

| ID | Action | Milestone/Indicator | Action Status | Priority | Resourcing | Upcoming Milestones | Deadline | Progress - March 2023 | Teams/ Partners Involved | Officers Involved | Officer Name | Notes |
|--|--|--|---------------|----------|--------------------------------------|---|------------------------|---|---|---|--|---|
| Council Operations - Energy Actions | | | | | | | | | | | | Cells highlighted yellow have suggested changes |
| E1 | Develop and implement an Energy Strategy for the Council to deliver Energy actions, working with partners including the Surrey Energy Partnership and Surrey Climate Commission. | Energy Strategy published by 2022. | Started | High | Within existing budget | CMT in March 2023 | 2023 | A detailed energy strategy has been developed. | Facilities, Surrey Energy Partnership, Climate Commission, Energy Hub | Climate Change Officer | Cameron Dent | |
| E2 | Become members of APSE Energy | Membership Obtained | Complete | High | Will require additional funding | Action complete. | 2020 | Complete - Membership Obtained. | APSE | Senior Planning Officer | Jane Reeves | |
| E3 | Change electricity supply to a 100% green energy tariff for Council owned and operated buildings. Consider options for offsetting gas usage in Council owned and operated buildings. | <ul style="list-style-type: none"> All operational council buildings on a green electricity tariff, or offsetting plan in place. All operational council buildings on "green" gas tariff, or offsetting plan in place. | Pending | High | Will require additional funding | Continue to monitor energy prices. | 2025 | Delayed due to current increases in cost of energy. | Laser energy | Climate Change Officer | Cameron Dent | |
| E4 | Continue and accelerate the rollout of LED lighting across the Council's estate, including parks and open spaces, to reduce energy use. | 100% LED rollout across SHBC estate | Continuing | High | Will require additional funding | Officers have obtained costed proposals to install LEDs at knoll road car park. Talks are progressing with suppliers and installation should go ahead in Q1 23/24. These works are expected to reduce energy use and costs around 60-75%. | Ongoing | All external lighting in parks are currently LEDs. Replacement projects are underway in car parks, park pavilions and the theatre. This means when old lights reach natural end of life, new LEDs are installed. | Greenspaces, Facilities | Climate Change Officer, Parking Services Manager, Interim Estates Manager, Recreation & Leisure Manager | Cameron Dent, Eugene Leal, Mike Cummings, Sue McCubbin | |
| E5 | Continue and accelerate improvements to the energy efficiency of Council owned and operated buildings. Work with tenants to identify and implement measures to improve the energy efficiency of the Council's leased assets. | <ul style="list-style-type: none"> Reduction of energy use in kWh. tCO2e/yr saving. | Continuing | High | Will require additional funding | <ul style="list-style-type: none"> Energy Strategy is being finalised ready to be considered by Executive. Costed building decarbonisation plans are being developed as part of Energy strategy. | Ongoing, deadline 2030 | <ul style="list-style-type: none"> In February 2022 Inspired Energy Solution Ltd were commissioned to conduct energy audits at Surrey Heath House and the Camberley Theatre. In September CCWG were briefed on rising energy prices and implications for SHBC. Energy Strategy has been developed. | Facilities, Investment & Development | Climate Change Officer, Interim Estates Manager, Property Asset Manager | Cameron Dent, Mike Cummings, Alice Theobald | |
| E6 | Identify and bid for external grant funding for energy efficiency and renewable energy projects. | •£ grant funding awarded towards energy efficiency and renewable energy projects. | Continuing | High | Within existing budget | Continue to monitor for funding opportunities. | Ongoing | <ul style="list-style-type: none"> Initial feasibility studies have been conducted at the Camberley Theatre, Frimley Lodge, Surrey Heath House, Knoll Road Car Park, Main Square Car Park & Places Leisure Camberley. Multiple quotations have been obtained for solar arrays at the Theatre. The council has successfully bid for £151K OZEV funding to help cover the cost of installing EV chargers in car parks. We also unsuccessfully bid for funding from the Linbury Trust for efficiency works for the theatre. | Funding Organisations | Climate Change Officer | Cameron Dent | |
| E7 | Examine the viability of installing renewable energy onto Council owned buildings and land, such as solar panels, and identify buildings and/or land that is suitable for renewable energy installations. | <ul style="list-style-type: none"> Costed proposals developed. mWhs of energy produced. tCO2e/yr saving. | Continuing | High | Likely to require additional funding | Costed building decarbonisation plans are being developed as part of the Energy Strategy, this will cover renewable energy generation. | Ongoing, deadline 2030 | Quotes have been obtained for the Theatre and Places Leisure Camberley. | Energy Hub | Climate Change Officer, Parking Services Manager, Interim Estates Manager | Cameron Dent, Eugene Leal, Mike Cummings | |

| Wider Borough - Energy Actions | | | | | | | | | | | |
