

Short Term Actions – 2020-2023

KEY	On track
	Behind schedule
	Not deliverable within current timescale
	Completed
	New projects

No	Actions	Target date	Council's role	Indic. Cost	Carbon impact	Lead Officer	Progress with RAG rating
B01	Develop plans for alternatives to individual gas boilers in new and existing Council homes, based on a pilot scheme.	2022	D	£ HRA	L	Heather Rigg	A gas boiler replacement scheme is being developed to produce a 3 year plan, focusing on the oldest boilers in the portfolio. At this present time a suitable alternative to gas central heating is not on the market that can be installed with any confidence that will not only ensure carbon neutrality but also not adversely impact our residents in terms of running costs. Ock Ridge site C will include the installation of 30 ASHPs
B02	Evaluate the stock condition data held to ensure it is robust enough to inform plans for energy efficiency. Take remedial action on any short falls identified.	2022	D	£ HRA	M	Heather Rigg	Action is linked to B03. A consultant to be appointed by March 2023 to begin a 2 year programme Largescale stock condition survey exercise planned to start Q3/Q4 2022/23
B03	Undertaken a stock condition / energy efficiency survey of all the senior living schemes to inform an asset management plan for the schemes	2022	D	£	L	Heather Rigg	Largescale stock condition survey exercise planned to start Q3/Q4 2022/23
B04	Desktop modelling exercise to ascertain current private sector stock conditions, including use of data from Experian, English Housing Surveys and Energy Performance Certificates. This will enable us to identify areas of interest for planned programmes of works to meet the carbon neutral commitment.	2021	D	£40k	Enabling	Simon Brisk	This project has been shortlisted for UK prosperity Funding - awaiting sign off subject to business case for delivery in 2024.
B05	Review of Home Improvement policy for Private Sector Housing to increase the availability of grant aid for domestic energy efficiency schemes. Achieved by changes to list of eligible works and/or applicants' eligibility criteria.	Dec-22	D	£	Enabling	Simon Brisk	New Grant Officer position was filled in 2021. Currently reviewing the Home Improvement Policy hoping to complete by the end of 2022.
B06	Work with Affordable Housing partners to meet climate change agenda in terms of incorporating good policy and practice on new affordable housing developments in Waverley.	Dec-22	E	£	Enabling	Alice Knowles	Requirements to be incorporated into Sustainability Supplementary Planning Document Sharing good policy and practice with partners
B07	Work with landscape consultants to develop Climate Positive Design for new council homes, developing carbon off-set opportunities in the materials used in hard landscaping and plants in soft landscaping.	2020-ongoing	D	£	L	Louisa Blundell	The Sustainability Strategy and Climate Neutrality Action Plan are part of information included when procuring consultants and contractors to work on new build and refurbishment schemes. Also we are working with appointed consultants to deliver carbon off-set opportunities through soft landscaping. Working with Parks and Countryside to support adoption of emerging policies that will enhance the natural environment.
B08	Continue to provide EV chargers to new build homes and introduce to refurbishment projects. Future proof parking bays by installing infrastructure so additional chargers can be added.	2020-ongoing	D	££	Enabling	Louisa Blundell/ Kate Douglas	Provision of EV chargers are a condition of planning consents for new build homes. Review of employers requirements to include more detail in terms of specification for EVCP with implementation of back office functions where points are communal. Where practical EVCP will be included in the next phase of refurbishments of properties at Ockford Ridge. Infrastructure to be installed to ensure potential for future EVCP in bays within the next phase of development at Ockford Ridge (Site B). Requirements for EVCP and necessary infrastructure incorporated in development schemes at design stage.
B10	Review of Design Awards criteria to place greater emphasis on sustainability goals.	2022	S	£	Enabling	Sarah Wells	COMPLETED - The Design Awards open in July 2022 and include a sustainable design and construction category. We have also sourced a judge with a specialism in energy efficiency.
