

Public Document Pack

Democratic Services



ENVIRONMENT COMMITTEE

Tuesday 20 January 2026 at 7.30 pm

Place: Council Chamber, Epsom Town Hall

Online access to this meeting is available on YouTube: [Link to online broadcast](#)

The members listed below are summoned to attend the Environment Committee meeting, on the day and at the time and place stated, to consider the business set out in this agenda.

Councillor Liz Frost (Chair)
Councillor Alan Williamson (Vice-Chair)
Councillor Arthur Abdulin
Councillor Steve Bridger

Councillor Christine Cleveland
Councillor Julian Freeman
Councillor Graham Jones
Councillor Julie Morris

Yours sincerely

A handwritten signature in blue ink, appearing to read 'D. King'.

Chief Executive

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

EMERGENCY EVACUATION PROCEDURE

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- You should proceed calmly; do not run and do not use the lifts;
- Do not stop to collect personal belongings;
- Once you are outside, please do not wait immediately next to the building, but move to the assembly point at Dullshot Green and await further instructions; and
- Do not re-enter the building until told that it is safe to do so.

Public information

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Information about the terms of reference and membership of this Committee are available on the [Council's website](#). The website also provides copies of agendas, reports and minutes.

Agendas, reports and minutes for this Committee are also available on the free Modern.Gov app for iPad, Android and Windows devices. For further information on how to access information regarding this Committee, please email us at democraticservices@epsom-ewell.gov.uk.

Exclusion of the Press and the Public

There are no matters scheduled to be discussed at this meeting that would appear to disclose confidential or exempt information under the provisions Schedule 12A of the Local Government Act 1972 (as amended). Should any such matters arise during the course of discussion of the below items or should the Chair agree to discuss any other such matters on the grounds of urgency, the Committee may wish to resolve to exclude the press and public by virtue of the private nature of the business to be transacted.

Questions and statements from the Public

Up to 30 minutes will be set aside for questions and statements from members of the public at meetings of this Committee. Any member of the public who lives, works, attends an educational establishment or owns or leases land in the Borough may ask a question or make a statement on matters within the Terms of Reference of the Committee.

All questions must consist of one question only and cannot consist of multiple parts. Questions and statements cannot relate to planning or licensing committees matters, the personal affairs of an individual, or a matter which is exempt from disclosure or confidential under the Local Government Act 1972. Questions which in the view of the Chair are defamatory, offensive, vexatious or frivolous will not be accepted. Each question or statement will be limited to 3 minutes in length.

If you wish to ask a question or make a statement at a meeting of this Committee, please contact Democratic Services at: democraticservices@epsom-ewell.gov.uk

Questions must be received in writing by Democratic Services by noon on the fifth working day before the day of the meeting. For this meeting this is **Noon, Tuesday 13th January 2026**.

A written copy of statements must be received by Democratic Services by noon on the working day before the day of the meeting. For this meeting this is **Noon, Monday 19th January 2026**.

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AGENDA

1. QUESTIONS AND STATEMENTS FROM THE PUBLIC

To take any questions or statements from members of the Public.

2. DECLARATIONS OF INTEREST

To receive declarations of any Disclosable Pecuniary Interests or other registrable or non-registrable interests from Members in respect of any item to be considered at the meeting.

3. MINUTES OF THE PREVIOUS MEETING (Pages 5 - 8)

The Committee is asked to confirm as a true record the Minutes of the Meeting of the Committee held on 14 October 2025 (attached) and to authorise the Chair to sign them.

4. PLAYGROUND INSPECTION AND MAINTENANCE POLICY (Pages 9 - 20)

This report presents the Playground Inspection and Maintenance Policy for approval. If approved, this policy will replace and supersede the previous Playground Risk Management Policy originally adopted in 2014 and reviewed in 2018. The policy sets out the Council's formal approach to the inspection, maintenance and safety management of all Council owned and maintained playgrounds and associated facilities.

5. PROCUREMENT OF WORKS TO PLAYGROUNDS (Pages 21 - 24)

This report seeks the Committee's approval to commence a Threshold 3 RFQ procurement process for the works to refurbish and replace playgrounds and recreation facilities across the borough, fully funded through Strategic Community Infrastructure Levy (CIL).

6. HOOK ROAD CAR PARK - SUNDAY (Pages 25 - 30)

This report seeks the agreement of the Committee to open Hook Road Car Park on a Sunday, subject to the result of a public consultation.

7. CLIMATE CHANGE ACTION PLAN ANNUAL PROGRESS UPDATE (Pages 31 - 66)

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

8. REVENUE BUDGET 2026/27 (Pages 67 - 74)

This report sets out budget estimates for income and expenditure for Environment Committee services in 2026/27.

9. CAPITAL PROGRAMME 2026/27 (Pages 75 - 94)

This report summarises the proposed 2026/27 capital programme and a provisional programme for 2027/28 to 2030/31. The Committee's approval is sought for the programme to be submitted to Council in February 2026.

10. FEES AND CHARGES 2026/27 (To Follow)

Minutes of the Meeting of the ENVIRONMENT COMMITTEE held at the Council Chamber, Epsom Town Hall on 14 October 2025

PRESENT -

Councillor Liz Frost (Chair); Councillor Alan Williamson (Vice-Chair); Councillors Arthur Abdulin, Steve Bridger, Christine Cleveland, Graham Jones and Julie Morris

Absent: Councillor Julian Freeman

Officers present:

Oliver Nelson (Public Protection Manager), Sue Emmons (Chief Accountant), Vanessa Newton (Senior Accountant), Daniel Clackson (Democratic Services Officer) and Angela Guest (Democratic Services Officer)

9 QUESTIONS AND STATEMENTS FROM THE PUBLIC

No questions or statements from members of the public were received.

10 DECLARATIONS OF INTEREST

There were no declarations of interest.

11 MINUTES OF THE PREVIOUS MEETING

The Committee confirmed as a true record the Minutes of the Meeting of the Committee held on 24 June 2025 and authorised the Chair to sign them.

12 AIR QUALITY MANAGEMENT - EWELL HIGH STREET

The Committee received a report highlighting improvements in air quality within the Ewell High Street Air Quality Management Area (AQMA) and consequentially recommending revocation of the AQMA designation.

The Committee considered the following matters:

- a) That nitrogen dioxide levels within the existing Ewell High Street Air Quality Management Area had been below the national objective for three consecutive years and therefore the Air Quality Management Area could be revoked.
- b) This did not absolve the Council of its statutory duty and would still need to provide Air Quality Annual status reports, that are public documents available on the EEBC website.

Following consideration, it was unanimously resolved to:

- 1. Nominate and authorise the Public Protection Manager to take steps to revoke the Ewell High Street Air Quality Management Area.**

2. Note the 2025 Air Quality Annual status report has been approved by DEFRA and that it is now hosted on the Council's website.

13 THE LITTERING FROM VEHICLES OUTSIDE LONDON (KEEPERS: CIVIL PENALTIES) REGULATIONS 2018

The Committee received a report that sought authority to issue a penalty notice under regulation 4 of The Littering From Vehicles Outside London (Keepers: Civil Penalties) Regulations 2018 generally and specifically in one particular instance. In the opinion of the Chief Executive and in accordance with the [Paragraph 14.2 of Annex 4.6 of the Operating Framework \(Overview, Audit and Scrutiny\)](#) the decision on recommendation 1 of this item was considered to be urgent and not subject to call-in.

An amendment to the wording of recommendation 2 was tabled. Following advice from Legal and following Committee consideration it was unanimously agreed that recommendation 2 be amended from:

Nominate and authorise the list of Officer roles in appendix one of this report to issue future penalty notices under regulation 4 of The Littering from Vehicles Outside London (Keepers: Civil Penalties) Regulations 2018 and any subsequent or successor provisions.

To:

Ask full Council to nominate and authorise the list of Officer roles in appendix 1 of this report to issue future penalty notices under Regulation 4 of the Littering from Vehicles Outside London (Keepers: Civic Penalties) Regulations 2018 and any subsequent or successor provisions.

The Committee considered the following matters:

- a) **Fly tipping vs littering.** In response to a Member question the Public Protection Manager explained that flytipping was an “either way” offence and was normally indicative of a more substantive issue than littering, which is a summary only offence.
- a) **Deterrents.** In response to Member questions the Public Protection Manager explained that where CCTV was available it was common to review it. The CCTV images in this instance was so blatant it was an obvious case to take further. He also stated that financial penalties involved would not provide an income stream for the Council. The public were welcome to provide any evidence they had but the Council would need to find other robust sources of evidential information.
- b) **Communication.** Committee Members were keen that an appropriately worded communication be released when Council action had been taken as a further deterrent.

Following consideration, the Committee unanimously resolved to:

1. **Nominate and authorise the Public Protection Manager to issue a penalty notice under regulation 4 of The Littering from Vehicles Outside London (Keepers: Civil Penalties) Regulations 2018 in respect of a particular incident detected on 13 September 2025.**

2. Ask full Council to nominate and authorise the list of Officer roles in appendix 1 of this report to issue future penalty notices under Regulation 4 of the Littering from Vehicles Outside London (Keepers: Civic Penalties) Regulations 2018 and any subsequent or successor provisions.

14 2026/27 BUDGET TARGETS

The Committee received a report that informed the Committee of the Council's revenue budget targets presented to the Strategy & Resources Committee in July. The report seeks guidance on the preparation of the Committee's service estimates for 2026/27.

The Committee requested that realistic budgets and early notification be put forward this year. It was recognised that there were several staffing changes that impacted the reporting last year. The Chief Accountant explained that Audit and Scrutiny Committee had recently had a lengthy discussion on the budget deficit caused by adverse conditions in housing. It was also recognised that the true budget picture would not be known until the Government funding settlement is announced in late December. Once this is known, any deficit that remains will need to be funded by drawing down from reserves.

Following consideration, it was unanimously resolved to:

1. Note the implications of the budget targets presented to Strategy & Resources Committee on 15 July 2025.
2. Note that owing to the Council's projected budget deficit, any additional new revenue growth items (i.e. service enhancements resulting in increased net expenditure) supported by Policy Committees will need to be fully funded from existing budgets.

The meeting began at 7.30 pm and ended at 8.05 pm

COUNCILLOR LIZ FROST (CHAIR)

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PLAYGROUND INSPECTION AND MAINTENANCE POLICY

Head of Service:	Ian Dyer, Head of Operational Services
Report Author	Samantha Whitehead
Wards affected:	(All Wards);
Urgent Decision?(yes/no)	No
If yes, reason urgent decision required:	
Appendices (attached):	Appendix 1 – Playground Inspection and Maintenance Policy

Summary

This report presents the Playground Inspection and Maintenance Policy for approval. If approved, this policy will replace and supersede the previous Playground Risk Management Policy originally adopted in 2014 and reviewed in 2018. The policy sets out the Council's formal approach to the inspection, maintenance and safety management of all Council owned and maintained playgrounds and associated facilities.

Recommendation (s)

The Committee is asked to:

- (1) Approve the adoption of the Playground Inspection and Maintenance Policy

1 Reason for Recommendation

- 1.1 The Council has a statutory and common law duty of care to ensure that playgrounds and play equipment are safe, well-maintained, and managed in a proportionate and defensible manner.
- 1.2 The adoption of this updated policy, which replaces and supersedes the previous Playground Risk Management Policy and reflects internal audit recommendations, provides a consistent corporate framework for inspection, maintenance, risk management, and legal compliance.
- 1.3 The policy strengthens governance, improves clarity, and supports resilient service delivery across all Council-managed playgrounds.

2 Background

- 2.1 The Council owns and maintains a wide range of playgrounds and associated play infrastructure across the borough, providing accessible play opportunities for children and families.
- 2.2 Historically, inspection and maintenance arrangements have operated through a combination of operational procedures, contractor arrangements and professional guidance and the Playground Risk Management Policy originally adopted in 2014 and reviewed in 2018.
- 2.3 The next scheduled review of the Playground Risk Management Policy was due in 2021 but did not take place as it coincided with the Covid-19 pandemic and subsequent organisational restructure (Build Back Better). This restructure included the reconfiguration of the former Ranger Service into Environmental Response Officers and a Maintenance Team.
- 2.4 Following a recent review conducted by Southern Internal Audit Partnership, the review recommended consolidation of the existing arrangements within a single, cohesive policy framework.
- 2.5 This policy brings together inspection and maintenance requirements into a clear, consistent, and auditable framework aligned with:
 - BS EN1176 and BS EN1177
 - Health & Safety legislation
 - RoSPA guidance
- 2.6 It also formalises the Council's approach by setting out defined inspection frequencies, risk-based response times, record retention standards, and competency requirements to ensure a consistent and proportionate approach across all playground sites.

3 Risk Assessment

Legal or other duties

- 3.1 Equality Impact Assessment
 - 3.1.1 Not required. The policy applies equally to all playground users and promotes inclusive access to safe and well-maintained facilities.
- 3.2 Crime & Disorder
 - 3.2.1 No negative impact identified. The policy supports the timely identification and repair of vandalism and safety defects which may reduce anti-social behaviour.
- 3.3 Safeguarding

3.3.1 Children and families primarily use playgrounds. This policy strengthens safeguarding through structured inspection, prompt defect response, and formal safety auditing.

3.4 Dependencies

3.4.1 Availability of trained staff, contractors, and external inspectors to deliver the inspection regime.

3.5 Other

3.5.1 None

4 Financial Implications

4.1 The Council will undertake all inspection, maintenance and repair works arising from this policy from within existing approved revenue budgets.

4.2 No additional financial implications arise from the adoption of this policy.

4.3 **Section 151 Officer's comments:** None for the purposes of this report.

5 Legal Implications

5.1 This policy supports compliance with statutory and common law duties of care and recognised industry standards.

5.2 It enhances the Council's ability to demonstrate reasonable, proportionate, and defensible management of playground risk.

5.3 **Legal Officer's comments:** None other than as stated above.

6 Policies, Plans & Partnerships

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

- Effective Council
- Safe and Well

6.2 **Service Plans:** The matter is not included within the current Service Delivery Plan.

6.3 **Climate & Environmental Impact of recommendations:** None arising from this report.

6.4 **Sustainability Policy & Community Safety Implications:** The policy supports sustainable asset management and enhances public safety across all playground sites.

6.5 **Partnerships:** Delivery involves partnership working with:

- External playground inspectors
- Maintenance contractors
- Equipment suppliers and installers

6.6 **Local Government Reorganisation Implications:** None arising from this report.

