

Members' Library Service Request Form

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Document Title	East Lothian Council – Public Sector Climate Change Reporting 2017/18

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Designation	Head of Development
Date	03/12/18

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REPORT TO: Members' Library Service

MEETING DATE:

BY: Head of Development

SUBJECT: East Lothian Council – Public Sector Climate Change Reporting 2017/18

1 PURPOSE

- 1.1 To advise members of the progress made by the Council towards meeting its climate change obligations during 2017/18, through statutory Public Sector Climate Change Reporting.

2 RECOMMENDATIONS

- 2.1 Members are asked to note the Council's progress in respect of climate change. The Council's Climate Change Report is set out in Appendix 1.

3 BACKGROUND

- 3.1 The Climate Change (Scotland) Act 2009 helped to establish Scotland as a world leader in tackling climate change. It introduced ambitious targets and legislation to reduce Scotland's emissions by at least 80% by 2050. Since then, sustained progress has been made against targets set out in the Act, with the independent Committee on Climate Change producing a national annual report on emissions reductions. National reports can be accessed at <https://www.theccc.org.uk/publications/>
- 3.2 The Climate Change Act 2009 places specific duties on public bodies across Scotland with respect to climate change. Section 44 of the Act requires public bodies to contribute to carbon emissions reduction targets; contribute to climate change adaptation; and to act sustainably. The Act also allows Ministers by Order, to require reports on compliance with climate change duties. Following public consultation and parliamentary scrutiny, a Statutory Order under Section 46 of the Act came into force on 23 November 2015, requiring public bodies to report annually on compliance with climate change duties. The Order sets out reporting requirements, a list of major public sector players involved and a standard climate change reporting form.

3.3 Major players listed in the Order are required to submit progress reports to the Scottish Government by 30 November each year, for the previous financial reporting year. The Sustainable Scotland Network (SSN) has been commissioned to act as the focal point for public body reports to be submitted, analysed and published.

3.4 The Public Bodies Climate Change Duties Reporting mechanism provides a solid basis for tracking public sector action on climate change and driving continuous improvement. It introduces a standard methodology to improve data consistency. Reports and analysis are publicly available, increasing accountability and transparency and making it easier to understand an organisation's climate performance. Climate Change Reporting is intended to help public bodies to:

- Identify operational inefficiencies
- Increase transparency
- Improve sustainability reporting
- Improve leadership and engagement
- Integrate objectives in corporate business plans
- Embed action across all departments
- Improve decision making and strategic planning
- Identify opportunities for financial efficiencies and cost savings

3.5 Scottish Ministers expect public bodies to lead by example in combatting climate change and make a valuable contribution towards achieving the ambitious emission reduction target of 80% by 2050. The Council is a provider of services, a major employer and a procurer of goods and services across the county. The East Lothian Council Report provides useful insight into how the Council is responding to the challenge of climate change, including how the Council is contributing to carbon emissions reduction; climate change adaptation; procurement policies and activity. The report also provides information on the governance and management arrangements in place.

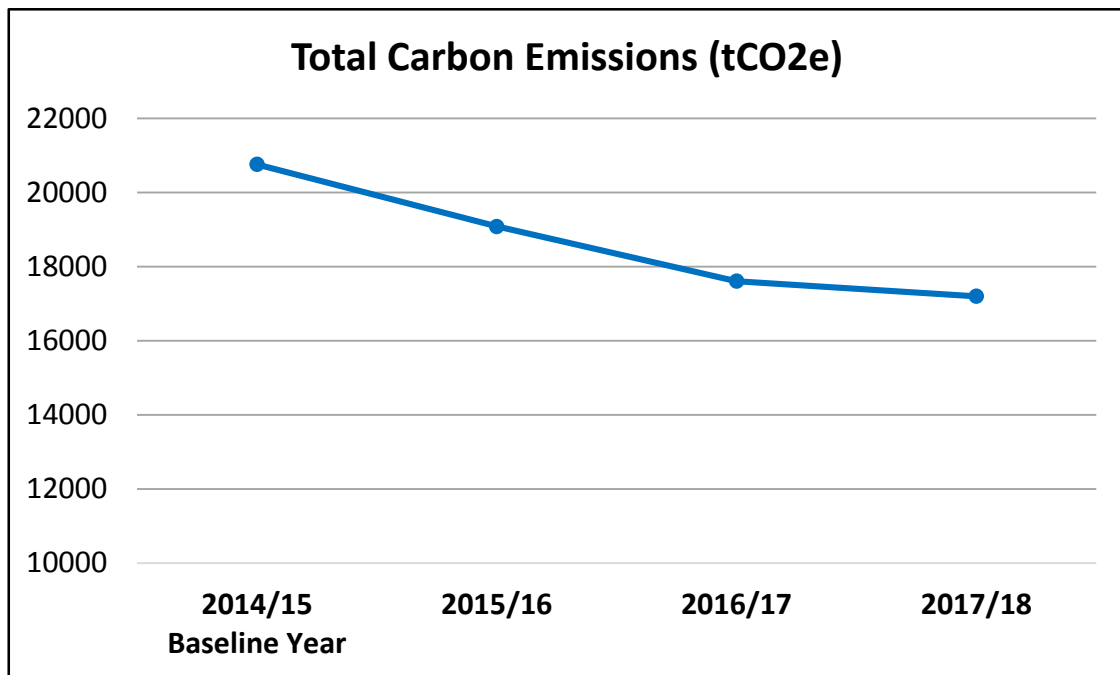
3.6 The report includes a breakdown of the Council's carbon footprint for 2017/18, which is 17,204 tonnes CO₂e (tonnes of carbon dioxide equivalent), compared with 17,610 in 2016/17, 19,086 in 2015/16 and 20,763 tonnes CO₂e in 2014/15. The Council's annual total carbon footprint is illustrated in Figure 1. For 2017/18 this includes:

- | | |
|---------------------------------|----------------|
| • Refuse municipal to landfill | 3,346 tonnes |
| • Organic garden waste | 13,115 tonnes |
| • Mixed recycling | 18,586 tonnes |
| • Refuse municipal / commercial | 56 tonnes |
| • Grid electricity | 20,866,101 kWh |
| • Natural gas | 31,190,606 kWh |
| • LPG | 91,145 litres |
| • Gas oil | 99,437 litres |
| • Burning oil (kerosene) | 14,676 litres |

- Water supply and treatment 124,279 m³
- Average car – unknown fuel 1,311,321 miles

It is evident that the Council is making good progress in respect of emissions reduction, year on year, despite significant population growth.

