

## Members' Library Service Request Form

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Document Title	East Lothian Council – Public Sector Climate Change Reporting 2021/22

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**REPORT TO:** Members' Library Service

**MEETING DATE:**

**BY:** Executive Director for Place

**SUBJECT:** East Lothian Council – Public Sector Climate Change Reporting 2021/22

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## **1 PURPOSE**

- 1.1 To advise members of the climate change obligations during 2021/22, through the statutory Public Bodies Climate Change Duties Reporting.

## **2 RECOMMENDATIONS**

- 2.1 Members are asked to note the Council's journey in respect of climate change and in particular the progress of including more carbon emissions categories for more accurate measurements of our carbon footprint. The Council's Public Bodies Climate Change Duties Report is set out in Appendix 1.

## **3 BACKGROUND**

- 3.1 To support Scotland in achieving its net zero target by 2045, the Climate Change (Scotland) Act 2009 Section 44 states that public bodies must:
- act in the way best calculated to contribute to the delivery of Scotland's national emissions reduction targets (mitigation – reducing greenhouse gas emissions);
  - act in the way best calculated to help deliver Scotland's statutory climate change adaptation programme (adaptation – resilience to the impact of climate change);
  - act in a way that it considers is most sustainable.

- 3.2 Since 2014/15, public bodies are required to report their compliance with the Climate Change (Scotland) Act 2009 (Section 46). These are submitted annually by the 30<sup>th</sup> of November every year. All Public Bodies Climate Change Duties Reports, including those submitted by East Lothian Council can be found here: <https://sustainableScotlandNetwork.org/reports>. Sustainable Scotland Network also publishes an annual synthesis report which can be found here: <https://sustainableScotlandNetwork.org/reports/summary-analysis-report-2020-21>
- 3.3 The Public Bodies Climate Change Duties Reporting creates a standard methodology to improve data consistency. It also sets a foundation to track climate action by the public sector. The reports and analyses are publicly available to support accountability, transparency, and an improved understanding of organisations' climate performances. Climate Change Duties Reporting intends 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
- 3.4 Scottish Ministers expect public bodies to lead by example in tackling climate change and contributing towards achieving the net zero emissions target set out in the Climate Change (Emissions Reduction Targets) (Scotland) Act 2019. As a major provider of services, employer, procurer of goods and services across the county, the Council is a key lever of influence to tackle the climate emergency. In the Public Bodies Climate Change Duties Reporting, East Lothian Council outlines how it is responding to the climate emergency, how it contributes to carbon emissions reduction, climate change adaptation, and the governance in place to support these.
- 3.5 The Scottish Government has made some substantive changes to the Public Bodies Climate Change Duties Reporting year 2021/22. The new reporting requirements are listed below:
- How will the body align its spending plans and use of resources to contribute to reducing emissions and delivering its emission reduction targets?
  - How will the body publish/make available progress towards achieving emissions reduction targets?
  - Where applicable, what progress has the body made in delivering the policies and proposals included in the (adaptation) Programme?

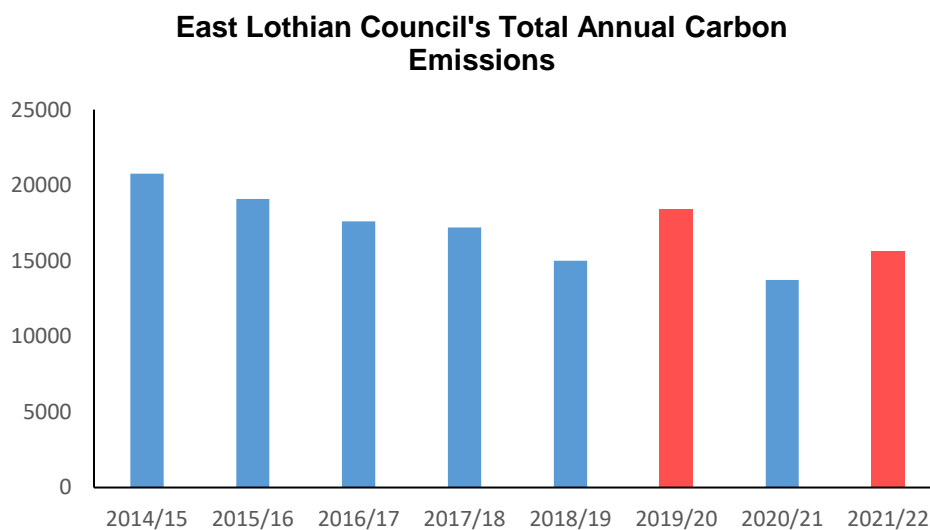
3.6 East Lothian Council has improved the measuring of its carbon footprint in the Public Bodies Climate Change Duties Report 2021/22:

- A new carbon emissions category 'Staff Commuting' has been added to better capture the Council's scope 3 emissions. The data was collected through an internal staff survey on Citizen Space and assessed through Zero Waste Scotland's Commuter Emission Calculator, which has been developed in collaboration with Sustainable Scotland Network.

Staff commuting emissions are known to have a significant impact on an organisation's carbon footprint. By adding this category the Council's footprint will appear larger compared to those years where staff commuting emissions were excluded. Moving forward, we will have a more accurate measure of the Council's footprint and the opportunity to better understand the actions required to achieve net zero.

- Business Travel scope 3 emissions are now recorded and separated by fuel type – i.e. petrol, diesel, electric, and hybrid. Previously, business travel has been recorded using an 'average car' measure. By separating business travel through fuel, East Lothian Council gets a more accurate measure of the carbon emissions in this category.

3.7 East Lothian Council's Climate Change Duties Report 2021/22 demonstrates a carbon footprint of 15,653 tCO<sub>2</sub>e. Figure 1 illustrates the Council's annual carbon footprint since 2014/15. The bars in red include staff commuting as a carbon emissions category, while the blue bars illustrate associated tCO<sub>2</sub>e without this measure.



**Figure 1:** East Lothian Council's annual total greenhouse gas emissions, expressed in tonnes of carbon dioxide equivalent (tCO<sub>2</sub>e). Y-axis = tCO<sub>2</sub>e, x-axis = financial year, red bars = staff commuting included, blue bars = staff commuting excluded.