7 Background papers

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

Previous reports: None

Other papers:

- Playground Inspection Internal Audit Report 2025
- Playground Risk Management Policy (2014, reviewed in 2018)



Playground Inspection and Maintenance Policy

Version number: 1.0
Date: December 2025

Document Information and Approvals

Policy title: Playground Inspection and Maintenance Policy
Review frequency: Annual
Review due date: 8/12/2026
Service owner: Samantha Whitehead – Interim Assistant Head of Service - Streetcare
Corporate Plan Theme: Effective Council, Safe and Well

Document Approvals

Each revision requires the following approvals:

- Non-administrative updates: Strategic Leadership Team / Environment Committee.
- Administrative updates: Streetcare Management Team

	Title	Date Approved	Signature
Head of Service	Ian Dyer – Head of OS	8/12/2025	<i>HoS signature</i>
Strategic Leadership Team	Victoria Potts – Deputy CEX		<i>CEX signature</i>
Committee	Environment Committee		N/A

Revision History

Version No.	Revision Date	Revisor	Previous Version	Description of Revision
1	8/12/2025	Samantha Whitehead	N/A	

Impact Assessment and Consideration

Assessment Type	Required / Not Required	Date Completed	Impact Assessments and Considerations Comment	Completed By
Finance	Not required	8/12/2025	All inspection, maintenance and repair works arising from this policy will be undertaken within existing approved revenue budget. No additional financial implications arise from the adoption of this policy.	Samantha Whitehead
Legal	Required		This policy ensures that the Council meets its statutory and common law duties in relation to the inspection, maintenance and safety management of playground equipment and associated facilities. It supports compliance with relevant health and safety legislation and recognised industry standards.	Samantha Whitehead
Equality Impact Assessment	Not required	8/12/2025	This policy applies equally to all playground users and does not introduce any changes that would adversely impact any protected group, it promotes inclusive access to safe and well-maintained play facilities.	Samantha Whitehead
Counter-fraud	Not required	8/12/2025	This policy relates to operational safety inspection and maintenance activities and does not introduce any new financial processes or fraud risks beyond existing control arrangements.	Samantha Whitehead
Health and safety	Required	8/12/2025	This policy directly relates to the Council's statutory duties to ensure that playgrounds and associated facilities are inspected, maintained and managed to minimise risk and provide safe environments for public use.	Samantha Whitehead
Data Protection Impact Assessment	Not required	8/12/2025	This policy does not involve the processing of personal data beyond routine operational records. No personal data is collected, stored or shared as part of playground inspections and maintenance.	Samantha Whitehead
Climate Change	Not required	8/12/2025	This policy supports the ongoing safe management of existing playground infrastructure. It does not result in increased carbon emissions beyond normal operational activity. Where practicable, environmentally responsible materials and practices are encouraged in line with the Council's climate change commitments.	Samantha Whitehead

1. Introduction

- 1.1. This policy sets out the Council's approach to the inspection, maintenance and management of publicly accessible playgrounds and associated facilities to ensure that they are safe, well-maintained and fit for purpose. It provides a clear framework for routine inspections, reactive maintenance, record keeping and risk management to protect users and minimise the risk of injury.
- 1.2. The Council recognises the importance of play in children's physical, social and emotional development and accepts that play environments may involve an element of risk. This policy adopts a proportionate, risk-based approach to inspection and maintenance that supports safe, challenging play while minimising unacceptable risks.

2. Scope

- 2.1. This policy applies to all playgrounds and items of play equipment owned, managed or maintained by the Council, including associated safety surfacing, fencing, signage and ancillary assets. It covers the arrangements for weekly, quarterly and annual inspections, defect reporting, prioritisation of repairs and decommissioning of unsafe equipment.

3. Key Aims

- 3.1. The key aims of this policy are to:
 - Ensure compliance with relevant health and safety legislation and recognised industry standards.
 - Provide a consistent and proportionate approach to playground inspection and maintenance.
 - Promote public confidence in the safety and quality of Council-managed play provision.

4. Roles and Responsibilities

- 4.1. The Council is responsible for ensuring that all playgrounds under its ownership or management are inspected and maintained in accordance with this policy, relevant legislation and recognised industry standards. This includes ensuring that appropriate systems are in place for inspection, defect reporting, maintenance and record keeping.
- 4.2. Council officers and appointed contractors are responsible for carrying out inspections, maintenance and repairs in line with this policy, reporting defects promptly, taking appropriate action where risks are identified, and ensuring that accurate records are maintained.

5. Inspections and Maintenance Arrangements

5.1. The Council's playground inspection and maintenance regime is based on BS EN1176 (Playground Equipment) and BS EN1177 (Impact Attenuating Surfacing). While these standards do not carry legal status, they represent recognised industry best practice. The Council also follows guidance issued by the Royal Society for Prevention of Accidents (RoSPA) in relation to inspection, risk assessment and defect response.

5.2. This structured approach ensures that playgrounds remain safe, accessible and compliant with expected safety standards.

6. Inspection Regime

6.1. The Council operates a structured inspection regime for all playgrounds as set out below:

Inspection Type	Frequency	Performed By	Purpose
Post-Installation	As required	External company installing equipment	Confirm safe installation and undertake risk assessment
Routine Visual	Weekly	Trained staff	Identify obvious hazards
Operational	Quarterly	Senior Environmental Response Officers	Check wear, stability, minor vandalism
Annual (External)	Annually	Independent Certified Inspector (e.g. RoSPA)	Full safety audit and compliance check
Reactive (As Needed)	When triggered by a complaint or incident.	Trained staff	To check reported concern

6.2. Inspection frequencies may be adjusted in response to site usage, vandalism trends, environmental factors and risk history.

7. Risk Assessment and Response

7.1. All issues identified during inspections are risk rated using RoSPA risk assessment criteria:

Risk Level	Definition	Response Time
Immediate	Severe hazard	Make it safe within 24 hours
High	Serious risk	Make it safe within 48 hours and repair it as soon as practicable (normally within 7-14 days)
Medium	Moderate risk	Schedule or repair as practicable within 7-28 days
Low/Very Low	Minor defect	Monitor, review or repair as practicable within 30-90 days

7.2. Where necessary, equipment will be isolated, closed or removed from use until remedial works are completed.

8. Planned Maintenance

- 8.1. Planned maintenance is incorporated within the operational inspection programme and is undertaken in accordance with manufacturers' recommendations and asset condition assessments and relevant safety standards.
- 8.2. Planned maintenance activities will be prioritised using risk assessment outcomes in line with the Council's playground and inspection framework and guidance issued by RoSPA. This ensures that defects are addressed in a proportionate, timely and defensible manner.
- 8.3. Planned works will be programmed to minimise disruption to users and maintain safe access wherever practicable. Planned maintenance may include, but is not limited to:
 - Surface repairs and renewal
 - Replacement of worn components
 - Structural repairs
 - Fence, gate and boundary maintenance
 - Refurbishment works to extend asset life

9. Reactive Maintenance

- 9.1. Reactive maintenance is undertaken where issues are identified during inspections or following concerns raised by the public. All reactive maintenance responses will follow the Council's risk-based prioritisation frameworks:
 - **Immediate Risk:** Equipment will be made safe immediately or within 24 hours through isolation, removal from use or emergency repair.
 - **High Risk:** Equipment will be made safe within 48 hours, with full repair completed as soon as practicable and normally within 7-14 days.
 - **Medium Risk:** Repairs will be made or scheduled within 7-28 days, depending on severity and operational capacity.
 - **Low/Very Low Risk:** Defects will be monitored, reviewed or repaired within 30-90 days and addressed through the planned maintenance programme where required.
- 9.2. Where equipment cannot be made safe within required timeframes, it will remain isolated or removed from service until appropriate remedial works are completed.
- 9.3. All reactive maintenance actions will be fully recorded within the Council's inspection and maintenance records.

10. Accident and Incident Reporting

- 10.1. All accidents, incidents and near misses relating to playgrounds and play equipment that are reported to the Council will be recorded in accordance with the Council's corporate incident reporting procedures.
- 10.2. Where appropriate incidents will be investigated to identify root causes and any additional control measures required to prevent recurrence.

11. Legal Responsibilities

- 11.1. The Council will comply with all relevant legislation, standards and guidance relating to playground inspection, maintenance and safety, including but not limited to:
 - Health and Safety at Work Act 1974
 - Occupiers' Liability Acts 1957 & 1984
 - Management of Health and Safety at Work Regulations 1999
 - Children Act 1989
 - Equality Act 2010
 - BS EN1176 (Playground Equipment)
 - BS EN1177 (Impact Attenuating Surfacing)
 - RoSPA Guidance
- 11.2. This policy supports the Council in meeting its statutory and common law duties of care to ensure that playgrounds are managed in a safe and responsible manner.

12. Training and Competency

- 12.1. All staff and contractors undertaking playground inspections and maintenance must be appropriately trained to RoSPA standards or an equivalent recognised professional standard.
- 12.2. Training records will be retained and regularly monitored to ensure qualifications remain valid and up to date.

13. Record Keeping

- 13.1. All inspection, maintenance and asset records will be retained for a minimum period of 21 years to support legal defensibility.
- 13.2. Records must be complete, date-stamped, auditable and supported by photographic evidence where appropriate.
- 13.3. Play equipment records will include:
 - Post-installation inspection reports and risk assessments
 - Weekly routine visual inspection reports
 - Quarterly operational inspection and maintenance reports
 - Annual independent inspection reports
 - An up-to-date schedule of playground equipment and assets.

14. Safety Signage

- 14.1. Safety signage must be present and maintained at all playgrounds.
- 14.2. The condition and visibility of safety signage will be reviewed during inspections and recorded and maintained as an asset.

15. Policy Review

- 15.1. This policy will be reviewed annually or following any serious incident, enforcement action or relevant legislative change.
- 15.2. Feedback from inspections, audits and community engagement will be used to inform future revisions of this policy.

PROCUREMENT OF WORKS TO PLAYGROUNDS

Head of Service: Ian Dyer, Head of Operational services.

Report Author Samantha Whitehead

Wards affected: (All Wards);

Urgent Decision?(yes/no) No

If yes, reason urgent decision required:

Appendices (attached):

Summary

To seek the Committee's approval to commence a Threshold 3 RFQ procurement process for the works to refurbish and replace playgrounds and recreation facilities across the borough, fully funded through Strategic Community Infrastructure Levy (CIL).

Recommendation (s)

The Committee is asked to:

- (1) Approve the commencement of a tender process for the refurbishment and replacement of eight playgrounds/recreation facilities to a total value of £1,060,053, funded by Strategic CIL.
- (2) Note a further report will be brought forward following completion of the procurement process, seeking approval to appoint the Preferred Supplier for the refurbishment and replacement of the eight playgrounds/recreation facilities.
- (3) Nominate and authorise the Deputy Chief Executive and Director of Environment Housing and Regeneration, in consultation with the Director of Corporate Services and Head of Legal Services to take all necessary steps to bring into effect the recommendations resolved by this Committee.

1 Reason for Recommendation

- 1.1 In accordance with the Council's Contract Standing Orders (CSOs), where the value of a contract is more than £750,000 (ex. VAT), Committee approval is required prior to commencing the procurement process.

2 Background

- 2.1 At the Strategy and Resources Committee on 25 September 2025, approval was granted for the release of £1,060,053 in Strategic CIL funding to improve eight playground/recreation facilities for young people and families across the borough.
- 2.2 The eight sites across the borough that will benefit from these works are:
 - Curtis Road Playground
 - Warren Rec Playground
 - Court Recreation Ground play areas
 - King George V (Poole Road) playground
 - King George V (Poole Road) MUGA
 - Alexandra Recreation Ground youth play area
 - Alexandra Recreation Ground basketball/football zones
 - Chessington Road playground
- 2.3 Whilst funding has been secured, in accordance with the Council's Contract Standing Orders (CSO's), procurement cannot commence without the express permission of the relevant committee.
- 2.4 This report seeks approval from members to commence the tendering process and complete the Threshold 3 procurement report for works between £25,000 and £4,298,086 (excl VAT),

3 Risk Assessment

Legal or other duties

- 3.1 Equality Impact Assessment
 - 3.1.1 An Equality Impact Assessment will be completed as part of Threshold 3 procurement report.
- 3.2 Crime & Disorder
 - 3.2.1 Improved play facilities have a positive impact on young people and their families and help to divert young people away from anti-social behaviour.

3.3 Safeguarding

3.3.1 Safeguarding considerations will form part of Threshold 3 procurement report.

3.4 Dependencies

3.4.1 None

3.5 Other

3.5.1 None

4 Financial Implications

4.1 There are no financial implications for the Council's revenue budget, as this project is fully funded from Strategic CIL.

4.2 **Section 151 Officer's comments:** Financial implications are included in the body of the report.

5 Legal Implications

5.1 All legal matters, including contract preparation and compliance with the relevant legislation and regulations, will be addressed throughout the procurement process.

5.2 **Legal Officer's comments:** Legal support will need to be provided throughout this project by either the Council's legal team or external legal advisors.

6 Policies, Plans & Partnerships

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

- Effective Council
- Safe and Well
- Green and Vibrant

6.2 **Service Plans:** The matter is not included within the current Service Delivery Plan.

6.3 **Climate & Environmental Impact of recommendations:** None

6.4 **Sustainability Policy & Community Safety Implications:** None

6.5 **Partnerships:** None

6.6 **Local Government Reorganisation Implications:** There are no Local Government Reorganisation implications at this stage of the procurement process, as approval is sought to commence the procurement only. It is noted that, should the procurement progress to contract award, this may fall within the period during which Local Government Reorganisation arrangements are in place, and any decision to award a contract may be subject to further consideration or approval under the relevant governance arrangements at that time. This position will be kept under review as the procurement progresses.

7 Background papers

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

Previous reports:

- EPSOM AND EWELL COMMUNITY INFRASTRUCTURE LEVY - ANNUAL FUNDING AWARDS 2025 ([\(Public Pack\)Agenda Document for Strategy and Resources Committee, 25/09/2025 19:30](#)

Other papers:

- None

HOOK ROAD CAR PARK - SUNDAY

Head of Service: Rod Brown, Head of Housing & Community
Report Author Richard Chevalier
Wards affected: Town Ward;
Urgent Decision?(yes/no) No
If yes, reason urgent decision required:
Appendices (attached):

Summary

This report seeks the agreement of the Committee to open Hook Road Car Park on a Sunday, subject to the result of a public consultation.

Recommendation (s)

The Committee is asked to:

- (1) Approve to amend the opening hours of Hook Road Car Park to include opening on a Sunday from 9am – 5pm subject to the results of a public consultation.
- (2) Nominate and Authorise the Head of Housing & Community and the Head of Legal Services and Monitoring Officer to advertise the amendment to the current Traffic Order, as set out in this report, in accordance with the statutory process.

And

- a) Subject to there being no objections following the statutory advertisement to make the new Traffic Order, with the amendment and any additional updates required, and have the same sealed to implement the current proposal

Or

- b) If there are objections following the advertisement to bring back the representations received to the proposal to the Environment Committee in March 2026.

1 Reason for Recommendation

- 1.1 To assist the Rainbow Leisure Centre by providing additional car parking options on a Sunday.

2 Background

- 2.1 The car park at the Rainbow Leisure Centre has 72 spaces. It also currently benefits from overflow parking at the neighbouring Newplan House car park in the evenings and at the weekends.
- 2.2 The Newplan House car park will cease to be available from January 2026 meaning that demand for parking may outweigh the capacity of the Rainbow Centre Car Park at peak times.
- 2.3 Hook Road Car Park is a short walk away from the Rainbow Leisure Centre via a pathway to the rear of the Centre.
- 2.4 Hook Road Car Park is currently closed on a Sunday and Bank Holidays.
- 2.5 Rainbow Leisure Centre users currently receive a discounted parking rate of £2.20, for a stay of up to 3 hours, Monday to Saturday. For Leisure Centre users this tariff will be extended to Sunday.
- 2.6 For non-Leisure Centre users the Epsom Sunday car park flat rate of £3 will apply.
- 2.7 As part of the Local Plan, Hook Road Car Park is identified for development so any change to parking arrangements may only be a temporary solution until the latter part of 2026.

3 Proposal

- 3.1 In November 2025 the Car Park Working Group met and recommended that the proposal **to amend the opening hours of Hook Road Car Park to include opening on a Sunday from 9am – 5pm subject to the results of a public consultation** be brought to this Committee. Other fees and charges can be viewed in the Fees and Charges paper being brought to this Committee.

4 Risk Assessment

Legal or other duties

4.1 Equality Impact Assessment

- 4.1.1 There are no elements of this proposal that are anticipated to have a negative impact on any protected groups.