Figure 1: East Lothian Council’s annual total carbon emissions, expressed in tonnes of carbon dioxide equivalent (tCO₂e), showing emissions reduction:



4 POLICY IMPLICATIONS

- 4.1 There are no policy implications directly arising from the Council’s progress report.
- 4.2 The 2017/18 Climate Change Report provides useful insight into how the Council is responding to the challenges of climate change, including its contribution to carbon emissions reduction and climate change adaptation.
- 4.3 The Council is currently developing an East Lothian Climate Change Mitigation and Adaptation Strategy 2019–24, which will provide a strategic framework for emissions reduction and climate change adaptation across the county.

5 INTEGRATED IMPACT ASSESSMENT

- 5.1 The subject of this report has been through the Integrated Impact Assessment process and no negative impacts have been identified.

6 RESOURCE IMPLICATIONS

- 6.1 Financial – None
- 6.2 Personnel – None
- 6.3 Other – None

7 BACKGROUND PAPERS

- 7.1 The East Lothian Council Public Sector Climate Change Duties Report 2017/18 is set out in Appendix 1 (attached).

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DATE	3 December 2018

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Recommended Reporting: Reporting on Wider Influence

RECOMMENDED – WIDER INFLUENCE

OTHER NOTABLE REPORTABLE ACTIVITY

**APPENDIX 1: Public Sector Climate Change Duties 2018 Summary Report:
East Lothian Council**

PART 1: PROFILE OF REPORTING BODY

1(a) Name of reporting body
East Lothian Council

1(b) Type of body
Local Government

1(c) Highest number of full-time equivalent staff in the body during the report year
3544

1(d) Metrics used by the body
Specify the metrics that the body uses to assess its performance in relation to climate change and sustainability.

Metric	Unit	Value	Comments
Population size served	population	104840	Source: NRS population estimates, mid 2017. This figure is an increase of 0.72% from the previous year. This is the fifth highest % increase nationally, with +0.37% change nationally.

1(e) Overall budget of the body
Specify approximate £/annum for the report year.

Budget	Budget Comments
372629000	

1(f) Report year
Specify the report year.

Report Year	Report Year Comments
Financial (April to March)	

1(g) Context
Provide a summary of the body's nature and functions that are relevant to climate change reporting.

In accordance with other Scottish Local Authorities, East Lothian Council is responsible for the provision of a range of local services, including: mandatory powers (e.g. providing schools for 5-16 year olds and social work services); permissive powers (e.g. economic development and recreation services); and regulatory powers (e.g. trading standards, environmental health and licensing).

East Lothian Council has a role to play in reducing emissions from the Council's estate and a range of other areas including buildings, transport, land use and waste; driving and influencing emissions reduction across the county and managing risk / increasing resilience to a changing climate.

PART 2: GOVERNANCE, MANAGEMENT AND STRATEGY

2(a) How is climate change governed in the body?

Provide a summary of the roles performed by the body's governance bodies and members in relation to climate change. If any of the body's activities in relation to climate change sit outside its own governance arrangements (in relation to, for example, land use, adaptation, transport, business travel, waste, information and communication technology, procurement or behaviour change), identify these activities and the governance arrangements.

The East Lothian Climate Change Planning and Monitoring Group (CCPMG) plays a critical role in driving and co-ordinating the work of East Lothian Council to meet key objectives under the Climate Change (Scotland) Act 2009 and ensuring compliance with the Public Bodies Climate Change Duties.

A key area of responsibility is overseeing the development, implementation and monitoring of the 'East Lothian Climate Change Mitigation and Adaptation Strategy 2019-24', currently being developed by East Lothian Council, which will set out a coordinated approach and action plan for tackling climate change in East Lothian.

The Climate Change Planning and Monitoring Group will function as a key focus for climate change actions in the East Lothian Plan (Single Outcome Agreement) 2017-27 and East Lothian Council Plan 2017-22. The East Lothian Plan includes Outcome 2.2 'East Lothian people can live affordably and contribute to a thriving community life in a high quality environment'.

The East Lothian Council Plan 2017-22 states;

'The Council will focus on how best we can contribute to the Scottish Government's ambitious climate change targets. Over the course of this plan, the Council will develop a Sustainable Energy and Climate Action Plan, which will give strategic direction to continuous improvement in relation to energy efficiency, climate adaption and sustainable transport. We cannot meet these targets alone and will work with our community planning partners and the private sector to implement low carbon plans and projects across housing, communities and the public and private sector'.

The Plan sets out an action under the theme of 'Growing our Communities' to; 'Work closely with partners to meet our commitment to Climate Change targets, embedding sustainability principles into decision making and translating them into tangible actions, protecting and enhancing open spaces and habitats'.

All performance indicators relating to the East Lothian Plan and East Lothian Council Plan will be governed through the Climate Change Planning and Monitoring Group. Performance will be reviewed at meetings and reported to Elected Members via the Members' Library Service on an annual basis.

Any issues requiring political approval or involving policy change are considered by Elected Members at Council or Cabinet meetings as appropriate.

The governance structure is set out in the attachment.

2(b) How is climate change action managed and embedded by the body?

Provide a summary of how decision-making in relation to climate change action by the body is managed and how responsibility is allocated to the body's senior staff, departmental heads etc. If any such decision-making sits outside the body's own governance arrangements (in relation to, for example, land use, adaptation, transport, business travel, waste, information and communication technology, procurement or behaviour change), identify how this is managed and how responsibility is allocated outside the body (JPEG, PNG, PDF, DOC)

East Lothian Council consists of the following key service areas: Council Resources; Education; Development; Infrastructure; Communities and Partnerships and the East Lothian Health and Social Care Partnership (which includes Children and Adult Services) in partnership with NHS Lothian. Under each Head of Service there are a number of Service Managers. Within Development, the Service Manager for Engineering Services and Building Standards is responsible for energy, water consumption and maintenance projects; the Strategic Asset and Capital Management Plan Manager's remit includes capital projects and estates; and the Economic Development and Strategic Investment Team contains a Sustainable Energy and Climate Change Officer (SECCO) post, recently recruited to and filled in April 2018. The SECCO is responsible for co-ordinating the Council's work on climate change (both mitigation and adaptation) and sustainable energy. Within Infrastructure, the remit of the Service Manager for Roads includes street lighting and staff travel, and the remit of the Service Manager for Transport includes the Council's vehicle fleet. This post also covers Waste Services (waste and recycling).

