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REPORT TO: Members' Library Service

MEETING DATE: November 2024

BY: Executive Director for Place

SUBJECT: East Lothian Council – Public Sector Climate Change Reporting 2023/24

1 PURPOSE

- 1.1 To advise members of the climate change obligations during 2023/24, through the statutory Public Bodies Climate Change Duties Reporting (PBCCDR).

2 RECOMMENDATIONS

- 2.1 Members are asked to note the Council's journey in respect of climate change. The Council's PBCCDR as submitted to the Scottish Government is set out in Appendix 1.

3 BACKGROUND

- 3.1 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 The PBCCDR demonstrates the operations and services of public bodies in relation to the Climate Change (Scotland) Act 2009. It creates a standard methodology to improve data consistency and sets a foundation to track climate action across the public sector. The reports are publicly

available to support accountability and transparency of climate performances. PBCCDR 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

- 3.3 East Lothian Council submitted its first PBCCDR in 2014/15. Every year, a new report is prepared and submitted by 30th of November. All PBCCDR, including those submitted by East Lothian Council can be found on the Sustainable Scotland Network's website: <https://sustainablesotlandnetwork.org/reports>. The Network also publishes an annual synthesis report which can be found here: https://sustainablesotlandnetwork.org/uploads/store/mediaupload/2141/file/SSN_AnalysisReport_21-22.pdf
- 3.4 In the PBCCDR 2023/24, East Lothian Council changed to a different methodology to capture greenhouse gas emissions from commuting and hybrid/home working. Using the CalCommuter survey, the typical workweek commuting and homeworking patterns were upscaled to 46.4 working weeks per year. The sample size of 727 responses was then upscaled to the total number of 5075 staff members. The survey had a 14.33% response rate. Mixed dry recycling was brought back as an emissions category in this year's report after having been divided into separate categories in last year's report.
- 3.5 East Lothian Council introduced internal floor space as a new body metric in its PBCCDR 2022/23. The metric will, in addition to population size served, improve assessment of our performance in relation to climate change and sustainability as a rapidly growing local authority.
- 3.6 Staff commuting and emissions from grey fleet, as part of business travel broken down by fuel type, were added as two new carbon emissions categories in the PBCCDR 2021/22. These categories continue being included to better understand the Council's carbon footprint, and particularly Scope 3 Emissions.
- 3.7 East Lothian Council's Climate Change Duties Report 2023/24 shows that our greenhouse gas emissions totalled 16,857.76 tonnes of CO₂ equivalent. 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 show emissions without this measure.