4.2 Crime & Disorder

- 4.2.1 The car park will be patrolled on a Sunday to deter any anti-social behaviour that may occur. The car park is covered by CCTV.
- 4.3 Safeguarding
 - 4.3.1 N/A
- 4.4 Dependencies
 - 4.4.1 N/A
- 4.5 Other
 - 4.5.1 A Car Boot sale currently operates at Hook Road Car Park on a Sunday during the winter months (late November – early March). Consequently the Car Boot sales will finish after March 2026. Should there be a need for dual use in the latter part of 2026, when they might recommence, then an additional Risk Assessment will be completed to ensure any associated risks resulting from introducing Car Boot sales into an operational car park are fully considered.
 - 4.5.2 When Hook Road operates as a car park, the biggest operational risk is vehicles remaining in the car park when it closes, resulting in vehicles being locked in the car park. If the proposal is approved then additional signage will be added around the car park to advise of the closing time on a Sunday.
 - 4.5.3 The Property Maintenance Team have advised that any emergency call outs for the lifts will be covered under the existing contract.

5 Financial Implications

- 5.1 Additional signage will need to be added around the car park to advise of the Sunday opening and closing times and the associated tariffs with parking. The cost of this signage can be met from existing budgets.
- 5.2 Any financial implications from Borough Council parking staff opening and locking the car park during their operational hours and patrolling the car park during these times can be met from existing budgets.
- 5.3 As the car park is RingGo only there will be no need for any amendments to be made to the car park machines.
- 5.4 There will be a small cost to advertise the proposal and to confirm whether or not it is to go ahead. This can also be met from existing budget.
- 5.5 If 50 Leisure Centre users visit the car park each Sunday then this would see additional income in the region of £4.7k per year (£1.83net x 50 x 52).

5.6 **Section 151 Officer's comments:** Financial implications are within the body of the report.

6 Legal Implications

6.1 Off street parking is regulated by Orders made under Part IV of the Road Traffic Regulation Act 1984. There is a statutory process to be followed if an order is to be made or amended.

6.2 In summary the process is as follows:

- 6.2.1 Prior to making an order there is a requirement to consult with certain organisations, to publish a notice of proposals in a local newspaper, and to display/deliver notices in places affected by the proposals.
- 6.2.2 If any objections are made to the proposals, the Council must consider these and may make modifications to the proposals. If the modifications are significant and may affect certain persons, they should be given further opportunity to make representations about the modifications.
- 6.2.3 The Council may then make the order.

6.3 The Council must then publish and where relevant give notice that it has made the order, setting out details such as a brief statement of the general nature of the order and description of the key provisions.

6.4 After this has all been done the order can come into effect.

6.5 **Legal Officer's comments:** none other than as set out above

7 Policies, Plans & Partnerships

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

- Effective Council
- Opportunity & Prosperity

7.2 **Service Plans:** The matter is not included within the current Service Delivery Plan.

7.3 **Climate & Environmental Impact of recommendations:** None anticipated.

7.4 **Sustainability Policy & Community Safety Implications:** N/A

7.5 **Partnerships:** The Council would be working in association with the Rainbow Leisure Centre to provide alternative parking options primarily to visitors of the Leisure Centre.

7.6 Local Government Reorganisation Implications: N/A

8 Background papers

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

Previous reports:

- N/A

Other papers:

- N/A

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CLIMATE CHANGE ACTION PLAN ANNUAL PROGRESS UPDATE

Head of Service:	Ian Mawer, Head of Planning Policy and Economic Development
Report Author	Mark Rachwal
Wards affected:	(All Wards);
Urgent Decision? (yes/no)	No
If yes, reason urgent decision required:	N/A
Appendices (attached):	Climate Change Action Plan Progress update 2025

Summary

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

The Council approved its first Climate Change Action Plan at its meeting on 20 January 2020, along with a commitment to achieving net carbon neutral operations by 2035. The first action plan reached the end of its term on 31 December 2024 and has been succeeded by the Council's second Climate Change Action Plan (2025-2029), adopted by this Committee on 15 October 2024. The plan was agreed as a living document that would be updated and reviewed annually.

Progress has been made in the delivery of actions over the past year and a full update of the Action Plan is set out in Appendix 1.

Figures for 2024/25 show that the Council has reduced its own operational emissions by 19% since 2019/20.

Work will continue during 2026 to deliver, monitor and review the second Climate Change Action Plan.

Recommendation (s)

The Committee is asked to:

- (1) Consider and note the progress made on the delivery of the Council's second Climate Change Action Plan over the past year.**

1 Reason for Recommendation

- 1.1 This report outlines the progress over the past year (2025) in delivering the Council's Climate Change Action Plan (CCAP).
- 1.2 The plan was agreed as a living document that would be updated and reviewed annually, as a minimum.
- 1.3 The first action plan reached the end of its 5-year term on 31 December 2024 and has been succeeded by the Council's second CCAP (2025-2029).

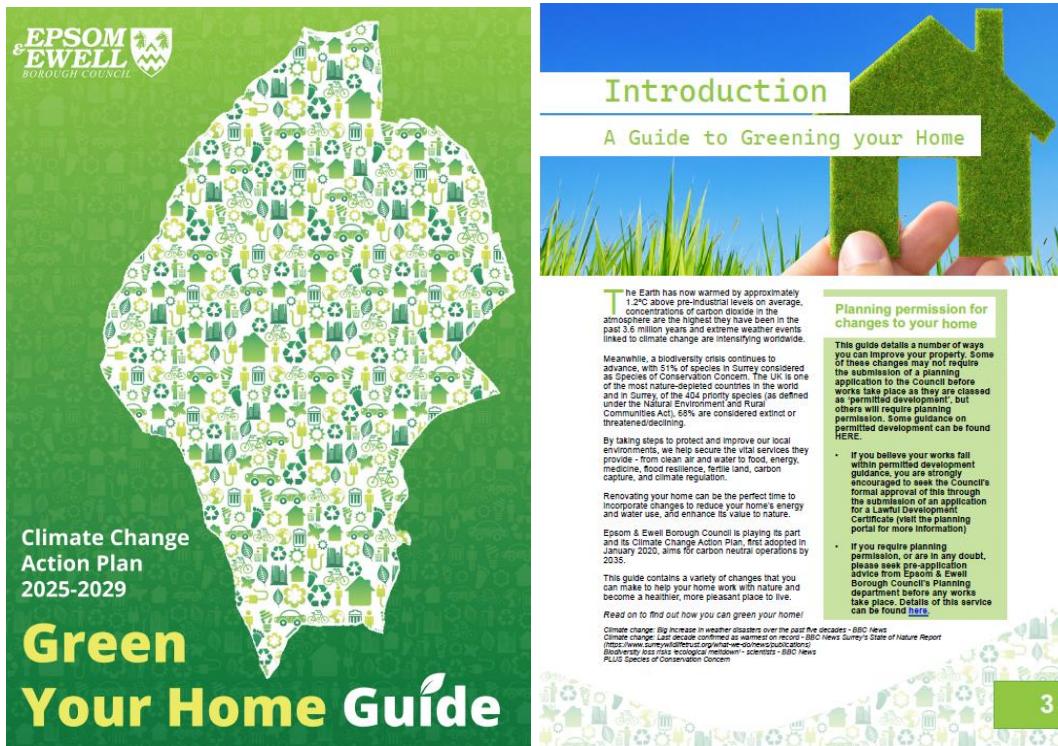
2 Background

- 2.1 A cross-party task and finish group was established to oversee the development of the Council's first Climate Change 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.
- 2.2 The first action plan reached the end of its term on 31 December 2024 and the Council's second Climate Change Action Plan, to cover the 5-year period from 2025 to 2029, was developed and adopted by this Committee in October 2024.
- 2.3 An annual update on the actions has been provided to the Committee each year since the first plan was approved in January 2020.
- 2.4 This will be the first progress update on delivery of the second action plan.
- 2.5 The delivery of the plan is supported by a cross-party Members Environment & Sustainability Working Group (ESWG) and an officer level Climate Change & Biodiversity Action Group (CCBAG).

3 Annual progress update on Climate Change Action Plan

- 3.1 Work continued to progress during 2025 on delivering the actions within the CCAP. Some of the key achievements include:
 - Full windows replacement at Bourne Hall with double glazing. Expected annual savings of 20 tonnes of carbon emissions (tCO2e).
 - All stage lighting at Epsom Playhouse replaced with LEDs. Expected annual savings of 4tCO2e.
 - Completed the installation of a 177kWp solar PV system on the roof of Rainbow Leisure Centre. Partial year generation figures showing annual savings will be over 30tCO2e.

- Launch of the 'Green Your Home Guide'. A digestible guide for residents covering ways you can improve your home and garden for the climate and for nature.



- Completion of the planting of 2,610 new trees across 6 Council owned sites.
- Agreement to revoke Ewell High Street Air Quality Management Area (AQMA) following sustained and long-term improvement in Nitrogen Dioxide (NO₂) levels within the AQMA.
- 62 households supported with a higher energy efficient boiler upgrade through the boiler repair and upgrade scheme and warm at home grant.
- Continued support and promotion of Surrey wide consortium schemes, including home energy grants and a fourth round of the group purchasing scheme Solar Together. 39 home energy efficiency measures installed in the past year, 14 home energy surveys conducted under the One Stop Shop Home retrofit scheme and 37 household solar installations through solar together.

3.2 Of the 52 actions within the action plan, 31 are on track (green), 16 show some slippage (amber), 2 are significantly off track (red), 2 have not yet started and 1 is no longer relevant.

3.3 A full update on the progress of each action in the CCAP is set out in Appendix 1.

3.4 Work will continue during 2026 to deliver, monitor and review the second Climate Change Action Plan.

4 Revision of the Council's operational emissions baseline

4.1 The Council's CO2 baseline emissions were first determined for the period 2019/20, covering direct operational buildings energy consumption and fleet activities.

4.2 In 2025, through on-going engagement with the existing gas and electricity submeter provider, it was found that for 3 sites, the Town Hall, Bourne Hall and Epsom Playhouse, accurate, full year electricity consumption data was held for 2019/20 and 2020/21. This had not been previously made available to the Council leading to the electricity consumption data for those sites, for those year periods, being estimated based on energy billing.

4.3 Access to the accurate consumption data has shown electricity usage at these 3 sites was slightly underestimated for the period 2019/20 and slightly overestimated for 2020/21. It has been necessary to revise the emissions calculations for the baseline year of 2019/20 and for 2020/21. The change has been relatively small but has affected the annual percentage calculation of progress towards the Council meeting its 2035 carbon neutral target.

4.4 Tables 1 and 2 show the changes to the reported figures.

Council operational emissions (tCO2e)

Year period	Original total	Revised total	Change (tCO2e)
2019/20	1464	1487	+22
2020/21	1281	1268	-13
2021/22	1333	1333	0
2022/23	1264	1264	0
2023/24	1233	1233	0

Table 1: Revised figures for annual Council operational emissions

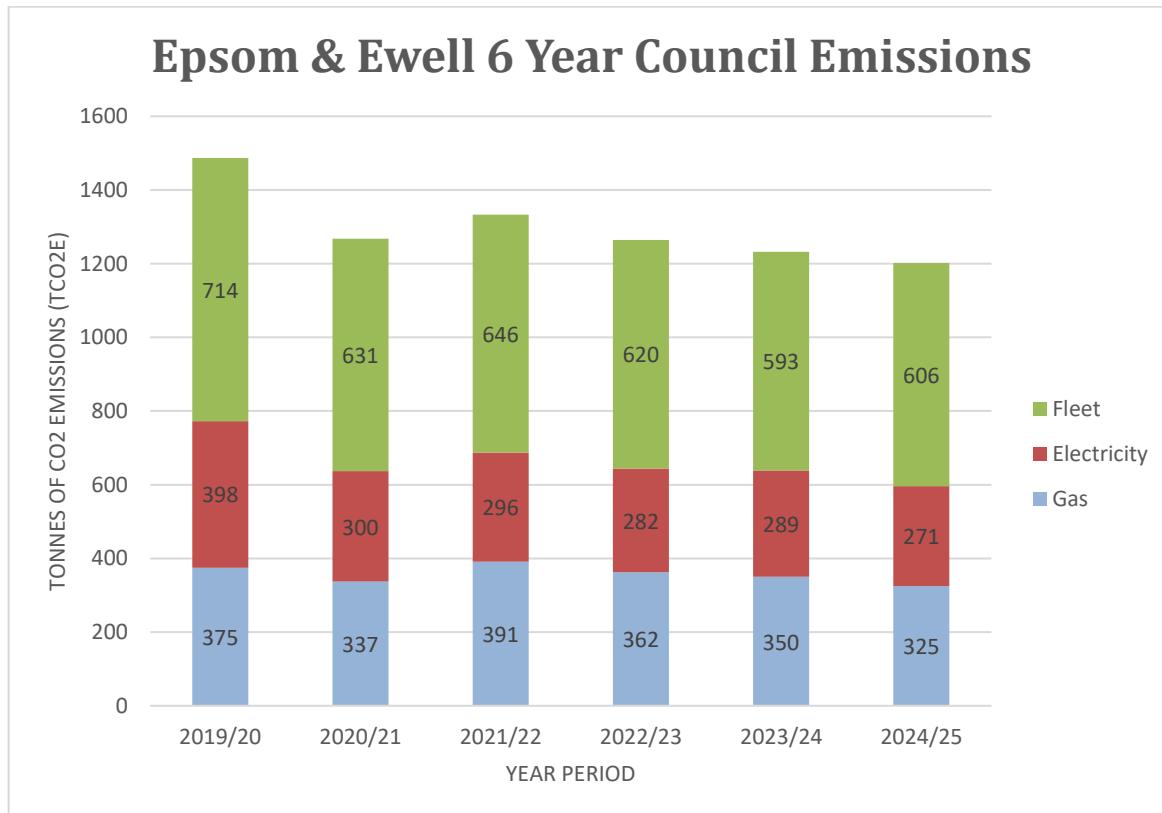
**Annual emissions reduction
from baseline year (%)**

Year period	Original	Revised
2020/21	13%	15%
2021/22	9%	10%
2022/23	14%	15%
2023/24	16%	17%

Table 2: Revised percentage annual reduction in operational emissions from baseline year (2019/20)

5 Progress towards Council emissions target

- 5.1 The Council's CO2 baseline emissions data was determined for 2019/20 and covered direct operational buildings energy consumption and fleet activities. The (revised) baseline emissions were calculated as 1,487 tonnes of CO2 (tCO2e).
- 5.2 For the 2024/25 period the Council's operational emissions have been calculated as 1,201tCO2e. This shows a 19% reduction (286tCO2e) in Council emissions since 2019/20.
- 5.3 A summary of the progress from 2019/20 to 2024/25 is shown in the figure below:



- 5.4 There has continued to be a year-on-year reduction in the Council's carbon emissions, except for between the periods of 2020/21 to 2021/22 which were a reflection of a change in the way people worked and the restricted service provision due to restrictions under Covid19.
- 5.5 It is also important to recognise that the electricity grid (National Grid) has been progressively decarbonising with an increasing proportion of energy generation coming from renewables. This has contributed to approximately 30% of our emissions reductions to date.
- 5.6 Whilst the Council's emissions have continued to reduce year on year, we are currently behind a straight-line target for achieving our 2035 target.
- 5.7 Schemes delivered this year and planned schemes, as detailed within the action plan update in Appendix 1, have the potential to contribute to reducing our emissions in the short term and bring us closer to being on track. This includes the recent windows replacement at Bourne Hall, stage lighting upgrade at Epsom Playhouse and business cases for replacing the heating systems at Bourne Hall and Epsom Playhouse.
- 5.8 However, significant challenges remain with decarbonising the Council's fleet. This includes the limited viable low carbon alternatives currently available for the HGV fleet vehicles and the potential additional costs for replacing viable smaller fleet vehicles with electric. Further detail is set out in the progress update for action 29 (Appendix 1).

