

# Growth, Infrastructure and Environment Policy Committee

*Members of the Growth, Infrastructure and Environment Policy Committee:*

Mr Adrian Dearnley (Chairman)

Mr James Knight (Vice Chairman)

Mr Chris Brown

Miss Fleur Curson

Mr Daniel Elmer

Mr Gerry Francis

Mr Kevin Hurn

Mr Terry Laidlaw

Mr Robert Savage

## **PUBLIC ATTENDANCE**

**This meeting will be live streamed for public viewing via the following link:**

<https://www.youtube.com/channel/UCZciRqwo84-iPyRlmsTCInq>

If a member of the public would like to attend to speak on an agenda item, please email your request to [democracy@s-norfolk.gov.uk](mailto:democracy@s-norfolk.gov.uk), no later than 5.00pm on Wednesday 17 June 2020

## **Agenda**

### **Date**

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Friday 19 June 2020

### **Time**

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2.00 pm

### **Place**

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To be hosted remotely at:

South Norfolk House  
Cygnet Court  
Long Stratton  
Norwich  
NR15 2XE

### **Contact**

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Leah Arthurton  
tel (01508) 533610  
Email: [democracy@s-norfolk.gov.uk](mailto:democracy@s-norfolk.gov.uk)

**If you have any special requirements in order to attend this meeting,  
please let us know in advance  
Large print version can be made available**

# **A G E N D A**

- 1. To report apologies for absence and to identify substitute members**
  
- 2. Any items of business which the Chairman decides should be considered as a matter of urgency pursuant to Section 100B(4)(b) of the Local Government Act, 1972. Urgent business may only be taken if, "by reason of special circumstances" (which will be recorded in the minutes), the Chairman of the meeting is of the opinion that the item should be considered as a matter of urgency**
  
- 3. To Receive Declarations of Interest from Members**  
(Please see guidance form and flow chart attached – page 3)
  
- 4. To confirm the minutes of the meeting of the Growth, Infrastructure and Environment Policy Committee held on Friday 10 January 2020**  
(attached – page 5)
  
- 5. Environmental Strategy** (report attached – page 8)

## DECLARATIONS OF INTEREST AT MEETINGS

When declaring an interest at a meeting Members are asked to indicate whether their interest in the matter is pecuniary, or if the matter relates to, or affects a pecuniary interest they have, or if it is another type of interest. Members are required to identify the nature of the interest and the agenda item to which it relates. In the case of other interests, the member may speak and vote. If it is a pecuniary interest, the member must withdraw from the meeting when it is discussed. If it affects or relates to a pecuniary interest the member has, they have the right to make representations to the meeting as a member of the public but must then withdraw from the meeting. Members are also requested when appropriate to make any declarations under the Code of Practice on Planning and Judicial matters.

Have you declared the interest in the register of interests as a pecuniary interest? If Yes, you will need to withdraw from the room when it is discussed.

Does the interest directly:

1. affect yours, or your spouse / partner's financial position?
2. relate to the determining of any approval, consent, licence, permission or registration in relation to you or your spouse / partner?
3. Relate to a contract you, or your spouse / partner have with the Council
4. Affect land you or your spouse / partner own
5. Affect a company that you or your partner own, or have a shareholding in

If the answer is "yes" to any of the above, it is likely to be pecuniary.

Please refer to the guidance given on declaring pecuniary interests in the register of interest forms. If you have a pecuniary interest, you will need to inform the meeting and then withdraw from the room when it is discussed. If it has not been previously declared, you will also need to notify the Monitoring Officer within 28 days.

Does the interest indirectly affect or relate any pecuniary interest you have already declared, or an interest you have identified at 1-5 above?

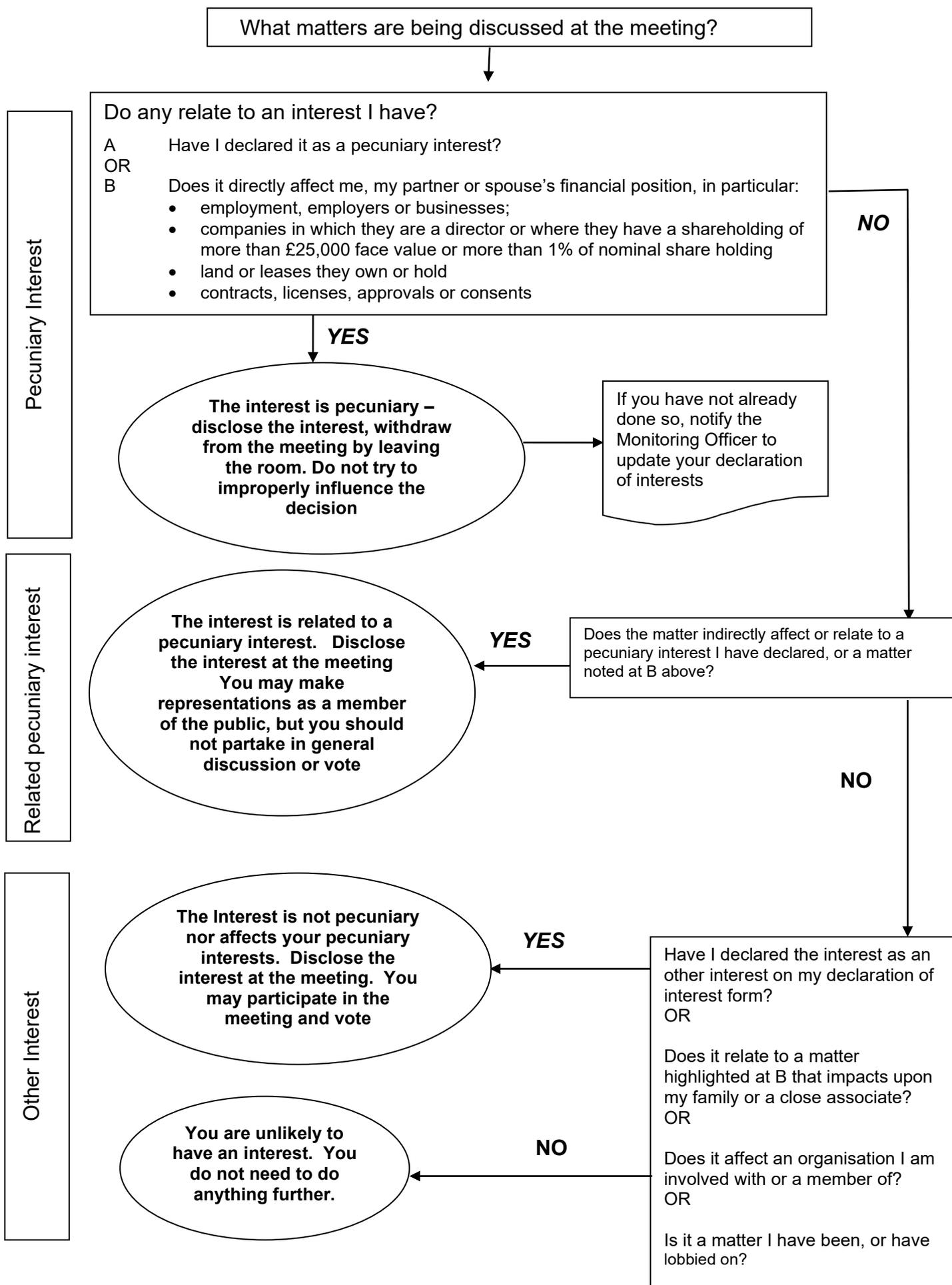
If yes, you need to inform the meeting. When it is discussed, you will have the right to make representations to the meeting as a member of the public, but you should not partake in general discussion or vote.

Is the interest not related to any of the above? If so, it is likely to be an other interest. You will need to declare the interest, but may participate in discussion and voting on the item.

Have you made any statements or undertaken any actions that would indicate that you have a closed mind on a matter under discussion? If so, you may be predetermined on the issue; you will need to inform the meeting, and when it is discussed, you will have the right to make representations to the meeting as a member of the public, but must then withdraw from the meeting.

**FOR GUIDANCE REFER TO THE FLOWCHART OVERLEAF.  
PLEASE REFER ANY QUERIES TO THE MONITORING OFFICER IN THE FIRST INSTANCE**

# DECLARING INTERESTS FLOWCHART – QUESTIONS TO ASK YOURSELF





## Growth, Infrastructure and Environment Policy Committee

**Minutes of a meeting of the Growth, Infrastructure and Environment Policy Committee of South Norfolk Council held at South Norfolk House, Long Stratton on Friday 10 January 2020 at 2.00 pm**

**Committee Members Present:** Councillors: A Dearnley (Chairman), C Brown, D Elmer, J Knight, T Laidlaw and R Savage

**Apologies:** Councillor: F Curson, G Francis and K Hurn

**Other Members in Attendance:** Councillor: S Nuri

**Officers in Attendance:** The Director of Place (P Courtier), the Assistant Director of Regulatory Services (N Howard), the Environmental Management Officers (A Old and D Baillie-Murden), and the Environmental Protection Manager (T Cooke).

### 17 MINUTES

The minutes of the last meeting of the Growth, Infrastructure and Environment Policy Committee, held Friday 15 November 2019, and the concurrent meeting of the Growth Infrastructure and Environment Policy Committee and the People and Communities Policy Committee, also held on 15 November 2019, were agreed as correct records and signed by the Chairman.

### 18 ENVIRONMENTAL STRATEGY

Members considered the report of the Environmental Management Officers, which presented members with a revised section of the Environmental Plan.

