

# Infrastructure and Development Select Committee

Date: **Wednesday 17 January 2024**  
Time: **10am**  
Venue: **Council Chamber, County Hall, Norwich**

**Persons attending the meeting are requested to turn off mobile phones.**

## Membership:

Cllr James Bensly (Chair)  
Cllr Vic Thomson (Vice Chair)

Cllr David Bills  
Cllr Claire Bowes  
Cllr Chris Dawson  
Cllr Jim Moriarty  
Cllr Rob Colwell  
Cllr William Richmond

Cllr Catherine Rowett  
Cllr Chrissie Rumsby  
Cllr Robert Savage  
Cllr Tony White  
Cllr Martin Wilby

**For further details and general enquiries about this Agenda please contact the  
Committee Services Officer, Nicola Ledain:  
email [committees@norfolk.gov.uk](mailto:committees@norfolk.gov.uk)**

**Under the Council's protocol on the use of media equipment at meetings held in public, this meeting may be filmed, recorded or photographed. Anyone who wishes to do so must inform the Chairman and ensure that it is done in a manner clearly visible to anyone present. The wishes of any individual not to be recorded or filmed must be appropriately respected.**

## **Advice for members of the public:**

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Please stay at home if you are unwell, have tested positive for COVID 19, have symptoms of a respiratory infection or if you are a close contact of a positive COVID 19 case. This will help make the event safe for attendees and limit the transmission of respiratory infections including COVID-19.

## A g e n d a

### 1 To receive apologies and details of any substitute members attending

### 2 Minutes

To confirm the minutes of the meeting held on 15 November 2023.

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### 3 Members to Declare any Interests

If you have a **Disclosable Pecuniary Interest** in a matter to be considered at the meeting and that interest is on your Register of Interests you must not speak or vote on the matter.

If you have a **Disclosable Pecuniary Interest** in a matter to be considered at the meeting and that interest is not on your Register of Interests you must declare that interest at the meeting and not speak or vote on the matter

In either case you may remain in the room where the meeting is taking place. If you consider that it would be inappropriate in the circumstances to remain in the room, you may leave the room while the matter is dealt with.

If you do not have a Disclosable Pecuniary Interest you may nevertheless have an **Other Interest** in a matter to be discussed if it affects, to a greater extent than others in your division

- Your wellbeing or financial position, or
- that of your family or close friends
- Any body -
  - Exercising functions of a public nature.
  - Directed to charitable purposes; or
  - One of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union);

Of which you are in a position of general control or management.

If that is the case then you must declare such an interest but can speak and vote on the matter.

### 4 To receive any items of business which the Chairman decides should be considered as a matter of urgency

## 5 Public Question Time

Fifteen minutes for questions from members of the public of which due notice has been given. Please note that all questions must be received by the Committee Team ([committees@norfolk.gov.uk](mailto:committees@norfolk.gov.uk)) by **5pm Thursday 11 January 2024**. For guidance on submitting a public question please visit <https://www.norfolk.gov.uk/what-we-do-and-how-we-work/councillors-meetings-decisions-and-elections/committees-agendas-and-recent-decisions/ask-a-question-to-a-committee>

## 6 Local Member Issues/Questions

Fifteen minutes for local member to raise issues of concern of which due notice has been given. Please note that all questions must be received by the Committee Team ([committees@norfolk.gov.uk](mailto:committees@norfolk.gov.uk)) by **5pm Thursday 11 January 2024**.

## 7 Climate Action Plans Tranche 2

Report by the Interim Executive Director of Community and Environmental Services

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## 8 Local Nature Recovery Strategy, Biodiversity Net Gain and Pollinator Action Plan

Report by the Interim Executive Director of Community and Environmental Services

Page 22

## 9 Forward Work Programme

Report by the Interim Executive Director of Community and Environmental Services

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### Group Meetings:

Conservative	9:15am
Labour	9:00am
Liberal Democrats	9:00am

Tom McCabe  
Chief Executive  
Norfolk County Council  
County Hall  
Martineau Lane  
Norwich  
NR1 2DH

Date Agenda Published: Tuesday 9 January 2024



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# Infrastructure and Development Select Committee

Minutes of the Meeting Held on Wednesday 15 November  
10.00am, held at County Hall, Norwich

**Present:**

Cllr James Bensly – Chair

Cllr Claire Bowes  
Cllr Chris Dawson  
Cllr Jim Moriarty  
Cllr Rob Colwell  
Cllr William Richmond

Cllr Catherine Rowett  
Cllr Chrissie Rumsby  
Cllr Robert Savage  
Cllr Vic Thomson  
Cllr Brian Watkins  
Cllr Tony White

**Also Present:**

Cllr Kay Mason Billig	Leader and Cabinet Member for Strategy and Governance
Cllr Eric Vardy	Cabinet Member for Environment and Waste
Cllr Margaret Dewsbury	Cabinet Member for Communities and Partnerships

**Also Present:**

Titus Adam	Assistant Director of Finance
Harvey Bullen	Director of Strategic Finance
Tom Galer	Finance Business Partner, CES
Sophie Leney	Head of Trading Standards
Nicola Ledain	Committee Officer, Democratic Services
Sarah Rhoden	Director of Community Information and Learning, CES
Ceri Sumner	Director of Norfolk Fire and Rescue Service
Chris Starkie	Director of Growth and Investment, Strategy and Transformation

**1. Apologies and substitutions**

1.1 Apologies received from Cllr David Bills and Interim Executive Director Grahame Bygrave.

**2. Minutes**

2.1 The minutes of the meeting held on Wednesday 13 September 2023 were agreed as a true record and signed by the Chair.

**3. Declarations of Interest**

3.1 There were no interests declared.

**4. Items of Urgent Business**

4.1 There were no items of urgent business.

## **5. Public Question Time**

5.1 There were no public questions received.

## **6. Local Member Issues / Questions**

6.1 There were no members questions submitted.

## **7. County Deal Update**

7.1 The Select Committee received the report which provided an update on County Deal activity, building on information that was provided to this committee on Wednesday 12 July 2023.

7.2 Considering the amount of people who were on Council's housing waiting lists, Members asked if there were opportunities within the County Deal to increase the amount of Council housing available. The Leader replied that the brownfield funding of £6.9 million initially would be available however housing developments would be in conjunction with the relevant District Council as the planning authority and each District Council had their own criteria of the amount of social housing that they required within a development.

7.3 The Leader confirmed that the £20 million Investment Fund received as part of the County Deal would not be index linked, but she highlighted that none of the deals offered elsewhere in the Country had been index linked. The funding was expected to be used to leverage other funding.

7.4 The Directly Elected Leader would still be under a majority rule at Norfolk County Council and would not be able to set a budget without the majority being in favour. There would still be constraints through the constitution which would provide the framework for them to operate, and they would still need to have a Cabinet. They would not be a Councillor but would have to abide by the Code of Conduct. The Leader clarified that the Deal was devolving power down from Central Government and not devolving powers up from District Councils.

7.5 With regards to page 19, point 6.6 of the agenda, Members asked for more information regarding the proposed partnership with Great British Railways. The Director of Growth and Investment explained that as part of a Devolved Deal, Government was giving those devolved areas the opportunity to be involved in discussions regarding franchises and the structure of the local rail network. Whilst this wouldn't give extra powers, it would give the opportunity to influence and be involved in developments as an official rather than an organisation who might be consulted. This relationship was expected to evolve over time.

7.6 As part of the proposed Deal, the Council would have greater autonomy over the Integrated Transport Settlement Fund which was referred to in point 6.2 of the agenda. Currently, Norfolk County Council had to wait for Central Government to decide on the amount of funding which could be different amounts at different times of the year which in turn meant that planning for the highways was difficult. It was expected, as had occurred with other devolved areas, that a lump sum settlement would be for 5 years, and although this was not more money it equated to a 15-20% uplift due to greater certainty, better planning, and therefore better efficiency.

7.7 The Gateway Review, referred to in point 3.3 of the agenda, was a review conducted by Government to ensure that the un-ringfenced Investment Fund of £20 million had

been used for the purpose which it was intended. It was a way of Government assuring that the money was spent on what the Council had proposed. Officers reported that none of the devolved areas had failed a Gateway Review to date.

- 7.8 The Leader confirmed that there would not be any change to the timetable and that a decision must be made at Full Council on Tuesday 12 December. There was uncertainty regarding what would be announced in the Chancellor of the Exchequers Autumn Statement and how that would affect the Deal. The statement would be released on Wednesday 22 November 2023.
- 7.9 The Deal being offered to Norfolk was unique due to the structure of the authorities being one upper tier County Council and seven Districts with no Unitary Authorities. Suffolk and Cornwall were the only 2 other Counties in the Country who had the same structure. The Leader clarified that it would be important to keep District Councils involved and to ensure they were included in developments.
- 7.10 Officers explained that they were waiting for delayed guidance from the Department for Transport (DfT) regarding the Local Transport Plan (LTP). Work had begun to update the plan specifically around quantifiable carbon reductions in anticipation of the guidance being published. The Committee heard that devolved areas were asked to have a LTP in place as part of the Deal as many did not have them prior to changing their governance arrangements. Norfolk were in a good place as they already had LTP4 in place. As soon as guidance was published, the plan was ready to be updated to comply with that guidance. Officers confirmed that the Select Committee would continue to have oversight of the LTP under the proposed deal.
- 7.11 Having offered thoughts and feedback on activity to date and proposed next steps, the Select Committee **RESOLVED** to agree that further progress reports were presented to the Committee as appropriate.

