

## Surrey Heath Climate Change Action Plan Update Report

ENERGY ACTIONS						
COUNCIL OPERATIONS						
ID	ACTION	RESOURCING	PRIORITY	MILESTONE	PROGRESS	LEAD OFFICER/S
E1	Develop and implement an Energy Strategy for the Council to deliver Energy actions, working with partners including the Surrey Energy Partnership <sup>1</sup> and Surrey Climate Commission.	Within existing budgets to produce feasibility studies. Delivery of projects dependent on feasibility, and availability of grant funding such as Public Sector Decarbonisation Scheme or capital bid.	High	<p>Collect energy consumption data for Council's owned and operated buildings and assets.</p> <p>Calculate Scope 1 and 2 emissions baseline 2019/20 and 202.0/21.</p> <p>Produce first draft of Energy Strategy: options for decarbonisation of Council owned and operated buildings and assets in development.</p> <p>Implement measures identified to improve energy efficiency across SHBC estate</p>	<p>Completed for 2019/20, 2020/21 and to continue annually).</p> <p>Completed.</p> <p>First energy audits conducted and to continue through estate in 2022.</p> <p>Measures identified to be discussed with building managers and presented to CCWG July 2022.</p>	Climate Change Officer
E2	Become members of APSE Energy.	Within existing budgets.	High	Become members of APSE Energy	Completed	Principal Planning Officer

<sup>1</sup> Surrey Energy Partnership aims to support and facilitate the transition to clean energy

<b>E3</b>	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 operate buildings.	Likely to require additional funding. Green tariff options likely to incur additional costs (£15,000 + for REGO current Laser managed portfolio)	High	Investigate options to change electricity supply to a renewable energy tariff (Initial options are REGO or Green Basket Purchasing, or Power Purchase Agreement).  Research options for decarbonisation of gas usage.	Meeting with LASER energy manager to discuss options (May 2022). Continue to monitor and share with CCWG.  Potential for bid to fund to produce low carbon heating plans for estate – dependent on funding/ building suitability.	Head of Finance
<b>E4</b>	Continue and accelerate the rollout of LED lighting across the Council's estate, including parks and open spaces, to reduce energy use.	LED lighting rollout (beyond failed bulb replacement) is likely to require additional capital bid.	High	Continue to install LED lighting in Council assets.  Undertake audit to understand which locations across SHBC estate and assets do not currently have 100% LED lighting to understand the scale of remaining challenge.  Complete LED rollout across all SHBC estate and assets .	LED lighting replacing any florescent bulb failures.  Wider audit in 2022 to understand cost/ ROI to replace remaining fluorescent bulbs across estate.  Completion date dependent on audit and scale.	Parking Services Manager, Interim Estates Manager, Recreation and Leisure Manager
<b>E5</b>	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.	Will require additional funding - The action will be dependent on the availability of capital/ grant funding.	High	Collect half hourly electricity consumption data collected for Council's owned and operated buildings and assets to understand energy use patterns and related carbon emissions.  Undertake data collection to understand energy use in Council leased assets where data is available.	Completed.  Dependent on data availability to be collected through 2022/23.	Interim Estates Manager, Community Engagement and Events Manager, Climate Change Officer



				<p>Work with tenants to improve the energy efficiency of the Council's leased assets and understand energy use.</p> <p>Support Accent Housing to access Social Housing Decarbonisation Fund (SHDF).</p>	<p>Date dependent on leased assets energy assessment.</p> <p>Accent awarded first round of SHDF, energy efficiency improvements to be installed in selection of homes 2022-23.</p>	
<b>E6</b>	Identify and bid for external grant funding for energy efficiency and renewable energy projects.	Within existing budgets	High	Monitor grant funding availability assisted by APSE Energy Membership, government updates, public sector weekly digest.	Weekly Monitoring	Climate Change Officer, Chief Accountant, Principal Solicitor
<b>E7</b>	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.	Will require additional funding. Grant funding for solar PV is currently limited so Officers to review alternate options.	High	<p>Engage with joint study with SCC, Districts &amp; Boroughs and Buro Happold to explore the feasibility of renewable energy installations on Council owned assets and land.</p> <p>Conduct further assessment to develop rooftop PV appraisal on SHBC estate.</p> <p>Develop business case for options of solar PV installations across SHBC estate.</p> <p>Investigate funding opportunities with a view to install when possible.</p>	<p>Completed study indicates, limited ground mounted solar but rooftop opportunities to be considered.</p> <p>Appraisal underway and to be presented to CCWG.</p> <p>Business case to be completed by end 2022.</p> <p>Grant funding for solar PV is currently limited so Officers to review alternate options.</p>	Climate Change Officer, Parking Services Manager, Interim Estates Manager



