



**EAST SUFFOLK
ENVIRONMENTAL
POLICY**

TO 2023





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FOREWORD

Suffolk Coastal and Waveney District Councils are committed to working with others for the benefit of people now and in the future as well as for the natural capital that underpins our prosperity.

We recognise that the development of sustainable local economies is essential, which is why we strive to achieve a workable balance between people's needs, wants and the natural environment, which underpins our society. 'Protecting, enhancing and making sustainable use of our environment' is one of seven critical factors of success included within the East Suffolk Business Plan '[East Suffolk Means Business](#)' published in 2015.

In keeping with the Business Plan's three-pronged strategy of enabling communities; promoting economic growth; and becoming financially self-sufficient, the East Suffolk Environmental Policy adopts these key elements in order to provide for local communities whilst protecting our natural environment.

We aim to deliver the core aims of the Business Plan and Suffolk's ambitions of being 'The Greenest County', as well as

our commitments as members of the Suffolk Climate Change Partnership, adhering to statutory obligations and meeting national targets. To do this it is vital that a robust but flexible environmental policy, complete with annually reviewed SMART objectives is in place.

The new environmental policy builds upon the success of its predecessors; the Joint Environmental Policy (JEP) from 2013 to 2016, and various climate change, energy, travel and Local Agenda 21 Plans before it.

The Policy sits alongside and compliments the aims of the [Local Plans](#) for both Councils, our Air Quality Management Area Action Plans and our Social Value Policy.

The new East Suffolk Environmental Policy has been developed throughout a multi-stage process of analysing the policies of award-winning councils and corporations; conversing with our neighbouring councils in Suffolk, Norfolk and Cambridgeshire; as well as extensive consultation with key officers and partners.

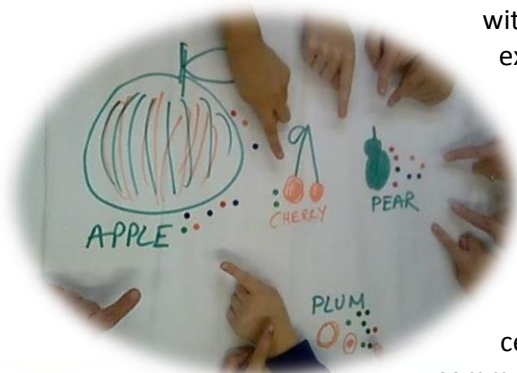
ENABLING COMMUNITIES

Work to improve the natural and built environment carried out by the East Suffolk Councils, would not be possible without the tight-knit communities within our districts, along with the spirit they bring and the 'champions' that drive them. The East Suffolk Business Plan makes working more closely with our communities who put significant time and energy into improving the

quality of life within our districts a priority. To be involved more intimately with our communities will involve empowering them to undertake projects specific and most important to their local area; the council must enable communities to make the changes and environmental improvements we all want to see.

WHAT MUST WE CONTINUE TO DO?

It is



essential the East Suffolk Councils continue to communicate with, as well as offer support and advice to new and existing community groups and initiatives. This will help them to improve, protect and where necessary adapt their local environment; focussing on global as well as local environmental and social challenges, impacts and opportunities to improve.

East Suffolk has seen widespread success with groups such as the Greenprint Forum, which recently celebrated its 20-year anniversary and direct funding of community projects through the Community Environmental Action Fund, Community Enabling Grants, Small Grants, and Capital and Revenue grants. Initiatives such as Thriving Community Buildings and Community Roadshows staged by council staff, as well as networks and organisations like the East Suffolk Resource Network and Community Action Suffolk respectively, along with work supporting community emergency planning groups all help towards this aim.

There are **three** main objectives set out to enable communities to protect and enhance our natural environment and increase their ability to meet their needs and wants now and in the future:

- **To empower resource efficient, environmentally active communities that are prepared for environmental change**
- **To facilitate the provision of mechanisms for the adoption of 'green behaviours' by the people who live, work and visit East Suffolk**
- **To provide and support opportunities to share environmental knowledge and enable community environmental action**

Our Annual Action Plan details activity that the council will undertake in order to meet these objectives.

ECONOMIC GROWTH

We recognise that there is a priority at both a national and local level of government to achieve long-term economic growth and deliver

affordable housing targets. A key part of the East Suffolk Environmental policy is therefore to ensure this growth does not sacrifice our environmental advantage or our ability to meet our needs/wants in the future.

WHAT ARE OUR PRIORITIES?

To ensure our economy is sustainable long term it is important that we work with organisations providing goods and services in our area to ensure they are working towards making efficient use of natural resources. We must work with them to improve their environmental and social impact as well as supporting these organisations in developing plans to be resilient in the case of changing climatic conditions and severe weather i.e. high winds, power failure and flooding.

East Suffolk's main advantage is its environment, more specifically its natural environment; we aim to work with small and medium-sized enterprises (SME's) towards unlocking the full potential of the opportunities granted to us by our diverse and precious landscapes, plants and animals. It is equally important that we help new and developing businesses exploit the potential to boost their competitiveness by efficiently managing their social and environmental impacts. To realise this, we must ensure we not only develop and share expertise on local platforms but also at a national level where possible.



There are **three** main objectives set out to ensure sustainable economic growth:

- **To provide assistance to local businesses, empowering them to enhance competitiveness through strong environmental management and increased corporate social responsibility**
- **To increase the ability of our local businesses and supply chains to adapt to environmental change**
- **To enable organisations to unlock the full potential of East Suffolk whilst protecting and enhancing our natural environment**

Our Annual Action Plan details activity that the council will undertake in order to meet these objectives.

