

Scrutiny Committee

Agenda

Members of the Scrutiny Committee:

Cllr J Hornby (Chairman)
Cllr Y Bendle
Cllr T Holden
Cllr T Spruce
Cllr J Worley

Cllr J Halls (Vice Chairman)
Cllr B Bernard
Cllr J Rowe
Cllr J Overton

Date & Time:

Thursday 26 January 2023
10.00am

Place:

Council Chamber, Thorpe Lodge, 1 Yarmouth Road, Thorpe St Andrew, Norwich, NR7 0DU

Contact:

Jessica Hammond tel (01508) 505298
Email: committee.snc@southnorfolkandbroadland.gov.uk
Website: www.southnorfolkandbroadland.gov.uk

PUBLIC ATTENDANCE:

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

<https://www.youtube.com/channel/UCZciRgwo84-iPyRImsTCIng>

If a member of the public would like to observe the meeting, or speak on an agenda item, please email your request to committee.snc@southnorfolkandbroadland.gov.uk, no later than 5.00pm on Monday 23 January 2023.

Large print version can be made available

If you have any special requirements in order to attend this meeting, please let us know in advance.

AGENDA

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 4)
4. Minutes of the meetings of the Scrutiny Committee held on 17 November 2022;
(attached – page 6)
5. Environmental Strategy and Delivery Plan; (attached – page 13)
6. Scrutiny Work Programme, Tracker and Cabinet Core Agenda; (attached – page 78)

Working Style of the Scrutiny Committee and a protocol for those attending

Independence

Members of the Scrutiny Committee will not be subject to whipping arrangements by party groups.

Member leadership

Members of the Committee will take the lead in selecting topics for and in questioning witnesses. The Committee will expect members of Cabinet, rather than officers, to take the main responsibility for answering the Committee's questions about topics, which relate mainly to the Council's activities.

A constructive atmosphere

Meetings of the Committee will be constructive, and not judgmental, accepting that effective overview and scrutiny is best achieved through challenging and constructive enquiry. People giving evidence at the Committee should not feel under attack.

Respect and trust

Meetings will be conducted in a spirit of mutual respect and trust.

Openness and transparency

The Committee's business will be open and transparent, except where there are sound reasons for protecting confidentiality. In particular, the minutes of the Committee's meetings will explain the discussion and debate, so that it could be understood by those who were not present.

Consensus

Members of the Committee will work together and, while recognising political allegiances, will attempt to achieve consensus and agreed recommendations.

Impartial and independent officer advice

Officers who advise and support the Committee will give impartial and independent advice, recognising the importance of the Scrutiny Committee in the Council's arrangements for governance, as set out in the Constitution.

Regular review

There will be regular reviews of how the overview and scrutiny process is working, and a willingness to change if it is not working well.

Programming and planning

The Scrutiny Committee will have a programme of work. Members will agree the topics to be included in the work programme, the extent of the investigation to be undertaken in relation to resources, and the witnesses to be invited to give evidence.

Managing time

The Committee will attempt to conclude the business of each meeting in reasonable time. The order of business will be arranged as far as possible to minimise the demands on the time of witnesses.

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.

<p>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.</p>
<p>Does the interest directly:</p> <ol style="list-style-type: none"> 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 <p>If the answer is "yes" to any of the above, it is likely to be pecuniary.</p> <p>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.</p>
<p>Does the interest indirectly affect or relate any pecuniary interest you have already declared, or an interest you have identified at 1-5 above?</p> <p>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.</p>
<p>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.</p>
<p>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.</p>

**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



SCRUTINY COMMITTEE

Agenda Item: 4

Minutes of a meeting of the Scrutiny Committee of South Norfolk District Council held on Thursday 17 November 2022 at 10.02am.

Committee Members Present: Councillors: J Halls (Vice-Chairman, chairing the meeting), Y Bendle, T Holden, T Spruce, J Overton and J Worley

Apologies for Absence: Councillors: B Bernard, J Hornby and J Rowe

Portfolio Holder Present: Councillor: L Neal

Officers in Attendance: The Assistant Director of Individuals and Families (M Pursehouse), the Assistant Director for Regulatory (N Howard), the Assistant Director for Economic Growth (G Denton), the Food, Safety and Licensing Team Manager (L Chant), the Senior Environmental Health Officer (Community Protection) (T Garland), the Senior Governance Officer (E Goddard) and the Committee Officer (J Hammond)

Also in Attendance: Police and Crime Commissioner Giles Orpen-Smellie and Chief Inspector Jason Selvarajah, Deputy District Commander

1323 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs B Bernard, J Hornby and J Rowe.

1324 DECLARATIONS OF INTEREST

No declarations of interest were received from members.

1325 MINUTES

The minutes of the meeting held on Thursday 13 October 2022, were confirmed as a correct record and signed by the Chairman.

1326 POLICE, CRIME AND COMMUNITY SAFETY PLAN

The Chairman welcomed the Police and Crime Commissioner (PCC) Giles Orpen-Smellie to the meeting and thanked him for attending the meeting.

PCC Orpen-Smellie presented the Committee with an update on the state of policing in Norfolk, which included some of the following statistics:

- There were 1800 employed officers, with between 200-250 on duty at any time. Approximately 100 of which were on the ground.
- The number of calls received had increased rapidly since Covid:
 - 999 calls increased to around 500 daily
 - 101 calls increased to around 1000 daily
 - 60% of calls were not related to Police matters
- Calls relating to suicide attempts received every 2-3 days
- Number of drug overdoses decreased in the last year– due to the counter drugs effort
- Road incidents over the last year resulted in 39 deaths and 400 injured
- 9 homicides in the last year:
 - 1 drugs/gangs related
 - 3 mental health related
 - 5 domestic violence related
- Wider crime:
 - 24% of crimes were domestic abuse related
 - 2142 reports of rape and sexual assault (which included historic cases)
 - 1322 burglaries reported (Norfolk had the second lowest number of reported burglaries in the country)
- Prosecution rates in Norfolk were 2% higher than the national average (7%)
- Court waiting lists continued to grow. Cases took an average 11-18 months to proceed to court, sometimes longer
- Resources in 2022:
 - Budget of £197 million
 - 55% from Government funding
 - 45% from precepts
 - Spending
 - 86% of funding spent on staff salaries (the 5% officer pay rise was not covered by Government funding and only 4% could be covered by in-year budgets)
 - 14% of funding spent on stations, vehicles, training and equipment

He concluded that Norfolk was a safe county with one of the lowest crime rates despite being the fifth largest county in the country. The public

perception was that speeding and anti-social behaviour were the biggest concerns for the county.

The Assistant Director of Individuals and Families explained that South Norfolk Council had a role to play in reducing the Police demand. He added that whilst there was a strong partnership between the Police and the Council, officers were investigating what further preventative work could be done in collaboration with the Police in order to reduce demand, especially in terms of housing, mental health, domestic violence, and anti-social behaviour. PCC Orpen-Smellie agreed that stronger co-operation and resource sharing was required across all public sector organisations.

Members also noted that mental health issues accounted for approximately 20-25% of issues the Police attended to on a daily basis, and that roughly 20% of on-duty officers were either waiting in queues at A&E or supervising people held in Police suites under Section 136 of the Mental Health Act 1983. Officers advised members that the Council was looking to secure funding to employ additional NHS mental health staff to reduce the impact on Police resources. The Committee agreed that more work was required to ensure that this was addressed and that a multi-agency approach was secured.

In response to a query on the unmanned Police station in Poringland, PCC Orpen-Smellie advised that closures were a result of the austerity programme and funding constraints. He noted there was relatively little footfall in the now unmanned centres. Chief Inspector Jason Selvarajah added that whilst no 'front facing' staff were present at Poringland, there was still a Police presence behind the scenes.

After further discussion, the Chairman thanked PCC Orpen-Smellie for his frank and informative presentation.

It was unanimously

RESOLVED

To receive the Police, Crime and Community Safety Plan.

1327 REVIEW OF EARLY INTERVENTION ANTI-SOCIAL BEHAVIOUR OFFICER PILOT SERVICE – REVIEW OF PROGRESS

The Assistant Director for Regulatory introduced his report, which presented a review of the progress of the Early Intervention Anti-Social Behaviour Officer pilot service following its introduction in April 2022.

Members were informed that the planned outcomes of the pilot service were to:

- Gather more early intelligence, identify and tackle root causes of anti-social behaviour in the Council's Regulatory services, in order to produce long-term improvements in neighbour relations and community safety.
- Increase the capacity and drive, speed and impact of the Council's service by taking an early intervention approach to anti-social behaviour and environmental offending.
- Offer stronger visibility and community reassurance.
- Detect better and earlier any wider victimisation, vulnerability and support needs, and safeguarding issues.
- Optimise the deterrence, investigation and enforcement of anti-social behaviour (within the Council's remit) where offences have been committed causing harassment, alarm, distress or environmental harm.
- Test the scope for stronger coordination of responses and tactics for dealing with significant ongoing anti-social behaviour issues and incidents, operating (within the Council's remit) closely alongside Norfolk Constabulary as a key regulatory partner.

The early intervention operating model had proven effective and efficient, as indicated by the results against its success measures. The indications were that this service remodelling and transformation would offer significant benefits to the Council and to local communities.

The added value overall of the early intervention pilot service could be summarised within the following two key benefits:

- Hundreds of cases had been quickly resolved, with sound and accurate background information enabling proportionate responses and quickly completed service delivery meeting the expectations agreed in advance with service users.
- The Community Protection Team was able to focus more time on those cases that needed more in-depth investigation and more formal interventions and enforcement. As a result, the Council could demonstrate a growing body of successful outcomes and – where informal interventions were not complied with – robust enforcement action ranging from written warnings and formal notices to fixed penalty notices and, where necessary, prosecutions.

Strong support for the service had been expressed from several partner agencies. Officers were exploring whether partnership funding could be found to sustain the early intervention service going forward in an extension of the pilot service through 2023-24, enabling a further period of evaluation to focus on the longer-term outcomes.

In answer to a query the Assistant Director for Regulatory informed the meeting that the Community Protection Team had received 1,801 anti-social behaviour complaints in 2018, 1,854 in 2019 and 2,700 in 2020/21, which showed the uplift that the Council had seen. The report highlighted that

during the service's peak month of August this year demand had been 70 percent higher than it was four years ago. On an annual basis there remained a continuing increase in service demand of around 32 percent above pre-Covid levels.

In response to a query about the Team's ability to cope with any further increase in demand on the Service, the Assistant Director for Regulatory informed the meeting that one aim of the pilot service was to enable little and often contact for the lower risk anti-social behaviour cases. This was an adaptable model that would allow for less or more work to be undertaken as was necessary. In 80 percent of cases the issues were resolved with one contact which demonstrated that this model of intervention worked. Overall, the Team had the capacity to manage any further increase in demand by taking a flexible approach within existing resources.

Members felt that public awareness of the scheme needed to be increased. The Assistant Director for Regulatory explained that he was working with the Communications Team to promote the pilot scheme more widely.

One member noted that it was difficult to identify and evaluate the costs associated with early intervention and requested that financial analysis be provided to allow the Committee to assess the value for money of the scheme. The Assistant Director agreed that financial analysis of the scheme would be provided when the scheme was brought back to the Committee for further review.

