North Norfolk District Council
Carbon Footprint Report 2021/22

NORTH
NORFOLK
DISTRICT
COUNCIL

Summary

The Net Zero Strategy and Climate Action Plan (NZSAP), which lays out how we will meet our net zero target by 2030, requires routine measuring of our carbon emissions and the reporting of the progress we have made.

The Council's overall footprint for the period 2021/22 is **2,825 tCO2e**. This has reduced by 42% on last year's figure and 57% on the baseline data from 2018/19.

Whilst this indicates a very good direction of travel, there are still significant steps required to maintain progress and continue the trend in reducing emissions. The figures show the overall carbon footprint has reduced although some areas of the Council's emissions have increased. These areas require further investigation and will form the basis of future versions of the Net Zero Strategy's Action Plan.

Introduction

North Norfolk was the first district council in Norfolk to declare a climate emergency. In response to this, it adopted a Net Zero Target across its operations for 2030 – 20 years in advance of the national target set by the Government.

The Council believes it is possible to achieve a Net Zero Target by 2030, but action needs to be taken now to accelerate decarbonisation across our estate and services. The proposed actions are outlined in the Council's NZSAP.

In order to monitor the progress of the action plan an annual calculation is made of the Council's carbon footprint. Without measuring our carbon emissions we will not be able to target action to reduce them. This measurement has been undertaken since 2018/19. The reporting of this figure and the progress we have made are a requirement of the NZSAP.

Net Zero refers to the commitment to eliminate avoidable carbon emissions from our estate and operations. This will be challenging and will still require the residual (unavoidable) emissions to be mitigated by offsetting (through creation of schemes that enhance the District's natural assets and/or benefit local communities). The carbon benefits of the Council's existing natural assets are not currently included in the overall footprint calculation and this is a future area to be explored.

This report summarises our carbon emissions and completed actions for the period April 2021 to March 2022. The Council uses the Greenhouse Gas accounting tool developed by the Local Government Association which was developed using the Greenhouse Gas Protocol methodology and UK government guidelines.

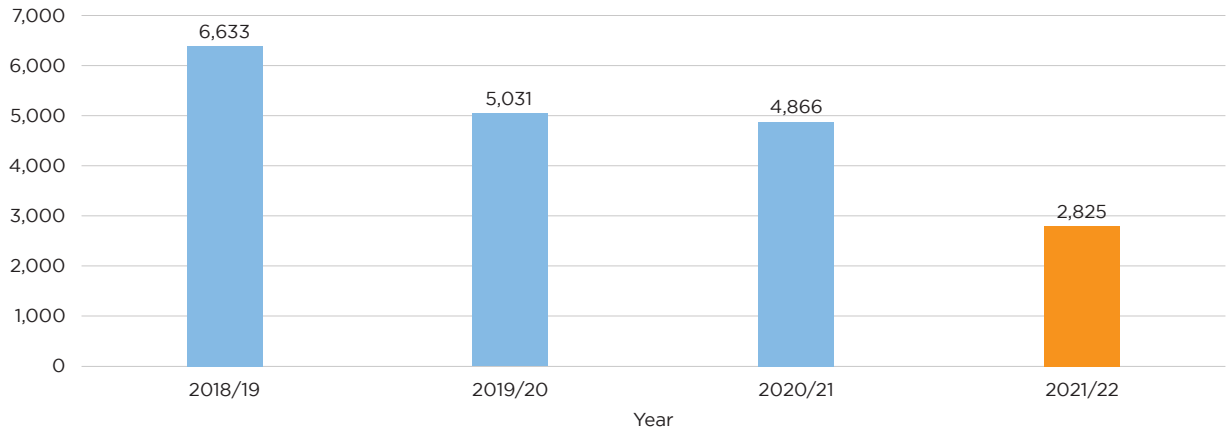
The report covers eight emission areas that contribute to the Council's overall carbon footprint; scope 1 being direct emissions that the Council has complete control over, scope 2, being emissions arising elsewhere as a result of our energy consumption, which the Council can influence but not control, while scope 3 emissions are from the Council's supply chain, and are much harder to control.

