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# Climate Change Action Plan Year 3 Progress Report 2022-2023

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# 1. Climate Change Action Plan Progress Report

## Year 3: 2022/ 23

### Introduction

At its meeting in July 2019 Full Council declared climate change and biodiversity emergencies, and committed to the aspiration of carbon neutral for Tonbridge and Malling by 2030. Tonbridge & Malling Borough Council's (TMBC's) Climate Change Strategy 2020-30 sets out our commitments to:

- Local action on climate change
- Biodiversity protection and enhancement
- Partnership working.

The Climate Change Strategy is delivered through annual Climate Change Action Plans. Progress on emissions reductions by the Council is monitored through reporting against these actions, as well as through Carbon Audits that measure annual emissions from the Council's own estate and operations.

This report summarises progress against the year 3 Climate Change Action Plan (2022/23). Annex 1 provides detailed on each activity within the Climate Change Action Plan Year 3.

## 2. Progress Report

Progress was generally good across the 50 climate change actions for 2022/23, with around half rated as 'ongoing' due to either continuing collaborations or multi-year projects. Where actions have changed or are not fully completed an explanation has been provided (Annex 1).

### Policy and Engagement

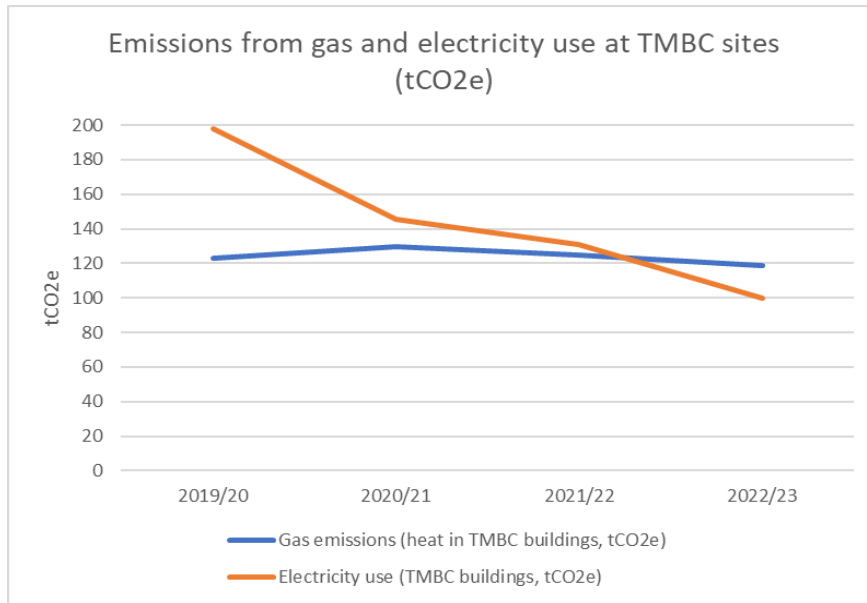
As shown in Annex 1 a number of actions in the Policy and Engagement theme have been completed although outputs are forthcoming. For example, the carbon audits have been produced but not yet published, and carbon literacy training has been investigated but not yet rolled-out. These will taken forwards in 2023/24.

### The Council's own estate and operations

The sources of greenhouse gas emissions that are under the greatest degree of Council control and/or are significant sources of emissions include our own estate, parking fleet and the Leisure Trust sites. There has been significant progress on energy efficiency, installing renewables and scoping decarbonisation opportunities during 2022/23, with much of this work ongoing in 2023/24.