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| E8 | Promote the introduction of renewable and low carbon energy across the Borough. | # of external comms pieces on renewable and low carbon energy. | Continuing | High | Within existing budget | Our communication channels will be used as and when we have information to share. We will shortly be advertising the governments boiler upgrade scheme, which allows residents to access grants to install ASHPs. | Ongoing | We have continued to promote all relevant schemes e.g. Solar Together run by Surrey CC. | Bs&Ds, SCC | Climate Change Officer, Communications and Engagement Manager | Cameron Dent & Kate Noviss |
| E9 | Work with businesses and citizens across Surrey Heath by providing information and advice on low-cost technologies to reduce energy consumption. | <ul style="list-style-type: none"> # of Action Surrey projects & total tCO2e saved. # of LoCase projects & total tCO2e saved. | Continuing | Medium | Within existing budget | <ul style="list-style-type: none"> Continue to support Action Surrey and promote all applicable energy consumption schemes. Awaiting update and year end report from Action Surrey for 22/23 which will detail total spend and households assisted. | Ongoing | <ul style="list-style-type: none"> Action Surrey manage residential energy efficiency grants on behalf of SHBC and SCC. Between March 2021 and October 2022 it helped over 100 households across Surrey Heath with more than £900,000 of improvements which saved 130 tonnes of carbon. SCC operates the LoCase business grant scheme for energy improvement on behalf of SHBC. | Economic Development, Action Surrey, SCC | Climate Change Officer, Economic Development Manager, Communications and Engagement Manager | Cameron Dent, Joe Walsh, Kate Noviss |
| E10 | <p>Old Action: Examine the potential for zero/low carbon heat networks in the Borough.</p> <p>Updated Action: Working with local partners, examine the potential for zero/low carbon heat & energy networks in the Borough</p> | Determine feasibility of zero/low carbon heat networks in the borough. | Continuing | Medium | Likely to require additional funding | We will conduct a feasibility of opportunities for low carbon heat networks in the borough. If feasibility is promising, we will pursue opportunities for low carbon heat networks with related development projects in the borough. | Ongoing, deadline 2032 | Early results from a study looking at low carbon heat networks indicated potential opportunities for a heat network within Surrey Heath. | SCC, Energy Hub | Senior Planning Officer | Jane Reeves |
| E11 | Work with our partners in local government and the energy supply sector to consider the establishment of district energy networks or similar systems. | N/A | Closed | N/A | N/A | This action will be merged with E10, E11 to be closed. | N/A | This action will be merged with E10, E11 to be closed. | N/A | N/A | N/A |
| E12 | Investigate the potential to survey energy uses and consumption patterns across the Borough. | Understand resident energy use in the borough. | Complete | Low | Within existing budget | Action complete. | Ongoing, deadline 2034 | As part of the latest census, ONS has collected data on how homes are heated, this data is available down to a postcode level. Action Complete. | Bs&Ds, SCC, Energy Hub | Climate Change Officer | Cameron Dent |
| Council Operations - Transport Actions | | | | | | | | | | | |
| T1 | Continue to implement and develop agile working practices to reduce employee journeys and business miles. Encourage greener community and active travel for necessary journeys. | Agile working policy introduced. | Complete | High | Within existing budget | Action complete. | Ongoing | We have an Agile Working policy which was created in 2021 to provide staff with information on the Council's newly adopted agile working rules. | HR | HR Manager | Julie Simmonds |
| T2 | Undertake a survey of employee commuting and business travel patterns. | Employee commuter survey conducted. | Continuing | Medium | Within existing budget | We aim to complete an updated survey in 2023. | Ongoing | Initial staff travel survey was taken in late 2021. This has been used to calculate the carbon footprint associated with staff travel. | HR, SHBC staff | Climate Change Officer, HR Manager | Cameron Dent, Julie Simmonds |
| T3 | Identify incentives that could be used to encourage sustainable modes of transport for staff, including investigating the potential for an employee car club. | # of staff using sustainable modes of transport to commute to work. | Continuing | Medium | Within existing budget | <ul style="list-style-type: none"> Staff interest in a Staff Car Club will be assessed. Conversations with potential providers of a EV salary sacrifice scheme will continue. | Ongoing | <ul style="list-style-type: none"> First staff travel survey identified issues which could be improved to incentivise sustainable and active travel modes. Initial call for staff interest in staff car club went out in January 2023. Conversations are ongoing with providers around starting an EV salary sacrifice scheme. Initial discussions with Octopus were stopped due to predicted high admin costs and a cap on the number of staff who could use this scheme. | HR, SHBC staff | HR Manager, Climate Change Officer | Julie Simmonds, Cameron Dent |
