



East Suffolk House, Riduna Park, Station Road,  
Melton, Woodbridge, Suffolk, IP12 1RT

# Scrutiny Committee

## Members:

Councillor Stuart Bird (Chairman)  
Councillor Mike Deacon (Vice-Chairman)  
Councillor Edward Back  
Councillor David Beavan  
Councillor Judy Cloke  
Councillor Linda Coulam  
Councillor Tess Gandy  
Councillor Tony Goldson  
Councillor Tracey Green  
Councillor Colin Hedgley  
Councillor Geoff Lynch  
Councillor Keith Robinson  
Councillor Caroline Topping

Members are invited to a **Meeting of the Scrutiny Committee**  
to be held in the Deben Conference Room, East Suffolk House,  
on **Thursday, 14 July 2022 at 6.30pm**

This meeting will be broadcast to the public via the East Suffolk YouTube  
Channel at [https://youtu.be/wK2\\_MWh4wYA](https://youtu.be/wK2_MWh4wYA)

An Agenda is set out below.

## Part One – Open to the Public

Pages

- 2      Declarations of Interest**  
Members and Officers are invited to make any declarations of interests, and the nature of that interest, that they may have in relation to items on the Agenda and are also reminded to make any declarations at any stage during the Meeting if it becomes apparent that this may be required when a particular item or issue is considered.
- 3      Minutes**  
To confirm as a correct record the Minutes of the Meeting held on 16 June 2022 (to follow).
- 4      Review of the Council's Progress Following the Declaration of a Climate Emergency ES/1220      1 - 83**  
Report of the Cabinet Member with responsibility for the Environment
- 5      Cabinet Member Scrutiny Session**  
To scrutinise the Cabinet Member with responsibility for the Environment in relation to the Waste Management and Environmental Protection elements of his portfolio.
- 6      Appointments to Outside Bodies for 2022/23 (Scrutiny Functions)      84 - 89**  
**ES/1219**  
Report of the Leader of the Council
- 7      Scrutiny Committee Work Programme**  
To receive any updates in relation to the Committee's Work Programme.

## **Part Two – Exempt/Confidential**

There are no Exempt or Confidential items for this Agenda.

**Close**



Stephen Baker, Chief Executive

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[democraticservices@eastsoffolk.gov.uk](mailto:democraticservices@eastsoffolk.gov.uk)



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## SCRUTINY COMMITTEE

Thursday, 14 July 2022

<b>Subject</b>	Review of the Council's Progress Following the Declaration of a Climate Emergency
<b>Report by</b>	Councillor James Mallinder Cabinet Member with responsibility for the Environment
<b>Supporting Officers</b>	<p>Andrew Jarvis Strategic Director <a href="mailto:Andrew.Jarvis@eastsuffolk.gov.uk">Andrew.Jarvis@eastsuffolk.gov.uk</a></p> <p>Nick Khan Strategic Director <a href="mailto:Nick.Khan@eastsuffolk.gov.uk">Nick.Khan@eastsuffolk.gov.uk</a></p> <p>Paul Mackie Lead Officer, Environment &amp; Climate Change <a href="mailto:Paul.Mackie@eastsuffolk.gov.uk">Paul.Mackie@eastsuffolk.gov.uk</a></p> <p>Daniel Wareing Environmental Sustainability Officer <a href="mailto:Daniel.Wareing@eastsuffolk.gov.uk">Daniel.Wareing@eastsuffolk.gov.uk</a></p>

Is the report Open or Exempt?	OPEN
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Category of Exempt Information and reason why it is <b>NOT</b> in the public interest to disclose the exempt information.	Not applicable
<b>Wards Affected:</b>	All Wards

## Purpose and high-level overview

### Purpose of Report:

The purpose of this report is to:

- Examine the Council's progress following the declaration of a Climate Emergency.
- Provide the Scrutiny Committee with information to illustrate the achievements and challenges to date.
- Satisfy the Committee that all necessary action is being taken to meet our target.
- Illustrate to the Committee that all necessary action has at this point in time been taken to meet our target.

### Options:

- Continue to focus on this key area of the Strategic Plan.
- Change the current Environment Programme Delivery Plan.

### Recommendation:

That the Scrutiny Committee, having considered the information in this report, provides feedback on the Council's progress to date on addressing the climate emergency.

## Corporate Impact Assessment

### Governance:

This report has been prepared for the Scrutiny Committee. The Council is required by Law to discharge certain overview and scrutiny functions. These functions are an essential component of local democracy. Scrutiny Committees can contribute to the development of Council policies and also hold the Cabinet to account for its decisions

### ESC policies and strategies that directly apply to the proposal:

East Suffolk Council Business Plan

### Environmental:

The work covered in this report covers broad environmental issues of importance to East Suffolk Council.

1. Our commitment to become a carbon neutral authority by 2030 and responsibility for the carbon emissions produced by the Council in the course of its operations and services.
2. Our commitment to work with the other councils and other partners in the region towards the aspiration of making Suffolk carbon neutral by 2030.
3. Waste reduction and management.
5. Environmental protection.
6. Enhance and protect biodiversity
7. Sustainable development.

### Equalities and Diversity:

None

**Financial:**

The issues covered in this report have the potential to have a significant impact on the council's finances, depending on whether or not actions that address these issues to are addressed by existing budgets, with the potential for additional need for external funding to be sourced to address these issues.

**Human Resources:**

None

**ICT:**

None

**Legal:**

None

**Risk:**

The Council's Corporate Risk Register already identifies the issues addressed in this report as areas of corporate risk. These main areas of risk are:

1. Reputational; an inability to effectively meet our own carbon neutrality commitments could impact on the council's ability to engage effectively with those it needs to influence through leadership; in turn risking the wider prize of Suffolk-wide carbon neutrality.
2. Financial; an inability to tackle the council's consumption of energy in the course of its pursuit of carbon neutrality could mean that future financial benefits of reduced Grid dependency are not realised.

<b>External Consultees:</b>	None
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## Strategic Plan Priorities

Select the priorities of the <a href="#">Strategic Plan</a> which are supported by this proposal: (Select only one primary and as many secondary as appropriate)		Primary priority	Secondary priorities
<b>T01</b>	<b>Growing our Economy</b>		
P01	Build the right environment for East Suffolk	<input type="checkbox"/>	<input checked="" type="checkbox"/>
P02	Attract and stimulate inward investment	<input type="checkbox"/>	<input checked="" type="checkbox"/>
P03	Maximise and grow the unique selling points of East Suffolk	<input type="checkbox"/>	<input checked="" type="checkbox"/>
P04	Business partnerships	<input type="checkbox"/>	<input checked="" type="checkbox"/>
P05	Support and deliver infrastructure	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>T02</b>	<b>Enabling our Communities</b>		
P06	Community Partnerships	<input type="checkbox"/>	<input checked="" type="checkbox"/>
P07	Taking positive action on what matters most	<input type="checkbox"/>	<input checked="" type="checkbox"/>
P08	Maximising health, well-being and safety in our District	<input type="checkbox"/>	<input checked="" type="checkbox"/>
P09	Community Pride	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>T03</b>	<b>Maintaining Financial Sustainability</b>		
P10	Organisational design and streamlining services	<input type="checkbox"/>	<input checked="" type="checkbox"/>
P11	Making best use of and investing in our assets	<input type="checkbox"/>	<input checked="" type="checkbox"/>

P12	Being commercially astute	<input type="checkbox"/>	<input checked="" type="checkbox"/>
P13	Optimising our financial investments and grant opportunities	<input type="checkbox"/>	<input checked="" type="checkbox"/>
P14	Review service delivery with partners	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>T04</b>	<b>Delivering Digital Transformation</b>		
P15	Digital by default	<input type="checkbox"/>	<input checked="" type="checkbox"/>
P16	Lean and efficient streamlined services	<input type="checkbox"/>	<input checked="" type="checkbox"/>
P17	Effective use of data	<input type="checkbox"/>	<input checked="" type="checkbox"/>
P18	Skills and training	<input type="checkbox"/>	<input checked="" type="checkbox"/>
P19	District-wide digital infrastructure	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>T05</b>	<b>Caring for our Environment</b>		
P20	Lead by example	<input checked="" type="checkbox"/>	<input type="checkbox"/>
P21	Minimise waste, reuse materials, increase recycling	<input type="checkbox"/>	<input checked="" type="checkbox"/>
P22	Renewable energy	<input type="checkbox"/>	<input checked="" type="checkbox"/>
P23	Protection, education and influence	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>XXX</b>	<b>Governance</b>		
XXX	How ESC governs itself as an authority	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**How does this proposal support the priorities selected?**

In the ESC Strategic Plan, the Council sets out its commitment to put the environment at the heart of everything we do. The environmental work delivered by Council and the resultant spending is has a direct impact on the local economy and the Council is increasingly engaging with businesses engaged in renewable and low carbon energy, sustainable development and wider environmental protection work. A number of our initiatives have supported or involved community groups, for example environmental promotion, biodiversity projects, tree planting, action on plastic. As further projects are delivered it is confidently predicted that there will be an increasing feeling of community pride in what has been delivered. Financial Sustainability is a key consideration in our work - some carbon saving changes requires investment but many also result in coincidental cost savings, for example, energy cost savings/income from solar power generation on council buildings and savings on chemical and grass cutting costs. The Council has also been supportive of the role digital technology can play in reducing carbon emission savings, for example, through the wider enablement of home working and video conferencing and the consequent reduction in travel. Our work on this strategic them is good example of collaborative working and that in the comparatively short time it has been working it has helped the delivery of the Council environment priorities significantly. This is expected to continue as further significant challenges arise, for example in helping to formulate the Council's response to the nation Resources and Waste Strategy.

## Background and Justification for Recommendation

1	Background facts
1.1	<p data-bbox="300 315 1385 398">1. What were the Council's ambitions/target when declaring the Climate Emergency? (Net zero carbon emissions by 2030)</p> <p data-bbox="300 427 539 461"><b>1.1a. Overview</b></p> <p data-bbox="300 490 1362 562">On 24 July 2019 (Full Council agenda item 9(a), the Council resolved unanimously to:</p> <ul data-bbox="300 607 1374 1189" style="list-style-type: none"> <li data-bbox="300 607 730 640">▪ Declare a climate emergency.</li> <li data-bbox="300 685 1362 835">▪ Set up a Cross Party Task Group, commencing by October 2019, to investigate ways to cut East Suffolk Council's carbon and harmful emissions on a spend to save basis, with ambition to make East Suffolk Council (including all buildings and services) carbon neutral by 2030.</li> <li data-bbox="300 880 1369 992">▪ To work with Suffolk County Council and other partners across the county and region, including the LEP and the Public Sector Leaders, towards the aspiration of making the county of Suffolk carbon neutral by 2030.</li> <li data-bbox="300 1037 1374 1189">▪ To work with the government to: <ul data-bbox="347 1077 1374 1189" style="list-style-type: none"> <li data-bbox="347 1077 959 1111">▪ deliver its 25-year Environmental Plan, and</li> <li data-bbox="347 1111 1374 1189">▪ increase the powers and resources available to local authorities in order to make the 2030 target easier to achieve.</li> </ul> </li> </ul> <p data-bbox="300 1234 1382 1305">The Environment Task Group was formed as a cross-party Task Group to deliver on this vision.</p> <p data-bbox="300 1350 1326 1500">It should be noted that ESC declared emergency to re-confirm our existing commitment to the environment and responding to climate change. This was further confirmed in the ESC strategic plan 2020-24 (adopted by Full Council in February 2020), which outlines our response to this challenge.</p> <p data-bbox="300 1545 1315 1657">The Council's strategic plan set out our vision to deliver the highest possible quality of life for everyone who lives, works in or visits the district. Within the theme of Caring for our Environment, the Council committed to:</p> <ul data-bbox="347 1680 1382 2022" style="list-style-type: none"> <li data-bbox="347 1680 1326 1751">▪ <b>Lead by example, seeking environmental benefit in everything we do, working with communities for biodiversity.</b></li> <li data-bbox="347 1796 1326 1830">▪ <b>Optimising the use digital solutions to reduce environmental impacts.</b></li> <li data-bbox="347 1874 1150 1908">▪ <b>Minimise waste, promote reuse and maximise recycling.</b></li> <li data-bbox="347 1953 1382 2022">▪ <b>Explore opportunities to invest in renewable energy solutions as a council and encourage others to do the same.</b></li> </ul>

- **Use our influence and regulatory functions to protect our natural environment.**

The strategic plan recognised the interconnectivity between the five themes of the plan, with actions arising under each theme having the potential to contribute towards any or all of the other themes.

[ESC's climate action pages of our website](#) and [Environmental Guidance Note](#) provide a detailed overview of our response to the climate emergency and provides a range of useful and interactive guidance. The Environmental Guidance Note is included in appendix B.

Whilst the Environmental Guidance note is not a statutory document, it supports the vision of the Council and the existing measures already put in place by the Council and on a national scale, including commitment by the Council to be carbon neutral by 2030. The Guidance Note provides simple, concise information on best practices for developers seeking to mitigate the impact of the building industry on climate change. The Guidance Note includes information on the measures implemented by East Suffolk Council.

## **1.1b. Our ambitions and targets**

### **1.1b.i Overview**

A common challenge for local authorities agreeing environment and climate strategies has been around establishing a baseline and realistic targets, given the broad scope of these themes and evolving data. It was therefore important that we:

- Established as good an understanding as possible of where we were starting from.
- Found out what we knew about our footprint and the gaps in our knowledge.
- Agreed a programme to reduce our carbon footprint and improve our environmental impact **in parallel** with ongoing research to better understand how to better measure and monitor these impacts.

This means that our delivery programme and measurement of our KPIs has continued to evolve as new information and approaches emerge.

The following background section summaries the Council's ambitions/targets actions when declaring the Climate Emergency:

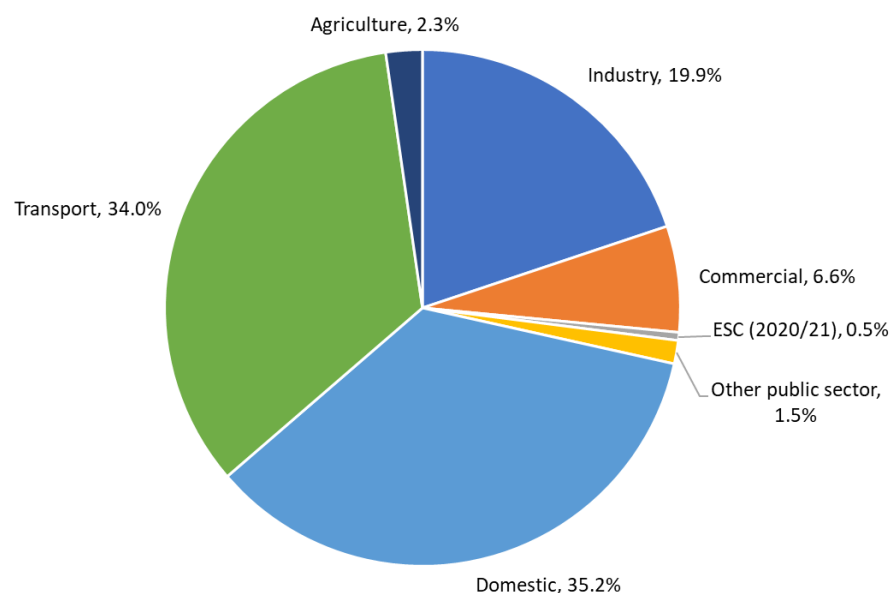
### **1.1b.ii Our net zero ambition:**

- As we have pledged to become a carbon neutral council by 2030, which means we will look for environmental benefit in everything we do – this includes radical changes to our vehicle fleets and mileage usage, council buildings and new build housing stock to ensure they contribute to our carbon neutral aims. We will work with communities to establish opportunities for biodiversity and will promote digital solutions to minimise our carbon footprint.

- As ESC produces less than 1% of Suffolk's carbon emissions, our focus has been two-fold – working inward to reduce our emissions and the wider environmental impact of our activity and outward – engaging with etc engaging with the public and using our powers, duties and networks to encourage climate positive behaviours.
- ESC declared a climate emergency to reinforce our commitment to the environment. This commitment is reinforced by the environment being a key principle of the strategic plan, underpinning our work as an authority.
- Our focus on restoring nature and increasing biodiversity has also been a key area of work, as this plays a fundamental role in the response to climate change, so is closely interlinked.

As an illustration of why this wider focus is so important, the chart below illustrates the share of emissions between ESC and the other sectors (based on the HM Government CO<sub>2</sub> data for the calendar year 2020 [UK local authority and regional greenhouse gas emissions national statistics, 2005 to 2020 - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/statistics/uk-local-authority-and-regional-greenhouse-gas-emissions-national-statistics-2005-to-2020), with data for ESC's CO<sub>2</sub>e corporate emissions for the financial year 2020/21). Based on this comparison the quantified emissions of the Council itself were less than 1% of the relevant territorial emissions of the district as a whole.

**Figure 1: Percentage share of territorial emissions of those sectors within area of East Suffolk within sphere of influence of local authorities (total for calendar year of 2020 of 1012.8 kilotonnes CO<sub>2</sub>)**



#### **1.1b.iii Renewable Energy within our own buildings:**

- On-going planned maintenance programme to upgrade the energy efficiency of our HRA Housing stock
- Upgrades include installation of solar panels, external wall insulation and improvements to the thermal efficiency of properties

	<ul style="list-style-type: none"> <li>▪ A review of the planned maintenance programme.</li> <li>▪ A Minimum Energy Efficiency Standard (MEES) for both new build and existing housing stock to be developed.</li> <li>▪ All council led developments will consider the use of low carbon and sustainable materials when carrying out feasibility studies</li> <li>▪ We will explore opportunities to install solar panels and electric charging points on our car park assets</li> <li>▪ We will seek to improve the energy performance of our commercial estate</li> </ul> <p><b>1.1b.iv Waste Collection:</b></p> <ul style="list-style-type: none"> <li>▪ See section 2.1g for annual targets and progress on number of households in the district subscribing to the garden waste scheme; volume of household waste sent for reuse, recycling and composting; and volume of waste for energy production.</li> </ul> <p><b>1.1b.v Low carbon energy:</b></p> <ul style="list-style-type: none"> <li>▪ We will work with energy companies and communities to develop approaches to enhancing the environmental benefits of renewable energy</li> <li>▪ We will guide and signpost related community schemes as local exemplars of good practice</li> <li>▪ We will ensure mitigation and enhancement is properly coordinated for the benefit of the local environment</li> </ul> <p><b>1.1b.vi Environmental Protection:</b></p> <p>Our work in this service area is based on primary statutory duties, with the ambition to go above the minimum where appropriate, with externally imposed requirements, expressed in detail by government departments in the form of Statutory Guidance.</p> <p><b>Areas which fall within the Environment theme:</b></p> <ul style="list-style-type: none"> <li>▪ <b>Air Quality</b></li> <li>▪ <b>Contaminated Land</b></li> <li>▪ <b>Development Control Consultee</b></li> <li>▪ <b>Noise Control</b></li> <li>▪ <b>Pollution Prevention &amp; Control</b></li> </ul> <p>Other areas of responsibility with Environmental Protection fall within the Communities theme.</p> <p><b>1.1b.vii Community resilience:</b></p> <ul style="list-style-type: none"> <li>▪ <b>Preparing our communities and businesses for climate resilience</b> - Engaging with communities and businesses about climate change and what it means for them based on best available evidence and monitoring.</li> <li>▪ <b>A climate ready coast</b> - Developing planning and adaptation tools to support communities and businesses to adapt and become resilient- influence policy and ensure we allow for natural change including innovative technical solutions alongside traditional coastal management.</li> <li>▪ <b>Building for a changing climate</b> - ensuring our procurement and construction approaches for our flood and coastal management activities meet high industry standards for the environment- reduce waste and</li> </ul>
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	<p>carbon, re-use and recycle materials, rely on local supply chains and support existing ESC policy on environmental and social values as a legacy of our work.</p> <ul style="list-style-type: none"> <li>▪ <b>Investing in our people</b> - Creating climate champions at Coastal Partnership East and develop our team to support environmental change and the ambitions of ESC and CPE Business Plans.</li> </ul> <p><b>1.1b.viii Environmental Protection within Planning:</b> Develop planning policies to ensure all new development:</p> <ul style="list-style-type: none"> <li>▪ respects its location</li> <li>▪ advocates environmental net gain</li> <li>▪ maximises its potential to make a positive impact to the area</li> </ul> <p>Support communities in producing Neighbourhood Plans that will lead to an enhancement of the local environment.</p>
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2 Current position	
2.1	<p><b>2. Does the Council have an action plan? (What action has been done, is being done and will be done - including timescales)</b></p> <p><b>a. Overview</b></p> <p>In February 2020, the environment was established as a key pillar of the ESC strategic plan. The Environment Programme Delivery Plan was then developed to meet the priorities of the Strategic Plan, continually moving us forward in our aims and ambitions as an authority, covering all areas of our work.</p> <p>ESC has a programme of actions which outline our response to the climate and environment ambitions set out in the strategic plan's priority areas. These are:</p> <ul style="list-style-type: none"> <li>▪ <b>P20: Lead by example</b> We have pledged to become a carbon neutral council by 2030, which means we will look for environmental benefit in everything we do – this includes radical changes to our vehicle fleets and mileage usage, council buildings and new build housing stock to ensure they contribute to our carbon neutral aims. We will work with communities to establish opportunities for biodiversity and will promote digital solutions to minimise our carbon footprint.</li> <li>▪ <b>P21: Minimise waste, reuse materials, increase recycling</b> We will minimise waste generated throughout the district, encourage the reuse of materials and increase our recycling rates.</li> <li>▪ <b>P22: Renewable energy</b> We will explore new ways of encouraging and investing in the use of renewable energy, both in terms of our own consumption as a council and the ways we can offer support to our residents and businesses as part of addressing climate change.</li> </ul>

- **P23: Protection, education and influence**

We will use our influence at all levels, our regulatory functions and appropriate enforcement to protect our natural environment including our outstanding coastline. This includes working through our community and business partnerships to achieve environmental gain and establishing a network of environmental champions throughout the district.

