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Legal and Democratic Services



To: All Members of the Environment and Safe Communities Committee

Dear Councillor,

ENVIRONMENT AND SAFE COMMUNITIES COMMITTEE - TUESDAY, 25TH JANUARY, 2022 , Council Chamber - Epsom Town Hall

Please find attached the following document(s) for the meeting of the Environment and Safe Communities Committee to be held on Tuesday, 25th January, 2022.

7. **CLIMATE CHANGE ACTION PLAN - UPDATE** (Pages 3 - 42)

This report provides an update on the progress of the Council's Climate Change Action Plan

For further information, please contact democraticservices@epsom-ewell.gov.uk or tel: 01372 732000

Yours sincerely

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Chief Executive

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CLIMATE CHANGE ACTION PLAN – UPDATE

Head of Service:	Victoria Potts, Head of Place
Wards affected:	(All Wards);
Urgent Decision?	No
If yes, reason urgent decision required:	
Appendices (attached): Appendix 1- Climate Change Action Plan: Progress Review	

Summary

This report provides an update on the progress of the Council's Climate Change Action Plan

Climate Change is now widely seen as one of the most important and urgent global issues.

Recognising the Council's role in helping address the serious and accelerating impact of climate change on the environment and people's lives, the Council approved an ambitious climate change action plan at its meeting on 20 January 2020.

There is a strong commitment to mitigating and adapting to the effects of climate change across the Council. Some progress has been made against a number of targets over the past year.

An update on progress of the Action Plan is set out in Appendix 1.

There are some significant relationships between the Council's Climate Change Action Plan and its Biodiversity Action Plan.

Work will continue during 2022 to review, deliver and monitor the Climate Change Action Plan.

Recommendation

The Committee is asked to:

- (1) Consider and note the progress made on the delivery of the Council's Climate Change Action Plan over the past year, a period which coincided with the continued COVID-19 pandemic, the publication of IPCC's Sixth Assessment Report (AR6) in July – August 2021 and COP26 in November 2021.

- (2) Note that the Environment and Sustainability Member Working Group has been established to monitor and review actions of the Council to deliver the climate change priorities set out in the Action Plan.

1 Reason for Recommendation

- 1.1 This report outlines the progress over the past 12 months in delivering the Council's Climate Change Action Plan.
- 1.2 2021 has by no means been a typical year and the COVID-19 Pandemic has impacted significantly on the delivery of all Council priorities this year including this Action Plan. During 2020 some areas of work were accelerated where opportunities arose, especially in the use of digital technology which could not have been imagined when the Action Plan was agreed on 20 January 2020 at Full Council. Following the departure of our temporary Climate Change officer in 2021 work has slowed. However, as set out in Appendix 1, there has been significant progress against targets set out in the action plan. A new permanent Climate Change officer has started with the Council in January 2022.
- 1.3 The Council's Annual Plan for 2021/22 was agreed by Full Council 30 September 2021 and set out the priorities of the Climate Change Action Plan that would be focused on in 2021/22.
- 1.4 This report outlines the progress and positive actions that have been made against the priorities set out in the action plan. The actions and responsibilities in the plan have not been updated since the report was last presented to this committee in June. However, a progress column has been added to the document in Appendix 1. A Member working Group has been set up to review the plan and any recommended amendments will be considered by this committee at a future date.

2 Background

- 2.1 In recent years there has been a fundamental societal shift regarding the importance of tackling climate change, at a local, national and international levels.
- 2.2 Global climate change is a key concern with countries across the world. The international scientific community published the IPCC's Sixth Assessment Report (AR6) in the Summer of 2021, highlighting the potentially severe global societal, environmental and economic impacts that human-made climate change pose. This was followed by the international negotiations and agreements reached at COP26 to mitigate the impacts of climate change, reduce the use of fossil fuels and keep global temperature increases to 1.5 degrees or less.

- 2.3 A cross party task and finish group was established to oversee the development of the Council's first Climate Action Plan. This was approved by this Committee and full Council on 20 January 2020 alongside the approval of the target, that the Council would be carbon neutral by 2035.
- 2.4 The Climate Change Action Plan details objectives to be completed over a 4-year period in order to combat climate change. The Council aims to be net carbon neutral by 2035 and this is proposed through a number of themes:
- Theme 1 - Council Leadership and influencing others
 - Theme 2 – Improvements to the environment
 - Theme 3 - Council buildings and energy use
 - Theme 4 - Tackling and minimising waste
 - Theme 5 - Council transport & switching to lower polluting vehicles
 - Theme 6 - Use of technology & information system

3 Risk Assessment

Legal or other duties

3.1 Impact Assessment

3.1.1 None arising from this report

3.2 Crime & Disorder

3.2.1 There are no implications in terms of crime and disorder.

3.3 Safeguarding

3.3.1 None arising from this report

3.4 Dependencies

3.4.1 None arising from this report

3.5 Other

3.5.1 None arising from this report

4 Financial Implications

4.1 Where future initiatives which have budgetary implications not included in the Environmental and Safer Communities Committee budget, they will be reported and considered by the Strategy & Resources Committee in accordance with the Financial Regulations.