| T4 | Examine the potential to transition SHBC fleet vehicles to electric and/or other low/zero emission vehicles. | <ul style="list-style-type: none"> Reduction in CO2e compared to baseline. All new cars and light goods vehicles in the Council fleet are ultra-low emission by 2025. Where practical, all new heavy goods vehicles in the Council fleet are ultra-low emission by 2030. | Continuing | High | Will require additional funding | <ul style="list-style-type: none"> Community Services will begin trial of 1 EV for delivery of meals through our Meals at Home service in February. Continue discussions with Runnymede Borough Council to part fund the purchase of electric minibuses. | Ongoing | Vehicle owners are aware of the need to adopt EV vehicles, particularly as 2030 will see new ICE vehicles banned from sale. Teams will consider adding EVs to their fleet once current contracts end, or at the end of life of each vehicle. Cost and vehicle availability will be key considerations in this process. | Greenspaces, Parking, Amej, JWS | Climate Change Officer, Vehicle Owners | Cameron Dent & others |
| T5 | Investigate the potential to increase electric vehicle charging points within Council car parks. | # of EV charging points installed across SHBC car park network. | Continuing | High | Likely to require additional funding | <ul style="list-style-type: none"> Installation of 46 EV chargers to begin Easter 2023. In summer 23, officers will evaluate the demand for EV chargers in council owned multi story car parks. | Ongoing | Following a survey of resident car park users 7 locations have been selected for the installation of EV charging points. £151K of OZEV funding has been secured and installation of the infrastructure is due to commence Easter 2023. | Parking, EV installers | Climate Change Officer, Parking Services Manager | Cameron Dent, Eugene Leal |

Wider Borough – Transport Actions

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| T6 | Support the rapid shift to electric vehicles by working in partnership with Surrey County Council and electric vehicle charging point providers to investigate the potential to deliver EV charging points installation projects across the Borough. | # of EV charging points installed across Surrey Heath. | Continuing | High | Within existing budget | <ul style="list-style-type: none"> SHBC will assess the need for a greater roll out of EV charging infrastructure in our multi-story car parks. On-Street Residential EVs charging infrastructure projects are led by SCC. They are starting a second larger trial of EV charge points that does not include Surrey Heath. Once this trial is complete, SCC will decide how and where to roll out the 10,000 EV bays for Surrey County. | Ongoing | <ul style="list-style-type: none"> SHBC have been awarded £151k of government funding to progress the installation of 46 EV chargers at 7 sites. SCC are working with Connected Kerb to plan infrastructure within boroughs (believe this is just within carparks). SHBC are involved in these discussions. | Bs&Ds, SCC | Climate Change Officer, Parking Services Manager | Cameron Dent, Eugene Leal |
| T7 | Start initial work on exploring the opportunity for improving sustainable movement corridors in Surrey Heath, working with Surrey County Council. | N/A | Closed | N/A | N/A | This action will be merged with T8, to be closed. | N/A | This action will be merged with T8, to be closed. | N/A | N/A | N/A |
| T8 | <p>Old Action: Work with partners to prioritise the delivery of strategic infrastructure to be located near key transport hubs, reducing the demand for travelling by private car and improving overall mobility and accessibility, in and between urban areas.</p> <p>Updated Action: Work with SCC to improve sustainable movement corridors and to deliver strategic infrastructure near key transport hubs to enhance mobility and accessibility, in and between urban areas.</p> | <ul style="list-style-type: none"> Completion of LCWIP to identify key cycle and walking routes. Identification of key infrastructure needed to enhance sustainable travel in Surrey Heath. # of sustainable transport routes created. | Continuing | High | Likely to require additional funding | <ul style="list-style-type: none"> Continue to support SCC with the Local Cycling and Walking Infrastructure Plan (LCWIP) and Frimley to Camberley Cycleway, as needed. Collect evidence to support the development of strategic infrastructure and sustainable movement corridors in Surrey Heath, working with SCC. | Ongoing | We have opened discussions with SCC about a Camberley to Frimley Cycleway and the Local Cycling and Walking Infrastructure Plan (LCWIP). | Bs&Ds, SCC | Senior Planning Officer, Climate Change Officer | Jane Reeves, Cameron Dent |
| T9 | Work with SCC to significantly improve the Borough's cycle network, with the potential for the production of a cycle strategy specific to Surrey Heath. | N/A | Closed | N/A | N/A | This action will be merged with T8, to be closed. | N/A | This action will be merged with T8, to be closed. | N/A | N/A | N/A |