3.8 The reported carbon footprint can be broken down into scope 1 (direct emissions from sources owned or operated by the Council, such as gas and fleet), scope 2 (indirect emissions from the consumption of purchased electricity, steam or power generated outwith the Council, such as grid electricity generation) and scope 3 emissions (indirect emissions that are a consequence of the operations or services of the Council, such as waste management and business mileage). Table 2 illustrates tonnes of carbon equivalent emissions under the different scopes. Compared to the last year of 2020/21, East Lothian Council has reduced its scope 1 emissions. Scope 2 emissions have increased and scope 3 emissions are not comparable since new emissions categories have been added to this scope.

More detail on the different scopes of emissions, consumption data and carbon emissions categories can be found in Appendix 1. PART 3: EMISSIONS, TARGETS AND PROJECTS.

**Table 1.** Breakdown East Lothian Council's emissions across scopes

Year	Scope 1	Scope 2	Scope 3	Total	Units
2014/15	7,211	10,519	3,033	20,763	tCO <sub>2</sub> e
2015/16	5,738	10,076	3,273	19,087	tCO <sub>2</sub> e
2016/17	5,682	8,740	3,188	17,610	tCO <sub>2</sub> e
2017/18	6,212	7,336	3,656	17,204	tCO <sub>2</sub> e
2018/19	7,230	5,846	1,931	15,007	tCO <sub>2</sub> e
2019/20	7,594	5,220	5,636	18,450	tCO <sub>2</sub> e
2020/21	8,043	3,750	1,930	13,723	tCO <sub>2</sub> e
2021/22	7,478	3,874	4,301	15,653	tCO <sub>2</sub> e

3.9 Since the carbon emissions factor varies year-on-year in accordance with the Greenhouse Gas Protocol, East Lothian Council should also note the associated consumption data with each emissions category to better understand its activities in relation to the net zero targets and avoid unintentional greenwashing. Table 2 lists the consumption data from both 2021/22 and 2020/21 for comparison. Please note that figures can fluctuate for a variety of reasons. Every effort is made to secure the most accurate data possible.

**Table 2.** Breakdown East Lothian Council's emissions 2021/22

Emissions Category	2021/22	2020/21	Unit
Refuse Commercial & Industrial to Landfill	1,645	1,294	tonnes
Refuse Mun./Com./Ind. combustion	2,112	1,840	tonnes
Mixed recycling	20,469	18,304	tonnes
Organic Garden Waste Composting	9,828	8,128	tonnes
Organic Food & Drink AD	3,307	3,297	tonnes
Natural Gas	32,376,043	31,599,914	kWh
LPG litres	75,378	73,429	litres
Gas Oil litre	67,571	179,380	litres
Burning Oil (Kerosene) litres	14,035	11,502	litres

Grid Electricity (gen.;tran.; dis. loss)	18,245,342	16,086,506	kWh
Water (Supply & Treatment)	149,473	114,435	m <sup>3</sup>
Bus (local bus, not London)	451,381	290,098	pass. km
Car - diesel (average - unknown engine size) miles	175,181	150,378	miles
Car - petrol (average) miles	18,888	-	
Car - hybrid (average) miles	16,528	-	
HGV Rigid (ave laden) miles	532,666	845,418	miles
Van - Average (<3.5 tonnes) Diesel miles	1,350,554	1,134,021	miles
Fleet Car - Battery El. Vehicle (average)	66,264	62,542	miles
Business Travel Van - Class III Battery El.	64,241	69,593	miles
Business Travel Car - diesel (average)	175,189		miles
Business Travel Car - Battery El. (average)	12,093		miles
Business Travel Car - hybrid (average)	3,193		miles
Business Travel Car - petrol (average) miles	230,784		miles
Business Travel Average Car unknown fuel	3,436		km
Hybrid/homeworking emissions	58%	-	%FTE
Staff Commuting	1,611.7		tCO2e

## CONCLUSIONS

- 3.10 Table 1 shows that the Council decreased its Scope 1 emissions 2021/22 compared to previous year. The biggest reduction can be seen in consumption of gas oil and miles in heavy goods vehicle (HGV). Details about the consumption reduction can be found in Table 2.
- 3.11 Table 2 shows that the consumption of the majority of carbon emissions categories have increased compared to previous year. Besides fluctuation of data, this can be explained by the difference in Council services and operations post and during lockdown. Recycling increased year 2021/22, which is likely to be a result of the new kerbside recycling system introduced November 2021.
- 3.12 The consumption data of the majority of carbon emissions categories have increased. While the figures can fluctuate for a variety of reasons, it is important that East Lothian Council does not lose momentum to continue accelerating its ambitions to reduce carbon emissions, ensure a just and green recovery from the pandemic, and achieve net zero by 2045 or sooner.

## 4 POLICY IMPLICATIONS

- 4.1 There are no policy implications directly arising from the Council's progress report.
- 4.2 The 2021/22 Public Bodies Climate Change Duties 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 2021/22 Public Bodies Climate Change Duties 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 None.

Appendix 1: East Lothian Council's Public Sector Climate Change Duties Report 2021/22.

<b>AUTHOR'S NAME</b>	Hanna Lundstrom
<b>DESIGNATION</b>	Sustainability & Climate Change Officer
<b>CONTACT INFO</b>	Email <a href="mailto:hlundstrom@eastlothian.gov.uk">hlundstrom@eastlothian.gov.uk</a>
<b>DATE</b>	7 <sup>th</sup> December 2022

**Appendix 1: East Lothian Council's Public Bodies Climate Change Duties Report 2021/22**

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**PART 1: PROFILE OF REPORTING BODY**

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## **PART 1: PROFILE OF REPORTING BODY**

### **1(a) Name of the 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 report year**

4056

### **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.

<b>Metric</b>	<b>Unit</b>	<b>Value</b>	<b>Comments</b>
Population size served	Population	109,580	Source: NRS population estimates, mid 2021. This figure is an increase of 1.6% from previous year. East Lothian had the highest population increase together with Midlothian in Scotland, with 0.3% increase nationally.

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

Specify approximate £/annum for the report year.

<b>Budget</b>	<b>Budget Comments</b>
£462,639,000	

**1(f) Report year**

Specify the report year.

**Report Year****Report Year Comments**

Financial

2021/22 financial year

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

East Lothian Council declared a climate emergency in August 2019 and launched its Climate Change Strategy (2020-2025) in January 2020. The Strategy and its Action Plan are updated annually by the Climate Change Planning & Monitoring Group and presented to the Council's Cabinet. These annual updates are available to the public online on the Council's climate change website and Member's Library.