**WIDER BOROUGH ENERGY ACTIONS**

<p><b>E8</b></p>	<p>Promote the introduction of renewable and low carbon energy across the Borough.</p>	<p>Within existing Budgets – LAD funding and Sustainable Warmth</p>	<p>High</p>	<p>Update information on available Schemes to residents on the Council’s sustainable Surrey Heath webpages.</p> <p>Share and support future development of the SCC coordinated Solar Together Scheme.</p> <p>Support the uptake of future national funding schemes such as grants for heat pumps.</p>	<p>Updated and will review as new guidance and schemes are released.</p> <p>105 Surrey Heath residents signed up to 2021 solar scheme, installations are underway. Comms promoted via PR, <a href="#">SHBC webpages</a>, SM and Heathscene magazine, also internally to staff. SH were 4th overall in Surrey in terms of registrations to the scheme, with more than 800 sign ups.</p> <p>SHBC has declared support for the Local Electricity Bill and supporting uptake of energy efficiency grants LAD and Sustainable Warmth. Comms promoted LEB via <a href="#">PR</a>, SHBC website, SM. LAD - Promoted via <a href="#">PR</a>, SHBC website, SM and Heathscene magazine, also internally to staff.</p>	<p>Climate Change Officer, Communications and Engagement Manager</p>
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<b>E9</b>	Work with businesses and citizens across Surrey Heath by providing information and advice on low-cost technologies to reduce energy consumption and promote access to energy efficiency grants.	Within existing budgets - LAD funding and Sustainable Warmth confirmed.	High	<p>Officers supporting delivery of Green Homes Grant with managing agent in Surrey Heath. SHBC partnering with SCC, Districts &amp; Boroughs to deliver the Green Homes Grant Local Authority Delivery scheme (LAD). The LAD scheme aims to raise the energy efficiency of low income and low energy performance homes through grant funding for retrofit measures (LAD2 delivery phase).</p> <p>Plan to promote the uptake of future national funding schemes such as the home upgrade grant.</p> <p>Improve energy efficiency standards for rented property in the Borough and raise awareness of legislation and grant funding available for measures to improve energy efficiency.</p> <p>Share information on LoCASE, energy efficiency grants for small and medium enterprises.</p>	<p>Energy efficiency improvements in 86 households in Surrey Heath between April 2021 – March 2022. Supported value of works - £751,111, Carbon Savings – Approx – 96.6 tonnes CO2e). Action Surrey managing agent. Comms promoted via <a href="#">PR</a>, SHBC website, SM and Heathscene magazine, internally to staff.</p> <p>Funding secured, delivery date dependent on schemes, expected Summer/Autumn 2022.</p> <p>This delivery will link to wider partnership project with SCC.</p> <p>Delivery underway of LoCASE grants. Comms promoted via <a href="#">SSH webpages</a>.</p>	Climate Change Officer, Economic Development Manager, Communications and Engagement Manager
<b>E10</b>	Examine the potential for zero/low carbon heat networks in the Borough.	Likely to require additional funding	Medium	Research opportunities for low carbon heat networks in the borough.	Initial study conducted by Buro Happold on behalf of SCC, full results expected late 2022.	Principal Planning Officer



<b>E11</b>	Work with our partners in local government and the energy supply sector to consider the establishment of district energy networks or similar systems.	Within existing budgets	Medium	<p>Identify areas that will have opportunities for low carbon heat.</p> <p>Identify heat network priority areas in Surrey Heath that have opportunities for district heating systems.</p> <p>Attend engagement seminars with Scottish and Southern Electricity Network, and UK power network to understand sector developments</p>	<p>Joint study with SCC undertaken, summary due late 2022.</p> <p>Expected as part of Planning Policy work 2023.</p> <p>Climate Change Officer attending workshops as available.</p>	Climate Change Officer, Principal Planning Officer
<b>E12</b>	Investigate the potential to survey energy uses and consumption patterns across the Borough.	Likely to require additional funding	Low	Coordinate with SCC for opportunities to understand energy consumption patterns across the Borough.	Expected research to tie in to Greener Futures Programme 2022-24 and communications and engagement plan.	Climate Change Officer

