North Norfolk District Council
Carbon Footprint Report 2024/25

NORTH
NORFOLK
DISTRICT
COUNCIL

Summary

The Council's Net Zero Strategy and Climate Action Plan (NZSAP), which details 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 2024/25 is **5,002 tCO_2e**. This is an increase of 5% on the previous year's figure although an overall decrease of 25% on the baseline data from 2018/19.

The main reason for the increase from last year is due to identification of further sources of emissions from leased buildings. The Council has also increased its property portfolio by purchasing additional houses to provide temporary accommodation. Unfortunately, these increases mask the fact that significant reductions have been made in some areas such as fleet, staff travel and electricity use.

Over the 25/26 period, investments in energy saving technology will realise CO_2e savings in some of the Council's operations. Whilst this demonstrates good progress, there are still significant steps required to maintain and continue the overall trend in reducing emissions. Further investigation is needed into many emissions sources, in order to develop viable options for emissions reductions. Emissions will continue to be monitored with increasing accuracy, and options for targeting investment into further emissions reductions will be evaluated and fed into the revision of Net Zero Strategy's Action Plan.

Introduction

This report summarises our carbon emissions and completed Net Zero actions for the period April 2024 to March 2025. It follows a methodology based on the Greenhouse Gas accounting tool developed by the Local Government Association.

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, twenty years in advance of the national target set by the Government.

To achieve Net Zero by 2030 action needs to be taken now to accelerate decarbonisation across its estate and services. The proposed actions are outlined in the Council's Net Zero Strategy and Action Plan (NZSAP). The Council renewed its commitment to our Greener Future in the 2023-2027 Corporate Plan.

To monitor the progress of the Action Plan, an annual calculation is made of the Council's carbon footprint. Without measuring the sources of these carbon emissions it will be difficult to target actions to reduce them. This calculation has been undertaken since 2018/19. The baseline figure was calculated on behalf of the council by the Carbon Trust. 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 (principally through 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.

This 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 (indirect) emissions arising elsewhere as a result of the Council's energy consumption (which it can influence but not completely control); while scope 3 emissions arise from the Council's supply chain and are much harder to control. The principal emission sources are as follows:

- Gas and other heating fuels (scope 1)
- Fleet emissions (Scope 1)
- Electricity (Scope 2)
- Staff travel (Scope 3)
- Leased buildings (Scope 3)
- Water (Scope 3)
- Council contracts (Scope 3)
- Council's own waste (Scope 3)

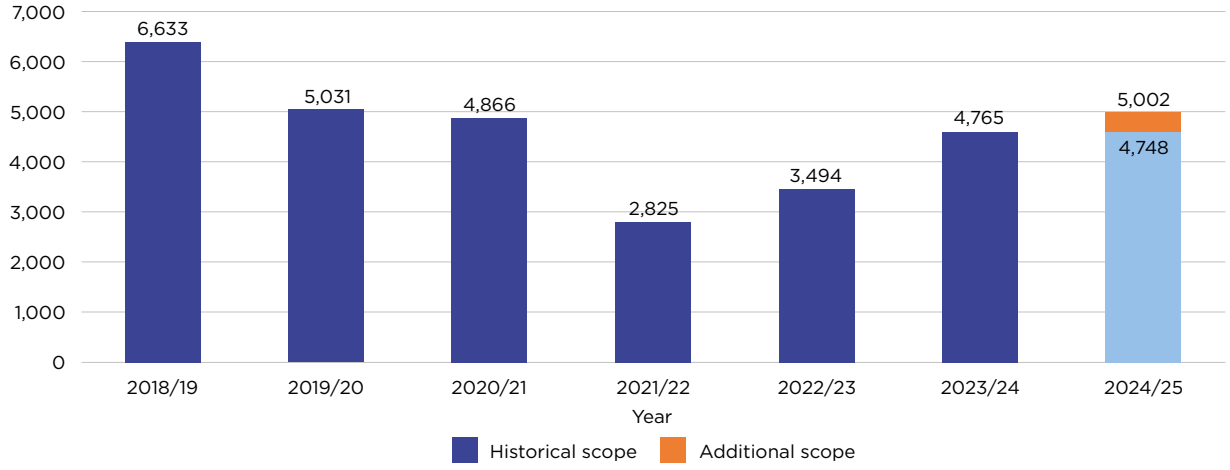
Overall emissions

24/25 Emissions: 5,002 tCO_2e

237 tCO_2e on previous year

1,631 tCO_2e on 18/19 baseline

Overall emissions - tCO_2e



The 2024/2025 carbon footprint for North Norfolk District Council is 5,002 tCO_2e. This includes our scope 1, 2 and 3 emissions. This is an increase on the previous year's footprint, but a reduction from our 2018/9 baseline.

