

## Appendix A - Committee Action Plan Update

Category	Action	Strategic Priority	Action Priority	Completion Date	Jun-21
1	Produce Council greenhouse gas emissions report to ensure we are effectively measuring and managing our emissions		1	Mar-21	<ul style="list-style-type: none"> <li>* A first draft emissions report for 2019/20 has been prepared. However Officers would like additional time to review the reliability of the data before publishing publicly.</li> <li>* The data has been collected for 2020/21. Therefore preparing this report should shed light on the data used for the 2019/20 report.</li> <li>* We have also been assisting the Surrey waste partnership with their work on calculating the emissions related to the County's collection and disposal of waste.</li> <li>* The completion of the action, i.e. a published report for 2019/20 and 2020/21, has been delayed due to a lack of capacity of the lead officer and competing corporate priorities.</li> </ul>
1	Undertake a zero-carbon pathway and feasibility assessment for the Council Offices		1	Mar-21	<ul style="list-style-type: none"> <li>* We have historic data on this building, and it has been submitted to be assessed as part of a County Council led study. This data will be used to inform the zero carbon pathway. The final report is expected in June 2021, which will then enable us to progress this action. Hence the delay.</li> <li>* In addition, the Assets team are in the process of preparing a commercial/operational property asset list, which focuses on energy performance and the steps needed to progress an asset's net zero pathway. This will enable us to prioritise its commercial asset retrofit work.</li> </ul>
2	Scope feasibility of installing Electric Vehicle (EV) charging infrastructure in the District		1	Mar-21	<ul style="list-style-type: none"> <li>* A full update on this action has been included in the Climate Change Update Report, to Strategy &amp; Resources Committee 6th July 2021.</li> </ul>
2	Produce climate change communications plan (e.g. Council website, single-use plastics, low carbon advertising, zero waste, AONBs)		2	Mar-21	<ul style="list-style-type: none"> <li>* The first draft of the communications plan has been completed. The actions around the plan will emerge in the Summer of 2021 following the May elections, and according to Officer capacity.</li> </ul>
2	Assess opening Tandridge Lottery and Community Fund to support climate change projects/good causes in the District		3	Mar-21	<ul style="list-style-type: none"> <li>* Preliminary discussions have been held between Officers. However the action will need to be considered as part of the funding criteria for next year given the timelines for this year.</li> </ul>

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1	Arrange staff and councillor climate change literacy training		3	Jul-21	<p>* The LGA have released a new version of "A councillor's workbook on the local pathway to net zero". This covers many aspects of climate change and its relation to Local Authorities, it can be downloaded using this link: <a href="https://www.local.gov.uk/publications/councillor-workbook-acting-climate-change">https://www.local.gov.uk/publications/councillor-workbook-acting-climate-change</a></p> <p>* Officers have also attended a workshop and met with the Carbon Literacy Project who provide carbon literacy toolkits specifically aimed at Local Authorities. The courses last one full day and the payment of a £10 per person course validation fee. The Programme Management Officer will prepare a business case as soon as practicable.</p>
2	Scope options for how the Council can engage with young residents on climate change		3	Sep-21	<p>* This will be reviewed as Officers begin mobilising the climate change Communications Plan in the Summer of 2021.</p>
1	Switch the Council's supply to a 'green' tariff that guarantees energy from renewable sources		1	Mar-22	<p>* We have informed our energy broker that switching to green energy tariffs is a corporate priority. Our energy contracts are currently in the process of being re-procured (at the time of writing).</p>
1	Undertake a zero-carbon pathway and feasibility assessment for the Warren Lane Depot		1	Mar-22	<p>* This building has been submitted to be assessed as part of a County Council led study. This data will be used to inform the zero carbon pathway. The final report is expected in June 2021, which will then enable us to progress this action. Hence the delay.</p>
1	Undertake a zero-carbon pathway and feasibility assessment for the Council's housing stock		1	Mar-22	<p>* A sample of properties were submitted to a County Council led study. We are expecting the results in June 2021.</p> <p>* A report was taken to the March 2021 Housing Committee: "Scope for replacing gas boilers with low carbon heating systems in Council-owned properties". The Lead Community Surveyor will produce a follow-up report as soon as capacity allows.</p> <p>* Preliminary work for this action is ongoing. The Lead Community Surveyor and IT are currently looking at implementation of a new IT system that will enable us to perform more efficient condition surveys of our properties. This is a key milestone for this action; results from this work are expected at the end of June 2021.</p> <p>* Officers are regularly sharing information with other Districts &amp; Boroughs and the County Council via the Surrey Climate Change Officers Group. The Programme Management Officer has also been working on this action as part of a Local Government Association programme.</p> <p>* We are in dialogue with the South East Energy Hub regarding potential government funding for this work.</p>
3	Work with Surrey County Council and Joint Waste Solutions to fully assess emissions from the County's / District's waste collection and processing		2	Mar-22	<p>* We have provided emissions data to the County's waste partnership organisation, who are working on county-wide emissions reporting for waste collection and disposal.</p>

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1	Scope Council staff to use active travel or low carbon transport to commute to work		3	Mar-22	* A staff survey has been conducted and initially reviewed. As no 'quick wins' were identified, resource will be prioritised on higher priority actions. However consideration of this action will feature alongside any associated work, such as the Council's Covid-19 recovery work
1	Ensure our business continuity and emergency plans are robust from a climate change perspective		Mitigation	Mar-22	* We are participating in the County Council's work on climate resilience, and will feed results into our own plans as they emerge.
2	Scope how the Council can support upskilling the District's workforce in the green economy		2	Sep-22	* We have supported the creation of a youth hub, with Reigate & Banstead Borough Council and the Department of Work and Pensions. The Hub will offer mentoring, training, CV writing skills, interview techniques and work experience, supported by employers and will enable access to the Kick Start programme.
3	Scope installation of renewable energy generators in the District (e.g. battery storage, wind, solar) in the District		2	Mar-23	* We are participating in a County Council research piece that investigated opportunities for renewable energy in Surrey. We are expecting the results by the end of June 2021.
1	Scope carbon sequestration opportunities in the District (inc. tree strategy & canopy survey)		Offsetting	Mar-23	* We are participating in a County Council research piece that has looked at carbon sequestration opportunities in the District. We are expecting the results by the end of June 2021.
3	Scope installation of urban 'greening' devices (e.g. air-purifying benches, green walls, green roofs)		3	Dec-23	* We are currently in the process of scoping retrofit work to one of our commercial buildings, Quadrant House, which includes exploring opportunities for 'green walls'.
1	Develop a business case for all Council vehicles to be powered by electric or other low carbon alternatives		1	Jun-24	* This is a high priority action, but with a long-term deadline according to our fleet vehicle contracts. The next step we will take is to organise a fleet vehicle workshop with the Energy Saving Trust.
2	Scope working with farmers to reduce their carbon footprint		2	Sep-24	* We are maintaining a dialogue with High Weald AONB, who are investigating this aspect of climate change work.
2	Scope how the Council can support community energy schemes		2	Mar-25	* We are maintaining a dialogue with Outwood Parish Council, who were awarded government funding to scope the possibility for community energy in their Parish. * The County Council are supporting iChooser / Solar Together on community-based group purchasing of solar pv.