**COUNCIL OPERATIONS - TRANSPORT ACTIONS**

<b>ID</b>	<b>ACTION</b>	<b>RESOURCING</b>	<b>PRIORITY</b>	<b>MILESTONE</b>	<b>PROGRESS</b>	<b>LEAD OFFICER/S</b>
<b>TI</b>	Continue to implement and develop agile working	Within existing budgets	High	Develop agile working policy.	Completed and reviewed by Employment Committee.	HR Manager



	practices to reduce employee journeys and business miles. Encourage greener community and active travel for necessary journeys.			Develop policies to support sustainable travel to reduce emissions from employee journeys.	Options to support sustainable travel are being considered with potential to reduce Council's organisational carbon emissions relating to employee commuting. Presented to CCWG April 2022.	
<b>T2</b>	Undertake a survey of employee commuting and business travel patterns.	Within existing budgets	Medium	Draft, undertake employee commuting survey and produce results summary.	Survey completed and provides insight into scope 3 emissions and sustainable travel options. Summary presented to CCWG April 2022.	Climate Change Officer
<b>T3</b>	Identify incentives that could be used to encourage sustainable modes of transport for staff, including investigating the potential for an employee car club.	Within existing budgets	Medium	Investigate options to encourage sustainable travel.	Assessing the opportunities including car share scheme, EV lease car scheme, car club and promoting cycle scheme. Summary presented to CCWG April 2022.	HR Manager, Climate Change Officer
<b>T4</b>	Examine the potential to transition SHBC fleet vehicles to electric and/or other low/zero emission vehicles.	Likely to require additional funding capital bid, price/feasibility dependent on vehicle type and use.	High	Collect fuel consumption data to understand current patterns of usage and CO2 emissions.  Profile options for EV/alternate fuels for each vehicle under SHBC ownership and business case developed for transitioning vehicles.	Completed and to continue annually.  Fleet operators contacted to discuss review and where practical replacement with EV, this is longer term for some vehicles due to requirements.	Climate Change Officer, Parking Services Manager, Recreation and Leisure Manager,



				Vehicles transition on case by case basis.	Transition of internal SHBC fleet where practicable with technology or offsetting.	Enforcement Manager
<b>T5</b>	Investigate the potential to increase electric vehicle charging points within Council car parks.	Likely to require additional funding, with potential to access ORCS funding for charging points.	High	<p>Survey with Surrey Heath Residents to gather information on Electric Vehicles (EV) and charging needs in the Borough.</p> <p>Appoint electric vehicle ChargePoint operator for installation and operation of charging points in car park locations. Undertake location and feasibility of charging points, coordinating with DNO, and apply for ORCS funding if available.</p>	<p>Completed - 560 residents responded to the survey. A <a href="#">summary of results</a> presented to CCWG in 2021 and available on the website. Comms produced posters with QR code linking to online survey displayed in car parks across the borough, promoted on SHBC website, <a href="#">SM</a>, business e-newsletter, email to parking permit holders, Heathscene, internally.</p> <p>Process to appoint charge point operator underway. Aim to appoint by Autumn 2022 and coordinate funding bid if available.</p>	Parking Services Manager, Climate Change Officer
<b>WIDER BOROUGH – TRANSPORT ACTIONS</b>						
<b>T6</b>	Support the rapid shift to electric vehicles by working in partnership with Surrey	Within existing Budgets.	High	Officers to attend regular meetings with SCC, Districts & Boroughs to	Climate Change Officer meeting regularly and feeding back to CCWG.	Climate Change Officer





	County Council and electric vehicle charging point providers to investigate the potential to deliver EV charging points installation projects across the Borough.			<p>progress development of on-street EV charging network.</p> <p>Assist SCC to develop network map of on-street charging point locations in Surrey Heath</p> <p>Support delivery of on-street charging point installations.</p>	<p>Expected to develop from 2022/23 dependent on SCC and charge point operator contracts.</p> <p>Delivery start dependent on SCC and network contracts.</p>	
<b>T7</b>	Start initial work on exploring the opportunity for improving sustainable movement corridors in Surrey Heath, working with Surrey County Council.	Within existing Budgets.	High	Collect evidence to support development of sustainable movement corridors in Surrey Heath.	Ongoing as part of Local Plan work. Transport assessment to support Local Plan now underway.	Principal Planning Officer
<b>T8</b>	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.	Within existing budgets – delivery dependent on partnerships	High	<p>Planning policy team to maintain support provision of key infrastructure in local neighbourhoods.</p> <p>Officers to attend regular meetings with SCC and Districts &amp; Boroughs Climate Change Officer's Group and receive updates regarding the Greener Futures Programme.</p>	<p>Continuing through the Local Plan.</p> <p>This is an area of work that relates to SCC, Greener Futures Programme and specifically Local Transport Plan 4 (LTP4), currently in consultation.</p> <p>Officers are awaiting further details of specific plans in Surrey Heath.</p>	Principal Planning Officer
<b>T9</b>	Work with SCC to significantly improve the Borough's cycle network, with the potential for the production of a cycle	Likely to require additional funding/ grant funding.	High	Support the creation of Local Cycling and Walking Infrastructure Plans (LCWIP) to improve walking and cycling infrastructure as set out	In development.	Principal Planning Officer