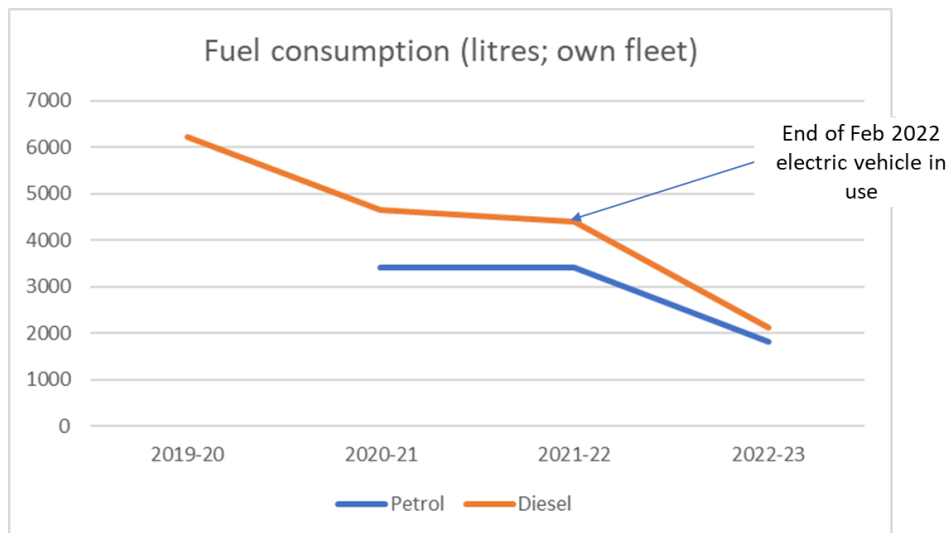
The chart below shows that energy efficiency measures, remote working arrangements, consolidating workspace at the Gibson buildings in Kings Hill, and operational measures such as e-billing and energy-efficient IT equipment have reduced electricity emissions relative to the baseline. Increased homeworking will also be contributing to reductions in emissions from office buildings. The total reduction in office emissions will be over-estimated due to the transfer of energy consumption from the office to homes for remote

working. Emissions from office equipment, heating and lighting used for remote working have not yet been calculated for TMBC.



Although electricity (national grid mix) emissions per kWh are reducing year-on-year due to an increasing proportion of renewables, the reduction in electricity emissions from TMBC sites out-strips this. Over half of the fall in emissions from electricity at TMBC sites can be attributed to efficiency measures in successive climate change action plans and changed working patterns, rather than grid decarbonisation.

A further success has been the addition of an electric vehicle to the TMBC owned fleet (see chart below). Emissions from parking vehicles halved in 2022/23 on the previous year due to the increased use of the electric BMW i3.



The Leisure Trust sites consume significant amounts of gas and electricity, and are major contributors to TMBC emissions. Energy efficiency measures have been installed at Larkfield Leisure Centre and Tonbridge Swimming Pool, with further installation of LED lighting planned for 2023/24. A key success this year of the installation of 196 solar PV panels at Larkfield Leisure Centre (see Annex 1), which should reduce electricity purchased, and emissions, from 2023/24.



*Councillor Robin Betts at the solar array at Larkfield Leisure Centre, April 2023*

## **Borough wide emissions**

Progress on addressing emissions from the borough is a mixed picture. Steady progress has been made on tackling emissions through grant funding and other activities across the housing and business sectors as well as waste and resources. Housing measures include energy efficiency deep retrofit for 181 homes through the Social Housing Decarbonisation Fund Wave 1, energy efficiency measures for 47 qualified low income homes through Sustainable Warmth Funding, financial assistance to 8 low income vulnerable to cold households and energy advice, and 165 accepted proposals for Solar Together in the borough. In the business sector, Green Business Grant funding has been allocated to 31 projects across the borough. In terms of new developments (the Local Plan and supporting evidence) and the transport sector, progress on emissions reduction has not progressed as rapidly. Updates for each action are provided in Annex 1. Many of these actions will be continuing in the 2023/24 climate change action plan.

It is not possible to attribute changes in Borough-wide emissions to these actions specifically, particularly as they target small numbers of homes and/or businesses. The latest available data for the Borough is for the year 2020. The next publication of Borough emissions will be in June 2023, and will provide data for 2021.

## **Biodiversity, air quality and natural environment**

On air quality the anti-idling project has made good progress, with sensors and signage installed at the five participating schools and engagement ongoing. To enhance the natural environment and support biodiversity, 1,000 trees or hedgerows have been planted (in addition to 1,000 planted the year before) and roadside nature reserves established.