As mentioned in section 1, ESC declared a climate emergency to reinforce our commitment to the environment and addressing climate change.

An independent review of our progress was conducted by the organisation Groundwork shortly after the declaration of a climate emergency. ESC set up the cross-party member Environment Task Group to consider the results of that independent review and to recommend future priorities for action on climate change, building on the progress that has already been achieved.

**b. Progress to date and the ongoing programme**

The Environment Programme Delivery Plan was developed and is driven by the Environment Theme delivery team, reporting to the Portfolio Holder sponsors on a regular basis and monitored by the ETG and Strategic Plan Delivery Board. The ETG also reports to quarterly to Cabinet on progress. It contains clear actions with timescales and details the service areas and officers responsible for driving these actions forward.

This paper summarises the main areas of progress against the Plan to date and sets out our current priorities. The full Delivery Plan, which is regularly updated and reviewed monthly, is also available to view.

**A summary of the Environment Programme Delivery Plan is shown in Appendix A.**

It should be noted that, due to the urgency of responding to the climate emergency, to date our work has been focussed on action and delivering the programme, as opposed to investing our resources in developing further reports and documents.

The impacts of the Council's response to the COVID-19 pandemic has meant that we have needed to allocate and prioritise our resources accordingly, adding challenge to certain areas on the delivery programme. This also means that the data showing progress over the last two years represent an exceptional period.

This context is key when reviewing progress, as they have been some rapid progress against our net zero target which is expected to stabilise, plus also limitations to what we have been able to do in some other areas.

However, as we have a clear programme of actions underpinning our work as an authority plus have now appointed Paul Mackie as Lead Officer for Environment & Climate Change, we now have the resource to build on this work further.

Two key areas that Paul will lead is the development of a climate action plan that consolidates our work in this area, which will be supported by a mechanism to better track and manage our carbon footprint. Both of these tools will be developed in close collaboration with Members of the ETG and senior officers and put forward for consideration. However, it is intended that these will complement the existing delivery programme, which is already embedded across the Council's service areas.

### **c. Partnership working**

As part of the climate emergency declaration, the council agreed to 'work with Suffolk County Council and other local authorities and partners across the county and region, including the Local Enterprise Partnership (LEP) and the public sector leaders, towards the aspiration of making the county of Suffolk carbon neutral by 2030'.

As a result, ESC has been an active participant in a number of cross-authority working groups, which have led to a number of projects being delivered in our district. These groups include the Suffolk Climate Change Partnership, Suffolk Climate, Energy & Environment Board and the Carbon Charter.

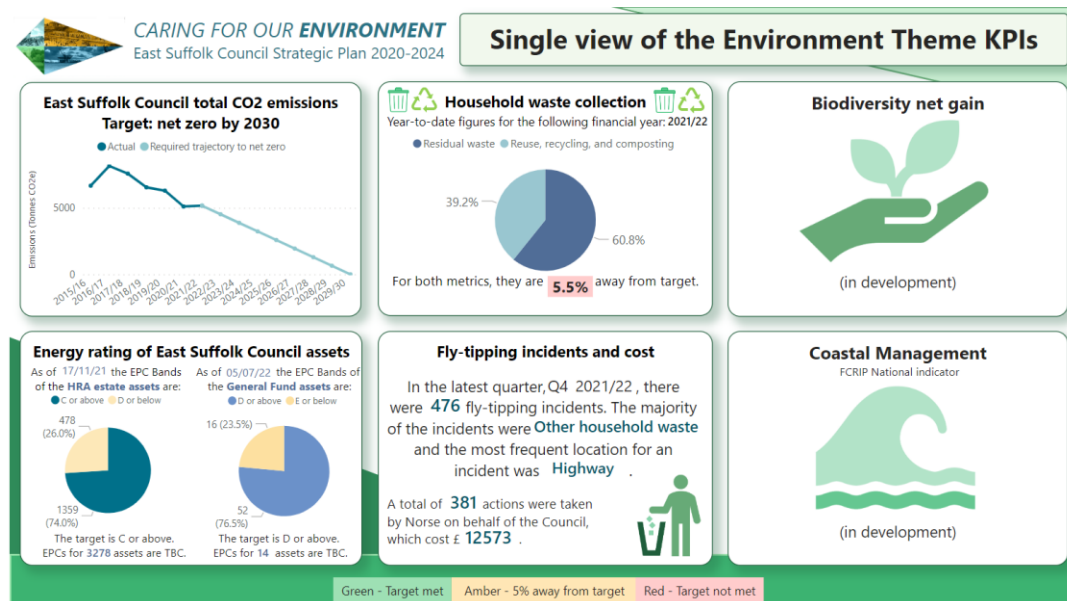
ESC continues to push other authorities to follow our lead and make meaningful change in the delivery of key services.

### **d. Strategic Plan Environment theme key performance indicators (KPIs)**

The Environment Theme Delivery Team manages a dynamic dashboard that monitors progress against our environment KPIs. This is actively monitored and updated regularly. It also informs the regular updates to Members and senior officers.

A summary of the main sections of the KPIs dashboard is below, with progress outlined in each related area:

## Environment theme KPI dashboard:



### e. CO<sub>2</sub> emissions reduction progress

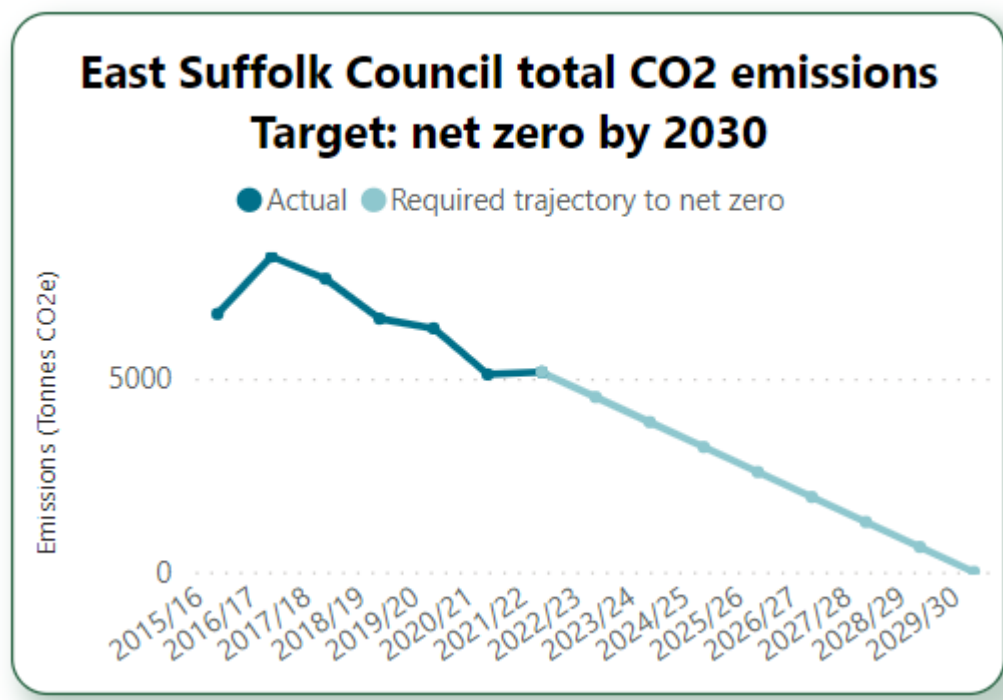
This section summarises our progress to date. See section 2.2 for a detailed summary of progress.

It should be noted that currently we track our 'known' emissions. Our understanding is continuing to evolve rapidly, as is the case for most local authorities tracking their emissions. Emissions are categorised as 'scope 1' (**Energy direct emissions**); 'scope 2' (**Energy indirect emissions**) and 'scope 3' emissions (**Other indirect emissions**) - see description in section 2.3. Scope 3 is typically challenging for all local authorities to understand and monitor, which means there are potential gaps in our data. This is an active and ongoing area of development.

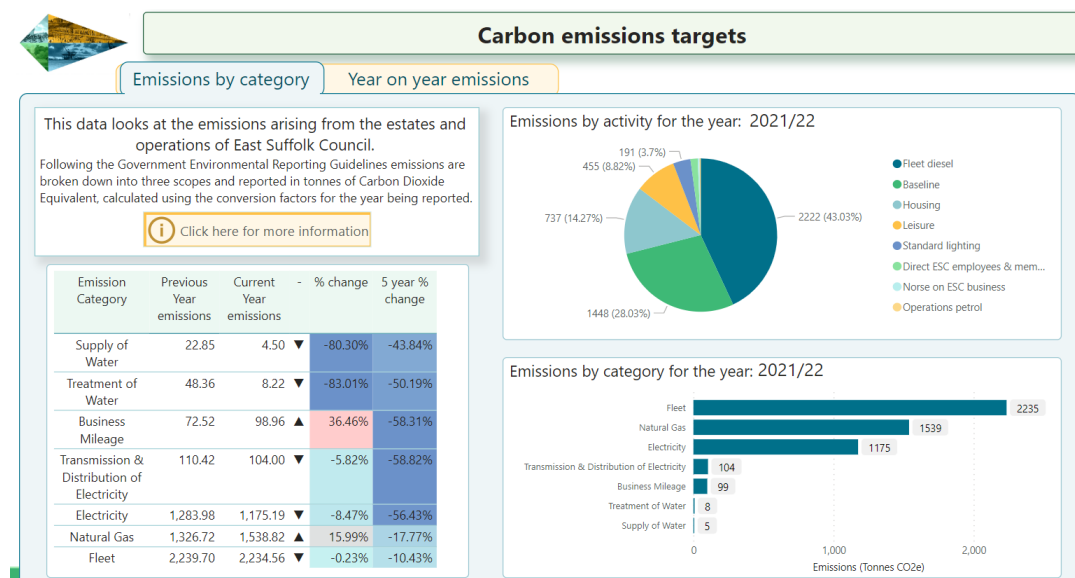
As indicated, our trajectory remains broadly on track, but as outlined in section 2.2 the COVID-19 pandemic has resulted in large reductions on some areas. This means that we expect to see some stabilisation of this trajectory.

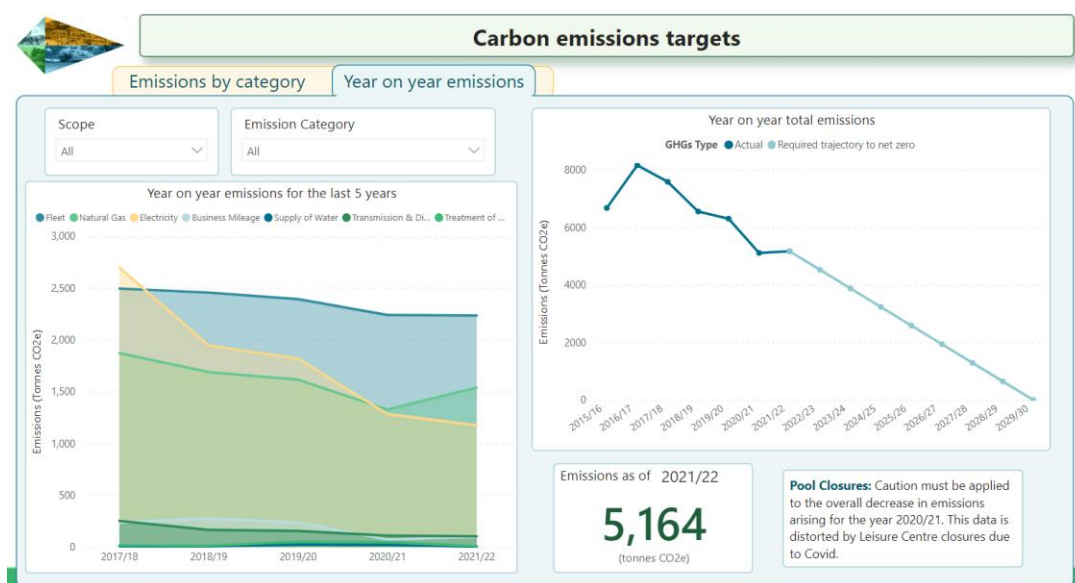
As our understanding of our footprint continues to develop and new approaches emerge around what we include in our emissions reporting, there may be future impacts on our trajectory – we will continue to report on this progress on a very regular basis and our dynamic dashboard remains open to view on the ESC intranet.

This chart shows the equivalent of our target 'carbon budget' on an annual basis that will enable us to remain on a trajectory towards net zero emissions (see section 2.3 for commentary on this data):



These dashboards show our known carbon emissions:





**f. The RAW (Recycling & Waste) dashboards summarise our progress against these targets.**



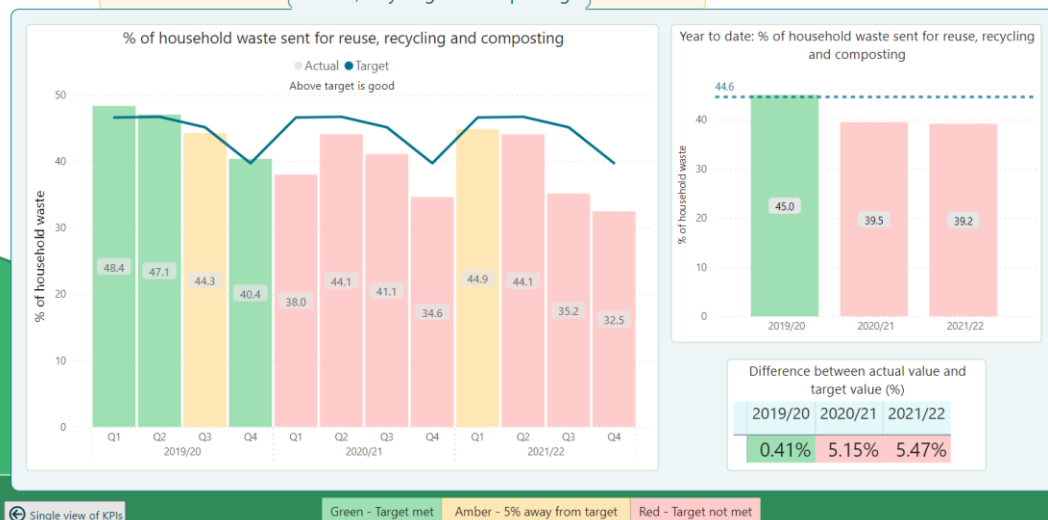


## Minimise waste, reuse materials, increase recycling

Residual Waste

Reuse, recycling and composting

Ideas



Our progress on waste can also be summarised as follows:

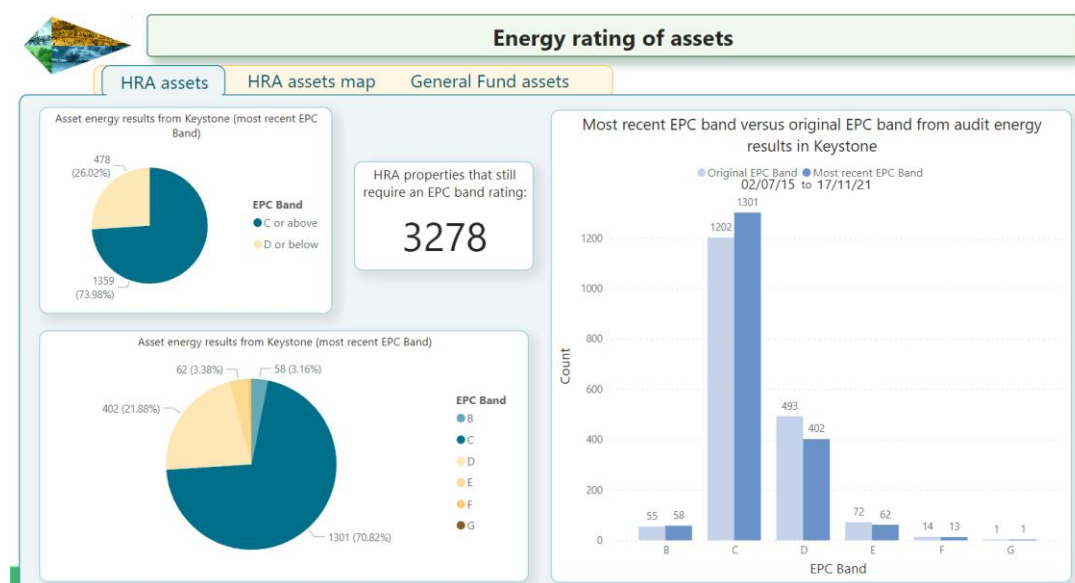
	2019/20 (kg)	2020/21 (kg)	2021/22 (kg)	
<b>NI191 - kg residual waste/household.</b>				
Target	460.29	460.29	460.29	As detailed on ESC Performance reports
Actual	459.33	510.96	510.40	
<b>NI192 - %age household waste collected by ESC that is recycled (blue bin) or composted (garden waste bin).</b>				
Target	44.62%	44.62%	44.62%	As detailed on ESC Performance reports
Actual	44.86%	39.85%	40.50%	

Garden waste subscriptions are as follows:

Date	No. of bins	No. of households	
Mar-19	60,750	58,750	Estimated – this includes the first year for Coastal & the highest annual subscriptions
Mar-20	58,422	56,476	(From Service resumption notifications after Covid-19 suspension)
Mar-21	60,291	58,165	Actual subscribers as started to take full listings at month end for Dec 2020
Mar-22	59,647	57,188	

**g. The HRA assets energy rating dashboard summarises progress in this area.**

Active work is continuing to calculate the EPC bands for the remaining HRA properties (see section 2.3 for further information):



2.2

**Managing the risks**

There are a number of key risks related to our response to the environment and climate change themes. These are outlined in detail in the corporate risk register, which is actively managed and reviewed on a regular basis. These are summarised below:

<b>CORPORATE RISK:</b> Incident management-flood risk	Potential of flooding and tidal surges both in the short-term and the long-term, particularly as ESC has a large coastline. More frequent flooding and tidal surges due to climate change.	Red
<b>CORPORATE RISK:</b> High profile or major coastal erosion or coastal incident	Major erosion, slip or tidal surge event	Red
<b>CORPORATE RISK:</b> Failure to develop adaptation measures leading to unmanaged loss of properties from coastal erosion and wider blight of communities.	Potential loss of circa 3,000 properties due to erosion by 2105. There are a number of properties at immediate risk with further properties being lost in the short, medium and long term.	Red

	<b>CORPORATE RISK:</b> <b>For Lowestoft ONLY</b> <b>Failure to protect people and properties against flooding / tidal surges</b>	As CPE has large coastline flooding remains a constant and significant risk. Continues to be long term risk and remains a high concern for CPE and nationally.	Amber
	<b>CORPORATE RISK:</b> <b>Failure to control escalating cost of waste collection/ services</b>	Unable to effectively manage waste service due to costs of recycling significantly rising and / or value of recyclables falling, increase in staff costs, disposal of materials increasing resulting in £1/2 million increase which ESC have little/no control over.	Amber
	<b>CORPORATE RISK:</b> Failure to effectively manage and monitor Climate Change	Unable to effectively meet commitments identified within Climate Change Action Plan including not achieving key milestones resulting in Council not meeting its own carbon emissions target; not effectively contributing to objectives of the Suffolk Climate Change Partnership, and not effectively encouraging communities, businesses and individuals to mitigate their own contribution to, and adapt to climate change. Not able to meet aspiration to become carbon neutral by 2030. Unable to achieve environment priorities identified in East Suffolk Strategic Plan.	Amber
2.3	<b>3. How are we measuring progress against the 2030 target date and the impact of actions within the plan?</b>  <p>The Council conducts its own internal account, or Annual Greenhouse Gas (AGHG) Report, of the emissions arising from its own operations and estates, in accordance with the Government's "Environmental Reporting Guidelines" (Environmental reporting guidelines: including <a href="#">Streamlined Energy and Carbon Reporting requirements</a> - GOV.UK <a href="http://www.gov.uk">www.gov.uk</a> )</p> <p>In the course of collating our AGHG Report, the Council's emissions are recorded and categorised according to scope, which the Government defines as follows:</p> <ul style="list-style-type: none"> <li>▪ <b>Scope 1 (Direct energy emissions):</b> Emissions from activities owned or controlled by our organisation that release emissions into the atmosphere. They are direct emissions and in relation to ESC these include fuel (petrol and diesel) consumed by the Council's fleet, and natural gas consumed by the Council's built assets, where the Council is responsible for purchasing the fuel (this excludes the general HRA stock of council houses).</li> <li>▪ <b>Scope 2 (Energy indirect emissions):</b> Emissions released into the atmosphere associated with your consumption of purchased electricity, heat, steam and cooling. These are indirect emissions that are a</li> </ul>		

consequence of the organisation's activities but which occur at sources we do not own or control and in relation to ESC this covers electricity purchased from the Grid to power our built assets, where the Council is responsible for purchasing the electricity (this excludes the general HRA stock of council houses).