- Gas (Scope 1)
- Fleet emissions (Scope 1)
- Electricity (Scope 2)
- Staff travel (Scope 3)
- Leased buildings (Scope 3)
- Water (Scope 3)
- Council contracts (Scope 3)
- Councils own waste (Scope 3)

Overall emissions

21/22 Emissions: 2,825 tCO_2e | **2,041 tCO_2e on previous year** | **3,807 tCO_2e on 18/19 baseline**

Overall emissions - tCO_2e

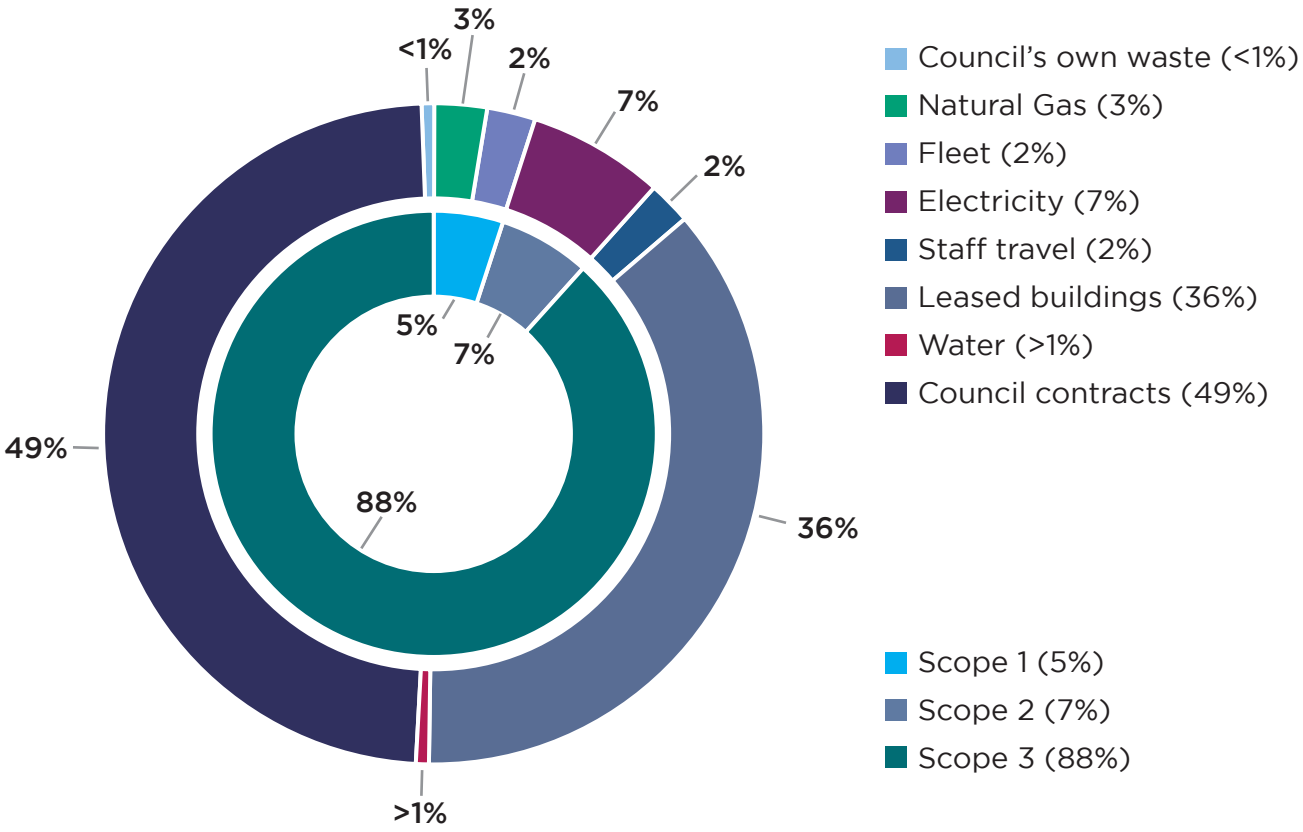


The 2021/2022 carbon footprint for North Norfolk District Council is 2,825 tCO2e. This includes our scope 1, 2 and 3 emissions. This is a significant reduction on the previous year's footprint and our 2018/9 baseline.