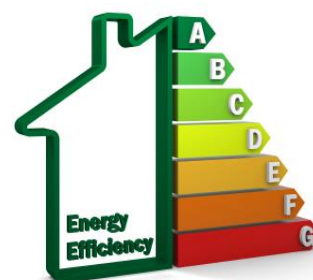
FINANCIAL SELF SUFFICIENCY

In order to continue to move forward as a council, it is important that a stable future is secured. For this reason, East Suffolk's Councils have prioritised financial self-sufficiency as one of the fundamental elements of effectively delivering its Business Plan. Providing a stable platform for years to come is a commitment that will enable Suffolk Coastal and Waveney Councils to

safeguard their deliveries of service for the immediate future. Being financially self-sufficient links directly to environmental policy; not only must we meet targets set by central government, but in light of continued reductions in local government funding, we must also endeavour to identify opportunities to make financial savings and generate income wherever possible.

HOW CAN ENVIRONMENTAL MANAGEMENT IMPROVE FINANCIAL SELF-SUFFICIENCY?

To be cost-efficient we must also be resource efficient; this requires us to be responsible with our use of natural resources; concerning anything from fuel consumption during service delivery to improving the energy efficiency ratings of buildings owned by the council. The East Suffolk Councils are currently going through a transitional period, with recent building moves to Riverside House (Waveney District Council), 70 Shed (Port of Felixstowe) and East Suffolk House (Suffolk Coastal District Council). The council's vision is that these moves will act as a catalyst toward a sustainable, more efficient future.



It is essential that we work with communities to future proof assets and work towards sustainability to reduce future calls on our services, it is also important we work with others to secure the future of East Suffolk's biodiversity. The area's wealth of plant and animal life provides the district with one of its greatest financial and health advantages and without this, achieving a financially self-sufficient future will be almost impossible.

There are **three** main objectives set out to achieve financial self-sufficiency:

- **Aspire to be the exemplar in efficient and responsible use of natural resources**
- **Seek to future proof and maximise environmental benefits throughout processes of development, refurbishment and rebuilds**
- **To manage open spaces to maximise biodiversity opportunities**

Our Annual Action Plan details activity that the council will undertake in order to meet these objectives.

APPENDIX 1: ACTION PLAN

Enabling Communities

Objective 1: To empower resource efficient, environmentally active communities that are prepared for environmental change

Action No.	Action Description	Service Area	Lead	Keys Tasks/Comments	Progress (RAG)	Specific Outcomes/Evidence.
1.1	Through the Thriving Community Buildings Project, provide customised grassroots advice and support to help volunteers manage community buildings to make them into vibrant, resilient and sustainable hubs for action; reducing carbon emissions, aiding social inclusion and enhancing the local environment/community.	Environmental Services and Port Health	Phil Gore	<p>Continue to effectively contract manage and report on the existing Thriving Community Building project</p> <p>Explore and if possible apply for funding opportunities to increase current funded support to 40 new community buildings</p> <p>Produce best practice case studies of communities supported and action undertaken.</p> <p>Undertake training to enable in-house assessment of work undertaken to evidence savings.</p> <p>Explore the need and feasibility of support of this or a similar nature post March 2018.</p> <p>Delivery Risk – No additional funds found to meet targets or for communities to implement recommendations. Partnership working and service affected by changes within organisations. Increased pressure on volunteers may affect engagement.</p>	Ongoing	<p>Up to 2.5 hours of Support for existing community buildings towards implementing recommended actions.</p> <p>Offer a further 35-40 communities in the East Coast support through onsite visits and telephone/email support.</p> <p>Target reduction of 44 tonnes of CO₂e</p>
1.2	Work with existing community resilience/ emergency planning groups to sustain their development and use past success to encourage the formation of new groups.	Environmental Services and Port Health	Phil Gore	<p><u>Encourage and support</u> more communities & voluntary groups (e.g. Rotarians) to develop their own local Community Emergency Plans & develop Community Group Resilience through training (e.g. Rest Centre Operations, exercising, risk based workshops (e.g. winter gritting).</p> <p>Delivery Risk – No additional funds beyond JEPUs hosted courses above found to meet targets. Increased pressures on volunteers affects engagement.</p>	Ongoing	<p>Increasing number of communities and voluntary groups engaged/supported. Evidenced on map http://www.getpreparednow.co.uk/assets/Uploads/NewFolder/2016-09-20-East-CEP-map.jpg .</p> <p>As of September 2016 in East Suffolk: 28 with a plan (ranging from full plan to process outline) , 15 in progress, 29 considering.</p>

Action No.	Action Description	Service Area	Lead	Keys Tasks/Comments	Progress (RAG)	Specific Outcomes/Evidence.
1.3	Community Resilience - Explore the potential for utilising and learning from BERT (Business Efficiency Resilience Toolkit), TCB (Thriving Community Buildings) Environment agency, community flood plan work and council emergency planning officers' work to create a community resilience toolkit and support this work to further enhance Suffolk's community enabling offer.	Environmental Services and Port Health	Phil Gore	A feasibility assessment on broader resilience support will have been undertaken and recommendations shared by email and at steering group meeting with Suffolk Climate Change Partnership. Delivery Risk – There may be inadequate time to enable robust study.	Ongoing	A clear set of recommendations for funders and partners to consider for future community resilience support, which includes the consideration of community buildings. If appropriate, any learning and case studies will have been shared with community buildings/representatives via email and/or at a public event. Support will continue through JEPU and TCB as appropriate to the needs of the community and the resources available.

