Appendix 2-Completed activities which have been removed from the Climate Change Update Report

CBP ref CCAP ref	Activity title	Description	Relevant Committee Reports	Date removed from Climate Change Update Report? Additional info on CO2e savings
CEX Office				
n/a n/a	Adoption of Council net zero target	See September 14th CMC report	Full Council, 26th January 2022	Removed in April 2024 Set commitment to reducing the emissions from the Council's operations to net zero by 2030
n/a n/a	Adoption of Procurement Strategy, Sustainable Procurement Policy and Social Value Policy	See September 14th 2023 CMC report	Full Council, 27th April 2023	Removed in April 2024 In 2022/23 emissions from third party suppliers stood at 6,275tCo2e. Implementation of these strategies and policies are anticipated to help reduce emissions in this area.
Central climate change function				
n/a n/a	Adoption of Climate Change Strategy	See September 14th 2023 CMC report	Full Council, 20th October 2022	Removed in April 2024 Reconfirms commitment to reducing the emissions from the Council's operations to net zero by 2030. Council's operational carbon emissions in 2022/23 stand at 1,424tCO2e. This is a reduction of 9% from the Council's base date of 2019/20.
n/a 1.7	Green Homes Grants: LAD 1B and LAD2	See September 14th 2023 CMC report	Environment and Sustainability Committee, 17th November 2022	Removed in April 2024 Updated EPC report for relevant properties have not been conducted, but the estimated savings for Runnymede is approx. 5 tCO_2e

n/a n/a	Great Big Green Week 2023 (GBGW)	See September 14th 2023 CMC report	Thursday 23rd February 2023 – Corporate Management Committee Corporate Management Committee, 14th September 2023	Removed in April 2024 It has not been possible to quantify any emissions savings brought about through engagement carried out during the course of the week.
Assets and Regeneration				
n/a 1.5	Installation of Photovoltaic Panels on Council Owned Assets	See September 14th 2023 CMC report	None	Removed in April 2024.
n/a n/a	Development of Council Assets: Magna Square	See September 14th 2023 CMC report	n/a	Removed in April 2024 EPC A rated residential building also includes a number of measures within its structure to support the environment and climate including solar controlled glazing, low energy internal lighting, waste water heat recovery system, highly efficient thermal insulation, high thermal mass soffit boards, low water use fixtures. One of the buildings has a living roof and a low water irrigation strategy has been developed to minimise water usage.
n/a n/a	Development of Council Assets: Chertsey Business Park	See September 14th 2023 CMC report	n/a	Removed in April 2024 All units have achieved EPC Grade A rating. The completed development aims to ensure a minimum 6% decrease in CO2 emissions over 2013 Buildings Regulations
AR008 n/a	Procurement of Facilities Management contract for student block at Magna Square	See September 14th 2023 CMC report	May 2023 CMC	Removed in April 2024
Community Services				

| | Meals at Home Service Review | See September 14th 2023 CMC report | Thursday 16th March - Community Services Committee | Removed in April 2024

There are 7 new EV vehicles in the fleet for the 2 Boroughs and 1 diesel vehicle has been retained. Runnymede contractually has 4 EVs, and Surrey Heath 3 EVs and the diesel. The diesel vehicle is to be swapped between the 2 boroughs every 6 months. This move should decrease emissions by at least 1.1 tonnes per vehicle a year, or 61%.

When looking at the 4 vehicles owned by RBC, the running cost of the electric vans was £1375.48 over a 3-month period (this includes the electricity used to fuel the van (£971.63 and the diesel used to heat the ovens £403.85). The cost of running the 4 diesel vehicles over a similar 3-month period is £2051.08. This shows a cost saving of £675.60 by using the electric vans over a 3-month period which equates to a saving of £2702.40 over a 12 month period. |
|---|---|---|---|---|
| n/a

n/a | Biodiversity Officer appointed | See September 14th 2023 CMC report | Community Services Committee, 15th June 2023 | This new officer started at RBC in Autumn 2023. |
| **Customer, Digital and Collection Services** | | | | |
| n/a

n/a | Mod.Gov. Paperless Committee Paper Document Administration | See September 14th 2023 CMC report | | Removed in April 2024

This new system came into force in January 2022

Officers are currently working to quantify current paper use associated with the printing of committee reports. |
| n/a

n/a | Website Upgrade and Introduction of the OneAccount | See September 14th 2023 CMC report | | Removed in April 2024 |

n/a n/a	Hardware Refresh for Council Staff	See September 14th 2023 CMC report	Thursday 24th February 2022 – Corporate Management Committee	Removed in April 2024 Moved staff from two screens to single screens. One of the benefits from this was cutting monitor energy consumption by 50% for those desks which had/previously had two monitors.
n/a n/a	Disposal of IT Assets sustainably	See September 14th 2023 CMC report	Thursday 24th February 2022 – Corporate Management Committee	Removed in April 2024 Asset disposal now undertaken with Stone Group who ensures that no hardware is sent to landfill. A % of the equipment is given to charity. Trees also planted in the National Forest on the Council's behalf. Generates a modest income for RBC.
n/a n/a	Hybrid Mail	See September 14th 2023 CMC report		Removed in April 2024
Environmental Services				
n/a n/a	Grounds Maintenance (procurement of equipment)	See September 14th 2023 CMC report		Removed in April 2024 As part of this wider project, some lithium-ion powered equipment has been procured to support the new in house grounds maintenance team.
Financial Services				
n/a n/a	Hybrid Mail	See September 14th 2023 CMC report		Removed in April 2024 The use of hybrid mail for sundry debtors has been in use since 2021. Paper reduction
n/a n/a	Changing existing practices	See September 14th 2023 CMC report		Removed in April 2024 In addition to the use of hybrid mail, over 70% of invoices to Council customers are now being sent by email as well as a majority of recovery runs. A number of paper based processes have also been digitised.
Housing Services				
n/a n/a	Adoption of the Housing Asset Management Plan (2021-2026)	See September 14th 2023 CMC report		

n/a	NEW ENTRY: Photovoltaic panels installed on Council owned Housing	See September 14th 2023 CMC report		Removed in April 2024 It has been calculated that installing 104 sets of solar panels on our houses saves 124.8 tons of carbon each year.
n/a				
n/a	Introduction of Asset Management Software System	See September 14th 2023 CMC report		Removed in April 2024
n/a				
HR and Organisational Development				
n/a	Agile Working Policy Rollout	See September 14th 2023 CMC report		Removed in April 2024
n/a				The Council's carbon emissions baseline report shows that in 2019/20 emissions from commuting stood at 752 tCO$_2$e but had reduced to 418 tCO$_2$e in 2022/23; a reduction of 44.4%.
Planning, Economy and Built Environment (minus central Climate Change Team which is reported separately)				
n/a	Building Control becoming a 'Paperless Service Area'	See September 14th 2023 CMC report	n/a	Removed in April 2024
n/a				
n/a	Adoption of Runnymede 2030 Local Plan (Adoption July 2020)	See September 14th 2023 CMC report	Full Council, 16th July 2020	Removed in April 2024
n/a				
n/a	Sustainability Award Included in the Runnymede Business Awards 2023	See September 14th 2023 CMC report	n/a	Removed in April 2024
n/a				