| T10 | Investigate the potential for an Urban Consolidation Centre in Camberley which would enable last mile deliveries to be made using electric freight vehicles (including e-bikes) rather than diesel-powered HGVs. | Project feasibility and understanding of demand produced. | Pending | Low | Likely to require additional funding | Will produce a feasibility study which will look to understand demand for a consolidation centre. | 2025 | Work not begun. | Bs&Ds, SCC | Climate Change Officer, Senior Planning Officer, Economic Development Manager | Cameron Dent, Jane Reeves, Joe Walsh |
| T11 | Work with taxi companies and licence holders to consider low carbon vehicles. | Creation of a policy for EV taxis. | Pending - Delayed | Low | Likely to require additional funding | Evaluation of results when available from Surrey Air Alliance pilot project to promote electric vehicle uptake in taxi trade. Project been unable to progress due to delay in Defra grant award decision. | 2025 | Review taxi policy vehicle standards in light of pilot project results. There are currently 4 fully electric private hire vehicles licensed by Surrey Heath. | Bs&Ds, SCC, Taxi Companies | Environmental Health & Licensing Manager | Frances Soper |
| T12 | <p>Old Action: Investigate opportunities to develop a car sharing scheme for local residents.</p> <p>Updated Action: Work with car club/scheme providers to help increase car sharing options for residents</p> | Initial scoping document produced. | Pending | Medium | Likely to require additional funding | Conduct a scoping exercise to better understand organisations we could partner with and the options for implementation. | 2024 | Work not begun. | Car club providers | Climate Change Officer | Cameron Dent |

| Council Operations - Environment Actions | | | | | | | | | | | |
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| ET1 | Continue to minimise the use of herbicides and pesticides where possible and appropriate. | % reduction of herbicide and pesticide use. | Complete | High | Within existing budget | From Jan 23 SHBC has handed back kerb weed control to Surrey County Council. | 2023 | We have significantly reduced the amount of pesticides that we use. We are using natural methods wherever possible e.g. hand-pulling and burning. Kerb weed control has now been handed back to Surrey County Council. | Greenspaces | Recreation and Leisure Manager | Sue McCubbin |
| ET2 | Continue to encourage reduced mowing where appropriate to allow wildflower planting and growth. Review machinery used to undertake works, including increasing the use of low carbon equipment. | <ul style="list-style-type: none"> no. m² wildflower planting. % m² reduction in mowing. | Complete | High | Within existing budget | From Jan 23 SHBC has handed back grass cutting operations to Surrey County Council. | 2023 | We will be looking to use long grass regimes, areas of wildflowers, and natural habitats in the parks. Grass cutting has been handed back to Surrey County Council. | Greenspaces | Recreation and Leisure Manager | Sue McCubbin |
| ET3 | Review potential to undertake a tree density assessment of the Borough, giving a clear understanding of tree cover in the borough. | feasibility study complete. | Complete | | Likely to require additional funding | Accurate tree cover assessment has been complete. | 2023 | In 2023, Friends of the Earth, in partnership with Terra Sulis, have completed the most accurate mapping of tree cover in England. This showed that Surrey Heath was the greenest local authority in the country, with a tree cover of 36.1%. This compares against a tree cover of 12.8% for the whole of England. | | Climate Change Officer, Arboriculturist Officer | Cameron Dent, Alastair Barnes |
| ET4 | Examine the opportunities to improve green infrastructure networks in the Borough, including opportunities for Suitable Alternative Natural Greenspace (SANGs). | Identification of actions to improve green infrastructure networks. | Started | High | Within existing budget | Consultants are due to finalise the Nature Recovery and Green Infrastructure Strategy in Easter 2023. This will set out Green Infrastructure improvement opportunities within the borough. | 2023 | Consultants have been found to produce a study on green infrastructure. | Planning Policy, Greenspaces, Natural England | Senior Planning Officer, Recreation and Leisure Manager | Jane Reeves, Sue McCubbin |
| ET5 | Investigate the potential to 'rewild' the Borough, including open spaces in Council ownership | <ul style="list-style-type: none"> Identification of actions to "rewild" the borough. Planting of fruit orchards in every SANG. | Continuing | Medium | Likely to require additional funding | We are trying to put a fruit orchard in every SANG. We have planted a 50 tree mixed fruit and nut orchard in at Windlemere SANG. | Ongoing | We have identified opportunities to rewild each of our SANG sites. | Greenspaces, Surrey Wildlife Trust | Recreation and Leisure Manager | Sue McCubbin |
| ET6 | Identify opportunities for community gardens/allotments throughout the Borough. | One new community garden opened for local use in 2022/23. | Started | Medium | Within existing budget | The lease is yet to be signed for Catalyst as we had an issue with the building following burst pipes. Discussions are still progressing, and we expect to sign a lease shortly. | 2023 | Discussion with Catalyst, who will manage Flourish Community Garden at Frimley Lodge Park, have been ongoing and a lease is expected to be signed shortly. | Greenspaces, Community | Senior Business Services Officer | Nicola Sherlow |
