

Borough Council of
**King's Lynn &
West Norfolk**



Environment and Community Panel

Agenda

Tuesday, 31st August, 2021
at 4.30 pm

in the

**Assembly Room, Town Hall, Saturday
Market Place, King's Lynn and available to
view on You Tube at [WestNorfolkBC -
YouTube](#)**



King's Court, Chapel Street, King's Lynn, Norfolk, PE30 1EX
Telephone: 01553 616200

Friday 20th August 2021

Dear Member

Environment and Community Panel

You are invited to attend a meeting of the above-mentioned Panel which will be held on **Tuesday, 31st August, 2021 at 4.30 pm** in the **Assembly Room, Town Hall, Saturday Market Place, King's Lynn** to discuss the business shown below.

Yours sincerely

Chief Executive

AGENDA

1. Apologies for absence

To receive any apologies for absence.

2. Minutes (Pages 6 - 10)

To approve the minutes of the previous meeting.

3. Declarations of interest

Please indicate if there are any interests which should be declared. A declaration of an interest should indicate the nature of the interest (if not already declared on the Register of Interests) and the agenda item to which it relates. If a disclosable pecuniary interest is declared, the Member should withdraw from the room whilst the matter is discussed.

Those declarations apply to all Members present, whether the Member is part of the meeting, attending to speak as a local Member on an item or simply observing the meeting from the public seating area.

4. Urgent Business

To consider any business which, by reason of special circumstances, the

Chair proposed to accept as urgent under Section 100(b)(4)(b) of the Local Government Act, 1972.

5. Members Present Pursuant to Standing Order 34

Members wishing to speak pursuant to Standing Order 34 should inform the Chair of their intention to do so and what items they wish to be heard before a decision on that item is taken.

6. Chair's Correspondence

If any.

7. West Norfolk Community Transport Update (20 minutes) (Verbal Report)

To receive an update from representatives from the above Outside Body.

8. Climate Change Strategy and Action Plan (30 minutes) (Pages 11 - 61)

To consider the report and make any appropriate recommendations to Cabinet.

9. Urban Wildlife Informal Working Group Update (5 minutes) (Verbal Report)

To receive a verbal update from Members of the Informal Working Group on their work so far.

Notes from the meetings of the Informal Working Group are available to view on Mod Gov at: [Browse meetings - Urban Wildlife Informal Working Group - Modern Council \(msapproxy.net\)](https://www.modgov.net/Browse-meetings-Urban-Wildlife-Informal-Working-Group-Modern-Council-msapproxy.net)

10. Portfolio Holder Q&A Session (15 minutes)

Any questions should be submitted to the Democratic Services Officer in advance of the Meeting.

11. Work Programme and Forward Decision List (Pages 62 - 67)

12. Date of the next meeting

To note that the next meeting of the Environment and Community Panel is scheduled to take place on **Tuesday 5th October 2021 at 4.30pm** in the Assembly Room, Town Hall.

To:

Environment and Community Panel: C Bower (Vice-Chair), A Bubb, A Bullen, S Collop, M de Whalley, I Devereux, A Kemp, J Kirk, J Lowe, C Sampson (Chair), S Squire and M Wilkinson

Portfolio Holders:

Councillor G Middleton – Portfolio Holder for Business, Culture and Heritage
Councillor S Sandell – Portfolio Holder for People and Communities

Councillor P Kunes – Portfolio Holder for Environment

By Invitation:

- Councillor E Nockolds – Council appointed representative on West Norfolk Community Transport
- Members of the Urban Wildlife Informal Working Group
- Fiona Matchett – West Norfolk Community Transport

Officers

David Ousby – Assistant Director

Dave Robson – Environmental Health Manager

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK**ENVIRONMENT AND COMMUNITY PANEL**

Minutes from the Meeting of the Environment and Community Panel held on Wednesday, 9th June, 2021 at 4.30 pm in the Assembly Room, Town Hall, Saturday Market Place, King's Lynn PE30 5DQ

PRESENT: Councillor C Sampson (Chair)
Councillors C Bower, A Bubb, A Bullen, S Collop, M de Whalley, I Devereux, A Holmes, A Kemp, J Kirk, J Lowe, J Rust, S Squire and M Wilkinson

Portfolio Holder:

Councillor S Sandell – People and Communities

Members attending under Standing Order 34:

Councillors A Holmes and J Rust

Officers:

Martin Chisholm – Assistant Director/Management Team Representative
Alan Gomm – Planning Policy Manager
David Robson – Environmental Health Manager
Henry Saunders – Climate Change Officer
Mark Whitmore – Principal Environmental Health Officer

EC1: APPOINTMENT OF VICE CHAIR FOR THE FORTHCOMING YEAR

[Click here to view a recording of this item on You Tube](#)

The Chair invited nominations for the position of Vice-Chair of the Panel for the forthcoming year.

Councillor de Whalley seconded by Councillor Mrs Wilkinson proposed Councillor Squire.

Councillor Kirk seconded by Councillor Bubb proposed Councillor Mrs C Bower.

On the vote being taken for each nomination, Councillor Mrs Bower was approved Vice Chair on the Chair's casting vote for the forthcoming year.

RESOLVED: Councillor Mrs C Bower be appointed Vice Chair for the forthcoming year.

EC2: APOLOGIES FOR ABSENCE

There were no apologies for absence.

EC3: MINUTES

[Click here to view a recording of this item on You Tube](#)

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

EC4: DECLARATIONS OF INTEREST

There were no declarations of interest.

EC5: URGENT BUSINESS

There was none.

EC6: MEMBERS PRESENT PURSUANT TO STANDING ORDER 34

Councillor A Holmes and J Rust were present under Standing Order 34.

EC7: CHAIR'S CORRESPONDENCE

There was none.

EC8: APPOINTMENTS TO TASK GROUPS AND INFORMAL WORKING GROUPS FOR THE FORTHCOMING YEAR

[Click here to view a recording of this item on You Tube](#)

RESOLVED: 1) That the Homelessness and Housing Delivery Task Group continued to operate and the Democratic Services Officer be instructed to seek Membership of the Task Group from the Group Leaders for the 2021/2022 municipal year.

2) Membership of the Informal Working Groups to continue as per the current membership.

EC9: NOMINATIONS TO OUTSIDE BODIES

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RESOLVED: The following Councillors were nominated to participate in the outside bodies set out below:

Borough Council Council/College of West Anglia Liaison Board (1 representative) – Councillor J Lowe

King's Lynn and West Norfolk Area Museums Committee (3 representatives) –
Councillors Bubb, de Whalley and Kemp

Norfolk County Council – Norfolk Countywide Community Safety Partnership Scrutiny Sub-Panel (1 representative and substitute)

Representative – Councillor A Kemp
Substitute – Councillor A Bubb

West Norfolk Community Transport Project (1 representative) –
A new representative to be appointed.

King's Lynn Football Club Board (observer) – Democratic Services to contact Mr P Bland to ascertain if he wished to continue the role as observer.

EC10: **CLIMATE CHANGE STRATEGY AND ACTION PLAN**

[Click here to view a recording of this item on You Tube](#)

Councillor A Bubb on behalf of the Climate Change Information Working Group addressed the Panel and provided an overview of the work which had been undertaken to date.

The Panel received a presentation from the Environmental Health Manager and Climate Change Officer. Officers responded to questions and comments, a summary of which is set out below:

- Norfolk Climate Change Partnership.
- Importance of public interest and being as open and transparent as possible.
- Concerns in relation to district emissions – industrial and commercial, peat area, some housing provision not being energy efficient, woodland areas, fuel poverty.
- Phase 2 to be developed as soon as possible in order to receive funding.

Councillor de Whalley commended the Council and officers for the work which had been undertaken to date.

Councillor J Rust addressed the Panel under Standing Order 34.

The Environmental Services Manager highlighted the document was currently in draft format. Members were invited to forward any comments to the Environmental Services Manager which would be considered by the Council.

The Chair thanked officers for the presentation.

RESOLVED: That the Panel considered the Strategy and Action Plan.

EC11: **URBAN WILDLIFE**

[Click here to view a recording of this item on You Tube](#)

The Panel received a presentation from Councillor Bullen (copy attached).

Councillor Bullen proposed:

- That the Borough Council of King's Lynn and West Norfolk adopt a formal policy of encouraging and supporting urban wildlife for the benefit of residents and wildlife.
- As lead developer the Borough Council of King's Lynn and West Norfolk take the initiative to install swift, bee bricks and bat boxes in Borough Council property and developments and install "hedgehog highways."

The Panel supported the above proposal.

The Chair thanked Councillor Bullen for his presentation.

RESOLVED: 1) An Informal Working Group be established to look at this subject in more detail and report back to the Environment and Community Panel in August.

2) Consider the Terms of Reference for the Informal Working Group.

3) Members interested in participating in the Informal Working Group to inform the Chair and Democratic Services via email.

EC12: **HOUSING STANDARDS UPDATE**

[Click here to view a recording of this item on You Tube](#)

The Principal Environmental Health Officer presented the report and responded to questions and comments in relation to:

- Housing – energy efficiency.
- Compliant electricity safety certificates.

The Chair thanked the Principal Environmental Health Officer for providing an update.

RESOLVED: That the report be noted.

EC13: **WORK PROGRAMME AND FORWARD DECISION LIST**

[Click here to view a recording of this item on You Tube](#)

The following items were suggested for the future work programme to be considered at the next sifting meeting:

- Tidal Rivers Quarterly Bathymetric Survey Overview.
- Chalk Streams.
- EA Future of the Fens Study Phase 1.
- Anti-Social Behaviour.
- Assistance to sufferers of domestic abuse.
- Modern slavery.

RESOLVED: The items listed above would be discussed at the next sifting meeting.

EC14: **DATE OF THE NEXT MEETING**

The next meeting of the Environment and Community Panel would be held on 13 July 2021.

The meeting closed at 6.12 pm

REPORT TO CABINET

Open/Exempt		Would any decisions proposed:			
Any especially affected Wards All	Mandatory/	Be entirely within Cabinet's powers to decide		YES/NO	
	Discretionary /	Need to be recommendations to Council		YES/NO	
	Operational	Is it a Key Decision		YES/NO	
Lead Member: Cllr Paul Kunes E-mail: Cllr.Paul.Kunes@west-norfolk.gov.uk		Other Cabinet Members consulted: various			
		Other Members consulted: Informal Members Climate Change Working Group, the Environment & Community Panel			
Lead Officer: Dave Robson E-mail: dave.robson@west-norfolk.gov.uk Direct Dial: 01553 616302		Other Officers consulted: various			
Financial Implications YES/NO	Policy/ Personnel Implications YES/NO	Statutory Implications YES/NO	Equal Impact Assessment YES/NO If YES: Pre-screening/ Full Assessment	Risk Management Implications YES/NO	Environmental Considerations YES/NO

Date of meeting: 21st September 2021

TITLE: CLIMATE CHANGE STRATEGY & ACTION PLAN

Summary

The Borough Council's approach to reducing its carbon footprint to net zero and facilitating the reduction of the district carbon emissions to net zero are described in this Strategy and Action Plan. The Borough Council will bring forward its carbon footprint net zero target from 2050 to 2035.