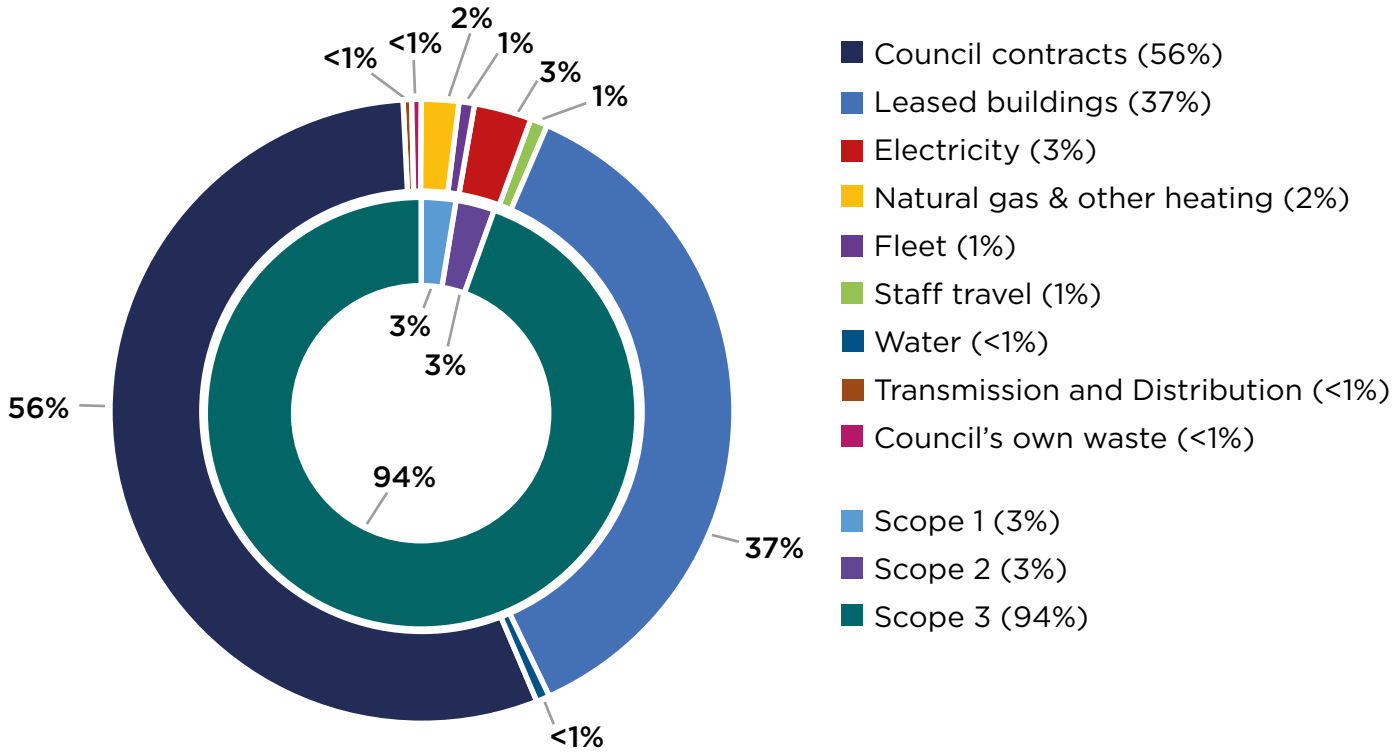
Increases in the accuracy of our asset management and data collection have resulted in the addition of new emission sources, which although they existed in previous years were not included in the calculations. The comparison of identical emission sources this year with those from 23/24 would have resulted in a decrease of 17 tCO_2e in our 24/25 footprint to 4,748 tCO_2e.

The overall footprint figure masks the considerable progress we have made in our decarbonisation journey. Reductions have been made in fleet, staff travel and electricity use in both our own and our leased assets where our continued investment in renewable energy has reduced our emissions.

Many of these reductions have been due to behavioural changes which have come about as a result of embedding Climate Literacy and Climate awareness training across the organisation and the establishment of a Climate Emergency staff group. This has been externally recognised by the Climate Literacy Trust who have awarded the Council bronze accreditation.

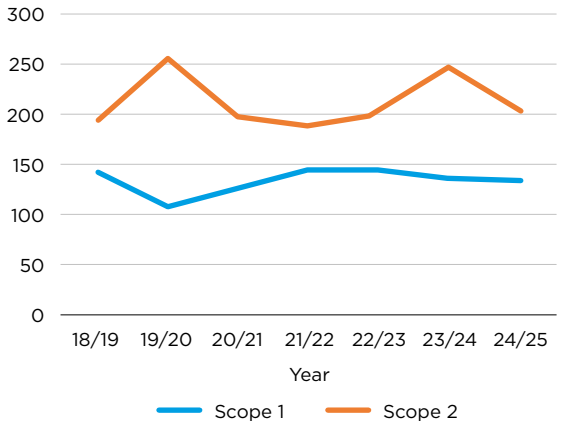
Investment in additional temporary accommodation and large projects such as the Cromer and Mundesley Coastal Protection Schemes have caused the increases our emissions, although we continue to look at ways to deliver more for our residents in a carbon efficient manner.

NNDC's emissions by area and scope, 2024/25

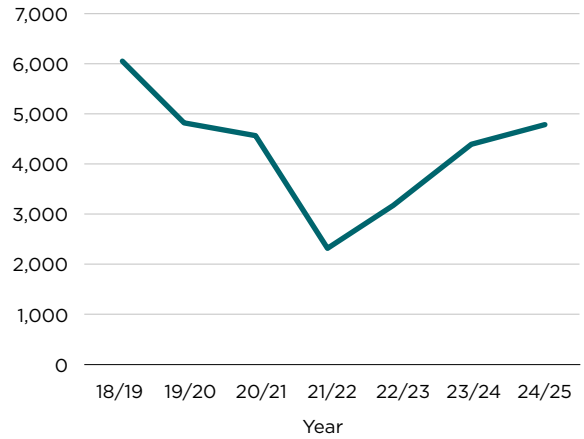


The Council's Scope 1 (Natural gas and Fleet) and Scope 2 (purchased electricity) emissions which had remained reasonably steady throughout the 6 years of reporting are now starting to show decreases. The Council's Scope 3 emissions have increased this year but remain below the baseline.