Officers reminded the Committee of the background to the report, explaining that the Plan (now a more comprehensive Strategy) was returning to the Policy Committee for consideration, following a request from Cabinet. Due to the level of detail involved, officers were presenting only part of the Strategy (the Clean and Safe Environment) and sought approval on its format and content. Once complete the document would return to the Policy Committee and then back to Cabinet, for approval.

Members referred to the targets and performance indicators listed in the Strategy and stressed the need for meaningful measures and targets that were also achievable.

Officers explained that this area of work was incomplete and that further work with relevant officers on performance measures was required. Officers agreed to circulate these measures to the Committee, once complete.

Discussion turned to enforcement and fixed penalty notices and how these could be used as a tool to drive behaviours. Some members expressed their concern at the lack of enforcement action currently taken by the Council. The Assistant Director of Regulatory Services explained that much of the Council's current focus was on prevention, and if there was to be a shift towards more enforcement, resources would need to be appropriately balanced, between prevention, investigation and enforcement. In response to a query regarding the possibility of town and parish councils administering penalty notices, members were informed that this was possible, however, South Norfolk Council would still be the prosecuting authority, and it would require careful management. Members noted that a dedicated Environmental Crime Officer / Warden had resulted in some success at other authorities, however, was currently outside of existing resources for South Norfolk. Officers explained that the current remit was for the Strategy to deliver under existing resources, however it was agreed that this should not stifle the ambition of the document, and it was accepted that some opportunities and priorities might need revisiting in future if further resources were required.

Members stressed the importance of the document being more than about what the Council could do, but also about how residents and partner agencies could play a role in protecting the environment. The Committee agreed that communication and community engagement was key to ensuring that residents understood messages and were encouraged to be actively involved in the process. It was suggested that a statement of the overall ambition, vision and aspirations of the document, was required at the very beginning of the Strategy, and officers confirmed that an executive summary of the document was also to be produced. Attention was drawn to a much shorter, concise document (tabled at the meeting), which contained key messages, and was aimed at the public. Members welcomed this document and agreed this approach was appropriate and would attract more interest from residents.

Discussion turned to electric vehicles and officers explained that although this was not mentioned under the Air Quality section, it would feature in the document under Transport. It was noted that huge improvements in electric vehicles were anticipated over the next few years, and this would result in a reduction in costs. More charging points would be required, and members discussed how other policies (for example in planning), could assist in this process. It was suggested that a section on other policies would be helpful, indicating where links with other policies/strategies could be made.

The Committee was satisfied with the new format of the document, and officers explained that they were hoping to obtain a steer from Board in the coming weeks, before the rest of the document was progressed. Members noted the intention to complete the Strategy in stages, and that Climate Change, along with one of the other themes, would be the next sections to be progressed.

Members agreed that the Chairman should, following guidance from Board, liaise with officers regarding an appropriate date for the Policy Committee to next meet and consider further sections of the document. Once the Policy Committee had considered the document in its entirety, it would be presented to Cabinet for approval.

**RESOLVED:**

1. To agree the structure and the content of the Clean and Safe Environment section of the Environmental Strategy, subject to minor amendments.
2. That the Chairman liaises with officers to determine the appropriate date/dates, for the Policy Committee to meet and consider further stages of the document.

(The meeting concluded at 3.55 pm)

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Chairman



**Agenda Item: 5**  
**Growth Infrastructure and Environment Policy Committee**  
**19<sup>th</sup> June 2020**

## **Environmental Strategy**

**Report Author(s):** Debra Baillie-Murden  
Environmental Management Officer  
01603 430597  
[debra.baillie@broadland.gov.uk](mailto:debra.baillie@broadland.gov.uk)

**Portfolio:** Regulatory & Environmental Excellence

**Ward(s) Affected:** All

### **Purpose of the Report:**

Present back to members the revised content of the Environmental Strategy and Work so Far.

### **Recommendations:**

**To recommend that Cabinet approves (subject to any amendments suggested by the Policy Committee)**

1. The content of the Environment Strategy
2. The content of the Work So Far document

## 1 BACKGROUND

- 1.1 As requested by Broadland and South Norfolk Members at previous meetings, a full Environmental Strategy has been developed based on the already agreed key themes.
- 1.2 The actions from the main body in the document have been summarised in a table at the end of the strategy which includes the measures which have been approved and incorporated into the joint delivery plan.
- 1.3 The text of this document was discussed at Broadland's Environmental Excellence Panel on 5<sup>th</sup> March 2020. South Norfolk's Growth Infrastructure and Environment Policy Committee was due to be held on 20<sup>th</sup> March. As this meeting was unable to be held, the document was circulated around members for their comments.
- 1.4 The communications team drafted a full strategy using the original text. This has been annotated with member's comments for discussion before the draft is finalised to take to both cabinets on 21<sup>st</sup> July.
- 1.5 Additionally, officers have been developing demonstrator projects that showcase action the Councils are taking to achieve environmental excellence. The content of this is also to be discussed by members and site specific photographs will be sourced to add in. Working with the communications team, these will be publicised through social media and other means.

## 2 PROPOSED ACTION

- 2.1 Implementation of the approved document will include meeting with individual teams to discuss the content of the strategy with them and help them to set measures (based on the agreed delivery plan) which will be reported back to this committee at a frequency to be agreed.
- 2.2 This is a living document which will be updated as required.

## 3 ISSUES AND RISKS

- 3.1 **Resource Implications** – The agreement of the new Environmental Strategy would entail a programme of activity to deliver on the priorities and, therefore, there will be resource implications for the Council.
- 3.2 There is currently no dedicated staff resource to provide a strategic response to climate change issues. At the moment, all activity and development work is being covered by existing staff from a number of teams, aligned to the purpose of this agenda. In addition, the ability to fully exploit future funding opportunities could be progressed with suitable funding and investment.

- 3.3 There have been several suggestions from members which would not be achievable within existing resources, these have been clearly identified within the strategy.
- 3.4 **Legal Implications** – The ‘net zero’ target is now a statutory obligation, subsumed within the Climate Change Act 2008 (2050 Target Amendment) Order 2019<sup>1</sup>. At this stage it is unclear what additional responsibilities this will impose on local authorities.
- 3.5 **Equality Implications** – There are likely to be a number of groups affected by the likely environmental impacts associated with some of the strategy themes. The districts have large numbers of residents over the age of 65. These will be affected by the more obvious impacts associated with major weather events, such as major heat events. It is important that their accessibility to services, mobility and resilience to the impacts affecting their communities is addressed. Therefore, as initiatives are rolled out to implement the strategy, equality assessments will be undertaken to ensure that accessibility and inclusivity is considered and addressed before final decisions are made.
- 3.6 **Environmental Impact** – The purpose of the document is to ensure that both authorities can have a greater positive impact on the environment.
- 3.7 **Crime and Disorder** – N/A based on current recommendations.
- 3.8 **Risks** – Failure to adopt an environmental plan is likely to expose the Councils to negative public perception as evidenced by recent freedom of information requests and press coverage along with reputational damage.

## 4 RECOMMENDATIONS

- 4.1 **To recommend that Cabinet approves** (subject to any amendments suggested by the Policy Committee)
- (a) The content of the Environment Strategy
  - (b) The content of the Work So Far document

<sup>1</sup> <https://www.legislation.gov.uk/ukdsi/2019/9780111187654>

# Environmental Strategy

Date:



gettyimages® | 25 YEARS

Two Councils  
One Team



picture to  
come

## A foreword by Cllr Leggett

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## A foreword by Cllr Kiddie

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## Our commitment

South Norfolk and Broadland District Councils are committed to continuous environmental improvement; playing our part in tackling environmental damage and improving the quality of the local environment.

We have a corporate responsibility to comply with all environmental legislation and aim to influence suppliers and partners to do likewise and encourage good practice. We will seek to promote the conservative and sustainable use of natural resources, ~~to minimise the adverse environmental effects of our own activities and take positive action to improve the environment.~~

We are ideally placed to lead by example and ensure our own activities and the services we provide protect and enhance the local environment. We will also promote environmental awareness within the community and work with local community groups to achieve environmental change. We will show ambition and engage with stakeholders.

This strategy expands on the objectives set out in the Strategic Plan, showing the Councils' approach to addressing environmental concerns within the organisation and within the districts and highlighting where communities and businesses can work with us.

## National strategy & policy

The Government's 25 Year Environment Plan, published in January 2018, brings together the Clean Growth, Clean Air and Industrial Strategies. It sets out a comprehensive and long-term approach to protecting and enhancing the environment for the next generation.

The goals focus around achieving cleaner air and water and protecting threatened species and providing richer wildlife habitats whilst using resources more wisely and radically reducing the waste we generate. It calls for an approach to agriculture, forestry, land use and fishing that puts the environment first. The document outlines plans to encourage sustainable development and support innovation to achieve clean growth and increase resource efficiency.

The Environment Bill is also currently going through Parliamentary approval. If approved the Bill makes provisions about

targets, plans and policies for improving the natural environment, sets out reporting requirements about environmental protection, sets the scene for the proposed new regulator - the Office for Environmental Protection, gives waste and resource efficiency targets, redesigns air quality regulation, provides powers to recall of products that fail to meet environmental standards and makes provisions to manage water resources sustainably.

