

# ROYAL BERKSHIRE FIRE AUTHORITY



<b>COMMITTEE</b>	<b>MANAGEMENT COMMITTEE</b>
<b>DATE OF MEETING</b>	<b>04 DECEMBER 2024</b>
<b>SUBJECT</b>	<b>SUSTAINABILITY PROGRAMME – PROPOSED ROADMAP</b>
<b>LEAD OFFICER</b>	<b>PAUL BROOKS, HEAD OF ASSETS</b>
<b>LEAD MEMBER</b>	<b>COUNCILLOR RACHELLE SHEPHERD DUBEY, STRATEGIC ASSETS AND SUSTAINABILITY LEAD</b>
<b>EXEMPT INFORMATION</b>	<b>NONE</b>
<b>ACTION</b>	<b>TO NOTE</b>

## 1. **EXECUTIVE SUMMARY**

- 1.1 This report is to request Management Committee note the proposed Royal Berkshire Fire and Rescue Service (RBFRS) Sustainability Programme Roadmap. The roadmap is a DRAFT, un-resourced action plan that was introduced in the Authority's Sustainability Strategy 2024-2029 as agreed by the Management Committee (MC) on 08 October 2024 (Minute reference 27).
- 1.2 RBFRS recognizes the climate emergency and the social and economic issues that are creating an impact both globally and locally which culminated in the production of the sustainability strategy. To align the strategy with tangible goals, a sustainability roadmap was produced to provide an action plan which could be further developed into a programme of works.
- 1.3 During the development of the sustainability strategy, the RBFRS Senior Leadership Team acknowledged that committing to a roadmap or action plan that is not appropriately resourced would inevitably lead to failure in delivery. Therefore, the SLT directed that the roadmap was to be omitted from the

strategy and would be best managed as part of a wider sustainability programme. Further, formally standing up such a complex programme will require much work, which has yet to be forward planned. Notwithstanding this, the Fire Authority Chair requested at the MC that an overview be provided on the proposed programme roadmap as soon as practicable.

- 1.4 The roadmap is led by the strategy which is in turn aligned with the corporate vision, and it supports the aims and key objectives of the organisation. More specifically it supports one of the Fire Authority's strategic commitments namely:

***Sustainability:*** *We will ensure that we provide a financially sustainable and environmentally friendly service to our communities.*

## 2. **RECOMMENDATION**

That Management Committee:

- 2.1 **NOTE** the proposed RBFRS Sustainability Programme Roadmap.
- 2.2 **NOTE** additional resources will be required to develop and deliver the programme (to be articulated in a future paper).

## 3. **REPORT**

- 3.1 The sustainability programme roadmap identifies three phases:

**Phase 1 – Reflection and short term.** Actions to date and activities already resourced and in progress.

**Phase 2 – Near to medium term.** Proposed actions and activities over 1 to 4 years.

**Phase 3 – Long term.** Ambitions for 5 years and beyond.

- 3.2 Within the above timescales there are five proposed project delivery streams that are listed below and outlined in **Table 1**, and covered in more detail in Appendix A.

- Assets (Estates and Fleet)
- Procurement
- Climate and environment
- Behaviours and culture
- Reporting and leadership

**Table 1 – Proposed RBFRS Sustainability Programme project delivery streams.**

<b>Project stream</b>	<b>Overview</b>	<b>Additional resource</b>
<b>Assets (Estates, Fleet &amp; Equipment, and Supplies)</b>	The estates project is the most resourced of the programme. The actions which sit under the category are primarily budgeted within the Strategic Asset Investment Framework where budget and funding has already been allocated. The key deliverable of this project stream is to reduce carbon. This is already being undertaken with projects such as the PSDS projects, LED lighting upgrades and transitioning some of our fleet to electric.	To deliver further actions under this project stream there would be a requirement for additional budget for external assistance with carbon monitoring and reporting as well as sufficient resource to deliver additional projects aside from the SAIF as well as endorsement and action from Senior Leadership.
<b>Procurement</b>	The Procurement element of the programme is vital in reducing our Scope 3 emissions and ensuring that we are procurement our contracts and projects through sustainably responsible supply chains. It is recommended that we introduce a sustainable procurement strategy which will capture the deliverables. There would be a high amount of education and training to be undertaken for the strategy/ policy to be credible. Activities surrounding the new procurement act have already been accounted for and will be rolled out with a stronger emphasis on sustainability.	Procurement is already an over committed department, so there would be a requirement for external support to develop and roll out a strategy. In the interim, the new procurement act will help to support more sustainable procurement by focusing on a higher social value of 10%.
<b>Climate and Environment</b>	The Climate and environmental actions within the programme are already embedded within the current prevention and protection processes. The work that is currently undertaken surrounding education within the community on wildfires and	Currently the contaminants working group focuses on the effects of contaminants from a personnel perspective. In the future, this would need to be expanded to consider the effects on contaminants on the environment as well. In