Objective 2: To facilitate the provision of mechanisms for the adoption of ‘green behaviours’ by the people who live, work and visit East Suffolk

Action No.	Action Description	Service Area	Lead	Keys Tasks/Comments	Progress (RAG)	Specific Outcomes/Evidence.
2.1	Warm Homes Healthy People - Work with external partners to identify and secure funding from all available sources to help deliver energy efficiency improvements for Suffolk residents suffering the effects of fuel poverty and health related issues linked to cold homes.	Housing Services	Justin Hunt	<p>Target for East Suffolk 75 with 250 recommended for Suffolk</p> <p>Delivery Risk - Following the collapse of Green Deal, the funding, nationally, for installing measures is currently at an all-time low. There is a consultation out on ECO but we are some way from knowing what form this will take. Without any Central Government initiative such as a replacement for Warm Front there is a risk that no funding could be available locally to help vulnerable households other than that secured by bidding.</p>	Ongoing	Warmer, healthier homes; lower fuel bills, lower emissions, improved health, higher educational attainment for children, better employment output for adults, higher levels of social interaction, fewer health related interventions and reduced burden on health services.
2.2	Support the growth of active travel methods	Active Communities	Richard Best/ Kerry Blair	<p>Actively support groups, organisations or projects that increase walking activities.</p> <p>Support projects to develop safer cycling opportunities for school children.</p> <p>Ensure key facilities such as frequently used countryside sites and leisure centres have the facilities required for ease of active travel i.e. cycle racks.</p> <p>Delivery Risk – resources to develop sustainable projects, evaluate effectively and report on them become increasingly limited.</p>		Continue to raise importance of suitable active travel provision and act on any funding/resource delivery opportunities as and when they arise

Action No.	Action Description	Service Area	Lead	Keys Tasks/Comments	Progress (RAG)	Specific Outcomes/Evidence.
2.3	Ongoing provision of efficient waste collection service that enables easy householder recycling/composting of waste whilst ensuring environmental gain and affordability	Operations	Kerry Blair	<p>Continue to provide mixed recycling and composting collections and meet agreed targets.</p> <p>Trial a WEEE (Waste Electrical and Electronic Equipment) recycling scheme.</p> <p>Delivery risks – Increases in fuel costs coupled with reduced funds and reduced markets for recycled products decreases range of door step options available. Societal pressures such as increased number of people needing care and increased time and cognitive pressures reducing ability/willingness to segregate waste at the doorstep let alone take to recycling centres reduces ability to meet agreed targets.</p>		<p>Residual household waste per household - NI 191 – target SCDC: 360kg (SP) WD:526kg</p> <p>Household waste recycled and composted - NI 192 - target SCDC:57% (SP) WD:40.65%</p> <p>Household waste recycled (excluding organic waste) – target SCDC: 40.43% (SP) WD:28.75%</p> <p>SCN and WN to lead on a trial for WEEE recycling before end of 2017.</p>
2.4	Moving to efficient Digital Services and communications to reduce paper wastage and environmental impacts associated with printing. Where printing is required to ensure accessibility or legal compliance use efficient high volume devices.	Customer Services/ICT Services	Darren Knight Ann Carey	Tasks contained within the East Suffolk Digital Strategy . There is no need to repeat these, delivery risks or targets.		Not applicable.

Action No.	Action Description	Service Area	Lead	Keys Tasks/Comments	Progress (RAG)	Specific Outcomes/Evidence.
2.5	Remove no cycling signs on the promenade and run a full year's trial to determine impact.		Laura Hack/ Helen Greengrass	Trial started 18.10.2016		Anticipate the increase of use by cyclists and associated health benefits. Use will be monitored and reported back to full council in a year's time.

Objective 3: To provide and support opportunities to share environmental knowledge and enable community environmental action

Action No.	Action Description	Service Area	Lead	Keys Tasks/Comments	Progress (RAG)	Specific Outcomes/Evidence.
3.1	Further the development of and facilitate the Greenprint Forum as the local community environmental support network for East Suffolk.	Environmental Services and Port Health	Phil Gore	<p>Continue to stage at least four forum events annually on topics the membership has requested</p> <p>Support and where possible enable local community environmental work that meets the aims of the membership.</p> <p>Actively encourage growth of membership and community engagement with environmental and resilience initiatives.</p> <p>Share relevant information from other environmental and community initiatives e.g. Green Build Network</p> <p>Delivery risks Organisations, staff and volunteer efforts stretched beyond capacity to deliver sufficiently to meet expectations and have a significant positive outcome.</p>	Ongoing	<p>Notes from at least four events available online</p> <p>Membership increased by 10% annually</p> <p>Monthly email to members (bar July, August and December)</p>

Action No.	Action Description	Service Area	Lead	Keys Tasks/Comments	Progress (RAG)	Specific Outcomes/Evidence.
3.2	Continue to work with the Suffolk Waste Partnership to identify and utilise opportunities to empower communities and organisations to minimise levels of waste generated and to manage waste in ways that are environmentally, economically and socially sustainable.	Operations	Kerry Blair	Attend Quarterly Directors meeting. Attend monthly management meeting. Attend monthly officers meeting. Continue to chair and coordinate activities of the Suffolk fly Tipping Action Group (STAG). Continue to lead visits to the material Waste Recycling Facility when requested, support County led composting initiatives e.g. composting workshops, and signpost to useful resources such as the http://www.suffolkschoolsrecycling.org.uk/		Minutes of meetings Target at least 6 community engagements during 2016 – 17 then review annually.
3.3	Ensure that relevant and up to date advice is offered at community events concerning renewable energy, efficient use of resources and key wildlife and habitats	Environmental Services and Port Health	Phil Gore	Share information and advice at local community events such as: <ul style="list-style-type: none"> • Greenprint Forum • Community Roadshows Ensure Officers providing advice have been suitably trained, are members of a professional body and relevant continual professional development is carried out and recorded.		Environmental Sustainability Practitioner in Environmental Management maintained and work begun towards achieving full membership with a goal of achieving in 2018.