## Regional Strategy & Policy

In November 2019, Norfolk County Council adopted a new Environmental Policy building on the 25-year Environment Plan and their current business plan. The document sets out key policy aims of conserving and enhancing the local environment whilst exploring new ways to make the countryside and coast as accessible as possible to improve health and wellbeing. There is also a focus on increasing resource efficiency and reducing pollution and waste which we can support at a district level.

## The Local Environment

The Government produces a National Atmospheric Emissions inventory<sup>1</sup>, which assesses the emissions from Local Authority areas broken down by different sectors. According to this, in 2017

Broadland produced 707.5kt of CO<sub>2</sub> which equates to 5.5tonnes of CO<sub>2</sub> per capita, whilst South Norfolk produced 838.6kt of CO<sub>2</sub> which equates to 6.2tonnes of CO<sub>2</sub> per capita. This represents a reduction of 19.7% in Broadland and 11.9% in South Norfolk over a five-year period.

~~When compared to the national average for England of 5.1 tonnes per capita in 2017, it indicates that there are areas for improvement.~~ Looking at the data by sector, both districts have experienced an increase in emissions from transport over the previous five years whilst the greatest reductions have been seen in the industry and commercial sector.▲

## South Norfolk

CO <sub>2</sub> emissions (kilotons)	2017	2012	Change over 5 years
Industry & Commercial	201.8	283.4	28.8% reduction
Domestic	207.4	289.4	28.3% reduction
Transport	441.8	387.2	14.1% increase
Total emissions	838.6	951.8	11.9% reduction

## Broadland

CO <sub>2</sub> emissions (kilotons)	2017	2012	Change over 5 years
Industry & Commercial	250.8	370.6	32.3% reduction
Domestic	202.7	278.7	27.3% reduction
Transport	251.8	227.3	10.8% increase
Total emissions	707.5	881.6	19.7% reduction

# 5 YEAR VISION

Broadland & South Norfolk Councils have published a new Strategic Plan for 2020-2024, highlighting our commitment to support growth whilst protecting the local environment. The vision for the councils is to work together to create the best place for everyone, now and for future generations

One of our key priorities is to protect our natural and built environment, whilst maximising quality of life. Our approach to achieving this has been set out in the plan as follows:

- Promote growth in our area, working with key partners to deliver a local plan which protects the best of what we have and shape the area's future, to make it the best possible place to live and work.
- Make sure that our green spaces, streets and public places are clean, attractive and safe.
- Protect our environment and play our part in wider environmental issues.
- Act as a catalyst for homes people can afford, creating sustainable communities for the future.

## Key targets for the environment

- A reduction in per capita emissions against 2017 levels
- Implementation of carbon offset measures including solar generation and tree planting
- Engaging with local residents and businesses to support energy generation or carbon sequestration where reduction is not possible.

## Working with our communities

We recognise that we have an important part to play in reducing our emissions, but we cannot do this on our own. We will therefore work closely and inclusively with our residents and businesses to support behaviour and lifestyle changes such as through green transport options and recycling facilities.

We will use social media, attendance at events and strategic communications to increase awareness, promote and share good practice and enable informed decisions.



# CLEAN AND SAFE ENVIRONMENT

We all want to live in a neighbourhood in which we feel happy, healthy and safe. Our streets matter. If we look after them well, we can create clean, safe and vibrant districts that people are proud to call home. Well-designed and well-maintained streets can encourage people to be more active, improve health and well-being, reduce pollution, bring neighbours together and discourage crime. They create a better environment in which to run a business and reduce pressures on public services

Protecting and enhancing the environment for future generations is a key priority for us. This ambition must drive our work to promote growth of the local economy, attract visitors, create jobs and provide opportunities for businesses and communities to develop sustainably and to prosper.

## Key Considerations

### 1) Environmental Protection and Clean Streets

Environmental Crime has a negative impact on our communities as well as costing the taxpayers (both communities and businesses) a lot of money each year to clean up. We have a wide remit and deal reactively and proactively to issues including littering, fly tipping and dog fouling.

Environmental Protection is a wide-ranging discipline seeking to protect the health and wellbeing of our residents and businesses by protecting them from excessive noise, light, dust, odour, insects, dark smoke from commercial activities, pest complaints, private drainage issues, antisocial behaviour etc.

These issues can have a significant detrimental impact on residents, it lowers their quality of life and can adversely impact physical and mental health.

The Government's 25-year plan to improve the environment highlights tackling fly-tipping and waste crime as a priority. ~~In 2016/17 the cost of just clearing fly tipped~~

~~waste in Broadland and South Norfolk was over £55,000.~~

## Strategic Approach

To protect the local environment and public health and wellbeing by implementing a balanced approach of engagement, education and enforcement.

Putting residents at the heart of their streets: we will encourage and support social action to keep streets clean and tidy and work with Parish Councils, Town Councils and businesses to improve our high streets and market towns.

Provide a quality street cleansing service with clear standards.

To achieve legal compliance.

Zero tolerance approach to Environmental Crime.

## What are we going to do?

- Increased enforcement and education for fly tipping, waste crimes, littering, graffiti and dog fouling.
- We will use our resources wisely to adopt the best new technology and behavioural change techniques to allow us to design safe and attractive streets, stop littering and fly tipping before it happens, and respond rapidly when it does.
- Undertake a spring clean of the districts.
- Work with residents, community groups, universities, schools, and businesses to help them to do their bit whether large or small to improve the look and feel of the districts.
- Work collaboratively with town and parish councils to understand demand for [service](#).
- Review of fixed penalty notices charges to ensure people are encouraged to make the right choices.
- Any revenue from fixed penalty notices ring fenced to fund proactive environmental work
- Joint Environmental Crime Strategy promoting a zero-tolerance approach
- Increase joint working with other stakeholders to increase intelligence sharing and tackle Environmental

Crime. Police, National Farmers Union, Environment Agency etc.

- Encourage community action
- Use all available powers to deal with community issues.

### Opportunities beyond existing resources

- Dedicated Environmental Crime Officer or patrols.

**How can you help us?** – We can all work together to keep South Norfolk and Broadland clean and tidy. Both businesses and households have a legal duty to dispose of their waste correctly.

- Take part in community litter picks
- Report environmental crime to us. We will investigate all cases where someone has witnessed an incident or there is evidence to suggest where the waste has come from or who has dumped it.
- Dispose of your waste correctly (and legally)
- Tell us if we get it wrong



## 2) Air Quality

Clean air is a basic requirement of a healthy environment for us all to live in. District Councils have a statutory obligation to monitor Air Quality and work with partners where a breach of national standards is identified. Through working with our partners there are no areas that are above the national objectives. However, there are areas where air quality is poorer than is desirable and there is still plenty we can do to improve air quality and enable residents and businesses to make informed choices.

The links between an active lifestyle, good air quality, access to green spaces and health area clear.

The Government's latest Clean Air Strategy sets out the actions required across all parts of government and society to improve air quality. Further legislation will follow giving new local powers to take action in areas with an air pollution problem.

Some industries have the potential to cause pollution. Some of these operations are required to have an Environmental Permit and we along with the Environment Agency regulate these processes through the Environmental Permitting (England & Wales) Regulations 2016 (as amended).

The permit will specify conditions that the operator must comply with in order to operate the process. We have a duty to inspect these processes at regular intervals to ensure that the operator complies with the conditions of their permit.

Joint working is key in delivering improvements as air quality is a transboundary issue. We work closely with other District Councils and the County Council. We have also set up an air quality group for the Greater Norwich Growth Area this includes representatives from Norwich, Broadland and South Norfolk and additionally public health, and transport planning.

We are committed to assessing and identifying the council's own environmental impacts and how they could be mitigated. 

Strategic Approach
Assessing and responding to planning applications to mitigate impact on Air Quality
Monitoring and reporting in accordance with national requirement.
Working collaboratively with partners

Baseline:  
South Norfolk:

No. air quality management areas	0
Passive diffusion tube monitoring for nitrogen dioxide (NO2)	29 locations
Broadland: No. air quality management areas	0
Passive diffusion tube monitoring for nitrogen dioxide (NO2)	25 locations

## What are we going to do?

- Proactive work with our partners and other stakeholders aiming to achieve a positive change to air quality, this could include, working with universities, bus, coach and taxi companies, haulage companies, schools and car sharing clubs.
- Raise awareness of air quality amongst our local businesses and residents.
- Pre planning application support in more applications
- Develop supplementary planning documents for air quality.

### Opportunities beyond existing resources

- Invest in improved monitoring equipment to allow continuous monitoring for NO<sub>2</sub> and Particulate Matter

**How can you help us?** – To protect yourselves and other from the effects of air pollution here are a few tips:

- Don't leave your engine idling, switch it off when stationary
- Walk, cycle or take public transport, you will cut down the amount of pollution you make, reduce your exposure and get some exercise too
- Use energy efficient appliances, insulate your home and service your boiler.
- Avoid unnecessary burning and use 'ready to burn' materials if you rely on wood for heating



### 3) Land Quality

There is a legacy of industrial contamination across the country which the contaminated land regime was introduced in 2000 to identify and remediate. In line with the statutory regulations a joint strategy has been written which outlines how Broadland and South Norfolk intend to fulfil their duties in relation to the Contaminated Land Regulations.

The implications of contaminated land on a new development site are a material consideration of the planning process. Officers from Environmental Services will assist planning colleagues in considering the impact of past land use on future development to ensure the site cannot be determined as Contaminated Land following redevelopment.

