

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



Environment and Community Panel

Agenda

Tuesday, 14th April, 2026
at 4.30 pm

in the

**Council Chamber, Town Hall, Saturday
Market Place, King's Lynn and available
for the public to view on [WestNorfolkBC on
You Tube](#)**



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

Thursday 2nd April 2026

Dear Member

Environment and Community Panel

You are invited to attend a meeting of the above-mentioned Panel which will be held on **Tuesday, 14th April, 2026 at 4.30 pm** in the **Council Chamber, Town Hall, Saturday Market Place, King's Lynn, PE30 5DQ** to discuss the business shown below.

Yours sincerely

Chief Executive

AGENDA

1. Apologies for absence

To receive any apologies for absence.

2. Minutes (Pages 5 - 10)

To approve the minutes from the Environment and Community Panel held on 24th February 2026.

3. Declarations of interest (Page 11)

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. Cabinet Report - South Lynn Community Centre (Pages 12 - 18)

8. Cabinet Report - Required Changes to the Existing Corporate Enforcement Policy and Financial Penalties Policy as a Result of the Renters Rights Act 2025 (Pages 19 - 30)

9. Cabinet Report - Railway Road Extended Air Quality Management Area Revocation (Pages 31 - 54)

10. Cabinet Report - Climate Change Strategy and Action Plan (Pages 55 - 99)

11. Work Programme and Forward Decisions List (Pages 100 - 111)

12. Date of the next meeting

To note that the next meeting of the Environment and Community Panel is scheduled to take place on 21st July 2026 at 4.30pm in the Council Chamber, Town Hall.

To:

Environment and Community Panel: T Barclay, S Collop (Chair), R Colwell, P Devulapalli, D Heneghan, A Kemp, P Kunes (Vice-Chair), B Long, A Moore, S Sandell and A Ware

Portfolio Holders:

Councillor de Whalley – Portfolio Holder for Climate Change and Biodiversity

Councillor Ring – Deputy Leader and Portfolio Holder for Business

Councillor Rust – Portfolio Holder for People and Communities

Officers

Siobhan Cleeve – Assistant Director for Leisure and Culture

Jemma Curtis – Regeneration Programmes Manager

Jeannette Hollingsworth – Environmental Health Manager (Community Safety,
Neighbourhood Nuisance and Housing Standards)
Dave Robson – Environmental Health Manager
Ged Greaves – Climate Change 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
Tuesday, 24th February, 2026 at 4.30 pm in the Council Chamber,
Town Hall, Saturday Market Place, King's Lynn PE30 5DQ**

PRESENT: Councillors Collop (Chair), Colwell, Devulapalli, Heneghan, Kemp,
Kunes (Vice Chair), Long, Moore, Sandell and Ware

PORTFOLIO HOLDERS:

Councillor Lintern – Portfolio Holder for Culture and Events

Councillor Ring – Deputy Leader and Portfolio Holder for Business

Councillor Rust – Portfolio Holder for People and Communities

OFFICERS:

Siobhan Cleeve – Assistant Director for Leisure and Culture

Amy Rooke – Customer and Digital Systems Manager

Tommy Goode – Head of Performance Development

Richard Cooper – Housing Services Manager

EC57: APOLOGIES FOR ABSENCE

There were no apologies for absence.

EC58: MINUTES

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

EC59: DECLARATIONS OF INTEREST

There were no declarations of interest.

EC60: URGENT BUSINESS

There was none.

EC61: MEMBERS PRESENT PURSUANT TO STANDING ORDER 34

There was none.

EC62: CHAIR'S CORRESPONDENCE (IF ANY)

There was none.

EC63: **CABINET REPORT - HOUSING POLICIES: TEMPORARY ACCOMMODATION; PRIVATE RENTED SECTOR**

This item was moved to the first item on the agenda.

[Click here to view the recording of this item on YouTube](#)

The Housing Services Manager presented the report on Housing Policies, Temporary Accommodation and Private Rented Sector as included in the agenda highlighting key areas.

The Chair, Councillor Collop thanked the Housing Services Manager for the report and invited questions and comments from the Panel as summarised below.

Councillor Kemp asked whether deposits were offered for private rented accommodation and whether more supportive landlords were being sought. The Housing Services Manager confirmed deposits were already provided to homeless households and would continue. He added that they worked with SHIPS to engage landlords and carried out checks with Housing Standards to ensure good standards.

In response to questions from Councillor Long, the Housing Services Manager explained that the Private Rented Sector Discharge Policy prioritised households for whom social housing was not an option or who were furthest from receiving it. He expected a small increase of around 5–10 households per year.

In response to a question from Councillor Devulapalli, the Housing Services Manager stated he could not discuss Housing Companies in the meeting but would provide feedback afterwards. Councillor Long reminded Members that Housing Company business could not be discussed publicly and that a recording of the briefing to all Members was available to review.

Councillor Sandell asked whether the policy would help families stay together. The Housing Services Manager confirmed it would, as the private rented sector offered more options.

In response to questions and comments from Councillor Colwell, the Housing Services Manager explained that officers would continue to carry out suitability assessments to ensure people could still access support services. The Housing Services Manager added that they were working with Housing Standards on the implications of the renter's rights bill and were in discussions with landlords.

The Portfolio Holder for People and Communities, Councillor Rust commented that only small numbers would move into the private rented sector and only those not eligible for social housing. She

highlighted the Council's strong reputation for homelessness policies and thanked the Housing Services Manager for the report.

RESOLVED: The Environment and Community Panel supported the following recommendation to Cabinet:

The Panel resolves:

To endorse the Temporary Accommodation Policy and Private Rented Sector policies, to be presented to Cabinet 3rd March 2026.

EC64: **ALIVE LEISURE UPDATE**

[Click here to view the recording of this item on YouTube](#)

The Assistant Director for Leisure and Culture, the Customer & Digital Systems Manager and the Head of Performance Development presented an update which detailed Alive Leisure's activities, performance and developments.

The Chair, Councillor Collop thanked officers for the presentation and invited questions and comments from the Panel as summarised below.

Councillor Colwell asked about concession card discounts and auto-enrolment. The Head of Performance Development explained that tax rules prevented discounts at other Alive facilities, but auto-enrolment could be considered. The Head of Performance Development reported that Sport England-funded concession cards were being tested in North Lynn and that adult concession cards were free to improve accessibility.

Councillor Kemp asked about support for people with ADHD, autism and Parkinson's. The Assistant Director for Leisure and Culture said they were working to make environments more inclusive and were progressing work on Parkinson's support, with potential funding available.

In response to a question from Councillor Ware, the Head of Performance Development confirmed the Borough had delivered exercise referral programmes for over 20 years and that all GPs and health professionals could refer patients through the Active Now system.

Councillor Heneghan asked about accessibility and promotion of classes. The Head of Performance Development reported they offered 26 programmes across 18 locations, with community programme attendance up nearly 30% on the previous year. The Head of Performance Development added that residents unable to travel could receive one-to-one home visits or attend community centres free of charge.

In response to questions from Councillor Devulapalli, the Assistant Director for Leisure and Culture confirmed they had capacity to take on more people and held detailed demographic data, some of which was sensitive but could be shared outside the meeting. The Assistant Director for Leisure and Culture also confirmed they had a full list of referring GPs.

The Vice Chair, Councillor Kunes queried the data period. The Head of Performance Development clarified the presentation covered April 2025 to date, with attendance in line with the previous year but memberships slightly down.

Councillor Rust praised the quality of the facilities and services that Lynnsport offered.

The Chair, Councillor Collop asked about afternoon fitness classes and staffing shortages. The Assistant Director for Leisure and Culture confirmed afternoon classes were offered but these were less popular, leading to rationalisation. The Assistant Director for Leisure and Culture confirmed there was no shortage of instructors.

Councillor Rust left the meeting.

The Chair, Councillor Collop raised concerns about communication. The Assistant Director for Leisure and Culture agreed to pass on the feedback and improve the app to support better communication.

In response to questions from Councillor Long, the Head of Performance Development confirmed the agenda figures were from last year's impact report, while the presentation used 2025/2026 data. The Assistant Director for Leisure and Culture added that they remained below national benchmarks and had room for growth.

Councillor Colwell asked about the success of creating communities events. The Head of Performance Development reported strong engagement, particularly in South Lynn, and said expansion would depend on funding and resources. Councillor Colwell encouraged Members to support this work, especially ahead of Local Government Reorganisation.

The Deputy Leader and Portfolio Holder for Business, Councillor Ring, reported work had begun on exploring a Borough card to widen opportunities and discounts. Councillor Ring also highlighted ambitions to expand work with the Queen Elizabeth Hospital on rehabilitation, despite challenges in securing grant funding. Councillor Ring welcomed suggestions for new activities and commended officers for their work.

Councillor Moore praised the quality of Alive's facilities.

Public attendees raised concerns about class availability for older adults and communication about changes. The Assistant Director for Leisure and Culture confirmed their feedback would be taken forward. The Deputy Leader and Portfolio Holder for Business, Councillor Ring suggested a dedicated meeting with officers to discuss solutions.

Councillor Long proposed that the Panel receive a progress update in six months, which was unanimously agreed.

Councillor Heneghan thanked the public attendees for their contributions.

Councillor Lintern left the meeting.

EC65: **REPORT FROM THE CEMETERY PROVISION INFORMAL WORKING GROUP**

[Click here to view the recording of this item on YouTube](#)

The Democratic Services Officer presented the report as set out in the agenda.

Councillor Heneghan welcomed the outcome and congratulated Councillors Kunes and Collop for their long-term work on the issue.

Councillor Colwell reported positive feedback from Andrew Thornalley Funeral Directors and hoped the proposals would reassure residents. Councillor Colwell fully supported the recommendations.

Councillor Long noted a spelling error in the report and asked that it be corrected in the minutes.

Councillor Kemp, a member of the Informal Working Group, commented that the outcome was very good.

In response to Councillor Heneghan, it was confirmed that the Informal Working Group would continue meeting to identify longer-term burial sites.

The Vice Chair, Councillor Kunes, highlighted the value of Informal Working Groups and described the work as a moral obligation.

The Deputy Leader and Portfolio Holder for Business, Councillor Ring, echoed the importance of the Working Group and praised crematorium officers for developing a solution. Councillor Ring reported a strong working relationship with the Environment Agency, which had enabled progress on the Gayton Road Cemetery grass pathway. Councillor Ring added that discussions with landowners might provide further alternatives and that the recommendations allowed more time to explore these options.

RESOLVED: The Environment and Community Panel supported the following recommendations to Cabinet:

1. For officers to formally convert grass pathway located in Gayton Road Cemetery into allocated graves spaces which can be utilised for future burials. This additional capacity would allow the Gayton Road Cemetery to remain open for an additional two to three years.
2. Further exploration to identify suitable sites that will provide longer term burial solutions within the King's Lynn area, this should include, but not limited to, revisiting the allotment area initially planned for an extension to Gayton Road Cemetery, and the Old Nursery site adjacent to Gayton Road Cemetery.

EC66: **WORK PROGRAMME AND FORWARD DECISIONS LIST**

Members of the Panel were reminded that if they had any items which they would like to be considered for addition to the Work Programme to complete the appropriate form.

Councillor Colwell requested for an update on the Hunstanton Sea Defences.

RESOLVED: The Panel's Work Programme and the Forward Decisions List was noted.

EC67: **DATE OF THE NEXT MEETING**

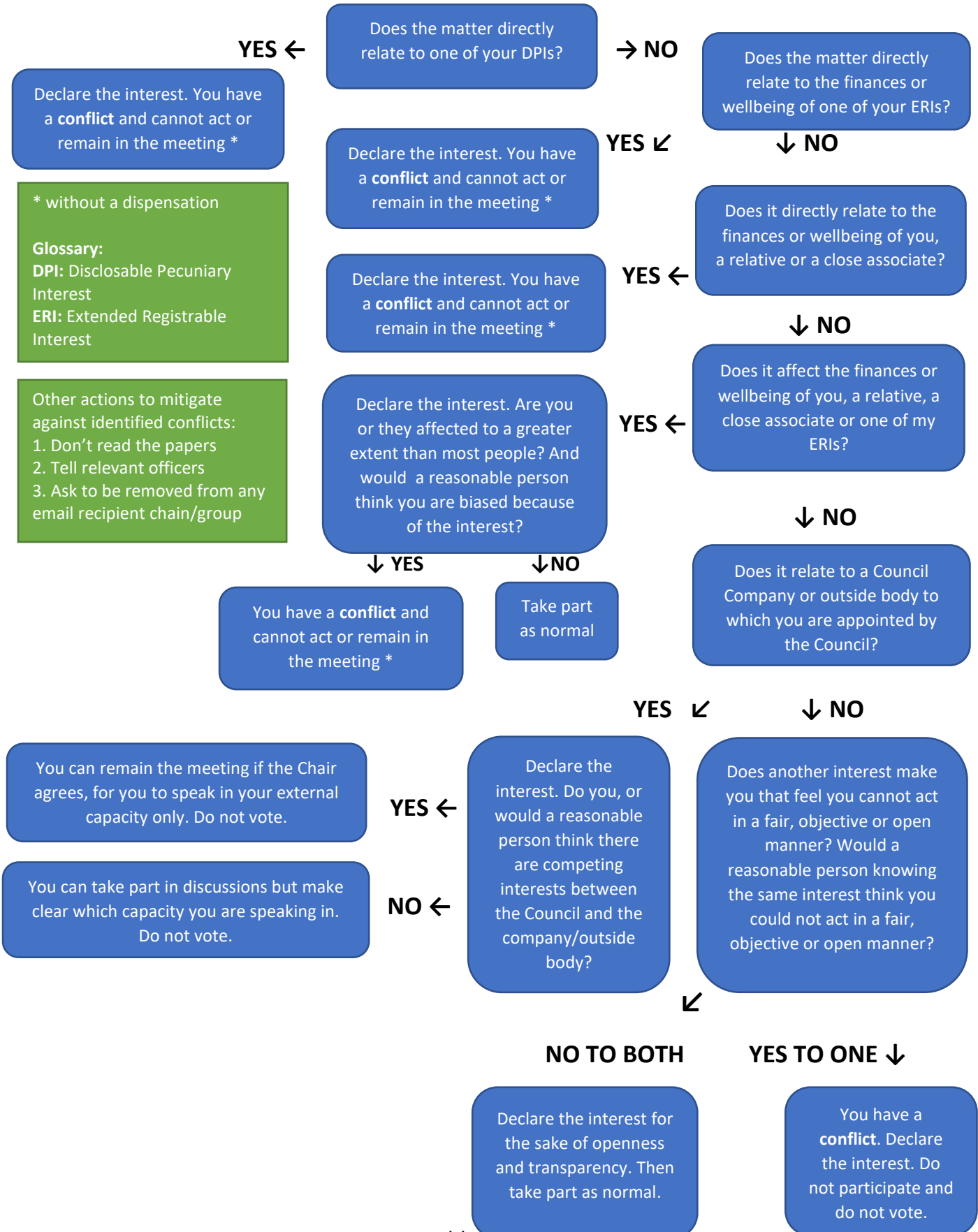
The next meeting of the Environment and Community Panel was scheduled to take place on 14th April 2026 at 4.30pm in the Council Chamber, Town Hall, Saturday Market Place, King's Lynn.

The meeting closed at 6.14 pm

DECLARING AN INTEREST AND MANAGING ANY CONFLICTS FLOWCHART



START



Declare the interest. You have a **conflict** and cannot act or remain in the meeting *

* without a dispensation

Glossary:

DPI: Disclosable Pecuniary Interest

ERI: Extended Registrable Interest

Other actions to mitigate against identified conflicts:

1. Don't read the papers
2. Tell relevant officers
3. Ask to be removed from any email recipient chain/group

YES ←

Does the matter directly relate to one of your DPIs?

→ NO

Does the matter directly relate to the finances or wellbeing of one of your ERIs?

↓ NO

Declare the interest. You have a **conflict** and cannot act or remain in the meeting *

YES ↙

Does it directly relate to the finances or wellbeing of you, a relative or a close associate?

↓ NO

Declare the interest. You have a **conflict** and cannot act or remain in the meeting *

YES ←

Does it affect the finances or wellbeing of you, a relative, a close associate or one of my ERIs?

↓ NO

Declare the interest. Are you or they affected to a greater extent than most people? And would a reasonable person think you are biased because of the interest?

YES ←

↓ YES

↓ NO

You have a **conflict** and cannot act or remain in the meeting *

Take part as normal

Does it relate to a Council Company or outside body to which you are appointed by the Council?

YES ↙

↓ NO

You can remain the meeting if the Chair agrees, for you to speak in your external capacity only. Do not vote.

YES ←

Declare the interest. Do you, or would a reasonable person think there are competing interests between the Council and the company/outside body?

Does another interest make you that feel you cannot act in a fair, objective or open manner? Would a reasonable person knowing the same interest think you could not act in a fair, objective or open manner?

You can take part in discussions but make clear which capacity you are speaking in. Do not vote.

NO ←

↙

NO TO BOTH

YES TO ONE ↓

Declare the interest for the sake of openness and transparency. Then take part as normal.

You have a **conflict**. Declare the interest. Do not participate and do not vote.

Agenda Item 7

POLICY REVIEW AND DEVELOPMENT PANEL REPORT

REPORT TO:	Environment and Community Panel		
DATE:	14 th April 2026		
TITLE:	South Lynn Community Centre		
TYPE OF REPORT:	Cabinet Report		
PORTFOLIO(S):	Councillor Simon Ring, Business and Deputy Leader		
REPORT AUTHOR:	Jemma Curtis		
OPEN/EXEMPT	Open	WILL BE SUBJECT TO A FUTURE CABINET REPORT:	Yes

REPORT SUMMARY/COVER PAGE

PURPOSE OF REPORT/SUMMARY:
Members are directed to the attached report for the purpose of the report and summary.
KEY ISSUES:
Members are directed to the attached report for full details of the key issues.
OPTIONS CONSIDERED:
Members are directed to the attached report for full details of the options.
RECOMMENDATIONS:
To consider the report and make any appropriate recommendations to Cabinet.
REASONS FOR RECOMMENDATIONS:
To scrutinise recommendations being made for an executive decision.

REPORT TO CABINET

Open/Exempt		Would any decisions proposed :			
Any especially affected Wards	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 Simon Ring E-mail: cllr.simon.ring@west-norfolk.gov.uk		Other Cabinet Members consulted: Cllr Rust			
Lead Officer: Jemma Curtis E-mail: jemma.curtis@west-norfolk.gov.uk		Other Members consulted: Cllr Kemp, Cllr Joyce, KLAC			
Lead Officer: Jemma Curtis E-mail: jemma.curtis@west-norfolk.gov.uk		Other Officers consulted: Chief Executive Officer, Monitoring Officer, Section 151 Officer, Assistant Director for Housing, Regeneration & Place, Assistant Director for Leisure & Culture, Assistant Director for Property, Assistant Director for Health, Wellbeing & Public Protection, HRBP			
Financial Implications YES/NO	Policy/ Personnel Implications YES/NO	Statutory Implications YES/NO	Equality Impact Assessment YES/NO If YES: Pre-screening/ Full Assessment	Risk Management Implications YES/NO	Environmental Considerations YES/NO

Date of meeting: 23 April 2026

SOUTH LYNN COMMUNITY CENTRE

Summary

The Purfleet Trust has successfully created the Purfleet Pantry and has been operating from a site at Southgates through a meanwhile lease, as the site is scheduled for future development. The site is in a deteriorating condition, and an alternative site is required.

Alive has been operating the South Lynn Community Centre on a "hall for hire" basis however usage levels have fluctuated with a limited community use.

This report sets out moving the Purfleet Trust to the South Lynn Community Centre and highlights the social value and community wellbeing advantages in doing so.

Recommendation

Cabinet Resolves:

To approve that the Purfleet Trust be provided with a lease for the South Lynn Community Centre.

Reason for Decision

Leasing the South Lynn Community Centre to the Purfleet Trust will secure the use of the building for community benefit, and by doing so will support a trusted local organisation in delivering vital services and enabling this to expand.

The proposal aligns with the Council's strategic priorities in relation to the regeneration of the Southgates area and in supporting vulnerable residents, strengthening local partnerships and ensuring efficient use of public assets which align with the Pride in Place programme and the Marmot principles.

1 Background

South Lynn Community Centre

- 1.1 The South Lynn Community Centre (SLCC) was acquired through the Borough Council in 2009 as part of the wider Nar Ouse Regeneration Area (NORA) programme to provide an enhanced replacement community centre for the growing community. External funding was secured through the Homes and Communities Agency to acquire and refurbish the former primary school to provide a range of flexible community rooms, hall, meeting rooms, offices and green space including a Multi-Use Games Area (MUGA).
- 1.2 The intention at that time was for a charitable trust to take on the management of the SLCC to embed the local community in the delivery of community activities and programming in the spirit of the wider NORA programme. However, there was insufficient traction with community representatives to enable this to come to fruition.
- 1.3 As a result, since 2012 the SLCC has been operating through Alive West Norfolk on a 'hall for hire' model, booked for community activities, meetings, and local events. In recent years, usage levels have fluctuated, with limited community use and the Council has explored options for improving the sustainability of the building.