6 Risk Assessment

Legal or other duties

6.1 Equality Impact Assessment

6.1.1 None arising from this report.

6.2 Crime & Disorder

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

6.3 Safeguarding

6.3.1 None arising from this report.

6.4 Dependencies

6.4.1 None arising from this report.

6.5 Other

6.5.1 None arising from this report.

7 Financial Implications

7.1 Where future initiatives which have a budgetary implication not included in the Environment Committee budget, they will be reported and considered by the Strategy & Resources Committee in accordance with financial regulations.

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

8 Legal Implications

8.1 None arising from this report

8.2 **Legal Officer's comments:** None for the purposes of this report

9 Policies, Plans & Partnerships

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

- Green & Vibrant

9.2 **Service Plans:** The matter is included within the current Service Delivery Plan.

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

9.3.1 Climate Change is key priority throughout the Action Plan with targets included to support reducing emissions throughout EEBC.

9.4 Sustainability Policy & Community Safety Implications:

9.4.1 Sustainability considered in all targets – positive implications only.

9.5 Partnerships:

9.5.1 Surrey Environment Partnership; District & Borough Climate Change Officers Group (Surrey wide).

9.6 Local Government Reorganisation Implications: None for the purposes of this report.

10 Background papers

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

Previous reports:

- Environment Committee: Climate Change Action Plan – Progress Update 17 March 2025
- Environment Committee: Climate Change Action Plan (2025-2029) – 15 October 2024
- Environment Committee: Climate Change Action Plan – Progress Update 23 January 2024
- Environment & Safer Communities Committee: Climate Change Action Plan – Update & Review 24 January 2023
- Environment & Safer Communities Committee: Climate Change Action Plan - Update 25 January 2022
- Environment & Safer Communities Committee: Climate Change Action Plan Update 26 January 2021
- Full Council: Climate Change Action Plan 20 January 2020

Other papers:

- Climate Change motion to full Council 23 July 2019

Climate Change Action Plan

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2025-2029



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Current Progress 2025

RAG rating key						
C	Completed	On track	Slippage		Significantly off track	

Objective	Desired Outcome/s	Timescale	Lead	Performance Indicator	Rating	Current Progress (2025)
THEME 1 – Council Leadership and influencing others						
1 Page 40	Develop and deliver a Local Plan and associated policies that contribute positively and demonstrate the Council's commitment to climate change	Adopt a Local Plan with design policies addressing climate change mitigation and adaptation. Inclusive of low carbon design, energy efficient buildings; sustainable transport; circular economy; minimising environmental impact.	Aligned to formal published Local Plan timetable	Head of Place Development	Local Plan adoption inclusive of climate change mitigation and adaptation policy	On track <p>Part of the Local Plan process.</p> <p>The Regulation 19 consultation for the draft Local Plan was undertaken between December 2024 and February 2025.</p> <p>The draft Plan was submitted for examination on 10 March 2025. The programmed examination hearings took place in August and October 2025. Further work has been requested to be undertaken by the planning inspector following the hearings. The Plan remains at examination.</p> <p>Draft Local Plan inclusive of: an overarching climate change and mitigation policy; a net zero carbon residential development policy; a minimum BREEAM 'excellent' UK New Construction standard for non-residential development; 20% Biodiversity Net Gain (BNG) requirement for specified greenfield sites; water efficiency standards beyond building regs standard to reflect water stressed status of Southeast region.</p>

Epsom & Ewell Climate Change Action Plan

Objective		Desired Outcome/s	Timescale	Lead	Performance Indicator	Rating	Current Progress (2025)
2	Identify how to integrate 'sustainability' into procurement requirements (contract procedure rules) and update our procurement strategy.	This could include, ensuring that there is consideration of carbon impact into procurement policies and processes, for goods, works and services. Prioritising low carbon alternatives helps to reduce our total carbon footprint in relation to supply chains.	Short term	Procurement & Contracts Officer	Sustainability / carbon policy incorporated in updated procurement strategy	Green	<p>A new Procurement Strategy (2025-2028) was agreed in July 2025.</p> <p>The procurement policy objective relating to social value, sustainability and addressing the climate emergency (5.1) has been strengthened to ensure that procurement activities are aligned with our second Climate Change Action Plan and support our commitment to be carbon neutral by 2035.</p> <p>Key areas include encouraging suppliers to reduce waste, increase energy efficiency, adopt circular economy procedures, improve resource efficiency and implement carbon reduction plans.</p> <p>The tender for the new leisure centre contract was inclusive of a weighted question on sustainability.</p>
3	Identify the Council's most significant suppliers in terms of carbon emissions and seek to proactively engage with them to establish a more accurate carbon footprint of the goods and services they supply and ways in which they can reduce emissions.	Reduced emissions from our procurement (scope 3 emissions)	Medium term	Procurement & Contracts Officer	Top suppliers in terms of carbon emissions identified Measures implemented by suppliers to reduce emissions	Amber	<p>A high-level baselining exercise of procurement emissions covering 2022/23 has been undertaken.</p> <p>The exercise provides a low level of accuracy due to the calculation method (using spend against industry carbon factors) but it has indicated our top suppliers in terms of carbon emissions.</p> <p>Supplier engagement to be considered as next step.</p>

Epsom & Ewell Climate Change Action Plan

Objective		Desired Outcome/s	Timescale	Lead	Performance Indicator	Rating	Current Progress (2025)
4	Communicate how EEBC is achieving its climate change commitment to work with partners to reduce our impact on the environment and move closer to becoming carbon neutral, to both internal and external stakeholders.	<p>EEBC web pages that are a trusted and useful source of information on actions that residents and businesses can take to combat issues created by climate change, and information on how to reduce their carbon footprint, including links to guidance and third-party expertise</p> <p>Use owned communications channels to raise awareness around changes in behaviour that will help reduce carbon emissions across our borough in an inclusive way (e.g. promoting fuel poverty grant schemes) and adaptation messages that are targeted at those who are most vulnerable to climate change impacts</p>	On-going	Comms & Engagement Manager	No, type and reach of activities undertaken		<p>Focus in 2025 was on producing the 'Green Your Home Guide' which was launched in Autumn 2025. The guide will form the basis of external comms messaging on climate change going forward. The guide contains an array of measures that can be implemented by residents at home, including to save or generate energy, reduce water use and encourage and support nature.</p> <p>In line with the Climate Change Comms Plan, themed msgs, posts and progress have been put out on social media throughout the year (for example Own Your Impact; Great Big Green Week; World Environment Day; 5-year achievements in delivering the CCAP; Surrey Prepared (adaptation)).</p> <p>The Council continues to have a designated Climate Change section on the website which is kept updated. Includes accessible information on the Council's progress in delivering the Climate Change Action Plan and annual operational figures. Information is included on what residents can do at home and links to further schemes and advice.</p> <p>Energy grant schemes available to residents have been regularly promoted including the Boiler Upgrade Scheme, Solar Together, Warm Homes Local Grant, Switch Together Heat Pumps, Energy Community Switch.</p>

Epsom & Ewell Climate Change Action Plan

Objective		Desired Outcome/s	Timescale	Lead	Performance Indicator	Rating	Current Progress (2025)
							Attended with stalls at Eco Fair 2025, organised by Sustainable Epsom & Ewell at St Martins Church.
5	Raise awareness and work to ensure all staff reduce unnecessary emissions	Reduce the energy usage and emissions from unnecessary sources such as leaving equipment on standby	Ongoing	Comms & Engagement Manager	Reduction in building energy usage & carbon footprint		<p>A new section on Climate Change was developed and launched on the internal staff Hub in May 2025. It includes sections on energy efficiency in the workplace and when working from home and on active and sustainable travel.</p> <p>The mandatory training module for all staff on Climate Change has been updated and relaunched at the start of 2025.</p> <p>Energy usage at the Town Hall has reduced by 30,000kWh (2024/25) and 6tCO2e from previous year (2023/24).</p>
6	Promote and provide practical support for residents to access energy efficiency/fuel poverty grant schemes	Reduce fuel poverty in Epsom & Ewell, making homes more energy efficient and decrease carbon emissions from heating	On-going	Principal Housing Grants Officer	No of properties that have had a measure installed via grant/scheme		<p>In June 2025 Action Surrey closed permanently. The work of Action Surrey has been taken on by Surrey County Council enabling the continuation of the collaborative partnership across Surrey to support low carbon communities and deliver energy grant schemes for residents.</p> <p>Continued support for ECO funding delivery 1,361 grant measures implemented in total E&E homes since 2013, according to latest government statistics up to June 2025 – 39 measures since late 2024.</p>

Epsom & Ewell Climate Change Action Plan

Objective	Desired Outcome/s	Timescale	Lead	Performance Indicator	Rating	Current Progress (2025)	
						Current Progress (2025)	
Page 44						<p>In April 2024 we launched a boiler repair and upgrade grant scheme, funded through the Disabled Facilities Grant. Targeted at households with low income and a low EPC rating. Boiler replacements are to a higher energy efficiency standard. The scheme ended in June 2025 and 53 boiler upgrades were completed this year, resulting in a total of 65 households being supported through the life of the scheme. A further 9 households were supported through the Warm at Home grant with boiler replacement/repair.</p> <p>Supported a third round of the Solar Together scheme, which ran up to March 2025, with 37 household solar installs, including batteries, in Epsom & Ewell. A fourth round of the scheme launched in Summer 2025 and is now at the quote acceptance and installation stage.</p>	
7	Explore options to enforce Minimum Energy Efficiency Standards (MEES) to ensure that private rental residents are in properties which have an EPC rating of E and above (or as required by future Regulations) to capture non-compliance	Improved energy efficiency of private rented properties in Epsom & Ewell	Medium term	Public Protection Manager	No. of private rentals identified with EPC F or G No of landlords engaged No of private rentals	<p>A project plan for MEES enforcement was developed in 2021 as part of an unsuccessful external funding bid. Progressing this action and the project plan is reliant on securing funding.</p> <p>Continue to monitor for funding opportunities but there remain limited options.</p>	<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Agenda Item 7 Appendix 1</p>

Epsom & Ewell Climate Change Action Plan

Objective		Desired Outcome/s	Timescale	Lead	Performance Indicator	Rating	Current Progress (2025)
					improved to EPC – E or above		An opportunity for a joined-up approach to delivering MEES may be possible in line with the Draft Local Retrofit Strategy (see action 9).
Page 45	8	Work with our housing association partners and other housing providers to share knowledge and accelerate low carbon measures for social housing	Encourage social housing providers to undertake energy efficiency measures and access relevant funding (i.e. Social Housing Decarbonisation Fund)	Ongoing	Strategic Housing Manager	No of contacts / engagement events with housing associations	<p>The 'One-Stop Shop' Home Retrofit Scheme was launched by SCC in Autumn 2024, in partnership with Furbnow. The scheme is offering support to residents in upgrading homes with energy efficiency measures through Home Energy Plans and support in progressing the upgrades to their homes.</p> <p>14 households with completed Home Energy Plans and 4 projects completed.</p> <p>Local housing associations were engaged and involved in the 3 stakeholder workshops to develop the Draft Local Retrofit Strategy (see action 9).</p>
	9	Explore opportunities with partners for a local area retrofit strategy and support implementation of its resulting action plan	Improved energy efficiency of local housing in Epsom & Ewell	Short term	Surrey Greener Futures Team EEBC Officers as required	Local Retrofit Strategy & Action Plan	<p>SCC, with support of Surrey Boroughs including Epsom & Ewell, secured government funding and support through the Local Authority Retrofit Accelerator (LARA) Pilot scheme in late 2024. In 2025 the funding and support has been used to bring together key stakeholders within the area including housing associations and Borough Council's, in a series of 3 workshops to co-develop an area wide retrofit strategy and action plan.</p>

Epsom & Ewell Climate Change Action Plan

Objective		Desired Outcome/s	Timescale	Lead	Performance Indicator	Rating	Current Progress (2025)
							A final draft of the strategy and action plan is now being developed with the aim of adoption by all stakeholders. A provisional cross stakeholder delivery group has been set up to support the future delivery of the plan.
10	Promote the benefits of local food production, maintaining levels of allotment take up and supporting local food markets	Maintain level of allotment ownership and promote take up where required	Ongoing	Head of Operational Services	Allotment tenancy no.	●	<p>Allotments remain highly popular with residents and are promoted through the website and contact centre. Due to popularity, there are waiting lists on all managed sites. To make use of limited available space some plots are now being offered as half or quarter size.</p> <p>Continue to support monthly Epsom Farmer's Market.</p> <p>A Whole System Food Strategy for Surrey has been developed by SCC with one of the key strands being reducing climate impact of the local food system. A Surrey Food Partnership has been set up to support delivery of the strategy.</p>
11	Ensure a robust reporting and monitoring process for all Epsom & Ewell Borough Council emissions	Process in place for accurately collecting and calculating the Council's Operational emissions (Scope 1 & 2) on an ongoing basis	Ongoing	Env & Sustainability Officer	Annual operational carbon emissions report to Env Committee	●	<p>Work with the electricity sub meter provider in 2025 has led to access to more accurate historic energy data. This led to a revision of the emissions reports for 2019/20 and 2020/21 ensuring we are working with the most accurate data available.</p> <p>Emissions data for the period 24/25 collated and reported. Shows a 19% reduction in operational emissions against baseline year.</p>

Epsom & Ewell Climate Change Action Plan

Objective		Desired Outcome/s	Timescale	Lead	Performance Indicator	Rating	Current Progress (2025)
							An annual report including operational emissions data continues to be presented to Env Committee.
12	Work to improve the collection and baselining of the Council's Scope 3 emissions	Process in place for collecting and calculating the Council's Scope 3 emissions on an annual basis	Short term	Env & Sustainability Officer	Baseline of Scope 3 emissions Annual reporting of Scope 3 emissions	Yellow	<p>Progress has been made in the collection of Scope 3 emissions data.</p> <p>A high-level baselining exercise of procurement emissions covering 2022/23 has been completed. The exercise used spend data against industry carbon factors to calculate emissions, recognising this provides a low level of accuracy. The process for collating the data and calculating emissions proved to be complicated and time consuming, making it challenging to undertake on a yearly basis. It will be reviewed in 2026 for ways to make the process easier to undertake and achievable for an annual reporting process.</p> <p>(2022/23 baselined procurement emissions: 3,668tCO2e)</p> <p>Tonnage data for waste generated from our own operations is now more accessible, enabling on going reporting.</p> <p>(2024/25 waste emissions: 1.02tCO2e)</p> <p>Business mileage data collected and baseline was set from the year 2019/20.</p> <p>(2024/25 business mileage emissions: 4.47tCO2e)</p>