Additionally, over the last few years there have been a number of serious domestic heating oil pollution incidents. Incidents of oil pollution can, by their nature, cause serious environmental damage, through the pollution of rivers and groundwater, threatening drinking water supplies, fish and other aquatic life, not to mention potentially harming health and property. The investigation and clean-up costs can also be very expensive

#### Strategic Approach

Work in accordance with our joint contaminated land strategy.

Assess planning applications and mitigate any land quality issues.

#### What are we going to do?

- Education for developers and consultants on what they need to submit with their planning applications.
- Pre planning application support in more applications
- Proactive project to target oil users in vulnerable locations to provide advice on fuel security and spill prevention

#### How can you help us?

- ~~Check your household insurance policy will cover the clean up costs of an oil spill~~
- Identify and record the route of buried fuel pipes and use this information to avoid damaging the pipework when undertaking excavations, etc.
- Regularly check your oil tank, boiler and pipes for leaks or corrosion

- ~~If you notice a sudden increase in the amount of oil you are using, check for leaks. Even a minor leak can add up to a large loss of fuel over time~~
- ~~Carefully check your current fuel stock before re-ordering and if possible, supervise deliveries~~
- Ensure your boiler is regularly serviced by an Oil Firing Technical Association (OFTEC) registered engineer
- Site new fuel tanks away from property boundaries, building openings, drains, streams and ponds.
- Consider moving to a cheaper low carbon fuel or technology.

#### 4) Water Quality and Management

Drinking water - Local authorities act as the regulators for private water supplies and have a number of statutory duties under the Private Water Supplies Regulations 2018 in order to determine compliance with drinking water standards and ensure private water supplies are wholesome.

Where issues with a private water supply is identified we will work with the relevant parties to ensure that a supply is fit for human consumption. We are under a legal obligation to enforce the Private Water Supply Regulations and will take appropriate action as required.

Local authorities are required to provide certain information, including monitoring data, relating to private water supplies to the Secretary of State annually.

Drainage and flood risk - is a material consideration in the planning process. It is a very important factor particularly in the light of current concerns about climate change and the need for sustainable development – these aspects are covered in more detail in the Sustainable Communities section of this document.

The Lead Local Flood Authority at Norfolk County Council is a statutory consultee for major planning applications. Environmental Services officers at South Norfolk and

Broadland can provide advice on minor applications.

Developments in flood risk areas can only be considered where informed by a site-specific Flood Risk Assessment that identifies all sources of flooding and robustly demonstrates how these will be managed.

The Councils' Emergency planners work with other agencies through the Norfolk Resilience Forum to assess risk and produce plans using national planning assumptions and local knowledge

A changing climate is likely to produce more frequent severe weather events and with this in mind both councils' Emergency Response and Business Continuity Plans will be regularly reviewed to reflect this increased risk – these aspects are covered in more detail in the Sustainable Communities section of this document.

#### Strategic Approach

Assess planning to ensure that flood risk is properly managed to ensure the sustainability of the development, the safety of its occupants and that flood risk is not increased elsewhere.

Protect the users of Private Water Supplies in accordance with statutory requirements.

#### What are we going to do?

- Education for developers and consultants on what they need to submit with their planning applications.
- Pre planning application support in more applications
- Establish a joint approach to private water sampling regime.
- Raise awareness of drought and water security with Private Water Supply users.
- Proactive work with our partners and other stakeholders aiming to achieve a positive change.
- Promotion of rainwater reuse and water conservation
- Develop supplementary planning documents

#### How can you help us?

- Avoid blockages, flooding and potential pollution of the environment from foul drain by following this advice<sup>2</sup>.
- Conserve and re-use water.
- Periodically inspect and maintain any ditches and culverts you are responsible for.

# SUSTAINABLE COMMUNITIES

Sustainable communities are places where people want to live and work, now and in the future. They meet the diverse needs of existing and future residents, are sensitive to their environment, and contribute to a high quality of life. They are safe and inclusive, well planned, built and run, and offer equality of opportunity and good services for all.

A sustainable community considers the needs of those within the community, ensuring the economy can grow whilst appreciating and protecting the local environment.

## Key Considerations

### 1) Climate Change adaptation

Extreme weather events such as rain, storms, drought and heat waves are becoming more frequent and intense. These have the potential to damage property and infrastructure and have health implications through increased sun exposure, air pollution and insect-borne diseases.

It is therefore important that we take action to increase the resilience and capacity of the Councils' services to a changing climate. We will support the residents and businesses of the districts to adapt to climate change by helping them to prepare and increase their resilience to the possible impacts of climate change.

It is important for us to consider the vulnerability of individuals and communities to climate change risks, and to focus on building long-term resilience rather than short term disaster responses in collaboration with our partner agencies.

## Strategic Approach

To improve the resilience of Council services to the possible impact of climate change.

To support the communities and businesses of the districts to prepare and increase their resilience to the possible impacts of extreme weather.

## What are we going to do?

- Ensure our local plans take a proactive approach to mitigating and adapting to climate change considering the long-term implications for flood risk, water supply, biodiversity and the risk of overheating from rising temperatures
- Promote the use of sustainable drainage systems for new developments, which help to reduce downstream flooding.
- Raise awareness in communities allowing them to consider property level adaptations themselves
- Work with other agencies through the Norfolk Resilience Forum to assess risk and plan for potential issues

## Opportunities beyond existing resources

- Dedicated resource specialising in climate change adaptation

### How can you help us?

- Install water saving devices not only to reduce household water consumption but also save energy and carbon emissions and reduces water and energy bills.
- Conserve water - <https://www.ofwat.gov.uk/households/conservingwater/watersavingtips/>
- Consider improving ventilation and shading to reduce the risk of overheating whilst avoiding the need to invest in alternative cooling measures
- Sign up to get flood warnings by phone, email or text message if your home or business is at risk of flooding.

<https://www.gov.uk/sign-up-for-flood-warnings?ca=2.175304482.1027587871.1582034303-1074355080.1578052049>

## 2) Planning Policy

We recognise the contribution the planning system can make to maintaining and enhancing the local environment. This includes consistently applying the principles of sustainable development, maintaining the natural and built heritage we currently enjoy and mitigating and adapting to climate change. Using the principles of sustainable development, we can improve local services at the same time as ensuring the resilience of our environment, economy and local environment.

Broadland and South Norfolk Councils are working with Norwich City Council together with Norfolk County Council to prepare the Greater Norwich Local Plan (GNLP). The GNLP will promote sustainable development by supporting the delivery of the housing and economic requirements. It will ensure that new homes and jobs are delivered, and the environment is protected and enhanced, promoting sustainability and the effective functioning of the area.

### Strategic Approach

To deliver high quality, sustainable developments to assist in meeting national carbon targets

To encourage the installation of measures to new and existing buildings to improve their energy efficiency, sustainability and adaptability to climate change.

Require the use of sustainable drainage systems (SuDS) in new developments to reduce flood risk, improve water quality and biodiversity benefits.

To identify opportunities to support the local environment, reducing flood risk and improving water quality.

## What are we going to do?

- Adoption and delivery of the Greater Norwich Local Plan, which includes policies to:
- Ensure safe, convenient and sustainable access to on-site and local services and facilities including schools, health care, shops, leisure/community/faith facilities and libraries;
- Allow for delivery of new and changing technologies (including broadband, fibre optic networks, telecommunications and electric vehicles).
- Contribute to multi-functional green infrastructure links, including through landscaping, to make best use of site characteristics and integrate into the surroundings.
- Integrate the need to reduce car use into the local plan
- Make efficient use of land with densities dependent on-site characteristics, with higher densities and car free housing in

the most sustainably accessible locations ~~in Norwich. Indicative minimum densities are 25 dwellings per hectare across the plan area and 40 in Norwich.~~

- Provide safe and suitable access for all users, manage travel demand and promote public transport and active travel within the district, whilst also integrating parking and providing a high standard of amenity;
- Create inclusive, resilient and safe communities in which people of all ages have good access to services and local job opportunities, can interact socially, be independent and have the opportunity for healthy and active lifestyles;
- Be resource efficient, support sustainable waste management, reduce overheating, protect air quality, minimise pollution and take account of ground conditions;
- Minimise flood risk, including reducing the causes and impacts of flooding, supporting a catchment approach to water management and using sustainable drainage. Development must also protect water quality and be water efficient.

## How can you help us?

- Engage in the local planning process to help us ensure that it meets with the needs and wishes of your community

### 3) Green Infrastructure & Biodiversity

Ecosystems like wetlands and woodlands contribute to managing risks to economic and social activity, helping to minimise flood risks, regulating the local climate and maintaining the supply of clean water and other resources.

Healthy biodiversity supports sustainable communities and benefits not only by providing us with clean air, water, food, energy, medicine and building materials but also provides jobs and places for recreation and employment. Biodiversity conservation is not just about protecting those species that are rare or we find especially attractive; ~~it is about securing the fundamental building blocks which we rely on.~~

Green infrastructure includes natural green spaces colonised by plants and animals and dominated by natural processes and man-made managed green spaces such as areas used for outdoor sport and recreation including public and private open space, allotments, and urban parks and designed historic landscapes as well as their many interconnections like footpaths, cycle ways and waterways.

Housing growth within the district provides opportunities for green infrastructure enhancements which will cater for informal recreation requirements of new and existing populations and the migratory and habitat requirements of local wildlife. It will also help to mitigate any negative impacts on particularly sensitive environmental assets within the area.

Threats to our biodiversity include habitat loss and fragmentation, pollution, invasive non-native species and climate change

#### Strategic Approach

Establish new, accessible green spaces, at a local level, for the benefit of local residents and wildlife.

