

**BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK**

**ENVIRONMENT AND COMMUNITY PANEL**

**Minutes from the Meeting of the Environment and Community Panel held on Tuesday, 3rd September, 2019 at 5.00 pm in the Council Chamber - Town Hall, Saturday Market Place, King's Lynn PE30 5DQ**

**PRESENT:** Councillor C Sampson (Chair), L Bambridge, C Bower, A Bubb, A Bullen, S Collop, M de Whalley, A Kemp, J Kirk, J Lowe, S Squire and M Wilkinson.

**Portfolio Holders:**

Councillor I Devereux – Portfolio Holder for Environment  
Councillor P Kunes – Portfolio Holder for Commercial Services  
Councillor E Nockolds – Portfolio Holder for Culture, Heritage and Health

**Officers:**

Ged Greaves – Senior Policy and Performance Officer  
Vicki Hopps – Environmental Health Manager (Commercial)  
Honor Howell – Assistant Director  
Dave Robson – Environmental Health Manager (Environment)  
Robert Wiseman – Greenspace Officer

**Other Members Present:** Councillors J Moriarty and A Ryves

**Present Under Standing Order 34:** Councillor Parish.

EC26: **APOLOGIES FOR ABSENCE**

There was none.

EC27: **MINUTES**

**RESOLVED:** The Minutes from the previous meeting were agreed as a correct record and signed by the Chair.

EC28: **DECLARATIONS OF INTEREST**

There were no declarations of interest.

EC29: **URGENT BUSINESS**

There was none.

EC30: **MEMBERS PRESENT PURSUANT TO STANDING ORDER 34**

Councillor Parish: Item – EC32 Climate Change.

EC31: **CHAIR'S CORRESPONDENCE**

There was none.

EC32: **CLIMATE CHANGE**

The Environmental Health Officer presented Members with information on how the Council was addressing Climate Change issues (as attached). He explained that going forward, updates on progress would be presented to the Panel as appropriate and the Panel would be involved in developing the relevant Policies.

The Chair thanked officers for their report and invited questions and comments from the Panel, as summarised below.

The Assistant Director clarified that the Single Use Plastics Informal Working Group had been established by the Environment and Community Panel and was made up of Councillors, with officer support. There had also been some officer groups set up to look at climate change and recycling. Updates on their work would be provided to the Panel as appropriate.

Councillor de Whalley felt that it was important that there was central co-ordination, which would be undertaken by the Major Projects Board. He suggested that there should also be a dedicated officer contact. He asked if the officer groups would have Member input. The Environmental Health Officer explained that the first task of officers would be to conduct the Council's Carbon Footprint Audit. Then the Panel would look at developing policy and strategies as required and considering any decisions prior to their submission to Cabinet. The Environment and Community Panel could also request updates from the officer groups as required.

Councillor de Whalley also commented that he was concerned about transport emissions as the report had indicated that they had increased. He stated that the King's Lynn Transport Study did not consider climate change mitigation and he asked how the Council would work to reduce transport emissions. The Environmental Health Manager explained that the King's Lynn Transport Study was addressing issues with the highways networks, capacity and congestion in King's Lynn and the wider climate change transport impacts of this would be considered as part of the whole district review.

Councillor de Whalley asked for timescales for the work required. The Environmental Health Manager explained that it was anticipated that the Council's Audit would take approximately four months to complete and an intern from the UEA would be brought in to lead on the Audit

process. Timescales for the Local Enterprise Partnership work was unknown at this stage.

Councillor Squire asked why the Council's Local Plan did not require all new builds to be fitted with solar panels. The Environmental Health Manager explained that the Local Plan Task Group was looking at the impact of climate change and potential policies. The Environmental Health Manager suggested that Councillor Squire could ask the Local Plan Task Group what was being done to address climate change, and now was the opportune time as the plan was currently under review. The Chair stated that the requirement of solar panels could make the cost of development too high for some developers and too expensive for some purchasers.

Councillor Squire also commented that there was a lack of forestry and more planting should be carried out. The Senior Policy and Performance Officer explained that the Council had adopted a Tree and Woodland Strategy and this would be looked at as part of the Audit work. The Greenspace Officer also commented that the Council did work with the local community on initiatives such as community projects and tree planting.

Councillor Kemp referred to a report from the Department of Business which stated that King's Lynn and West Norfolk had the largest increase in emissions because of considerable gas installations. She also commented that another power station was planned which would increase the impact. The Environmental Health Officer commented that British Sugar was the current largest point source, with emissions from the power station likely to add going forward, also with Centrica B which was yet to be built. The Environmental Health Officer explained that these were national infrastructure projects over which the Council had no control.

Councillor Kemp asked how the Council could reduce emissions going forward. The Environmental Health Manager explained that the first stage would be to look at the Council's carbon footprint and then the District impact. Consideration would need to be given to what the Council could control and influence.

Councillor Kemp referred to the King's Lynn Transport Study and asked why the Council was not considering more park and ride facilities. The Environmental Health Manager commented that park and ride was being looked at as part of the study. A car parking study would also be conducted. The Chair informed Members that they had been invited to a Stakeholders Forum for the King's Lynn Transport Study and the Regeneration and Development Panel would receive another update on the Study.

Councillor Kemp commented that Members needed to be able to influence the Policies and the Environmental Health Manager explained that the Audit would be made available to Councillors and

the Environment and Community Panel would have the opportunity to shape and develop policies and strategies as well as considering and decisions prior to their consideration by the Cabinet.

Councillor Parish addressed the Panel under Standing Order 34. He informed those present that he was a Member of the Single Use Plastics Informal Working Group, which was meeting later in the week. He also was a Member of the Local Plan Task Group and he explained that the reason solar panels were not included on all new builds was because it would make the costs of development too high. He felt that the Council should set an example by considering things such as solar panels on their own housing development.

Councillor Parish also commented that he was the tree warden for Heacham, but did not feel that this was acknowledged by the Council.

**RESOLVED:** The Panel noted the presentation and that updates would be presented to the Panel as appropriate.

EC33: **CORPORATE BUSINESS PLAN**

The Senior Policy and Performance Officer presented the report which introduced the high level draft priorities and objectives for potential inclusion in the Corporate Business Plan. He explained that the Panel would have the opportunity to shape the plan.

Members of the Panel broke into two workshop groups to brainstorm ideas to help inform the Corporate Business Plan. The Senior Policy and Performance Officer collated the suggestions of the Panel and would bring back a more detailed report to the Panel at their next meeting.

**RESOLVED:** (i) The Panel considered and commented on the draft priorities and objectives.

(ii) The Panel to receive a more detailed report at their next meeting.

EC34: **FOOD HYGIENE UPDATE**

The Environmental Health Manager presented the annual update (as attached).

The Chair thanked the Environmental Health Manager for her report and invited questions and comments from the Panel, as summarised below.

Councillor Mrs Collop referred to the introduction of charges for a re-rating food hygiene inspection. The Environmental Health Manager explained that the Food Standards Agency (FSA) had trialled the introduction of a charge in Wales and established a formula which could be used to calculate cost recovery. The Environmental Health

Manager explained that this was the formula which had been used in calculating the fee that the Council would charge. She explained that more information was available in the Delegated Decision report which introduced the charge.