To monitor the progress of the Climate Change Strategy (2020-2025), East Lothian Council has a Climate Change Planning and Monitoring Group (CCPMG). The group has representatives from across all relevant Council Services and meets four times every year. The membership is renewed annually and the group also has the responsibility to ensure that the objectives under Scotland's Climate Change legislation are met and that the Council complies with its Public Bodies Climate Change Duties.

The CCPMG is also responsible for climate change governing performance indicators in other key documents of the Council. For example, the East Lothian Council Plan (2022-2027) sets 'Respond to the Climate Emergency' as one of its top three overarching objectives; the East Lothian Plan (2017-2027), which is the ten-year strategic plan for East Lothian Partnerships, has '... community life in a high-quality environment' as one of its priorities; the Council's Recovery & Renewal Plan includes the action category 'climate and ecological emergency' in its plan to recover from the pandemic.

See the governance structure of the Council attached below.



**Governance structure  
for the East Lothian Cl**

## **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.

There are six key service areas in East Lothian Council: Council Resources, Education & Children's Services, Development, Infrastructure, Housing, Communities & Partnerships, and the East Lothian Health & Social Care Partnership with NHS Lothian.

Within Development, there are several posts which correspond with climate action. For example: Planning hosts a Sustainability & Climate Change Officer, which is responsible of coordinating the Council's work on climate change mitigation and adaptation; Sport, Countryside & Leisure has a Biodiversity Officer in post and several Countryside Rangers which are key to tackle the ecological emergency and support climate change adaptation; Housing Services work with energy efficiency projects and are currently putting together a new Housing Strategy which includes action on mitigation and adaptation of housing; Infrastructure Services host several posts which are responsible for energy, water consumption and maintenance projects; Road Services are responsible for electric vehicle car charging infrastructure and sustainable staff travel; Waste Services are continuously launching projects to improve recycling and decarbonisation of fleet mileage; Procurement Services are responsible for the Sustainable Procurement Policy and Community Benefits which include sustainability; the Connected Communities Team work with Area Partnerships and Community Councils to include climate emergency in the local Area Plans and support climate action on community level.

All Council Services play a role in tackling the climate emergency. The Council's Climate Change Strategy (2020-2025) includes actions related to decarbonisation, biodiversity, active travel, energy efficiency, education, planning, air quality, community engagement, sustainable economy, reduction of waste etcetera.

As mentioned above, climate action is included in other key Council documents such as the East Lothian Council Plan (2022-2027), East Lothian Plan (2017-2027), the Recovery & Renewal Plan, Working Differently Plan etcetera. Climate action is not operated in a silo but is integrated into all Services. This is further highlighted by the Climate Change Planning & Monitoring Group (CCPMG), which is chaired by the Council's Executive Director of Place and includes members from a wide range of Managers from different Services.



Role and Remit\_East  
Lothian Climate Chan

See the role and remit of the CCPMG group attached below.

<b>2(c) Does the body have specific climate change mitigation and adaptation objectives in its corporate plan or similar document?</b>		
Provide a brief summary of objectives if they exist.		
<b>Wording of objective</b>	<b>Name of document</b>	<b>Document link</b>
The East Lothian Council Plan, overarching objective 'Respond to the Climate Emergency'.	The East Lothian Council Plan (2022-2027)	<a href="https://www.eastlothian.gov.uk/info/210603/performance_and_spending/12729/the_east_lothian_council_plan_2022-2027">https://www.eastlothian.gov.uk/info/210603/performance_and_spending/12729/the_east_lothian_council_plan_2022-2027</a>
East Lothian Plan, outcome 2.2 'East Lothian people can live affordably and contribute to a thriving life in a high quality environment'.	The East Lothian Plan (2017-2027)	<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 Local Development Plan 2018 contains four objectives with corresponding outcomes. The objectives include: <ul style="list-style-type: none"><li>• "Promote sustainable development"</li><li>• "Protect and enhance the area's high quality environment and its special identity"</li><li>• "Ensure adequate infrastructure capacity and an appropriate use of resources"</li></ul>	East Lothian Council Local Development Plan (2018)	<a href="https://www.eastlothian.gov.uk/info/210547/planning_and_building_standards/12242/local_development_plan">https://www.eastlothian.gov.uk/info/210547/planning_and_building_standards/12242/local_development_plan</a>
The East Lothian Local Housing Strategy, Priority Outcome 5 'Fuel poverty is reduced and climate change targets exceeded'.	East Lothian Council Local Housing Strategy (2018-2023)	<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>The East Lothian Local Transport Strategy, overarching vision 'East Lothian will have well-connected communities with increased use of sustainable transport modes to access services and amenities'.</p>	<p>The East Lothian Council Local Transport Strategy (2018-2024)</p>	<p><a href="https://www.eastlothian.gov.uk/downloads/download/13256/local_transport_strategy_2018-2024">https://www.eastlothian.gov.uk/downloads/download/13256/local_transport_strategy_2018-2024</a></p>
<p>The East Lothian Poverty Plan, actions under Priority 3 Having a Home - a decent, affordable, warm and dry home:</p> <ul style="list-style-type: none"> <li>• Action 3.3 'Increase the awareness and uptake of energy efficiency advice and improve tenant and owner understanding of energy efficiency across all tenures'.</li> <li>• Action 3.4 'Reduce fuel poverty'.</li> </ul>	<p>The East Lothian Council Poverty Plan (2021-2023)</p>	<p><a href="https://www.eastlothian.gov.uk/downloads/file/31877/east_lothian_council_poverty_plan_2021-2023">https://www.eastlothian.gov.uk/downloads/file/31877/east_lothian_council_poverty_plan_2021-2023</a></p>

**2(d) Does the body have a climate change 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) and relevant documents can be found 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).

Updates in relation to the Public Bodies Climate Change Duties Reporting are also published in December every year on the Member's Library webpage:  
[https://www.eastlothian.gov.uk/meetings/committee/102/members\\_library\\_service](https://www.eastlothian.gov.uk/meetings/committee/102/members_library_service)

**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	<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	The Strategy includes climate change adaptation key priority areas and specific actions, and links to other plans, projects and strategies across the Council.
Business travel	East Lothian Council's Climate Change Strategy 2020–2025  East Lothian Council's Local Transport Strategy 2018 – 2024	<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/2/10566/roads_and_transport/12454/transport_policy_documents_and_reports/3">https://www.eastlothian.gov.uk/info/2/10566/roads_and_transport/12454/transport_policy_documents_and_reports/3</a>	2020–2025  2018 – 2024	East Lothian Council's Climate Change Strategy 2020–2025 includes key priorities and actions around business travel.  The Council adopted the East Lothian Local Transport Strategy 2018-2024 (LTS) in October 2018. The LTS has four supporting documents, one of which is the East Lothian Active Travel Improvement Plan 2018-2024. The Active Travel Improvement Plan includes an action which is to “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”.
Staff travel	East Lothian Council's Climate Change Strategy 2020–2025	<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  2018 – 2024	East Lothian Council's Climate Change Strategy 2020–2025 includes key priorities and actions around staff travel.