B11	Produce a Supplementary Planning Document that will support developments consistent with the policy of carbon neutrality.	Sep-22	E	£	Enabling	Alice Knowles	The Climate Change and Sustainability SPD has been through consultation and outcomes are further reviewed. Note - A Dunsfold Park Garden Village SPD has been produced which will cover sustainable development, design and climate change mitigation as strategic considerations for the site.

B12	Produce a sustainability checklist for the use of officers and members for the review of planning applications in order to ensure that full account is taken of all criteria in relation to the consideration of planning applications.	2022	S	£	Enabling	Sally Busby	Work in progress - "Project Checklist", which compasses the sustainability item, is underway within the Planning Services' Business Support Team. Completion of this project in its entirety is slated for end 2022, however the sustainability item is due Sept/ Oct 2022.
B13	Produce a checklist for developers to audit sustainability in planning applications.	2022	S	£	Enabling	Sally Busby	Work in progress - "Project Checklist", which compasses the sustainability item, is underway within the Planning Services' Business Support Team. Completion of this project in its entirety is slated for end 2022, however the sustainability item is due Sept/ Oct 2022.
B15	Undertake an Energy study and develop a strategic approach to improving the performance of housing assets, in order to deliver the necessary levels of carbon reduction	2022		£HRA	H	Heather Rigg	Work on this is currently ongoing. To be reviewed by New Asset Project Manager to ensure it is fit for purpose to inform strategic delivery.
B16	Dunsfold Park Garden Village SPD - covering high level masterplan principles and design coding for the new settlement. Sustainability is at its core and should flow throughout the document	2022	E	£100,000 - capacity funding	Enabling	Sarah Wells	COMPLETED - The SPD was adopted in February 2022. Sustainability is a key themes running throughout the document.
E01	Investigate viability and finance options of ground mounted solar PV in car parks and on Waverley land. Commission a feasibility study to include a business case including financing options for approval.	2022	D	£15,000	M	Delma Bryant	COMPLETED June 2022- A feasibility assessment has been completed detailing the costing and business cases to deliver solar canopies over 4 Waverley car parks.
E01a	Consider further the recommendations of the Solar Feasibility for canopies on car parks and solar farm with a view to further develop and seek funding for new projects.	Oct-23	D	£	L	Fotini Vickers	
E02	Review renewable energy options in senior living units to increase renewable energy generation to 100% by 2030.	2022	D	££	L	Heather Rigg	Linked to the Stock Condition Survey and Energy Strategy starting om Q3/A4 2022/23 A separate workstream as part of the SCS project to undertake full on building appraisals for the SLS which will include the suitability for renewable tech and options.
E05	Investigate and implement opportunities for community energy projects in conjunction with other stakeholders, including not-for-profit organisations	2022	E/S	£	Enabling	Fotini Vickers	A report outlining solar PV options has been discussed with the Executive considering funding options for Leisure buildings through a co op model. It would be more financially beneficial to the council to self fund PV installation on its own buildings. Supported Cranleigh PC in submitting a bid to the Rural Community Fund to explore the possibility of a district heating/ electricity generation system on CPC land.
E06	Investigate viability and finance options of rooftop solar PV, with approximate capacity 300kwp, on a number of leisure centres. Prepare business case including financing options for approval and installation	2022	D	££	30t CO2	Fotini Vickers	High level business cases for a new PV system on FLC and additional capacity on the existing arrays in GLG and HLC have been produced but more quotes are being sought to verify costs. Approximate installation cost £250k
GE01	Develop a strategy to provide incentives and support for local businesses to operate on a carbon neutral model.	2022	E	£20K	Enabling	Catherine Knight	This will form part of the Economic Development Strategy. Promoted LoCase European Union grand funding to Waverley businesses.
GE02	Develop a business award scheme to incentivise local businesses to become carbon neutral.	2022	S	£	Enabling	Catherine Knight	Due to resourcing constraints we will be unable to develop our own award schemes currently however we will promote business awards schemes to incentivise local businesses to become carbon neutral. (CREST/BIG Awards). Working with Inspiration Space to support small Carbon Trust accreditation project with small businesses 2021/22.