- **Scope 3 (Other indirect emissions):** Emissions that are a consequence of our actions, which occur at sources which we do not own or control and which are not classified as scope 2 emissions. In relation to ESC these include losses (through transmission and distribution) of electricity consumed by the Council's built assets; mileage incurred by staff and members using their own vehicles; and the supply and treatment of water consumed by the Council's built assets. (Scope 3 emissions associated with the general HR stock of council houses not included.)

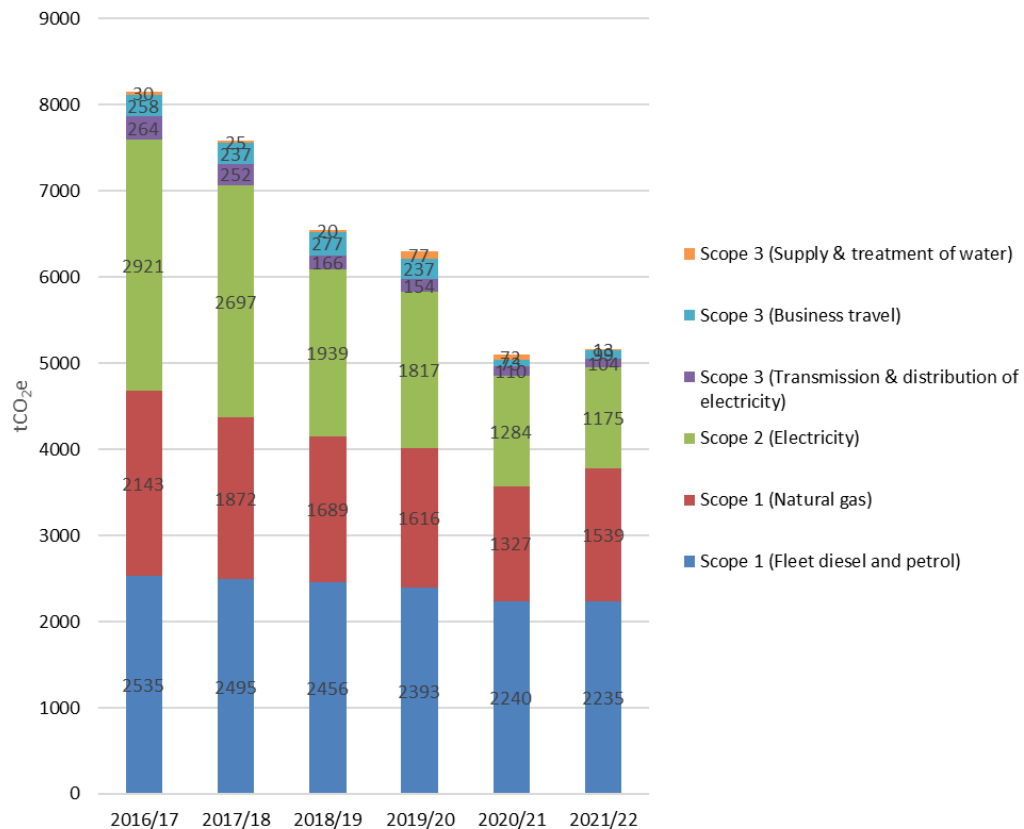
For all local authorities, 3 emissions in particular are challenging to measure, baseline and monitor. We have completed large pieces of work to better understand these streams and continue to improve our understanding as new data and measurement techniques emerge. This means that we do not yet have a good understanding of our impact in some areas, in particular the general HRA stock of council houses which the Council owns, but whose energy usage is controlled by our tenants, but we are continuing to actively work on this. It should be noted that as our understanding of the emissions of the Council improves and the scope of our data capture expands, our emissions baseline will be subject to increase accordingly. When this data is available, it will be recorded and be able to be viewed in the appropriate location.

This report accounts for emissions in terms of tonnes of Carbon Dioxide Equivalent (CO<sub>2</sub>e), calculated using the conversion factors ([Greenhouse gas reporting: conversion factors 2020](#) - GOV.UK [www.gov.uk](http://www.gov.uk)) supplied by the Department for Business, Energy & Industrial Strategy (BEIS) which are updated by BEIS on an annual basis. The appropriate conversion factors are applied to the relevant unit of activity (for example each litre of diesel consumed by the fleet or each kWh of electricity consumed by built assets). CO<sub>2</sub>e is a universal unit of measurement to indicate the combined global warming potential (GWP) of all relevant Greenhouse Gases actually emitted, expressed in terms of the GWP of one unit of CO<sub>2</sub>.

The Council's AGHG Report enables the Council to understand and monitor the emissions arising through its own assets and operations over time, and has the potential to be used to continually target actions to further reduce its emissions in accordance with its ambition stated under its Declaration of the Climate Emergency made on 24 July 2019 to make East Suffolk Council carbon neutral by 2030 ([Our climate commitment » East Suffolk Council](#)). Following that Declaration, an independent audit of ESC's internal AGHG Reports for each of the three previous financial years was conducted by Groundwork East who validated our data recording and methodology.

The chart below illustrates the trajectory of the Council's corporate emissions over the past 6 financial years to 2021/22.

**Figure 2. Annual total emissions in current scope of Annual Greenhouse Gas Report arising from activities of the Council 2016/17 to 2021/22 (Tonnes of CO<sub>2</sub>e)**

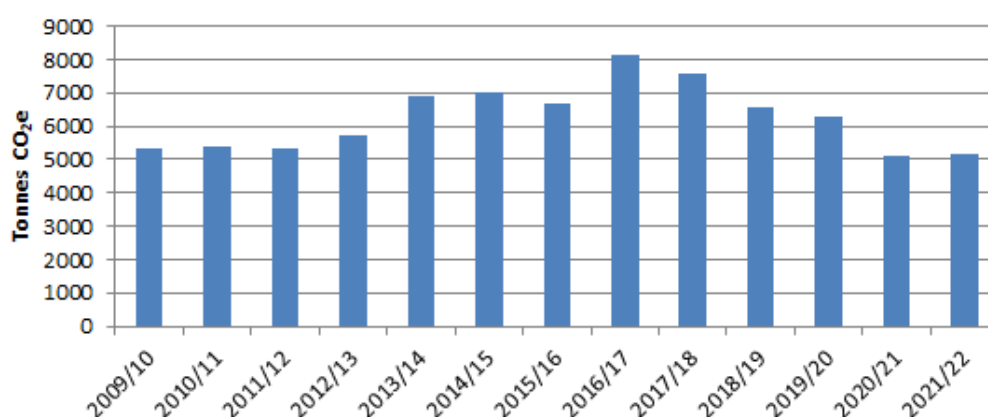


The reduction in emissions can be attributed to the following major factors:

- The continued decarbonisation of electricity through the UK National Grid which has been progressively producing more electricity from renewables, and also from gas-fired power stations, which have lower emissions than the coal fired power stations they have been replacing.
- An ongoing programme of refurbishment of the Council's leisure centres to reduce their reliance on energy from the grid. This has included the retrofit of energy efficiency and improvement measures such as LED lighting, new heating and ventilation, new air conditioning, and (at Leiston) a new heat exchanger in the swimming pool; and the installation of energy generating systems on site including a new Combined Heat and Power Unit at Waveney Valley, a new 24.75kWp solar PV array at Deben Pool, and a new 8.32kWp solar PV array at Leiston.

	<ul style="list-style-type: none"> <li>▪ As well as improving the energy performance of facilities following completions of works, the refurbishments of the sites required their full or partial closure. The five main leisure centres are major consumers of energy, so any closure will lead to a significant decrease in the Council's emissions.</li> <li>▪ It should be anticipated that as 58.2% of the reduction in the Council's emissions in 2020/21 from the previous year was due to the closure for 9 months of all 6 leisure centres (in compliance with Government instructions to control the spread of Covid-19), energy consumption and therefore emissions will return to around pre-pandemic levels following the resumption of normal operations as social distancing restrictions ease.</li> <li>▪ In 2020/21, a steep reduction in emissions resulting from business mileage was observed, falling 69.4% from the previous year. Social distancing requirements due to the Covid-19 pandemic resulted in the widespread adoption of remote meeting technologies to replace business meetings that would typically have taken place in person pre-Covid. Whilst it can be expected that business mileage will increase in 2021/22 in part as social distancing restrictions ease it is anticipated that the use of remote meeting technology will be embedded to reduce significantly those business meetings that can be conducted in this way.</li> </ul> <p>The AGHG report, and the historical data contained within these reports, has the potential to allow us to monitor the impact of actions intended to reduce the Council's emissions. Some caution must be applied however when interpreting the Reports, as the overall picture is a complex one. It should be noted that efforts to improve data capture and reporting are ongoing, and as additional sources of emissions are identified over the time the overall scope of the report has expanded and may expand further over time. As a consequence of any expansion in scope, baseline emissions are therefore subject to increase accordingly.</p> <p>Furthermore, factors such as the acquisition and disposal of assets, temporary closures of assets, improvements of assets, and changes to the usage of assets, add to the complexity of the overall picture. Externalities beyond the control of the Council, for example Covid and associated restrictions on activities, and variations from year to year in weather conditions which influence rates of energy consumption in our buildings, further add to the complexity.</p>
2.4	<p><b>4. Have we made sufficient progress to date?</b></p> <p>As outlined above, ESC is making good progress across all environment and climate change KPIs, particularly on our fleet, leisure assets and staff mileage. We are making good progress on our journey to net zero and working collaboratively across the county (and beyond) to enable communities and other organisations to do the same. This is despite the challenges of the COVID-19 pandemic, ongoing local authority funding issues and delays with a number of key national policies that will support the delivery of our programme.</p>

### Annual emissions arising from activities of the council 2009/10 to 2021/22 (Tonnes of CO<sub>2</sub>e)



**Emissions in 2019/20 were 6295 tCO<sub>2</sub>e. Our latest emissions figure of 5164 tCO<sub>2</sub>e for 21/22 is 18% lower than it was in 19/20.**

There is still much to do, but ESC's ambitious programme that is embedded across the authority's service areas, supported by new inbound national policies (such as biodiversity net gain via the Planning system) will enable this work to continue at pace.

Our approach is proactive, not reactive - we are doing everything we can with our resources available. We continue to strive to do more, particularly around how we can use our position to work with others in our District and beyond to deliver positive change. NetZero Leiston is an excellent example of how ESC can support community programmes to help enable wider, tangible change.

We have and are investing more effort into addressing our carbon emissions. As a result of this progress, we are also finding out more about what we are emitting and we are also working on the wider linked climate change issues - coastal management for example. We are doing so in an increasingly unstable time with rising costs and supply issues. A potential risk therefore is that the Council may going to need to focus more attention and resource on this issue to enable us to stay on track on our journey towards net zero emissions.

As an ambitious Council supporting our residents, we need to be careful to reflect on the services we provide against the resulting carbon emissions. It can be misleading to look only at the isolated carbon output of ESC, but this must be in the context of the essential services we provide to our community.

An update on progress will be presented at the August SPDB meeting. In the interim, some highlights of our progress are summarised below:

- **Our fleet:** ESC and East Suffolk Norse (ESN) is now operating around 50% of the vehicle fleet on HVO (Hydrotreated Vegetable Oil) fuel – reaching a key

milestone. The first delivery of HVO took place at Ufford and Waveney Depot in June. HVO offers up to 90% reduction to net CO<sub>2</sub> emissions.

This is an important step on our journey to use a more sustainable and renewable diesel alternative for our fleet, in addition to our fleet of electric vehicles. A procurement of 14 refuse collection vehicles (RCV's) was carried out to replace older vehicles that cannot take HVO fuel. These are now in service and the RCV fleet has been using HVO fuel since 6 June 2022.

- **Waste:** Waste and recycling services continues to put the environment first with 99% going to energy reproduction and recycling - not landfill. There is also a continuous program of education of what can be recycled, reduction in food waste and how to buy local.
- **Energy efficiency of our HRA stock:** In line with ESC's ambition to reach carbon neutrality by 2030, the wider housing team are assessing the councils existing housing assets. Data driven decision making is assisting in preparing detailed programmes of work to ensure Council homes positively contribute towards this ambition whilst also provide truly sustainable and affordable homes for our tenants.

A programme of work is in place for existing HRA stock in the form of an overarching workstream to 'Deliver a more sustainable HRA portfolio', as listed in the Strategic Plan. The purpose of this programme is to improve the energy efficiency of the housing stock, alongside reducing the carbon impact of new and existing homes to collectively provide a more sustainable housing portfolio. There will be several spin-off projects associated with tenant engagement, upskilling of the work force and stock management the umbrella of 'Developing and more sustainable HRA portfolio.

Although ESC was unsuccessful in securing funding for a 'Green Building Specification / Design guide' project (that would be used across all council led housing developments with specific minimum energy Efficiency standards (MEES) for new build), preliminary work has been completed new officer posts mean that we can remobilise this work shortly, if supported.

- **Progressive Planning policy:**  
Underpinning the delivery of the Environment Theme, Local Plan policies are in place across East Suffolk. The Sustainable Construction Supplementary Planning Document (SPD) was also adopted by East Suffolk Council on 5<sup>th</sup> April 2022. The SPD provides guidance on the implementation of policies relating to sustainable construction in the East Suffolk Council - Suffolk Coastal Local Plan and East Suffolk Council - Waveney Local Plan policies. The SPD provides information on a range of topics including energy efficiency, renewable energy, water conservation, and use of materials.

In addition, a number of Neighbourhood Plans include relevant policies such as the designation of Local Green Space.

	<p>These LP/NP policies support the delivery of the Environment Theme priorities through planning applications and decisions, enforcement and support to regeneration projects and initiatives.</p> <p>ESC also has a number of Planning and the environment guides available related to Design and conservation, ecology, trees and landscape.</p> <p>The former Deben High School project will be an exemplar for progressive environmental approaches to new development, including Passivhaus buildings providing a high level of occupant comfort while using very little energy for heating and cooling, alongside the development incorporating multiple green spaces.</p> <ul style="list-style-type: none"> <li> <b>Hydrogen Strategy:</b>  The Council's vision is to establish itself as the regional and potentially national hub for the generation, distribution, innovation, and adoption of low carbon hydrogen as part of the collective ambition of the private and public sector to achieve net zero by 2030. <p>The hydrogen development forum continues to expand including local demand and supply side stakeholders SZC, SPR, Hutchinson Ports, ABP, Conrad Energy, Hynamics, Windcat.</p> <p>Notably, Conrad Energy are the first organisation in our district (and we believe region) to receive planning permission and commence construction on a hydrogen development project, located adjacent to the Gulliver Turbine.</p> </li> <li> <b>Protection, education, influence:</b>  The ETG and Greenprint Forum jointly commenced lobbying of government departments on aligning action on the environment as part of the recovery from Covid and providing local councils with the framework and resources to deliver on environmental commitments. <p>Supporting the continued mass implementation of Quiet lane through a project part funded by ESC and supported by the Community Partnerships to promote active and sustainable travel.</p> </li> <li> <b>Coastal resilience:</b>  Significant erosion pressures for several of our coastal communities and have been exploring short term and longer term options co-created with local communities at very high erosion risk ESC has been successful in attracting £8.4M to develop adaptive and resilient approaches across Suffolk and Norfolk - our response to climate change at the coast will be at the heart of all we do. </li> <li> <b>Leisure:</b>  We have engineered sustainability into Waveney Valley Leisure Centre, Leiston Leisure Centre and Deben Leisure Centre through solar panels, </li> </ul>
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	<p>combined heat and power units and electric charging points.</p> <ul style="list-style-type: none"> <li> <b>Agile working:</b>  A key principle underpinning the Council's approach to hybrid working is that our new working culture will be designed with the environment at its heart which reflects one of the key themes within the Strategic Plan. The blending of virtual and physical workspaces is intended to help reduce the Council's indirect carbon footprint which includes reductions in emissions from travel and reducing waste, particularly from plastic and paper. </li> </ul> <p>In 2021, an internal survey, completed by 74% of our workforce, enquired about their current working patterns and circumstances and their patterns and commuting habits prior to Covid to enable us to gauge the impact of our changed working arrangements.</p> <p>Taking into account the emissions offset from the office to the home environment as a result of many staff needing to heat and light a home that would otherwise have been empty, alongside the effect of, for many members of staff, the elimination of the commute, it was estimated that there was an overall net reduction in emissions relating to the commute and working environment of 66%, in 2020/21 compared to 2019/20.</p> <ul style="list-style-type: none"> <li> <b>Air Quality:</b>  The ESC Air Quality Strategy was adopted in 2021 and illustrates how residents and commercial enterprise have a key role to play. We aspire to surpass statutory requirements and believe clean air is a right for every East Suffolk resident. </li> </ul> <p>The Environmental Protection Team have recently recruited an Air Quality Technical Officer on a fixed term 1-year contract to review and update the Council's Air Quality Strategy and assist with technical aspects of the Council's legal obligations with regard to Local Air Quality Management.</p> <ul style="list-style-type: none"> <li> <b>Nature and biodiversity net gain</b>  100 Conservation Areas created (areas of not cutting land) to promote biodiversity, reduce carbon emissions, support wildlife. Reduced mowing policy extended to closed churchyards and cemeteries in 2021/22.  Reduction of 45% in use of herbicide spraying across land managed by ESC. </li> </ul>
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2.4

## 5. What would be the impact of having the ‘environmental and green’ spend and impacts in the budget on an annual basis?

‘Environmental and green’ spend is currently outlined within the respective service area budgets and activities are reported annually to the SPDB. The impacts of this investment are actively monitored by the ETG and through the Environment theme KPI dashboard outlined in this paper.

In addition, environmental indicators are a core part of the ESC report template, therefore considered and taken into account in every recommendation put forward to Cabinet and Fully Council. Members and officers are also trained to take these key themes into account as part of their processes.

Potentially, an additional layer of reporting could be put in place to categorise ‘environmental and green’ spend across the authority. However, this would have a very broad scope and the resource deployed would need to be considered alongside other priority actions in the programme. We would also need to be comfortable that this would help deliver additional measurable beneficial environment and climate outcomes, as opposed to another reporting exercise.

It should be noted that expenditure on climate and environment actions is and should be embedded across our service areas and not separated out. This means that reducing our impact on the climate and environment is a key part of our day-to-day activities. This means that we are not looking for cheap wins, we are focussed on a delivering a long-term positive legacy and encouraging behaviour shift in others by demonstrating leadership.