The Purfleet Trust (Purfleet Pantry)

- 1.4 The Purfleet Trust (the Trust) is a well-established local charity supporting people experiencing homelessness and social vulnerability, committed to improving the wellbeing, resilience, and long-term stability of vulnerable individuals across West Norfolk. The Trust has a strong track record of managing community focused facilities and delivering high impact social value.
- 1.5 As part of its wider mission, the charity operates the Purfleet Pantry, a successful social supermarket that supports more than 600 active members. The Pantry plays a vital role in the local community by providing affordable food and essential goods, sitting uniquely between a traditional food bank and a low-cost retail model. It enables individuals and families to stretch their budgets further, reduce food insecurity, and build confidence in managing household resources.

- 1.6 The Pantry operates from a council owned building at Southgates under a meanwhile use as the area is scheduled for redevelopment. The pantry has been successful, however the building is deteriorating and becoming increasingly problematic, making relocation essential to ensure continuity of service. This coupled with the underusage of the SLCC provides the Council and the Trust with an opportunity. Due to the deteriorating condition of premises at the Southgates, a number of alternative sites has been explored with the Trust, with the SLCC being identified as preferred location in order for them to expand their service provision.
- 1.7 The Trust's plans include:
1. Delivering wellbeing, training and support programmes
 2. Providing community outreach and engagement activities
 3. Delivering their "house to home" service
 4. Hosting partner organisations offering complementary service
 5. Maintaining availability and access for community groups

Relocation of Purfleet Pantry to South Lynn Community Centre

- 1.8 Relocating the Pantry to the SLCC presents a significant opportunity to safeguard this valuable provision but also will enable it to be expanded and enhanced in with its own priorities, mirroring the community principles of the Pride in Place programme. The new premises will also enable the Trust to strengthen the existing social supermarket offer while introducing a wider range of community focussed activities. The homeless support services will not move to SLCC, this will continue to be delivered by the Trust at Austin Fields.
- 1.9 The relocation also enables the charity to operate more efficiently enabling them to expand the development of cookery classes, budget friendly shopping workshops, and other practical skills programmes designed to help residents make healthier, more sustainable choices.
- 1.10 The increased space and improved facilities at SLCC also create the potential to establish a community café, offering a welcoming social hub that promotes inclusion, reduces isolation and encourages community cohesion. The Trust will secure the long-term future of the Purfleet Pantry, broaden its impact, and maximise the value of a council owned asset for the benefit of the wider community.
- 1.11 In relation to the Councils ambitions for the regeneration of the Southgates area, the move will now enable this to be reviewed and next steps for this important site progressed forwards.

Lease arrangements

- 1.12 Should Cabinet approve the direction of travel for the Trust to occupy SLCC, officers will enable this through a 15-year lease which meets the best

consideration under section 123 of the Local Government Act 1972, and the related General Disposal Consent (England) 2003. The heads of terms for the lease proposes a peppercorn rent on the basis of the Trust in delivery of its objectives will promote and enhance the economic and social well being of the area, which the Council is permitted to do in accordance with relevant legislation (see section 8).

- 1.13 The target date for commencement of the lease and transfer is 1 June 2026. For clarification the area covered under the lease will not cover the play area, playing field, St Michaels Road drain and the multi use games area which will remain within the Councils control and responsibility.
- 1.14 Some of the existing tenants at SLCC have indicated a preference to stay at the SLCC, landlord responsibilities will transfer to the Trust and they have already identified ways in which the VCSE organisations based there can work collaboratively with them to deliver enhanced services for all of their respective clients. Thus delivering a joined up service to the residents through the SLCC.

2 Options Considered

- 2.1 Lease the SLCC to the Trust – preferred option as set out in this report.
- 2.2 An alternative site to the SLCC – this is not considered a viable option as it is important that the Trust remain in the location they currently serve due to the success of this for the community.
- 2.3 SLCC to continue to be managed by Alive – this is not considered a viable option as this would require ongoing revenue expenditure, staffing and maintenance at a time where usage has been on the decline.
- 2.4 Market SLCC for commercial or alternative use – this is not considered a viable option as it would remove a community asset and does not align with the council priorities, the Pride in Place objectives or the Marmot principles. It would also be contrary to the commitments provided to the community as part of the Nar Ouse regeneration programme.
- 2.5 Do nothing – this is not considered a viable option as the current accommodation is deteriorating and the Southgates area is already earmarked for regeneration, hence the current meanwhile use.

3 Policy Implications

- 3.1 The proposal aligns with the Councils Corporate Strategy and objectives relating to:
 - Delivery of the Housing and Homelessness and Prevention Strategy by enabling expanded support services
 - Contributes to the Councils Social Value Framework through collaboration with the voluntary sector

- The Pride in Place 10 year Vision for Kings Lynn and latest government guidance where the focus is on supporting and enabling the community led organisations in priority neighbourhoods to engage and empower the communities in decision making in the areas which they serve and support
- The Trust is embedding the Marmot principles and emerging recommendations through its charitable work and objectives, therefore supporting the wider system change required to reduce inequalities and improve the life changes for residents.

4 Financial Implications

- 4.1 The transfer of the day to day running costs of the SLCC, will be passed through to the Trust. The lease and proposed Service Level Agreement will, in short, transfer the day-to-day running operational costs of the centre, currently met by Special Expenses. There is no negative financial impact on the budget from this proposal.
- 4.2 The responsibility for the ongoing internal redecoration and operational liabilities associated with SLCC will be the Trusts responsibility under the terms of the lease, thereby reducing the Councils liabilities.

5 Personnel Implications

- 5.1 Not applicable to this report.

6 Environmental Considerations

- 6.1 Not applicable to this report.

7 Statutory Considerations

- 7.1 The 15-year lease will be prepared by officers which will meet the best value consideration under section 123 of the Local Government Act 1972, and the related General Disposal Consent (England) 2003 The Local Government Act.

8 Equality Impact Assessment (EIA) (To follow)

- 9.1 Initial assessment indicates that the proposal is likely to have a positive impact by enabling expanded support for vulnerable groups and maintaining community access. A full EIA will be completed prior to finalising the lease.

9 Risk Management Implications

- 9.1 Due Diligence of the proposal has been undertaken by finance and legal officers from the council. The key areas of risk resulting from the due diligence.
- **Operational Risk:** Mitigated by the Trust's experience and strong governance. Provisions will be included in the lease and supporting documents

to ensure community access is retained and ability to take back the SLCC should any provisions not be complied with.

- **Financial Risk:** Reduced Council liabilities; lease terms will include safeguards in particular to ensure the ongoing maintenance and upkeep of the centre undertaken, with annual monitoring.
- **Reputational Risk:** Positive partnership working enhances community confidence in ensuring valuable community assets are utilised to their full potential for the benefit of the community.
- **Asset Risk:** Condition surveys and maintenance responsibilities will be clearly defined in the lease and monitored through annual reporting. Step in rights will also be retained by the Council should it have reason to do so.

10 Declarations of Interest / Dispensations Granted

10.1 Not applicable to this report.

11 Background Papers

None

POLICY REVIEW AND DEVELOPMENT PANEL REPORT

REPORT TO:	Environment and Community Panel		
DATE:	14 th April 2026		
TITLE:	Required Changes to the Existing Corporate Enforcement Policy and Financial Penalties Policy as a Result of the Renters Rights Act 2025		
TYPE OF REPORT:	Cabinet Report		
PORTFOLIO(S):	Councillor Jo Rust, People and Communities		
REPORT AUTHOR:	Jeannette Hollingsworth		
OPEN/EXEMPT	Open	WILL BE SUBJECT TO A FUTURE CABINET REPORT:	Yes

REPORT SUMMARY/COVER PAGE

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To consider the report and make any appropriate recommendations to Cabinet.
REASONS FOR RECOMMENDATIONS:
To scrutinise recommendations being made for an executive decision.

REPORT TO CABINET

Open/Exempt		Would any decisions proposed :			
Any especially affected Wards - No	Mandatory/	Be entirely within Cabinet’s powers to decide		YES/NO	
	Discretionary/	Need to be recommendations to Council		NO	
	Operational	Is it a Key Decision		NO	
Lead Member: Cllr J.Rust E-mail:		Other Cabinet Members consulted:			
		Other Members consulted:			
Lead Officer: Jeannette Hollingsworth E-mail: Direct Dial:		Other Officers consulted: James Arrandale – Legal			
Financial Implications YES/NO	Policy/ Personnel Implications YES/NO	Statutory Implications YES/NO	Equality Impact Assessment YES/NO If YES: Pre-screening/ Full Assessment	Risk Management Implications YES/NO	Environmental Considerations YES/NO

Date of meeting: 23 April 2026

TITLE - REQUIRED CHANGES TO THE EXISTING CORPORATE ENFORCEMENT POLICY AND FINANCIAL PENALTIES POLICY AS A RESULT OF THE RENTERS RIGHTS ACT 2025

Summary

The implementation of the Renters’ Rights Act requires a coordinated and timely update to the Enforcement Policy and Council’s Civil Penalty Policy, and to ensure compliance with the new statutory duties and offences. Failure to update these frameworks risks inconsistency in enforcement decisions and activities, increasing exposure to challenge, as well as an inability to demonstrate that the Council is meeting its statutory duties to enforce landlord legislation under section 107 of the Act. Approval is therefore sought to amend the existing Corporate Enforcement Policy to include an addendum for a separate Policy for private sector housing, with effect from 1 May 2026 aligning the Council’s enforcement approach to the Renters Rights Act 2025.

It is proposed that the new policies take effect from 1 May 2026 with transitional arrangements in place to ensure legal and procedural continuity. For a limited period of approximately 6 months, both the existing and new policies will operate in tandem, with the applicable policy determined by the date on which the offence was committed. This approach ensures fairness and legal certainty for ongoing cases, avoids retrospective application of policy and allows the Council to conclude enforcement activities initiated under the current framework. Once legacy cases have resolved, the existing policies will be formally withdrawn, leaving a single updated policy framework in place.

Recommendation

It is recommended that in order to ensure that the council has a robust legally compliant, and consistent approach to enforcement under the Renters' Rights Act, that Cabinet approve:

- 1) The inclusion of an addendum to the current Corporate Enforcement Policy.
- 2) The proposed Civil Penalty Policy.

Reason for Decision

The Renters Rights Act 2025 has significantly changed the landscape for the private rented sector and introduced specific duties on Local Housing Authorities with respect to enforcement protocols and mandatory reporting of enforcement interventions into central government.

1. Background

- 1.1. The Renters' Rights Act introduces a significantly expanded civil penalty framework and places new duties on the Council to enforce a broader range of landlord obligations. This includes new compliance requirements, enhanced penalties for repeat or serious non-compliance, and clearer expectations that enforcement activity is fair, consistent and proportionate. To meet these requirements, the Council must ensure its relevant policies are fully aligned with the new legislative framework.
- 1.2. The Council's existing Civil Penalty and Enforcement Policies were developed prior to the introduction of the Renters' Rights Act and do not reflect the suite of new offences or amendments to penalty or evidential thresholds.
- 1.3. Without updated policies, there is a risk of inconsistent enforcement, legal challenge to decisions and reduced ability to demonstrate compliance with statutory guidance and best practice. Updating these policies is essential to ensure the Council can meet its statutory obligations as of 1 May 2026.
- 1.4. The Council's current Corporate Enforcement Policy was developed within a regulatory framework where local authorities retained broad discretion to resolve non-compliance through informal or advisory action, reflecting the principles of the Regulators' Code. That approach assumed enforcement was generally discretionary and that informal resolution would often be appropriate as a first response. This framework underpins much of the Council's existing regulatory practice.
- 1.5. The Renters' Rights Act represents a fundamental shift from that position. Section 107 places a statutory duty on local housing authorities to enforce landlord legislation, altering the balance between informal action and formal enforcement.

- 1.6. Where breaches of the defined 'landlord legislation' are identified, the Council must now actively consider enforcement action to meet this duty, rather than defaulting to advice or informal resolution in the first instance. As a result, the Regulators Code can no longer be relied upon to justify informal action as the starting point for compliance under the Renters' Rights Act.
- 1.7. Historically, enforcement of private rented sector legislation has varied significantly between local housing authorities. Differences in local policy frameworks, penalty setting mechanisms and approaches to escalation have led to what is termed as a 'postcode lottery' for landlords, where similar breaches may result in markedly different enforcement outcomes depending on the authority involved.
- 1.8. This inconsistency risks undermining confidence in the regulatory system, creates uncertainty for landlords operating across multiple areas and increases the likelihood of challenge to enforcement decisions. This also results in discrepancies to the level of tenant protections.
- 1.9. In response to these concerns, the voluntary group, Association of Chief Environmental Health Officers (ACEHO) has developed a national model Enforcement Policy. This policy is intended to promote greater consistency, transparency and robustness in local authority enforcement approaches, while allowing for appropriate local discretion where appropriate. Aligning the Council's policies with this nationally recognised framework supports a consistent and defensible approach to enforcement, reduces the risk of unfavourable outcomes to legal challenge and strengthens the Council's ability to meet its statutory duties under the Renters' Rights Act.
- 1.10. In addition, it is proposed to adopt a new Statement of Principles for the Civil Penalties Policy produced in conjunction with Justice for Tenants and reflects their extensive work to create a robust and lawful framework for civil penalties which will be adopted by the majority of English Councils. This includes a consistent structure for calculating the amount of the penalty applied for each offence using a standardised matrix.
- 1.11. Justice for Tenants (JFT). JFT are a non-profit organisation with an express purpose of supporting tenants and enabling Local Authorities to effectively use their powers and the civil penalty sanctions effectively to regulate the PRS.

Summary of Amendments

1.12. This tables below outline a comparison of the existing status, what will change and a short commentary.

1.13. Enforcement Policy:

Area	Current Policy	Proposed Policy	Change Detail
Legislative Framework and Offence Coverage	Based on Housing Act 2004, Housing & Planning Act 2016 and general civil penalty powers	Aligned with Renters' Rights Act 2025 as implemented up to 1 st May 2026	Amendments to reflect incoming powers and duties
Regulators' Code	Council commits to operating in accordance with the Regulators Code unless high risk or history of non-compliance	Removed in regard to Section 107 of the Renters' Rights Act imposing a statutory duty to take enforcement action on 'landlord legislation'. Still in place for legislation that falls outside of 'landlord legislation' but no longer applicable to legislation to which the regulator's code is not statutorily applicable.	Enforcement change – no longer appropriate to consider informal approach in the first instance where breach/offence of 'landlord legislation'. Code is still applicable where outside of 'landlord legislation' and the Regulator's Code applies.
Enforcement Approach	Graduated approach promoting support and voluntary compliance in most cases unless high risk or history of non-compliance	Allows formal action as the first step where 'landlord legislation' breach/offence committed, and the Regulator's Code does not apply	Stronger early intervention powers in adherence with section 107 and otherwise
Investigatory Powers	General overview of current provisions	Adds extensive Renters' Rights investigatory powers	Expansion of powers
Rent Repayment Orders & Banning Orders	Included but less detailed	Expansion to align with RRA	Expansion to align with RRA

1.14. Civil Penalty Policy:

Area	Current Policy	Proposed Policy	Change Detail
Legislative Framework and Offence Coverage	Based on Housing Act 2004, Housing & Planning Act 2016 and general civil penalty powers	Aligned with Renters' Rights Act 2025 as implemented up to 1 st May 2026	Amendments to reflect incoming powers and duties
Regulators' Code	Council commits to operating in accordance with the Regulators Code unless high risk or history of non-compliance	Removed entirely due to Section 107 of the Renters' Rights Act imposing a statutory duty to take enforcement action on 'landlord legislation' and in relation to legislation to which the Regulator's Code does not apply.	Enforcement change – no longer appropriate to consider informal approach in the first instance where breach/offence of 'landlord legislation' but informal action may still be considered for other areas of legislation.
Penalty Calculation	Locally determined matrix considering number of factors	Replaced with statutory matrix including set starting points and other structured factors including landlord type	Introduction of statutory starting points and a nationally consistent calculation method
Aggravating/Mitigating Factors	List of general considerations	Significantly expanded list including vulnerability factors, duration, severity, obstruction and harm level	More structured and transparent penalty adjustments
Financial Assessment/Representation Consideration	Minimal reference, not prescriptive	Detailed evidence requirements	Stronger evidential basis required

2. Options Considered

2.1. Members of the Housing Standards team have attended numerous webinars, training sessions and regional professionals' meetings to understand the full implications of this legislation. The recommendations are made on the basis of this extensive training and working with the Central Government funded Jigsaw Group specifically supporting Local Authorities to implement the new legislative requirements.

Option 1 – Amend Enforcement Policy and Approve Civil Penalty Policy

2.2. Approve the inclusion of an addendum to the current Corporate Enforcement Policy with appropriate covering text within the Corporate Enforcement Policy and approve the proposed Civil Penalty Policy. To take effect from 1 May 2026, with transitional arrangements allowing the existing policies to operate in tandem for a limited period to conclude legacy cases.

2.3. This option ensures that the Council can meet its statutory duties under the Renters' Rights Act 2025 section 107. It provides a clear and consistent framework for enforcement decision making and supports alignment.

2.4. This option minimises risk of legal challenge, ensures that the Council is implementing the Renters' Rights Act effectively and that the intended tenant protections are driven forward.

2.5. Implications:

- Full compliance with the Renters' Rights Act 2025
- Clear officer guidance and defensible enforcement outcomes
- Reduces legal challenge and reputational risks

2.6. Option 1 is the preferred option.

Option 2 – Retain existing policies with minor amendments

2.7. Whilst it would be possible to retain existing policies with minor amendments only without adopting a revised framework or mandatory licensing conditions linked to civil penalties the council would be at risk from:

- Policies not adequately reflecting the statutory duty to enforce under section 107
- The risk of inconsistency across England
- Reduced clarity for officers, landlords and tenants
- Higher likelihood of legal challenge and policy failure under scrutiny
- Reputational risk for ineffectively implementing the Renters' Rights Act.

2.8. For these reasons option 2 is not considered to be viable and is not therefore preferred.

Option 3 – Do nothing

2.9. This option would see no accommodation made for the implementation of the Renters Rights Act 2025 and would carry significant risk for the council when enforcing the act.

2.10. For this reason option 3 is not a viable option for consideration.

3. Policy Implications

3.1. This aim of the report is to explain the reasoning for proposed amendments to the existing Corporate Policy; therefore, the policy implications are significant.

4. Financial Implications

4.1. It is expected that the increased range of offences, the duty to enforce rather than educate and sanctions by way of civil penalties will generate an increase in revenue receipts for the council. The act requires these are ring fenced to the private sector housing enforcement regime.

4.2. Work to ensure financial assurance around the receipt and collection of the additional penalties expected is underway.

4.3. The Renters Reform Act comes with additional New Burdens Funding, but the amount of the award has not yet been confirmed.

5. Personnel Implications

5.1. The Renters Rights Act places significant additional pressures on the Housing Standards Team. Work is underway to realign the team to meet these challenges.

5.2. Where additional staff resource is identified, any new posts will be subject to the council's usual personnel and financial controls and assessment prior to approval.

6. Environmental Considerations

6.1 None

7. Statutory Considerations

7.1 Legal and compliance risk: There is a risk that failure to adopt updated enforcement and civil penalty policies aligned with the Renters' Rights Act could result in the Council being unable to demonstrate compliance with our statutory duty to enforce landlord legislation under section 107 once it comes into force on 1 May 2026.

7.2 This may increase the likelihood of successful challenge to enforcement decisions, particularly where informal action is relied upon without clear

justification, or where penalty-setting lacks a transparent and consistent framework.

- 7.3 Mitigation: Adoption of the proposed policy suite, with clear decision-making criteria and transitional arrangements, will provide a defensible and legally robust basis for enforcement action.
- 7.4 The introduction of new policies from 1 May 2026, alongside a transitional period where legacy cases are concluded under existing policies, may create complexity for officers and decision makers, with a risk of procedural error or misapplication of policy.
- 7.5 Mitigation: Clear internal guidance, officer briefings, and defined transitional arrangements based on the date of offence and management oversight will support correct application of the appropriate policy framework during the transition period.

8 Equality Impact Assessment (EIA)

(Pre-screening report template attached)

9 Risk Management Implications

- 9.1 There are considerable reputational and legal risks if the Council do not amend the current enforcement approach which aligns with the Regulators code, to the new duty to enforce as a first response.

10 Declarations of Interest / Dispensations Granted

11 Background Papers

(Definition : Unpublished work relied on to a material extent in preparing the report that disclose facts or matters on which the report or an important part of the report is based. A copy of all background papers must be supplied to Democratic Services with the report for publishing with the agenda)

Stage 1 - Pre-Screening Equality Impact Assessment

For equalities profile information please visit [Norfolk Insight - Demographics and Statistics - Data Observatory](#)

Name of policy/service/function	Adoption of a revised Statement of Principles relating to civil penalties and offences under the Renters Rights Act 2025 and the adoption of an addendum to the existing corporate enforcement policy as it applies to enforcement undertaken specifically under housing legislation.				
Is this a new or existing policy/service/function? (tick as appropriate)	New		Existing	x	
Brief summary/description of the main aims of the policy/service/function being screened. Please state if this policy/service is rigidly constrained by statutory obligations, and identify relevant legislation.	To provide alternative policies to those presently existing to ensure that the policies align with legislative changes. The policies will apply to the enforcement and imposition of penalties arising from various legislation. The policies are constrained by various legislation but, in particular, are made necessary by the changes brought about by the Renters' Rights Act 2025				
Who has been consulted as part of the development of the policy/service/function? – new only (identify stakeholders consulted with)					
Question	Answer				
<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, 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. NB. Equality neutral means no negative impact on any group.</p> <p>If potential adverse impacts are identified, then a full Equality Impact Assessment (Stage 2) will be required.</p> <p><i>*For more information on health inequalities please visit The King's Fund</i></p>		Positive	Negative	Neutral	Unsure
	Age			x	
	Disability			x	
	Sex			x	
	Gender Re-assignment			x	
	Marriage/civil partnership			x	
	Pregnancy & maternity	x			
	Race			x	
	Religion or belief			x	
	Sexual orientation			x	
	Armed forces community			x	
	Care leavers			x	
	Health inequalities*			x	
	Other (eg low income, caring responsibilities)	x			
Please provide a brief explanation of the answers above:					

Adoption of these policies is likely to improve the conditions of those of low income because it principally applies to those living in rented accommodation.