	strategy specific to Surrey Heath.			in the draft Local Transport Plan (LTP4).  Provide support to facilitate specific route proposals by SCC through to delivery where appropriate.	Feasibility proposal by SCC for cycleway route between Frimley and Camberley recently underwent public consultation. SHBC previously commented on the LTP4, awaiting further details from SCC.	
<b>T10</b>	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.	Likely to require additional funding.	Low	Work with SCC and aim to reduce the use of fossil-fuel-powered vehicles and support the shift to low carbon delivery.  Support SCC to consider options for traffic re- routing and delivery hubs to encourage lower freight impact and associated measures to support last mile delivery using e-cargo bikes.	Date dependent on Greener Futures Delivery Plan and LTP4.  As above, date for delivery will connect to SCC, Highways Authority.	Climate Change Officer
<b>T11</b>	Work with taxi companies and licence holders to consider low carbon vehicles.	Within existing budgets.	Low	Investigate policy options to support taxi companies to transition to electric vehicles.	The Council will play a key role in supporting the uptake of electric vehicles through the provision of publicly-available infrastructure and raising awareness of any grants available. Monitoring opportunities with Surrey Air Alliance.	Environmental Health & Licensing Manager
<b>T12</b>	Investigate opportunities to develop a car sharing scheme for local residents.	Within existing projects.	Medium	Research car and van share options with particular focus on low carbon vehicles.	Considering the opportunities in Surrey Heath for car-share schemes	Climate Change Officer



					such as Enterprise underway. Plan to share information on national schemes available to support uptake of electric vehicles.	
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**COUNCIL OPERATIONS - ENVIRONMENT ACTIONS**

ID	ACTION	RESOURCING	PRIORITY	MILESTONE	PROGRESS	LEAD OFFICER/S
ET1	Continue to minimise the use of herbicides and pesticides where possible and appropriate.	Within existing budgets	High	Continue to reduce the use of herbicides and pesticides through grounds maintenance and contractors.  Collaborate with Surrey Wildlife Trust for guidance and updates.	Consider opportunities for specific reduction and phase out challenges where appropriate, as alternatives become available.  Attendance at Pesticide Action Network UK workshops.	Recreation and Leisure Manager
ET2	Continue to encourage reduced mowing where appropriate to allow wildflower planting and growth. Review machinery used to undertake works, including increasing the	Within existing budgets	High	Reduce mowing and wildflower planting in appropriate locations.  Continue to review this action, informed by past trials.	Underway in planned locations.  Ambition to reduce the amount of cuts within certain areas of borough.	Recreation and Leisure Manager



	use of low carbon equipment.					
<b>ET3</b>	Review potential to undertake a tree density assessment of the Borough, giving a clear understanding of tree cover in the borough.	Likely to require additional funding	Medium	<p>Collect evidence on the potential of undertaking a tree density assessment.</p> <p>Aim to increase understanding of how successional planting can be used to maintain the level of density and environmental benefit of tree cover.</p>	<p>Initial evidence collated, work to continue with the green infrastructure strategy.</p> <p>Research opportunity 2023, likely to require funding.</p>	Climate Change Officer, Recreation and Leisure Manager
<b>ET4</b>	Examine the opportunities to improve green infrastructure networks in the Borough, including opportunities for Suitable Alternative Natural Greenspace (SANGs).	Within existing budgets	High	<p>Potential opportunities continue to be pursued by the Planning Policy and Conservation Team.</p> <p>Maintaining SANGs in line with the business plan.</p> <p>Improve the biodiversity on the SANGs.</p>	<p>Regular monitoring underway.</p> <p>Continually monitored and maintained.</p> <p>This area of work will link to SHBC Biodiversity Net Gain strategy. Initial work underway, including study to gain a better understanding of green infrastructure networks in SHBC.</p>	Principal Planning Officer, Recreation and Leisure Manager
<b>ET5</b>	Investigate the potential to 'rewild' the Borough, including open spaces in Council ownership	Likely to require additional funding	Medium	Research the benefits where areas would take to and have ecological benefit from rewilding.	Research opportunity to explore 2022/23, and will link to Biodiversity Net Gain.	Recreation and Leisure Manager