Scope 1 & 2 progress - tCO_2e



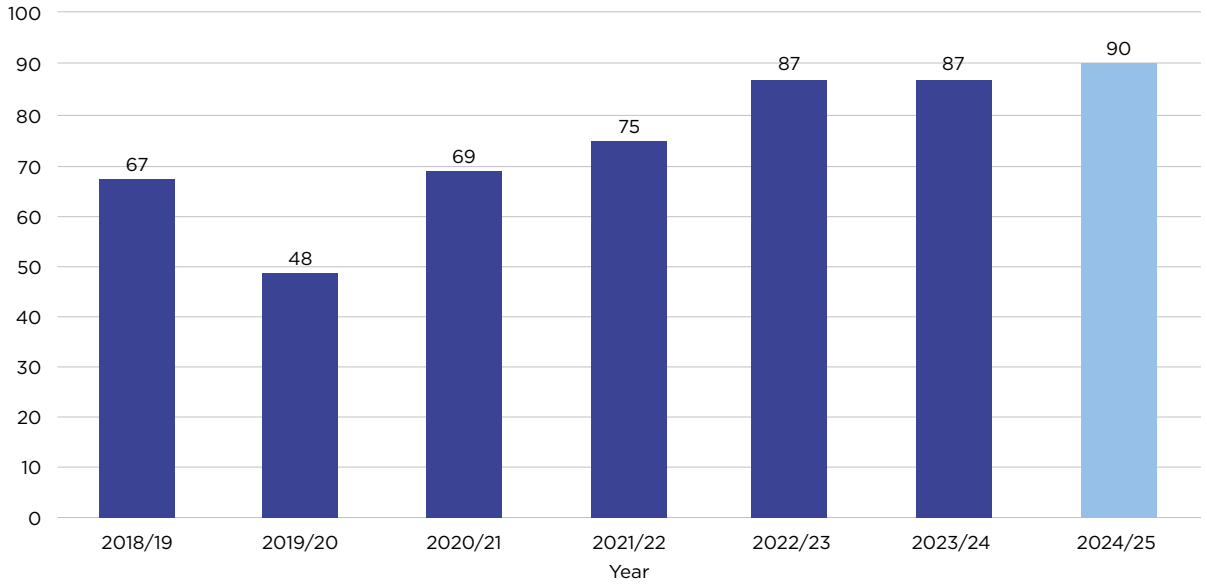
Scope 3 progress - tCO_2e



3.1. Scope 1 - Natural Gas and other heating

24/25 Emissions: 90 tCO_2e	↑ 3 tCO_2e on previous year	↑ 23 tCO_2e on 18/19 baseline

Natural gas and other heating - tCO_2e



These emissions are produced by the natural gas and heating oil that is burned in boilers to heat our offices and buildings. The Council's offices at Cromer and Fakenham are the largest gas users. These emissions are recorded in Scope 1.

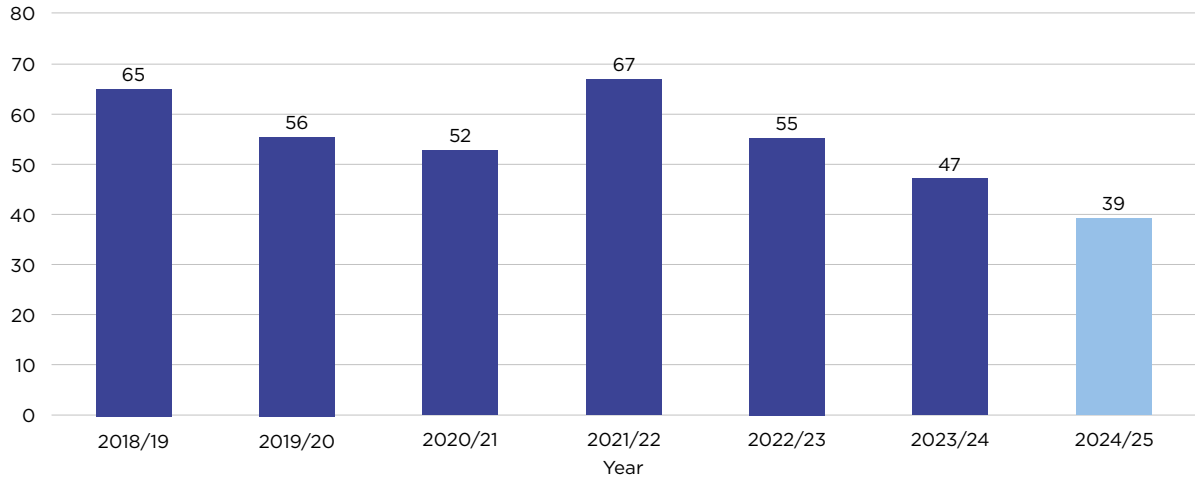
What we have done:

- Explored options for removing Holt Country Park's diesel generators
- Produced a decarbonisation plan for the Cromer Office
- Carried out energy efficiency works at the Rocket House complex in Cromer

3.2. Scope 1 - Fleet

24/25 Emissions: 39 tCO_2e	↓ 8 tCO_2e on previous year	↓ 26 tCO_2e on 18/19 baseline

Fleet emissions - tCO_2e



Fleet emissions consist of those from the vehicles owned or leased by the Council to carry out its services and operations. These emissions are included in Scope 1.

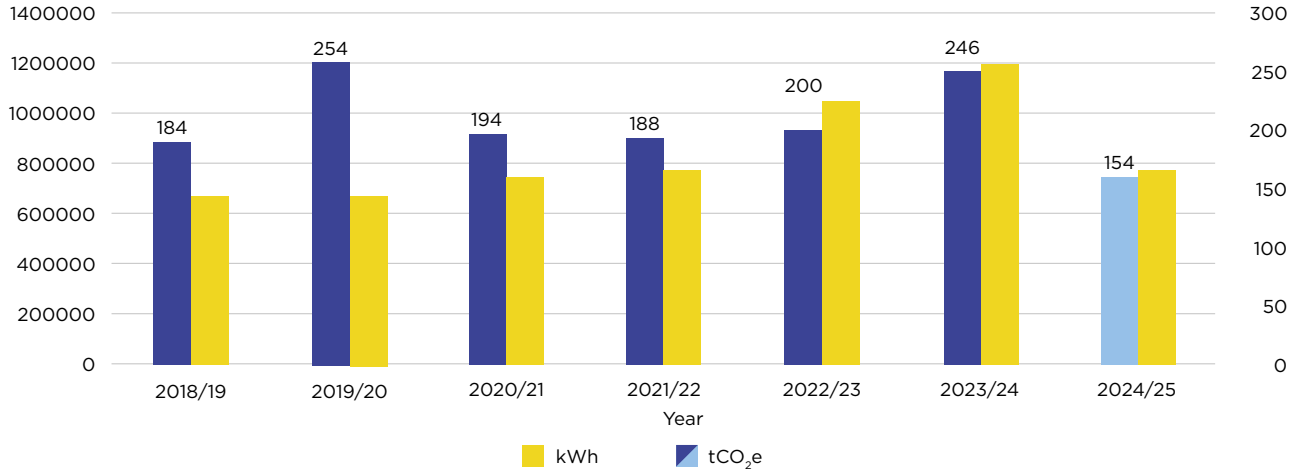
What we have done:

- Continued to lease an electric van which the property services team uses, this is charged at the charging point at our Cromer office, using any available electricity generated by the building's roof-mounted photovoltaic panels.
- Worked with staff to reduce trips and optimize journey efficiency.
- Reduced the number of petrol/diesel vehicles in the fleet in favour of using the electric pool cars

3.3. Scope 2 - Electricity

24/25 Emissions: 154 tCO_2e | ↓ **92 tCO_2e on previous year** | ↓ **30 tCO_2e on 18/19 baseline**

Electricity emissions - tCO_2e



This scope is comprised of emissions produced through the generation of electricity (from the national grid) used by the Council. As the amount of electricity consumed is not the only factor affecting carbon emissions but the only factor over which the Council has control we have also displayed the electricity consumption data in kWh.

