

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



Environment and Community Panel

Agenda

Wednesday, 9th June, 2021
at 4.30 pm

in the

**Assembly Room
Town Hall
Saturday Market Place
King's Lynn**

Also available to view on WestNorfolkBC on You Tube



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

Friday, 28 May 2021

Dear Member

Environment and Community Panel

You are invited to attend a meeting of the above-mentioned Panel which will be held on **Wednesday, 9th June, 2021 at 4.30 pm** in the **Assembly Room, Town Hall, Saturday Market Place, King's Lynn PE30 5DQ** to discuss the business shown below.

Yours sincerely

Chief Executive

AGENDA

1. Appointment of Vice Chair for the forthcoming year

2. Apologies for absence

To receive any apologies for absence.

3. Minutes (Pages 5 - 8)

To approve the minutes of the previous meeting.

4. Declarations of interest

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

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

5. **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.

6. **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.

7. **Chair's Correspondence**

If any.

8. **Appointments to Task Groups and Informal Working Groups for the forthcoming year** (Page 9)

9. **Nominations to Outside Bodies** (Pages 10 - 12)

10. **Climate Change Strategy and Action Plan (50 minutes)** (Pages 13 - 49)

11. **Urban Wildlife (10 minutes)** (Verbal Report)

To consider a request from Councillor Bullen.

12. **Housing Standards Update (30 minutes)** (Pages 50 - 55)

13. **Work Programme and Forward Decision List** (Pages 56 - 61)

14. **Date of the next meeting**

To note that the next meeting of the Environment and Community Panel is scheduled to take place on **13th July 2021 at 3.00pm in the Assembly Room at the Town Hall.**

To:

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

Relevant Portfolio Holders

Officers:

Dave Robson – Environmental Health Manager

Henry Saundeers – Climate Change Officer

Mark Whitmore – Principal Environmental Health Officer

Sean Quinn – Housing Standards Officer

Alan Gomm – Planning Policy Manager
Martin Chisholm – Assistant Director

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, 20th April, 2021 at 3.00 pm in the Remote Meeting on Zoom and available for the public to view on WestNorfolkBC on You Tube - Zoom and You Tube

PRESENT: Councillor C Sampson (Chair), L Bambridge, C Bower (Vice Chair), A Bubb, A Bullen, S Collop, M de Whalley, I Devereux (substitute for J Kirk), A Kemp, J Lowe and J Rust (substitute for S Squire)

Portfolio Holders

Councillor S Dark – Portfolio Holder for Environment

Councillor P Kunes – Portfolio Holder for Commercial Services

Councillor E Nockolds – Portfolio Holder for Culture, Heritage and Health

Members present under Standing Order 34: Councillors Blunt and Holmes.

Officers

Barry Brandford – Waste and Recycling Manager

Martin Chisholm – Assistant Director

Peter Jermay – Principal Planner Policy and Water Management Officer

Phillip Eke – Tourism Officer

EC175: WELCOME AND INTRODUCTION

The Chair welcomed everyone to the meeting and informed them that the meeting was being streamed live on You Tube.

[To watch the recording of the meeting click here.](#)

EC176: APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors S Squire, J Kirk and M Wilkinson.

EC177: MINUTES

RESOLVED: The Minutes from the previous meeting were agreed as a correct record.

EC178: DECLARATIONS OF INTEREST

There were no declarations of interest.

EC179: URGENT BUSINESS

There was none.

EC180: **MEMBERS PRESENT PURSUANT TO STANDING ORDER 34**

Councillors Blunt and Holmes.

EC181: **CHAIR'S CORRESPONDENCE**

There was none.

EC182: **FENS BIOSPHERE**

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

The Principal Planner, Policy and Water Management Officer presented the report.

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

Councillor Rust stated that this supported the work of Informal Working Groups, Portfolio Holders and was good for climate change. She asked if there would be the potential to extend the protected area under this initiative and the Principal Planner Policy and Water Management Officer provided detail of the other areas in the Borough that had protected statuses.

In response to questions from Councillor Bambridge regarding sustainable housing and resilience building it was explained that ways of achieving this could be looked at as part of the project.

In response to a question from Councillor de Whalley it was explained that proposals would develop once the Council had indicated its support to the project and it moved forward. He explained that things such as silt fens could be looked at by the Steering Group.

Councillor Kemp asked if there would be the potential to extend the designated area further along the Ouse. It was explained that the Steering Group were looking at the designated area and extending it to incorporate more of the Ouse was one of the things that had been highlighted.

Councillor Devereux referred to resilience and explained that there was a broad scope of projects looking at the Fens and this was something that the Environment and Community Panel could potentially be briefed on in the future.

The Portfolio Holder for Culture, Heritage and Health highlighted the added benefits of the proposed designation in relation to leisure and tourism and work that could be carried out with schools.

Councillor Bullen stated that he hoped that residents would be engaged in activities and that wildlife should be core of the project.

In response to questions from Councillor Bubb it was confirmed that this designation would have no impact on planning powers and there was no intention of any powers or control being taken away.

Councillor Holmes addressed the Panel under Standing Order 34 and hoped that the project would be publicised and give schools the opportunity to become involved.

Councillor Kunes, Portfolio Holder for Climate Change highlighted the importance of the Fens and agriculture and hoped that no arable land would be lost to re-flood the Fens.

Councillor Blunt addressed the Panel under Standing Order 34 and asked if other Local Authorities had signed up to the project. It was explained that there had been progress with other relevant authorities that were now taking the proposals forward for consideration and a Steering Group meeting would be held shortly to update on progress. The Environment and Community Panel could be kept up to date on progress.

Councillor de Whalley made reference to sustainability and recreating fenland. He asked what UNESCO's main aims were and referred to a report published by Natural England. The Principal Planner and Water Management Officer provided detail on the creation of new areas and there was the potential to link up with other Local Authorities in the future.

RESOLVED: That the Environment and Community Panel supports the recommendation to Cabinet as set out below.

That the Borough Council expresses in principle support for the designation by UNESCO of a Fens Biosphere.

EC183: **WORK PROGRAMME AND FORWARD DECISION LIST**

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

The following items were raised for consideration in the future:

- Markets
- Anti-littering and prevention of Fly Tipping
- Review of littering policies.

RESOLVED: The Panel's Work Programme was noted.

EC184: **ARRANGEMENTS FOR CABINET MEMBERS QUESTIONS AT FUTURE MEETINGS**

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

The Chair explained that at a previous Cabinet meeting it had been suggested that Cabinet Members be invited to Panel meetings for question and answer sessions.

The Panel discussed the possible arrangements for this.

RESOLVED: That Cabinet Members question and answer sessions be added to the Agenda as a standing item and that the relevant Cabinet Members be invited to attend Panel meetings as appropriate.

EC185: **DATE OF THE NEXT MEETING**

The next meeting of the Environment and Community Panel would be held on 9th June 2021.

EC186: **EXCLUSION OF PRESS AND PUBLIC**

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

RESOLVED: That under Section 100 (A)(f) of the Local Government Act, 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Act.

EC187: **FOOD WASTE CONTRACT**

The Waste and Recycling Manager presented the report and responded to questions from the Panel.

RESOLVED: That the Environment and Community Panel support the recommendations to Cabinet as set out in the report.

