



Environmental Sustainability Strategy – Action Plan

April 2024

This is an accessible version of a spreadsheet which provides more information relating to the actions contained in this accessible document. If you require a pdf copy of the spreadsheet, please contact sustainability@reigate-banstead.gov.uk but please be aware that it may not be suitable for users of assistive technology.

Theme 1 – Energy and Carbon

Priority 1 – Energy Minimisation

Objective 1 – Reduce operational energy consumption for new and existing buildings through a fabric first approach with energy efficient equipment for Council buildings by promoting and facilitating opportunities to deliver retrofit for borough buildings

Indicator - Council building energy consumption

Indicator - Council CO₂e footprint

Indicator - borough CO₂e estimates (DESNZ)

Action 1 - BOROUGH: Continue to achieve a high take-up of national or other domestic energy efficiency grants and schemes through local marketing and networking campaigns. (2024/25 ongoing)

Action 2 - COUNCIL: Implement a rolling programme of maintenance and improvement works to reduce gas consumption across the Council estate and implement as and when equipment needs replacing. (2024/25 ongoing)

Action 3 - COUNCIL: Develop a plan to improve the energy efficiency of council-owned housing with a view to leveraging external funding to implement improvements. (2024/25)

Action 4 - COUNCIL: Review potential energy efficiency savings for IT equipment. (2024/25).
To include:

- Review of power use and standby settings on laptops, monitors and printers;
- Reviewing comms room and server room power consumption and temperature settings and removing unneeded equipment.

Action 5 - COUNCIL: Implement energy efficiency measures across Council operational buildings as identified within the Building Energy Audits 'no regrets' scenario, and including any recommendations identified in Display Energy Certificates. (2024/25)

Action 6 - COUNCIL: Undertake further investigation into implementation of Building Energy Audits 'accelerated pathway' interventions for our operational buildings. (2025/26 ongoing)

Objective 2 – Promote behaviour changes to reduce operational energy consumption (see also actions under Objective 17 – Communications)

Indicator - number of initiatives delivered to staff to reduce operational energy consumption

Indicator - number of initiatives delivered across the borough to reduce energy consumption

Action 7 - BOROUGH: capacity build/enable local community groups across the borough to work on energy reduction projects. (2024/25 ongoing)

Action 8 – COUNCIL: With support from the Transport team, all service areas that have vehicles to: implement driver management, efficient driver training and review of how they use vehicles, including route optimisation. (2024/25 ongoing)

Action 9 – COUNCIL: Implement the Solar Big Belly Bin [compacting bin] project in 2024 to reduce mileage in the Cleansing fleet. (2024/25)

Action 10 – COUNCIL: Provide tenants in council-owned housing with energy efficiency and sustainability advice. (2024/25 ongoing)

Action 11 - COUNCIL: Implement a rolling programme of energy smart meter improvements across key council buildings. (3 year programme). (2024/25 ongoing)

Priority 2 – Renewable Generation: Generation of renewable energy locally and procurement of renewable energy through reputable green tariffs.

Objective 3 - Promote the use of renewable energy through on/off-site generation and renewable tariff procurement and work towards the elimination of fossil-fuel consumption.

Indicator - number of solar installations in the borough (DESNZ)

Indicator - energy generated by solar installations on council buildings

Action 12 - BOROUGH: Continue to achieve a high take up of national or other domestic renewable energy grants and schemes, through local marketing and networking campaigns. (2024/25 ongoing)

Action 13 - COUNCIL: Establish a project group to explore options for council owned ground mounted solar farm and/ or wind turbines in the borough including on-site or direct-wire use

(PPA) to negate new grid connections, and any financial opportunities from roof rental for solar, variable and export tariffs, battery storage, demand side response etc. (approx 3y project). (2024/25)

Action 14 - COUNCIL: Implement renewable energy measures across Council operated buildings as identified within Building Energy Audits 'no regrets' and 'accelerated pathway' scenarios; and investigate the potential for renewable generation on other council owned buildings. (2023/24 ongoing)

Action 15 - COUNCIL: Procure renewable tariffs for council electricity and explore options to procure renewable gas when contracts come up for renewal. (2024/25 ongoing)

Priority 3 - Low Carbon Transport: Minimisation of transport emissions through reducing personal car travel, promoting electric vehicles, developing public transport and encouraging cycling and walking.