The reduction is accounted for by:

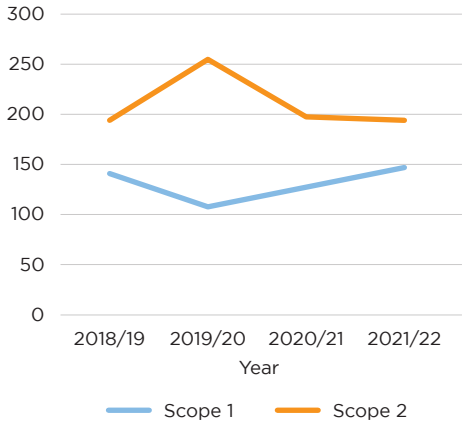
- More accurate analysis and a better understanding of our assets and related data sources
- The replacement of the Splash Leisure Centre with The Reef (the latter only being operational from November 21)
- Decarbonisation of the national electricity grid
- The introduction of selected electric vehicles into the waste management fleet
- Other Council interventions and behaviour changes

NNDC's emissions by area and scope, 2021/22

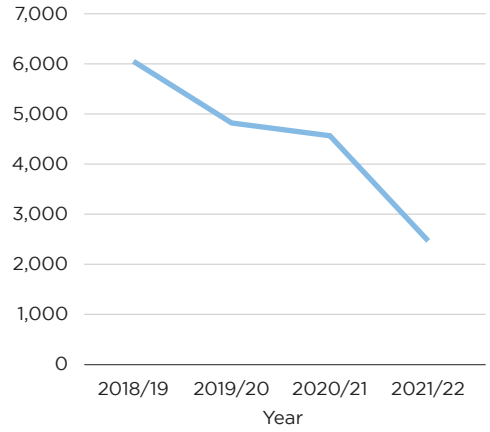


Whilst the Council's Scope 2 emissions (purchased electricity) are reducing, its Scope 1 emissions (Natural gas and Fleet) have been increasing since 2019/20. The Council's Scope 3 emissions reduced by 55% over the 20/21 period with significant reductions in the two largest emissions areas: Council contracts and leased buildings.