An 'East Lothian Climate Change Mitigation and Adaptation Strategy 2019-24' is currently being developed and prepared. This will set out a coordinated approach and action plan for tackling climate change in East Lothian, and will be published in 2019. The Strategy will link to the East Lothian Plan (Single Outcome Agreement) 2017-27 and East Lothian Council Plan 2017-22, as well as a range of other Council strategies, policies and plans. Linkages across these key documents will enable agreement both corporately and across the wider Community Planning Partnership, which will enable the Council to better manage and embed actions on climate change, being accountable for progress towards agreed outcomes.

The East Lothian Climate Change Planning and Monitoring Group will oversee the development of the East Lothian Climate Change Mitigation and Adaptation Strategy (refer to the attachment – Role and Remit of the Climate Change Planning and Monitoring Group).

2(c) Does the body have specific climate change mitigation and adaptation objectives in its corporate plan or similar document?

Provide a brief summary of objectives if they exist.

Objective	Doc Name	Doc Link
The East Lothian Plan - Outcome 2.2 'East Lothian people can live affordably and contribute to a thriving community life in a high quality environment'.	The East Lothian Plan (Single Outcome Agreement) 2017-27	https://www.eastlothian.gov.uk/info/210592/community_planning/11857/the_east_lothian_plan_2017-27/1

**APPENDIX 1: Public Sector Climate Change Duties 2018 Summary Report:
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<p>The East Lothian Council Plan states - 'The Council will focus on how best we can contribute to the Scottish Government's ambitious climate change targets. Over the course of this plan, the Council will develop a Sustainable Energy and Climate Action Plan, which will give strategic direction to continuous improvement in relation to energy efficiency, climate adaption and sustainable transport. We cannot meet these targets alone and will work with our community planning partners and the private sector to implement low carbon plans and projects across housing, communities and the public and private sector'.</p> <p>The Plan sets out an action under the theme of 'Growing our Communities' to: 'Work closely with partners to meet our commitment to Climate Change targets, embedding sustainability principles into decision making and translating them into tangible actions, protecting and enhancing open spaces and habitats'.</p>	<p>The East Lothian Council Plan 2017-2022</p>	<p>https://www.eastlothian.gov.uk/info/210603/performance_and_spending/12283/the_east_lothian_council_plan_2017-2022/1</p>
<p>The East Lothian Local Development Plan 2018 contains four objectives with corresponding outcomes. The objectives include: "Promote sustainable development" "Protect and enhance the area's high quality environment and its special identity" "Ensure adequate infrastructure capacity and an appropriate use of resources"</p>	<p>East Lothian Local Development Plan 2018</p>	<p>https://www.eastlothian.gov.uk/downloads/download/13023/local_development_plan_2018</p>

2(d) Does the body have a climate change plan or strategy?

If yes, provide the name of any such document and details of where a copy of the document may be obtained or accessed.

The Council is currently developing an 'East Lothian Climate Change Mitigation and Adaptation Strategy'. It is anticipated that this will be published in 2019 and will cover the period 2019 – 2024. The Strategy will set out a coordinated approach and action plan for tackling climate change mitigation and adaptation in East Lothian. A public consultation to inform the development of the Strategy was undertaken during September – October 2018, to coincide with Climate Week 2018. This included an online consultation survey and a series of 6 public drop-in events around East Lothian, to enable people to provide their views and input into the Strategy. The events were widely promoted and raised awareness of the climate change agenda in East Lothian. Over 150 people took part in the consultation and provided a large amount of feedback and information. The Strategy is being developed by the Sustainable Energy and Climate Change Officer, overseen by the Senior Strategy Officer and the Climate Change Planning and Monitoring Group.

2(e) Does the body have any plans or strategies covering the following areas that include climate change?

Provide the name of any such document and the timeframe covered.

Topic area	Name of document	Link	Time period covered	Comments
Adaptation	<p>As per Q2d, adaptation will be addressed via the East Lothian Climate Change Mitigation and Adaptation Strategy, which is currently under preparation.</p> <p>A Local Climate Impacts Profile for East Lothian was prepared in 2010 for the period 2000-10. This will be updated and used to inform the adaptation element of the Climate Adaptation Strategy.</p>			
Business travel	<p>In October 2018, East Lothian Council formally adopted the 'East Lothian Local Transport Strategy 2018-2024' (LTS). The East Lothian 'Active Travel Improvement Plan 2018-24' is one of four documents sitting under and supporting the LTS, which was also formally adopted by the Council in October 2018. An action in the Active Travel Improvement Plan is for a 'Travel Plan'. The proposal for delivering this action is: "Introduce a travel plan for all ELC staff (subject to constituencies of the service) and develop a framework for other local businesses to easily adopt the principles and provide guidance to developers to encourage good travel planning practices". Delivery by: ELC, Area Partnerships, local businesses. Timescale: Short (1 – 2 years); Priority: High.</p>	<p>https://www.eastlothian.gov.uk/meetings/meeting/16358/members_library_service</p>	2018 – 2024	