Objective 4 - Reduce carbon emissions associated with transport through minimising travel and reliance on personal cars.

Indicator - number of events at which active travel has been promoted

Action 16 - COUNCIL: Develop a programme of actions to incentivise and promote lower carbon business and staff travel that will include a Council Travel Plan (to cover all the key RBBC sites) and a review of policies and incentives. (approx 3y project). (2024/25)

Action 17 - BOROUGH: Continue to work with SCC to improve the uptake of active travel in the borough, including measures to encourage behaviour change. (2024/25 ongoing)

Action 18 - COUNCIL: Work with SCC to deliver the boroughs' Local Cycling & Walking Implementation Plan (LCWIP) to support cycling and walking in the borough. (Undertake initial projects stage 2 in 2024/25, start delivery from 2025/26 (subject to funding availability)). (2025/26)

Action 19 - COUNCIL: With partners, lobby to improve public transport infrastructure, services and frequencies that meet the needs of local residents. (2024/25 ongoing)

Objective 5 - Improve the uptake of low and zero emission vehicles across the Council and the borough (see *also actions under Objective 19 Planning*)

Indicator - number of public EV charging points in borough (Zapmap)

Indicator - number of plug-in EVs licensed in the borough (DVLA)

Action 20 - BOROUGH: develop an EV Charging Strategy in order to expand EV charging on our estate. (2024/25 ongoing)

- deliver more EV charging on our estate
- Work with SCC on roll out of EV on street charging.

Action 21 - COUNCIL: Explore the leisure centre operators agreement for installation of EV charging points. (2024/25)

Action 22 - COUNCIL: Introduce HVO for compatible Council diesel vehicles. (2024/25)

Action 23 - COUNCIL: Investigate the electrical infrastructure needs associated with transitioning the Council fleet and make a future plan for installation of appropriate charging infrastructure. Consider options to integrate renewables and battery storage, and the opportunities for revenue generation through vehicle-to-grid and battery export. (approx 3y project). (2024/25 ongoing)

Action 24 - COUNCIL: Implement the Fleet Replacement Strategy requirement that vehicles with the lowest possible carbon emissions that can practically be used for the functions required are sought, ensuring the most efficient use is made of all vehicles. (2024/25 ongoing)

Action 25 - COUNCIL: Explore options for pool e-bikes for business travel. (2025/26)

Action 26 - COUNCIL: Monitor developments in other low carbon vehicle technologies and amend the fleet replacement strategy, as necessary. (2024/25 ongoing)

Action 27 - COUNCIL: Encourage take up of EVs for taxis. Also consider enforcing Euro 6 standard. (2024/25 ongoing)

Action 28 - BOROUGH: Support SCC to deliver measures identified in the Local Transport Plan. (2024/25 ongoing)

Priority 4 - Embodied Carbon: Reduction in embodied carbon in new infrastructure or building projects through lean engineering and construction techniques.

Objective 6 - Reduce embodied carbon in infrastructure and building projects

Indicator - % of relevant staff attending embodied carbon training

Action 29 - COUNCIL: Organise training for relevant teams on assessing and reducing embodied carbon in material purchases and construction projects. (2024/25 ongoing)

Theme 2 – Low Impact Consumption

Priority 5 - Waste Reduction: Minimisation of waste arisings through better procurement choices (e.g. longer-lasting or better-quality products) and recycling unavoidable waste in local treatment facilities.

Objective 7 - Reduce waste through avoiding it in the first place and promoting reuse opportunities, including composting and anaerobic digestion.