Councillor Bubb commented that he had a problem in that the charge was fixed. He felt that it should be on a sliding scale dependent on the size of the business. The Environmental Health Manager explained that the FSA had said that it would be too burdensome on Councils to have a sliding scale and no other Local Authority calculated their charges in this way.

The Portfolio Holder for Environment, Councillor Devereux explained that he had been through the process for charging with officers and the Cabinet and in looking at the data, if a sliding scale, dependent on the size of the business was used, it would only make a small difference as other considerations would have to be taken into account, for example the distance travelled to reach the premises.

Councillor Bullen asked what effect Brexit would have on export certificates. The Environmental Health Manager explained that it was difficult to know the impact, but contingencies were in place.

Councillor Kemp referred to the re-rating charges and commented that the cost to be charged by the Council was higher than some others. The Environmental Health Manager explained that the formula used was based on hourly rates and also considered travel time and distance.

**RESOLVED:** The update was noted.

EC35: **WORK PROGRAMME AND FORWARD DECISION LIST**

The following items were raised:

- Councillor Kemp referred to a scheme in Hunstanton being led by Councillor Beal regarding recycling packaging from products. The Vice Chair, Councillor Bower commented that she was aware of this project and commended it. The Panel agreed that this should be promoted where possible and it was suggested that an item be included in a future edition of the Members Bulletin.
- The Disability Champion update scheduled for December would slip as Councillor Bambridge had only just been appointed into the role.
- Councillor Kemp agreed to write an article for the Members Bulletin to update Members on the work of the Norfolk County Health Overview and Scrutiny Committee, to which she had been appointed to by the Panel.

**RESOLVED:** The Panel's Work Programme was noted.

EC36: **FUTURE MEETING START TIMES**

The Panel discussed the start time of future meetings.

**RESOLVED:** The Panel agreed that future meetings would start at 6.00pm, with the exception of the meeting scheduled on 15<sup>th</sup> October 2019, which would likely start at 5.00pm due to the amount of business on the agenda.

EC37: **DATE OF THE NEXT MEETING**

The next meeting of the Environment and Community Panel would be held on 15<sup>th</sup> October 2019 (time to be advised), in the Council Chamber, Town Hall, Saturday Market Place, King's Lynn.

**The meeting closed at 7.21 pm**

# Climate Change Update

250

Minute Item EC32:

Dave Robson & Ged Greaves

Borough Council of  
King's Lynn &  
West Norfolk



# Background

- Council adopts Norfolk Climate Change Strategy 2008
- Council signs up to Nottingham Accord 2008
- Council publishes Environment Statement, 2008
- Data no longer collected - national indicators withdrawn in 2010
- Paris Agreement on climate change, 2015
- New Anglia LEP consider CO<sub>2</sub> emissions, Aug 2019



# National drivers of change...examples

- Climate Change Act 2008
- Industrial Strategy, 2017
- Clean Growth Strategy, 2017
- 25 Year Environment Plan, 2018
- Road to Zero Strategy, 2018
- Automated and Electric Vehicles Act 2018
- Carbon neutral by 2050

252



# BEIS UK Provisional Data 2018

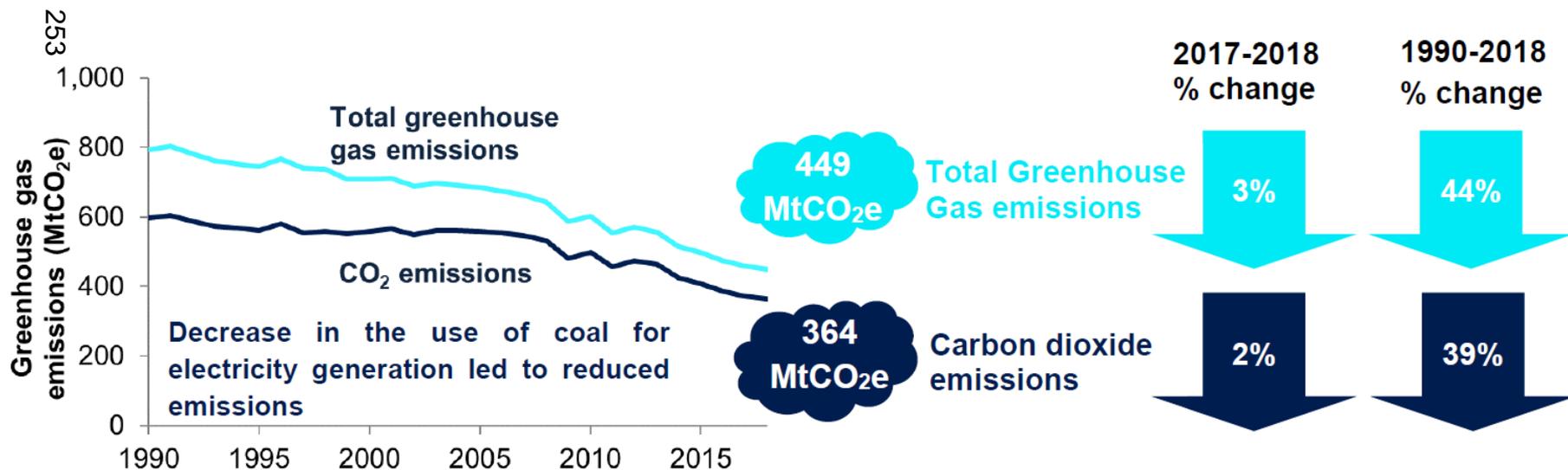


Department for  
Business, Energy  
& Industrial Strategy

## 2018 UK Provisional Greenhouse Gas Emissions



2018 UK greenhouse gas emissions are provisionally estimated to be lower than in 2017



# Borough characteristics

- Large rural authority, low population density
- Critical access roads for Norfolk (A roads)
- Major industry relative to geographic neighbours
- Vibrant tourist economy
- Legacy of our past – reclaimed Fens/ Landfills
- Large areas without mains gas, residents using alternatives (Oil/ Solid Fuel)