Action No.	Action Description	Service Area	Lead	Keys Tasks/Comments	Progress (RAG)	Specific Outcomes/Evidence.
3.4	Identify and train a lead officer from within the council to facilitate, inform and support community tree planting schemes	Environmental Services	Phil Gore	<p>Identify a lead officer to work closely with arboriculture officers to develop tree warden network.</p> <p>Identify necessary training and run for them and volunteers.</p> <p>Identify resources to develop and fund a hedgerow planting and maintenance (laying) skills project.</p> <p>Identify a community group to work with to apply to the Community Annual Trees Fund in March 2017 to plant trees between £100 and £700, 25% match to come from us and community.</p>		
3.5	Continue to engage volunteers in, advise on and support community environmental action including: litter picks, waste minimisation and countryside management:	Operations	Kerry Blair	<p>Meet the target of 1500 for Suffolk Coastal and investigate the feasibility of mirroring provision in Waveney.</p> <p>Encourage more communities to undertake community litter picks and provide equipment and pick ups.</p> <p>Delivery Risk Other community pressures reduce availability of volunteers.</p>		<p>1500 hours target met or exceeded in a year for SCDC. Feasibility reported on for WDC.</p> <p>Increase community requests for equipment by 10% in 2017/18 across East Suffolk and then review target annually.</p>

Sustainable Economic Growth

Objective 4: To provide assistance to local businesses, empowering them to enhance competitiveness through strong environmental management and increased corporate social responsibility

Action No.	Action Description	Service Area	Lead	Keys Tasks/Comments	Progress (RAG)	Specific Outcomes/Evidence
4.1	Utilise opportunities to promote and share key messages from Business Energy Efficiency Anglia	Economic Services /Communications	Paul Wood/Phil Harris	Keep a note of minutes/publications/releases /events	Ongoing	Energy efficiency audit support from a Groundwork advisor (available to 1,000 SMEs) Accreditation to the Carbon Charter – a recognised, local standard (available to 500 SMEs) Access to grant funding for next-phase technologies (available to 275 SMEs)
4.2	Maintain awareness of developments in environmental management and corporate social responsibility and share any key developments with Economic Development Officers	Environmental Services	Phil Gore	Utilise membership of Institute of Environmental Management and Assessment (IEMA) to access free and low cost webinars and information. Keep a record of key developments shared.	Ongoing	

Objective 5: To increase the ability of our local businesses and supply chains to adapt to environmental change

Action No.	Action Description	Service Area	Lead	Keys Tasks/Comments	Progress (RAG)	Specific Outcomes/Evidence
5.1	Business Resilience – Develop and carry out an electronic straw poll survey of East Suffolk SME’s to determine the numbers that have business resilience plans.	Environmental Services	Phil Gore	Survey developed and trialled Survey carried out and analysed Delivery risk Key partners have insufficient capacity to input into survey design and roll out. Companies not sufficiently engaged to give high enough results from which to draw meaningful conclusions.		1% of East Suffolk’s SME’s surveyed. Survey results shared with SCCP and other relevant partnerships Evidence utilised to help with future funding applications.
5.2	Business Resilience – As a pilot project, provide support to SME’s in East Suffolk to enable them to adopt/improve their resilience plans and allow them to identify resources for further work across Suffolk	Coastal Partnership East	Bill Parker	Continue to effectively contract manage the BERT project and report on progress Continue to identify potential future funding mechanisms Delivery risk No future funding or resources found to deliver more that the pilot.		75 SME’s audited in East Suffolk Funding/resources explored to increase reach, as appropriate, to ensure more businesses are resilient.

Objective 6: To enable organisations to unlock the full potential of East Suffolk whilst protecting and enhancing our natural environment

Action No.	Action Description	Service Area	Lead	Keys Tasks/Comments	Progress (RAG)	Specific Outcomes/Evidence
6.1	Through the planning system continue to identify and utilise opportunities to encourage positive development which balances the need for growth, our diverse natural environment and the needs of people	Planning Services	Philip Ridley	<p>Housing developments: Energy and water performance requirements in Building Regulations will be set at a level equivalent to Code for Sustainable Homes Level 4 (code itself revoked). Local Authorities have no power to require more than this.</p> <p>Continue to hold annual Town and parish council planning training workshops and incorporate updates in particular on sustainable practices (balancing environment, people and our economy).</p> <p>Continue to support Towns and Parishes in developing neighborhood plans.</p> <p>Continue to provide advice and support in relation to trees (9 x out of 10 – people want to speak to someone to be sure –as many TPOs made before the houses built and it can hard for them to orientate themselves) and develop a GIS layer of trees for Waveney to match that in Suffolk Coastal</p> <p>Delivery Risk Staff resources insufficient to meet demand. Central Government Policy not robust enough.</p>		<p>World of planning minutes</p> <p>Increasing number of neighbourhood plans which have considered biodiversity, renewable energy, resource efficiency.</p> <p>Increasing numbers of renewable energy developments in appropriate sites in East Suffolk http://renewables-map.co.uk</p>

Action No.	Action Description	Service Area	Lead	Keys Tasks/Comments	Progress (RAG)	Specific Outcomes/Evidence
6.2	Continue to work with the Sizewell C Strategic Planning Liaison Group Joint Local Authority Group and relevant organisations/communities to ensure the environmental impact is sufficiently managed	Planning Services	Philip Ridley	EDF have commenced their Stage 2 public consultation following the final Investment Decision (FID) on Hinkley Point C, made on 15 September 2016. Environmental specialists across Suffolk are feeding into it.		The 67 hectare Aldhurst Farm Habitat Creation Scheme is completed successfully by EDF energy, managed appropriately and follow up research shows it has been colonised by water voles, otters, eels, amphibians, reptiles and birds, as well as rare plants. Specialist East Suffolk councils staff are making input into specific workshops relating to Air Quality/Noise/Water/Erosion

Financial Self-Sustainability

Objective 7: Aspire to be the exemplar in efficient and responsible use of natural resources

Action No.	Action Description	Service Area	Lead	Keys Tasks/Comments	Progress (RAG)	Specific Outcomes/Evidence
7.1	Implement and monitor travel plans at Riverside and East Suffolk House.	Environmental Services and Port Health	Phil Gore	Set up Travel Pages on FRED. Carry out annual staff travel survey. Delivery Risk Staff and member engagement levels low due to other pressures on time.		Achieve a 10% reduction in single occupancy travel.
7.2	Continue to ensure legal compliance with environmental legislation through operations and effective contract management.	Environmental Services and Port Health Operations	Phil Gore Kerry Blair	Keep an up to date legal register and ensure actions comply with legislation at all times. Consider the potential impacts of BREXIT on key environmental legislation with particular regard to Special Protection Areas in East Suffolk Develop and carry out two environmental toolbox talks a year to raise awareness of compliance and enhancement opportunities. Delivery risks Staff engagement in tool box talks low.	Continual	