4.2 **Section 151 Officer's comments:** None arising from the contents of this report.

5 Legal Implications

5.1 Legal officer's comments: none arising from the content of this report.

6 Policies, Plans & Partnerships

6.1 **Council's Key Priorities:** The following Key Priorities are engaged:

6.1.1 Green & Vibrant and supports the delivery of the Four Year Plan

6.2 **Service Plans:**

6.2.1 The matter is included within the current Service Delivery Plan

6.3 **Climate & Environmental Impact of recommendations:**

6.3.1 Climate Change is key priority throughout the Action Plan and number of targets included to help reduce emissions throughout EEBC

6.4 **Sustainability Policy & Community Safety Implications:**

6.4.1 Sustainability considered in all targets – positive implications only.

6.5 **Partnerships:**

6.5.1 Surrey Environment Partnership.

7 Background papers

7.1 The documents referred to in compiling this report are as follows:

Previous reports:

- Full Council Climate Change Action Plan 20 January 2020
- Environment and Safe Communities Committee: Climate Change Action Plan Update. 26 January 2021
- Environment and Safe Communities Committee: Climate Change Action Plan Year 2 Update. 1 June 2021

Other papers:

- Climate Change motion to full Council 23 July 2019

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CLIMATE CHANGE ACTION PLAN

Appendix 1

Introduction

The Council's motion to tackle climate change and address carbon emissions requires a huge commitment and the aim of this initial Action Plan is to start strongly on this journey. The Council has developed this initial action plan in response to the climate change commitment agreed at full council on 23 July 2019.

Climate Change is not a standalone single issue for the Council or the Borough. It runs through a broad range of activities and behaviours. The Council has a key leadership role in facilitating and encouraging the changes necessary to lead to a more sustainable borough, one which aims to be carbon neutral by 2035. Carbon neutrality can be achieved through day to day choices of everyone that lives and works in the borough – for example how they travel, source their food and where their energy comes from.

The Council will continue to develop and refine this action plan to ensure it achieves its overall goal of being net carbon neutral. This will be developed with other organisations and partners to shape a more comprehensive plan for the Borough. In addition, the Council will look to other Councils and environment campaigning groups to understand developing approaches and best practice as well as look for opportunities to incorporate these into the Plan, as appropriate.

These actions taken together will help the Council to meet its climate change target of 2035 for the Council's operations to be net carbon neutral (hereon in referred to as "the Council's commitment"), ahead of the Government's latest overall target of 2050. Adaption is a strategic long term matter for the Council to manage in line with other wider corporate objectives as specified in the Four Year Plan 2020- 2024.

What are we going to do?

This action plan focuses on 6 key themes which in turn detail the actions that can be taken to drive progress to becoming carbon neutral. These are:

Theme 1 - Council Leadership and influencing others	Theme 4 – Improvements to the environment
Theme 2 - Council buildings and energy use	Theme 5 - Tackling and minimising Waste
Theme 3 - Council Transport & switching to lower polluting vehicles	Theme 6 - Use of Technology & information systems

The action plan has been split into 4 years commencing January 2020 and will be further populated when the action plan is updated.

How we will report?

The Climate Change Action Plan will be a living document that will be updated and reviewed at a minimum annually. The action plan will be monitored by the Environment & Safe Communities Committee, initially twice in the first year.

YEAR 1 (2020)

	Objective	Outcomes	Timescale	Lead Officer	What this will cost and how it will be funded	How will we measure success	Current Progress & RAG Status (as at Nov 2021)
	THEME 1- Council Leadership and influencing others						
1	Appoint, on a two-year fixed term contract a dedicated full-time post, to coordinate the Council's work on climate change	Environment & Sustainability Officer in post	March 2020	Head of Policy Performance & Governance	Agreed funding for two years by S&R	Appointment to post and implementation of action plan.	Two year appointment has now left but a new permanent appointment will start in Jan 2022
2	Impact of Climate Change addressed in every Council Committee report coming forward	Climate change addressed in committee reports	May 2020	Chief Legal Officer	No cost	Plans and policies are resilient to climate change as it is considered in all relevant reports	Implemented
3	The new Four Year Corporate Plan 2020-2024 to reflect the Council's commitment to Climate Change	Climate change addressed within the themes of the new Four Year Plan	Jan 2020	Head of Policy Performance & Governance	No cost	Climate change included within new Four Year Plan for 2020 to 2024	Implemented