<b>Project stream</b>	<b>Overview</b>	<b>Additional resource</b>
	flooding covers the increase in awareness on the impacts that climate change is having on the service.	addition, environmental protection and climate change should be added to existing boards / groups to introduce the evaluation of impact to existing conversations.
<b>Behaviours and Culture</b>	The behavioural projects within the programme are crucial to the success of both the programme and the sustainability strategy. People are at the heart of RBFRS and without buy in and engagement from staff we cannot effectively reduce our personal impact of the environment and economy. Currently there are several existing platforms and processes in place that can be utilised to introduce training on sustainability and carbon literacy. Providing staff with effective education on topics such as responsible consumption, environmental guardianship and sustainable development will help to empower decision making and introduce effective change.	There will be a requirement for additional support form external providers to set up a training procedure or course for staff to attend and work through. A designated training budget will be needed to facilitate this. Once staff are fully competent in this area, learning material can be filtered through to community talks and engagement.
<b>Reporting and Leadership</b>	This project stream supports our collaboration objective and seeks to standardise sustainability across the blue light and public sector. Governance and leadership focusses on leading the conversation by sharing materials, findings, attending relevant conferences and events as well as hosting our own.	The additional resource required for this project will be about buy-in from Senior Leadership, increased partnership within the sector and filtering objectives down through management layers to embed sustainability within the Service.

- 3.3 It is anticipated that RBFBS will have to procure the services of an external specialist consultancy to support the development, planning and delivery of the sustainability programme delivery.

#### **4. CONTRIBUTION TO STRATEGIC COMMITMENTS**

- 4.1 **Sustainability.** We will ensure that we provide a financially sustainable and environmentally friendly service to our communities.
- 4.2 **People.** We will support our staff by providing a safe and inclusive environment for them to thrive in, building a diverse organisation that is engaged with, and accessible to, our communities.

#### **5. FINANCIAL IMPLICATIONS**

- 5.1 There are no immediate financial implications committed to within the programme brief other than that associated with the SAIF. Where practicable, the aim is to manage inflationary risk within the financial headroom of the SAIF and revenue budgets. There is a budget of £2m set aside in the SAIF in year 5, the allocation of this is not currently confirmed, depending on the requirements identified by the service going forward this budget may be available for elements of the programme delivery.

#### **6. LEGAL IMPLICATIONS**

- 6.1 There are currently no legal implications associated with this report, however it should be noted that the government are currently reviewing legislation surrounding sustainability and carbon in the public sector which may influence the need for organisational change and resource commitment.

#### **7. EQUALITY AND DIVERSITY IMPLICATIONS**

- 7.1 We are committed to promoting equality, diversity, and inclusion (EDI) for all our employees and the wider community. An equality impact assessment has been raised to cover the development and implementation of both the strategy and the programme. EDI has been and will continue to be, a core part of the development of every sustainability related initiative.

#### **8. RISK IMPLICATIONS**

- 8.1 If RFBRS does have an appropriate strategy in place for sustainability and a credible action plan, there is a risk of not meeting UK Government and internationally agreed targets.

**9. CONSISTENCY WITH DUTY TO COLLABORATE**

- 9.1 Opportunities using collaboration with partners and other FRS to develop and deliver sustainability initiatives will always be explored and exploited if beneficial.

**10. PRINCIPAL CONSULTATION**

- 10.1 The Chief Fire Officer, Deputy Chief Fire Officer and Head of Finance and Procurement were consulted during preparation of this report.

- 10.2 The RBFA Lead Member for Strategic Assets and Monitoring Officer were consulted during preparation of this report.

**11. BACKGROUND PAPERS**

- 11.1 RBFRS Sustainability Strategy 2024-2029 – Management Committee Agenda and Minutes 8 October 2024.