Recommendations

- 1 That the Climate Change Strategy & Action Plan be adopted
- 2 That the Borough Council's carbon footprint net zero date be brought forward to 2035

Reason for Decision

To provide a Strategy and Action Plan to achieve the Borough Council's carbon footprint net zero target by 2035 and work towards the UK's net zero target of 2050.

1 Background

1.1 The Council has previously considered the impacts of Climate Change and adopted an overall Climate Change Policy in September 2020.

1.2 This Climate Change Strategy and Action Plan (CCS&AP) follows on from the Climate Change Policy document and provides a clear Strategy and an Action Plan to deliver the Council's Climate Change agenda. The CCS&AP has been split into Phase 1 works which will deal with the reduction of the Council's own carbon footprint to carbon net zero by 2035. Phase 2 will deal with the BEIS district carbon emissions and will be led by several factors such as national policy initiatives and local stakeholders such as the Norfolk

Climate Change Partnership to deliver net zero by the Government's policy target date of 2050.

2 Options Considered

2.1 A Gap Analysis has been completed which considered many published documents from various organisations. We were also able, through the UEA Environmental Consultancy programme, to engage two undergraduate students to provide background papers on a tree planting and carbon footprint options, both of which are attached as background papers.

2.2 To assist with drawing up the Action Plan a series of cross departmental Task & Finish Groups have been set up. They have covered the following topics: -

- Trees and Green Habitats
- Council's Vehicle Fleet
- Council's Travel Plan update
- Procurement
- Building Re: fit
- Housing
- IT
- Electric vehicle charging point provision
- Land Use Planning – Local Plan

2.3 Phase 2 work has mainly been taken forward through the Norfolk Climate Change Partnership.

2.4 Consultation on the draft report has been completed through an Informal Members Climate Change Working Group held in May 2021, which then reported to the Environment & Community Panel in June 2021. The comments from this consultation have been reviewed and are attached.

2.5 The consultation comments are listed in the attached document and show if they have been included or if they have not been taken forward. Some of these matters such as the Tyndall Centre report have been previously considered, either in responses to a Motion to Council or as part of the Climate Change Policy Cabinet report.

2.6 The draft CCS&AP has a revised carbon reduction pathway. There are four key areas to consider: -

- Building Re: fit programme, including PV and Wind renewable energy generation
- Contractor emissions, primarily from waste collections
- Emissions from transport fleet
- Scope three residual emissions such as water and transmission losses

2.7 The main work areas will focus on the 4 key areas listed in para 2.6 above. Therefore, we will: -

- Complete a high level assessment (HLA) of Re: fit options which will be ready in early 2022

- Engage with the Energy Saving Trust for a green transport fleet review to be completed in 2022
- Consider options for the contractor waste collections, to be ready for the next contract in around 2027
- Ongoing review options for residual emissions and mitigation measures

2.8 The decision to move the Borough Council's net carbon footprint date from 2050 to 2035 is based on the CCS&AP. One key factor to consider further is the Re: fit programme. The high level assessments (HLA) will give a clear indication of what works are required and likely costs. Once this work is completed then we will have a better understanding of what works are covered or partially covered by available grants and what works will not be covered. Cabinet and Management Team have indicated once they have considered the HLA, there will be an annual review if or when the Borough Council's net carbon date could be brought forward to 2030.

3 Policy Implications

3.1 The Borough Council now has a practical action plan to implement and a clear roadmap how to be carbon net zero by 2035.

3.2 The previous policy was based on the legal requirements under the Climate Change Act 2008 and the Government and the Statutory independent Climate Change Committee lawful deadline of 2050. Cabinet has requested that the Borough Council's carbon footprint date of 2050 should be reviewed.

3.3 The possible BCKLWN emissions reduction pathway shown in 8.2 of the draft CCS&AP shows that a net carbon zero target can be achieved by 2035, with further annual reviews to consider bringing that target date forward.

3.4 We recommend that the district emissions still follow's the Government and the Independent Committee on Climate Change recommended target net zero target date of 2050. Whilst as part of the consultation the Tyndall Centre report was put forward, this has been previously considered. The UK has set a target date of 2050 for net zero. Many of the actions required to meet the Tyndall Centre report are not within the direct control of the Borough Council. Instead, Phase 2 of the CCS&AP lists the recommended actions that can be followed to achieve the 2050 target. Progress against these actions will also be made through the Norfolk Climate Change Partnership.

3.5 A key area going forward will be engagement. Some residents and local businesses have already started to consider how they can reduce their impact on climate change. We need to engage further with the residents of West Norfolk to explain why we are taking this action and what measures they can take to help minimise their environmental impact. We have started this process with the "What can you do to tackle climate change" webpage on the Borough Council's website. The CCS&AP includes this aspect and public engagement will also be taken forward through the joint working of the Norfolk Climate Change Partnership. We will also want to encourage local businesses in West Norfolk to start to reduce their carbon footprints going forward.

4 Financial Implications

4.1 Funding has previously been provided for a full-time permanent Climate Change Officer.

4.2 Funding has also been provided for a 12-month temporary post to be filled by a UEA post graduate student. This post will assist the Climate Change Team in implementing the CCS&AP.

4.3 A budget provision of £250,000 per annum over next the four years has been allocated by Cabinet and Management Team. This will allow implementation of smaller schemes; help fund preparation for larger capital scheme funding bids and also fund feasibility reports on potential options.

5 Personnel Implications

5.1 To assist with the implementation of the CCS&AP an additional 12-month Temporary UEA intern post has now also been approved. This post will assist the Climate Change Officer in delivering the CCS&AP and we anticipate them starting in September/October 2021.

5.2 Section 9 of the CCS&AP clearly identifies the potential staff resourcing and budget issues. This is a corporate cross cutting issue and therefore will be implemented by many different teams throughout the Borough Council and its external partners.

6 Environmental Considerations

6.1 The United Nation's (UN) Intergovernmental Panel on Climate Change is the UN's body for assessing the science related to climate change published their new report "AR6 Climate Change 2021: The Physical Science Basis" in August 2021.

6.2 The report's main points are: -

- Total human-caused global surface temperature increases from 1850–1900 to 2010–2019 is 1.07°C.
- Global surface temperature will continue to increase until at least the mid-century under all emissions scenarios considered. Global warming of 1.5°C and 2°C will be exceeded during the 21st century unless deep reductions in CO₂ and other greenhouse gas emissions occur in the coming decades.
- It is unequivocal that human influence has warmed the atmosphere, ocean and land. The scale of the changes to the climate system as a whole and the present state are unprecedented over many centuries to many thousands of years.

- Limiting human-induced global warming to a specific level requires limiting cumulative CO2 emissions, reaching at least net zero CO2 emissions, along with strong reductions in other greenhouse gas emissions

6.3 The impacts of climate change are now more readily noticed by the public due to their impacts on local weather. 2021 has seen severe flooding in Germany and the UK, extreme heat in the western seaboard of North America, wildfires in Greece and Turkey, Cyclone “Seroja” across Indonesia etc, etc. In West Norfolk flooding events in 2021 have occurred to North/South Creake area and the Burnham’s and as well as in and around Gayton.

6.4 The potential impacts of climate change to West Norfolk can be summarised in the following areas: -

- Sea Level rise – this will potentially impact coastal areas. The Hunstanton Coastal Management Plan has already considered this matter and includes measures to raise the wave return wall to maintain the current level of protection
- Surface water flooding – the potential for more frequent and severe thunderstorm events is noted. Multi-agency partnership working is already in place led by Norfolk County Council as Lead Local Flood Authority.
- Fluvial Flooding – this impact is mainly covered by the Lead Local Flood Authority, Environment Agency, and Internal Drainage boards. We will continue to work in partnership with all relevant agencies.
- Major flooding events are responded to by Emergency Planning through the multi-agency Norfolk Resilience Forum (NRF). Emergency plans exist to deal with such issues and are updated on a regular basis.
- Severe heat and drought are also dealt with by Emergency Planning through the NRF
- Land Use Planning – this matter has recently been considered as part of the Local Plan and there are current Strategic Flood Risk Assessment in place to aid the development control process.

7 Statutory Considerations

7.1 The Climate Change Act 2008 and, to a lesser extent, the Paris Agreement 2015, impose obligations on central government to reduce carbon and other greenhouse gas emissions.

7.2 These obligations are not specifically applicable to, or enforceable against tiers of local government such as Borough or District Councils.

7.3 Declaring a Climate Emergency is not a legal requirement and its does not impact on the Borough Council ability to implement the S&AP or apply for any current grant applications.

8 Equality Impact Assessment (EIA)

(Pre screening report template attached)

A pre-screening EIA has been completed and is attached.

tbc

9 Risk Management Implications

9.1 The likely climate change impacts to the district will impact certain service areas.

9.2 Planning will need to consider which policies should be taken forward for the local plan. The development management side of planning will need to consider the potential impacts on development as sites come forward for planning permission.

9.3 Emergency Planning will need to continue to plan, prepare and respond through the multi-agency Norfolk Resilience Forum to any climate related civil emergencies that may arise in the future.

9.4 The Flood and Water Management Team will need to continue through the Hunstanton Coastal Management Plan and the Wash East Coastal Management Strategy, and work with the Norfolk County Council, the Lead Local Flood Authority, on surface water events to ensure that coastal, fluvial, and pluvial flooding is kept under review.

9.5 The Climate Change Team will need to implement the CCS&AP with input from the various teams within BCKLWN and through the Norfolk Climate Change Partnership. They will need to keep the technical aspects of climate change under review and ensure both the Policy and Strategy & Action Plan remain relevant. The implementation will need to also take into consideration section 9 of the CCS&AP, namely staff resources and finance.

9.6 Reputation management:

9.6.1 This council has seen significant negative press as result of its high district emissions. Declaring the commitment to reducing corporate emissions and ultimately tackling climate change can help to mitigate this negative press and therefore negative reputation.

9.6.2 As stated in Section 9 of the S&AP resourcing will need to be allocated to ensure that the CCS&AP can be implemented.