Action No.	Action Description	Service Area	Lead	Keys Tasks/Comments	Progress (RAG)	Specific Outcomes/Evidence
7.3	Identify and utilise opportunities to reduce procurement and where essential, ensure government buying standards are followed where they exist and for high spend/risk procurement, lifecycle and natural resource use/emissions are considered where they do not .	Operations	Richard Best/ Kerry Blair	<p>Continue to raise awareness of and train in effective use of the Social Value Policy and Procurement Strategy for staff, contractors and suppliers, to encourage a culture of corporate social responsibility that prioritizes reduction, reuse and lifecycle and emissions thinking and environmental and social enhancement opportunities.</p> <p>Keep records of specific examples where our interaction has led to a positive environmental/social outcome.</p> <p>Delivery risk – staff not made available to develop and deliver and indeed receive training, suppliers not engaged, insufficient staff capacity to keep or review records.</p>	Continual	
7.4	Continue the Council’s efforts to reduce Greenhouse Gas emissions.	Operations and Environmental Services and Port Health	Kerry Blair Phil Gore	<p>Ensure the partner organisations of the East Suffolk Councils provide robust data (usage and reasons for change) for the Annual Greenhouse Gas report in line with dates agreed with the environmental sustainability officer</p> <p>Produce a greenhouse gas report in July each year.</p> <p>Produce and publish a “buildings efficiency and sustainability assessment” for both Councils by the end of May each year as required by The Housing and Planning Act 2016</p> <p>Assess feasibility of combining the Annual Greenhouse Gas report and the buildings efficiency and sustainability assessment</p> <p>Delivery risk With limited staff resources available these are delayed/not given full consideration. Technologies do not deliver expected savings.</p>	Annual	<p>Move footway standard lighting units in towns and parishes across the Suffolk Coastal District to part-night lighting, following the installation of an intelligent lighting system.</p> <p>Suffolk Coastal District Council now at East Suffolk House:air source heat pumps, LED lighting, improved insulation, electric pool vehicle and charging point.</p>

Action No.	Action Description	Service Area	Lead	Keys Tasks/Comments	Progress (RAG)	Specific Outcomes/Evidence
7.5	Continue to identify and utilise opportunities to improve the environmental impact of operations associated with delivering Council services, including tabling progress and challenges at monthly partnership meetings and maintaining ISO14001 accreditation.	Operations	Kerry Blair	<p>Continual improvement through Norse ISO14001 certified system – provide copy of certificate each time updated.</p> <p>Include significant actions planned and recently enacted that will positively or negatively affect the environment in terms of Quality, Safety, Health and Environment report. Share report with ESEP (East Suffolk Environmental Policy) Officer Group.</p> <p>With a particular emphasis on: PMs NOX SOX CO2</p> <p>Delivery risks Organisational changes, reduced budgets, staff changes.</p>	Ongoing	To be evidenced in Monthly Partnership meeting minutes and electronic copies of certificates.

Objective 8: Seek to future proof and maximise environmental benefits throughout processes of development, refurbishment and rebuilds

Action No.	Action Description	Service Area	Lead	Keys Tasks/Comments	Progress (RAG)	Specific Outcomes/Evidence
8.1	Seek the advice of registered professionals on all major refurbishments and redevelopment projects to ensure building environmental and sustainability factors have been considered throughout all stages of the process.	Operations	Kerry Blair Tim Snook	The Leisure Programme Board, with delegated authority from Cabinet to consider environmental and sustainability factors with quotes/input from experts where needed. Delivery risk Timeframes and capital budget availability do not allow for lifecycle/ broader sustainability decisions to be implemented. Other factors limit potential e.g. user comfort, roof strength etc.		Implement feasible recommendations in: Deben: May 2017 – Early 2018 Leiston: 2018 - 2020 Felixstowe: 2019 - 2021
8.2	Working with local communities, housing associations and developers to identify opportunities to provide sustainable affordable housing	Communities	Nicole Rickard	Continue outreach and engagement with members of local communities regarding affordable housing opportunities, in particular rural exception sites. Delivery Risk Opportunities do not match expectations or need		

Action No.	Action Description	Service Area	Lead	Keys Tasks/Comments	Progress (RAG)	Specific Outcomes/Evidence
8.3	<p>In Waveney through housing refurbishment and replacement programme adopt efficiency measures which benefit tenants and the environment.</p> <ul style="list-style-type: none"> • Heating: Boiler upgrades, heating installation and fuel switches. • Installation of over-bath showers • Specific sheltered scheme improvements to insulation, electricity demand and heating. • Installation of warm deck flat roofing where appropriate. • Rewiring works and installation of LED lighting. • Improved loft insulation in accordance with re roofing 	Housing Services	Justin Hunt	<p>A key priority for housing services is to increase the opportunities and number of affordable homes (freehold, self-build, shared and rental) for our local young people and those in their senior years. Affordable in terms of build cost, rent and in terms of running costs consummate with good health – e.g. avoiding excess cold hazards). Properties with higher SAP rating have lower energy costs and lower associated environmental costs (a rating of 100 = zero costs). From April 2018 onwards, unless there is an applicable exemption, all privately rented properties, at time of letting or reletting, need to have a minimum SAP rating of E (between 39-54). Our average SAP rating, as of October 2016, was C (70) with the range being from an F band - B band.</p> <p>Delivery risk Available resources diminish at a time when demand increases</p>		<p>Increased provision of new housing with the improved efficiencies required by Part L and where possible exceeding these to provide lower energy costs long term for tenants.</p> <p>For existing stock – 4500 properties (18.10.2016)</p> <ul style="list-style-type: none"> • When new EPCs are procured works carried out means they are above SAP rating E. • Number of boilers upgraded, over bath showers installed, insulation installed (SW and Loft) etc.