**12. APPENDICES**

- 12.1 RBFRS Sustainability Programme Roadmap – Appendix A

**13. CONTACT DETAILS**

- 13.1 Paul Brooks, Head of Assets (Estates, Fleet & Equipment), [brooksp@rbfrs.co.uk](mailto:brooksp@rbfrs.co.uk)
- 13.2 Sophie Fox, Sustainability Co-ordinator, [foxs@rbfrs.co.uk](mailto:foxs@rbfrs.co.uk)

## APPENDIX A – RBFRS SUSTAINABILITY PROGRAMME ROADMAP v1.0

***Caveat: This document is an extract from a more detailed active resource and does not represent an agreed and funded programme of activities for RBFRS, nor does it have a start line; it is representing actions that have been completed, are in progress, or could be initiated subject to the RBFRS programme management governance process.***

**Project stream:** Assets (Estates and Fleet)

**Strategy theme:** Decarbonisation

**Departments:** Facilities, Capital Projects, Fleet and Equipment, Supplies

### Actions to date or ongoing

Serial	Action	Project / initiative	Success criteria	Comments	Resource required	Resourced Y/N	Progress
A1	Initial discussions around recycling and food waste with crews.	Waste Management	Key stakeholders have hosted an initial discussion on recycling and food waste segregation with next steps agreed and actions assigned.	Introduce the waste management system and policy for the service. When rolling this out, discussions to be held with station staff.	Waste management contract to be revisited.  Discussions to be picked up in regular station visits with facilities	Y	In progress
A2	All staff to work with capital projects to support carbon reduction initiatives	Carbon Reduction	Increased input and support of carbon reduction initiatives for capital projects.	All capital projects and smaller revenue projects to consider sustainability. This may be through sustainable procurement, innovative technologies, sustainable materials or asset longevity.	Sustainability impact assessments to be introduced for projects. Alternatively introduce a reporting system to identify where projects/ initiatives are considering sustainability.	Y	In progress
A3	Install loft insulation at retained sites	Carbon Reduction	Reduction in carbon footprint and electricity outputs.	Loft insulation in available loft spaces	Resourced by facilities maintenance team	Y	Completed

Serial	Action	Project / initiative	Success criteria	Comments	Resource required	Resourced Y/N	Progress
A4	Boiler replacement and continuation of building fabric improvements.	Carbon Reduction	Reduction in electricity/gas usage on as seen in utilities bills	Consider further funding opportunities in the future. Look at the remaining boilers and the tech that can be introduced to create more efficient boilers if total replacement is not an option.	Budget required - introduced into facilities PPM for boiler replacement. Or capital project to be rolled out across the estate. Funding opportunities to be considered.	Y	Part 1 in progress
A5	Review of current waste streams and contracts.	Waste Management	Create an options paper and business case by gathering an understanding of number of additional waste bins to be purchased, reduction of others and options for repurpose.	Waste contract to be reviewed and updated in line with the new recycling regulations.	Contract to be renewed.	Y	In Progress
A6	Recycling toner cartridges	Waste Management	Reduction of toner going to landfill measured through waste notes		Process or contract.	Y	Completed
A7	Investigate better recycling facilities and waste segregation with our current Waste Contractor to also include waste food recycling across all sites.	Waste Management	Reduction in overall waste and reflected in auditable waste notes.	Waste contract initiative.	Waste contract initiative.	Y	In progress
A8	Asset reviews and implementation of e-vehicles where possible	Carbon Reduction	Reduction in carbon footprint of assets and vehicles	Regularly review fleet/ assets and assess any sustainable technologies that may be available for implementation.	Already considered in PAMS, SAIF, Fleet and Equipment Strategy.	Y	Completed



Serial	Action	Project / initiative	Success criteria	Comments	Resource required	Resourced Y/N	Progress
A9	Solar research to reduce non-renewable energy usage	Carbon Reduction	Research into business case funding for solar panel project	Business case submitted within the SAIF.	Solar PV project has already been allocated funding and has been resourced within the SAIF. delivery sits with Sustainability Coordinator.	Y	In progress

### Summary of additional resource required

- Additional budget for boiler replacement / boiler efficiency measures
- Introduction of new reporting or assessment process for staff