10 Declarations of Interest / Dispensations Granted

10.1 None

11 Background Papers

Gap Analysis

UEA Environmental Consultancy Report - Tree Planting for Net-Zero – Ben Spratling

UEA Environmental Consultancy Report - Setting a Target for Carbon Neutrality for the
Borough Council of King's Lynn & West Norfolk – Frances Gurton

IPCC AR6 Climate Change 2021: The Physical Science Basis

E&C Panel & Informal Members Working Group Consultation Responses

Pre-Screening Equality Impact Assessment

Borough Council of
King's Lynn & West Norfolk



Name of policy/service/function	Climate Change Strategy & Action Plan
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Is this a new or existing policy/service/function?	New / Existing (delete as appropriate)
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<p>Brief summary/description of the main aims of the policy/service/function being screened.</p> <p>Please state if this policy/service is rigidly constrained by statutory obligations</p>	<p>The purpose of this strategy and action plan is to deliver the Council's Climate Change Policy and reduce the Council's carbon footprint. A secondary focus will be to encourage broader action to address carbon reduction in west Norfolk.</p> <p>There is a national target for carbon neutrality by 2050 and non-statutory guidance although no specific targets for local authorities</p> <p>The Policy sets out an Action Plan to mitigate the impacts of climate change on the District. The Policy will benefit all persons living and working within the District. The Policy will not negatively impact on any of the protected groups listed below, or is specifically aimed at any of those groups except those on low incomes.</p> <p>Low income groups are most likely to be impacted by fuel poverty and will most likely benefit from the climate change agenda overall as funding is being aimed at improving housing standards in property types most likely lived in by families with low incomes.</p>
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Question	Answer
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<p>1. Is there any reason to believe that the policy/service/function could have a specific impact on people from one or more of the following groups according to their different protected characteristic, for example, because they have particular needs, experiences, issues or priorities or in terms of ability to access the service?</p> <p>Please tick the relevant box for each group.</p> <p>NB. Equality neutral means no negative impact on any group.</p>		Positive	Negative	Neutral	Unsure
	Age			X	
	Disability			X	
	Gender			X	
	Gender Re-assignment			X	
	Marriage/civil partnership			X	
	Pregnancy & maternity			X	
	Race			X	
	Religion or belief			X	
	Sexual ¹ orientation			X	
Other (eg low income)	X				

Question	Answer	Comments
<p>2. Is the proposed policy/service likely to affect relations between certain equality communities or to damage relations between the equality communities and the Council, for example because it is seen as favouring a particular community or denying opportunities to another?</p>	<p>Yes / No</p>	<p>Local and global actions to address climate change will have a long term positive impact for all communities</p>
<p>3. Could this policy/service be perceived as impacting on communities differently?</p>	<p>Yes / No</p>	<p>Resources will need to fund sea defence improvements to maintain current levels of protection. Non coastal communities not affected by sea level change may not agree with this funding allocation.</p>
<p>4. Is the policy/service specifically designed to tackle evidence of disadvantage or potential discrimination?</p>	<p>Yes / No</p>	<p>The phase 1 focus of this strategy is to reduce the Council's carbon footprint. Over the life of this strategy, those activities will not have a significant impact upon particular groups or communities although it is intended that they will encourage actions from residents, communities and businesses to address their carbon footprints that collectively are hoped to have a positive impact for everyone. The strategy also has measures in Phase 2 to move to reduce the district carbon emissions.</p> <p>Addressing climate change at a global level will help to address issues related to severe weather, cold weather and heat waves which may have a disproportionate impact upon groups and communities. For example, cold temperatures predominantly affect older age groups, children and those with chronic illnesses. Heat waves are known to affect the elderly, people living alone, having a pre-existing disease, being immobile or suffering from mental-illness and being economically disadvantaged. Sever weather can have disproportionate effects on different groups within society.</p>
<p>5. Are any impacts identified above minor and if so, can these be eliminated or reduced by minor actions?</p> <p>If yes, please agree actions with a member of the Corporate Equalities Working Group and list agreed actions in the comments section</p>	<p>Yes / No</p>	<p>Actions:</p> <hr/> <p>Actions agreed by EWG member:</p> <p>.....</p>

If 'yes' to questions 2 - 4 a full impact assessment will be required unless comments are provided to explain why this is not felt necessary:

Decision agreed by EWG member:

Assessment completed by:	
Name	Dave Robson/ Ged Greaves
Job title	Environmental Health Manager / Policy Manager
Date	18.08.2021



**Climate Change: Emissions Reduction Strategy and
Action Plan
2021 - 2024**

DRAFT

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DRAFT

1. Foreword

1.1. Lorraine Gore, Chief Executive

To be added at a later date.

DRAFT

Signed: _____ Lorraine Gore, Chief Executive

Date: _____

1.2. Cllr Paul Kunes, Portfolio Holder for Environment, Climate Change and CO₂ Reduction

To be added at a later date.

DRAFT

Signed: _____ Cllr P Kunes

Date: _____

2. Executive Summary

We at the Borough Council of King's Lynn and West Norfolk are committed to tackling climate change and minimising our contribution to it. Climate change has risen in the public and political agenda significantly over the past 6 years. Following on from the 2015 Paris Agreement targets to limit warming to 2°C and pursue efforts to further limit warming to 1.5°C, the UK government has committed to a net zero emissions date of 2050. We will monitor

This strategy and action plan is the starting point to reducing our corporate emissions. Our net zero target is 2035, with an agreed phased approach to our work. Phase 1 constitutes establishing the reduction of our corporate emissions, in which this strategy and action plan will detail. Phase 2 focuses on our role and scope of influence in aiding the reduction of district wide emissions. This strategy touches upon our phase 2 work as we are looking to tackle these emissions as and when opportunities arise. However, phase 1 is largely the focus of this first strategy and action plan. This strategy and action plan will be a live document and will be updated to reflect changes to council priorities and national legislation, such as any developments following the 26th UN Conference of the Parties (COP 26) event in Glasgow.

We have undertaken multiple initiatives in recent years that show our commitment to tackling climate change. Our Climate Change Policy, adopted in October 2020, outlines our intention for addressing our corporate carbon footprint, whilst also noting our role as a community leader in helping reduce the district's carbon footprint. Solar panels and heat pumps feature on a number of council buildings, generating renewable energy for our consumption, whilst complementing our initial 2019 estate Re:fit to reduce our energy consumption. Additionally, internal work has occurred as a starting point to push forward our climate change agenda. Our corporate business plan has been updated to include climate change as a key priority, with cabinet report templates also now requiring environmental considerations. We have also appointed a permanent climate change officer post to conduct annual audits and aid the development of our climate change work.

Within this strategy and action plan, our phase 1 emissions reduction areas have been split into our audit scopes. We detail why and how each scope contributes to our emissions and what measures will have an effect. Our action plan builds details specific actions we will take to ensure emissions from each scope are reduced. Similarly, phase 2, will highlight emissions sources from all 4 emissions sectors in relation to our districts characteristics. Our Action Plan details some initial actions we could take for each sector, in line with our scope of. Additionally, we highlight where government policies could influence district emissions. We recognise that we cannot tackle climate change in isolation. Therefore, we support the Norfolk Climate Change Partnership (NCCP) and see this partnership as an important mechanism to tackling our own district's emissions and well as Norfolk's in total.

Our ability to implement this strategy and action plan will depend on adequate financial stimulus and staffing capacity. Further to this, the COVID-19 pandemic response and recovery will have impacts on our ability to deliver this strategy and

action plan. Our performance against this strategy and action will be measured and monitored by a series of annual documents.

3. Introduction

3.1. What is climate change?

Climate change refers to a “change in the state of the climate that can be ... changes in the mean and/or the variability of its properties ... that persists for an extended period [of time], typically decades or longer” (IPCC, 2012, p. 544). There have been multiple episodes of climate change throughout the earth’s history with the most recent one occurring since the industrial revolution. The climate is altered by changes to the inputs and outputs of solar radiation from the sun to the earth and from the earth into space.

The sun’s radiation provides the earth with energy, which is also re-emitted back into space. There is a constant flow of energy being absorbed and re-emitted. When more energy leaves the earth’s climate system than comes in, then temperatures cool. However, when there is more energy coming in than escaping, temperatures increase. The latter is the trend we have observed since the industrial revolution.

3.2. What causes climate change?

The Intergovernmental Panel on Climate Change (IPCC) concur that it is extremely likely that more than half of the global average surface temperature warming between 1951 and 2010 is as a result of anthropogenic (human induced) increases in greenhouse gasses (GHGs) in the earth’s atmosphere (IPCC, 2013). It is extremely likely that human influence is the “dominant cause of the observed warming since the mid-20th century” (IPCC, 2014, p.623).

GHGs are gaseous constituents of the atmosphere, that absorb and emit radiation at specific wavelengths within the spectrum of thermal infrared radiation, emitted by the Earth’s surface, atmosphere, and clouds. Water vapour (H₂O), carbon dioxide (CO₂), nitrous oxide (N₂O), methane (CH₄) and ozone (O₃) are the primary GHGs in the Earth’s atmosphere.

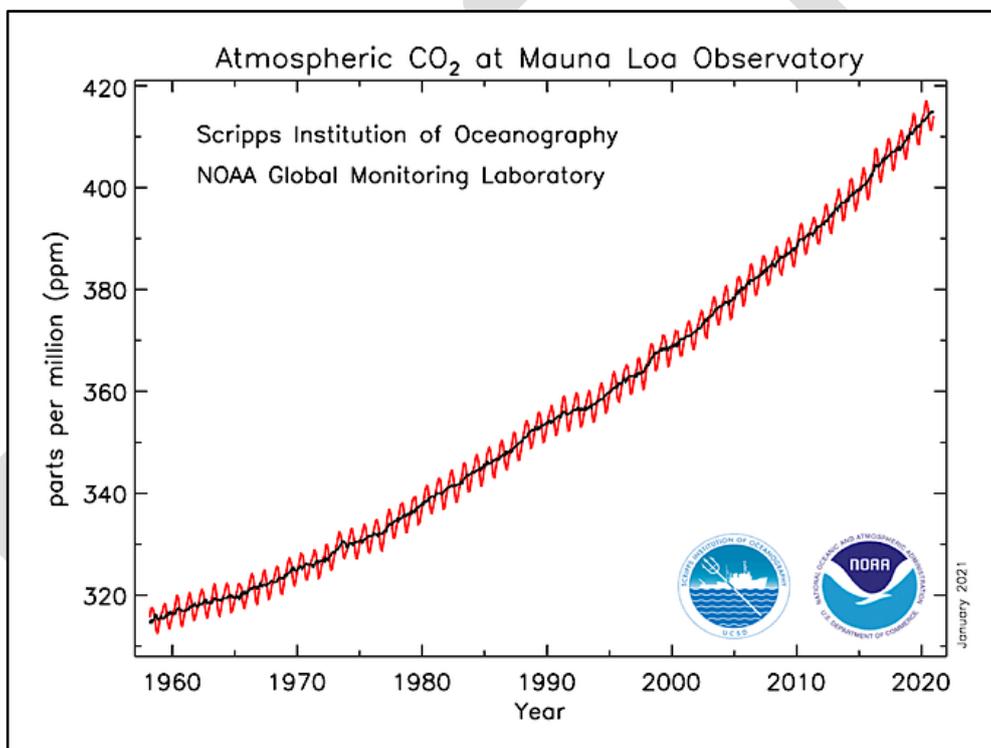
Since the industrial revolution however, humans have increased the amount of GHGs in the atmosphere through the burning of fossil fuels (coal, oil and natural gas). Carbon dioxide is the principal GHG that affects the Earth’s radiative balance. Since the beginning of the industrial revolution (1750) the atmospheric concentration of CO₂ has increased by 48.2% from 280 ppm (parts per million) to 415 ppm (see figure 1) (NOAA, 2021). The last time the concentration was this high was potentially over 20 million years ago (IPCC, 2001).

CO₂ and other GHGs trap infrared radiation (energy) in the Earth’s atmosphere, stopping it from being re-emitted into space and instead trapping the heat. Therefore, more energy is coming into the Earth’s climate system than is escaping, resulting in changes to the Earth’s temperatures (the greenhouse effect). Since the industrial

revolution, we have experienced the enhanced greenhouse gas effect, with continued increases in GHGs being emitted into the atmosphere. The change in average temperature has been well documented by the IPCC, with estimates placing current warming at 0.2°C per decade, based on past and current GHG emissions. The IPCC conclude with high confidence that anthropogenic (human-induced) warming reached approximately 1°C above pre-industrial levels in 2017 (between 0.8°C - 1.2°C) (Allen, et.al, 2018).