Epsom & Ewell Climate Change Action Plan

Objective		Desired Outcome/s	Timescale	Lead	Performance Indicator	Rating	Current Progress (2025)
							Processes for collating water consumption data, staff commuting emissions and leased assets energy usage continue to be explored.
13	Explore opportunities, with partners, for Small & Medium Enterprise (SME) grant schemes that would support energy saving and decarbonisation measures (as a replacement for LoCASE)	Local businesses enabled to access energy efficiency and low carbon measures which may have otherwise not have been possible to reduce emissions	Medium term	Head of Place Development	No. of businesses engaged/supported No. of grant schemes delivered		<p>Following the end of the LoCASE scheme in 2023, funding to support grant schemes for SME's has been limited.</p> <p>Whilst there is limited grant funding to support new schemes focus has been on increasing visibility of resources available to SME's via our website and comms channels.</p> <p>The Epsom Business Awards for 2025 now include an award category for 'Most Sustainable / Green Business'.</p>
14	Support Surrey County Council (SCC) initiatives and plans to develop Green Skills across the region to bridge the skills gap and foster local job creation.	Promotion of green careers resources to school, community groups etc. Promotion of green construction/retrofit skills training available	Medium term	Surrey Greener Futures Team EEBC Officers as required	Course uptake against places offered Learners progressed to green jobs		<p>Take up of courses Surrey-wide for 2024/25 has been very positive with 131 learners enrolling on courses across retrofit, green electricity, heat pumps, sustainability and carbon management.</p> <p>The next wave of Skills Bootcamps is running for 2025/26 with a funding package of £2.8m.</p> <p>Wave 7 (FY 26/27) is expected following the Budget announcement and it is anticipated the Skills Bootcamps will continue into this year.</p>
15	Explore and advance opportunities for securing joint funding opportunities with SCC and other boroughs	Identifying and securing joint funding that will support delivery of actions within the action plan	Ongoing	All staff	No & type of funding opportunities explored		<p>The Surrey consortium, including SCC and all Surrey Boroughs, submitted a funding bid to the Warm Home Local Grant scheme and successfully</p>

Epsom & Ewell Climate Change Action Plan

Objective		Desired Outcome/s	Timescale	Lead	Performance Indicator	Rating	Current Progress (2025)
							secured just under £14m. The funding is now being used to deliver the scheme over the next 2 years.
16	Deliver both general and targeted training to officers and members on a range of environmental sustainability issues to aid understanding and to assist in the delivery of the action plan	Council officers and Members to have the necessary skills and understanding to support the delivery of the action plan	Ongoing	Head of HR Env & Sustainability Officer	No, type and reach of activities undertaken No of staff trained No of Members trained	Yellow	<p>The mandatory training module for all staff on Climate Change has been updated and relaunched at the start of 2025.</p> <p>The officer and members working groups include subject focused agenda items, presented by the relevant officer, to increase knowledge and understanding on specific actions within the plan (i.e Decarbonising Council buildings and assets).</p> <p>Sustainability Masterclass training for the Chairs of Environment Committee and Environment & Sustainability Working Group has been organised for early 2026, which will lead to carbon literacy accreditation.</p>
17	Review the Surrey Climate Change Adaptation & Resilience Strategy (Surrey Adapt) and its action plan to determine those actions relevant to EEBC. Where these actions align with our priorities, work with SCC and other D&Bs to deliver those actions.	Preparedness and long-term resilience to climate change impacts (i.e. flooding, droughts, heatwaves, wildfires)	Medium term	Env & Sustainability Officer Business Assurance Manager	Surrey Adapt Strategy reviewed Measures implemented	Green	An initial review of the Surrey Adapt Strategy has been undertaken. The related action plan has not yet been published and now awaiting this document to ascertain alignment of actions and priorities for EEBC to consider.

THEME 2 – Council buildings and energy use

Agenda Item A
Appendix 1

Epsom & Ewell Climate Change Action Plan

Objective		Desired Outcome/s	Timescale	Lead	Performance Indicator	Rating	Current Progress (2025)
18	Identify & implement opportunities to reduce energy consumption from Council owned & operated buildings	Deliver a programme of energy saving measures to Council owned buildings	Medium term	Buildings Services & Facilities Manager	Reduction in building energy usage and carbon footprint Measures installed		Delivery of this action is aligned with measures reported under actions 19, 21, 22 & 23. Building energy usage from the grid has continued to decrease. For 2024/25, electricity has reduced by 245MWh's and gas by 265MWh's from the baseline year.
19	Develop detailed feasibility studies of our pavilions and smaller buildings to identify viable energy efficiency projects that are funding ready	Identification of options for implementing energy efficiency measures at Council owned pavilions and smaller buildings through a feasibility study. Submit business cases for each viable asset.	Short term	Buildings Services & Facilities Manager	Reduction in building energy usage and carbon footprint Measures installed		3 Feasibility studies conducted in 2025 for solar PV and battery systems at Nonsuch Mansion garages, Harrier Centre and Auriol Pavilion. Business cases/funding options being explored.
20	As part of the Town Hall move project identify and implement viable measures to decarbonise the new building (70 East Street)	Enable an environmentally sustainable and energy efficient Town Hall	Short term	Head of Property & Regeneration	Reduction in building energy usage and carbon footprint Measures installed	N/A	Full Council decision taken in May 2025 to no longer proceed with move from existing Town Hall to 70 East Street. Action no longer relevant and will be archived.
21	Plan for the future replacement of gas fired boilers in all Council buildings and review all options available including air source/ground source heat	Undertake a review of our current heating systems and identify options for tackling the highest emission buildings.	Long term	Buildings Services & Facilities Manager	Reduction in building energy usage and carbon footprint		Project completed at Bourne Hall to replace all windows with double glazing, to improve heat retention, and including a solar glaze, to reduce heat gain in the Summer. Total of 290 windows replaced. Expected annual saving in gas

Epsom & Ewell Climate Change Action Plan

Objective		Desired Outcome/s		Timescale	Lead	Performance Indicator	Rating	Current Progress (2025)
Page 51		pumps or other state of the art technologies to reduce/eliminate carbon emissions (heating feasibility study). Implement at earliest opportunity in line with heating system life cycles.	Develop business cases for viable measures.			Measures installed Feasibility studies completed		<p>consumption of over 100,000kWh and carbon emissions of 20tCO2e.</p> <p>A final version of the Heat Decarbonisation Plan (HDP) for Bourne Hall was completed in early 2025. This has fed into a business case and capital bid submission to replace the heating system, with one of two potential options: Fully replace with a heat pump based system or a hybrid of reduced number of gas boilers and heat pump combo.</p> <p>The HDP has also fed into a business case and capital bid for improving the insulation of the high-level roof at Bourne Hall.</p> <p>A business case and capital bid has been developed and submitted for the replacement of the heating system at Epsom Playhouse. Includes a proposal to replace the existing gas heating systems with an ASHP.</p> <p>All Capital bids awaiting outcome.</p>
22	Identify all remaining traditional lighting at Council assets and replace with energy efficient LED lighting where feasible (i.e. stage lighting at Epsom Playhouse & Bourne Hall).	Develop and deliver a programme based on business cases to switch all remaining Council owned asset lighting to LED	Short term	Buildings Services & Facilities Manager	Reduction in electricity consumption & carbon footprint		The stage lighting at Epsom Playhouse was replaced with LED lighting over Summer 2025. Expected to reduce electricity consumption by 20,000kWh and carbon emissions by 4tCO2e.	Appendix 1

Epsom & Ewell Climate Change Action Plan

Objective		Desired Outcome/s	Timescale	Lead	Performance Indicator	Rating	Current Progress (2025)
					Measures installed		
23	Investigate the potential for the installation of PV panels, solar storage and solar car ports on Council operated assets and land. Implement where economically and technically viable.	Appraise options for installation of solar panels on Council assets through a feasibility study. Submit business cases for each viable asset.	Short term	Buildings Services & Facilities Manager Env & Sustainability Officer	Amount of renewable energy generated No of buildings with renewable energy installed No of feasibility studies conducted		109kWp of existing solar PV installations across 3 buildings: Bourne Hall, Epsom Playhouse and Longmead Depot. Contributes to 7% of overall electricity consumption (in 2024/25). 3 Feasibility studies conducted in 2025 for solar PV and battery systems at Nonsuch Mansion garages, Harrier Centre and Auriol Pavilion. Business cases/funding options being explored. Solar PV & battery installation at Longmead Community & Wellbeing Centre had capital funding agreed in 2023 but remains on hold due to review of future of building.
Page 52							
24	Bid for future central government funding and other green energy funding available for investments in energy efficiency and decarbonisation measures in the Council's corporate buildings.	Identification of funding opportunities and development and submission of bids.	On-going	Env & Sustainability Officer	No & type of funding opportunities explored Amount of funding secured		External funding opportunities have been limited in 2025. Many of the most relevant grant schemes were closed including the Public Sector Decarbonisation Scheme (PSDS), Low Carbon Skills Fund (LCSF), Local Authority Treescape Fund (LATF), Empty Homes Reallocation Fund (EHRF) and Shared Prosperity Fund (which only provided funding at County level in 2025).
25	Work with tenants to identify and implement measures to improve the energy efficiency of the Council's leased assets (i.e. leisure centre)	Support delivery of programme of energy saving measures to the Council's leased assets	Medium term	Head of Property & Regeneration	Measures implemented Reduction in building energy usage		Focus has been on the Rainbow Leisure Centre due to its high energy usage. Completed the installation of a 177kWp solar array on Rainbow leisure centre roof in February 2025.

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Objective		Desired Outcome/s	Timescale	Lead	Performance Indicator	Rating	Current Progress (2025)
							2025. The array has generated 140,000kWh's over the first 7 months since installation, 30% of the electricity demand at the leisure centre during the period, saving 29tCO2e.
26	Continue discussions with our energy provider as their green product offers increase and to explore opportunities to include e.g. green gas or local renewable energy into the contract going forward.	Maximise supply of green energy to Council assets	Ongoing	Buildings Services & Facilities Manager	% of Council electricity from a renewable tariff % of Council gas from a renewable tariff		100% of the Council's purchased electricity for Council operated buildings continues to be Renewable Energy Guarantees of Origin (REGO) certified. Options for a green gas supply remain limited.
27 Page 53	Investigate measures to reduce water consumption in Council owned assets	Efficient use of water across all Council assets	Medium term	Buildings Services & Facilities Manager	Water consumption per Council asset Measures implemented		Focus has remained on energy reduction schemes due to limited capacity and higher carbon savings potential, but water saving measures are considered in conjunction with building upgrade works. Continuing to work to improve access to water consumption data. A proportion of sites have submeters providing accurate data through an online portal.
28	Build awareness and support opportunities for community energy projects in conjunction with other stakeholders	Promote and link to the support offered by Community Energy South-East	Medium term	Env & Sustainability Officer	Projects/ schemes supported		Surrey Community Energy (SCE) has been launched, a Community Benefit Society run by volunteers to develop, own and manage clean energy installations in Surrey (and beyond). Providing opportunities for public to invest in renewables projects, help to identify sites and

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Objective	Desired Outcome/s	Timescale	Lead	Performance Indicator	Rating	Current Progress (2025)
Page 54						<p>volunteer time. SCE has been promoted through our comms articles, Climate Change web pages and Green Your Home Guide.</p> <p>The Home Energy Advice Scheme (HEAT) has continued to operate in 2025. The scheme was launched by SCC, with support from Borough Council's, in late 2023. The scheme aims to deliver community led home energy surveys for fuel poor and low energy efficient homes.</p> <p>A partnership, through SCC, with the Big Community Switch, enabled the launch of a group buying scheme for 100% renewable energy for residents in Surrey. The registration period was open through Autumn and closed in mid-November and is now at the supplier competition stage.</p>
THEME 3 – Transport improvements and switch to lower polluting vehicles						
29	Develop a fleet strategy to move to zero emissions by 2035. Commit to swapping vehicles owned by the Council and its service providers for zero emission versions, where they exist, are suitable and affordable, by 2035. Maximise the environmental credentials	Green (Zero Carbon) Fleet Strategy	Short term	Transport & Waste Services Manager	Fleet Strategy completed	<p>Significant challenges to reducing fleet emissions remain.</p> <p>The existing fleet lease contract was due to end in mid-2027. Agreed at S&R Committee on 15/10/2025 to extend the contract for a period up to 10 years (to 2037).</p>

Epsom & Ewell Climate Change Action Plan

Objective		Desired Outcome/s	Timescale	Lead	Performance Indicator	Rating	Current Progress (2025)
Page 55	of any remaining petrol and diesel fleet in the meanwhile.				Reduction in diesel use		<p>The HGV fleet is due to be replaced with new diesel vehicles, with limited viable low carbon alternatives currently available for split body vehicles.</p> <p>An assessment of the smaller fleet vehicles was undertaken to ascertain those where fully electric options are available. Up to 19 vehicles with electric options. Environment Committee on 24 June 2025 considered a report on options for smaller fleet vehicle replacement. In view of potential additional costs, the decision taken was not to pursue electric for these vehicles but replace with diesel or hybrid where available.</p> <p>There remain 4 fully electric vehicles and 1 hybrid vehicle in the Council fleet.</p>
30	Investigate the feasibility and costs of installing the electric infrastructure needed at the Council's Depot (and other sites) to enable the transition of the Council's fleet.	Understanding of the infrastructure and cost requirements to inform plan for installation of the appropriate charging infrastructure.	Short term	Transport & Waste Services Manager	Investigation complete		This has not been progressed in view of the decisions taken on fleet replacement as per the update for action 29.
31	Monitor & review the use of public electric vehicle charge points installed in Council operated car parks. Assess need to increase no. of charge points where high demand exists.	Support & enable the public to transition to low emissions vehicles, with appropriate provision of EV charge points in council owned car parks	On-going	Parking Manager	EV charge point usage No of EV charge points		<p>There are 14 charge points installed across 5 Council owned car parks.</p> <p>Consistent usage across all charging points. 12 months data up to Oct '25 shows 7,098 individual charging events, drawing 256,515kWh of electricity charge, an increase in usage from 2024.</p>

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Objective		Desired Outcome/s	Timescale	Lead	Performance Indicator	Rating	Current Progress (2025)
							Plans for a charge point at Bourne Hall have not been able to progress following engagement with SCC. Complications with feeder pillar connection, agreement for highway works and listed building consent have made a charge point located here unviable at this time.
32	Work with Surrey County Council to facilitate on-street residential electric vehicle charge points where there is no scope for off-street charging	Increase in the number of on-street residential EV charge points	On-going	Surrey Greener Futures Team EEBC Officers as required	No of on-street EV charge points	Green	<p>SCC agreed a long-term contract with EV charging provider in 2023 to deliver large scale rollout of charge points across Surrey, including in Epsom & Ewell.</p> <p>Ongoing collaboration with SCC on the scheme through Surrey EV Forum.</p> <p>In 2025 SCC completed EV On-Street charge point installations at 8 locations. The installations at Vale Road, Victoria Place & Wheelers Lane are all live, 5 remaining sites are awaiting final connection. 4 lamppost charge points have also been installed in 2025 at Elmwood Drive, Grafton Road, BrettGrave & Northcroft Road.</p> <p>In total 24 live On-street charging sockets. With a further 20 awaiting final connection.</p> <p>A further 4 sites were assessed and proceeded to consultation. 2 of the sites have been confirmed to progress to installation in 2026.</p>

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Objective		Desired Outcome/s	Timescale	Lead	Performance Indicator	Rating	Current Progress (2025)
33	Implement the Councils adopted Taxi Emissions Policy and incentivise the take up of hybrid or fully electric taxis through subsidising of the license fee.	Decrease emissions from local taxi trips	Short term	Public Protection Manager	No of Euro 6 vehicle's licensed No of electric taxi's licensed in the Borough	Green	Taxi Emissions Policy continues to be implemented since its adoption in 2023. The Council has continued to offer a small subsidy for licensing electric/hybrid vehicles (£70 discount).
34	Support & facilitate the greater take up of car clubs and car sharing in the borough	Increased car club provision in the Borough	Medium term	Head of Place Development	No of car club vehicles	Yellow	Linked with the planning process for new developments. Transport policy (S18) of emerging Local Plan supports the delivery of a sustainable transport network, including that new development in the borough will provide opportunities to establish car clubs and cycle rental schemes or other similar schemes. Opportunities for a wider network will be explored in line with new development sites and existing schemes. 2 existing car club vehicles through Enterprise scheme in Epsom (St Martin's Avenue and The Woodcote).
35	Continue to publish DEFRA Air Quality Annual Status Report and seek to revoke Ewell High Street Air Quality AQMA	Continued improvement in air quality within AQMA to enable the revoking of the AQMA	Short term	Public Protection Manager	Annual Status Report Published	Green	Air Quality Annual Status Report published annually on Council website (latest 2025). The has been a sustained and long-term improvement