	Objective	Outcomes	Timescale	Lead Officer	What this will cost and how it will be funded	How will we measure success	Current Progress & RAG Status (as at Nov 2021)
4	Develop and deliver a Local Plan and associated policies that contribute positively and demonstrate the Council's commitment to climate change	<p>Bring forward a Local Plan which includes planning design policies which supports the delivery of new homes that are energy efficient with minimal environmental impact. Through partnership working bring forward the borough's first carbon neutral home and gain a better understanding and knowledge of construction methods and costs.</p> <p>A proposal for the Council to adopt Passivhaus Trust standards (or similar)</p>	Aligned to formal published Local Plan timetable	Head of Planning	Existing budget	<p>Local Plan & Policies approved</p> <p>Actions that support the development of a Passivhaus Trust standards or similar considered</p>	Part of the local Plan process ongoing

	Objective	Outcomes	Timescale	Lead Officer	What this will cost and how it will be funded	How will we measure success	Current Progress & RAG Status (as at Nov 2021)
5	Actively seek opportunities to develop the borough's carbon neutral homes	Through the Local Plan process identify potential locations and developers to build the borough's carbon neutral homes	Local Plan formally adopted	Head of Planning	Need to assess if costs with developers	A local plan that promotes the build of carbon neutral homes	To be addressed through local Plan policy and for later years
6 Page 13	Work with contractors to move the electrical power to renewable sources	Write to the Council's current contractors to ask them to review their current energy suppliers and explore switching their electricity to renewable sources. Arrangements with new contractors to be designed/procured so that they use renewable energy.	Sept 2020 Ongoing	Head of Policy, Performance & Governance	May be increased costs from contractors	Contractors engaged with Positive outcomes in terms of practice that reduces CO2 emissions	All contractors were written to with links to advice. Details on renewable energy sent on business newsletter

	Objective	Outcomes	Timescale	Lead Officer	What this will cost and how it will be funded	How will we measure success	Current Progress & RAG Status (as at Nov 2021)
7	Provide information on Council website to promote changes which residents and businesses can make to address impact on climate change	Create a dedicated section on the Council's main website with information and links which enables residents and businesses to contribute to tackling climate change.	Oct 2020	Head of Policy Performance & Governance	New post & ICT support	Improved communication and signposting information	A specific page was set up on our webpage but needs refreshed awaiting the commencement of the Climate Change Officer
7	Increase communications on the impact of Climate Change with the need to reduce greenhouse gas emissions and the requirement for everyone to play their part in making a difference	Use a range of communication channels and signposting on key topics such as: Greater recycling & reducing food waste. Utilities -switch to renewable energy, smart meters, LED bulbs, PV panels, energy efficient boilers & appliances & insulation. Transport – sustainable travel, lower emission vehicles.	Dec 2020	Head of HR & OD	New post & existing staff time	Information disseminated and shared	This is a priority set out in the Annual Plan by March 2022. Some comms have been issued and the Climate Change Officer will work with the comms team and service area to establish a comms campaign going forward

	Objective	Outcomes	Timescale	Lead Officer	What this will cost and how it will be funded	How will we measure success	Current Progress & RAG Status (as at Nov 2021)
		Environmental – planting, biodiversity & gardens, promote seasonal and locally sourced foods and more sustainable plant-based diets, reduce food waste.					
9 Page 15	Provide practical help to vulnerable and disabled people to improve energy efficiency in their homes.	Promote and market the take up of available grants and support through the Council’s Home Improvement Agency and provide energy efficiency advice through Action Surrey to vulnerable or disabled people	Nov 2020	Head of Housing & Community	Warm at Home Grant	No of grants awarded No of enquiries directed to Action Surrey	Ongoing through Action Surrey – Surrey’s low carbon community - Green Jump scheme in place but limited uptake

	Objective	Outcomes	Timescale	Lead Officer	What this will cost and how it will be funded	How will we measure success	Current Progress & RAG Status (as at Nov 2021)
10	Review and share good practice in house building and housing management with local Housing Associations	Contact local Housing Associations to understand about what they are doing through construction of new homes and managing existing homes, to reduce CO2 emissions.	Dec 2020	Chief Operating Officer	Existing staff time	No of contacts with Housing Associations	Ongoing during discussions with Housing Associations. The Strategic Housing Manager will continue these discussions when appointed.
11	Promote greater take-up of the Borough's allotments	Review vacancy levels of allotments and promote take up where required.	Dec 2020	Head of Operational Services	Staff time	Vacancy rate at allotments	There has been a significant increase in applications for allotments. Empty plots have been offered to those on waiting list and we are awaiting agreement to proceed. Officers will be focussing on allocations in next month to ensure all allotments are allocated.
THEME 2 Council building and energy use							