Scope 1 & 2 progress - tCO_2e



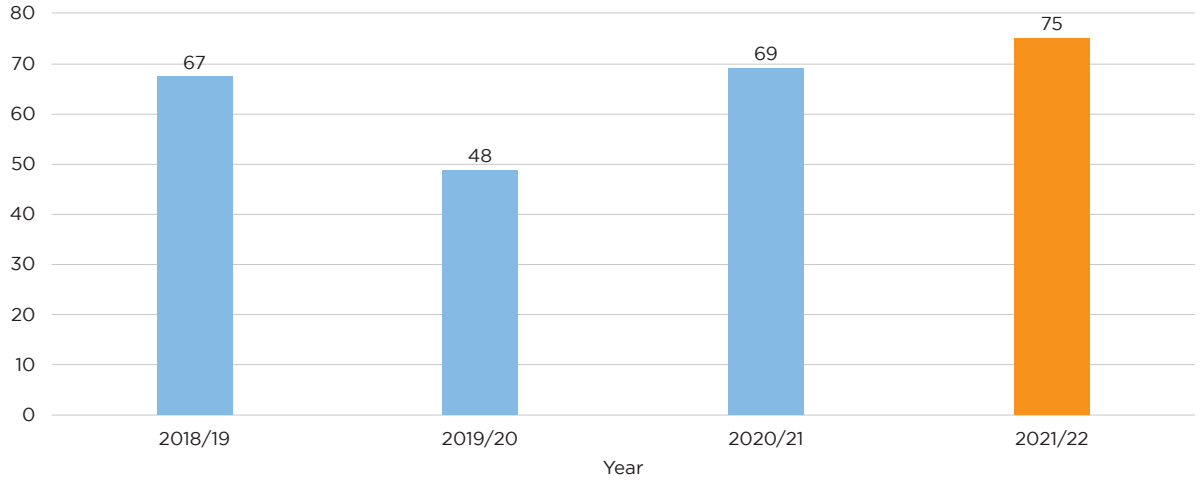
Scope 3 progress - tCO_2e



3.1. Scope 1 - Natural Gas

21/22 Emissions: 75 tCO_2e	↑ 6 tCO_2e on previous year	↑ 8 tCO_2e on 18/19 baseline

Gas consumption emissions - tCO_2e



These emissions are produced by the natural gas that is burned in boilers to heat our offices and buildings. The biggest gas-using buildings the Council own are the Cromer and Fakenham Connect Offices, which have seen an increase in use as staff have returned following the pandemic. These emissions are recorded in Scope 1.

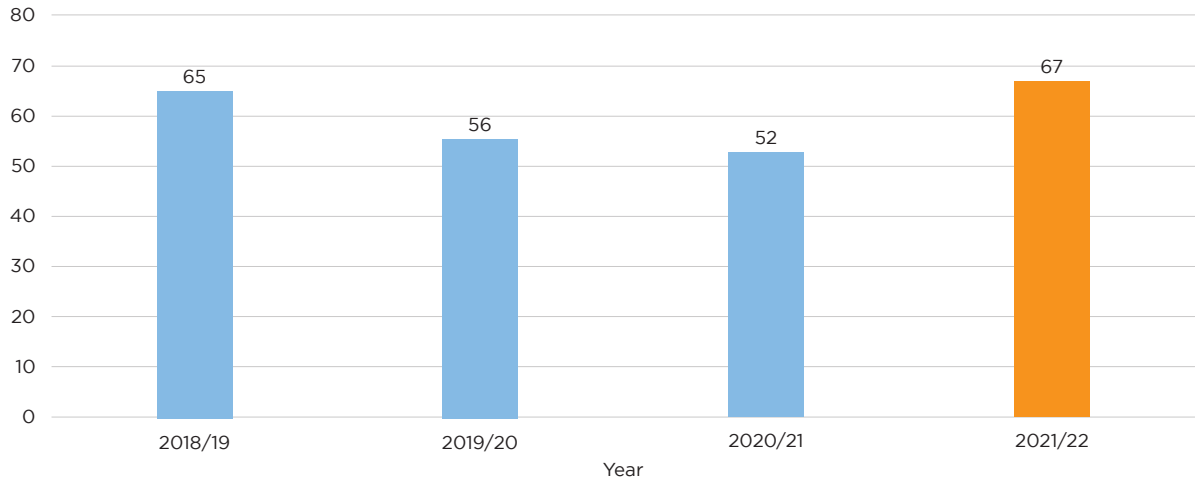
What we have done:

- Begun investigating low carbon solutions, particularly the potential to replace inefficient boilers, and behaviour changes at our Cromer offices

3.2. Scope 1 - Fleet

21/22 Emissions: 67 tCO_2e	↑ 15 tCO_2e on previous year	↑ 2 tCO_2e on 18/19 baseline

Fleet emissions - tCO_2e



Fleet emissions include those from the vehicles owned or leased by the Council to carry out its services and operations. The Council owned, or leased, 14 vehicles during the 21/22 period, all of which ran on diesel. These emissions are included in Scope 1.

