

## Members' Library Service Request Form

Date of Document	07/12/20
Originator	Jennifer Lothian
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Document Title	East Lothian Council's Public Sector Climate Change Reporting 2019/20

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Date	15/12/20

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**REPORT TO:** Members' Library Service

**MEETING DATE:**

**BY:** Executive Director for Place

**SUBJECT:** East Lothian Council's Public Sector Climate Change Reporting 2019/20

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## **1 PURPOSE**

- 1.1 To advise members of the progress made by the Council towards meeting its climate change obligations during 2019/20, 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 and in particular the reduction in the Council's carbon footprint of 2.5% from the previous year and 29.5% since we started reporting in 2014/15. 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 Climate Change Committee 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 (Scotland) 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

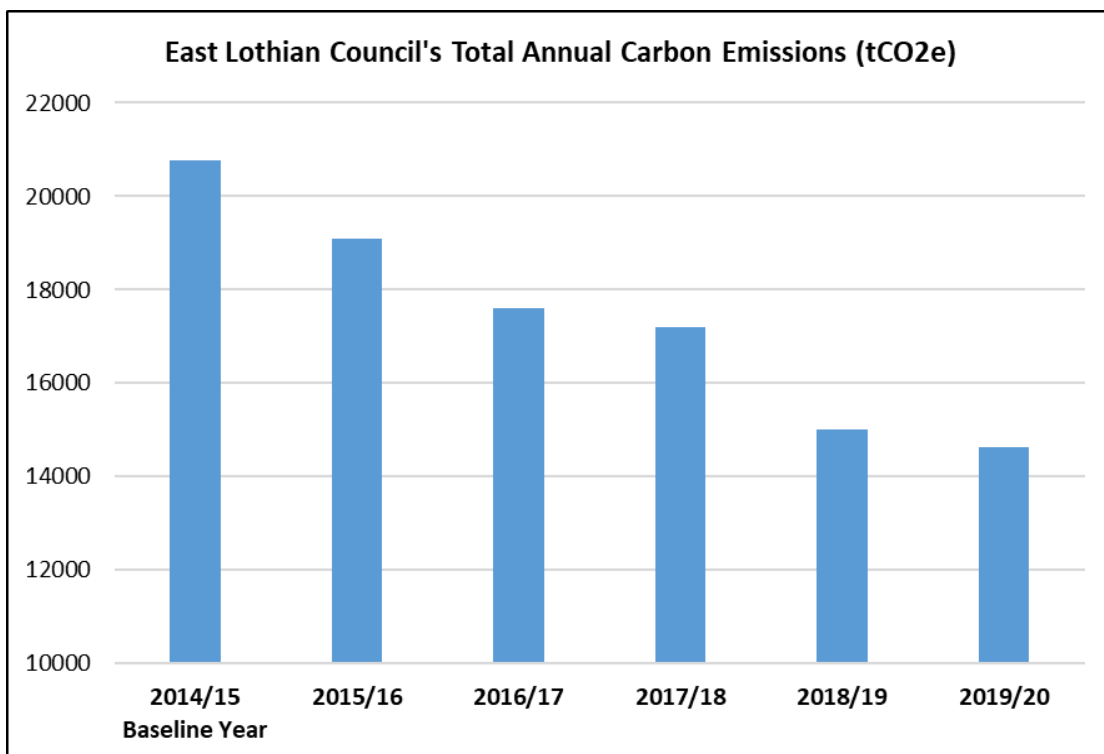
reporting requirements, a list of major public sector players involved and a standard climate change reporting form.

- 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. This year the public bodies' reports were required to be submitted directly to the Scottish Government. In previous years the reports were submitted to the Sustainable Scotland Network (SSN), which was commissioned to act as the focal point for report submission, analysis and publication. All previous public bodies' reports, including those submitted by East Lothian Council, are published on SSN's website at: <https://sustainablesotlandnetwork.org/reports>
- 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 tackling climate change and contributing towards achieving the ambitious net zero emissions target set out in the Climate Change (Emissions Reduction Targets) (Scotland) Act 2019. The Council is a provider of services, a major employer and a procurer of goods and services across the county. The 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 East Lothian Council's Climate Change Report for 2019/20 shows a reduction in the Council's carbon footprint of 2.5% to 14,630 tCO<sub>2</sub>e (tonnes of carbon dioxide equivalent) from 15,007 tCO<sub>2</sub>e in 2018/19. This continues the trend for a significant and steady overall reduction in the Council's corporate emissions since our baseline measurement in 2014/15. This year further improvements were made to our system for recording the emissions from our vehicle fleet to further improve accuracy. In our Climate Change Strategy 2020–2025, which was approved in January 2020, the Council set out its commitment to

continue to reduce emissions towards reaching net zero and to continue to improve the integrity of our emissions data and reporting mechanisms.

3.7 Figure 1 illustrates the Council's annual total carbon footprint reducing since reporting commenced in 2014/15. The figure of 14,630 tCO<sub>2</sub>e in 2019/20 compares with 15,007 tCO<sub>2</sub>e in 2018/19, 17,204 tCO<sub>2</sub>e in 2017/18, 17,610 in 2016/17, 19,086 in 2015/16 and 20,763 tCO<sub>2</sub>e in 2014/15. This is a 29.5% reduction since our baseline year.

**Figure 1:** East Lothian Council's annual total carbon emissions, expressed in tonnes of carbon dioxide equivalent (tCO<sub>2</sub>e), showing emissions reduction:



3.8 It is evident that the Council is making good progress in respect of emissions reduction, year on year, despite significant population growth. However, this will need to be reviewed in the context of the growth agenda and whether a relative benchmark is more appropriate, with significant increases in the Council's estate coming forward including new schools and community centres. Energy use data is constantly kept under review and will need to be assessed in relation to our ongoing asset review programme and future opportunities around decarbonisation of energy sources.