## **3. Track our progress**

The Council publishes our [Climate Change Action Plans and Progress Reports](#) and [carbon audits](#) on our webpages. We aim to update these annually by the end of July.

# TMBC.GOV.UK

## Serving our community

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Kent  
ME19 4LZ

## Climate Change Action Plan 2022/23

### YEAR THREE PROGRESS REPORT

| Key       |         |                       |
|-----------|---------|-----------------------|
| Completed | Ongoing | Not Started / Stalled |

| Theme  | Actions   | Timescale      | Progress Monitoring | Update   |
|--|---|----------------|---------------------|--|
| <b>Policy and engagement</b><br><br>Recognise climate change as a corporate commitment for the council | Ensure Climate Change is a key priority for the Council in the revised Corporate Plan, including measures to monitor and publish carbon data, lower carbon emissions at the Council and monitor and publish borough wide carbon emissions data. | September 2022 | <b>Ongoing</b>      | The Council has held a consultation on its revised Corporate Plan. Measures to monitor, lower and publish progress on carbon emissions are in place.                             |
|  | Investigate carbon literacy training for TMBC staff and members.  | Mar-23         | <b>Completed</b>    | Carbon Literacy training has taken place for two key staff and the roll-out to all staff has been investigated. Plans are in place for staff and member training during 2023-24. |

| Theme  | Actions  | Timescale             | Progress Monitoring | Update   |
|--|--|-----------------------|---------------------|--|
| Work with partners to address climate change issues, lower carbon and adapt to the effects of climate change | Work with KCC and attend Climate Change Network (CCN) meetings to ensure collaboration and help meet targets in the Kent and Medway Energy and Low Emissions Strategy. | Ongoing               | Ongoing             | Regular engagement with KCC Climate Change Network continues, with TMBC's Climate Change Officer participating in a range of sub-groups to share case studies, best practice examples, and possible areas for collaboration. |
|  | Continue to feed into the Kent and Medway Energy and Low Emissions Strategy via the Climate Change Network.  | Ongoing               | Ongoing             | Delivery and reporting against the Energy and Low Emissions Strategy (ELES) is ongoing, including through the Climate Change Network, to keep on track for carbon neutral and net zero targets.                              |
|  | Continue to work with the Tonbridge and Malling Climate Change Forum to galvanise support for climate change initiatives and promote the climate change agenda.        | Ongoing               | Ongoing             | The Climate Change Forum has developed plans to promote climate and environmental action. Minutes of meetings are published on the TMBC website.   |
| Monitor Tonbridge and Malling Borough Council's carbon emissions.  | Complete the 2020/2021 carbon audit.   | July – September 2022 | Completed           | The 2020/21 carbon audit was completed by the deadline. A quality assurance process then took place over the Winter/Spring. To be published on website by Autumn 2023.   |
|  | Complete the 2021/2022 carbon audit.   | July – September 2022 | Completed           | The 2021/22 carbon audit was completed by the deadline. A quality assurance process then took place over the Winter/Spring. To be published on website by Autumn 2023.   |



| Theme   | Actions   | Timescale             | Progress Monitoring | Update   |
|---|---|-----------------------|---------------------|--|
|   | Produce a TMBC carbon emissions pathway report.   | July – September 2022 | Ongoing             | An indicative carbon emissions reductions pathway was produced by the deadline. A more detailed pathway will be developed during 2023/24.  |
|   | Determine hierarchy of action plan actions, based upon emissions reduction impact.  | July – September 2022 | Ongoing             | The council has determined significant sources of emissions to be prioritised for reductions, and is tackling emissions from our own estate. The hierarchy of actions will be reviewed in light of progress and new data.  |
| Monitor Tonbridge and Malling carbon emissions. | Review Borough wide emissions data.   | July – September 2022 | Completed           | Borough wide emissions data have been included in TMBC KPI data for ongoing monitoring.  |
| <b>Sustainable Development</b>                  | Continue to pursue planning policies in the Council's emerging Local Plan that will facilitate the delivery of sustainable development through location, orientation, and design, and through the integration of measures such as Sustainable Drainage Systems (SuDS), water efficiency and habitat creation. | Ongoing               | Ongoing             | The Planning Policy Team has made good progress in the drafting of the Local Plan to facilitate future sustainable development. In this regard, the Regulation 18 draft Plan and public consultation has recently been completed as well as the commissioning of various pieces of evidence to support the Local Plan. |