## 8. Strategic and Financial Planning 2024-25

- 8.1 The Select Committee received the report which appended the latest Cabinet report in order to provide details of the saving proposals identified to date for 2024-25 Budget setting. This was provided to support the Select Committee's discussion of the specific proposals and enabled the Committee to provide its feedback and input to a future meeting of Cabinet and thereby to inform budget decisions. The report formed an important part of the process of developing the 2024-25 Budget, representing a key opportunity for the Select Committee to provide its views on priorities and the budget proposals for the services within its remit.
- 8.2 The Committee noted that of the £46 million savings that had to be found, there was a £20 million gap which was the amount of funding the Council would receive as part of the County Deal. The Committee questioned if the £20 million funding was being relied upon to fill the budget gap. The Leader confirmed that the £20 million Investment Fund money from the County Deal could not be used to fill any budget gap. Through each budget round services were reviewed but the Leader confirmed that she wanted to avoid cuts to front line services. The Director of Strategic Finance confirmed that a balanced budget would be produced in time to be approved by Cabinet. Ways to close the budget gap were currently being identified such as additional savings and the possible use of reserves. This would all be affected by the news of the Government's Autumn Statement.

- 8.3 The Committee heard that the income generation referred to at page 27, point 2.5 of the agenda related to the CES Department's strategy. Currently CES charged for licences, applications, library booking rooms, and the hire of equipment for example. Officers were reviewing best practice in the community and other Local Authorities to ensure fair prices for those paying the fees that reflected the market.
- 8.4 With regards to the savings proposal on page 49 of the agenda, The Director for Community Information and Learning reassured the Committee that the learning and development budget was being reduced due to the change in behaviour and ability to attend training and conferences. Due to the increase in staff being able to attend virtually, it was automatically costing the service less. There was no intent to reduce the number of training opportunities. The reduction of cleaning would bring standards to a level more consistent with other office buildings.
- 8.5 The Leader confirmed that the Moving Traffic Offences mentioned on page 51 of the agenda referred to cameras which Norfolk Constabulary had previously been responsible for. This responsibility had now been placed with Norfolk County Council who would also receive the income generated from those cameras.
- 8.6 The Committee heard that Norfolk County Council needed to set a robust budget which was realistic and deliverable. Departments were asked to review their savings closely to ensure that the savings were deliverable, and each saving was closely reviewed by finance teams, officers, and management teams to ensure that it was realistic. If it was not delivered there would be a significant overspend on year 2.
- 8.7 The Committee heard that borrowing costs impacted on the revenue budget and therefore would have an implication of the level of savings to be made. There had been a significant amount of borrowing over the last few years which had been at low interest rates which were fixed for several years so the impact of that was minimal. The Committee heard that the level of borrowing which could be made in future years was more of a concern. As part of this, the Capital Programme was being reviewed as it contained assets which would deliver those services.
- 8.8 The Leader reported that 'Your Norfolk' magazine would be delivered to every household in the County twice per year at an estimated cost of £120,000 per annum for producing and delivering the magazine. It would be featured in the 2024/2025 budget. Following conversations with the Police and Crime Commissioner, the Leader highlighted that the Office of Police and Crime Commissioner Norfolk had a budget for this type of communication and with the addition of some advertising within the magazine it was hoped that it would be cost-neutral.
- 8.9 Having reviewed and commented on the report, the Select Committee **RESOLVED:**
1. To consider the latest Budget and Medium Term Financial Strategy position as reported to Cabinet in October 2023 (Appendix 1), noting in particular the emerging risks and uncertainties within the Council's planning position.
  2. To consider and comment on the savings proposals for 2024-25 as set out in Appendix 1, which fall within the Committee's remit (savings marked with reference S2425CES in Appendix 1 Table 5).
  3. To note the budget gap which remains to be closed for 2024-25 and in this context to comment on any areas the Select Committee would recommend exploring for savings development in relation to the services within the Select Committee's remit, in order to provide further input to the 2024-25 budget process and inform the final package of saving proposals put forward to Cabinet later in the year. In

particular the Committee considered savings opportunities under the following headings:

- a. New initiatives which would deliver savings;
- b. Activities which could be ceased in order to deliver a saving;
- c. Activities which the Council should seek to maintain at the current level as far as possible (i.e. areas where the Committee considers there is limited scope for savings).

## **9. CES Compliance and Enforcement Policy – Annual Review**

- 9.1 The Select Committee received the report which highlighted that the Policy had been reviewed and updated to reflect recent changes to legislation and guidance. A revised CES Compliance and Enforcement Policy was attached at Appendix A with proposed amendments highlighted with explanatory notes.
- 9.2 Officers explained that the amendment to remove the reference to British Sign Language was a simplification to the text and to be more inclusive and diverse rather than less by not specifying particular needs. Officers agreed to reword and relist British Sign Language if appropriate.
- 9.3 The Committee asked if Norfolk County Council had enforcement power over Anglian Water with regards to sewage. Officers agreed to supply a written response.
- 9.4 The Committee asked where the Council couldn't identify the landowner if a ditch needed clearing, what action could be taken. Officers agreed to supply a written response. The Chair reminded the Committee that at the meeting of the Scrutiny Committee on 22 November 2023 they would be discussing flood issues.
- 9.5 With regards to page 148 of the agenda, the Chair asked for more information regarding the figures referring to the number of unsafe items taken out of the marketplace. Officers reported that the unsafe items were taken off local online marketplaces as well as items that had been tested and found to be unsafe and these were items such as electric chargers. The figures in the report equate to the amount of money that would have been made by selling those items. It was also reported that there had been an explosion of sales of vapes and it was an area that was being focused on. The team were helping those traders who wanted to abide by the law by advising them what was suitable to sell and what wasn't, as well as heavily enforcing those traders who were not as keen to abide by the law and were also selling to those under the age of 18.
- 9.6 Having reviewed the report, the Select Committee **RESOLVED** that:
1. They had reviewed and commented on the revised CES Compliance and Enforcement Policy at Appendix A and its annex documents (A-1 to A-6), prior to consideration by Cabinet.
  2. The 2022/23 enforcement performance data provided at Appendix B, and summary of stakeholder engagement at Appendix C was **NOTED**.

## **10. Progress with Delivering the Norfolk Access Improvement Plan (NAIP)**

- 10.1 The Select Committee received the report which provided an update on progress with delivering the NAIP. The update (in the form of a NAIP monitoring report) is



produced for the Norfolk Local Access Forum (NLAF), an independent forum which advises Norfolk County Council (NCC) and other organisations on ways to improve countryside access. The monitoring report enabled the NLAF to review the Council's progress with delivery of the NAIP. The NLAF's activities and those of its charitable arm Pathmakers, also contributed directly to delivery of the NAIP.

- 10.2 Members asked if consultation and involvement with parish councils and the communities from an early stage happened when work was carried out on public rights of way or trails in their area. The Cabinet Member assured the Committee that this had been taken on board and work was already in place to increase engagement in future.
- 10.3 The figures in the agenda referring to the decline in access of the network since 2021 were from a national report. The Committee heard that there had been work carried out to ensure that there were better communications regarding the network and to publicise it to increase the reach. There had been several projects which had focused on increasing the inclusivity and accessibility of the network. Some of the figures may have referred to the Covid-19 pandemic where there had been some issues with the cutting of the network which had meant that some paths may not have been fully accessible, which had frustrated users.
- 10.4 There was currently a consultation on the 'Walking, Wheeling and Cycling Strategy' and it was hoped from this consultation more detailed analysis of people's current behaviour on the network could be identified.
- 10.5 In response to a question regarding the capacity of dealing with Map Modification Orders, Officers reported that due to the extension of the deadline from January 2026 to January 2031, there had been an increase in the number of Map Modification Order's received and these were being dealt with by the Highways team. The capacity of the team was being reviewed to ensure that the deadline could be met. Officers would share a detailed response in writing.
- 10.6 The Committee expressed that the maintenance of the network was essential and particularly in those years where there was a high volume of growth. The Committee heard that maintenance of the network was being reviewed to ensure that the contractor had capacity particularly in those times where more cutting was needed.
- 10.7 It was reported that counters along the network to monitor the usage were still being used. Low energy bluetooth counters had been trialled with good results from the pilot. These counters allowed information to be transferred easier and had a longer battery life. Procurement of counters was now taking place.
- 10.8 Thanks were expressed to those volunteers of the Norfolk Local Access Forum and those who helped on the network.
- 10.9 Having considered the report, the Select Committee
1. NOTED officers' ongoing work to deliver the Norfolk Access Improvement Plan (NAIP) which was presented in Appendix 1 as the monitoring report covering the period September 2022 to September 2023.
  2. NOTED ongoing work by the Norfolk Local Access Forum and its charity Pathmakers, to improve access to the countryside in Norfolk, as summarised by the Annual Report in Appendix 2.

## **11. Forward Work Programme**

- 11.1 The committee received the report by the Interim Executive Director of Community and Environmental Services, which set out the Forward Work Programme for the committee to enable the Committee to review and shape.
- 11.2 The Director of Director of Community Information and Learning explained that the January meeting was particularly heavy, and some reports could be moved to subsequent meetings.
- 11.3 A Member of the Committee asked if the scheme titled 'The Wash Barrage' could be noted for future agendas and that the Council should be aware of the proposed scheme in order to be involved in early conversations and discussions. The scheme would potentially consist of a road from Hunstanton to Lincolnshire with suggested 40 turbines and a port on the Lincolnshire side.
- 11.4 It was requested by the Committee that the School Streets report was not delayed due to any consultation that may have to be carried with schools during the term time.
- 11.5 The Committee noted that the Climate Action Plan Tranche 2 was time sensitive.
- 11.6 The Select Committee **RESOLVED**:
- To **agree** the Forward Work Programme for the Select Committee, as set out in Appendix A.