The meeting closed at 4.40 pm

POLICY REVIEW AND DEVELOPMENT PANEL REPORT

REPORT TO:	Environment and Community Panel		
DATE:	9 th June 2021		
TITLE:	Membership of Task Groups and Informal Working Groups 2021/2022		
TYPE OF REPORT:	Operational		
REPORT AUTHOR:	Rebecca Parker, Democratic Services Officer		
OPEN/EXEMPT	Open	WILL BE SUBJECT TO A FUTURE CABINET REPORT:	No

REPORT SUMMARY/COVER PAGE

PURPOSE OF REPORT/SUMMARY:
<p>This report invites the Environment and Community Panel to arrange for the appointment of Members to serve on the Informal Working Groups and Task Groups, which have previously been established by the Panel, for the municipal year 2021/2022.</p> <p>The Panel has established the following groups:</p> <ul style="list-style-type: none"> - Homelessness and Housing Delivery Task Group - Single Use Plastics Informal Working Group - Climate Change Informal Working Group
RECOMMENDATIONS:
<ol style="list-style-type: none"> 1. That the Homelessness and Housing Delivery Task Group continues to operate and the Democratic Services Officer be instructed to seek Membership of the Task Group from the Group Leaders for the 2021/2022 municipal year. 2. Membership of the Informal Working Groups be confirmed by the Panel.

For information – current Membership of Groups is below

Homelessness and Housing Delivery Task Group: Councillors Bambridge, Bower, S Collop, Sandell, Rust and Morley.

Single Use Plastics Informal Working Group: Councillors Parish, de Whalley, Bower and Bubb.

Climate Change Informal Working Group: Councillors Holmes, Bubb, Rust, Kirk, de Whalley, Spikings and Hipperson.

POLICY REVIEW AND DEVELOPMENT PANEL REPORT

REPORT TO:	Environment and Community Panel		
DATE:	9 th June 2021		
TITLE:	Nominations to Outside Bodies and Partnerships		
TYPE OF REPORT:	Operational		
PORTFOLIO(S):	Leader		
REPORT AUTHOR:	Rebecca Parker		
OPEN/EXEMPT	OPEN	WILL BE SUBJECT TO A FUTURE CABINET REPORT:	NO

REPORT SUMMARY/COVER PAGE

PURPOSE OF REPORT/SUMMARY:
The Panel is invited to nominate representatives to participate in the outside bodies and partnerships which fall within the Environment and Community Panel’s remit as set out in the report.
RECOMMENDATIONS:
<ol style="list-style-type: none"> 1. That nominations be made by the Panel. 2. That the reporting arrangements be noted, as shown in the report. 3. That Council be requested to approve the nominations made by the Panel
REASONS FOR RECOMMENDATIONS:
To ensure continued involvement in the community by the Council.

1.0 BACKGROUND

1.1 The Cabinet at its meeting on 15th June 2021 will confirm a number of Cabinet appointments to outside bodies and partnerships. Further appointments will be made by the Council on 8th July 2021 in the following categories:

- Scrutiny and regulatory roles
- Parish level representation, parished and unparished areas
- General appointments

2.0 INSURANCE COVER FOR BOROUGH COUNCILLORS

2.1 The Council’s insurance will indemnify any employee or member arising from their service on the board or participation in the capacity of governor, officer, trustee, director, committee member or other official of any not-for profit entity other than the insured.

Provided always that:

- a) The service or participation by the employee or member is specifically requested by or under the specific direction of the insured.
- b) The insured is legally entitled to approve the service or participation and to indemnify the employee of member in respect of it.

c) Any payment will only be made by the insurer for an amount in excess of any indemnification or insurance coverage provided by the not-for-profit entity or afforded from any other source and to which the employee or member is entitled.

2.2 When a member is appointed to serve on an outside body, they should also ensure that as well as completing the Register of Financial and Other Interest form, they should complete the annual "Related Party Transactions form", with the details of those bodies on which they serve.

3.0 FEEDBACK FROM MEMBERS ON OUTSIDE BODIES

3.1 The Panels should be able to request reports from Councillors serving on outside bodies which fall within their remit. By programming the reports over the Panel's annual timetable of meetings, it would be possible for members both to assess the usefulness of making appointments to bodies and be informed of any relevant matters.

4.0 APPOINTMENT OF REPRESENTATIVES

4.1 This Panel is invited to nominate representative(s) to participate in the outside bodies and partnerships listed below which fall within the Panel's remit. For information, details of the representatives for 2021/2022 are listed below.

- **Borough Council/College of West Anglia Liaison Board – 1 representative**
Frequency of meetings: once every six months.
Venue: Alternates between the College and the Council
Current representative is Councillor Lowe
- **King's Lynn and West Norfolk Area Museums Committee – 3 representatives**
Frequency of meetings: Quarterly
Venue: Alternates between Council Offices and King's Lynn Museum.
Time: Usually 2.15pm
Current representatives are Councillors de Whalley, Kemp and Bubb
- **Norfolk County Council – Norfolk Countywide Community Safety Partnership Scrutiny Sub-Panel – 1 representative & substitute**
Frequency of meetings: quarterly – usually on a Monday
Venue: Norfolk County Council
Time: 9.30am
Current representatives are Councillor Kemp and Bubb (sub)
- **Norfolk Health Overview and Scrutiny Committee – 1 representative & substitute**
Frequency of meetings: 7 times a year
Venue: Norfolk County Council
Time: 10.00am
Note: Members must be a Member of an Overview and Scrutiny Committee.
Preferably not be board members or governors of a local health service organisation or a member of the Health and Wellbeing Board in order to limit conflicts of interest.
Current representatives are Councillor Kemp and Bubb (sub)
- **West Norfolk Community Transport Project – 1 representative**
Frequency of meetings: Quarterly – usually on a Monday
Venue: North Lynn
Time: 5.30pm
Current representative is Councillor Moriarty

- **King's Lynn Football Club Board (observer) – 1 representative**
Venue: Football Club
Current representative is Paul Bland (non Council)

5.0 FINANCIAL IMPLICATIONS

- 5.1 Mileage and subsistence allowances for Councillor attending meetings.

6.0 ACCESS TO INFORMATION

Current lists of member representation

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



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

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DRAFT

1. Foreword

1.1. Lorraine Gore, Chief Executive

To be added at a later date.



Signed: _____ Lorraine Gore, Chief Executive

Date: _____

1.2. Cllr Paul Kunes, Climate Change & Commercial Services Portfolio Holder

To be added at a later date.

DRAFT

Signed: _____ Cllr P Kunes

Date: _____

2. Executive Summary

We at the Borough Council of King's Lynn and West Norfolk are committed to tackling climate change and minimising our contribution to it. Climate change has risen in the public and political agenda significantly over the past 5 years. Following on from the 2015 Paris Agreement targets to limit warming to 2°C and pursue efforts to further limit warming to 1.5°C, the UK government has now committed to a net zero emissions date of 2050. We will also monitor any developments following the 26th UN Conference of the Parties (COP 26) event in Glasgow.

This strategy and action plan is the starting point to reducing our corporate emissions. In line with our climate change policy, we aim to reach net zero by 2050, and have an agreed phased approach to our work. Phase 1 focus on getting our own house in order. This constitutes establishing the reduction of our corporate emissions, in which this strategy and action plan will detail. Phase 2 focuses more so on our role and scope of influence in aiding the reduction of district wide emissions. This strategy touches upon our phase 2 work as we are looking to tackle these emissions as and when opportunities arise. However, phase 1 is largely the focus of this first strategy and action plan. This strategy and action plan will be a live document and will be updated to reflect changes to council priorities and national legislation.

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

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

Our ability to implement this strategy and action plan will depend on adequate financial stimulus and staffing capacity. Further to this, the COVID-19 pandemic response and recovery will have impacts on our ability to deliver this strategy and action plan. Our performance against this strategy and action will be measured and monitored by a series of annual documents.