The scientific consensus on climate change is therefore, that human activity is the primary driver for the climate change seen since the industrial revolution (anthropogenic climate change). The IPCC conclude that “It is extremely likely that more than half of the observed increase in global average surface temperature from 1951 to 2010 was caused by the anthropogenic increase in GHG concentrations and other anthropogenic forcing’s together” (IPCC, 2013b, p.17).

Figure 1: Observed atmospheric CO₂ changes



Data Source: NOAA Earth System Research Laboratory, 2021 (NOAA, 2021).

4. Current UK Climate Action

4.1. Climate Change Act, 2008

The Climate Change Act 2008 is the basis for the UK’s approach to tackling and responding to climate change. It requires that emissions of carbon dioxide and other greenhouse gases are reduced and that climate change risks are prepared for. The

Act also establishes the framework to deliver on these requirements. This Act supports the UK's commitment to urgent international action to tackle climate change.

Initially through the Climate Change Act, the UK government set a target to reduce UK greenhouse gas emissions to 80% lower than 1990 levels by 2050. The Act also established the Committee on Climate Change (CCC) to ensure that emissions targets are evidence-based and independently assessed. In addition, the Act requires the Government to assess the risks and opportunities from climate change for the UK, and to prepare for them. The CCC's Adaptation Sub-Committee advises on these climate change risks and assesses progress towards tackling them.

Updated in 2019, the Climate Change Act commits the UK government by law ensuring that the net UK carbon account for 2050 is at least 100% lower than the 1990 baseline (net zero) (UK Government, 2019). The Climate Change Act requires the government to set legally-binding 'carbon budgets' to act as steppingstones towards the 2050 target. A carbon budget is a cap on the amount of greenhouse gases emitted in the UK over a five-year period. Budgets must be set at least 12 years in advance to allow policymakers, businesses and individuals enough time to prepare (UK Government, 2019).

The CCC advises on the appropriate level of each carbon budget. The budgets are designed to reflect a cost-effective way of achieving the UK's long-term climate change objectives. The first five carbon budgets have been put into legislation and run up to 2032. Once a carbon budget has been set, the Climate Change Act places an obligation on the Government to prepare policies to ensure the budget is met. A sixth carbon budget was proposed by the CCC in December 2020, which recommends a 78% reduction in UK emissions by 2035, accompanied by a 68% reduction by 2030.

4.2. Paris Agreement on Climate Change, 2015

The Paris Climate Agreement aimed to reduce the emission of gases that contribute to global warming. The Paris Agreement set out to improve upon and replace the Kyoto Protocol, an earlier international treaty designed to curb the release of GHGs. The Paris Agreement entered into force on November 4, 2016 and as of November 2020 has been signed by 194 states and the European Union (EU) and ratified by 187 states and the EU.

The objective was a binding and universal agreement designed to limit greenhouse gas emissions to levels that would prevent global temperatures from increasing more than 2°C above the temperature benchmark set before the beginning of the Industrial Revolution (pre-industrial levels) and "pursuing efforts to limit" them even more, to 1.5°C (United Nations, 2015, p.3). Anthropogenic greenhouse gas emissions would need to be reduced to the same levels that trees, soil and oceans can absorb naturally.

The agreement is to review each country's contribution to cutting emissions every five years, so they scale up to the challenge, with richer countries also being

required to help poorer nations by providing "climate finance" to adapt to climate change and switch to renewable energy.

4.3. 10 Point Plan for a Green Industrial Revolution, 2020

In November 2020, the UK Government published their 'Ten Point Plan for a Green Industrial Revolution'. This plan set out the Government's intention to decarbonise the UK through investment in clean technologies. The goal is to reduce emissions by 180 million tonnes of CO₂e from 2023 to 2032, with £12billion of investment announced to fund this plan. Funding decarbonisation is also reliant on expected private sector finding, totalling three times the Government's proposed investment.

Policy areas highlighted for investment and decarbonisation are as follows:

1. Advancing Offshore Wind
2. Driving Growth of Low Carbon Hydrogen
3. Delivering New and Advanced Nuclear Power
4. Accelerating the Shift to Zero Emissions Vehicles
5. Green Public Transport, Cycling and Walking
6. Jet Zero and Green Ships
7. Greener Buildings
8. Investing in Carbon Capture, Usage and Storage
9. Protecting the Natural Environment
10. Green Finance and Innovation

We can expect further white papers, strategies, and policies from government throughout 2021 and in the lead up to the United Nations Climate Change Conference of the Parties 26 (COP26) in November 2021.

5. Our Situation

5.1. Climate change policy

In October 2020, we adopted a Climate Change Policy. This policy primarily sets our intention for addressing our carbon footprint, whilst also noting our need to help reduce the district's carbon footprint and act as a community leader to encourage others to tackle climate change.

The policy states that the council will "proactively identify, understand, manage and review its level of greenhouse gas emissions to play its part in contributing towards achieving the Climate Change Act 2008 and the Paris Climate Agreement". We are following an agreed phased approach to our climate change work, with phase 1 focusing first and foremost on reducing our corporate emissions and phase 2 looking at district emissions.

5.2. Net-Zero target

Our net-zero target was previously in line with the 2050 target as per the Climate Change Act 2008. However, this has since been pushed forward to 2035 demonstrating our commitment to tackling climate change, in reducing our corporate emissions.

Following specific actions from our action plan, we will be in a position to evaluate this 2035 target further on an annual basis and establish whether an earlier target would be achievable.

5.3. Borough Council of King's Lynn and West Norfolk emissions

We conduct an annual carbon audit as a measure to track and monitor our corporate emissions over time. This carbon audit procedure will help us ensure that we are continuing to reduce our corporate emissions to meet our net zero 2050 target.

A detailed breakdown of our emissions can be found on our [website](#).

Our emissions are split into 3 scopes:

- Scope 1: Oil consumption, gas consumption and vehicle fleet fuel consumption.
- Scope 2: Electricity consumption.
- Scope 3: Transmission and distribution losses, water supply, water treatment, business travel and contractor travel (waste refuse collection).

5.4. King's Lynn and West Norfolk District emissions

The Department of Business, Energy and Industrial Strategy (BEIS) publish local authority area carbon dioxide emissions statistics every year. The latest figures were published in 2020, which show that our district; King's Lynn & West Norfolk is one of the highest emitting districts in the UK, having emitted 1,906.8 kilo tonnes CO₂ (kilo tonnes of carbon dioxide) in 2019. These reports detail emissions two years prior to the report date, therefore, the 2021 release provides data for 2019.

A detailed breakdown of the district's emissions can be found on our [website](#).

District emissions are split into 6 sectors:

- Industry: Industrial sites across the borough, agriculture and landfill.
- Commercial: Gas use, electricity use and other fuel use.
- Public Sector: Gas use, electricity use and other fuel use.
- Domestic: Gas use, electricity use and other fuel use.
- Road Transport: Emissions from road transport on A-roads, minor roads and diesel railways.

- Land Use, Land Use Change & Forestry (LULUCF): We are a net contributor of CO₂ and methane due to the decomposition of peat in our district.

5.5. What have we already done?

Our work follows an agreed phased approach: phase 1 looks solely at the council and reducing our carbon footprint. Phase 2 focuses on what we can do to influence emissions reductions on a district level. We will and have looked to influence the reduction of district emissions simultaneous to our phase 1 work, as and when opportunities arise.

Below is an overview of measures introduced by the council to tackle emissions reductions.

5.5.1. Emissions reductions

1. Solar panels have been installed onto the following council owned properties:
 - a. Lynnsport – 2012 & 2020.
 - b. King's Court – 2012.
 - c. Alive Downham Market Leisure Centre – 2020.
 - d. Alive St James – 2020.
2. We conducted a Re:fit of our estate through Ameresco in 2019. This is expected to save approximately 400 tonnes CO₂ a year.
3. In 2021 we received a grant of £3.8 million through the public sector decarbonisation scheme to help decarbonise heat from our buildings.
4. A small-scale tree planting programme took place in King's Reach on the 22nd February 2020, which saw 500 trees planted. Tree planting will ultimately help sequester residual emissions.
5. Our lease car strategy has been updated, whereby from the 18th June 2019 lease cars can only be hybrid petrol/electric or fully electric.
6. Our Mayor's car is now a BMW hybrid.
7. There has been a push to reduce the ICT carbon footprint, with "Free Cooling" being introduced, which allows DX AC Units to be turned off during the cooler periods throughout the year. ICT have also virtualised most of their server estate, which reduces the physical hardware in their datacentre.
8. We will be using a green tariff for our electricity from the 2020/2021 financial year onwards.

5.5.2. Internal climate change action

1. A Climate Change Officer Working Group was established in September 2019.

2. A UEA graduate was initially appointed on a 12-month internship to aid climate change work. In September 2020, this was extended with a two-year fixed term post, which as of May 2021 is now a permanent post.
3. We developed and implemented a new carbon audit procedure, starting with our 2018/2019 audit.
4. A Norfolk county group called the '*Norfolk Climate Change Partnership*' (NCCP) was established in January 2020 to work with other Norfolk councils on climate change issues.
5. Two UEA Environmental Science students on their 3rd year Environmental Consultancy module, produced consultancy papers for us. These were on the tree planting project feasibility and net zero carbon possibilities.
6. Our Corporate Business Plan now includes climate change as one of its corporate priorities: "protecting and enhancing the environment including tackling climate change".
7. Environmental Issues have been added to our cabinet report template.
8. Climate Change/Environmental Issues will be included in project initiation documents.
9. Our Climate Change Policy was adopted by full council on 15/10/2020.
10. We provide routine staff and member updates on climate change work.
11. In response to the COVID-19 pandemic, agile working and reduce business miles will help reduce our emissions.
12. King's Court procurement of sustainable paper for floor printers.

5.5.3. Public engagement

1. In collaboration with Churches Together we provided land and helped facilitate the planting of 500 trees in King's Reach, King's Lynn with local volunteers.
2. Our climate change team has provided regular updates on their work to the Council's Environment and Community panel.
3. We have provided support for upcoming art campaigns and events, related to climate change.
4. We have promoted ways to reduce our residents carbon footprints through our [website](#).
5. We have amended and expanded our [website](#) content to allow for transparency and to publish recent updates and documents.
6. We encouraged and promoted the Government Green Homes Grant voucher scheme.
7. We have participated in King's Lynn Climate Concern workshops.

6. Strategy Phase 1: Reducing BCKLWN Emissions

The objective of this document is to provide a framework for our phase 1 work, which focuses on the reduction of our council's corporate emissions.

Phase 1 work focuses on measures to reduce emissions from our scope 1, 2 and 3 sources. These direct and indirect emissions reductions are achieved through direct changes to the way in which we operate as a council, going about our statutory and non-statutory duties.

6.1. Scope 1: Gas consumption

Whilst gas consumption for heating purposes is less emissions intensive than using oil, it is still a fossil fuel, and thus contributes to climate change. Gas boilers have a carbon footprint range of approximately 210 – 380 gCO₂e/kWh compared to 310 – 550 gCO₂e/kWh from oil boilers (Squires and Goater, 2016). Despite energy efficiency improvements in recent years, our gas consumption still contributes a significant amount of our overall corporate emissions.