What we have done:

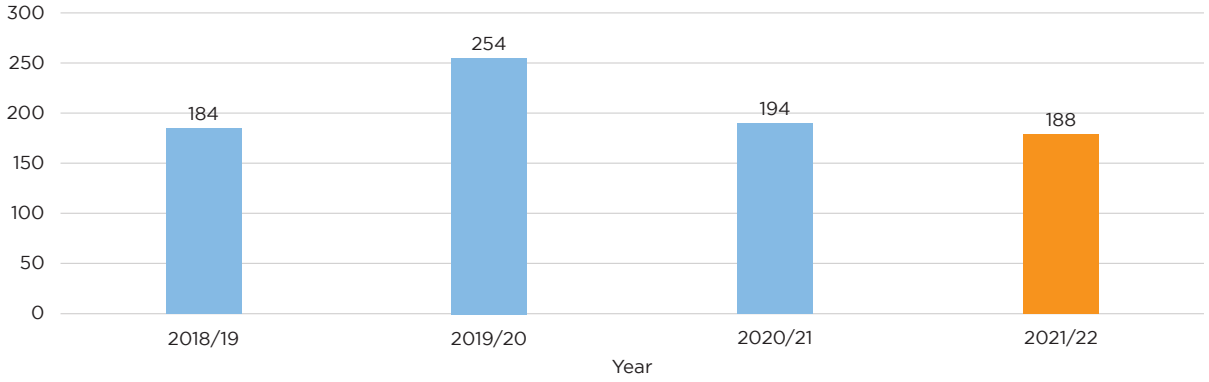
- Begun investigating the replacement of vehicles as they come to the end of the lease with low carbon alternatives such as electric vehicles

- Installed EV Charging points at our Cromer Offices

3.3. Scope 2 - Electricity

21/22 Emissions: 188 tCO_2e	↓ 6 tCO_2e on previous year	↓ 4 tCO_2e on 18/19 baseline

Electricity emissions - tCO_2e



This comprises emissions produced during the generation of electricity. The CO2e conversion factor used to calculate the emissions figure is for the general UK energy mix as a whole and not based on the 100% renewable tariff the Council has. Any national increase in renewable energy generation helps to decarbonise the grid as a whole, which helps to reduce the Council's Carbon budget in an appropriate proportion. These emissions are included in Scope 2.

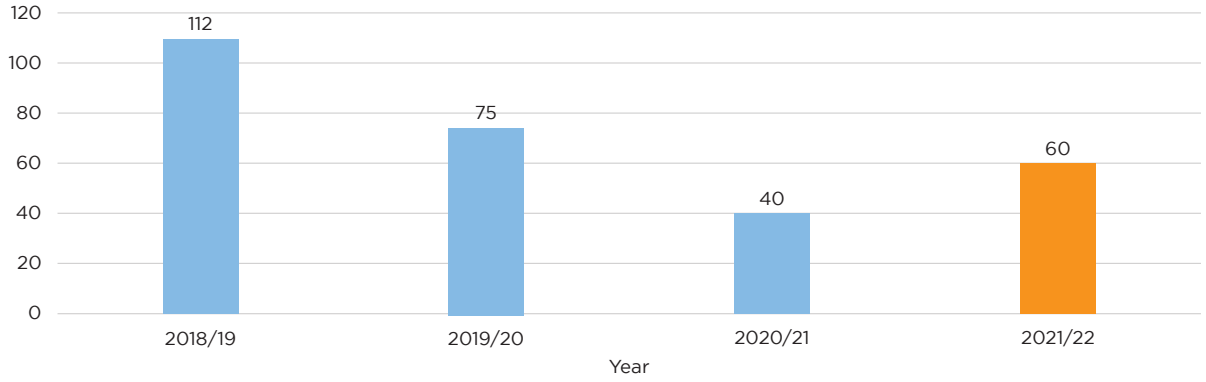
What we have done:

- The Cromer office PV panels produced 99,417 kWh of electricity during this period, **saving 21 tCO2e being released into the atmosphere.**
- Moved the Councils electricity tariff from 100% zero carbon to 100% renewable (removed Nuclear and biomass from the mix)
- Supplied 78,052kWh of green electricity to residents, visitors, staff members and partner organisations to charge their electric vehicles and travel 234,000 low emission miles.