3. Introduction

3.1. What is climate change?

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

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

3.2. What causes climate change?

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

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

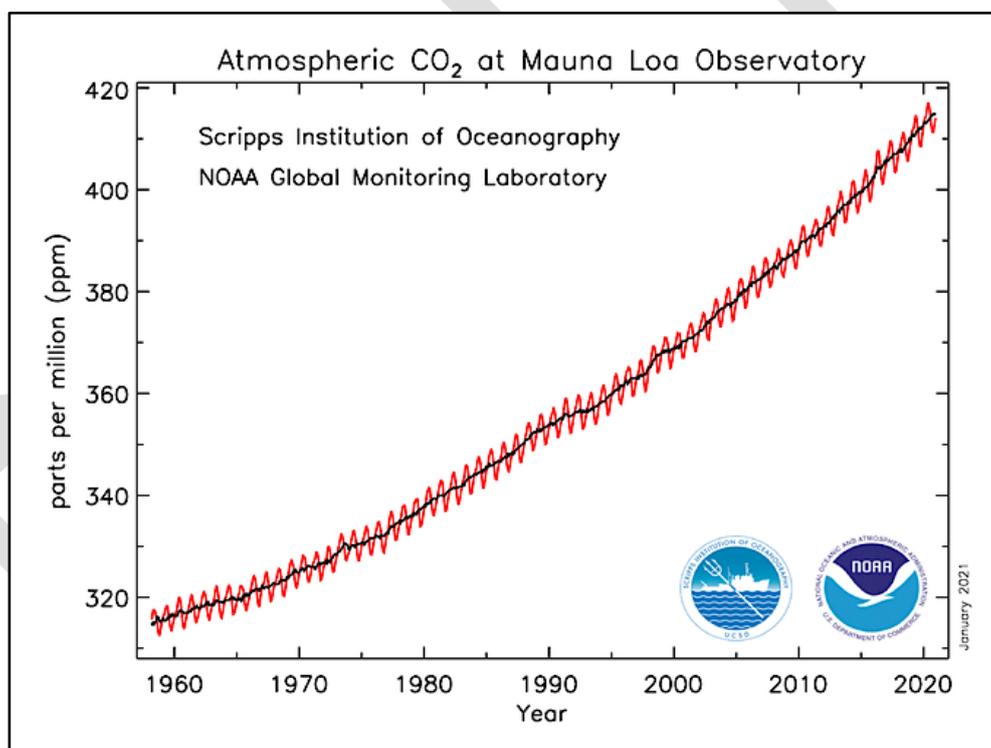
Since the industrial revolution however, humans have increased the amount of GHGs in the atmosphere through the burning of fossil fuels (coal, oil and natural gas). Carbon dioxide is the principal GHG that affects the Earth's radiative balance. Since the beginning of the industrial revolution (1750)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

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

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

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

Figure 1: Observed atmospheric CO₂ changes



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

4. Current UK Climate Action

4.1. Climate Change Act, 2008

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

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

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

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

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

4.2. Paris Agreement on Climate Change, 2015

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

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

The agreement is to review each country's contribution to cutting emissions every five years, so they scale up to the challenge, with richer countries also being required to help poorer nations by providing "climate finance" to adapt to climate change and switch to renewable energy.

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

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

Policy areas highlighted for investment and decarbonisation are as follows:

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

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

5. Our Situation

5.1. Climate change policy

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

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

As a council we will comply with national climate change legislation and statutory guidance and will stay in line with changing national policy. Our goal is therefore, achieving net zero emissions by 2050, in line with the UK Climate Change Act 2008.

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

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

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

Our emissions are split into 3 scopes:

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

5.3. King's Lynn and West Norfolk District emissions

The Department of Business, Energy and Industrial Strategy (BEIS) publish local authority area carbon dioxide emissions statistics every year. The latest figures were published in 2020, which show that our district; King's Lynn & West Norfolk is one of the highest emitting districts in the UK, having emitted 1,359.7 kilo tonnes CO₂ (kilo tonnes of carbon dioxide) in 2018. These reports detail emissions two years prior to the report date, therefore, the 2020 release provides data for 2018.

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

District emissions are split into 4 sectors:

- Industrial and Commercial: Industrial sites across the borough, agriculture and landfill.
- Domestic: Gas use, electricity use and other fuel use in domestic.
- Road Transport: Emissions from road transport on A-roads, B-roads and diesel railways.
- Land Use, Land Use Change & Forestry (LULUCF): We are a net contributor of CO₂ and methane due to the decomposition of peat in our district.

5.4. What have we already done?

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

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

5.4.1. Emissions reductions

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

5.4.2. Internal climate change action

1. A Climate Change Officer Working Group was established in September 2019.
2. A UEA graduate was initially appointed on a 12-month internship to aid climate change work. In September 2020, this was extended with a two-year fixed term post, which as of May 2021 is now a permanent post.
3. We developed and implemented a new carbon audit procedure, starting with our 2018/2019 audit.
4. A Norfolk county group called the ‘*Norfolk Climate Change Partnership*’ (NCCP) was established in January 2020 to work with other Norfolk councils on climate change issues.
5. Two UEA Environmental Science students on their 3rd year Environmental Consultancy module, produced consultancy papers for us. These were on the tree planting project feasibility and net zero carbon possibilities.
6. Our Corporate Business Plan now includes climate change as one of its corporate priorities: “protecting and enhancing the environment including tackling climate change”.
7. Environmental Issues have been added to our cabinet report template.
8. Climate Change/Environmental Issues will be included in project initiation documents.
9. Our Climate Change Policy was adopted by full council on 15/10/2020.

10. We provide routine staff and member updates on climate change work.
11. In response to the COVID-19 pandemic, agile working and reduce business miles will help reduce our emissions.
12. King's Court procurement of sustainable paper for floor printers.

5.4.3. Public engagement

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

6. Strategy Phase 1: Reducing BCKLWN Emissions

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

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

6.1. Scope 1: Gas consumption

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

Between 2019 and 2020 we completed an initial Re:fit phase 1 of 15 council buildings for a capital investment of £1,337,104. This Re:fit improved the energy efficiency of the buildings, with the aim of helping reduce consumption, cost and carbon emissions. However, in addition to energy efficiency improvements we must look at changing our

heating sources from gas to more renewable alternatives. In late 2020, work started on a Re:fit phase 2, in which we obtained £3.8million in grant funding from the BEIS Public Sector Decarbonisation Scheme. This allows the council to further reduce emissions from its buildings, focusing on decarbonising heat through the adoption of renewable energy technology, such as air and ground source heat pumps.

6.2. Scope 1: Council vehicle fleet

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

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

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

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

6.3. Scope 2: Electricity consumption

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

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

6.4. Scope 3: Transmission and distribution losses

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

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

6.5. Scope 3: Water supply and water treatment

Our water consumption does contribute to our carbon footprint, with our estates consuming tens of thousands of cubic metres (m³) every year. For every m³ consumed we are therefore, emitting 0.34 kgCO₂e (DBEIS, 2020). As a council we also run leisure centers through 'Alive West Norfolk' which includes three swimming pools. The pools are our largest consumers of water and therefore the largest emitters from this source.

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

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

6.6. Scope 3: Business travel

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

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

6.7. Scope 3: Contractor travel (refuse collection)

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

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

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

6.8. Residual Emissions: Tree planting

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

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

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

6.9. Other: Procurement

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

6.10. Other: Corporate changes

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

7. Strategy Phase 2: Reducing District Emissions

Phase 2 focuses work on the extent to which our scope of influence extends and therefore, what power we have as a local authority to influence district emissions reductions. However, our main priority first and foremost is to get our own house in order before we can focus completely on the district.

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

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

7.1. Industrial and commercial

The industrial and commercial (I&C) sector is the largest emitting sector in King’s Lynn and West Norfolk district. Our district is home to several large point source emitters and landfill sites, which help contribute towards the high I&C sector emissions. Emissions are measured on an end-user basis, which include electricity consumption, gas consumption, large industrial installations, other fuels (e.g., gas oil) and agriculture.