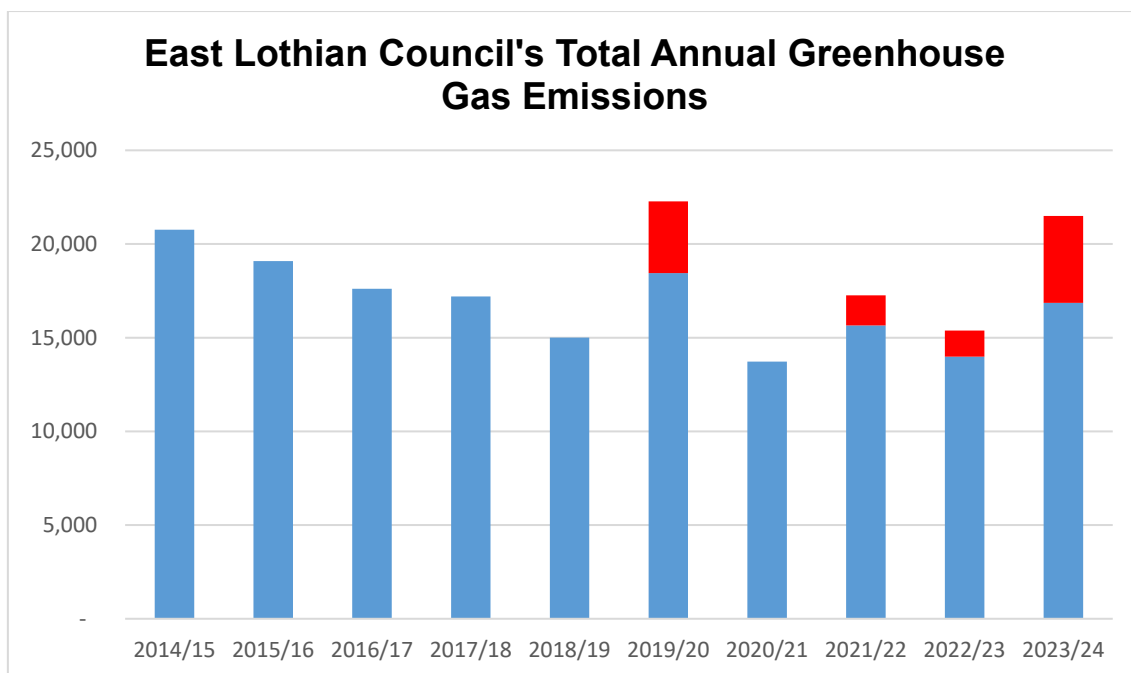


Figure 1: East Lothian Council's annual total greenhouse gas emissions, expressed in tonnes of carbon dioxide equivalent (tCO₂e). Y-axis = tCO₂e, x-axis = financial year. Red parts (total commuting emissions) on blue bars = staff commuting included (2019/20, 2021/22, 2022/23, 2023/24), blue bars only = staff commuting excluded (2014/15, 2015/16, 2016/17, 2017/18, 2018/19, 2020/21).

- 3.8 The reported greenhouse gases 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 1 illustrates tonnes of carbon equivalent emissions associated with the different scopes.
- 3.9 Compared to the last year of 2022/23, East Lothian Council's overall emissions rose by 20.5%, primarily due to improved measurement of commuting-related emissions. Significant progress was made in reducing waste emissions, down by 18% (-127 tonnes), with landfill emission being cut by 48% following a 53% reduction in tonnage. Transport emissions decreased by 4% (-61 tonnes). However, emissions from water supply and treatment increased by 21% (+8 tonnes), driven by a rise in water usage (+55,500 cubic metres). While electricity usage fell by 22%, emissions from electricity rose slightly (+1%) because the combined emissions factor for grid electricity rose. Gas oil use and related emissions grew by 12%. Our Scope 1 and 2 emissions have decreased, even with the addition of Wallyford Learning Campus in its first year of operation.
- 3.10 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 ₂ e
2015/16	5,738	10,076	3,273	19,087	tCO ₂ e
2016/17	5,682	8,740	3,188	17,610	tCO ₂ e
2017/18	6,212	7,336	3,656	17,204	tCO ₂ e
2018/19	7,230	5,846	1,931	15,007	tCO ₂ e
2019/20	7,594	5,220	5,636	18,450	tCO ₂ e
2020/21	8,043	3,750	1,930	13,723	tCO ₂ e
2021/22	7,478	3,874	4,301	15,653	tCO ₂ e
2022/23	6,822	3,542	3,625	13,990	tCO ₂ e
2023/24	6,877	3,575	6,406	16,858	tCO ₂ e

3.11 Since the greenhouse gas emissions factor varies year-on-year in accordance with the Greenhouse Gas Protocol, East Lothian Council should also note the consumption data of each emissions category. It helps to understand activities in relation to the net zero. Table 2 lists the consumption data from both 2023/24 and 2022/23 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 of key emissions categories 2023/24 in comparison with 2022/23.

Emissions Category	Emissions (tCO ₂ e) In 2023/24	Emissions (tCO ₂ e) In 2022/23	Percentage Change
Natural Gas	5255.77273	5258.35546	0%
Grid Electricity	3542.48278	3575.10881	-1%
All Waste	702.22877	575.5353622	-18%
Transport	1368.98333	1430.32429	-4%

CONCLUSIONS

3.11 Despite an overall rise in reported emissions due to improved measurement of commuting emissions, significant progress has been made in key areas, including reductions in waste and transport emissions. These achievements highlight East Lothian Council's commitment to driving down emissions. Maintaining this momentum is crucial as we continue to accelerate efforts toward a just and green transition, working toward achieving 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 2023/24 PBCCDR 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 2023/24 PBCCDR provides data and evidence supporting actions to reduce corporate emissions and tackle climate change as set out in East Lothian Council's 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 2023/24.