GE03	Support the national "Take The Jump" scheme and promote the behavioural change required to move to a net-zero carbon economy amongst Waverley staff and across Waverley.	2022	E	£0	Enabling	Delma Bryant	COMPLETED- Take the jump promoted to staff and councillors and promoted on social media.
GE04	Aiming to upskill 36 - 70 SMEs businesses through Carbon Literacy Training to help reduce their carbon emissions. training will be delivered by Inspiration Space.	2022	S	£15k	enabling	Catherine Knight	45 business under took this training to date. Press release on success available in July 2022.
GE05	Promote the EM3 LEP low carbon business support function and one to one consultancy advice with a new green specialist associate.	2022		£	Enabling	Catherine Knight	Presentation by expert carried out to the business task group
L01	Contact Parish and Town councils and relevant not-for-profit organisations to encourage local food production via allotments and community Farms.	2022	E/S	£	Enabling	Joanne Williams	No progress to date due to limited resources. Project to commence within stated timeframes
L02	Investigate the opportunity to identify unused land that can be used for local food production.	2022	E/S	£33,000	Enabling	Kate Douglas	Ongoing - Housing currently engaging with tenants on better use of gardens. Currently consulting on Parsons Green in Haslemere and Hartsgrove in Chiddingfold expected for 2023. The following strands have been developed: 1.Orchard development on our housing sites – Queensway Community Orchard, Cranleigh, Eashing Cemetery Community Orchard established. 2.Assisting tenant on new development sites with garden design with biodiversity in mind 3.Monitoring communal areas on our blocks on how tenants manage their raised beds etc
L03	Provide a badge system for local (less than 30 miles) producers of food.	2022	E/S	£	Enabling	Catherine Knight	Created a food map to support and promote local food suppliers. Promoted in brochure going to all households in November 2021

L04	Adoption of policies that will enhance the natural environment such as: *Biodiversity strategy and action plan. *Pesticide policy with a view to phasing out the use of pesticides *Tree and Woodland management policy taking a sustainable approach to planting, provide succession for tree stock that are able to cope with future diseases and pests and opportunity to offset carbon.	2022	D	£	Enabling	Matt Lank	Pesticides Policy and Action Plan adopted in November 2020. Trial has started on SCC highways on non-pesticide based product. SCC highway main weed spray reduced to 1 spray. No pesticides used in playgrounds anymore and reductions in use of pesticides elsewhere in parks. Tree & Woodland Policy adopted in February 2022. Biodiversity Policy is aimed for adoption spring 2022.
L05	Implement PlantLife No Mow May initiative in line with review of pilot. Work with SCC to align our biodiversity policies.	2022	S	££££	Enabling	Matt Lank	Revised grass cutting schedules delivered in 2022. Will be continuing to refine grass cutting schedules and making further changes in following years. Have contacted SCC over a new agency agreement, awaiting the detail of this to come out in July.
L07	Facilitate and support a multi-agency bid for some of the £33 million available for flood elevation schemes. Focus will be to utilise the concept of natural flood risk management achieving the objectives of lowering flood risk and planting trees and restoring marshland.	2022	S	£	Mitigating	Anthony James	COMPLETED - WBC participated in Thames Valley Flood Scheme (A catchment approach to flood risk and climate resilience. Alford was the only site found to be suitable for a project. This was completed in June 2022
O02	Identify and resolve any barriers to use of existing Mod.Gov by all councillors and officers to access and use all committee papers electronically.	2022	D	£	L	Louise Fleming/Wendy Cooper	Participation in council meetings from home during the pandemic has inhibited progression of this action as screen time previously given to viewing and marking up papers via modgov was, for some if not all councillors, given to accessing Zoom instead. As a result, the extent to which papers were accessed digitally reduced rather than increased. However, with the return of Councillors to the chamber for all public meetings both actions need to be progressed. Councillors will be offered training on MODGOV and encouraged to receive, read and mark up all of their papers digitally.
