

# Norwich City Council - Carbon footprint report

## Summary

In 2008/09 the council produced its first Carbon Management Plan and set a target to achieve a 30% reduction in carbon emissions by 2013/14 (using a 2007/08 baseline). In total, over the five year period, a reduction of 24% (29% when weather corrected) was achieved using previous conversion factors. Following the production of the council's second Carbon Management Plan in 2014/15, this target was re-set to achieve a total reduction of 40% in carbon emissions by 2019, against the same baseline. This target was re-set again in 2020, and Norwich City Council now aims to become net zero for carbon emissions by 2030, in recognition of the global climate emergency.

For the year 2020/21, using the 2021 Department for Business, Energy and Industrial Strategy (DBEIS) conversion factors, Norwich City Council has made an additional 9% reduction in its carbon emissions, taking the total reduction to 71.1% saving, against its target of net zero carbon by 2030. The conversion factors can be found here: [Greenhouse gas reporting: conversion factors 2021 – GOV.UK](#)

This report has been compiled in accordance with the reporting guidelines originally set by the Department of Energy and Climate Change (DECC). The requirements are that the council publish this report on its website using a standard template, dividing emissions into 3 categories, or scopes.

Since 2008, Norwich city council has been publishing its emissions through member forums such as the Sustainable Development Panel and Cabinet. This report, as well as a detailed analysis, will be taken to our Climate and Environmental Emergency Executive Panel (CEEEP), a Members panel convened to progress work on the council's climate emergency declaration.

## GHG emission data for period 1 April 2020 to 31 March 2021 (restated) – Global kg of CO<sub>2</sub>e

	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008	2007
Scope 1	2,231,408	2,419,120	2,576,804	2,714,763	2,593,049	2,499,724	2,640,453	3,121,775	3,446,651	3,136,959	3,549,707	3,745,825	3,873,933	1,682,048
Scope 2	1,509,908	1,956,601	2,012,976	2,239,942	2,462,896	3,432,985	3,836,556	3,478,538	3,644,381	3,774,122	3,972,326	4,311,715	4,691,648	6,603,828
Scope 3	659,320	1,519,577	1,499,753	1,579,869	1,897,304	1,131,715	1,261,406	1,480,944	1,449,823	1,800,339	1,821,824	2,173,565	2,167,385	2,355,434
Total gross emission	4,400,636	5,895,298	6,089,533	6,534,574	6,953,249	7,064,424	7,738,416	8,081,257	8,540,855	8,711,420	9,343,857	10,231,105	10,732,966	10,641,310
Carbon offsets	n/a	201,770	n/a	n/a	n/a									
Green tariff	1,322,751	1,662,529	1,792,138	1,959,434	920,543	n/a	n/a	n/a						
Total annual net emissions	3,077,885	4,030,999	4,297,395	4,575,140	6,032,706	7,064,424	7,738,416	8,081,257	8,540,855	8,711,420	9,343,857	10,231,105	10,732,966	10,641,310

To 31 March 2021, Norwich City Council has made a 71.1% carbon reduction against its target to become zero carbon by 2030.

### 1. Company information

Norwich city council is a local authority based in the east of England.

### 2. Reporting period

The reporting period is 1 April 2020 to 31 March 2021.

### 3. Changes in emissions

In the year 2020-21 a further reduction of 953,114 kg in *net* carbon emissions was achieved, compared to the previous period, or 953 tonnes. This includes electricity provided under the OFGEM certified Green Tariff. If the Green Tariff carbon reduction is disregarded (to continue to enable direct comparisons with years 2007 to 2015) then total *gross* carbon emissions (including all scopes) fell by 1,494,662 kg over the reporting period. We have not used carbon offsetting this year in order to reduce our carbon emissions.