Indicator - total municipal household waste collected at borough level

Indicator - total waste generated by Council (not initially reportable - note that work needs to be undertaken to enable this to be reported)

Action 30 - COUNCIL: Implement a project to improve recycling across all Council sites. To include:

- Education and behaviour change (see Objective 17) (2025/26)
- Review the existing recycling arrangements (2024/25)
- A review of the potential to collect 'hard-to-recycle' items through TerraCycle (or similar) (2024/25)
- Review the previous Facilities SUP paper then conduct a Single-Use Plastics audit across the estate (including events), and identification of where SUP can be reduced or eliminated and how any essential SUPs can be recycled. (2024/25)

Action 31 - BOROUGH: Explore and expand the promotion of the water (and other) refill network. (2024/25)

Action 32 - COUNCIL: Inclusion of a fact sheet / educational material as part of annual allotment invoice mailshot, which is delivered to all tenants. (2024/25 ongoing)

Action 33 - COUNCIL: Investigate opportunities to promote reuse across the borough, such as establishing local repair cafes and library of things. (2025/26)

Action 34 - COUNCIL: Work with community groups to encourage composting. (2024/25 ongoing)

Objective 8 - Facilitate recycling to maximise value of non-avoidable waste and encourage waste treatment locally to minimise transport emissions

Indicator - proportion of household waste recycled, composted or anaerobically digested (borough level)

Indicator - proportion of waste collected treated within the UK (borough level)

Action 35 - COUNCIL: Research options for future process for electrical kit reuse or proper disposal, including frequency of collections to maximise value. Currently a third party company is used. (2024/25)

Action 36 - COUNCIL: Comply with the current plans (Nov 23) from the government Resources and Waste Strategy, for rolling out recycling (including food waste) to all properties in the borough (for completion by 31/3/26). (2025/26)

Action 37 - COUNCIL: Comply with current government plans (Nov 23) for Trade waste (2026/27):

- Larger businesses (>10FTE) by 31/3/25
- Smaller businesses (<10FTE) by 31/3/27

Action 38 - COUNCIL: Continue to increase the number of properties covered by Garden Waste collections, including current government plans (Nov 23) to provide collections to every property that requests it from 31/3/26. (2024/25 ongoing)

Priority 6 - Water Efficiency: Reduction of water consumption by promoting water efficiency to alleviate water scarcity issues, and good water management to reduce flooding.

Objective 9 - Reduce tap water consumption through a combination of efficiency and reduction and substitution measures

Indicator - Council building water consumption

Indicator - water consumption per capita per day (SES Water supply area)

Action 39 - BOROUGH: work with SESW on initiatives to reduce water use and implement water substitution measures (2024/25 ongoing), to include:

- consideration for areas where the Council can take action to reduce water use
- consider opportunities to provide resident advice on saving water and not putting things down drains
- providing advice to residents to soft landscape their gardens
- promotion of the advice in the Climate Change SPD
- Review potential to subsidise water butts for residents.

Action 40 - COUNCIL: Vehicle wash upgrade at the Depot. (2026/27)

Action 41 - COUNCIL: Investigate borehole drilling for sourcing water, and identify other sites where rainwater could potentially be harvested. (2024/25)

Action 42 - COUNCIL: Implement a rolling programme of water meter improvements across key council buildings. (3 year programme) (2024/25 ongoing)

Action 43 - COUNCIL: Consider water efficiency during maintenance / upgrade works ((2024/25 ongoing). To include:

- Installation of low flow fittings
- assessment of rainwater harvesting / greywater recycling viability, for example, water butts in community centre gardens.