### Priority tasks

- Waste management contract update and rollout
- Updating processes

### Potential progress for years 1 to 4

Serial	Action	Project / initiative	Success criteria	Comments	Resource required	Resourced	Progress
A10	Carbon check-in	Carbon Reduction	Carbon emissions report set for checking footprint	Conduct a carbon assessment of the estate to measure progress.	External Surveyor	N	Not started
A11	Increased awareness of reduced lighting options in HQ & light dimmers	Carbon Reduction	Reduction in electricity/gas usage on as seen in utilities bills	Upgrade to LED - PIR as standard in specific areas such as corridors, offices, bathrooms etc. Introduce signage to encourage staff to consider turning off lights.	Resourced within the SAIF	Y	In progress

Serial	Action	Project / initiative	Success criteria	Comments	Resource required	Resourced	Progress
A12	Reduce heating usage where possible to reduce use of gas	Carbon Reduction	Reduction in gas utility bills	Assess the heating on all sites and looking at introducing a heating strategy and more effective controls	Will require external resources to understand the current condition of boilers/ heating systems on the estates and where efficiencies can be realized.	N	Not started
A13	Install double / triple glazing	Carbon Reduction	Reduction in carbon footprint and electricity outputs	Review estate to understand if there are remaining sites without double glazing.	Survey required to understand the conditions of the windows on the estate - upgrades to be considered within refurbishment projects.	N	Not started
A14	Install solar PV arrays and batteries	Carbon Reduction	Reduction in carbon footprint and electricity outputs	Solar PV Project 2025/2026	Resourced within the SAIF	Y	In progress
A15	20% reduction in carbon emissions	Carbon Reduction	Reduced carbon outputs by 20% since 2019 review	requires data to be reviewed to understand if this is achievable	Annual evaluation	N	Not started
A16	Functional review of all fleet vehicles and convert to sustainable vehicles where appropriate	Carbon Reduction	Reduction in non-renewable fuel-based vehicles where possible		Pool cars and some of the fleet are already EV in line with Fleet and Equipment Strategy	Y	In progress
A17	Development of carbon reduction strategy and actions	Carbon Reduction	Development of strategy for carbon reduction and plan	5-year reduction plan to link with the projects being delivered in the SAIF	Some external resources required for technical assurance	N	Not started
A18	Governance and reporting in place and functioning for government commitments and scope 1, 2 and 3 emissions	Carbon Reduction	Creation of a governance structure supported by the sustainability strategy including reporting deliverables.	Include Scope 1,2 and 3 emission reporting into our annual report and fit into the existing structure developed.	Reporting capability	Y	In progress

Serial	Action	Project / initiative	Success criteria	Comments	Resource required	Resourced	Progress
A19	Energy efficient LED lighting project	Carbon Reduction	Reduction in carbon footprint and electricity outputs	Upgrade all remaining sites to LED	In progress- resourced within the SAIF	Y	In progress
A20	Monitoring of waste input and output	Waste Management	Reduction is overall waste in waste notes	Include waste reporting within the new waste contract for the service to include in wider reports and keep track of waste trends	Resourced within waste contract renewal	Y	In progress
A21	Reduce non-segregated waste bins	Waste Management	Reduce number of general waste bins	covered within the waste contract	Resourced within waste contract renewal	Y	In progress
A22	In partnership with a more sustainable energy company	Carbon Reduction	Reduction of non-renewable power sources	When contracts are due for renewal ensure we are looking at sustainable sources.	Heads of department to endorse sustainable choices and companies. Procurement to assist with Tender processes and contract awards	Y	In progress
A23	Introduction of recycling bins at all sites for segregation of waste	Waste Management	Reduction is overall waste in waste notes	Waste contract initiative	Waste contract initiative	Y	In progress
A24	Create initiatives such as travel plans at all sites and the increase in flexible working from home or nearest stations	Carbon Reduction	Reduction in electricity/gas usage on as seen in utilities bills	Travel plans to be created at Whitley Wood as part of BREEAM requirement. This will be used as the template for the rest of the travel plans.	To be rolled out across all sites. work collaboratively with site users, sustainability coordinator and potentially health and wellbeing officer.	N	Not started
A25	Purchase and make available segregated waste bins and develop waste collection	Waste Management	Increase number of segregated waste bins to improve recycling options	waste contract initiative	waste contract initiative	Y	In progress

Serial	Action	Project / initiative	Success criteria	Comments	Resource required	Resourced	Progress
	contract for the waste streams (paper, metal, cardboard, food etc.)						
A26	Development of an all staff and organizational wide waste recycling scheme	Waste Management	Creation of waste and recycling scheme	Waste Contract initiative	Waste Contract initiative	Y	In progress
A27	Introduce EV Charging Infrastructure at all sites where it is reasonably practicable to do so.	Carbon Reduction	Review demand at all sites and implement EV charging infrastructure - explore different options for implementing this effectively such as solar car park spaces	Resourced within the SAIF	Resourced within the SAIF	Y	Not started