3.4. Scope 3 - Staff Travel

21/22 Emissions: 60 tCO_2e	↑ 20 tCO_2e on previous year	↓ 52 tCO_2e on 18/19 baseline

Staff travel emissions - tCO_2e



These emissions include all those produced by staff travelling in their own vehicles on Council business. The vast majority of vehicles are either small petrol or medium diesel cars.

What we have done:

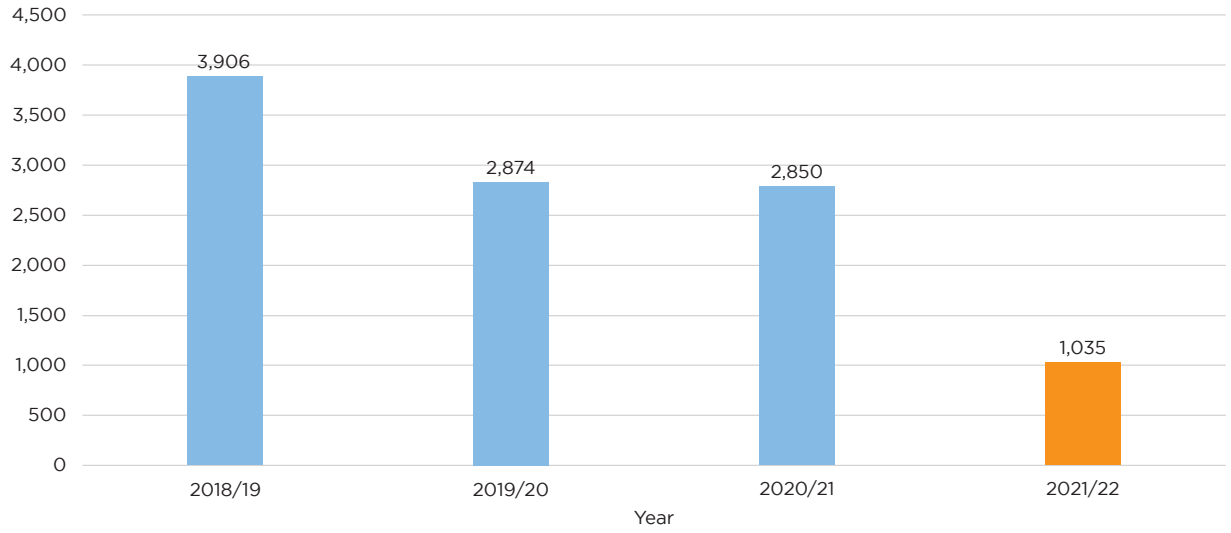
- Enabled online tools such as Microsoft Teams and Zoom to be used in place of face-to-face meetings, where appropriate, to reduce travel.

- Introduced a New Ways of Working Policy allowing hybrid working options that reduce the need to commute and present greater flexibility to reduce the need to travel.

3.5 Scope 3 - Leased buildings

21/22 Emissions: 1,035 tCO_2e | **1,815 tCO_2e on previous year** | **2,871 tCO_2e on 18/19 baseline**

Leased buildings - tCO_2e



The Council owns a number of properties which it leases to third parties either to run services on behalf of the Council or as a private landlord. This includes the pier, leisure centres, theatres and museums. The Council's carbon budget includes the scope 1 and 2 emissions of these organisations.