Between 2019 and 2020 we completed an initial Re:fit phase 1 of 15 council buildings for a capital investment of £1,337,104. This Re:fit improved the energy efficiency of the buildings, with the aim of helping reduce consumption, cost and carbon emissions. However, in addition to energy efficiency improvements we must look at changing our heating sources from gas to more renewable alternatives. In late 2020, work started on a Re:fit phase 2, in which we obtained £3.8million in grant funding from the BEIS Public Sector Decarbonisation Scheme. This allows the council to further reduce emissions from its buildings, focusing on decarbonising heat through the adoption of renewable energy technology, such as air and ground source heat pumps.

6.2. Scope 1: Council vehicle fleet

We operate over 100 vehicles and equipment in our fleet, most of which run off petrol and diesel, emitting on average 2.2 kgCO₂e/litre and 2.5 kgCO₂e/litre respectively (DBEIS, 2020). Additionally, red diesel (gas oil) consumption also contributes 2.8 kgCO₂e/litre (DBEIS, 2020). Emissions from our vehicle fleet are recorded annually in our carbon audit, which gives rise to hundreds of tonnes of CO₂e/year.

In 2020, the UK government announced their pledge to ban the sale on new petrol and diesel cars and vans from 2030. Therefore, we can see that the future of our vehicle fleet will likely be electric. The use of low emission hybrid vehicles will also feature until 2035. This a future that we will need to prepare for.

Currently, fuel efficiency is a consideration for maintaining our vehicle fleet, therefore, they are on a rolling 10-year contract allowing for replacement as and when needed. Recently, there have already been some initial steps towards electrification, notably with our mayor's car switching to a hybrid.

Cost will be a driver in the electrification of our vehicle fleet, with current electric vehicles priced much higher than their fossil fuel alternatives. Due to the rural nature of our district, an electric fleet will have to be able to efficiently cope with being driven hundreds of miles per day with large payloads. Therefore, alternative fuel powered vehicles might become more viable for us in the future. The first step for us is to identify what options are out there to allow for our transition over to an electric vehicle fleet.

6.3. Scope 2: Electricity consumption

We consume millions of kilowatt hours (kWh) of electricity per year in order to power our 142 owned sites. This is at an annual cost of hundreds of thousands of pounds. The electricity we consume is sourced from the national grid, therefore, it is generated from a variety of sources, some of which being fossil fuels. 1kWh of UK electricity consumed emits 0.23 kgCO₂e/kWh (DBEIS, 2020). Emissions from the consumption of electricity decrease as the national grid increases its share of renewable generation and decreases fossil fuel electricity generation.

Currently we have agreed to switch to a renewable electricity tariff for our larger estate premises from the 2020/2021 financial year onwards. This will significantly reduce our overall emissions from scope 2 emissions. From the 2021/2022 financial year we anticipate the entire council estate to be on this tariff. This will reduce scope 2 emissions to 0 tCO₂e. However, ultimately this is only a short-term solution. We will need to improve energy efficiency across our estate to reduce consumption in addition to generating our own electricity, to ensure that our electricity consumption is net zero.

6.4. Scope 3: Transmission and distribution losses

Transmission and distribution (T&D) losses occur for every kWh purchased due to the transmission between supply sources and distribution points and then distribution to consumers. Our large consumption of electricity therefore, results in sizable T&D losses. For every kWh consumed from the national grid 0.02 kgCO₂e is emitted as a result of these T&D losses (DBEIS, 2020).

These losses can be tackled through the improvement in energy efficiency to reduce consumption and further electricity generation on our estate. We currently have several sites with solar panels, that help reduce T&D losses due to their proximity to the consumption source.

6.5. Scope 3: Water supply and water treatment

Our water consumption does contribute to our carbon footprint, with our estates consuming tens of thousands of cubic metres (m³) every year. For every m³ consumed we are therefore, emitting 0.34 kgCO₂e (DBEIS, 2020). As a council we

also run leisure centers through 'Alive West Norfolk' which includes three swimming pools. The pools are our largest consumers of water and therefore the largest emitters from this source.

In addition to water supply we also have water treatment, which accounts for the disposal of water. This is measured with a 90% return to sewerage rate. Despite returning 10% less than we consume, water treatment is more emissions intensive than consumption, emitting 0.71 kgCO₂e/m³ (DBEIS, 2020).

Water supply and treatment emissions will be considered through the council's energy efficiency improvement measures.

6.6. Scope 3: Business travel

Staff and member business travel is largely restricted to local areas, which mainly involves driving to other council areas within the district or Norfolk. These indirect travel emissions are accounted for in scope 3. The average diesel and petrol cars emit 0.27 and 0.28kgCO₂e/mile respectively. However, business travel does also include trips further afield, which are often for staff training purposes.

Some steps have already been taken to reduce business travel emissions, for instance, our lease car policy has recently been changed to reflect our commitment to reducing emissions. As of June 2019, all new lease cars can only be petrol/hybrid or fully electric. In the future we expect to see a reduction in our staff business travel emissions as the uptake of hybrid and electric cars increase. Additionally, in response to the 2020 COVID-19 pandemic, virtual meeting software has been used to conduct meetings and training for staff and members. This helps to reduce emissions from the miles travelled. Further to this, a starting point for future work will be the investigation of a staff and business travel plan, taking into account the lasting effects of the pandemic on working arrangements.

6.7. Scope 3: Contractor travel (refuse collection)

Refuse collection has historically been one of the largest contributors to our corporate emissions, with our refuse collection vehicles consuming hundreds of thousands of litres of diesel every year. Refuse collection is one of our statutory duties, therefore, emissions from this sector are inescapable until low emissions vehicle options are viable.

From April 1st, 2021 we start a new refuse collection contract with supplier Serco. Jointly tendered along with Breckland Council and North Norfolk District Council, this contract will allow for greater fuel efficiency in collecting across the three districts with optimised collection routes. The goal is to reduce the amount of fuel used and therefore, emissions released into the atmosphere. This contract will include a fleet of brand-new vehicles, which will have more efficient engines compared to the previous fleet. Additionally, some smaller fleet vehicles will be either hybrid or electric. Consequently, our joint contract is expected to see a 38% emissions reduction across the joint operation.

Further technology and options will be reviewed and considered leading up to the end of this contract in 2028.

6.8. Residual Emissions: Tree planting

We are expecting to have a level of residual emissions by 2050, from sources of which emissions reductions are harder to achieve. In its definition, net zero refers to balancing any remaining GHGs with an equivalent amount of carbon removal. Tree planting is one option for this, with trees naturally absorbing CO₂ from the atmosphere. Any planting on our land can, therefore, be used to balance our residual emissions.

We are committed to increasing tree planting in the district. Using our own land, we have already engaged in ways to enable tree planting in the district. In January 2020 we provided land and assistance to plant 500 trees in King's Reach, Fairstead. Additionally, we are developing a pilot tree planting project, seeking to option grant funding for the planting of trees in the 2021/2022 planting season.

We may also need to consider alternative options such as carbon credits or similar schemes to deal with residual emissions.

6.9. Other: Procurement

This council is committed to sustainable practices in all areas of our work. This includes procurement the council undertakes. Climate change will be added to our procurement strategy during its next scheduled update, to ensure that our further activities allow us to adhere to our climate change policy and corporate objectives.

6.10. Other: Corporate changes

Already we have made several internal corporate changes to act on climate change. Our corporate business plan has been updated to account for climate change, as stated in its third priority: "protecting and enhancing the environment, including tackling climate change". Our council climate change policy was adopted by full council on the 15/10/2020, with permanent climate change officer post also filled to oversee emissions reporting and input into the development of the council's emissions reduction journey. Additionally, our cabinet report template and project initiation document reflect environmental considerations. Smaller scale changes include the use of carbon neutral paper at King's Court print room and floor copiers.

7. Strategy Phase 2: Reducing District Emissions

Phase 2 focuses work on the extent to which our scope of influence extends and therefore, what power we have as a local authority to influence district emissions

reductions. However, our main priority first and foremost is to get our own house in order before we can focus completely on the district.

Whilst we are initially focusing on phase 1 work, we will and have looked to influence the reduction of district emissions simultaneous to our phase 1 work, as and when opportunities arise.

We recognise that we cannot tackle climate change in isolation. Therefore, we support the Norfolk Climate Change Partnership (NCCP) and see this partnership as an important mechanism to tackling our own district's emissions and well as Norfolk's in total

7.1. Industry, commercial and public sector

Previously industry, commercial and public sector emissions were all under just one emissions sector 'Industrial and Commercial'. However, they have been spilt into three distinct sectors to help further improve the availability of public sector emissions. Our district is home to several large point source emitters and landfill sites, which help contribute towards the high Industry sector emissions. Emissions are measured on an end-user basis, which include electricity consumption, gas consumption, large industrial installations (for industry) and other fuels (e.g., gas oil) and agriculture. Industry alone is the second largest contributor to district emissions.

7.2. Domestic

Our district is home to the largest number of residential properties in Norfolk, with over 70,000 properties within our district boundary. Due to the rural nature of the district many domestic properties do not have access to the main gas line. Therefore, these properties use electric, oil or solid fuel for spatial heating, with little opportunity to engage with other forms of heating. Thus, emissions are relatively high as carbon intensive fuel is often the only option for heating lower band EPC properties. Many of these domestic properties are also relatively old and are thus, energy inefficient, with low thermal performance. Consequently, heat is not properly contained, requiring more fuel to be burnt to keep the property warm, thus emitting more.

7.3. Transport

King's Lynn and West Norfolk is a large rural district and has a mixture of A-roads and smaller (B/C) roads. A-roads are the main roads that come in and out of larger areas like King's Lynn, thus, they attract commuter travel, visitor travel and goods transportation. A-roads act as a transport node, forming the main routes for commuters, heavy goods vehicles, and tourism in and out of King's Lynn and West Norfolk. These A-roads include the A10, A134, A17, A47, A149, A148. There is a large network of minor roads throughout the district (B and C roads). Minor road emissions contribution is likely due the rural feature of the district, and the consequent broad dispersal of services and population.

7.4. Land use, land use change and forestry (LULUCF)

Whilst many districts have a CO₂ sink with forestry, King's Lynn and West Norfolk (like other fen districts) is a net emitter, mainly due to CO₂ (and methane) emissions from the fen peat deposits. LULUCF is the largest contributor to our district emissions.

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8. Reduction Action Plan

8.1. Phase 1: Reducing BCKLWN emissions

Scope	Emissions Source	Actions	Lead Departments	Estimated Emissions Reductions	Indicative Costs	Timeline	KPI/Output
40 Scope 1	Gas Consumption	1. Re:fit Part 2 Public Sector Decarbonisation Grant to install ASHPs and GSHPs in council sites.	Property Services / Alive West Norfolk	494 tCO ₂ e	£3.8m ¹	2021	Annual energy consumption
		2. Re:fit Part 2 Public Sector Decarbonisation Grant to improve the energy efficiency of council estates with high energy consumption.	Property Services / Alive West Norfolk		£3.8m ²	2021	
		3. Establish a building retrofit programme, through a high-level review of our buildings, to create grant ready applications/projects.	Property Services / Alive West Norfolk	Enabling Action	tbc	2021 - 2022	Programme and high-level appraisal produced.
		4. Implement a building retrofit programme.	Property Services / Alive West Norfolk	806 tCO ₂ e	tbc ³	2022 - 2035	Annual energy consumption
	Vehicle Fleet	5. Adopt an EV/Hybrid first policy (unless the business case suggests otherwise).	Open Space / Transport Manager	Enabling Action	n/a	2021 - 2022	Number of EV/Hybrid lease cars
		6. Conduct a green fleet review through the	Open Space / Transport	Enabling Action	n/a	2021 - 2022	EST review completed.