The meeting closed at 11.50pm

**James Bensly, Chair**



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# Infrastructure and Development Select Committee

**Item No: 7**

**Report Title: Climate Action Plans - Tranche 2**

**Date of Meeting: 17 January 2024**

**Responsible Cabinet Member: Cllr Eric Vardy** (Cabinet Member for Environment & Waste)

**Responsible Director: Grahame Bygrave** (Interim Executive Director of Community & Environmental Services)

## **Executive Summary**

In June 2023, Norfolk County Council launched its Climate Strategy. The strategy set out how the council would address its own carbon footprint and its role in supporting Norfolk's transition to become a greener and more resilient county. With this strategic statement in place, action plans are needed to help translate the vision and priorities of the strategy into practical implementation. These action plans will be reported and refreshed annually to provide accountability for the delivery of the Climate Strategy.

Following the endorsement of the first tranche of climate actions by Cabinet in October 2023, this paper proposes the second tranche of actions for the committee's review. These cover our initiatives relating to energy, the green economy, and waste and the circular economy.

## **Recommendations**

The Select Committee is asked to:

- 1. Review and comment on the second tranche of actions**
- 2. Endorse the actions to progress to Cabinet.**

# 1 Background and purpose

- 1.1 Launched in June 2023, Norfolk County Council's Climate Strategy set out a comprehensive framework for how the council proposed to best direct its powers, resources and influence in support of Norfolk's journey towards a clean and resilient future in the face of climate change.
- 1.2 The council's ambition and comprehensive approach to climate change has been recognised in the national 2023 Council Climate Action Scorecards, where Norfolk County Council was independently ranked second among the UK county councils for its climate action related initiatives.
- 1.3 Looking beyond carbon reduction, the climate strategy considers in tandem the close relationship between climate action and nature recovery, the jobs and growth opportunities from the expanding green economy, and how adaptation is needed to protect our local services and communities. This is reflected in the seven 'focus areas' that make up the structure of the strategy:
  - Reducing our estate emissions
  - Reducing our indirect emissions
  - Addressing Norfolk's county-wide emissions
  - Promoting a green economy for Norfolk
  - Climate adaptation
  - Ensure nature has space to recover and grow
  - Engage and collaborate.
- 1.4 With the strategy in place, we set out the governance procedures to oversee its delivery and provide public accountability. Action plans are an appropriate governance tool that translate strategic vision into practical implementation — enabling member and public monitoring of the strategy's delivery.
- 1.5 In October 2023, Cabinet approved the approach for bringing Climate Action Plans through the select committees in three tranches to help maintain momentum of developing the governance framework across such a wide portfolio of work areas:
  - Tranche 1 – Established programmes, often where the council has greater control, and plans can be put together quickly;
  - Tranche 2 – Programme areas with some level of maturity in plan development but requiring refinement;
  - Tranche 3 – Programme areas with less mature plans and/or requiring external engagement as NCC's role is less direct, and there may be

significant interdependencies (for example, national guidance for transport carbon quantification of local transport policies).

- 1.6 Alongside approving the tranching approach, the first tranche of actions was endorsed by Cabinet at the meeting in October 2023, covering actions relating to the council's estate, procurement, county-wide digital connectivity, and nature recovery.
- 1.7 This paper now introduces the second tranche of actions which relate to energy, the green economy and waste and the circular economy.
- 1.8 An overview of the anticipated content and timings of the three tranches is set out in the table below.

Tranche	Tranche content (with reference to focus area in the Climate Strategy)	Committees
1	Our estate (focus area 1) Procurement (focus area 2) Digital connectivity (focus area 3) Nature recovery (focus area 6)	Infrastructure and Development (I&D) Select Committee: September 2023  Cabinet: October 2023
2	Energy (focus area 3) Waste & circular economy (focus area 3) Green skills (focus area 4) Sustainable tourism (focus area 4)	I&D Select Committee: January 2024  Cabinet: March 2024
3	Business mileage (focus area 2) Our companies (focus area 2) Building and planning (focus area 3) Transport (focus area 3) Commercial and industrial (focus area 3) Climate adaptation (focus area 3) Engagement and collaboration (focus area 3)	I&D Select Committee: spring 2024 (provisional)  Cabinet: spring/summer 2024 (provisional)

## 2 Proposal

### Tranche 2 actions

2.1 This report brings the second tranche of actions for review by the Select Committee. The list of actions is provided in full below.

#### County-Wide

##### *Energy*

Action	Date	Owner
Work with Norfolk Climate Change Partnership to produce a Norfolk wide energy plan identifying the optimal pathway to decarbonising power, heat and transport for residents, businesses, and properties. This will build on focused stakeholder meetings in Autumn 2023 and with a brief for a procurement exercise in 2024 - timeline contingent on County Deal.	2024	Growth & Investment team (G&I)
Support UK Power Networks to identify opportunities which can help overcome power constrained areas.	2024	G&I
Engage with the National Grid East Anglia cluster model to explore how Nationally Significant Infrastructure projects can demonstrate socio-economic benefits.	2024	G&I
Provide National Grid and UK Power Networks with local housing, jobs and technology data to feed into their future scenario modelling and investment strategy. This will help ensure sufficient electricity infrastructure is planned to allow the uptake of electric heating and transport.	2024	G&I
Support renewable energy generation across the county by facilitating discussions between District Council and Energy Systems Catapult to identify innovative onsite energy solutions where new infrastructure is not currently available.	2024	G&I
Feed into the National Grid study into options for electricity network infrastructure in East Anglia, ensuring Norfolk's objectives for minimal	2024	G&I

onshore infrastructure and upgrades that benefit local residents and businesses are considered.		
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## Green Economy

### *Green Skills*

Action	Date	Owner
Develop the retrofit provider network through engaging with installers and housing providers in retrofit objectives. This will work to the recommendations arising from the NCC-commissioned analysis of retrofit skills demand and builds on existing availability of Skills Bootcamp retrofit training provision.	2024	G&I
Establish the Green Skills for Net Zero group, by working with industry stakeholders (offshore, electric vehicle, solar, housing, hydrogen) in methods to address skills demand. This will take forward recommendations from the NCC-commissioned skills analysis of net zero industries.	2024	G&I
Partner with the Norfolk Chambers of Commerce to ensure our work aligns with the Local Skills Improvement Plan (LSIP) they are leading on.	2024	G&I
Establish the feasibility of a Norfolk-based Retrofit Skills Academy through Norfolk Investment Framework pilot funding	2024	G&I

### *Green Apprenticeships*

Action	Date	Owner
Fulfil strategic aim 1 of the council's Apprenticeships Strategy in relation to the promotion of green apprenticeships. This includes marketing campaigns, website development and social media promotion, and a specific award for 'Contribution to Green Apprenticeships' within the Apprenticeships Norfolk Awards.	2025	G&I

Fulfil strategic aim 2 of the Apprenticeships Strategy in relation to the promotion of green apprenticeships through conducting research to understand the awareness, demand and barriers for Green Apprenticeships from Norfolk businesses.	2025	G&I
Fulfil strategic aim 3 of the Apprenticeships Strategy to support increase in the number of green apprenticeships starts in Norfolk. This includes working with local providers to develop effective pre-apprenticeship provision to prepare prospective apprentices for the work environment, and working with District Councils to develop funding proposals that support increased provision.	2025	G&I
Fulfil strategic aim 5 of the Apprenticeships Strategy by developing the Apprenticeships Norfolk employer and provider networks. This includes facilitating peer support scheme for employers to share good practice and through funding the IEMA Foundation Certificate in Environmental Management to develop green apprenticeship delivery capacity across the county.	2025	G&I

### *Sustainable Tourism*

Action	Date	Owner
Support the partnership application to become a Visit England Local Visitor Economy Partnership (LVEP) underpinned by the ambition to become the UK's most sustainable tourist destination.	2024	Environment
Maintain, develop and implement solutions to take Norfolk towards the ambition to become UK's most sustainable tourist destination (e.g. maintaining boardwalks, sustainable travel between key tourist destinations)	2024	Environment
Maintain, develop and implement solutions to increase community and tourist engagement in local environmental action (e.g. Gressenhall Environment hub) and seek similar models at	2024	Environment



key locations in the county associated with landscape scale nature recovery projects		
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## County-Wide

### *Waste – reduction & circular economy*

Action	Date	Owner
Reducing food waste: Work with colleagues in Suffolk to deliver a communications campaign under the banner of 'Food Savvy', supporting householders to make the most of their food and throw away less. Moreover, deliver training to Food Waste Ambassadors within the community to raise awareness of resources available and enable individuals with skills and tips to manage food.	2025	Waste
Home composting: Provide subsidised home compost bins and support their use through the master composter volunteer programme, including training members of the community in home composting in partnership with Garden Organic research charity.	Ongoing	Waste
Through the Recycling Credit scheme support community groups, parish councils, charities and other not for profit organisations in collecting household waste with in their community for recycling.	Ongoing	Waste
Reduce Single Use initiative: Maintain a communications campaign to reduce the number of single use items thrown away, with a current focus on Refill campaign to target single use food and drinks items.	2024	Waste
Work through the Norfolk Waste Partnership on initiatives and campaigns focused on reducing recycling contamination and increasing the capture rate of recyclable materials.	Ongoing	Waste
Improved recycling centres: Review feasibility for improvement of the network of recycling centres across the county to improve services, performance and accessibility.	Ongoing	Waste

Support the East of England Plastic Coalition in their aims to reduce the amount of plastic waste in the marine debris around our coast and reduce the amounts of plastics found in our wastewater systems from households.	Ongoing	Waste
Support the placement of community fridges across the county to prevent food from retailers close to expiry from going to waste. Fridges are located in community hubs and accept donations from individuals with all donations offered free to those who need it.	2025	Waste
Review opportunities to develop infrastructure to support reuse and raise awareness of opportunities to reuse items that may have otherwise gone to waste. This includes potential expansion of reuse shops at recycling centres, developing partnerships with third sector and increasing breath of operations to include more materials, such as furniture and electricals.	Ongoing	Waste

#### *Waste – Closed landfill management*

Action	Date	Owner
Maximise capture of landfill methane through efficient gas monitoring and collection systems for its use as an energy source where economically viable.	Ongoing	Waste
Bioremediation: Use planting schemes to maximise the efficiency of methane breakdown in the landfill.	Ongoing	Waste
Leachate treatment: Aim to implement on-site leachate treatment systems that reduce transport and energy use.	Ongoing	Waste

### **3 Impact of the proposals**

- 3.1 The action plans will bring together initiatives taking place across the council that help it to address climate change. They will form the basis of reporting to members and the public for oversight of the council's delivery of its Climate Strategy.