The Committee thanked officers for the report and welcomed a further review of the scheme in 12 months once further information was available.

After further discussion, it was

RESOLVED

To

1. Receive the review of the Early Intervention Anti-Social Behaviour Officer Pilot service to date and note that this matter would be brought back to the Committee once further information was available to evaluate the success of the pilot.
2. Note the success criteria and progress made to achieve them in section 3 of the report.
3. Note the proposed extension of the Early Intervention Anti-Social Behaviour Officer Pilot service to March 2024, subject to funding being secured.

The Committee adjourned at 10.20am and reconvened at 10.30am, when all the Committee members listed above were present.

1328 REVIEW OF BUSINESS REGULATORY SUPPORT HUB PILOT SERVICE – REVIEW OF PROGRESS

The Committee considered the report of the Assistant Director for Regulatory which presented a review of the progress of the Business Regulatory Support Hub pilot service following its introduction in January 2022.

Members were informed that the Council's Regulatory Service was responsible for inspecting business compliance and providing support and guidance, as well as enforcement.

The aim of the Business Regulatory Support Hub pilot service was to ensure that businesses had strong pro-active and balanced support for those businesses that the Council had a regulatory relationship with.

One of the planned outcomes of the pilot was to provide a shop window for Council services, including enhanced compliance services such as business start-up support and pre-inspection support.

The pilot tested the potential for the following two elements of service transformation:

- Extending the information and advice offer from the Council's Regulatory services to help businesses to maximise compliance with legal requirements and, as a result, protect the public and consumers.
- Connecting more closely a range of Council services with which businesses engage, so that when businesses contact one of them officers can help those businesses ensure they are fully informed about, and engaging with, others.

Section three of the report included nine success measures for the pilot scheme against which it could be assessed.

Member's attention was drawn to Appendix One to the report, which illustrated the range of contact points that were available to businesses, including licensing, planning, commercial waste, business rates, economic growth and training. The Business Regulatory Support Hub would act as a link to all these services when a start-up business first contacted the Council.

It was intended to seek £32,000 in external funding from the Shared Prosperity Fund, to allow an extension of the pilot to March 2024, in order to evaluate the scheme against the planned outcomes.

In response to a query, the Assistant Director noted that the scheme was in its infancy and requested that the scheme be brought back to the Committee in 12 months once more hard data was available.

The Portfolio Holder for Economic Growth commended the scheme, which would provide a singular source for support to businesses. She was confident that the data gathered over the next 12 months would demonstrate the importance and value of the scheme.

It was then

RESOLVED

To

1. Receive the review on the progress of the Business Regulatory Support Hub Pilot service, and to note that this matter would be brought back to the Committee once further information was available to evaluate the success of the pilot.
2. Note the proposed extension of the Business Regulatory Support Hub Pilot up to March 2024 subject to confirmation of temporary Shared Prosperity Fund funding to enable longer pilot delivery, testing and evaluation.

1329 SCRUTINY WORK PROGRAMME, TRACKER AND CABINET CORE AGENDA

The Committee noted the Work Programme, Tracker and Cabinet Core Agenda.

Members were reminded that reviews of both the Early Intervention Anti-Social Behaviour Officer Pilot Service and the Business Regulatory Support Hub Pilot Services was due to be brought to the Committee in November 2023.

The Senior Governance Officer advised members of a report on Cost-of-Living support that was due to be brought before Cabinet at its meeting on 5 December. It was agreed that the Committee review this topic in 12 months.

The Committee felt that a more specific update on the Police, Crime and Community Safety Plan was required. It was requested that Liam Bannon be invited to a future meeting to provide an update on the plan.

(The meeting concluded at 11.52am)

Environmental Strategy and Delivery Plan

Report Author(s): Annie Sommazzi
Clean Growth and Sustainability Manager
annie.sommazzi@southnorfolkandbroadland.gov.uk

Portfolio: Clean and Safe Environment

Ward(s) Affected: All

Purpose of the Report:

To outline changes to the Environmental Strategy and to recommend the approval and adoption of an updated Environmental Strategy and associated Delivery Plan.

To provide an update on the work undertaken in the last 12 months regarding the existing Environmental Strategy.

Recommendations:

1. To receive the update on the work undertaken in the last 12 months in regard to the current Environment Strategy and assess the current position; and
2. To review the revised draft Environmental Strategy and Delivery Plan and recommend that Cabinet approve the adoption of them.

1. Summary

- 1.1 The current Environmental Strategy was adopted in 2020.
- 1.2 Substantial progress has been made against this Environmental Strategy; this progress is summarised in section 2 of the report.
- 1.3 A revised strategy has been drafted. This demonstrates achievements to date and sets out more ambitious environmental targets.
- 1.4 The revised strategy includes two new key commitments. These are a 2030 Net-Zero target for organisational emissions (scope 1,2 and 3), and a commitment to align to the Government's 2050 target for wider district decarbonisation.
- 1.5 A Delivery Plan has been developed as a companion document to the Environmental Strategy. This document outlines the near-term actions and activities which the Council will focus on over the next two years in order to drive forward the environmental agenda.
- 1.6 The Environmental Strategy and Delivery Plan will continue to be living documents, updated annually to ensure they address local priorities and opportunities. Progress against activities will be presented to Members as part of the existing performance management structure.

2. Background

- 2.1 The existing Environmental Strategy was adopted in 2020.
- 2.2 A summary of the progress made in 2022 is listed in the table below:

Progress to date during 2022	
Environmental Strategy and Action Plan	A new draft strategy and accompanying delivery plan have been developed to include more ambitious climate action targets which support progress towards net-zero 2030
Clean and Safe Environment	
Anti-social behaviour	Updated anti-social behaviour policy adopted by Q3 2022
Community safety	Developed a closer working relationship with Norfolk Constabulary with regular weekly meetings established
Environmental enforcement	Currently seeking to recruit an Environmental Enforcement Officer.
Fly-tipping	A robust enforcement approach has been established to deal with any incidents of fly-tipping across SNC - alongside this,

	through social media and publicity of formal enforcement the Council has raised awareness and educated householders and businesses in good waste handling practices.
Community resilience plans	Emergency Planning Officers have continued to work with communities during 2022 to raise awareness on the benefits of resilience planning and how these can help to mitigate the impacts of severe weather events caused by a changing climate.
Sustainable Communities	
Community Energy	A 'Community Energy Kickstarter' feasibility report was finalised using Community Renewal Fund monies as part of SNC's ongoing involvement in the Norfolk Climate Change Partnership (NCCP)
Net Zero Innovation Project	<p>Funding has been received for a 'Net-Zero Innovation Project' from the Local Government Association and University College London for a joint project between SNC and the Tyndall Centre for Climate Change (University of East Anglia).</p> <p>The funding will develop a pilot toolkit to calculate existing carbon storage on Council owned greenspaces. This may inform future decisions regarding management of these sites and enable Council owned land to store additional carbon.</p>
Energy Efficiency	
Carbon footprints	Environmental Consultants, Groundwork East, were commissioned to produce baseline carbon footprint report for 2018/19. Using their established methodology, subsequent carbon reports have been written in-house, and will be published annually.
Emissions overall	<p>SNC's current emissions, across scope 1, 2 and 3, are currently 2229.73 tonnes CO₂e</p> <p>SNC has reduced carbon emissions across all three scopes by approximately 700 tonnes since carbon foot printing commenced in 2018/2019. This is due to building upgrades, reduced building use due to covid restrictions and more efficient refuse vehicles joining the fleet.</p> <p>Current emissions are low, especially in the context of the Council owning and operating an in-house refuse collection service and series of leisure centres.</p>
Decarbonisation audit	All operational Council assets have been audited by energy efficiency consultants and, therefore, comprehensive data and intelligence exists regarding the actions required to deliver

	emissions reductions and improve the overall energy performance of the Council's asset portfolio.
Public Sector Decarbonisation Scheme 3b Application	An application has been submitted to this fund. Is successful, this will transfer existing end of life fossil fuel heating systems across three Council owned buildings.
Solar PV on Leisure Centres	Project started to install solar PV across the roof spaces on leisure centres – this will significantly reduce electrical consumption across these sites. Once operational it is estimated these measures will reduce emissions by approximately 100 tonnes per annum.
Minimum Energy Efficiency Standards (MEES) in Private rented sector	Throughout 2022, 69 properties were improved in South Norfolk through proactive enforcement of the MEES regulations
Solar PV for households	Record registrations for the Solar Together collective buying scheme - Solar PV: 1,300 applicants, Battery storage: 115 applicants. Full detail of acceptances and installs available in April 2023. This scheme has been promoted via socials.
Waste Minimisation	
Recycling rate	1.3% increase from 41.8% in 2020/21 to 43.1% in 2021/22
Residual waste per household	19kg decrease from 517kg in 2020/21 to 498kg in 2021/22
Activities in 2022 to increase recycling	Supported WRAP's food waste action week through social media UEA student projects in South Norfolk (2 x projects, one about contamination in flats and one about excess rubbish) Norfolk Show to spread recycling message WEEE events, to recycle small electricals (Diss and Wymondham)
Transport	
Electric Vehicle Charging Point (EVCP) Provision	A contract has just been tendered to extend and update current EVCP provision.
Green Hydrogen Feasibility and options appraisals at the Depot	Preliminary feasibility developed to appraise green hydrogen demand for SNC's refuse collection fleet. This work was funded via monies from the Community Renewal Fund, and was

3. Current position/findings

- 3.1 A revised Environmental Strategy has been drafted and restructured. This document recognises SNC's achievements to date and sets out more ambitious environmental targets. The addition of a Delivery Plan, as a companion document, simplifies the process of tracking progress against objectives.
- 3.2 The structure of the Environmental Strategy and Delivery Plan has been revised as follows:
 - 3.2.1 **Leading by example:** this focuses on actions which will reduce the Council's carbon footprint.
 - 3.2.2 **Enabling & Encouraging:** this focuses on actions to reduce emissions in the district and improve overall environmental conditions. This covers areas such as warm homes, sustainable communities, biodiversity and greenspace, clean and safe environment, and waste minimisation.
- 3.3 Once approved and finalised, both documents will be updated and published online.
- 3.4 The revised Strategy and Delivery Plan are underpinned by a series of evidenced based plans including annual carbon footprints and a decarbonisation plan, which will be published online alongside the strategic documents.

4. Proposed action

- 4.1 This report proposes that Scrutiny Committee recommend to Cabinet to approve the adoption of the revised Environmental Strategy and the Delivery Plan and to use both as external facing documents which outline the Council's commitment to protecting and improving the local environment.

5. Other options

- 5.1 Members could choose not to adopt the new version of the Environmental Strategy and Delivery Plan; however, this misses the opportunity to develop a revised Strategy with a Delivery plan, which sets out more ambitious environmental targets and references the Council's significant achievements to date.