Priority 7 - Responsible Sourcing: Use of materials and products produced responsibly (ie not causing any environmental or social harm)

Objective 10 - Maximise the use of materials and products that are produced responsibly (i.e. environmentally and socially)

Indicator - Proportion of Council-procured goods that are defined as environmentally friendly

Action 44 - COUNCIL: Include recycled and sustainable materials in specifications for new / upgraded play area tenders and increase the weighting given to these considerations. (2024/25 ongoing)

Action 45 - COUNCIL: Review opportunities to make council-run events more sustainable, particularly in terms of the materials purchased, and develop ideas into guidance and training for all relevant service teams. (2025/26)

Action 46 - COUNCIL: Review the opportunities to reduce the impact of food purchases across the Council (2025/26). This could include:

- A research piece comparing the cost of a basket of food items used by the Community Centres, Harlequin and offices between fair trade/ sustainable/ organic/ local and the current.
- Review Harlequin methods to reduce multiple deliveries and, where appropriate, roll out across the Community Centres and entire estate.

Theme 3 – Natural Environment

Priority 8 – Ecological Enhancement: Improvement of the tree and soft landscaping cover to create and maintain habitats that are of benefit to wildlife.

Objective 11 - Improve native tree species mix, diversity and ecological value of the green assets across the borough

Indicator - Tree canopy cover percentage (Forestry Commission)

Action 47 - COUNCIL: Agree and Implement the Tree Strategy. (2024/25)

Action 48 - COUNCIL: Research opportunities to support increase in trees in woodland areas via natural regenerative growth, and associated benefits in relation to tree coverage

resilience and relative benefits from reduction in intensive watering regime for new trees. (Starting 2023/4 for completion 2025/26). (2025/26)

Action 49 - COUNCIL: Support community tree planting initiatives. (2024/25)

Objective 12 - Improve the area of soft landscape valuable to wildlife, including pollinators, across the borough

Indicator - area of new planting by the Council

Action 50 - COUNCIL: Agree and Implement the Greenspaces Strategy. (2024/25)

Action 51 - COUNCIL: Review opportunities to include wildlife measures such as bird and bat boxes on the Council estate. (2024/25)

Action 52 - COUNCIL: Explore opportunities to support community groups to install wildlife measures such as bird and bat boxes, and support local groups improving local spaces to provide drought-resistant planting, plants suitable for wildlife and to take decisions that benefit the environment. (2024/25 ongoing)

Priority 9 - Sustainable Drainage Systems: Use of sustainable drainage systems (SuDS) to reduce flooding and the embodied carbon of drainage infrastructure whilst providing biodiversity, water management and amenity benefits.

Objective 13 - Improve the ability of the natural environment to store water and reduce surface water run-off

Indicator - number of flood risk mitigation projects completed

Action 53 - COUNCIL: Continue to work with SCC and the EA on flood risk mitigation projects to improve the outcomes of those in the borough or that may affect the borough (including consideration of habitat improvements). (2024/25 ongoing)

Action 54 - COUNCIL: Manage and maintain SUDS on new developments under Council responsibility. (2024/25 ongoing)

Action 55 - COUNCIL: Continue to maintain the watercourses on our estate and work with SCC and EA to maintain the borough's water courses. (2024/25 ongoing)

Priority 10 - Environmental Impact and Pollution Prevention: Avoid negative impacts to the wider environment i.e. pollution and habitat loss resulting from Council’s activities (including procurement) and from activities in the wider borough (eg transport impacting on air quality).

Objective 14 - Limit negative impacts to the wider environment i.e. from pollution to air, water, ground, and habitat loss

Indicator - annual air quality results for nitrogen dioxide (borough)

Action 56 - COUNCIL: Review the environmental impact of currently-used chemicals to determine if there are any suitable alternative products with lower environmental impact (2024/25). To include:

- Continue to minimise the use of glyphosate. (2024/25 ongoing)

Action 57 - COUNCIL: Review the drainage from the wash bay and fuel tank at the Depot and implement any necessary changes. (2025/26)

Action 58 - COUNCIL: Identify opportunities to improve the environmental sustainability of Redstone Cemetery and develop an implementation plan. (2025/26)

Action 59 - COUNCIL: Deliver the AQ Action Plan and Strategy. (2024/25 ongoing)

Action 60 - COUNCIL: Review options to make third party events on Council owned land more environmentally sustainable. (2024/25)

Theme 4 – Climate Change Adaptation and Resilience

Priority 11 - Adapting to climate change: Accelerate adaptation and develop resilience for the predicted future climate.