| ET7 | Examine how the carbon storage capacity of the Council's green assets can be maximised. | Identification of actions to increase the carbon storage capacity in the borough. | Started | Low | Likely to require additional funding | Complete an analysis of other methods of cost effective carbon storage. | 2025 | We have identified tree planting as a cost effective way of increasing carbon storage in the borough. 5000 new trees are being planted as part of the Queens Green Canopy programme. When mature these will absorb 125 tonnes of CO2 per year. This is in addition to the approximately 3420 tonnes of CO2 absorbed by the boroughs existing woodland cover. | SCC, Bs&Ds, Woodland Trust | Arboriculturist Officer, Senior Planning Officer | Alastair Barnes, Keiran Bartlett |
| ET8 | Examine the potential to 'green' Council buildings, such as integrating green roofs and green walls into the fabric of buildings (this also relates to energy, providing better insulation etc). | Costed proposals developed. | Pending | Medium | Likely to require additional funding | Identification of potential interventions and suitable properties alongside Technical Services Manager. | 2025 | Work not begun. | Greenspaces, Parking Services Manager, Estates | Climate Change Officer, Interim Estates Manager | Cameron Dent, Steve Harris, Eugene Leal, Mike Cummings |
| ET9 | Investigate and cost opportunities to reuse water, for example incorporating rainwater harvesting, as part of Council building projects. | Costed proposals developed. | Pending | Medium | Likely to require additional funding | Identification of potential interventions and suitable properties alongside Technical Services Manager. | 2025 | Work not begun. | Greenspaces, Parking Services Manager, Estates | Climate Change Officer, Interim Estates Manager | Cameron Dent, Steve Harris, Eugene Leal, Mike Cummings |
| Wider Borough – Environment Actions | | | | | | | | | | | |
| ET10 | Work with partners to facilitate a tree planting and green infrastructure strategy (specific to climate change), taking account of the Borough's biodiversity assets. | Tree strategy produced. | Started | High | Within existing budget | Tree strategy to go for executive sign off in March. | 2023 | <ul style="list-style-type: none"> Tree strategy went to CMT in Jan. Tree planting suitability assessment conducted, this was completed as part of research led by SCC. | SCC, Bs&Ds, Natural England | Climate Change Officer, Senior Green Space Officer | Cameron Dent, Steve Harris |
| ET11 | Work with partners to develop and deliver a framework for biodiversity net gain. | Framework for biodiversity net gain developed. | Started | High | Likely to require additional funding | Review implications of the Environment Bill once it is confirmed and how best to implement biodiversity net gain in Surrey Heath. | Dependant on Government Policy | A consultant is currently undertaking a strategy which will identify Biodiversity Net Gain (BNG) sites in the borough and is due to provide a draft early 2023. The draft Local Plan also includes a policy on BNG. | Surrey Wildlife Trust | Senior Planning Officer | Jane Reeves |
| ET12 | Continue to work with Joint Waste Solutions and partners to deliver reductions in carbon emissions associated with waste management in Surrey Heath, including vehicle fleet management and supply chain engagement. | <ul style="list-style-type: none"> % of waste recycled. Emissions from fleet. | Pending | High | Within existing budget | We will continue to engage with JWS and assist with comms campaigns and to identify and deliver carbon efficiency savings. This includes assess a move to EV collection vehicles end the end of our current contract. | Ongoing | <p>approach to waste prevention & recycling in January 2023 with a bespoke delivery plan for Surrey Heath being finalised.</p> <ul style="list-style-type: none"> We work closely with Joint Waste Solutions and partners to continue high recycling rates in Surrey Heath. In 2021/22, Surrey Heath had a household waste recycling rate of 54.4%, with a further 30.5% being sent for energy recovery. | Community, Economic Development | Climate Change Officer, JWS | Cameron Dent, Helen Trew |
| ET13 | Promote the 'greening' of buildings in the Borough, such as integrating green roofs and green walls into the fabric of buildings. | # of external comms pieces on greening of buildings. | Pending | Medium | Within existing budget | Comms will publish ongoing updates as and when they are supplied with them. | Ongoing | Work not begun. | | Climate Change Officer, Communications and Engagement Manager | Cameron Dent, Kate Noviss |

Council Operations – Behaviour Change Actions