	East Lothian Council's Local Transport Strategy 2018 – 2024	<a href="https://www.eastlothian.gov.uk/info/2/10566/roads_and_transport/12454/transport_policy_documents_and_reports/3">https://www.eastlothian.gov.uk/info/2/10566/roads_and_transport/12454/transport_policy_documents_and_reports/3</a>		The Council adopted the East Lothian Local Transport Strategy 2018-2024 (LTS) in October 2018. The LTS has four supporting documents, one of which is the East Lothian Active Travel Improvement Plan 2018-2024. The Active Travel Improvement Plan includes an action which is to “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”.
Energy efficiency	East Lothian Council's Climate Change Strategy 2020 – 2025	<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	East Lothian Council's Climate Change Strategy 2020–2025 includes key priorities and actions around energy efficiency.
	East Lothian Council's Local Housing Strategy 2018 – 2023	<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>	2018-2023	In the East Lothian Local Housing Strategy 2018–2023, two of six priority outcomes relate to energy efficiency: <ul style="list-style-type: none"> <li>• Priority Outcome 5: “The condition, energy efficiency and where appropriate the management of existing stock is improved”</li> <li>• Priority Outcome 6: “Fuel poverty is reduced and climate change targets exceeded”.</li> </ul> <p>The Council also has an Energy Transformation Board (ETB) which investigates solutions of</p>



				decarbonised energy transformation and delivery of the Local Heating Energy Efficiency Strategy. In addition, the Council is also delivering a significant energy efficiency programme through the Scottish Government's HEEPS:ABS scheme.
Fleet transport	East Lothian Council's Climate Change Strategy 2020 – 2025	<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	East Lothian Council's Climate Change Strategy 2020–2025 includes key priorities and actions around fleet transport. The Council is also in the process of developing its Sustainable Fleet Transport Plan, which includes ultra low emissions vehicles, climate change and emissions reduction objectives.
ICT	East Lothian Council's Climate Change Strategy 2020 – 2025	<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	East Lothian Council's Climate Change Strategy 2020–2025 includes key priorities and actions around ICT.
Renewable Energy	East Lothian Council's Climate Change Strategy 2020 – 2025	<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	<p>East Lothian Council's Climate Change Strategy 2020–2025 includes key priorities and actions around renewable energy.</p> <p>The Council also has an Energy Transformation Board (ETB) which investigates solutions of renewable energy and delivery of the Local Heating Energy Efficiency Strategy (LHEES). The Council progressed to Phase 3 of the Scottish Government Pilot LHEES Project in financial year 2021/22. The first four stages of</p>

				the LHEES methodology are being piloted within the whole area of East Lothian.
Sustainable/renewable heat	East Lothian Council's Local Development Plan 2018	<a href="https://www.eastlothian.gov.uk/info/210547/planning_and_building_standards/12242/local_development_plan">https://www.eastlothian.gov.uk/info/210547/planning_and_building_standards/12242/local_development_plan</a>	From 2018	The East Lothian Council's Local Development Plan 2018 addresses sustainable and renewable heat in Policy SEH1 and SEH2.
	East Lothian Council's Climate Change Strategy 2020–2025	<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	<p>East Lothian Council's Climate Change Strategy 2020–2025 includes key priorities and actions around sustainable and renewable heat.</p> <p>The Council also has an Energy Transformation Board (ETB) which investigates solutions of sustainable/renewable heat and delivery of the Local Heating Energy Efficiency Strategy (LHEES). The Council progressed to Phase 3 of the Scottish Government Pilot LHEES Project in financial year 2021/22. The first four stages of the LHEES methodology are being piloted within the whole area of East Lothian.</p>
Waste management	East Lothian Council's Climate Change Strategy 2020 – 2025	<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/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>		<p>East Lothian Council's Climate Change Strategy 2020–2025 includes key priorities and actions around waste management.</p> <p>The Council introduced Kerbside Recycling Collections in November 2021 to continue improving recycling and reducing mileage emissions from collections. The new recycling</p>

				collection vehicles can collect all recycling in one go – plastic, cardboard, cans, glass, batteries, food etc. It means that the Council is reducing fleet mileage through more efficient collection of waste and recycling.
Land use	<p>East Lothian Council's Local Development Plan 2018</p> <p>East Lothian Council's Climate Change Strategy 2020–2025</p>	<p><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></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>From 2018</p> <p>2020-2025</p>	<p>The East Lothian Local Development Plan 2018 contains four objectives including:</p> <ul style="list-style-type: none"> <li>• Promote sustainable development</li> <li>• Protect and enhance the area's high quality environment and its special identity</li> <li>• Ensure adequate infrastructure capacity and an appropriate use of resources</li> </ul> <p>East Lothian Council's Climate Change Strategy 2020–2025 includes key priorities and actions around planning and land use."</p>
Other (please specify in comments)	<p>Winter Maintenance Plan 2022 – 2023</p> <p>ELC (multi-agency) Severe Weather response plan winter, 2022/2023</p>	<p><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>	2022-2023	<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. It supplements the Council's Corporate Emergency Plan, relevant Police Scotland Emergency Plans and other partner agencies' plans.</p>
Other (please specify in comments)	<p>East Lothian Council's Sustainable Procurement Policy</p>	<p><a href="https://www.eastlothian.gov.uk/meetings/meeting/16625/cabinet">https://www.eastlothian.gov.uk/meetings/meeting/16625/cabinet</a> (Paper 04)</p>	From 2021	<p>East Lothian Council's Sustainable Procurement Policy was approved November 2020 and sets out the principles of sustainability (including carbon emissions</p>

reduction) that will be expected of businesses/companies tendering for Council contracts. The Policy was developed with input and feedback from Zero Waste Scotland through their capacity building mentoring programme undertaken by ProCirc.