### Summary of additional resource required

- Budget allowance for external surveys
- Introduce robust reporting system for annual progress updates
- Endorsement from Senior management: senior management to receive carbon literacy training to encourage informed decision making and leadership
- Travel plans for each site – would require resource from additional personnel

### Priority projects

- Waste management contract to be re-written to incorporate goals strategy success criteria
- Robust monitoring and reporting system

## **Ambition for 5 years and beyond**

- 50% reduction in carbon emissions check point 2040
- Reach Net Zero in line with Government commitments (currently 2050).
- Reach net positive by 2060
- Funding opportunities won and gained through Sustainability Strategy and action plan
- Addition of more effective & accurate air conditioning system within head office
- Retrofitting buildings with heat pumps and alternatives energy sources
- A contract set up and implemented for commercial white goods with a warranty and maintenance schedule also in place to negate the need to constantly replace the current domestic white goods which have a short life span and no warranty due to being placed in a commercial premise.
- Food waste collections where possible from the local authority and consider composting at stations where possible
- Increase in sustainable building methods, with a priority on sustainable building as opposed to cost
- Increase HQ capacity for EV-charging points
- A sustainable alternative for aircon and ventilation that works to lower our carbon footprint and is environmentally friendly, especially for station gyms that can be unbearable to use in warmer weather
- Use of schemes to support staff purchasing hybrid/plug-in hybrid/electric vehicles

**Project Stream:** Procurement

**Strategy theme:** Consumption reduction

**Departments:** Procurement

**Actions to date / ongoing**

Serial	Action	Project / Initiative	Success criteria	comments	Resource required	Resourced	Progress
P1	Supporting colleagues in incorporating relevant initiative within the procurement process	Sustainable Procurement	Course or training on sustainable procurement to support colleagues.	Sustainable procurement initiative	Sustainable procurement initiative	Y	In progress
P2	Procurement minimizing use of paper and printing - online contracts	Sustainable procurement	Reduction of paper and printing at HQ	Action to date	already resourced	Y	Complete

**1-4 Year progress**

Serial	Action	Project / Initiative	Success criteria	Comments	Resource required	Resourced	Progress
P3	Develop sustainable procurement strategy	Sustainable Procurement	Strategy developed to procure in a more sustainable manner	Introduction of 10% social value question in all tenders. Map our social value questions against priorities within our strategy to ensure we are procuring services in line with our values.	procurement to review processes and look at how we can introduce more sustainable action. <a href="https://greenly.earth/en-gb/blog/company-guide/why-is-sustainable-procurement-a-competitive-advantage">https://greenly.earth/en-gb/blog/company-guide/why-is-sustainable-procurement-a-competitive-advantage</a>	N	Not started
P4	Develop sustainable procurement criteria	Sustainable Procurement	Set of criteria that can be used for procurements	UK Government guides: <a href="https://www.gov.uk/government/collections/sustainable-procurement-the-government-buying-standards-gbs">https://www.gov.uk/government/collections/sustainable-procurement-the-government-buying-standards-gbs</a>	None anticipated, but to be defined by Procurement.	N	Not started

Serial	Action	Project / Initiative	Success criteria	Comments	Resource required	Resourced	Progress
				<a href="https://www.gov.uk/guidance/sustainable-procurement-tools">https://www.gov.uk/guidance/sustainable-procurement-tools</a>			
P5	Develop sustainable procurement training for all training and buying managers	Sustainable Procurement	Procurement training to incorporate sustainable options for all staff	All procurement staff and managers attend courses in sustainable procurement and introduce this into departmental practices.	External support with training course	N	Not started
P6	Test run sustainable procurement criteria with a trained manager on small procurement	Sustainable Procurement	Successfully run a single procurement with the sustainable criteria	Sustainable procurement initiative	look at forward plan for procurement and choose project to trial new criteria	N	Not started
P7	Update sustainable procurement criteria from feedback of use	Sustainable Procurement	Make the criteria more efficient and user friendly	Sustainable procurement initiative	Sustainable procurement initiative	N	Not started
P8	Test run sustainable procurement criteria with a trained manager on a large tender	Sustainable Procurement	Successfully run a single procurement with the sustainable criteria on a large tender	Sustainable procurement initiative	Sustainable procurement initiative	N	Not started
P9	New procurement act being adhered to with greater emphasis on sustainability	Sustainable procurement	More procurements run with sustainable criteria.	New procurement act to be enforced 2025	Procurement is already taking action to ensure we are aligned with the new regulations, and we are emphasizing the need to put a higher weighting on social value and sustainability.	Y	In progress