It will also allow for proper regulation designed to prevent discrimination against those with children or on benefits.

Question	Answer	Comments		
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?	Yes / No			
3. Could this policy/service be perceived as impacting on communities differently?	Yes / No			
<p>If 'yes' to questions 2 - 3 a full impact assessment will be required unless comments are provided to explain why this is not felt necessary:</p> <p>Decision agreed by EWG member:</p>				
<p>4. Are any impacts identified above minor and if so, can these be eliminated or reduced by minor actions? 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>N/A</p>	<p>Actions:</p> <hr/> <p>Actions agreed by EWG member:</p> <p>.....</p>		
5. Is the policy/service specifically designed to tackle evidence of disadvantage or potential discrimination?	Yes / No	<p>Please provide brief summary: This document relates to the revision of the Enforcement Policy to take into account the statutory duties placed on the Council to enforce in line with the Renters Right Act 2025 and does not reflect the intentions set out in the new act, which will have been subject to scrutiny in its own right.</p>		
Assessment completed by: Name	Jeannette Hollingsworth			
Job title	Environmental Health Manager			
Date completed	5th March 2026			
Reviewed by EWG member	Alison Demonty	<table border="1"> <tr> <td data-bbox="1110 1597 1257 1673">Date</td> <td data-bbox="1257 1597 1492 1673">25.03.26</td> </tr> </table>	Date	25.03.26
Date	25.03.26			

✓ Please tick to confirm completed EIA Pre-screening Form has been shared with Corporate Policy (corporate.policy@west-norfolk.gov.uk)

POLICY REVIEW AND DEVELOPMENT PANEL REPORT

REPORT TO:	Environment and Community Panel		
DATE:	14 th April 2026		
TITLE:	Railway Road Extended Air Quality Management Area Revocation		
TYPE OF REPORT:	Cabinet Report		
PORTFOLIO(S):	Councillor Michael de Whalley, Climate Change and Biodiversity		
REPORT AUTHOR:	Dave Robson		
OPEN/EXEMPT	Open	WILL BE SUBJECT TO A FUTURE CABINET REPORT:	Yes

REPORT SUMMARY/COVER PAGE

PURPOSE OF REPORT/SUMMARY:
Members are directed to the attached report for the purpose of the report and summary.
KEY ISSUES:
Members are directed to the attached report for full details of the key issues.
OPTIONS CONSIDERED:
Members are directed to the attached report for full details of the options.
RECOMMENDATIONS:
To consider the report and make any appropriate recommendations to Cabinet.
REASONS FOR RECOMMENDATIONS:
To scrutinise recommendations being made for an executive decision.

REPORT TO CABINET

Open/Exempt		Would any decisions proposed :			
Any especially affected Wards St Magaret's with St Nicholas, Gaywood Chase, South & West Lynn	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 Michael de Whalley E-mail: cllr.michael.dewhalley@west-norfolk.gov.uk		Other Cabinet Members consulted: None			
		Other Members consulted: None			
Lead Officer: Dave Robson E-mail: dave.robson@west-norfolk.gov.uk Direct Dial: 015530616302		Other Officers consulted:			
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
If not for publication, the paragraph(s) of Schedule 12A of the 1972 Local Government Act considered to justify that is (are) paragraph(s)					

Date of meeting: 23rd April 2026

TITLE: RAILWAY ROAD EXTENDED AIR QUALITY MANAGEMENT AREA REVOCATION

Summary

This report puts forward the revocation of the current Railway Road Air Quality Management Areas (AQMAs).

Recommendations

Cabinet Resolves:

Revoke Railway Road Air Quality Management Area and revoke Railway Road Extended Air Quality Management Area

Reason for Decision

Air quality levels of nitrogen dioxide (NO₂) have steadily fallen over the last few years and have not exceeded the legal air quality annual mean limit for the last 5 years within the AQMA. If there have been no exceedances over the previous 5 years, then there is no longer a need to have AQMAs in place.

1 Background

- 1.1 This report sets out the basis for the revocation of the Railway Road Air Quality Management Area (2003) and the extended Railway Road Air Quality Management Area (2007).
- 1.2 The Council has a legal duty to review and assessment air quality within its district on an annual basis. An air quality report is prepared and submitted to Department for Environment, Food & Rural Affairs (DEFRA) for approval each year.
- 1.3 The levels of Nitrogen Dioxide (NO₂) have shown a downward trend over the last several years, whilst the covid pandemic saw a further reduction during 2020, 2021 & 2022 there has been no significant post pandemic bounce back. Current NO₂ levels remain below the pre-pandemic levels.

2 Options Considered

- 2.1 As part of its duty to review and assess air quality, the Borough Council has a number of air quality monitoring stations and Diffusion Tubes sites which are used to measure NO₂.
- 2.2 The monitoring results for the previous five years have shown there to be no exceedances of the 40ug/m³ annual objective for Nitrogen Dioxide (NO₂) within the extended Railway Road AQMA (or outside it in the wider King's Lynn urban area).
- 2.3 The Railway Road AQMA was declared in 2003 due to the exceedances of the annual mean objective for NO₂ whose main source of emissions was road transport. Additional monitoring was put in place after the first AQMA was declared.
- 2.4 This subsequent monitoring then showed further exceedances of the NO₂ annual mean objective around the one-way system (Railway Road, Austin Street, Blackfriars) and also the length of London Road from the junction with the Southgates roundabout to Millfleet. The AQMA was then extended in 2007 to include this new area.
- 2.5 No other options have been considered as it is a requirement to revoke an AQMA if there have been five years of complaint monitoring data. Therefore, there is no choice but to revoke the AQMA as there are 5 years of compliant monitoring data.

3 Policy Implications

- 3.1 This report follows DEFRA Local Air Quality Guidance Policy Guidance LAQM PG 22 & Technical Guidance LAQM TG 22. The guidance

states that an AQMA should be revoked if the objective is being met and will continue to do so. Revocation should be considered when levels fall 10 % below the relevant level (which it has). The guidance states “Where there have been no exceedances for the past five years, local authorities must proceed with plans to revoke the AQMA”. This view has been confirmed with the DEFRA Air Quality Helpdesk. The guidance also states, “There should not be any declared AQMAs for which compliance with the relevant objective has been achieved for a consecutive five-year period.”

- 3.2 The draft report has been circulated to Norfolk County Council Director of Public Health.
- 3.3 The 2025 Annual Status Report has been submitted to DEFRA which includes the last five years data demonstrating levels are below the annual mean objective. We have indicated that a Cabinet Report was being drawn up and would be submitted for consideration.
- 3.4 The improving air quality within the district aligns with the Marmot Places work to reduce health inequalities. There are eight Marmot principles: -
 1. Give every child the best start in life.
 2. Enable all children, young people and adults to maximise their capabilities and have control over their lives.
 3. Create fair employment and good work for all.
 4. Ensure a healthy standard of living for all.
 5. Create and develop healthy and sustainable places and communities.
 6. Strengthen the role and impact of ill health prevention.
 7. Tackle racism, discrimination and their outcomes.
 8. Pursue environmental sustainability and health equity together

This report will complement the above principles and have an overall affect of improving the health and well-being of local residents.

4 Financial Implications

- 4.1 No impact on existing budgets is noted. Monitoring will be kept in place to monitor the ongoing background levels and to validate the revocation decision.

5 Personnel Implications

- 5.1 None identified. The Cabinet report can be implemented with existing staffing.

6 Environmental Considerations

- 6.1 The report is proportional to the current and previous 5 years NO₂ monitoring data collected within the AQMA. There has been a steady reduction within the AQMA and at other monitoring locations within the King's Lynn urban area.
- 6.2 A Source Apportionment study identified the main source of the NO₂ within the AQMA to be road transport.
- 6.3 Overall there will be a significant benefit to all local residents that live within the AQMA or travel through it. Residents with respiratory illness and other circulatory disease will feel a particular health benefit from improving air quality.
- 6.4 Some additional benefits include a reduction in asthma and bronchitis symptoms, fewer hospital admissions for respiratory conditions, lower prescription rates for respiratory infections and prevention of premature deaths.
- 6.5 NO₂ is known to have severe effects on vulnerable groups, for example the elderly, children and people already suffering from pre-existing health conditions such as respiratory and cardiovascular conditions.
- 6.6 Significant housing developments in and adjacent to the AQMA have been previously reviewed and their impacts assessed. These include the Knights Hill and West Winch developments. The impacts to traffic flow as part of the Southgates Masterplan and Gyratory review have been considered. No significant impacts have been identified that would prevent the revocation of the AQMA.
- 6.7 Additional monitoring has been put in place for new housing development once they have received planning permission. This monitoring will continue as it verifies the modeling work completed as part of the planning process.
- 6.8 The main source of NO₂ identified within the AQMA was from road transport, specifically cars and buses. The emissions from the road transport sector continue to fall for many different reasons, both national and local. The move away from ICE vehicles to EV's will further improve air quality and reduce NO₂ emissions. There have also been changes in travel patterns post covid such as more home working & home shopping deliveries. There has also been a reduction in the background NO₂ concentrations as other sectors such as industry and power production as the move from fossil fuels to renewal sources such as solar and wind.

7 Statutory Considerations

- 7.1 The Council has a statutory duty under Part IV of the Environment Act 1995 to review and assess air quality within its district. DEFRA issue Statutory Guidance for Local Authorities to follow namely, LAQM. TG22 for technical issues and LAQM. PG 22 for policy matters.
- 7.2 DEFRA guidance states that if there have been no exceedances of the relevant objective, then there is no longer a requirement to have an AQMA and it should be revoked.
- 7.3 The Air Quality Action Plan (AQAP) that was previously adopted was required because the Council had declared an AQMA. As the AQMA is to be revoked, the AQAP will be replaced in due course with an Air Quality Strategy.
- 7.4 For those Local Authority that do not have an AQMA and AQAP, there is now statutory guidance to have an Air Quality Strategy (AQS). The Council will therefore bring forward a draft AQS for consideration in due course.

8 Equality Impact Assessment (EIA)

- 8.1 A pre-screening EIA has been completed and did not indicate a negative impact on any protected characteristic and a positive impact for those with respiratory illness or pre-existing health condition. Improving air quality will benefit many different groups in the local area as detailed in section 6 above.

9 Risk Management Implications

- 9.1 If the Council were not to revoke the AQAP as per the DEFRA guidance, then we would be open to legal challenge as to why the AQMA remains when there have been no exceedances of the NO₂ annual mean object over the last five years.
- 9.2 The revocation of the AQAM should be seen a positive step tying in with several corporate objectives to improve the health and wellbeing of local residents.

10 Declarations of Interest / Dispensations Granted

- 10.1 None identified.

11 Background Papers

Air Quality Reports https://www.west-norfolk.gov.uk/info/20137/air_quality/169/air_quality_information

Air Quality Management Areas https://www.west-norfolk.gov.uk/info/20137/air_quality/170/air_quality_management_areas

DEFRA LAQM guidance <https://laqm.defra.gov.uk/guidance/>

https://consult.defra.gov.uk/airquality/air-quality-plan-for-tackling-nitrogen-dioxide/supporting_documents/Draft%20Revised%20AQ%20Plan.pdf



Stage 1 - Pre-Screening Equality Impact Assessment

For equalities profile information please visit [Norfolk Insight - Demographics and Statistics - Data Observatory](#)

Name of policy/service/function	Revocation of Railway Road extended Air Quality Management Area				
Is this a new or existing policy/service/function? (<i>tick as appropriate</i>)	New		Existing	X	
Brief summary/description of the main aims of the policy/service/function being screened. Please state if this policy/service is rigidly constrained by statutory obligations, and identify relevant legislation.	Reduction of nitrogen dioxide levels within the Railway Road extended air quality management area are below the statutory annual mean objective for the last 5 years. This means that there is no longer a legal requirement to have an AQMA in place. The report sets out the reasons to revoke the AQMA. Statutory guidance states where there are 5 years of compliance, the AQMA should be revoked.				
Who has been consulted as part of the development of the policy/service/function? – new only (<i>identify stakeholders consulted with</i>)	None, existing.				
Question	Answer				
<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, 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. NB. Equality neutral means no negative impact on any group.</p> <p><i>If potential adverse impacts are identified, then a full Equality Impact Assessment (Stage 2) will be required.</i></p> <p><i>*For more information on health inequalities please visit The King's Fund</i></p>		Positive	Negative	Neutral	Unsure
	Age			X	
	Disability			X	
	Sex			X	
	Gender Re-assignment			X	
	Marriage/civil partnership			X	
	Pregnancy & maternity			X	
	Race			X	
	Religion or belief			X	
	Sexual orientation			X	
	Armed forces community			X	
	Care leavers			X	
	Health inequalities*			X	
Other (eg low income, caring responsibilities) Respiratory Illness & vulnerable groups, & pre-existing medical conditions			X		
Please provide a brief explanation of the answers above:					



<p>The policy change is a result of improvements to air quality. Furthermore, statutory guidance states where there are 5 years of compliance, the AQMA should be revoked. As such the policy change is reactive and there would be neutral impact on protected characteristics as a result of this change.</p>		
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>3. Could this policy/service be perceived as impacting on communities differently?</p>	<p>Yes / No</p>	
<p>4. Are any impacts identified above minor and if so, can these be eliminated or reduced by minor actions? 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: None</p>
		<p>Actions agreed by EWG member: C Dorgan.....</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:</p> <p>Decision agreed by EWG member:</p>		
<p>5. Is the policy/service specifically designed to tackle evidence of disadvantage or potential discrimination?</p>	<p>Yes / No</p>	<p>Please provide brief summary:</p>
<p>Assessment completed by: Name</p>	<p>Dave Robson</p>	
<p>Job title</p>	<p>Environmental Health Manager</p>	
<p>Date completed</p>	<p>2nd March 2026</p>	



Reviewed by EWG member	C Dorgan	Date	02/04/26
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✓ Please tick to confirm completed EIA Pre-screening Form has been shared with Corporate Policy (corporate.policy@west-norfolk.gov.uk)

Railway Road AQMA 41 Revocations

Non-Technical Summary

Borough Council of
King's Lynn &
West Norfolk



Background



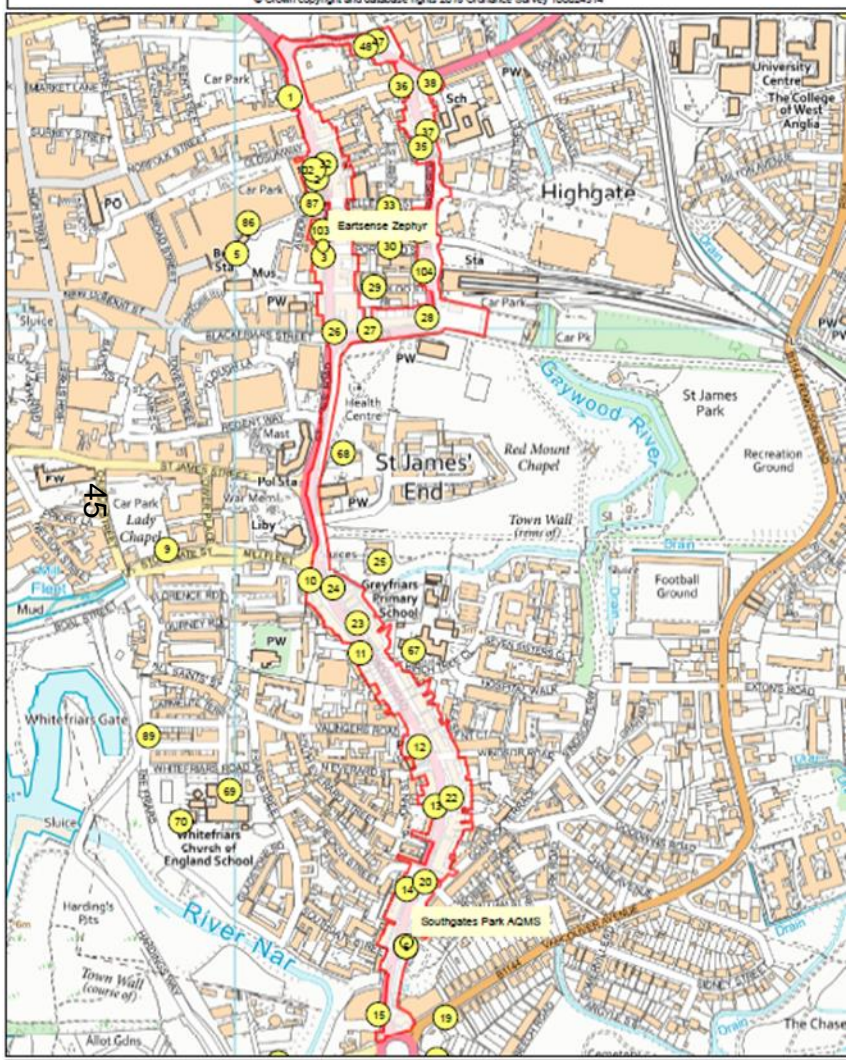
Air Quality in King's Lynn 1/2

- Councils have a legal duty to review and assess air quality (Part 4 Environment Act 1995)
- DEFRA set legal air quality standards & objectives
- 43 • The Borough Council follow DEFRA's statutory policy guidance & technical guidance
- The Borough Council produce an Annual Status Report (ASR)
- The ASR is appraised by Norfolk Public Health and submitted to DEFRA for approval



Air Quality in King's Lynn 2/2

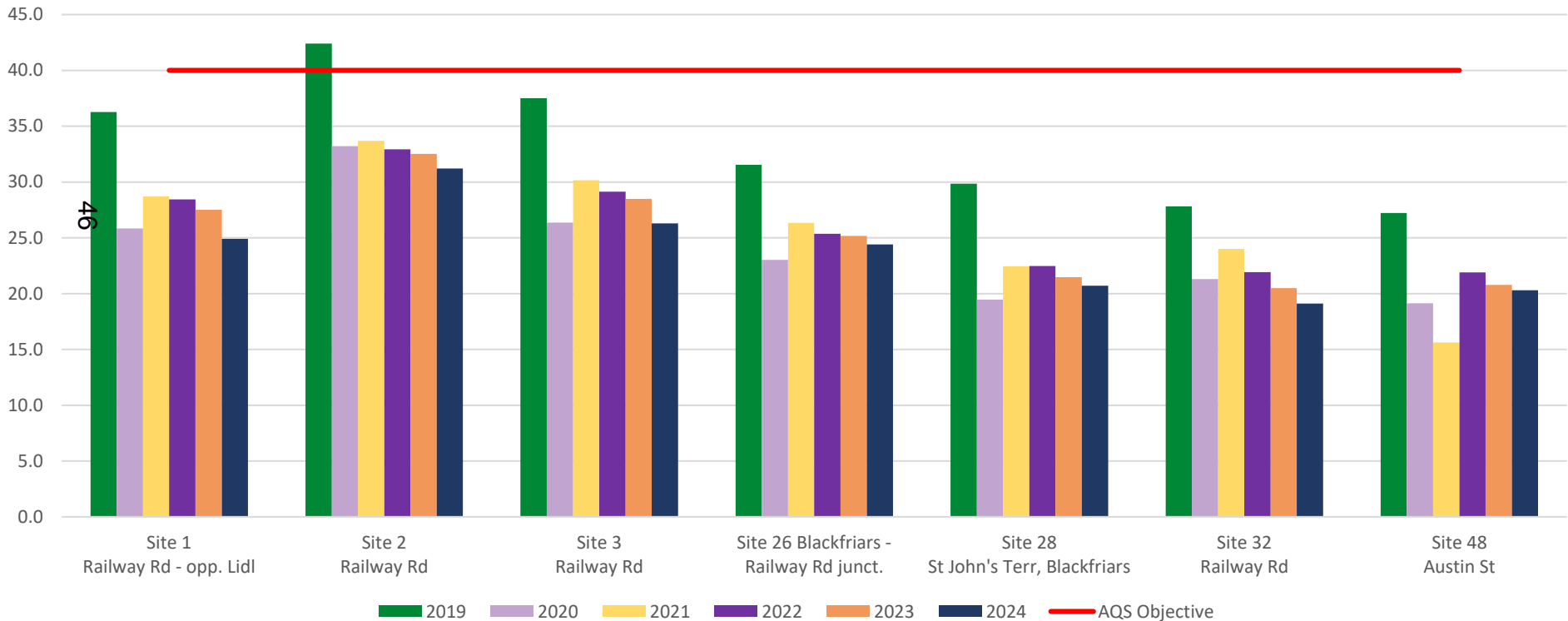
- Officers use a mix of screening tools, modelling and monitoring to assess air quality against the National Air Quality Objectives
- 44 • There are two Air Quality Monitoring stations measuring Nitrogen Dioxide (NO₂) at Gaywood Clock and Southgates Park
- There were 75 Diffusion Tubes locations measuring NO₂
- https://www.west-norfolk.gov.uk/info/20137/air_quality/171/air_pollution_levels