Objective 15 - Accelerate action to adapt buildings and services to the advancing rate of climate change.

No indicator

Action 61 - COUNCIL: Regularly review and update internal business continuity plans to adapt service delivery in extreme weather conditions reflecting sector best practice. (2024/25 ongoing)

Action 62 - COUNCIL: Continue to encourage and support local groups improving local spaces to provide drought-resistant planting, plants suitable for wildlife, plants adapted to the future climate predictions and to take decisions that benefit the environment. (2024/25 ongoing)

Action 63 - COUNCIL: Review the SCC Surrey Adapt Strategy and its resulting action plan to determine those actions relevant to RBBC (2024/25).

- where these actions align with our priorities, work with SCC and other D&Bs to deliver those actions. (2024/25 ongoing)

Objective 16– Improve the resilience of our communities and the natural and built environment to respond to changes in climate.

Indicator - number of engagements delivered

Action 64 - COUNCIL: Deliver the external comms plan which will include: (2024/25 ongoing)

- adaptation messages that are targeted at those who are most vulnerable to climate change impacts
- information for businesses on how to prepare for the impacts of climate change
- emergency planning and business continuity.

Action 65 - COUNCIL: Understand borough flood and potentially wildfire risk. Educate businesses and residents, making them aware of their risk, their responsibilities and mitigations/preparations they can take. (2025/26)

Theme 5 - Effective Implementation

Priority 12 – Capacity-building, Communications and training

Objective 17 – Provide informative accessible material for staff, councillors, residents, businesses and all relevant stakeholders, partners, contractors and suppliers on how to deliver our ES objectives at the borough level, and explain the Council aspirations and what the Council is doing itself

Indicator - number of staff attending environmental sustainability training

Indicator - % of comms plan delivered annually

Action 66 - COUNCIL: Write and deliver external and internal communications plans to support all Strategy themes. These should consider appropriate channels and resources for

different stakeholders, including 'harder to hear' audiences and those more susceptible to the impacts of climate change. (2024/25 ongoing)

Action 67 - COUNCIL: Deliver both general and targeted training to officers and members on a range of environmental sustainability issues to aid understanding and to assist in the delivery of Strategy objectives and actions. (2024/25 ongoing)

Action 68 - COUNCIL: All service teams to include sustainability during staff induction, and in performance review and recruitment processes. (2024/25 ongoing)

Priority 13 – Partnership Working

Objective 18 - Work with partners, businesses and voluntary organisations to identify shared objectives and opportunities for cooperation, partnership working, project development and delivery.

Indicator - number of engagements

Action 69 - COUNCIL: Engage with a range of partners via existing networks to deliver shared sustainability objectives and share best practice. Seek to develop new groups and networks as appropriate. (2024/25 ongoing)

- continue to be a funding member of Action Surrey (approx £3k/y)
- continue to work with Surrey Environment Partnership to deliver waste and recycling communications and behaviour change messages
- continue growing the Sustainable Business Group, with relevant and engaging content and speakers to encourage business collaboration and shared best practice.

Action 70 - COUNCIL: Incorporate high level environmental sustainability ambitions into the Council's corporate plan for 2025-30. (2024/25)

Action 71 - COUNCIL: Explore opportunities for a Transition Streets project. (2026/27)

Action 72 - COUNCIL: Alone and in partnership, continue to lobby government and other bodies to support local sustainability objectives and ensure local authorities have the powers and resources to facilitate change. (2024/25 ongoing)

Priority 14 – Planning

Objective 19 - Support the delivery of our ES Objectives through the Council's planning policy and development management activity.