Support actions which connect and strengthen existing habitat and green infrastructure corridors

Enhance existing local green spaces, in terms of their recreational offer and their biodiversity value.

Support local communities to develop projects to improve local biodiversity through initiatives.

## What are we going to do?

- Respect, protect and enhance landscape character, taking account of landscape character assessments or equivalent documents, and maintain strategic gaps and landscape settings, including river valleys, undeveloped approaches and the character and setting of the Broads.
- Enhance existing and establish new local green spaces
- Encourage more people to spend time in our green spaces to benefit their health and wellbeing
- Use the best environmental management practices for land use to protect and enhance biodiversity.
- Where appropriate and where we have community buy in, turn some of our short-mown grass sites into wildflower meadows
- Support Norfolk County Council's pledge to plant one million trees by 2024, by planting a tree for each resident of the district.
- Amend or develop supplementary planning policy guidance so information and expectations are clearly set out
- Support developer led Green Infrastructure projects such as Thorpe Woods.

## Opportunities outside of existing resources

- Awards from the planning authority to encourage developers to be more environmentally or tree aware

## How can you help us?

- Encourage wildlife into your garden - <https://www.rhs.org.uk/science/conservation-biodiversity/wildlife/encourage-wildlife-to-your-garden>
- Volunteer in our parks and open spaces
- Get involved in local groups who work to protect and enhance biodiversity such as Norwich Fringe Project - <https://norwichfringeproject.wordpress.com>



# ENERGY EFFICIENCY

Energy is an essential part of our way of life; used to heat homes, power appliances and run industry. The cost of electricity, gas and oil are rising faster than the rate of inflation; taking an increasing share of household income. This affects the health, welfare and prosperity of our residents and tends to be worse for low-income families.

UK plans to reduce carbon emissions are reliant on producing our electricity and heat from low or zero carbon sources. Local authorities have been recognised as playing a key role in contributing to the UK's national carbon reduction targets, reducing fuel poverty and improving energy efficiency of residential accommodation in their areas.

Improving energy efficiency can have multiple benefits for the local area; environmentally, socially and economically.

kg of CO2e	Broadland	South Norfolk
Emissions from gas	57,177	821,347
Emissions from electricity	105,568	278,919

## Key Considerations

### 1. In-House Emissions

In recent years, considerable work has been done to reduce the emissions from Council owned buildings including the offices and leisure centres. Using Greenhouse Gas Protocols<sup>3</sup> the Councils' emissions have been calculated for 2018/19. For Broadland these include Thorpe Lodge and the training centre, whilst for South Norfolk they include the Swan House, the leisure centres and business centres.

#### What are we going to do?

- Minimise energy use in our own estate.
- Assess the potential for renewable energy production.
- Move to green energy suppliers

### 2. Supporting our residents and communities

Broadland and South Norfolk are rural authorities, and this brings its own particular challenges and opportunities when considering the impact of the districts' existing energy consumption and the potential for renewable energy. The National Atmospheric Emissions Inventory shows that in 2017, 24.7% of South Norfolk's emissions and 28.6% of Broadland's emissions were from the domestic sector. The overall emissions from domestic properties have reduced significantly over the last five years.

A large proportion of the districts' existing homes are reliant on liquid fuels and have no cost-efficient way of connecting to the local gas grid, a less carbon intensive method of heating homes. Additionally, a substantial number of properties are of solid wall construction which struggle to retain heat and are harder to insulate.

Energy Performance Certificate data<sup>4</sup> can be used to assess the number of properties which are considered as well insulated; i.e. with an EPC rating of C or above. Please note this is only able to include properties which have an EPC, meaning those which have not been sold or rented since 2006 when it became a requirement would not be included. Of those who have an EPC, it is estimated that 42% of South Norfolk's homes and 33% of Broadland's homes are rated as C or above.

Fuel poverty is a growing issue in the UK and is closely linked to a number of health and housing problems. The Council's role in tackling fuel poverty focusses on assisting residents on low incomes who cannot heat their homes at reasonable cost. There is a growing body of evidence that certain vulnerable groups, such as households with older people and children, are at the most at risk of health detriments associated with cold homes, such as respiratory and cardiovascular illnesses.

### Strategic Approach

To minimise the impact of energy price rises

To reduce the number of households in or at risk of fuel poverty

To reduce the overall carbon emissions per capita from the domestic sector

Capitalise on external funding sources to support residents and businesses to install energy efficiency measures.

### What are we going to do?

- Proactive enforcement of Private Rental Sector Minimum Energy Efficiency Standards.
- Enable residents to maximise incomes, accessing all eligible benefits and ensuring they are on the most appropriate energy tariff for their use or can access affordable heating oil solutions.
- Support and encourage residents to install energy efficiency improvements, with a particular focus on those unable to access mains gas for heating and of solid wall construction, drawing down national funding where available.
- Encourage new developments to minimise the energy demand through

their design and orientation and maximise sustainable energy, local energy networks and battery storage.

- Support free standing decentralised, renewable and/or low carbon energy networks, subject to the acceptability of wider impacts.
- Help energy companies to target fuel poor and vulnerable households for energy efficiency measures.

### How can you help us?

- Save energy at home. <https://energysavingtrust.org.uk/home-energy-efficiency>
- Seek financial support for energy efficiency measures - If anyone in your household is receiving benefits, then the first place to start is by asking your energy supplier (Npower, SSE, Scottish Power etc.) if they can help. They should be able to tell you what help is available through the Energy Company Obligation (ECO).
- Give us a call – we may be able to tell you about any local initiatives that can provide help
- Check if you are eligible for the winter fuel payment and/or the warm home discount.

4. <https://www.gov.uk/government/statistical-data-sets/live-tables-on-energy-performance-of-buildings-certificates>

# WASTE MINIMISATION

The most environmentally resourceful, economically efficient and cost-effective way to manage waste often is to reduce the amount of produced. Food production, goods manufacturing, transportation and processing of waste contribute to greenhouse gas emissions.

The Government's Our Waste, Our Resources: A Strategy for England sets out proposals to preserve material resources by minimising waste, promoting resource efficiency and moving towards a circular economy. The aim is to minimise the damage caused to the natural environment by reducing and managing waste safely and carefully, and by tackling waste crime.

The waste hierarchy ranks options for waste management, with priority given to preventing the creation of waste in the first place, followed by preparing waste for reuse; to recycling, and then recovery. Disposal is regarded as the worst option. Instead we aim to increase our rates of recovery and recycling. We want to shift away from waste towards resource efficiency and will do this by focusing not just on managing waste, but on managing the resources which become waste.

Baseline – 2018/19	South Norfolk	Broadland
Recycling rate %	41.3	48.2
Residual waste per household (kg)	490.19	442.01
Number of brown bins	25,610	28,499
Garden waste (tonnes)	9,762	11,044
Food waste (tonnes)	-	2,165
Number on food waste scheme	-	25780

## Key Considerations

### 1. Waste collection service

We are committed to providing residents with a good quality of waste collection and recycling service. We also have to ensure that our collection scheme and approach to recycling are compliant with emerging government requirements.

As our baseline figures above show, we already have some strong examples of good practice in our waste operations. Our recycling rates put us among the better performing local authorities in England, however, we are determined to recycle even more in the lifetime of this strategy. We are also committed to ensuring that

materials for which proven markets exist are collected for recycling and that wherever practicable, waste is sent to facilities within the UK for treatment or disposal.

## Strategic Approach

Value for money sustainable kerbside collection scheme which is fully compliant with the minimum service standards required by UK Government by 2025.

Reduction in the amount of waste generated through council activities

High quantity of waste recycled and reduce the amount of residual waste by delivering efficient and high-quality recycling, refuse and garden waste collection service.

Engaging with residents to minimise contamination and ensuring waste is disposed of appropriately.

Support businesses to recycle by providing a value for money and effective commercial waste services.

Enable the reuse of unwanted items by hosting local community reuse and recycle events.

## What are we going to do?

- Provide a viable, cost effective and compliant service which generates income for the Councils.
- Provide the right information, incentives and infrastructure for people and businesses to increase the amount of recycling and reduce the amount of waste produced.
- Encourage ~~Broadland~~ residents to engage with food waste collections, where available.

## How can you help us?

- Recycle more, recycle right – you can find out what goes in which bin at:  
<https://www.south-norfolk.gov.uk/residents/rubbish-and-recycling/recycling/what-can-i-put-my-green-recycling-bin>  
<https://www.broadland.gov.uk/recycling>
- Put your bin out by 06:30am on the day of collection to avoid missing your collection.
- ~~Don't contaminate your bin~~
- Help your neighbour or relative who may struggle to put out their bin – if you can you may wish to assist them yourself. Alternatively, you can signpost them to our assisted collection scheme.

## 2. Reducing single use plastics

We know that plastic waste is something our residents feel very strongly about, and we intend to look at how we can tackle this locally.

The average UK household uses around 500 plastic bottles per year, but only recycles just over half of them. Bottles make up 67% of household plastic packaging collections, including soft drinks, cosmetics and household and cleaning products. Recycling decreases the need for raw materials, which helps save energy and carbon emissions; It takes 75% less energy to make a plastic bottle from recycled plastic compared with using 'virgin' materials.

## What are we going to do?

- Within our Strategic Plan we have committed to becoming a single use plastic-free council by 2024.
- Raise awareness and support the extension of Refill scheme
- Encourage the districts institution, businesses and residents to work towards reducing the use of single use plastics.