The other factor is the CO_2e conversion which reflects the percentage of renewable energy in the national grid over the year and varies the emissions associated with each kWh of electricity the Council has used.

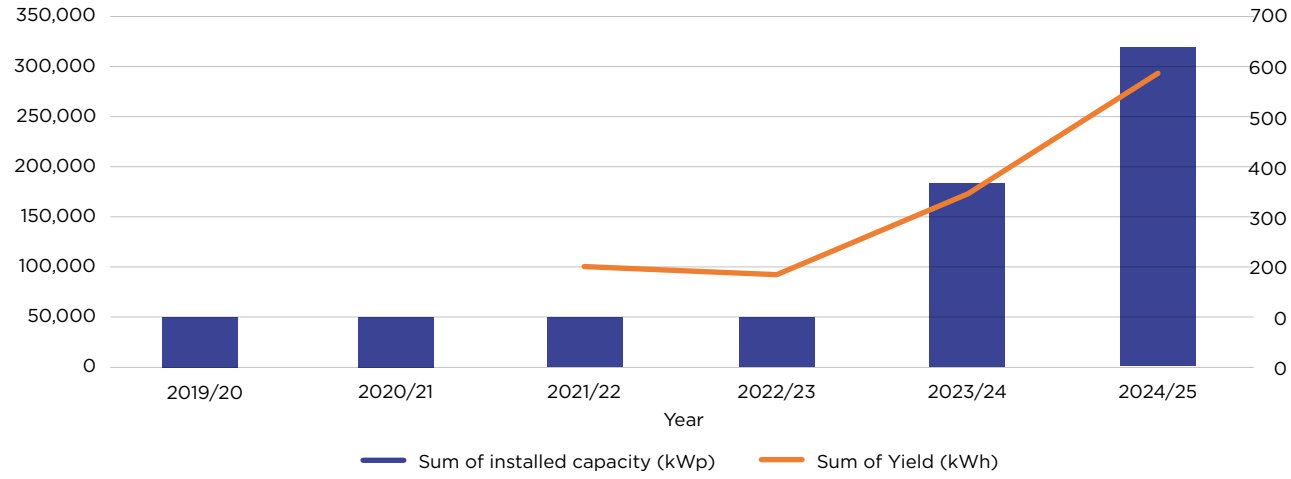
The CO_2e conversion factor used to calculate the emissions figure is for the general UK energy mix as a whole (sometimes referred to as 'the dirty grid') and is irrespective of the 100% renewable tariff the Council uses to purchase electricity. Any national increase in renewable energy generation helps to decarbonise ('clean') the grid, which helps to reduce the Carbon footprint for all electricity users in an appropriate proportion. Feeding electricity from renewable sources into the grid, reducing electricity demand and purchasing electricity from a 100% renewable tariff helps to accelerate this.

The transmission and distribution (T&D) emissions, 13.63 tCO_2e, are reported in scope 3, but all efforts to reduce scope 2 electricity contribute to reduction in T&D emissions.

What we have done:

- The Cromer office photovoltaic (PV) panels produced 92,800 kWh of electricity during this period, saving **19.21 tCO_2e from being released into the atmosphere**.
- Supplied 157,454 kWh of green electricity to residents, visitors, staff members and partner organisations to charge their electric vehicles and travel 44,986 low emission miles.
- Continued installation of LED Lighting in council buildings and estate.
- Explored opportunities for further energy generation on assets.

Renewable energy generated from Council assets



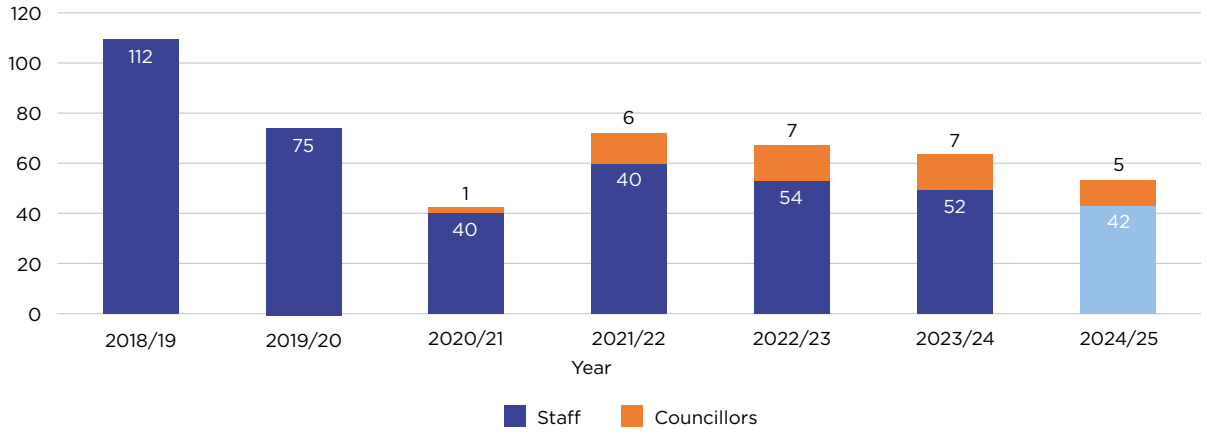
The Council has increased the amount of solar PV installed on its assets year by year. In 24/25 the electricity generated decreased the Council's footprint by over 60 tCO_2e.

Solar PV on Vicarage Street, North Walsham, toilet block installed in 2023

3.4. Scope 3 - Staff Travel

24/25 Emissions: 47 tCO_2e | **12 tCO_2e on previous year** | **73 tCO_2e on 18/19 baseline**

Business Travel - tCO_2e



These emissions include all those produced by staff and elected members (councillors) travelling in their own vehicles on Council business. This year we have added current and historic emission calculations for elected members.