3.9 The Council's Climate Change Report includes a breakdown of the Council's carbon footprint for 2019/20, which includes:

- Refuse commercial and industrial to landfill 2,202 tonnes
- Organic garden waste composting 9,997 tonnes
- Mixed recycling 19,023 tonnes
- Refuse municipal / commercial / industrial to combustion 1,043 tonnes

- Grid electricity 20,423,730 kWh
- Natural gas 31,826,434 kWh
- LPG 85,432 litres
- Gas oil 107,690 litres
- Burning oil (kerosene) 15,985 litres
- Water supply and treatment 151,054 m<sup>3</sup>
- Average car – unknown fuel 1,758,907 km
- Bus (Fleet) 457,244 passenger km
- Car – diesel (average – unknown engine size)(Fleet) 239,672 miles
- HGV –average all types & sizes (diesel; 50% laden)(Fleet) 495,536 miles
- Van – average (up to 3.5 tonnes) diesel (Fleet) 1,494,909 miles

3.10 This report relates to the financial year 2019/20, i.e. to end of March 2020, which was the start of COVID-19 lockdown. COVID-19 impacted on some of the data collection for Part 3 of this annual report (Corporate Emissions, Targets and Project Data), such as no access to buildings to take end-of-year meter readings due to COVID-19 restrictions. Any longer term impacts of COVID-19 on the Council's corporate emissions, energy use, fleet mileage, etc., will not be seen until next year's annual report covering the financial year 2020/21.

3.11 The Council's Climate Change Report 2019/20 highlights the adoption of the Council's Climate Change Strategy 2020–2025 in January 2020, setting out an action plan to deliver the Council's commitments to work with our communities and partners to achieve a Net Zero Council and a Carbon Neutral East Lothian. The Report also highlights other examples of best practice by the Council in relation to governance, management and strategy, climate adaptation and procurement.

## **4 POLICY IMPLICATIONS**

4.1 There are no policy implications directly arising from the Council's progress report.

4.2 The 2019/20 Climate Change Report provides useful insight into how the Council is responding to the challenges of climate change, including its contribution to emissions reduction and climate change adaptation.

4.3 The Climate Change Report provides data and evidence supporting actions to reduce the Council's corporate emissions and tackle climate change set out in our Climate Change Strategy 2020–2025.

## **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 Appendix 1: East Lothian Council's Public Sector Climate Change Duties Report 2019/20.

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<b>DATE</b>	7 December 2020

**Appendix 1: East Lothian Council's Public Sector Climate Change Duties Report 2019/20**

**TABLE OF CONTENTS**

**Required**

**PART 1: PROFILE OF REPORTING BODY**

**PART 2: GOVERNANCE, MANAGEMENT AND STRATEGY**

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**PART 4: ADAPTATION**

**PART 5: PROCUREMENT**

**PART 6: VALIDATION AND DECLARATION**

**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**

3821

**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	107090	Source: NRS population estimates, mid 2019. This figure is an increase of 1.2% from the previous year. East Lothian had the second highest population increase nationally, with 0.5% increase nationally

**1(e) Overall budget of the body**

Specify approximate £/annum for the report year.

Budget	Budget Comments
£395,223,000	

**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****Governance and management****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. Provide a diagram / chart to outline the governance structure within the body.

At the Council meeting in August 2019, East Lothian Council resolved to declare a Climate Emergency. The Council's Climate Change Strategy 2020–2025 was approved by Cabinet in January 2020.

East Lothian Council's 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 Scotland's Climate Change legislation and ensuring compliance with the Public Bodies Climate Change Duties. All relevant Council Services are represented on the CCPMG and membership is regularly reviewed.

The CCPMG is responsible for driving, overseeing and monitoring progress with the delivery of actions in the Council's Climate Change Strategy 2020–2025. Progress with the delivery of actions in the Climate Change Strategy will be reported annually to Elected Members at Cabinet meetings. Our first annual update will be going to Cabinet in January 2021.

The CCPMG also functions 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 are governed through the Climate Change Planning and Monitoring Group.

Performance is 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 in 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. Provide a diagram to show how responsibility is allocated to the body's senior staff, departmental heads etc.

East Lothian Council consists of the following key service areas: Council Resources; Education and Children's Services; Development; Infrastructure; Communities and Partnerships and the East Lothian Health and Social Care Partnership in partnership with NHS Lothian. Under each Head of Service there are a number of Service Managers. Within Development, the Strategy and Development team contains a Sustainable Energy and Climate Change Officer (SECCO) post. The SECCO is responsible for co-ordinating the Council's work on climate change (both mitigation and adaptation). Also within Development are Housing, Planning and Growth. Within Infrastructure, the Service Manager for Engineering Services and Building Standards is responsible for energy, water consumption and maintenance projects; the Strategic Asset and Capital Plan Management Manager's remit includes capital projects and estates; the remit of the Service Manager for Roads includes street lighting, electric vehicle infrastructure and staff travel; and the remit of the Service Manager for Transport and Waste includes the Council's vehicle fleet and Waste Services (waste and recycling). Within Council Resources, the Legal and Procurement team has produced a Sustainable Procurement Policy, with input from the SECCO, which was recently approved and links closely with the Climate Change Strategy. Within Communities and Partnerships, the Connected Communities team includes Area Partnership managers, who work in partnership with local communities to progress actions in the local Area Plans, including actions to tackle climate change and improve sustainability.

In January 2020 East Lothian Council's Climate Change Strategy 2020–2025 was approved by Cabinet. This sets out how East Lothian Council will tackle the Climate Emergency at a local level and sets out the vision and overall aims for a 'Net Zero Council' and a 'Carbon Neutral East Lothian' with specific outcomes, key priority areas and actions over the next five years towards achieving these overall aims. The Strategy links 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 enables agreement both corporately and across the wider Community Planning Partnership, which enables the Council to better manage and embed actions on climate change, being accountable for progress towards agreed outcomes.

The Climate Change Planning and Monitoring Group oversees the delivery and monitoring of the Climate Change Strategy (refer to the attachment – Role and Remit of the Climate Change Planning and Monitoring Group).