6. Issues and risks

- 6.1 **Resource Implications:** The Clean Growth and Sustainability Team will drive the focus of the Environmental Strategy and actions contained within the Delivery Plan. Project resources will be considered as individual work streams are developed and will be brought to Members as appropriate.
- 6.2 **Legal Implications:** The UK Government has committed to a legally binding target of net zero emissions by 2050. The Environment Act 2021 commits to halt species decline by 2030 alongside various ecological targets, clean air measures, waste, recycling, and water.
- 6.3 **Equality Implications** – N/A based on current recommendations
- 6.4 **Environmental Impact** – The purpose of the Environmental Strategy and Delivery plan will allow the Council to have a greater positive effect on the environment.
- 6.5 **Crime and Disorder** – N/A based on current recommendations
- 6.6 **Risks** – The updated Environmental Strategy and Delivery Plan include organisational and district-wide net zero targets; failure to take action to meet these targets may expose the Council to negative public perception.

7. Conclusion

- 7.1 The updated Environmental Strategy and Delivery Plan demonstrate the Council's commitment to the environment, confirming the aspiration to meeting net zero as an organisation by 2030, and committing to an area-based target of net zero by 2050.
- 7.2 The updated documents are more streamlined, the Delivery Plan is a clear and concise document which allows the Council to demonstrate the success of achievements so far.

8. Recommendation

1. To receive the update on the work undertaken in the last 12 months in regard to the current Environment Strategy and assess the current position; and
2. To review the revised draft Environmental Strategy and Delivery Plan and recommend that Cabinet approve the adoption of them.

Background papers

Current environmental strategy: [south-norfolk-council-environmental-strategy-document \(southnorfolkandbroadland.gov.uk\)](https://southnorfolkandbroadland.gov.uk/south-norfolk-council-environmental-strategy-document)

DRAFT

Environmental Strategy: Delivery Plan 2022 – 2024

A foreword by the Portfolio Holder for Environment

The enormous challenge presented by climate change and biodiversity loss are felt across the globe. At South Norfolk Council we know that we cannot solve these challenges alone, but we recognise that we are in a unique position to make a significant difference.

We know we must take a lead on projects and innovations which lessen the impacts of climate change and protect our amazing natural environment, so we will work in partnership with our communities, businesses, and individual residents to safeguard, enhance and improve our District for generations to come.

Our Environmental Strategy is a living document and encompasses work which we started some time ago. This document, our Delivery Plan, outlines in simple terms our **commitments** to you, our **key achievements** to date, how we are going **measure success**, and the **next steps** we are going to take on our journey towards environmental excellence.





Our Commitments:

We will put environmental considerations at the heart of delivery and, as a Council, will achieve a **net-zero carbon emission position by 2030**.

Lead the wider decarbonisation agenda within South Norfolk to **meet the Government's net zero 2050 target**. This will require bold and innovative action so the Council can leverage change and enable a transition to a post-carbon economy.

Engage, inspire, and equip our residents, businesses, and community groups to take steps to improve their natural environments and reduce their carbon footprints.

Our key achievements to date:

We have started a project to **install solar panels on all our leisure centre buildings**, this will generate significant amounts of clean electricity.

We have measured our **carbon emissions for the years 2018 – 2022** and have commissioned a decarbonisation plan to help us understand the actions needed to achieve net zero emissions by 2030.

We have already installed **electric vehicle car-charging points in our market town carparks** and are planning to install more.

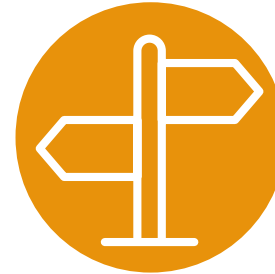


How we will measure success:

We will **publish our carbon emissions** on an annual basis.

We track the progress of each action within this delivery plan and will provide **quarterly updates to the council's Economy and Environment Policy Panel**.

Update the delivery plan annually, recognising the need to respond to changes which may occur locally, nationally, and internationally.



Our next steps:

We will publish a **Decarbonisation Action Plan** which sets out how we will achieve net zero emissions by 2030.

Develop a '**Clean Growth and Sustainability Strategy**' - this will outline the steps we will take across the District in order to meet the Governments 2050 net zero target.

Consult our residents, communities, and businesses to understand how we can support community action in the fight against climate change and biodiversity loss.

Delivery Plan



The targets within the delivery plan are intentionally near-term as this enables us to outline clear, measurable and defined pathways towards a net-zero future. This is important when addressing the complex issues presented by climate change, biodiversity loss and environmental breakdown .

We will adopt a whole Council approach to our Environmental Strategy and Action Plan and therefore many different service areas from within the Council will lead on the implementation of the delivery plan.

The plan outlines clear outcomes and timescale so that we can report on the progress that we make biannually.

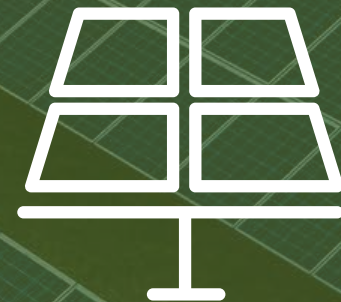
We have focussed our activities into these 7 key areas:

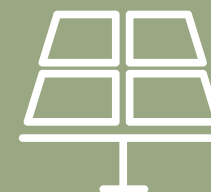
- **Net Zero 2030 Council**
- **Net Zero 2050 South Norfolk**
- **Warm Energy Efficient Homes**
- **Sustainable Communities**
- **Biodiversity and Greenspace**
- **Clean and Safe Environment**
- **Waste minimisation and recycling**

Net Zero 2030 Council

Summary

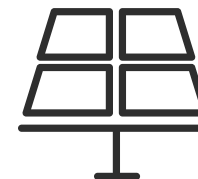
- Establish a net zero carbon emissions by 2030 across our scope 1, 2, and 3 emissions
- Install solar panels on council owned and operated leisure centres.
- Mobilise a whole council approach to reducing emissions and achieving environmental excellence.





What we will be doing from 2022 – 2024

Ref	Project objectives	Outcome	Timescales	Lead
NzC1	Create a pathway to achieve net-zero emissions by 2030 across the council's estates and operations.	Publish a decarbonisation plan and net-zero 2030 route map	2022	Economic Growth
NzC2	Provide clear data and information regarding the actions the council is taking to reduce its carbon emissions.	Establish a process for publishing carbon footprints and reporting on emission reduction trajectories.	Reporting process and footprints published in 2022	Economic Growth
NzC3	To imbed a 'whole council' approach to reducing carbon emissions by ensuring that all decisions take into consideration the issues presented by climate change.	For all Cabinet Members and all staff within the council's Corporate Leadership Team to attend carbon literacy training sessions. Run a series of carbon literacy courses open to all staff and councillors within the council - align these sessions to other staff CPD opportunities such as 'Learn-Fest'	All Cabinet Members and CLT attended training in 2023	Economic Growth



Ref	Project objectives	Outcome	Timescales	Lead
NzC4	Providing low carbon commuting and travel options for council staff including lift sharing opportunities, Electric Vehicle car hire and cycle to work schemes.	Provide a sustainable travel planning service for staff with a partner organisation, including lift sharing for staff based at the Horizon building. Carry out feasibility and staff consultation on electric pool cars.	October 2023 October 2023	HR and Economic Growth
NzC5	Reduce council emissions and improve air quality by considering options to phase out diesel use within all council operated Refuse Collection Vehicles (RCVs).	Undertake an options appraisal for the fleet to consider zero-carbon alternatives.	September 2023	Waste
NzC6	All new council assets will be highly energy efficient and design standards will promote environmental excellence.	All council led non-domestic projects shall meet high energy efficient standards and include renewable generation where possible.	2024	Economic Growth
NzC7	Reduce scope 2 (from grid electricity) emissions from council buildings.	Move to a certified renewable electricity contract for all assets.	2023	Facilities
NzC8	Ensure that the procurement of good and services considers environmental impacts and assists in reducing the council's carbon emissions.	Develop a new Corporate Procurement Strategy	2023	Procurement
NzC9	Understanding the carbon offsetting options available to the council to deal with any residual/ too-hard-to-abate emissions.	Develop an offsetting plan.	January 2024	Economic Growth

Net Zero 2050 South Norfolk

Summary

- Support district wide decarbonisation and a transition to low carbon technologies to meet the Government's 2050 net-zero emissions target.
- Identify and actively target the sectors which release the most amount of carbon emissions.
- Encourage a vibrant, clean economy which champions innovative technologies and creates a wide range of highly skilled, well-paid jobs.





What we will be doing from 2022 – 2024

Ref	Project objectives	Outcome	Timescales	Lead
NzB1	Outlines the steps the council needs take to help achieve the Government's Net Zero 2050 target including a targeted approach to tackling the key emitting sectors with South Norfolk (primarily the transportation sector and domestic and industrial emissions, respectively).	Adopt a 'Clean Growth and Decarbonisation Strategy'.	2023	Economic Growth
NzB2	To assist our residents and communities to make the switch to electric vehicles by increasing the provision of Electric Vehicle Charging Points (EVCP) within the district.	<p>Install additional EVCP across all South Norfolk owned carparks.</p> <p>Increase public provision of EVCPs within South Norfolk by 5%.</p> <p>Work with town and parish councils to supporting installing EVCP.</p>	<p>2023</p> <p>2024</p> <p>September 2023</p>	Economic Growth
NzB3	Support the ongoing work of the Norfolk Climate Change Partnership.	Attend all Norfolk Climate Change Partnership meetings and provide leadership on the Community Renewal Fund, 'Net Zero Norfolk' project.	2022	Economic Growth



Ref	Project objectives	Outcome	Timescales	Lead
NzB4	Identify and work alongside the largest emitters in South Norfolk to identify ways in which they can reduce their carbon emissions.	Engage with the top five largest emitters within South Norfolk and establish a joint approach to working towards net-zero 2050.	March 2023	Economic Growth
NzB5	Support businesses to reduce their carbon emissions to align with the net zero carbon emission 2050 target.	Facilitate 'Net-Zero Go' training sessions and events.	The first events held at in 2023	Economic Growth
NzB6	Promote the businesses within South Norfolk who are taking steps to reduce their carbon emissions and encourage others to follow their lead.	Promote the Norfolk Carbon Charter to businesses.	20 businesses newly signed up in 2023	Economic Growth

Warm Energy Efficient Homes

Summary

- Help residents to reduce energy demand by delivering and promoting insulation schemes.
- Assist households in fuel poverty who are struggling to pay their energy bills.
- Address energy insecurity by supporting the transition towards clean energy solutions such as air source heat pumps and solar power generation.