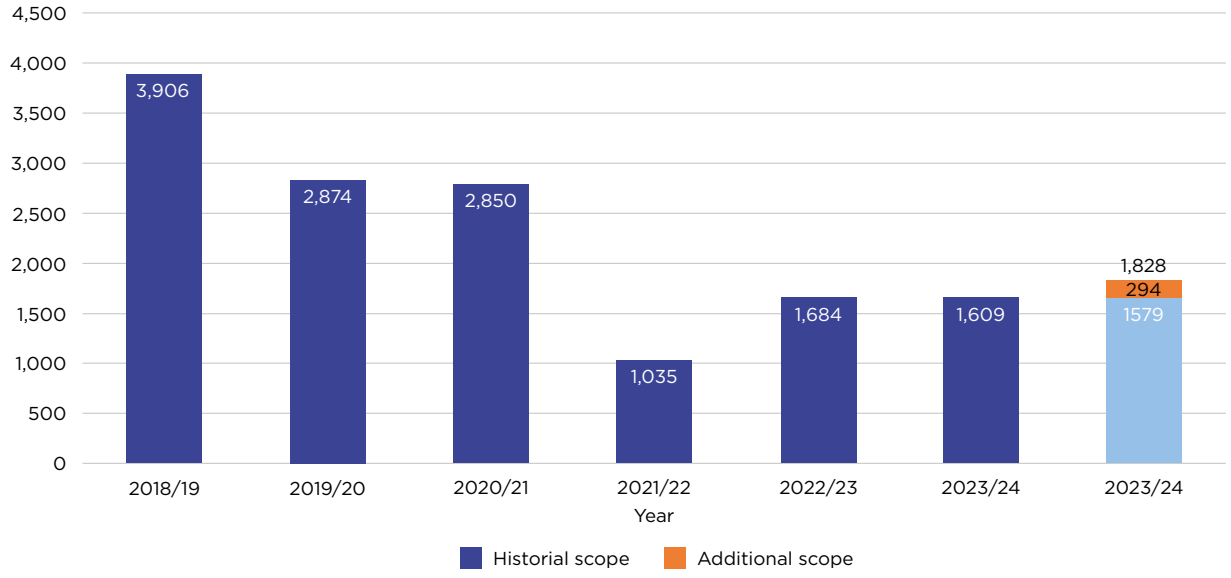
What we have done

- Leased two electric pool cars for staff use on Council business
- Continued to promote a salary sacrifice scheme to encourage staff to lease an electric car

3.5 Scope 3 - Leased buildings

23/24 Emissions: 1,828 tCO_2e | ↑ **219 tCO_2e on previous year** | ↓ **2,078 tCO_2e on 18/19 baseline**

Leased buildings - tCO_2e



The Council owns a number of properties that are leased to third parties either to run services on behalf of the Council or as a third-party landlord. This includes Cromer Pier, leisure centres, theatres, community centres and museums. The Council's carbon footprint includes the scope 1 and 2 emissions of those organisations operating services or buildings on behalf of the Council. Whilst reviewing asset data, an additional 249 tCO_2e of emissions were identified which have resulted in an increase in this area although the previous property stock had shown a decrease.

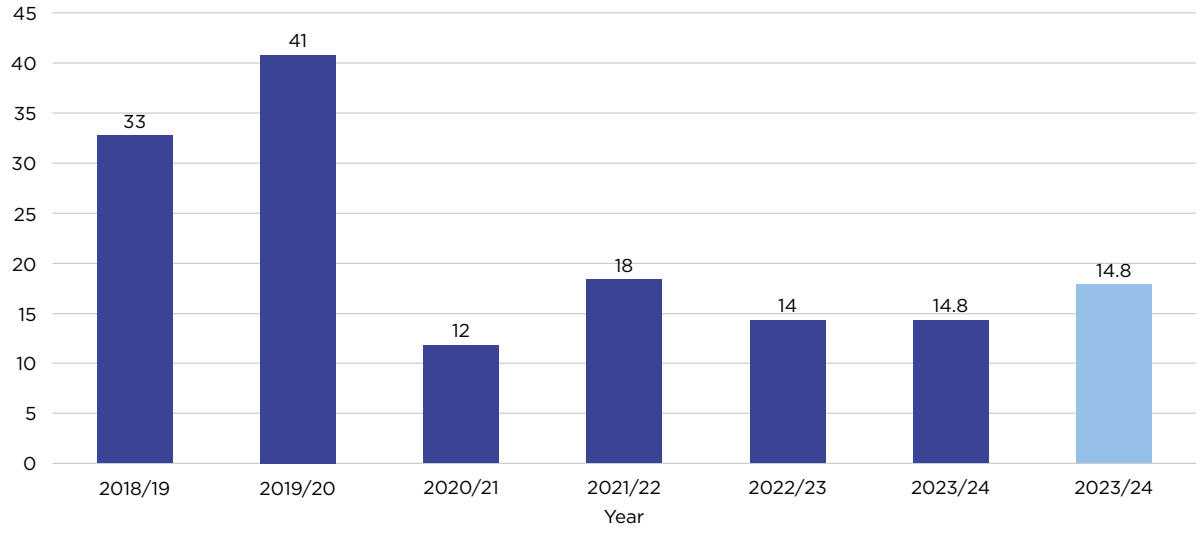
What we have done:

- Installed a solar array at Victory Swim and Fitness centre, this came online in December and whilst it has already reduced emissions, it will make a more significant emission reduction next year.
- Carried out improvements backstage at the Pavillion Theatre on Cromer Pier including better insulation and a more efficient heating system.
- Obtained accurate meter readings from more tenants than in previous years.

3.6. Scope 3 - Water

24/25 Emissions: 17.8 tCO_2e	3 tCO_2e on previous year	15.2 tCO_2e on 18/19 baseline

Water 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 conveniences). These emissions are included in Scope 3.