The following is an outline of sources of change in emissions from the previous year:

### **Main emissions reductions:**

- Impact of the Covid-19 pandemic lockdown restrictions. On 23 March 2020 the UK government ordered everyone to stay at home as a response to the Covid-19 pandemic. Other than essential workers all UK residents were restricted to their homes, excepting the purchase of food, or essential trips, such as attending to medical needs. Children were home-schooled, many people worked from home, whilst many more were furloughed. Restrictions were eased during Summer 2020, but a second lockdown was issued on 31 October 2020 in England, then eased again over Christmas 2020, with a third lockdown being issued on 6 January 2021 in England. Full restrictions were lifted on 19 July 2021. To date, many people continue to work from home. The impact of this has been a significant drop in carbon emissions for this period. Contractors were unable to deliver services on behalf of the council for several months during the reporting period. In addition, some larger assets such as Riverside Leisure Centre were closed for an extended period of time. Staff who usually work from council offices, such as City Hall, worked from home, and some were furloughed for a period of time, so we see reductions in all types of staff travel. We understand this is an extraordinary reporting period, and the level of drop in carbon emissions during 1 April 2020 to 31 March 2021 is unlikely to be replicated in future years. In fact, it's likely that we will see an increase in carbon emissions in the next year. The impact on the way the council delivers its services makes it difficult to meaningfully draw out other contributory factors. However, as with all long range data sets, the long term trend gives the more accurate picture than singling out any one year.
- Fourth full year of the council's OFGEM certified Green Tariff for electricity supplied to all council assets. Since 1 October 2016 all the electricity supplied to council assets has been sourced from renewable sources. The reporting period of 1 April 2020 to 31 March 2021 includes a full year of green tariff reduction on electricity-related carbon emissions from council assets. This means that the council is only reporting the carbon emissions created by the transmission element of our electricity supply, which is significantly lower than the factor applied to our electricity supply pre-green tariff.
- Following the switch to the green electricity tariff the impact of the 'greening of the grid' effect at a national level is less applicable to Norwich city council's carbon footprint. However, it does continue to impact contractor's electricity use and the transmission factor for the council's assets. In relation to the 'greening of the grid' the Department of Business, Energy and Industrial Strategy (DBEIS) have stated; *"The UK electricity factor is prone to fluctuate from year to year as the fuel mix consumed in UK power stations (and auto-generators) and the proportion of net imported electricity changes. These annual changes can be large as the factor depends very heavily on the relative prices of coal and natural gas as well as fluctuations in peak demand and renewables.*
- At a grid level, the principal trend over time has been a move away from coal to renewable sources of electricity production. Over the decade 2008 to 2018, electricity generation from coal decreased from 124 TWh to 17 TWh, a decrease of 86%. Over the same period, electricity generation from renewable sources increased from 22 TWh to 111 TWh, an increase of 400%. (Source: DBEIS – Energy Trends, March 2019).

- *“In the 2019 GHG Conversion Factors, there was a 10% decrease in the UK electricity CO<sub>2</sub>e factor compared to the previous year because there was a decrease in coal generation and an increase in renewable generation in 2017 (the inventory year for which the 2019 GHG Conversion Factor was derived). In this 2020 update, the CO<sub>2</sub>e factor has decreased (compared with 2019) by 9%, again, due to a decrease in coal generation and an increase in renewable generation.”* (Source: DBEIS - UK Government GHG Conversion Factors for Company Reporting, June 2021)
- We expect this decrease in the UK electricity CO<sub>2</sub>e factor to continue in future years, as the latest data from DBEIS states, *“Generation from renewable sources has been increasing year on year and in 2020 exceeded the generation from fossil fuels for the first time in the published data series. Renewable sources generated 134.3 TWh in 2020, an increase of 11 per cent. In contrast, generation from fossil fuels was down 14 per cent to 120.5 TWh.”* (Source: DBEIS – Energy Trends, March 2021)

### **Main emission increases:**

- None this year, due to the impact of Covid-19 lockdown restrictions, as stated previously.