7.2. Domestic

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

low thermal performance. Consequently, heat is not properly contained, requiring more fuel to be burnt to keep the property warm, thus emitting more.

7.3. Transport

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

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

Whilst many districts have a CO₂ sink with forestry, King's Lynn and West Norfolk (like other fen districts) is a net emitter, mainly due to CO₂ (and methane) emissions from the fen peat deposits. Whilst the LULUCF sector is the lowest sector emitter in the district, it is proportionally much higher than Norfolk and national averages for LULUCF.

8. Emissions Reduction Action Plan

8.1. Phase 1: Reducing BCKLWN emissions

Scope	Emissions Source	Actions	Lead Departments	Timeline	Capital Costs
31 Scope 1	Gas Consumption	1. Re:fit Part 2 Public Sector Decarbonisation Grant to install ASHPs and GSHPs in council sites.	Property Services / Alive West Norfolk	2021	£3.8m ¹
		2. Re:fit Part 2 Public Sector Decarbonisation Grant to improve the energy efficiency of council estates with high energy consumption.	Property Services / Alive West Norfolk	2021	£3.8m ²
		3. Establish a building retrofit programme, through a high level review of our buildings, to create grant ready applications/projects.	Property Services / Alive West Norfolk	2021 - 2022	tbc
		4. Implement a building retrofit programme.	Property Services / Alive West Norfolk	2022 - 2050	tbc ³
	Vehicle Fleet	5. Adopt an EV/Hybrid first policy (unless the business case suggests otherwise).	Open Space / Transport Manager	2021 - 2022	n/a
		6. Conduct a green fleet review through the Energy Saving Trust.	Open Space / Transport Manager	2021 - 2022	n/a
		7. Develop a fleet renewal strategy – depending on the EST review and our commercial situation.	Open Space / Transport Manager	2021 onwards ⁴	n/a

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

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

³ Will be dependent on grants or available capital funding.

⁴ Dependent on the complexity and timeliness of action 5.

		8. Investigate the replacement of fossil fuel powered ground tools for zero carbon alternatives.	Open Space / Transport Manager	2021 onwards	tbc
		9. Implement one pilot council electric vehicle, subject to action 5.	Open Space / Transport Manager	2021 - 2023	£26k ⁵
		10. Current proposed council EV charger installation.	Open Space / Transport Manager	2021 - 2032	£19k ⁶
		11. Install EV chargers, in line with demand and fleet electrification, and in conjunction with available grants.	Open Space / Transport Manager	2021 - 2032	tbc
Scope 2	Electricity Consumption	12. Complete switch to a 100% renewable energy tariff.	Property Services / Alive West Norfolk	2021 - 2022	£2.5k
		13. Re:fit Part 2 to increase Solar PV provision to offset increased ASHP & GSHP consumption.	Property Services / Alive West Norfolk	2021 - 2022	£3.8m ⁷
		14. Establish a building retrofit programme, through a high level review of our buildings, to create grant ready applications/projects.	Property Services / Alive West Norfolk	2021 - 2022	tbc
		15. Implement a building retrofit programme.	Property Services / Alive West Norfolk	2022 - 2050	tbc
		16. IT desktop technology 5-year replacement cycle.	ICT	2025 - 2026 & onwards.	tbc
		17. Investigate data centre cooling methods for the summer months.	ICT	2022 - 2023	tbc
Scope 3	Transmission &	18. Re:fit Part 2 to increase Solar PV provision to offset increased ASHP & GSHP consumption.	Property Services / Alive West Norfolk	2021 - 2022	£3.8m ⁸

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

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

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

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

33	Distribution Losses	19. Investigate commercial solar options through Re:fit Part 2.	Property Services / Alive West Norfolk	2022 – 2024	n/a	
		20. Consider further Solar PV options as part of every subsequent Re:fit. ⁹	Property Services / Alive West Norfolk	2022 - 2050	£300 - £500 per panel. ¹⁰	
	Water Supply & Treatment	21. Investigate water consumption reduction options as part of each Re:fit. ¹¹	Property Services / Alive West Norfolk	2022 - 2050	tbc	
	Business Travel	22. Conduct a grey fleet review through the Energy Saving Trust.	Policy & Personnel	2022 - 2023	n/a	
		23. Develop and produce a council business travel plan, to support working arrangements.	Policy & Personnel	2023 - 2025	n/a	
	Contractor Travel (Refuse Collection)	24. Start joint council contract with Breckland and South Norfolk. Potential refuse collection CO ₂ e savings of 38%.	Refuse & Recycling	2021 - 2028	Already funded	
		25. Conduct an HGV fleet review through the Energy Saving Trust.	Refuse & Recycling	2025	n/a	
		26. Continue to monitor future technology available for the next refuse contract.	Refuse & Recycling	2025 - 2030	n/a	
	Residual Emissions	Green Habitat / Tree Planting	27. Complete a pilot tree planting programme on Lynnsport land, applying for the appropriate grant.	Open Space / Planning	2020 - 2022	£72k
			28. Use our pilot tree planting programme as a worked example for local landowners.	Open Space / Planning	2022 onwards	n/a

⁹ Link to action number 14.

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

¹¹ Link to actions 3 and 14.