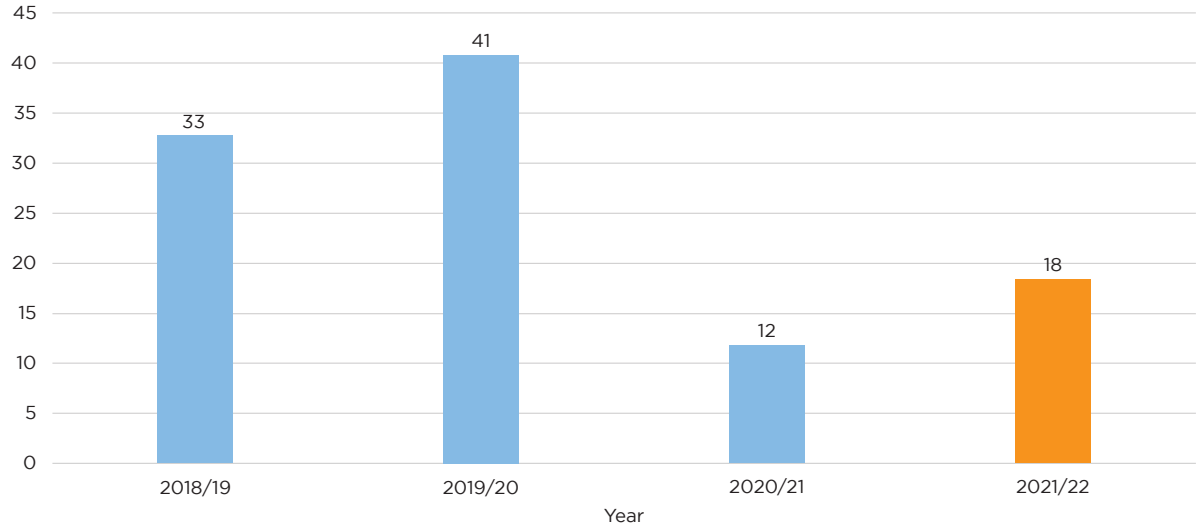
What we have done:

- Improved data accuracy, collection and analysis
- Replaced the Splash Leisure Centre with the Reef Leisure Centre which uses solar thermal and air source heat pump technology as part of its energy mix (although it should be noted that for over of half the year, neither centre was operating).

3.6. Scope 3 - Water

21/22 Emissions: 18 tCO_2e	6 tCO_2e on previous year	15 tCO_2e on 18/19 baseline

Water usage emissions - tCO_2e



This includes emissions from the processing, pumping and cleaning of water used by the Council for its services and operations including the Council's offices and public toilets. The increase from 20/21 can be explained by a return to pre-covid behaviours. These emissions are included in Scope 3.

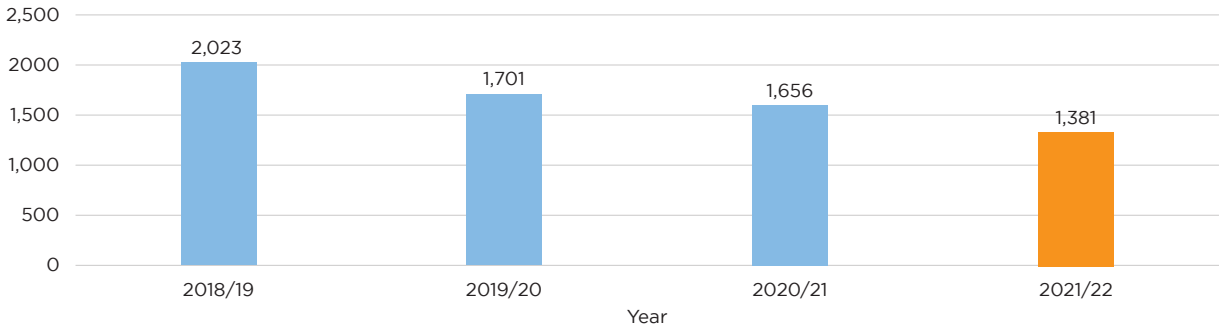
What we have done:

• Begun investigating low water solutions for our public conveniences.