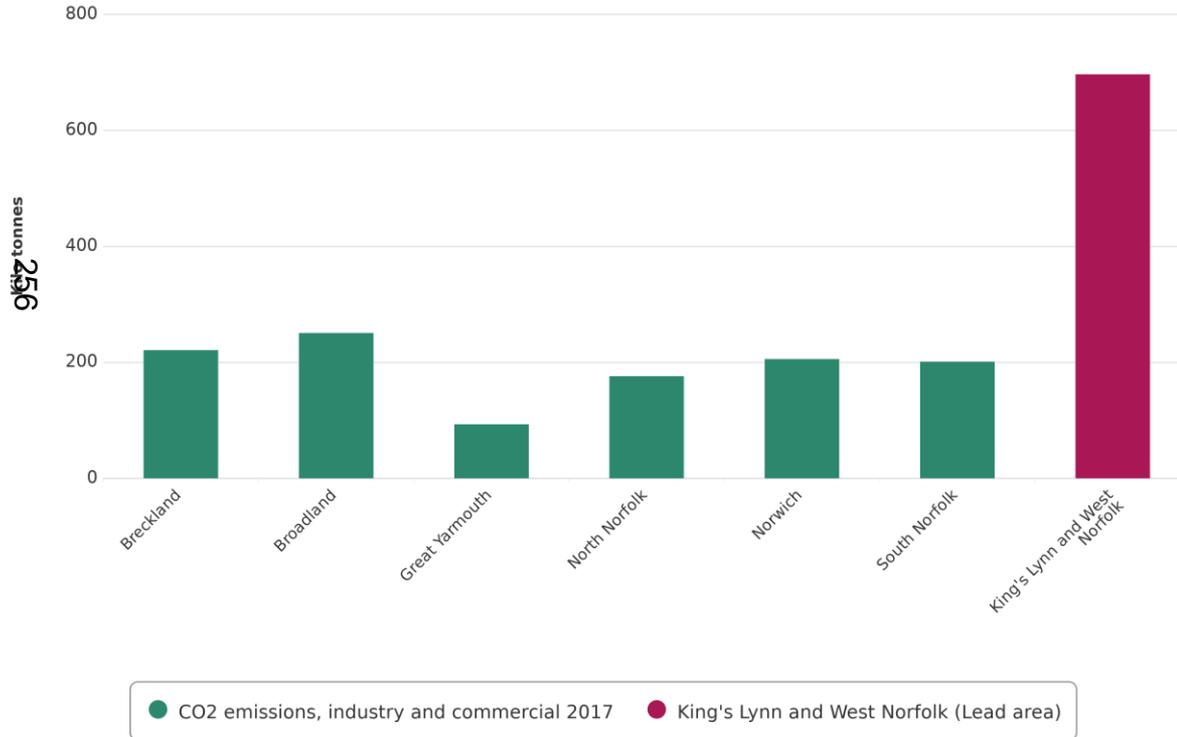
# BEIS 2017 Borough CO<sub>2</sub> data

This data is not the carbon footprint of BCKLWN it is all sources emitted within the district boundary:

Sector	% Emissions	Notes
Industry & Commercial	50%	several large industrial sites across the Borough, agriculture & old landfill sites etc
Domestic	17%	Not all housing use gas, many use oil or solid fuel for spacial heating
Transport	28%	Transport node; A10, A134, A17, A47, A149, A148 and rural area with many B roads
LULUCF emissions (Land Use & Forestry)	5%	Whilst many district have a CO <sub>2</sub> sink with forestry, we like other fen districts are a net CO <sub>2</sub> contributor mainly due to methane/CO <sub>2</sub> emissions from the fen peat deposits

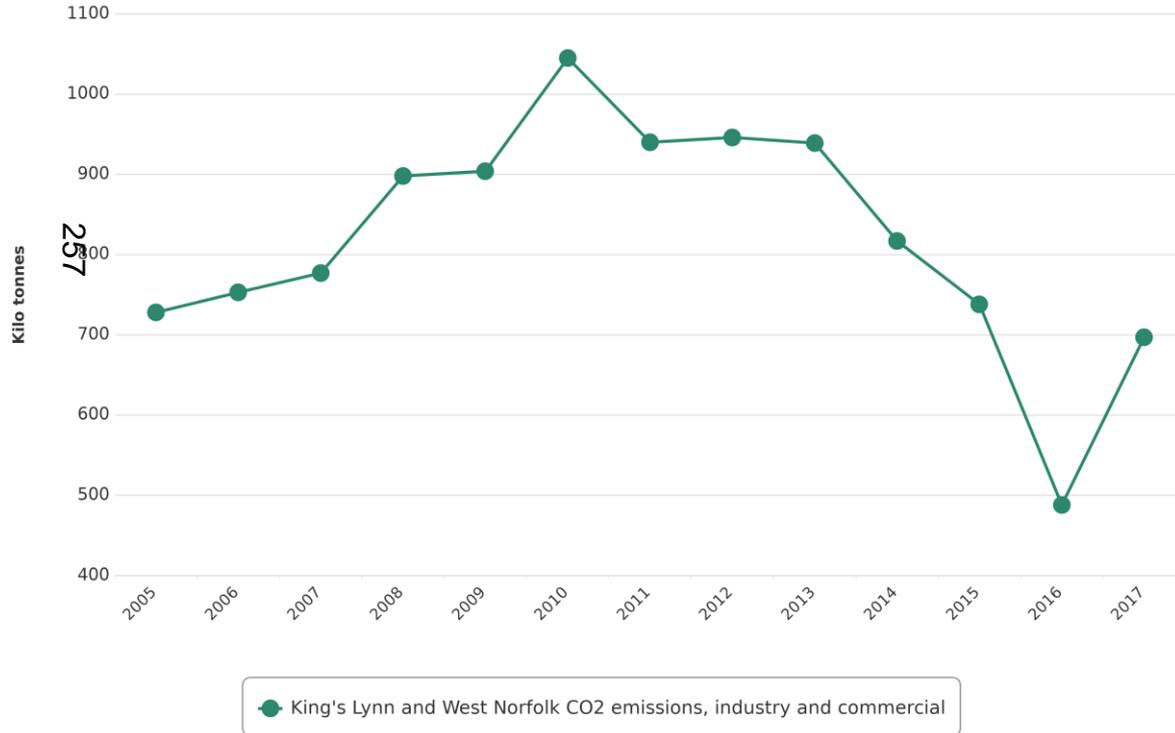
# Industry and Commercial CO<sub>2</sub> emissions

CO<sub>2</sub> emissions estimates - Industry and Commercial (2017)



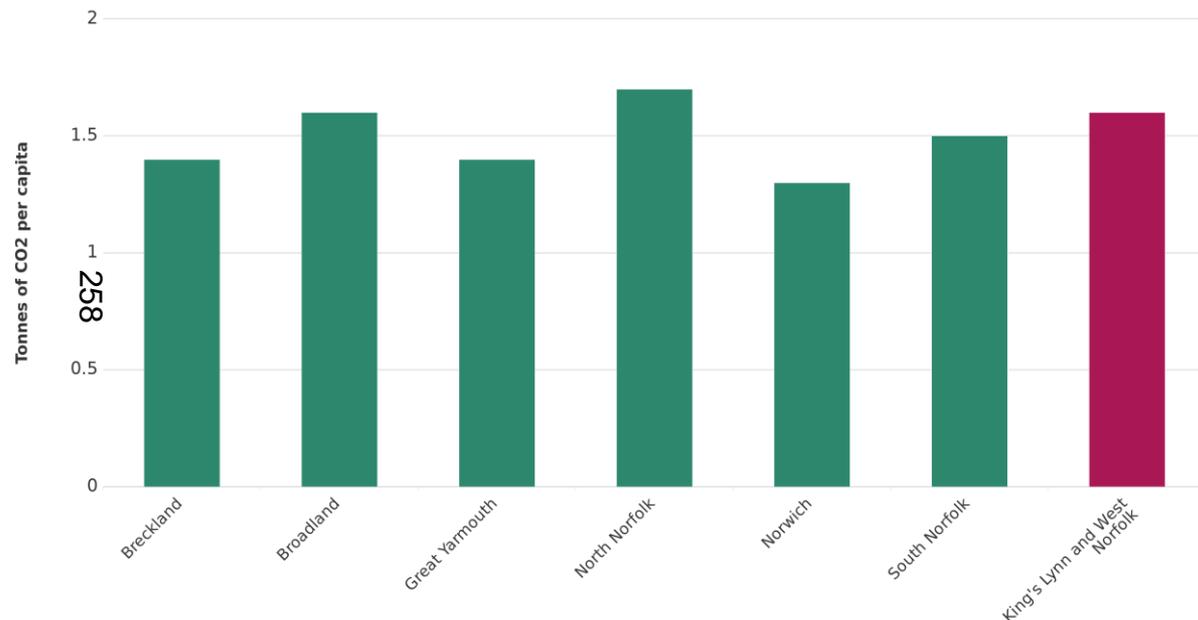
# Industry and Commercial CO<sub>2</sub> emissions