	Objective	Outcomes	Timescale	Lead Officer	What this will cost and how it will be funded	How will we measure success	Current Progress & RAG Status (as at Nov 2021)
12	Move the Council's electricity usage to 100% renewable sources	Review current energy contracts and explore opportunity and timeline to switch to fully renewable sources as early as possible.	Dec 2020	Head of Property & Regeneration	To be determined	A plan with timescales for moving to 100% renewable electricity	Implemented
13 Page 17	Reduce CO2 emissions in Council buildings and invest as appropriate	Incorporate reducing CO2 emissions as a criterion for the Council's capital investment programme	June 2020	Chief Finance Officer	No cost	Reducing CO2 emissions becomes a specific criteria in investment decisions	The Capital programme now includes CO2 emissions as criteria The Council is considering options for Town Hall (January S & R) and then will consider opportunities for other property assets once determined

	Objective	Outcomes	Timescale	Lead Officer	What this will cost and how it will be funded	How will we measure success	Current Progress & RAG Status (as at Nov 2021)
14	Addressing CO2 emissions” to be an explicit priority for action within the Council’s new Asset Management Plan	Audit the CO2 emissions of Council buildings.	Sept 2020	Head of Property & Regeneration	Staff time	Asset management decisions informed by need to tackle CO2 emissions	Postponed while Town Hall options considered, and position determined the Asset Management Plan was approved by S&R in July 2020 with a KPI on emissions
THEME 3 Transport improvements & switch to lower polluting vehicles							
Page 5 18	Investigate the move to 100% of Council’s use of electric vehicles	Investigate and understand any potential opportunities to progressively switch to low or zero emission vehicles	Dec 2020	Head of Operational Services	As per business case subject to current transport contract	Feedback on scope and timescales	EV charging in council car parks progressing. Council has one electric pool car

	Objective	Outcomes	Timescale	Lead Officer	What this will cost and how it will be funded	How will we measure success	Current Progress & RAG Status (as at Nov 2021)
16	Encourage more sustainable transport options for visiting the Town Centre and trips to schools	<p>Work with Surrey County Council Highways Authority to explore options to further encourage a switch to more sustainable transport options into the Town Centre.</p> <p>Work with Surrey County Council Highways Authority to discourage the build-up of traffic outside schools such as piloting a “School Streets” type programme.</p>	Dec 2020	Chief Operating Officer/ Head of Policy, Performance & Governance	<p>Staff time</p> <p>Future Defra funding (tbc)</p>	Options identified and explored Greater use of more sustainable transport options including public transport	<p>The Council has promoting cycling and work on Anti Idling outside schools. We have also promoted walks within the Borough. Further work will be undertaken by new officer EEBC to comment on consultations from SCC recommending need for a school travel plan SCC role to work with schools.</p>
17	Increase number of safe cycle routes throughout the borough	Work with Surrey County Council to identify opportunities to improve cycling routes in the borough and /or introduce new ones reporting on progress to	Dec 2020	Head of Policy, Performance & Governance	Funding to be explored	Increase in miles of safe cycle routes in the Borough	<p>EEBC has fed into SCC Infrastructure Plan a requirement for a Local Cycling and Walking Infrastructure Plan to develop proposals for routes and networks. This will inform the local plan CIL programmes</p>

	Objective	Outcomes	Timescale	Lead Officer	What this will cost and how it will be funded	How will we measure success	Current Progress & RAG Status (as at Nov 2021)
		Environment & Safe Communities.					and SCC and developer delivery of walking and cycling infrastructure
18 Page 20	Encourage fewer cars per household	Investigate options to improve public transport. This action is also linked to a number of other actions outlined in Theme 3.	Oct 2020	Chief Operating Officer/ Head of Policy, Performance & Governance	Tbc	Feedback on options	LTP4 and parking standards and ongoing in Year 2 and 3
19	Introduce more cycle racks/covers	Increase the number of cycle racks installed in the borough as part of the Plan E programme and apply for other funding to increase the number of cycle racks in other areas	Dec 2020	Chief Operating Officer/ Head of Policy, Performance & Governance	Plan E Seek other funding	Bids made Number of additional cycle racks	27 cycle racks were included in the marketplace Planning conditions on planning permissions being applied – ongoing

	Objective	Outcomes	Timescale	Lead Officer	What this will cost and how it will be funded	How will we measure success	Current Progress & RAG Status (as at Nov 2021)
		– particularly at key transport hubs.					
20 Page 21	Introduce Electric Buses	<p>Understand recent policy change from Surrey County Council and promote the idea of the borough taking part in any pilot schemes.</p> <p>Contact local bus operators regarding piloting the introduction of low or zero emissions electric buses, starting with a smaller hopper bus.</p>	June 2020	Chief Operating Officer/ Head of Policy, Performance & Governance	Tbc	Contacts made and options explored Feedback on progress	<p>This is a SCC policy decision (as are the bus contracts) and therefore outside control of EEBC.</p> <p>Target not being progressed.</p>
21	Target number 21 was missed from the original action plan in error. The numbering in this Action Plan has been kept consistent with the original to avoid confusion, therefore there is no target number 21.						

