

Appendix B - Climate Change Action Plan September 2024

Climate Change Action Plan

Number	Objective	Action	Progress update	Action owners	Target timeframes
1.1	Ensure planning decisions protect the environment while delivering quality place-making and appropriate land use with supporting infrastructure.	Use our planning processes to ensure design, biodiversity, infrastructure, climate change and biodiversity are given high priority and weight in planning decision making,	Work is about to start on a new Local Plan to review and update current policies, as well as develop new ones, which will take all of this into account. Climate change principles will be embedded in the new Local Plan. We are following the statutory guidance in relation to biodiversity net gain.	Katya Fox	Medium-term: 3-7yrs
1.2		Ensure planning policy reflects the need to avoid substantial development on flood plains.	The national planning policy already sets out where and what type of development can take place within the different flood zones. Floodplains fall into flood zone 3b, which is automatically excluded when developing a spatial strategy in a Local Plan.	Katya Fox	Medium-term: 3-7yrs
1.3		Ensure all new homes with parking have an electric vehicle (EV) charging point installed.	Electric car charging is covered by Building Regs (Part S) - every new home with associated parking must have an EV charge point.	Tom James	Medium-term: 3-7yrs
1.4		Reduce the impact of flooding.	Supporting flood alleviation work and ensuring planning policies mitigate against flooding. Work to improve Queens Park in Caterham has included flood alleviation measures.	Tom James/ Alex Webber	Medium-term: 3-7yrs
1.5		Ensure any regeneration schemes for town centres encourage greenery, planting of trees and innovative ways to absorb rainwater to alleviate flooding.	Croydon Road in Caterham is being redeveloped to extend the pavement space to more greenery, planting of trees and new rain gardens to absorb water running off the road to help alleviate flooding. Work to improve Queens Park in Caterham has included flood alleviation measures.	Tom James/ Alex Webber	Medium-term: 3-7yrs
2.1	Seek Biodiversity Net Gain from new development and use the Council's own developments and assets.	Ensure play areas include provision of green and natural features.	A Playground Strategy is being developed which will include a plan for BNG and educational information signs to encourage biodiversity. One of the UK Shared Prosperity Fund projects is about installing bio-cubes, which are specialist planters to increase biodiversity in playgrounds. Sites are currently being identified to be presented at strategy and resources committee in September 2024.	Catherine Dainkeh	Short term 0-2 years
2.2		Develop and adopt a Biodiversity Strategy and action plan for council owned land and follow statutory guidance which includes biodiversity net gain.	New housing schemes are being delivered with biodiversity net gain, including tree replacement and planting native hedgerows to encourage biodiversity.	Tom James	Medium-term: 3-7yrs
2.3		Secure credit sites for Biodiversity Net Gain using council owned estate and other developments.		Alex Webber	Medium-term: 3-7yrs
2.4		Provide training for officers and councillors in biodiversity.	Surrey Wildlife Trust provides training which can be accessed by council officers and councillors.	Gaye O'Brien	Ongoing