				Support and share understanding of the benefits of protecting Surrey Heath's natural environment such as heathland.	Maintaining engagement and work with partners such as Thames Basin Heath Partnership.	
<b>ET6</b>	Identify opportunities for community gardens/allotments throughout the Borough.	Within existing budgets	Medium	Develop opportunities for community gardening.	Officers to consider opportunities for community gardening that provide social and environmental benefit and space for learning. Planned regeneration of Flourish community garden with Catalyst, a non-profit organisation working to promote the wellbeing of people with drug, alcohol and mental health issues.	Community Engagement and Events Manager, Recreation and Leisure Manager
<b>ET7</b>	Examine how the carbon storage capacity of the Council's green assets can be maximised.	Likely to require additional funding	Low	Maximise green assets and carbon storage.  Share and inform on the capacity of Heathland Environment for the storage of carbon and risks associated with a changing climate.	Awaiting further details of the SCC Greener Futures Programme delivery and opportunities for supporting green assets in Surrey Heath.  Link to Thames Basin Heath Partnership.	Climate Change Officer
<b>ET8</b>	Examine the potential to 'green' Council buildings, such as integrating green roofs and green walls into the fabric of buildings (this also relates	Likely to require additional funding	Medium	Consider the potential for Green Walls within SHBC estate.	Coordinate with opportunities of the SCC Greener Futures Programme delivery and net zero estate 2023.	Climate Change Officer, Parking Services Manager, Interim Estates Manager



	to energy, providing better insulation etc).					
<b>ET9</b>	Investigate and cost opportunities to reuse water, for example incorporating rainwater harvesting, as part of Council building projects.	Likely to require additional funding	Medium	Work with relevant Officers to support delivery of this action in new building projects and investigate storage feasibility.	Delivery dependent on opportunities, expected 2023 onwards as part of buildings decarbonisation.	Interim Estates Manager, Recreation and Leisure Manager
<b>WIDER BOROUGH – ENVIRONMENT ACTIONS</b>						
<b>ET10</b>	Work with partners to facilitate a tree planting and green infrastructure strategy (specific to climate change), taking account of the Borough's biodiversity assets.	Within existing budgets	High	<p>Conduct tree planting suitability assessment.</p> <p>Join Queen's Queen Canopy project, a tree planting initiative in celebration of the Queen's Platinum Jubilee in 2022.</p> <p>Continue tree planting in Surrey Heath.</p>	<p>Initial work completed as part of research partnership project in 2021.</p> <p>Continuing through 2022, this project is collaborative with the Surrey Heath community and tree wardens.</p> <p>The Greenspaces Team have planted 2005 trees across the borough since January 2022 and this number is expected to rise significantly by the end of the year.</p>	Principal Planning Officer, Recreation and Leisure Manager
<b>ET11</b>	Work with partners to develop and deliver a	Within existing budgets	High	Review implications of the Environment Bill and how best to	Officers recently responded to a government consultation and will	Principal Planning Officer



	framework for biodiversity net gain.			implement biodiversity net gain in Surrey Heath.	continue to engage. Also working with partners to better understand the implications. Reg18 Plan consultation (recently closed) includes a proposed policy approach of 20% net gain, above the national minimum requirement of 10%	
<b>ET12</b>	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.	Likely to require additional funding/capital bid.	High	Support partners to increase efficiencies and reduce emissions from waste services.  Continue to collect and monitor carbon emissions relating to waste services from waste contractor.  Consider alternate fuels as an interim option if Electric Vehicles are not currently viable. Develop possibility of a fuel trail in conjunction with waste contractor to reduce the amount of carbon and other pollutants emitted from these vehicles.	Discussions to continue with partners.  Emissions reported annually.  Officers to investigate options for a low carbon fuel trial in 2022/2023.	Strategic Director Environment and Community, Partnership Director JWS
<b>ET13</b>	Promote the 'greening' of buildings in the Borough, such as integrating green roofs and green walls into the fabric of buildings.	Within existing budgets	Medium	Include further information on the sustainable Surrey Heath webpages.	Sustainable Surrey Heath webpages regularly reviewed and updated.	Communications and Engagement Manager, Climate Change Officer