What we will be doing from 2022 – 2024

Ref	Project objectives	Outcome	Timescales	Lead
Wh1	<p>Seek funding to continue the proactive enforcement of 'Private Rental Sector Minimum Energy Efficiency Standards'.</p> <p>*Current funded proactive enforcement project ran until September 2022</p>	Secure funding to continue the enforcement action to ensure rental homes within the District are meeting the standards.	2023	Housing Standards
Wh2	Encourage residents to switch to clean energy.	Increase of residents signed up to the 'Solar Together' promotion, based on 2021 scheme.	2022 - 2023	Economic Growth and Housing Standards
Wh3	Apply for external funding to run projects to improve energy efficiency in homes.	There are 2 BEIS funded projects currently running. Aim to fully utilise all funding. Apply for new funding streams as they open from these projects.	Ongoing	Warm Homes
Wh4	Advise and support households in fuel poverty, helping them to maximise their incomes and achieve the most suitable energy tariffs and heating types.	Assist grant applicants with energy saving advice and income maximisation. Work alongside the Early Help Hub to develop a support package for the most vulnerable residents in the district.	Ongoing	Warm Homes

Sustainable Communities

Summary

- Plan for housing and economic growth in a way which is sustainable and celebrates the unique nature of our natural environment
- Ensure our local plans take a proactive approach to mitigating and adapting to climate change
- Continue work to develop inclusive, resilient, and safe communities





What we will be doing from 2022 – 2024

Ref	Project objectives	Outcome	Timescales	Lead
Sc1	<p>Council officers to support the development of neighbourhood and community led plans which encourage a proactive approach to mitigating and adapting to climate change by considering issues such as, flooding, water supply and biodiversity. This might be via;</p> <ul style="list-style-type: none"> • The use of sustainable drainage systems in new developments • Rainwater conservation and re use • Enhancement of greenspace to promote greater biodiversity • Rewilding and tree planting 	5 new neighbourhood and community led plans developed by parish and town councils which consider the impacts of climate change and mitigation.	2024	Community Planning
Sc2	Celebrate buildings that have a low environmental impact e.g. PassivHaus or BREEAM standards.	Publish annual case studies on most sustainable developments on the council's website.	2024	Planning
Sc3	Ensure suitable greenspace and Green Infrastructure ¹ is provided to support new growth.	Delivery of 5 new Green Infrastructure projects across the district.	2024	Planning
Sc4	Improve knowledge of carbon storage and biodiversity potential of council's owned and managed green spaces - this will help to inform the best way to manage these sites for the future.	Develop a carbon calculator toolkit to help assess how much carbon is stored within council owned and managed greenspaces.	2023	Economic Growth
Sc5	Engage with the communities on the management of green space for carbon sequestration and biodiversity.	Workshops to engage with community stakeholders leading to understanding of a different approach to site management.	Two workshops in 2023	Economic Growth

¹ Green infrastructure is a term used to describe the network of natural spaces and corridors. Green infrastructure assets include open spaces such as parks and gardens, allotments, woodlands, fields, hedges, playing fields, as well as footpaths, cycleways or rivers. These assets provide areas for recreation and education, habitats for wildlife and also provide environmental services such as flood defence or absorption of air pollution.

Biodiversity and Greenspace



Summary

- Enhance our existing natural habitats by managing council owned greenspace in a way which encourages biodiversity to flourish.
- Equip communities to improve biodiversity at a local level.
- Increase biodiversity through planting trees and hedgerows, adopting a 'right tree for the right location' approach.



What we will be doing from 2022 – 2024

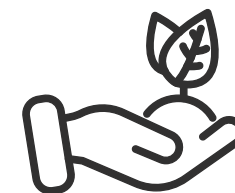
Ref	Project objectives	Outcome	Timescales	Lead
BaG1	Plant trees to increase <ul style="list-style-type: none"> • Biodiversity • Community wellbeing and engagement • Carbon sequestration 	Engage with community groups, partner organisations and town and parish councils to plant 10,000 new trees within the district.	2025	Economic Growth
BaG2	Improve the biodiversity of council owned woodland and greenspace sites.	Develop a 'Biodiversity Action Plan' for council owned woodlands and green spaces.	2024	Community assets
BaG3	Encourage residents within the district to think about their natural environments and to promote biodiversity action at a local level.	'Biodiversity for South-Norfolk' - a series of drop-in advice events held at Queen's Hill Country Park where residents can speak to the ranger team and receive advice on how best to nurture biodiversity, as well as receiving a free tree to plant.	3 events between 2022 - 2024	Community assets
BaG4	Work alongside suppliers to phase out the use of peat products in council owned land management.	Become a 'peat free' council.	2023	Community assets
BaG5	Explore opportunities for nature-based solutions within South Norfolk considering issues such as Biodiversity Net Gain, carbon sequestration and nutrient neutrality.	Develop a feasibility study to identify projects within South Norfolk which enable the delivery of biodiversity net gain, carbon sequestration and nutrient neutrality.	2023	Economic Growth

Clean and Safe Environment

Summary

- Ensuring that our streets and communities are clean and safe
- Provide information and guidance for residents on air quality, land quality and water conservation
- Encourage conservative use of our water resources





What we will be doing from 2022 – 2024

Ref	Project objectives	Outcome	Timescales	Lead
CsE1	Reduce the amount of litter within the district.	Carry out 10 community litter pick events across South Norfolk, co-ordinating these with a social media campaign to raise awareness of the issue which litter causes.	2023	Environmental Protection and Community assets
CsE2	Reduce occurrences of fly tipping by: <ul style="list-style-type: none"> increasing joint working with local stakeholders to increase intelligence to tackle environmental crime. 	A decrease in number of fly tips to under 500 incidents per year.	2023	Environmental protection
CsE3	To reduce the impact of domestic oil spillages by proactively reaching out to oil users in vulnerable locations and providing advice on fuel security and spill prevention.	Direct advice issued to all residents and businesses who are considered to be in 'oil vulnerable' locations. Information and guidance on the council website which provides guidance on fuel security and spill prevention.	2024	Environmental protection



Ref	Project objectives	Outcome	Timescales	Lead
CsE4	To raise awareness of air quality issues and promote understanding of new legislation, such as a wood burning.	Bi-annual social media campaigns which provide tips and information on how residents can reduce air pollution Use National ' Clean Air Days ' to raise awareness in schools.	2023	Environmental protection
CsE5	Conserve water resources by promoting knowledge of rainwater re-use and conservation.	Bi-annual social media campaigns which provide tips and information on how residents can conserve water.	2023	Environmental protection
CsE6	To work alongside the planning department to ensure that all new developments consider 'clean and safe' environmental issues such as litter, air quality, water usage, land quality and fly tipping.	Environmental protection officers will provide comment, guidance and advice, where applicable, on all planning applications and will provide comments when consulted on all planning applications.	2023	Environmental protection and Planning

Waste minimisation and recycling

Summary

- Reduce waste being sent to landfill by encouraging residents to reduce and reuse as much as possible
- Launch App to increase knowledge and uptake of recycling
- Lead by example by becoming a single use plastic free council by 2023





What we will be doing from 2022 – 2024

Ref	Project objectives	Outcome	Timescales	Lead
WmR1	Address issues created by plastic waste	<p>Promoting the Refill scheme across the district to residents and businesses</p> <p>Become a single use plastic free council and publish a 'how to guide' in order to support other companies and organisations wishing to do the same.</p>	<p>2023</p> <p>2023</p>	Recycling and Economic Growth
WmR2	<p>To meet a target of 50% recycling rate by 2025</p> <ul style="list-style-type: none"> - Inform residents on the recycling system to help them to make the right recycling choices. - Launch initiatives on waste minimisation 	<p>Achieve a 50% recycling rate</p> <p>Launch a bin collection app to support residents with:</p> <ul style="list-style-type: none"> • bin collection days • which items can and cannot be recycled. 	<p>2025</p> <p>2022</p>	Recycling

DRAFT

Environmental Strategy

2022 – 2024



Our commitment

The enormous challenge presented by climate change and biodiversity loss are felt across the globe. At South Norfolk Council we know that we cannot solve these challenges alone, but we recognise that we are in a unique position to make a significant difference.

We know we must take a lead on projects and innovations which lessen the impacts of climate change and protect our amazing natural environment, so we will work in partnership with our communities, businesses, and individual residents to safeguard, enhance and improve our District for generations to come.

Our first Environmental Strategy was first published in 2020 and this revision sets out more ambitious environmental targets and the actions we are going to take in order to achieve them.

Alongside this revised Environmental Strategy sits our Delivery Plan. These documents work together and outline in simple terms our commitments to you, our key achievements to date, how we are going to measure success, and the steps we are going to take on our journey towards environmental excellence.



Our Key priorities for South Norfolk:

- Reduce carbon emissions from the council's activities and meet our ambitious target of net zero carbon emissions by 2030.
- Work together to reduce carbon emissions across the district and align to the Government's 2050 target for wider district decarbonisation.
- Ensure that our green spaces, streets and public places are biodiverse, clean and safe. Planting and protecting trees where appropriate.
- Help our residents to upgrade their properties to minimise demand for fossil fuels and grid electricity, reducing emissions and energy bills.
- Work with our residents, communities and businesses to support behaviour and lifestyle changes.
- Work with partners to deliver a local plan which protects the best of what we have and shapes the area's future to create sustainable communities
- Provide a comprehensive waste collection service and strive to increase recycling rates.



National and local policy context

National Strategy & Policy

The Environment Act, which became law in 2021, acts as the UK's new framework for environmental protection. It provides the Government with powers to set new binding targets, including for air quality, water, biodiversity, and waste reduction. The Act also established a new environmental watchdog, the Office for Environmental Protection (OEP), which will hold the Government and other public bodies to account, and ensure that environmental laws are complied with. In 2023 the government will publish new long term environmental targets.

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.

We will be working in partnership with Norfolk County Council on a number of projects including Tree Planting.

Our membership of the Norfolk Climate Change Partnership allows us to participate in projects that cover Norfolk including Hydrogen Transport feasibility, local energy asset mapping and community energy feasibility work.

The Local Environment

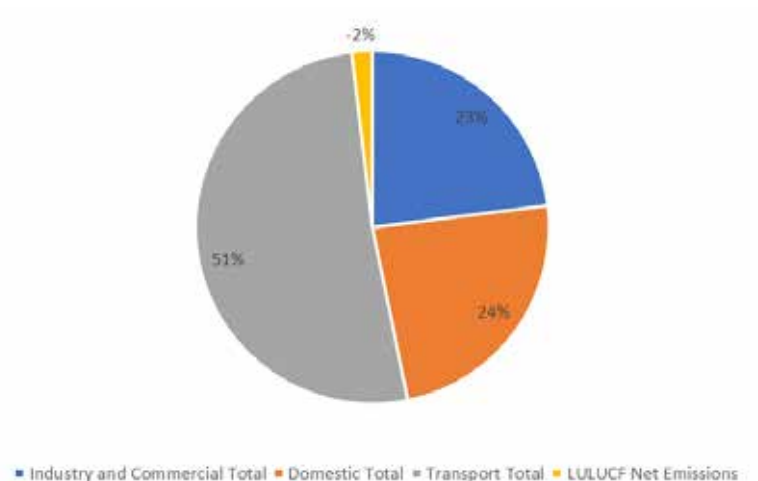
The Government produces a National Atmospheric Emissions inventory, which assesses the emissions from Local Authority areas broken down by different sectors.

The charts below show that since 2005 there has been a 20% reduction in emissions in South Norfolk. There has been a decrease in all sectors except transport.