| Theme  | Actions  | Timescale   | Progress Monitoring | Update  |
|--|--|-------------|---------------------|---|
|  | Through the grant of planning permission, the Council will seek to deliver sustainable development outcomes in line with the adopted development plan, national policy and material planning considerations. | Ongoing     | Ongoing             | The Government has adopted the Future Homes and Building Standards to reduce CO2 emissions and ensure new homes are “zero carbon ready”. The efficiency levels now required encourage the installation of zero-carbon technology and levels of energy efficiency exceed what we may justify under the current Development Plan. Thus, no conditions or informatives are recommended in relation to the incorporation of zero carbon technologies. |
| <b>Transport</b><br>Support the improvement of walking and cycling infrastructure in the borough | Complete preparation of the new active travel strategy which will include cycling and walking infrastructure recommendations.  | Summer 2022 | Ongoing             | Progression of the Local Cycling and Walking Infrastructure Plan (LCWIP) Strategy is aligned to the progression of the Local Plan. Limited activity has taken place over the past year as a spatial strategy for the Local Plan had not been defined at regulation 18 stage.  |
| Improve the environmental standards of licensed taxis operating in the borough.                  | Start the taxi licensing policy renewal process.   | March 2022  | Ongoing             | The taxi policy is due to go to the Licensing & Appeals committee on 5th July. Following this, the policy will go out on a minimum 6 weeks consultation for the trade and interested parties to make comments.  |
|  | Provide wider information regarding taxi EV charging provision.  | Ongoing     | Ongoing             | Until TMBC provide more EV charging facilities, we have nothing to communicate to the trade.  |

| Theme   | Actions  | Timescale  | Progress Monitoring | Update   |
|---|--|------------|---------------------|--|
|   | Continue engagement with KCC through the CCN regarding future taxi licencing.  | Ongoing    | Ongoing             | Continue engagement through attending KCC meetings and take any relevant information back to the trade.  |
| <b>ULEV</b><br>Provide electric charging points across the borough.   | Progress the phase 2 programme of EV chargers in selected car parks as soon as practicably possible. Phase 2 will allow potentially up to 106 chargers across other council owned car parks. | March 2023 | Ongoing             | Phase 1 has installed 28 chargers that are being used by residents and visitors to the Borough. The installation of the final Rapid Chargers is outstanding for Phase 1. We have progressed to Phase 2, which began on 1st May 2023. |
| Decarbonise TMBC vehicle fleet.   | Undertake a vehicle replacement schedule (transitioning to ULEV) for all parking vehicles, in line where possible with the capital renewals programme and expected lifespan.                 | Ongoing    | Ongoing             | The electric vehicle is being used regularly by the Parking Enforcement team and its usage is prioritised over conventional fuel vehicles.   |
| <b>Air Quality</b><br>Continue the full implementation of a borough wide Anti-idling Campaign, to reduce emissions from idling engines. | Continue the anti-idling and school area monitoring project work, following the successful DEFRA grant for new sensors and signs.  | March 2023 | Ongoing             | Sensors for the project were installed at the five participating schools in November 2022. Interaction with schools and erection of anti-idling signage began in February 2023 and is ongoing.                                       |