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| B1 | <p>Old Action: Increase and diversify our communications and engagement on climate change, including directing resources towards community engagement and behavioural change.</p> <p>Updated Action: Create a climate change engagement and communication strategy which will help us to target and diversify our climate communications.</p> | Creation and delivery of a Climate Change Engagement and Communication Strategy. | Started | High | Within existing budget | Climate Change Engagement and Communication Strategy to be created and delivered. | 2024 | <ul style="list-style-type: none"> A review is currently underway of climate change content on the Council's web pages and new content will be posted in the new year. A page has been bookmarked on Warbler for climate change and sustainability and content is being developed for posting. | Media, Community, Greenspaces | Climate Change Officer, Communications and Engagement Manager | Cameron Dent, Kate Noviss |
| B2 | Facilitate local events promoting sustainable practices, making best use of the Council's assets (e.g. using vacant units in the SQ etc). | # of events facilitated. | Continuing | Medium | Likely to require additional funding | Identify events that we can help facilitate. | Ongoing | SHBC Cost of Living Event in The Square in February 2023. | Community, Greenspaces | Climate Change Officer | Cameron Dent |
| B3 | Investigate the potential for pop-up units in the Town Centre for local sustainable businesses, for example in vacant units. | # of pop-up units rented by sustainable business. | Continuing | Medium | Likely to require additional funding | <ul style="list-style-type: none"> Pop up and meanwhile use strategies being produced, drafts to be delivered March 2023. | Ongoing | A large number of pop-up uses are in place in The Square, particularly in Obelisk Way where long term leases cannot be granted due to the proposed redevelopment of London Road. | Economic Development, Community | Economic Development Manager, Property Asset Manager | Joe Walsh, Alice Theobald |
| B4 | <p>Old Action: Require deliveries to be by electric vehicles where practicable.</p> <p>Updated Action: Require deliveries to be by electric vehicles or bike where practicable.</p> | <ul style="list-style-type: none"> # of deliveries by EV or bike. % of total deliveries by EV or bike. | Pending | Medium | Likely to require additional funding | Identify deliveries that can be complete by EVs and bikes and create a plan to transition delivery away from ICE vehicles. | Ongoing | Work not begun. | SCC | Climate Change Officer, Procurement Officer | Cameron Dent, Emmanuel Phares |
| Wider Borough – Behaviour Actions | | | | | | | | | | | |
| B5 | Work with the Local Enterprise Partnership (LEPs), e.g. to identify funding sources that residents can access. | N/A | Closed | N/A | N/A | This action will be merged with E8 & E9, to be closed. | N/A | This action will be merged with E8 & E9, to be closed. | N/A | N/A | N/A |
| B6 | <p>Old Action: Consider the potential to support or advertise local reuse websites/apps to promote waste reduction in the Borough.</p> <p>Updated Action: Support or advertise recycling schemes and local reuse organisations to promote waste reduction, increase reuse and recycling and improve circular economy infrastructure in the Borough.</p> | # of external comms pieces on local reuse and waste reduction initiatives. | Continuing | Low | Within existing budget | Comms will publish information on recycling schemes and local reuse organisations as and when they are supplied with information. | Ongoing | Continue to support social media posts from Joint Waste Solutions and Surrey Environment Partnership. | Surrey Environment Partnership, JWS | Communications and Engagement Manager | Kate Noviss |
| B7 | Establish a programme of funding for charities or other local initiatives who redistribute surplus food to those in need. | <ul style="list-style-type: none"> Food redistribution partnership set up. Tonnes of food redistributed. | Pending | Low | Will require additional funding | The council will continue to work with partners to examine how we can help redistribute surplus food. | Ongoing | Community food larder set up at St Martins Church, Camberley. Funding also provided for Camberley Besom and Woking Foodbank's. | Economic Development, Community | Community Development Officer | Jayne Boitoult |
| B8 | Working in partnership with local businesses and organisations to deliver carbon reductions throughout the Borough. | N/A | Closed | N/A | N/A | This action will be merged with E8 & E9, to be closed. | N/A | This action will be merged with E8 & E9, to be closed. | N/A | N/A | N/A |
| B9 | Work with local events to reduce emission and waste from events through producing a best practice guidance. | <ul style="list-style-type: none"> Produce guidelines for environmentally conscious events. Support firms to improve the sustainability of events. | Pending | Low | Within existing budget | Produce environmental guidelines for events and signpost event organisers to Climate Change Officer for assistance with running events with minimal environmental impact. | Guidelines produced 2024 and support ongoing | Work not begun. | Community | Climate Change Officer, Senior Business Services Officer, Senior Greenspaces Officer | Cameron Dent, Nicola Sherlow & Steve Harris |
| B10 | Investigate the potential for a local award for businesses that demonstrate excellence in reducing carbon emissions or achieve net zero. | Assess the case for creating or sponsoring a local business awards. | Pending | Low | Likely to require additional funding | We will assess the case for sponsoring a business award through a partner organisation e.g. Camberley BID. | 2024 | Work not begun. | Economic Development, Community | Economic Development Manager | Joe Walsh |