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Objective		Desired Outcome/s	Timescale	Lead	Performance Indicator	Rating	Current Progress (2025)
	Management Area (AQMA) at earliest opportunity				AQMA revoked Improvement in annual air quality monitoring results for nitrogen dioxide		in Nitrogen Dioxide (NO2) levels within the AQMA. This has enabled the Council to put forward a revocation of the existing AQMA. The proposal was taken to the Environment Committee on 14 October 2025 and agreed. It is now progressing through the legal procedure.
36 <small>Dependant on revoking of AQMA (action 35)</small>	Support development of an Air Quality Strategy	Improvement in air quality within the Borough	Medium term	Public Protection Manager	Air Quality Strategy developed & adopted		Not yet started as linked to revoking of the AQMA (see action 35).
37 <small>Dependant on revoking of AQMA (action 35)</small>	Support the delivery of the Local Cycling & Walking Infrastructure Plan to improve walking and cycling in the Borough	Increased opportunities for exercise through walking and cycling and improving air quality by reducing car dependency, promoting walking and cycling as alternatives to car use and improving walking and cycling infrastructure within the Borough	Long term	Surrey County Council Lead Head of Place Development	No of schemes / infrastructure delivered		The LCWIP for EEBC was endorsed by the Council in September 2024 and signed off by SCC on 4 March 2025. The plan acts as an evidence base for walking and cycling improvement schemes. SCC have since been seeking funding to support the next stage of scheme development and delivery, including through developer contributions.
38	Investigate measures for incentivising Council employees to walk, cycle or use other lower emission modes of transport for their commute	Increase in staff members able to commute by low emission modes of transport	Short term	Head of HR Env & Sustainability Officer	Schemes & initiatives implemented	Yellow	Incentive schemes for staff are now promoted through the new Climate Change Hub page launched in 2025. Currently part of the Gov Cycle to Work scheme. Promoted in 2025 in conjunction with Cycle to Work week. Train season ticket loans also offered.

Objective	Desired Outcome/s	Timescale	Lead	Performance Indicator	Rating	Current Progress (2025)
					 	Hook Road MSCP includes EV Charge points, enabling work time charging for staff with EVs.
THEME 4 – Improvements to the environment						
39	Identify & implement opportunities to act locally where managing, protecting and enhancing Biodiversity can assist with global priorities of environmental sustainability, aligned with objective 5 of the Biodiversity Action Plan (2020-2030)	This could include appropriate tree and hedgerow planting, supporting local research into climate impacts & carbon sequestration, delivery of Biodiversity Net Gain (BNG), supporting actions against climate related issues such as invasive plants, pests and diseases	On-going	Countryside Manager	Progress reporting on the delivery of Objective 5 of the Biodiversity Action Plan	<p>The nature reserve management plans continue to be successfully implemented using funding sourced externally and with volunteers helping EEBC staff manage, monitor and interpret habitats throughout the year, bringing significant sustainability, biodiversity and health and wellbeing benefits to the Borough.</p> <p>In partnership with the Epsom Common Association the Lower Mole Partnership were contracted to restore Bramble Pond on Epsom Common. In addition to two new ponds constructed in Horton Country Park Local Nature Reserve, the Newt Conservation Trust dug three test pits on Epsom Common, with a view to creating three new ponds on Epsom Common during 2026.</p> <p>EEBC have successfully bid for Countryside Stewardship funding for Horton Country Park Local Nature Reserve that will allow the management plan to continue to be implemented for at least another five years.</p> <p>Water Voles have been successfully reintroduced to the wetlands at Hogsmill LNR, through a</p>

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Objective	Desired Outcome/s	Timescale	Lead	Performance Indicator	Rating	Current Progress (2025)
Page 60						<p>partnership with Citizen Zoo and Southeast Rivers Trust.</p> <p>During 2025 the Manor Open Space that lies in between Horton Country Park and Epsom Common was designated a Site of Nature Conservation Importance for a rare moth and veteran trees, confirming the importance of managing the site for biodiversity and good public access and as a wildlife corridor linking Horton Country Park and Epsom Common.</p> <p>Following an SCC decision not to sell land at Grafton Park Stables (Formerly Worcester Park House) we are working with SCC and local residents to help facilitate a new public open space with an emphasis on improving access to nature, in a part of the Borough that does not have large public open spaces where access to nature is the main use.</p> <p>During 2025 EEBC gave Thames Water permission to drill a borehole in the Hogsmill Local Nature Reserve to better understand and monitor the water table and help manage ground water resources more sustainably in future.</p> <p>The 'Green Your Home Guide' has been launched as covered under action 4.</p>
40	Implement the new tree establishment plans as set out	Increase in tree cover in the Borough	Long term	Tree Officer	No of new trees planted	<p>The funding secured in 2024 from the Local Authority Treescape Fund (LATF) and Urban Trees Challenge Fund (UTCFF) enabled the planting of</p>

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Objective		Desired Outcome/s	Timescale	Lead	Performance Indicator	Rating	Current Progress (2025)
Page 61	in the Council's adopted Tree Management Plan			Env & Sustainability Officer			<p>2,610 new trees in early 2025 across 6 Council owned sites: Long Grove Park London Road Recreation Ground Manor Park Poole Road Recreation Ground Hogsmill Local Nature Reserve – 2 locations</p> <p>A strategic CIL funding bid to address Ash Dieback essential safety works and tree restoration was successful in securing £200k. This will support, in addition to a proportion of the required safety works, tree replanting with a greater diversity of resilient tree species. This will be progressed over the next 2 years (the agreed funding period).</p>
41	Engage with a range of partners, and relevant specialist groups in the community, via existing networks to deliver shared sustainability objectives and share best practice. Seek to develop new groups and networks as appropriate	Partnership working to share knowledge, skills and resource to support delivery of the climate change objectives	Ongoing	All staff	No of engagements No of people engaged with Type of engagement & audience type		<p>Active attendance at the public Eco Fair organised by Sustainable Epsom & Ewell in September 2025.</p> <p>New engagement with community group Epsom & Ewell Climate Action Network (EECAN).</p> <p>Currently lead on the HEAT home energy survey scheme, are in liaison on the setting up of a Library of Things in Epsom & Ewell and organise monthly climate conversation talks.</p> <p>Engaged with Epsom Methodist Church and their Eco Church group who run 3 eco talks a year.</p> <p>Linked with partners for options for future links.</p>

Objective	Desired Outcome/s	Timescale	Lead	Performance Indicator	Rating	Current Progress (2025)
						Countryside Team continue active involvement with range of local partnership groups to support and deliver initiatives (as set out under Action 39 update) including Epsom Common Association, Lower Mole Partnership, Newt Conservation Trust, Citizen Zoo and Southeast Rivers Trust. They also run regular volunteer conservation work days.
42 Page 62	Establish a project group to explore options for council owned larger scale sustainable energy production on land in the borough i.e. solar farm	Have a portfolio of opportunities for renewable energy development ready to go	Medium term	Env & Sustainability Officer	Project group established No of sites assessed/identified	A working group has not yet been established. On hold whilst the Council proceeds through Local Government Reorganisation.
43 Page 63	Explore effective methods and principles for carbon offsetting. To meet our carbon neutral target, we will need to consider offsetting any remaining carbon emissions from 2035 onwards.	Identification of cost-effective measures for carbon offsetting	Medium term	Env & Sustainability Officer	Options reviewed No of viable options identified	Not yet started.
THEME 5 – Tackling and minimising waste						
44	Utilise the incoming new legislation for simpler business recycling to enable increased recycling by private companies through our Business Bins service	Businesses prompted to comply with national legislation. Business Bins promoted as a service to businesses	Short term	Transport & Waste Services Manager	Tonnage recycled from business bins	Business Bin Service has remained relatively static in 2025. A mail shot was sent out to 800 businesses promoting the service and promoting on the national legislation. This did not lead to an increase in take up.

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Objective		Desired Outcome/s	Timescale	Lead	Performance Indicator	Rating	Current Progress (2025)
							There has been a slight drop in waste tonnage and slight increase in recycling tonnage, particularly for food waste. Overall recycling rate for the business service is at 26%.
45	Develop and deliver initiatives aimed at increasing participation in food waste recycling	Provide a new food waste service to communal properties without the service, meeting legislative requirements and increasing recycling rates	Medium term	Transport & Waste Services Manager	No of properties added to food waste collections Tonnage of food waste	Green	<p>Continued to work in partnership with SEP (Surrey Environment Partnership) to rollout the food waste service to as many properties not currently on the scheme as possible.</p> <p>An additional 1,500 flats have been added to the food waste collection in 2025.</p> <p>All properties that are considered viable for a food waste collection service are now on the scheme.</p>
46	Develop and deliver initiatives aimed at reducing the contamination of dry mixed recycling (DMR) to help increase the quantity and quality that is recycled	A reduction in contamination of DMR bins across the Borough	Short term	Transport & Waste Services Manager	No of initiatives delivered Tonnage reduction in DMR bin contamination	Green	<p>Levels of contamination in DMR bins has been relatively low in the past year, showing a positive trend of low levels of contamination. On average contamination, when including the glass recycling service, has been around 12.5%.</p> <p>A Waste & Recycling guide mail-out went out to most households in Epsom and Ewell covering the recycling service and reminding residents what can and cannot go in each bin.</p>
47	Continue to deliver the Council's Single-use Plastics Policy	Eliminate where possible the use of single-use plastics at Borough buildings and venues	Medium term	Env & Sustainability Officer	No of initiatives delivered	Green	Implemented where possible. Continue to explore options for any remaining SuP use where like-for-like replacement has not been viable.

Epsom & Ewell Climate Change Action Plan

Objective		Desired Outcome/s	Timescale	Lead	Performance Indicator	Rating	Current Progress (2025)
48	Support sustainable practices at the Epsom Market Place	This could include encouraging use of sustainable packaging, reduction in single use items, recycling and reuse, efficient use of energy and water	Medium term	Head of Operational Services	No of initiatives implemented	High	Continue to promote sustainable practices at the Market Place, where feasible, including on eliminating single use plastics, maximising the recycling of food waste, cardboard, paper and glass and no residual landfill waste collection required or provided.
49	Explore opportunities to promote reuse across the Borough, such as setting up a 'Library of Things'.	Facilitate increased opportunities for reuse and a reduction in waste	Medium term	Env & Sustainability Officer	No of initiatives implemented	High	<p>A proposal to set up a Library of Things at Bourne Hall is being progressed by Epsom & Ewell Climate Action Network. A funding bid to CIL to support the setting up of the scheme has been agreed (dependent on agreement of location).</p> <p>The Epsom Repair Café has continued to operate at Epsom Methodist Church, with 9 repair events through the year.</p>

THEME 6 – Use of technology and information systems

50	Continue to implement and develop agile working practices to reduce employee journeys and business miles	Utilise conference technology and roll out the IT equipment necessary to enable staff and partner organisations to meet virtually and reduce journeys	Short term	Head of ICT	Business mileage Measures implemented	Excellent	<p>Office 365/Sharepoint roll out has increased functionality for sharing and working on documents digitally. Training for all staff is being rolled out with first wave undertaken in October 2025.</p> <p>Business mileage emissions for 2024/25 were 4.47tCO2e. There has been a small decrease compared to previous year. Overall, since 2019/20, there has been a reduction of 43% equivalent to a saving of 3.47tCO2e.</p>
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Epsom & Ewell Climate Change Action Plan

Objective	Desired Outcome/s	Timescale	Lead	Performance Indicator	Rating	Current Progress (2025)
51	Continue to improve the Council's digital conferencing facilities and wider digital transformation to reduce the need for staff, customers, Members and partners to travel.	Minimise paper use and reduce customer journeys	Short term	Head of ICT	Measures implemented	Ongoing implementation of phase 2 of My Council Services (MCS) project – aim to make it as easy as possible for customers to make requests/transactions etc online.
52	Progressively move the Council's systems to more energy efficient cloud solutions	Develop and implement a road map for migrating systems to the cloud and ensuring cloud solutions are using renewable sources of energy	Short term	Head of ICT	No of servers reduced Reduction in electricity consumption of server room	Under the IT Strategy continuing the 'Cloud preference' approach, moving servers on to cloud system. The electricity consumption for the IT server room at the Town Hall has continued to reduce in 2025 – a 16% reduction in the past year (45% since 2020).

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REVENUE BUDGET 2026/27

Head of Service:	Cagdas Canbolat, Director of Corporate Services and Section 151 Officer (Chief Finance Officer)
Report Author	Vanessa Newton, Senior Accountant
Wards affected:	(All Wards);
Urgent Decision?(yes/no)	No
If yes, reason urgent decision required:	N/A
Appendices (attached):	None.

Summary

This report sets out budget estimates for income and expenditure for Environment Committee services in 2026/27.

Recommendation (s)

The Committee is asked to:

- (1) Recommend the 2026/27 service estimates for approval at the budget meeting of Full Council in February 2026.

1 Reason for Recommendation

- 1.1 The recommendations will enable the Council to meet its statutory duty to set a balanced budget for 2026/27.

2 Background

- 2.1 In February 2025, Full Council agreed an updated four-year Medium Term Financial Strategy to 2027/28 (MTFS). The MTFS aims to maintain the financial health of the Council whilst delivering the priorities in the Corporate Plan. The MTFS was further revised in light of further information, as reported to Strategy & Resources Committee in July 2025.
- 2.2 The figures in this report reflect the provisional local government finance settlement for 2026/27. The figures in this report reflect the work undertaken by budget managers and finance staff to identify any changes in resourcing requirements, and the provisional local government finance settlement for 2026/27.

- 2.3 Service estimates for this Committee are included in the draft Budget Book 2026/27 that will be made available to all Councillors.
- 2.4 Estimates have been prepared on the basis that existing services to residents are maintained, unless specified otherwise in section 5.
- 2.5 To allow the Council to determine the budget and Council Tax in February, the Committee estimates have been presented as follows:-
 - 2.5.1 The Budget Book contains the service estimates for 2026/27.
 - 2.5.2 Unavoidable cost increases and income reductions are reflected in the estimates.
 - 2.5.3 Recommended increases to fees and charges have been included within the Budget Book and the income estimates.
- 2.6 All increases in charges are subject to approval by the Committee/Council.

3 Forecast Outturn 2025/26

- 3.1 Before considering the revenue estimates for 2026/27, this section provides a summary of the forecast outturn for the current financial year 2025/26.
- 3.2 The probable outturn specifically for Environment Committee is a favourable variance of £180,000 which is shown in the following table. The key reasons for the major variances are explained in the subsequent paragraphs.