| Theme  | Actions   | Timescale                 | Progress Monitoring   | Update  |
|--|---|---------------------------|-----------------------|---|
| <b>Habitats &amp; Biodiversity</b><br><br>Strengthen local protection and enhance protection of species, habitats and ecosystems | Continue to monitor existing roadside nature reserves and add further if identified and brought forwards. | Ongoing                   | Ongoing               | Roadside Nature Reserves have been established around the Borough, with potential to consider additional areas. |
|  | Proceed with Reed Bed creation at Haysden Country Park.   | March 2023                | Not Started / Stalled | This item stalled due to budgetary pressures but is planned to progress in the coming year.                     |
|  | Proceed with Holly Hill hedgerow creation.  | March 2023                | Not Started / Stalled | This item stalled due to budgetary pressures but is planned to progress in the coming year.                     |
|  | Proceed with the planting of spring and summer bulbs across the borough.                                  | March 2023                | Not Started / Stalled | This item stalled due to budgetary pressures but is planned to progress in the coming year.                     |
|  | Coppicing at Taddington Valley Woodland.  | Ongoing                   | Not Started / Stalled | This item stalled due to budgetary pressures but is planned to progress in the coming year.                     |
|  | Plant TMBC match funded 1000 trees/whips on TMBC land.  | October 2022 – March 2023 | Completed             | Planting has been completed across the Borough.   |

| Theme  | Actions  | Timescale  | Progress Monitoring | Update   |
|--|--|------------|---------------------|--|
|  | Continue with the lakeside revetment works in liaison with volunteers.   | Ongoing    | Ongoing             | Works were started in summer 2022 and are due to be completed as part of Tonbridge School's Just Giving (volunteer) Day in June 2023.  |
| <b>Housing &amp; Energy Conservation</b><br><br>Reduce the carbon emissions of residential homes.  | Assist with removing barriers for private sector households by working with Kent County Council to target promotion of the second round of 'Solar Together', a collective solar group purchasing scheme.                     | Ongoing    | Completed           | The Council undertook targeted promotion of the second round of Solar Together targeting promotion resulting in 840 registrations. 165 TMBC registrants accepted their Solar Together proposal. 123 PV installations has taken place across the TMBC area as of 19 April 2023. Installations will continue across Kent until the end of April 2023. The Council is currently participating in the third round of Solar Together undertaking further targeted promotions of the scheme. |
| The Council is working in partnership with Fenland District Council, LB Merton and Clarion Housing Group having successfully obtained £5.2m Social Housing Decarbonisation Fund Demonstrator Wave 1 funding. | Deliver retrofit energy efficiency measures to up to 200 TMBC area Clarion homes focussing on hard-to-treat Wimpey No Fines. Clarion to provide £4.5m match funding across three local authority areas in the Wave 1 scheme. | March 2023 | Completed           | The Council has continued to work in partnership with Fenland District Council and Clarion Housing Group on Social Housing Decarbonisation Fund Wave 1, the partnership now includes LB Merton. Retrofit energy efficiency measures have been delivered to further Wimpey No Fines constructed properties across the borough including Tonbridge, Hadlow and Snodland. 181 homes have been retrofitted with energy efficiency measures in Wave 1.                                      |

| Theme  | Actions   | Timescale      | Progress Monitoring     | Update   |
|--|---|----------------|-------------------------|--|
| <p>TMBC area has been allocated £1.227m Sustainable Warmth Funding to improve energy efficiency in low income/low energy efficient homes.</p>                          | <p>We will seek to signpost eligible households to the Sustainable Warmth scheme managing agents.</p>   | <p>Ongoing</p> | <p><b>Completed</b></p> | <p>The Council has signposted eligible households to the Sustainable Warmth scheme managing agent undertaking a scheme mailing to targeted eligible low energy efficient households, social media and a communications campaign via KM including radio advert.</p> <p>The managing agent qualified 47 household applications as eligible to receive energy efficiency measures under the Sustainable Warmth scheme which includes 'on gas' homes under Local Authority Delivery 3 stream and 'off gas' homes under the Home Upgrade Grant. Retrofit energy efficiency has been installed in 40 homes with scheme delivery continuing to 31 March 2023. The Sustainable Warmth Scheme has now closed.</p> |
| <p>Support our residents by signposting to information on energy efficiency and renewable energy measures and funding schemes so they can make informed decisions.</p> | <p>Financial assistance is available to assist circa 10 low-income vulnerable to cold households to access affordable warmth in the home while also encouraging these households to take action to reduce carbon emissions.</p> <p>TMBC will signpost households for advice on how to reduce energy usage in the home for example Simple Energy Advice website.</p> | <p>Ongoing</p> | <p><b>Completed</b></p> | <p>8 low income vulnerable to cold households received financial assistance to access affordable warmth in the home.</p> <p>TMBC website signposted households for advice on how to reduce energy usage in the home.</p>   |