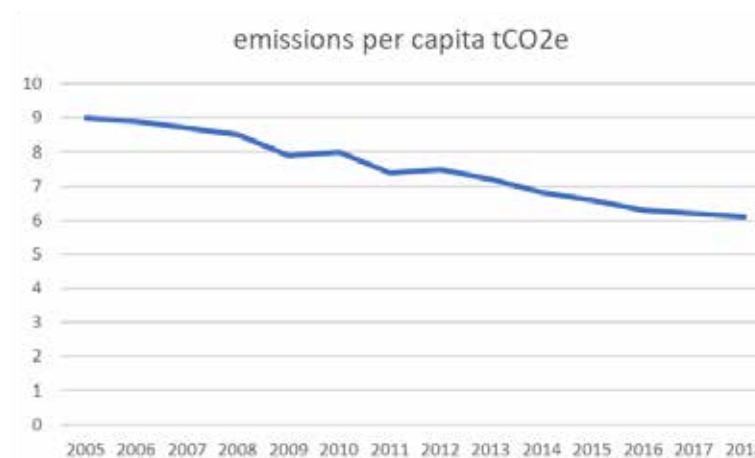
South Norfolk's per capita emissions are 6.1 tonnes per capita, compared to the national average for England in 2019 of 4.2 tonnes per capita and Norfolk average is 5.1 tonnes per capita.

There are a few key challenges for Norfolk, the rural nature of the county causes reliance on cars. There are also large numbers of properties which are of solid wall construction and reliant on heating oil and solid fuel due to limited gas connectivity, however - these are areas where we can support improvement.

District emissions by sector



Per capita emissions over time



South Norfolk

Trends in emissions in key sectors

CO2 emissions (kilotons)	2018 ¹	2013	Change over 5 years
Industry & Commercial	200.1	268.2	25% reduction
Domestic	206.4	279.2	26% reduction
Transport	446.2	383.9	16% increase
Total emissions	836.5	919.3	9% decrease

¹ Published as part of the national atmospheric emissions inventory by Government in 2022.

A note on the layout

This strategy sits alongside our Delivery Plan which sets out a series of near term targets as well as outlining our planned objectives, outcomes and timescales. The two documents, the Delivery Plan and the Strategy, are intended to work together as a companion documents.

This aim of this Strategy is to provide more detail and background for each of the objectives referenced within the Delivery Plan.

Each objectives with the Delivery Plan has been given a reference number, for example NzC1. These are referred to throughout this Strategy. This ensures accountability, meaning each objective can be easily monitored, whilst also supporting with the overall delivery of the Strategy and Delivery Plan.

The Environmental Strategy and Delivery Plan will be updated annually.

Throughout the Strategy and Delivery Plan we have focussed our activities into 7 key areas. These are :

- Net Zero 2030 Council
- Net Zero 2050 South Norfolk
- Warm Energy Efficient Homes
- Sustainable Communities
- Biodiversity and Greenspace
- Clean and Safe Environment
- Waste minimisation and recycling

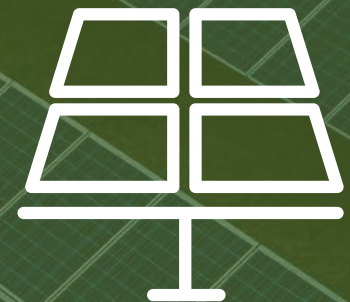
Net Zero 2030 Council – leading by example

The council is committed to achieving net zero emissions by 2030. We have committed to this to lessen our impact as an organisation on the environment. Reducing emissions is key to reducing the impacts of climate change.

The emissions reductions are based on our published carbon footprints, these include emissions from our buildings, waste fleet, staff business travel and streetlights.

We are developing a decarbonisation plan which sets out the key actions that we need to take to reduce our carbon footprint. Our approach will be to follow the widely accepted hierarchy of avoiding emissions, upgrading properties, onsite renewables, renewable energy tariffs and finally carbon offsetting.

This section of our strategy sets out our objectives and outcomes to enable us to achieve our net zero by 2030 emissions. Through this work we will adopt a whole council approach to reducing emissions. Decarbonising our estate will allow us to be an exemplar, leading by example and encouraging others in the district to do the same.



NzC1 – our objective

Create a pathway to achieve net-zero emissions by 2030 across the council's estates and operations.

We are producing a decarbonisation plan for all our buildings and activities. This will set out the actions and upgrades needed to reach net zero. This will allow us to plan the upgrades needed to reduce our emissions.

Actions from the decarbonisation plan will include:

- Behaviour change
- Upgrades to improve energy efficiency
- Switching to different energy sources
- Renewable generation
- Offsetting residual emissions

Outcomes

Publish a decarbonisation plan and net-zero 2030 route map.

NzC2 – our objective

Provide clear data and information regarding the actions the council is taking to reduce its carbon emissions.

We are committed to producing a carbon footprint report for our organisational activities each year. We have used 2018-19 as our baseline year.

Our emissions have decreased since the baseline year. This has been caused by a combination of reduced leisure centre opening during Covid restrictions and improvements to our leisure centres.

Achievements to date

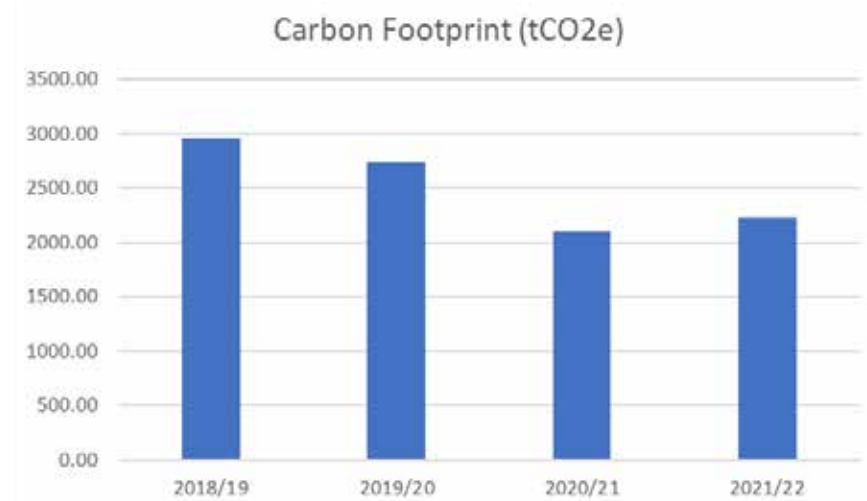
We have refurbished Long Stratton Leisure Centre to a high environmental standard, changing the old oil central heating to a renewable air source heat pump.

We have decided to move our main office base to the Horizon building with Broadland District Council, this building is well insulated, has LED lighting and a significant solar array. It is estimated that this move will reduce our carbon emissions from office accommodation by 84%.

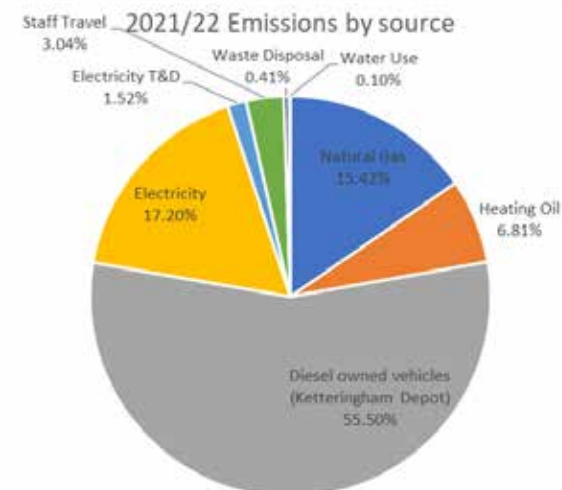
Outcomes

Establish a process for publishing carbon footprints and reporting on emission reduction trajectories.

Our organisational carbon footprint



Our emissions by source



NzC3 – our objective

To embed a ‘whole council’ approach to reducing carbon emissions by ensuring that all decisions take into consideration the issues presented by climate change.

Policies and decisions in all departments of the council will affect our carbon emissions therefore it is important for us to make sure that our councillors and staff are knowledgeable about climate change and understand the impact of our policies.

Outcomes

For all Cabinet Members and all staff within the council’s Corporate Leadership Team to attend carbon literacy training sessions.

Run a series of carbon literacy courses open to all staff and councillors within the council - align these sessions to other staff CPD opportunities such as ‘Learn-Fest’

NzC4- our objective

Providing low carbon travel options for council staff including sustainable travel planning, cycle to work scheme, electric pool cars and lift sharing.

Staff travel makes up 3% of our annual carbon footprint. This has decreased recently with more online meetings. We will continue to encourage our staff to use online meetings where possible and explore more sustainable travel options.

At present we are not able to calculate staff commuting emissions and include them in our carbon footprints but we will work with partners to enable us to do this.

Outcomes

- Provide a sustainable travel planning service for staff with a partner organisation, including lift sharing for staff based at the Horizon building
- Carry out feasibility and staff consultation on electric pool cars

NzC5 – our objective

Reduce emissions and improve air quality by phasing out diesel use within all council operated Refuse Collection Vehicles (RCVs).

The emissions from the miles travelled by the waste fleet forms the largest proportion of the council's carbon emissions. Therefore, reducing these emissions is a key priority. Different fuel options for waste vehicles include hydrogen, electric and hydrotreated vegetable oil (HVO). These options will be explored in detail so that an informed decision can be made.

Outcomes

Undertake an options appraisal for the fleet to consider zero carbon alternatives.

NzC6 – our objective

All new council assets will be highly energy efficient and design standards will promote environmental excellence.

Our decarbonisation plan will cover the buildings that we currently have, but we also need to consider any new builds. By committing to all new buildings meeting BREEAM (Building Research Establishment Environmental Assessment Method) excellent standards, we will ensure that these buildings have lower emissions. BREEAM considers reduced carbon emissions, low impact design, adaption to climate change, ecological value and biodiversity protection.

Outcomes

All council led non-domestic projects shall meet high energy efficient standards and include renewable generation where possible.

NzC7 – our objective

Reduce scope 2 (from grid electricity) emissions from council buildings.

Through our decarbonisation plan we will reduce the electricity used in our buildings by behaviour change and installing energy saving measures. We can also reduce our emissions by using renewable technologies to generate electricity. However we will still require grid electricity in our buildings. We intend to switch our electricity supply to a certified renewable electricity tariff. This will also mean that we can remove electricity emissions from our carbon footprint, which will help us reach our net zero by 2030 target.

Outcomes

Move to a certified renewable electricity contract for all assets.

NzC8 – our objective

Ensure that the procurement of goods and services considers environmental impacts and assists in reducing the council's carbon emissions.

Buying products or contracting for services can have significant environmental impacts.

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.

Sustainable procurement can ensure that these impacts are lessened, and associated carbon emissions reduced. Additionally, it increases environmental awareness and sets an example.

Our new sustainable procurement policy will consider the options when selecting goods and services; is the service required, could recycled/reclaimed products be used, does the product have an impact on depletion of natural resources and biodiversity, is it provided by a local company – this can reduce emissions from travel and does the supplier have an environmental policy.

We have a shared procurement service with other local authorities in Norfolk, so this work will be as a partnership.

Outcomes

Develop a new corporate procurement strategy.

NzC9 – our objective

Understanding the carbon offsetting options available to the council.

To achieve net zero emissions by 2030 we will need to offset our residual emissions. There are different ways to do this, we will investigate the options available and develop a set of options to choose from.

Outcomes

To develop an offsetting plan.

NzC10 – our objective

Reduce reliance on grid electricity in the operation of our leisure centres.