### **4 Evidence and Reasons for Decision**

- 4.1 Action plans help to translate the strategic vision into practical implementation and provides accountability to members and the public. Cabinet approved a recommendation to publish action plans, therefore this proposal is fulfilling that recommendation.
- 4.2 Given the Climate Strategy's breadth of scope, Cabinet agreed in October 2023 to bring forward action plans in tranches. This is to maintain momentum in developing the governance framework for the strategy's delivery. A tranche-based approach also gives members more opportunity to review actions across different thematic areas than if they were to be released in one single list.
- 4.3 Publishing action plans follows good practice adopted by other local authorities and enhances the council's reputation in relation to climate governance.

### **5 Alternative Options**

- 5.1 The council could decide to publish all actions related to the Climate Strategy in one rather than to release the action plans in tranches. This would lead to the same end result for creating a reporting framework for delivery of the strategy. However, this approach would slow down the publication of actions for areas which are ready or soon to be ready for release. They would have to be held back by development of actions around more complex areas, which could impact on the momentum for building up the reporting framework.

### **6 Financial Implications**

- 6.1 The action plans do not have direct financial implications but their content relates to initiatives which do. Where these initiatives are not already in progress and represent key decisions, they will be brought forward for consideration in their own right.
- 6.2 In May 2023, Cabinet approved the recommendation to develop a Funding Blueprint for the Climate Strategy. This will set out funding options for delivering the strategy. The blueprint is under development by officers and will be brought for Select Committee review in 2024.

### **7 Resource Implications**

- 7.1 Staff – the coordination of the actions will be undertaken within existing staff resource.
- 7.2 Property – reference to the capital investment towards estate decarbonisation was part of the tranche 1 actions approved by Cabinet in October 2023.
- 7.3 IT – no direct implications.

## **8 Other implications**

- 8.1 Legal implications – no direct legal implications
- 8.2 Human rights implications – no direct human rights implications
- 8.3 Equality Impact Assessment (EqIA) (this must be included) – the publication of the action plan in itself does not have equality impacts. The individual actions may have equality implications which have either been assessed [in the case of decisions already made] or will be assessed at the time of detailed implementation.
- 8.4 Sustainability implications – climate action plans represent a governance tool to help ensure the council contributes to a sustainable Norfolk.
- 8.5 Any other implications – no further material implications identified.

## **9 Risk Implications/Assessment**

- 9.1 Individual actions may have risk implications which have either been assessed [in the case of decisions already made] or will be assessed at the time of detailed implementation.
- 9.2 Action plans represent a governance tool that reduce the risk of not delivering against the Climate Strategy through providing a framework for member and public oversight of progress.

## **10 Recommendations**

10.1 The Select Committee is asked to:

- 1. Review and comment on the second tranche of actions**
- 2. Endorse the actions to progress to Cabinet.**

## **11 Background papers**

- 11.1 [Norfolk County Council Climate Strategy](#)
- 11.2 [Cabinet Report, October 2023: Climate Action Plans Tranche 1](#) (p85 – p98)

## **12 Officer contact**

If you have any questions about matters contained in this paper, please get in touch with:

**Officer name: Jonathan Franklin                      Tel No.: 01603 365782**

**Email address: Jonathan.franklin@norfolk.gov.uk**



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# Infrastructure and Development Select Committee

Item No: 8.

**Report Title: Local Nature Recovery Strategy, Biodiversity Net Gain and Pollinator Action Plan**

**Date of Meeting: 17 January 2024**

**Responsible Cabinet Member: Cllr Eric Vardy** (Cabinet Member for Environment & Waste)

**Responsible Director: Graham Bygrave** (Interim Executive Director, Community & Environmental Services)

## Executive Summary

The Environment Act 2021 sets out new legislation to require the production of new spatial strategies for nature recovery called Local Nature Recovery Strategies. Norfolk County Council is the 'Responsible Authority' for the Local Nature Recovery Strategy. The Act also requires new development to mitigate any loss of biodiversity by creating a net increase of biodiversity created either within the development site or elsewhere, this is called Biodiversity Net Gain.

We are working in partnership with Suffolk County Council by virtue of shared designated areas of natural environment and landscape such as the Broads, Breckland and Coast, as well as shared stakeholders, to produce the Local Nature Recovery Strategies by Summer 2025.

The Strategy will set out the current state of key nature in the county as well as prioritise areas that have potential for nature recovery. The Strategy will be used to guide developers or providers of Biodiversity Net Gain to those priority places. Together the Local Nature Recovery Strategy and the statutory delivery tool of Biodiversity Net Gain, along with other tools will create Norfolk's contribution to a National Nature Recovery Network. Our Pollinator Action Plan is one way in which the County Council can support and promote biodiversity in the county contributing to nature recovery.

The proposals in this report today will help us to achieve key outcomes for the Council's Climate Strategy and the County Council's key priorities by increasing biodiversity and helping the environment be more resilient to climate change for the benefit of wildlife, people, and the economy.

## Action Required

The Select Committee is asked to:

1. **Note timescale to produce the Local Nature Recovery Strategy**
2. **Consider Norfolk County Council's role as a Responsible Authority for Biodiversity Net Gain**
3. **Consider the role of Norfolk County Council in providing new habitat which can be counted as biodiversity net gain**
4. **Note that an environment strategy will be produced in 2024 that may outline potential for biodiversity net gain uplift as a matter of policy beyond the statutory minimum**
5. **Support the adoption of the Pollinator Action Plan by the Council**

### 1. Background and Purpose

#### 1.1 Local Nature Recovery Strategy

The Environment Act 2021 sets out new legislation to require the production of new spatial strategies for nature recovery called Local Nature Recovery Strategies. Norfolk County Council is the 'Responsible Authority' for the Local Nature Recovery Strategy. The Act also requires new development to mitigate any loss of biodiversity by creating a net increase of biodiversity created either within the development site or elsewhere, this is called Biodiversity Net Gain.

We are working in partnership with Suffolk County Council by virtue of shared designated areas of natural environment and landscape such as the Broads, Breckland and Coast, as well as shared stakeholders, to produce the Local Nature Recovery Strategies by Summer 2025.

The Strategy will set out the current state of key nature in the county as well as prioritise areas that have potential for nature recovery. The Strategy will be used to guide developers or providers of Biodiversity Net Gain to those priority places. Together the Local Nature Recovery Strategy and the statutory delivery tool of Biodiversity Net Gain, along with other financial tools will create Norfolk's contribution to a National Nature Recovery Network. Whilst Government is aiming for Local Nature Recovery Strategies to be completed by March 2025, due to two local elections and a general election we have factored in the pre-election periods which mean that our engagement activity would have to temporarily stopped. We have factored in this risk and have appropriate mitigation in place but as a result our Local Nature Recovery Strategy will be completed by late Spring 2025.

#### 1.2 Biodiversity Net Gain

Biodiversity Net Gain will become legally required for major development from January 2024, April 2024 minor developments and Nationally Significant Infrastructure from 2025. It requires any loss of biodiversity interest because of

development, that cannot be avoided, be replaced including a statutory minimum of 10% increase. The intent is to see an overall increase in biodiversity because of development. Developers are responsible for creating the new biodiversity habitat(s) within the development site or if that isn't feasible, located elsewhere. Developers must ensure the new habitat is secured and managed for 30 years. If they need to create habitat off site, and cannot provide it themselves, they can buy Biodiversity Net Gain 'credits' that will pay a provider. Government has created habitat calculators to guide developers as to what is required. There are landowners and managers in Norfolk that are currently creating new habitats on their land e.g., Wendling Beck, which they will sell as Biodiversity Net Gain Credits. As a developer and planning authority, Norfolk County Council will need to consider Biodiversity Net Gain in our decision making and provide it for our own developments e.g., for roads, minerals, waste, schools.

Biodiversity Net Gain offers two opportunities for the County Council. Firstly, we could use our own property to sell Biodiversity Net Gain through the creation of new habitats. Given the cost of buying Biodiversity Net Gain credits this could be done at a profit. The credit prices range from £42,000 for lower tiered habitats, such as 'heathland and shrub', to £650,000 per hectare at the upper end for top tier peat lakes. The second opportunity is to apply for 'responsible body status', which would allow the County Council to enter into conservation covenant agreements with landowners. These are a new type of legal agreement which are one means by which developers will be able to show they have met their Biodiversity Net Gain obligations.

To apply, an organisation must be either a local authority, a public body or charity, "where at least some of its main purposes or functions relate to conservation", or a body other than a public body or charity, "where at least some of its main activities relate to conservation".

We are considering whether the County Council should require more than 10% Biodiversity Net Gain as a matter for the Environment Strategy which we are developing in 2024.