	<p>We have worked hard not to increase specific budgets but instead to allocate funds in ways that consider the environment, meaning that this embedded approach is generally cost neutral. As a result, the environment is a key part of the decision process, not a separate component or external factor. It is also an ongoing, long-term process which is an intrinsic part of how we operate as an organisation, fully embedded in how we work.</p>
2.5	<p><b>6. How do we prioritise environmental themes such as biodiversity, retro-fit and energy efficiency etc?</b></p> <p>The prioritisation of actions is driven by the strategic plan. The strategic plan's four priorities are:</p> <ol style="list-style-type: none"> <li><b>1. Lead by example.</b></li> <li><b>2. Minimise waste, reuse materials, increase recycling.</b></li> <li><b>3. Renewable Energy.</b></li> <li><b>4. Protection, Education and Influence.</b></li> </ol> <p>The strategic plan details indicators to enable us to track progress and know if we are delivering on these priorities.</p> <p>For example, in the case of the indicator 'Positive direction towards Carbon Neutral targets', the Council has prioritised those actions from its known sources of emission that would give the most rapid and largest returns – namely decarbonising the fleet, increasing renewable energy generation and reducing energy consumption at its leisure assets. Further gains have been made by moving to an agile hybrid working pattern, made more possible because of the changes required to adapt to Covid and lock down.</p> <p>Other examples include the Passivhaus development in Felixstowe and the low carbon properties planned for Lowestoft, alongside two retro-fit trials. There are also the biodiversity projects driven by the strategic plan, such as the 40 biodiversity conservation areas identified in 2019/20 (resulting in reduced grass cutting and associated works) with 100 further sites in 2021/22.</p> <p>The individual projects and workstreams needed to deliver these priorities are set out in the Environment Theme delivery programme (see appendix a) with progress monitored by the Environment Theme Working Group, ETG and Cabinet.</p> <p>It should be noted that, at present, the majority of environmental themes are being delivered at once, as opposed to prioritised and delivered in sequence. Certain actions, such as those around biodiversity net gain from new development are in development in anticipation of new inbound policy. Other actions, such as accelerating the delivery of electric charging infrastructure, is partly driven by the timetable of central government grants.</p> <p>As mentioned in section 1, as ESC produces less than 1% of Suffolk's carbon emissions, our outward facing is of key importance. This means that biodiversity is an important emphasis, alongside engaging with the public and using our powers, duties and networks to encourage climate positive behaviours.</p>

	<p>Demonstrating our climate and environmental leadership in a visible way is therefore a core focus of our programme. Change can be uncomfortable to those we work with and sometimes involve challenging conversations, but we are approaching this engagement with courage and positivity, to show the benefits that can be delivered for our communities.</p> <p>Wide scale and public demonstrator projects continue to be key to delivering demonstrating this leadership. These include the conversion of our fleet to HVO, waste reduction and recycling initiatives plus our ‘mind the weeds, we’re feeding the bees’ projects, which help pilot and showcase positive actions for others to emulate.</p>
2.6	<p><b>7. What are other Councils who have declared an emergency doing? (benchmark)</b></p> <p>Although most local authorities have now declared a climate emergency, there is a large variation between how they are responding. District councils, in which we would look to for reference, vary significantly in their district’s emissions profile, alongside geographic and socio-economic variations. For example, ESC is situated in one of the driest regions of the UK, with one of Europe’s fastest eroding coastlines, which presents a unique set of issues. This means it is both challenging and potentially counterproductive to benchmark progress. It may not offer useful insights on if ESC is responding in-line with others.</p> <p>However, when reviewing other local authorities’ responses, it is clear that ESC is significantly ahead of the curve in its strategic approach. In particular, instead of producing a separate climate action plan, addressing climate and environmental challenges is a key pillar of our strategic plan. This pillar is supported by our key performance indicators and Environment Theme delivery programme. Our response is monitored and driven forward by a strong governance structure comprised of officer and Member groups. The core of this approach has been embedded in our strategy since 2019.</p> <p>In addition, ESC has been a very active collaborator with local authorities across Suffolk and is an active participant in a number of county and regional delivery groups. These include the Suffolk Climate Change, Environment and Energy Board and Suffolk Climate Emergency Programme. This is a fundamental part of our response, as addressing a macro challenge such as climate change requires effective partnership working across sectors.</p> <p>Therefore, we are showing leadership in our response, as our work is embedded in our day-to-day operations and a core part of our planning. An example is the inclusion of the environmental considerations in our standard reporting template, such as this paper.</p> <p>As a result, we have not needed to produce a separate climate action plan to date due to our strategic environment theme action plan already being embedded in the delivery of the ESC strategy. Therefore, we have focussed on delivering</p>

	<p>positive and rapid action, alongside gathering data to better understand our climate and environmental footprint. As a result, we are now in a position to set out our next phase of work in a climate action plan that consolidates our achievements, current workstreams and proposed next phase of workstreams.</p> <p>Addressing the climate emergency requires ongoing, long-term process, as opposed to a focus only on hitting specific short-term milestones. Success on this journey also requires us to take into account the wider council performance on this theme, and deliver a sustainable programme of positive, measurable outcomes.</p> <p>ESC prides itself in being a council of action. When it comes to delivering on our climate and environmental aspirations, we also accept that we can't do everything at once, due to the scope of the challenge. But this means that can we focus on what we can and biggest impact. We are living our purpose, with the environment embedded across the organisation. Consistency is key and we will continue to make sure we maintain a long -term focus.</p>
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### 3 How to address current situation

3.1	<p>The key approach to address the current situation is to continue with the Environment theme delivery programme workstreams. This will ensure that we are delivering on the aspirations of the strategic plan and continue on our journey towards net zero.</p> <p>There are further activities for us to consider, including:</p> <ol style="list-style-type: none"> <li><b>1. Carbon Neutral target:</b> Accelerate efforts to understand our Scope 2 and 3 emissions; produce a costed plan for the actions required to achieve net zero for Scope 1 emissions.</li> <li>2. Decarbonising our space and water heating at our leisure centres.</li> <li>3. Identify the carbon impact of introducing the RAWs.</li> </ol>
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### 4 Reason/s for recommendation

4.1	<p>The environment and responding to the climate emergency continues to be a key pillar of the Council's strategic plan. Due to its importance, we will continue to give regular updates on the Council's work to address the climate emergency - these will be provided to Cabinet, the Scrutiny Committee, the SPDB and other key groups where appropriate.</p> <p>As the need to react to climate challenges continue, the Environment Programme Delivery Plan will continue to play a significant role. This is a broad and significant challenge for all Local Authorities, which can only be addressed through open, active and productive collaboration, both internally and with key partner</p>
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	<p>organisations. On its own, East Suffolk cannot solve the challenge but can play an important role in finding solutions.</p> <p>The recommendation to the Committee to consider the progress to date and offer feedback is put forward with the aim of ensuring we are delivering on the ambitions set out in the Council's strategic plan. This will help ensure we are responding to both the challenges and opportunities for our communities.</p>
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## Appendices

Appendices:	
<b>Appendix A</b>	<b>Environment Theme Programme summary</b>
<b>Appendix B</b>	<b>ESC Environmental Guidance Note</b>
<b>Appendix C</b>	<b>Air Quality Strategy</b>

Background reference papers:
None.

ESC Environment Theme Delivery Programme												
Type	Main ESC lead or supporting role	Project or BAU title	Completion Status	Lead Service Area FILTER to show service plan	Lead Team FILTER to show Team	Cabinet Portfolio	THEME FILTER to show primary Theme	Primary	Secondary	Tertiary	Quaternary	Quinary
BAU	M	Air Quality statutory monitoring & reporting	ongoing	Environmental Services & Port Health	Environmental Protection	Community Health	T05 - Environment	P23	P08			
BAU	M	Air Quality Strategy	ongoing	Environmental Services & Port Health	Environmental Protection	Community Health	T05 - Environment	P23	P08			
BAU	M	Contaminated Land identification and assessment	ongoing	Environmental Services & Port Health	Environmental Protection	Community Health	T05 - Environment	P23	P08			
BAU	M	Contaminated Land Investigations (CL Regs)	ongoing	Environmental Services & Port Health	Environmental Protection	Community Health	T05 - Environment	P23	P08			
project	M	Contaminated Land Strategy	80% complete	Environmental Services & Port Health	Environmental Protection	Community Health	T05 - Environment	P23	P08			
BAU	M	Licensing, Inspection & Risk Assessment programme - Animal Activities	ongoing	Environmental Services & Port Health	Environmental Protection	The Environment	T05 - Environment	P23	P08			
Project	M	Monitoring, Assessing and responding to Eleni V Oil	ongoing	Environmental Services & Port Health	Environmental Protection	The Environment	T05 - Environment	P23	P08			
BAU	M	Non-Statutory Contaminated Land monitoring ( SL)	ongoing	Environmental Services & Port Health	Environmental Protection	The Environment	T05 - Environment	P23	P08			
BAU	M	Reactive work relating to any type of activity causing 'detriment 'to the	ongoing	Environmental Services & Port Health	Environmental Protection	The Environment	T05 - Environment	P23	P08			
BAU	M	Regulation & assessment of PPC Prescribed Processes	ongoing	Environmental Services & Port Health	Environmental Protection	The Environment	T05 - Environment	P23	P08			
BAU	M	Stratford AQMA - action plan actions	ongoing	Environmental Services & Port Health	Environmental Protection	The Environment	T05 - Environment	P23	P08			
BAU	M	Waste Regulatory functions - Management & support of NORSE WMOs	ongoing	Environmental Services & Port Health	Environmental Protection	The Environment	T05 - Environment	P23	P08			
project	M	Woodbridge AQMQ - revocation Application	ongoing	Environmental Services & Port Health	Environmental Protection	The Environment	T05 - Environment	P23	P08			
Project	M	Oil on Gunton Beach		Environmental Services & Port Health	Environmental Protection	The Environment	T05 - Environment	P23				
BAU	M	Coastal Concordat	ongoing	Planning and Coastal Management	Development Management	Planning and Coastal Management	T05 - Environment	P20				
BAU	M	Cross boundary engagement	ongoing	Planning and Coastal Management	Development Management	Planning and Coastal Management	T05 - Environment	P20				
Project	M	EV pool vehicles	ongoing	Environmental Services & Port Health	Port Health	The Environment	T05 - Environment	P20				

Project	M	Former Deben High School	30% complete	Housing	Housing Development	Housing	T05 - Environment	P20	P08	P23		
Project	M	Meadow Gardens	ongoing	Housing	Housing Development	Housing	T05 - Environment	P20	P21	P22	P23	
BAU	M	Formulating and introducing policies to restrict the age of vehicles we licence to	ongoing	Legal & Democratic Services	Licensing Services	Environment	T05 - Environment	P20				
Project	M	Collective Greenprint lobbying	25% complete	Environmental Services & Port Health	Environmental Sustainability	The Environment	T05 - Environment	P20				
Project	M	Fireworks policy	50% complete	Environmental Services & Port Health	Environmental Sustainability	Community Health	T05 - Environment	P20	P23	P08		
BAU	M	Greenprint Forum membership management	ongoing	Environmental Services & Port Health	Environmental Sustainability	The Environment	T05 - Environment	P20				
BAU	M	Greenprint Forum Steering Group meetings	ongoing	Environmental Services & Port Health	Environmental Sustainability	The Environment	T05 - Environment	P20				
Project	M	Internal travel review	On hold	Environmental Services & Port Health	Environmental Sustainability	The Environment	T05 - Environment	P20	P11	P16	P15	
Project	M	Implement charity bra banks across ESC sites	On hold	Environmental Services & Port Health	Environmental Sustainability	The Environment	T05 - Environment	P21				
Project	M	Quiet Lanes Suffolk	40% complete	Environmental Services & Port Health	Environmental Sustainability	The Environment	T05 - Environment	P23	P08	P09		
BAU	M	Greenprint Forum newsletter	ongoing	Environmental Services & Port Health	Environmental Sustainability	The Environment	T05 - Environment	P23				
BAU	M	Greenprint social media channels	ongoing	Environmental Services & Port Health	Environmental Sustainability	The Environment	T05 - Environment	P23				
BAU	M	Staff environmental volunteering	intention to resume autumn 2021	Environmental Services & Port Health	Environmental Sustainability	Community Health	T05 - Environment	P23	P09	P08		
Project	M	Nature First small grant scheme	investigating	Environmental Services & Port Health	Environmental Sustainability	The Environment	T05 - Environment	P23	P07			
Project	M	Other public events	On hold	Environmental Services & Port Health	Environmental Sustainability	The Environment	T05 - Environment	P23	P09			
Project	M	Plastic Action	90% complete	Environmental Services & Port Health	Environmental Sustainability	The Environment	T05 - Environment	P23	P09	P21		
Project	M	Public Greenprint Forum event planning & delivery	25% complete	Environmental Services & Port Health	Environmental Sustainability	The Environment	T05 - Environment	P23				
BAU	M	Environment Task Group	ongoing	Environmental Services & Port Health	Environmental Sustainability	The Environment	T05 - Environment	P20				
Project	M	Suffolk Climate Emergency Plan	ongoing	Environmental Services & Port Health	Environmental Sustainability	Deputy Leader & Economic Development	T05 - Environment	P20	P01	P23	P05	P07
BAU	M	Suffolk Climate Change Partnership workstreams	ongoing	Environmental Services & Port Health	Environmental Sustainability	The Environment	T05 - Environment	P22	P13	P11		
Project	M	Complete the review of key County Wildlife Sites (CWSs) across East Suffolk	90% complete	Planning and Coastal Management	Planning Policy and Delivery Team	Planning and Coastal Management	T05 - Environment	P20	P23			

Project	M	Biodiversity Net Gain	Ongoing	Planning and Coastal Management	Planning Policy and Delivery Team	Planning and Coastal Management	T05 - Environment	P20	P03			
Project	M	Ecological Networks across Suffolk	Investigating	Planning and Coastal Management	Planning Policy and Delivery Team	Planning and Coastal Management	T05 - Environment	P20	P23	P03		
BAU	M	Provision of ecology advice on planning policy	ongoing	Planning and Coastal Management	Planning Policy and Delivery Team	Planning and Coastal Management	T05 - Environment	P23				
Project	M	Improvements to Sustainability of Assets - reducing carbon emissions	investigating	Operations	Asset Management	Customer Services and Operational Partnerships	T05 - Environment	P22				
Project	M	Review Waste Strategy in line with RAWs	investigating	Operations	Contract Management	Customer Services and Operational Partnerships	T05 - Environment	P21				
Project	M	Low emissions Fleet	50% complete	Operations	Contract Management	Customer Services and Operational Partnerships	T05 - Environment	P20				
Project	M	Develop in-house waste expertise		Operations	Contract Management	Customer Services and Operational Partnerships	T05 - Environment	P21				
Project	M	Woods Meadow Country Park, Oulton	30% complete	SMT	SMT Projects	Environment	T05 - Environment	P20	P23			
Project	M	Woods Meadow Country Park, Oulton	100% complete	SMT	SMT Projects	Environment	T05 - Environment	P20				
project	M	Woods Meadow Country Park, Oulton	20% complete	SMT	SMT Projects	Environment	T05 - Environment	P20				
Project	M	Biodiversity Net Gain (BNG)	20% complete	Planning and Coastal Management	Planning Policy and Delivery Team	Planning and Coastal Management	T05 - Environment	P23				
Project	M	Review and input into DCO and associated process for Sizewell C	ongoing	Planning and Coastal Management	Coastal management	Planning and Coastal Management	T05 - Environment	P23				
BAU	M	Respond to government and industry consultations on coastal erosion, flooding	ongoing	Planning and Coastal Management	Coastal management	Planning and Coastal Management	T05 - Environment	P23				
BAU	M	Local knowledge influences national policy	ongoing	Planning and Coastal Management	Coastal management	Planning and Coastal Management	T05 - Environment	P23				
BAU	M	Strategic and policy direction reflects national strategies and policies	ongoing	Planning and Coastal Management	Coastal management	Planning and Coastal Management	T05 - Environment	P23				
BAU	M	Implementation of the Waveney Green Infrastructure Strategy	ongoing	Planning and Coastal Management	Planning Policy and Delivery Team	Planning and Coastal Management	T05 - Environment	P20	P03			
Project	M	Prepare an East Suffolk Green Infrastructure Strategy	20% complete	Planning and Coastal Management	Planning Policy and Delivery Team	Planning and Coastal Management	T05 - Environment	P20	P03			
BAU	M	Provision of landscape advice on planning policy	ongoing	Planning and Coastal Management	Planning Policy and Delivery Team	Planning and Coastal Management	T05 - Environment	P23				
BAU	M	Tree works applications	ongoing	Planning and Coastal Management	Planning Policy and Delivery Team	Planning and Coastal Management	T05 - Environment	P23	P03			
Project	M	Review TPOS in former Suffolk Coastal area	Not yet started	Planning and Coastal Management	Planning Policy and Delivery Team	Planning and Coastal Management	T05 - Environment	P23	P03			
BAU	M	High Hedges	ongoing	Planning and Coastal Management	Planning Policy and Delivery Team	Planning and Coastal Management	T05 - Environment	P23	P03			

Project	M	Hydrogen Strategy	20% complete	Economic Dev & Regen	Economic Development	Deputy Leader & Economic Development	T05 - Environment	P22	P20	P03		
Project	M	Review of Historic Parks and Gardens Local List	80% Complete	Planning and Coastal Management	Planning Policy and Delivery Team	Planning and Coastal Management	T05 - Environment	P23	P03			
Project	M	Sustainable Construction Supplementary Planning Document	Complete 2022/23	Planning and Coastal Management	Planning Policy and Delivery Team	Planning and Coastal Management	T05 - Environment	P20	P22	P21	P23	
Project	M	Shoreline Management Plan policy, document and governance management	ongoing	Planning and Coastal Management	Coastal management	Planning and Coastal Management	T05 - Environment	P23				
project	M	Supporting local communities to adapt and thrive in the face of a changing climate.	5% complete	Planning and Coastal Management	Coastal management	Planning and Coastal Management	T05 - Environment	P23				
BAU	M	Support coast and estuary partnerships and the Suffolk Coastal Forum	ongoing	Planning and Coastal Management	Coastal management	Planning and Coastal Management	T05 - Environment	P23				
BAU	M	Operate and manage a resilience approach to manage Lowestoft's flood risk.	ongoing	Planning and Coastal Management	Coastal management	Planning and Coastal Management	T05 - Environment	P23				
Project	M	Managing East Suffolk Land for sustainability	Complete	Operations	Contract Management	Customer Services and Operational Partnerships	T05 - Environment	P20	P10			
Project	M	Improve management Garden Waste service	ongoing	Operations	Contract Management	Customer Services and Operational Partnerships	T05 - Environment	P21				
Project	M	Improving quality of Street Cleansing	not yet started	Operations	Contract Management	Customer Services and Operational Partnerships	T05 - Environment	P23	P07	P09		
Project	M	Delivering a sustainable HRA portfolio	Investigating	Housing	Housing Development	Housing	T05 - Environment	P20	P23	P08		
Project	M	Beech Close - Retrofit	Investigating	Housing	Housing Development / Housing Maintenance	Housing	T05 - Environment	P20	P23			
project	M	Orchard Green - Retrofit	Investigating	Housing	Housing Development / Housing Maintenance	Housing	T05 - Environment	P20	P23			
BAU	M	Reduction of CO2 emissions	ongoing	Planning and Coastal Management	Coastal management	Planning and Coastal Management	T05 - Environment	P20				
BAU	M	Delivery of integrated coastal management approaches	ongoing	Planning and Coastal Management	Coastal management	Planning and Coastal Management	T05 - Environment	P23				
project	M	Biodiversity and recovery strategy	Not Yet Started			Environment	T05 - Environment	P20				
Project	M	Members Green Training	10% complete	Environmental Services & Port Health	Environmental Sustainability	The Environment	T05 - Environment	P21	P20	P23	P07	P08
BAU	M	Street-Scene enforcement - Management of NORSE WMOs	ongoing	Environmental Services & Port Health	Environmental Protection	The Environment	T05 - Environment	P23	P08			
Project	M	RAWS preparedness - improving the performance of waste collection	ongoing	Operations	Contract Management	Customer Services and Operational Partnerships	T05 - Environment	P21				
Project	M	RAWS preparedness - introducing a separate Food Waste collection		Operations	Contract Management	Customer Services and Operational Partnerships	T05 - Environment	P21				
Project	M	RAWS preparedness - introducing a separate Glass collection		Operations	Contract Management	Customer Services and Operational Partnerships	T05 - Environment	P21				

Project	M	<b>Nationally Significant Energy Projects (offshore wind, new nuclear and</b>	ongoing	Planning and Coastal Management	Programme and Partnership	Planning and Coastal Management	T05 - Environment	P22	P03	P05		
project	S	<b>5 Estuaries wind NSIP Env Assessments</b>	ongoing	Environmental Services & Port Health	Environmental Protection	Community Health	T05 - Environment	P22	P08			
project	S	<b>Scottish Renewables Wind NSIP Env Assessments</b>	ongoing	Environmental Services & Port Health	Environmental Protection	The Environment	T05 - Environment	P22	P08			
project	S	<b>Sizewell C nuclear NSIP - Env. Assessments</b>	ongoing	Environmental Services & Port Health	Environmental Protection	The Environment	T05 - Environment	P22	P08			
project	S	<b>SPR wind NSIP Env. Assessments</b>	ongoing	Environmental Services & Port Health	Environmental Protection	The Environment	T05 - Environment	P22	P08			
BAU	S	<b>Planning Apps - Contaminated Land screening</b>	ongoing	Environmental Services & Port Health	Environmental Protection	The Environment	T05 - Environment	P23	P08			
BAU	S	<b>Planning Apps - Noise impacts screening</b>	ongoing	Environmental Services & Port Health	Environmental Protection	The Environment	T05 - Environment	P23	P08			
BAU	S	<b>Planning Apps - Air Quality screening</b>	ongoing	Environmental Services & Port Health	Environmental Protection	The Environment	T05 - Environment	P23	P08			
BAU	S	<b>Sizewell B - Facilities demolition/relocation</b>	ongoing	Environmental Services & Port Health	Environmental Protection	The Environment	T05 - Environment	P23	P08			
Project	S	<b>Sizewell C - Housing input</b>	Not yet started	Housing	Housing Needs	Housing	T05 - Environment	P22	P03			
BAU	S	<b>Provision of ecology advice on corporate initiatives and projects</b>	ongoing	Planning and Coastal Management	Planning Policy and Delivery Team	Planning and Coastal Management	T05 - Environment	P20	P23			
BAU	S	<b>Nationally Significant Infrastructure Projects - Ecologist support</b>	ongoing	Planning and Coastal Management	Planning Policy and Delivery Team	Planning and Coastal Management	T05 - Environment	P22	P03			
BAU	S	<b>Environment Task Group</b>	ongoing	Legal & Democratic Services	Democratic Services	Leader	T05 - Environment	P20				
BAU	S	<b>Ecology advice on planning applications and appeals</b>	ongoing	Planning and Coastal Management	Planning Policy and Delivery Team	Planning and Coastal Management	T05 - Environment	P23	P03			
Project	S	<b>Input into the offshore wind debate and consultations</b>	ongoing	Planning and Coastal Management	Coastal management	Planning and Coastal Management	T05 - Environment	P22	P23			
Project	S	<b>Coastal Protection/Lowestoft flood barrier</b>	ongoing	Legal & Democratic Services	Legal Services	Community Health/Leader	T05 - Environment	P23				
Project	S	<b>Offshore Windfarms</b>	Complete 2022/23	Economic Dev & Regen	Programme and Partnership	Deputy Leader & Economic Development	T05 - Environment	P22	P03	P05		
BAU	S	<b>Provision of landscape and arboricultural advice on corporate initiatives and projects</b>	ongoing	Planning and Coastal Management	Planning Policy and Delivery Team	Planning and Coastal Management	T05 - Environment	P20	P23	P03		
BAU	S	<b>Nationally Significant Infrastructure Projects - Landscape support</b>	ongoing	Planning and Coastal Management	Planning Policy and Delivery Team	Planning and Coastal Management	T05 - Environment	P22	P03			
BAU	S	<b>Landscape and arboricultural advice on planning applications and appeals</b>	ongoing	Planning and Coastal Management	Planning Policy and Delivery Team	Planning and Coastal Management	T05 - Environment	P23	P03			

# Environmental Guidance Note

# Introduction

## What is the purpose of this guidance note?

This Guidance Note has been prepared by East Suffolk Council in response to the climate change emergency that was declared by the Council in July 2019. Whilst this is not a statutory document that will be used to determine planning applications, the Guidance Note supports the vision of the Council and the existing measures already put in place by the Council and on a national scale, including commitment by the Council to be carbon neutral by 2030. The Guidance Note provides simple, concise information on best practices for developers seeking to mitigate the impact of the building industry on climate change. The Guidance Note includes information on the measures implemented by East Suffolk Council.