Action No.	Action Description	Service Area	Lead	Keys Tasks/Comments	Progress (RAG)	Specific Outcomes/Evidence
8.4	When procuring vehicles ensure they are fuel efficient and ensure regular servicing and energy conscious operation.	Housing Services	Justin Hunt	<p>Ensure Housing Maintenance Fleet fuel use is captured and reported as part of annual greenhouse gas report from 2017 onwards</p> <p>Review 81 vehicles operated/maintained by Norse (correct as of 18.10.2016) to determine if they are fit for purpose, up to date with servicing and if lower emission ones are needed/viable as alternatives.</p> <p>Review tracking data to understand journeys and establish a baseline against which to set targets.</p> <p>Delivery risk Staff resources to carry out review unavailable due to other priorities.</p>		<p>Housing and housing Maintenance included in Waveney AGH report</p> <p>Review undertaken and recommendations made</p> <p>Review undertaken and recommendations made</p>

Objective 9: Manage open spaces in order to maximise biodiversity opportunities within East Suffolk

Action No.	Action Description	Service Area	Lead	Keys Tasks/Comments	Progress (RAG)	
9.1	Take an active role on the AONB Joint Advisory Committee and the AONB Partnership	Environmental Services and Port Health	Phil Gore	Attend four meetings of the JAC a year and two meetings of the Partnership and participate in relevant consultations		
9.2	Continue to manage sustainably Suffolk Coastal's countryside, heathland, woodlands and SSSI sites to agreed standards, enabling integrated access and supporting resident recreation whilst protecting the areas wildlife habitat and natural tranquillity.	Operations	Kerry Blair	Support the recommendations and actions of Natural England's National Character Area Profile: 82 Suffolk Coast & Heaths . Support the recommendations and actions of Suffolk Coast & Heaths AONB Management Plan . Support the recommendations and actions of Suffolk County Council's Nature Strategy . Delivery risk: Insufficient staff resources to keep strategic overview and progress actions efficiently	Ongoing	
9.3	Perform a review of East Suffolk's Contaminated Land Strategies with the intention of producing an up to date version.	Environmental Services and Port Health	Phil Gore	Devise a new Contaminated Land Strategy for East Suffolk by March 31 st 2018.		

APPENDIX 2: ACTIONS FOR DEVELOPMENT (SHOULD RESOURCES BECOME AVAILABLE)

Action Description	Key Tasks/Comments	What needs to happen to make Action Possible? When might this be done?
Digital Champions in communities	Need to identify resources to recruit, train and manage volunteers	2018
Identify ways to spread awareness and encourage small and medium sized businesses to make Better use of the Suffolk Carbon Charter .	Promote carbon reduction measures in small and medium sized business through use of the Suffolk Carbon Charter; the charter provides an onsite audit and helps businesses to meet the accreditation requirements.	Potential to tie into work with Tourism Businesses – toolkit
Promote and provide advice and support to businesses in order for them to relocate to East Suffolk.	Develop the East Suffolk economy in line with the principles of a circular economy: <ul style="list-style-type: none"> • Reduce waste • Drive greater resource productivity • Deliver a more environmentally competitive economy with East Suffolk • Sufficiently address emerging resource security/scarcity issues in the future. • Help reduce the environmental impacts of our production and consumption Identify key locations and types of work and infrastructure needed to support, with an eye to future developments as predicted by futurologists.	Try to develop interest through Greenprint Forum – see if there are any volunteers or other orgs that could drive this forward.
Consider Bristol City European Green Capital project and Barcombe Energy Group and identify if any solutions are not already been implemented locally that would work and for which funding (e.g. RCEF) could be found. Take note of any finding from Financial Conduct Authority research into suitability of certain co-operative models for community energy groups and DECC science and innovation programme on solid wall insulation to help skill up community energy groups during the installation process.	Facilitate information sharing events/opportunities Identify local communities that could benefit from Community Action Awards run by National Energy Action	Potential for this to be taken forward by John Taylor in the UK Power Networks East of England community energy hub.

APPENDIX 3: REGISTER OF ENVIRONMENTAL MANAGEMENT PARTNERSHIPS/NETWORKS

Partnership	Purpose	Role of our organisation on it	Controls in place to ensure value added	Responsible Member	Responsible Officer
Alde and Ore Estuary Partnership	To ensure the development and maintenance of a safe, secure, productive, biologically diverse and pleasant estuary. Oversee a strategy for the estuary as a whole and to prepare a plan including a rolling programme of works for the furtherance of the strategy.	Ongoing technical advice and support		Andy Smith and David Ritchie	Head of Coastal Management
Anglian (East) Regional Flood and Coast Committee	The Regional Flood and Coastal Committee (RFCC) is a committee established by the Environment Agency under the Flood and Water Management Act 2010	Engage constructively with, and offer advice to, the Agency, having developed own view as to the flood and coastal erosion risk management needs. Attend 4 Meetings per year.		Andy Smith and David Ritchie	Head of Coastal Management

Partnership	Purpose	Role of our organisation on it	Controls in place to ensure value added	Responsible Member	Responsible Officer
Bawdsey Coastal Partnership	<p>A community partnership established to help identify and understand assets at risk from coastal flooding, potential solutions and ways to engage the community and resource them.</p>	<p>Ongoing technical advice and support</p>		<p>Andy Smith and David Ritchie</p>	<p>Head of Coastal Management</p>

Partnership	Purpose	Role of our organisation on it	Controls in place to ensure value added	Responsible Member	Responsible Officer
Broads Authority	Set up in 1989 It is the general duty of the Authority to manage the Broads for the purposes of: (a) conserving and enhancing the natural beauty, wildlife and cultural heritage of the Broads; (b) promoting opportunities for the understanding and enjoyment of the special qualities of the Broads by the public; and (c) protecting the interests of navigation. The Broads Authority is the executive body for decision taking and overseeing all strategies, policies and priorities of the Authority.	Review reports. Provide input into discussions and decision making.	Broads Plan	Mike Barnard	
Coastal Partnership East (CPE)	Expert team working across LA boundaries managing the coast between Holkham in North Norfolk and Landguard Point in Felixstowe	Manage the team	CPE Action Plan	Andy Smith and David Ritchie	Head of Coastal Management