3.1	Focus on improving biodiversity encouraging and enabling green tourism and green infrastructure within the statutory guidance.	Improve and reduce mowing practices on public land, the use of pesticides, increase wildflower, grassland, wetland and pollinator planting on district council land, parks and any land we own.	Seeds have been sown in wild flower areas to encourage pollinating insects and work with parish councils to plant family orchards in some of the parks and trees in Westway Park for the wildlife.	Ian Hudson	Short term 0-2 years
3.2		Determine and provide suitable land to enable tree planting , wildflower meadows and re-wilding through a GIS mapping project .	Continue to explore options for and support, community tree planting initiatives.	Ola Agboola	Medium-term: 3-7yrs
		Continue to embed biodiversity net gain into planning and wider council processes.	Works to Croydon Road in Caterham include more greenery, planting of trees and new rain gardens.	Internal Working Group	ongoing
3.3		Specialist urban design, ecological, and landscape advice is secured for all planning applications where needed.	The Council has a dedicated officer whose primary focus is ecology and biodiversity. Officers collaborate with partners including Surrey Wildlife Trust, Surrey Hills, High Weald AONBs, Surrey Climate Commission and Surrey Air Alliance to build sustainable strategies and secure funds.	Ola Agboola	Ongoing
4.1	Reduce waste and emissions across our own estate, assets and activities and use natural resources more efficiently.	Electronic dispatch of invoice	A small number of invoices are currently dispatched via e-mail, further work is required to gather customer e-mail addresses and gain consent from customers to change dispatch method.	Emma Brown	Short term 0-2 years
4.2		Develop a sustainable procurement policy.	Sustainability needs to be added into any commissioned work and new contracts / old contracts need to be amended or variation to contract added. Including social and environmental objectives in procurement policies is being considered alongside price and cost when tenders are evaluated.	Andrew Wintersgill	Short term 0-2 years
4.3		Support the installation of electric vehicle charging points on our land. Allow other public sector bodies to install charging points using the terms and conditions of our contract with Connected Kerb.	Through Connected Kerb contract, council owned locations will be identified. Third party public sector organisations can also benefit from the contract eg parish councils, charities, churches etc.	Simon Mander	Short term 0-2 years
4.4		Install new energy saving LED lighting in council owned car parks in the district	SL9s LED lighting has been installed to replace high pressure sodium lights in off street car parks. The old lights had a wattage output of 250 watts and the new have a wattage output of only 54 watts.	Jim Lewthwaite	Short term 0-2 years
4.5		Eliminate use of Single Use Plastic (SUP) for council use at meetings or events and at third party events supported by the Council wherever possible	Paper cups are provided for meetings and events, which can be recycled.	Martin Gubby	Short term 0-2 years
4.6		Develop a plan for the decarbonisation of council owned vehicles, whether this is by replacing petrol or diesel vehicles with electric or other alternative fuels.		Simon Mander	Medium-term: 3-7yrs
4.7		Review available electric / alternative fuelled plant and machinery for our grounds maintenance work	Trial of equipment is to be carried out in 2024/2025.	Simon Mander	Medium-term: 3-7yrs

4.8	Facilitate social housing decarbonisation working groups to support and enable decarbonisation in social housing by bringing together social housing providers. A separate action plan for decarbonising the housing stock is being developed.	Decarbonisation working group has been established and holding regular meetings. The risk register is being maintained and monthly feedback provided to DLUHC. The decarbonisation strategy is to be written to support this and wider work with registered providers.	Mark Robinson	Medium-term: 3-7yrs
4.9	Complete social housing stock condition surveys to develop and deliver the project plan for decarbonising our housing stock to ensure they are energy efficient as possible. A separate action plan for decarbonising the housing stock is being developed.	Solar panels, better insulation, heating controls and ventilation are being installed in the housing stock where possible. Bids are being made for funding to help improve the housing stock. The Council has been awarded £849,000 from the Social Housing Decarbonisation Fund to retrofit 150 homes.	Mark Robinson	Long term 7+ yrs.
4.10	Council owned homes to reach a minimum Energy Performance Certificate (EPC) rating of C. A separate action plan for decarbonising the housing stock is being developed.	Planned maintenance programme in place to renew boilers, windows and doors and top up insulation where necessary. A large number of properties require a new EPC and procurement for this will commence shortly.	Mark Robinson	Long term 7+ yrs.
4.11	All new council properties aim to be net zero carbon (operational).	A specialist energy consultant is involved at the design and planning stage of new schemes to make sure the use of renewable energy is maximised, as well as energy saving measures to reduce emissions. The first net zero carbon homes were completed in July 2024.	Carol Snowden/ Nicola Cresswell	Long term 7+ yrs.
4.12	Explore opportunities with SES Water on capturing and using heat from waste water and water recycling on council housing estates	This work has not yet started.	Mark Robinson	Long term 7+ yrs.
4.13	Review all council property and deliver low carbon energy infrastructure such as solar PV, heat networks, heat pumps and energy efficiency measures in council properties across the district.	Quadrant House has been refurbished to make it more environmentally friendly, with improved insulation, upgraded windows and energy efficient heating and cooling equipment to reduce carbon dioxide emissions. The living wall makes the road more environmentally sustainable, encouraging biodiversity and improving air quality. Emissions from the Council Offices in Oxted have been reduced with the use of solar panels, LED lighting, sensor lighting and better insulation. Measures have been taken by our Freedom Leisure to improve efficiencies in our leisure centres. This includes reducing pool temperatures, insulation of all pipework, replacing lighting with LED lighting, installing variable speed pumps and fans. Installing combined heat and power systems.	Alex Webber	Long term 7+ yrs.
4.14	Install additional energy efficiency measures (digital lighting, solar PV) to council owned sites and identify sites.	All lighting is being changed to LED lighting where possible. All new builds will benefit from solar or PV tiles to assist with meeting net zero at build.	Alex Webber	Long term 7+ yrs.