| Theme   | Actions   | Timescale   | Progress Monitoring | Update   |
|---|---|-------------|---------------------|--|
|   | Support any new provision of council owned temporary accommodation within the borough with feasibility studies to advise on potential for improved energy efficiency and any renewable potential. | Ongoing     | Ongoing             | TMBC has standing aspiration that should we procure further council owned TA we will undertake a feasibility study to identify what is needed to improve its energy efficiency. TMBC has not procured further local authority temporary accommodation in 2022/2023, for example the Simple Energy Advice website.  |
| <b>Waste Minimisation &amp; Recycling</b><br><br>Encourage more people to reduce their waste and make it easier for residents to recycle. | Continue with Kent Resource Partnership (KRP) re-use campaigns.   | Summer 2022 | Ongoing             | The partnership has continued, along with a number of campaigns. For example, partnership with Kent Football Association for a green charter; reducing contamination & improving reuse/recycling; and Allington HWRC to have reuse facility provided in 2023/24.   |
|   | Progression of waste and recycling contract, rolling out to flats / bin stores.   | Ongoing     | Ongoing             | Planned roll out of dry recycling to flats complete. Good practice shared in presentation by TMBC officers at national conference. A small number of properties with inadequate infrastructure remain on weekly refuse collections. Food waste collections to be trialled in a number of communal bin stores in late 2023 with a potential roll out in 2024/25 financial year. |
|   | Development of KRP website and working with national partners such as WRAP and Recoup (plastic specific).   | Ongoing     | Ongoing             | KRP website in development; video clips developed to show residents what happens to their recycling, garden waste, etc; worked with WRAP on best practice guidance for communications materials for recycling in flats.  |

| Theme  | Actions   | Timescale  | Progress Monitoring | Update   |
|--|---|------------|---------------------|--|
| <b>Community &amp; Business Engagement</b><br><br>Support local businesses and encourage sustainable growth in the economy | Aim to identify external funding to deliver future rounds of the green business grant scheme. | March 2023 | <b>Completed</b>    | UKSPF (along with some Business Rates Retention Pilot underspend) identified and secured to deliver two further rounds of the scheme, around £95,000 for the 2 rounds. Next round launches in mid-April 2023 with a further round scheduled for early 2024.  |
|  | Launch a further round of Local Shops and Parades Fund Scheme.                                | March 2023 | <b>Completed</b>    | Launched in February 2023 and closed in early March 2023, followed by Grant Offer Letters in April.<br><a href="https://www.tmbc.gov.uk/news/article/86/shopfront-improvement-scheme-open-for-business">https://www.tmbc.gov.uk/news/article/86/shopfront-improvement-scheme-open-for-business</a><br>Eligible works included carbon reduction initiatives for independent shops/food outlets. |
|  | Promote the climate change strategy and its objectives via the council's e-bulletin.          | Ongoing    | <b>Ongoing</b>      | Regular items included in the monthly bulletin on environmental initiatives (mostly the green business grant scheme) and also an article promoting the Climate Change Strategy in January 2023. The bulletin goes out to around 900 business contacts.   |
|  | Work with KCC to promote and support the Lower Carbon Across the South East initiative.       | Ongoing    | <b>Ongoing</b>      | Work closely with KCC on ensuring that awareness is raised through our Green Business Grant Scheme. As per previous rounds, applicants to the GBGS are asked about signing up for information related to wider support and information re. carbon reduction. Although LoCASE comes to an end in April 2023, other environmental initiatives at the county level are ongoing.                   |