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Staff Travel	In Oct 2018, East Lothian Council formally adopted the 'East Lothian Local Transport Strategy 2018-2024' (LTS). The Council has now updated its Travel Plan 2017 – 2022 and will introduce this early into the lifetime of the LTS. Its overarching goal is to 'Reduce the impact of Council related travel on the local and global environment.' The Council will also explore opportunities to deliver Personalised Travel Planning (PTP) in East Lothian. The East Lothian 'Active Travel Improvement Plan (ATIP) 2018-24' is one of four documents supporting the LTS, also formally adopted by the Council in Oct 2018. An action in the ATIP is for a 'Travel Plan'. Delivery: "Introduce a travel plan for all ELC staff (subject to constituencies of the service) and develop a framework for other local businesses to easily adopt the principles and provide guidance to developers to encourage good travel planning practices". Delivery by: ELC, Area Partnerships, local businesses. Priority: High.	https://www.eastlothian.gov.uk/meetings/meeting/16358/members_library_service	2018 – 2024	
Energy efficiency	Energy Efficiency and Fuel Poverty: The East Lothian Local Housing Strategy 2018–23 sets out six Priority Outcomes, including Priority Outcome 5: "The condition, energy efficiency and where appropriate the management of existing stock is improved"; and Priority Outcome 6: "Fuel poverty is reduced and climate change targets exceeded".	https://www.eastlothian.gov.uk/downloads/download/13022/local_housing_strategy_2018-23	2018 – 2023	
Fleet transport				
Information and communication technology				
Renewable energy	The Council now has an officer in place (Sustainable Energy and Climate Change Officer) who will take forward the development of a Local Heat and Energy Efficiency Strategy from 2019/20.			
Sustainable/renewable heat	The Council now has an officer in place (Sustainable Energy and Climate Change Officer) who will take forward the development of a Local Heat and Energy Efficiency Strategy from 2019/20.			
Waste management	In order to meet the new waste recycling target and Waste (Scotland) Regulations 2012, the Council adopted an ambitious Waste Strategy in 2014. Every household was provided with access to the following services; weekly food waste, fortnightly glass, cans, plastics, paper and cardboard recycling, fortnightly garden waste collections and fortnightly residual/non-recyclable waste collection. It also meant that a dedicated trade waste collection service including recycling was rolled out to our 1500 customers.			
Water and sewerage				
Land Use	The East Lothian Local Development Plan 2018 contains four objectives including "Promote sustainable development", "Protect and enhance the area's high quality environment and its special identity", and "Ensure adequate infrastructure capacity and an appropriate use of resources".	https://www.eastlothian.gov.uk/downloads/download/13023/local_development_plan_2018	Adopted October 2018	

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Other (state topic area covered in comments)	The East Lothian Council Severe Weather Response Plan sets out the procedures to be followed in response to severe weather events, actual flooding incidents, any anticipated river flooding and coastal flooding occurrences. It supplements the Council's Corporate Emergency Plan, relevant Police Scotland Emergency Plans and other partner agencies plans.	https://www.eastlothian.gov.uk/downloads/file/23701/severe_weather_plan_2018	October 2018	Severe Weather Response Plan
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2(f) What are the body's top 5 priorities for climate change governance, management and strategy for the year ahead?

Provide a brief summary of the body's areas and activities of focus for the year ahead.

1. Prepare and publish an East Lothian Climate Change Mitigation and Adaptation Strategy
2. Prepare and roll out an awareness raising and 'branding' campaign
3. Develop an East Lothian Council Corporate Sustainable Procurement Policy
4. Activity to embed climate change and sustainability into a wide range of corporate plans and strategies and increase buy-in from senior management across all of the Council's functions
5. Develop an internal environmental management programme within East Lothian Council

2(g) Has the body used the Climate Change Assessment Tool(a) or equivalent tool to self-assess its capability / performance?

If yes, please provide details of the key findings and resultant action taken.

No

2(h) Supporting information and best practice

Provide any other relevant supporting information and any examples of best practice by the body in relation to governance, management and strategy.

In January 2016 the Council launched a new integrated assessment to examine the impact of our decisions in relation to equality, poverty, the economy and the environment. The integrated assessment enables the Council to promote equality, human rights and sustainability, whereas previously the assessment was limited to an Equality Impact Assessment. Completed assessments made available to the public assist the Council in meeting its legal requirements to:

- Undertake an Impact Assessment on equality, human rights including the rights of children and young people, the environment and climate change
- Consider sustainability as part of the decision making process
- Identify whether a Strategic Environmental Assessment (SEA) is required

Specifically the assessment covers pollution (air, water, noise, soil); public safety (waste generation, infection control, accidental injury) and physical environment (housing quality, public and green space).

PART 3: EMISSIONS, TARGETS AND PROJECTS

3a Emissions from start of the year which the body uses as a baseline (for its carbon footprint) to the end of the report year

Complete the following table using the greenhouse gas emissions total for the body calculated on the same basis as for its annual carbon footprint /management reporting or, where applicable, its sustainability reporting. Include greenhouse gas emissions from the body's estate and operations (a) (measured and reported in accordance with Scopes 1 & 2 and, to the extent applicable, selected Scope 3 of the Greenhouse Gas Protocol (b)). If data is not available for any year from the start of the year which is used as a baseline to the end of the report year, provide an explanation in the comments column.
(a) No information is required on the effect of the body on emissions which are not from its estate and operations.

Reference Year	Year	Scope1	Scope2	Scope3	Total	Units	Comments
Baseline carbon footprint	2014/15	7211	10519	3033	20763	tCO2e	
Year 1 carbon footprint	2015/16	5738	10076	3272	19086	tCO2e	
Year 2 carbon footprint	2016/17	5682	8740	3188	17610	tCO2e	
Year 3 carbon footprint	2017/18	6212	7336	3656	17204	tCO2e	

3b Breakdown of emission sources

Complete the following table with the breakdown of emission sources from the body's most recent carbon footprint (greenhouse gas inventory); this should correspond to the last entry in the table in 3(a) above. Use the 'Comments' column to explain what is included within each category of emission source entered in the first column. If, for any such category of emission source, it is not possible to provide a simple emission factor(a) leave the field for the emission factor blank and provide the total emissions for that category of emission source in the 'Emissions' column.

Total	Comments – reason for difference between Q3a & 3b.	Emission source	Scope	Consumption data	Units	Emission factor	Units	Emissions (tCO2e)	Comments
17204.6		Refuse Municipal to Landfill	Scope 3	3346	tonnes	588.90625 7787832	kg CO2e/tonne	1970.5	
		Organic Garden Waste Composting	Scope 3	13115	tonnes	6	kg CO2e/tonne	78.7	
		Mixed recycling	Scope 3	18586	tonnes	21.76	kg CO2e/tonne	404.4	
		Refuse Municipal /Commercial /Industrial to Combustion	Scope 3	56	tonnes	21.76	kg CO2e/tonne	1.2	
		Grid Electricity (generation)	Scope 2	20866101	kWh	0.35156	kg CO2e/kWh	7335.7	Property, Street lighting, traffic signals and car charging consumption
		Grid Electricity (transmission & distribution losses)	Scope 3	20866101	kWh	0.03287	kg CO2e/kWh	685.9	Property, Street lighting, traffic signals and car charging consumption
		Natural Gas	Scope 1	31190606	kWh	0.1841639 89077374	kg CO2e/kWh	5744.2	

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	LPG	Scope 1	91145 litres	1.5080713 57	kg CO2e/litre	137.5	For heating
	Gas Oil	Scope 1	99437 litres	2.9535052 6301928	kg CO2e/litre	293.7	For heating
	Burning Oil (Kerosene)	Scope 1	14676 litres	2.5323297 6118474	kg CO2e/litre	37.2	For heating
	Water - Supply	Scope 3	124279 m3	0.344	kg CO2e/m3	42.8	
	Water - Treatment	Scope 3	124279 m3	0.708	kg CO2e/m3	88.0	
	Average Car - Unknown Fuel	Scope 3	1311321 miles	0.29357	kg CO2e/mile	385.0	

3c Generation, consumption and export of renewable energy

Provide a summary of the body's annual renewable generation (if any), and whether it is used or exported by the body.