## Actions taken by Government to address Climate Change

Click on each bullet point to find out more:

- Climate Change Act 2008
- Signee of UN Paris Climate Change Agreement 2016
- Intergovernmental Panel on Climate Change Report 2018
- 25 Year Environment Plan 2018/NPPF 2019
- Parliamentary Declaration of Climate Emergency 2019
- Future Homes Standard

## Actions taken by East Suffolk Council to address Climate Change

Click on each bullet point to find out more:

- Implementation of Town & Country Planning Act 1990 (as amended)
- Establishment of East Suffolk Greenprint Forum
- Historic Suffolk Coastal & Waveney Local Plan Policies
- Declaration of Climate Emergency 2019
- East Suffolk Local Plans Policies
- ESC Environmental Guidance Note

## How to use this document?

The Environmental Guidance Note is an interactive document that provides advice on how to help address the issue of climate change in relation to new development. The guidance can be used by anyone looking to undertake new development or renovate existing buildings at any scale.

Each page provides a snapshot of information about each topic and it is encouraged that users refer to the section titled 'Key sources for further information' which provides a list of links that can be clicked on to access more information on that topic.

Whilst not a planning requirement, the Guidance Note can be used to inform design and access statements, Neighbourhood Plans, comments made on planning applications, general household maintenance and much more.



# Energy Efficiency

A well-insulated building with an efficient boiler can reduce energy consumption and bills. Renovations to existing buildings should consider what improvements can be made to the levels of insulation, the method of heating and electrical appliances. Extensions and new buildings should be constructed to standards that exceed the minimum Building Regulation requirements achieving sustainable BREEAM or Passivhaus standards.



## What the Council is doing:

East Suffolk Council is regularly improving housing by installing new boilers, central heating, additional insulation and solar panels on its properties. East Suffolk Council is committed to increasing the energy efficiency of key buildings within its ownership and an energy efficiency review has been commissioned that will determine the schedule of works and the energy efficiency targets for those buildings.

Building Control offer pre-application advice to those renovating, extending and constructing new buildings. The Planning Team offer pre-application advice for planning applications. Historic England and the East Suffolk Design and Conservation Team offer advice on renovating and adapting listed and historic properties.



## What to aim for?

### House renovations and extensions should consider:

- Install a smart meter.
- Replace the boiler and update to smart controls.
- Installing low energy appliances.
- Installing double or triple glaze doors and windows.
- Upgrading the insulation (eg. loft & hatch insulation, cavity insulation, batten and insulate internal walls or apply external wall insulation).
- Renovate to the BREEAM Domestic Refurbishment standard.

### New build developments should consider:

- Construct new dwellings in the Suffolk Coastal area to a standard 20% higher than minimum required by Part L Building Regulations.
- Construct new buildings to Passivhaus standards.
- Construct new dwellings to BREEAM Code for Sustainable Homes standard.
- Achieve the BREEAM Home Quality Mark certification.

## Key Sources for further information

### [Energy Performance Certificates](#)

### [Historic England](#)

### [Building Control and Regulation information](#)

### [BREEAM](#)

### [Passivhaus standards](#)

### [Community Building Advice Service](#)

### [Sustainable Construction WLP8.28 & SCLP9.2 Planning Policies](#)

### [Building Regulations Part L](#)

*Please note the information provided is for guidance only and is not a planning application requirement.*

# Renewable Energy



Renewable energy is generated from natural sources such as the sun, wind and water. Reducing our use and dependence on fossil fuels and switching to renewable energy is key to lowering our carbon emissions. This can be achieved by integrating renewable energy technology into new builds and installing them into existing builds. There is a range of technology available to generate renewable energy for individual buildings which reduce dependency on the grid, reduce energy bills, and in some cases make money by selling surplus energy to the energy provider.

There are grants and schemes available to help with purchase of renewable energy technology. These include Suffolk's Greener Homes Loan Scheme which provides loans for energy saving measures, and the Renewable Heat Incentive which is a government scheme that offers financial incentives.

## What the Council is doing:

The Council has installed over 250 air source heat pumps in homes without access to gas. Ten retired living schemes have been fitted with solar PV panels which generate an income through feedback tariffs. There is an ongoing programme of improvements at existing leisure facilities with Bungay Pool and Gym installing a combined heat and power system. Preliminary investigations are underway to see if solar panels can be installed on East Suffolk House. The Council is exploring whether there are any opportunities to collaborate on a clean energy generation project and are reviewing the current programme of clean energy generation on Council housing.



## What to aim for?

**Developers should consider integrating into new builds and installing into renovated and extended buildings renewable energy sources:**

- Solar panels.
- Solar water heating.
- Domestic roof-mounted wind turbines.
- Air source heat pumps.
- Ground source heat pumps.
- Thermal stores.

## Key Sources for further information

[Green Suffolk](#)

[Energy Saving Trust](#)

[Community Building Advice Service](#)

Renewable and Low Carbon Energy [WLP2.27 & SCLP9.1 Planning Policies](#)

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# Nature and Wildlife

Where possible, existing trees and established vegetation should be protected and enhanced when designing the layout of new developments. Trees and vegetation provide the setting for a development and contribute significantly to the sense of place and wellbeing and consideration of this is fundamental to new developments. In cases where trees are required to be removed, the Council encourages action to increase tree and vegetation planting which is appropriate for the geology and landscape and be a native wildlife-rich species. It may not be possible to plant trees in a meaningful way as part of developments on individual residencies, in such instances the Council would encourage donations to community planting schemes. Opportunities to diversify the species across the District will be supported but only where these are appropriate for the warmer climate conditions being experienced.

Opportunities to encourage and support wildlife should also be taken on all developments. Exterior lighting should be angled correctly so that only intended areas are illuminated as excess lighting can have a detrimental impact on wildlife. The introduction of provisions such as bird nesting boxes, bat roosting boxes, ponds, insect hotels and hedgehog holes in fences or walls will be supported. Different species have different nesting and roosting requirements and the more boxes provided, the higher the chance of birds occupying them. Nesting boxes should be located in a quiet part of the site, away from human disturbance and out of reach of predators such as cats. Ideally boxes should be integrated into new buildings and should face between North and East to maximise light and reduce impact from the elements.



New developments should use gardens to support wildlife, through features such as ponds or plants which are good for bees and butterflies. Developers have the opportunity to create wildlife “corridors” by thinking about gardens as part of a wider jigsaw with other surrounding gardens and green spaces. Creating holes in the bottom of boundary fences and walls or replacing these with hedges will enable wildlife like hedgehogs to move between these areas and increase the habitat available for them.

## What the Council is doing:

ESC supports ecological enhancements on its own land including through the introduction of Swift Boxes and “green” roofs at East Suffolk House in Melton and changes to how areas of grass and other vegetation is managed to benefit wildlife.

## What to aim for?

**Layout developments so that gardens form wildlife corridors.**

**Plant appropriate native species that don’t require extra watering and support wildlife.**

**Plant trees or donate to planting schemes managed by organisations such as the Woodland Trust, Tree Council or AONB Unit.**

**Use hedges or fences with hedgehog holes to enable movement of animals.**

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## Key Sources for further information

[The Tree Council](#)

[Suffolk Wildlife Trust](#)

[Bat Conservation Trust](#)

[Swift Conservation](#)

[Greensuffolk.org](#)

[Suffolk Biodiversity Information Service](#)

[Royal Horticultural Society](#)

**Biodiversity and Geodiversity [WLP8.34](#) & [SCLP10.1](#) & [SCLP10.3](#) Planning Policies**

# Siting & Orientation

The siting and orientation of the site should make good use of the natural features to ensure that the existing character of the site remains. Siting buildings in locations which minimises the need to change existing site levels and features is supported as this treats existing features as assets rather than constraints. New development of any scale should therefore aim to take advantage of existing topography, landscape features, trees, buildings and site orientation.



Maximising opportunities for lighting and heating of buildings by passive and active solar gain should be taken. To maximise access to the sun, buildings should be designed with their main elevation facing south or within 30 degrees to make best use of solar gain. Main living spaces should be located on elevations facing south, with rooms such as bathrooms, cloakrooms and utility rooms on northern elevations as these normally require less heating. Too much solar gain can however cause issues as energy is then needed to cool the internal parts of the building.

The orientation of buildings creates opportunities to make best use of natural day lighting that reduces energy demand for new buildings alongside appropriate insulation and natural ventilation. Orientating buildings in this way also allows for developments to respond to its surroundings and local character whilst enhancing the existing landscaping, natural and semi-natural features on site as supported by the Local Plan policies.

The Council is supportive of developments which include space for occupants to grow their own vegetables and increase the number of allotments as community facilities across the District. Opportunities to install solar PV in Conservation Areas are also possible subject to specific guidance.



## What to aim for?

**Buildings should be designed with their main elevation facing south.**

**Layouts which provide main living spaces with good access to natural light.**

**Orientation of buildings which take account of existing landscape and topographical features and protect the amenity of the surrounding areas.**

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## Key Sources for further information

[Suffolk Design Charter](#)

[National Planning Policy Framework](#)

[Building regulations](#)

[Building for Life 12](#)

[WLP8.23](#) | [WLP8.29](#) | [WLP8.30](#) Waveney Planning Policies and [SCLP8.3](#) | [SCLP11.1](#) | [SCLP11.2](#) Suffolk Coastal Planning Policies

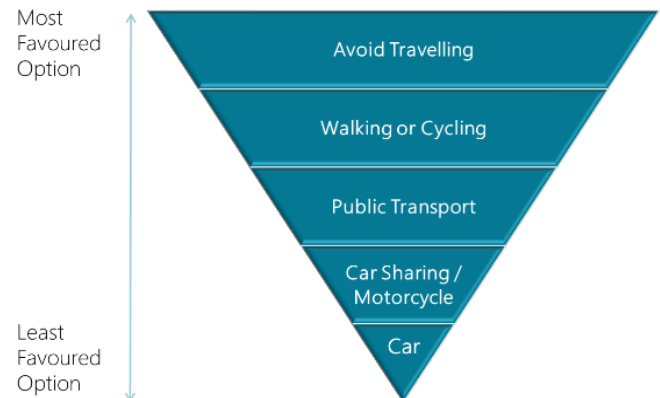
[Solar PV in Conservation Area Guide](#)

# Sustainable Travel

The transport sector is considered as one of the worst polluting sectors, and recent national statistics<sup>1</sup> suggest this to be true. Indeed, the statistics show that a large majority of the transport emissions come from road transport. In order to address this, the government is incentivising the take up of electric and/or hybrid cars through provision of grants to help reduce the cost of buying such vehicles. The Council is also encouraging the use of electric vehicles through provision of charging points at Council offices. Furthermore, the Council is in the process of increasing the travel efficiency of its vehicle fleet demonstrating leadership in travelling sustainably.

The Council, as part of its planning functions, is planning for growth across the District over the coming years and is actively engaging with neighbouring authorities and infrastructure providers to encourage modal shift to sustainable forms of transport. Where travel by car in East Suffolk cannot be avoided, the Council is intending to make it as easy as possible to find parking spaces throughout its town centres and the payment service more digitally friendly. This will help to reduce the known nuisance of 'patrolling' where cars cruise around the town centre searching for an appropriate parking space impacting on air quality and creating noise pollution. The improved payment service through use of the RingGo app will require less cash collection trips to be made to pay-and-display machines, thereby reducing emissions of the Council's vehicle fleet.

## The Travel Hierarchy



## Event Travel Planning

Employment premises often include within them vehicle parking spaces. However, often these parking spaces are not used efficiently due to the premises being closed over the weekend, for example, where the hours of work are Monday to Friday. This can result in anti-social parking instances where parking spaces could be made available by a nearby employment premises for a weekend event. Employers should consider more efficient use of their parking spaces on this basis. The Council is currently working on an event travel policy.

## What to aim for?

**Support the increasing use of electric and low emission vehicles –**

- Incorporate electric vehicle charging facilities in garages and for on-plot parking spaces.
- Provide ducting and electricity supply to communal and public parking spaces to enable future installation of charging points.

**Employers can –**

- Set up a car share scheme within your organisation and provide priority car parking for car sharers.
- Consider car park charges for those of your employees who live within walking distance if they chose to drive to work.

## Key Sources for further information

[Suffolk County Council sustainable transport information](#)

[Pluginsuffolk – the UK's first fully open fast charging network](#)

[2018 UK Greenhouse Gas Emissions, Provisional Figures](#)

[Suffolk County Council Travel Plan](#)

[Zap Map \(locations of EV charging points\)](#)

*Please note the information provided is for guidance only and is not a planning application requirement.*

# Sustainable Travel

## What the Council is doing:

The Council recognises that guiding development towards areas that are located near sustainable transport hubs such as rail stations and bus corridors, increases the plausibility of sustainable travel for residents, employees and visitors alike.



Sustainable travel is strongly encouraged throughout the Council through initiatives such as the cycle to work scheme, electric pool car hire, bike and car sharing provision and electric charging point provision. The location of Council buildings in both Melton and Lowestoft close to sustainable transport hubs encourages staff and visitors to travel sustainably. Video conferencing facilities are also provided across various Council buildings in order to negate the need to travel for meetings etc. This is a facility the Council is considering expanding upon in the future, and should be strongly considered by employers when designing their workplace. Showering facilities should also be provided in the workplace to facilitate non-motorised forms of travel to work, and the Council currently provides such facilities to its employees.

The Council is currently developing a Cycle Strategy for East Suffolk which will highlight the connectivity of key cycling routes and identify cycle infrastructure improvements. Given the relatively flat terrain of East Suffolk, the Council is keen to encourage and facilitate increased levels of cycling across the District and has managed to host national cycling events such as the Women's Tour of Britain in recent times. Greater Anglia provide for bicycles on their local train services across the district, and a number of rail stations throughout the district provide cycle parking and park and ride facilities.



## What to aim for?

Layout new roads to serve and enhance Public Rights of Way. Provide safe and convenient places to cross roads. Prioritise pedestrian and cyclist desired lines of travel.

Connect pedestrian and cycle routes within developments to existing nearby routes.

Provide secure cycle parking facilities in public spaces and near building entrances to encourage take up of cycling.

Ensure every new dwelling has space for the dry and secure storage of bicycles.

## Key Sources for further information

Sustainable Transport [WLP8.21](#) & [SCLP7.1](#) & [SCLP7.2](#) Planning Policies

[Cycle to work scheme implementation guidance for employers](#)

[Waveney Cycle Strategy](#)

[Government grants for electric and/or hybrid vehicles](#)

[Greater Anglia bike provision](#)

*Please note the information provided is for guidance only and is not a planning application requirement.*

# Surface Water Run-off

## What the Council is doing:

Surface water run-off rates can often be exacerbated by intense periods of rainfall onto impermeable surfaces such as tarmac and concrete which then creates hazards for people and vehicles alike. Given the onset of climate change and the increased likelihood of intense periods of rainfall as a result of this<sup>2</sup>, there is a need to address surface water run-off in all forms of development.



Sustainable drainage systems (SuDS) are a globally recognised means of naturally draining surface water run-off and are seen as a sustainable method of addressing surface water run-off in development. Systems can include swales, infiltration basins and reed beds. Suffolk County Council are the Lead Local Flood Authority and should be consulted when designing SuDS into development, particularly where the public highway is likely to be affected. SuDS design should provide a water quality, biodiversity and amenity benefit along with the natural water quantity benefits they provide.

The Council's offices at East Suffolk House in Melton include a green roof which is a form of SuDS commonly installed in urban areas where there is less space to utilize ground level SuDS. As such, this demonstrates the Council's willingness to address surface water run-off in the most sustainable and efficient way. [A living wall installed on M&S in Norwich](#) is another good example of this. The Council is currently investigating other ways of incorporating SuDS into its assets.



## What to aim for?

**Implement a range of Sustainable Drainage System (SuDS) measures wherever possible.**

**Prioritise above ground SuDS measures for ease of maintenance.**

**Consider building-centered SuDS measures such as green roofs or living walls to ensure the most efficient and sustainable use of land.**

**Avoid installing impermeable surfaces.**

**Avoid installing surface water drainage inlets near smoking areas or waste storage areas.**

## Key Sources for further information

**SuDS and Flood Risk [WLP8.24](#) & [SCLP9.6](#) Planning Policies**

**[CIRIA SuDS Manual](#)**

**[Susdrain website](#)**

**[Suffolk County Council guidance to assist in creating SuDS](#)**

**[IPCC Summary for Policymakers](#)**

**[Only Rain Down the Drain campaign](#)**

*Please note the information provided is for guidance only and is not a planning application requirement.*

# Water Conservation

Climate change will impact the weather including levels and patterns of rainfall in East Anglia. The Environment Agency has identified East Anglia as an area of serious water stress, and both Essex and Suffolk Water and Anglia Water have identified managing demand as a strategy to ensure sufficient water resources in the future.

The average person in the UK uses 150 litres of water a day. A shower can use 49 litres, brushing your teeth can use 6 litres a minute, and a leaky toilet can waste 215 litres of water a day costing £200 a year.<sup>1</sup> Developers undertaking new development have an opportunity to take numerous steps to reduce the amount of water used during construction and increase the water efficiency of the completed build.

The government allows for greater water efficiency measures to be set through local plan policies. Policy WLP2.28 of the Waveney Local Plan and SCLP9.2 of the Suffolk Coastal Local Plan require new residential developments to achieve water efficiency of 110 litres/person/day.



## What the Council is doing:

East Suffolk Council is working with neighbouring authorities and relevant stakeholders to devise a holistic water management approach. This includes new developments demonstrating that water can be made available, adequate foul water treatment and disposal exists, and incorporating water efficiency and re-use.

## What to aim for?

### New homes and extensions should be fitted with;

- Water meters
- Showers with low flow shower heads.
- Spray taps.
- Low flush or dual flush toilets.
- Water efficient appliances (eg washing machines and dishwashers).
- Rainwater harvesting.
- Achieve water efficiency standards of 110 litres/person/day.

### Gardens in new developments should provide;

- Water butts.
- Have landscaping schemes that use plants that are not dependent on additional watering / do not require a large amount of water.

## Key Sources for further information

[Essex & Suffolk Water usage calculator](#)

[Anglian Water – help and advice](#)

[Sustainable Construction WLP8.28 & SCLP9.2 Planning Policies](#)

[Holistic Water Management SCLP9.7 Planning Policy](#)

[Building Regulations Part H](#)

<sup>1</sup> <https://www.eswater.co.uk/savewater>

*Please note the information provided is for guidance only and is not a planning application requirement.*

# Materials and Waste

Where practicable, the use of locally sourced, reused and recycled materials should be prioritised during the construction of new builds or conversions. Furthermore, circularity should be considered where possible in order to deconstruct and reuse materials after they have been used. [The Enterprise Centre, Norwich](#) is a great example of using locally sourced materials to achieve sustainability and low-embodied carbon construction.

When using new materials in construction, it is important to understand how much embodied energy each type of material has. Using materials with low embodied energy will considerably reduce the carbon impact of a project. To help understand the environmental impact of specific materials, the BRE Green Guide to Specification provides environmental ratings for a variety of widely used construction materials.



## What the Council is doing:

The Council is working closely with suppliers to allow use of appropriate materials wherever possible.

Policy SCLP9.2: Sustainable Construction in the Suffolk Coastal Local Plan and Policy WLP8.28: Sustainable Construction in the Waveney Local Plan outlines what is required from new developments in terms of construction material use.

## What to aim for?

**Source materials locally and responsibly.**

**Prioritise the use of reused and recycled materials.**

**Use materials with low embodied energy.**

*Please note the information provided is for guidance only and is not a planning application requirement.*

## Key Sources for further information

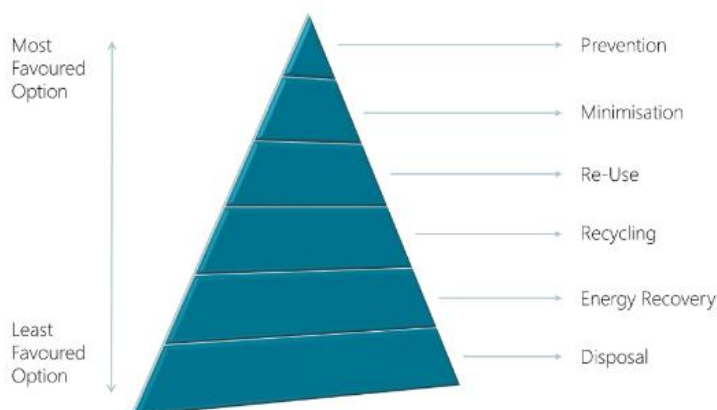
[BRE Green Guide to Specification \(Subscription required\)](#)

[Circularity in the Built Environment: Case Studies](#)

Waste minimisation sits near the top of the waste hierarchy and is therefore a key objective throughout the construction and lifetime of buildings. Waste minimisation is achieved by reducing consumption, reusing and recycling products as often as possible. One way to facilitate this is by using WRAP (Waste and Resources Action Programme) which identifies principles that can be incorporated into the design process to reduce waste.