**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.

- To continue to deliver, monitor and report on the actions in the Council’s Climate Change Strategy 2020-2025 and Action Plan. In particular, focus on • To establish a cross-party Sustainability and Climate Change forum, complementing the Council Officer’s Climate Change Planning & Monitoring Group to accelerate action to tackle the climate emergency and continue to deliver, monitor and report on the actions in the Council’s Climate Change Strategy 2020-2025 & Action Plan and make sure Service Areas feel ownership, competence and confidence in delivering their actions
- To work closely with the East Lothian Climate Action Network (ELCAN) to ensure community engagement to tackle the climate emergency. This is especially important given the UK’s Climate Change Committee report on 60% of the changes needed to reach net zero being either behavioural or societal, as well as the recently publishes Scottish Government’s Climate Change – Net Zero Nation Public Engagement Strategy.
- To improve climate literacy in the Council by delivering the Carbon Literacy training to Council Managers, launching an E-Learning module on the climate emergency for all new staff.
- To deliver climate emergency workshops to Area Partnerships and Community Councils to help them include climate action in their Area Plans.
- To support a Green Recovery from COVID-19 where we make more efficient use of our office space, use our skills from digital working to reduce printing and travel, and support active travel for health, mental wellbeing and reduced carbon emissions.

**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.

(a) This refers to the tool developed by Resource Efficient Scotland for self-assessing an organisation’s capability / performance in relation to climate change

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.

- East Lothian Council’s Climate Change Strategy 2020-2025 was approved through extensive public consultation and engagement with input from all Council Services. The public consultation included a series of six drop-in events around the County. The draft of the Climate Change Strategy was made available for

the public's comments during eight weeks (May – July 2019) and received 160 responses in total. After the draft was modified to account for the responses and comments, it was presented to the Council Cabinet for approval in 2020. Since then it has been updated and reviewed annually by the Cabinet.

The progress of the strategy and its action plan is available on the Council's website:

[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) .

- East Lothian Council undertook a climate change survey for children and young people in 2019. The survey asked: "Helping to tackle Climate Change: What should we do here in East Lothian?", and received over 100 responses. These responses helped to shape and inform the council's Climate Change Strategy. Another survey was sent out to children and young people in November 2020 to collect their views on the finished Strategy. These were incorporated in the annual update of the Climate Change Strategy to Cabinet in 2021.
- East Lothian Council revised its Integrated Impact Assessment (IIA) procedure template and guidance in September 2020. In addition to examining the impact of Council decisions in relation to equality and human rights, reducing poverty, and protecting the environment. The updated version of the IIA 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 the climate emergency the revised assessment covers consideration of whether/how the policy: reduce 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.

Papers on the updated IIA can be found here (109/20): [https://www.eastlothian.gov.uk/meetings/meeting/16705/members\\_library\\_service](https://www.eastlothian.gov.uk/meetings/meeting/16705/members_library_service))

## **PART 3: EMISSIONS, TARGETS AND PROJECTS**

<b>Emissions</b>								
<b>3(a) 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.</b>								
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.								
<b>Reference Year</b>	<b>Year</b>	<b>Year type</b>	<b>Scope 1</b>	<b>Scope 2</b>	<b>Scope 3</b>	<b>Total</b>	<b>Units</b>	<b>Comments</b>
Baseline Year	2014/15	Financial	7,211	10,519	3,033	20,763	tCO <sub>2</sub> e	
Year 1 carbon footprint	2015/16	Financial	5,738	10,076	3,272	19,086	tCO <sub>2</sub> e	
Year 2 carbon footprint	2016/17	Financial	5,682	8,740	3,188	17,610	tCO <sub>2</sub> e	
Year 3 carbon footprint	2017/18	Financial	6,212	7,336	3,656	17,204	tCO <sub>2</sub> e	
Year 4 carbon footprint	2018/19	Financial	7,230	5,846	1,931	15,007	tCO <sub>2</sub> e	
Year 5 carbon footprint	2019/20	Financial	7,594	5,220	5,636	18,450	tCO <sub>2</sub> e	Note: staff commuting emissions added retrospectively (reporting year 2022) after conducting a staff commuting survey pre and post the pandemic. 2019-2020 staff commuting

								emissions counted to 3821 tCO <sub>2</sub> e. This figure have been added to 2019/20 scope 3 emissions with new total of 18,450 tCO <sub>2</sub> e
Year 6 carbon footprint	2020/21	Financial	8,043	3,750	1,930	13,723	tCO <sub>2</sub> e	Note: no staff commuting emissions collected this year. Total tCO <sub>2</sub> e will appear lower due to exclusion of staff commuting emissions.
Year 6 carbon footprint	2021/22	Financial	7,478	3,784	4,301	15,653	tCO <sub>2</sub> e	Note: staff commuting included as a new carbon emissions category this year. The Council appreciates that staff still are working from home and hybrid as a result of the pandemic. People's work locations are likely to remain fluid at this time.

**3(b) 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 there is no data consumption available for an emission source enter the emissions in kgCO<sub>2</sub>e in the ‘Consumption’ column of one of the “Other” rows and assign the scope and an emission factor of 1.No information is required on the effect of the body on emissions which are not from its estate and operations.

(a) Emissions factors are published annually by the UK Department for Business, Energy & Industrial Strategy

**Emissions Factor Year** **2021** [The emission factor year is auto-assigned based on your answer to Q1f, if it is incorrect please contact SSN.](#)

[You can now filter emission sources by “type” in column C to enable quicker selection of emission sources in column D](#)

[User defined emission sources can be entered below remote/homeworking emissions – row 101 to 129. If you require extra rows in the table please send the template to \[ccreporting@ed.ac.uk\]\(mailto:ccreporting@ed.ac.uk\)](#)

Emission	Emissions source	Scope	Consumption data	Units	Emissions factor	Units	Emissions (tCO <sub>2</sub> e)	Comments
Waste	Refuse Commercial & Industrial to Landfill	Scope 3	1,645	tonnes	467.04580	kgCO <sub>2</sub> e/tonne	768.3	
Waste	Refuse Municipal /Commercial /Industrial to Combustion	Scope 3	2,112	tonnes	21.29357	kgCO <sub>2</sub> e/tonne	45.0	
Waste	Mixed recycling	Scope 3	20,469	tonnes	21.29357	kg CO <sub>2</sub> e/tonne	435.9	
Waste	Organic Garden Waste Composting	Scope 3	9,828	tonnes	8.95070	kgCO <sub>2</sub> e/tonne	88.0	
Waste	Organic Food & Drink AD	Scope 3	3,307	tonnes	8.95070	kgCO <sub>2</sub> e/tonne	29.6	