CO<sub>2</sub> emissions estimates - Industry and Commercial



# Domestic CO<sub>2</sub> emissions per capita

CO<sub>2</sub> emissions estimates - Domestic per capita (2017)

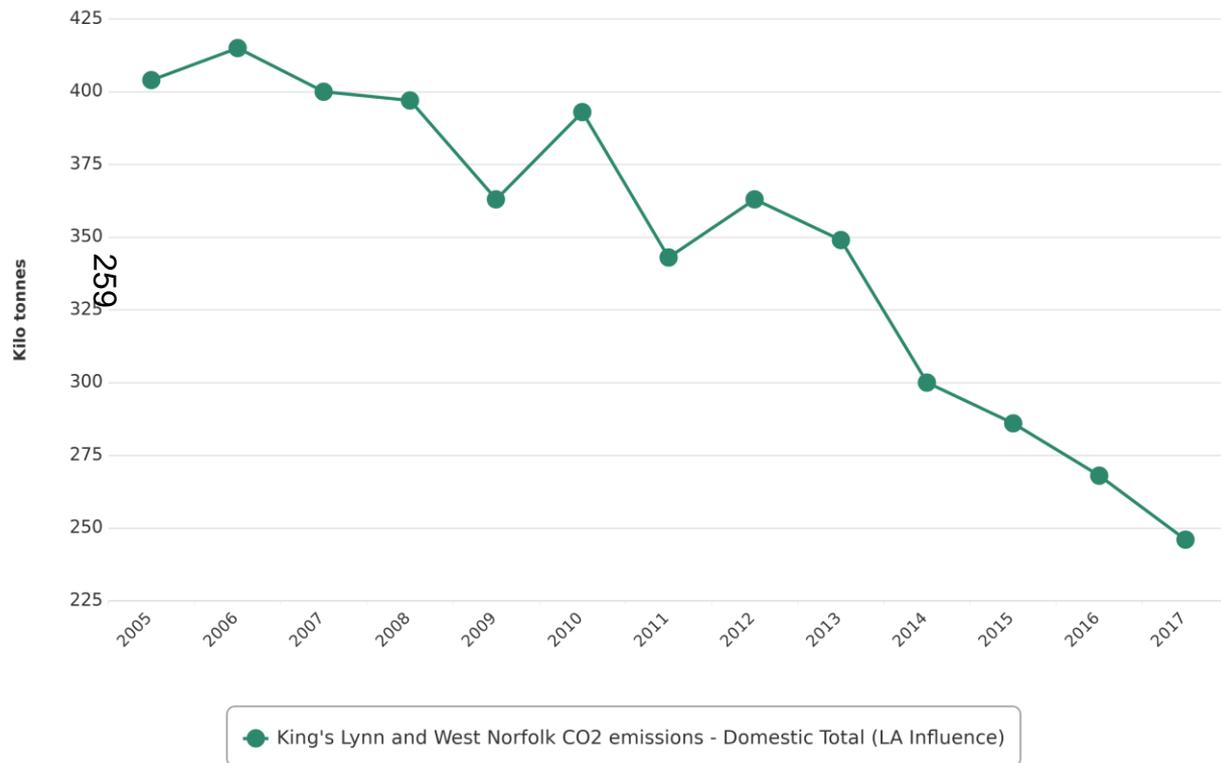


● CO<sub>2</sub> emissions, domestic per capita 2017 ● King's Lynn and West Norfolk (Lead area)



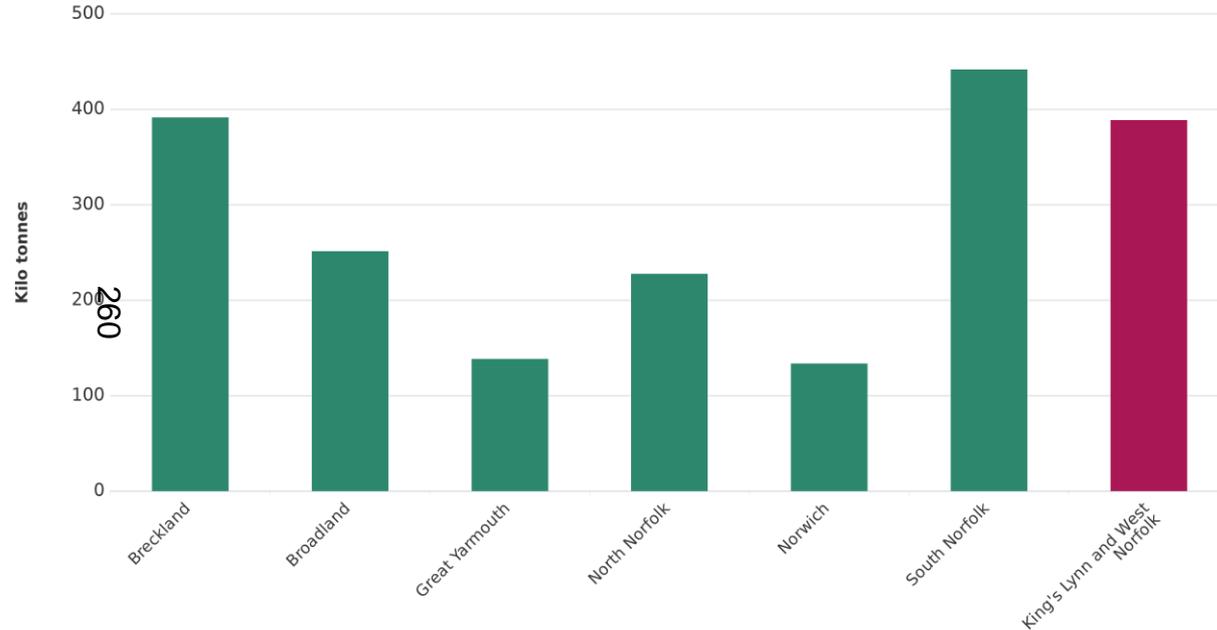
# Domestic CO<sub>2</sub> emissions

CO<sub>2</sub> emissions estimates - Domestic Total (LA Influence)



# Transport CO<sub>2</sub> emissions

CO<sub>2</sub> emissions estimates - Road Transport (2017)