| B11 | Investigate potential opportunities to partner with universities for local research and innovation. | Assess the case for partnering with local university. | Pending | Medium | Within existing budget | <ul style="list-style-type: none"> Continue discussions with Sheffield Uni team and look to potentially implement in future years. Identify areas we could work on with other education establishments and potential areas of overlap. | 2024 | Initial discussions and site visit have been conducted with a team from Sheffield University, who specialise in new battery systems. | Local Universities | Climate Change Officer | Cameron Dent |
| B12 | Review and improve how we involve citizens in our existing decision-making processes. | N/A | Closed | N/A | N/A | Action is being merged with B1, to close. | N/A | Action is being merged with B1, to close. | N/A | N/A | N/A |

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| B13 | Review the implications of moving towards a low carbon economy on Surrey Heath's jobs and skills markets. | Assessment of impact of moving toward a low carbon economy completed. | Started | Low | Will require additional funding | Consider as part of the new Economic Development Strategy. | 2025 | <ul style="list-style-type: none"> Investment and Development have commissioned a new economic development strategy that will include assessments on how Surrey Heath can benefit from a low carbon economy. Investigate further once new Economic Development Manager starts in January 2023. | Economic Development | Economic Development Manager | Joe Walsh |
| B14 | Working with partners, use local economic data to provide a clearer picture of ongoing reuse activities, to identify circular economy opportunities and assets. | N/A | Closed | N/A | N/A | Action is being merged with B6, to close. | N/A | Action is being merged with B6, to close. | N/A | N/A | N/A |
| B15 | Work with partners to help facilitate reduced waste and increase reuse and recycling in the Borough. | N/A | Closed | N/A | N/A | Action is being merged with B6, to close. | N/A | Action is being merged with B6, to close | N/A | N/A | N/A |
| Council Operations – Operations Actions | | | | | | | | | | | |
| O1 | Make climate change a priority for decision making, both in terms of procurement processes and officer reports. | N/A | Closed | N/A | N/A | Action to be merged with O3, to close. | N/A | Action to be merged with O3, to close. | N/A | N/A | N/A |
| O2 | <p>Old Action: Embed carbon reduction objectives into all decision-making processes in the Council, ensuring that the Council's supply chains are minimising carbon emissions.</p> <p>Updated Action: Embed carbon reduction objectives into all decision-making processes in the Council by aligning all policy with the CCAP.</p> | <ul style="list-style-type: none"> Ensure climate issues are embedded within all key policies when they are renewed. | Continuing | High | Likely to require additional funding | Climate Change Officer will input into major policy documents as and when they are being formulated. | Ongoing | Climate Change Officer has input into Economic Development Strategy. | All SHBC | Climate Change Officer | Cameron Dent |
| O3 | Educate, train and encourage internal procurers and commissioners to review their consumption of goods and services, reduce usage and adopt more environmentally friendly products and procedures. | # of procurers to complete training. | Continuing | High | Will require additional funding | <ul style="list-style-type: none"> Climate Change Officer to work with Procurement Officer to ensure climate change is embedded within procurement decisions in the new year. Suitable training modules identified. | Ongoing | Initial discussions have been held with procurement, HR and Climate Change officers. | All SHBC | Climate Change Officer, Procurement Officer, Senior OD Advisor | Cameron Dent, Emmanuel Phares, Sarah Bainbridge |
| O4 | Further reducing the use of single use plastics by working towards minimising single use plastics within the organisation (except for personal protective equipment). Review SHBC's own operations and practices in line with The UK Plastics Pact target – 100% recyclable, compostable or reusable plastic packaging. | No single use plastics used by SHBC. | Started | High | Likely to require additional funding | Identify any remaining uses of single use plastic and create plan to remove them from use. | 2025 | <ul style="list-style-type: none"> Camdeney Theatre has removed all single-use plastics from sale. Auditorium safe cups are currently plant based PLA, but we will shortly be moving to reusable plastic cups. The water dispenser fitted in the Chamber in Jan 2019 to alleviate the need for bottles of water. All other cups used in the Committee Rooms and Members Room are paper. As of December 2022, toilets in SHH have now been fitted with refillable soap dispensers negating the need for single plastic bottles of soap. | All SHBC | Climate Change Officer, Facilities Officer, Theatre Venue & Operations Manager | Cameron Dent, Sarah Packham, Kayleigh Stockley |