Electricity	Grid Electricity (generation)	Scope 2	18,245,342	kWh	0.21233	kg CO2e/kWh	3,874.0	
Electricity	Grid Electricity (transmission & distribution losses)	Scope 3	18,245,342	kWh	0.01879	kg CO2e/kWh	342.8	
Fuels	Natural Gas	Scope 1	32,376,043	kWh	0.18316	kg CO2e/kWh	5,930.0	
Fuels	LPG litres	Scope 1	75,378	litres	1.55709	kg CO2e/litre	117.4	
Fuels	Gas Oil litre	Scope 1	67,571	litres	2.75857	kg CO2e/litre	186.4	
Fuels	Burning Oil (Kerosene) litres	Scope 1	14,035	litres	2.54014	kg CO2e/litre	35.7	
Water	Water - Supply	Scope 3	149,473	m3	0.11000	kg CO2e/m3	16.4	
Water	Water - Treatment	Scope 3	149,473	m3	0.23000	kg CO2e/m3	34.4	
Transport	Bus (local bus, not London)	Scope 3	451,381	passenger km	0.11774	kg CO2e/passenger km	53.1	
Transport	Car – diesel (average – unknown engine size) miles	Scope 3	175,181	miles	0.27106	kg CO2e/mile	47.5	
Transport	Car – petrol (average) miles	Scope 3	18,888	miles	0.28053	kg CO2e/mile	5.3	
Transport	Car – hybrid (average) miles	Scope 3	16,528	miles	0.19235	kg CO2e/mile	677.0	

Transport	HGV Rigid (ave laden) miles	Scope 1	532,666	miles	0.19235	kg CO2e/mile	3.2	
Transport	Van – Average (up to 3.5 tonnes) Diesel miles	Scope 1	1,350,554	miles	0.38811	kg CO2e/ mile	524.2	
Transport	Fleet Car – Battery Electric Vehicle (average) miles	Scope 1	66,264	miles	0.00000	kg CO2e/ mile	-	
Transport	Business Travel Van – Class III (1.74 to 3.5 tonnes) Battery Electric Vehicle	Scope 1	64,241	miles	0.12327	kg CO2e/mile	7.9	
Transport	Car – diesel (average – unknown engine size) miles	Scope 3	175,189	miles	0.27106	kg CO2e/mile	47.5	Claimed business miles during financial year 2021/22. Vehicle fuel type: Diesel. Data collected through iTrent
Transport	Business Travel Car – Battery Electric Vehicle (average) miles	Scope 3	12,093	miles	0.08814	kg CO2e/mile	1.1	Claimed business miles during financial year 2021/22. Vehicle fuel type: Electric. Data collected through iTrent

Transport	Car – hybrid (average) miles	Scope 3	3,193	miles	0.19235	kg CO2e/mile	0.6	Claimed business miles during financial year 2021/22. Vehicle fuel type: Hybrid electric. Data collected through iTrent
Transport	Car - petrol (average) miles	Scope 3	230,784	miles	0.28053	kg CO2e/mile	64.7	Claimed business miles during financial year 2021/22. Vehicle fuel type: Petrol. Data collected through iTrent
Transport	Average Car – unknown fuel	Scope 3	3,436	km	0.17148	kg CO2e/mile	0.6	Claimed business km during financial year 2021/22. Vehicle fuel type: unknown. Data collected through iTrent
	Hybrid/ Homeworking emissions	Scope 3	58%	Percentage of total FTE's	0.30000	tCO2e/FTE/annum	705.7	Calculated through using the data from the staff commuting survey (n=472). Only staff working full time were kept in the data set (n=325). The sample was used to estimate proportion of FTE working either from home (0 days in office/week) or hybrid (maximum 4 days in office/week) against those working full time in office (5 days

								in office/week). Out of the sample of 325 FTE, ~58% were working from home at least once a week. The figure has been used as a proxy of the proportion of FTE staff working hybrid/remotely in East Lothian Council.
	Other (please specify in comments)	Scope 3				total tCO2e	1,611.7	Staff commuting – data collected using CitizenHub and analysed using Zero Waste Scotland’s commuter emissions calculator.
							15,653.9	

### 3(c) 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)	
Solar PV	241,391				

## Targets

### 3(d) 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	2044/45	In 2020/21 reporting year our total emissions were 13,723 tCO2e, a reduction of 34% since 2014/15	Target was set in January 2020 with the approval of East Lothian Council's Climate Change Strategy 2020-2025

**3(da) How will the body align its spending plans and use of resources to contribute to reducing emissions and delivering its emission reduction target?**

Provide any relevant supporting information

As of 2022, one of the three overarching objectives of the East Lothian Council Plan is to respond to the climate and ecological emergency to meet the net zero climate change targets. It means that the climate and ecological emergency should be reflected in all of the Council's strategic priorities. The Council's budget and spending plans are developed to reflect these priorities and - thus - also support action and operation to drive down the Council's carbon footprint.

In addition to aligning our budget with these strategic priorities, the Council has earmarked funding to support its response to the climate emergency, including funding for energy transformation projects and revenue and capital investment to support the wider review of property assets. We are also continuously working on ensuring that future investments meet the Council's ambitions, objectives and priorities. One area we are working to develop is how we monitor and report on the way in which spending plans support strategic objectives including climate change mitigation, adaptation and other sustainable actions that support the journey to net zero.

To find the best use of resources, the Council is currently undergoing an asset review as part of our Recovery and Renewal Plan (2021). It means that we are aiming to utilise our assets more efficiently to drive down the Council's carbon footprint

**3(db) How will the body publish, or otherwise make available, its progress towards achieving its emissions reduction targets?**

Provide any other relevant supporting information. In the event that the body wishes to refer to information already published, provide information about where the publication can be accessed.

East Lothian Council is making progress towards its emissions reduction targets in two key ways. Firstly, a report is written every year to update the Council's Cabinet on the progress of East Lothian Council's Climate Change Strategy (2020-2025), associated Action Plan and carbon reduction targets. This report is available to the public and published online on the Council's climate change website. From 2023, this update will be presented to the Council instead of the Cabinet. It means that the Council's progress in tackling the climate emergency reaches a wider audience and more internal stakeholders. Secondly, the Council publishes its statutory Public Sector Climate Change Reporting on the Member's Library which is available to any member of the public.