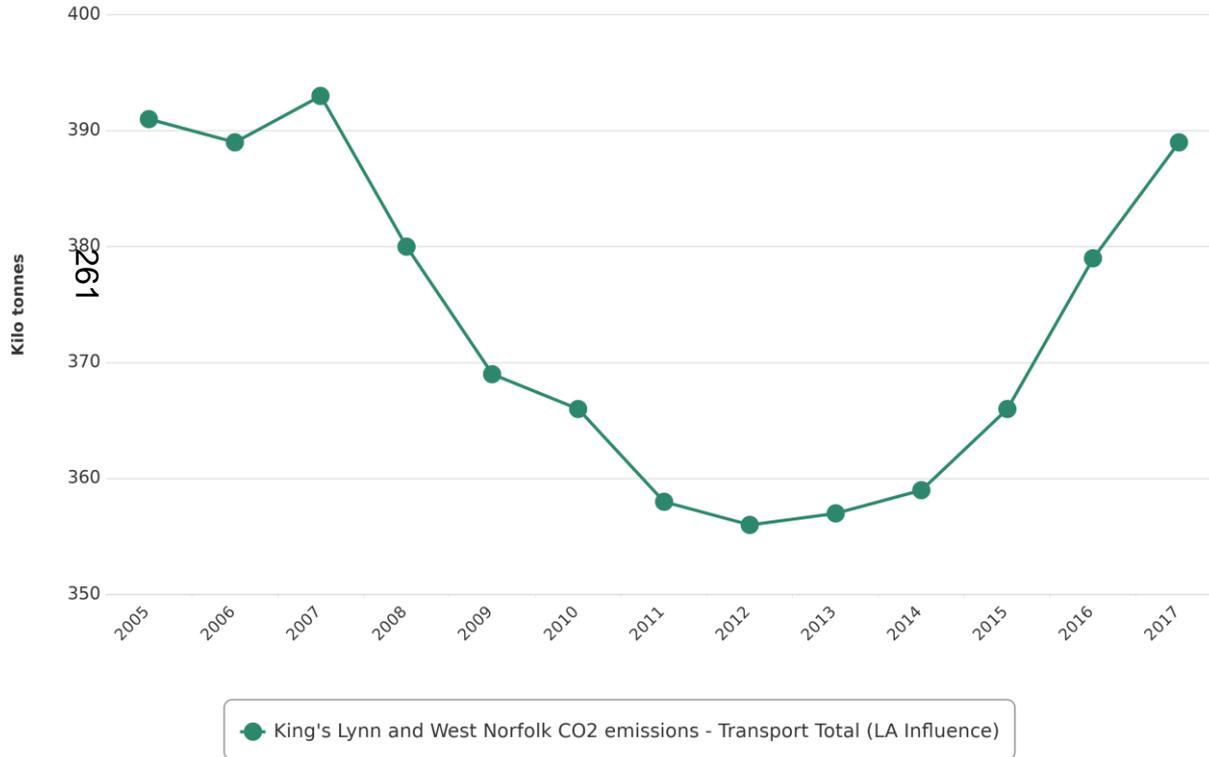


● CO<sub>2</sub> emissions, road transport 2017 ● King's Lynn and West Norfolk (Lead area)



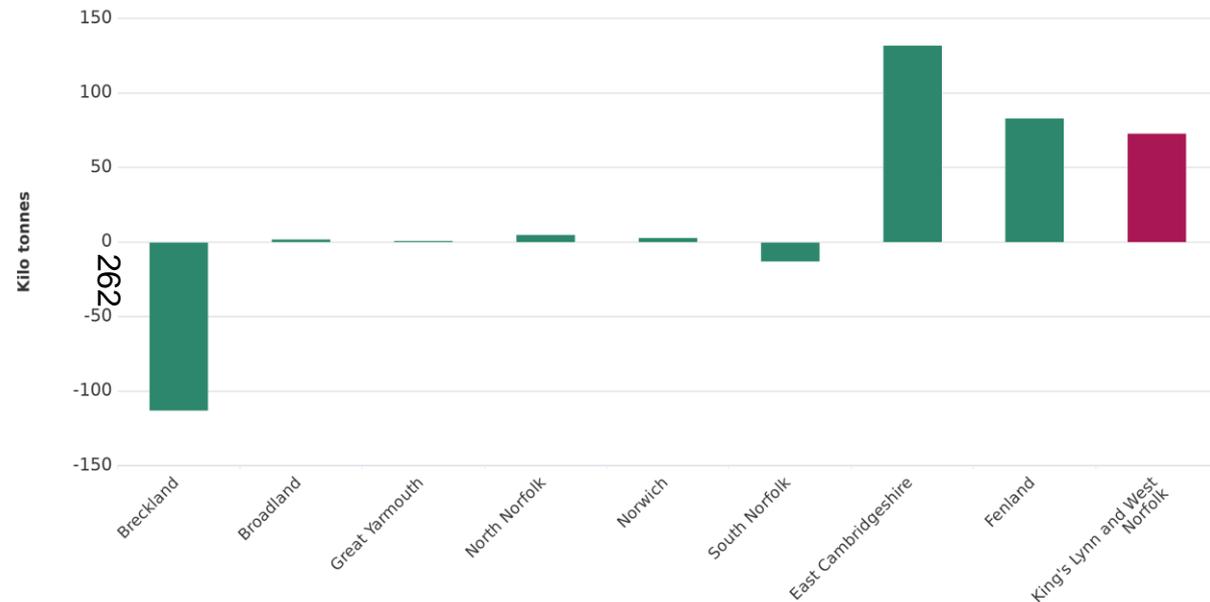
# Transport CO<sub>2</sub> emissions

CO<sub>2</sub> emissions estimates - Transport Total (LA Influence)



# LULUCF CO<sub>2</sub> emissions

CO<sub>2</sub> emissions estimates - land use, land use change and forestry (LULUCF)  
(2017)