O03	Through our enhanced use of technology we can also reduce our reliance on paper by largely phasing out printed agendas and reports continuing and enhancing suitable arrangements where appropriate. Any accessibility issues to be identified and resolved by Equality Impact Assessment.	2022	D	£10k	L	Louise Fleming/Wendy Cooper	A consultation with all members was carried out with a view to move to paperless agendas. A significant proportion of members did not support the proposal due to system limitations and technical knowledge. Currently being rolled out to members who are happy and able to make the transition.
O04	Rethink Pilot - work with SCC to nudge behaviour to consider alternative ways for staff to travel to get to work.	2021	E	£	L	Thomas Lankester	Not yet started, related to O24
O05	Investigate the option of ULEV pool cars for business use and promote behavioural changes.	2021	D	£15K per second hand vehicle	L	David Alum	Currently have 2 electric vehicles and 1 hybrid lease car (also 2 petrol cars). Option for the pool cars to be replaced with car club vehicles to be explored further.
O08	Develop an Energy Performance Contract when procuring the new Leisure Centre management contract.	2023	D	£	M	Tamsin McLeod	The draft specification for the new leisure contract has now been produced and includes a number of considerations with regards to the councils net zero carbon target. *requirement to produce energy decarbonisation plans for all sites mutually agreed carbon reduction targets *Consideration of funding energy reduction projects that pay within the contract period *carbon literacy training for all staff *a request to investigate the cost implications of a green tariff for all energy supplied to the leisure centres.
O10	Cranleigh Leisure Centre - Carry out an energy audit to establish what work would be required to build the new leisure centre in Cranleigh as close to carbon neutral as possible. To include a step-by-step list of emissions versus costs.	2022-25	D	££	L	Tamsin McLeod	An initial energy audit has been completed, providing indicative options and costs. The council is aspiring to a low carbon new build and this principle will be incorporated into any designs for a new build.. The Passivhaus standard will also be considered, taking learning points from the first 2 Passivhaus leisure centres designed in the UK.
O11	Improvements in Energy Efficiency at Farnham Leisure Centre – Installation of pool covers to reduce evaporation, heat loss from the pool will reduce the need for ventilation from the pool hall. Replace 12 showers in the members changing rooms with ones that have reduced flow rate. Fit insulation jackets on steel sand filters. Replace the existing pool hall and gym windows with new triple glazing with a double soft heat reflective coating. Review operation of AHU and explore more efficient options.	2022	D/E	Approx. £300k	L	Tamsin McLeod	PSDS Phase 3 bid submitted for the decarbonisation of FLC was unsuccessful (January 2022). A new bid to the PSDS 3b will be submitted in September 2022 to include ASHP and PV installation. *Pool covers - have been ordered and awaiting installation date *AHU Motor replacement - 6 new efficient motors have been ordered offering an average 30% reduction in electricity from the old ones. 6t of carbon saving, payback 3 years *LED lighting is currently being costed for implementation
O12	Haslemere Leisure Centre - Replace the existing Pool hall lighting with LED equivalents	2022	D/E	£13,500	L - 17t	Tamsin McLeod	Quote obtained and funding identified. Project due to be completed by Dec 2022
O14	Work with Housing contractors to modifying response times or batching of work in areas on specific days to reduce travel costs. Especially important for trades that only have one or two operatives.	2021-2024	D/E	£	L	Heather Rigg	The main housing contractors are using systems which incorporate dynamic resource scheduling which will ensure appointments are allocated in the most cost effective way to reduce travel time, increase productivity and so reducing carbon emissions. Carbon emissions are now being provided quarterly to Sustainability team to track. Going forward for new contract all contractors have made promises that they will introduce electric/hybrid vehicles on to their fleet.

O16	Woolmer Hill Pavilion upgrade – improve energy performance of the building with a view to make it carbon neutral.	2022	D	£110k	L – 15t	Adam Holt	The project was paused due to the withdrawal of external grant funding. In June 2021 alternative funding was secured from the Surrey County Council Empty Property Fund and so the project re-started. PV panels and roof insulation were installed in June 2022. Remaining works to be complete by the end of 2022 or during 2023 depending on whether delivered separate or alongside other works at the building.