**Strategy****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	<a href="https://www.eastlothian.gov.uk/info/210592/community_planning/11857/the_east_lothian_plan_2017-27/1">https://www.eastlothian.gov.uk/info/210592/community_planning/11857/the_east_lothian_plan_2017-27/1</a>
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'. 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'.	The East Lothian Council Plan 2017-2022	<a href="https://www.eastlothian.gov.uk/info/210603/performance_and_spending/12283/the_east_lothian_council_plan_2017-2022/1">https://www.eastlothian.gov.uk/info/210603/performance_and_spending/12283/the_east_lothian_council_plan_2017-2022/1</a>
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"	East Lothian Local Development Plan 2018	<a href="https://www.eastlothian.gov.uk/downloads/download/13023/local_development_plan_2018">https://www.eastlothian.gov.uk/downloads/download/13023/local_development_plan_2018</a>

**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.

East Lothian Council's Climate Change Strategy 2020–2025 was approved by Cabinet in January 2020, and can be accessed on East Lothian Council's website here: [https://www.eastlothian.gov.uk/downloads/download/13283/climate\\_change\\_strategy\\_2020-25](https://www.eastlothian.gov.uk/downloads/download/13283/climate_change_strategy_2020-25). The Climate Change Strategy sets out how East Lothian Council will tackle the Climate Emergency at a local level (addressing both climate change mitigation and adaptation) and sets out the vision and overall aims for a 'Net Zero Council' and a 'Carbon Neutral East Lothian' with specific outcomes, key priority areas and actions over the next five years towards achieving these overall aims. The Strategy was developed with extensive input from the public during two rounds of consultation and engagement.

**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	East Lothian Council's Climate Change Strategy 2020–2025 includes climate change adaptation key priority areas and specific actions, and links to other plans, projects and strategies across the Council.	<a href="https://www.eastlothian.gov.uk/downloads/download/13283/climate_change_strategy_2020-25">https://www.eastlothian.gov.uk/downloads/download/13283/climate_change_strategy_2020-25</a>	2020 – 2025	
Business travel	East Lothian Council's Climate Change Strategy 2020–2025 includes key priorities and actions around business travel. 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".	<a href="https://www.eastlothian.gov.uk/downloads/download/13283/climate_change_strategy_2020-25">https://www.eastlothian.gov.uk/downloads/download/13283/climate_change_strategy_2020-25</a> <a href="https://www.eastlothian.gov.uk/info/210566/roads_and_transport/12454/transport_policy_documents_and_reports/3">https://www.eastlothian.gov.uk/info/210566/roads_and_transport/12454/transport_policy_documents_and_reports/3</a>	Climate Change Strategy: 2020 – 2025  Local Transport Strategy: 2018 – 2024	

Public Sector Climate Change Duties 2020 Summary Report: East Lothian Council

Staff Travel	<p>East Lothian Council's Climate Change Strategy 2020–2025 includes key priorities and actions around staff travel.</p> <p>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".</p>	<p><a href="https://www.eastlothian.gov.uk/downloads/download/13283/climate_change_strategy_2020-25">https://www.eastlothian.gov.uk/downloads/download/13283/climate_change_strategy_2020-25</a></p> <p><a href="https://www.eastlothian.gov.uk/info/210566/roads_and_transport/12454/transport_policy_documents_and_reports/3">https://www.eastlothian.gov.uk/info/210566/roads_and_transport/12454/transport_policy_documents_and_reports/3</a></p>	<p>Climate Change Strategy: 2020 – 2025</p> <p>Local Transport Strategy: 2018 – 2024</p>	
Energy efficiency	<p>East Lothian Council's Climate Change Strategy 2020–2025 includes key priorities and actions around energy efficiency.</p> <p>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". The Council is also delivering a significant energy efficiency programme through the Scottish Government's ABS scheme.</p>	<p><a href="https://www.eastlothian.gov.uk/downloads/download/13283/climate_change_strategy_2020-25">https://www.eastlothian.gov.uk/downloads/download/13283/climate_change_strategy_2020-25</a></p> <p><a href="https://www.eastlothian.gov.uk/downloads/download/13022/local_housing_strategy_2018-23">https://www.eastlothian.gov.uk/downloads/download/13022/local_housing_strategy_2018-23</a></p>	<p>Climate Change Strategy: 2020 – 2025</p> <p>Local Housing Strategy: 2018 – 2023</p>	
Fleet transport	<p>East Lothian Council's Climate Change Strategy 2020–2025 includes key priorities and actions around fleet transport.</p> <p>The Council is currently developing an Ultra Low Emission Vehicle (ULEV) Strategy for its Fleet vehicles, which will include climate change / emissions reduction objectives.</p>	<p><a href="https://www.eastlothian.gov.uk/downloads/download/13283/climate_change_strategy_2020-25">https://www.eastlothian.gov.uk/downloads/download/13283/climate_change_strategy_2020-25</a></p>	<p>Climate Change Strategy: 2020 – 2025</p>	
Information and communication technology (ICT)	<p>East Lothian Council's Climate Change Strategy 2020–2025 includes key priorities and actions around ICT.</p>	<p><a href="https://www.eastlothian.gov.uk/downloads/download/13283/climate_change_strategy_2020-25">https://www.eastlothian.gov.uk/downloads/download/13283/climate_change_strategy_2020-25</a></p>	<p>Climate Change Strategy: 2020 – 2025</p>	
Renewable energy	<p>East Lothian Council's Climate Change Strategy 2020–2025 includes key priorities and actions around renewable energy.</p> <p>The Council's Strategy and Development team are involved in developing a Local Heat and Energy Efficiency Strategy (LHEES). A Scottish Government Phase 2 LHEES pilot project was undertaken in 2018/19, focusing on East Lothian's Private Rented Housing Sector.</p>	<p><a href="https://www.eastlothian.gov.uk/downloads/download/13283/climate_change_strategy_2020-25">https://www.eastlothian.gov.uk/downloads/download/13283/climate_change_strategy_2020-25</a></p>	<p>Climate Change Strategy: 2020 – 2025</p>	
Sustainable/renewable heat	<p>East Lothian Council's Climate Change Strategy 2020–2025 includes key priorities and actions around sustainable/renewable heat.</p> <p>The Council's Strategy and Development team are involved in developing a Local Heat and Energy Efficiency Strategy (LHEES). A Scottish Government Phase 2 LHEES pilot project was undertaken in 2018/19, focusing on East Lothian's Private Rented Housing Sector.</p>	<p><a href="https://www.eastlothian.gov.uk/downloads/download/13283/climate_change_strategy_2020-25">https://www.eastlothian.gov.uk/downloads/download/13283/climate_change_strategy_2020-25</a></p>	<p>Climate Change Strategy: 2020 – 2025</p>	
Waste management	<p>East Lothian Council's Climate Change Strategy 2020–2025 includes key priorities and actions around waste management.</p> <p>In order to meet the new waste recycling target and</p>	<p><a href="https://www.eastlothian.gov.uk/downloads/download/13283/climate_change_strategy_2020-25">https://www.eastlothian.gov.uk/downloads/download/13283/climate_change_strategy_2020-25</a></p>	<p>Climate Change Strategy: 2020 – 2025</p>	