### **1.3 Pollinator Action Plan**

Our Pollinator Action Plan is one way in which the County Council can support and promote biodiversity in the county contributing to nature recovery. Healthy pollinators are critical to us both for food production and nature. One in every three mouths of food we eat needs pollination. Since then, our action plan has been peer reviewed by experts from across Europe and the UK to ensure it represents the best practice based on scientific evidence. The Pollinator Action Plan has six simple actions that we can take as the County Council and encourage others to take. We have a nature recovery working group from across the key services of the County Council to embed the action plan and its actions into what we do.



## **2. Proposal**

- 2.1 We are jointly producing the Local Nature Recovery Strategy with Suffolk County Council aiming to publish in Spring 2025. Norfolk County Council is the responsible body for producing the Local Nature Recovery Strategy and it is funded by new burdens money from government.
- 2.2 Consider applying as a Responsible Authority for Biodiversity Net Gain. This will enable the County Council to enter into nature conservation covenants to secure land to deliver biodiversity net gain over a 30 year period.
- 2.3 Consider the role of Norfolk County Council in providing new habitat on our property which can be counted as Biodiversity Net Gain.
- 2.4 Support the adoption of the Pollinator Action Plan by the County Council. This would enable the County Council to deliver more on our own property for the benefit of pollinators as well as share advice with others.

## **3. Impact of the Proposal**

- 3.1 The proposal will have a positive impact on the quantity and quality of biodiversity within Norfolk.
- 3.2 The Local Nature Recovery Strategy which will guide off site Biodiversity Net Gain provision to strategic locations.
- 3.3 The Pollinator Action Plan will result in increased number and diversity of pollinators throughout the county.

## **4. Evidence and Reasons for Decision**

- 4.1 Both the Local Nature Recovery Strategy and Biodiversity Net Gain are statutory requirements upon the County Council.
- 4.2 The Pollinator Action Plan has been developed using the best available scientific evidence and has been subject to further scrutiny from European experts. The Action Plan is based on sound science and can be implemented by the County Council on our own property holdings and other landowners and land managers.

## **5. Alternative Options**

- 5.1 There is no alternative option for producing Local Nature Recovery Strategy or Biodiversity Net Gain.

- 5.2 There is no alternative for the Pollinator Action Plan that would result in the same outcomes.

## 6. Financial Implications

- 6.1 Both the Local Nature Recovery Strategy and Biodiversity Net Gain provisions are support by Government through new burdens money. For Local Nature Recovery Strategy, it is £177,643 for 2023/24 and £155,000 for 2024/25. For Biodiversity Net Gain it is £26,807 for 2023/24 and 2024/25. This will pay to produce the Local Nature Recovery Strategy and enable us to establish new ways of working in the County Council to consider Biodiversity Net Gain provisions from developers and secure any onsite or off-site Biodiversity Net Gain to support our own developments. Through a co-operation agreement we will be recovering half our costs from Suffolk County Council to produce the joint work on developing the Local Nature Recovery Strategies.
- 6.2 The Pollinator Action Plan will be implemented through the advice of existing staff in the Environment Service, through suggested changes to current land management practices that may have a cost saving e.g., changing mowing regimes, or through seeking additional grants or agri-environment grant support.

## 7. Resource Implications

- 7.1 **Staff:** Within the Environment Service we have already recruited a team to deliver the Local Nature Recovery Strategy including a shared Local Nature Recovery Strategy Manager with Suffolk County Council. We will be recruiting a Biodiversity Net Gain Officer for two years withing the Specialist Advice Service to develop new ways of working and deliver advice to developers and our own Planning team.

7.2 **Property:** N/A

7.3 **IT:** N/A

## 8. Other Implications

- 8.1 **Legal Implications:** There will be legal implications of not delivering our statutory duties on the Local Nature Recovery Strategy and Biodiversity Net Gain.

**8.2 Human Rights Implications:** N/A

**8.3 Equality Impact Assessment (EqIA):** We will prepare an Equality Impact Assessment on the Local Nature Recovery Strategy once drafted in 2024.

**8.4 Data Protection Impact Assessments (DPIA):** We will complete a Data Protection Impact Assessment on the Local Nature Recovery Strategy once we are clear on the type of personal information, we may need to hold to manage the engagement we need to carry out.

**8.5 Health and Safety implications:** N/A

**8.6 Sustainability implications:** N/A

**8.7 Any Other Implications:** N/A

## **9. Risk Implications**

9.1 There are legal implications of not delivering against our statutory duties.

9.2 There are reputation implications if we do not comply with the Environment Act and any secondary legislation.

## **10. Action Required**

The Select Committee is asked to:

- 1. Note timescale to produce the Local Nature Recovery Strategy**
- 2. Consider Norfolk County Council's role as a Responsible Authority for Biodiversity Net Gain**
- 3. Consider the role of Norfolk County Council in providing new habitat which can be counted as Biodiversity Net Gain**
- 4. Note that an environment strategy will be produced in 2024 that may outline potential for biodiversity net gain uplift as a matter of policy beyond the statutory minimum**
- 5. Support the adoption of the Pollinator Action Plan by the Council**

### **Officer Contact**

If you have any questions about matters contained within this paper, please get in touch with:

**Officer name: Wendy Brooks**  
**Telephone no.: 01603 223853**  
**Email: [wendy.brooks@norfolk.gov.uk](mailto:wendy.brooks@norfolk.gov.uk)**



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**Natural Environment Team**  
Floor 6, County Hall, Norwich, NR1 2SG  
Email [NETI@norfolk.gov.uk](mailto:NETI@norfolk.gov.uk)

 **Norfolk**  
County Council

## Norfolk's Pollinator Action Plan Contents

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- Theme 4: Managing other County Council assets better for pollinators
- Theme 5: Establishing the baseline data of pollinators and their habitats within Norfolk
- Theme 6: Raise awareness to support pollinators-friendly practices throughout Norfolk
- Theme 7: Pollinators and the planning system in Norfolk



## **Foreword**

## PART 1

# The Background

### Who is this plan for and what will it achieve?

This Action Plan emerged as a requirement from Norfolk County Council's Climate Change Motion on 15th April 2019. The motion required the Council to identify a cabinet member with clear responsibility for the environment and to implement a Pollinator Action Plan.



The Action Plan has two parts. The first part focuses on actions that will be taken by Norfolk County Council across our various functions and services. It requires commitment and support across the Council, from members, officers, and our contractors. This plan will allow us to:

- Manage County Council assets and operations to ensure they are more pollinator friendly;
- Ensure the needs of pollinators are recognised across the breadth of the County Council functions and responsibilities, and are taken account of in relevant strategies and policies;
- Manage the County Farm estate to bring pollinator improvements and provide exemplar actions that could be reproduced by other landowners.

The second part of the Action Plan aims to inspire others to do more for pollinators across Norfolk. The plan aims to increase awareness of the needs of pollinators and to collect and disseminate data to support actions to benefit pollinators and their habitats. It will be used to support landowners, farmers, parish councils, community groups, businesses and individuals to help bring benefits to pollinators and their habitats at a variety of scales.

### What are pollinators?

The vast majority of individual flowering plants need to receive pollen from another of their kind to sexually reproduce and set seed. Some can transfer pollen grains using the wind, but most need an animal vector to move pollen from one plant to another.

For some plants, pollination can be achieved by bats, small mammals, or birds, but the most important pollinators are insects, including bees, butterflies, moths, hoverflies, beetles and wasps.

Without these insect pollinators we would not have many of our common fruit and vegetables including apples, strawberries, and tomatoes. Our diet would also be missing chocolate, coffee, and peanuts, and we would not be wearing garments made from cotton. What's more, we would have hardly any flowers in our gardens and countryside. Over 80% of our wildflowers in the UK require pollination by animal vectors.



## Why are pollinators so important?

Pollinators are inextricably linked to human health and well-being through the maintenance of ecosystem health and function. They are important in maintaining the yields of a number of our economically important crops (Jackson, 2019) and one in every three mouthfuls of our food eaten in Europe depends on pollination taking place (Juniper, 2015).

Evidence suggests that around 84% of all crops grown in Europe rely on insect pollination to some extent and this service is valued at £12.6 billion pa (Vanbergen *et al.*, 2014). In the UK, it is estimated that pollinators contribute £960 million pa to the economy (Zulian *et al.*, 2013).



As well as being very important to our human needs, insects pollinate our wild and garden flowers and are a crucial food source for other wildlife such as birds, mammals, amphibians and reptiles.

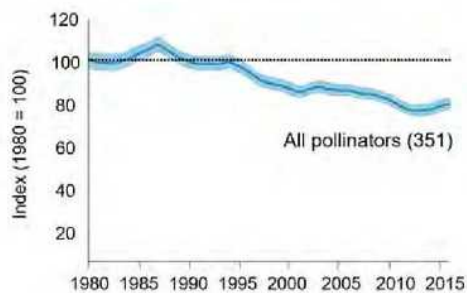
But insect populations are changing. Anecdotally we hear that people are seeing fewer butterflies in their gardens than they used to, and that they see fewer insects on the windscreens of their cars after long journeys than in the past. More and more research is showing that these changes are real (Hallmann *et al.*, 2017). Since the 1950s, the distribution and diversity of some insect groups have changed, with many species declining or even disappearing from large parts of the country.

Bee species are a case in point. In Norfolk 23 species of bee that formerly occurred here are considered extinct (Owens, 2017) and in East Anglia as a whole, a further 25 bee species are considered 'threatened' and 31 species listed as being of 'conservation concern' (Jackson, 2019).

A similar situation can be seen in butterflies. Over 76% of the UK's butterflies have declined in abundance, occurrence or both over the last four decades (Butterfly Conservation, 2015). In Norfolk, the iconic Swallowtail butterfly has declined in 56% of the areas monitored between 1976 and 2014 (Butterfly Conservation, 2015).