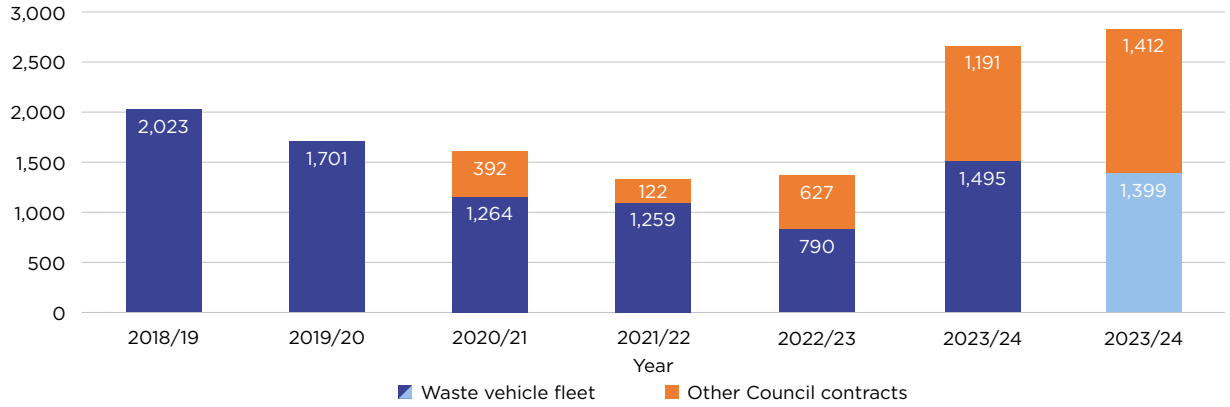
What we have done:

- Carried out improvement works at the Leas toilets in Sheringham that have included water saving technology.

3.7. Scope 3 - Council contracts

24/25 Emissions: 2,811 tCO_2e | ↑ **125 tCO_2e on previous year** | ↑ **788 tCO_2e on 18/19 baseline**

Council contract emissions - tCO_2e



This section is estimated based on Council spend. It includes all Council spend associated with a contract and is the Council's best estimate of procured services. Even if companies calculate their own overall footprint most do not provide information on the carbon footprint associated with their products and services.

Demand for some services, such as hotels and Bed and Breakfast to provide temporary accommodation have increased spend and therefore the carbon emission calculation for this section.

In addition, the Council has invested in a number of major projects for the district this year. The most significant of which have been the Cromer and Mundesley coastal protection schemes, increasing our own stock of temporary accommodation and preliminary works for the Fakenham Leisure Centre.

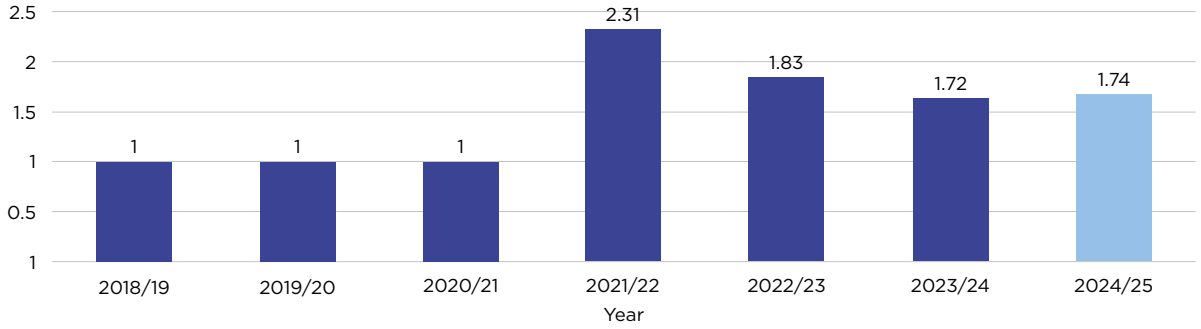
What we have done:

- In October 2024 we installed solar panels on the roofs of 6 waste vehicles providing electricity for use of the lifting and crushing mechanisms. This reduces the use of diesel and is expected to save approximately 4 tonnes of CO_2e a year.

3.8. Scope 3 - Council's own waste

23/24 Emissions: 1.74 tCO_2e	↑ 0.02 tCO_2e on previous year	↑ 0.74 tCO_2e on 18/19 baseline

Council's own waste - tCO_2e



This includes waste generated in Council owned offices and buildings and building waste generated during maintenance of the Council assets.

What we have done:

- Continued to make best use of our equipment – reusing and repurposing our equipment wherever possible and only sending items for recycling or landfill when no other option is possible.
- Continued to promote recycling at the Cromer office including composting food waste.

4. Wider District Emissions

Alongside the work to reduce our council emissions, we have continued to work on reducing carbon emissions and supporting and influencing others in the North Norfolk District. This is part of our wider commitment to work alongside residents, businesses, schools and community groups to influence positive change and help reduce the District's (community's) carbon footprint to Net Zero by 2045.

This year's activities have included:

Administering over £1.8M of energy efficiency grants through Norfolk Warm Homes to help upgrade 136 properties in the district.

Supporting a further 132 properties to receive insulation, Solar PV and/or low-carbon heating through the Energy Company Obligation 4 LA flex scheme.

Continuing our work with colleagues and neighbouring authorities as part of the Norfolk Climate Change Partnership, including participation in the Norfolk wide Net Zero Communities project, for which the Council is focused on Stalham.

Delivering Climate Change and Carbon Literacy related talks across the community, including delivering bespoke climate workshop sessions to young people in our Greener Futures work with Youth Advisory Board.

Collaborating with UEA, with students providing the Council with climate related consultancy advice.

Partnering with solar advice company MakeMyHouseGreen to offer bespoke solar advice to north Norfolk residents.