## The Waste Hierarchy



Developers should seek the opportunity to incorporate composting areas on new developments as it is recognised that treatment of waste at its source is the most sustainable method of treatment. It is also recommended that compost bins are located in shaded areas, away from the house and are placed on soil to allow access for worms and microbes. The [Suffolk Waste Partnership](#) has launched a scheme that offers residents the chance to purchase subsidised composting bins.

# Materials and Waste



Suffolk households produce 52,000 tonnes of food waste every year. The Council is therefore making it a priority to reduce the amount of food waste that is produced in East Suffolk. The first step is to consider how food waste can be reduced within your own home by buying only what you need, storing and portioning correctly and reusing leftovers. More information on how to reduce food waste can be found at [love food hate waste](#) and [foodsavvy](#). The Garden Waste Scheme is a bin collection service provided by the Council to collect food waste for residents in the former Suffolk Coastal area.

New development should have enough space to store sufficient wheelie bins for each individual dwelling. Any designated space for waste receptacles should be situated well away from any surface water drain inlet.

Furthermore, there is a district-wide focus to cut down on using plastic by re-using and recycling items such as plastic bottles, carrier bags, etc. A good example of reusing can be seen in many local stores in East Suffolk that offer customers the opportunity to purchase goods by bringing their own reusable containers to refill. [Suffolk Recycling](#) is a useful resource that provides guidance on how to reduce your plastic waste in a variety of ways.



If you have a designated smoking area at your organisation, situate it away from any surface water drains or vegetated areas and provide a disposal receptacle for smokers to use.

## What the Council is doing:

A lot of waste is produced when constructing new buildings and, in some instances, demolishing existing structures and replacing them with new buildings is unsustainable. The Council is retrofitting energy saving features to the existing housing stock to maximise carbon reduction. Additionally, the Council work to recycle waste products wherever practical including concrete, plastics, metal and paper.

## What to aim for?

Adapt existing buildings instead of demolishing or building new, where possible.

Reduce, Reuse and Recycle building materials where possible and only buy the quantity of building materials you need.

Design the layout of new developments to include -

- Composting facilities in gardens.
- 'Bring sites' on developments.
- Wheelie bin storage.

Provide drinking water fountains in public spaces to reduce consumption of single use bottles.

## Key Sources for further information

[East Suffolk Recycling Bin Guide](#)

[WRAP – Designing out Waste: A design team guide for buildings](#)

[Suffolk Waste Partnership Scheme](#)

[East Suffolk Council Food Waste](#)

[Love Food Hate Waste](#)

[Foodsavvy](#)

[Suffolk Recycling](#)

[Refill Suffolk](#)

*Please note the information provided is for guidance only and is not a planning application requirement.*

# Case Studies



Example of a property in East Suffolk that has been renovated with external insulation applied and rendered. The property was also installed with double glazing to improve energy efficiency and a 6 bike cycle rack to increase the opportunity for sustainable travel.



Example of a retired living scheme in East Suffolk that was fitted with a commercial air source heating system to improve the energy efficiency of the building.



Example of a property in East Suffolk that has installed a solar thermal heating system to reduce the amount energy the property consumes.



Example of a retired living scheme in East Suffolk where a south facing roof face provided an opportunity to install Solar PV panels to improve the energy efficiency of the building.

# Green Print Forum

The Greenprint Forum is a voluntary network facilitated by the Council to aid the delivery of the East Suffolk Business Plan. It is a long established and valuable source of further information and the Council is supportive of the vision set out by the Greenprint Forum. For more information about the Greenprint Forum, their vision or opportunities to get involved, visit the Green Print Forum webpage on the Council’s website.



# Contact Details for Further Information

The best way to find further information on any of the topics is to use the links in the key sources for further information or visit the Council's website. However, if further information is required, please see the contact details below for each team.



For general enquiries including for pre-application planning advice, planning applications and new development please contact the **Development Management team**



Website: [Pre-application planning advice](#)

Email: [dutyofficer@east Suffolk.gov.uk](mailto:dutyofficer@east Suffolk.gov.uk)

Phone: **01502 523100**

For enquiries regarding strategic development and planning policies please contact the **Planning Policy and Delivery team**



Website: [Planning Policy and Delivery](#)

Email: [PlanningPolicy@east Suffolk.gov.uk](mailto:PlanningPolicy@east Suffolk.gov.uk)

Phone: **01394 444557**

For enquiries regarding building regulations please contact the **Building Control team**



Website: [Building Control](#)

Email: [Buildingcontrol@east Suffolk.gov.uk](mailto:Buildingcontrol@east Suffolk.gov.uk)

Phone: **01394 444219**

For enquiries regarding Quality of Place awards please contact the **Design and Conservation team**



Website: [Design and Conservation](#)

Email: [Conservation@east Suffolk.gov.uk](mailto:Conservation@east Suffolk.gov.uk)

Phone: **01394 444610**

For enquiries regarding ecology please contact the **Ecology team**



Email: [Ecology@east Suffolk.gov.uk](mailto:Ecology@east Suffolk.gov.uk)

Phone: **01394 444595**



## Air Quality Strategy

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Our vision to improve our Air Quality 2021

## Introduction by the Cabinet Member for the Environment James Mallinder

Difficult to see, but ultimately fundamental to good health, the quality of air around should not be taken for granted and councils need to monitor and make sure minimum statutory standards are achieved and maintained. Councils also play an important role to make sure the burden of any polluting activities remains with the cause and protecting the environment lays a crucial role in holding individuals and institutions to account.

East Suffolk is a mainly rural district with pockets of concentrated urban centres. Both urban and rural provide different challenges. Weaknesses in planning and highway considerations can fail to predict road pollution, causing a detrimental effect to our residents. Landowners can allow fires and spraying of chemicals all which have negative impacts to human and wildlife, on the air we breathe.

The environment is one of the core principles of East Suffolk's strategic business plan. This focus has also been reinforced with the Council declaring a Climate Emergency in 2019.

Thus, a clear clean air strategy becomes an important instrument for the Council to encourage better behaviour through education and campaigns along with communicating statutory requirements.

East Suffolk believes clean air should be a fundamental right to all residents and through threading air quality considerations through policy implementation and development we believe we can maintain the quality of air and make improvements where necessary.

Secondary impacts of policy can improve the air quality and under this document we are able to bring all primary and secondary policies together. Individually policies can be weak but collectively as this Air Quality Strategy clearly illustrates, we have a robust and complete strategy to focus stakeholders.



Councillor James Mallinder

Cabinet Member with  
responsibility for The Environment

## Foreword

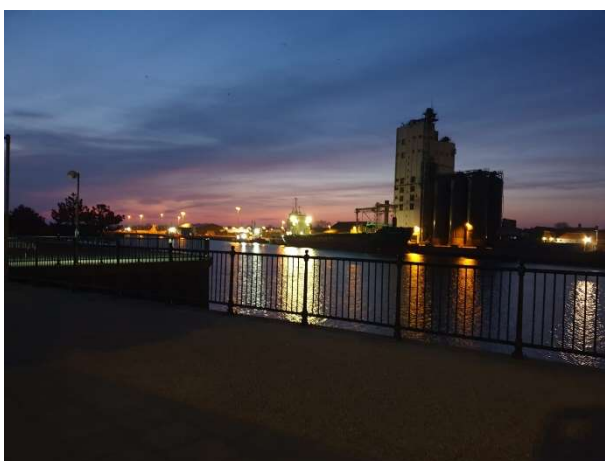
It is important to reduce, where possible, public exposure to certain pollutants, even where levels are below the air quality objectives. This is especially important for fine particulate matter (PM<sub>2.5</sub>), where there are currently no known safe levels for exposure. By establishing a strategic framework which drives air quality considerations to the heart of Council policies, procedures, and decisions, this will ensure that East Suffolk is well placed to maintain good air quality and secure future improvements across the district.

East Suffolk Council takes air quality seriously. We are fortunate in that the air quality in our district generally exceeds the expectations set out by the Government. We continue to monitor the quality of the air and always work to make further improvements wherever possible.

This strategy will look at bringing all the different pieces of the puzzle together, by looking at the actions and interventions East Suffolk Council currently makes. It aims to celebrate our successes and find new areas which can be explored to make further improvements. It also contributes to our commitment to play a key role as a member of the Suffolk Climate Change Partnership, and other stakeholders, to make Suffolk (as a whole) carbon-neutral by 2030, following this Council's recognition of the existence of the climate emergency declared on 24<sup>th</sup> July 2019, and reflects our commitment to make the Council's estates and operations carbon neutral by 2030. Furthermore, our air quality strategy contributes to the Council's new business plan which places the Environment as one of its five key themes.

To achieve this, we will work alongside our partner organisations, businesses, education establishments, voluntary sectors, and the public.

The Environmental Protection team of East Suffolk Council are responsible for monitoring air quality, promoting air quality matters, helping to maintain the good air quality in the district by commenting on planning applications and other consultations, and producing reports for DEFRA to fulfil our statutory obligations under the Environment Act 1995.



*Photo 1: Lowestoft*

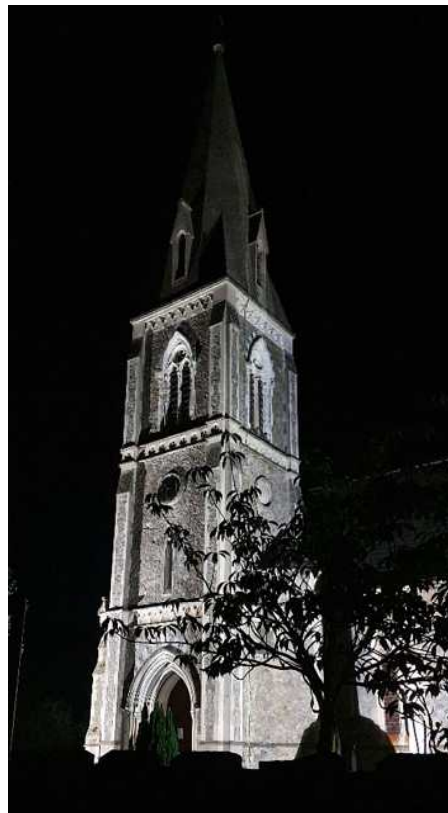
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## List of abbreviations

AQAP	Air Quality Action Plan
AQMA	Air Quality Management Area
ASR	Annual Status Report
DEFRA	Department for Environment, Food and Rural Affairs
DfT	Department for Transport
EP	Environmental Protection Team
ESC	East Suffolk Council
LEP	Local Enterprise Partnership
LTP	Local Transport Plan
NO <sub>2</sub>	Nitrogen Dioxide
NO <sub>x</sub>	Nitrogen Oxides
OLEV	(Department for Transport) Office for Low Emission Vehicles
PM <sub>10</sub>	Coarse particulate matter of diameter 2.5-10µm
PM <sub>2.5</sub>	Fine particulate matter of diameter<2.5µm
PPC	Pollution, Prevention Control
SCC	Suffolk County Council
SCCP	Suffolk Climate Change Partnership
SPR	Scottish Power and Renewables
SZC	Sizewell C
ULEV	Ultra-Low Emission Vehicles



*Photo 2: Melton Church*

## Aims of the Air Quality Strategy

The Air Quality strategy aims to do the following:

- Raise public awareness of the importance of air quality
- Reduce emissions of PM<sub>2.5</sub> within the district
- Encourage and enable active travel to benefit air quality and improve public health
- Document the efforts made to improve air quality across the different areas of the council

## What does Air Quality mean?

### NO<sub>x</sub>

Together, NO and NO<sub>2</sub> are known as NO<sub>x</sub>. NO<sub>x</sub> is released into the atmosphere when fuels are burned (for example, petrol or diesel in a car engine, or natural gas in a domestic central heating boiler or power station). NO<sub>2</sub> can affect our health. There is evidence that high levels of it can inflame the airways in our lungs, and over a long period of time, affect how well our lungs work. People with asthma are particularly affected. NO<sub>2</sub> can also affect vegetation (*Nitrogen Dioxide in the United Kingdom, 2004*). In the United Kingdom, the national annual objective for NO<sub>2</sub> is 40µg/m<sup>3</sup>. The hourly objective is 200µg/m<sup>3</sup> with no more than 18 exceedances in a year.

### Particulate Matter

Particulate matter is a term used to describe the mixture of solid particles and liquid droplets in the air. It can be either human-made or naturally occurring. Some examples include dust, ash and sea-spray. Particulate matter (including soot) is emitted during the combustion of solid and liquid fuels, such as for power generation, domestic heating and in vehicle engines. As such, levels of particulate matter are often higher at sources close to roads, compared to background locations.

Particulate matter varies in size (i.e., the diameter or width of the particle). PM<sub>2.5</sub> means the mass per cubic metre of air of particles with a size generally less than 2.5 micrometres (µm) and is also known as fine particulate matter. PM<sub>10</sub> means the mass per cubic metre of air of particles with a diameter generally less than 10 micrometres (µm) (*Sources and Effects of PM<sub>2.5</sub>, 2020*).

### PM<sub>2.5</sub>

PM<sub>2.5</sub> penetrates deeply into the human respiratory system. The acute effects of particle exposure include increases in hospital admissions and premature death of the old and sick due to diseases of the respiratory and cardiovascular systems. The evidence is that both PM<sub>2.5</sub> and PM<sub>10</sub> cause additional hospital admissions and deaths on high pollution days. Less severe effects of short-term particulate exposure also occur during pollution episodes, including worsening of asthma symptoms and even a general feeling of being unwell leading to a lower level of activity (*Fine Particulate Matter (PM<sub>2.5</sub>) in the United Kingdom, 2012*). In the United Kingdom, the national objective for PM<sub>2.5</sub> is an annual mean of 25µg/m<sup>3</sup>. There is a three-

year running annual mean of 15% reduction in average urban background concentrations against a 2010 baseline. Both standards are to be achieved by 2020.

### **PM<sub>10</sub>**

There is less evidence to connect secondary inorganic particulate matter (such as sulphates and nitrates) or larger particles with adverse health effects, although they cannot be ruled out (*Particulate Matter in the United Kingdom, 2005*). In the United Kingdom, the National Objective for PM<sub>10</sub> is 24-hour mean of 50µg/m<sup>-3</sup> (not to be exceeded more than 35 times a year). There is also an annual mean of 40µg/m<sup>-3</sup>. Both standards are to be achieved by 2005.

## Fundamental Principles

The Department for Environment, Food and Rural Affairs Local Air Quality Management Policy Guidance (16) states:

*“2.12 It is recommended that all local authorities, particularly those that have not had to designate AQMAs or do not expect to designate an AQMA in the future, but who have areas at risk of exceedance, should consider drawing up an Air Quality Strategy.*

*2.13 As PM<sub>2.5</sub> is a pollutant for which there is no recognised safe level and for which there is significant public health concern, it would be appropriate for local authorities to set out how they are addressing this pollutant in any Air Quality Strategy including any links with the Public Health Outcome Framework. The ASR provides the opportunity for the authority to report on the development of its strategy, or where the strategy is in place, to report on its progress”.*

We recognise that it is not a statutory obligation to produce an Air quality Strategy, however we would like for a document to encompass all the efforts we make to improve air quality in the East Suffolk District, and to outline where improvements can be made.



Photo 3: Trimley

## Management Structure

The East Suffolk area is governed by two-tier authorities – a District Council (East Suffolk Council), and a County Council (Suffolk County Council).

Suffolk County Council have a duty to proactively engage with the District Council as soon as an air quality issue is identified and have the responsibility for changes needed to the highways system including transport planning. They are also a statutory consultee for the air quality Annual Status Reports and Action Plans which are produced by East Suffolk Council.

East Suffolk Council are responsible for the periodic review and assessment of air quality within their area. This includes producing annual reports, monitoring of air quality (by way of diffusion tubes and/ or automatic analysers), for declaring Air Quality Management Areas if it appears that any of the air quality objectives are not being achieved, and for producing Action Plans.

The responsibilities of ESC regarding overall management of air quality in its area is sometimes misunderstood and confused with other agencies having responsibilities for air quality matters – in particular, the Environment Agency, especially where their role overlaps ours in relation to “Permitted Processes” (Pollution Prevention & Control Act & The Environmental Permitting (England and Wales) Regulations).

## Consultation Groups

Consultation groups for this strategy include:

- Environmental Task Group
- ESC’s relevant departments- Planning, Licensing
- Greenprint forum
- Portfolio Holder for the Environment
- Head of Environmental Services and Port Health

## Statutory Obligations

Local authorities play a central role in achieving improvements in air quality. Our local knowledge and interaction with the communities that we serve mean that we are better able to know the issues on the ground in detail and the solutions that may be necessary or appropriate to the locality.

Through the Local Air Quality Management (LAQM) system we are required to assess air quality in our area and designate Air Quality Management Areas (AQMAs) if improvements are necessary. Where an AQMA is designated, we are required to produce an air quality Action Plan describing the pollution reduction measures that will be put in place.

### Air Quality Management Areas

#### **Stratford St Andrew**

Stratford was declared an Air Quality Management Area (AQMA) in 2014 due to elevated concentrations of nitrogen dioxide. The AQMA covers four residential properties at Long Row, Stratford St Andrew.

We currently monitor this with air quality diffusion tubes which are changed every month and reported in our annual reports.

#### **Woodbridge**

Woodbridge was declared an Air Quality Management Area (AQMA) in 2006 due to elevated concentrations of nitrogen dioxide. The AQMA covers six residential properties on the western side of the Thoroughfare/ Melton Hill arm of the Woodbridge junction.

We currently monitor this with air quality diffusion tubes which are changed every month and reported in our annual reports. We also use a continuous NO<sub>x</sub> analyser.

#### **Felixstowe – Now revoked**

Felixstowe was declared an Air Quality Management Area (AQMA) in 2009 due to elevated concentrations of nitrogen dioxide. The AQMA covered one residential property in Ferry Lane. In 2016 this AQMA was revoked as the concentrations of NO<sub>2</sub> continued to reduce and were below the annual mean objective.

We currently monitor this with air quality diffusion tubes which are changed every month and reported in our annual reports.

## Monitoring Air Quality

To enable the annual review of air quality, East Suffolk Council currently deploy ninety-eight “Diffusion tubes” at various sites around the district which monitor for Nitrogen Dioxide. The results are then bias adjusted and included in our Air Quality reports which are available for viewing on our website. We also have one automatic continuous analyser which monitors the Woodbridge junction, in real time for Nitrogen Dioxide.

**What this means:** Poor air quality can influence our health, particularly our respiratory system.

**What we are doing now:** We have been monitoring air quality in our district for many years. This is either by way of diffusion tubes, or a continuous automatic analyser. We have been working with others to reduce air pollution. We continue to monitor the district’s air quality and are working on the possibility of revocation of the Woodbridge Air Quality Monitoring area as the current levels of nitrogen dioxide are now below the maximum concentration prescribed by the regulations.

**Where we would like to be in the future:** To continue to monitor air pollution at low levels, and within the air quality objectives set by the government.



*Photo 4: Diffusion tube in metal holder sited on a building’s downpipe.*

### Provision of Statutory Air Quality Reports

**What this means:** An Annual Status Report (ASR) is a yearly report submitted to Defra for review. The ASR lists air quality monitoring results and describes the strategies employed by East Suffolk Council to improve air quality along with any progress that has been made.

**What we are doing now:** We continue to write the reports required by government. The reports can be found on the Council website

<https://www.eastsuffolk.gov.uk/environment/environmental-protection/air-quality/air-quality-reports/>.

**Where we would like to be in the future:** To continue to fulfil our statutory obligations and submit reports as required by Defra.

### Local Plan and Air Quality

**What this means:** The Local Plans set out how the East Suffolk area should be developed and contain policies which the council will use when making decisions on planning applications.

**What we are doing now:** The impact on air quality of development has been considered during the production of the Local Plans, through the Sustainability Appraisal.

**Where we would like to be in the future:** The impact on air quality should continue to be given significant consideration when land is allocated for development, and when policies for decision making are proposed.

## Department for Transport Office for Low Emission Vehicles (OLEV) Consultation

**What this means:** The Office for Low Emission Vehicles (OLEV) is a team working across government to support the early market for ultra-low emission vehicles (ULEV). They are providing over £900 million to position the UK at the global forefront of ULEV development, manufacture and use. This will contribute to economic growth and will help reduce greenhouse gas emissions and air pollution on our roads. (*Office for Low Emission Vehicles, 2020*).

**What we are doing now:** ESC continues to feed into the Department for Transport's OLEV consultation regarding bringing forward the end to the sale of new petrol, diesel, and hybrid cars from 2040 to 2035.

**Where we would like to be in the future:** We would like to see an increase in use of sustainable travel options such as walking, cycling, public transport and electric vehicles. We will continue to work with DfT to secure improvements in this area.

## Environmental Permitting (PPC functions)

**What this means:** Environmental permits are issued as a mechanism to regulate certain functions. This includes:

- Installations or mobile plant which carry out listed activities
- Waste operations
- Mining waste operations
- Radioactive substances activity
- Water discharge activity
- Groundwater activity

There are three sections to the permits, Part A (1), Part A (2) and Part B processes. The category determines whether the permit is issued by the Environment Agency or the Local Authority. Local authorities deal with about eighty different types of installation including glassworks and foundries, rendering plant and maggot breeders, petrol stations and concrete crushers, sawmills, and paint manufacturers.