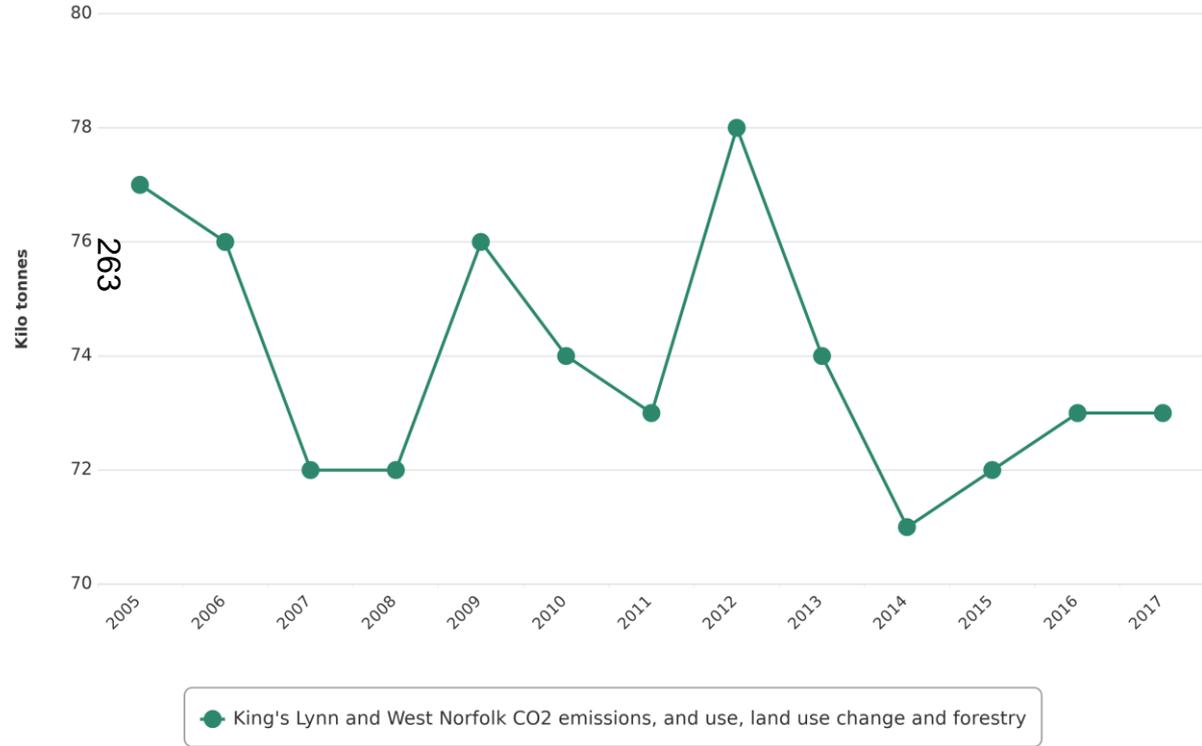


● CO<sub>2</sub> emissions, and use, land use change and forestry 2017 ● King's Lynn and West Norfolk (Lead area)



# LULUCF CO<sub>2</sub> emissions

CO<sub>2</sub> emissions estimates - LULUCF



# Council's CO<sub>2</sub> reduction activities

- Solar photo-voltaic panels – Lynnsport & King's Court
- Electricity – a proportion from renewable sources
- Reduced overall office space
- Digitalisation and agile working
- Green Travel plan
- Lease cars – hybrid
- Use of energy efficient technology and lighting
- Council building estate energy efficiency and optimisation project (March 2019)



# Moving forward

- Cabinet agrees to update carbon footprint of the Council, May 2019.
- Management Team (MT) considers Climate Change Discussion Paper, July 2019 and agrees a phased approach;
  - Phase 1 audit council's carbon footprint & whole district emissions
  - Phase 2 develop council's strategy
- Nurturing links with stakeholders

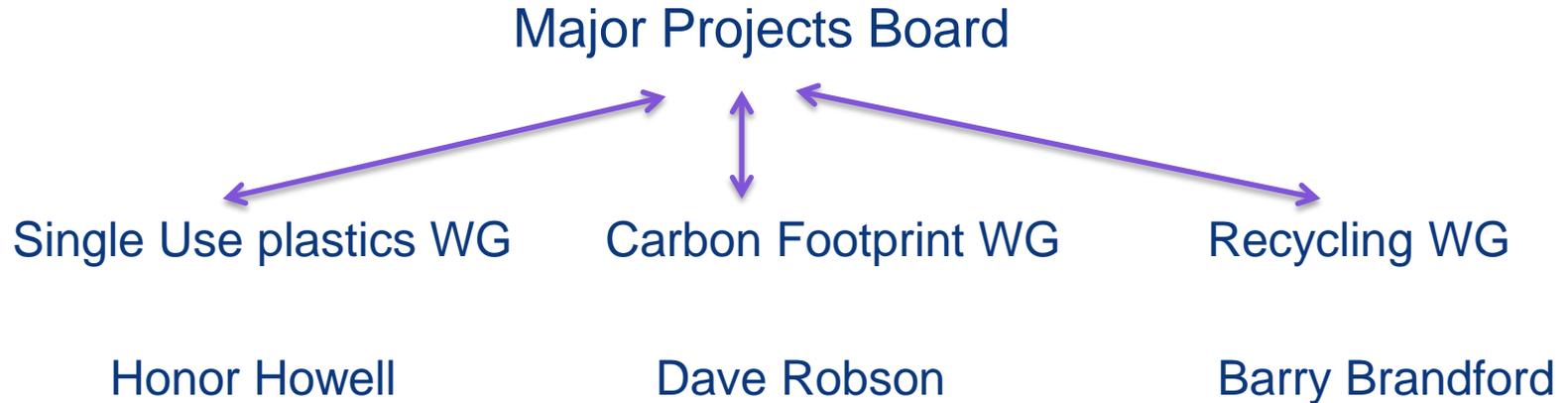
265



# Project Overview

Because of the overlapping areas of work on climate and recycling issues it was agreed by MT that the following approach should be taken:

266



# BCKLWN Carbon Footprint- Phase 1

- New officer working group to be formed to update council's carbon footprint
- Appoint a student placement/graduate intern to support carbon footprint development.
- Collate existing policies and practice.
- Complete CO<sub>2</sub> emission review of whole district.
- Update E&C Panel on progress

267



# Climate Change Strategy – Phase 2

- To start once Phase 1 is complete
- Review existing council policies and practices and make recommendations
- Consider stakeholder activities such as New Anglia LEP's climate change work and implications for west Norfolk
- Consider national drivers
- Update E&C Panel