AQ Monitoring Locations

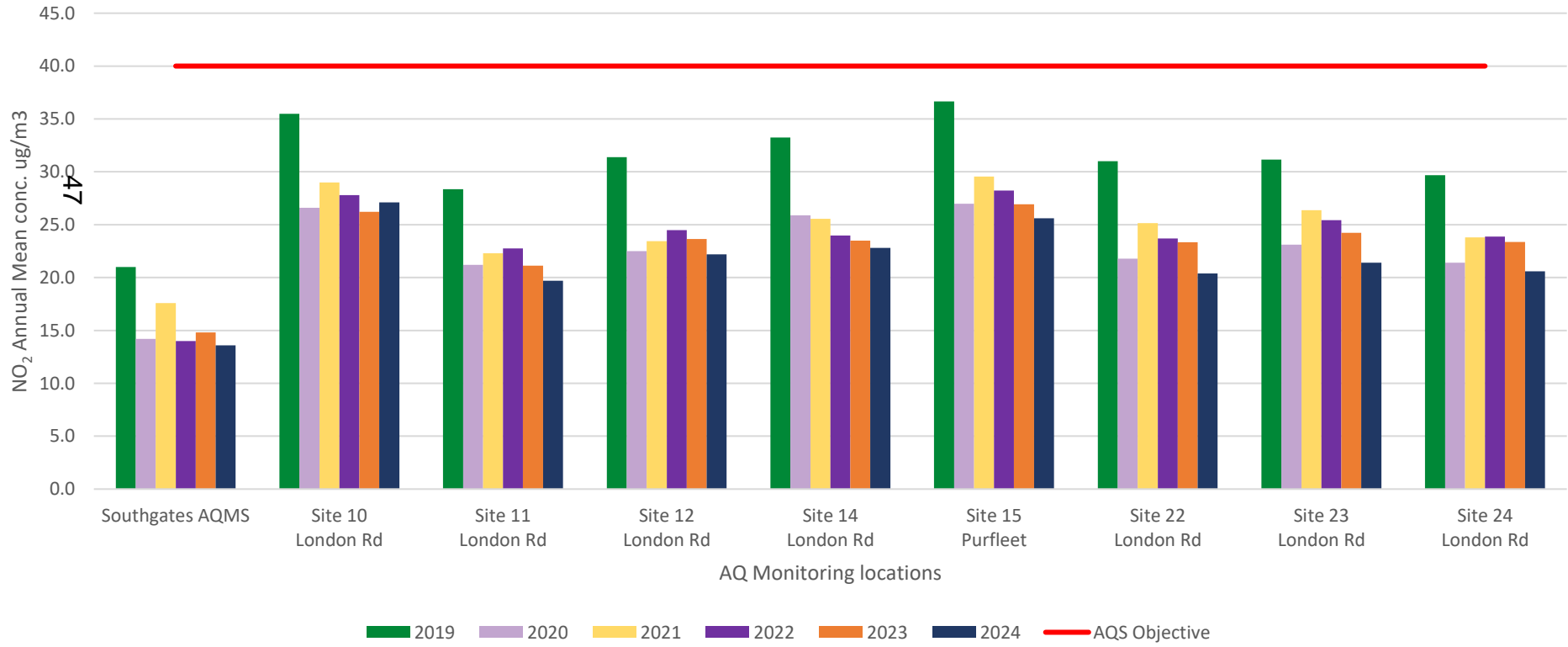
Railway Road AQMA Results

NO₂ Results 2019 - 2024
Railway Rd - Blackfriars AQMA



London Road AQMA Results

NO₂ Results 2019 - 2024
Along the London Rd AQMA



48

Railway Road Air Quality Management Areas

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



Air Quality Management Areas

- Where monitoring shows an exceedance of an air quality objective, the Local Authority must declare an Air Quality Management Area (AQMA)
- 49 • The area covered is shown on the following slide
- The area was declared because Nitrogen Dioxide was measured in the past above the annual mean objective of $40\mu\text{g}/\text{m}^3$
- The main source is from road traffic



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

Air Quality Management Order (Railway Road)



Borough Council of King's Lynn & West Norfolk, King's Court, Chapel Street, King's Lynn, Norfolk, PE30 1EX (the Council) in exercise of the powers conferred on it by the Environment Act 1995 Section 83 makes the following Order:-

- 1 This Order may be cited as the Borough Council of King's Lynn & West Norfolk Air Quality Management Area Order (Railway Road) and will come into operation on 1st November 2003.
- 2 The designated area, hatched on the plan prepared and sealed with the Common Seal of the Council, is declared to be the Air Quality Management Area for the Pollutant Nitrogen Dioxide (NO₂). The plan is deposited at the offices of the Council and can be inspected during normal working hours in the Environmental Protection Service at King's Court, Chapel Street, King's Lynn.
- 3 This Order may be varied or revoked by a subsequent Order.
- 4 Within 12 months of this Order coming into operation, the Council will carry out a further assessment of the current air quality, and the likely future air quality within the newly designated area to which this Order relates, and whether the air quality within the designated area is likely or unlikely to meet the air quality objectives for Nitrogen Dioxide.
- 5 Within 12 months of this Order coming into operation, the Council will prepare a written action plan in order to pursue the achievement of air quality standards and objectives in the designated area.
- 6 The Council may revise the area and/or the action plan from time to time.

Dated: 1st November 2003

THE COMMON SEAL OF
THE BOROUGH COUNCIL OF
KING'S LYNN AND WEST NORFOLK
was hereunto affixed in the presence of:-

Duly Authorised Signatory



K:\21\EPHEP\A\Qam\OrderRailwayR\21_7_03.doc
14-10-03



Railway Road AQMA (2003)

The first AQMA
was declared for
a small section
of Railway Road
around the bus
station entrance

Borough Council of
King's Lynn &
West Norfolk



BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK

ENVIRONMENT ACT 1995, SECTION 83

THE BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK
AIR QUALITY MANAGEMENT AREA VARIATION ORDER
(Railway Road) 2007

Whereas on the 1st November 2003 The Borough Council of King's Lynn & West Norfolk ("the council") made the Borough Council of King's Lynn & West Norfolk Air Quality Management Area Order (Railway Road) ("the 2003 Order") declaring that the area hatched on the map attached thereto to be an Air Quality Management Area ("the Designated Area") for the pollutant Nitrogen Dioxide (NO₂).

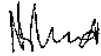
Following the latest Review & Assessment Report issued on the 16th December 2005, the Council has decided that the Designated Area needs to be expanded and, in exercise of its powers conferred upon it by section 83 (2) (a) of the Environment Act 1995, it hereby varies the 2003 Order by declaring that on the sealing of this Order the Designated Area is to be that etched red and shaded blue as indicated on the plan attached hereto in place of that indicated on the plan attached to the 2003 Order.

The Order shall be cited as the Borough Council of King's Lynn & West Norfolk Air Quality Management Area Variation Order (Railway Road) 2007.

The Order shall remain in force until it is varied or revoked by a subsequent order.

The Common Seal of the Borough Council of
King's Lynn and West Norfolk

Legal Services Manager
Duly Authorised Signatory



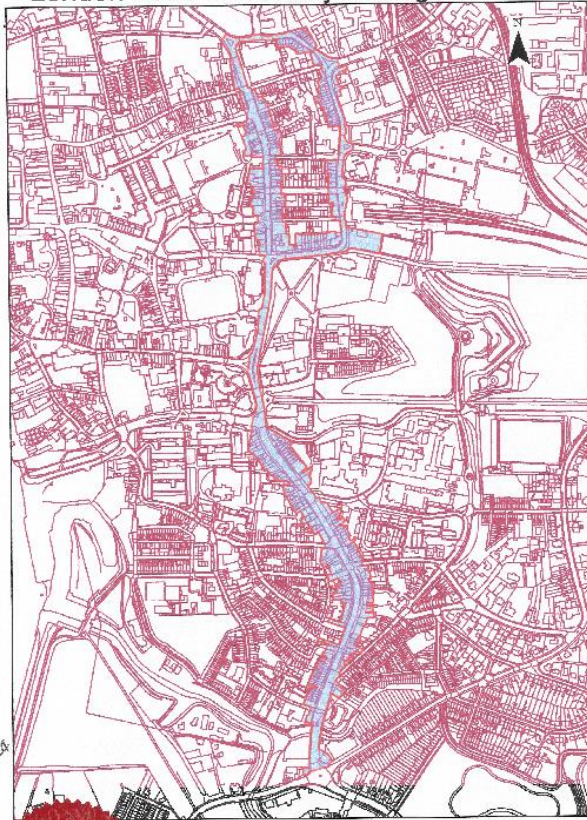
This 9th day of February 2007

BYE/.../021/56415

CAB 5/19/06

Page 1

London Road Air Quality Management Area



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Legal Services Manager
Duly Authorised Signatory



Extended Railway Road AQAM (2007)

The Railway Road Air Quality Management Area was extended to include London Road and the whole gyratory (one way road system) in 2007.

Borough Council of
King's Lynn &
West Norfolk



Reasons for Revocation 1/3

- The national air quality objective for Nitrogen Dioxide (NO₂) is not to exceed an annual average of 40µg/m³
- µg/m³ = micrograms of pollutant per cubic metre of air
- The objective has not been exceeded since 2019
- There are 5 years of monitoring data showing no exceedances in the AQMA

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Reasons for Revocation 2/3

- There have been no exceedances outside the AQMA in the King's Lynn Urban area over the last 5 years
- The levels of NO₂ have shown a downward trend over the last several years, whilst the covid pandemic saw a further reduction during 2020, 2021 & 2022 there has been no significant post pandemic bounce back. Current NO₂ levels remain below the pre-pandemic levels
- The highest level inside the AQMA during 2024 was 32ug/m³



Reasons for Revocation 3/3

- Significant housing developments in and adjacent to the AQMA have been previously reviewed and their impacts assessed. These include the Knights Hill and West Winch developments.
- The impacts to traffic flow as part the Southgates Masterplan and Gyratory review have been considered.
- No significant impacts have been identified that would prevent the revocation of the AQMA.
- DEFRA guidance states that if there have been no exceedances of the relevant objective for the previous 5 years, then there is no longer a requirement to have an AQMA and it should be revoked

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POLICY REVIEW AND DEVELOPMENT PANEL REPORT

REPORT TO:	Environment and Community Panel		
DATE:	14 th April 2026		
TITLE:	Climate Change Strategy and Action Plan		
TYPE OF REPORT:	Cabinet Report		
PORTFOLIO(S):	Councillor Michael de Whalley, Climate Change and Biodiversity		
REPORT AUTHOR:	Ged Greaves		
OPEN/EXEMPT	Open	WILL BE SUBJECT TO A FUTURE CABINET REPORT:	Yes

REPORT SUMMARY/COVER PAGE

PURPOSE OF REPORT/SUMMARY:
Members are directed to the attached report for the purpose of the report and summary.
KEY ISSUES:
Members are directed to the attached report for full details of the key issues.
OPTIONS CONSIDERED:
Members are directed to the attached report for full details of the options.
RECOMMENDATIONS:
To consider the report and make any appropriate recommendations to Cabinet.
REASONS FOR RECOMMENDATIONS:
To scrutinise recommendations being made for an executive decision.

REPORT TO CABINET

Open		Would any decisions proposed :			
Any especially affected Wards No	Discretionary	Be entirely within Cabinet's powers to decide		YES	
		Need to be recommendations to Council		NO	
		Is it a Key Decision		NO	
Lead Member: Cllr Michael de Whalley E-mail: cldr.michael.dewhalley@west-norfolk.gov.uk		Other Cabinet Members consulted:			
		Other Members consulted: Environment and Community Panel			
Lead Officer: Ged Greaves, Climate Change Manager E-mail: ged.greaves@west@west-norfolk.gov.uk		Other Officers consulted: Corporate Leadership Team			
Financial Implications NO	Policy/ Personnel Implications NO	Statutory Implications NO	Equal Impact Assessment YES	Risk Management Implications YES	Environmental Considerations YES

Date of meeting: 23 April 2026

CLIMATE CHANGE STRATEGY AND ACTION PLAN

Summary

The Council's Climate Change Policy and Strategy were last reviewed and approved by Cabinet in October 2020 and September 2021 respectively. The policy and strategy have been refreshed to ensure they remain relevant to the needs of the organisation. They have been integrated as part of the update, to simplify documentation.

The proposed plan covers the Council's greenhouse gas emissions and its role as a community leader to influence emissions reductions across the geographic borough and sets out the activities required to support emissions reduction and wider changes such as active travel.

The climate change strategy and action plan are key to delivering elements of the Corporate Strategy.

The proposed strategy and action plan were considered by Environment and Community Panel on 14 April 2026 and have been considered by the Panel's Climate Change Informal Working Group (9 February 2026).

Recommendation

That Cabinet approve the Climate Change Strategy and Action Plan.

Reason for Decision

To ensure there is a comprehensive and up to date framework for the Council's response to climate change.

1. Background

- 1.1 The current policy outlines the Council's approach to climate change and the strategy describes how it will be implemented. The climate change policy was first adopted in October 2020. A climate emergency was declared in September 2021 and supported by the initial climate change strategy that was also approved in September 2021.

2. Climate Change Policy and Strategy

- 2.1 The current policy and strategy have been integrated into a single document. The policy states the Council's commitment to addressing climate change and the strategy describes the approach to be carried out in practice. It includes the particular actions that the Council will focus on until a new local government structure is operational.

3. Changes from the previous strategy

- 3.1 Responding to a recent Internal Audit recommendation, ownership and accountability for each of the actions is allocated to individual lead officers within directorates.
- 3.2 Updates on particular projects have previously been provided through standard corporate performance reports. An annual update on the strategy and carbon footprints for the Council and its wider borough will also be provided to Cabinet.
- 3.3 Scientific consensus is that the Paris Agreement targets on temperature change will be missed. Guidance advises that adaptation risks should therefore be identified and managed and an action is proposed to inform future mitigation measures. This is an important progression from the previous climate change strategy which focused on decarbonisation.
- 3.4 The action plan includes a wide range of contributions from across the Council's directorates. The projects range from major capital schemes such as the St George's Guildhall to award schemes that encourage environmental awareness and practices such as the annual garden wildlife competition or school competition.
- 3.5 Given local government reorganisation, the action plan is limited to March 2028. The strategy provides an indication of the local challenges that will need to be addressed after structural changes to local authorities across Norfolk.

4. Policy Implications

- 4.1 The proposed Climate Change Strategy and Action Plan refreshes and integrates the Council's existing policy, strategy and action plan and corporate approach to climate change which encourages mitigation of carbon emissions,

wider outcomes for residents in terms of environmental and housing improvements and adaptation to a changing climate.

5. Financial Implications

- 5.1 The delivery of the strategy will be supported by a climate change reserve fund, revenue budget and applications for external funds. Actions that contribute to the reduction of carbon emissions may also be included in the capital programme. The corporate electricity tariff is included in the revenue budget and potential capital schemes such as the installation of solar PV generation and LED lighting contribute towards the management of corporate electricity consumption and costs.

6. Personnel Implications

- 6.1 There are no personnel implications.

7 Environmental Considerations

- 7.1 The strategy provides a framework and actions for the Council's ongoing response to its declaration of a climate emergency, to reduce its carbon emissions and to encourage wider action across the borough.
- 7.2 There will clearly be a positive environmental benefit through the policy and strategy, which is in line with Government and local policies on climate change.

8. Statutory Considerations

- 8.1 There are no specific statutory requirements for a local authority to have a climate change strategy. However, there is a mass of complex legislation such as the Planning and Compulsory Purchase Act 2004, Climate Change Act 2008, Planning Act 2008, Planning and Energy Act 2008, Flood and Water Management Act 2010, Neighbourhood Planning Act 2017 and the Environment Act 2021 which impact on local authorities and climate change. Drawing actions together into a strategy is encouraged by [sector guidance](#) and notable practice.

9. Equality Impact Assessment (EqIA)

- 9.1 The policy and strategy are considered to have positive equalities implications. For example, housing retrofit measures will support vulnerable households with improvements that make their homes more comfortable.

10. Risk Management Implications

- 10.1 The current corporate risk register includes several risks relating to flood management and coastal erosion and carbon emissions.

11. Declarations of Interest / Dispensations Granted

11.1 None

12. Background Papers

12.1 None



Stage 1 - Pre-Screening Equality Impact Assessment

For equalities profile information please visit [Norfolk Insight - Demographics and Statistics - Data Observatory](#)

Name of policy/service/function	Climate Change Strategy and Policy				
Is this a new or existing policy/ service/function? (<i>tick as appropriate</i>)	New		Existing	<input checked="" type="checkbox"/>	
Brief summary/description of the main aims of the policy/service/function being screened. Please state if this policy/service is rigidly constrained by statutory obligations, and identify relevant legislation.	<p>The policy and strategy sets out the Council's aims, target and objectives for addressing climate change. Given Local Government Review, the scope of the document extends to April 2028. The document has an internal and external focus.</p> <p>There is no statutory requirement for local authorities to have a climate change strategy but there is an extensive set of guidance and notable practice.</p>				
Who has been consulted as part of the development of the policy/service/function? – new only (<i>identify stakeholders consulted with</i>)	The policy/strategy is a refresh of existing documents agreed by Council. Consultation was undertaken via Environment and Community Panel.				
Question	Answer				
<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, 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. NB. Equality neutral means no negative impact on any group.</p> <p><i>If potential adverse impacts are identified, then a full Equality Impact Assessment (Stage 2) will be required.</i></p> <p><i>*For more information on health inequalities please visit The King's Fund</i></p>		Positive	Negative	Neutral	Unsure
	Age	<input checked="" type="checkbox"/>			
	Disability			<input checked="" type="checkbox"/>	
	Sex			<input checked="" type="checkbox"/>	
	Gender Re-assignment			<input checked="" type="checkbox"/>	
	Marriage/civil partnership			<input checked="" type="checkbox"/>	
	Pregnancy & maternity			<input checked="" type="checkbox"/>	
	Race			<input checked="" type="checkbox"/>	
	Religion or belief			<input checked="" type="checkbox"/>	
	Sexual orientation			<input checked="" type="checkbox"/>	
	Armed forces community			<input checked="" type="checkbox"/>	
	Care leavers			<input checked="" type="checkbox"/>	
	Health inequalities*	<input checked="" type="checkbox"/>			
Other (eg low income, caring responsibilities)	<input checked="" type="checkbox"/>				
<p>Please provide a brief explanation of the answers above:</p> <p>The policy/strategy sets out the Council's approach to addressing climate change. It has an internal and external aspect. The document sets out aims and actions for reducing carbon emissions from the</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:</p> <p>Decision agreed by EWG member:</p>			
<p>5. Is the policy/service specifically designed to tackle evidence of disadvantage or potential discrimination?</p>	<p>No</p>	<p>Please provide brief summary:</p> <p>The policy/strategy is designed to address climate action across a broad front. Some actions may have positive co-health benefits for people with certain demographics and socio-economic characteristics for example retrofit of properties to improve energy efficiency, reduce cold and address fuel poverty.</p>	
<p>Assessment completed by:</p> <p>Name</p>	<p>Ged Greaves</p>		
<p>Job title</p>	<p>Climate Change Manager</p>		
<p>Date completed</p>	<p>21 November 2025</p>		
<p>Reviewed by EWG member</p>	<p>Claire Dorgan</p>	<p>Date</p>	<p>2 Mar 2026</p>

✓ Please tick to confirm completed EIA Pre-screening Form has been shared with Corporate Policy (corporate.policy@west-norfolk.gov.uk)

Draft Foreword

Cllr Michael de Whalley, Cabinet portfolio holder for Climate Change and Biodiversity

This strategy and action plan has come about through the dedication and expertise of this Council's Climate Change Manager and Officer, who have my utmost respect and gratitude.

Physicist Carl Sagan wrote in 1980:

“The principal energy sources of our present industrial civilisation are the so-called fossil fuels. We burn wood and oil, coal and natural gas, and, in the process, release waste gases, principally CO₂, into the air. Consequently, the carbon dioxide content of the Earth's atmosphere is increasing dramatically. The possibility of a runaway greenhouse effect suggests that we have to be careful: Even a one- or two- degree rise in the global temperature can have catastrophic consequences.”

Mindful of Professor Sagan's warning, now enshrined in the 2015 Paris Agreement, the 30-year average global surface temperature is projected to exceed 1.5 degrees Celsius warming since pre-industrial times by 2030 (European Centre for Medium-Range Weather Forecasts). 2024 was the first calendar year where we surpassed this boundary.

The National Risk Register is the government's assessment of the most serious risks facing the UK. It includes a wide range of natural and environmental hazards including:

- Storms
- High temperatures and heatwaves
- Low temperatures and snow
- Coastal flooding
- Fluvial flooding

Extreme events have already made their impact in our region such as exceeding 40 degrees Celsius in 2022. In recent times we have also experienced wildfires as well as severe storms with consequent wind damage and flooding.