The leisure centres are high energy users and reducing emissions from these is key to lowering the carbon footprint. The leisure centres have large roofspaces that are ideal for solar panels. In 2023 we will install these solar panels and start to generate renewable electricity. This means that we will require less grid electricity at all of these sites.

Outcomes

Install solar panels on the council owned leisure centres.

Net Zero South Norfolk – enabling and encouraging our residents, businesses and communities.

Our per capita carbon emissions for the district of South Norfolk have been decreasing gradually since 2005 in all sectors except transport. The UK government has set a target of being net zero by 2050. The council cannot achieve this alone so we will work with others in our district to reduce emissions. This section of the strategy looks at actions that we will take on a wider district level beyond our organisational boundaries.



NzB1 – our objective

Create a clean growth and sustainability strategy that considers district wide emissions.

Reducing emissions in the district will require a coordinated approach from many partners. The council has direct influence over a small number of sources, and can enable and encourage other organisations in the district. To bring this work together we will create and publish a 'Clean Growth and Decarbonisation Strategy'. This will use a targeted approach to tackling the key emitting sectors within South Norfolk (primarily the transportation sector and domestic and industrial emissions, respectively).

Outcomes

Adopt a 'Clean Growth and Decarbonisation Strategy'.

NzB2 - Our objective

To assist our residents and communities to make the switch to electric vehicles by increasing the provision of Electric Vehicle Charging Points (EVCP) within the district.

Number of publicly available EV charging points



Data Source

<https://www.gov.uk/government/statistics/electric-vehicle-charging-device-statistics-july-2021>

Vehicles in the UK are predominantly petrol or diesel powered, producing greenhouse gases and other air pollutants. 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 will encourage a move from combustion engine vehicles to more sustainable ones such as electric or hydrogen.

The uptake of electric vehicles has surged over the last four years. In 2021 there were over 900,000 electric and plug in hybrid cars on the road in the UK

There are over 32,000 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.

Achievements to date

We have installed EVCP in our owned car parks in the market towns. We are increasing the provision at these car parks so that more visitors can use them.

Outcomes

- Install additional EVCP across all South Norfolk owned carparks
- Increase public provision of EVCPs within South Norfolk by 5%
- Work with town and parish councils to supporting installing EVCP

NzB3 – our objective

Support the ongoing work of the Norfolk Climate Change Partnership (NCCP).

The NCCP is a partnership of district and county councils, the Broads Authority, the New Anglia LEP and the UEA. The aim of this partnership is to help develop Norfolk into an exemplar in tackling climate change and protecting and enhancing its natural environment.

Achievements to date

The Norfolk Climate Change Partnership (NCCP) has commissioned a Green Hydrogen Feasibility Study and a Community Energy Kickstarter feasibility study and will develop a plan to implement the recommendations following the final reports.

Outcomes

Attend all Norfolk Climate Change Partnership meetings (both portfolio holder and officer groups).

NzB4 – Our Objective

Identify and work alongside the largest emitters in South Norfolk to identify ways in which they can reduce their carbon emissions.

Industry accounts for 7% of emissions in South Norfolk. We will work with the Local Enterprise Partnership (LEP) to engage with the largest emitters in the district. We will work alongside these organisations to support them in developing their own net-zero plans - we will share best practice and experience from our own decarbonisation work.

Outcome

Engage with the top five largest emitters within South Norfolk and establish a joint approach to working towards net-zero 2050.

NzB5 – Our Objective

Support businesses to reduce their carbon emissions to align with the net zero carbon emission 2050 target.

As we move towards Net Zero by 2050, organisations will need to consider their carbon emissions. Our Economic Growth team works with local businesses offering a range of advice and support, we will ensure that advice on reducing emissions is added to this.

We will promote schemes that help businesses to calculate and reduce their carbon footprints, we can also use our decarbonisation work as best practice.

We will commission a series of training sessions and events at our training centre, designed to give businesses the knowledge and tools needed to reduce their emissions.

Outcome

Develop 'Net-Zero Go' training sessions and events.

NzB6 – Our Objective

Promote the businesses within South Norfolk who are taking steps to reduce their carbon emissions and encourage others to follow their lead.

Continue to promote the Norfolk Carbon Charter accreditation scheme to encourage businesses to have their environmental credentials recognised and receive expert advice on how to improve.

We have engaged with the Norfolk Carbon Charter certification scheme and some South Norfolk businesses have become members. The scheme has three certification levels: bronze, silver and gold these levels help businesses to improve their environmental performance, and the certification is good for publicity with customers.

Outcome

10 businesses newly signed up in 2023

NzB7 – our objective

Improve understanding and raise awareness of climate change and environmental issues to drive positive behavioural changes.

Engaging and educating our communities and residents is essential in the journey towards net zero. As a council we can provide information and expertise to encourage people to take positive actions in their communities. We will work with communities to help to become more aware of climate change and how their actions have an influence.

We will provide carbon literacy training to parish councils and community groups – and use this time to help them to consider the makeup of their parish footprint.

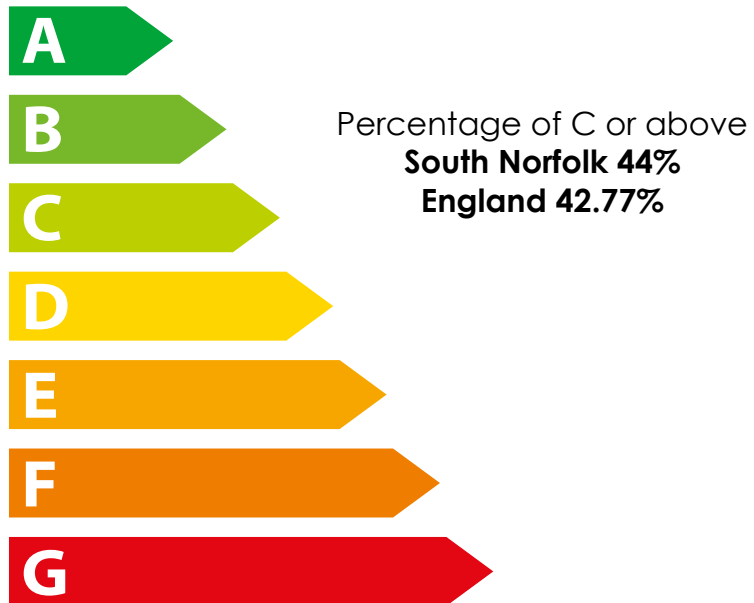
Outcome

10 sessions of carbon literacy training for town and parish councils.

Monthly communications on climate awareness messages on social channels.

Warm Energy Efficient Homes - enabling and encouraging

Reducing emissions from energy used in buildings is an essential part of our environmental strategy. This can be achieved by reducing energy demand through efficiency measures and behaviour change and using renewable energy. This is combined with rising energy costs which are taking an increasing proportion of household incomes, so retrofitting homes is necessary to protect the health, welfare and prosperity of our residents.



24% of South Norfolk district's emissions come from the domestic sector (BEIS 2019). The overall emissions from domestic properties have reduced significantly since 2005.

To reduce emissions from the domestic sector we must consider decarbonising heating, insulating properties and renewable generation.

This is a sizeable challenge and South Norfolk has a high proportion of hard-to-treat homes (those with solid walls and off the gas grid).

On 31st March 2021, 44% of properties in South Norfolk with an Energy Performance Certificate were rated as C or above. The national ambition is for all properties to be rated as C or higher by 2035.

The Council's role in tackling fuel poverty focusses on assisting residents on low incomes who cannot heat their homes at reasonable cost.

As a council we must ensure that we offer support for residents to tackle both carbon emissions and fuel poverty.

³ EPCs have been required for homes that are sold since 2008, for rented properties and through participation in energy efficiency and renewable schemes.

Wh1 - our objective

Seek funding to continue the proactive enforcement of 'Private Rental Sector Minimum Energy Efficiency Standards'.

In 2020 the minimum energy efficiency standards in the private rented sector came into effect, making it illegal for a landlord to let a domestic property with an EPC rating of F or G.

Outcome

Investigate and apply for funding to continue the proactive enforcement action on the Minimum Energy Efficiency Standards in the private rented sector.

Wh2 - Our objective

Encourage residents to switch to clean energy

Renewable generation of electricity using solar panels is popular amongst residents. It is key in our journey to net zero. It is also of benefit to the residents as it reduces electricity bills.

Achievements to date

The council promotes the Solar Together scheme, this is a collective buying scheme which allows residents to install solar panels at a discounted cost. Solar together schemes have helped 130 households to install solar PV panels, and 35 households install battery storage in 2020 and 2021. In 2022 over 100 residents accepted their offer to install solar panels, more than half of these also included battery storage.

We will continue to offer this scheme annually, and promote it to our residents.

Outcome

Increase of residents signed up to the 'Solar Together' promotion, based on 2021 scheme.

Wh3 – Our Objective

Apply for external funding to run projects to improve energy efficiency in homes.

We have been part of the Norfolk Warm Homes programme team, working on externally funded projects to improve the efficiency of resident's homes. The projects have been targeted at fuel poor households and have helped to install central heating, air source heat pumps and insulation. We will continue to bid for funding to deliver similar projects in the future and will continue to work through the Norfolk Warm Homes partnership.

Outcomes

There are two BEIS project currently running. We aim to fully utilise all funding from these projects. We will apply for new funding streams as they open.

Wh4 – Our Objective

Advise and support households in fuel poverty, helping them to maximise their incomes and achieve the most suitable energy tariffs and heating types.

Background/rationale

Achievements to date

Through the Norfolk Warm Homes project, our support officers have worked with households in fuel poverty. They have provided advice and support to these households with reducing bills, applying for extra assistance from energy suppliers and applying for benefits to maximise income.

Outcome

Assist grant applicants with energy saving advice and income maximisation.

Work alongside the Early Help Hub to develop a support financial package for the most vulnerable residents in the District.

Sustainable Communities - enabling and encouraging

To create sustainable communities we need to plan for housing and economic growth in a way that protects celebrates our natural environment. Our local plans need to take a proactive approach to mitigate and adapt to climate change. We must continue our work to develop inclusive, resilient and safe communities.



Sc1 – Our Objective

Council officers to support the development of neighbourhood and community led plans which encourage a proactive approach to mitigating and adapting to climate change by considering issues such as, flooding, water supply and biodiversity.

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

Much of our work will involve local communities and will help them to become more sustainable by helping them to appreciate and protect the local environment.

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.

We must 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.

This might be via;

- The use of sustainable drainage systems in new developments
- Rainwater conservation and re use
- Enhancement of greenspace to promote greater biodiversity
- Rewilding and tree planting

Outcome

5 new, or updated, neighbourhood and community plans developed by parish and town councils which consider the impacts of climate change and mitigation.

Sc2 – Our Objective

Celebrate buildings that have a really low environmental impact e.g. PassivHaus or BREEAM standards.

Create positive news stories to encourage others to build to these high standards.

A PassivHaus is built to very high energy standards; they have very insulation standards, an airtight building fabric and a mechanical ventilation heat recovery system. Therefore they hardly require any heating if at all.