Partnership	Purpose	Role of our organisation on it	Controls in place to ensure value added	Responsible Member	Responsible Officer
Deben Estuary Partnership	To safeguard the Deben estuary from degradation by creating management partnerships of all the interested parties, particularly local communities, working together so that future generations may continue to benefit."	Ongoing technical advice and support		Andy Smith and David Ritchie	Head of Coastal Management
East Anglian Coastal Group	To influence and support members to manage the coast for the benefit of the Anglian Region	Act as treasurer for the group. Advise and support.		Andy Smith and David Ritchie	Head of Coastal Management
East Suffolk Internal Drainage Board	To regulate, control and facilitate development to secure the efficient working of the drainage system now and in the future. This is done by reasonable application of the Board's Byelaws and the Land Drainage Act 1991, and by working closely with the Developers, Local Authorities, Environment Agency and other Stakeholders.	Work with other Board Members to collectively make key decisions		Christine Block Colin Hedgley Susan Harvey Jane Marson Sue Allen	

Partnership	Purpose	Role of our organisation on it	Controls in place to ensure value added	Responsible Member	Responsible Officer
East Suffolk Partnership	Strategic network established in 2015 creating collaboration across public, private, voluntary and community sectors to work towards agreed goals in the most efficient way.	Chair and facilitate	East Suffolk Board 4 x a year. Programme Officers Group regularly in between board meetings	Ray Herring and Colin Law	East Suffolk Partnership Manager
Greenprint Forum Steering Group	East Suffolk Network set up in 1996 to enable strategic thinking and community action to benefit people and the environment.	Facilitate quarterly meetings, Forums and events to meet the needs of members.	Annual progress check	Carol Poulter and David Ritchie	Environmental Sustainability Officer
Greenways Countryside Project Joint Advisory Committee	The Greenways Countryside Project exists to protect and enhance the countryside, landscape and open space across an area of about 100 square kilometres in and around the town of Ipswich, and home to around one quarter of the population of Suffolk, for the benefit of wildlife and local people	Scrutinise actions and investments made to ensure they are providing good value for money		Mark Newton Nicky Yeo	Head of Operations
Institute of Environmental Management Association	A worldwide alliance of environment and sustainability professionals, working to make our businesses and organisations future-proof. Through our global sustainability standards and partnerships, we are driving understanding and uptake of crucial skills that will keep the world of business in business.	Progress from practitioner to Full membership	Develop page on Fred to share key learning of relevance to organisation.	Carol Poulter, David Richie and Stephen Ardley	Environmental Sustainability Officer

Partnership	Purpose	Role of our organisation on it	Controls in place to ensure value added	Responsible Member	Responsible Officer
Landguard Partnership Committee	The Landguard Partnership was set up in 2009 to ensure that the Landguard Peninsula at Felixstowe in Suffolk is managed in a sustainable manner, contributing to the nationally important environmental conservation, cultural heritage, educational resources and economic prosperity of the area and adding to the quality of life and enjoyment of the local community and visitors.		Strategy and action plan - progress reported on annually	Andy Smith with Steve Gallant as Substitute	Head of Economic Services
Local Government Association – Coastal Forum	To Champion and represent the collective interests of coastal, estuarine and maritime communities by increasing awareness and debate on environmental, economic and social issues at all levels in relation to the coast. It works in partnership with other organisations with complimentary aims and will bring pressure on the Government to secure complete involvement at all levels of policy formulation concerning the coast.	Chair the Officers Group and actively support the aims.		Andy Smith and David Ritchie	Head of Coastal Management

Partnership	Purpose	Role of our organisation on it	Controls in place to ensure value added	Responsible Member	Responsible Officer
Joint Local Advisory Group (Sizewell C)	Joint Advisory Group with Suffolk County Council (6) and Members of Parliament role: Identify and promote the aspirations of the local communities and develop a common approach to proposals made by EDF Energy for a new nuclear power station in order to: mitigate disruption caused by construction and operation; provide opportunities for the local workforce & business; and to deliver maximum community benefit. Engage with town and parish councils to understand their issues and concerns and develop agreed priorities for mitigation and community benefit. Determine the most effective approach to engagement with EDF and central government at the political level, in concert with officers evaluating the technical issues.	To attend meetings to discuss common approaches. Take decisions back to respective authorities through their established processes.	Meet as required	Geoff Holdcroft (lead) Tony Fryatt Andy Smith Ray Herring Tony Cooper Ian Pratt	Stephen Baker, Chief Executive (SCDC/ WDC) and Head of Planning Services
National Tree Warden Network	The Tree Warden Scheme is a national initiative to enable people to play an active role in conserving and enhancing their local trees and woods.	Facilitate an East Suffolk Network through the Greenprint Forum	Promote national events and where possible facilitate local ones.	Carol Poulter and David Ritchie	Head of Environmental Services and Environmental Sustainability Officer

Partnership	Purpose	Role of our organisation on it	Controls in place to ensure value added	Responsible Member	Responsible Officer
Planning Officer Society	The Society represents senior professionals and managers of planning functions in the public sector serving English Local Authorities. They enable public sector planners to work together and access training with Government and partners to create a strong and united voice for public sector planners supporting and shaping planning policy and practice in local communities	Philip Ridley Chairs the Natural Resources Working Group.	Meet four times a year	Tony Fryatt and David Ritchie	Head of Planning Services
PPC (Pollution Prevention and Control) Group	A consistent approach across the county as well as sharing best practice.	Equal partner inputting from our perspective	Meet annually. Communicate via email to avoid meeting too often.	Carol Poulter, David Richie and Stephen Ardley	Head of Environmental Services and Port Health