AUTHOR'S NAME	Cheyne Hamm
DESIGNATION	Sustainability & Climate Change Officer
CONTACT INFO	climatechange@eastlothian.gov.uk
DATE	26 November, 2024

Appendix 1: East Lothian Council's Public Bodies Climate Change Duties Report 2023/24

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Required

PART 1: PROFILE OF REPORTING BODY

PART 2: GOVERNANCE

PART 3: EMISSIONS, TARGETS AND PROJECTS

PART 4: ADAPTATION

PART 5: PROCUREMENT

PART 6: VALIDATION AND DECLARATION

PART 1: PROFILE OF REPORTING BODY

1a Name of the reporting body

East Lothian Council

1b Type of body

Local Government

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

4643

1d Metrics used by the body

Specify the metrics that the body uses to assess its performance in relation to climate change and sustainability.

Metric	Units	Value	Comments
Population size served	population	112450	Source: National Records of Scotland 2022
Floor area	m2	291755.00	Source: East Lothian Council Property Asset Strategy and Management Plan 2024-2028, figure for end of 2022/23

1e Overall budget of the body

Specify approximate £/annum for the report year.

Budget	Budget Comments
£507,303,000	Capital & revenue

1f Report year

Specify the report year.

Report Year	Report Year Comments
Financial/Calendar/Other	2023/24 financial year

1g Context

Provide a summary of the body's nature and functions that are relevant to climate change reporting.

East Lothian Council is a local authority that governs the council area of the same name. We provide statutory services such as schools, social work, and waste collection alongside permissive powers and regulatory powers. The Council has a number of buildings, most of which are part of our learning estate. We also owns homes for the purpose of social housing. The use and maintenance of our buildings produces emissions. Staff commuting to these workplaces also produces emissions. We own a relatively small amount of land. Our estate and infrastructure are vulnerable to climate change, as is our coast. The town of Musselburgh, which is our largest and most densely populated settlement, has been identified as particularly susceptible to river and coastal flooding.

PART 2: GOVERNANCE, MANAGEMENT AND STRATEGY

2a How is climate change governed in the body?

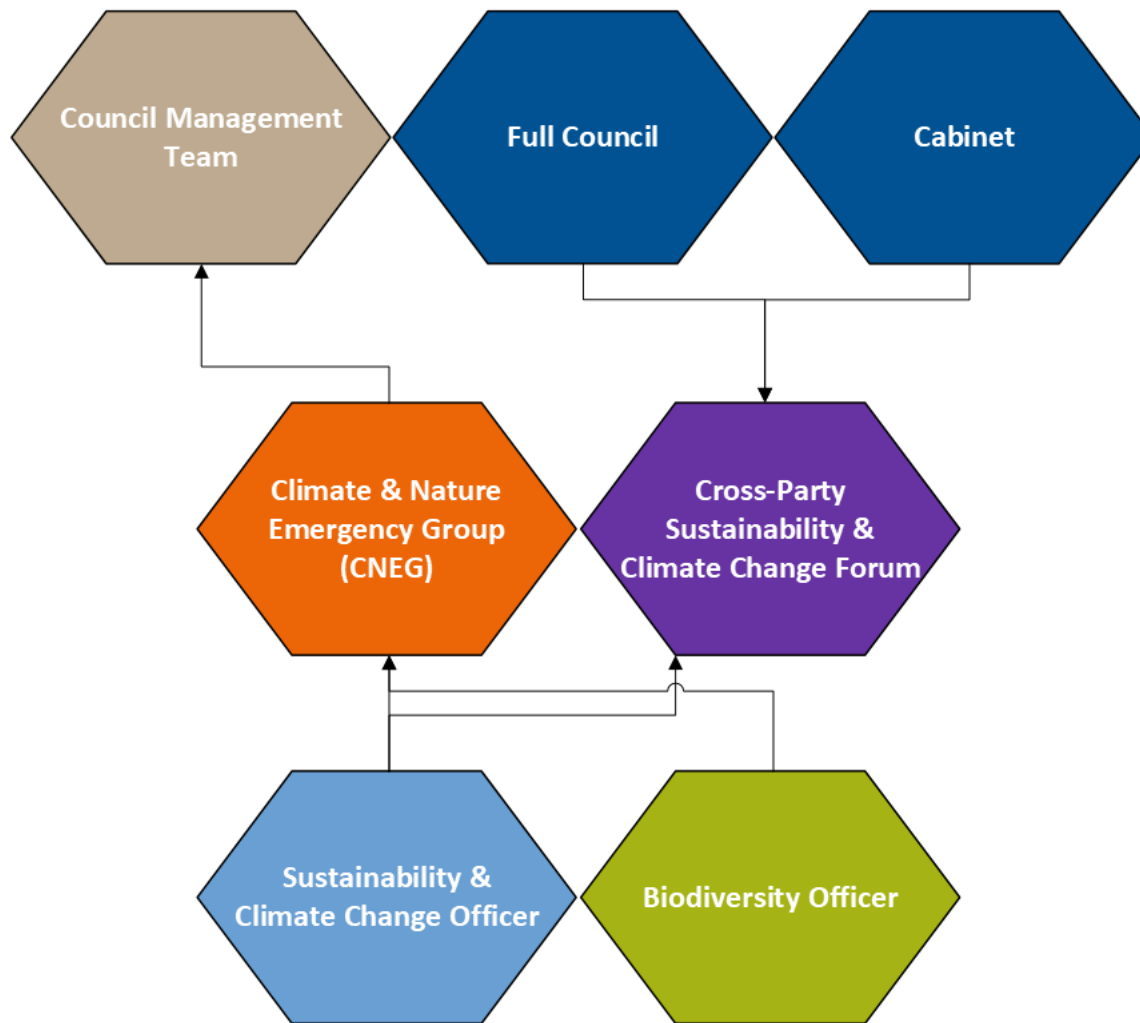
Provide a summary of the roles performed by the body's governance bodies and members in relation to climate change. If any of the body's activities in relation to climate change sit outside its own governance arrangements (in relation to, for example, land use, adaptation, transport, business travel, 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.