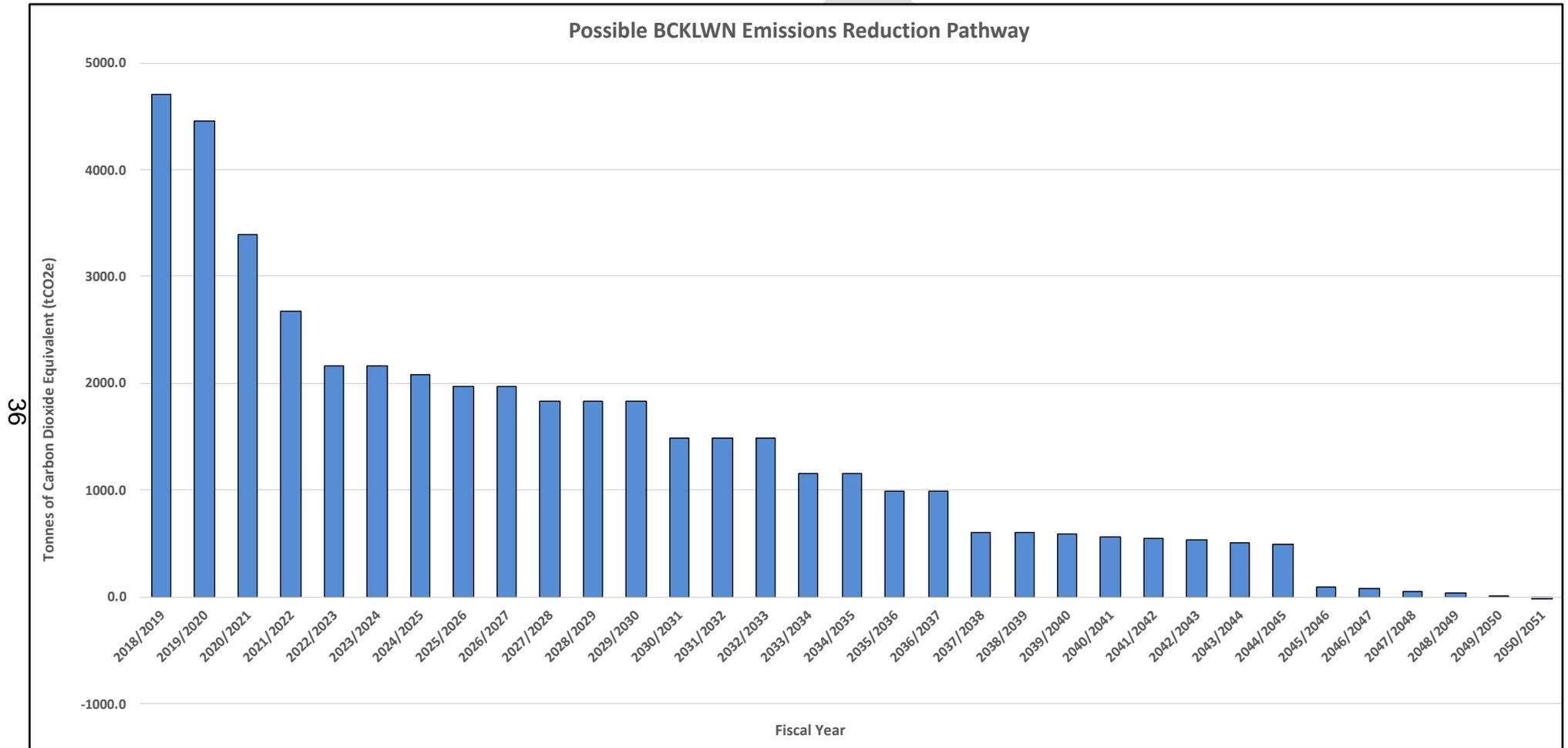
34		29. Consider internal best value options for further tree planting and maintenance on council land. ¹²	Open Space / Planning	2021 - 2022	tbc
		30. Investigate woodland burial options.	Crematorium / Commercial Services	2021 - 2023	tbc
		31. Investigate memorial park/garden options.	Crematorium / Commercial Services	2021 - 2023	tbc
		32. Investigate future tree planting options associated with development.	Open Space / Planning	2022 - 2023	n/a
		33. Conduct a canopy cover and tree stock assessment for council owned land.	Open Space	2022 - 2023	£10k - £70k ¹³
		34. Develop and implement a longer-term green habitat and tree planting strategy.	Open Space	2022 onwards	n/a
		35. Investigate options for micro-forests.	Open Space / Climate Change	2022 onwards	n/a
		36. Identify more accurate figures for carbon sequestration accounting.	Climate Change	2021 - 2022	n/a
	Carbon Credits	37. Investigate commercial solar options.	Corporate	2022- 2023	tbc
	Carbon Credits	38. Investigate further carbon credit investment options.	Climate Change	2030 - 2040	n/a
Other	Procurement	39. Update the procurement strategy to include emissions reductions/climate change.	Procurement	2023	n/a
	Corporate	40. Review council climate change policy.	Climate Change	2023	n/a

¹² Potential link to number 27.

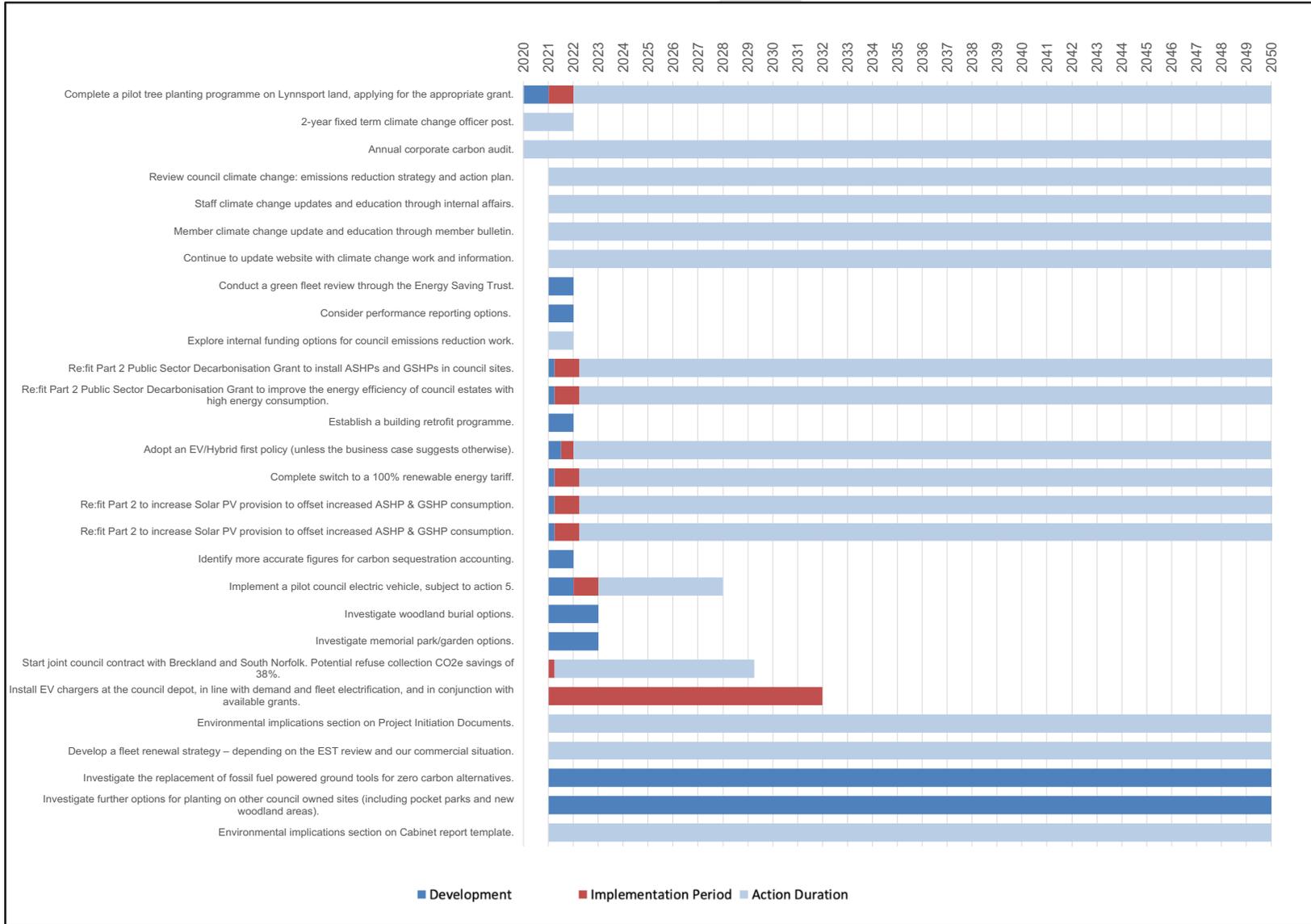
¹³ Cost is dependent on canopy cover requirements, ranging from £10k - £70k.