| O5 | Consider how internal budgets are used effectively to value and support work on carbon reductions and identify appropriate ways to support and incentivise internal carbon reduction/offsetting projects. | Produce report on internal budgets and how they can be better used to incentivise carbon reduction. | Pending | High | Within existing budget | <ul style="list-style-type: none"> Identify ways in which internal budgets can be better used to incentivise carbon reduction. Present findings to executive. | 2024 | Work not begun. | Finance | Climate Change Officer | Cameron Dent |
| O6 | <p>Old Action: Carry out departmental Climate Change risk assessments.</p> <p>Updated Action: Analyse the key sources of carbon emissions within each department and create a reduction plan.</p> | Identification of large carbon emissions sources and plan produced to minimise their impact. | Pending | High | Within existing budget | <ul style="list-style-type: none"> Set up the Climate Change Champions Network and provide training in key sources of carbon. Identify key sources of carbon emissions. Present plan to reduce sources of carbon emissions. | 2024 | Work not begun. | All SHBC | Climate Change Champion Network, Climate Change Officer | Cameron Dent |
| O7 | Establish a network of staff Climate Change Champions across the Council. | Staff climate network established. | Started | High | Within existing budget | Group to be reformed in 2023. | 2023 | A Climate Change Champions Network was set up in July 22. Carbon literacy training was piloted for interested staff at this time. The aim of this programme is to create a network of climate change champions who can educate, train and encourage staff across the organisation. | All SHBC | Climate Change Officer | Cameron Dent |
| O8 | Raise staff/Councillor awareness through carbon literacy training | # of staff & Councillors to complete training. | Continuing | High | Will require additional funding | Work has been started to identify possible climate training modules. Training will be offered to all members after the election period in summer 2023. | Ongoing | Carbon literacy training was piloted for staff in July 2022. The aim of this programme is to create a network of climate change champions who can educate, train and encourage staff across the organisation. | All SHBC | Climate Change Officer, Senior OD Advisor | Cameron Dent, Sarah Bainbridge |
| O9 | Examine the potential to introduce a Community Municipal Investment (CMI) to support the investment of local green projects. | feasibility study complete. | Pending | High | Within existing budget | Conduct a feasibility study into the viability of a CMI within Surrey Heath. | 2025 | Work not begun. | Economic Development, Community | Climate Change Officer | Cameron Dent |
| Wider Borough – Operations Actions | | | | | | | | | | | |
| O10 | Evaluate the need to develop a Surrey Heath Resilience Plan and how this could be facilitated. | Adaptation plan adopted by SHBC. | Pending | Medium | Within existing budget | Surrey CC adaptation plan to be reviewed and adapted if possible. | Dependant on SCC | Surrey County Council are working on the creation of an adaptation strategy. Once this document has be finalised, we can look at applying parts of it to the Surrey Heath context. | LEP & Surrey CC | Climate Change Officer | Cameron Dent |

Council Operations – Monitoring Actions

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| M1 | <p>Old Action: Update the Council's carbon emissions baseline as an organisation to 2019. As part of this, assess the potential for grant funding to help support the delivery of this action.</p> <p>Updated Action: Assess and publish the Council's carbon emissions each year.</p> | Annual carbon emissions calculated. | Continuing | High | Within existing budget | Full 2022 carbon emissions will be calculated in March 2023. | Ongoing | Audit of energy use for every operational building was complete in 2023. This more accurate work will replace the previous carbon baselining work once complete. | Amey/JWS, Finance | Climate Change Officer | Cameron Dent |
| M2 | Create a monitoring framework for the Action Plan to monitor progress. | Monitoring framework created. | Complete | High | Within existing budget | Annual review and suggested edits and new monitoring framework for the CCAP will be presented to P&F in March 2023. | 2023 | <ul style="list-style-type: none"> • A review of the CCAP was undertaken in Feb 2023 to ensure that it is still fit for purpose and that the council is on course to achieve net zero by 2030. A new monitoring framework to track actions has been suggested as part of this. • Quarterly reports are given to the Climate Change Working Group on progress in implementing the Climate Change Action Plan (CCAP). | | Climate Change Officer | Cameron Dent |
| M3 | Collecting consumption data from tenants to improve monitoring data, working with tenants to gather carbon footprint or energy consumption data. | <ul style="list-style-type: none"> • Measure annual CO2e of investment property portfolio. • Track annual change of CO2e of investment property portfolio. | Pending | High | Within existing budget | Discussions to be held with new managing agents once they start contract on 30th April 2023. | 2025 | Work not begun. | | Property Asset Manager, Climate Change Officer | Alice Theobald, Cameron Dent |