## Summary of additional resource

- Procurement department to receive additional training on sustainable procurement
- Sustainable procurement strategy to be developed
- Provide training to all departments running Tenders to align with sustainable procurement strategy

## Priority initiatives

- Sustainable procurement strategy

## Ambitions for 5 years and beyond

- Include sustainable procurement criteria use on all small tenders
- Include sustainable procurement criteria use on all large tenders
- Include sustainable procurement criteria for sustainability\_within all procurement exercises
- Review sustainable procurement criteria and process alongside best practice and update to strategy
- Ensure end products, items and services are recyclable, made from recycled materials and are more sustainable

**Project stream:** Climate and Environment

**Strategy Theme:** Guardianship

**Relevant Departments:** Prevention and protection, CRMP, Service Delivery

## Actions to date / ongoing

Serial	Action	Project / Initiative	Success criteria	comments	Resource required	Resourced	Progress
C1	Collate data on wildfires and other outdoor deliberate arson fires to inform resource requirements	Environmental Guardianship	Further embed talks and learning on wildfires, monitor the call outs to these fire types and measure trends	Data is already gathered and used to inform the community risk management plan.		Y	In progress



## Potential years 1 to 4 progress

Serial	Action	Project / Initiative	Success criteria	Comments	Resource required	Resourced	Progress
C2	Climate change risk recognised, and mitigation measures raised at an operational level	Climate resilience	Mapping of climate change risks being added to operational level.	Capture data on incidents that directly relate to climate change and introduce this to existing board such as OLAB to be discussed and understand the frequency of events. Findings will continue to be fed into the CRMP.	Introduce topic to existing board Data gathering on issues related to climate change. Data on incidents is already being recorded, climate change related incidents can then be captured separately.	Y	Not started
C3	Continuation of the Contaminants Project to track waste and impact to the environment	Environmental Guardianship	Continuation of contaminants project and measured reduction in contaminants.	Introduced an environmental element into existing contaminants work	Review contaminants information - add sustainability into the agenda for meetings and working group	Y	Not started

### Summary of additional resource required

- Introduce the topic of sustainability and environment to existing boards and channels to be considered and filtered down to various project streams

### Priority projects

- Review our contaminants strategy and include environmental protection elements

**Project stream:** Behaviour and Culture

**Strategy theme:** Our People & Consumption Reduction

**Relevant Departments:** Prevention & Protection, all

**Actions to date / ongoing**

Serial	Action	Project / Initiative	Success criteria	Comments	Resource required	Resourced	Progress
B1	Community talks around wildfires and water and road safety	Sustainable Learning and development	Each fire station has carried out a community talk on sustainability within a year.	The topic of sustainability to be introduced into community talks and education. Training for station staff will need to be held and a criterion to be produced for learning.	External assistance with training resources	Y	In progress
B2	Paper-free where possible	Responsible Consumption	Try to reduce paper consumption, be paperless as far as possible, monitor stationery & ordering so over ordering, duplicates & excessive stock are kept to a working minimum and electronic filing projects	Review stationery and paper contracts and see if we can identify the possibility for reduction	departments to review usage vs standard requirements.	Y	In progress
B3	Car sharing to events & to work where possible and introduction of a car share incentive	Responsible Consumption	Reduction in carbon footprint of staff		Create a platform for car sharing, Travels plans for each site and make pool cars accessible for staff.	Y	In progress
B4	Current reduction in light usage at workshops, opting for natural light over electrical lighting	Responsible Consumption	Reduction in electricity/gas usage on as seen in utilities bills	educate staff on the subject and create incentives for station staff for the most energy reduction.	behavioral change	Y	Not started