	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.	<a href="https://www.eastlothian.gov.uk/info/210561/bins_and_recycling/11998/waste_and_recycling_services_for_households">https://www.eastlothian.gov.uk/info/210561/bins_and_recycling/11998/waste_and_recycling_services_for_households</a>		
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". East Lothian Council's Climate Change Strategy 2020–2025 includes key priorities and actions around planning and land use.	<a href="https://www.eastlothian.gov.uk/downloads/download/13023/local_development_plan_2018">https://www.eastlothian.gov.uk/downloads/download/13023/local_development_plan_2018</a> <a href="https://www.eastlothian.gov.uk/downloads/download/13283/climate_change_strategy_2020-25">https://www.eastlothian.gov.uk/downloads/download/13283/climate_change_strategy_2020-25</a>	Local Development Plan: adopted October 2018  Climate Change Strategy: 2020 – 2025	
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.	<a href="https://www.eastlothian.gov.uk/downloads/download/12797/emergency_response_plans_-_severe_weather">https://www.eastlothian.gov.uk/downloads/download/12797/emergency_response_plans_-_severe_weather</a>	Severe Weather Plan: 2019-20	Emergency Response Plans - Severe Weather

#### 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. Following the approval of East Lothian Council's Climate Change Strategy 2020–2025 in January 2020, continue to deliver, monitor and report on the actions in our Action Plan.
2. Following the approval of ELC's Climate Change Strategy 2020–2025 in January 2020, continue activity to embed climate change and sustainability into a wide range of corporate plans and strategies, working with senior management, service managers and officers across all of the Council's functions.
3. Continue to work with partners in the East Lothian Partnership to embed climate change and sustainability in partnership documents, particularly the East Lothian Plan.
4. Following the approval of East Lothian Council's Sustainable Procurement Policy in November 2020, seek approval for and implement supporting (guidance) documents, specifically 'Sustainable Procurement Guidance' and 'Procurement Community Benefits Strategy'.
5. Continue to roll out a publicity and awareness raising campaign, working in partnership with local and national organisations.

#### 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. This refers to the tool developed by Resource Efficient Scotland for self-assessing an organisation's capability / performance in relation to climate change.

No

## Further information

### 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.

- East Lothian Council's Climate Change Strategy 2020–2025 was approved in January 2020, following extensive public consultation and engagement and with input from across Council services. The Strategy was informed by information gathered from the public during an initial consultation in 2018 to inform the development of the Strategy, which included a series of 6 public drop-in events around the county. It was also developed in partnership with the Council's Climate Change Planning and Monitoring Group, and was informed by engagement with East Lothian Council staff across Council Service Areas, key stakeholder organisations, and young people; and by impact assessments, research and data analysis. A public consultation on a Draft East Lothian Climate Change Strategy was held for 8 weeks from May to July 2019: 160 responses were received to the consultation, many extremely detailed. The Draft Strategy was modified to take account of comments received. The approved Strategy and Supporting Documents, including 'Consultation and Engagement', can be viewed on ELC's website here: [https://www.eastlothian.gov.uk/downloads/download/13283/climate\\_change\\_strategy\\_2020-25](https://www.eastlothian.gov.uk/downloads/download/13283/climate_change_strategy_2020-25)
- In addition, we undertook a climate change survey for children and young people during 2019, which, in addition to being on our online Consultation Hub, was also circulated widely and included on the Young Scot website. We asked young people: "Helping to tackle Climate Change: What should we do here in East Lothian?". The survey received over 100 responses from children and young people. The young people's views also helped to shape and inform our Climate Change Strategy, and we continue to engage with young people over 'tackling climate change locally' through the East Lothian Youth Council and via our schools.
- On 27th August 2019, East Lothian Council's Elected Members unanimously agreed to declare a Climate Emergency. The Council resolved to take urgent action to make all our Council Services net Zero Carbon as soon as reasonably practicable or in any case by 2045 and to lobby, support and work with all relevant agencies, partners and communities to fulfil this commitment. East Lothian Council will also work with our communities and partners towards making East Lothian a carbon neutral county as well as enabling the county to deliver its part of wider national and international commitments. The Council's Climate Emergency Declaration can be viewed here: [https://www.eastlothian.gov.uk/news/article/13064/climate\\_emergency\\_declared](https://www.eastlothian.gov.uk/news/article/13064/climate_emergency_declared)
- In September 2020 the Council launched and rolled out across all Council services a revised Integrated Impact Assessment (IIA) procedure template and guidance (see Paper 109/20 here: [https://www.eastlothian.gov.uk/meetings/meeting/16705/members\\_library\\_service](https://www.eastlothian.gov.uk/meetings/meeting/16705/members_library_service)), to examine the impact of our decisions in relation to equality and human rights, reducing poverty, and protecting the environment. The updated IIA now specifically includes the Council's commitment to tackling climate change, embedding sustainability, and embedding the principles of 'Climate Justice' and ensuring a Just Transition to Net Zero. In relation to tackling climate change, the revised assessment covers consideration of whether/how the policy: reduces the need to travel or increases access to sustainable forms of transport; minimises waste / encourages resource efficiency / contributes to the circular economy; ensures goods / services are from ethical, responsible and sustainable sources; improves energy efficiency / uses low carbon energy sources; protects and/or enhances natural environments / habitats / biodiversity; promotes the transition to a low carbon economy; prepares and/or adapts communities for climate change impacts.
- East Lothian Council's Sustainable Procurement Policy was approved in November 2020. The Sustainable Procurement Policy was developed with input and feedback from Zero Waste Scotland through their capacity building mentoring programme undertaken by ProCirc, which supports public bodies to embed circular procurement and deliver circular economy and sustainable outcomes, with an emphasis on proactively supporting green recovery and delivering local benefits.
- East Lothian Council is part of Adaptation Scotland's Capability Framework Benchmarking Working Group, to benchmark, assess progress with and further embed Climate Adaptation across Council processes.