In September 2021, this Council announced a climate change emergency with a robust climate change strategy and action plan in place.

This document, revises and updates our climate strategy and action plan and includes best practice examples such as:

- St George's Guildhall renovation to include an energy centre replacing gas heating with heat pumps, solar PVs, improved lighting and insulation
- Solar PV installations at KLIC, Downham Mkt Leisure Centre and Corn Exchange
- Electric vehicles replacing internal combustion engines
- An energy efficient replacement of St James swimming pool
- Ongoing conversion to LED lighting

Our efforts since declaring a climate emergency have not only brought in at least £17 million of funding into West Norfolk but also long-term savings through investment in more efficient infrastructure. Even if that were not the case, the cost of mitigating climate change is lower

than the economic damage that climate impacts cause, not least because low-lying and coastal West Norfolk is one of the most vulnerable areas on the planet.

Climate change:

Is real.

Is us.

Is bad.

Has scientific consensus.

Is happening now.

And, most importantly, we still have time to act, but quickly.

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1. Our aspirations

We will support the transition to lower carbon living in King's Lynn and West Norfolk.

We will continue to reduce our own emissions in line with our targets, as an example to others, and work with the wider community to encourage the adoption of more sustainable living.

Our approach will promote low carbon solutions that also address wider challenges of tackling fuel poverty, improving housing standards, improving air quality, and more active travel..

We will encourage low carbon energy generation in appropriate settings.

We will encourage new woodland and planting of gardens and open spaces as a way of storing carbon and improving biodiversity.

We will encourage adaptation to our changing climate.

2. Our targets

We will continue to work towards a local target of 2035 for the elimination of our own emissions and support the national target of 2050.

By April 2028, we aim to have reduced our footprint by 66.1% compared with our 2009 baseline. Amongst the range of projects we are progressing, the replacement of the St James swimming pool has the potential to further reduce our footprint although that is likely to happen after the implementation of Norfolk's new local government structures.

3. What do we mean by low carbon?

When fossil fuels such as coal, oil and gas are burnt, greenhouse gases are released into the atmosphere that ultimately prevent heat from escaping and cause the world to continue warming.

At over 80%, carbon dioxide (CO₂) is the principal driver of global warming and so, for shorthand, we talk about carbon.

Over the years, greenhouse gases have accumulated in the atmosphere, and their warming effect is now leading to rising sea levels and the breakdown of our climate. Extreme weather is becoming more common and causing floods, heatwaves and droughts in many parts of the world including the UK.

The more warming, the more serious the consequences. The Paris Agreement states that global warming must be limited to well below 2°C, whilst aiming for 1.5°C. Current emission reduction pledges, made as part of nationally determined contributions, are likely to lead to warming above 2°C.

Reducing the energy we use, and instead of using energy derived from fossil fuels, switching to energy from low carbon sources are key.

Net zero carbon means balancing any remaining carbon emissions by removing an equal amount of carbon from the atmosphere, for example by growing more trees.

4. Our approach

As a Council, we have direct control of a very small proportion of carbon emissions from the borough of King's Lynn and West Norfolk - less than 1%. However, there is a lot we can do to influence the remaining 99%, and we will encourage progress towards lower carbon emissions where we can.

Our approach has three elements:

1. Becoming an exemplar to others.
2. Using our influence through regulatory policies and how we procure.
3. Making the most of our wider influence through collaborative work, partnerships and in our communities.

5. Our record so far

In September 2021, we declared a climate emergency and put in place our first climate change strategy and action plan. We set an ambitious target of eliminating our emissions by 2035, ahead of the national target of 2050.

Since 2021 we have:

- Switched our electricity to a net zero tariff. Saving an estimated 1,850 tonnes of CO₂ over four years.
- Purchased five battery electric vans.
- Installed solar panels to Alive Downham Leisure, Alive Lynnsport, Alive Oasis, Alive St James, Oldmedow Road depot, King's Court and South Lynn Community Centre.
- Two retrofit exercises (RE:fit) have installed numerous energy conservation measures across our buildings. Measures include solar photovoltaics, heat pumps (both air and ground source), LED lighting, insulation upgrades and more efficient CHP (Combined Heat and Power) units. The second phase of works was undertaken with the support of £3.8 million worth of grant funding from the Public Sector Decarbonisation Scheme.
- Reduced the amount of energy used by our streetlights by upgrading the units to more energy efficient LEDs.
- Sponsored the environmental category of the annual Mayor's business awards to highlight exemplary practice amongst the borough's diverse business community.
- Encouraged householders and businesses to install solar panels, battery storage and electric vehicle chargers through the promotion of a group buying scheme.
- 2023 was the first year of our annual schools competition. It is open to all primary schools in the district and aimed at year five. The competition's main aims are to promote ideas, learning and creativity around climate change solutions.
- Created a number of initiatives to encourage people to use healthier, more active or more environmentally friendly forms of transport, such as the active and clean connectivity programme, secure cycle storage and a community cycle hire scheme.
- Worked with Community Action Norfolk, under the Go Green Communities project to help improve the environmental impact of community buildings across the borough.
- Created a community orchard in South Lynn including 43 new trees.

- Established an environment art project called Beuys Oaks that involved the planting of seven oak trees and a related events programme involving local schools and residents.
- Worked with BP Pulse and a Government grant scheme to install 52 electric vehicle charging sockets across the borough on Council car parks.
- Supported the investment of approximately £13 million from energy suppliers to improve the housing stock for the borough’s most vulnerable residents. On average, that equates to almost £34,000 investment in each property’s retrofit.
- Helped to increase the energy rating (SAP) of 269 properties across the borough to a C or above and helped to tackle fuel poverty.
- Adopted a new Local Plan to ensure that future development contributes to carbon reduction and adaptation to our changing climate.
- Secured planning permission for the redevelopment of the St George’s Guildhall that will create an exemplar low carbon arts and cultural destination in the East of England.

Our refreshed strategy outlines our approach to supporting the transition to a lower carbon borough and implementing adaptation to climate change. Government data shows that CO₂ emissions for the borough of King’s Lynn and West Norfolk totalled 1,319 kt CO₂ in 2023.

Our approach to lowering the borough’s carbon emissions is split into the areas that we can influence:

- [Homes](#)
- [Workplaces](#)
- [Transport](#)
- [Recycling and Waste](#)
- [Land use](#)
- [Energy](#)

Each section provides a summary of the issues involved and an outline of the main ways in which we will take action:

- Becoming an exemplar to others.
- Using our influence through regulatory policies and how we procure.
- Making the most of our wider influence through collaborative work, partnerships and in our communities.

6. Council’s carbon footprint

The council audits its carbon emissions on an annual basis. A summary of our latest carbon emissions for 2023/24 is set out in Appendix A.

The table below sets out the related emissions for each of the scopes for previous years.

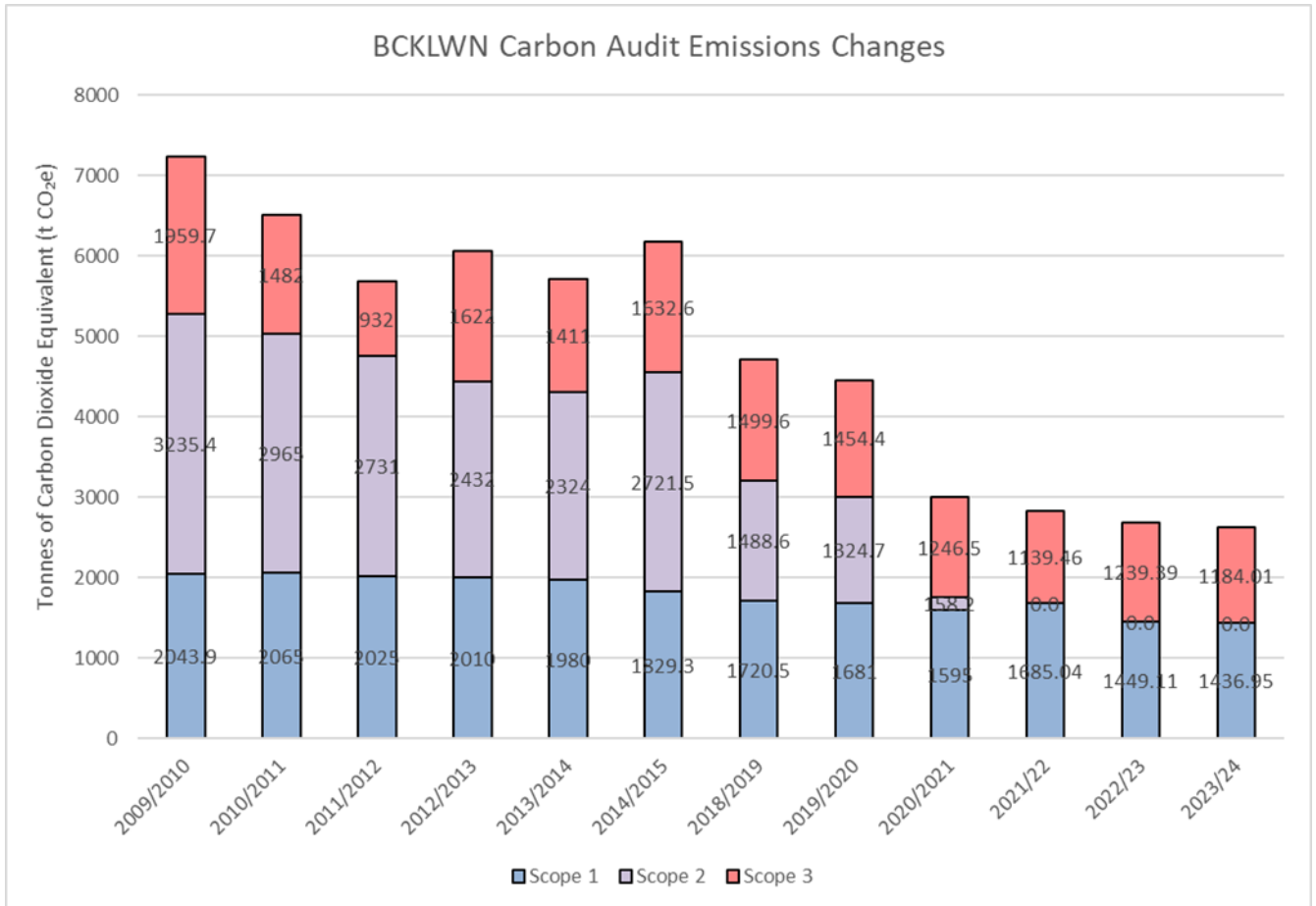
BCKLWN tCO ₂ e Emissions					
Year	2009/10	2020/21	2021/22	2022/23	2023/24
Scope 1	2,109.2	1,595.0	1,685.0	1449.0	1,436.0
Scope 2	3,235.4	829.5	843.5	885.1	965.2
Scope 2 renewable tariffs	-	-671.3	-843.5	-885.1	-965.2
Scope 3	2021.5	1,243.8	1,146.41	1,239.4	1,184.1

Scope 3 Transmission Losses renewable tariff	-	-	-6.95	-80.9	-83.52
Total gross emissions	7,366.1	3,668.3	3,674.9	3,573.6	3,586.1
Total net emissions	7,366.1	2,997.0	2,824.5	2,607.5	2,537.4

The table below sets out what is included in each of the scopes.

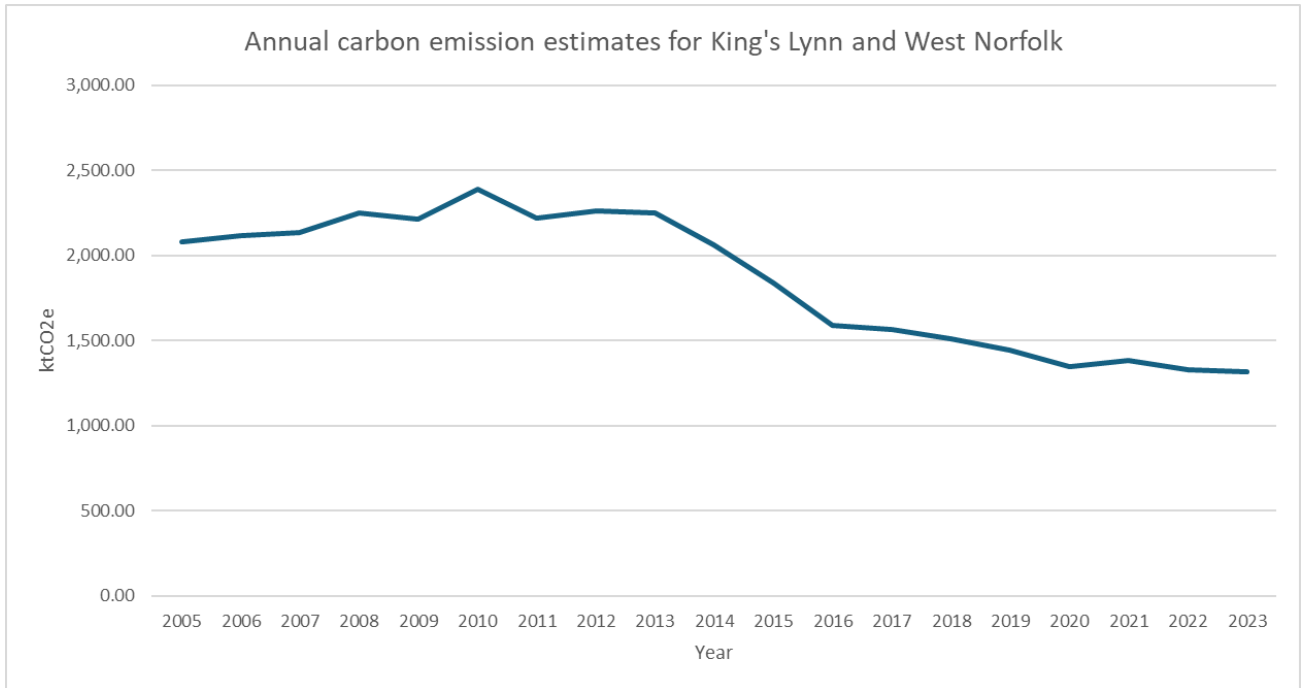
Scope	Activity	Description
Scope 1	Gas Consumption	Used to heat our buildings and sites
	Oil Consumption	Used to heat our buildings and sites
	Vehicle Fleet	The Council's operational vehicle fleet
Scope 2	Purchased electricity	Electricity purchased from the national grid to power the Council's buildings and sites
Scope 3	Transmission and Distribution Losses	These are indirect emissions from the transmission and distribution of our purchased electricity. It is considered best practise to include these in Scope 3 emissions
	Water Supply	The supply of water to our buildings and sites
	Water Treatment	The water we return to the system (90% return to sewer rate)
	Business Travel	Staff and member travel in their own vehicles on business grounds
	Contractor Travel	Travel by contractors to carry out work commissioned by the Council, e.g., waste collection

Our reductions in carbon emissions are summarised in the chart overleaf:



7. Carbon emissions for the geographic borough of King’s Lynn and West Norfolk

The Government publish annual greenhouse gas emissions at local authority level. There is a two year time lag on publication. Emissions for 2005-2023 for King’s Lynn and West Norfolk are illustrated below:



Source: Department for Energy Security and Net Zero

Further data is available in Appendix B for the following emission categories, and their respective trends are listed in the table below:

Emission category	Trend
Industry	Reducing but slight increase since 2020
Commercial	Reducing but rate of change reduced since 2021
Public sector	Reducing but rate of change reducing since 2021
Domestic	Ongoing reduction
Land Use, Land Use Change and Forestry	Plateaued since 2009
Agriculture	Small reduction since 2009
Waste Management	Small value but plateaued since 2009
Transport	Reduced then plateaued since 2016

8. Adaptation to climate change

The Government's third National Adaptation Programme (NAP3) highlights how our climate is changing. In 2022, the UK recorded the warmest year on record with temperatures reaching over 40°C. The last three years have all been in the UK's top five warmest years.

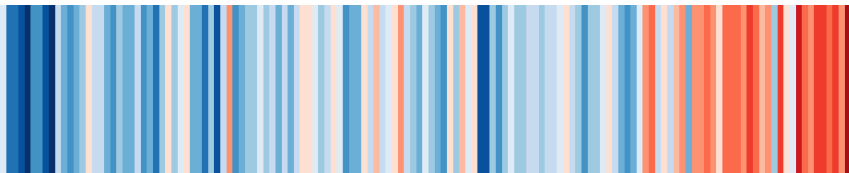
The frequency of hotter summers and droughts is forecast to increase in the future along with winters becoming wetter, making flooding more likely. Sea level rise is accelerating with the last three years the highest on record for annual mean sea level. Air and ground frosts have reduced by around a quarter since the 1980s.

To understand more about the risks facing the borough the following publications provide forecasts and scenarios on climate change adaptation:

- Tyndall Centre Research project [OpenCLIM](#) assessment of [Norfolk](#), 2024








- Fens 2100+ commissioned [UK Fens Climate Change Risk Assessment](#), Dec 2024
- Director of [Public Health Annual Report 2024/25](#), Health and climate change, Norfolk County Council, July 2024
- [State of the UK Climate 2024](#), Met Office, 14 July 2025
- [King’s Lynn and West Norfolk Climate Explorer](#), Met Office

The chart below illustrates how temperatures in King’s Lynn and West Norfolk have increased over the period 1884-2023, with many of the hottest years occurring in the last few decades:



Source data: HadUK-Grid, Concept: Ed Hawkins

The Met Office suggest that the negative impacts of climate change may include:

 <p>Heat Increased energy demand for summer cooling</p>	 <p>Sea Level Rise Increased risk of coastal flooding</p>	 <p>Heavy Rainfall Increased risk of river and surface water flooding</p>
 <p>Health Increased risk to health from heat stress</p>	 <p>Drought Risk to water supplies from drought</p>	 <p>Drainage Increased disruption to urban drainage systems</p>
 <p>Transport Increased disruption to transport due to heat e.g. rail buckling</p>	 <p>Environment Increased risk to biodiversity (plants and animals)</p>	 <p>Energy Infrastructure such as gas pipes are at high risk from flooding events</p>

The Paris Agreement states that global warming must be limited to well below 2°C, whilst aiming for 1.5°C. Current emission reduction pledges, made as part of nationally determined contributions, are likely to lead to warming above 2°C.

Independent guidance, adopted by the UK government for the Climate Change Risk Assessment (CCRA) and 3rd National Adaptation Plan (NAP3), is to prepare for a 2°C rise in global temperature, whilst assessing the risks for 4°C.

The Met Office projections are summarised in Appendix C.

We will use the [Local Partnership’s](#) Adaptation Toolkit to undertake an assessment of our climate adaptation risks.

9. Implementation

Our climate change strategy will support the Council to deliver on its Corporate Strategy 2023-27 and its corporate priority to “Protect our environment” and “To create a cleaner,

greener, and better protected West Norfolk by considering environmental issues in all we do and by encouraging residents and businesses to do the same.”

Actions to implement the strategy and deliver the targets for carbon emissions reductions are set out in Appendix D. Progress on these actions will be monitored by the Cabinet. An annual carbon footprint will also be published on our website for the Council's direct emissions and for the geographic borough.

10. Homes

There are approximately 67,500 households in King's Lynn and West Norfolk. Providing heating and power for them results in nearly 183.3 kt of CO₂ per annum (2023). That is approximately 14% of the borough's carbon footprint.

Reducing carbon emissions from housing is a major challenge. In our largely rural district, 38,000 houses are off the gas grid, and we have fewer flats and more large and detached homes. Many homes in the district have relatively low energy efficiency standards and have hard-to-insulate solid walls. There are approximately 900 Grade 1 listed buildings in King's Lynn and West Norfolk and over 200 buildings on a list maintained by the King's Lynn Civic Society many of which are particularly challenging to make energy efficient. Decarbonising homes will mean replacing coal, gas and oil heating systems with low carbon alternatives. In many cases these will be heat pumps powered by electricity which increasingly comes from renewable energy and other low carbon sources. It will also be necessary to minimise the need for heating by improving the fabric of buildings.

We know many more homes will be built over the coming years. We need to ensure these are designed to be as low carbon and energy efficient as possible in operation, and that carbon emissions associated with their construction are as low as possible. We also need to consider how to make the most of the opportunity to lock carbon into new buildings in the construction materials used, especially timber and to minimise water consumption. The costs of keeping warm in poorly insulated homes can be significant for vulnerable and low income households. We recognise this and will focus on using Government grants to help make the homes of these households more energy efficient, in both the owned and rented sectors.

Becoming an exemplar

Through our wholly-owned housing company, West Norfolk Housing Company, we own a range of properties. Although we do not directly control energy use, and hence emissions, from these properties, we have an opportunity to reduce their emissions through improvements to their energy performance.

We have been building these homes to make them cheaper and easier to heat – with benefits for the health and wellbeing of our tenants.

Use our direct influence

Planning Policy

Climate Change has been embedded into our Local Plan (adopted in March 2025) through a suite of policies. This includes Policies LP06 Climate Change and LP18 Design and Sustainable Development. The Local Plan will help guide decisions on planning matters for years to come. The Local Plan is available to view via the following link: [Local Plan 2021-](#)

Private Rented Sector

In 2021, approximately 18.8% of households in King's Lynn and West Norfolk were in the private rented sector (approximately 10,750 properties). New Minimum Energy Efficiency Standards (MEES) legislation means that from April 2020 properties with EPC F and G must not be rented out unless a valid exemption has been registered. We will support private landlords with advice and guidance to improve the energy efficiency of their homes. Most private landlords take a responsible approach; where this is not the case we will take appropriate enforcement action.