	Objective	Outcomes	Timescale	Lead Officer	What this will cost and how it will be funded	How will we measure success	Current Progress & RAG Status (as at Nov 2021)
22	Promote take up of new electric pool car	Encourage more staff from across the Council to make use of the new electric zero emissions vehicle to undertake their travel across the borough	December 2020	Chief Legal Officer	No cost	Increased usage	Implemented
23	Publish DEFRA Annual Status Report with a plan of action to address areas of concerns	Publish finding and action plan and make available to the public on the council's web site.	April 2020	Head of Housing and Communities	Staff time	Annual Status Report published	Air Quality Management Plan published annually to meet DEFRA requirements
THEME 4 - Improvements to the environment							
24	Install water drinking fountains	Install drinking water fountains in the Market Place and the Harrier Centre.	Dec 2020	Chief Operating Officer/ Head of Operations	Existing budgets for installation at marketplace & Harrier Centre to cover installation. Maintenance costs tbc	Two new refill stations installed	6 water fountains included in 6 parks with CIL 15% funding one in marketplace (but awaiting connection).

	Objective	Outcomes	Timescale	Lead Officer	What this will cost and how it will be funded	How will we measure success	Current Progress & RAG Status (as at Nov 2021)
25	Tackle use of single use plastics at Council operated buildings and venues	Cease council use of single use plastics in all Council operated venues.	Dec 2020	Chief Legal Officer	Existing officer time & new post	Audit use of Single use plastics in Council run buildings	Needs audit undertaken as part of review
26	Understand how the Council can increase the level of carbon capture from Council owned and managed land	Develop base line data on current level of carbon (CO2) capture by using trees on land that the Council owns and manages.	Oct 2020	Head of Operational Services	Existing officer time & new software	Baseline on CO2 capture	Countryside Manager has undertaken a review of carbon capture from trees
27	Work with relevant specialist groups in the community to drive up sustainable practice both inside and outside the organisation	<p>Parks friends groups.</p> <p>Tree Advisory Group.</p> <p>Lower Mole Partnership.</p> <p>E&E Local Biodiversity Action Plan Working Group.</p>	Dec 2020	Head of Operational Services	Existing officer time	No of groups engaged	<p>Ongoing</p> <p>Supported Eco Fair at St Martins Church</p>

	Objective	Outcomes	Timescale	Lead Officer	What this will cost and how it will be funded	How will we measure success	Current Progress & RAG Status (as at Nov 2021)
28	Council's Biodiversity Action Plan to reflect commitment to climate change	Update the Council's Local Biodiversity Action Plan 2010-2020 to cover period 2021-2031	Dec 2020	Head of Operational Services	Existing Officer time and the potential cost of surveys costs	New Biodiversity Action Plan agreed & published on-line	Published and action plan agreed
29	Review implications and potential opportunities of the parliamentary Electricity Bill	Monitor the progress of the new Electricity Bill and identify future actions for the Council	On-going	Head of Policy, Performance & Governance	New post	Review undertaken	Awaiting Bill - outside control of EEBC
THEME 5 - Tackling and minimising waste							
30	Increase recycling by private companies in the borough	a) Through new Business Bins Recycling Service. Targeted business marketing to expand take up of the new service. Provide branding that businesses can use to promote their recycling practice.	Dec 2020	Head of Operational Services	Part of the Enterprise & Income Generation Board targets	Number of businesses making use of the Council's business bins and recycling service	Business Bins have been re branded and promoted to businesses

	Objective	Outcomes	Timescale	Lead Officer	What this will cost and how it will be funded	How will we measure success	Current Progress & RAG Status (as at Nov 2021)
31	Promote the use of more sustainable materials in packaging	<p>Contact / lobby local supermarkets regarding phasing out single use plastics and reducing food miles.</p> <p>Promote how to reduce waste, by shifting to more sustainable packaging, greater recycling to local businesses (including retailers and restaurants).</p>	March 2020	Chief Operating Officer	Existing staff time	Writing to local supermarkets and encouraging greater options for customers	Council officers wrote to all major supermarkets regarding sustainable packaging. Awaiting more information on packaging in National Waste Strategy
32	Utilise the new Epsom Market Place to promote sustainable practice	<p>Promote use of sustainable packaging and LED lighting by market traders.</p> <p>Build on the success and embed Vegan Market to promote further behaviours that support and encourage low carbon living.</p>	December 2020	Head of Operational Services	No cost	Guidance given to market traders No of market traders using LED lighting % in no of sustainable events in the Market Place	All market traders to use LED lights and brown bags