Indicator - Local Plan review completed

Action 73 - COUNCIL: As part of Local Plan Review DMP Policy CCF1 Climate change mitigation will be assessed and consideration made how this policy might be enhanced for renewable energy in the new local plan and in embedding in planning applications. (Review 2024 Evidence 2025 Draft Policy 2027 Adopted Plan 2028). (2027/28)

Action 74 - COUNCIL: New Local Plan will support low carbon agenda by considering ways to strengthen existing climate change / carbon reduction policies and support improved infrastructure resilience in the borough. (Evidence paper 2025. Consultation 2026 & 2027 Adopt Local Plan 2028). (2027/28)

Action 75 - COUNCIL: As part of Local Plan Review consider whether the requirement for EV charging points associated with new development can be expanded. (Review 2024, Evidence 2025, Draft Policy 2027, Adopted Plan 2028). (2027/28)

Action 76 - COUNCIL: Consider a requirement for EV charging points on existing development where appropriate planning applications are received. (Evidence 2025 Draft Policy 2027 Adopted Plan 2028). (2027/28)

Action 77 - COUNCIL: Develop evidence and explore options to inform an embodied carbon policy for the new Local Plan. (Appoint specialist 2023 Report 2025 Draft Policy 2027 Adopted Plan 2028). (2027/28)

Priority 15 – Procurement

Objective 20 - Ensure environmental sustainability is taken into consideration as part of the procurement process for all aspects of council purchasing.

Indicator - new sustainable procurement policy adopted

Action 78 - COUNCIL: Develop a Sustainable Procurement Statement or Policy that includes environmental issues, indirect impacts, living wage obligations etc. (2024/25)

Action 79 - COUNCIL: Sustainability team to input to a review of the Procurement Procedures to ensure procurement documents contain sustainability considerations and to sit on the Procurement Board once established. (2024/25 ongoing)

Action 80 - COUNCIL: Ensure procurement processes include a review by the sustainability team at an early stage in the procurement process, to ensure sustainability considerations (including carbon, waste reduction and reuse) have been included within the specification and / or the tender appraisal. (2024/25 ongoing)

Priority 16 – Resources and governance

Objective 21 - Ensure effective implementation and reporting of Council progress against specified targets and indicators

Indicator - annual environmental sustainability strategy review completed

Action 81 - COUNCIL: Review effective options for offsetting remaining emissions from 2030 onwards and implement the most suitable options, recognising that a range of methods may be required. (2024/25)

Action 82 - COUNCIL: All key service teams to include relevant sustainability actions within their business plans to enable funding to be secured and projects to be implemented. (2024/25 ongoing)

Action 83 - COUNCIL: Regularly review funding opportunities and disseminate these to the appropriate teams and support them to submit bids. (2024/25 ongoing)

Action 84 - COUNCIL: Explore opportunities to implement green leases in commercial lettings. (2024/25 ongoing)

Action 85 - COUNCIL: Consider innovative funding mechanisms to create renewable energy infrastructure within the borough. This could include community energy, PPA or other mechanisms. (2026/27)

Objective 22 - Embed consideration of ES objectives into Council governance and decision making.

No indicator

Action 86 - COUNCIL: Require provision of information about energy and carbon reduction, resource minimisation and nature protection and enhancement in project and programme documentation via review of corporate project and programme management frameworks. (2024/25)

Action 87 - COUNCIL: Review governance processes to ensure that information about the environmental sustainability implications of the decision is provided to help inform decision-making. (2025/26)

Action 88 - COUNCIL: When RBBC plans and policies are up for review, ensure climate change adaptation and resilience is included and there is policy alignment across the Council. (2025/26)

Action 89 - COUNCIL: Consider the potential to incorporate environmental sustainability criteria within the application processes associated with Council grants. (2024/25)

Action 90 - COUNCIL: Develop a corporate framework setting out how environmental sustainability considerations will be incorporated within Council development proposals. (2024/25)

Action 91 - COUNCIL: Use whole life cycle costs for decision making during plant renewals and avoiding 'like-for-like' replacements unless the technology is future-proofed and low-carbon options are not viable. (2025/26)