35	41. Review council climate change: emissions reduction strategy and action plan.	Climate Change	2024	n/a
	42. Consider performance reporting options.	Climate Change	2021	n/a
	43. Environmental implications section on Cabinet report template.	Climate Change	2021 onwards	n/a
	44. Environmental implications section on Project Initiation Documents.	Corporate Projects	2021 - 2050	n/a
	45. Annual corporate carbon audit.	Climate Change	2020 - 2050	n/a
	46. 2-year fixed term climate change officer post now made permanent.	Environmental Health / Climate Change	2020 onward	n/a
	47. Staff climate change updates and education through internal affairs.	Climate Change	ongoing	n/a
	48. Member climate change update and education through member bulletin.	Climate Change	ongoing	n/a
	49. Continue to update website with climate change work and information.	Climate Change	ongoing	n/a
	50. Explore internal funding options for council emissions reduction work.	Climate Change	ongoing	n/a
Total Cost of BCKLWN Emissions Reduction Actions			£188,500	

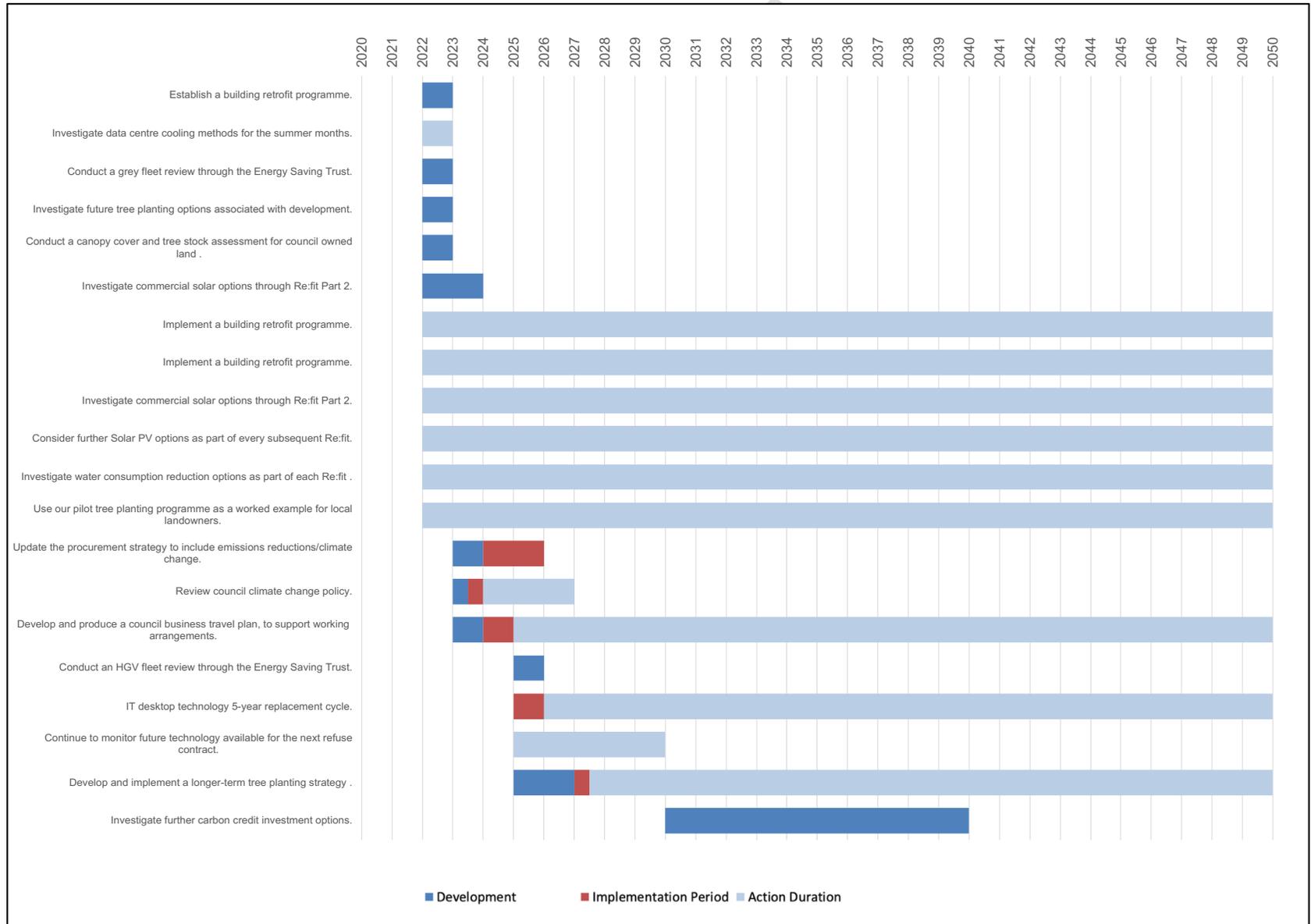
8.2. Possible BCKLWN emissions reduction pathway



8.3. Example BCKLWN emissions reduction action plan implementation



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8.4. Phase 2: Reducing district emissions

= 10 Point Plan Policy Proposals

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

		16. £5billion on buses, cycling and walking.	Central Government	n/a
		17. £4.2billion on city public transport.	Central Government	n/a
		18. £20million across trials for zero emissions HGVs.	Central Government	n/a
		19. Develop and publish car parking strategy.	Corporate	2021 - 2022
		20. Investigate work areas through the Norfolk Climate Change Partnership.	NCCP	2022 - 2025
		21. Through NCCP take forward EV charging network options across Norfolk.	NCCP	2021 onwards
		22. Monitor any National, Highways England and LEP policies & strategies.	Climate Change	2022 - 2050
		23. Development of NCCP bids regarding sustainable hydrogen infrastructure for transport	NCCP	2021 onwards
40	Electricity, Gas & Other Fuels.	24. Heat and buildings strategy.	Central Government	2021
		25. Public sector emissions reductions by 50%, from 2017 baseline.	Central Government	2032
		26. 600,000 heat pump installations per year by 2028.	Central Government	2021 - 2028
		27. ECO extended to 2026.	Central Government	2021 - 2026
		28. Future Homes Standard implementation.	Central Government	n/a
		29. New homes upgrade grant and social housing decarbonisation fund.	Central Government	n/a
		30. Green homes grant LAD 1a & 1b through Norfolk Warm Homes Fund.	Housing	2021
		31. Green homes grant LAD 2 via the Greater South East Energy Hub in conjunction with social housing providers.	Housing	2021 - 2022
		32. Dedicated local plan climate change policy.	Planning Policy / Development Control	2021 - 2022

41		33. Warm Homes Fund promotion and development in partnership with the lead authority.	Housing	2021
		34. HECA Report, Promoting ECOFlex and secure external funding where appropriate.	Housing	2021 onwards
		35. Continued engagement with Norfolk LA's with regards domestic energy efficiency projects and funding sources.	Housing / Climate Change	2021 onwards
		36. Explore opportunities for micro generation, e.g., solar collective purchasing scheme, promoting government grant funding etc.	Housing	2021 - 2025
		37. MT report with regards the enforcement of MEES regulations and HA2004 re. HHSRS 'excess cold'. Ensure consistency of enforcement with other LA's and relevant guidance. Promote legal requirements to landlords via relevant means.	Housing	2021 onwards
		38. Investigate options for district heating.	Planning	2021 - 2022
		39. Development of NCCP community renewal fund bid regarding community energy.	NCCP	2021 onwards
LULUCF	Natural Environment	40. Creation of new National Parks and AONBs.	Central Government	2021
		41. £40million second round green recovery challenge fund.	Central Government	2021
		42. £5.2billion in six-year flood and coastal defence programme.	Central Government	2021
		43. Initiate 10-year-long tern landscape recovery projects.	Central Government	2022 - 2024
		44. Protect and improve 30% of UK land.	Central Government	2030
	Cropland & Grassland.	45. Consider options for a tree canopy cover survey of the borough.	Open Space / NCCP	2023 - 2024
		46. Support the Fens Biosphere Project .	Climate Change / Environmental Health	2021 - 2050

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

9. Implementation

9.1. Staff resources

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

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

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

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

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

9.2. Finance

In order to successfully implement this strategy and action plan, financial stimulus is required. Our strategy and action plan will place a potential strain on other areas of the council's budget and risks redirecting funding from other activities.