Environment Committee	Published Budget	Current Approved Budget	Forecast Outturn Q2	Forecast Variance
Service Group	£'000	£'000	£'000	£'000
Car Parking	(2,615)	(2,616)	(2,616)	0
Environmental Services	3,330	3,462	3,282	(180)
Contract Management	0	84	84	0
Environmental Health	674	749	749	0
Countryside, Parks & Open Spaces	2,414	2,486	2,486	0
Environment Committee	3,803	4,165	3,985	(180)

3.3 This variance consists of an adverse variance of £20,000 within cemeteries, due to what is believed to be a structural decrease in the numbers using the service and will be addressed through the 2026/27 budget setting process. This is offset by a favourable variance within waste services of £200,000 as a result of higher Extender Producer Responsibility funding than originally anticipated.

4 Proposals for 2026/27 Budget

4.1 The service estimates for 2026/27 are included in the draft Budget Book, circulated to councillors in January.

4.2 A summary of the Committee's service estimates for 2026/27 is shown in the following table:

Environment Committee	Published Budget 2025/26	Base Position 2026/27
Service Group	£'000	£'000
Car Parking	(2,615)	(2,656)
Environmental Services	3,330	3,531
Contract Management	0	0
Environmental Health	674	774
Countryside, Parks & Open Spaces	2,414	2,578
Environment Committee	3,803	4,227

4.3 The following table comprises a summary of the main changes to the Committee's proposed budget for 2026/27 compared with the published budget for 2025/26.

Environment Committee	Budget £'000
Published Budget 2025/26	3,803
Service Group	Change
All	Variations in pay, pension (IAS19) & support service recharges
All	Change in fees and charges
Environmental Services – Waste Services	Increased Extended Employer Responsibility funding
Environmental Services – Waste Services	Removal of unachievable efficiency saving

Environmental Services – Waste Services	Increased agency costs	80
Environmental Services – Waste Services	Removal of Surrey Environmental Partnership transactions	70
All	Electricity efficiency savings	(26)
All	Increased transport costs	40
All	Sundry variations	(11)
Base Position 2026/27		4,227

5 Risk Assessment

Legal or other duties

5.1 Equality Impact Assessment

5.1.1 None arising from the contents of this report.

5.2 Crime & Disorder

5.2.1 None arising from the contents of this report.

5.3 Safeguarding

5.3.1 None arising from the contents of this report.

5.4 Dependencies

5.4.1 Other Policy Committees are also being presented with their budgets for approval in the January committee cycle.

5.5 Other

5.5.1 In preparing the revenue budget estimates officers have identified the following main risks facing the Committee in delivering services within the budget. These budgets will require careful management during the year.

Service	Risk	Budget Estimate 2026/27	Risk Management
Car Parking	Medium: The current cost of living crisis may impact adversely on car park visitor numbers.	Total Budgeted Income £4,675k 5% change	Monthly monitoring and work analysing individual car park performance against target will be undertaken.

		<p>affects income by £234k; 25% change affects income by £1.17m</p>	<p>The current projections rely heavily on additional parking for new retail businesses. This will be monitored. Additional income streams and a long-term strategy for the future of Council car parks to be considered.</p>
Waste Collection and Trade Waste	<p>Medium: Difficult economic conditions may cause businesses to close resulting in reduced customer base. Difficulty in recruiting staff and adverse sickness levels may lead to higher than budgeted agency staff costs. Changes following the publication of the government Waste Strategy could require costly changes to services.</p>	<p>Total budgeted income £1,428k; 10% change affects income by £143k.</p> <p>Total budgeted employee costs £1,892k; 10% change raises costs by £189k.</p>	<p>Monitoring service delivery options within government guidelines.</p> <p>Working with HR to tackle causes of staff sickness and regular monitoring of agency requirements. Careful analysis of required changes to services and seeking value for money from proposed solutions.</p>

6 Financial Implications

- 6.1 The draft Budget Book 2026/27 is highly detailed; therefore, any questions or queries should be sent to relevant officers in advance of the committee meeting wherever possible.
- 6.2 **Section 151 Officer's comments:** These areas are at risk of financial pressure, particularly income from fees and charges, which carries a high risk of under recovery if service usage is not as forecast. It is essential that the Committee remains vigilant and proactive in managing these risks.

7 Legal Implications

- 7.1 The Council will fulfil its statutory obligations to produce a balanced budget and to comply with its policy on equalities.

7.2 Although there are no direct legal implications arising from this report, decisions taken about the budget will impact the services which can be delivered. In the event of any impact, there will need to be an equalities impact assessment in relevant cases.

7.3 **Legal Officer's comments:** None save as outlined above.

8 Policies, Plans & Partnerships

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

- Effective Council.

8.2 **Service Plans:** The matter is included within the current Service Delivery Plan.

8.3 **Climate & Environmental Impact of recommendations:** None arising directly from the contents of this report.

8.4 **Sustainability Policy & Community Safety Implications:** None arising directly from the contents of this report.

8.5 **Partnerships:** Many services are provided by the Council without the direct involvement of other agencies. There is, however, an increasing role for partnership working with others to achieve mutually agreed objectives. The benefits and risks need to be assessed in each specific case to ensure that value for money is secured and the Council's priorities are delivered in the most efficient and effective manner.

8.6 **Local Government Reorganisation Implications:** While the current Medium Term Financial Strategy has been prepared on a three-year basis, the assumptions underpinning 2027/28 and beyond will require close monitoring, as they are likely to change while Surrey implements LGR which will be in place by 1 April 2027. The figures presented here does help to form an important reference point for East Surrey unitary authority.

8.7 The council will ensure that its planning assumptions are regularly reviewed and that emerging risks are clearly understood to support a smooth transition to the new unitary authority.

8.8 However, it's important to note that Local Government Reorganisation continues to present a strategic risk for the Council and necessary arrangements are put in place to address the emerging financial and other risks.

9 Background papers

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

Previous reports:

- [2026/27 Strategic Financial Planning report to Strategy & Resources – 15 July 2025.](#)
- [2026/27 Budget Targets report to Environment Committee on 14 October 2025.](#)

Other papers:

- Draft 2026/27 Budget Book.

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CAPITAL PROGRAMME 2026/27

Head of Service:	Cagdas Canbolat, Director of Corporate Services and Section 151 Officer (Chief Finance Officer)
Report Author:	Vanessa Newton, Senior Accountant
Wards affected:	(All Wards);
Urgent Decision?(yes/no)	No
If yes, reason urgent decision required:	N/A
Appendices (attached):	Appendix 1 – Proposed Five year Capital Programme Appendix 2 – Capital Appraisal forms

Summary

This report summarises the proposed 2026/27 capital programme and a provisional programme for 2027/28 to 2030/31. The Committee's approval is sought for the programme to be submitted to Council in February 2026.

Recommendation (s)

The Committee is asked to:

- (1) Submit the capital programme for 2026/27 as identified in section 3 of this report to the Council for approval on 10 February 2026;
- (2) Agree that the two schemes detailed in section 4 be removed from the existing capital programme and the allocated budget returned to the balance of capital receipts available for funding the 2026/27 capital programme;
- (3) Note the provisional forecast of schemes for the capital programme for 2027/28 to 2030/31.

1 Reason for Recommendation

- 1.1 To seek the Committee's approval to submit the proposed capital programme for 2026/27 to Council in February 2026 and to inform of the schemes included in the provisional forecast for 2027/28 to 2030/31.

2 Background

- 2.1 The Capital Strategy was last agreed by Full Council on 11 February 2025 at which time the capital programme was approved for 2025/26. Schemes for 2026-2030 were provisional pending the annual budget review and an annual assessment of funds for capital investment.
- 2.2 The terms of reference for Financial Strategy Advisory Group (FSAG) include the preparation of the annual capital programme. In order to undertake this, FSAG assesses all capital proposals and recommends a programme for approval to the Policy Committees.
- 2.3 The programme assumed funding from capital receipts and government grants. The total proposed level of investment for the 2026/27 programme is £1.945 million - £1.604 million within Community and Wellbeing Committee and a further £341,000 within Environment Committee. Combined with funding from the Disabled Facilities Grants of £974,000, this leaves £971,000 to be funded from the capital receipts reserves and other means if all schemes should be recommended to progress.
- 2.4 The estimated balance of capital receipts at 31 March 2026, assuming funding of the 2025/26 capital programme is £1.97m. The agreed minimum threshold of capital receipts is £1m. Once the balance drops to £1m, future capital programmes will need to be funded from grant, revenue contributions or borrowing.

3 Core Programme 2026/27

- 3.1 FSAG recommended that the following schemes should be considered by this Committee for inclusion in the capital programme in 2026/27, subject to the Committee approving the project appraisals.
- 3.2 The final proposals considered by FSAG on 21 November 2025 to be funded from corporate capital resources amounted to £2.856 million.
- 3.3 Given the limited resources available, FSAG recommended that the Epsom Playhouse toilet refurbishment budgeted at £175,000 not proceed, and the Ashley Centre Level 5 replacement lamp columns budgeted at £240,000 be deferred to a later date.
- 3.4 FSAG agreed to recommend schemes totalling £1.945 million which can be funded within the available balance of capital receipts and external DFG grant. A further two schemes totalling £1.47 million within Community and Wellbeing committee were also supported if available funds can be identified.
- 3.5 FSAG did recommend the following projects within the Environment Committee be submitted to Full Council for approval:

Capital Scheme	Proposed Budget 2026/27 £'000	Expected Funding Source
Ashley Centre car park - Overcoating waterproof membrane	191	Corporate capital resources
Upper Pond Bank Replacement Phase 2	150	Corporate capital resources
Total Environment Committee	341	

4 Reallocation of Existing Capital Budgets

4.1 In addition to considering the proposed schemes for the 2026/27 capital programme, FSAG also considered the existing programme and discussed schemes which had been unable to progress due to the tenders received exceeding budget.

4.2 Within Environment Committee, the two schemes which have stalled are detailed in the following table:

Capital Scheme	Approved Budget £'000	Lowest Cost Estimate
Alex Rec Dojo	170	390
Stew Ponds Desilting	150	240
Total	320	630

4.3 The original proposal for the Alex Rec Dojo project was based on a spend to save basis. Rental income of £30,000 per annum was expected from a martial arts organisation. When the tenders received exceeded this budget the scheme became unviable. Additional funding was sought from other avenues, but securing it was unsuccessful.

4.4 It is understood that the organisation who was going to rent the new building have now found alternative premises, thereby jeopardising the viability of the scheme further. It was therefore suggested that the original allocation of £170,000 be returned to the balance of available capital receipts to fund the 2026/27 programme.

4.5 FSAG reconsidered the scheme to desilt Stew Ponds in light of the revised cost based on a consultant's estimate and concluded that the increased price did not represent value for money for residents. As the proposal for additional budget for this scheme (considered alongside the other 2026/27 proposals) was unsuccessful, it was suggested the original £150,000 allocation be returned to the balance of available capital receipts to fund the 2026/27 programme.

5 Provisional Forecast 2027/28 to 2030/31

5.1 FSAG also considered the provisional forecast for the subsequent four years, which has been compiled through drawing information from the Asset Management Plan for buildings and other known capital expenditure requirements.

5.2 The 2027/28 to 2030/31 provisional forecast for Environment Committee currently comprises the following sums, with individual schemes shown in Appendix 1:

Provisional Forecast	2027/28	2028/29	2029/30	2030/31	Total
	£'000	£'000	£'000	£'000	£'000
Ashley Centre multi storey car park	240	60	0	0	300
Auriol Pavilion	0	0	300	0	300
Harrier Centre King Georges field	0	0	115	0	115
Hook Road multi storey car park	113	38	38	0	189
Total Environment Committee	353	98	453	0	904

5.3 The provisional forecast provides an illustration of the Council's anticipated capital expenditure need from 2027/28 to 2030/31 but is not an exhaustive list as future schemes may be identified through other workstreams such as the Climate Change Action Plan and Annual Plan cycle.

5.4 A greater reliance on external funding should be sought to fund capital schemes, however, if it cannot be secured, capital receipts or other alternative funding would be applied instead.

5.5 The Council expects to review its discretionary services in 2026/27. Should a property be impacted by these reviews or Council priorities change, capital works may be deferred until the outcome of reviews is known. Each year, the forthcoming annual programme will be reviewed by FSAG through the annual capital budget setting process with proposals assessed against the agreed criteria, and the programme updated accordingly.

6 Risk Assessment

Legal or other duties

6.1 Equality Impact Assessment

6.1.1 None for the purposes of this report.

6.2 Crime & Disorder

6.2.1 None for the purposes of this report.

6.3 Safeguarding

6.3.1 None for the purposes of this report.

6.4 Dependencies

6.4.1 None for the purposes of this report.

6.5 Other

6.5.1 None for the purposes of this report.

7 Financial Implications

7.1 Officers in the Projects Team have scheduled sufficient capacity to deliver the recommended schemes next year.

7.2 **Section 151 Officer's comments:** All financial comments have been included within the body of the report.

8 Legal Implications

8.1 **Legal Officer's comments:** None for the purposes of this report.

9 Policies, Plans & Partnerships

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

- Effective Council.

- 9.2 **Service Plans:** The matter is included within the current Service Delivery Plan.
- 9.3 **Climate & Environmental Impact of recommendations:** None for the purposes of this report
- 9.4 **Sustainability Policy & Community Safety Implications:** None for the purposes of this report.
- 9.5 **Partnerships:** None for the purposes of this report.
- 9.6 **Local Government Reorganisation Implications:** LGR introduces a significant degree of uncertainty and transition risk that must be carefully considered in the management of the Council's capital programme.

10 Background papers

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

Previous reports:

- None.

Other papers:

- [Initial Capital Proposals – 2026/27, Financial Strategy Advisory Group, 27 September 2025.](#)
- [Final Capital Proposals – 2026/27, Financial Strategy Advisory Group, 22 November 2025.](#)
- Capital Strategy for agreement at Full Council in February 2026.

Appendix 1 - Five year capital programme for consideration

Committee	Asset/Project	2026/27	2027/28	2028/29	2029/30	2030/31	Total
		£'000s	£'000s	£'000s	£'000s	£'000s	£'000s
C&W	Disabled Facilities Grant Programme	974	974	974	974	974	4,870
ENV	Ashley Centre Multi Storey Car Park	191	240	60	0	0	491
ENV	Auriol Pavilion	0	0	0	300	0	300
C&W	Bourne Hall	1,590	145	250	118	0	2,103
C&W	Epsom Playhouse	510	0	0	0	0	510
C&W	Ewell Court House	0	0	105	0	0	105
ENV	Harrier Centre King Georges field	0	0	0	115	0	115
ENV	Hook Road Multi Storey Car Park	0	113	38	38	0	189
S&R	Longmead Depot	0	53	0	60	0	113
S&R	Town Hall	0	0	60	0	0	60
ENV	Uppermill Pond Bank Replacement	150	0	0	0	0	150
	Epsom & Ewell Borough Council Total	3,415	1,525	1,487	1,605	974	9,006

Asset	Project
2027/28	
Ashley Centre Car Park - £240k	£240k Level 5 Replacement Lamp Columns
Bourne Hall - £145k	£75k Hard surfaces resurfacing/£70k Library toilets refurbishment
Hook Road Car Park - £113k	£75k Lifts Refurbishment/£38k Lighting Level Phase 1 Upgrade
Longmead Depot - £52.5k	£52.5k External lighting upgrade
2028/29	
Ashley Centre Car Park - £60k	£60k Distribution boards upgrade
Bourne Hall - £250k	£100k Colourwash Lighting/ £150k Hall with stage lighting
Ewell Court House - £105k	£105k Boiler replacement
Hook Road Car Park - £38k	£38k Lighting level Phase 2 upgrade
Town Hall - £60k	£60k Distribution boards upgrade
2029/30	
Auriol Pavilion - £300k	£300k Changing rooms, showers, toilet refurbishment
Bourne Hall - £118k	£118k Electrical Distribution Inc Boards upgrade
Harrier Centre King Georges field - £115k	£60k Roller shutter replacement/£55k Hard surfaces resurfacing
Hook Road Car Park - £38k	£38k Lighting level Phase 3 upgrade
Longmead Depot - £60k	£60k Distribution boards upgrade
2030/31	
No plans	

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**COMMITTEE &
PROPOSAL
NUMBER**

Environment

PROJECT TITLE

Ashley Centre multi-storey car park - overcoating waterproof membrane

ACCOUNTABLE OFFICER

Officer responsible for project planning and delivery of the scheme. Accountable officers are also responsible for post project review.