**PART 3: EMISSIONS, TARGETS AND PROJECTS****PART 3****Corporate Emissions, Targets and Project Data****Emissions****3a Emissions from the 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 baseline year 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.

(b) This refers to the document entitled "The greenhouse gas protocol. A corporate accounting and reporting standard (revised edition)", World Business Council for Sustainable Development, Geneva, Switzerland / World Resources Institute, Washington DC, USA (2004), ISBN: 1-56973-568-9.

Reference year	Year	Year type	Scope 1	Scope 2	Scope 3	Total	Units	Comments
Baseline Year	2014/15	Financial (April to March)	7,211	10,519	3,033	20,763	tCO <sub>2</sub> e	
Year 1 carbon footprint	2015/16	Financial (April to March)	5,738	10,076	3,272	19,086	tCO <sub>2</sub> e	
Year 2 carbon footprint	2016/17	Financial (April to March)	5,682	8,740	3,188	17,610	tCO <sub>2</sub> e	
Year 3 carbon footprint	2017/18	Financial (April to March)	6,212	7,336	3,656	17,204	tCO <sub>2</sub> e	
Year 4 carbon footprint	2018/19	Financial (April to March)	7,230	5,846	1,931	15,007	tCO <sub>2</sub> e	
Year 5 carbon footprint	2019/20	Financial (April to March)	7,594	5,220	1,815	14,630	tCO <sub>2</sub> e	
Year 6 carbon footprint	0					-	tCO <sub>2</sub> e	
Year 7 carbon footprint	0					-	tCO <sub>2</sub> e	
Year 8 carbon footprint	0					-	tCO <sub>2</sub> e	
Year 9 carbon footprint	0					-	tCO <sub>2</sub> e	
Year 10 carbon footprint	0					-	tCO <sub>2</sub> e	
Year 11 carbon footprint	0					-	tCO <sub>2</sub> e	
Year 12 carbon footprint	0					-	tCO <sub>2</sub> e	
Year 13 carbon footprint	0					-	tCO <sub>2</sub> e	
Year 14 carbon footprint	0					-	tCO <sub>2</sub> e	
Year 15 carbon footprint	0					-	tCO <sub>2</sub> e	

**3b Breakdown of emissions 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.

(a) Emissions factors are published annually by the UK Government Department for Environment, Food and Rural Affairs (Defra)

Please select - Emission Factor Year

2019

Emission source	Scope	Consumption data	Units	Emission factor	Units	Emissions (tCO <sub>2</sub> e)	Comments
Refuse Commercial & Industrial to Landfill	Scope 3	2,202	tonnes	99.75920	kgCO <sub>2</sub> e/tonne	219.7	
Refuse Municipal /Commercial /Industrial to Combustion	Scope 3	1,043	tonnes	21.35380	kgCO <sub>2</sub> e/tonne	22.3	
Mixed recycling	Scope 3	19,023	tonnes	21.35400	kg CO <sub>2</sub> e/tonne	406.2	
Organic Garden Waste Composting	Scope 3	9,997	tonnes	10.20390	kgCO <sub>2</sub> e/tonne	102.0	
Organic Food & Drink AD	Scope 3	2,903	tonnes	10.20390	kgCO <sub>2</sub> e/tonne	29.6	
Grid Electricity (generation)	Scope 2	20,423,730	kWh	0.25560	kg CO <sub>2</sub> e/kWh	5,220.3	
Grid Electricity (transmission & distribution losses)	Scope 3	20,423,730	kWh	0.02170	kg CO <sub>2</sub> e/kWh	443.2	
Natural Gas	Scope 1	31,826,434	kWh	0.18385	kg CO <sub>2</sub> e/kWh	5,851.3	
LPG litres	Scope 1	85,432	litres	1.52260	kg CO <sub>2</sub> e/litre	130.1	
Gas oil litre	Scope 1	107,690	litres	2.75821	kg CO <sub>2</sub> e/litre	297.0	
Burning Oil (Kerosene) litres	Scope 1	15,985	litres	2.54042	kg CO <sub>2</sub> e/litre	40.6	
Water - Supply	Scope 3	151,054	m <sup>3</sup>	0.34400	kg CO <sub>2</sub> e/m <sup>3</sup>	52.0	
Water - Treatment	Scope 3	151,054	m <sup>3</sup>	0.70800	kg CO <sub>2</sub> e/m <sup>3</sup>	106.9	
Average Car - Unknown Fuel	Scope 3	1,758,907	km	0.17710	kg CO <sub>2</sub> e/km	311.5	
Bus (local bus, not London)	Scope 3	457,244	passenger km	0.12076	kg CO <sub>2</sub> e/passenger km	55.2	
Car - diesel (average - unknown engine size) miles	Scope 3	239,672	miles	0.27901	kg CO <sub>2</sub> e/mile	66.9	
HGV - average all types & sizes (diesel, 50% laden) miles	Scope 1	495,536	miles	1.34902	kg CO <sub>2</sub> e/ mile	668.5	
Van - Average (up to 3.5 tonnes) Diesel miles	Scope 1	1,494,909	miles	0.40576	kg CO <sub>2</sub> e/ mile	606.6	
					#N/A	14,629.9	

**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 body (kWh)	Total exported (kWh)	Total consumed by the body (kWh)	Total exported (kWh)	
PV Generation	Unknown	Unknown			

**Targets****3d Organisational 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	Year used as baseline	Baseline figure	Units of baseline	Target completion year	Progress against target	Comments
Reduction in East Lothian Council's overall corporate emissions to reach Net Zero	annual	Reduce ELC's overall corporate emissions annually to reach Net Zero as soon as reasonably practicable or in any case by 2045	tCO2e reduction	All emissions	2014/15	20,763	tCO2e		In 2019/20 reporting year our total emissions were 14,630 tCO2e, a reduction of 29.5% since 2014/15	Target was set in January 2020 with the approval of East Lothian Council's Climate Change Strategy 2020-2025

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

If no projects were implemented against an emissions source, enter "0".