BREEAM sets the standard for best practice in sustainable building design, construction and operation. BREEAM assessment uses recognised measures of performance to evaluate a buildings specification, design construction and use across; energy and water use, pollution, transport, materials, waste and ecology.

Outcome

Publish annual case studies on the most sustainable development in the District.

Sc3 – Our Objective

Ensure suitable greenspace and green infrastructure is provided to support new growth.

The Greater Norwich Growth Board is creating a new green infrastructure strategy and action plan, we will be participating in the development of this. This piece of work will also include baseline surveys to assess the current levels of biodiversity, this allows us to follow progress and target particular areas.

Outcome

Delivery of new five Green Infrastructure⁶ projects across the district.

⁶ Green infrastructure is a term used to describe the network of natural spaces and corridors. Green infrastructure assets include open spaces such as parks and gardens, allotments, woodlands, fields, hedges, playing fields, as well as footpaths, cycleways or rivers. These assets provide areas for recreation and education, habitats for wildlife and also provide environmental services such as flood defence or absorption of air pollution.

Sc4 – Our Objective

Improve knowledge of carbon sequestration and biodiversity of the council's green spaces.

As a council we own and manage a number of different green spaces. These spaces will be absorbing and storing carbon emissions from the atmosphere. They could be managed in a different way to store more carbon. Developing a toolkit to measure the carbon stored and look at different land management techniques will allow us to store more carbon in our green spaces.

Achievements to date

We have been awarded funding for this project as part of the Local Government Association's Net Zero Innovation Programme. We will work with the University of East Anglia to create the toolkit.

Outcomes

Develop a toolkit to help us to assess sites. This will then be built into the decision making for site management.

Sc5 – Our Objective

Engage with the community on management of green space for carbon sequestration and biodiversity.

Changing the management of our green spaces to store more carbon and provide better habitats for species is a good thing for the environment. However these green spaces are used by our residents so we will ensure that we engage with them throughout the process ahead of any changes to how the land is managed.

Achievements to date

As part of the LGA Net Zero Innovation Programme we have funding to hold facilitated workshops to engage stakeholders.

Outcomes

A workshop to engage with community stakeholders leading to understanding of a different approach to site management.



Biodiversity and Greenspace - enabling and encouraging

Ecosystems like wetlands and woodlands help to minimise flood risks, regulate the local climate and support in maintaining the supply of clean water.

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 enhancing species and bringing benefits to local communities.



South Norfolk
Canopy cover is

14%

England Canopy cover is 14.5%

BaG1 – Our objective

Plant trees to increase biodiversity, community wellbeing and engagement and carbon sequestration.

Trees have a positive impact on biodiversity, carbon sequestration and community wellbeing. We will plant trees on our own land, and support residents, communities and businesses to plant trees with financial support and advice. We must always make sure that the land is suitable for planting and the right tree goes in the right place.

Outcome

Engage with community groups, partner organisations and town and parish councils to plant 10,000 new trees within the district.

BaG2 – Our Objective

Improve the biodiversity of council owned woodland and greenspace sites.

We own and manage a number of sites, from small areas of amenity grassland to larger woodlands and other greenspaces. If carefully managed these can be diverse landscapes. We will work with residents and partners to ensure that these sites are well managed for biodiversity.

Outcome

Develop a 'Biodiversity Action Plan' for council owned woodlands and green spaces.

BaG3 – Our Objective

Encourage residents within the district to think about their natural environments and to promote biodiversity action at a local level.

We are going to encourage more visits to our greenspaces and in particular to Queen's Hills country park. We aim to engage with residents to increase their knowledge and appreciation of the natural world.

Outcome

'Biodiversity for South-Norfolk' - a series of drop-in advice events held at Queen's Hill Country Park where residents can speak to the rangers and receive advice on how best to nurture biodiversity, as well as receiving a free tree to plant.

BaG4 – Our Objective

Work alongside suppliers to phase out the use of peat products in council owned land management.

Healthy peatlands trap carbon helping to tackle climate change. They also play an important role in preventing flooding, and host an array of plant and animal life.

Peatlands lose these functions if the peat is damaged, for example by being dug up and removed for sale, and emit carbon instead.

Working alongside our residents and community groups, we will encourage others to phase out the use of peat. We will do this through promotional campaigns and when we are working with parishes and community groups on planting and biodiversity projects.

Outcome

Become a 'peat free' council.

BaG5 – Our Objective

Explore opportunities for nature-based solutions within South Norfolk considering issues such as Biodiversity Net Gain, carbon sequestration and Nutrient Neutrality.

Biodiversity Net Gain

The Environment Act of 2021 introduced the requirement for developments to achieve a 10% increase in biodiversity, this is based on a metric calculator produced by Natural England. In some cases it will be possible to achieve the 10% gain on site, where this isn't possible it must be delivered elsewhere.

Nutrient Neutrality

One of the many ways our waterways are being polluted is through rising nutrient levels, caused by the way nearby land is being used, either because of sewage or agricultural run-off. Wastewater and sewage from new housing developments add to this pollution. The pollution raises levels of nutrients like phosphorus and nitrogen which can speed up the growth of algae in water. This process, called 'eutrophication', degrades the quality of the water and harms wildlife. Natural England issued advice making it clear that no developments should be permitted near these sites unless it can be proved that they are 'nitrate and phosphate neutral'.

Carbon sequestration

Through the carbon footprints for our organisation we can track our reductions in carbon emissions. However there will be emissions that we can't reduce these need to be offset, we could use a nature based solution such as tree planting to sequester our remaining emissions.

Outcome

Develop a feasibility study to identify projects within South Norfolk which enable the delivery of biodiversity net gain, carbon sequestration and nutrient neutrality.

Clean and Safe Environment - enabling and encouraging

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.



CsE1 – Our Objective

Reduce the amount of litter within the district.

Keeping our streets free of litter has a positive impact on our communities. Therefore 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 urban streets, high streets and market towns.

Outcome

Carry out 30 community litter pick events across South Norfolk, co-ordinating these with a social media campaign to raise awareness of the issue which litter causes.

CsE2 – Our Objective

Reduce occurrences of fly tipping.

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.

We will continue to work with local stakeholders to increase intelligence to tackle environmental crime including fly tipping, littering, graffiti, and dog fouling.

Outcome

A decrease in number of fly tips, no more than 500 per year.

CsE3- Our Objective

To reduce the impact of oil spillages by proactively reaching out to oil users in vulnerable locations and providing advice on fuel security and spill prevention.

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.

Outcome

Direct advice issued to all residents and businesses who are considered to be in 'oil vulnerable' locations.

Information and guidance on the council website which provides guidance on fuel security and spill prevention.

CsE4 – Our Objective

To raise awareness of air quality issues and promote understanding of new legislation, such as a wood burning.

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.

Outcome

Bi-annual social media campaigns which provide tips and information on how residents can reduce air pollution
Use National 'Clean Air Days' to raise awareness in schools.

CsE5 – Our Objective

Conserve water resources by promoting knowledge of rainwater re-use and conservation.

Residents and communities can take action by conserving water and re-using rainwater. This will become increasingly important as climate change increases water scarcity issues.

We are raising awareness of drought and water security with private water supply users. We will promote rainwater reuse and water conservation.

Outcome

Bi-annual social media campaigns which provide tips and information on how residents can conserve water.

CsE6 – Our Objective

To work alongside the planning department to ensure that all new developments consider ‘clean and safe’ environmental issues such as litter, air quality, water usage, land quality and fly tipping.

The environmental protection team are assessing and responding to planning applications to mitigate impact on air quality, land quality, water quality and flooding. We are going to improve the guidance by providing pre-planning support for more applications. We will develop planning guidance on these topics which will be available as part of the planning process.

Outcome

Environmental protection officers will provide comment, guidance and advice, where applicable, on all planning applications and will provide comments when consulted on all planning applications.

Waste minimisation and recycling - leading by example

Our recycling rate puts us among the well performing authorities in England but we are striving to meet a recycling rate of 50% by 2025. To achieve this, we need to work with resident to reduce waste produced and ensure that recycling and food waste collections are well utilised.



WmR1 – Our Objective

Address issues created by plastic waste.

We are committed to reducing the waste produced in our buildings and recycling what is collected. We have set a target of becoming a single use plastic free authority by 2024. We know that plastic waste is something our residents feel very strongly about, and we intend to intend to address this issue locally.

Achievements to date

We have removed plastics from the hot drink provision at the council.

We are working on a plan to remove all unnecessary single use plastics from our council buildings. We are conducting an audit of our sites and will start to look at alternative options to these plastics. We are working with our events team to remove the use of single use plastics from all council events.

There are some aspects of recycling and waste minimisation that we don't have direct influence over, but we can still work with communities to encourage residents for example by promotion of the Refill scheme and Plastic Free Communities.

Outcome

Promoting the Refill scheme across the district to residents and businesses.

Become a single use plastic free council and publish a 'how to guide' to support other companies and organisations wishing to do the same.

Support parish/town plastic free communities in the district.

WmR2 – Our objective

We are striving to meet a target of 50% recycling rate by 2025.

- **Inform residents on the recycling system to help them to make the right recycling choices.**
- **Launch initiatives on waste minimisation**

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 committed to ensuring that materials with proven markets are collected for recycling and that wherever practicable, waste is sent to facilities within the UK for treatment or disposal⁷.

Achievements to date:

- Waste Minimisation: We are working with residents in South Norfolk encouraging them to produce less rubbish through leaflets, bin stickers, Facebook adverts, social media posts and prize draws.
- We have launched a new app to help residents to find the bin calendar and what can be put in each bin. This should increase the recycling rate.

We are striving to meet a target of 50% recycling rate by 2025. To achieve this, we need to reduce waste produced and increase the amount recycled.

We are going to encourage residents to use the garden waste service, this will increase recycling rates and reduce contamination of other waste streams.

We will work with residents to minimise waste, by ensuring that we are providing the information, assistance, and infrastructure for residents to make the right decisions about recycling.

Outcome

Achieve a 50% recycling rate

Launch a bin collection app to support residents with:

- Bin collection days
- Which items can and cannot be recycled

⁷ Deciding on waste processing locations is outside South Norfolk council's remit as Norfolk County Council is the disposal authority

Scrutiny Committee – Work Programme

In setting future Scrutiny **TOPICS**, members are asked to consider the following: **T**imely – **O**bjective – **P**erformance – **I**nterest – **C**orporate Priority

- T** Is this the right **time** to review this issue and is there sufficient **officer time** and resource to conduct the review? What is the **timescale**?
- O** What is the reason for review; do officers have a clear **objective**?
- P** Can **performance** in this area be improved by input from Scrutiny?
- I** Is there sufficient **interest** (particularly from the public)? The concerns of local people should influence the issues chosen for scrutiny.
- C** Will the review assist the Council to achieve its **Corporate Priorities**?