Technology	Renewable Electricity		Renewable Heat		Comments
	Total consumed by the organisation (kWh)	Total exported (kWh)	Total consumed by the organisation (kWh)	Total exported (kWh)	
Solar PV	405819	19544			

3d Targets

List all of the body's targets of relevance to its climate change duties. Where applicable, overall carbon targets and any separate land use, energy efficiency, waste, water, information and communication technology, transport, travel and heat targets should be included.

Name of Target	Type of Target	Target	Units	Boundary/scope of Target	Progress against target	Year used as baseline	Baseline figure	Units of baseline	Target completion year	Comments

3e Estimated total annual carbon savings from all projects implemented by the body in the report year

Total	Emissions Source	Total estimated annual carbon savings (tCO2e)	Comments
105.00	Electricity	93	buildings and street lighting
	Natural gas		

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Other heating fuels		
Waste		
Water and sewerage		
Business Travel	12	Estimated saving based on mileage reduction
Fleet transport		
Other (specify in comments)		

3f Detail the top 10 carbon reduction projects to be carried out by the body in the report year

Provide details of the 10 projects which are estimated to achieve the highest carbon savings during report year.

Project name	Funding source	First full year of CO2e savings	Are these savings figures estimated or actual?	Capital cost (£)	Operational cost (£/annum)	Project lifetime (years)	Primary fuel/emission source saved	Estimated carbon savings per year (tCO2e/annum)	Estimated costs savings (£/annum)	Behaviour Change	Comments
LED Upgrade Mansfield		2018/19	Estimated			15	Grid Electricity	6			
LED Upgrade St Martins PS		2018/19	Estimated			15	Grid Electricity	7			
LED Upgrade in various school gym halls		2018/19	Estimated			15	Grid Electricity	4			
Partial LED upgrade at Loretto PS		2018/19	Estimated			15	Grid Electricity	6			
Partial LED upgrade Prestonpans Infants		2018/19	Estimated			15	Grid Electricity	6			
Street Lighting Upgrade		2018/19	Estimated			15	Grid Electricity	63			

3g Estimated decrease or increase in the body's emissions attributed to factors (not reported elsewhere in this form) in the report year

If the emissions increased or decreased due to any such factor in the report year, provide an estimate of the amount and direction.

Total	Emissions source	Total estimated annual emissions (tCO2e)	Increase or decrease in emissions	Comments

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620.00	Estate changes	120	Increase	Large extensions to Dunbar Grammar School and Law Primary School. The buildings came on line throughout the reporting period. First 12 months of gas and electricity invoices since the large extension at Pinkie St Peters
	Service provision			
	Staff numbers			
	Other (specify in comments)	500	Increase	Increase in degree days is reflected in the higher gas, oil and LPG consumption figures

3h Anticipated annual carbon savings from all projects implemented by the body in the year ahead			
Total	Source	Saving	Comments
0.00	Electricity		
	Natural gas		
	Other heating fuels		
	Waste		
	Water and sewerage		
	Business Travel		
	Fleet transport		
	Other (specify in comments)		

3i Estimated decrease or increase in the body's emissions attributed to factors (not reported elsewhere in this form) in the year ahead				
If the emissions are likely to increase or decrease due to any such factor in the year ahead, provide an estimate of the amount and direction.				
Total	Emissions source	Total estimated annual emissions (tCO2e)	Increase or decrease in emissions	Comments
97.00	Estate changes	97	Increase	Half of the estimated emissions from new primary school under construction. Utilities coming on line half way through the year
	Service provision			

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	Staff numbers			
	Other (specify in comments)			

3j Total carbon reduction project savings since the start of the year which the body uses as a baseline for its carbon footprint

If the body has data available, estimate the total emissions savings made from projects since the start of that year ("the baseline year").

Total	Comments
3559	

3k Supporting information and best practice

Provide any other relevant supporting information and any examples of best practice by the body in relation to its emissions, targets and projects.

PART 4: ADAPTATION

4(a) Has the body assessed current and future climate-related risks?

If yes, provide a reference or link to any such risk assessment(s).

Climate Change is incorporated as a strategic risk in the Council's Corporate Risk Register in terms of failing to meet the Public Bodies Duties as follows:

'There is a risk that the Council may fail to meet its public bodies duty under the Climate Change (Scotland) Act 2009 to reduce its carbon emissions, adapt to climate change and endeavour to act sustainably. Failure to mainstream and embed action to address climate change issues may harm the Council's reputation (in terms of corporate social responsibility) and increase the potential for unbudgeted costs and financial penalties'.

It is anticipated that the preparation of a Climate Change Mitigation and Adaptation Strategy will include a specific assessment of climate risk (carried out in accordance with advice and support from Adaptation Scotland) during 2018/19. The Council has undertaken a Local Climate Impacts Profile for the period 2000-2010. This is currently being updated to inform the proposed Strategy. Similarly, resilience workshops were carried out to inform the LCIP which included assessing climate risks. This exercise will be updated in 2018/19.

The Council has a Severe Weather Response Plan in place, which details the procedures to be followed in response to severe weather events, actual flooding incidents, any anticipated river flooding and coastal flooding occurrences. It is supplemental to the East Lothian Council Corporate Emergency plan, relevant Police Scotland Emergency plans and other partner agencies' plans. https://www.eastlothian.gov.uk/downloads/file/23701/severe_weather_plan_2018

4(b) What arrangements does the body have in place to manage climate-related risks?

Provide details of any climate change adaptation strategies, action plans and risk management procedures, and any climate change adaptation policies which apply across the body.

The Council has a corporate risk register in place which includes climate related risks.

Arrangements are currently informal, with officers across Sustainable Energy and Climate Change, Emergency Planning and Risk Management coming together as necessary to address climate impact issues.