If the body does not have any information for an emissions source, enter "Unknown".

If the body does not include the emissions source in its carbon footprint, enter "N/A".

Emissions source	Total estimated annual carbon savings (tCO2e)	Comments
Electricity		
Natural gas		
Other heating fuels		
Waste	113	Total change for waste from 2018
Water and sewerage		
Travel		
Fleet transport		
Other 1 (specify in comments)		
Other 2 (specify in comments)		
Other 3 (specify in comments)		
<b>Total</b>	<b>113</b>	



**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 CO <sub>2</sub> e 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 (tCO <sub>2</sub> e/annum)	Estimated costs savings (£/annum)	Behaviour Change	Comments
Provision of a Contract for the recovery, treatment and final disposal of mixed municipal waste		2020/21	Estimated		385000	10	Refuse Commercial & Industrial to Landfill		250		

**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

Emissions source	Total estimated annual emissions (tCO <sub>2</sub> e)	Increase or decrease in emissions	Comments
Estate changes			
Service provision			
Staff numbers			
Other 1 (specify in comments)			
Other 2 (specify in comments)			
Other 3 (specify in comments)			
<b>Total</b>		-	

**3h Anticipated annual carbon savings from all projects implemented by the body in the year ahead**

If no projects are expected to be implemented against an emissions source, enter "0".

If the organisation does not have any information for an emissions source, enter "Unknown".

If the organisation does not include the emissions source in its carbon footprint, enter "N/A".

Emissions source	Total estimated annual carbon savings (tCO <sub>2</sub> e)	Comments
Electricity		
Natural gas		
Other heating fuels		
Waste		
Water and sewerage		
Travel		
Fleet Transport		
Other 1 (specify in comments)		
Other 2 (specify in comments)		
Other 3 (specify in comments)		
<b>Total</b>	-	

**3i Estimated decrease or increase in emissions from other sources in the year ahead**

If the body's corporate emissions are likely to increase or decrease for any other reason in the year ahead, provide an estimate of the amount and direction.

Emissions source	Total estimated annual emissions (tCO <sub>2</sub> e)	Increase or decrease in emissions	Comments
Estate changes			
Service provision			
Staff numbers			
Other 1 (specify in comments)			
Other 2 (specify in comments)			
Other 3 (specify in comments)			
<b>Total</b>		-	

**3j Total carbon reduction project savings since the start of the year which the body used 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 savings	Total estimated emissions savings (tCO <sub>2</sub> e)	Comments
Total project savings since baseline year		

**Further information**

**3k Supporting information and best practice**

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

East Lothian Council approved its Climate Change Strategy 2020-2025 in January 2020. One of the key Outcomes set out in the Strategy is "East Lothian Council will be a Net Zero and Sustainable Council", with specific actions in our Action Plan to review/manage aspects of ELC estate, operations, transport fleet and business travel towards achieving Net Zero.

**PART 4: ADAPTATION****Assessing and managing risk****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).

East Lothian Council's Climate Change Strategy 2020–2025 ([https://www.eastlothian.gov.uk/downloads/download/13283/climate\\_change\\_strategy\\_2020-25](https://www.eastlothian.gov.uk/downloads/download/13283/climate_change_strategy_2020-25)) sets out how we will tackle both climate change mitigation and adaptation. The Strategy includes an assessment of Climate Change Adaptation context in relation to East Lothian, including current and future predicated climate impacts and risks, and updates the Local Climate Impacts Profile (LCIP) for East Lothian.

The Council's Corporate Risk Register included Climate Change as a strategic risk in terms of failing to meet the Public Bodies Climate Change Duties. This Risk was refreshed and revised in the Corporate Risk Register in 2020 to a 'Climate Emergency' Corporate Risk in relation to the Council's Climate Emergency Response as follows:  
"The Council declared a Climate Emergency in August 2019, resolving to take urgent action to make all our Council Services Net Zero Carbon as soon as reasonably practicable or in any case by 2045, and to work with our communities and partners towards a Carbon Neutral East Lothian, enabling the county to deliver its part of wider national and international commitments. The Climate Emergency motion also recognised that the impacts of climate change are having a serious effect on our communities."

The Council has an Emergency Response Plan for Severe Weather 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. This 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/download/12797/emergency\\_response\\_plans\\_-\\_severe\\_weather](https://www.eastlothian.gov.uk/downloads/download/12797/emergency_response_plans_-_severe_weather)

**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.

East Lothian Council's Climate Change Strategy 2020–2025 (see Q4a) includes addressing Climate Change Adaptation, including an assessment of East Lothian's climate impacts and risks. Climate Adaptation is included as a Key Priority Area under six Outcomes in the Climate Change Strategy, specifically:

- Climate Adaptation: A Resilient Council
- Climate Adaptation: Resilient Transport Networks and Infrastructure
- Climate Adaptation: Climate Ready Buildings
- Climate Adaptation: Climate Ready Businesses
- Climate Adaptation and the Natural Environment
- Climate Adaptation: Climate Ready Communities

The Strategy includes specific actions to address Climate Adaptation in the Action Plan.

The Council has a Corporate Risk Register in place which includes climate related risks (see Q4a). The Sustainable Energy and Climate Change Officer attends the Council's Corporate Risk Management Group meetings.

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 Council has an Emergency Response Plan for Severe Weather 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. This 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/download/12797/emergency\\_response\\_plans\\_-\\_severe\\_weather](https://www.eastlothian.gov.uk/downloads/download/12797/emergency_response_plans_-_severe_weather)

**Taking action****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.

East Lothian Council's Climate Change Strategy 2020–2025 sets out how we will tackle both climate change mitigation and adaptation. Our Strategy highlights adaptation work already undertaken, and includes Key Priority Areas and specific actions to address Climate Change Adaptation, around adaptation and resilience of both Council services and across the wider East Lothian, including our communities, infrastructure, buildings and local businesses, and how the natural environment can help us to adapt to climate change.

Public engagement and involvement formed a key aspect to inform the development of East Lothian Council's Climate Change Strategy through two rounds of public consultation. These included online surveys 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.