4.15		Source 100% renewable electricity for council use.	The Council achieved an increase in renewable generation and managing greenhouse gas emissions, by switching the Council's electricity supply to a green tariff in September 2021.	Alex Webber	Ongoing
4.16		Purchase more green gas in order to move away from using brown gas in council buildings by 2030 while we wait for district heat connections and low carbon heating systems to be available.		Alex Webber	Ongoing
4.17		Reduce the use of paper, printing and postage. Eliminate use of unsustainable paper for printed marketing materials and within democratic services	Project is underway to review what is currently printed and posted. ModernGov provides paperless administration of council agendas. Councillors are encouraged to use tablets or laptops to view agendas, although more charging facilities are needed in the Council Chamber. Agendas are only provided to committee members or attending substitutes so fewer packs are printed on sustainable paper.	Josh Elliot/ Giuseppina Valenza	ongoing
4.18		Offer a cycle to work scheme.	The Council offers staff a salary sacrifice cycle to work scheme.	Nicky Hill	ongoing
4.19		Offer hybrid working for staff to reduce the number of car journeys made.	Hybrid and flexible working policies are in place. Officers are required to work 2/3 days in the office spread across the week to reduce the impact on the car park.	Nicky Hill	ongoing
4.20		Develop training and guidance for staff on climate change and carbon reduction.	Training has been identified and is being initially rolled out to councillors on the climate change working group and staff representatives who attend the internal working group	Gaye O'Brien	ongoing
4.21		Measure and report the Council's greenhouse gases.	The data is shared annually with Surrey to provide an overall county score.	Gaye O'Brien	ongoing
5.1	Provide an efficient recycling and waste service, encouraging residents and businesses to reduce, reuse and recycle.	Deliver education and behaviour change campaigns to encourage reduction in food waste and reducing, reusing and recycling residual waste.	Surrey Environment Partnership reduce, reuse and recycle campaigns are regularly shared with residents to ensure they understand how to recycle correctly to reduce contamination, which can lead to recycling materials being rejected and taken to landfill.	Claire Cooney	ongoing
5.2		Continue to reduce levels of contamination in the recycling waste streams through clearer information and guidance	The percentage of household waste which is recycled, composted or reused has increased from 53% to 60% in the last six years and the Council has moved from 43rd nationally to 11th and 2nd in Surrey for recycling.	Claire Cooney	ongoing
5.3		Promote and support local reuse and repair schemes which divert waste, for example Freecycle, Freecycle, repair cafes etc		Claire Cooney	ongoing
5.4		Continue and accelerate the delivery of the digital transformation projects to enable residents access to services online, to reduce printing.		Ricky Fuller	ongoing
5.5		Improve recycling in harder to reach properties to increase the dry recycling and food waste reduction by assessing properties and then providing full range of recycling facilities.		Claire Cooney	ongoing
5.6		Continue to locate clothes and textile banks in strategic locations across the district prioritising the re-use of the items collected.	Currently there are 15 clothes and textile banks across the district. The Council has a collection service for textiles from households which is available to the majority of properties.	Claire Cooney	ongoing