¹ £3.8m in total for gas and electricity improvements, already acquired from the BEIS public sector decarbonisation grant.

² The same BEIS public sector decarbonisation grant funding highlighted in action 1.

³ Will be dependent on grants or available capital funding.

41		Energy Saving Trust.	Manager				
		7. Develop a fleet renewal strategy – depending on the EST review and our commercial situation.	Open Space / Transport Manager	312.3 tCO ₂ e	n/a	2021 onwards ⁴	Strategy produced and % of fleet EV and / or hybrid
		8. Investigate the replacement of fossil fuel powered ground tools for zero carbon alternatives.	Open Space / Transport Manager	tbc	tbc	2021 onwards	Update from investigation
		9. Implement one pilot council electric vehicle, subject to action 5.	Open Space / Transport Manager	2.5 tCO ₂ e	£26k ⁵	2021 - 2023	Pilot vehicle in operation.
		10. Current proposed council EV charger installation.	Open Space / Transport Manager	Enabling Action	£19k ⁶	2021 - 2032	Completion of EV Charger project.
		11. Install EV chargers, in line with demand and fleet electrification, and in conjunction with available grants.	Open Space / Transport Manager	Enabling Action	tbc	2021 - 2032	Number of additional EV chargers installed.
Scope 2	Electricity Consumption	12. Complete switch to a 100% renewable energy tariff.	Property Services / Alive West Norfolk	1,324.7 tCO ₂ e dependent on consumption	£2.5k	2021 - 2022	Commencement of new tariff contract.
		13. Re:fit Part 2 to increase Solar PV provision to offset increased ASHP & GSHP consumption.	Property Services / Alive West Norfolk	Generation to slowly replace renewable tariff	£3.8m ⁷	2021 - 2022	Annual Solar PV generation
		14. Establish a building retrofit programme, through a high-level review of our buildings, to create grant ready	Property Services / Alive West Norfolk	See action 3	tbc	2021 - 2022	Programme and high-level appraisal produced.

⁴ Dependent on the complexity and timeliness of action 5.

⁵ Based on average UK non-luxury EV car cost. Further funding for the rest of the fleet will be required.

⁶ Initial quote for two pod-point twin charging units.

⁷ The same BEIS public sector decarbonisation grant funding highlighted in action 1.

		applications/projects.					
		15. Implement a building retrofit programme.	Property Services / Alive West Norfolk	See action 4	tbc	2022 - 2035	Annual energy consumption
		16. IT desktop technology 5-year replacement cycle.	ICT	Efficiency improved and emissions savings included in renewable tariff.	tbc	2025 - 2026 & onwards.	Replacement of old IT technology
		17. Investigate data centre cooling methods for the summer months.	ICT		tbc	2022 - 2023	Report and plan developed
42 Scope 3	Transmission & Distribution Losses	18. Re:fit Part 2 to increase Solar PV provision to offset increased ASHP & GSHP consumption.	Property Services / Alive West Norfolk	See action 13	£3.8m ⁸	2021 - 2022	Annual Solar PV generation
		19. Investigate commercial solar options through Re:fit Part 2.	Property Services / Alive West Norfolk	Enabling Action	n/a	2022 – 2024	High-level appraisal produced
		20. Consider further Solar PV options as part of every subsequent Re:fit. ⁹	Property Services / Alive West Norfolk	Enabling Action	£300 - £500 per panel. ¹⁰	2022 - 2035	High-level appraisal produced
	Water Supply & Treatment	21. Investigate water consumption reduction options as part of each Re:fit. ¹¹	Property Services / Alive West Norfolk	See actions 1 & 2. Some residuals likely.	tbc	2022 - 2035	High-level appraisal produced
	Business Travel	22. Develop and produce a council business travel plan, to support working arrangements.	Policy & Personnel	66.2 tCO ₂ e	n/a	2023 - 2025	Plan produced
	Contractor	23. Start joint council contract with Breckland	Refuse &	459.7 tCO ₂ e	Already	2021 - 2028	Commenceme

⁸ The same BEIS public sector decarbonisation grant funding highlighted in action 1.

⁹ Link to action number 14.

¹⁰ Average cost per panel. There are multiple funding models available for consideration, including leasing, power purchase agreements or capital purchase.

¹¹ Link to actions 3 and 14.

	Travel (Refuse Collection)	and South Norfolk. Potential refuse collection CO ₂ e savings of 38%.	Recycling	expected saving per year	funded		nt of contract
		24. Conduct an HGV fleet review through the Energy Saving Trust.	Refuse & Recycling	Enabling Action	n/a	2025	EST review completed
		25. Continue to monitor future technology available for future refuse contracts.	Refuse & Recycling	750 tCO ₂ e	n/a	2025 - 2035	Waste fleet fuel consumption and associated emissions.
43 Residual Emissions	Green Habitat / Tree Planting	26. Complete a pilot tree planting programme on Lynnsport land, applying for the appropriate grant.	Open Space / Planning	7.94 tCO ₂ e	£72k	2020 - 2022	Completion of project.
		27. Use our pilot tree planting programme as a worked example for local landowners.	Open Space / Planning	Enabling Action	n/a	2022 onwards	Production of worked example.
		28. Consider internal best value options for further tree planting and maintenance on council land. ¹²	Open Space / Planning	Enabling Action	tbc	2021 - 2022	Completion of review
		29. Investigate woodland burial options.	Crematorium / Commercial Services	Enabling Action	tbc	2021 - 2023	Completion of review
		30. Investigate memorial park/garden options.	Crematorium / Commercial Services	Enabling Action	tbc	2021 - 2023	Completion of review
		31. Investigate future tree planting options associated with development.	Open Space / Planning	Enabling Action	n/a	2022 - 2023	Completion of review
		32. Conduct a canopy cover and tree stock	Open Space	Enabling Action	£10k - £70k ¹³	2022 - 2023	Canopy cover created

¹² Potential link to number 27.

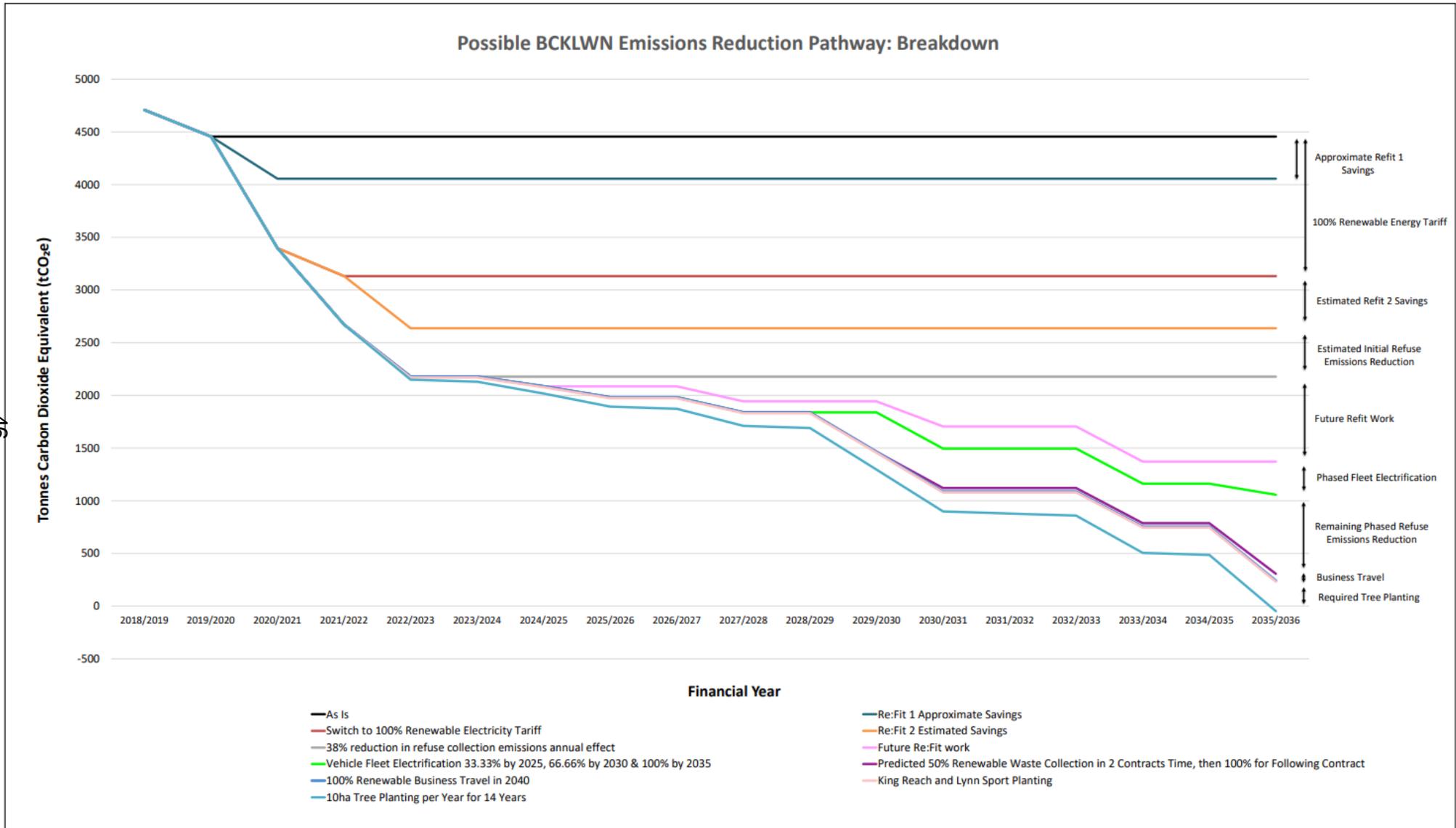
¹³ Cost is dependent on canopy cover requirements, ranging from £10k - £70k.

		assessment for council owned land.					
		33. Develop and implement a longer-term green habitat and tree planting strategy.	Open Space	280 tCO ₂ e annually by 2035	n/a	2022 onwards	Strategy developed and implemented
		34. Investigate options for micro-forests.	Open Space / Climate Change	Enabling Action	n/a	2022 onwards	Completion of review
		35. Identify more accurate figures for carbon sequestration accounting.	Climate Change	Enabling Action	n/a	2021 - 2022	Improved figures identified
	Carbon Credits	36. Investigate commercial solar options.	Corporate	Enabling Action	tbc	2022 - 2023	Completion of high-level appraisal
		37. Investigate further carbon credit investment options.	Climate Change	Enabling Action	n/a	2035	Ongoing review
	44 Other	Procurement	38. Update the procurement strategy to include emissions reductions/climate change.	Procurement	Enabling Action	n/a	2023
Corporate		39. Review council climate change policy.	Climate Change	Enabling Action	n/a	2023	Policy updated
		40. Review council climate change: emissions reduction strategy and action plan.	Climate Change	Enabling Action	n/a	2024	Strategy and action plan updated
		41. Consider performance reporting options.	Climate Change	Enabling Action	n/a	2021	Options considered and included in strategy and action plan
		42. Environmental implications section on Cabinet report template.	Climate Change	Enabling Action	n/a	2021 onwards	Section present and used in reports
	43. Environmental implications section on	Corporate	Enabling	n/a	2021	Section	