It is anticipated that the preparation of the Climate Change Mitigation and Adaptation Strategy will include a specific assessment of climate risk (carried out in accordance with advice and support from Adaptation Scotland) and a detailed action plan, setting out how the Council and key partners intend to manage those risks.

The Council has been engaged with a Resilient Communities initiative since 2014, which highlights to communities what they can do for themselves whilst working with the Council at times when unexpected events occur impacting on their daily lives. The 'Beast from the East' was a clear motivator for communities to engage with the Council due to their needs, particularly those most vulnerable.

A 'Resilient Communities Workshop' event was held in Musselburgh, East Lothian, in October 2018. The purpose of the workshop was to discuss best practice, share information and highlight/promote Resilient Communities. The workshop was hosted by East Lothian Council and involved local community representatives, responder agency personnel, representatives from the voluntary sector and East Lothian Council staff.

The Council has a Severe Weather Response Plan in place, which details the procedures to be followed in response to severe weather events, actual flooding incidents, any anticipated river flooding and coastal flooding occurrences. It is supplemental to the East Lothian Council Corporate Emergency plan, relevant Police Scotland Emergency plans and other partner agencies' plans. https://www.eastlothian.gov.uk/downloads/file/23701/severe_weather_plan_2018

4(c) What action has the body taken to adapt to climate change?

Include details of work to increase awareness of the need to adapt to climate change and build the capacity of staff and stakeholders to assess risk and implement action.

The Council is currently developing an 'East Lothian Climate Change Mitigation and Adaptation Strategy'. It is anticipated that this will be published in 2019 and will cover the period 2019 – 2024. The Strategy will set out agreed actions to adapt to climate change and encourage resilient communities in East Lothian. A public consultation to inform the development of the Strategy was undertaken during September – October 2018, to coincide with Climate Week 2018. This included an online consultation survey and a series of 6 public drop-in events around East Lothian, to enable people to provide their views and input into the Strategy. The events were widely promoted and raised awareness of climate change mitigation and adaptation in East Lothian. Over 150 people took part in the consultation and provided a large amount of feedback and information.

A Local Climate Impacts Profile was undertaken and resilience events held with stakeholders in 2014, which will be updated / renewed to inform the Climate Change Mitigation and Adaptation Strategy.

The Council is involved in the Adaptation Scotland Learning Exchange.

The Council has been engaged with a Resilient Communities initiative since 2014, which highlights to communities what they can do for themselves whilst working with the Council at times when unexpected events occur impacting on their daily lives. The 'Beast from the East' was a clear motivator for communities to engage with the Council due to their needs, particularly those most vulnerable.

A 'Resilient Communities Workshop' event was held in Musselburgh, East Lothian, in October 2018. The purpose of the workshop was to discuss best practice, share information and highlight/promote Resilient Communities. The workshop was hosted by East Lothian Council and involved local community representatives, responder agency personnel, representatives from the voluntary sector and East Lothian Council staff.

The Objectives of the event were:

- Assist communities to become more resilient in the event of any emergency or other unexpected event.
- Promote and highlight Resilient Communities.
- Listen to the experiences of community groups who have previously engaged with Resilient Communities including experience, best practice and challenges.
- To provide communities with advice, information and reassurance on ways they can be better prepared for emergencies and unexpected events.
- To highlight responder agencies, including the voluntary sector, and the challenges they face.
- To gather 'lessons learned' for future planning.

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The East Lothian Council Severe Weather Response Plan sets out the procedures to be followed in response to severe weather events, actual flooding incidents, any anticipated river flooding and coastal flooding occurrences. Expenditure for responding to severe weather events is included in the Council budget.

4(d) Where applicable, what progress has the body made in delivering the policies and proposals referenced N1, N2, N3, B1, B2, B3, S1, S2 and S3 in the Scottish Climate Change Adaptation Programme(a) ("the Programme")?					
If the body is listed in the Programme as a body responsible for the delivery of one or more policies and proposals under the objectives N1, N2, N3, B1,B2, B3, S1, S2 and S3, provide details of the progress made by the body in delivering each policy or proposal in the report year. If it is not responsible for delivering any policy or proposal under a particular objective enter "N/A" in the 'Delivery progress made' column for that objective.					
(a) This refers to the programme for adaptation to climate change laid before the Scottish Parliament under section 53(2) of the Climate Change (Scotland) Act 2009 (asp 12) which currently has effect. The most recent one is entitled "Climate Ready Scotland: Scottish Climate Change Adaptation Programme" dated May 2014.					
Objective	Objective reference	Theme	Policy / Proposal reference	Delivery progress made	Comments
Understand the effects of climate change and their impacts on the natural environment.	N1	Natural Environment	N1-9	East Lothian Council has set up a network of 'Friends Of' groups, volunteer path wardens and conservation volunteers who regularly monitor specific aspects of local wildlife, e.g. bee surveys, plant monitoring. This has developed into a constituted East Lothian Countryside Volunteers registered charity who now take a lead on these and initiate new projects.	
Support a healthy and diverse natural environment with capacity to adapt.	N2	Natural Environment	N2-2	<p>One of the objectives in the adopted East Lothian Local Development Plan 2018 is: "Protect and enhance the area's high quality environment and its special identity". This objective includes the following outcomes:</p> <ul style="list-style-type: none"> • To ensure a strategic approach to managing landscape change when accommodating new development, including delivering green network measures with new development, and by avoiding inappropriate development in locations where this is important to protect the character, setting and identity of the local area; • To ensure that the area's significant international, national and local cultural and natural heritage assets, including green network assets, are protected and conserved, and where appropriate enhanced, including biodiversity, flora and fauna as well as soil, water and air quality. <p>Consultation is currently underway on East Lothian's proposed Green Network Strategy Supplementary Planning Guidance.</p> <p>The East Lothian Open Space Strategy 2018 was approved by the Council's Cabinet in October 2018.</p>	