	Objective	Outcomes	Timescale	Lead Officer	What this will cost and how it will be funded	How will we measure success	Current Progress & RAG Status (as at Nov 2021)
33	Increase the rollout of recycling bins in key high footfall areas of the town	Install recycling bins in the Town Centre as part of the Plan E scheme and identify other locations after assessment of performance	June 2020	Head of Operational Services	Plan E funded	No of bins installed	More recycling bins were installed in the Town Centre as Part of Plan E – new locations to be identified
THEME 6 Use of technology & information systems							
34	Reduce need for people to travel to meetings	Utilise conference technology to enable staff and partner organisations to meet virtually and reduce journeys	Dec 2020	Head of Digital & Service Transformation	Tbc	Conference technology installed	Office 365 roll out underway and will enable more virtual meetings to take place.
35	Rollout new low energy thin client infrastructure	Install thin client technology reducing power use	June 2020	Head of Digital & Service Transformation	Existing budget	No of thin clients installed	Ongoing
36	Utilise technology to change working practices, promote digital skills and improve and make the Council more paper free	Utilise electronic systems and change the working practices to	Dec 2020	Head of Digital & Service Transformation / Head of HR & OD	Existing budget	More sustainable working practices and less reliance on paper	Office 365 roll out on target AV for Council Chamber on S & committee November 2021

	Objective	Outcomes	Timescale	Lead Officer	What this will cost and how it will be funded	How will we measure success	Current Progress & RAG Status (as at Nov 2021)
		significantly reduce our reliance on paper					

YEAR 2 (2021)

#	Objective	Outcomes	Timescale	Lead Officer	What will this cost and how will it be funded	How will we measure success	Current Progress & RAG Status
THEME 1 Council Leadership and influencing others							

#	Objective	Outcomes	Timescale	Lead Officer	What will this cost and how will it be funded	How will we measure success	Current Progress & RAG Status
1	Undertake an audit of Council policies to identify their impact on climate change and demonstrate that they are contributing positively to Climate Change	Complete audit of Council policies and plans to identify those that can make the greatest contribution to tackling Climate Change. Develop a programme outlining the timescale and resources for these policies to be reviewed and updated. This includes but is not limited to: Procurement Policy. Medium Term Financial Strategy. Capital Strategy. Asset Management Plan. Biodiversity Policy. Management Plans for parks and open spaces.	March 2021	Head of Policy Performance & Governance and other relevant Heads of Service	New post	All policies & documents updated and published	All policies updated except Procurement Strategy – due at S&R 2022
2	Increase number of sustainable planting schemes across the borough	Identify opportunities for new sustainable planting in parks,	March 2021	Head of Operational Services	Existing staff time	No of sustainable planting schemes	Ongoing approach to more sustainable planting.

#	Objective	Outcomes	Timescale	Lead Officer	What will this cost and how will it be funded	How will we measure success	Current Progress & RAG Status
		roundabouts, urban bedding etc.					
3	Devise opportunities to shift away from reliance on cars to travel in the borough	Work with the Surrey County Council as the Highways Authority and other relevant providers to look at local transport infrastructure and develop a plan to support moving away from car use. Embed a culture of sustainable travel in new housing developments using sustainable travel locations.	March 2021	Head of Planning	Tbc	Policies in place	LTP4 and parking standards
4	Provide information to support funerals that are ecological and environmental	Provide information & material on ecological and environmental internments.	Oct 2021	Head of Housing & Community	Dependent on outcome of review	Information signposting	
THEME 2 Council building and energy use							
5	Reduce CO2 emissions in Council buildings	Based on audit provide an update on the findings with prioritised plan of	Sept 2021	Head of Property & Regeneration	Funding for projects identified through existing budget,		Asset review of Town Hall to be considered by S and then further

#	Objective	Outcomes	Timescale	Lead Officer	What will this cost and how will it be funded	How will we measure success	Current Progress & RAG Status
	and invest as appropriate	action to address the highest polluting buildings.			capital programme as agreed by members or external funding		asset review to follow
6	Reduce CO2 emissions caused by gas and other fossil fuel powered heating systems	Undertake a review of our current heating systems and identify options for tackling the highest emission buildings exploring alternative technology such as ground and air source heat pumps. Report back to Strategy and Resources outlining the findings of the review and the proposed next steps.	Sept 2021	Head of Property & Regeneration	Tbc	Report	Review undertaken as part of asset reviews for each property, Town Hall review is underway once there is clarity on the future of the Town Hall, Bourne Hall review will follow.
7	Replace traditional lighting with energy efficient longer lasting LED lighting	Complete an energy survey of current lighting in Council occupied buildings to ascertain those that will reduce energy consumption. Then	August 2021	Head of Property & Regeneration	Business cases submitted through the capital programme for determination by members	Energy surveys and funded works through capital programme	Awaiting committee decision about the future of the Town Hall and then further asset reviews and decisions