These declines are primarily due to changes in land use, and the intensification of farming over many decades, and changes in agricultural systems. This has resulted in big losses of natural and semi-natural habitats rich in wildflowers. Hedges, traditional orchards and meadows have been lost, and habitats suitable for pollinators have become fragmented and isolated. This, combined with the increased use of pesticides and fertilizers, has reduced insect numbers. Climate change is likely to be playing a role too.

Graph showing the change in the distribution of UK pollinators 1980 – 2015



Based on a total of 351 pollinators, comprising 137 wild bee species and 214 hoverfly species. (Reproduced from JNCC (2018) Status of pollinating insects: Biodiversity and Ecosystem Services Indicators, <http://jncc.defra.gov.uk/page-6851>)

## Pollinators and pollination in Norfolk



**COAST:** The north Norfolk coastal marshes and dunes have nationally important populations of several species of bee including Moss Carder Bee *Bombus muscorum* and the Sea Aster Colletee bee *Colletes halophilus*. The Moss Carder Bee was once widespread in Britain but has declined substantially since the early 20th Century and has shown a marked retreat in southern England towards the coast (Jackson, 2017)

**THE ECONOMY:** Pollinators are important for our agricultural economy. Oil Seed Rape has a 25% dependency on pollination (Vanbergen *et al.*, 2014) and the economic value of insect-pollinated production of Oil Seed Rape in the East of England is £88M or 17.2% of total crop production (Breeze *et al.*, 2012). The cost of replacing UK bee pollination services each year has been calculated as £1.8 billion (Juniper, 2015).



**FARMLAND:** The attractive Norfolk countryside enjoyed by residents and visitors alike provides many habitats for pollinators. But since WWII we have witnessed the loss of over 95% of our meadows, 100s of kilometres of hedgerows, and many of our traditional orchards. This has resulted in declines in many species of insect. For example, 23 species of bee that formerly occurred in Norfolk are now extinct (Owens, 2017).

**WETLANDS:** Ponds and wetland habitats are important for pollinators. Some hoverflies have aquatic young. Hoverflies for which Norfolk is important include Dyke Hoverfly *Lejops vittatus* which is found in the Norfolk Broads, and Golden Hoverfly *Callicera spinolae* which breeds in wet rot holes in old trees. The Norfolk Broads is famous for the Swallowtail Butterfly whose larvae only eat the leaves of milk parsley.



## The National Pollinator Strategy

In 2014, in response to political concerns around the declines of bees, the UK Government produced a National Pollinator Strategy.

The National Pollinator Strategy focuses on five areas:

- ◆ Supporting pollinators on farmland,
- ◆ Supporting pollinators across towns, cities and the countryside,
- ◆ Enhancing the response to pest and disease risks,
- ◆ Raising awareness of what pollinators need to survive and thrive,
- ◆ Improving evidence on the status of pollinators and the services they provide.

Norfolk's Pollinator Action Plan is designed to contribute to the National Pollinator Strategy outcomes.

## How this relates to Norfolk

To support the National Pollinator Strategy, in Norfolk we want:

- ◆ More, bigger, better, joined-up, diverse and high-quality flower-rich habitats (including nesting places and shelter), supporting our pollinators across the country.
- ◆ Healthy pollinators which are more resilient to climate change and severe weather events, and which can support our agriculture and tourist economies.
- ◆ No further extinctions of known threatened pollinating species.
- ◆ Enhanced awareness across a wide range of businesses, other organisations and the public of the essential needs of pollinators
- ◆ Evidence of actions taken to support pollinators.

**Protecting pollinators will protect Norfolk's plants, local economy and human health.**

## The needs of pollinators

To support pollinators, it is necessary to maintain the quality and quantity of semi-natural habitats, which provide food, shelter, nesting sites, and hibernation sites (Senapathi *et al.*, 2017). Different types of pollinating insects have different requirements. As adults, all of them feed on nectar which provides energy in the form of sugars, and some also feed on pollen.

Insects have varied life-cycles and providing for the larvae is necessary too. Butterfly caterpillars feed on plant leaves and different species need different larval host plants. The larvae of some hoverfly species feed on crop pests such as aphids, providing additional value for agriculture.

In addition to their food requirements, pollinating insects need the right types of habitats to complete their life-cycles. Bees need suitable locations to build their nests, which may be below ground (for example bumblebees and mining bees), in dense vegetation (carder bees), or in walls or inside plant stems (mason and leaf-cutter bees). Hoverflies have particularly varied life-cycles, with the larvae of some species developing in ponds and puddles, in rot-holes in trees, in the soil and animal dung.



## Six top tips for pollinators

There are things we can all do to help pollinators, whether it is in our gardens or public spaces. Here are six top tips for pollinators.

### Top tip 1. Create homes for pollinators

Without safe places to rest, nest, and over-winter, pollinators cannot survive. Undisturbed log piles, leaf litter, twig bundles and compost heaps make great homes for pollinators. You could try making a bug hotel.



Aphid-eating hoverflies, like *Leucozona lucorum*, naturally control pest species in your garden.



Bumblebees are one of the most important pollinators for flowering crops.

### Top tip 2. Plant for pollinators

Try to provide plants, trees and shrubs so the area has flowers throughout the year from early spring to early winter. Plant native species like foxgloves, ivy, and local wildflower mixes. Many wild flowers are naturally drought-tolerant and require less watering than other plants. They also tend to need less fertilizer and less pesticides.

### Common Ragwort: Hero or villain?

Huge numbers of insects rely on ragwort because it is a reliable nectar source for many months. Over 80 insect species have been recorded feeding on it. (Buglife 2018) However, it can also be harmful to livestock. Current best practice states it can left in areas where horses are not grazing.



### Top tip 3. Be less tidy!

Naturally messy places with nettles, brambles and undisturbed rough grasses are vital for both food and shelter for pollinators and other invertebrates. Instead of 'tidying up', leave seed heads and fallen leaves in situ. Garden ponds are great too, but avoid stocking them with fish.

#### Top tip 4. Plant for pollinators

When choosing plants, try to avoid 'double' or complicated flowers. Some cultivated plants like begonias and busy lizzies actually lack nectar, while double-flowered dahlias and roses are difficult for pollinators to access.

Some cultivated garden plants that have been demonstrated to be particularly visited by foraging insects include Buddleja, Borage, Common Marigold, Lavender, Ox-eye Daisy, and Comfrey (Baldock *et al*, 2019). Mints, if left to flower, common verbenas and sunflowers are good too.



Churchyards can be very important for pollinators. The Norfolk Churchyard Conservation Scheme is run by Norfolk Wildlife Trust in collaboration with the Diocese of Norwich. Nearly half of Norfolk's parish churches are registered under the scheme, which aims to help churches manage their churchyards to protect the plants and their pollinators while observing the requirements of the church.

#### Top tip 5. Mow less

Reduce the frequency of mowing and leave areas of grass uncut. This will allow wild plants such as dandelion, hawk-bits and clovers to flower, providing another source of nectar.

#### Top tip 6. Ditch the pesticides

Avoid using weed killers, aphid killers, slug pellets or other pesticides. These products reduce the amount of food and homes available for pollinators and other useful invertebrates and can harm the environment in other ways.

Make sure the plants you buy are grown without peat.

## What Norfolk County Council can do

As a local authority, the County Council has an important role to play in supporting, encouraging and promoting practices and actions to benefit pollinators across the county.

- As a landowner, the County Council can undertake actions to encourage the enhancements of pollinator habitats on its land and assets.
- As the local Highway Authority, the way the County Council manages road verges and Public Rights of Way can use pollinator-friendly practices in its maintenance works.
- As the minerals and waste planning authority and as the Lead Local Flood Authority.
- The County Council can also ensure the needs of pollinators are embedded within all strategic and partnership plans, policies, projects and operations.

### County Farms and other assets:

The County Council is a significant landowner. Norfolk's County Farms Estate extends to over 6,800 hectares of prime agricultural land and currently has 145 tenants. The estate provides significant income for the Council, which helps to pay for services and to meet the ongoing sustainable development commitments. As well as the financial benefits and opportunities for rural businesses, the estate is used to improve public access to the countryside and to protect biodiversity and archaeology.

The County Council also owns and manages other assets including County Hall, schools, fire stations, libraries, waste disposal sites, highways depots, children's centres and other buildings.

### The Highway network:

Norfolk has a total road length of over 10,000km (UK Government National Statistics on Road length 2016) with a further extensive network of Public Rights of Way. These include public footpaths, public bridleways, restricted

byways, byways open to all traffic, and County Soft Roads (public roads that are not surfaced). The County Council also maintains 12 Norfolk Trails, a series of long-distance paths that span the length and breadth of the county, taking in the North Norfolk Coast, The Broads, and the Brecks.

The verges adjacent to roads and public rights of way are often the remnants of the habitats which previously surrounded them but have disappeared through land-use changes such as through agricultural expansion (Roberts *et al.*, 2019). Road verges have been shown to contain significant numbers and species of pollinators, and by their very nature they can act as wildlife corridors allowing the movement of pollinators and other wildlife across the countryside and between habitats (Villemey *et al.*, 2018).

### Roadside Nature Reserves:

A tiny fraction of the highway verge network, totally around 15km, is designated as Roadside Nature Reserves. There are 112 of these reserves which contain many scarce and unusual plants that rely on pollinators for their survival, including the very last remnant populations in Norfolk of the nationally-scarce Sulphur Clover and Crested Cow-wheat. These reserves are managed by the County Council in partnership with the Norfolk Wildlife Trust.



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PART 2

## The Action Plan

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In the following table, internal actions for the County Council are themes 1- 4 (highlighted in orange) whilst wider actions are Themes 5-7 (highlighted in green).