3.7. Scope 3 - Council contracts

21/22 Emissions: 1,381 tCO_2e | ↓ **275 tCO_2e on previous year** | ↓ **642 tCO_2e on 18/19 baseline**

Water usage emissions - tCO_2e



The Council contracts include the waste collection contract for the District, plus others such as the Council's I.T systems and external consultants. The waste collection contract alone accounted for 1,259 tCO2e (91%) and is the Council's largest emissions contributor. These emissions are included in the Council's Scope 3 emissions.

What we have done:

- Worked with our contractors to improve data collection
- Worked with our contractor to introduce eight electric vans to the cleansing fleet.

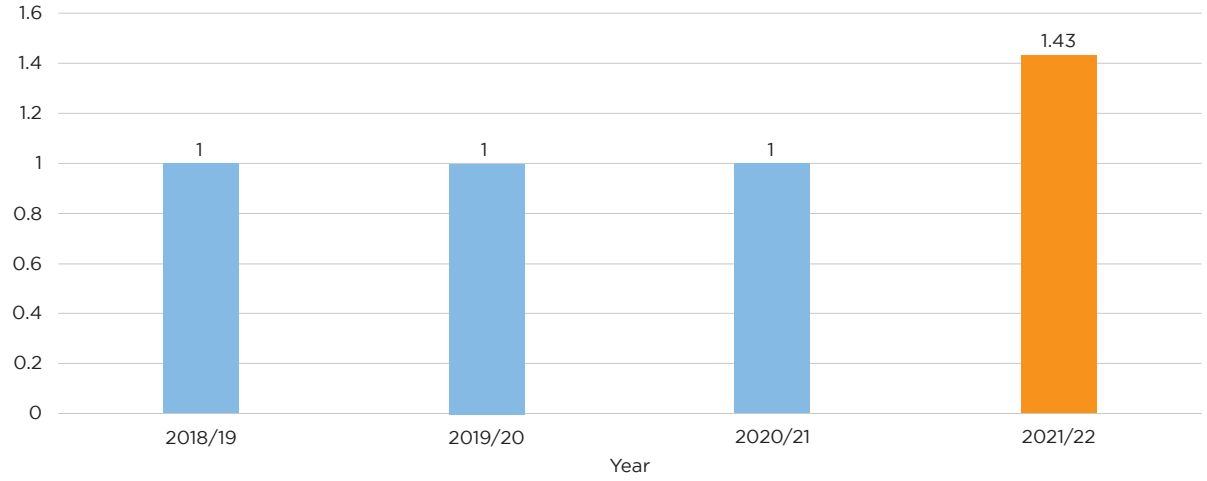
3.8. Scope 3 - Council's own waste

21/22 Emissions: 1.43 tCO_2e

0.43 tCO_2e on previous year

0.43 tCO_2e on 18/19 baseline

Council's own waste - tCO_2e



This includes waste generated in Council owned offices and buildings and general building waste put into skips. As part of the work in rationalising our office space, many departments undertook a stock take of their equipment and files, which has led to an increase in waste for the year.

What we have done:

- Developed a disposal policy that looks to rehome Council equipment that is no longer required to Charities and other local organisations.

Conclusions and Next Steps

The annual calculation of our carbon footprint allows us to monitor progress against the NZSAP on our route to making the Council Net Zero across by 2030. The overall decrease in the Council's footprint from both last year (58%) and our 2018/19 baseline is an excellent start on the Council's journey to Net Zero.

In 2021/22 we have achieved a significantly better understanding of our consumption data and assets and begun to work with our partners and contractors to change their activities which contribute to our scope 3 emissions, resulting in a sizeable reduction in this figure. In 2022/23 the Council will continue to carry out projects detailed in the NZSAP with greater emphasis on reducing our scope 1 and 2 emissions.

The monitoring data collated in this report highlight areas requiring further investigation and will inform revisions of the Net Zero Strategy's Action Plan and inform the priorities for actions to maintain the carbon reduction trajectory.

The Council will continue to monitor the methodology for calculating its carbon footprint and revise its processes to match best practice.