#	Objective	Outcomes	Timescale	Lead Officer	What will this cost and how will it be funded	How will we measure success	Current Progress & RAG Status
		develop a programme based on business cases to switch all lighting to LED.					
8	Increase use of PV panels on Council buildings	Appraise options for installation of solar panels on Council buildings through a feasibility study. then submit business case and planning permission for each building	August 2021	Head of Property & Regeneration	Feasibility study costs tbc Business case for capital bid or seek external funding	Bids considered and submitted. Agreed works through capital programme	Awaiting Town Hall decision and then further asset reviews and decisions
THEME 3 Transport improvements & switch to lower polluting vehicles							
9	Implement a network of public electric charging points in the borough	Engage with Surrey County Council as the Highways Authority to develop a proposal and plan for a network of public charging points throughout the Borough for electric and hybrid vehicles to encourage the switch to hybrid and fully electric vehicles.	Dec 2021	Head of Operational Services	Costs to be confirmed	Feedback on discussions that have taken place and timescales for action for charging points on the Highway.	Ongoing work with SCC Procurement of in Council car parks nearly completed to

#	Objective	Outcomes	Timescale	Lead Officer	What will this cost and how will it be funded	How will we measure success	Current Progress & RAG Status
		Explore opportunities to install electric charging points in Council operated car parks.					implementation early 2022
10	Increase walking as an alternative to car use	a) Installation of new pedestrian signs and street maps to encourage walking as part Plan E. b) Encourage residents to walk through a range of initiatives and events.	March 2021 Ongoing	Chief Operating Officer/ Head of Policy, Performance & Governance	Plan E Existing staff time	No of new & improved signs No of events	Plan E signage The EAFRD – Epsom & Walton Downs and Wayfinding project will encourage the use of safe walking routes on the downs and linking with the Town Centre. The project is underway. Walking tours/ events in place and part of Health & Wellbeing initiatives
11	Enable more people to switch from car to bus travel	Work with Surrey County Council to complete the rollout of real time bus passenger information displayed on bus shelters to make bus travel an easier option	By Dec 2021	Chief Operating Officer/ Head of Policy, Performance & Governance	SCC costs	No of RTPI displays installed	Realtime passenger displays in bus shelters LTP4, SCC bus policy - outside EEBC direct control although EEBC has commented on LTP4

#	Objective	Outcomes	Timescale	Lead Officer	What will this cost and how will it be funded	How will we measure success	Current Progress & RAG Status
12	Fine drivers who leave engine running whilst parked	Implement the #DontBeldle campaign in the borough	April 2021	Head of Operational Services	CEO's and new post	Action taken and promotion	Anti-Idling powers adopted by Council
13	Move to zero or low emission vehicles in Council owned car parks	Understand emerging practice to promote behaviour change to driving regarding; differential parking charges and preferential parking spaces and to promote low or zero emissions vehicles.	June 2021	Head of Operational Services	Aim to be cost neutral	Update car park working group on business case	Procurement of EV in Council car parks completed for implementation early 2022.
14	Facilitate new car club scheme	Explore how to establish a car club within the Borough and promote the greater take up of car clubs and car sharing in the borough.	March 2021	Head of Policy, Performance and Governance	To be agreed in business case	Report back to Committee on options for a car club	Part of planning process for new development and to be addressed through the local plan and major planning applications.
THEME 4 Improvements to the environment							
15	Explore potential for land in the borough to be used for sustainable energy production	This may include locations for solar panels or wind turbines	March 2021	Head of Policy, Performance & Governance and relevant Heads of	Tbc	Report on options	Sites would need to be allocated through the local plan process

#	Objective	Outcomes	Timescale	Lead Officer	What will this cost and how will it be funded	How will we measure success	Current Progress & RAG Status
				Service			
16	Increase tree cover in the borough to enhance the Borough's biodiversity and increase carbon capture	Develop a plan to increase in tree cover in the borough where appropriate	March 2021	Head of Operational Services	Tbc	Plan	Countryside Manager has reviewed CO2 capture from tree canopies as part of Biodiversity Action Plan. 86 Trees planted/programmed 2021/22 including proposed planting in Auriol and Nonsuch Parks.
17	Understand how the Council can increase the level of carbon capture from Council owned and managed land	Where possible increase the level of carbon capture that can be achieved by managing and enhancing biodiversity on Council owned land.	March 2021	Head of Operational Services	Business case for options	Increase carbon capture from Council owned land	Part of work within the Biodiversity Action Plan
THEME 5 Tackling and minimising waste							
18	Establish a "Library of Things" in the Borough	Undertake a review to understand what other councils have done in this area, what is required and best practice to	By March 2021	Head of Policy, Performance and Governance	Tbc	Report to Community & Wellbeing Committee	Repair Café has launched. Officers have approached a social enterprise company who runs these but