Investments

West Norfolk Housing Company (WNHC) is our wholly-owned housing company set up by the Council to generate income to protect and provide services to residents. The properties are managed on behalf of WNHC by Broadland Housing Association. At October 2025, WNHC owned 47 affordable homes.

WNHC is due to acquire 58 affordable homes in 2026.

West Norfolk Property Limited (WNPL) holds and manages properties to rent on a commercial basis which are currently leased from the Council. As at October 2025, the portfolio totals 78 properties, with future units expected from the Council's new housing development schemes. The properties are managed on behalf of WNPL by a property management company, Touchstone Property Management.

Make the most of our wider influence

The Council owns fewer than 0.2% of homes in the borough of King's Lynn and West Norfolk. Significant work and investment is needed to reduce carbon emissions from homes owned privately and by housing associations. This includes improving insulation and building materials to reduce the need for energy for heating and replacing coal, oil and gas heating systems with low carbon alternatives such as heat pumps.

We will continue to work with partners including our neighbouring local authorities through the Norfolk Warm Homes Partnership to find ways of supporting and encouraging this work such as exploring options for funding and delivering energy efficiency projects for our residents.

We will focus especially on vulnerable and low-income households who struggle to afford adequate heating. Our work here will include working with partners to provide home surveys, advice and free insulation and other measures for households in fuel poverty. We will continue with our programme of "Beat your Bills" roadshows to improve awareness of opportunities to make improvements.

11. Workplaces

There are approximately 5,645 businesses in King's Lynn and West Norfolk that employ people in a diverse range of organisations including farming, retail, tourism, health, manufacturing and the public sector.

Many businesses are small; 4,900 are micro-businesses employing under 10 employees. Only 10 businesses are large with over 250 employees on their payroll. Providing heat and

power for these enterprises generates 177.1 kt of CO₂ (2023). That is approximately 13% of the borough's carbon emissions.

Since we have relatively little heavy industry in our district, it is likely that most of the emissions from workplaces come from buildings. This means that many of the considerations for decarbonising this sector are the same as for domestic properties.

Businesses often operate from properties they lease. As with the private rented homes sector, this can complicate decisions to invest in energy-efficiency measures, as landlords do not automatically benefit from savings to utility bills.

Becoming an exemplar

Our estate

We publish an annual report of our greenhouse gas emissions. In 2023/24, our gross Scope 1 and 2 emissions (direct emissions and indirect emissions from energy) totalled 2,401 tonnes of CO₂. These include emissions for our main premises; King's Court, St George's Guildhall, King's Lynn Town Hall, Corn Exchange, St James swimming pool and leisure centres at Lynnsport, Downham Market and the Oasis – Hunstanton.

We are redeveloping St George's Guildhall and aim to develop a low carbon exemplar arts and cultural destination.

Our portfolio of leisure centres includes a range of low carbon technologies such as heat pumps, LED lighting and building management systems. We are investigating options to make further improvements including further renewable energy, new facilities and energy efficiency technology.

Streetlights

We have been upgrading the columns and lighting to reduce our energy consumption.

Investments and disposals

We have a portfolio of investment properties and will investigate options for making improvements to the energy performance of these buildings and future investments.

Use our direct influence

Planning policy

See identical section on page 10.

Procurement

We procure goods and services providing us with an opportunity to influence businesses to reduce their climate impact.

Make the most of our wider influence

Advice for businesses and voluntary and community organisations

Whilst many small and medium-sized enterprises (SMEs) recognise they can and should do more to reduce their carbon emissions, they often struggle to find the time and money to invest in energy savings and postpone taking action because they do not know where to start.

Through two business expos, we have helped raise awareness amongst local businesses of the financial, reputational and well-being benefits of reducing their environmental impact.

In addition, we have promoted a group purchasing scheme for solar panels, battery storage and EV chargers to householders and businesses.

We have provided capital funding through a Rural Business Capital Grant for SMEs to develop new products and facilities. These projects could also help to achieve a reduction in carbon emissions.

Since 2021, we have sponsored the environmental champion category of the Mayor's Business Awards to help encourage and showcase notable practice with climate change.

12. Transport

Transport generates approximately 26% of the borough's carbon emissions, around 338 kt CO₂ per year (2023).

The shift to home working, improvements in engine technology, active travel and rising use of battery electric vehicles are helping to reduce emissions.

Becoming an exemplar

The Council have installed 56 electric vehicle chargers and switched some of its vehicle fleet to battery electric. We are investigating options for further improvements to our fleet.

Our group buying scheme includes an option for householders and businesses to install EV chargers.

We have also supported the improvement of local cycling and walking infrastructure, provided secure cycle storage and promoted Cycling Development.

Working with the King's Lynn Neighbourhood Board, we are investigating options to further improve active travel within King's Lynn including two active travel centres at King's Lynn Enterprise Park and Baker Lane car park in King's Lynn town centre.

We already promote the Cycle to Work salary sacrifice scheme, provide secure cycle storage and changing facilities for staff. We have an internal staff group looking at ways to further encourage active travel amongst staff and will seek accreditation by Cycling UK as a Cycle Friendly Employer.

We will continue to help raise business awareness of ways to reduce carbon impact through a further expo in 2027.

Use our direct influence

Planning Policy

Our Local Plan includes policies that seek to guide new development to sustainable locations which also make the most use of sustainable and active modes of travel. It also seeks to ensure that sustainable measures are incorporated in the design of new development. This approach should be carried forward into the next local plan where appropriate and possible.

Make the most of our wider influence

We will continue to explore ways to reduce the carbon footprint from staff commuting. For example, we operate a salary sacrifice cycle purchase scheme allowing staff to save money and spread the cost of a new bike and accessories.

We will continue to work alongside partners at Norfolk County Council and Transport East to deliver projects that will enhance sustainable transport in the borough including rail and cycling provision.

13. Recycling and waste

Emissions from waste account for 0.01% of all emissions in 2023 (0.1 kt CO₂) in the borough.

Waste across North Norfolk District Council, Breckland District Council and the borough of King's Lynn and West Norfolk is collected as part of a contractual relationship. Within the borough waste is collected from approximately 67,500 households and commercial customers. Approximately one third of all households in the borough have a garden waste bin.

In 2023/2024, approximately 42.4% of waste in King's Lynn and West Norfolk was recycled. The recycling rate has improved each year since 2021/2022.

Carbon dioxide is the major focus of the climate change strategy as that is the most common greenhouse gas released when fossil fuels are burned to provide energy. We are also concerned with methane, which is released from landfill, and because it is a more powerful greenhouse gas than carbon dioxide.

Most of the methane is captured at landfill sites and converted into CO₂. Schemes that encourage home composting or garden waste collection help reduce waste going into landfill. This is especially the case with collection of organic material such as food waste.

WRAP ([Waste and Resources Action Programme](#)) estimate that the UK wastes approximately 10.2 million tonnes of food every year (using data for 2021 and 2022). This total is enough to feed upwards of 30 million people a year, yet an estimated 8.4 million live in food poverty in the UK. The value of food wasted by UK households in 2022 is estimated to be around £17 billion. On average, this is around £1,000 per year for a household of four people. We introduced a food waste service in April 2013. We estimated that as much as one third of the weight of each household's black bin waste was made up of food waste.

Becoming an exemplar

Our facilities

We will work towards minimising waste in our own operations. We have reduced single-use plastics and minimised paper use through improved IT and back office systems which eliminate the use for printed paperwork. We have also improved recycling facilities in our offices including collection of food waste.

Use our direct influence

- **Dry recyclables**
 - We will continue to encourage recycling through our recycling and waste collection policies.
 - We will continue to encourage recycling of small batteries and electrical items through our free weekly kerbside collections.
- **Food and garden waste**
 - We will continue to collect food waste on a weekly basis.
 - We will continue to collect garden waste from our customers.
- **Textiles**
 - We will continue to encourage recycling of textiles through the network of Salvation Army “Bring banks”.
- **Bedding**
 - We will continue to encourage recycling of bedding via the network of animal rehoming charities.
- **Business waste and recycling**
 - We will continue to encourage our business customers to recycle as much waste as possible.
- **Formal notices**
 - We will use our enforcement powers to protect the environment, enforce illegal waste disposal and take action against breaches of planning control.

Make the most of our wider influence

Our campaigns

We will continue to work with partners to influence waste and recycling behaviour. Through Norfolk Waste Partnership we will continue to run a number of campaigns to get people to think more about what they are buying and what will happen to it once they have finished with it.

The Norfolk Waste Partnership has four strategic objectives:

- Reduce the amount of waste generated per household
- Increase the availability of waste reduction, reuse, repair and recycling activities
- Ensure residents and businesses understand the importance of waste as a resource and the range of opportunities for waste reduction, repair, reuse and recycling
- Reduce the overall system cost of dealing with Norfolk’s household waste

Example campaigns include “Everything but the food” to increase recycling of material packaging, “Mission Food Savvy” to reduce food waste and “Refill” which encourages reuse of water bottles at over 500 filling stations across Norfolk.

14. Land use

Plants naturally capture carbon from the atmosphere. It is stored in leaves, stems and roots and eventually accumulates in the soil. However, agriculture can cause it to be released from the soil at a faster rate than it is replaced.

Approximately 46% of emissions in 2023 (613 kt CO₂) across the borough relate to Land Use, Land Use Change, Forestry and Agriculture.

Afforestation and other land-management practices including peatland restoration are ways of increasing the amount of CO₂ captured from the atmosphere and locking it in the land over the long-term.

King's Lynn and West Norfolk has some of the most productive farmland in the country, but relatively few trees. If we are to address climate change more trees and hedgerows will be needed and we will need to look at restoring peatland. As well as storing carbon, these can provide other valuable benefits such as improved open spaces and habitats.

We have our own nursery which uses peat-free compost and no chemicals. In March 2025, we planted a variety of sites including:

- a community orchard in South Lynn
- a living art installation called Beuys Oaks in South Lynn
- Mintlyn crematorium
- Housing sites
- King's Lynn town centre

The Council held its first borough-wide garden wildlife competition in 2025.

Becoming an exemplar

Our land

We will continue to plant trees, shrubs and hedgerows on Council owned land.

Use our direct influence

Planning policy

See identical section on page 10.

Make the most of our wider influence

Tree, shrub and hedgerow planting

We will continue to encourage landowners to plant trees, shrubs and hedgerows to improve biodiversity and help store carbon.

We will continue to hold an annual garden wildlife competition.

15. Energy

Transitioning to Zero Carbon will require a fundamental change in how we generate and consume energy in all aspects of our lives. The Committee on Climate Change reports that the supply of low-carbon electricity will need to quadruple by 2050 in order to meet the needs of the switch to electric vehicles, the move to electric heating and further growth.

The energy infrastructure in the UK is already changing to accommodate more localised renewable energy sources including solar and wind. This section focuses on opportunities from the generation, storage and supply of renewable energy.

Becoming an exemplar

Our buildings

We will continue to improve the energy performance of the buildings we own and manage. This includes provision for solar panels, building management systems, LED lighting and, where appropriate, battery storage.

We will continue to buy our electricity from a net zero source.

The modernisation of the 14th Century St George's Guildhall into a thriving creative and cultural centre provides an opportunity to replace gas boilers and old lighting systems with modern low carbon systems. The site will become an exemplar heritage attraction.

St James swimming pool, opened in 1975, is coming to the end of its economic life and is increasingly expensive to run with high energy costs and carbon emissions due to its age and inefficient design. The Council is considering options to build new sustainable health, swimming, fitness and community facilities to promote active lifestyles.

Generating renewable energy

We will continue to explore opportunities for local solar generation and supply to ensure our buildings and operations reach zero carbon by 2035. For example, we will explore options to use more of the solar power we generate for our usage rather than export to the grid. That will enable us to charge our future battery electric vehicles from our own generated electricity and save money in the long term.

Use our direct influence

Planning Policy

See identical section on page 10.

Make the most of our wider influence

Working with communities

Community energy refers to the delivery of community led renewable energy, energy demand reduction and energy supply projects, whether wholly owned and/or controlled by communities or through partnership with commercial or public sector partners.

We will continue to promote group-buying schemes for renewable energy.

Through Norfolk Climate Change Partnership and the Norfolk/Suffolk Energy Plan we will support the development of community energy projects in Norfolk.

16. Resourcing our strategy

In 2021, the Council established a climate change reserve fund of £1.25 million to help fund a wide range of initiatives to realise the Council's net zero 2035 target and help achieve net zero by 2050 for the borough.

Opportunities for grant funding are limited but where available will be actively pursued for investment in our estate, climate change mitigation measures and community support. To date we have been successful in approximately £4 million worth of grant applications to support our climate change work. That funding has supported the decarbonisation of our buildings, installation of public EV chargers and improvements to the charging facilities for our own vehicle fleet.

We have also helped to direct £14 million towards improvements to the borough's housing stock and helped make residents' homes warmer and more efficient to heat.

We will use the Community Infrastructure Levy and relevant regeneration funding to support our and the community's transition to lower carbon emissions.

Climate change and adaptation are also impacted by a wide range of Council activities and our collective resources will help drive change in areas such as housing, waste, air quality, development, estate management, leisure, corporate services and regeneration.

We will work with partnerships such as the Norfolk Climate Change Partnership, Norfolk Waste Partnership, Norfolk Warm Homes Partnership, Climate East and Transport East to address issues that affect the borough and seek to access opportunities and projects that help with decarbonisation.

At the time of publication of this climate change strategy, details of the Government's Warm Homes Plan are awaited.

Local Government Review is anticipated to introduce new rules on spending over £100,000 that may affect strategic investments in the Council's estate and vehicle fleet.

17. Oversight

The Council's political lead for carbon reduction is the portfolio holder for Climate Change and Biodiversity.

Reports and briefings are provided to Cabinet, overview and scrutiny panels and senior managers.

Progress with the climate change strategy is reported annually to the Environment and Community overview and scrutiny panel and thematic issues are considered by the panel's Climate Change Informal Working Group.

A set of performance indicators are reported quarterly to the Corporate Performance Panel. The panel also receive an annual report from the Norfolk Climate Change Partnership.

An annual Council carbon footprint and analysis of emissions across the geographical borough is published on the Council's website. We will seek to widen the measurement scope of our carbon emissions and improve reporting processes.

The Council's corporate risk register includes an entry relating to climate change and updates are provided to Audit Committee and Corporate Leadership Team.

18. Related strategies and plans

There are a number of related areas of council work that are covered by separate plans and strategies. These include Biodiversity, Air Quality, Transport and Flood and Coastal Management.

19. Biodiversity

Biodiversity and climate change are deeply interconnected, with climate change driving biodiversity loss and, conversely, a healthy environment is crucial for combating climate change.

Public authorities who operate in England must consider what they can do to conserve and enhance biodiversity in England. This is the strengthened biodiversity obligation that the Environment Act 2021 introduced.

The Council is one of few in the East of England to have appointed an Ecologist. A Biodiversity Task Group was established in March 2022 and its work led to the appointment of a Biodiversity Ranger, creation of a Pollinator Action Plan and establishing a garden wildlife competition.

The Pollinator Action Plan was adopted in October 2025 and sets out a clear roadmap to protect and enhance the region's pollinating insects. Pollinators such as bees, butterflies, and beetles play a crucial role in sustaining ecosystems and agriculture.

The Local Plan was adopted in March 2025 and introduced new policy (LP18) relating to biodiversity which requires built-in nesting boxes and/or safe road crossing methods to be incorporated into qualifying new development wherever possible.

Many of the issues associated with biodiversity and safeguarding our environment need to be managed with the help of other organisations and groups. The Council is represented on a number of partnership groups and by working collaboratively more can be achieved ensuring that we are all fulfilling our role in protecting and enhancing biodiversity.

Some of the groups the Council works with to deliver its environmental obligations are as follows: Natural England, The Norfolk Wildlife Trust, The Environment Agency, The Norfolk Biodiversity Partnership, Norfolk County Council, Norfolk Farming and Wildlife Advisory

Group, Norfolk Biodiversity Information Service, Council for the Protection of Rural England, RSPB, The National Trust and the Forestry Commission.

Other groups which the Council is represented on are:

- The Wash and North Norfolk Coast European Marine Site Group
- The Wash Estuary Strategy Group
- The Norfolk Coast Partnership
- Norfolk Biodiversity Partnership

20. Wider collaboration

Everyone living and working in the borough of King's Lynn and West Norfolk has a role to play in the transition to a low carbon society.

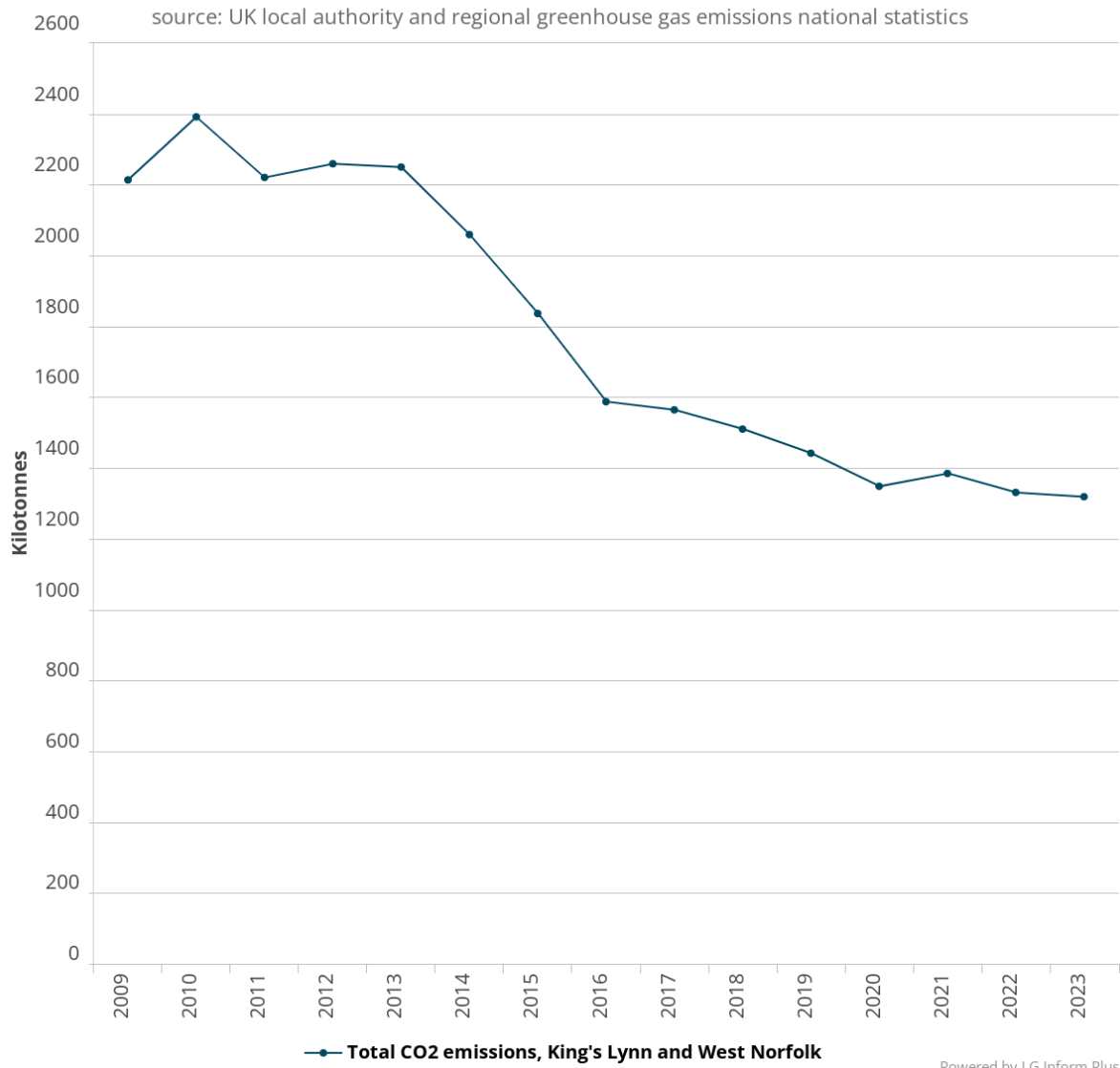
We can work together on this. Get in touch and tell us what else you are doing - climatechange@West-Norfolk.gov.uk

Appendix A – Borough Council of King’s Lynn and West Norfolk net carbon emissions 2023/24