The main governing body for climate change is the Climate and Nature Emergency Group (CNEG). CNEG is an officers' group that meets quarterly. It has responsibility to oversee and deliver progress against the Council's Climate Change Strategy and address the nature emergency. The group is normally chaired by the Executive Director of Place but has been chaired on an interim basis by the Interim Head of Development for a year. Membership of the Group is drawn from services across the Council and includes representation from the East Lothian Health & Social Care Partnership. Its role and remit also includes overseeing compliance with the statutory duties of the Climate Change (Scotland) Act 2009, Section 44.

Elected Councillors also drive forward and oversee climate action. The Cross-Party Sustainability Forum also meets quarterly and is an avenue for Elected Members and Senior Management to receive more frequent updates on our climate actions. The Forum provides political oversight of delivery against the Climate Change Strategy and other climate-positive projects, such as our Local Heat and Energy Efficiency Strategy.

Our Sustainability & Climate Change Officer pulls together these strands of climate action. They are managed by the Service Manager - Planning. Alongside the Council's Biodiversity Officer, the Sustainability & Climate Change Officer convenes and sets the agenda for CNEG and complete our reporting.

See the diagramme below:



2b 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.

"Climate change is addressed in several key Council documents. The East Lothian Council Plan (2022-2027) names 'Respond to the Climate Emergency' as one of its top three overarching objectives. The Council's Recovery & Renewal Plan includes the action category 'climate and ecological emergency' in its plan to recover from the pandemic. Responding to climate change is also a key outcome of the East Lothian Council Poverty Plan, and we are unique in having climate change as a 6th pillar of community wealth building in the East Lothian Community Wealth Building Charter.

Politically, responsibility for climate change is shared between the spokesperson for the Environment and the chair of the Cross-Party Climate Change & Sustainability Forum.

Heads of service and service managers also complete and report on actions in the Council's Climate Change Strategy."

2c 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.

Wording of objective	Name of document	Document Link
The East Lothian Council Plan, overarching objective 'Respond to the Climate Emergency'.	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
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)	https://www.eastlothian.gov.uk/info/210592/community_planning/11857/the_east_lothian_plan_2017-27/1

<p>The East Lothian Local Development Plan 2018 contains four objectives with corresponding outcomes. The objectives include:</p> <ul style="list-style-type: none"> • "Promote sustainable development" • "Protect and enhance the area's high quality environment and its special identity" • "Ensure adequate infrastructure capacity and an appropriate use of resources" 	<p>East Lothian Council Local Development Plan (2018)</p>	<p>https://www.eastlothian.gov.uk/info/210547/planning_and_building_standards/12242/local_development_plan</p>
<p>One of the five priority outcomes reads: All homes within East Lothian are maintained to a high standard, are energy efficient and contribute to meeting East Lothian's climate change targets.</p>	<p>East Lothian Council Local Housing Strategy (2024-2029)</p>	<p>https://www.eastlothian.gov.uk/downloads/file/33828/approved_local_housing_strategy_lhs_2024-2029</p>
<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>https://www.eastlothian.gov.uk/downloads/download/13256/local_transport_strategy_2018-2024</p>