**COUNCIL OPERATIONS –  
BEHAVIOUR CHANGE ACTIONS**

ID	ACTION	RESOURCING	PRIORITY	MILESTONE	PROGRESS	LEAD OFFICER/S
BI	Increase and diversify our communications and engagement on climate change, to be accessible and inclusive to all communities in the Borough and direct resources towards community engagement and behavioural change.	Within existing budgets	High	<p>Update sustainable Surrey Heath webpages.</p> <p>Increase community engagement on Climate Change.</p> <p>Continue to promote and deliver environmentally friendly projects,</p>	<p>Sustainable Surrey Heath webpages regularly reviewed and updated.</p> <p>Engagement through the EV survey and delivery of an event for the Great Big Green Week 2021. The Queen’s Green Canopy offering opportunities for wider engagement in 2022. GBGW – promoted via <a href="#">SM</a> and SSH webpages QGC: promoted via <a href="#">PR</a>, <a href="#">SM</a>, <a href="#">Heathscene</a> and <a href="#">SSH webpages</a>.</p> <p>This annual project has run for the past six years. In Jan 2022, more than 3,000 trees</p>	Communications and Engagement Manager, Climate Change Officer





				<p>such as the Christmas Tree Recycling Scheme.</p> <p>SHBC declared support for the Climate and Ecological Emergency Bill.</p> <p>Sustainable Transport – SH Bike Project encouraging local young people to cycle.</p>	<p>were recycled by the Greenspace Team and recycled into woodchips used on paths in our parks. More than double previous highest total. Comms: <a href="#">PRs</a>, SM, council noticeboards in every ward, Heathscene, and internally.</p> <p>Comms promoted via <a href="#">PR</a>, website, SM, open letter and letter to local MP. Climate Change Action Plan reviewed to incorporate Ecological Emergency statement.</p> <p>Comms promoted via SM and SSH webpages and Heathscene.</p>	
<b>B2</b>	Facilitate local events promoting sustainable practices, making best use of the Council's assets (e.g. using vacant units in the SQ etc).	Likely to require additional funding	Medium	Consider options for community events include drop-in energy café sessions to support vulnerable residents with energy advice and advocacy; a climate change youth debate to encourage engagement on the Climate Change Action Plan, and; bicycle repair workshops.	Collaboration in events with partners to be developed from Autumn 2022.	Climate Change Officer
<b>B3</b>	Investigate the potential for pop-up units in the Town Centre for local	Likely to require additional funding	Medium	Review sustainable businesses in the Borough which could utilise units in town Centre.	Opportunities to be considered by the Economic development team.	Economic Development Manager



	sustainable businesses, for example in vacant units.					
<b>B4</b>	Require deliveries to be by electric vehicles where practicable.	Likely to require additional funding	Medium	Plan how best to support this action through contracts where practical.	This area of work relates to SCC LTP4, awaiting further details of specific plans for Surrey Heath.	Climate Change Officer
<b>WIDER BOROUGH – BEHAVIOUR ACTIONS</b>						
<b>B5</b>	Work with the Local Enterprise Partnership (LEPs), e.g. to identify funding sources that residents can access.	Within existing budgets	High	Organise initial meeting with the LEP.	Continue to monitor grant funding streams and promote on sustainable Surrey Heath webpages and social media.	Climate Change Officer
<b>B6</b>	Consider the potential to support or advertise local reuse websites/apps to promote waste reduction in the Borough.	Within existing budgets	Low	Continue to support social media posts from Joint Waste Solutions and Surrey Environment Partnership.	Social media support continuing to share posts from JWS and Surrey Environment Partnership.	Communications and Engagement Manager
<b>B7</b>	Establish a programme of funding for charities or other local initiatives who redistribute surplus food to those in need.	Will require additional funding	Low	Investigate delivery of this action connected to the Community Support Working Group, with aspiration to create a community food project.	Continue to support community larder projects and consider option to implement redistributing surplus food into existing food support schemes.	Community Development Officer
<b>B8</b>	Working in partnership with local businesses and organisations to deliver carbon reductions throughout the Borough.	Within existing budgets	Low	Promote new guidance on the sustainable Surrey Heath business webpage.  Opportunity for event to support business's carbon literacy in Surrey Heath.	Updated guidance available on Surrey Heath website.  Economic development team to hold net zero business event July 2022.	Economic Development Manager