**What we are doing now:** As part of our ongoing inspection programme, we provide ongoing supervision of activities which could harm the environment. The aim is to protect the environment so that statutory and government policy environmental targets and outcomes are achieved. East Suffolk Council currently has fifty-nine permitted installations.

**Where we would like to be in the future:** Most of our installations are classed as 'low' risk and therefore do not pose a significant threat to the environment if effectively managed. We would like this to continue and aim to do this by encouraging businesses to regularly review their processes and employ the best available techniques to so do.

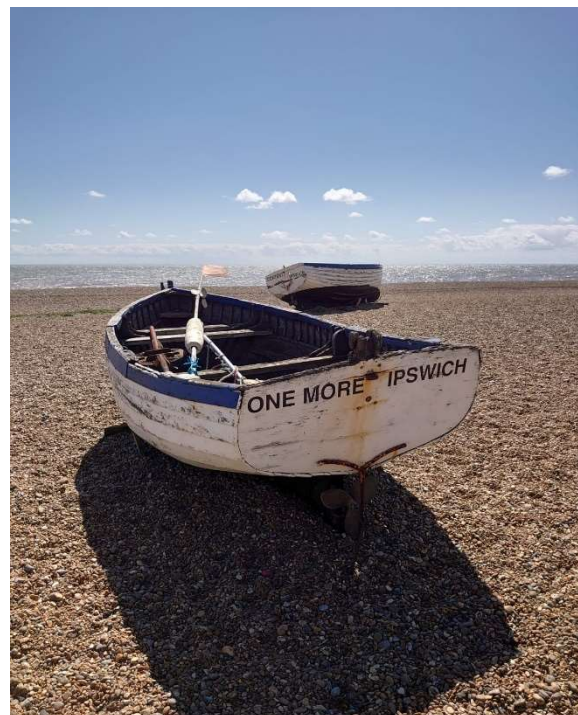
## Non- Statutory Obligations

### Anti-Idling Campaigns

**What this means:** Vehicle idling contributes to localised air pollution. Often this occurs outside schools or busy shopping areas. It can be especially problematic for children in pushchairs, as they are at the height of the exhaust and therefore on the receiving end of the emissions from vehicles.

**What we are doing now:** Visits have taken place at Colneis Junior, Heath Primary, Melton Primary, Pakefield Primary, Roman Hill Primary, Sandlings Primary, Woodbridge Primary, St Mary's Church of England Primary, Red Oak Primary, Kyson Primary, Dell Primary, Reydon Primary, Elm Trey Primary, Blundeston Primary and Woodbridge School. We undertake various anti-idling exercises with private motorists and have taken part in a media campaign to promote anti idling around schools. We have undertaken several visits to schools to actively engage in conversations with, and hand information leaflets to, parents and visitors who may leave their car idling while dropping children off at school.

**Where we would like to be in the future:** To continue to run appropriate campaigns as we feel necessary and respond to the requirements of the community.



*Photo 5: Aldeburgh beach*

## Biomass burning

**What this means:** Burning of solid fuels on domestic or industrial open fires, wood burners or biomass burners increases exposure to domestic air pollutants and makes a significant contribution to the national emissions of airborne particulates.

**What we are doing now:** We have updated the councils air quality pages of the website to include provision of information on biomass burning and effective ways to reduce the creation of pollutants. Information was sent out to all parish councils within the East Suffolk area, for dissemination to the public. An article was also included in the Winter 2018 edition of Coastline

**Where we would like to be in the future:** We would like to have a better understanding of the numbers and types of Biomass burners in the district, and to ensure that they work within statutory rules. We would like to support the Governments campaign to ensure that suitable, low emission, fuels are burnt across the district, and to discourage burning where alternatives are available.

### Ready to burn?

Open fires and wood-burning stoves have risen in popularity in recent years, and as the colder months are now upon us many households will be using theirs for warmth.

Whilst these are both a source of heat and an attractive feature, some people are unaware that using them in the home increases domestic exposure to air pollutants and makes a significant contribution to our national emissions of airborne particulates.

While we will never be able to eliminate all airborne particulates, there are some simple steps that households can

take that will make a big difference to limit emissions both indoor and outdoor.

So what can you do?

- Consider burning less
- Only burn dry (seasoned) wood, including certified 'Ready to Burn' (see [www.readytoburn.org](http://www.readytoburn.org) for more information)
- Burn seasoned (dry) clean wood rather than treated waste wood (such as old furniture and treated pallets)
- Consider using an approved smokeless fuel
- Operate your appliance efficiently by controlling air supply etc.
- Regularly maintain and service your appliance

- Get your chimney swept regularly
- If you're buying a new appliance, check it is Defra approved and installed by a qualified person (see [www.hetas.co.uk](http://www.hetas.co.uk))

For more information, go to [www.eastsuffolk.gov.uk/environment/environmental-protection/air-quality/biomass-and-wood-burning/](http://www.eastsuffolk.gov.uk/environment/environmental-protection/air-quality/biomass-and-wood-burning/)

If you need financial help making your home cheaper to heat, for example with first time central heating, there are a number of schemes you may be eligible for. For more details, go to [www.eastsuffolk.gov.uk/housing/energy-efficiency/](http://www.eastsuffolk.gov.uk/housing/energy-efficiency/) and [www.eastsuffolk.gov.uk/housing/grants/renovation-grants/](http://www.eastsuffolk.gov.uk/housing/grants/renovation-grants/) or contact our Private Sector Housing Team on 01502 523 119 or [ps.housing@eastsuffolk.gov](mailto:ps.housing@eastsuffolk.gov)



*Screenshot 1: Article in Winter 2018 Coastline Magazine.*

## Climate Emergency

**What this means:** East Suffolk Council recognised the existence of the Climate Emergency on 24 July 2019. This committed ESC to form a cross-party Environment Task Group to investigate ways to make the council's own operations and estates carbon neutral by 2030, to continue to play a key role as a member of the Suffolk Climate Change Partnership to work with stakeholders across Suffolk to make the county as whole carbon neutral by 2030, and to work with Government to a) deliver its 25 year Environmental Plan and b) increase the powers and resources available to local authorities in order to make the 2030 target easier to achieve.

**What we are doing now:** We are in the course of collating our climate action plan through engagement with service areas across the council. We are reviewing our operations and estates of the council to identify opportunities to reduce our consumption of energy and fuel and reduce our resultant emissions.

**Where we would like to be in the future:** East Suffolk Council has an ambition to become a carbon neutral council (including its estates and services) by 2030 and to work with Suffolk County Council and other partners across the county and region including the Local Enterprise Partnership (LEP) and the Public Sector Leaders with an ambition to make the county of Suffolk carbon neutral by 2030.

## Climate Change/ Carbon Reduction

**What this means:** ESC is working closely with the Suffolk Climate Change Partnership (SCCP) in the development of a Climate Emergency Plan to deliver carbon neutrality by 2030. Whilst this is primarily focused on carbon reduction, we recognise there are significant co-benefits and shared objectives with our aspirations regarding Air Quality. Part of this work entails an analysis of policies across a range of stakeholders in Suffolk which have the potential to influence emissions reductions, along with an assessment of ways in which the SCCP can influence those policies and actions more widely.

**What we are doing now:** Consultants have been engaged to update baseline carbon data with district level analysis to help focus plans for further CO<sub>2</sub> reductions at the district level. This work will analyse emission sources from buildings and transport routes to a level of detail resolvable to 1-kilometre squares.

**Where we would like to be in the future:** This analysis will provide a good overview of the level and sources of emissions across the County and how these contribute to pollution concentration levels. The results will enable us to collate NO<sub>x</sub> and PM levels across the county and further correlate these with the likely impacts of the measures proposed to be implemented by climate emergency/carbon reduction plans and their aspirations for carbon neutrality by 2030.

## East Suffolk Greenprint Forum

**What this means:** The Greenprint Forum is a voluntary network, facilitated by the district council, to help deliver their business plan; specifically enabling community environmental action to improve lives and strengthen our economy.

**What we are doing now:** Its vision is to enable the people of East Suffolk to work together to improve our quality of life and living standards whilst improving our environment. Its goals include to aim for a Pollution Free Environment where everyone takes responsibility to reduce their impact on the environment, and to promote Active Travel and for low-emission travel to dominate, directly complementing this strategy.

The quarterly newsletter, and the social media channels of the Greenprint Forum, have supported, and will continue to support, the promotion of these ESC's initiatives to improve air quality.

**Where we would like to be in the future:** By 2030, we would like to see significant progress in East Suffolk: active travel; eco-friendly development; energy generating homes; environmentally beneficial employment; pollution free environment; healthy humanity; quality food; nature first and upcycling culture.

## Education in Schools

**What this means:** Providing resources to schools means that children can be taught about air quality and how to contribute towards improving it, from a young age.

**What we are doing now:** The Environmental Protection team have been running lessons in local schools regarding air quality, and anti-idling. We have also produced some lesson plans which are available on our website- <https://www.eastsuffolk.gov.uk/environment/environmental-protection/air-quality/air-pollution-lesson-resources> which are freely available to download and can be used by teachers independently in the school, or as a home education tool.

This includes improving links to classroom resources.

**Where we would like to be in the future:** To continue to run appropriate campaigns as we feel necessary and respond to the requirements of the community.

## Electric Pool Vehicles

**What this means:** Traditional petrol/diesel engine vehicle use contributes greatly to the air pollution of the district particularly along busy roads. Plug in vehicles do not have any exhaust emissions therefore greatly reducing the amount of pollution created.

**What we are doing:** East Suffolk Council currently has one electric pool vehicle and two charging points at East Suffolk House, Melton. There are also several electric charging points at the Riverside office, Lowestoft. These are for staff and visitors to the buildings to charge their vehicles, in addition to charging the electric pool car.

**Where we would like to be in the future:** We will review this alongside the needs of the Council.

## Environment Task Group

**What this means:** Chaired by Councillor James Mallinder, it is a cross (political) party group and is working towards a Climate Action Plan to deliver on the Council's commitment to make its estates and operations carbon neutral by 2030.

**What we are doing now:** The Task Group's primary purpose is to reduce the Council's own carbon footprint and will include interventions which the council has direct control over, such as "greening" our refuse collection vehicles through the trialling of biomethane fuels, increased use of electric cars and vans, improving Council owned buildings for energy efficiency, and investigating potential for expanding the use of renewable energy systems such as solar photovoltaics on our estates.

**Where we would like to be in the future:** East Suffolk Council has an ambition to become a carbon neutral council (including its estates and services) by 2030 and to work with Suffolk County Council and other partners across the county and region including the Local Enterprise Partnership (LEP) and the Public Sector Leaders with an ambition to make the county of Suffolk carbon neutral by 2030.

### Development of Eco-Stars Fleet Recognition Scheme

**What this means:** This project aims to work with local hauliers that transport goods to and from the Port of Felixstowe. East Suffolk Council, in partnership with other Suffolk local authorities, is looking to establish membership of the scheme ECO Stars, to provide these companies with expert advice on reducing emissions. The proposed timescale for delivering this project is two years. The first five companies to join ECO Stars would take place in the first six months and would then be given a further six months in which to implement suggested changes. This would be repeated in the second year for a further five companies recruited to join ECO Stars.

**What we are doing now:** We undertook a survey of Felixstowe hauliers in February 2020, which received nine responses and a confirmed several companies interested in ECO Stars.

We then applied for Highways England Air Quality fund in conjunction with this scheme to see if we could get help to implement the scheme and any suggested technology for each company involved. The technologies we are looking to fund are physical technologies, such as low rolling-resistance tyres, telematics, or improved aerodynamics.

We are still waiting to hear back from Highways England.

**Where we would like to be in the future:** We would like to implement this scheme, and encourage further hauliers to join, to celebrate their success in becoming “Eco-Stars” and promote good air quality by using eco-friendly vehicles.

### Installation of Photo-Voltaic arrays on East Suffolk Council's Estates

**What this means:** The provision of Photo-Voltaic arrays on our buildings mean we can work towards our effort to become carbon neutral by 2030. It provides a way of harvesting energy from the sun to provide electric to our buildings.

**What we are doing now:** We currently have PV arrays on ten sheltered and communal housing schemes, our Riverside office (shared with Suffolk County Council), Ufford Depot, and Deben, Leiston, and Waveney Valley Leisure Centres. The combined generating capacity is 263.92kWp with a total estimated annual output of 138832kWh (capacity and estimated output for Waveney Valley Leisure Centre is unknown at this stage).

**Where we would like to be in the future:** A review of the Council's estates are underway which will include investigations to identify opportunities to expand existing solar arrays where they already exist and retrofit solar arrays to other buildings where appropriate and feasible. In addition, the integration of solar PV arrays will be examined at the planning stages of future new asset developments, to ensure that our estates are as green as possible.

### Reducing ESC fleet emissions

**What this means:** Traditional petrol/diesel engine vehicle use contributes greatly to the air pollution of the district particularly along busy roads. Plug-in vehicles do not have any exhaust emissions therefore greatly reducing the amount of pollution created.

**What we are doing now:** In 2020 the Council's operational partner East Suffolk Norse acquired six new electric cars and vans (replacing diesel fuelled vehicles) for use in the course of discharging duties on behalf of the Council, which is in addition to the existing single EV pool car provided for staff business use based at East Suffolk House.

Electric vehicle charging points have recently been installed at the Council's Norse depots at Ufford and Lowestoft and at its Port Health offices in Felixstowe, in addition to the existing charging points at East Suffolk House in Melton.

The council is working with Norse to develop a business case to change our diesel-fuelled fleet of refuse collection vehicles to a fleet of vehicles that will run on of biomethane-derived fuels.

**Where we would like to be in the future:** We will review fleet alongside the needs of the Council, with an ambition to make the emissions of our fleet as low as possible.



*Photo 6: East Suffolk Norse Electric Van outside East Suffolk House, Melton.*

## Planning

**What this means:** The Environmental Protection team contribute to the consideration of applications for planning consent as a consultee. The EP team are afforded the opportunity to advise the planning team and encourage the use of cleaner technologies. This process also enables the EP team to spot development with potential air quality impacts and assimilate the effects into their monitoring and assessment of air quality across the district, e.g., road construction, combustion/incineration processes, industrial development, and major housing developments.

**What we are doing now:** Where appropriate, (such as for larger developments) we will request an air quality assessment to enable us to advise the planners on the air quality implications of the decisions they make.

We may also request that conditions are included such as the provision of Electric Vehicle charging points. Applications involving the introduction of new combustion processes (for

example, large conventional heating appliances or biomass boilers) will be scrutinised and additional information requested from the applicant to enable us to assess the impacts properly.

**Where we would like to be in the future:** The consideration of the air quality impacts of an application for development is one of many factors which the planners must consider when determining whether consent should be granted. These include government policy, local ESC policy, economic impact, environmental impact, and collateral benefits.

Given the rising awareness of the threat posed by climate change and poor air quality, we aim to raise the profile of the air quality impacts of development and provide advice commensurate with public expectation, with developing local, national, and international policy, and the urgent need to ensure new development is truly sustainable.

We will seek to achieve this by contributing to local policy, liaising with central government (where opportunities arise) to influence national policy and by advising the planning process in pursuance of these aims, for example, by developing advice on sustainability for applicants on matters such as the provision of electric vehicle charging points as standard in new developments by the inclusion of this within planning policy.

#### Encouraging offshore energy development

**What this means:** It is the Council's aim to maximise the positive benefits arising from the development of nationally significant offshore wind energy infrastructure installations whilst minimising the negative impacts.

**What we are doing now.** The provision of offshore energy is currently focussed on several offshore wind turbine developments. The energy they will produce needs to be brought ashore and connected to the national grid. This requires significant engineering and construction works which we are actively assessing from the point of view of their environmental impacts including air quality.

Such impacts are potentially significant, arising from transport sources (principally NO<sub>x</sub> and PM<sub>2.5</sub> and PM<sub>10</sub>) and construction activities (Particulate Matter) during the construction phase.

These are being assessed to ensure the most appropriate mitigation methods are in place to minimise the adverse effects on air quality.

**Where we would like to be in the future:** The Council is calling for stronger national coordination of nationally significant energy infrastructure projects including East Anglia One, Two and Three and Sizewell C.

These works are scheduled to continue for several years to come. It is likely that other projects will be conceived and planned in detail soon. We hope to be able to apply learning from the developments currently under way to apply the most appropriate mitigation methods for those future developments.

### Infrastructure improvements through planning gain (SZC, SPR etc)

**What this means:** It is the Council's aim to maximise the positive benefits arising from the development of nationally significant low carbon and renewable energy infrastructure developments whilst minimising the negative impacts.

**What we are doing now:** The EP team are providing expert comments on the local environmental impacts of these developments.

**Where we would like to be in the future:** The Council is calling for stronger national coordination of nationally significant energy infrastructure projects including East Anglia One, Two and Three and Sizewell C.



*Photo 7: Lichen – an indicator of air quality – on an apple tree in Lowestoft.*

## Planning Policy for Greener Housing Developments

**What this means:** The sustainable development guidance for developers and those improving their properties is progressing and a Supplementary Planning Document on sustainable construction is expected to follow. The Planning department are leading on this document.

**What we are doing now:** We are working on advice for developers which seeks to provide information them about the benefits of sustainable features of their proposals.

**Where we would like to be in the future:** Advice is currently just that – ‘advice’. It is non-compulsory and we are constrained by planning law and national policy and guidance on the extent to which we can insist on adjustments to development proposals to make them meet more demanding environmentally sustainable criteria.

In more general terms, we are also constrained by economic factors, since the adoption of environmentally sustainable technologies is likely to impose additional burdens on the costs of development; hence we need to take a careful view on the way our aspirations are promoted.

As national policies develop, we would like to be able to apply local sustainable development policies more rigorously.

## Sustainable travel plans for larger developments

**What this means:** A Travel Plan is a long-term management strategy for an organisation or site that seeks to deliver sustainable transport objectives through action and is articulated in a document that contains a suitable action plan and is annually reviewed and monitored.

**What we are doing now:** The Council requires the submission of a Travel Plan with planning applications where the proposed development is likely to generate significant traffic movements and have significant transport implications.

**Where we would like to be in the future:** To continue to request travel plans as appropriate, and to support the use of travel plans where they could promote sustainable travel and reduce traffic movements to a minimum.

## Reducing Staff Emissions Burden

**What this means:** Reducing staff emissions by permitting working from home and encouraging the use of cleaner, greener travel is an additional way that we can lead by example and improve our air quality by reducing unnecessary vehicle journeys.

**What we are doing now:** East Suffolk Council enables and encourages staff to work from/at home. This reduces commutes which often take place in cars, thus reducing emissions. In addition, staff are encouraged to make use of remote meeting facilities such as Skype to reduce mileage between offices.

There is also a cycle scheme available to staff where they can purchase a bike to ride to and from work and for personal use and offset the cost via a salary sacrifice scheme. This scheme

has been run at ESC since 2013 and runs every quarter. With the current provider who has been used since 2017, approximately 40 bikes have been issued across the authority.

In addition, there are a couple of pool bikes which staff can use to travel to local visits, or to use at lunchtime, to reduce the number of car trips into town.

Other things ESC does are:

- Free bus travel on the 101-bus route in Lowestoft
- Discounted travel on Greater Anglia trains with season passes
- Discounted travel with the travel club on First East busses
- Ability to purchase electric and hybrid vehicles through the car scheme (Tusker) with a big reduction on the benefit in kind (BiK) tax element, making them much more affordable.

**Where we would like to be in the future:** To continue to encourage staff to reduce their emissions eliminating unnecessary travel and using sustainable travel options where travel is required.

## Social Media

**What this means:** We currently have 7.6 thousand followers on our East Suffolk Council Facebook page, that means that information we share is seen by many people. It is a quick and easy way to get information to the public and is managed by the communications team.

**What we are doing now:** We have used social media pages such as Facebook and Twitter to promote air quality information and guidance. We have endorsed several topics including Clean Air Day, reminding the public to be a “good neighbour” and refrain from having bonfires during the Covid-19 pandemic, advertised our Air pollution lessons, and promoted the anti-idling campaign. We intend to continue to use these channels for promoting other national days too, such as National Walking Month, and National Bike Day, all of which could contribute to fewer car journeys and a reduction in air pollution.

**Where we would like to be in the future:** To continue to make use of Social Media platforms to encourage greener options and promote actions to improve air quality.



*Screenshot 2: East Suffolk Council's Facebook post promoting anti-idling at Roman Hill Primary School.*

### Suffolk Air Quality Group

**What this means:** A Suffolk wide group of Local Authority Officers who work in the field of Local Air Quality Management. All Suffolk Local Authorities are represented, along with Suffolk County Council Highways and Public Health.

**What we are doing now:** The Suffolk Air Quality group currently meets twice a year to discuss air quality matters affecting the county of Suffolk. Resource constraints necessitate a minimal approach to cross-district working, but the group has managed to collaborate on some Suffolk-wide issues such as the anti-idling campaign which ran in early 2019.

**Where we would like to be in the future:** The Suffolk Air Quality Group offers the opportunity to pool expertise to address air quality issues affecting Suffolk – feeding advice on specific difficulties & innovations upwards to central government; pooling resources on local campaigns and developing air quality policies across the county in a coherent way (benefits for developers).