Honey bee



Action	How this will be achieved?	Measures of progress	Resources	Lead	Partners /others	Key dates
<b>Theme 1. Raising awareness of the needs of pollinators within the County Council</b>						
<b>Action 1.1.</b> Work with elected members and colleagues to promote pollinator-friendly practices.	Internal members and officer group to be formed; County council to run and promote pollinator events and projects. General awareness programme across a range of media including e-newsletters, social media, talks and events.	Track number of media articles, social media posts; Track County Council support of pollinator events and projects.	Officer time, Member time	County Council Environment Team / county ecologists.	Members and officers from relevant depts. Corporate Media Team	Immediate start
<b>Action 1.2.</b> Establish a mechanism to ensure cross-directorate delivery of the action plan.	Internal members and officer group to establish and agree protocols Identify the most effective ways to influence pollinator friendly practices within the authority.	Production of corporate protocols for considering pollinators	Officer time; Member time	County Council Environment Team / county ecologists.	Members and officers from relevant depts. Corporate Media Team	Immediate start
<b>Action 1.3.</b> Ensure the needs of pollinators are embedded within strategic plans and policies.	Internal review of policies and strategies; Identification of existing policies and strategies where there are potential opportunities for including actions for pollinators (e.g. County Council Biodiversity Policy; County Council Tree Management Policy, the Ash Die-back project; a variety of infrastructure projects such as the Norwich Western Link, the Greenways Project, the 'Green Loop'.) Liaison with the Norwich Western Link delivery team;.		Officer time	County Council Environment Team / county ecologists.	Members Environment Task and Finish Group; Academics Norwich Western Link delivery team; Greenways Project Team.	Spring 2020

Action	How this will be achieved?	Measures of progress	Resources	Lead	Partners /others	Key dates
<b>Theme 2. Managing County Farms in a more pollinator-friendly manner</b>						
<b>Action 2.1.</b> Identify and promote pollinator-friendly measures to County Farms Service and tenants.	Establishment of a stakeholder group to discuss ideas, develop actions to benefit pollinators, and to identify training needs.  County council support/promotion of pollinator events and projects.  General awareness programme across arrange of events, media and audiences.	Track number of media articles, social media posts;  Track County Council support of pollinator events and projects.  Track number of training events led or supported by the County Council.	Officers time;  Funding for training and events would need to be found.	Corporate Property Team	County farm tenants, County Council Land Agents, Norfolk FWAG; County ecologists	Starting 2020
<b>Action 2.2.</b> Establish testing of pollinator-friendly measures on County Farms.	Working with academic partners to produce scientifically-robust experiments to test a number of pollinator measures; these practices, once tested, could be adopted by others across the County.  Local adoption of the monitoring measures used in the National Pollinator Monitoring Strategy (POMS).  Establish baseline for percentage of county farm assets currently managed for pollinators or in management that would benefit pollinators.	Local monitoring of pollinators using a national standard will establish trends and allow comparison with the national situation.  Future study will demonstrate change in the percentage of county farm assets managed for pollinators	Officers time;  External funding will be required for trials and to analyse pollinator samples.	County Council ecologists	UEA researchers; County farm tenants, County Council Land Agents, Norfolk FWAG;	Starting 2020
<b>Action 2.3.</b> Seek to reduce pesticide use on County Farms.	Voluntary reporting of annual pesticide use on County Farms to produce pesticide inventory;  Promotion of information and training which encourage targeted pesticide use, and integrated pest management.  Establish Pollinator Champions among county farm tenants	Numbers of voluntary pesticide reports submitted.  Reporting of annual pesticide use will enable trends to be established.	Working with external land agents and farming estates to share specifications and reduce pesticide use across the county.	Corporate Property Team	Land agents, county farm tenants, Norfolk FWAG.	Starting 2020

Action	How this will be achieved?	Measures of progress	Resources	Lead	Partners /others	Key dates
<b>Theme 3. Managing Highways verges and Public Right of Ways in a pollinator-friendly manner.</b>						
<b>Action 3.1.</b> Maintenance of the road verges to deliver their potential for pollinators.	<p>Task-and-finish group of Highways Officers and County ecologists to discuss potential changes to the maintenance strategy.</p> <p>Promotion of the benefits for pollinators of roadside verges through a general awareness programme across a range of media.</p> <p>Encourage district and parish councils with delegated authority for management of grass verges to adopt pollinator-friendly measures.</p>	Inclusion of advice to support pollinators in the <i>Highways Corridor</i> Document.	Officer time <i>"Road verges and their potential for pollinators: A review of the costs, benefits and management options"</i> (Buglife, 2019)	Highways Officers	Environment Team; Main contractor; Corporate Media Team; district and parish councils	Starting Spring 2020
<b>Action 3.2.</b> Maintenance of Public Rights of Way to deliver their potential for pollinators.	Task-and -finish group of Countryside Access Officers and County ecologists. Consideration of projects for pollinators to be included in the <i>Norfolk Access Improvement Action Plan</i> or by 'Pathmakers'.	Monitoring of projects for pollinators included in the <i>Norfolk Access Improvement Action Plan</i> and/ or brought forward by 'Pathmakers'/ Local Access Forum.	Officer time; Input from Local Access Forum/ Pathmakers	Countryside Access Officers	Environment Team; contractors; Local Access Forum	Starting Spring 2020
<b>Action 3.3.</b> Maintenance of the Norfolk Trails to deliver their potential for pollinators.	Task-and -finish group of Norfolk Trails Officers and County ecologists. Develop a management for pollinators section in the Norfolk Trails Management Handbook.	Inclusion of a management for pollinators section in the Norfolk Trails Management Handbook	Officer time; Input from Local Access Forum/ Pathmakers	Norfolk Trails Team	Environment Team, contractors; Local Access Forum	Starting Spring 2020
<b>Action 3.4.</b> Working with Norfolk Wildlife Trust, to manage and promote Roadside Nature Reserves.	<p>Secure appropriate budget to manage the existing RNR network on; establish and fund a 'condition monitoring' programme for RNRs.</p> <p>Promotion of the RNR network through a general awareness programme across a range of media.</p> <p>Identify new potential RNRs, surveying and marking. Ensuring the designation as RNRs of the most important verges for Norfolk's special biodiversity.</p>	<p>Securing funds to manage the existing RNR network;</p> <p>Seeking funds to extend the RNR network.</p> <p>Increase in the number or RNRs;</p> <p>Condition monitoring programme will demonstrate an improvement in the condition of RNRs.</p>	Officer time; NWT Officer time; Funding required to manage existing RNR network and expanding the network.	Natural Environment Team	Norfolk Wildlife Trust; Highways Officer; Corporate Media Team.	Immediate start

Action	How this will be achieved?	Measures of progress	Resources	Lead	Partners /others	Key dates
<b>Theme 4. Managing other County Council assets in a pollinator-friendly manner</b>						
<b>Action 4.1.</b> Seek opportunities to maximise opportunities for pollinators on NCC assets, including the County Hall estate.	<p>Deliver training and / or seminar for</p> <ul style="list-style-type: none"> <li>Highways Designers;</li> <li>Closed Landfill Team.</li> </ul> <p>Seek to include actions for pollinators and pollinator-friendly management in the management plan for the County Hall estate.</p> <p>Develop on-line guidance for Highways designers and contractors working on behalf of the authority, to promote pollinator friendly practices.</p>	<p>Track attendance of officers at seminars;</p> <p>Track adoption of pollinator-friendly management actions in managing the County Hall estate.</p>	<p>Officer time</p> <p>Funding to produce guidance</p>	County Council Ecologists	<p>Highways designers;</p> <p>Closed Landfill Team;</p> <p>Corporate Property Team;</p> <p>Contractors .</p>	Commencing 2020
<b>Action 4.2.</b> Ensure pollinator friendly practices are embedded into maintenance works, training programmes, lease agreements and contracts.	<p>Development of criteria for impacts on pollinators against which to assess policies, projects, operations and schemes.</p> <p>All non-routine works to be assessed for their potential impact on pollinators and their habitats prior to works commencing, to ensure no net loss of pollinator habitats and/or populations.</p> <p>Inclusion of pollinators as a consideration on Environmental Checklists ('Green Forms') for small Highways schemes.</p>	<p>Track number of policies, projects, and operations where the criteria are used.</p> <p>Track number of Highways Environmental Checklists where specific actions are undertaken to protect or enhance</p>	Officer time	County Council Ecologists	Highways design officers.	Commencing 2020

Action	How this will be achieved?	Measures of progress	Resources	Lead	Partners /others	Key dates
<b>Theme 5: Establishing the baseline data of pollinators and their habitats within Norfolk</b>						
<b>Action 5.1.</b> Mapping Important Pollinator Areas (IPAs) in Norfolk.	Working with Buglife to devise concept and scope of IPAs, supported by a stakeholder group including species specialists, such as county recorders of bees, hoverflies and butterflies. The mapping will be undertaken by Norfolk Biodiversity Information Service (NBIS), incorporating Buglife's important invertebrate areas and updated, full-resolution 'B-Lines'. Deliver presentations about IPAs at conferences and seminars. Data to be included in commercial data searches requested by consultants and researchers.	Track number of data searches where IPA data is included. Track number of ecological reports which refer to Norfolk's IPAs and Norfolk B-Lines	Officer time; Volunteer time; Funding needed;	NBIS	County recorders, Buglife.	Commencing 2020
<b>Action 5.2.</b> Identifying and promoting increased connectivity for pollinators across Norfolk	Developing and promoting the ecological network mapping, incorporating the IPAs and 'B-Lines'. Seek to include information in local Biodiversity Net Gain strategies. Working with Natural England and Norfolk FWAG to influence Agri-environment schemes. Work with the Norfolk Wildlife Trust in their 'Living Landscapes', with County Wildlife Sites, and with conservation-focused landowners in 'Re-wilding' projects.	Track number of projects which refer to Norfolk's IPAs and Norfolk B-Lines Track number of ecological reports which refer to Norfolk's IPAs and Norfolk B-Lines. Record number of presentations given.	Officer time; Volunteer time; Funding needed.	NBIS	Landowners, Norfolk Wildlife Trust, Norfolk FWAG, Natural England, Nature Reserve managers,	Commencing 2020
<b>Action 5.3.</b> Establishing a baseline of pollinator abundance for Norfolk.	Developing a network of pollinator monitoring stations to establish a baseline of pollinator abundance using the methodology from the National Pollinator Monitoring Strategy (POMS), adding to Norfolk's Species Surveillance Network. Training volunteers and wardens of reserves to undertake monitoring.	Track number of POMS recording stations established in Norfolk Track number of volunteer hours monitoring pollinators through POMS in Norfolk.	Officer time; Volunteer time; Funding needed.	NBIS	Volunteers, Nature reserve managers and staff	Commencing 2020