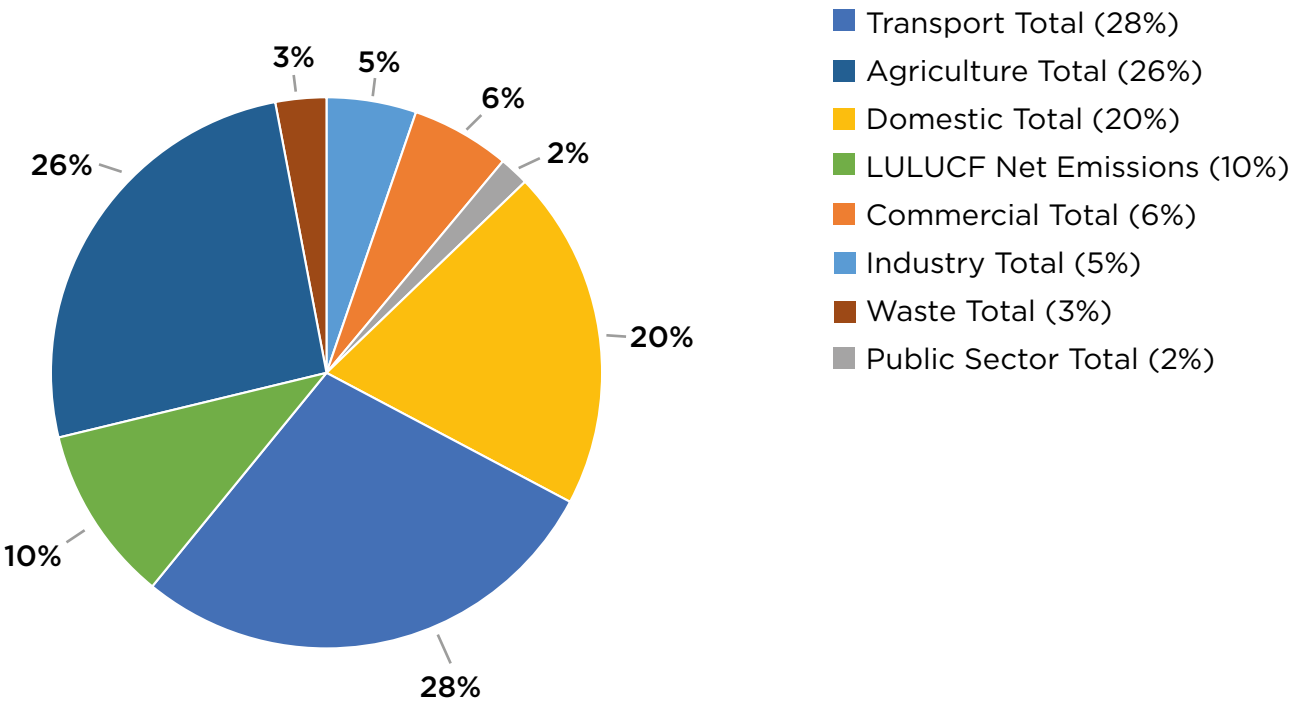
Providing decarbonisation to local companies through our support for businesses programme:

- 334 businesses received generic energy saving information
- 71 businesses received bespoke decarbonisation reports identifying 11,913 tCO_2e/year emissions savings and £633,455/year financial savings
- 9 businesses receiving carbon reduction grants resulting in 68.43 tCO_2e/year savings including:
    - Purchase of an electric minibus for North Norfolk Community Transport
    - Damp proofing, insulation, electric heating and LED lighting at Cromer Art Space
    - Purchase and installation of batteries for storage of existing solar panels at local bakery

North Norfolk District Territorial GHG emissions from 2005 – 2023

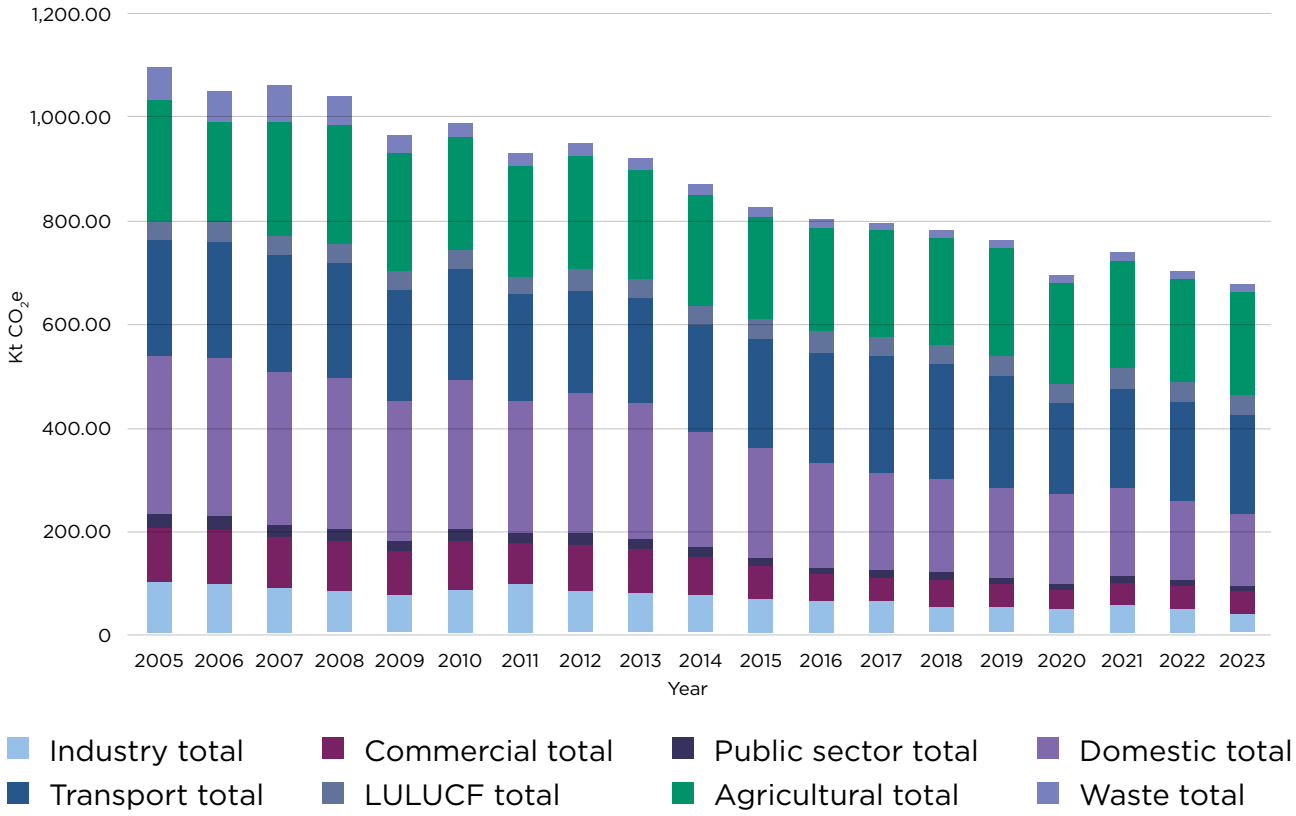
North Norfolk's regional greenhouse gas emissions have been calculated by the UK Government Department for Energy Security and Net Zero (DESNZ). These statistics provide the most reliable and consistent breakdown of greenhouse gas emissions across the country, using nationally available data sets going back to 2005. They cover territorial emissions of carbon dioxide (CO_2), methane (CH_4) and nitrous oxide (N_2O).

