

Decarbonisation Action Plan June 25 – March 27

Action	Strategy Cross Reference	Objective	Action	Performance measure	Target CO ₂ reduction	Officers involved
1	1.3	To monitor progress and make informed decisions	Report council's carbon footprint for 24/25	Report submitted to Decarbonisation board and published on NNDC website	N/A	Climate Change Policy Manager
2	1.3	To monitor progress and make informed decisions	Report council's carbon footprint for 25/26	Report submitted to Decarbonisation board and published on NNDC website	N/A	Climate Change Policy Manager
3	1.3	To monitor progress and make informed decisions	Develop dashboard and automation of reporting of carbon related data – in conjunction with IT (power BI)	Dashboard	N/A	Climate Change Policy Manager
4	1.4	To keep carbon reduction at the heart of decision making	Promote Carbon decision tools to staff and members. Monitor effectiveness	Review of decisions that have been made by the Council presented to board	N/A	Climate Change Policy Manager
5	1.5	To collaborate with neighbouring Councils to deliver best practice	Using the Norfolk Climate Change Partnership, collaborate to put the Climate Team in the best position to deliver meaningful climate action as a result of devolution/LGR		N/A	Chief Executive as chair of the NCCP

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6	1.5	To collaborate with neighbouring Councils to deliver best practice	Via NCCP or similar assist in delivering at least one project which delivers economies of scale by sharing effort and/or results with neighbouring Councils	Definition of project with defined outcomes	TBA	Climate Change Policy Manager
7	2.1	to monitor energy use and energy generation	Install smart meters and improved monitoring processes across our estate	Improved energy data	N/A	Estates and Asset Strategy Manager
8	2.1	To identify assets to retrofit, energy efficiency measures and energy generation	Introduce new asset management software and improve the quality of data held	Reports detailing the heating systems – type, age and state of repair readily available	N/A	Estates and Asset Strategy Manager Climate Change Policy Manager
9	2.2	Reduce water consumption in our buildings	Re-visit our policy on water butts	Paper and senior management decision on water butt policy	20kgCO ₂	Climate Change Policy Manager Assets and property programme manager
10	2.2	Reduce water consumption in our buildings	Invest in water saving devices in our toilets	Number of water saving devices installed	20kgCO ₂	Climate Change Policy Manager Assets and property programme manager

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11	2.4	Invest in renewable generation on our estate	Develop 5 business cases for renewable energy generation and take through the Council's decision process	5 business cases	Will only be realized if projects go on to be delivered – e.g. large solar installations could be approx. 40 tCo ₂ a year	Climate Change Policy Manager Estates and Asset Strategy Manager
12	2.5	Promote grants and funding to residents	Promote Warm Homes Local Grant and ECO4 grant to eligible residents	Target: 100 ECO4 flex grant applications processed in 25/26 (ECO 4 ends in March 26) 10 WH:LG awarded in North Norfolk in 25/26 and 26/27	550 tCO ₂ annually (Home improvement works save 5tCO ₂ per property on average)	Energy Officer
13	2.5	Promote energy saving advice to residents	Promote solar panels via MakeMyHouseGreen	Number of additional solar installs via MMHG	30,000kg CO ₂	Climate Change Policy Manager
14	2.5	Promote energy saving advice to residents	Produce local Case Studies	Produce 5 north Norfolk case studies		Energy Officer
15	2.6	Provide clear planning requirements for energy efficiency	Develop a non-technical guide to the installation of solar on domestic properties in terms of planning requirements	Guide on website, feedback from residents, number of households in Norfolk with solar panels	12tCO ₂ e/year in action plan period	Climate Change Policy Manager Assistant Director for Planning

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16	3.1	Reduce emissions from our business travel	Develop a travel protocol which encourages sustainable travel	Protocol adopted and understood by users	Accounted for in other actions	Climate Change Policy Manager HR Manager
17	3.1	Reduce emissions from our business travel	Provide an easy process for managers to monitor business travel	Process in use by staff	N/A	HR Manager
18	3.1	Reduce emissions from our business travel	Develop a way to monitor public transport use	Data on Power BI dashboard	N/A	Data Officer HR Manager
19	3.2/3.6	Encourage take up of EVs to replace petrol and diesel vehicles	Develop an EV Strategy for the Council	Strategy adopted - on website and actions being implemented	Based on individual strategy actions	Climate Change Manager
20	3.2	Move to electric fleet and pool cars	Increase electric charging infrastructure at Council offices. Increase pool car fleet to 6 cars	Reduction of mileage claims by staff using their own cars Reduction of miles travelled by Council's fleet	12tCO ₂ e/year in action plan period	Car Park Management Officer Corporate Projects and Programme Manager
21	3.2	Move to electric fleet and pool cars	Centralise fleet procurement across the Council and plan the move to an EV fleet	Reduction of petrol/diesel vehicles in the Council's fleet	10tCO ₂ e/year in action plan period	Procurement Officer Leisure Manager Property Manager Waste Services Manager
22	3.6	Encourage uptake of EVs in the district	In conjunction with NCC implement new EVCPs on 3 council car parks	Number of EVCPs installed	150kgCO ₂ e/chargepoint/year	Car Park Management Officer Climate Change

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						Manager
23	2/3/4	Encourage behaviour change and provide up to date information on climate related issues to allow residents, visitors and businesses to make informed choices	Develop a comms plan to ensure a sustained feed to energy efficiency and sustainable living messages are delivered via the Council's existing comms channels	Number of social media posts Number of press releases Number of events attended	This will effect territorial emissions rather than the Council's footprint and will not be immediately visible	Communications Manager Climate Change Manager
24	4.1	Incorporate sustainable practices into procuring contracts	Review procurement policy and best practice	Recommendations for changes to procurement policy	Effects will not be immediately visible but Council contracts account for 2811 tCO ₂ e in 25/26	Procurement Officer Climate Change Manager