The Council's Sustainable Energy and Climate Change Officer has given presentations to various groups and meetings, both internally within the Council and externally to key stakeholders, including the East Lothian Partnership Governance Group, the Council's Policy and Strategy Group and Senior Management Team; and a presentation on 'Climate Ready Communities: Adapting to Climate Change Impacts in East Lothian' at the Resilient Communities event in October 2019. One of the main purposes of these is to raise awareness of the need to adapt to climate change.

The Council's Climate Change Planning and Monitoring Group includes service managers and officers from across Council service areas, including those with key roles in relation to climate adaptation and resilience, including Structures and Flooding; Road Services; Emergency Planning, Risk and Resilience; Flood Protection and Planning Service. The Monitoring Group oversees and coordinates delivery of actions in the Climate Change Strategy.

The Council is part of Adaptation Scotland's Capability Framework Benchmarking Working Group, to benchmark, assess progress with and further embed Climate Adaptation across Council processes. A preliminary Climate Adaptation Capability Assessment has been undertaken, and work continues to embed Climate Adaptation throughout Council policies and procedures.

In August 2019, East Lothian Council resolved to declare a Climate Emergency. The motion to declare a Climate Emergency includes the following:  
 "There is a global climate emergency. The evidence is irrefutable and the science is clear. Warnings have been issued about the damage human beings are causing to the planet and how that damage has accelerated over the past 50 years. The impacts of climate change are having a serious effect on our communities. We believe that it's not too late for us to turn things around but to do so requires transformative change and action now".

A Local Climate Impacts Profile was undertaken and resilience events held with stakeholders in 2014.

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. 'Resilient Communities' workshop events have been held, hosted by East Lothian Council and involving local community representatives, responder agency personnel, representatives from the voluntary sector and Council staff. The purpose of the workshops is to discuss best practice, share information, learn from experience and highlight/promote Resilient Communities.

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.

The Council's Road Asset Management Plan 2018-2024 (one of four documents which support the Council's Local Transport Strategy 2018-2024) sets out the Council's plans for the management of the Council's road assets, including structures such as road bridges and culverts, to ensure they are maintained and improved, including preparing for the effects of severe weather events such as harsh winters or flooding.

The Council is advancing the Musselburgh Flood Protection Scheme after the 2015 feasibility study which determined that Musselburgh is at risk of flooding.

**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.	This work has been severely curtailed this year due to the impacts of COVID-19.
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"> <li>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;</li> <li>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.</li> </ul> <p>The Council produced a Green Network Strategy, approved in February 2019, which forms Supplementary Planning Guidance under the Local Development Plan 2018.</p> <p>The East Lothian Open Space Strategy 2018 was approved by the Council's Cabinet in October 2018.</p> <p>East Lothian Council's Climate Change Strategy 2020–2025 includes Outcome 6: 'A Healthy and Resilient Natural Environment and the route to Carbon Neutral' and Outcome 7: 'East Lothian's Communities are places encouraging a Low Carbon Lifestyle and are prepared for the effects of Climate Change'. Key priorities in the Climate Change Strategy include protecting and enhancing our natural environment and biodiversity, planning for new developments to include green networks, other green infrastructure and places for nature, and enhancing natural habitats and landscape features to promote and facilitate the adaptation of the natural environment.</p>	

			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.	This work has been impacted by COVID-19 this year.
			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.	A monitoring group set up by East Lothian Countryside Volunteers won an award in 2020 for its work on tackling Giant Hogweed in East Lothian.
			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"> <li>• 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;</li> <li>• 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.</li> </ul> <p>The Council produced a Green Network Strategy, approved in February 2019, which forms Supplementary Planning Guidance under the Local Development Plan 2018.</p> <p>The East Lothian Open Space Strategy 2018 was approved by the Council's Cabinet in October 2018.</p> <p>East Lothian Council's Climate Change Strategy 2020–2025 includes Outcome 6: 'A Healthy and Resilient Natural Environment and the route to Carbon Neutral' and Outcome 7: 'East Lothian's Communities are places encouraging a Low Carbon Lifestyle and are prepared for the effects of Climate Change'. Key priorities in the Climate Change Strategy include protecting and enhancing our natural environment and biodiversity, planning for new developments to include green networks, other green infrastructure and places for nature, and enhancing natural habitats and landscape features to promote and facilitate the adaptation of the natural environment.</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.	This work has been impacted by COVID-19 this year.
Sustain and enhance the benefits, goods and services that the natural environment provides.	N3	Natural Environment			
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.	
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	<p>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.</p> <p>'Resilient Communities' workshop events have been held, hosted by East Lothian Council and involving local community representatives, responder agency personnel, representatives from the voluntary sector and Council staff. The purpose of the workshops is to discuss best practice, share information, learn from experience and highlight/promote Resilient Communities. The Sustainable Energy and Climate Change Officer gave a presentation on 'Climate Ready Communities: Adapting to Climate Change Impacts in East Lothian' at the last Resilient Communities event in October 2019.</p> <p>The Council has an Emergency Response Plan for Severe Weather 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. This is supplemental to the East Lothian Council Corporate Emergency plan, relevant Police Scotland Emergency plans and other partner agencies' plans:  <a href="https://www.eastlothian.gov.uk/downloads/download/12797/emergency_response_plans_-_severe_weather">https://www.eastlothian.gov.uk/downloads/download/12797/emergency_response_plans_-_severe_weather</a></p> <p>Public engagement and involvement formed a key aspect to inform the development of East Lothian Council's Climate Change Strategy 2020–2025 through two rounds of public consultation. These included online surveys 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.</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		

### Review, monitoring and evaluation

**4e 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).

East Lothian Council's Climate Change Strategy 2020–2025 addresses both climate change mitigation and adaptation, including specific actions to tackle climate adaptation, and sets out a Monitoring and Evaluation Framework, to enable evaluation of the impact of adaptation actions. This links to ongoing monitoring of Corporate and Service Risk Registers. It also links to ongoing monitoring through other strategies and plans i.e. flood protection plans, travel plans, Road Asset Management Plan etc. The Climate Change Strategy action plan will be reviewed and updated annually, progress reviews are carried out by the Climate Change Planning and Monitoring Group, and annual progress updates will be reported to Cabinet.