| Theme   | Actions  | Timescale   | Progress Monitoring | Update   |
|---|--|-------------|---------------------|--|
| Raise awareness of climate change, providing regular updates and information.   | Refresh the climate change webpage to provide a better resource for promoting climate change work, and information to the public.    | Ongoing     | Completed           | A new climate change section of the website was launched in September 2022. This focused on borough specific information. The most popular section of the site was 7 actions to tackle climate change. This was backed up with a high page dwell time. |
|   | Seek to develop and provide more case studies to evidence and promote positive climate change work and opportunities in the borough. | Ongoing     | Ongoing             | Positive case studies have been made available through progress on action plan items, such as the Social Housing Decarbonisation Fund Demonstrator.  |
|   | Provide a climate change progress report / news release.   | March 2023  | Ongoing             | Updates on climate change progress have been provided to committees, through website updates and the Climate Change Forum.   |
| <b>TMBC Estate</b><br>Reduce the environmental impact of the council's activities, increasing the sustainability of all our operations. | Complete construction of Leybourne Lakes facility which includes solar panels and lake source heat pumps.                            | Summer 2022 | Completed           | The construction and installation of renewable energy and efficiency measures, including a water source heat pump and solar panels, have been completed and in use since Summer 2022.  |
|   | Embark on the wider decarbonisation of TMBC owned estate, with an initial focus of emissions intensive sites.                        | 2020 -2030  | Ongoing             | This action is progressing through the identification of key sites and areas of emissions, and initial scoping of options for emissions reductions.  |

| Theme   | Actions  | Timescale     | Progress Monitoring | Update  |
|---|--|---------------|---------------------|---|
|   | Procure a carbon descent plan for Larkfield Leisure Centre and Tonbridge Swimming Pool, bringing forward options to members. | March 2024    | Completed           | Carbon Descent plans for Larkfield Leisure Centre and Tonbridge Swimming were completed. The installation of LED lighting and solar panels at Tonbridge Swimming Pool were approved. In February 2023 Members also agreed that the option of heat pumps at both sites should be investigated through commissioning scoping and feasibility studies. |
|   | Evaluate Solar PV options to reduce energy crisis impact and electricity emissions at Larkfield Leisure Centre.              | Winter 2022   | Completed           | 196 solar panels have been installed and are in operation on sports hall roof at Larkfield Leisure Centre (completed February 2023).  |
|   | Develop a digital post room using the councils new corporate document management system.                                     | March 2023    | Ongoing             | A review of the Print Room has been completed. This action will be progressed following the conclusion of May local election printing.  |
| Progress the digitisation of services and reduce the amount of paper both internally and being sent out to clients. | Look to review the TMBC device policy to be more efficient with the devices used e.g. power of devices and amount used.      | May 2023      | Ongoing             | The device policy will be completed in draft by the end of May/June.  |
|   | Contribute towards the working arrangements officer study group.   | December 2022 | Completed           | The Working Arrangements OSG has concluded and IT support for the shift to hybrid and remote working patterns has been delivered  |

| Theme | Actions  | Timescale      | Progress Monitoring | Update  |
|-------|--|----------------|---------------------|---|
|       | Reduce the number of multifunctional printing devices across TMBC.   | September 2022 | Ongoing             | MFD procurement is complete and all new MFDs are now in place reducing the amount from 12 device to 6. There will be a further reduction of 2 in 2 years' time once the office move is complete.  |
|       | Continue to contribute towards service efficiency through the digital strategy.  | March 2023     | Ongoing             | 2019-23 digital strategy now closed. New version presented to Cabinet April 23 to cover the next 4 years.   |
|       | Mobile working solutions and the digitisation of paper records and business processes involving printing (correspondence, surveys, inspections, interviews, records management, my TMBC app etc), to improve efficiency and reduce carbon footprint. | Ongoing        | Ongoing             | Mobile solution developed for Temporary Accommodation inspections now live. Business Process re-engineering continues across services. Revised workflows for Waste services signed off May 23 and passed to Development team to progress. |