Partnership	Purpose	Role of our organisation on it	Controls in place to ensure value added	Responsible Member	Responsible Officer
Suffolk Air Quality Management Group	This group establishes joint working across Suffolk to enable shared knowledge to meet the requirements of Part IV of the Environment Act 1995 – Local Air Quality Management using Defras Policy Guidance (PG16) 2016 and Technical Guidance (TG16) 2016	Equal partner inputting from our perspective	Meet twice a year	Carol Poulter, David Richie and Stephen Ardley	Head of Environmental Services and Port Health

Partnership	Purpose	Role of our organisation on it	Controls in place to ensure value added	Responsible Member	Responsible Officer
Suffolk Climate Change Partnership – Funders Group	To increase economic and community resilience by maximising the potential to access large funding pots to agree targets, reduce greenhouse gas emissions and prepare for changes to the climate by working collaboratively with other authorities. This supports the Governments Climate Change Act 2008 and action to meet carbon budgets but is not a requirement.	Understand and communicate the risks and opportunities associated with climate change on a global and local. Scrutinise actions and investments made to ensure they are meeting requirements and providing good value for money. Inform the development of a clear action plan and drive forward agreed actions.	Monthly update received from Partnership – review and communicate as appropriate. Lead on adaptation element of SCAP 3 and contribute to remainder. Inform the development of a clear action plan and drive forward agreed actions.	Carol Poulter and David Ritchie	Head of Environmental Services and Environmental Sustainability Officer

Partnership	Purpose	Role of our organisation on it	Controls in place to ensure value added	Responsible Member	Responsible Officer
Suffolk Climate Change Partnership – Steering Group	As above – broader group including non-funders like Suffolk Coastal	Attend quarterly meetings and share relevant items from Partnership Updates across the organisation		Carol Poulter and David Ritchie	Head of Environmental Services and Environmental Sustainability Officer
Suffolk Coast & Heaths AONB Joint Advisory Committee	To ensure our investment in the AONB is spent well in meeting our legal requirements under the Countryside and Rights of Way Act 2000 giving Local Authorities a legal duty to conserve and enhance the natural beauty of the areas	Understand the value of our AONB and its vulnerabilities. Scrutinise actions and investments made to ensure they are meeting our legal requirements and provide good value for money. Ensure that decisions made by The Councils and by Suffolk Coast & Heaths AONB team factor in the value and vulnerabilities and opportunities to	Monthly update received by unit detailing actions is received, communicated as appropriate and acted on if necessary, scrutinising financial expenditure and planned actions and attending quarterly JAC meetings to	Maureen Jones, Sue Allen, Carol Poulter	Head of Operations/ Environmental Sustainability Officer

Partnership	Purpose	Role of our organisation on it	Controls in place to ensure value added	Responsible Member	Responsible Officer
		conserve and enhance are not missed	feed back areas of concern/support/improvement. Suffolk Coast & Heaths AONB team are consultees on planning decisions.		
Suffolk Coast & Heaths AONB Partnership	27 organisations oversee delivery of the AONB Management Plan. It meets twice a year to discuss significant issues in the AONB, and delivery of the Plan.	To actively contribute to discussions and where feasible delivery of the plan. To comment on the Partnership Position Statements produced to reflect the collective view of the AONB Partnership on key issues that affect the Suffolk Coast & Heaths AONB.	Twice yearly meeting	Maureen Jones, Sue Allen, Carol Poulter	Head of Operations/ Environmental Sustainability Officer

Partnership	Purpose	Role of our organisation on it	Controls in place to ensure value added	Responsible Member	Responsible Officer
Suffolk Coast Forum	To take a partnership approach to flood and coastal erosion risk management on the coast and estuaries and closely related issues in the context of an Integrated Coastal Zone Management approach.	Help fund and facilitate the Forum with one Annual Event.		Andy Smith and David Ritchie	Head of Coastal Management
Suffolk Coastal Norse Partnership Board	Provides good governance and assurance to SCDC and is an essential part of service delivery.	Scrutinise and ensure good value for money	Four times a year	Carol Poulter	Head of Operations
Suffolk Flood Risk Management Partnership	Responsible for co-ordinating the implementation of any actions required because of the Floods and Water Management Act 2010 and the Flood Risk Regulations 2009.	Scrutinising and supporting the investigations into and monitoring of inland flood management. Helping with emergency response.	Partnership meeting is held quarterly. Scrutiny meet as needed.	Christine Block Scrutiny - Vice Chair, also attends Partnership. Substitute - Andy Smith	Strategic Director - Vacant

Partnership	Purpose	Role of our organisation on it	Controls in place to ensure value added	Responsible Member	Responsible Officer
Suffolk Local Access Forum	Under the Countryside and Rights of Way Act 2000, Suffolk County Council as Highway Authority has established an independent Local Access Forum for public users. The role of the Suffolk Local Access Forum is to provide strategic advice "on the improvement of public access to land in their area for the purposes of open-air recreation and the enjoyment of the area, and to such other matters as may be prescribed."	No direct role	Not relevant	None	None
Suffolk Planning Officers Group	The Duty to co-operate was introduced through Section 110 of the Localism Act 2011 in November 2011. The Act inserts a new Section 33A into the Planning and Compulsory Purchase Act 2004. The duty is a legal duty on local planning authorities to co-operate constructively, actively and on an ongoing basis with neighbouring authorities, county councils and other prescribed bodies in planning for strategic cross boundary matters.	Expert input as needed.	Meetings called when needed to progress policy.	Tony Fryatt and David Ritchie	Head of Planning Services

Partnership	Purpose	Role of our organisation on it	Controls in place to ensure value added	Responsible Member	Responsible Officer
Suffolk Waste Partnership	Working in partnership to develop and implement strategy to minimise levels of waste generated and to manage waste in ways that are environmentally, economically and socially sustainable.	Funding Partner - scrutinise to ensure waste strategy and collection service is delivering to targets, input into high level debate and significant income and expenditure decisions.	Attend Quarterly Directors Attend monthly management meeting. Attend monthly officers meeting.	Carol Poulter and Stephen Ardley	Strategic Director - AJ