Rod Brown/Richard Chevalier/Tony Foxwell

DETAILS OF PROJECT

<p>Project scope, what is included/excluded in the scheme</p>	<p>This bid was approved for 2025-26 on the budget of £180k after the full original bid was reduced, we intended to carry out works to level 1A & B only in phased sections, some works planned out of hours which increases costs for labour. We took advice from the manufacturer and had a cost estimate from the approved contractor. During the tender period there were some discrepancies on assumptions made by the manufacturer as to which areas were effectively roof over shops, therefore a product change was required to achieve the correct guarantee. This led to an increase in the tender costs. Two bids came in on the old specification and were non-compliant, the other two were in £327k and £356k range. The project was put on hold, and we request additional funds to proceed in the capital process for 2026-27</p> <p>Request additional budget £175k + additional £20k to increase contingency.</p> <p>Criteria</p> <p>Where it is mandatory for the Council to provide the scheme (e.g., Disabled Facilities Grants and Health and Safety). Minimum required to continue to deliver the services of Council (e.g., Minimum level of building maintenance and IT).</p> <p>Scope of Works</p> <p>To level 1a & 1b of multistorey car park - Apply new waterproof membrane as existing coating is wearing off. The guarantee expired a couple of years ago. The entrance area is looking shabby where the deck shield no longer provides waterproof protection to the floor. The works will involve shutting areas of the car park to carry out the works. An element of working during the evening will be required for entrance and exit Level one due to the extensive traffic through the normal working day. The areas must be scabbled off, cleaned and prepared. Any deviations and spalling in the existing surface will have to be made good prior to application of a new deck shield product. This is applied in a 3-coat system and new line markings are applied.</p>
<p>Project outcomes and benefits</p>	<p>Criteria</p> <ul style="list-style-type: none"> - Where it is mandatory for the Council to provide the scheme (e.g., Disabled Facilities Grants and Health and Safety). - Minimum required to continue to deliver the services of Council

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	(e.g., Minimum level of building maintenance and IT).
	<p>Benefits</p> <p>EEBC has a duty of care to protect the shopping centre below from water ingress. Facilitating a waterproofing membrane will prevent leaks, protect the concrete from carbonisation and will be aesthetically pleasing. Deferring these works may increase the risk of immediate damage into the shopping centre or incur more concrete repairs. Prevention tends to be cheaper than remedial works.</p>

FINANCIAL SUMMARY

		Cost of Project £	Comments and detail where necessary. Provide appendices where relevant. Examples of business cases spreadsheets can be found in the Finance Handbook
a	Estimated cost of purchase, works and/or equipment	350k	£184k agreed in 2025-26 Capital programme, additional £191k required to increase the budget.
b	Consultancy or other fees	25k	Consultancy and legal fees
c	Total Scheme Capital Costs (a+b)	375k	
d	External Funding Identified (e.g. s106, grants etc.) Please give details, including any unsuccessful funding enquiries you may have made.	0	
e	Net Costs to Council (c-d)	375k	
f	Internal Sources of Capital Funds Identified (e.g. repairs & renewals reserve etc.)	0	
g	Capital Reserves Needed to Finance Proposal (e-f)	375k	
h	Annual Ongoing Revenue Additional Savings as a Direct Result of the Project	0	
i	Annual Ongoing Revenue Additional Costs as a Direct Result of the Project	0	

Year	2026/27 £
Spend Profile of Scheme – please identify which year (s) the scheme spend will fall into	2026 – spend £375k

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REVENUE IMPACT

Can Revenue Implications be funded from the Committee Base Budget? – Please give details	N/A
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ENVIRONMENTAL IMPACT

Does the scheme meet any of the Council's Climate Change Action Plan targets, and if so, which ones?	N/A
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STRATEGIC PRIORITIES 2025-2027

Is this investment linked to EEBC's Corporate Strategies? If so, say which ones and evidence how. How does project fit within service objectives?	No
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TIMESCALES

What is the proposed timetable for completion of the project? Give estimated start and finish dates for each stage of the project. These dates will be used as milestones during quarterly budget monitoring to assess performance of project delivery.

		Target Start Date	Target Finish Date
1	Design & Planning	Jan/April 2026	
2	Further Approvals Needed	no	
3	Tendering (if necessary)	May/June 2026	
4	Project start date	August 2026	
5	Project Finish Date	September 2026	

BASELINE CRITERIA

All capital schemes are assessed against criteria set by the Capital Member Group annually. Proposals should meet at least one of these criteria. State which capital criteria(s) for assessing proposals are met and why. Leave blank any which are not met.

Spend to Save schemes should meet the following criteria:

- Payback of the amount of capital invested in the project within 5 years (10 years for renewable energy projects).
- The return required on capital employed should be linked to the potential cost of borrowing (MRP) rather than potential loss of investment income.
- Risk of not achieving return on investment is low.
- Clear definition of financial cost/benefits of the scheme.

Members may consider schemes with longer paybacks on major spend to save projects going forward, especially those that incur borrowing.

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<p>Is there a guarantee of the scheme being fully externally funded and is it classed as a high priority? Please give details of funding streams, including any restrictions on the funding.</p>	
<p>Is the Scheme a Spend to Save Project? Will investment improve service efficiency including cost savings or income generation? What is the payback in years?</p>	
<p>Is it mandatory for the Council to provide the scheme? Is investment required to meet Health and Safety or other legislative requirements? If so state which requirements.</p>	<p>Yes, the works will help prevent oxidisation of reinforcement causing spalling and damage to concrete surface. This prevents slips trips and falls.</p>
<p>Is this project the minimum scheme required to continue to deliver the services of the Council? - Is investment required for the business continuity of the Council? If so, say how.</p>	

ASSET MANAGEMENT PLAN

Is investment identified in the Council's Asset Management Plan?	yes
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PRIORITISATION

State which one of the four prioritisation categories are met and why.

1	Investment essential to meet statutory obligation.	Yes, we have an obligation to prevent water leaks into the shopping centre in terms with lease repairing conditions.
2	Investment Important to achieve Key Priorities.	
3	Investment important to secure service continuity and improvement.	
4	Investment will assist but is not required to meet one of the baseline criteria.	

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RISKS ASSOCIATED WITH SCHEME

1	Outline the risks of delivering this project to timetable and budget. (Please do not include risks to the service or asset if project is not approved.)	The Budget is now based on the recent tenders received. This product has specific application temperatures and cannot be applied in the winter; this may affect delivery if works are not specified and tendered ready for the summer of 2026
2	Are there any risks relating to the availability of resources internally to deliver this project	Design & Specification is already prepared and ready to go back out to tender when the extra budget is approved. We can deliver this in house, no consultants required
3	Consequences of not undertaking this project	Could get water leakage into the shopping centre
4	Alternative Solutions (Other solutions considered – cost and implications)	None

Is consultation required for this project? Please give details of the who with and when by.	Yes, with the Ashley shopping centre and the general public to advise of dates of work and disruption to the car park.
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Ward(s) affected by the scheme	Town ward
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Accountable Officer Responsible for Delivery of the Scheme

Name and Signature

Whole life revenue costs of capital project

Where savings or budget virements are being used to part fund a project, the relevant budget manager must sign the appraisal form.

Accountable Officers for the revenue implications of the project

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Project Manager Name and Signature Date

Revenue Budget Holder Name and Signature Date

Service Accountant Name and Signature Date

Director Name and Signature Date

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COMMITTEE & PROPOSAL NUMBER

Environment Committee

PROJECT TITLE

Uppermill pond band replacement - Phase 2

ACCOUNTABLE OFFICER

Officer responsible for project planning and delivery of the scheme. Accountable officers are also responsible for post project review.

Ian dyer

DETAILS OF PROJECT

<p>Project scope, what is included/excluded in the scheme</p>	<p>This bid was approved for 2025-26 on the budget of £150k, this budget estimate was given to us by consultant as best cost at the time, when we reapproached the consultant this year. They prepared a new cost estimate which far exceeded the first. Please see report from land and water attached of new estimated costs.</p> <p>We require additional funds to carry out these works in 2026-27 of £150k</p> <p>Criteria</p> <ul style="list-style-type: none"> - Where the scheme is consistent with the Council's Climate Change Action Plan, subject to affordability, supported by a robust business case and value for money can be demonstrated through a maximum payback period of 10 years - Minimum required to continue to deliver the services of Council (e.g., Minimum level of building maintenance and IT). <p>Scope of Works</p> <p>The previous first phase works were very successful however the section of wall from the Main water pipe down to the Samaritans has also started leaking and causing excessive water loss. We have a statutory obligation to repair this to prevent water loss. The proposal is to remove dead and dangerous trees close to the wall and provide and install new sheet piling to create new riverbank wall.</p> <p>The works are in two stages the preliminary stage includes the consultant's pre-construction management, surveys including Ground Investigations, service tracing, materials sampling and analysis. Flood Risk plan, ground penetrating radar survey etc.</p> <p>Second stage is procurement, legal contracts, then effectively the works provision of heavy plant, welfare facilities, ground protection, diverting water, pumps, sheet piling and removal of trees and foliage. Constructing the timber fascia covering to water bank, clearing site. Replanting as necessary.</p>
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<p>Project outcomes and benefits</p>	<p>Benefits and opportunities The works when completed will reduce leakage from riverbanks, help in repairing the river eco system, ensure we comply with the Hogsmill catchment partnership agreement and satisfy our biodiversity duty under the natural environment and rural committees Act 2006 as a public body.</p> <p>Questions from the 2024 initial bid Clarification sought as to whether the water pipe falls under the Council's remit or is the local waterboard responsible? The waterpipe is mentioned only as an indicator from where the second phase works start. There are no works to the waterpipe as this is the waterboards responsibility.</p> <p>What is the impact of the water loss? If works were deferred, would this lead to building damage/subsidence/environmental hazard to wildlife? The impact of the water loss is seen further down the hogsmill and is causing danger to local wildlife conditions. If banks were to break, then severe flooding would occur to the area by the Samaritans.</p> <p>Note These are budget figures at this stage until a consultant is instructed to prepare a design proposal and prepare an official cost estimate and will be subject to change depending on this and the extensive procurement and legal process</p>
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FINANCIAL SUMMARY

		Cost of Project £	Comments and detail where necessary. Provide appendices where relevant. Examples of business cases spreadsheets can be found in the Finance Handbook
a	Estimated cost of purchase, works and/or equipment	260k	£150k original capital budget for 2025-26, additional budget of £150k required.
b	Consultancy or other fees	40k	Legal and consultant's fees
c	Total Scheme Capital Costs (a+b)	300k	
d	External Funding Identified (e.g. s106, grants etc.) Please give details, including any unsuccessful funding enquiries you may have made.	0	
e	Net Costs to Council (c-d)	300k	
f	Internal Sources of Capital Funds Identified (e.g. repairs & renewals reserve etc.)	0	

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g	Capital Reserves Needed to Finance Proposal (e-f)	150k	
h	Annual Ongoing Revenue Additional Savings as a Direct Result of the Project	0	
i	Annual Ongoing Revenue Additional Costs as a Direct Result of the Project	0	

Year	2026/27 £
Spend Profile of Scheme – please identify which year (s) the scheme spend will fall into	2026 - £300k

REVENUE IMPACT

Can Revenue Implications be funded from the Committee Base Budget? – Please give details	N/A
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ENVIRONMENTAL IMPACT

Does the scheme meet any of the Council's Climate Change Action Plan targets, and if so, which ones?	No, but it will help the environment and eco system.
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STRATEGIC PRIORITIES 2025-2027

Is this investment linked to EEBC's Corporate Strategies? If so, say which ones and evidence how. How does project fit within service objectives?	No
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TIMESCALES

What is the proposed timetable for completion of the project? Give estimated start and finish dates for each stage of the project. These dates will be used as milestones during quarterly budget monitoring to assess performance of project delivery.

		Target Start Date	Target Finish Date
1	Design & Planning	April 2026	
2	Further Approvals Needed	no	
3	Tendering (if necessary)	May/June 2026	
4	Project start date	September 2026	
5	Project Finish Date	Dec 2026	

BASELINE CRITERIA

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All capital schemes are assessed against criteria set by the Capital Member Group annually. Proposals should meet at least one of these criteria. State which capital criteria(s) for assessing proposals are met and why. Leave blank any which are not met.

Spend to Save schemes should meet the following criteria:

- Payback of the amount capital invested within the project within 5 years (10 years for renewable energy projects).
- The return required on capital employed should be linked to the potential cost of borrowing (MRP) rather than the potential loss of investment income.
- Risk of not achieving return on investment is low.
- Clear definition of financial cost/benefits of the scheme.

Members may consider schemes with longer paybacks on major spend to save projects going forward, especially those that incur borrowing.

Is there a guarantee of the scheme being fully externally funded and is it classed as a high priority? Please give details of funding streams, including any restrictions on the funding.	
Is the Scheme a Spend to Save Project? Will investment improve service efficiency including cost savings or income generation? What is the payback in years?	
Is it mandatory for the Council to provide the scheme? Is investment required to meet Health and Safety or other legislative requirements? If so state which requirements.	We have a statutory obligation to repair this to prevent water loss.
Is this project the minimum scheme required to continue to deliver the services of the Council? - Is investment required for the business continuity of the Council? If so, say how.	

ASSET MANAGEMENT PLAN

Is investment identified in the Council's Asset Management Plan?	yes
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PRIORITISATION

State which one of the four prioritisation categories are met and why.

1	Investment essential to meet statutory obligation.	We have a statutory obligation to repair this to prevent water loss.
2	Investment Important to achieve Key Priorities.	
3	Investment important to secure service continuity and improvement.	
4	Investment will assist but is not required to meet one of the baseline criteria.	

RISKS ASSOCIATED WITH SCHEME

1	Outline the risks of delivering this project to timetable and budget. (Please do not include risks to the service or asset if project is not approved.)	The main risks as I see it are procuring the works as the process is extensive and fraught with complications that may delay this project. Application for the Flood Risk Assessment permissions – this process can take a minimum of 28 weeks and can hold up start dates.
2	Are there any risks relating to the availability of resources internally to deliver this project	We have allowed a sum within the budget for consultants to design specify and run the works.
3	Consequences of not undertaking this project	Low flows are impacting on biodiversity of a globally rare chalk stream, one of only 200 on the planet
4	Alternative Solutions (Other solutions considered – cost and implications)	None

Is consultation required for this project? Please give details of the who with and when by.	Yes, with the environment agency for the Flood Risk Assessment, and Thames water and Southeast water to liaise regarding the extent of the works and timings.
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Ward(s) affected by the scheme	Ewell Ward
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Accountable Officer Responsible for Delivery of the Scheme

Name and Signature

Whole life revenue costs of capital project

Where savings or budget movements are being used to part fund a project, the relevant budget manager must sign the appraisal form.

Accountable Officers for the revenue implications of the project

Project Manager Name and Signature Date

Revenue Budget Holder Name and Signature Date

Service Accountant Name and Signature Date

Director Name and Signature Date