O18	Modify procurement policies and present a revised procurement policy to Executive consistent with the promotion of sustainable and ethical trading for approval and implementation .	2022	D	£	L	Patrick Tuite	COMPLETED - Review of the CPRs to ensure more robust carbon requirements including shifting the evaluation weighting for carbon implications.
O20	Investigate options for the redevelopment of the Burys as part of the Central Godalming regeneration project. Carbon neutral design options will be considered.	Dec-25	D	££	M	Kelvin Mills	Plans are progressing to utilise the Council's assets in Godalming with sustainability as one of the Critical Success Factors. To achieve this we are looking at re-using assets where possible and will look at carbon neutral design at the right stage.
O21	Switch to green tariff at the end of the current energy procurement contract.	2022	D	£	L	David Alum	We had agreed a Green Basket arrangement with our supplier which would have seen us sourcing 50% of our energy from renewable sources as of October 2021. However they deferred the offer to April 2022 and then again to October 2022 when we are assured it will go ahead. A new contract will be required for October 2024 which can be 100% renewable if required.
O23	Decarbonising the Memorial Hall - installation of an ASHP and a solar PV system partly funded from the PSDF	2022	D	££ £145k	L	Fotini Vickers	COMPLETED - Project is on track to be completed by August 2022
O24	Develop a staff travel plan that will complement the business travel policy. The travel plan will consider a variety of travel options for staff including car clubs, zero carbon pool cars and active travel incentives.	2022	L	£	L	Thomas Lankester	This work is at discovery stages and it is hoped to have some proposals in place late 2022.
O25	Develop detailed feasibility studies of our Leisure centres to identify viable energy efficiency projects that are "funding ready"	2022	D	£15,000	L	Tamsin McLeod	External funding bid was submitted to provide consultancy support for the production of Heat Decarbonisation Plans for HLC and GLG. The bid was unsuccessful so internal funding options will be considered.
O26	Develop detailed feasibility studies of our pavilions and rangers offices to identify viable energy efficiency projects that are "funding ready"	2022	D	£	L	Nick Laker	Feasibility studies have been commissioned and awaiting reports
O27	Investigate options to decarbonise the Depot in partnership with Biffa, by carrying out an energy audit	2022	D	£750	L	Richard Homewood	COMPLETED - energy audit report completed with a number of options for investment to be further considered and funded.
O27a	Carry out and in-depth survey of Bourne Depot including capital budget consideration for re-roofing existing asbestos roof to enable PV panels and ASHP throughout.	Mar-23	D	£5,000	L	Nick Baker	
O28	Explore options for decarbonising the Biffa fleet that will include the use of biofuel and electric vehicles. A report to be presented to Executive with costed proposals.	Mar-23	D			Richard Homewood	Report is due for Executive discussion In September 2022
O29	Replace AHU motors with energy efficiency ones at GLC and HLC	Dec-22	D	£35,000		Tamsin McLeod	
O30	LED lighting replacement at FLC	Dec-22	D	£37,000	L 35t	Tamsin McLeod	
O31	Seek funding to implement Depot decarbonisation projects per the energy audits	Mar-23	D	£50,000	L	Fotini Vickers	
O32	Commission energy audits for pavilions and rangers offices. Seek funding to implement recommendations	Mar-23	D	£5,000	L	Will Bravery	
O33	Submit a bid for decarbonisation funding to finance PV panels, insulation, LEDs and Heat pumps to be included in working being carried out at Wey Court East in Farnham.	Jul-05	D	£0	L	Adam Holt	
T01	In partnership with SCC pilot the installation of on street EV chargers to encourage residents and taxi drivers to switch to electric vehicles. Promotion of chargers once in place	2023	S	£0	Enabling - 1.3 t CO2 reduced to date	Delma Bryant	In progress. 5 twin on street EV chargers have been installed in Farnham, Farncombe and Haslemere. Further 2 sites in Godalming due for installation in July 2022. Consultation for the TRO for Phase 2 sites in Farnham, Godalming, Hindhead and Farncombe due to commence after 1st July. Installation due by 31st March 2023
T03	Upgrade of the Eastern boundary footpath (Hale Trail) to be carried out. Path to be widened with sensitive lighting to improve access for all users and promote alternative transport options between North Farnham and the main central area. The footpath will connect to the current Southern boundary footpath.	2023	E	Initial budget £500k+ £170k	Enabling	Thomas Lankester	£170k identified for construction. £25k + £30k identified for ground and tree surveys, design and detailed costing. Additional SANG (Thames SPA) and DfT Active Travel Capital Funding bid options available. Adopted to Farnham Infrastructure Programme as an element of the programme's 'Medium Term Interventions'.