The district has seen a 37.4% reduction in greenhouse gas emissions between 2005 and 2023. Total emissions from the district have decreased from 1.1 million tonnes CO_2e in 2005 to 697,000 tonnes CO_2e in 2023. These emissions are separated into 8 main categories, with Agriculture (26%), Transport (28%) and Domestic (20%) being the largest contributors to district-wide emissions.



Industry, Commercial, Domestic and Public sector emissions have decreased significantly, and are largely to do with the electrification of the grid alongside the transition away from the dirtiest fossil fuel; coal. There is still significant work needed in these sectors to decarbonise them. Transport, agriculture, and LULUCF (Land Use, Land Use Change and Forestry) emissions have shown significantly less declines, and a few are stagnant. These trends are demonstrative of national trend.

Total North Norfolk GHG emissons 2005 - 2022

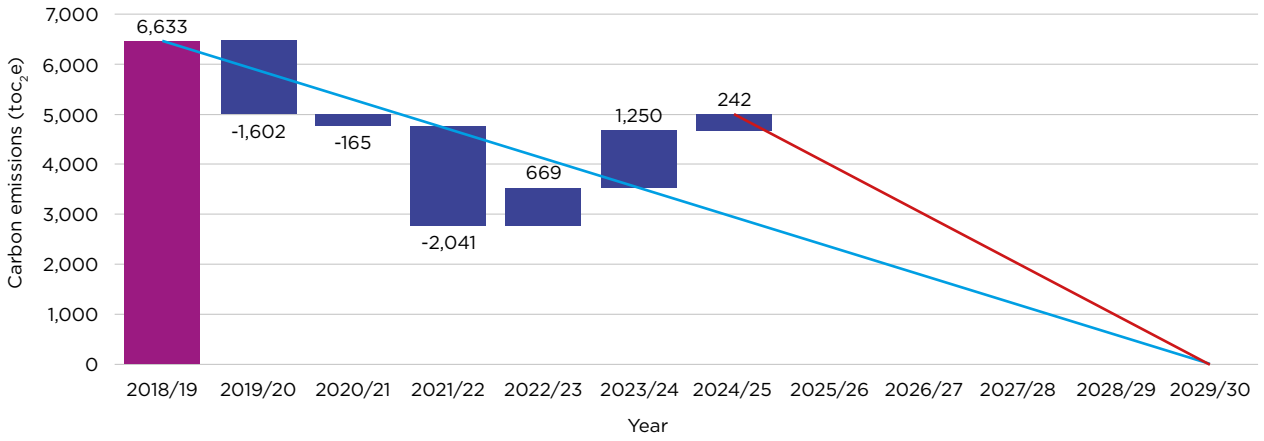


Conclusions and Next Steps

The annual calculation of the Council's carbon footprint allows the monitoring of progress against the Council's journey to Net Zero.

The 2024/25 footprint shows a decrease of 33% in the Council's overall footprint from the 2018/19 baseline but an increase in emissions since the last year.

NNDC emissions reduction pathway



The blue line in the graph shows our original pathway to Net Zero but as we have not been able to reduce our carbon footprint at the expected rate the trajectory to zero emissions is now much steeper (red line) and the steps required are more urgent.

The recent increases in our carbon footprint demonstrate the challenges that the Council faces in meeting its Net Zero target, whilst at the same time seeking to address other challenges, such as housing need, developing communities, supporting the local economy, delivering infrastructure, maintaining a financially sound position and local government reorganisation.

Our Corporate Plan for 2023-2027 renews the Council's commitment to Net Zero and 'our greener future' and recognises the need to embed carbon literacy at the core of the Council's decision making.

In 2025/26 the Council will produce an updated Action Plan, to reflect the changes in the Council's operations and aspirations. We will continue to conduct projects detailed in the Corporate and Net Zero Action Plans, seek external funding and find the most effective ways of delivering carbon emission reductions. In particular the Council will look to deliver projects that provide co-benefits such as financial savings and improvements to health and wellbeing. The Council will also continue to monitor the methodology for calculating its carbon footprint and revise its processes to match best practice.

Inclusions and Exculsions Methodology

The Council is committed to accurately reporting its carbon footprint, collecting data using best practice and in a comparable way to other councils. We collect and calculate across a full range of the Council's emission-releasing activities classified into the three groups known as scopes. These are defined in the GHG Protocol Corporate Standard and within the Local Government Association carbon accounting tool.

The Council has been investigating expanding its Scope 3 reporting to include more categories in line with the GHG protocol guidance. Current and further categories are listed below. The availability and accuracy of these are being assessed as they may be included in future years' reporting.

Scope	What we've included	What we haven't included	Accuracy/Confidence level in available data
Scope 1	All combustible fuel the council pays for: • Gas at council offices, • Diesel in generators, • Petrol and diesel in staff fleet • Oil for some Temporary Accommodation	Fugitive Emissions from Refrigeration, cooling and aerosols. These are minimal.	High
Scope 2	All electricity purchased by the council.	We haven't reported our electricity emissions at zero despite possessing a no nuclear green energy tariff.	High
Scope 3	• Business Travel (car) • Leased Buildings • Water • Council Contracts (Cost based spend) • Council's own waste • Transmission and Distribution emissions from consumed electricity	• Staff Commuting • Working from Home • Investment emissions • Pension emissions • Business Travel (public transport) • Council spend not associated with a contract • Concession stands and activity on council land	Low