Serial	Action	Project / Initiative	Success criteria	Comments	Resource required	Resourced	Progress
B5	Implementing suitable building and site initiatives, as well as sustainable methods of building and refurbishment	Responsible Consumption	Reduction in carbon footprint of buildings and capital projects	consider sustainable building approaches, materials and technologies in all capital projects. Consider BREEAM certification or other certification for refurbishments as well as new buildings.	multi - disciplinary team appointed to projects	N	Only in progress at Whitley Wood training center
B6	To reduce paper and printing, introduce an online photo consent system rather than printing paper forms	Responsible Consumption	Reduction in consumption of paper through online use of forms and storage	Using SharePoint and 365, using online forms and	further training required to utilize this more efficiently	Y	Not started
B7	Where possible recycle non-essential parts and items of equipment etc.	Responsible Consumption	Reduction in overall waste in waste notes	Waste contract initiative	Waste contract initiative	Y	In progress
B8	Researching sustainable alternatives such as lower power IT equipment	Responsible Consumption	Reduction in electricity/gas usage on as seen in utilities bills	Action to date	No additional resources - this is ongoing within the IT team	Y	

### Potential years 1 to 4 progress

Serial	Action	Project / Initiative	Success criteria	Comments	Resource required	Resourced	Progress
B9	CPD for staff on carbon literacy and climate impacts	Sustainable Learning and development	CPD offered in certified training	Introduce a Carbon literate training course, starting with core staff members and rolling out across the service.	External carbon literate training.	N	Not started
B12	Screens placed in stations to reduce paper where possible	Responsible Consumption	Reduction of paper and printing at stations	Look at alternative ways to present information to site users. Address the	Current process to be reviewed - sits with comms, business,	N	Not started

Serial	Action	Project / Initiative	Success criteria	Comments	Resource required	Resourced	Progress
				Resources that we are printing and identify if there are any changes that can be made.	support and HR. This should be done with existing resources IE throughout current screens and IT instead of introducing more electrical capacity.		
B13	Reduction of physical financial archiving to reduce carbon cost	Responsible Consumption	Reduction in cost from physical archives (rent, utilities etc.).	Look at the current archiving requirements and what we are currently paying - is there an alternative for backing up information.	Additional resource required to digitalize Archive records and research an appropriate system to back up electronic files - May already be in place with IT but ongoing job.	N	Not started

## **Summary of additional resource required**

- Education and training to be provided to all staff to inform community talks
- Further training to utilise SharePoint more effectively and further reduce the need for printing resources
- Utilise SharePoint as a sharing platform to encourage car sharing
- Allow budget and resource within capital project for sustainable building principle such as BREEAM, LEED
- Digitization of physical archive records

## **Priority projects**

- Educating staff on sustainability and carbon literacy
- Improving efficiency for the use of SharePoint

## **Ambition beyond 5 years**

- Collaborate with Local Authorities on suitable projects, conferences and events
- Overall reduction in waste due to the prevention of as a culture to reduce the overall waste and consumption.
- Initial conference with all staff to introduce the strategy, themes and roadmap including future initiative suggestions, in house training, attendance at relevant conferences
- Environmental awareness materials on recycling such as posters, posts in the Siren etc.
- Overall increase in knowledge within communities to educate and prevent causes of climate change, wildfires and flooding.
- Attending training and educational courses to develop understanding of climate impacts on our environment
- Set up service initiatives around recycling to develop the culture of recycling and responsible consumption
- Offer vegetarian and vegan lunch options as a sustainable alternative.

**Project Stream:** Governance and leadership

**Strategy Theme:** Our People

**Actions to date/ ongoing**

Serial	Action	Project / Initiative	Success criteria	Comments	Resource required	Resourced	Progress
G1	Alignment of sustainability strategy with ongoing work within Protection, Prevention and Response.	Strategy Development	Host a workshop to walk through strategy and align projects to prevent duplication of effort.	Host meeting with operational departments to align current activities with strategies.	Staff to attend training to understand the content of the strategy and frequent meetings required to update objectives and align delivery.	N	
G2	Increase publicity of RBFRS Guardianship, internally and externally of our work in this area	Collaboration and Leadership	We use social media to promote safety messaging and organize media interviews where possible.	utilize Linked and share more success stories. engage with different audiences and reach out through the growth made in this setting.	Comms to produce more regular content	N	
G3	Workshops focusing on equality of access from underrepresented communities	Sustainability collaboration	Stations and crews hosting equality workshops for the local community	Covered under EDI Coordinator	Covered under EDI Coordinator work stream	Y	