<b>B9</b>	Work with local events to reduce emissions and waste from events through producing a best practice guidance.	Within existing budgets	Low	Consider options to support this action with Joint Waste Solutions and the Surrey Environment Partnership.	Work with JWS to support this action and share guidance on Sustainable Surrey Heath website.	Climate Change Officer, Communications and Engagement Manager
<b>B10</b>	Investigate the potential for a local award for businesses that demonstrate excellence in reducing carbon emissions or achieve net zero.	Likely to require additional funding	Low	Economic and Development Team to develop Award  Promote of CREST 2022 to the Boroughs Businesses.	Planned for 2022/3.  Throughout 2022.	Economic Development Manager
<b>B11</b>	Investigate potential opportunities to partner with universities for local research and innovation.	Within existing budgets	Medium	Develop opportunity for MSc research student to conduct research with the Council on topics within the Climate Change Action Plan.	University of Surrey student completed internship at Surrey Heath April/May 2022 and to undertake survey to support net zero business Summer 2022.	Economic Development Manager, Climate Change Officer
<b>B12</b>	Review and improve how we involve citizens in our existing decision-making processes.	Within existing budgets	High	Engage meaningfully with our community on all key policies impacting on the local community and become recognised as one of the best Councils for doing this.	Continue to engage with residents on Climate Change issues. Various awareness weeks promoted eg #GreatBigGreenWeek, #NationalVegetarianWeek #HeathWeek. Climate Change content included in every issue of Heathscene magazine asking for views, responses to consultations and surveys, reporting back on progress. Promotion of relevant external consultations eg	Communications and Engagement Manager



					<p>SCC Frimley-Camberley cycleway. Sustainable Surrey Heath web hub featured on council noticeboards, SM, website, email signatures and promoted internally. Climate Change and the environment were key issues in <a href="#">Five Year Strategy Consultation</a>. Environment and Sustainability are important elements in <a href="#">Draft Local Plan Consultation</a>.</p>	
<b>B13</b>	Review the implications of moving towards a low carbon economy on Surrey Heath's jobs and skills markets.	Will require additional funding	Low	Align with action B11 and opportunity for research focus.	Survey of businesses to support, results expected in Autumn 2022.	Economic Development Manager
<b>B14</b>	Working with partners, use local economic data to provide a clearer picture of ongoing reuse activities, to identify circular economy opportunities and assets.	Likely to require additional funding	Medium	Support through research, coordinating with Surrey Environment Partnership and opportunities with SCC.	Expected research to tie in to SCC Greener Futures Programme delivery in 2022-24 and communications and engagement plan.	Climate Change Officer, Economic Development Manager
<b>B15</b>	Work with partners to help facilitate reduced waste and increase reuse and recycling in the Borough.	Withing existing budgets	High	Work with Joint Waste Solutions and partners to continue high recycling rates in Surrey Heath.	Continue support on social media and webpages.	Partnership Director JWS



**COUNCIL OPERATIONS – OPERATIONAL ACTIONS**

ID	ACTION	RESOURCING	PRIORITY	MILESTONE	PROGRESS	LEAD OFFICER/S
O1	Make climate change a priority for decision making, both in terms of procurement processes and officer reports.	Withing existing budgets	High	<p>Build commitment to ensure spending decisions achieve wider environmental benefits.</p> <p>Develop and share understanding of sustainable procurement best practices.</p>	<p>Supported with the appointment of the Strategic Director - Environment and Community (2022).</p> <p>Continue Officer attendance at collaborative working Group with SCC, Surrey District and Boroughs (monthly meetings attended).</p>	Strategic Director - Environment and Community
O2	Embed carbon reduction objectives into all decision-making processes in the Council, ensuring that the Council's supply chains are minimising carbon emissions.	Likely to require additional funding	High	<p>Assess the carbon impact of current contracts where possible, with large contracts prioritised with surveys and detailed data collection.</p> <p>Consider how contracts can be used to send a strong signal regarding future low carbon requirements.</p>	<p>Expected 2022/3 as part of Emissions Scope 3 scoping.</p> <p>To develop sustainable procurement policies by coordination with contract managers and procurement team.</p>	Strategic Director - Environment and Community, Procurement Officer, Climate Change Officer



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.	Will require additional funding	High	<p>Undertake targeted engagement with key contractors to build an understanding of net zero goals.</p> <p>Review options and opportunities for reducing carbon associated with contracts.</p> <p>Prioritise delivery of carbon literacy training for internal procurers and commissioners</p>	<p>Through 2022 onwards.</p> <p>Engage with wider Sustainable Procurement Working Group to support this action (Officer attendance).</p> <p>Carbon literacy training to Council staff from June 2022.</p>	Procurement Officer, Climate Change Officer
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.	Will require additional funding	High	<p>Sign Surrey County Council's agreement to reducing single use plastic.</p> <p>Install water dispenser in the Council Chamber eliminating the use of bottled water in meetings.</p> <p>Continue to identify opportunities to reduce single use plastics across estate and operations</p>	<p>Completed</p> <p>Completed</p> <p>Water dispensers used at Windle Valley Centre. Majority of the Meals at Home service come in recyclable foil containers, and sandwich packaging is recyclable.</p>	Climate Change Officer, Facilities Officer
O5	Consider how internal budgets are used effectively to value and support work on carbon reductions and identify	Withing existing budgets	High	Consider the impact of internal budgets on Scope 3 carbon emissions.	Appoint consultant to develop detailed Scope 3 emissions review by March 2023.	Chief Accountant, Climate Change Champion Network