Date of meeting	Topic	Organisation / Officer / Responsible member	Objectives
16 Feb 2023	2023/24 Budget & Longer-Term Financial Strategy	S151 Officer; and Portfolio Holder for Finance & Resources	Scrutiny Committee to consider the Council's 2023/24 budget and the recommendations of Cabinet. Members to also formulate a recommendation to Council regarding the budget for consideration at its meeting later in February 2023.
2 March 2023	<i>Will be held in the event of call-in only</i>		
6 April 2023	<i>No items scheduled</i>		
Aug 2023	Leisure Recovery Plan – year 2	Assistant Director – Community Services & Leisure Operations Manager; & Portfolio Holder for Customer Focus	Scrutiny Committee to review and assess the progress with the Leisure Recovery Plan. Members to make recommendations as appropriate.
Nov 2023	Member-Led Grants	Assistant Director – Individuals & Families, and Communities Manager; and Portfolio Holder for Better Lives	The Committee to assess the funding allocations and outcomes achieved from the Member Led Grants and make recommendations as appropriate.
	Cost-of-Living support	Assistant Director – Individuals & Families; and Portfolio Holder for Better Lives	The Committee to assess the effectiveness of the Council's support to residents in light of the cost-of-living crisis.
Jan 2024	Environment Strategy	Clean Growth And Sustainability Manager and Portfolio Holder for Clean & Safe Environment	Scrutiny Committee to review the effectiveness of the Council's Environment Strategy and assess whether outcomes have been achieved. Members to make recommendations as appropriate.
Feb 2024	2024/25 Budget & Longer-Term Financial Strategy	S151 Officer; and Portfolio Holder for Finance & Resources	Scrutiny Committee to consider the Council's 2024/25 budget and the recommendations of Cabinet. Members to also formulate a recommendation to Council regarding the budget for consideration at its meeting later in February 2024.
Aug 2024	Leisure Recovery Plan – year 3	Assistant Director – Community Services & Leisure Operations	Scrutiny Committee to review and assess the progress with the Leisure Recovery Plan. Members to make recommendations as appropriate.

Date of meeting	Topic	Organisation / Officer / Responsible member	Objectives
		Manager; & Portfolio Holder for Customer Focus	
Nov 2024	Member-Led Grants	Assistant Director – Individuals & Families, and Communities Manager; and Portfolio Holder for Better Lives	The Committee to assess the funding allocations and outcomes achieved from the Member Led Grants and make recommendations as appropriate.
Aug 2025	Leisure Recovery Plan – year 4	Assistant Director – Community Services & Leisure Operations Manager; & Portfolio Holder for Customer Focus	Scrutiny Committee to review and assess the progress with the Leisure Recovery Plan. Members to make recommendations as appropriate.

Scrutiny Recommendation Tracker 2022/23

Date	Topic	Responsible Officer	Resolution and Recommendations	Response / Progress	Outcome
9 June 2022	HELP HUB REVIEW	Help Hub and Communities Senior Manager	note the current position of the Help Hub and the future approach outlined in the report	No further action required	Members had the opportunity to review the model operating in the Help Hub currently. The Committee was pleased to note progress made and did not feel it necessary to make any further recommendations
30 June 2022	COMMUNITY SAFETY UPDATE	The Assistant Director of Individuals and Families	<ol style="list-style-type: none"> 1. To receive the update on Community Safety 2. That South Norfolk Council works with the Police to focus on mental health issues and work towards a system change to alleviate pressures on the Norfolk and Suffolk NHS Foundation Trust (NSFT) and to ensure residents in crisis receive the most appropriate and timely care. 	<p>No further action required</p> <p>Officers supported the recommendation and will progress this</p>	Members were able to receive an overview of police and crime matters affecting the District and ask appropriate questions in order to fully understand the issues affecting residents.
30 June 2022	BEST IN CLASS HOUSING OFFER REVIEW ON PROGRESS	Internal Consultancy Officer	To receive the review on progress of the Best-in-Class Housing Offer.	No further action required	The Committee was able to receive an update on achievements to date and the work of the housing team. Members also gained a better understanding of the pressures facing the Council in regard to service provision.

30 June 2022	CALL-IN OF MARKETING OF SOUTH NORFOLK HOUSE	Director of Resources	to endorse the decision of the Cabinet.	No further action required	The Committee considered the decision made by Cabinet with reference to marketing South Norfolk House and concluded that based on the evidence provided and discussion, that cabinet's decision was sound and could be endorsed
4 Aug 2022	LEISURE SERVICE RECOVERY PLAN UPDATE – END OF YEAR ONE POSITION – COVERING 1 APRIL 2021 – 31 MARCH 2022	Leisure Business Development Manager	<ol style="list-style-type: none"> 1. To work with TA6 to help improve digital presence, strengthen the South Norfolk brand and enhance messaging to reach a wider audience and drive traffic to the centres 2. To work towards achieving the best leisure recovery scenario outcome 3. To work on the creation and implementation of a bespoke Leisure Service Strategic Delivery Plan. To include specific key performance indicators and actions for delivery over the next three years (aligned with the agreed Covid recovery plan) 4. To work on further commercial opportunities to improve provision for residents and increase income for the service (such as expansion / enhancement projects at Framlingham Earl Sports Centre and Ketts Park) 	<p>Ongoing</p> <p>Ongoing</p> <p>Work in progress</p> <p>Ongoing</p>	<p>Scrutiny Committee was able to consider the progress of the recovery of Council owned leisure centres since closures during the covid pandemic.</p> <p>They were pleased to note that targets were largely being met and the team had ambitious plans to increase revenue and restore footfall.</p> <p>Members were keen to review the position at each key milestone of the recovery plan and have added this to their work programme for the coming years.</p>

13 Oct 2022	WYMONDHAM NEIGHBOURHOOD PLAN SUBMISSION	Planning Policy Manager	<ol style="list-style-type: none"> 1. That the submitted Wymondham Neighbourhood Plan meets the requirements of Part 6 of Schedule 4B of the Town and Country Planning Act 1990. 2. That the Neighbourhood Plan can therefore proceed to consultation, in accordance with Regulation 16 of the Neighbourhood Planning (General) Regulations 2012, and subsequently to an independent examination 3. That the proposed South Norfolk Council response, as detailed in Appendix 3, be formally submitted as part of the Regulation 16 consultation 	Cabinet resolved to agree to the recommendations endorsed by Scrutiny Committee and within the officer report	<p>Members were able to review the submitted Plan ahead of consideration of Cabinet and provide their views. The Plan had previously been considered by Cabinet and referred back to the Town Council for further review.</p> <p>Scrutiny Committee were satisfied that the Plan met all the relevant criteria and were happy to recommend that cabinet agree the recommendations in the officer report.</p>
17 Nov 2022	POLICE, CRIME AND COMMUNITY SAFETY PLAN	Assistant Director of Individuals and Families	To receive the Police, Crime and Community Safety Plan.	No further action required	The Committee was able to learn of the nature and volume of crime in the District and County more widely. Most importantly, members were in a position to understand how the Police and Council are tackling the issues together and working collaboratively to reduce crime and manage demand.

17 Nov 2022	EARLY INTERVENTION ANTI-SOCIAL BEHAVIOUR (ASB)	Assistant Director for Regulatory	<ol style="list-style-type: none"> 1. Receive the review of the Early Intervention Anti-Social Behaviour Officer Pilot service to date and note that this matter would be brought back to the Committee once further information was available to evaluate the success of the pilot. 2. Note the success criteria and progress made to achieve them in section 3 of the report. 3. Note the proposed extension of the Early Intervention Anti-Social Behaviour Officer Pilot service to March 2024, subject to funding being secured. 		The Committee reviewed the outcomes achieved by the early intervention approach to ASB and the impact this has had on residents and dealing with the increase in demand that the service had experienced in recent years.
17 Nov 2022	BUSINESS REGULATORY SUPPORT HUB	Assistant Director for Regulatory	<ol style="list-style-type: none"> 1. Receive the review on the progress of the Business Regulatory Support Hub Pilot service, and to note that this matter would be brought back to the Committee once further information was available to evaluate the success of the pilot. 2. Note the proposed extension of the Business Regulatory Support Hub Pilot up to March 2024 subject to confirmation of temporary Shared Prosperity Fund funding to enable longer pilot delivery, testing and evaluation. 		Members reviewed the impact of the Council's Business Regulatory Support Hub and make suggestions for how the service could continue to grow and help businesses flourish in the District.

CABINET CORE AGENDA 2023

Date	Key	Title of Report	Responsible Officer	Portfolio Holder	Exempt
13 Feb	Key	Greater Norwich 5-year Infrastructure Investment Plan	Paul Harris	John Fuller	
	Key	The Future Sale of the South Norfolk House site	Debbie Lorimer	Kay Mason Billig	Exempt
		Review of Environmental Strategy and Delivery Plan	Anna Sommazzi	Graham Minshull	
		Council Tax Assistance	Richard Dunsire / Lindsay Sayer	Alison Thomas	
	Key	Leisure Solar Panel Contract - Exempt	Simon Phelan	Richard Elliott	Exempt
	Key	Lease Agreement – Ella May Barnes Building	Nina Cunningham	Lisa Neal	Exempt
	Key	Revenue Budget and Council Tax 2023/24	Rodney Fincham	Adrian Dearnley	
	Key	Capital Strategy and Capital Programme 2023/24 to 2027/28	Rodney Fincham	Adrian Dearnley	
	Key	Treasury Management Strategy Statement 2023/24	Rodney Fincham	Adrian Dearnley	
Council Meeting 22 February					
20 Mar	Key	Land Acquisition in Diss	Emily Larter	Lisa Neal	Exempt
	Key	Disposal of Middleton Street, Wymondham	Nina Cunningham	Lisa Neal	Exempt
		Diss and District Neighbourhood Plan Consideration of Examiner's Report	Richard Squires	John Fuller	
		Wymondham Neighbourhood Plan Consideration of Examiner's Report	Richard Squires	John Fuller	
	Key	Regulation of Investigatory Powers Act (RIPA) Policy	Nick Howard	Lisa Neal	
	Key	Norfolk Green Infrastructure and Recreational Avoidance and Mitigation Strategy (GIRAMS) – Governance	Paul Harris	Lisa Neal	
	Key	Public Sector Decarbonisation match funding	Annie Sommazzi	Graham Minshull	Exempt
		Performance Report Q3 2022/23	Sinead Carey / Helen Hall	Adrian Dearnley / Kay Mason Billig	

A key decision is an executive decision which will:

- (a) result in the Council spending, or saving a **significant** amount compared with the Budget for the service or function the decision relates to; or*
- (b) to be **significant** in terms of its effects on communities living or working in an area, comprising two or more wards in the area of the Council, in that it will:*
 - (i) Have a long-term, lasting impact on that community; or*
 - (ii) Restrict the ability of individual businesses or residents in that area to undertake particular activities; or*
 - (iii) Removes the provision of a service or facility for that community; or*
 - (iv) Increases the charges payable by members of the community to provide a service or facility by more than 5%; or*
 - (v) Have the potential to create significant local controversy or reputational damage to the Council; or*
 - (vi) Is a matter that the decision maker considers to be a key decision.*

When assessing whether or not a decision is a key decision the decision maker must consider all the circumstances of the case. However, a decision which results in a significant amount spent or saved will generally be considered to be a key decision if:

- (a) the amount spent is £200,000 or more of revenue expenditure; or*
- (b) savings of £75,000 or more per annum, or*
- (c) capital expenditure of £200,000 or more (where a decision makes a commitment for spending over a period of time, it is the total commitment that must be considered to see if it is a key decision).*