### Suffolk Climate Change Partnership

**What this means:** East Suffolk Council is a key member of the Suffolk Climate Change Partnership (SCCP) which consists of Suffolk's Local Authorities and the Environment Agency, working with other organisations locally including Groundwork Suffolk and the University of Suffolk.

**What we are doing now:** We have a shared interest in supporting Suffolk's communities, businesses and residents to reduce carbon emissions, realise the economic benefits of reducing energy consumption and adapt to the future impacts of climate change.

The vision of the SCCP is that "Suffolk wants to be an exemplar in tackling climate change and protecting and enhancing its natural environment to be the county with the greatest reduction in carbon emissions".

See- <http://www.greensuffolk.org/about/suffolk-climate-change-partnership/>

The Suffolk Climate Change partnership undertake free energy audits for businesses and community buildings; offers free energy advice for householders; and provides grants for energy efficiency and renewable energy upgrades.

It runs the scheme Solar Together Suffolk, which is a collective purchasing scheme to enable householders to benefit from lower prices for installations of domestic solar PV arrays. Since 2018, over 800 households across Suffolk have had solar PV installed on their homes through the scheme.

**Where we would like to be in the future:** By 2030, we have an ambition to make the County of Suffolk carbon neutral and ESC will actively play its part to help achieve this through partnerships including the SCCP.

## Taxi Licensing Policy

**What this means:** Traditional petrol/diesel engine vehicle use contributes greatly to the air pollution of the district particularly along busy roads. Plug in vehicles do not have any exhaust emissions therefore greatly reducing the amount of local air pollution created.

**What we are doing now:** ESC were due to carry out a review in 2020 in line with leaders recommending a “greener future” for the taxi trade but unfortunately due to current Covid-19 pandemic this has been postponed. It is hoped that the review will be undertaken in 2021. Flyers were sent out which were provided by Environmental Protection RE: greener vehicle choices but the trade still has a strong preference for diesel/petrol. ESC Licensing team have received enquiries from a few large operators enquiring about going electric, but the cost implications are very high, and with the current climate very difficult to achieve.

**Where we would like to be in the future:** Once a review has been undertaken it is hoped that ESC will have a better record of the percentage of electric/ hybrid vehicles compared to traditional petrol/ diesel. Currently there are fewer than twenty hybrid vehicles in use as taxis registered with ESC, and none of the vehicles registered are fully electric.

The Licensing team will continue to encourage the use of electric/ hybrid vehicles.

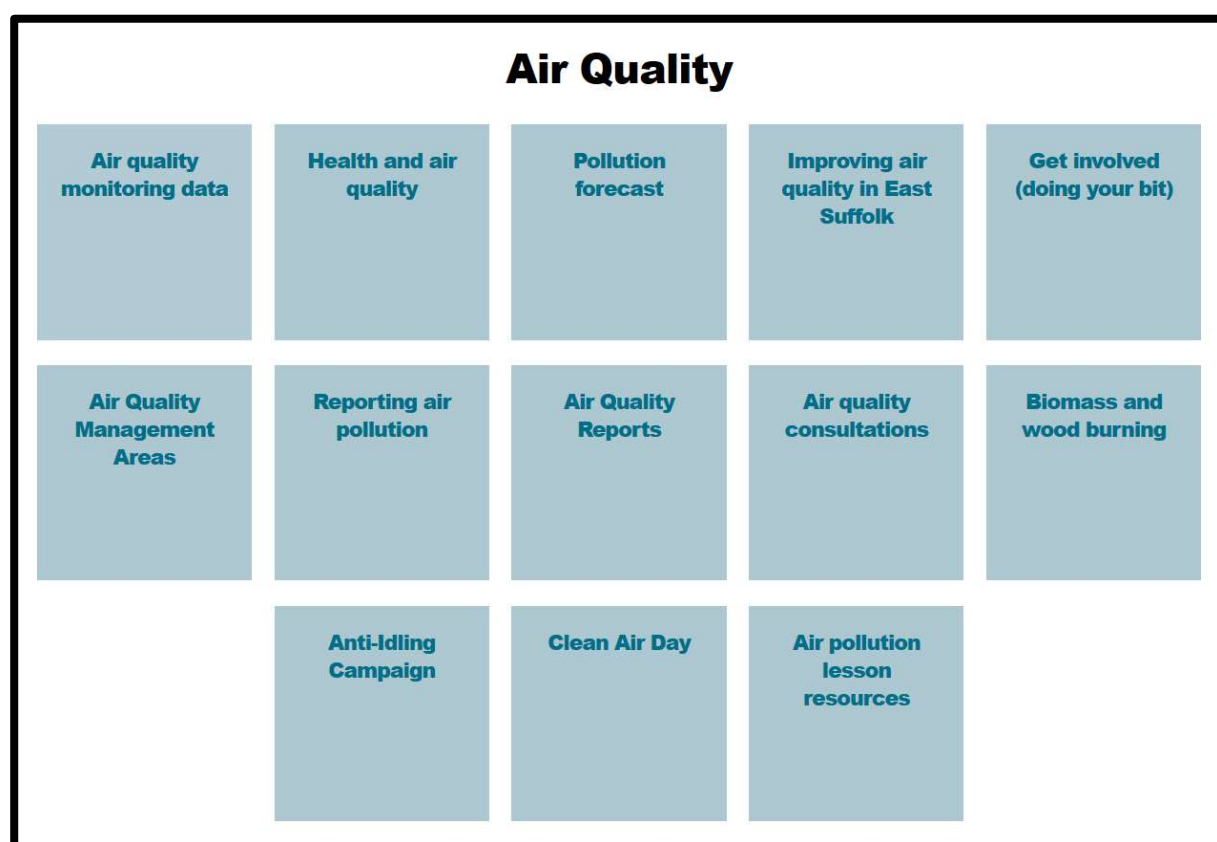
## Website Pages- Improving East Suffolk Council's Air Quality

### Air Quality homepage

**What this means:** We can utilise our website to promote air quality, provide valuable resources to schools and community groups to encourage the use of greener travel, and to inform the community regarding our current air quality. The website provides a hub for our air quality reports to be found, meaning we no longer need to keep paper versions in the office for public viewing, saving valuable resources.

**What we are doing now:** Our website has an extensive range of information relating to air quality. Which we continue to populate with more information as it becomes available.

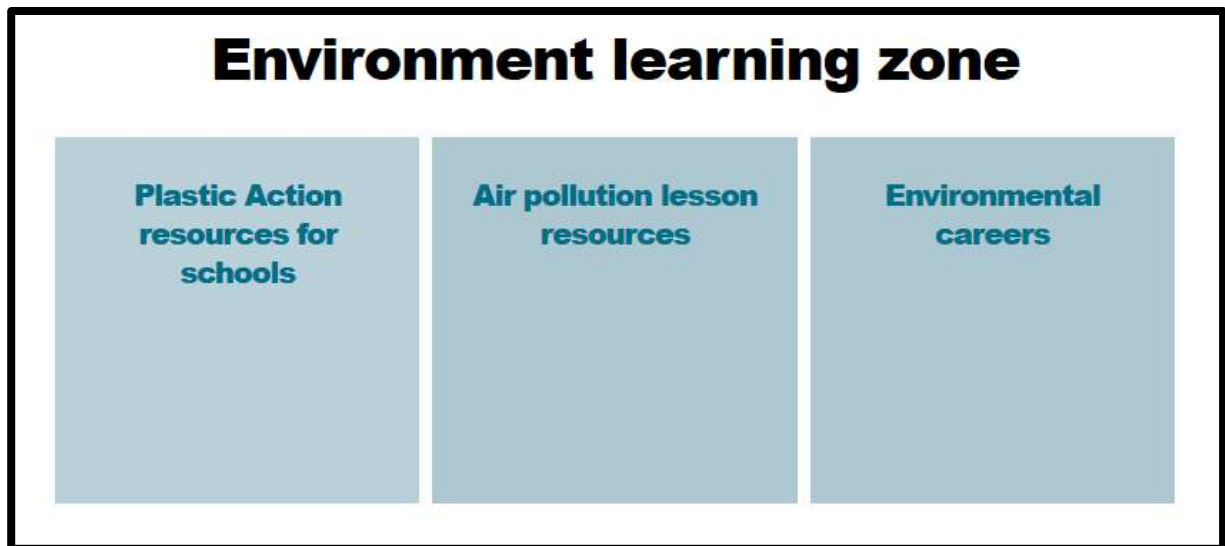
**Where we would like to be in the future:** To continue to provide comprehensive information through our website and to adapt to the needs of the community.



*Screenshot 3: East Suffolk Council's Website showing Air Quality tiles*

## Learning Zone

We have introduced a “Learning Zone” tile to our Environment pages of our website. This includes a variety of resources including Plastic Action, Air Pollution and some information about careers in Environment- related positions.



*Screenshot 4: East Suffolk Council's Website showing Environment Learning Zone tiles*

## Areas for further improvement

### Active Travel

Vehicle use contributes greatly to pollutant levels in the environment. Even electric plug-in vehicles are significant contributors to particulate emissions through tyre and brake use and contribute to congestion which increases pollution. Busy roads also make walking and cycling less attractive. The council will find ways to promote, enable and encourage active travel to not only reduce pollution but to contribute to the health agenda. Both the Greenprint Forum, and the eight new Community Partnerships, will have a role to play in developing and delivering some actions to promote active travel. The Covid-19 pandemic has seen the government put funds into making more areas cycling friendly. Suffolk County Council has made a Transport Recovery Plan, which details plans for emergency changes to cycle lane provision in Felixstowe High Road and Lowestoft Road in Beccles as well as other towns in Suffolk. See <https://www.suffolk.gov.uk/assets/coronavirus/SCC-TransportRecovery-plan2020.pdf>

Suffolk County Council are also in the process of bidding for government funding for more schemes which have been identified as beneficial in Hollesley, Kesgrave, Chillesford, Bungay, Leiston, Saxmundham, Woodbridge, Stratford and Snape (in addition to other areas in Suffolk which are out of ESC's district).

### Electric Vehicle Charging Network

Through the Suffolk Climate Change Partnership, we are scoping the requirement for a regional electric vehicle charging network strategy. We will continue to encourage the provision of facilities or low emission vehicles at council estates.

### Indoor Air Quality

Indoor air pollution is also an important source of exposure. The average person spends around 80% of their time indoors and therefore, exposure to indoor air pollution is important to consider.

Pollutants and sources include:

- CO, NO<sub>2</sub> and particulates from domestic appliances (boilers, heaters, fires, stoves and ovens), which burn carbon-containing fuels (coal, coke, gas, kerosene and wood)
- Organic compounds (OCs) from cleaning and personal care products, building materials and household consumer products (paints, carpets, laminate furniture, cleaning products, air fresheners, polishing)
- environmental tobacco smoke (ETS) and second-hand smoke (SHS) (*Air pollution: applying All Our Health, 2020*).

The council will find ways to promote and advise on improving indoor air quality to reduce pollution and improve health.

### Work with Local Volunteer and Interest Groups

We will pass information to local volunteer and interest groups to cascade to their members.

## **Actions and interventions completed**

As this is the first East Suffolk Council Air Quality Strategy, it is anticipated that this area of the report will be revisited in 2023 to review the actions completed in 2021 and to assess opportunities for inclusion of further measures, commensurate with the evolving political, economic, social, and technological environment.

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## Photos

All photos courtesy of the Environmental Protection team (except for the photo of James Mallinder).

**Front cover:** Butley Ferry

**Photo 1:** Lowestoft (Page 1)

**Photo 2:** Melton Church (Page 5)

**Photo 3:** Trimley (Page 8)

**Photo 4:** Diffusion tube in metal holder (Page 11)

**Photo 5:** Aldeburgh Beach (Page 14)

**Photo 6:** Electric East Suffolk Norse van (Page 20)

**Photo 7:** Lichen on an apple tree in Lowestoft (Page 22)

## Screenshots

**Screenshot 1:** Article in Winter 2018 Coastline Magazine (Page 15)

**Screenshot 2:** East Suffolk Council's Facebook post promoting anti-idling at Roman Hill Primary School (Page 25)

**Screenshot 3:** Screenshot of East Suffolk Council's Website showing Air Quality tiles (page 28)

**Screenshot 4:** Screenshot of East Suffolk Council's Website showing Environment Learning Zone tiles (Page 29)



**SCRUTINY COMMITTEE**

**Thursday, 14 July 2022**

<b>Subject</b>	Appointments to Outside Bodies for 2022/23 (Scrutiny Functions)
<b>Report by</b>	The Leader of the Council
<b>Supporting Officer</b>	Sarah Davis Democratic Services Officer <a href="mailto:sarah.davis@eastsuffolk.gov.uk">sarah.davis@eastsuffolk.gov.uk</a> 01502 523521

Is the report Open or Exempt?	OPEN
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Category of Exempt Information and reason why it is <b>NOT</b> in the public interest to disclose the exempt information.	Not applicable
<b>Wards Affected:</b>	All Wards

## Purpose and high-level overview

### **Purpose of Report:**

The Scrutiny Committee is asked to consider the Appointments to Outside Bodies (scrutiny functions) for the 2022/23 Municipal Year, as outlined at Appendix A of this report.

### **Options:**

The Council needs and wishes to engage and work with external organisations, including the Outside Bodies listed in Appendix A, to continue to deliver the priorities identified in the East Suffolk Strategic Plan.

### **Recommendations:**

1. That Councillors be appointed to those Outside Bodies listed in Appendix A for the 2022/23 Municipal Year.
2. That designated substitutes also be appointed to attend the Outside Bodies listed at Appendix A for the 2022/23 Municipal Year in the event the primary appointee is unavailable.
3. That the Leader of the Council fill any outstanding vacancies left unfilled by the Scrutiny Committee.
4. That the Leader of the Council make any necessary changes to the membership of the Outside Bodies for the remainder of the 2022/23 Municipal Year, in consultation with the other Group Leaders.

## Corporate Impact Assessment

### **Governance:**

Appointments to Outside Bodies may be made under the general power in Section 2 of the Local Government Act 2000 – to do anything which is likely to promote the economic, social, or environmental wellbeing of the area, unless specifically prohibited.

Details of the representation on Outside Bodies are included on the Council's website.

Members appointed to Outside Bodies will be asked to present a short, written report to Full Council, at least once per year, on the work of the Outside Body.

### **ESC policies and strategies that directly apply to the proposal:**

None.

### **Environmental:**

None.

### **Equalities and Diversity:**

None.

**Financial:**

Those Councillors formally appointed to external organisations as the Council's representative can claim travel expenses in accordance with the Members' Allowance Scheme. These costs can be met from existing resources.

**Human Resources:**

None.

**ICT:**

None.

**Legal:**

None.

**Risk:**

Members must consider the implications and responsibilities of being involved with Outside Bodies as they must continue to comply with the District Council's Code of Conduct when acting as the appointed representative of the Council; comply with the Code of Conduct of the Outside Body they are appointed to, if one exists; and, declare a personal interest in any business of the District Council as necessary.

<b>External Consultees:</b>	None.
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## Strategic Plan Priorities

Select the priorities of the <a href="#">Strategic Plan</a> which are supported by this proposal: (Select only one primary and as many secondary as appropriate)		Primary priority	Secondary priorities
<b>T01</b>	<b>Growing our Economy</b>		
P01	Build the right environment for East Suffolk	<input type="checkbox"/>	<input type="checkbox"/>
P02	Attract and stimulate inward investment	<input type="checkbox"/>	<input type="checkbox"/>
P03	Maximise and grow the unique selling points of East Suffolk	<input type="checkbox"/>	<input type="checkbox"/>
P04	Business partnerships	<input type="checkbox"/>	<input type="checkbox"/>
P05	Support and deliver infrastructure	<input type="checkbox"/>	<input type="checkbox"/>
<b>T02</b>	<b>Enabling our Communities</b>		
P06	Community Partnerships	<input type="checkbox"/>	<input type="checkbox"/>
P07	Taking positive action on what matters most	<input checked="" type="checkbox"/>	<input type="checkbox"/>
P08	Maximising health, well-being and safety in our District	<input type="checkbox"/>	<input type="checkbox"/>
P09	Community Pride	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>T03</b>	<b>Maintaining Financial Sustainability</b>		
P10	Organisational design and streamlining services	<input type="checkbox"/>	<input type="checkbox"/>
P11	Making best use of and investing in our assets	<input type="checkbox"/>	<input type="checkbox"/>
P12	Being commercially astute	<input type="checkbox"/>	<input type="checkbox"/>
P13	Optimising our financial investments and grant opportunities	<input type="checkbox"/>	<input type="checkbox"/>
P14	Review service delivery with partners	<input type="checkbox"/>	<input type="checkbox"/>

<b>T04</b>	<b>Delivering Digital Transformation</b>		
P15	Digital by default	<input type="checkbox"/>	<input type="checkbox"/>
P16	Lean and efficient streamlined services	<input type="checkbox"/>	<input type="checkbox"/>
P17	Effective use of data	<input type="checkbox"/>	<input type="checkbox"/>
P18	Skills and training	<input type="checkbox"/>	<input type="checkbox"/>
P19	District-wide digital infrastructure	<input type="checkbox"/>	<input type="checkbox"/>
<b>T05</b>	<b>Caring for our Environment</b>		
P20	Lead by example	<input type="checkbox"/>	<input type="checkbox"/>
P21	Minimise waste, reuse materials, increase recycling	<input type="checkbox"/>	<input type="checkbox"/>
P22	Renewable energy	<input type="checkbox"/>	<input type="checkbox"/>
P23	Protection, education and influence	<input type="checkbox"/>	<input type="checkbox"/>
<b>XXX</b>	<b>Governance</b>		
XXX	How ESC governs itself as an authority	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p><b>How does this proposal support the priorities selected?</b></p> <p>Councillors appointed to Outside Bodies work to help address local issues and to achieve sustainable solutions. This will help to both deliver a strong and sustainable local economy and to improve the quality of life for everyone living and working in the District.</p>			

## Background and Justification for Recommendation

<b>1</b>	<b>Background facts</b>		
1.1	The Scrutiny Committee is asked annually to consider nominations to two Outside Bodies where the role relates specifically to a scrutiny function of the local authority.		
1.2	Some appointments to Outside Bodies are made because of a statutory requirement to appoint one or more members to them. Most appointments to Outside Bodies are discretionary taking into consideration how representation on them adds value.		
1.3	Appointment of members to Outside Bodies provides support to the organisation concerned and enables members to fulfil their community leadership roles and, in the case of scrutiny-specific bodies, their role as a member of the Scrutiny Committee.		
1.4	Members appointed to Outside Bodies can work with and alongside these so helping to empower them in terms of addressing local issues and delivering sustainable solutions.		
<b>2</b>	<b>Current position</b>		
2.1	Members were last appointed to the two Outside Bodies (scrutiny functions) in May 2021.		
2.2	A change was made at the meeting on 16 September 2021 to formally swap Councillors Hedgley and Back as the formal Member and nominated Substitute on the Suffolk County Council Health Scrutiny Committee.		
2.3	In relation to the Suffolk Flood Risk Management Scrutiny Panel, Councillor Cloke is being proposed to replace Councillor Coulam following her request to step down.		

3 How to address current situation	
3.1	<p>Outside Bodies can gain several benefits from having a representative of the Council on them, these include:</p> <ul style="list-style-type: none"> <li>• To represent the interests of the Council and to promote the strategic aims of its Strategic Plan;</li> <li>• To provide knowledge, skills and expertise which may not otherwise be available;</li> <li>• To provide local accountability or democratic legitimacy through the appointment of an elected representative;</li> <li>• To ensure that good relationships can be maintained with the body;</li> <li>• To deliver a partnership project that requires the input of other organisations or community groups;</li> <li>• To protect the Council's investments or assets i.e., if the Council has provided grant funding or provides funding for service delivery;</li> <li>• To lever in external funding which is not available to the Council on its own.</li> </ul>
3.2	Taking account of all information provided within the report, the Scrutiny Committee is asked to consider the content of Appendix A.

4 Reason for recommendations	
4.1	To ensure that members are appointed to Outside Bodies (scrutiny functions) for 2022/23.

## Appendices

Appendices:	
<b>Appendix A</b>	Proposed list of appointments to Outside Bodies (scrutiny functions) for 2022/23.

Background reference papers:	
<p>Review of the Outside Bodies and their membership          Available from <a href="mailto:democratic.services@eastsoffolk.gov.uk">democratic.services@eastsoffolk.gov.uk</a></p>	

## Appendix A

### APPOINTMENT TO OUTSIDE BODIES 2022/23 (SCRUTINY FUNCTIONS)

OUTSIDE BODY	NUMBER OF MEETINGS PER YEAR	NUMBER OF MEMBERS TO BE APPOINTED	NOMINATED MEMBER (Nominated Designated Substitute to also be indicated)	ANY ADDITIONAL INFORMATION including usual meeting venue, where known
Suffolk Flood Risk Management Scrutiny Panel	2 per annum	1	Councillor Judy Cloke  <i>Substitute: Councillor Keith Robinson</i>	Endeavour House, Russell Road, Ipswich  Responsible for reviewing and influencing decision-making in relation to the Suffolk Flood Risk Management Strategy
Suffolk County Council Health Scrutiny Committee	4 per annum	1	Councillor Ed Back  <i>Substitute: Cllr Colin Hedgley</i>	Endeavour House, Russell Road, Ipswich  Responsible for scrutinising well-being and health services across the county.