	appropriate ways to support and incentivise internal carbon reduction/offsetting projects.					
<b>O6</b>	Carry out departmental Climate Change risk assessments.	Withing existing budgets	High	Identify priorities for carbon reduction through departmental Climate Change Risk Assessments.  Deliver Climate Change Risk Assessments across SHBC Teams (2022/3).	Draft forms by Autumn 2022.  Plan to link this action with Action O7, and work with Climate Change Champions to facilitate assessments across the Council.	Climate Change Champion Network
<b>O7</b>	Establish a network of staff Climate Change Champions across the Council.	Withing existing budgets	High	Establish network of climate change champions to support the Council's net zero goals.  Deliver Carbon Literacy training to Climate Change Champions.	Completed February 2022. Active network with 11 members.  To take place in June 2022.	Climate Change Officer
<b>O8</b>	Raise staff/Councillor awareness through carbon literacy training	Will require additional funding	High	Promote climate change module E-learning course.  Officers to complete trainers course in Carbon Literacy organised by APSE  Carbon Literacy training can be rolled out in house, across the Council from 2022.	Available of Staff Intranet since summer 2021.  Training completed spring 2022.  First training to take place June 2022. Second training planned for Autumn 2022.	Climate Change Officer
<b>O9</b>	Examine the potential to introduce a Community Municipal Investment (CMI) to support the	Will require additional funding	High	Research opportunities of CMI to support renewable energy developments.	Case study research completed by climate change intern Spring 2022.	Climate Change Officer



	investment of local green projects.			Consider the opportunity of a CMI for installation of solar PV on Main Square Car-park	Opportunity to be considered as part of solar business case by end 2022.	
<b>WIDER BOROUGH – OPERATIONAL ACTIONS</b>						
<b>O10</b>	Evaluate the need to develop a Surrey Heath Climate Change Adaptation and Resilience Plan, recognising that climate mitigation and adaptation has potential co-benefits and connects to wider impacts on society such as health and wellbeing, fuel security, air quality and flood risk and recovery.	Likely to require additional funding	Medium	<p>Join working Group on Adaptation and Resilience with SCC, Districts and Boroughs with the shared goal of developing adaptation guidance.</p> <p>Liaise with partners and SCC to support development of a Climate Change Adaptation and Resilience Plan.</p>	<p>Officer involved in climate change adaptation working group.</p> <p>Initial risk and resilience overview workshop planned for June 2022 and focused workshop later in the Summer 2022.</p>	Climate Change Officer

**COUNCIL OPERATIONS – MONITORING ACTIONS**





ID	ACTION	RESOURCING	PRIORITY	MILESTONE	PROGRESS	LEAD OFFICER/S
<b>MI</b>	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.	Likely to require additional funding	High	<p>Update SHBC Scope 1 and 2 emissions to 2019/20 and report SHBC Scope 1 and 2 emissions for 2020/21.</p> <p>Collect data to support understanding of Scope 3 emissions.</p> <p>Develop update of baseline of Scope 3 and wider Borough emissions.</p>	<p>Completed</p> <p>Employee commuting survey 2022 supported data collection.</p> <p>Appoint consultant to develop detailed Scope 3 emissions review by March 2023.</p>	Climate Change Officer
<b>M2</b>	Create a monitoring framework for the Action Plan to monitor progress.	Withing existing budgets	High	<p>Report progress of Climate Change Action Plan to CCWG.</p> <p>Report progress of Climate Change Action Plan to Performance and Finance Security committee.</p> <p>Make update available on Surrey Heath Borough Council Website and Heathscene.</p>	<p>10 meetings to date with CCWG, 5 formal recommendations to Executive or other Council Bodies.</p> <p>Presented January 2022 and to continue annually.</p> <p>Climate Change articles published in Heathscene. Climate Change Action</p>	Climate Change Officer



					Plan Update to be published on website.	
<b>M3</b>	Collecting consumption data from tenants to improve monitoring data, working with tenants to gather carbon footprint or energy consumption data.	Withing existing budgets	High	Undertake data collection of energy use in Council leased assets where possible.	Dependent on data availability to be collected through 2022/23.	Climate Change Officer