# Food Safety Update

269

Vicki Hopps  
Environmental Health Manager



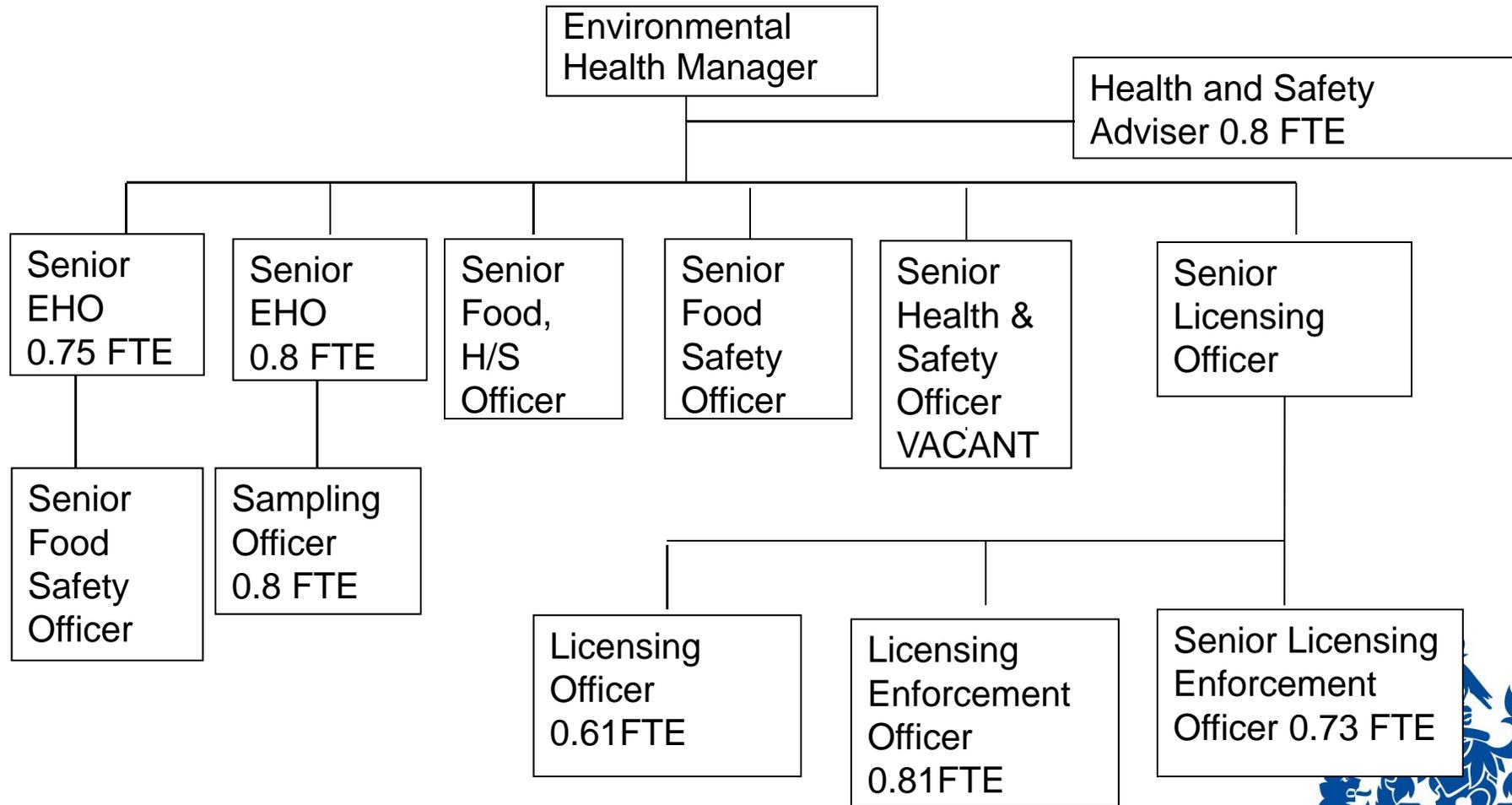
## What's included

- Who we are – changes in staffing
- Performance 2016/17 and 2017/18
- Food Hygiene Rating Scheme – where we are
- Recent Prosecution
- Infectious Diseases
- The future / emerging issues.....



# Food, Health & Safety and Licensing

271



# What we do

## Food Safety

- Food hygiene inspections / food complaints
- Food, water and shellfish sampling
- Private water supplies
- Investigate infectious diseases
- Ship sanitation certificates
- Export certificates

## Health and Safety

- Health & safety inspections / investigation of accidents / complaints
- Cooling towers
- Notification of asbestos removal work
- Lifting Operation thorough examination reports
- Registration of skin piercers e.g. tattoo, acupuncture, electrolysis.....



# Corporate Health and Safety

- Advise the Council and its officers on all aspects of Health and Safety, including the development of corporate Health and Safety policies and related Action Plans.
- Provide advice, support and training for Managers across the Authority in developing and implementing Service Level Health and Safety policies and related Action Plans.
- To carry out inspections of high risk premises as required in line with the current codes of practice.
- Instigate investigations into complaints and accidents. Take appropriate action as authorised by the Council in accordance with procedures laid down.



# 2017/18

2017/18	Interventions Achieved			Due Interventions Outstanding		
	Orig	Adj	Tot	Orig	Adj	Tot
Premises Rating - A	11	0	11	0	0	0
Premises Rating - B	88	0	88	6	-1	5
Premises Rating - C	164	0	164	24	-3	21
Premises Rating - D	241	0	241	31	0	31
Premises Rating - E	305	0	305	298	33	331
Premises Rating - Unrated	166	0	166	0	90	90
Premises Rating - Outside	0	0	0	0	0	0
<b>Totals</b>	975	0	975	359	119	478

**67.1% achieved**



# 2018/19

	Interventions Achieved			Due Interventions Outstanding		
	Orig	Adj	Tot	Orig	Adj	Tot
Premises Rating - A	12	0	<b>12</b>	1	0	<b>1</b>
Premises Rating - B	71	0	<b>71</b>	15	0	<b>15</b>
Premises Rating - C	164	0	<b>164</b>	49	0	<b>49</b>
Premises Rating - D	122	0	<b>122</b>	50	0	<b>50</b>
Premises Rating - E	362	0	<b>362</b>	93	0	<b>93</b>
Premises Rating - Unrated	184	0	<b>184</b>	0	80	<b>80</b>
<b>Totals</b>	<b>915</b>	<b>0</b>	<b>915</b>	<b>208</b>	<b>80</b>	<b>288</b>