**Potential years 1 to 4 progress**

Serial	Action	Project / Initiative	Success criteria	Comments	Resource required	Resourced	Progress
G4	Development of sustainability engagement strategy and actions including forums, station activity with communities and others	Collaboration and Leadership	A draft sustainability engagement strategy is created and implemented.	Strategy release to be followed up with effective engagement plan to ensure delivery is successful	Engagement strategy to be produced in comms plan format. This needs to be a well-thought-out document with effective content following the release of the strategy.	Y	Not started

Serial	Action	Project / Initiative	Success criteria	Comments	Resource required	Resourced	Progress
G5	Creation of governance and reporting in to support the Our People theme and sustainable engagement strategy	Collaboration and Leadership	Creation of a governance structure supported by the sustainability strategy including grass roots forum.	Create a platform on siren which clearly shows the structure of boards, forums and reporting. Create internal board and reporting format. Create a Sustainability forum.	Buy in from staff	Y	Not started
G6	Initial collaboration with Thames Valley partners	Sustainability collaboration	RBFRS initiated and host a meeting discussing sustainable projects and strategy with peers in Thames Valley.	Present the strategy and our progress to Thames Valley partners in an interactive session - Book conference center.	External assistance required to run the session.	N	Not started
G7	Set up a Sustainability Forum	Collaboration and Leadership	Creation of a forum for staff to discuss topics and put forward initiatives.		Sustainability Coordinator/ Head of Service to run the sessions and keep up with forum admin	Y	Not started
G8	Attend sustainability events	Collaboration and Leadership	Increased opportunity for staff to attend sustainability events and conferences for CPD	Keeping up to date with events and learning opportunities for staff.	Platform to share Sustainability related events and keep staff up to date with opportunities	Y	In progress
G9	Host conferences/seminars/knowledge sharing events	Collaboration and Leadership	RBFRS to host an initial conference on a select topic, then to develop to regular hosted events and seminars.	Na	External consultants required to support the running of conferences and events. Internal resources from business support will also be required to facilitate events.	N	Not started

Serial	Action	Project / Initiative	Success criteria	Comments	Resource required	Resourced	Progress
G10	Leading the conversation within the Fire and Rescue Sector	Collaboration and Leadership	Target to lead the conversation within the Fire and Rescue Sector by actioning projects to directly support the strategy and talking about it.	Update other fire and rescue services with our progress in the FRS sustainability forum. Create a sharing platform for all services to share ideas and project updates.	Regular updates from the sustainability Coordinator.	Y	In Progress
G11	Governance and reporting developed to support the guardianship theme and align with Protection, Prevention and Response strategies.	Governance Development	Review outputs and governance for both sustainability and PPE and host a workshop to walk through and align governance sessions to prevent duplication of effort.			Y	Not started
G12	Governance and reporting in place and functioning for all waste streams to build towards scope 1, 2 and 3 emissions reporting	Governance Development	Gather data through structured governance reporting to be prepared for governmental reporting requests on scope 1, 2 and 3			N	Not started
G13	New improvement initiatives on how we can better help support the environment & sustainability with quarterly initiatives such as grow your own, turning off lights, walking and cycling schemes	Collaboration and Leadership	Creation of quarterly initiatives based on the sustainability engagement strategy.	Behavioral change project	Introduce learning materials, competitions, promotion of schemes and incentives	Y	Not started



Serial	Action	Project / Initiative	Success criteria	Comments	Resource required	Resourced	Progress
G14	Alignment of sustainability of the station plans with sustainability strategy	Sustainability collaboration	Station and crew plans to align with themes from sustainability strategy.	To be fed from senior management into the station plans that are provided to SMs and the watches	Agenda item to revisit the content of the plans and introduce sustainability initiatives to the targets.	N	Not started

### Summary of resources required

- Training sessions to align existing department objectives to incorporate sustainability
- Increase of external comms
- Sustainability Strategy engagement plan, internal comms
- Increase collaboration on sustainability with blue light partners
- Set up governance and reporting structure for each strategy theme
- Stations and departments to develop their own sustainability related goals based on personal importance and impact

### Priority projects

- Robust Governance and reporting structures for capturing progress and guiding decision making

### 5 years and beyond

- Leading the conversation through collaboration in the Blue Light sector
- Collaborate with Local Authorities on suitable projects, conferences and events

### Acronyms

SAIF – Strategic Asset Investment Framework

PAMS – Property Asset Management Strategy (Estate Strategy)

PV – Photo voltaic