<p>East Lothian Council's Procurement Strategy, one of the five core focus areas of the Strategy is to 'Contribute to the Council's Net Zero climate change targets'. The objective includes five priority action areas to mitigate climate change and create more resilient supply chains as part of adaptation.</p>	<p>Procurement Strategy (2023-2028)</p>	<p>https://www.eastlothian.gov.uk/downloads/file/27544/procurement_strategy</p>
<p>East Lothian Council's Sustainable Fleet Management Strategy sets the vision to '(...) provide effective fleet procurement, management, and a workshop maintenance service, with a commitment to significantly reducing our reliance on fossil fuels and to make our assets environmentally sustainable within the UK and Scottish government's timeline of key deliverables.' and aims to achieve zero tail pipe emissions from its fleet vehicles by 2035.</p>	<p>Sustainable Fleet Management Strategy (2022-2027)</p>	<p>https://www.eastlothian.gov.uk/meetings/meeting/16940/cabinet</p>

2d 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) and relevant documents can be found here:
https://www.eastlothian.gov.uk/downloads/download/13283/climate_change_strategy_2020-25

A draft of East Lothian Council’s Climate Change Strategy (2025-2030) can be found here: www.eastlothian.gov.uk/climate-strategy-consultation

Public Bodies Climate Change Duties Reports are also published in December every year on the Member’s Library webpage:
https://www.eastlothian.gov.uk/meetings/committee/102/members_library_service “

2e 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 Climate Change Strategy 2020-2025	https://www.eastlothian.gov.uk/downloads/download/13283/climate_change_strategy_2020-25	2020-2025	The Council's Climate Adaptation Key Objectives are: 1. Climate Ready Society: Our communities, businesses and other organisations will become more resilient and adapt to climate change. 2. Climate Ready Buildings and Infrastructure that are adapted to climate change. 3. Climate Ready Natural Environment that helps us to adapt to climate change.

Business travel	Sustainable Fleet Management Plan	https://www.eastlothian.gov.uk/download/meetings/id/24713/09_climate_change_strategy_annual_update	2022-2027	This strategy provides the framework for the procurement, management and maintenance of all the vehicles, plant and mechanical equipment operated and required by the Council. It includes targets for evaluating, reporting on, and replacing part of the current fleet, a procurement programme of Ultra-Low Emissions Vehicles (ULEVs), as well as infrastructure updates as part of the Council's pathway to achieve a zero tailpipe emissions fleet by 2035.
Staff Travel	East Lothian Council Travel Plan	Not publicly available	2020-2025	The Council's Travel Plan outlines key priorities, actions and targets related to reducing the carbon emissions of staff travel. It identifies objectives and recommendations for four key Council worksites, as well as overarching actions for the Council.

Energy efficiency	Local Heat and Energy Efficiency Strategy	https://www.eastlothian.gov.uk/download/meetings/id/25251/13024_local_heat_and_energy_efficiency_strategy	2024-2029	The LHEES Strategy and Delivery Plan focus on delivering five main outcomes: 1. Property owners are engaged with the need to reduce carbon emissions and empowered to make decisions on energy efficiency and heating solutions. 2. East Lothian's homes and buildings are as energy efficient as possible. 3. Heat solutions are delivered to tackle fuel poverty and meet the 2045 net zero target. 4. Investment and grant funding is secured to deliver net zero projects. 5. A significant proportion of the benefits of net zero investment remain within the East Lothian economy.
	Fleet transport	Sustainable Fleet Management Plan	https://www.eastlothian.gov.uk/download/meetings/id/24713/09_climate_change_strategy_annual_update	2022-2027

				(ULEVs), as well as infrastructure updates as part of the Council's pathway to achieve a zero tailpipe emissions fleet by 2035.
ICT				ICT documents do not contain climate change objectives
Renewable energy	East Lothian Council Climate Change Strategy 2020-2025	https://www.eastlothian.gov.uk/downloads/download/13283/climate_change_strategy_2020-25	2020-2025	East Lothian Council's Climate Change Strategy 2020–2025 includes key priorities and actions around renewable energy.