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			N2-4	On reviewing management plans for any of the designated sites within the extensive East Lothian estate, the impact of climate change is assessed.	
			N2-7	East Lothian Council has an extensive track record on control of invasive non-native species, e.g. giant hogweed, Himalayan balsam, Japanese knotweed, but also best practice for pirri pirri burr.	
			N2-11	<p>One of the objectives in the adopted East Lothian Local Development Plan 2018 is: "Protect and enhance the area's high quality environment and its special identity". This objective includes the following outcomes:</p> <ul style="list-style-type: none"> • To ensure a strategic approach to managing landscape change when accommodating new development, including delivering green network measures with new development, and by avoiding inappropriate development in locations where this is important to protect the character, setting and identity of the local area; • To ensure that the area's significant international, national and local cultural and natural heritage assets, including green network assets, are protected and conserved, and where appropriate enhanced, including biodiversity, flora and fauna as well as soil, water and air quality. <p>Consultation is currently underway on East Lothian's proposed Green Network Strategy Supplementary Planning Guidance.</p> <p>The East Lothian Open Space Strategy 2018 was approved by the Council's Cabinet in October 2018.</p>	
			N2-20	East Lothian has the most intense (number of visits and extent of designation) coast in Scotland. Adaptive management and working with natural processes have evolved over many years, e.g. principles of 'planned retreat', and saltmarsh evolution studies allowing natural development of dune systems.	
Sustain and enhance the benefits, goods and services that the natural environment provides.	N3	Natural Environment			

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Understand the effects of climate change and their impacts on buildings and infrastructure networks.	B1	Buildings and infrastructure networks	B1-13	East Lothian Council has advanced the Musselburgh Flood Protection Scheme after the 2015 feasibility study which determined that Musselburgh is at risk of flooding.	The MFPS is currently undergoing the initial design phase which includes modelling specific flood risks to the town. The Scheme aspires to deliver a 0.5 AEP plus allowance for climate change level of protection from all sources of flooding. The scheme has incorporated the possibilities for natural flood management solutions, subject to the scheme's study on it. Protection from the effects of rising sea levels has been included in the scheme. This will stop any outflanking from the coast to the protection measures in the town. A detailed delivery programme will be developed after detail designs have been drawn up.
Provide the knowledge, skills and tools to manage climate change impacts on buildings and infrastructure.	B2	Buildings and infrastructure networks			
Increase the resilience of buildings and infrastructure networks to sustain and enhance the benefits and services provided.	B3	Buildings and infrastructure networks	B3-6	East Lothian Council has delivered HEEPS:ABS projects throughout East Lothian using Scottish Government grant funding to install energy efficiency measures.	
			B3-7	East Lothian Council is committed to reaching its EESSH targets.	
			B3-8	East Lothian Council continues to ensure all of its properties meet SHQS standard.	
Understand the effects of climate change and their impacts on people, homes and communities.	S1	Society			
Increase the awareness of the impacts of climate change to enable people to adapt to future extreme weather events.	S2	Society	S2-5	East Lothian Council has been engaged with a Resilient Communities initiative since 2014, which highlights to communities what they can do for themselves whilst working with the Council at times when unexpected events occur impacting on their daily lives. The 'Beast from the East' was a clear motivator for communities to engage with the Council due to their	

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				<p>needs, particularly those most vulnerable.</p> <p>A 'Resilient Communities Workshop' event was held in Musselburgh, East Lothian, in October 2018. The purpose of the workshop was to discuss best practice, share information and highlight/promote Resilient Communities. The workshop was hosted by East Lothian Council and involved local community representatives, responder agency personnel, representatives from the voluntary sector and East Lothian Council staff.</p> <p>The East Lothian Council Severe Weather Response Plan sets out the procedures to be followed in response to severe weather events, actual flooding incidents, any anticipated river flooding and coastal flooding occurrences. Expenditure for responding to severe weather events is included in the Council budget.</p> <p>A public consultation to inform the development of the 'East Lothian Climate Change Mitigation and Adaptation Strategy' was undertaken during September – October 2018, to coincide with Climate Week 2018. This included an online consultation survey and a series of 6 public drop-in events around East Lothian, to enable people to provide their views and input into the Strategy. The events were widely promoted and raised awareness of climate change adaptation and community resilience in East Lothian.</p>	
Support our health services and emergency responders to enable them to respond effectively to the increased pressures associated with a changing climate.	S3	Society			

4(e) What arrangements does the body have in place to review current and future climate risks?

Provide details of arrangements to review current and future climate risks, for example, what timescales are in place to review the climate change risk assessments referred to in Question 4(a) and adaptation strategies, action plans, procedures and policies in Question 4(b).

The Climate Change Mitigation and Adaptation Strategy will set out a monitoring and evaluation framework, to enable evaluation of the impact of adaptation actions. This will link to ongoing monitoring of Corporate and Service Risk Registers. It will also link to ongoing monitoring through other strategies and plans i.e. flood protection plans, travel plans etc.

4(f) What arrangements does the body have in place to monitor and evaluate the impact of the adaptation actions?

Please provide details of monitoring and evaluation criteria and adaptation indicators used to assess the effectiveness of actions detailed under Question 4(c) and Question 4(d).

The Climate Change Mitigation and Adaptation Strategy will set out a monitoring and evaluation framework, to enable evaluation of the impact of adaptation actions. This will link to ongoing monitoring of Corporate and Service Risk Registers. It will also link to ongoing monitoring through other strategies and plans i.e. flood protection plans, travel plans etc.

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4(g) What are the body's top 5 priorities for the year ahead in relation to climate change adaptation?

Provide a summary of the areas and activities of focus for the year ahead.

1. Prepare the East Lothian Climate Change Mitigation and Adaptation Strategy.
2. Seek advice from Adaptation Scotland on developing an Adaptation Action Plan, which will be incorporated into the Strategy.
3. Draw together existing Adaptation actions, outcomes and good practice from across the Council and across other plans and strategies, for incorporation into the Strategy.
4. Continue to develop the Resilient Communities initiative.
5. Prepare an awareness-raising campaign on Climate Change Adaptation in East Lothian.

4(h) Supporting information and best practice

Provide any other relevant supporting information and any examples of best practice by the body in relation to adaptation.

- East Lothian Council held a 'Resilient Communities Workshop' event in Musselburgh, East Lothian, in October 2018. The purpose of the workshop was to discuss best practice, share information and highlight/promote Resilient Communities. The workshop was hosted by East Lothian Council and involved local community representatives, responder agency personnel, representatives from the voluntary sector and East Lothian Council staff.
- East Lothian has the most intense (number of visits and extent of designation) coast in Scotland. Adaptive management and working with natural processes have evolved over many years, e.g. principles of 'planned retreat', and saltmarsh evolution studies allowing natural development of dune systems.
- East Lothian Council has advanced the Musselburgh Flood Protection Scheme after the 2015 feasibility study which determined that Musselburgh is at risk of flooding. The MFPS is currently undergoing the initial design phase which includes modelling specific flood risks to the town. The Scheme aspires to deliver a 0.5 AEP plus allowance for climate change level of protection from all sources of flooding. The scheme has incorporated the possibilities for natural flood management solutions, subject to the scheme's study on it. Protection from the effects of rising sea levels has been included in the scheme. This will stop any outflanking from the coast to the protection measures in the town. A detailed delivery programme will be developed after detail designs have been drawn up.