## 4. Measuring and reporting approach

All information is stored and processed in Microsoft Excel spreadsheets. Reporting will be on an annual basis, using the Defra/DECC method (based on GHG protocol). Internal reporting on carbon reduction targets will be using the NI 185 (Defra) method. The following scopes are included in the footprint:

### **Scope 1**

#### ***Process emissions (owned buildings)***

- Data obtained from utility bills (kWh)

#### ***Process emissions (contractor-operated buildings)***

- Data obtained from contractor's energy records (kWh)

#### ***Fuel use (owned vehicles)***

- Data obtained from fuel invoices (litres)

### **Scope 2**

#### ***Electricity emissions (own buildings)***

- Data obtained from utility bills (kWh)

#### ***Electricity emissions (contractor-operated buildings)***

- Data obtained from contractor's energy records (kWh)

### **Scope 3**

#### ***Business travel (grey fleet and contractor)***

- Data taken from officer and member business mileage claim forms (km)
- Data taken from contractor business mileage records (km)

#### ***Public transport***

- Data taken from officer and member business mileage claim forms (km)
- Data for train journeys taken from rail account invoices (km)

#### ***Fuel use in contractor vehicles***

- Data obtained from contractor fuel records (litres)

## 5. Organisational boundary

The approach chosen to identify the operations we have collected data from was based on the original guidance for the National indicator 185, which stated that: *“The indicator is to include all CO<sub>2</sub> emissions from the delivery of local authority functions. It covers all an authority’s own operations and outsourced services. Even if the services are being provided by an external body (e.g. a private company) they remain the function of the authority... the definition of a local authority’s function includes outsourced services (e.g. a private company, third sector organisation), as they remain a function of the authority. CO<sub>2</sub> emissions arising from the buildings and transported related to these outsourced services should be measured and included in the authorities return.”*

Following an assessment of the main outsourced services associated with the Council’s functions, leisure centres, street services and housing support services were included.

## 6. Operational scopes and emissions – net emissions (Green Tariff reductions applied to council asset electricity use)

Scope 1 - Direct emissions (e.g. onsite fuel consumption; gas/vehicles)	CO <sub>2</sub> (kg)	Exclusions and %
Gas from buildings (council) – kwh	2,211,018	n/a
Gas from buildings (contractors) – kwh	18,823	n/a
Fuel in fleet vehicles (council) - km diesel	330	n/a
Fuel in fleet vehicles (council) – km petrol	1,237	
<b>TOTAL SCOPE 1</b>	<b>2,231,408</b>	n/a
Scope 2 - Energy Indirect	CO <sub>2</sub> (kg)	Exclusions and %
Electricity in buildings (council) – kWh	124,460	n/a
Electricity in buildings (contractor) – kwh	62,697	n/a
<b>TOTAL SCOPE 2</b>	<b>187,157</b>	n/a
Scope 3 - Other indirect (e.g. business travel)	CO <sub>2</sub> (kg)	Exclusions and %
Grey fleet eg private cars	4,231	n/a
Taxis	436	n/a
Flights	0	n/a
Trains	259	n/a
Contractors vehicle use	654,394	n/a
<b>TOTAL SCOPE 3</b>	<b>659,320</b>	n/a
<b>Grand total net (CO<sub>2</sub> (kg))</b>		
	<b>3,077,885</b>	

## **7. Geographical breakdown**

All operations occur within the city council boundary except for contractor/staff transport related activities.

## **8. Base year**

The base year for emissions is January to December 2007.

## **9. Target**

The target for reduction in overall (i.e. all scopes) CO<sub>2</sub> emissions was re-set in 2020. The new target is for Norwich city council to be net zero for carbon by 2030. This is in recognition of the global climate emergency, and builds up our success of achieving 59.6% carbon emissions reduction from the period 2008 to 2019.

This target will be measured using the emissions factors required for reporting on the old National Indicator 185.

## **10. Intensity measurement**

No intensity measurement has been used, as this is generally more relevant for private sector businesses who wish to compare CO<sub>2</sub>/turnover.

## **11. External assurance statement**

PWC audit carried out in 2009. The process was considered to be sound.

## **12. Carbon offsetting**

No carbon offsetting was undertaken during this reporting period.