## Projects

### 3(e) 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 (tCO <sub>2</sub> e)	Comments
Electricity		
Natural gas		
Other heating fuels		
Waste		
Water and sewerage		
Travel		
Fleet transport		
Other (please specify in comments)		
<b>Total</b>	-	

**3(f) 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 score	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
-	-	-	-	-	-	-	-	-	-	-	-

**3(g) 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		Increase	Additional nursery provisions
Service provision			
Staff numbers			
Other (please specify in comments)			

**3(h) 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 (please specify in comments)		
<b>Total</b>	-	

**3(i) 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	720	Increase	New Builds and extensions
Service provision		Please select from drop down box	
Staff numbers		Please select from drop down box	
Other (please specify in comments)		Please select from drop down box	
Service provision		Please select from drop down box	
Service provision		Please select from drop down box	
<b>Total</b>		<b>720</b>	

**3(j) 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		
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**3(k) 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. Note that the progress of reducing carbon emissions is shared with the public through both updating the Climate Change Strategy & Action Plan annually to Cabinet and publishing this on the Council's climate change website, and through writing a Member's Library Report summarising the key findings and result of the Public Bodies Climate Change Duties Report to Scottish Government..

## **PART 4: ADAPTATION**

### **4a 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 includes an assessment of climate change adaptation in the county. It further includes current and future predicted climate change impacts and risks. The Council undertook a Local Climate Impacts Profile (LCIP) exercise when creating the climate change strategy in 2019.

The Council's Corporate Risk Register includes two risks relating to climate change adaptation. The first is the strategic risk of failing to respond to the climate emergency and associated public duties requirements – including mitigation and adaptation. The second is the increasing occurrence of flooding and coastal erosion in East Lothian. The following measures are in place to deal with these risks:

- Flooding and drainage issues are considered when processing planning applications.
- The Severe Weather Response Plan has been developed and ensures a coordinated and consistent multi-agency response across the county.
- A Shoreline Management Plan has been produced, a National Flood Risk Management Strategy has been produced, and a Local Flood Risk Management Plan for the Forth Area has been published to meet the requirements of the Flood Risk Management (Scotland) Act 2009 which includes specific actions to be discharged by the Council.
- The Council published flooding advice on its website and directs people to relevant pages on Scottish Environmental Protection Agency's (SEPA) website.

**4b 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 and Climate Change Officer attended the Council's Corporate Risk Management Group meetings during 2021/22.

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, and 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)

#### **4c 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 the Council will tackle both climate change mitigation and adaptation. An Action Plan sits under the strategy, which highlights the actions already taken on climate change adaptation. These actions take place under several key priority areas and outcomes of the Climate Change Strategy – they include creating resilient communities, transport networks and infrastructure, buildings, businesses, and the natural environment ready for climate change adaptation.

To ensure climate change adaptation work across the Council, Service Managers and Officers from across all Council Service Areas meet through the Climate Change Planning and Monitoring Group. They include staff members with key roles in Structures and Flooding; Road Services; Emergency Planning, Risk and Resilience; Flood Protection and Planning Services. The Monitoring Group oversees and coordinates the 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. East Lothian Council is represented in the Edinburgh and South East Scotland (ESES) Climate Risk Assessment Working group, coordinated by Sniffer. The ESES Climate Risk Assessment Working Group met with key stakeholders from SEPA, Scottish Water, Tyndall Centre, Scottish Enterprise, Historic Environment Scotland, Scottish Government, Nature Scot and the University of Edinburgh and Newcastle University to host a workshop on how OpenCLIM can support climate risk assessment in the ESES City Region.

East Lothian Council publishes its Severe Weather Response Plan regularly. It 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. The Scheme is currently progressing in its fourth stage – Outline Design. Further, a Natural Flood Management Report has been completed for River Tyne in Haddington. Within all flood studies, an appraisal of the most suitable and sustainable set of actions to mitigate flood risk is undertaken. This appraisal includes computerised hydraulic modelling, which identifies the flood risk at different levels of risk called "return periods". Each flood study will follow SEPA's modelling guidance and include at least 3 scenarios that include an allowance for climate change (e.g. 1 in 200 years plus climate change flood risk).

**4d Where applicable, what contribution has the body made to helping deliver the Programme?**

Provide any other relevant supporting information

To understand the effects of climate change and their impacts on the natural environment, East Lothian Council has a network of 'Friends Of' groups, volunteer path wardens and conservation volunteers who regularly monitor specific aspects of local wildlife, e.g. bee surveys and plant monitoring. This has developed into a constituted East Lothian Countryside Volunteers registered charity that now takes a lead on these and initiates new projects.

East Lothian Council supports a healthy and diverse natural environment with the capacity to adapt to climate change in several ways. These are listed below:

- East Lothian Council's Local Development Plan 2018 has the objective to "Protect and enhance the area's high quality environment and its special identity". The objective includes the following two outcomes: 1) 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; and 2) 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.
- East Lothian Council's Green Network Strategy, which was approved in February 2019 and forms Supplementary Planning Guidance under the Local Development Plan 2018.
- The East Lothian Open Space Strategy 2018, which was approved by the Council's Cabinet in October 2018.
- East Lothian Council's Climate Change Strategy 2020–2025, which 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.

- 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 a natural development of dune systems.

To understand the effects of climate change and its impacts on buildings and infrastructure networks, East Lothian Council carried out a feasibility study of the flooding around Musselburgh in 2015. The Musselburgh Flood Protection Scheme is advancing and is now in its fourth stage – Design Outline.

To Increase the resilience of buildings and infrastructure networks, and sustain and enhance the benefits of services provided, East Lothian Council is:

- Delivering HEEPS:ABS projects throughout East Lothian using Scottish Government grant funding to install energy efficiency measures.
- Committing to reaching its EESSH 2 targets.
- Continuing to ensure all of its properties meet SHQS standards.

Lastly, to increase the awareness of impacts of climate change to enable people to adapt to future extreme weather events, East Lothian Council has:

- Engaged with a Resilient Communities initiative since 2014. The initiative highlights to communities what they can do for themselves whilst working with the Council at times when unexpected events occur impacting their daily lives.
- Held 'Resilient Communities' workshop events, which have been hosted by East Lothian Council and involved local community representatives, responder agency personnel, representatives from the voluntary sector and Council staff. The purpose of the workshops is to discuss best practices, share information, learn from experience and highlight/promote Resilient Communities.