PART 5: PROCUREMENT

5(a) How have procurement policies contributed to compliance with climate change duties?

Provide information relating to how the procurement policies of the body have contributed to its compliance with climate changes duties.

Priority 3 of the 5 top priorities of East Lothian Council for climate change governance, management and strategy for the year ahead is to 'develop an East Lothian Council Corporate Sustainable Procurement Policy'. This is a key priority for the Sustainable Energy and Climate Change Officer. The Sustainable Procurement Policy will align with the requirements of the Procurement Reform (Scotland) Act 2014 and Scottish Government sustainability tools including the Flexible Framework Assessment Tool. The process of developing the Sustainable Procurement Policy has commenced.

5(b) How has procurement activity contributed to compliance with climate change duties?

Provide information relating to how procurement activity by the body has contributed to its compliance with climate changes duties.

The Council is currently developing an East Lothian Council Corporate Sustainable Procurement Policy.

5(c) Supporting information and best practice

Provide any other relevant supporting information and any examples of best practice by the body in relation to procurement.

PART 6: VALIDATION AND DECLARATION

6(a) Internal validation process

Briefly describe the body's internal validation process, if any, of the data or information contained within this report.

Data is input to the Climate Reporting Tool from two sources and checked by the Senior Strategy Officer and the Sustainable Energy and Climate Change Officer.

Energy data is audited internally with consumption validated against supplier statements and AMR data. A % of invoices are checked for accuracy.

Waste, business mileage etc. is validated internally.

6(b) Peer validation process

Briefly describe the body's peer validation process, if any, of the data or information contained within this report.

N/A

6(c) External validation process

Briefly describe the body's external validation process, if any, of the data or information contained within this report.

N/A

6(d) No validation process

If any information provided in this report has not been validated, identify the information in question and explain why it has not been validated.

6e - Declaration

I confirm that the information in this report is accurate and provides a fair representation of the body's performance in relation to climate change.

Name	Role in the body	Date
Wendy McGuire	Acting Service Manager	2018-11-29

RECOMMENDED – WIDER INFLUENCE

Q1 Historic Emissions (Local Authorities only)

Please indicate emission amounts and unit of measurement (e.g. tCO2e) and years. Please provide information on the following components using data from the links provided below. Please use (1) as the default unless targets and actions relate to (2).

(1) UK local and regional CO2 emissions: **subset dataset** (emissions within the scope of influence of local authorities):

(2) UK local and regional CO2 emissions: **full dataset**:

Select the default target dataset

Subset

Table 1a - Subset

Sector	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	Units	Comments
Total Emissions	736.62	734.57	743.27	661.62	686.78	620.75	665.07	647.56	571.23	562.76		ktCO2	
Industry and Commercial	257.36	253.77	273.06	226.64	235.60	206.21	237.82	231.86	186.70	181.76		ktCO2	
Domestic	261.45	256.36	259.76	233.85	251.39	218.80	237.18	227.76	191.96	185.19		ktCO2	
Transport total	217.80	224.44	210.45	201.13	199.78	195.74	190.08	187.94	192.57	195.81		ktCO2	
Per Capita	7.85	7.69	7.63	6.73	6.93	6.21	6.59	6.39	5.60	5.46		tCO2	
Waste												tCO2e	
LULUCF Net Emissions												ktCO2	
Other (specify in 'Comments')													

Table 1b - Full

Sector	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	Units	Comments
Total Emissions	1524.25	1471.84	1444.20	1166.10	1182.53	1185.17	1190.44	1215.78	1159.79	1045.44		ktCO2	
Industry and Commercial	974.80	923.55	907.86	665.53	668.39	710.69	704.29	744.98	724.01	616.79		ktCO2	
Domestic	261.45	256.36	259.76	233.85	251.39	218.80	237.18	227.76	191.96	185.19		ktCO2	
Transport total	218.34	225.04	211.05	201.72	200.38	196.33	190.69	188.55	193.18	196.38		ktCO2	
Per Capita	16.24	15.40	14.82	11.86	11.93	11.86	11.80	11.99	11.36	10.14		tCO2	
Waste												tCO2e	
LULUCF Net Emissions	69.65	66.89	65.54	64.99	62.37	59.36	58.28	54.49	50.63	47.08		ktCO2	
Other (specify in 'Comments')													

Q2a – Targets

Please detail your wider influence targets

Sector	Description	Type of Target (units)	Baseline value	Start year	Target saving	Target / End Year	Saving in latest year measured	Latest Year Measured	Comments

Q2b) Does the Organisation have an overall mission statement, strategies, plans or policies outlining ambition to influence emissions beyond your corporate boundaries? If so, please detail this in the box below.

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Q3) Policies and Actions to Reduce Emissions														
Sector	Start year for policy / action implementation	Year that the policy / action will be fully implemented	Annual CO2 saving once fully implemented (tCO2)	Latest Year measured	Saving in latest year measured (tCO2)	Status	Metric / indicators for monitoring progress	Delivery Role	During project / policy design and implementation, has ISM or an equivalent behaviour change tool been used?	Please give further details of this behaviour change activity	Value of Investment (£)	Ongoing Costs (£/year)	Primary Funding Source for Implementation of Policy / Action	Comments

Please provide any detail on data sources or limitations relating to the information provided in Table 3

Q4) Partnership Working, Communication and Capacity Building. Please detail your Climate Change Partnership, Communication or Capacity Building Initiatives below.										
Key Action Type	Description	Action	Organisation's project role	Lead Organisation (if not reporting organisation)	Private Partners	Public Partners	3rd Sector Partners	Outputs	Comments	

OTHER NOTABLE REPORTABLE ACTIVITY

Q5) Please detail key actions relating to Food and Drink, Biodiversity, Water, Procurement and Resource Use in the table below.

Key Action Type	Key Action Description	Organisation's Project Role	Impacts	Comments

Q6) Please use the text box below to detail further climate change related activity that is not noted elsewhere within this reporting template