In order to finance the successful implementation of our strategy, we will:

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

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

10. Measuring and monitoring

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

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

10.1. Annual monitoring and reporting timeline

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

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12. Glossary

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

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

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

POLICY REVIEW AND DEVELOPMENT PANEL REPORT

REPORT TO:	<i>Environment and Community Panel</i>		
DATE:			
TITLE:	Housing Standards Update		
TYPE OF REPORT:	<i>Update</i>		
PORTFOLIO(S):	Housing		
REPORT AUTHOR:	Mark Whitmore		
OPEN/EXEMPT	Open	WILL BE SUBJECT TO A FUTURE CABINET REPORT:	No

REPORT SUMMARY/COVER PAGE

PURPOSE OF REPORT/SUMMARY:
To update members on the work of the Housing Standards Team during 2020 and into the next year
KEY ISSUES:
Housing Standards role in the Covid response Houses of Multiple Occupation Energy Efficiency Standards and Electrical Safety Regulations Green Homes Grants Fit & Proper Person Test for Residential Caravan Sites
OPTIONS CONSIDERED:
None – report is for information only
RECOMMENDATIONS:
None
REASONS FOR RECOMMENDATIONS:
N/A

REPORT DETAIL

1. Introduction

The Housing Standards Team have had a busy year with the introduction of a number of new areas of work and of course supporting the council's response to the Covid pandemic. In addition the team has been carrying a vacancy for much of the last year. I am pleased to advise Members that this vacancy has now been filled.

2. Covid

The initial response of Housing Standards to the epidemic began as early as February 2020. This principally involved the team assisting Housing Options in making sure there was suitable accommodation available for those either homeless or in unsuitable temporary accommodation).

The team were tasked with:

- Seeking out alternative accommodation by investigating what accommodation was available on caravan sites and hotels etc. and making necessary arrangements with owners for their use.
- Liaising with larger organisations (CITB, Travelodge etc.) with a view to leasing larger properties and establishing the suitability of such accommodation.
- Investigating other options such as the rental of caravans, camper vans and site cabins.

Included in this were such tasks as: facilitating the relocation of tenants to more suitable accommodation; and the daily delivery of food parcels to accommodation where there were no cooking facilities.

The main accommodation arranged in the first lockdown was the Travelodge and 4 accommodation 'pods' - both located in Kings Lynn. With the Travelodge, the team providing a detailed inventory of the accommodation at the beginning and end of the contract and dealt with practical issues that arose during its occupation by liaising with the management and other stakeholders. In the case of the 'pods' all matters from arranging leasing to cleaning and maintenance was organised by housing standards – albeit that we had specific actions undertaken by contractors and Property Services

In the second lockdown, housing standards were tasked with the acquisition of a further 10 pods on the same basis. This remains the case, but the number of pods has now reduced to 8 from 14.

Housing Standards also participated in initiatives by Public Health England - where the working knowledge of Housing Standards was deemed significant. This was mostly in relation to HMOs and the Gypsy and Traveller community. During both lockdowns, genuine travellers were encouraged to remain in situ and, were it to have been necessary, Housing Standards would have been tasked with supporting such encampments. In addition the team have supported the vaccine rollout by visiting all gypsy and traveller sites to provide information and advice on eligibility and access to the vaccine programme. We found a high level of take up within the community which was encouraging.

During this time Housing Standards continued to undertake its normal duties and workload. The works undertaken by Housing Standards are largely based on legal duties for which no exception was given as part of the Covid response. However, the pandemic did require change to the usual working practices of Housing Standards as a result of modifications to the corporate risk assessments relating to visiting residential properties. This meant that many complaints were dealt with remotely as

far as was possible – but in all cases resolution was sought to the same extent as usual and some inspections were required as part of that process.

3. Houses of Multiple Occupation (HMO)

The inspection of HMOs in the last year were significantly compromised. The ability to follow the constraints of the corporate risk assessment and the need to adhere to social distancing restrictions, made the process of inspecting HMOs fraught with difficulty. As a consequence, proactive inspections of HMOs were not actively undertaken. Licensing of HMOs largely continued (with all associated inspections) – albeit that significant additional burdens relating to arrangements for inspection were experienced.

In addition all HMOs are now included in the programmed inspection regime. This includes any shared accommodation with greater than 2 occupants and all rented buildings converted to flats to a poor standard. Previously, the regime largely comprised licenced HMOs only. The inclusion of low risk HMOs should not impose a substantial burden, as the intervals between inspections should be longer in most incidences.

Both Covid and the expansion of the inspection regime has resulted in a backlog of work that will be addressed partly due to the team being fully staffed and also through improving systems to reduce the burden of inspections, including standardised schedules, improved fire safety guidance and investigating the use electronic recording of inspections.

4. Minimum Energy Efficiency Standards (MEES) Regulations

Significant changes to the MEES regulations came into force in April 2019 and were applicable to both existing and new tenancies from April 2020. It is likely that a significant number of rented properties remain non-compliant with these regulations and identification of these properties is a significant obstacle to enforcement.

An initial project targeting the likely worst performing properties has been instigated based on data obtained from the Energy Saving Trust. It is anticipated that the data available to Housing Standards will be significantly flawed and the number of investigations resulting in positive identification of breaches and a subsequent penalty charge will be small and will consume disproportionate staff resources. Nevertheless, the contribution of such efforts to the overall aims of the council in reducing local emissions is significant, and the scope of the regulations will encompass additional properties in future years. Such work is also complementary to the regular activities of the section in dealing with properties with a poor energy efficiency performance.

5. Electrical Safety Standards Regulations

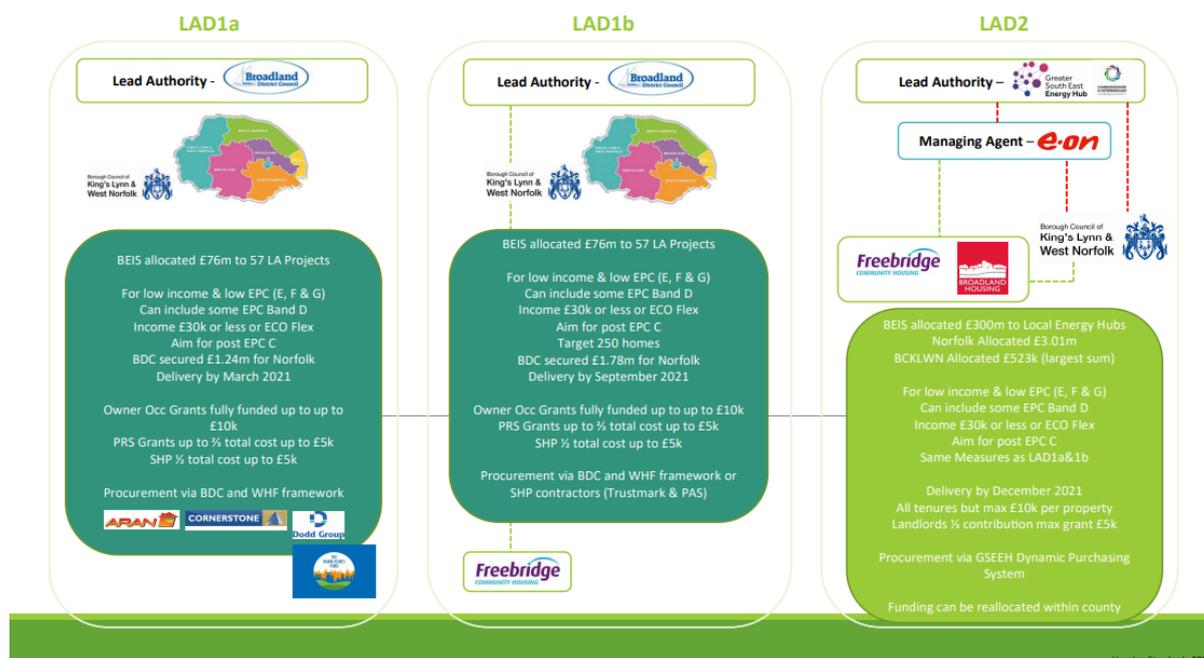
The Electrical Safety Standards became applicable to all rented properties from April 2021. The workload with this was not as great as anticipated. Our expectation was that a number of statutory notifications would be made to the council, where there were significant failures identified with testing of electrical installations, and that we would be required to follow these up. In practice, landlords are addressing any issues in conjunction with the inspection and issue of the electrical installation condition report (EICR).