#	Objective	Outcomes	Timescale	Lead Officer	What will this cost and how will it be funded	How will we measure success	Current Progress & RAG Status
		operate a “Library of Things”.					after chasing have had no response
THEME 6 Use of technology & information systems							
19	Wi-fi in the Town Centre	Identify the mechanism to secure free wi-fi in the Town Centre. Report back on the options and next steps	June 2021	Chief Operating Officer, Head of Policy, Performance and Governance	Tbc Identify any external funding sources	Proposals	The BID has chosen not to progress this initiative at this time pending second term ballot

YEAR 3 (2022)

#	Objective	Outcomes	Timescale	Lead Officer	What will this cost and how will it be funded	How will we measure success	Current Progress & RAG Status
THEME 4 Improvements to the environment							
1	Park management plans reflecting climate change priorities	Park Management Plans address climate change in a number of ways including: Promoting greater biodiversity. Sustainable planting.; carbon capture.; coping with more extreme weather conditions; sustainable approaches to land management.	Dec 2022	Head of Operational Services	Existing staff	Management plans for all parks	Target will be considered as part of the Annual Plan target setting process for 2022/2023
2	Contractors – removal of the use of single use plastics at Borough buildings and venues by contractors	No single use plastic in use by Council Contractors	Dec 2022	Chief Legal Officer	Staff time & any costs to be confirmed	Update on single use plastic action plan	Target will be considered as part of the Annual Plan target setting process for 2022/2023

#	Objective	Outcomes	Timescale	Lead Officer	What will this cost and how will it be funded	How will we measure success	Current Progress & RAG Status
3	Water refill stations around the Borough	Develop a plan to install refill stations	Dec 2022	Head of Operational Services	Budgets / funding to be identified	Business case for capital programme / other funding	Target will be considered as part of the Annual Plan target setting process for 2022/2023
THEME 6 Use of technology & information systems							
4	Move council service information and transactions on-line	To reduce journeys and postage launch an on-line portal and customer account to enable residents and businesses to complete and track their transactions on-line	By March 2022	Head of Digital & Service Transformation	CRM replacement budget	No of on-line portal and customer accounts	Ongoing
5	Implement high speed Wi-fi & digital connectivity in Council's main public buildings	To reduce journeys and improve the ease of performing online work from Council buildings improve the speed and reliability of the Wi-fi	Match 2022	Head of Digital & Service Transformation	IT Capital Programme	Improved Wi-fi	Target will be considered as part of the Annual Plan target setting process for 2022/2023
6	Progressively move Council's systems to more energy efficient cloud solutions	Develop and implement a road map for migrating systems to the cloud and ensuring that cloud solutions	March 2022	Head of Digital & Service Transformation	IT road map budget	Increase in cloud solutions	Target will be considered as part of the Annual Plan target setting process for 2022/2023

#	Objective	Outcomes	Timescale	Lead Officer	What will this cost and how will it be funded	How will we measure success	Current Progress & RAG Status
		are using renewable sources of energy					

YEAR 4 (2023+)

#	Objective	Outputs/ Outcomes	Timescale	Lead Officer	What will this cost and how will it be funded	How will we measure success	Current Progress & RAG Status
THEME 3 Transport improvements & switch to lower polluting vehicles							
1	Move to 100% of Council's use of electric vehicles	When current fleet contracts next come up for renewal and in the shorter-term, phase out use of all vehicles that do not meet at least the Euro 6 emissions standard.	Subject to contract	Head of Operational Services	As per business case	Report to committee on best low or zero emission vehicles fleet options and budget implications.	Target will be considered as part of the Annual Plan target setting process for 2023/2024
THEME 4 Improvements to the environment							
2	In line with current Council Policy, secure National Nature Reserve status on Epsom Common Local Nature Reserve as directed by the 2016-	Work with Natural England and the Epsom Common Association to secure National Nature Reserve status for Epsom Common LNR as directed by the current management Plan	Dec 2025	Head of Operational Services	Tbc	Secure status	Target will be considered as part of the Annual Plan target setting process for 2023/2024

	2116 management plan						
THEME 5 - Tackling and minimising waste							
3 Page 40	Increase recycling in the borough to 60% by 2025	Increase recycling in the borough to 60% by 2025 through: More public and business communications about the value of recycling publishing information about what happens to recycled materials put into bins.	Dec 2025	Head of Operational Services	Tbc	Reflect impact of Government's new waste strategy in delivering 60% recycling target	To be considered as part of response to national waste strategy

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