**4f 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).

East Lothian Council's Climate Change Strategy 2020–2025 addresses both climate change mitigation and adaptation, including specific actions to tackle climate adaptation, and sets out a Monitoring and Evaluation Framework, to enable evaluation of the impact of adaptation actions. This links to ongoing monitoring of Corporate and Service Risk Registers. It also links to ongoing monitoring through other strategies and plans i.e. flood protection plans, travel plans, Road Asset Management Plan etc. The Climate Change Strategy action plan will be reviewed and updated annually, progress reviews are carried out by the Climate Change Planning and Monitoring Group, and annual progress updates will be reported to Cabinet.

**Future priorities for adaptation****4g What are the body's top 5 climate change adaptation priorities for the year ahead?**

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

1. Following the approval of East Lothian Council's Climate Change Strategy 2020–2025 in January 2020, continue to deliver, monitor and report on the Climate Adaptation actions in our Action Plan.
2. Following the approval of ELC's Climate Change Strategy 2020–2025 in January 2020, continue activity to embed climate change adaptation into a wide range of corporate plans and strategies, working with senior management, service managers and officers across all of the Council's functions.
3. Continue to work with partners, including Adaptation Scotland and other Public Bodies through Adaptation Scotland's Capability Framework Benchmarking Group, the East Lothian Partnership, and partners in the Edinburgh and South-East Scotland City Region Sustainable Economy Group, to embed and address climate adaptation across East Lothian and the wider region.
4. Continue to progress the setting up of a Climate Resilient Communities Network for East Lothian, including preparing local community Climate Response Plans in partnership with our communities.
5. Working with key stakeholders and communities, prepare an awareness-raising campaign on Climate Change Adaptation in East Lothian.

**Further information****4h Supporting information and best practice**

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

- East Lothian Council is part of Adaptation Scotland's Capability Framework Benchmarking Working Group, to benchmark, assess progress with and further embed Climate Adaptation across Council processes. A preliminary Climate Adaptation Capability Assessment has been undertaken, and work continues to embed Climate Adaptation throughout Council policies and procedures.
- East Lothian Council has been engaged with a Resilient Communities initiative since 2014, and has held annual 'Resilient Communities' workshop events, hosted by East Lothian Council and involving local community representatives, responder agency personnel, representatives from the voluntary sector and Council staff. The purpose of the workshops is to discuss best practice, share information, learn from experience and highlight/promote Resilient Communities. The Sustainable Energy and Climate Change Officer gave a presentation on 'Climate Ready Communities: Adapting to Climate Change Impacts in East Lothian' at the last Resilient Communities event in October 2019.
- 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.

**PART 5: PROCUREMENT****PART 5 Procurement****5a 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.

East Lothian Council's Cabinet approved ELC's Sustainable Procurement Policy in November 2020 (see paper 04 via this link: <https://www.eastlothian.gov.uk/meetings/meeting/16625/cabinet>). 'Sustainable Procurement' is one of the Key Priority Areas in ELC's Climate Change Strategy 2020–2025, and the following is a specific action in our Climate Change Strategy: "Produce and implement a revised and updated Sustainable Procurement Policy, to ensure that goods and services are procured ethically and responsibly, from ethical and sustainable sources, including through the supply chain and sub-contractors". ELC's Sustainable Procurement Policy links closely with the objectives of the Climate Change Strategy, and aligns with the requirements of the Procurement Reform (Scotland) Act 2014 and Scottish Government Sustainability Tools including the Flexible Framework Assessment Tool.

Following the approval of ELC's Sustainable Procurement Policy it is now our intention to seek approval for and implement supporting (guidance) documents, specifically 'Sustainable Procurement Guidance' and 'Procurement Community Benefits Strategy'.

**5b 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.

We set out in our Sustainable Procurement Policy, approved by East Lothian Council's Cabinet in November 2020, how our procurement activity contributes to compliance with our climate change duties. See paper 04 via this link: <https://www.eastlothian.gov.uk/meetings/meeting/16625/cabinet>

**Further information****5c Supporting information and best practice**

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

East Lothian Council developed its Sustainable Procurement Policy with input and feedback from Zero Waste Scotland through their capacity building mentoring programme undertaken by ProCirc, which supports public bodies to embed circular procurement and deliver circular economy and sustainable outcomes, with an emphasis on proactively supporting green recovery and delivering local benefits.

East Lothian Council is using Scottish Government Sustainability tools (Sustainability Test) to assess the procurement strategies prior to tender. This practice allows us to tackle the most important aspects of sustainability where applicable depending on the nature of the service or works requested.



**PART 6: VALIDATION AND DECLARATION**

<b>PART 6</b>	<b>Validation and Declaration</b>						
<b>6a</b>	<p><b>Internal validation process</b></p> <p>Briefly describe the body's internal validation process, if any, of the data or information contained within this report.</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;">                     Data is input to the Climate Reporting Tool from two sources and checked by the Service Manager for Strategy and Development and the Sustainable Energy and Climate Change Officer. Energy management software is used to store, verify and monitor energy data. Data inputs include utility invoices and AMR data. Waste, business mileage etc. is validated internally.                 </div>						
<b>6b</b>	<p><b>Peer validation process</b></p> <p>Briefly describe the body's peer validation process, if any, of the data or information contained within this report.</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;">                     N/A                 </div>						
<b>6c</b>	<p><b>External validation process</b></p> <p>Briefly describe the body's external validation process, if any, of the data or information contained within this report.</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;">                     N/A                 </div>						
<b>6d</b>	<p><b>No Validation Process</b></p> <p>If any information provided in this report has not been validated, identify the information in question and explain why it has not been validated.</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px; height: 30px;">                     (Empty box for no validation process)                 </div>						
<b>6e</b>	<p><b>Declaration</b></p> <p>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.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <tr> <td style="width: 25%;"><b>Name:</b></td> <td>Wendy McGuire</td> </tr> <tr> <td><b>Role in the body:</b></td> <td>Service Manager, Strategy and Development</td> </tr> <tr> <td><b>Date:</b></td> <td>27/11/2020</td> </tr> </table>	<b>Name:</b>	Wendy McGuire	<b>Role in the body:</b>	Service Manager, Strategy and Development	<b>Date:</b>	27/11/2020
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