T04	Develop and implement plans for a network of cycle routes across Waverley, in partnership with Surrey County Council, ensuring that by 2030 all towns and main population centres are connected by dedicate cycle routes. - Guildford and Godalming Greenway	Dec-25	E	Required matched funding TBD	Enabling	Thomas Lankester	Public consultation completed. SCC has applied to National Highways for core funding.

T05	Phase 2 of the EV charger roll out in Waverley owned car parks to encourage the switch to electric vehicles.	2022	D	£111 K	Enabling - 121 t CO2 reduced to date	Delma Bryant	Phase 1 nearing completion. 15 chargers have now been installed in Waverley car parks in Godalming, Farnham, Haslemere and Cranleigh. 18 public chargers and 48 private chargers due to be installed at Brightwells. Phase 2 - Further 18 chargers due to be installed by the end March 2023 in Farnham, Godalming and Haslemere.
T06	In the context of the high level aim of T04: Support the development of a Farnham Local Cycle and Walking Infrastructure Plan, funded as part of the Farnham Infrastructure Programme, in partnership with SCC.	2022	E	£0	Enabling	Thomas Lankester	LCWIP development is key to bidding to the DfT Active Travel Fund. Supporting data and analysis carried out for Farnham. SCC's consultants, Atkins have completed the second round of stakeholder workshops. Concerns raised over lack of connectivity and standards compliance of proposed priority routes
T08	In the context of the high level aim of T04: Support the development of a Waverley Local Cycle and Walking Infrastructure Plan in partnership with SCC, to cover all areas except Farnham. The Cycle and Walking infrastructure layers will be added to the Planning mapping system.	2022	E	£20k	Enabling	Thomas Lankester	LCWIP development is key to bidding to the DfT Active Travel Fund. Cycle and walking infrastructure maps are key to checking that new developments in Waverley integrate with, and support, active travel. Project at second stakeholder workshop stage
T15	Develop and implement the Godalming Greenway Gateway cycle path, that runs through the Phillips Memorial Park	2022-23	E	£420k – initial budget	Enabling	Thomas Lankester	Public consultation completed. Final route awaiting Executive approval. £200k Cil funding available, S106 funding opportunities identified and earmarked with SCC TDP.
T16	Implement a DEFRA funded programme with other local authorities in Surrey, through the Surrey Air Alliance, to encourage taxi and PHVs drivers/operators to take up EVs.	2023	E	£	Enabling	Jeanette Guy	Grant award. Currently awaiting DEFRA approval for the slight changes to original project.
W01	Investigate feasibility of a community composting scheme to reduce the necessity of garden waste collection	2021	E	£0	L	Richard Homewood	No progress to date due to staff resources and pressure of responding to effects of Covid-19 on mainstream waste services.
W02	Introduce the kerbside collection of textiles & WEEE to promote recycling and reduce the need for residents to drive to bring sites.	Jun-23	D	£	Enabling	Richard Homewood	COMPLETED- Kerbside Textile and WEEE collections are now available to residents on request.
W03	Develop a plan for becoming a zero waste borough through encouraging waste reduction and reuse as well as recycling both in respect of domestic waste and commercial and industrial waste.	2022	L	£	Lobbying	Richard Homewood	Proposal for a task and finish group to work on a zero waste strategy under consideration. Need to await the outcome of current Government consultation on the National Waste Strategy and to work with Surrey County Council on their future waste disposal arrangements both of which will dictate the shape of Waverley's waste strategy.