45		Project Initiation Documents.	Projects	Action		onwards	present and used in reports
		44. Annual corporate carbon audit.	Climate Change	Enabling Action	n/a	2020 onwards	Audit published
		45. Annual district emissions report.	Climate Change	Enabling Action	n/a	2020 onwards	Report published
		46. Annual strategy and action plan review.	Climate Change	Enabling Action	n/a	2020 onwards	Review published
		47. 2-year fixed term climate change officer post now made permanent.	Environmental Health / Climate Change	Enabling Action	n/a	2020 onwards	Post in place
		48. Employ a further UEA intern to support the climate change officer.	Environmental Health / Climate Change	Enabling Action	n/a	2021 onwards	Post filled
		49. Staff climate change updates and education through internal affairs.	Climate Change	Enabling Action	n/a	ongoing	Continued engagement
		50. Member climate change update and education through member bulletin.	Climate Change	Enabling Action	n/a	ongoing	Continued engagement
		51. Continue to update website with climate change work and information.	Climate Change	Enabling Action	n/a	ongoing	Updated to website
		52. Explore internal funding options for council emissions reduction work.	Climate Change	Enabling Action	n/a	ongoing	Funding and budget identified.
Total Emissions Reductions and Cost of BCKLWN Emissions Reduction Actions				4,503.7 tCO₂e	£188,500¹⁴		

¹⁴ Final figure estimated to be significantly higher. £250,000 to be provided per annum from 2021/2022 – 2025/2026.

8.2. Possible BCKLWN emissions reduction pathway: breakdown



8.3. Phase 2: Reducing district emissions

 = 10 Point Plan Policy Proposals

Scope	Emissions Source	Actions	Lead Department	Timeline
Industry and Commercial	Electricity, Gas, Large Industrial Installations, Other Fuels & Agriculture.	1. 40GW offshore wind, with 1GW of floating offshore wind.	Central Government	2030
		2. Test 20% hydrogen blend to gas in heating trials.	Central Government	2023
		3. Funding for Nuclear e.g., Hinckley Point C	Central Government	2025
		4. 5GW low carbon hydrogen production capacity	Central Government	2030
		5. Four carbon capture and storage clusters operational.	Central Government	2030
		6. Aim to be first country to commercialise nuclear fusion.	Central Government	2040
		7. £100million for energy storage and flexibility innovation.	Central Government	n/a
		8. Consider CCC 6 th carbon budget policy and guidance.	Climate Change	2021
		9. Consider 10-point plan policy and guidance.	Climate Change	2021
		10. Engage with the LEP clean growth strategy and monitor through the NCCP.	NCCP / Climate Change	ongoing
Transport	A Roads, Minor (B&C) Roads & Other.	11. Ban on new petrol and diesel car and van sale.	Central Government	2030
		12. £120million towards 4,000 British zero emission buses.	Central Government	2021
		13. Over 100 miles of safe and direct cycling and walking networks.	Central Government	2025
		14. £1billion for electrification.	Central Government	n/a
		15. £1.3billion to accelerate EV charging infrastructure.	Central Government	n/a
		16. £5billion on buses, cycling and walking.	Central Government	n/a

		17. £4.2billion on city public transport.	Central Government	n/a
		18. £20million across trials for zero emissions HGVs.	Central Government	n/a
		19. Develop and publish car parking strategy.	Corporate	2021 - 2022
		20. Investigate work areas through the Norfolk Climate Change Partnership.	NCCP	2022 - 2025
		21. Through NCCP take forward EV charging network options across Norfolk.	NCCP	2021 onwards
		22. Monitor any National, Highways England and LEP policies & strategies.	Climate Change	2022 - 2050
		23. Development of NCCP bids regarding sustainable hydrogen infrastructure for transport	NCCP	2021 onwards
48 Domestic	Electricity, Gas & Other Fuels.	24. Heat and buildings strategy.	Central Government	2021
		25. Public sector emissions reductions by 50%, from 2017 baseline.	Central Government	2032
		26. 600,000 heat pump installations per year by 2028.	Central Government	2021 - 2028
		27. ECO extended to 2026.	Central Government	2021 - 2026
		28. Future Homes Standard implementation.	Central Government	n/a
		29. Green homes grant LAD1a & 1b through Norfolk Warm Homes Fund.	Housing	2021
		30. Green homes grant LAD2 via the Greater South East Energy Hub in conjunction with social housing providers.	Housing	2021 - 2022
		31. Sustainable Warmth Funding submissions (LAD3/HUG) in conjunction with other Norfolk LA's.	Housing	2021
		32. Dedicated local plan climate change policy.	Planning Policy / Development Control	2021 - 2022

49		33. Warm Homes Fund promotion and development in partnership with the lead authority.	Housing	2021
		34. HECA Report, Promoting ECOFlex and secure external funding where appropriate.	Housing	2021 onwards
		35. Continued engagement with Norfolk LA's with regards domestic energy efficiency projects and funding sources.	Housing / Climate Change	2021 onwards
		36. Explore opportunities for micro generation, e.g., solar collective purchasing scheme, promoting government grant funding etc.	Housing	2021 - 2025
		37. Delivery of a MEES enforcement programme in line with BEIS and Midland Energy Hub funding requirements and scheme parameters. Ensure consistency of enforcement and co-ordination with Housing Act 2004 relevant guidance.	Housing	2021 onwards
		38. Investigate options for district heating.	Planning	2021 - 2022
		39. Development of NCCP community renewal fund bid regarding community energy.	NCCP	2021 onwards
LULUCF	Natural Environment	40. Creation of new National Parks and AONBs.	Central Government	2021
		41. £40million second round green recovery challenge fund.	Central Government	2021
		42. £5.2billion in six-year flood and coastal defence programme.	Central Government	2021
		43. Initiate 10-year-long tern landscape recovery projects.	Central Government	2022 - 2024
		44. Protect and improve 30% of UK land.	Central Government	2030
	Cropland & Grassland.	45. Consider options for a tree canopy cover survey of the borough.	Open Space / NCCP	2023 - 2024
		46. Support the Fens Biosphere Project .	Climate Change / Environmental Health	2021 - 2050

		47. Engage with the National Farmers Union.	Climate Change / Environmental Health / NCCP	2025 - 2030
		48. Monitor government publication of the National Peat Strategy.	Climate Change / NCCP	2021 - 2023
Other	General Public Engagement.	49. Support engagement at local awareness group events.	Climate Change	2021 - 2050
		50. Continued promotion of resident carbon reduction measures through the website.	Corporate Web / Climate Change	2021 - 2050
		51. Conduct routine website updates	Corporate Web / Climate Change	2020 - 2050
		52. Development of an NCCP website.	NCCP	2021

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9. Implementation

9.1. Staff resources

The implementation of this strategy and action plan will have significant implications on staff resources. At a minimum it will create additional work for service managers and officers at all levels of the council. The implementation of this strategy and action plan has the potential to create tasks and work that will require the equivalent of full-time positions to be completed.

In order to aid the implementation of this strategy we will:

- Employ a further UEA intern post to support the climate change officer.
- Look to provide training for key council staff, in order to embed climate change and emissions reduction awareness from within the culture of the council.
- Look to provide council staff, members and the community with frequent updates on ongoing work.

Due to the unprecedented COVID-19 pandemic, we can expect our staff resources to be impacted. Staff may find themselves focusing on the situation response or being redeployed to aid other council service areas for the duration of the pandemic. We are unable to predict the duration of the pandemic and therefore, we cannot know how great the future impact will be on staff resources. Consequently, with finite staffing resources we will need to manage expectation around the delivery of this action plan.

Thus, with regards to the above reasons and the wider impacts of the pandemic such as a recession and changes to the council's work and staff priorities and practices, aspects of this strategy may be affected.

9.2. Finance

A climate change budget of £250,000 per annum for the next four years has been provided.

This strategy and action plan will place a potential strain on other areas of the council's budget and risks redirecting funding from other activities.

To finance the successful implementation of our strategy and action plan, we will:

- Invest in projects that will provide revenue or financial returns for the council to reinvest into other emissions reduction ventures.
- Look to access grant funding for climate change activities as much as possible.
- Look to access government funded advice where relevant.
- Investigate joint working on projects to spread the cost and risk.

Action plan options can only be taken forward when there is adequate finance available and staffing capacity.

10. Measuring and monitoring

This strategy and action plan will be updated every 3 years or sooner to accommodate any changes in national targets and legislation. We will also provide an annual update report detailing our work against this strategy and action plan using the KPI's & Outcomes listed in Tables 8.1 and 8.3. This update report will directly monitor and detail our work completed over the previous year and will provide any updates on timescales and targets for any applicable future work.

Our corporate carbon emissions will be reported annually through our carbon auditing framework. This will allow us to identify the extent to which we are reducing our emissions. We will be publishing an annual update on King's Lynn and West Norfolk District emissions, which will similarly monitor and track how emissions are changing over time.

10.1. Annual monitoring and reporting timeline

- | | |
|----------------------|---|
| - June / July | Annual BCKLWN Carbon Audit |
| - August / September | Annual District Emissions Update Report |
| - October / November | Annual Strategy and Action Plan Progress Report |

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12. Glossary

Term	Definition
Adapt	The process by which we adjust to new situations. For example, the adjustment to actual or expected climate change and its effects.
Anthropogenic	Anthropogenic refers to effects or processes derived from human activities. In relation to climate change, this refers to human induced warming and thus human induced climate change.
Atmospheric Concentration	The concentration of greenhouse gases in the earth's atmosphere, measured in parts per million (ppm).
Carbon Budgets	A restriction on the total amount of carbon dioxide the UK can emit over a 5-year time period.
Carbon Dioxide (CO ₂)	Carbon dioxide is a gas found in our atmosphere. Its chemical formula is CO ₂ . It is a waste product in our bodies and is produced by burning fossil fuels.
Carbon Dioxide Equivalent (CO ₂ e)	This is a metric to measure carbon dioxide, methane and nitrous oxide based on their global warming potential. Methane and nitrous oxide are converted to equivalent amounts of carbon dioxide that would warm the earth to the same extent as carbon dioxide. This provides a common metric of measuring climate change effects of different gases.
Climate Change Act 2008	A United Kingdom act of parliament to ensure that the net UK carbon account is 100% lower than the 1990 baseline by 2050.
End-User Emissions	These are emissions accounted for according to the point of energy consumption (or the point of emissions if the emissions sources is not related to energy). This doesn't include the energy industry as emissions from the production of goods are assigned to where the production takes place.
Greenhouse Gases (GHG)	A greenhouse gas is any gas found in the atmosphere which absorbs heat. By absorbing heat, it thereby keeps

	the planet's atmosphere warmer than it otherwise would be.
Intergovernmental Panel on Climate Change (IPCC)	The IPCC is an intergovernmental body of the United Nations that works to provide scientific information to understand the scientific basis of the risks associated with climate change.
Kilo Tonnes (Kt)	A unit of mass equivalent to 1000 tonnes.
Kyoto Protocol	An international treaty effective from 2005 to 2020 (the end of the second commitment period). This treaty commits parties to reduce greenhouse gas emissions on the basis that global warming is occurring and that anthropogenic carbon dioxide emissions are the predominant cause of it.
Mitigate	To mitigate is to lessen the force of something unpleasant. In relation to climate change, mitigation refers to the measures used to limit the amount of greenhouse gases emitted into the atmosphere.
Net Zero	Net zero emissions are when human caused greenhouse gas emissions are balanced out by reducing and removing greenhouse gas emissions from the atmosphere. These human-caused greenhouse gases should first be reduced as close to zero as possible. Any remaining greenhouse gases should then be balanced with an equivalent amount of carbon removal.
Paris Agreement	An international agreement to keep the increase in global temperature to well below 2 °C above pre-industrial levels and pursue effort to limit the increase to 1.5 °C. Signed in 2016, this is the successor to the Kyoto protocol.
Per Capita Emissions	This is a measure of greenhouse gas emissions per person.
Post-Industrial	A time after the UK's industrial revolution. In relation to climate change, that is the UK's emissions levels after the industrial revolution.
Tonnes (t)	A unit of mass equivalent to 1000 kilograms.

