.8 Banstead Drift Bridge</p>

<ul style="list-style-type: none"> • 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. <p><u>Next Steps:</u></p> <ul style="list-style-type: none"> • Await SCC LTP4 and explore other opportunities to work with SCC to reduce polluting behaviour by drivers • Continue to explore ways to reduce the amount of glyphosate used 		28.5 Hooley Background 15.8 Hooley A23 58.8 <u>Progress (2020):</u> Reigate Background 15 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 Banstead Background 14.4 Banstead Drift Bridge 25.7 Hooley Background 13.9 Hooley A23 52.4
	Annual amount of glyphosate used	Baseline (2020/21): 699 litres

ANNEX 1: Environmental Sustainability Strategy Action Plan – 2020/21 Progress, challenges and next steps	Performance indicator	Baseline and progress
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		
<p><u>2020/21 Actions:</u></p> <ul style="list-style-type: none"> Develop a campaign around the Council’s sustainability plan to inform and encourage behaviour change in staff, residents, businesses and partners. A number of key messages and calls to action will be created Set up on the Council's webpage a dedicated sustainability section which will provide tangible solutions to enable residents and businesses to reduce their environmental impacts Use of case studies to demonstrate how local businesses and communities have improved their sustainability credentials (e.g. EV charging, installation of solar panels) Develop a campaign around the sustainability plan to inform and encourage behaviour change in staff. A number of key messages and calls to action will be created <p><u>Progress:</u></p> <ul style="list-style-type: none"> Two-page article released in Spring Borough Newsletter, with follow-up posts on social media Social media communications on national and international events, including World Environment Day, Plastic-Free Day, reducing litter and community tree-planting Work in development to deliver a resident’s survey in 2021 to ask questions relating to sustainability, including how the Council is performing regarding sustainability Webpages have been fully updated with 6 main categories (home, business, community, school, health, travel) Sustainable business network established to share best practice with large businesses within the borough (bi-monthly meetings) SMEs engaged on sustainability issues via the Council’s business newsletters and other networking activity Several internal communications articles on sustainability released on the Council’s intranet pages; ‘bite-sized’ training delivered to staff in July. Articles also published in members’ e-bulletin, with a schedule agreed for further communications. New member induction video on sustainability created and rolled out. Carbon Literacy Training completed by Sustainability Officer to determine suitability for training across the council <p><u>Challenges:</u></p> <ul style="list-style-type: none"> None identified <p><u>Next Steps:</u></p> <ul style="list-style-type: none"> Continue work on resident’s survey, launch later in 2021 Continue to update & evolve webpages and implement external communications activity Continue bi-monthly sustainable business network meetings and promote other initiatives such as the forthcoming LoCASE programme Training for officers in Carbon Literacy Training for later in 2021, with manager / member training planned Dedicated page for sustainability planned for the Council’s intranet pages Continue with communications and training across internal channels 	<p>Web pages reviewed at least annually</p>	<p>Baseline (2020/21): Web pages and content created</p>
	<p>Resident survey delivered annually (% residents that agree the Council acts in an environmentally responsible way)</p>	<p>Baseline (2020/21): Wave 1: 43% residents agree the Council acts in an environmentally responsible way</p> <p>Progress: Wave 2: 47% residents agree the Council acts in an environmentally responsible way</p>

Effective Implementation: Partnership Working		
Work with partner agencies to identify shared objectives and opportunities for cooperation		
<p><u>2020/21 Actions:</u></p> <ul style="list-style-type: none"> • 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) <p><u>Progress:</u></p> <ul style="list-style-type: none"> • Ongoing collaboration has taken place across various aspects of the action plan, including work with: <ul style="list-style-type: none"> - Surrey CC, and working with other districts and boroughs: <ul style="list-style-type: none"> ➢ Funding Bids (e.g. Treescapes Fund, Empty Properties, Green Homes Grant: LAD 1a and 1b) ➢ Studies (e.g. Buro Happold tree cover and renewables study) ➢ Group-buying schemes (Solar Together) ➢ Policy (e.g. LTP4, LCWIP, Greener Futures Delivery Plan) - Local Enterprise Partnerships and associated organisations (Greater South East Energy Hub: on Green Homes Grant: LAD2) - Advisory services (e.g. Action Surrey on Green Homes Grant: LAD1a and b, Energy Saving Trust on fleet and electric vehicles) - Charities (e.g. Surrey Wildlife Trust (green infrastructure), Woodland Trust, Tree Council (planting/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) - The health sector ('Growing health together' network) - Community groups (on tree planting, energy efficiency, etc.) <p><u>Challenges:</u> None identified</p> <p><u>Next Steps:</u></p> <ul style="list-style-type: none"> • Continue to collaborate with public and private sector partners and community groups 	N/A	N/A
Effective Implementation: Procurement		
Ensure sustainability is taken into consideration as part of the procurement process		
<p><u>2020/21 Actions:</u></p> <ul style="list-style-type: none"> • Prepare sustainability opportunities section to be incorporated into specifications that are then incorporated into tender documentations • Devise sustainable procurement tools to assess tenders. This will include sustainability questionnaires as part of the PQQ (Pre-Qualification Questionnaire) and ITT (Invitation To Tender) and the use of a balanced scorecard <p><u>Progress:</u></p> <ul style="list-style-type: none"> • ITT includes a section on what weighting should be applied (e.g. 30% cost, 70% quality, etc. – determined by dept. procuring). Work in progress to include wording in ITT around sustainability <p><u>Challenges:</u></p> <ul style="list-style-type: none"> • Strategic (council-wide) procurement review has been delayed due to resourcing pressures <p><u>Next Steps:</u></p> <ul style="list-style-type: none"> • Continue to work with Procurement Team to develop sustainability considerations in the procurement process and provide support to individual services in respect of specific procurement activities 	Sustainability requirements included in corporate Procurement Strategy	