5.7		To investigate with the recycling and refuse collection contractor opportunities to move the fleet to alternative fuel options.	In 2023/2024 an electric refuse collection vehicle and an electric food waste collection vehicle were trialled as part of the contractor's companies investigation into alternative fuelled vehicles.	Claire Cooney	ongoing
6.1	Work with Surrey County Council and other transport providers to promote sustainable transport choices, increase accessibility for all and reduce congestion.	Promote grants for electric vehicle charge points for renters, flat owners, landlords and small to medium sized businesses	Content will be shared across our digital platforms and networks, including councillors, parish councils etc.	Gaye O'Brien	ongoing
6.2		Encourage active travel (walking and cycling) and work with Surrey County Council (SCC) to provide more opportunity for active travel by supporting SCC's local transport plan to use more sustainable modes of public transport, walking, and cycling, moving away from car use.	Joint working has taken place with Surrey County Council which includes a local street improvement programme to design and create a healthier and attractive environment to encourage more walking wheeling and riding. Promoting walking and cycling routes in the district by providing informaton on our website and in newsletters.	Gaye O'Brien	ongoing
7.1	Work with Surrey County Council and other partners to help local residents and businesses make responsible environmental decisions and to take action to reduce their own carbon footprint and use of resources, as well as increase their climate change resilience.	Lead and support behavioural change campaigns and activity to encourage residents and businesses to take steps to mitigate against climate change.	Develop an ongoing climate change campaign and action plan. Promotion of any other climate mitigation campaigns. Promote grants for electric vehicles and charging points for private use. Content will be shared across our digital platforms and networks, including councillors, parish councils etc.	Policy and Communications Team	ongoing
7.2		Promotion of government funded grants.	Rural communities have been given the opportunity to apply for the community energy fund grant. The fund will help kickstart projects including small scale wind farms, rooftop solar partnerships battery storage, rural heat networks, electric vehicle charging points and fuel poverty alleviation schemes. Content will be shared across our digital platforms and networks, including councillors, parish councils etc.	Policy and Communications Team	ongoing
7.3		Promotion of funding for energy efficiency grants through Action Surrey.	Work with Action Surrey which provides energy efficiency measures for residents including loft, wall and floor insulation, air source heat pumps and solar panels. Action Surrey also administers other government funded schemes such as Home Upgrade Grant (HUG) and Local Authority Delivery Scheme (LAD) GBIS and ECO4 flex. These aim to raise the energy efficiency of low income and low energy performance homes. Action Surrey has helped install 47 energy efficiency improvements across Surrey 11% of these households are in Tandridge saving an estimated 2.86 CO2 tonnes/year. Content will be shared across our digital platforms and networks, including councillors, parish councils etc.	Policy and Communications Team	ongoing
7.4		Encourage residents and businesses to continue to reduce, reuse and recycle to reduce the amount of waste created and disposed of.	Support and share the Surrey Environment Partnership campaigns by providing information on our website. Content will be shared across our digital platforms and networks, including councillors, parish councils etc.	Policy and Communications Team	ongoing

7.5		Encourage residents to switch to services online, reducing paper and postage.	Campaign being developed as part of digital programme to improve information and advice on the website, signposting to a MyAccount with the aim of reducing contact, post and print. Content will be shared across our digital platforms and networks, including councillors, parish councils etc.	Policy and Communications Team	ongoing
7.6		Encourage the development of green jobs, which mitigate against and prevent climate change. These could include installing low-carbon energy systems, designing energy-efficient products, or developing electric vehicle charging networks.	Work with Surrey County Council in the creation of green jobs schemes and evidence business growth in green jobs. (https://www.surreycc.gov.uk/community/climate-change/things-you-can-do/green-careers/facts-and-statistics)	Policy and Communications Team	ongoing
7.7		Work with businesses to encourage them to decarbonise their own operations.	Close working with the BIDs and communication through the business newsletter to support and encourage businesses to reduce their impact on climate change. The LoCase, grants scheme for businesses closed in June 2023. Businesses in the district made 81 enquiries, with 23 approved for funding. 20 businesses claimed the funding and a total of £163,158.93 was awarded with 76.21 annual tCO2e saved. Total annual savings by claiming businesses is £38,589.36 across the district. Content will be shared across our digital platforms and networks, including councillors, parish councils etc.	Policy and Communications Team	ongoing
7.8		Promote the climate and ecological emergency community grants schemes available and a understanding of which projects are suitable for community funding	Any grants or schemes that become available are shared with community groups and local parish councils such as LEAD and HEAT schemes from SCC. Defra is working with Action with Communities in Rural England (ACRE) to scope the Community Green Spaces Fund with applications expected to open in early summer. Content will be shared across our digital platforms and networks, including councillors, parish councils etc.	Policy and Communications Team	ongoing
7.9		Active partner in county wide climate change groups and activity.	The Council belongs to the county wide climate change working group and are part of the Greener Futures Partnership Board.	Gaye O'Brien/ Giuseppina Valenza	ongoing
7.1		Promote and encourage the use of solar panels.	The Council has worked with Solar Together to support residents to invest in renewable energy to cut carbon emissions. Solar Together is a community group buying scheme to install solar panels for less, with optional battery storage and electric vehicle charging points. Content will be shared across our digital platforms and networks, including councillors, parish councils etc.	Policy and Communications Team	ongoing
7.12		Share details of carbon literacy training with officers and councillors.	Details are regularly shared with councillors in the Councillors' Bulletin and by e-mail.	Gaye O'Brien	ongoing
8	Ensure effective implementation and reporting of progress against specified targets and KPIs	Appoint a dedicated staff member/resource to implement the actions identified and monitor and record the progress on a quarterly basis	Internal working group set up with representatives from all council service areas. A councillors task and finish group has been set up to support the delivery of the strategy and this action plan.	Gaye O'Brien	ongoing