## How can you help us?

- Invest in canvas or cotton bags for your shopping and keep them handy
- Carry your own drink container with you and refill instead of purchasing new bottles water. <https://refill.org.uk/>
- Try swapping: liquid hand wash for a bar of soap, plastic razors for a metal reusable one and choose cotton buds which have a paper middle bar
- Recycle any plastic bottles you use
- Buy loose produce



# TRANSPORT

Good transport networks play a vital role in our communities, providing access to employment opportunities, healthcare and education, as well as unlocking economic opportunities in tourism and leisure. Transport is responsible for 80% of harmful roadside emissions. Typical measures to reduce emissions from local sources include traffic management, encouraging the uptake of cleaner vehicles and increased use of public transport, along with more sustainable transport methods such as walking and cycling.

Vehicles in the UK are predominantly petrol or diesel powered, producing 331,000 tonnes of NOx pollutants nationwide (DEFRA, 2016). Switching to a zero-emission capable vehicle can save money on fuel costs, reduce harmful vehicle emissions and improve local air quality. For this reason, we support a move from combustion engine vehicles to electric ones.

The uptake of electric vehicles has surged over the last four years. Almost 60,000 sold in 2018 and there are now nearly quarter of a million electric vehicles on the UK's roads. There almost 20,000 public charging points across the UK supporting the switchover

to electric vehicles. Local authorities have a key role to play in expanding the electric vehicle infrastructure network, supporting local groups to install and manage public charging points.

## Strategic Approach

Work with partners to support the implementation of the Transport for Norwich Strategy including significant improvements to the bus, cycling and walking network to promote modal shift.

Work with Norfolk County Council to support more sustainable and healthier transport systems, enabling and encouraging active travel, with a specific focus on rural transport networks.

Promote and encourage the use of alternative fuel types and new technologies including commercial vehicles.

## What are we going to do?

- New developments will be required to be designed to manage travel demand, promote active and sustainable transport.
- Integrate the need to reduce car use into the local plan.
- Encourage the use of greener vehicles for private hire vehicles through taxi licensing.
- Promote the use of ECO Stars Fleet Recognition Scheme locally.
- Review our own ~~fleet of vehicles.~~
- ~~Investigate all options for new refuse depot with potential to develop infrastructure to help us move to a greener fleet of vehicles.~~
- Promote car sharing in the community.

## How can you help us?

- Consider greener transport options
- Walk more
- Get cycling to work to school, to pop to the shops or for a bit of exercise.
- Use public transport
- Don't leave engine running when you are stationary

## 2. Staff travel

Staff required to travel as part of their roles are reimbursed at HMRC mileage rates, this incentivises the use of low carbon modes of transport by funding not only car usage, but also motorcycle and bicycle miles. Additionally, staff are encouraged to car share as an additional 5p per mile is paid for each additional passenger carried. The new flexible working policy adopted in January 2020 encourages working at alternative locations such as home working to increase staff efficiencies and support green principles.

Broadland <sup>5</sup> – 2018/19 (full year)		South Norfolk <sup>6</sup> -- 2018/19 (2nd half)		
	Total mileage	Emissions (kg of CO <sub>2</sub> e)	Total mileage	Emissions (kg of CO <sub>2</sub> e)
<del>Staff (Diesel)</del>	67936	18954.82		
<del>Staff (Petrol)</del>	78608	22877.29		
Staff			216904	61821.98
Members	14801	4218.58	18929	5395.14
Total		46050.69		67217.12

### Strategic Approach

Encourage more sustainable car travel options for example car sharing and car club membership where the use of public transport is not practicable.

Minimise unnecessary travel between sites.

### What are we going to do?

- Introduction of new car leasing scheme from April 2020, including options for electric and hybrid vehicles.
- Investigate the infrastructure and installation required for the delivery of electric vehicle charging points at all council owned buildings.
- Encourage the use of telephone/video conferencing
- Encourage all forms of greener transport options

### Opportunities beyond existing resources

- Investigate/implement a staff travel plan – encouraging remote working, car sharing etc.

5. Member's mileage not broken down by fuel type, "unknown" conversion factor has been used. Average conversion factor has been used for staff mileage for appropriate fuel type.

6. SNC mileage not broken down by fuel type or engine size. The conversion factor for "unknown" fuel type has been used.

# SUSTAINABLE PROCUREMENT

The Councils have procurement strategies relating directly to the business/corporate plan and the Councils' vision and ambitions.

Buying products or contracting for services can have significant environmental impacts. Sustainable procurement can ensure that these impacts are lessened, and associated carbon emissions reduced. Additionally, it increases environmental awareness and sets an example.

Sustainable Procurement is a process whereby organisations meet their needs for goods, services, works and utilities in a way that achieves value for money on a whole life basis in terms of generating benefits not only to the organisation, but also to society and the economy, whilst minimising damage to the environment.

## Strategic Approach

Ensure that all the services we commission and procure, improve the economic, social and environmental wellbeing of the area.

What are we going to do?

- Develop a new joint Corporate Procurement Strategy to ensure procurement of services:
  - o Take into account the need to minimise emissions and reduce the negative impacts of transportation when purchasing goods and services
  - o Takes steps to minimise carbon dioxide and other greenhouse gas emissions through the detailed consideration of products and services procured.
  - o Considers the environmental performance of all suppliers and contractors, and encouraging them to conduct their operations in an environmentally sensitive manner

- o Maximises the use of recycled products and products derived from reclaimed materials
  - o Select products / services that have minimal effect on the depletion of natural resources and biodiversity.
  - o Ensure that local enterprises are encouraged to bid to the Councils' business
  - o Conduct a review of existing product areas and their associated environmental impacts
  - o Look to move to green energy supplies for the Councils' estate
  - o Minimise the environmental impact of our canteens through new contracts.
  - Investing in sustainable funds where appropriate
- Opportunities beyond existing resources
- Investigate implementing an Environmental Management System, a structured framework for managing an organisation's significant environmental impacts.

## Summary of actions – to be reviewed and updated regularly

Theme		Delivery	Targets/Measures of Success – extract from corporate delivery plan
Sustainable Communities	Climate Change adaption	<p>Local plans take a proactive approach to mitigating and adapting to climate change considering the long-term implications for flood risk, water supply, biodiversity and the risk of overheating</p> <p>Promote the use of sustainable drainage systems in new developments, which help to reduce downstream flooding.</p> <p>Rainwater conservation and re use promoted through the planning process.</p> <p>Raise awareness for residents and businesses allowing them to consider property level adaptations</p>	Number of community plans developed by parish councils, considering the impacts of climate change and mitigation.
	Planning Policy	<p>Local plans take a proactive approach to mitigating and adapting to climate change considering the long-term implications for flood risk, water supply, biodiversity and the risk of overheating</p> <p>Adoption and delivery of the Greater Norwich Local Plan</p> <p>Support local plan policies which seek to improve the energy efficiency of new build homes and commercial premises.</p>	<p>Number of new homes achieving 20% reduction against Part L of the 2013 Building Regulations (amended 2016)</p> <p>Number of new homes meeting the Building Regulations Part G (amended 2016) water efficiency higher optional standard</p> <p>Number of non-housing developments over 500 m2 achieving BREEAM “very good” energy efficiency and water efficiency standards or any equivalent successor.</p>

	<p>Green Infrastructure and biodiversity</p>	<p>Develop an action plan to establish a new Country Park at Houghen Plantation.</p> <p>Support the Community Interest Organisation who manage the Queens Hills Community Park to maintain and develop the site.</p> <p>Enhance existing and establish new local green spaces</p> <p>Use the best environmental management practices for land use to protect and enhance biodiversity.</p> <p>Where appropriate and where we have community buy in, turn some short-mown grass sites to wildflower meadows.</p> <p>Engage local communities and businesses to support volunteers and expand links with local schools.</p> <p>Increase tree canopy cover across the districts -Support Norfolk County Council's aim of planting one million trees by 2024.</p>	<p>Value of external funding secured to increase delivery of green infrastructure projects across the districts and specifically at Houghen Plantation.</p> <p>Number of new developments delivering a net biodiversity gain.</p> <p>Monitor canopy cover on new development sites to aim to achieve 25% canopy cover over 10 years</p> <p>Capture numbers of trees planted through development</p> <p>Total number of trees planted through council supported schemes. Target of planting one tree for every resident of Broadland and South Norfolk by 2024.</p> <p>Number of green infrastructure projects supported.</p> <p>Increase in number of community tree wardens. Baseline 2018/19: BDC – 34</p>
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Clean & Safe Environment	Environmental protection and Crime prevention	<p>Number of litter picks/clean up initiatives supported</p> <p>Number of confirmed incidents of fly tipping</p> <p>Increased enforcement and education for fly tipping, waste crimes, littering, graffiti and dog fouling.</p> <p>Review of fixed penalty notice charges</p> <p>Joint Environmental Crime Strategy promoting a zero- tolerance approach.</p> <p>Increase joint working with other stakeholders to increase intelligence sharing and tackle Environmental Crime.</p> <p>Use all available powers to deal with community issues</p> <p>Encourage community action</p>	<p>Increase in number of litter picks/clean up initiatives <del>against baseline figure</del> <del>How many in 2018/19???</del></p> <p>Decrease in number of fly tips identified against baseline figure Baseline in 2018/19: BDC – 515 and SNC - 888</p> <p>Increase in appropriate enforcement. Number of Fixed Penalty notices served in 2018/19 : SNC – 5 BDC – 1</p>
	Air Quality	<p>Proactive work with our partners and other stakeholders aiming to achieve a positive change to air quality.</p> <p>Raise awareness</p> <p>Pre planning application advice for more applications</p> <p>Develop planning guidance for air quality.</p>	Maintain level of air quality management areas in the district. Current – 0 AQMAS