Action	How this will be achieved?	Measures of progress	Resources	Lead	Partners /others	Key dates
<b>Theme 6: Raise awareness to support pollinator-friendly practices throughout Norfolk</b>						
<b>Action 6.1.</b> Creation of "A Pledge for Pollinators" web page.	This would take the form of a webpage for organisations, individuals, business, schools, community groups, parish councils, farmers, and conservation bodies who would pledge to manage land for pollinators. Promotion of the scheme across a range of media.	Track number of organisations and individuals making a pledge for pollinators. Track area of land that organisations and individuals are pledging to manage with consideration for pollinators.	Officer time; Funding to develop web page; Funding for production of a Pledge Pack, production of promotional materials, banners, posters, social media videos and graphics.	NBIS	County Council Ecologists; community groups, parish councils.	
<b>Action 6.2.</b> A schools/ young people project, potentially in partnership with other organisations.	Schools and/or young persons project ideas to be worked up, promoting a better understanding of our pollinators.		Officer time; Potential need for funding	County Council Ecologists		
<b>Action 6.3.</b> Promoting a better understanding of our pollinators with the public.	Promoting the value of pollinators to Norfolk, and their needs, to a variety of audiences and across a range of media, including: <ul style="list-style-type: none"> <li>• Highlighting the importance of pollinators in Norfolk,</li> <li>• Advice on how the public can help;</li> <li>• Promotion of activities as part of National Bee Needs Week;</li> </ul> Delivery of natural history workshops on identifying important pollinators, including a potential public 'Bioblitz' event on a County Farm; Delivery of seminars on actions that can be undertaken to improve areas for pollinators - aimed at individuals, community groups.	Track number of articles and social media posts; Track number of people/ organisations attending seminars and training events;  Track number of people attending natural history workshops.	Officer time; Volunteers;	County Council Ecologists / NBIS	Corporate Media team; County Recorders, The Norfolk Wildlife Trust, The Norfolk and Norwich Naturalist Society.	
<b>Action 6.4.</b> Promoting and advising farmers and landowners about pollinator-friendly practices.	Farm walks and / or seminars for landowners lead by pollinator champions and experts.	Track number of activities.	Funding to organise walks and / or seminar	Norfolk FWAG,	County Council Ecologists,	

Action	How this will be achieved?	Measures of progress	Resources	Lead	Partners /others	Key dates
<b>Theme 7: Pollinators and the planning system in Norfolk</b>						
<b>Action 7.1.</b> Review existing local plans to assess if they provide suitable measures for pollinators.	Identify if current and emerging site allocations that contain habitats which support pollinators, or could support pollinators, (including brownfield sites) are recognised. Highlight allocations where actions for pollinators would be necessary.	Record allocations where advice on actions for pollinators has been provided.	Officer time	County Council ecologists	County Council and District and Borough planning authorities	Commencing 2020
<b>Action 7.2.</b> Encourage district authorities to include specific actions for pollinators in their local plans.	Promote the needs of pollinators, ecology network mapping, and B-Lines for use in site allocations for emerging local plans. Encourage each district/borough to nominate a planning officer as an 'eco-advocate' to support their colleagues.	Track references in new and emerging local plan policy documents to pollinators and the <i>Biodiversity Net Gain strategy for Norfolk</i> .	Officer time	County Council ecologists	District and Borough planning authorities	Commencing 2020
<b>Action 7.3.</b> Inclusion of pollinators and their needs in the <i>Biodiversity Net Gain Strategy for Norfolk</i>	Through advocacy, ensure that pollinators are given a high priority in the emerging <i>Biodiversity Net Gain Strategy for Norfolk</i> .	Track biodiversity (including pollinators) loss-gain over time following the publication of the <i>Biodiversity Net Gain Strategy for Norfolk</i>	Officer time	County Council ecologists	NBIS, County Council and District planning authorities.	Commencing 2020
<b>Action 7.4.</b> Provide training for planning officers on the need for and benefits of actions for pollinators.	Promote Norfolk's Pollinator Action Plan at the annual East Anglia Planning and Biodiversity Seminar. Provide training on Biodiversity Net Gain and the use of the Defra metric to planning officers. Where the County Council Ecology Team has Service Level Agreements with district authorities, include a section on pollinators in ecology training for planners. Include a section on pollinators in ecology training for County Council Planning Committee.	Track number of events and training activities on pollinators	Officer time	County Council ecologists	NBIS, SBIS and local planning authorities.	Commencing 2020



**Natural Environment Team**  
Floor 6, County Hall, Norwich, NR1 2SG  
Email [NETI@norfolk.gov.uk](mailto:NETI@norfolk.gov.uk)





# Infrastructure and Development Select Committee

Item No: 9

**Report Title: Forward Work Programme**

**Date of Meeting: 17 January 2024**

**Responsible Cabinet Member: N/A**

**Responsible Director: Grahame Bygrave (Interim Executive Director of Community and Environmental Services)**

## **Executive Summary**

This report sets out the Forward Work Programme for the Select Committee, to enable the Select Committee to review and shape it.

## **Action Required**

The Select Committee is asked to:

1. Review and agree the Forward Work Programme for the Select Committee, as set out in Appendix A.

## **1. Background and Purpose**

- 1.1 This report sets out the Forward Work Programme for the Select Committee to enable the Committee to review and shape it.

## **2. Proposal**

### **2.1 Forward Work Programme**

The current Forward Work Programme for the Select Committee is set out in Appendix A, for the Committee to use to shape future meeting agendas and items for consideration.

### **2.2 Member Task and Finish Groups**

The Select Committee previously agreed that, to help ensure a manageable workload, there will be no more than two Member Task and Finish Groups established by this Committee operating at any one time. There is currently one active Group – the Task and Finish Group look at the subject ‘Providing Highways and Transport Development Management Advice to Local Planning Authority’s in Norfolk’.

### **3. Impact of the Proposal**

- 3.1 This report enables the Select Committee to shape agendas for future meetings so that it can include items which the Committee considers the most important to consider.

### **4. Evidence and Reasons for Decision**

- 4.1 As above.

### **5. Alternative Options**

- 5.1 The Committee can amend and shape the work programme.

### **6. Financial Implications**

- 6.1 None.

### **7. Resource Implications**

- 7.1 **Staff:** None.
- 7.2 **Property:** None.
- 7.3 **IT:** None.

### **8. Other Implications**

- 8.1 **Legal Implications:** None.
- 8.2 **Human Rights Implications:** None.
- 8.3 **Equality Impact Assessment (EqIA) (this must be included):** None.
- 8.4 **Data Protection Impact Assessments (DPIA):** None.
- 8.5 **Health and Safety implications (where appropriate):** None.

**8.6 Sustainability implications (where appropriate):** None.

**8.7 Any Other Implications:** None.

## **9. Action required**

The Select Committee is asked to:

1. Review and agree the Forward Work Programme for the Select Committee, as set out in Appendix A.

## **10. Background Papers**

11.1 None.

### **Officer Contact**

If you have any questions about matters contained within this paper, please get in touch with:

**Officer name:** Sarah Rhoden  
**Telephone no.:** 01603 222867  
**Email:** sarah.rhoden@norfolk.gov.uk



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## Forward Work Programme – Infrastructure and Development Select Committee

Draft agendas for the next three meetings.

Report title	Reason for report
<b>23 February 2024 meeting (ADDITIONAL MEETING)</b>	
Coastal erosion and flooding	Following a recent recommendation to Scrutiny Committee, this report is to enable the Select Committee to consider coastal erosion and flooding as a priority so that a further assessment by Scrutiny Committee can be established.
Adult Learning Annual Plan	To review the annual plan for the Adult Learning Service.
Update on school streets trial	To review the findings of the trial.
Waste Services review	To review performance.
Forward Work Programme	To review and agree the programme.
<b>13 March 2024 meeting</b>	
Trading Standards Service Plan	To review and consider the policy elements of the Service Plan.
Walking, Wheeling and Cycling Strategy	To receive the findings of the public consultation.
Countywide Local Cycling & Walking Infrastructure Plan	To review and consider the plan.
Highways procurement	To receive an update on significant procurement activity.
Local Transport: Delivery update	To provide Members with an update on the delivery of the Local Transport Plan. <i>Note: This item is subject to publication of new Government guidance.</i>
Forward Work Programme	To review and agree the programme.
<b>15 May 2024 meeting</b>	
Policy and Strategy Framework – annual report	To enable the Select Committee to understand the relevant Policies and Strategies for the relevant services.
Creating Community Spaces: Norfolk's Library, learning and community hubs	To provide an update on the King's Lynn and Great Yarmouth hubs.
Forward Work Programme	To review and agree the programme.