## **13. Green tariffs**

In October 2016 Norwich city council switched its electricity supply to a 100% Renewable Energy Tariff which meets stringent OFGEM Green Supply Guidelines and enables the council to claim the CO<sub>2</sub> reduction for our electricity consumption. Carbon emissions associated with the transmission and distribution of this electricity is included in net carbon emissions calculations.

## 14. Electricity generation

144 solar photovoltaic (pv) panels were installed on the roof of City Hall in March 2012. Unfortunately, due to Covid-19 restrictions it was not possible to access the kWh information for this report. However, based on an average of the previous 7 years data, we project that the panels may have produced 26,479 kWh of electricity during the reporting period.

A solar pv array, on the roof of Rose Lane car park, became operational at the end of December 2018, and is now contributing to offsetting the electricity use at this asset. Again, due to restrictions imposed by Covid-19, we were unable to access these panels. Unfortunately, we do not have sufficient data to accurately project how much electricity (kWh) was produced from this array. Assuming the array was fully operational during the reporting period, it does not seem unreasonable to suppose that it would be more than double the 5,100kWh reported during the 5 operational months of the previous period. So, we project it will be at least 10,200 kWh for the period 1 April 2020 to 31 March 2021.

As soon as it is possible to safely do so, we will retrieve the accurate pv panel data and update these figures accordingly.

## 15. Heat generation

There was no heat generation from owned or controlled sources.

## 16. Opportunities in 2021-22

We are due to publish the third phase of the council's Carbon Management Plan later this year. The plan will detail opportunities across our portfolio of assets, where we can further reduce energy consumption. The reduction of emissions created during this reporting period, has enabled the council to consider different ways of working, and these will also inform the context in which the forthcoming Carbon Management Programme will be produced.

As part of this programme of work, we will be working with contractors to support them to reduce carbon emissions. One contractor has already switched electricity use to a Green Tariff from 1 April 2021, and is trialling electric vehicles for their contract with Norwich city council. They anticipate switching to a Peugeot E Expert van on our contract from September/October 2021, dependent on delivery times.

In 2020 we published the council's 2020-2025 Environmental Strategy which further details our ambitious plans to reduce both the council's and the city's carbon emissions over this period. We continue to monitor progress made against the objectives in the strategy on a 6 monthly cycle.

A copy of our current environmental strategy can be found at:

[https://www.norwich.gov.uk/info/20195/council\\_policies\\_and\\_strategies/3606/environmental\\_strategy\\_2020-25/7](https://www.norwich.gov.uk/info/20195/council_policies_and_strategies/3606/environmental_strategy_2020-25/7)

On completion of this reporting period, a 71.1% carbon emissions reduction has been achieved, against a 2007/08 baseline.

As discussed, carbon emissions produced during this reporting period have been significantly impacted by the Covid-19 lockdown restrictions. And we might expect to see an increase in carbon emissions in future, before further reductions are achieved through our continuing programme of carbon emissions reduction. The more accurate picture is to be found in the long-term trends, rather than individual annual data points.

In order to reduce carbon emissions still further in future years, we continue to seek opportunities to reduce our kWh use of both electricity and gas across council's assets. We work closely with our asset management team, and have employed additional resources to help profile areas of highest energy use across our estate, with a view to implementing technologies which maximise the opportunity to reduce energy consumption. We also recognise the need to work closely with our major contractors in order to continue to reduce their fuel use, whilst delivering council contracts.

Having successfully reduced our emissions over a thirteen year period, it is becoming increasingly challenging to continue to reduce carbon emissions each year, particularly in straitened economic times. However, in the year 2021-2022 we have plans to implement the following projects which are fully or partly-funded by Salix loans:

- Installing Solar PV at the new depot
- Installing EV chargers for fleet use
- New energy efficient servers
- Installing efficient gas boilers at City Hall.
- Further LED retrofitting at the halls
- Further LED retrofitting in landlord lighting/ parks
- Continued development of renewables and battery storage.

We will continue to support our carbon emissions reduction programme by utilising carbon offsetting, where appropriate, to enable us to achieve our target of net zero for carbon emissions by 2030.