BCKLWN Carbon Audit: 2023/2024				
Emissions Sources	Consumption		Emissions Data	
Scope 1	Activity Data	Unit	t CO ₂ e	kg CO ₂ e
Gas Consumption	6239216.00	kWh	1123.06	1123058.88
LPG Consumption	1.00	tonnes	2.94	2939.29
Oil Consumption	0.00	litres	0.00	0.00
Council Vehicle Fleet	-	-		
Petrol Vehicle	23026.42	litres	49.78	49779.67
Diesel Vehicle	102106.12	litres	261.17	261171.12
Red Diesel	0.00	litres	0.00	0.00
Total Scope 1	-	-	1436.95	1436948.95
Scope 2	Activity Data	Unit	t CO₂e	kg CO₂e
Electricity Consumption	4660919.00	kWh	965.16	965155.14
Total Scope 2	-	-	965.16	965155.14
Scope 3	Activity Data	Unit	t CO₂e	kg CO₂e
Transmission & Distribution Losses	4660919.00	kWh	83.52	83523.67
T&D: EV & Plug-in Hybrid	5889.44	miles	0.48	477.99
Water Supply	76499.00	m ³	13.54	13540.32
Water Treatment	54041.00	m ³	10.86	10862.24
Business Travel	-	-		
Small Petrol Car	4562.64	miles	1.03	1033.88
Medium Petrol Car	22269.47	miles	6.39	6385.93
Large Petrol Car	2962.68	miles	1.30	1298.00
Small Diesel Car	42447.01	miles	9.52	9516.45
Medium Diesel Car	46036.14	miles	12.38	12384.46
Large Diesel Car	12531.70	miles	4.21	4206.84
Bus	3637.12	passenger km	0.37	371.53
Taxi	63.09	passenger km	0.01	9.38
Rail	30461.66	passenger km	10.80	10796.83
Ferry	0.00	passenger km	0.00	0.00
Plane	0.00	passenger km	0.00	0.00
Contractor Travel	-	-		
Refuse Collection Vehicles	410199.40	litres	1029.60	1029600.49
Total Scope 3	-	-	1184.01	1183530.02
BCKLWN Gross Emissions Total	-	-	3586.11	3585634.12
Carbon Offsets / Renewable Tariffs	Activity Data	Unit	t CO₂e	kg CO₂e
Renewable Electricity Tariff	4660919.00	kWh	-965.16	-965155.14
Transmission & Distribution Losses	4660919.00	kWh	-83.52	-80965.89
Total	-	-	-1048.68	-1046121.03
BCKLWN Net Emissions Total	-	-	2537.44	2539513.09

Appendix B – Territorial carbon emissions for King’s Lynn and West Norfolk, 2009-2023

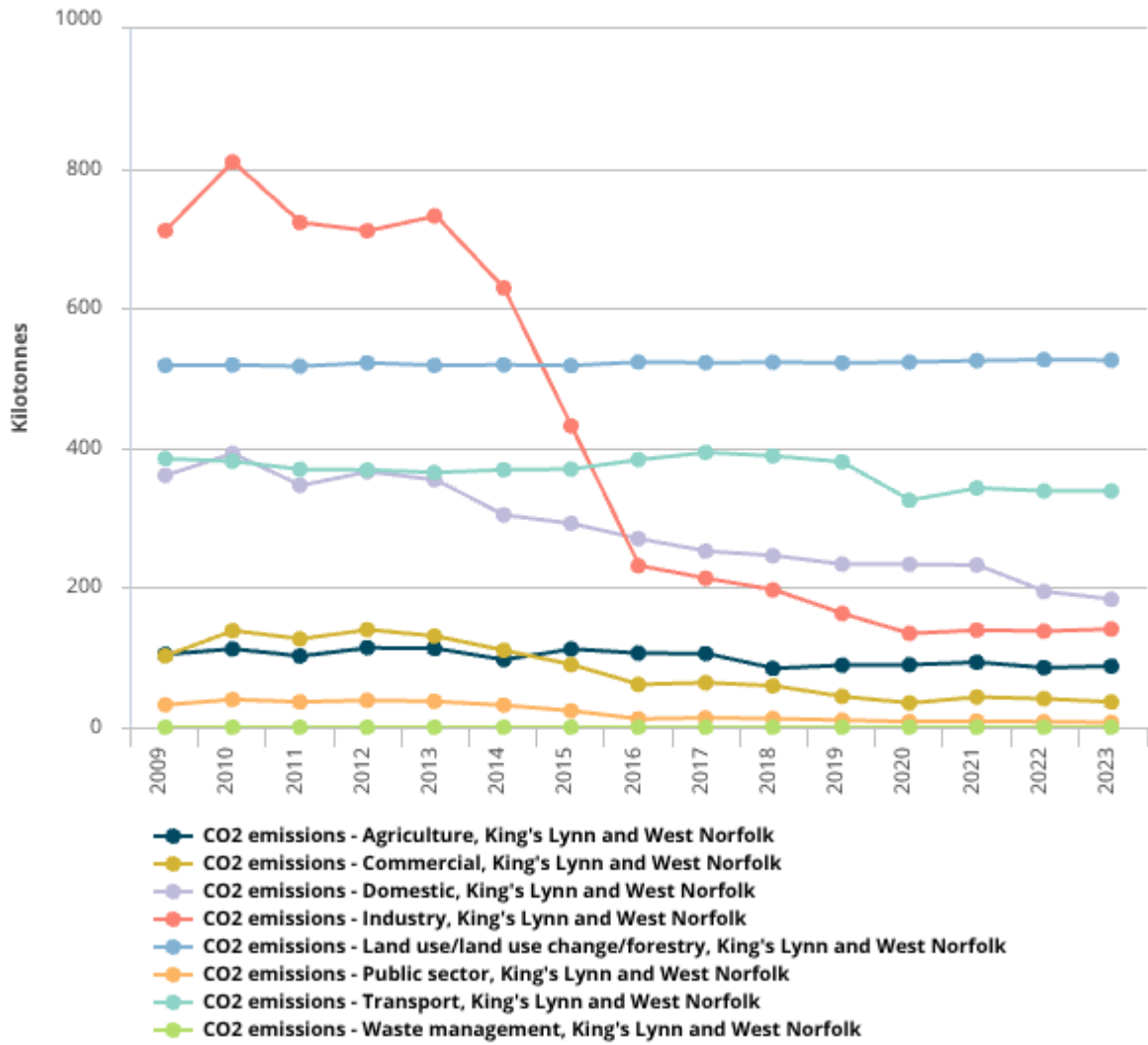
CO2 emissions estimates - Total (kilotonnes) (from 2009 to 2023) for King's Lynn and West Norfolk



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CO2 emissions broken down by sector (kilotonnes) (Kilo tonnes) (from 2009 to 2023) for King's Lynn and West Norfolk

source: UK local authority and regional greenhouse gas emissions national statistics



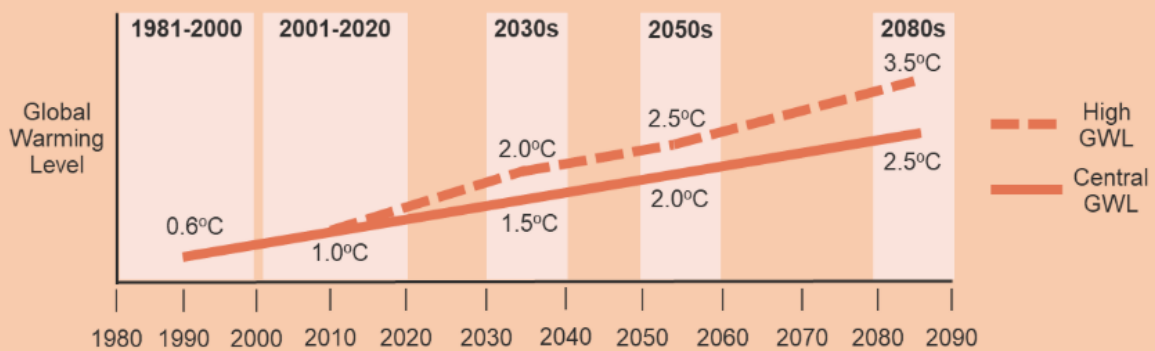
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Appendix C – Met Office climate change projections for King’s Lynn and West Norfolk

Timing of changes



The time when a particular GWL is reached will depend on future global emissions and the sensitivity of the climate system. The two futures present Central and High estimates of global warming over the 21st century. Both are consistent with current-policy global emissions reductions. They have been selected by the Climate Change Committee (CCC) for exploration for the fourth Climate Change Risk Assessment (CCRA4). These futures show the times when particular GWLs may be reached; 4°C may be reached by the end of the century under the High GWL future, but has a low likelihood. The uncertainty in these futures increases over the course of the 21st century.












		0.6°C GWL Baseline 1981-2000	1.0°C GWL Recent Past 2001-2020	1.5°C GWL Paris Agreement	2°C GWL Guidance: Prepare	4°C GWL Guidance: Assess risks
	TEMPERATURE	°C	°C	°C change	°C change	°C change
	Summer Maximum Temperature	29.6 29.0 to 29.7	31.8 30.5 to 33.0	+2.8 +1.4 to +3.9	+3.3 +2.2 to +5.1	+7.0 +5.8 to +8.2
	Summer Average Temperature	16.0 16.0 to 16.0	17.1 16.8 to 17.4	+1.4 +1.0 to +1.9	+2.1 +1.4 to +2.6	+4.1 +3.6 to +4.9
	Winter Average Temperature	4.1 4.1 to 4.1	4.8 4.4 to 5.3	+1.0 +0.6 to +1.4	+1.3 +0.7 to +1.6	+2.8 +1.9 to +3.3
	Winter Minimum Temperature	-7.1 -7.8 to -6.8	-5.5 -6.7 to -4.5	+2.1 +1.4 to +3.0	+2.2 +1.4 to +3.6	+4.2 +3.6 to +5.7
	Annual Average Temperature	9.8 9.8 to 9.8	10.6 10.5 to 10.8	+1.1 +1.0 to +1.3	+1.7 +1.2 to +1.9	+3.4 +2.9 to +3.9
	PRECIPITATION	mm/day	mm/day	% change	% change	% change
	Summer Precipitation Rate	1.67 1.66 to 1.68	1.68 1.48 to 1.84	0 -11 to +13	-3 -24 to +3	-25 -46 to -13
	Winter Precipitation Rate	1.58 1.56 to 1.58	1.63 1.50 to 1.86	+2 -9 to +15	+4 -1 to +12	+14 +7 to +23

Local climate indicators

The table shows projected **climate indicators** for the Local Authority area for a number of Global Warming Levels. For each these are annual totals: a central projection (the Median) and an uncertainty range (the Lower and Upper values are the 10th and 90th percentiles). See also the Scientific Detail (QR Code).



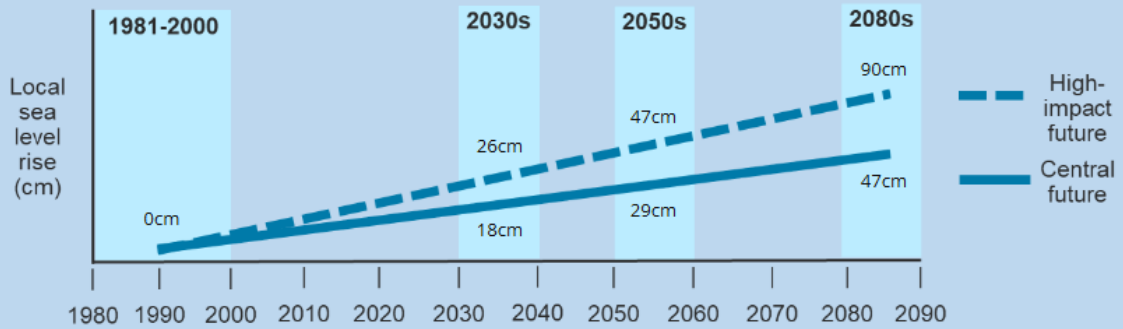
	0.6°C GWL Baseline 1981-2000	1.0°C GWL Recent Past 2001-2020	1.5°C GWL Paris Agreement	2°C GWL Guidance: Prepare	4°C GWL Guidance: Assess risks
 Summer Days* Daily maximum temperature > 25°C High daytime temperatures with health impacts for vulnerable people at risk of hospital admission or death. Transport disruption – e.g. track buckling on railways. Can also indicate periods of increased water demand.	15 14 to 15	25 22 to 31	28 25 to 35	35 28 to 43	64 58 to 77
 Hot Summer Days* Daily maximum temperature > 30°C Increased heat related illnesses, hospital admissions or death. Further transport disruption – e.g. track buckling on railways, road melt. Overhead power lines become less efficient.	1 1 to 1	3 2 to 5	4 3 to 6	6 4 to 9	19 15 to 29
 Extreme Summer Days* Daily maximum temperature > 35°C Increased heat related illnesses, hospital admissions or death affecting not just the vulnerable. Further transport disruption – e.g. track buckling on railways, road melt.	0 0 to 0	0 0 to 1	0 0 to 1	0 0 to 1	3 2 to 6
 Tropical Nights Daily minimum temperature > 20°C Health impact due to high night-time temperatures with potential for heat stress. Vulnerable people at increased risk of hospital admission or death.	0 0 to 0	0 0 to 1	0 0 to 0	0 0 to 1	3 2 to 4
 Frost Days Daily minimum temperature < 0°C Cold weather disruption due to higher than normal chance of ice and snow.	47 46 to 48	34 31 to 42	30 27 to 37	27 22 to 36	10 6 to 19
 Icing Days Daily maximum temperature < 0°C More extreme than frost days, so more severe cold weather impacts.	2 2 to 3	1 0 to 2	1 0 to 2	1 0 to 2	0 0 to 0
 Growing Degree Days[†] Daily mean temperature: °C > 5.5°C Energy available for plant growth over a year. This is not a measure of season length.	1,881 1,878 to 1,884	2,118 2,036 to 2,199	2,201 2,134 to 2,263	2,368 2,244 to 2,437	2,881 2,777 to 3,060
 Heating Degree Days[†] Daily mean temperature: °C < 15.5°C Indicator of energy demand for heating.	2,290 2,288 to 2,291	2,088 2,044 to 2,133	2,009 1,975 to 2,052	1,879 1,835 to 2,022	1,523 1,422 to 1,642
 Cooling Degree Days[†] Daily mean temperature: °C > 22°C Indicator of energy demand for cooling.	28 27 to 29	51 43 to 63	57 50 to 73	71 57 to 90	161 139 to 209

* Summer days above the stated temperature thresholds can occur at any time of year

† Degree Days are not a number of days, but the number of degrees the daily average temperature exceeds the threshold, each day, added up over a year.

King's Lynn and West Norfolk

Sea levels in the Local Authority are expected to rise over the 21st century. Although this result shows the likely range, larger increases cannot be ruled out. Those with a very low risk tolerance to sea level rise should consult EA guidance on H++, which provides an estimate beyond the likely range but within physical plausibility. The science behind these sea level projections can be found in the Scientific Detail (QR code).



More information

The Local Authority Climate Service community site has more information.



The Met Office welcomes feedback on this service.



The Local Authority Climate Service team invites you to contact us at: lacs@metoffice.gov.uk. This is a Beta service.

This work has been supported by Defra as part of the commitments set out within the Third National Adaptation Programme.

Version 1.0

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Appendix D – Borough Council of King’s Lynn and West Norfolk Action Plan

Theme	Action	Lead	When	Measures
Corporate	Publish an annual carbon footprint for the borough Council’s emissions.	Climate Change Manager, Environment and Planning	Dec 2027	Publication of annual footprint
	Develop quarterly monitoring of emissions		Mar 2028	Quarterly emissions estimates
	Publish an annual carbon footprint for the geographic borough of King’s Lynn and West Norfolk.	Climate Change Manager, Environment and Planning	Aug 2027	Publication of annual footprint
	Prepare a climate adaptation risk assessment and strategy.	Climate Change Manager, Environment and Planning	Mar 2027	Risk assessment prepared
	Encourage sustainability awareness through an annual school-based competition.	Climate Change Manager, Environment and Planning	Jun 2027,	Annual school competition
	Development of a decision impact assessment tool.	Interim Governance Manager, Corporate Services	Mar 2026	Impact assessment tool
	Pilot impact assessment tool	Climate Change Manager, Environment and Planning	Jun 2026	
	Launch impact assessment tool	Climate Change Manager, Environment and Planning	Dec 2026	
Encourage improvement of housing in private rented sector.	Housing Standards Manager, Health, Wellbeing and Public Protection	Mar 2028	Number of households supported to improve EPC ratings.	

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Theme	Action	Lead	When	Measures
	Link together with Marmot environmental sustainability			
	Using external grant funding, support vulnerable households with housing retrofits.	Housing Standards Manager, Health, Wellbeing and Public Protection	Mar 2028	Grant funding secured for investment in housing retrofit work.
	Hold "Beat your Bills" events to encourage households to reduce the cost of living.	Housing Standards Manager/ Community Health and Wellbeing Manager, Health, Wellbeing and Public Protection	Mar 2028	Number of events held
Workplaces	Engage with development of new Queen Elizabeth Hospital (QEH) and car park.	Assistant Director Environment and Planning	Mar 2028	Engagement with QUH project
	Highlight business exemplars through the annual Mayor's Business Awards - Environmental champion.	Climate Change Manager, Environment and Planning	Mar 2028	Annual awards programme
	Encourage notable practice by local businesses through a business expo.	Climate Change Manager, Environment and Planning	Sept 2027	Business Expo 2027 event
	Explore options for the replacement of the St James swimming pool.	Assistant Director Leisure and Culture	Mar 2028	Development of a replacement pool
	Prepare a feasibility study for efficiencies at pool at the Oasis pool, Hunstanton.	Assistant Director Leisure and Culture	Mar 2028	Feasibility study
	Fund and construct a new renewable energy hub for St George's Guildhall and enterprise hub development.	Project Officer, Regeneration, Housing and Place	Mar 2028 [Overall site contract completion June 2028]	Construction of energy hub

Theme	Action	Lead	When	Measures
	Undertake condition surveys of BCKLWN properties Develop an Asset Management Plan to inform future upgrades to heating, lighting and building management systems.	Operations Asset Manager, Property and Projects	Dec 2026	Condition survey Asset Management Plan
Transport	Planning consent for King's Lynn Enterprise Park (KLEP) Active Travel Hub Development of Towns Fund Active Travel Hubs at Baker Lane (BL) and the Enterprise Park.	Regeneration Programmes Manager, Regeneration, Housing and Place	Apr 2026 Spring 2027	KLEP - 6 EV charging points, cycling infrastructure include secure storage, lockers and associated facilities. BL - cycling infrastructure include secure storage, lockers and associated facilities.
	Support activation of Active Travel Plans – potential sustainable transport initiatives to link with active travel hubs.	Regeneration Programmes Manager, Regeneration, Housing and Place	Mar 2027	Sustainable transport initiatives
	Contribution to the King's Lynn STARS (Sustainable Transport and Regeneration Scheme) project.	Regeneration Programmes Manager, Regeneration, Housing and Place	Mar 2028	Improved walking and cycling links between key parts of King's Lynn. Enhanced green infrastructure with new trees and planting (Baxters Plain).
	Update and review Local Cycling Walking Infrastructure Plan (LCWIP) schemes	Regeneration Programmes Manager, Regeneration, Housing and Place	Mar 2028	Priority list and investment plan
	Engage with Norfolk County Council on electric vehicle charging infrastructure funded by	Business Operations Manager, Operations and Commercial	Mar 2028	Number of EV charging sockets

Theme	Action	Lead	When	Measures
	the LEVI (Local Electric Vehicle Infrastructure scheme).			
	Review Council Travel Plan in light of local government reorganisation and consider alignment with current approaches at affected councils.	Personnel Services Manager, Corporate Services	Mar 2028	Updated Travel Plan
	Exploring staff usage of battery electric cars through a salary sacrifice scheme.	Personnel Services Manager, Corporate Services	Mar 2028	Consideration of scheme
	Upgrade electric vehicle charging infrastructure at appropriate Council sites.	Property and Projects/Operations and Commercial	Mar 2028	Number of EV charging sockets
	Increase electrification of the Council vehicle fleet.	Waste and Recycling Manager, Operations and Commercial	Mar 2028	Number of battery electric vehicles in the fleet.
Recycling and waste	Implement a revised food waste collection service.	Waste and Recycling Manager, Operations and Commercial	Mar 2028	Tonnes collected
	Support Norfolk Waste Partnership recycling initiatives.	Waste and Recycling Manager, Operations and Commercial	Mar 2028	Campaigns supported
	Contribute towards achievement of the 287 kg residual waste per head of population interim targets .	Waste and Recycling Manager, Operations and Commercial	Mar 2028	Meet The Environment Targets (Residual Waste)(England) Regulations 2023.
Energy	Work with Norfolk County Council on the development of the Norfolk/Suffolk Energy Plan.	Assistant Directors, Environment and Planning /Regeneration, Housing and Place	Mar 2028	Publication of Energy Plan
	Engage with Nationally Significant Infrastructure Projects such as Eastern Green Link 3 and 4 Walpole grid upgrade.	Assistant Director Environment and Planning	Mar 2028	Project supported
	Promotion of a group buying scheme to enable households to access solar PV, battery storage and EV chargers.	Climate Change Manager, Environment and Planning	Jul 2027	Number of householder installations per annum.