**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 climate change risk assessments referred to in Question 4(a) and adaptation strategies, action plans, procedures and policies in Question 4(b).

Through the Climate Change Strategy 2020–2025 and Action Plan, the Council reviews its targets and actions relating to climate change adaptation annually and reports progress to Cabinet. The review is made available to the public on the Council’s Climate Change website.

The review of climate risks also takes place through the ongoing monitoring of the Corporate and Service Risk Registers. It further links to other strategies and plans such as flood protection plans, travel plans, the Road Asset Management Plan etc.

Further, the Council has a Severe Weather Response Plan which is reviewed regularly and updated. More information on how the learnings from an extreme weather event inform a response to future severe weather events can be found in (4f).

**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).

Through the Climate Change Strategy 2020–2025 and Action Plan, the Council reviews its targets and actions relating to climate change adaptation annually and reports progress to Cabinet. The review is made available to the public on the Council’s Climate Change website.

The review of climate risks also takes place through the ongoing monitoring of the Corporate and Service Risk Registers. It further links to other strategies and plans such as flood protection plans, travel plans, the Road Asset Management Plan etc.

The Council further assess climate risks and performance in relation to specific events to learn from these and increase resilience to future climate risks. For example, Storm Arwen invoked the Council’s Severe Weather Response Plan in winter 2021/22. Storm Arwen was coded an ‘amber warning’ on Thursday 26th November by the Met Office. However, on Friday 26th November the Met Office raised this warning to ‘red’. As this is the highest warning given by the Met Office there were significant concerns raised as to the possible outcomes from Storm Arwen for East Lothian. As a result, the Severe Weather Response Plan was invoked and its processes followed.

East Lothian Council’s response was led by a strategic member of staff, supported by council staff skilled in this area of response along with partner agencies including Police Scotland, SFRS and SEPA. It should be noted that the Scottish Government opened SGoRR to deal with the storm and support all responding agencies.



The extreme winds of Storm Arwen resulted in scattered power outages which mainly affected the Hillfoots area (1142 residents), Bolton and Athelstaneford. These power outages remained in some constituencies until Wednesday 1st December. There was also significant tree devastation which impacted East Lothian's coastline (the John Muir Park area in particular), transport links and towns. Storm Arwen resulted in road closures and a warning was issued by Police Scotland for all Scottish residents to avoid road travel. It was fortunate that no deaths or injuries were reported in East Lothian as a result of this storm.

An expected outcome of Storm Arwen was the many structured debriefs that were completed by the agencies who responded to the incident. Resilient Communities responded also, providing valuable support and updates regarding local impacts. East Lothian Council completed its own debrief and learnings will be taken forward and included in the annual review of the Severe Weather Response Plan. The Scottish Government, Scottish Power Energy Network and the East Regional Resilience Partnership (RRP) all conducted their own debriefs to ensure any response to a future severe weather incident, such as Storm Arwen, will be improved if required.

One of the biggest outcomes of these debriefs centred on poor communication between the energy providers, responder agencies and the public. Another outcome was how to identify vulnerable persons in such an incident and provide these people with assistance as quickly as possible. Both these outcomes were taken forward by the agencies concerned.

[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)

**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.

- To establish a cross-party Sustainability and Climate Change forum, complementing the Council Officer's Climate Change Planning & Monitoring Group and accelerating action to tackle the climate emergency and drive climate change adaptation
- To have a workshop with key staff in the Council using Adaptation Scotland's Capability Framework.
- To continue engagement with the Community Resilience Group.
- To continue to deliver, monitor and report on the actions in the Council's Climate Change Strategy 2020-2025 & Action Plan and make sure Service Areas feel ownership, competence and confidence in delivering their actions.
- To continue partnership and exchange of knowledge with other Public Bodies and community groups through Adaptation Scotland's Capability Framework Benchmarking Group, the East Lothian Partnership, ELCAN 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.

## **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 Climate Change Strategy 2020-2025 outlines the following action in its Action Plan: "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."

In other words, sustainable procurement is one of the key priority areas in the Climate Change Strategy. As a result, a Sustainable Procurement Policy was approved by Cabinet in November 2020. The policy links closely with the objectives of the Climate Change Strategy and aligns with the requirements of the Procurement Reform (Scotland) Act 2014. It draws on the Scottish Government's Sustainable Procurement Tool and flexible framework assessment tool.

The Council includes the Sustainable Procurement Policy in its tender documents. Specific questions around sustainability are included where suitable and proportionate to the tender. The next step will be to implement supporting guidance documents on Sustainable Procurement Guidance and Community Benefits.

More information on the approval of the Sustainable Procurement Policy can be found here: see paper 04  
<https://www.eastlothian.gov.uk/meetings/meeting/16625/cabinet>.

### **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.

East Lothian Council spends approximately £140 million every year on goods, services and works, which represents a substantial opportunity to deliver additional social, environmental and economic benefits to East Lothian through its procurement exercises. The Council's Sustainable Procurement Policy was created with this in mind as well as the background of our statutory duties as a public body set out in the Climate Change (Scotland) Act 2009 and the Procurement Reform (Scotland) Act 2014. In other words, East Lothian Council is expected to lead by example in reducing carbon emissions, contributing to climate change adaptation, and acting sustainably by improving the economic, social and environmental wellbeing of the authority's area. It is also expected to facilitate the involvement of SMEs, third sector bodies and supported businesses and promote innovation. The purpose of the Council's Sustainable Procurement Policy is to comply with these duties.

**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. ProCirc 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.

The Council uses the Scottish Government Sustainability tools (Sustainability Test) to assess procurement strategies prior to tender. It helps to identify the most important aspects of sustainability where applicable depending on the nature of the service or works requested.

## **PART 6: VALIDATION AND DECLARATION**

**6a Internal validation process**

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

The Council's energy officer has been consulted throughout the process and his comments have been taken into account. An internal meeting was held on the 24 November to review and validate the data and information contained within this report. The meeting was attended by Hanna Lundstrom, Sustainability and Climate Change Officer, Michaela Sullivan, Head of Development, and Keith Dingwall, Service Manager for Planning. Amendments were suggested, and these have been fully incorporated into this final report.

**6b Peer validation process**

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

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**6c External validation process**

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

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**6d 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.

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**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.

<b>Name:</b>	Keith Dingwall
<b>Role in the body:</b>	Service Manager for Planning
<b>Date:</b>	29/11/2022