	<p>Land Quality</p>	<p>Education for developers and consultants on what they need to submit with their planning applications.</p> <p>Pre planning application support in more applications</p> <p>Proactive project to target oil users in vulnerable locations to provide advice on fuel security and spill prevention</p>	<p>All developments meeting planning policy requirement: major developments to submit a sustainability statement and developments of 100+ to submit delivery statement.</p>
	<p>Water Quality and Management</p>	<p>Education for developers and consultants on what they need to submit with their planning applications.</p> <p>Pre planning application support in more applications</p> <p>Establish a joint approach to private water sampling regime.</p> <p>Raise awareness of drought and water security with Private Water Supply users.</p> <p>Proactive work with our partners and other stakeholders aiming to achieve a positive change.</p> <p>Promotion of rainwater reuse and water conservation</p> <p>Develop supplementary planning documents</p>	<p>Number of new homes meeting the Building Regulations Part G (amended 2016) water efficiency higher optional standard</p> <p>Number of non-housing developments over 500 m2 achieving BREEAM “very good” water efficiency standards or any equivalent successor.</p>

Energy Efficiency	In- House Emissions	<p>Minimise Energy use for our own estate</p> <p>Assess potential for renewable energy production</p> <p>Move to green energy suppliers</p> <p>Proactive enforcement of Private Rental Sector Minimum Energy Efficiency Standards.</p>	<p>Overall reduction in gas/electricity emissions when compared to baseline. Baseline 2018/19 Kg of CO2 e</p> <p>BDC – Gas 57,177, Elec 105,568</p> <p>SNC – Gas 821,347 Elec 278,919</p> <p>Number/percentage of rented homes meeting standards</p>
	Supporting our residents and communities	<p>Enable residents to maximise incomes, accessing all eligible benefits and ensuring they are on the most appropriate energy tariff for their use or can access affordable heating oil solutions.</p> <p>Support and encourage residents to install energy efficiency improvements, drawing down national funding where available.</p> <p>Encourage new developments to minimise the energy demand through their design and orientation and maximise sustainable energy, local energy networks and battery storage.</p> <p>Support free standing decentralised, renewable and/or low carbon energy networks, subject to the acceptability of wider impacts.</p> <p>Help energy companies to target fuel poor and vulnerable households for energy efficiency measures.</p>	<p>Number of residents supported and homes improved through council organised/promotes schemes.</p> <p>Number of new homes achieving 20% reduction against Part L of the 2013 Building Regulations (amended 2016)</p> <p>Increase in <del>the total</del> energy production across the districts. 2019 Baseline: BDC - 52MW SNC 63MW</p>

Waste Minimisation	Waste Collection Service	<p>Provide a viable, cost effective and compliant service which generates income for the Councils.</p> <p>Provide the right information, incentives and infrastructure for people and businesses to increase the amount of recycling and reduce the amount of waste produced.</p> <p>Support and encourage the uptake of schemes and services which increase food and garden waste composting.</p> <p>Encourage Broadland residents to engage with food waste collections, where available.</p>	<p>Gross tonnage increase - food waste. Increase on 2018/19 baseline of 2,165 tonnes</p> <p>Recycling - % of household waste recycled. 2% increase by Q4 2020/2021 compared to 2018/19 baseline of SNC - 41.3% and BDC - 48.2%</p> <p>Tonnage of Garden Waste being recycled - Increase in tonnage Baseline 2018/19: BDC – 11,044 SNC – 9,762</p>
	Reducing Single use plastics	<p>Raise awareness and support the extension of Refill scheme</p> <p>Encourage the districts institutions, businesses and residents to work towards reducing the use of single use plastics.</p>	Becoming a single use plastic-free council by 2024

Transport	Transport Sustainable Transport	<p>New developments will be required to be designed to manage travel demand, promote active and sustainable transport.</p> <p>Integrate the need to reduce car use into the local plan.</p> <p>Work with Norfolk County Council to support more sustainable and healthier transport systems, enabling and encouraging active travel.</p> <p>Encourage the use of greener vehicles for private hire vehicles through taxi licensing.</p> <p>Promote the use of ECO Stars Fleet Recognition Scheme locally.</p> <p>Review our own fleet of vehicles</p>	<p>Increase in the percentage of green commuter journeys. Baseline 2011 census data BDC – 18% SNC 16%</p> <p>Increase in number of hybrid and electric private hire vehicles licenced.</p>
	Staff Travel	<p>Introduction of new car leasing scheme from April 2020, including options for electric and hybrid vehicles.</p> <p>Investigate the infrastructure and installation required for the delivery of electric vehicle charging points at all council owned buildings.</p> <p>Investigate/implement a staff travel plan – encouraging remote working, car sharing etc.</p>	<p>Number of staff utilising leasing scheme for electric/hybrid vehicles.</p> <p>Installation of charging points at Council owned locations.</p> <p>Overall reduction in staff/member mileage against baseline 2018/19  <del>BDC</del>  <del>SNC</del></p>

<p>Sustainable Procurement</p>		<p>Develop a new joint Corporate Procurement Strategy to ensure procurement of services</p> <p>Consider the need to minimise emissions and reduce the negative impacts of transportation when purchasing goods and services Takes steps to minimise carbon dioxide and other greenhouse gas emissions through the detailed consideration of products and services procured.</p> <p>Consider the environmental performance of all suppliers and contractors, and encouraging them to conduct their operations in an environmentally sensitive manner</p> <p>Maximises the use of recycled products and products derived from reclaimed materials</p> <p>Select products / services that have minimal effect on the depletion of natural resources and biodiversity.</p> <p>Ensure that local enterprises are encouraged to bid to the Councils' business.</p> <p>Conduct a review of existing product areas and their associated environmental impacts</p> <p>Look to move to green energy supplies for the Councils' estate</p> <p>Minimise the environmental impact of our canteens through new contracts.</p>	
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# Work so far

picture to be supplied?

Two Councils  
One Team



**Climate change mitigation** - The Councils' Emergency planners work with other agencies through the Norfolk Resilience Forum to assess risk and produce plans using national planning assumptions and local knowledge.

A changing climate is likely to produce more frequent severe weather events and with this in mind both councils' Emergency Response and Business Continuity Plans will be regularly reviewed to reflect this increased risk.



# Green Infrastructure and Biodiversity – What have we done so far?

Broadland and SNC are working with Norfolk County Council and other district councils to deliver a Norfolk wide tree planting strategy.

## Broadland

**BDC Purchased:** North West Woodlands County Park (yet to be officially named!). 56 hectares of heathland, woodland (broadleaf and coniferous) fenland in Felthorpe. The site has two county wildlife sites on it. This was purchased as part of the Council's delivery of its Green Infrastructure Strategies (in particular the West Broadland Green Infrastructure Plan) Greater Norwich Growth Board funded.



In 2018 match funded the purchase of **Marty's Marsh** (two-hectare area of parish land) with Blofield PC. Blofield PC own the site. Part of our GI strategy.

## South Norfolk

**Frenze Beck** – This site had been closed to the public due to long term issues with fly grazing and travellers. The River Waveney Project approached SNC to see if we would be willing to work with them to open the site and start a programme of habitat improvements and access improvements. Since the site has been reopened, the volunteers have put the reed beds back into managements, started managing the wildflower meadows, improved and extended the existing access. The volunteers record the wildlife on site and last year it was designated a County Wildlife Site by the Norfolk Wildlife Trust. We have received a couple grants for improvements works and work closely with the volunteers to enhance the site.

**East Hills Woods** – SNC works in partnership with the Friends of the River Tud Volunteers to manage and improve stunning woodland. In May these woods are a sea of Bluebells. The volunteers have been working their way through the woods hand pulling the brambles to open up the woodland floor to encourage the spread of bluebells and to improve the display to the public. We have also started to coppice the hazel and we will also be putting the sweet chestnut back into coppice rotation. We have recently cleared a derelict part of the site to

In April 2020 we will have completed the **Thorpe Marriott Greenway** which is a 2km walking and cycling route which links the Marriott's Way to the green bridge that crosses the NDR. Trees were felled to make the path however 1,300 trees are planned to be planted on site. This is being carried out with a contractor in conjunction with the Tree Wardens. The aim here is to diversify the species on site by planting a much wider range of native broadleaf trees. Greater Norwich Growth Board funded.



**Newman Road Woods: Rackheath.** Working closely with NCC and Parish Council to make safe current woodland and establish a safe walking route around the woodland. Again, carrying out a significant amount of planting on site with the aim to diversify the tree stock this protects against pest and diseases such as Chalara Ash Dieback which is serious impacting this site. Parish Council have agreed to take the site on once the works are completed.

create a space for environmental education. The improvement work to this area has involved tree planting, rubbish clearance and building a dead hedge. East Hills is very popular with the local community. This woodland is a County Wildlife Site

Queens Hills- SNC are about to adopt this site. This is a large open space with a variety of very species rich habitats. The habitats include; wet woodland, mature trees and tree belts, open grassland, newly planted areas, ponds and a drainage lagoon, which captures the rain water run off from the southern part of the estate. In order to create a sustainable future for this site SNC has set up a Community Interest Organisation (CIO) called Queens Hill's Community Park. There are 7 trustees and the charity will work with the community to manage and enhance the park for the benefit of the wildlife and community. The aim is for the community to be actively involved in the practical management of the site and in developing the future of the park. The charity has also been working closely with the local school to develop the educational resources on site for them to use.