Theme	Action	Lead	When	Measures
	Maintain purchase of electricity via a net zero tariff.	Assistant Director Property and Projects	Nov 2027	Net zero Tariff in place
	Increase solar PV generation across BCKLWN estate.	Energy and Environment Officer, Property and Projects	Mar 2028	Increase in kW generated
	Increase efficiency of lighting across BCKLWN estate.	Energy and Environment Officer, Property and Projects	Mar 2028	Reduction in on-prem energy use by 2028
	Ensure technology is financially, operationally and environmentally sustainable and contributes to the Council's net-zero objectives. Embed sustainability and lifecycle thinking in all technology decisions. Choose energy-efficient hosting and cloud solutions. Implement circular-economy practices: device reuse, recycling and print reduction. Continuously review total cost of ownership and supplier sustainability credentials.	Programme Director, Corporate Services	Mar 2028	25% reduction in on-prem energy use by 2028. 100% of decommissioned kit recycled or reused. Documented sustainability statement for all new procurements. Reduced print, power, and waste through digital-by-default processes.
	Complete upgrade of BCKLWN streetlighting.	Energy and Environment Officer, Property and Projects	Mar 2028	Lighting replacement complete
	Land use	Secure and enhance regional and local flood infrastructure by supporting the Fens 2100 programme.	Assistant Director Environment and Planning	Mar 2028
	Engage with Norfolk Coast National Landscape Management Plan 2025-2030.	Assistant Director Environment and Planning	Mar 2028	Engage with projects.

Theme	Action	Lead	When	Measures
	Encourage biodiversity through an annual garden wildlife competition.	Climate Change Manager, Environment and Planning	Jul 2027	Annual awards programme
	Develop and implement a BCKLWN tree planting strategy.	Public Open Space Manager, Operations and Commercial	Mar 2028	Strategy developed Number of trees planted
	Deliver a biodiversity corridor project within King's Lynn.	Biodiversity Ranger, Operations and Commercial	Mar 2028	Project completed
	As part of the Pride in Place programme, to regenerate a brownfield site (Devil's Alley) on King's Lynn riverfront using green landscaping measures.	Regeneration Programmes Manager, Regeneration, Housing and Place	Mar 2028	New public open space created
	To implement a greening strategy for Baxters Plain.	Regeneration Programmes Manager, Regeneration, Housing and Place	March 2028	Increase in number of trees

Appendix E – Local Plan 2021-2040 policies adopted March 2025

Policy LP06 – Climate Change

Development shall recognise and contribute to the importance of, and future-proofing against, the challenges of climate change and to support the transition towards meeting the Government target of becoming a net zero economy by 2050, through where relevant:

- Minimising and reducing carbon emissions
 - Locating new development in areas to minimise the need to travel and maximise the ability to make journeys via sustainable modes of transport, such as through public transport such as bus and rail and in accordance with policies LP01 and LP13.
 - Incorporating and encouraging blue/green infrastructure schemes, such as tree planting, to help sequester carbon from the atmosphere in accordance with LP18 and LP23.
 - Minimising and mitigating pollution during both the construction and operational phases of development to reduce potential impacts on existing pollution levels.
 - Exceeding present thermal energy and high efficiency systems set by Building Regulations to reduce domestic CO₂ emissions.
 - Maximising opportunities from solar technologies and through design to support solar orientation and enhance solar gain.
 - Retrofitting of existing buildings with measures to reduce energy and heat consumption will be encouraged and supported.
- Adapting and mitigating the impacts of climate change
 - Ensuring new development is designed and adapted to incorporate climate change and flood risk resilience (in accordance with LP15, LP16, LP22) and the latest Government guidance regarding the use of climate change allowances in flood risk assessments.
 - Minimising and mitigating air pollution so as to reduce the potential for higher temperatures which in turn leads to poorer air quality.
 - Incorporating appropriate water efficiency and water recycling measures, to help minimise the potential for drought and climatic impacts.
 - Supporting and encouraging local businesses to adapt to the need of work pattern changes, including working from home, creating sustainable transport plans, and taking advantage of technological innovations to reduce car dependency within the borough and adapt to climate change.
 - Supporting and encouraging the need and proposal of advanced, high quality and high-speed communications within development proposals and new infrastructure to complement this policy and the wider benefits for social inclusion, reducing travel and improved connectivity and accessibility to digital infrastructure.

For all developments of one hectare in size or more, we will require a sustainability and climate change statement to be submitted as part of a valid planning application. This statement will be a separate document which will answer the six key questions outlined in

the Council's Sustainability and Climate Change Statement Guidance in the full Local Plan document Appendices.

This is in place to demonstrate how new development is addressing beneficial impacts which pay particular attention to LP06, other appropriate policies and our commitment to international and national law.

Policy LP18 – Design and Sustainable Development

Policy LP18 recognises the importance of good design in sustainable development. Developers will be encouraged to refer to publications and best practice on quality design in formulating development proposals. Key design principles include, but are not limited to:

- Protecting existing natural environment assets including green and blue infrastructure.
- Restoring and enhancing local and regional natural systems to increase climate resilience and carbon capture.
- Establishing a network of green and open spaces that create benefits for the whole community.

1. All new development in the borough must be of high-quality design.

2. Where relevant new development will be required to demonstrate its ability to:

a. conserve and enhance the historic and natural environment and reduce environmental risks;

b. enrich the attraction of the borough as an exceptional place to live, work and visit;

c. respond to the context and character of places in West Norfolk by ensuring that the scale, density, layout, materials and access will enhance the quality of the environment;

d. where possible, enhance the special qualities and local distinctiveness of the area (including its historical, biodiversity and cultural character), gaps between settlements, landscape setting, distinctive settlement character, landscape features and ecological networks;

e. optimise site potential, making the best use of land including the use of brownfield land;

f. enhance community wellbeing by being accessible, inclusive, locally distinctive, safe and by promoting healthy lifestyles (see Policy LP38 Community and Culture);

g. achieve high standards of sustainable design.

3. To promote and encourage opportunities to achieve high standards of sustainability and energy efficiency, development proposals will be required to demonstrate:

a. the use of construction techniques, layout, orientation, internal design and appropriate insulation maximised to improve efficiency;

b. the innovative use of re-used or recycled materials of local and traditional materials to decrease waste and maintain local character;

c. the reduction of on-site emissions by generation of cleaner energy where appropriate;

d. within larger developments of sufficient scale, the provision of green space to safeguard wildlife, provide recreation opportunities and improve the quality of life for people living in the

area and the integration of the development into the GI (Green Infrastructure) network, or the creation of linkages to it wherever possible;

e. the provision of good access links for walking and cycling;

f. the provision of built-in nesting boxes (e.g. boxes for migratory bird species, bats, or bee bricks) and/or safe road crossing methods (e.g. for hedgehogs), wherever possible;

g. the promotion of water efficiency - all new housing must meet Building Regulation requirement of 110 l/h/d. Non-domestic buildings, where relevant, should as a minimum reach 'Good' BREEAM ([Building Research Establishment Environmental Assessment Method](#)) status:

h. the incorporation of Sustainable Drainage Systems (SuDS);

i. designs that exceed the present standards set by Building Regulations will be encouraged;

j. water reuse and recycling and rainwater and stormwater harvesting, and other suitable measures have been incorporated wherever feasible to reduce demand on mains water supply;

k. evidence that there is, or will be, sufficient wastewater infrastructure capacity to accommodate the development;

l. at the design stage, that attention has been paid to the Homes England 'Building for a Healthy Life' standard for well-designed homes and neighbourhoods and the Borough Council will encourage all new schemes to be assessed against the Building for a Healthy Life criteria, or successor documents as appropriate;

m. well-designed homes which provide good standard and quality internal environments for their users, promoting health and well-being, will be encouraged including those which meet the National Described Space Standards.

Density of development

4. In seeking to make the most efficient use of land, the Council will expect proposals to optimise the density of development in the light of local factors such as:

a. the setting of the development;

b. the form and character of existing development; and

c. the requirement for any onsite infrastructure including amenity space.

Flood Risk and Climate Change

5. The Council's Strategic Flood Risk Assessment (SFRA) outlines potential flood risk throughout the borough. In order to ensure future growth within the borough is sustainable: the findings of the SFRA will be used to guide planned growth and future developments away from areas of high flood risk, including the coastal area. Development in any location will be expected to manage water sustainably and reduce surface water runoff using multifunctional Sustainable Drainage Systems (SuDS) where possible.

6. Shoreline Management Plans, Marine Plans and associated documents, will also serve to highlight the future needs and changes that may affect coastal communities arising from changes in climate and will be taken into account in decision making.

Renewable Energy

7. The Council and its partners will support and encourage the generation of energy from renewable sources. These will be permitted unless there are unacceptable locational or other impacts that could not be outweighed by wider environmental, social, economic and other benefits. Commercial and agricultural buildings with a significant area of flat/low pitch roofs (over 250m²) should make provision for solar panels within their detailed design to maximise the use of the roof area (see also Policy LP24).

ENVIRONMENT AND COMMUNITY PANEL WORK PROGRAMME 2025/2026

DATE OF MEETING	TITLE	TYPE OF REPORT	LEAD OFFICER/ ATTENDEE	OBJECTIVES AND DESIRED OUTCOMES
3rd June 2025	Membership of Task Groups and Informal Working Groups 2024/2025	Operational	Democratic Services Officer	To appoint Members to Task Groups and Informal Working Groups established by the Panel
	Nominations to Outside Bodies and Partnerships	Operational	Democratic Services Officer	To nominate representatives to outside bodies and partnerships
	Appointment of Vice Chair for the Municipal Year	Operational		
	Councillor Community Grant Scheme	Operational	Debbie Ess	For Information
8th July 2025	Changes to Social Housing Allocations Policy	Cabinet Report	Duncan Hall Andy King	Before going to Cabinet on 15 th July 2025
	Domestic Abuse Tenants/Residents Policy and Domestic Abuse Intersectionality Policy	Cabinet Report	Duncan Hall Andy King	Before going to Cabinet on 15 th July 2025

	MRF Extension Contract	Cabinet Report	Barry Brandford	Before going to Cabinet on 15 th July 2025
2nd September 2025	Cemetery Presentation & Report	Cabinet Report	Martin Chisholm	Before going to Cabinet on the 16 th September 2025
	Adoption of Playing pitch and Sports facilities strategy	Cabinet Report	Richard Allan	Before going to Cabinet on the 16 th September 2025
20th October 2025	Any Cabinet Reports which fall within the remit of the Panel – to be confirmed.			
	King's Lynn Pride In Place Programme	Cabinet Report	Nicola Cooper Jemma Curtis	Before going to Cabinet on the 11 th November 2025
	Hunstanton Sea Defences	Update	Dave Robson	To receive an update on the Hunstanton Sea Defences
	Review of Licensing Act 2003 Statement of Licensing Policy	Cabinet Report	Marie Malt	Before going to Cabinet on 11 th November 2025
	Adoption of Norfolk Local Nature Recovery Strategy	Cabinet Report	Michael Burton	Before going to Cabinet on 11 th November 2025

6th January 2026	Any Cabinet Reports which fall within the remit of the Panel – to be confirmed.			
	White Ribbon Campaign Accreditation - Yearly Progress Report	Operational	Charlotte Marriott	To receive an update on the White Ribbon Campaign Accreditation
	Safeguarding Policy	Cabinet Report	Charlotte Marriott	Before going to Cabinet on 20 th January 2026
	Serco Waste Update	Presentation	Martin Chisholm	For Information
24th February 2026	Any Cabinet Reports which fall within the remit of the Panel – to be confirmed.			
	Housing Policies: Temporary Accommodation; Private Rented Sector	Cabinet Report	Andy King	Before going to Cabinet on 3 rd March 2026
	Alive Leisure Update	Update	Siobhan Cleeve	To receive an update on Alive Leisure
	Report from Cemetery Provision Informal Working Group	Update Report	Democratic Services Officer Chris Black	To receive feedback from the Cemetery Provision Informal Working Group
14th April 2026	Any Cabinet Reports which fall within the remit of the Panel – to be confirmed.			

	South Lynn Community Centre	Cabinet Report	Jemma Curtis	Before going to Cabinet on the 23 rd April 2026
	Climate Change Strategy and Action Plan	Cabinet Report	Ged Greaves	Before going to Cabinet on the 23 rd April 2026
	Railway Road Extended Air Quality Management Area Revocation	Cabinet Report	Dave Robson	Before going to Cabinet on the 23 rd April 2026
	Changes to the existing Corporate Enforcement Policy and Financial Penalties Policy as a result of the Renters Rights Act 2025	Cabinet Report	Jeannette Hollingsworth	Before going to Cabinet on the 23 rd April 2026

To be scheduled

- Update on Hunstanton Sea Defences – Request from Councillor Colwell
- Alive Leisure Update – Progress Update September 2026 (Annually going forwards)
- Policy Development – Review of Tree and Woodland Strategy and update from the Arboricultural Officers
- Fly Tipping – Providing awareness
- Service Level Agreement for Council Approved testing Stations
- Informal Working Group – Wash Barrier
- Housing Standards Update – Current issues and quality of properties
- Domestic Energy Efficiency Update



Forward Decisions List

The Forward Decision List outlines the Cabinet's upcoming decisions over the next few months. It specifies which decisions are considered significant and indicates those that may lead to portions of the meeting being conducted in private. In addition, the list highlights the responsible Lead Officer and Portfolio Holder.

This document will be updated and republished on the Council's website each month. Any queries relating to the Forward Decision List should be forwarded to Democratic Services: Democratic.Services@West-Norfolk.gov.uk

What is a Key Decision?

Key decisions are defined as an executive decision which is likely:

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(a) To result in the local authority incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates, or (significant relates to £500,000 or more)

(b) To be significant in terms of its effect on communities living or working in the area comprising two or more wards and electoral divisions in the Council's areas. (significant relates to one third of the population in a ward).

The key decision and non-key decision process is only for decisions made by the Executive, i.e. not those made at Planning, Council, Licensing etc. When assessing whether or not a decision is a key decision the decision maker must consider all the circumstances of the case. However, a decision which results in a significant amount spent or saved will generally be considered to be a key decision.

Why might a decision be made in private?

Members of the public may be excluded from a meeting or information if the nature of the business to be discussed is likely to involve the disclosure of exempt information such as details that could identify an individual or pertain to the financial or commercial interests of a person or organisation. Such information should only be made exempt, if it is in the public interest to do so under Schedule 12A of the Local Government Act 1972.



Cabinet Members:

Councillor Alistair Beales: Leader
Councillor Simon Ring: Deputy Leader and Portfolio Holder for Business
Councillor Jim Moriarty: Portfolio Holder for Planning and Licensing
Councillor Sandra Squire: Portfolio Holder for Environmental and Coastal
Councillor Michale de Whalley: Portfolio Holder for Climate Change and Biodiversity
Councillor Chris Morely: Portfolio Holder for Finance
Councillor Jo Rust: Portfolio Holder for People and Communities
Councillor Sue Lintern: Portfolio Holder for Culture and Events

Cabinet Members can be contacted directly and their contact details can be found via our website: [Committee details - Cabinet](#)

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Senior Management

Kate Blakemore: Chief Executive
Michelle Drewery: Deputy Chief Executive and Section 151 Officer
Mark Parkinson: Chief Operating Officer
Emma Hodds: Chief of Staff and Monitoring Officer
Siobhan Cleeve: Interim Assistant Director Leisure and Culture
Stuart Ashworth: Assistant Director Environment and Planning
Jason Birch: Assistant Director Property & Projects
Martin Chisholm: Assistant Director Operations & Commercial
Duncan Hall: Assistant Director Regeneration, Housing & Place
Carl Holland: Assistant Director for Finance and Deputy Section 151 Officer
Honor Howell: Assistant Director Transformation and Change
Paul Lowes: Assistant Director Corporate Services
Mark Whitmore: Assistant Director, Health, Wellbeing and Public Protection

Members of the Senior Management team can be contacted directly via esteam@west-norfolk.gov.uk



APRIL 2026

Date of meeting	Report title	Key or Non-Key Decision	Decision Maker	Cabinet Member/Portfolio	Lead Officer	Open or Exempt
23 April 2026	South Lynn Community Centre	Key	Cabinet	Deputy Leader and Cabinet Member for Business	Assistant Director, Property & Projects	Open
23 April 2026	Railway Road Extended Air Quality Management Area Revocation	Non	Cabinet	Cabinet Member for Climate Change and Biodiversity	Assistant Director, Environment and Planning (Stuart Ashworth)	Open
23 April 2026	Custom House Refurbishment	Non	Cabinet	Deputy Leader and Cabinet Member for Business	Assistant Director, Regeneration, Housing & Place (Duncan Hall)	Part exempt 3 Information relating to the financial or business affairs of any particular person (including the authority holding that information)
23 April 2026	Changes to Local Plan Task Group Terms of Reference	Non	Cabinet	Cabinet Member for Planning and Licensing	Assistant Director, Environment and Planning (Stuart Ashworth)	Open



23 April 2026	Quarter 3 Budget Monitoring	Non	Cabinet	Cabinet Member for Finance	Assistant Director, Finance and Deputy Section 151 Officer (Carl Holland)	Open
23 April 2026	High Street Rental Auctions	Non	Cabinet	Cabinet Member for People and Communities	Assistant Director, Health, Wellbeing and Public Protection (Mark Whitmore)	Open
23 April 2026	Climate Change Policy and Strategy Review	Key	Cabinet	Cabinet Member for Climate Change and Biodiversity	Assistant Director, Environment and Planning (Stuart Ashworth)	Open
23 April 2026	Changes to the existing Corporate Enforcement Policy and Financial Penalties Policy as a Result of the Renters Rights Act 2025	Non	Cabinet	Cabinet Member for People and Communities	Assistant Director, Health, Wellbeing and Public Protection (Mark Whitmore)	Open
14 May 2026	Audit Committee Annual Report from the Chair	Non	Council	Cabinet Member for Finance	Assistant Director, Finance and Deputy Section 151 Officer (Carl Holland)	Open



JUNE 2026

Date of meeting	Report title	Key or Non-Key Decision	Decision Maker	Cabinet Member/Portfolio	Lead Officer	Open or Exempt
25 June 2026	Health and Safety Policy and Statement of Intent	Non	Council	Cabinet Member for People and Communities	Assistant Director, Health, Wellbeing and Public Protection (Mark Whitmore)	Open
09 June 2026	Hunstanton Masterplan and Parking Strategy	Non	Cabinet	Deputy Leader and Cabinet Member for Business	Assistant Director, Regeneration, Housing & Place (Duncan Hall)	Open
09 June 2026	King's Lynn Masterplan and Parking Strategy	Key	Cabinet	Deputy Leader and Cabinet Member for Business	Assistant Director, Regeneration, Housing & Place (Duncan Hall)	
09 June 2026	King's Lynn and West Norfolk new Local Plan - Governance arrangements for the plan-making process	Key	Cabinet	Cabinet Member for Planning and Licensing	Assistant Director, Environment and Planning (Stuart Ashworth)	Open

JULY 2026



Date of meeting	Report title	Key or Non-Key Decision	Decision Maker	Cabinet Member/Portfolio	Lead Officer	Open or Exempt
14 July 2026	Local Plan Scoping Consultation Documents	Key	Cabinet	Cabinet Member for Planning and Licensing	Assistant Director, Environment and Planning (Stuart Ashworth)	Open
29 July 2026	Lynnsport Proposals	Key	Council	Deputy Leader and Cabinet Member for Business	Assistant Director, Transformation and Change (Honor Howell)	Open

SEPTEMBER 2026

Date of meeting	Report title	Key or Non-Key Decision	Decision Maker	Cabinet Member/Portfolio	Lead Officer	Open or Exempt
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OCTOBER 2026

Date of meeting	Report title	Key or Non-Key Decision	Decision Maker	Cabinet Member/Portfolio	Lead Officer	Open or Exempt
29 October 2026	King's Lynn Masterplan and Parking Strategy	Key	Council	Deputy Leader and Cabinet Member for Business	Assistant Director, Regeneration, Housing & Place (Duncan Hall)	Open
29 October 2026	Hunstanton	Key	Council	Deputy Leader and Cabinet	Assistant Director,	Open



	Masterplan and Parking Strategy			Member for Business	Regeneration, Housing & Place (Duncan Hall)	
TO BE SCHEDULED						
Date of meeting	Report title	Key or Non-Key Decision	Decision Maker	Cabinet Member/Portfolio	Lead Officer	Open or Exempt
	Overnight Campervan Parking in Hunstanton	Non	Cabinet	Leader of the Council	Assistant Director, Operations & Commercial (Martin Chisholm)	Open
	Empty Homes Strategy Review	Key	Council	Cabinet Member for People and Communities	Assistant Director, Health, Wellbeing and Public Protection (Mark Whitmore)	Open
	King's Lynn Town Football Club	Non	Cabinet	Deputy Leader and Cabinet Member for Business	Assistant Director, Property & Projects	Fully exempt 3 Information relating to the financial or business affairs of any particular person (including the authority holding that information)
	Housing Assurance Strategy	Non	Council	Cabinet Member for People and Communities	Assistant Director, Health, Wellbeing and Public Protection (Mark	Open



					Whitmore)	
	Domestic Abuse Tenants/Residents Policy and Domestic Abuse Intersectionality Policy	Non	Council	Cabinet Member for People and Communities	Assistant Director, Regeneration, Housing & Place (Duncan Hall)	Open
	IT Hardware Refresh	Key	Cabinet	Cabinet Member for Finance	Assistant Director, Corporate Services (Paul Lowes)	Fully exempt
	Local Government Reorganisation Consultation Response	Key	Council	Leader of the Council	Chief Executive (Kate Blakemore)	Open
	Heacham Beach Huts	Key	Cabinet	Deputy Leader and Cabinet Member for Business	Assistant Director, Property & Projects	Part exempt 3 Information relating to the financial or business affairs of any particular person (including the authority holding that information)

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