**76.1% achieved – target is 80%**

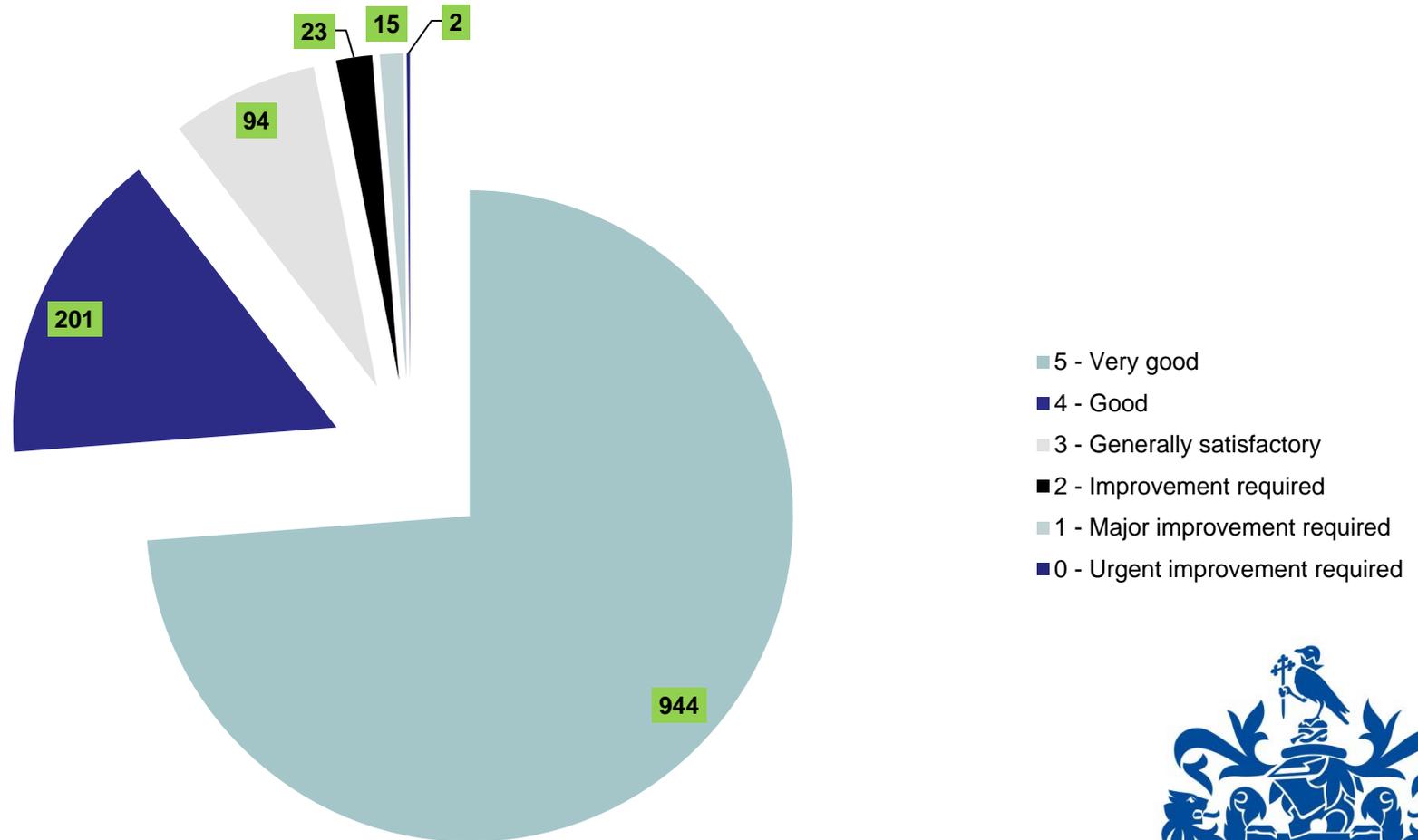


# Intervention Strategy for Food Safety

- Priority for pro-active inspection work are Category A, B and C premises,
  - A - 6 monthly; B – annually; C – every 18 months; D – every 2 years
- Interventions for D rated premises will be on the basis of alternative interventions and official control intervention on a rotational basis.
- Unrated and overdue premises will be targeted via a triage system
- The key alternative enforcement strategy used is self-assessment questionnaires for E rated premises.
- Additionally education and advice in the form of Level 2 and Level 3 training



# Food Hygiene Ratings – Distribution Over Time (Aug 2019)



277



# Charging for Re-rating visits

- The [Food Hygiene Rating Scheme](#) in England has been running for over 5 years.
- A local business is able to ask the Council to carry out a re-rating inspection to obtain an improved hygiene rating.

## RECOMMENDATION

- To introduce a charge of £225 per visit to cover the costs incurred by the Council in carrying out re-rating inspections requested by businesses under the FHRS.

## Reason for Decision

- Over the last 3 years an average of 51 re-rating inspections were carried out in the borough which, had cost recovery at this level been operating, would have brought in £11,475 over the 3 years.



# Prosecution - Shoreside 1000

## Offences

- Fail to implement and maintain HACCP procedures
- Fail to Keep food premises clean
- Inadequate hand washing materials
- Fail to keep ingredients in conditions to protect from contamination
- Inadequate provision for the storage and disposal of waste
- Inadequate level of personal
- Failure to ensure staff are suitably trained
- Obstruction of Officers



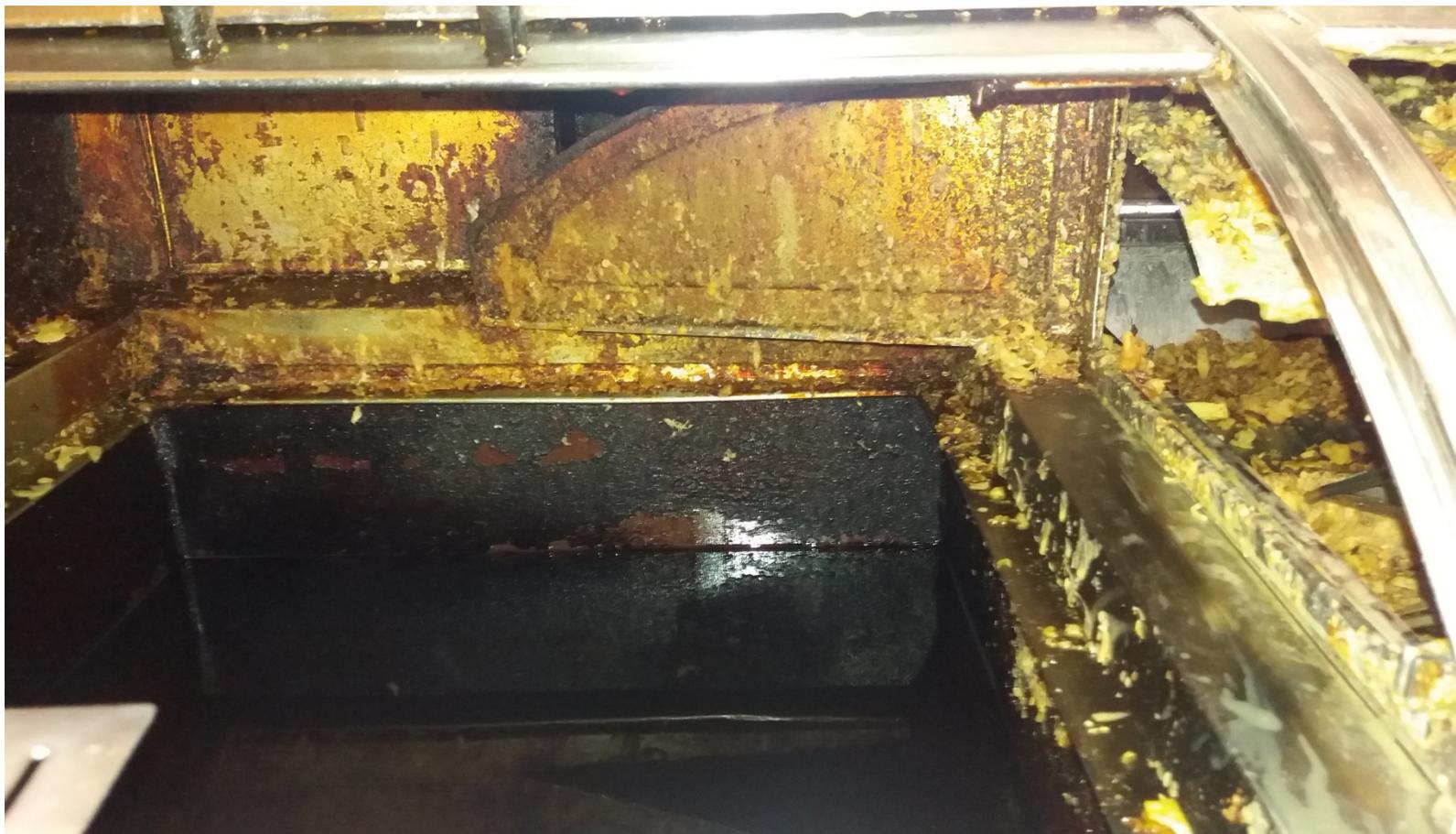
# Shoreside 1000

## Fines

- Fines of £3K, £6K, £12K and £24K. Total - **£45,000**
- Fines reduced to £1K, £2K, £4K and £6K respectively, on appeal. Total - £13,000
- Costs in Magistrates' Court **£3612.47**
- **Hygiene Prohibition Order**



# Shoreside 1000



281



















# Infectious diseases

- Clostridium perfringens – outbreak association with cheese;
- Raw veg and salad – Listeria monocytogenes outbreak linked to sweetcorn;
- Increase in Giardia notifications



# FSA re-modelling food enforcement

- Still no further forward!!!!
  - Watch this space.....it's only be 3 years!



# Any Questions????

Contact:

[vicki.hopps@west-norfolk.gov.uk](mailto:vicki.hopps@west-norfolk.gov.uk)

01553 616307

[foodhygieneandsafety@west-norfolk.gov.uk](mailto:foodhygieneandsafety@west-norfolk.gov.uk)