#### **Fringe Project –**

Smockmill Common – County Wildlife Site

Swardeston Common – Friends of Swardeston Common – County Wildlife Site

Mulbarton Common – County Wildlife Site

All the above common are managed in partnership with the Fringe Project with volunteers to enhance the biodiversity and habitats of the sites. The Friends of Swardeston Common also help manage the less sensitive parts of the common and all the work they do is to improve the habitats and the biodiversity.

**Carrowbreck Meadow** – Multi award winning project delivered by Broadland Growth Ltd, this project for 14 Passivhaus homes combined a mixed tenure scheme with 43% affordable housing and Passivhaus certification together with a layout and design that is above the usual expectations. Biodiversity was also carefully considered, and the development provides woodland paths and an animal haven.

The properties have been carefully grouped so the development sits comfortably in its woodland setting. The positioning and orientation of the homes maximises the access to solar gain in winter and prevents overheating in summer.

**Flordon Common SSSI** – This is one of SNC's most important and sensitive sites. It is one of the best lowland chalk streams, of which there are very few left in Britain. All the conservation work is carried out by volunteers. The management of the site is overseen by Natural England and an annual work plan is developed in partnership with NE.

**Woodton** – SNC have been working in partnership with Woodton Parish Council after they approached the council for permission to improve and develop this site for the benefit of the wildlife and community. They have thinned out the woodland, improved the access and created an outside classroom for the local school and uniform groups to use. We have since transferred the freehold of the main site to the Parish Council to manage and the site is going from strength to strength and the project has brought the community together.

**Poringland Woods** – SNC manage these woods but do not own them; they are leased from the Crown Point Estate and provide access for informal recreation to the residents of Poringland and Framingham Earl. SNC manage the meadow area as a wildflower meadow and carry out laurel clearance to improve the woodland structure.

In addition to volunteers and the Fringe Project we also have an agreement with the Probation Service and through the winter we have a group out every Wednesday and through the summer they come out once a month.

## Clean and Safe Environment – What have we done so far?

- Working on behalf of the community, in conjunction with other environmental agencies, to reduce local pollution in terms of air, water and soil quality.
- Business plan – To further enhance the high-quality local environment. Measured by – number of fly tips, time taken to collect fly tips, number of reports of dog fouling. Air quality analysis.
- Working with partners locally and nationally to seek improvements in air quality.
- Environmental Services provide expert technical advice on planning consultations with regard to noise, odour, dust, vibration, air quality, land contamination, water management, lighting and other environmental matters.
- Contributed in multi-agency actions days to target, waste and other environmental crime.
- Norfolk wide campaign to raise awareness of illegal domestic waste collection activities and householder's duty of care.



# Energy Efficiency – what have we done so far?

**Energy Company Obligation** – The current Energy Company Obligation (ECO) funding is being provided to qualifying households to help cut their energy bills and reduce Carbon emissions by installing energy saving measures. Available measures can be fully or partially funded and include Cavity Wall Insulation, Loft Insulation, Room in Roof Insulation, Solid Wall Insulation, Boiler Replacement and new heating systems. It is aimed at those households living in fuel poverty.

Grant funding is calculated using Ofgem deemed carbon and savings scores. Grant Funding will differ between property types, property size, fuel types and insulation levels however the main focus is on supporting those at risk of fuel poverty. The Councils signpost residents to local installers who have access to ECO funding to minimise the cost of improving the energy efficiency of their homes.

**Warm Homes Fund** – In 2018, the Councils secured £3.1m of funding from National Grid's Warm Homes Fund, to be used over a two-year period to help fuel-poor households across Norfolk. This project aims to help more than 1,000

people, including homeowners, landlords, private tenants and social housing tenants, with energy advice and support. Grant funding is available to provide first-time central heating systems for fuel-poor households increasing the efficiency of their homes and minimising energy costs.

**Solar Together East of England Scheme** – We have promoted this scheme encouraging residents to install solar panels at their homes. Buying as a collective group means customers were able to attain solar panels and a heavily discounted price also achieving significant carbon savings.

## **South Norfolk & Broadland's estates**

The Councils are committed to reducing energy use in their buildings, thereby reducing carbon emissions generated and saving on running costs in the process. We have taken advantage of opportunities to reduce the consumption of purchased gas and electricity within our estates wherever possible. As part of this, we have implemented a number of projects and initiatives including:

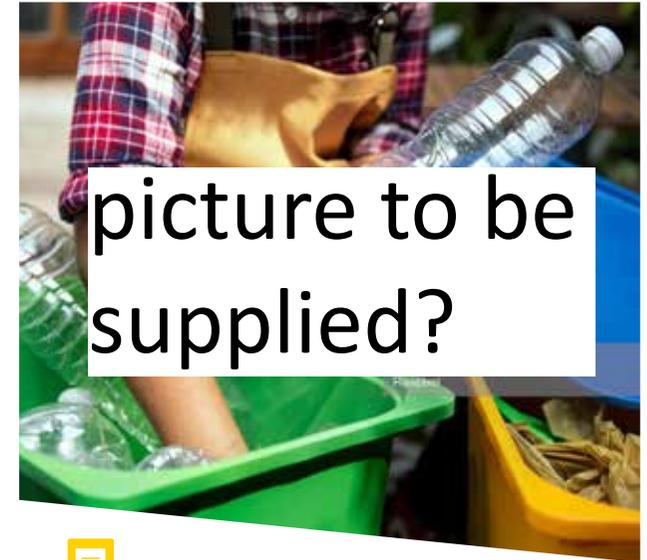
- Upgrade to energy efficient LED lighting and lighting controls which dim the lights when natural light allows at Long Stratton Leisure Centre
- Replacement of old boilers with energy efficient condensing gas boilers at Long Stratton Leisure Centre
- Solar Thermal panels on the roof of the Thorpe Lodge producing hot water which is used in the building
- Solar Photovoltaic panels on the roof of the Thorpe Lodge to reduce the amount of purchased electricity and generate income from the Feed in Tariff.
- Monitoring of energy use to identify any potential issues and opportunities

# Waste Minimisation – What have we done so far?

- Signed up to the Courtauld Commitment. This is a voluntary agreement aimed at improving resource efficiency and reducing waste within the UK grocery sector. WRAP is responsible for the agreement and works in partnership with leading retailers, brand owners, manufacturers and suppliers who sign up and support the delivery of the targets. It supports the UK governments' policy goal of a 'zero waste economy' and climate change objectives to reduce greenhouse gas emissions.
- We are undertaking a behavioural change recycling project, which aims to reduce levels of contamination in kerbside recycling bins. This is being trailed in Sprowston – an area where contamination levels could be improved. The project targets indoor recycling behaviours and consists of completing a questionnaire with residents, providing them with an indoor container to sort their recycling, sending weekly infographics to increase their understanding of the recycling process, and an email campaign that focused on recycling education.

Officers will monitor the individual and communal bins again after the 12-week period and compare the results to see if a difference in contamination was detected. The work would then be evaluated with the aim of replicating the project in other areas of Broadland and South Norfolk.

- At the Lodge we have worked with our catering contractor to minimise the use of single use plastics. The plastic cups in the coffee machines have been replaced with china ones and takeaway packaging from the canteen has changed over to vegware. Vegware is plant-based packaging made from renewable, lower carbon or recycled materials and can be commercially composted with food waste.
- At South Norfolk House we have removed single use plastic cups at our leisure centres and signed all council owned properties up to the Refill water scheme. We regularly renew messaging regarding internal recycling, installed additional recycling bins and implemented a sports kit recycling scheme at all our leisure centres.



- SNC run reuse events to encourage reuse and recycling of furniture, electricals, textiles and books. So far, we have diverted 58 tonnes of material for reuse and 110 tonnes for recycling. This scheme won the LARAC award for best waste minimisation initiative.
- Every year SNC run the South Norfolk Big Litter Pick Scheme, in 2019 96 events took place. These events encourage community groups to keep their local area clean and tidy and reduce waste.

# Sustainable Transport – what have we done so far?

- We support the Refill scheme which encourages public buildings and businesses to sign up and allow members of the public to fill up water bottles to reduce the number of bottles of water purchased. The average person in the UK will use 150 plastic water bottles every year. If just one in ten Brits refilled once a week, we'd have 340 million less plastic bottles a year in circulation.
- We have supported community fridges which allows residents and businesses to share surplus food thus reducing food waste.
- We work with partner agencies and other local authorities across Norfolk to deliver education projects and improvement schemes

**Electric Vehicles** - South Norfolk Council has recently teamed up with Vattenfall and BMM Energy Solutions to install twenty charging stations in five car parks across the district. The power used to charge vehicles is supplied by its British wind farms. The charging points are for use on a pay-as-you-go basis.

~~Zero taxis is Norwich's first electric private hire service based in Thorpe St Andrew. The cars are charged using 100% renewable energy from the company's own solar panels and storage batteries.~~

## **Bike Walk Scoot**

The bike walk scoot club is a fun way to use the trip to school to benefit the health of children. Working with schools across the district, the club has been launched to promote active travel. This project has been developed based on research showing that 15 minutes of brisk walking twice a day helps children sleep better at night and maintain a healthy weight. The project aims to reduce the number of vehicles near to schools to improve the air quality and road safety for children.

**Cycle to work scheme.**

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