Nevertheless, this legislation will enable housing standards to deal effectively with matters such as faulty electrics or lack of EICRs going forward. It is not anticipated that we could successfully identify rented properties without current EICRs given the intelligence we presently possess – so proactive investigations into such breaches are impracticable

6. Green Homes – Local Authority Delivery (LAD) Schemes

The team have been proactive in respect of obtaining grant funding for energy efficiency measures for housing resulting in a substantial allocation of Green Homes Grant (GHG) funding for rented and owner-occupied properties in the Borough. The initial GHG voucher scheme, which was not administered by the council has now been terminated by the Government due to difficulties experienced in take-up. The Council is a partner in the Green Homes Grant (Local Authority Delivery) Schemes and the graphic below explains the differences in the three schemes.

In addition, Housing Standards continues to actively promote and seek out energy efficiency funding otherwise and facilitates such other measures as ECOflex and the Warm Homes Fund.



LAD 1A & LAD1B

The initial Local Authority Led (LAD) scheme - GHG(LAD)1a – was successfully bid for by a Norfolk-wide consortium of councils, with funding distributed to schemes in all Norfolk districts. GHG(LAD)1a is managed on behalf of the consortium by Broadland District Council (BDC). Following a joint initiative by Housing Standards and Freebridge Community Housing, BDC also successfully bid for further funding – the GHG(LAD1b) scheme. The latter scheme bid was successful due in no small part to the inclusion of Freebridge housing stock in the bid. These schemes were for £1.24m and £1.78m respectively.

LAD2

A further scheme – GHG(LAD)2 – has now been finalised. This scheme differs from LAD 1 in that Housing Standards have independently made proposals to the scheme for use of a locally allocated sum of £523k for energy efficiency measures in the borough. Again, it is proposed that a substantial part of that funding is allocated to efficiency measures for social housing stock. This is to ensure that initial funds can be successfully spent without complication. Where initial funds are successfully used there is the prospect of further funding from underspend from other councils.

7. Caravan Sites Fit & Proper Persons Test

In July 2021 the requirement for residential caravan sites to be managed by ‘fit and proper’ persons comes into force. This area of work is subject to a report to Cabinet in June to approve the policy that will enable the council to charge for undertaking the necessary checks to determine if an applicant meets the criteria.

However, for the benefit of members of the panel the key elements are:

- The ability of the person to manage such sites, and their suitability to do so (by reference to criteria such as previous criminal activity etc.).
- Both the person and site must be assessed as part of this process (in addition to existing annual inspections and new site applications). In most circumstances it will be the owner of the site that will have to be included on a council held registry as ‘fit and proper’. However, the legislation does allow for a person other than the owner to become the ‘fit and proper’ person (manager) for the site if circumstances require this.

This requirement does not include those sites that are not residential or those sites where occupation is by a single family with no commercial element. The exclusion of family sites is something that Housing Standards have previously successfully lobbied for at national forum level (with the MHCLG) prior to finalisation of the legislation.

It is not expected that the ‘fit and proper’ requirement will have a large impact on workload once the initial setup has been completed and all existing sites have been properly vetted. However, the initial work involved with this has been onerous and resources will be impacted going forward over the short term.

8. Corporate Priorities

The Housing Standards work contributes to:

Priority Three – carbon reduction

Priority Four – improving social mobility and inclusion through improved housing conditions

9. Financial Implications

There are no specific financial implications associated with this report. The fit & proper licensing scheme will be a chargeable service and should be cost neutral.

10. Any other Implications/Risks

As with all services there is ongoing risk of disruption to service delivery from Covid.

11. Equal Opportunity Considerations

None

12. Consultation

Cllr Lawrence – Portfolio Holder

John Greenhalgh – Assistant Director

ENVIRONMENT AND COMMUNITY PANEL WORK PROGRAMME 2021/2022

DATE OF MEETING	TITLE	TYPE OF REPORT	LEAD OFFICER/ ATTENDEE	OBJECTIVES AND DESIRED OUTCOMES
9th June 2021	Appointments to Task Groups and Informal Working Groups	Operational	Democratic Services Officer	
	Urban Wildlife		Alan Gomm	To consider a request from Councillor Bullen
	Update on Housing Standards		Mark Whitmore and Sean Quinn	Requested by the Panel at their meeting in July 20
	Climate Change Strategy and Action Plan	Policy Development	Henry Saunders and Dave Robson	
	Appointments to Outside Bodies	Operational	Democratic Services Officer	
13th July 2021	Enforcement Policy	Policy Development	John Greenhalgh	To consider revisions to the Policy
31st August 2021				
5th October 2021				
9th November 2021				
4th January				

2022				
15th February 2022				
22nd March 2022				

To be scheduled

- Shop mobility
- Prevent and County Lines – last update presented to the Panel in October 19.
- Contaminated Land Strategy Review
- Gayton Road Cemetery
- Urban Wildlife.
- Presentation from the IDB on their role and function
- Peat Bogs and CO2 emissions
- Anti Littering Campaign
- Together for Rivers Campaign
- Wild East Nature Recovery Programme
- The Docks
- Update on Flood Risk and Management from the Environment Agency – last update was December 2020. Annual Update.
- Update on Youth West Partnership – last update was in Jan 21 – next update requested for Jan 22

FORWARD DECISIONS LIST

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
15 June 2021						
	Local Plan Review Documentation – Pre Submission	Key	Council	Development Exec Dir – G Hall		Public
	Norfolk Strategic Planning Framework – Green Infrastructure and Recreational Impact Avoidance and Mitigation Strategy (GI / RAMS)	Key	Cabinet	Development Exec Dir – G Hall		Public
58	Pay Award 2021-22	Non	Cabinet	Leader Exec Dir – D Gates		Public
	Caravan Site Management Fit and Proper Person Scheme	Non	Cabinet	Housing Asst Dr – J Greenhalgh		Public
	Town Deal	Key	Cabinet	Business Development Asst Dir Housing & Place – D Hall		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
	Lynnsport One	Key	Council	Project Delivery Asst Dir Companies & Housing Delivery		Private - Contains exempt Information under para 3 – information relating to the

						business affairs of any person (including the authority)
	Anti Fraud and Corruption Strategy	Non	Council	Leader Asst Director S151		Public
	Southgates Regeneration Area masterplanning	Key	Cabinet	Project Delivery Asst Dir Housing & Place		Public
	Appointments to outside bodies	Non	Cabinet	Leader		Public
	Appointment to sub committees and task groups	Non	Cabinet	Leader		Public
	Review of Delegation Scheme to co-incide with changes in Cabinet areas of responsibility	Non	Council	Leader		Public

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Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
3 August 2021						
	Update to the Major Project Board Terms of reference	Non	Cabinet	Leader Asst Dir Property & Projects – M Henry		Public
	Revenue Outturn 2020/2021	Key	Cabinet	Leader Asst Dir - M Drewery		Public
	Capital Programme and Resources 2020-2025 Outturn	Key	Cabinet	Leader Asst Dir - D Drewery		Public
	Enforcement Policy	Non	Cabinet	Environmental Services and Public Protection		Public

	Parkway	Key	Council	Project Delivery Asst Dir Companies and Housing Delivery – D Gagen		Part Open part Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
	Provision of legal services	Key	Cabinet	Leader		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)

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Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
21 September 2021						

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
16 November 2021						

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

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

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