Version control				
Document name	Climate Change: Emissions Reduction Strategy and Action Plan			
Description	This strategy and action plan outlines our approach to reducing our corporate emissions and influencing district emissions. This document provides specific actions to facilitate our phased approach.			
Responsible Officer	Dave Robson, Environmental Health Manager.			
Version number	Date formally approved	Reason for update	Author	Review date
v.01	_/_/2021	First version	H. Saunders / D. Robson / G. Greaves / D. Ess	_/_/2024

Climate Change Strategy and Action Plan

Consultation Response

No.	Consultee Comments	Response	Action
1.	Redraft format and document length.	Our format follows the current policy format, to ensure a consistent approach. We believe the action plan section should remain as part of the main body of the report, as it draws the reader to the main purpose of the document. A non-technical summary might alleviate some concerns.	Partially taken forward.
2.	Section 9 is too defensive.	The current document is pragmatic and realistic regarding staff capacity and available funding.	Not taken forward.
58 3.	Revise policy and strategy and action plan every two years.	The standard practise is to review every 3 years. Significant national changes in legislation will be considered. We view this as a live document and any new approach or policy change will be review and considered appropriately.	Partially taken forward.
4.	Annual progress to be reviewed by a specific joint CPP/E&C meeting, then Council.	We have previously said that we will provide an annual report. Performance indicators to be agreed.	Partially taken forward.
5.	Fund a two-year award scheme for staff to promote staff actions.	The scale and scope of this will need to be provided for consideration in greater detail. Alternatively, the current PRP scheme could be used with the setting of targets for certain persons / teams. This will need to be considered with Unison.	Further consideration required.

6.	Concern with the speed of phase 2.	Phase 2 will be limited by the council's scope of influence and will rely on government funding and initiative in certain sectors. The current corporate emission pathway is not reflective of a district pathway, as district emissions reductions will be largely led by central government. As highlighted in the strategy and action plan, the council has its biggest scope of influence over the domestic emission sector, which will be largely tackled through housing standards. Other aspects of district emissions reduction work can be taken forwards through the Norfolk Climate Change Partnership (NCCP).	Partially taken forward.
7.	Concern that we will have used up our Tyndall Centre carbon budget within the decade.	This refers to the district emissions, for which we have highlighted that the council has limited scope of influence. Government funding, policies and initiatives will largely drive the speed in which the district decarbonises. We have also been to cabinet previously providing options for net zero target, in which the Tyndall centre 2041 target was considered (for council emissions). We are following the government 2050 target for net zero emissions.	Partially taken forward.
59 8.	What practical measures can we take to engage with the industrial and commercial sector.	This element of work will be led by the NCCP and partnership with the NA LEP. We will monitor through the BEIS annual data release. We will monitor national schemes and initiatives and promote as and when.	Partially taken forward.
9.	How are we working with the national farmers union to improve and implement sustainable farming methods?	NFU have a 2040 target for carbon neutrality. This could be taken forwards through the NCCP in the future work plan.	Partially taken forward.
10.	How are we working with Freebridge to look for funding sources for decarbonisation and energy efficiency?	There is current engagement through housing standards.	Partially taken forward.
11.	Are going to include natural regeneration and rewilding instead of just trees in tree guards.	This is to be considered as part of the green habitat strategy	Further consideration required.

12.	Can a copy of the tree strategy be provided?	No, the Green Habitat Strategy stated in the Climate Change Strategy and Action Plan hasn't been written. The Tree and Woodland strategy can be found here	Not taken forward.
13.	Would the canopy cover build upon the county council work on the tree and hedge map?	Yes, we are in discussions with NCC through the NCCP regarding this work.	Agreed.
14.	What reassurance can be given that the borough is taking the matter seriously, in relation to section 9 of the strategy and action plan.	Elected members need to be realistic and pragmatic about projects only being delivered if suitable funding and staffing capacity is provided. External funding avenues are also competitive and not guaranteed. This is highlighted in section 9 of the strategy and action plan.	No change to section 9 required.
15. 8	Provide a simplified document for the public.	Non-technical summary already agreed. See no.1 above.	Agreed.
16.	Conduct a public consultation, using the simplified overview document with questions given for the public to answer.	A public consultation was not carried out for the climate change policy. If cabinet / MT wish for a public consultation to be completed, then additional staffing resources will need to be provided. Consultation would last a minimum of 12 weeks which could delay the adoption and implementation of the strategy and action plan into 2022. Public engagement needs to be discussed with cabinet / MT with input from comms. The publication of a non-technical summary may help the public to understand the council's commitment to climate change going forwards.	Further consideration required.
17.	Develop the policies that frame the report and further actions.	These will be carried out in due course.	Agreed.

18.	Training should be provided for council staff and councillors.	Agreed in principle. The has started with routine staff updates through internal affairs and member updates through member bulletins. We could consider e-learning packages for new starters.	Agreed - in principle.
19.	Concern about the NCCP being open and transparent.	The NCCP website is currently under review, along with the development of a workplan. This workplan will be published on the website once it is live.	Agreed.

ENVIRONMENT AND COMMUNITY PANEL WORK PROGRAMME 2021/2022

DATE OF MEETING	TITLE	TYPE OF REPORT	LEAD OFFICER/ ATTENDEE	OBJECTIVES AND DESIRED OUTCOMES
9th June 2021	Appointments to Task Groups and Informal Working Groups	Operational	Democratic Services Officer	
	Urban Wildlife		Alan Gomm	To consider a request from Councillor Bullen
	Update on Housing Standards		Mark Whitmore and Sean Quinn	Requested by the Panel at their meeting in July 20
	Climate Change Strategy and Action Plan	Policy Development	Henry Saunders and Dave Robson	
	Appointments to Outside Bodies	Operational	Democratic Services Officer	
13th July 2021	MEETING CANCELLED			
31st August 2021	Portfolio Holder Q&A Session (if required)			
	Urban Wildlife Informal Working Group	Report from Informal Working Group		
	West Norfolk Community Transport	Outside Body Update		
	Climate Change Strategy and Action Plan	Cabinet Report	Dave Robson	To consider the report and make any appropriate recommendations to Cabinet
5th October 2021	Portfolio Holder Q&A Session (if required)			

	Alive West Norfolk Update		Neil Gromett	To receive an update.
	eXXpedition presentation – a not for profit organisation researching ocean plastics and plastics pollution.	Information – which was discussed at Single Use Plastics IWG, but considered that the Panel would be interested in the presentation	Cllr Squire – Ambassador of eXXpedition	To receive information.
	Commercial Team Service Plan	Cabinet Report	Vicki Hopps	To consider the report and make any appropriate recommendations to Cabinet.
	Alive Lynnsport – River Lane 3G Development	Cabinet Report	Honor Howell	To consider the report and make any appropriate recommendations to Cabinet
9th November 2021	Portfolio Holder Q&A Session (if required)			
	Environment Agency Projects Update – Flood Risk Management Plan, Chalk Streams and Future of the Fens	Update requested by the Panel	Representatives from the Environment Agency	
	Prevent and Channel		Norfolk County Council	To receive an update.
	Gambling Act – Statement of Principles	Cabinet Report		
4th January 2022	Portfolio Holder Q&A Session (if required)			
	Antisocial Behaviour Update	Update requested by	John Greenhalgh	To receive an update.

		the Panel at their meeting in June		
15th February 2022	Portfolio Holder Q&A Session (if required)			
22nd March 2022	Portfolio Holder Q&A Session (if required)			

To be scheduled

- Contaminated Land Strategy Review
- Gayton Road Cemetery
- Presentation from the IDB on their role and function
- Peat Bogs and CO2 emissions
- Anti Littering Campaign
- Together for Rivers Campaign
- Wild East Nature Recovery Programme
- The Docks
- Update on Youth West Partnership – last update was in Jan 21 – next update requested for Jan 22

FORWARD DECISIONS LIST

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
24 August 2021 - Special Meeting						
	Town Fund Submission	Key	Cabinet	Regeneration & Development Asst Dir Housing & Place – D Hall		Public

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
21 September 2021						
	Balloon and Lantern Policy	Non	Cabinet	Corporate Services and Environment Asst – M Chisholm		Public
	Revenue Outturn 2020/2021	Key	Cabinet	Leader Asst Dir - M Drewery		Public
	Capital Programme and Resources 2020-2025 Outturn	Key	Cabinet	Leader Asst Dir - M Drewery		Public
	Re-Fit - Street Lighting	Non	Cabinet	Environment Asst Dir – S Ashworth		Public
	Climate Change Strategy & Action Plan	Key	Council	Environment Asst Dir – S Ashworth		Public

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
16 November 2021	Gambling Act – Statement of Principles	Non	Council	Environment Assistant Director – S Ashworth		Public
	Enforcement Policy on Fly Tipping and Public Nuisance	Non	Council	Environment Assistant Directors – S Ashworth and J Greenhalgh		Public
	Lynnsport One	Key	Council	Project Delivery Asst Dir Companies & Housing Delivery – D Ousby		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
	Review of Corporate Business Plan	Key	Council	Leader Chief Executive		Public
05	Commercial Team Service Plan	Non	Cabinet	Environment Asst Dir – S Ashworth		Public
	Review of Legal Services	Key	Council	Chief Executive		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
	Pay Award 2021-22	Non	Cabinet	Leader Exec Dir – D Gates		Public
	Update to the Major Project Board terms of reference	Non	Cabinet	Leader Asst Dir Property & Projects – M Henry		Public

	CIL Report		Cabinet	Regeneration & Development Asst Dir S Ashowrth		Public
	3G Pitch – Lynnsport	Non	Cabinet	People & Communities Asst Dir – N Gromett		Public

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
11 January 2022						

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
08 February 2022						
	Budget	Key	Council	Leader S151 Officer Asst Dir Resources		Public
	Capital Programme	Key	Council	Leader S151 Officer Asst Dir Resources		Public
	Treasury Management Strategy	Key	Council	Leader S151 Officer Asst Dir Resources		Public
	Capital Strategy	Key	Council	Leader S151 Officer Asst Dir Resources		Public

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
15 March 2022						