Sustainable/renewable heat	Local Heat and Energy Efficiency Strategy	https://www.eastlothian.gov.uk/download/meetings/id/25251/13024_local_heat_and_energy_efficiency_strategy	2024-2029	<p>The LHEES Strategy and Delivery Plan focus on delivering five main outcomes:</p> <ol style="list-style-type: none"> 1. Property owners are engaged with the need to reduce carbon emissions and empowered to make decisions on energy efficiency and heating solutions. 2. East Lothian's homes and buildings are as energy efficient as possible. 3. Heat solutions are delivered to tackle fuel poverty and meet the 2045 net zero target. 4. Investment and grant funding is secured to deliver net zero projects. 5. A significant proportion of the benefits of net zero investment remain within the East Lothian economy.
Waste management	East Lothian Council Climate Change Strategy 2020-2025	https://www.eastlothian.gov.uk/downloads/download/13283/climate_change_strategy_2020-25	2020-2025	<p>Outcome 4 of the Council's Climate Change Strategy is titled 'A Resource Efficient and Sustainable East Lothian and the route to Zero Waste'. It reads: We will work towards a Zero Waste and Sustainable East Lothian, a place of social equity underpinned by sustainability, promoting the Circular Economy, ensuring the next generation has the</p>

				resources they need to thrive. Key Priority Area 1: Waste Reduction and Recycling Key Priority Area 2: Circular Economy Key Priority Area 3: Reducing Litter and Plastic Waste
Water and sewerage	Supplementary Planning Guidance as part of East Lothian Council's Local Development Plan 2018	https://www.eastlothian.gov.uk/downloads/download/13103/supplementary_planning_guidance_spg		Sustainable Drainage Systems (SuDS) is part of the supplementary planning guidance in the Council's Local Development Plan 2018.
Land Use	Supplementary Planning Guidance as part of East Lothian Council's Local Development Plan 2018	https://www.eastlothian.gov.uk/download/downloads/id/30113/green_network_strategy_spg		The Green Networks Strategy is part of the supplementary planning guidance in the Council's Local Development Plan 2018.
Other (please specify in comments)				

2f 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. Asset rationalisation: We are making efforts to downsize our corporate estate in order to reduce operating costs. This will have the co-benefit of reducing our corporate emissions, though we acknowledge that disposing of our assets will not reduce area-wide emissions. Rationalising our estate is our highest priority because it will also ease the Council's financial pressure.
2. Updating reporting & governance: We expect to produce a Council Climate Change Strategy for the period 2025-2030 to replace the existing 2020-25 document. This updated Strategy has the benefit of 5 further years of learning and knowledge sharing in the public sector, so we expect it to accelerate climate-positive outcomes upon adoption.
3. Reducing staff commuting: Improved measuring informs us that emissions from staff commuting are 3 times higher than previously thought. We now know that it is our second-largest source of emissions. We will work internally to improve our corporate approach to ways of working with a view to reducing the emissions from staff commuting to work, including agency staff.
4. Adaptation: We expect the outputs of the Climate Ready South East Scotland to be published in the new year. This project will provide a strong knowledge and evidence base to spur climate adaptation and improve the confidence of Council officers and decision-makers to respond appropriately to the expected effects of climate change.
5. Horizon scanning: We will continue to monitor the political and financial situation nationally in order to set ourselves up for success to decarbonise and become climate-ready. We will prepare to measure and report on Scope 3 emissions, begin preparing for future-proof heat infrastructure, and look for opportunities to finance climate action through grants, loans, and private investment.

2g 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

2h 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.

PART 3: EMISSIONS, TARGETS AND PROJECTS

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/Calendar/Other	7,211.00	10,519.00	3,033.00	20,763.00	tCO ₂ e	
Year 1 carbon footprint	2015/16	Financial/Calendar/Other	5,738.00	10,076.00	3,273.00	19,087.00	tCO ₂ e	
Year 2 carbon footprint	2016/17	Financial/Calendar/Other	5,682.00	8,740.00	3,188.00	17,610.00	tCO ₂ e	
Year 3 carbon footprint	2017/18	Financial/Calendar/Other	6,212.00	7,336.00	3,656.00	17,204.00	tCO ₂ e	
Year 4 carbon footprint	2018/19	Financial/Calendar/Other	7,230.00	5,846.00	1,931.00	15,007.00	tCO ₂ e	
Year 5 carbon footprint	2019/20	Financial/Calendar/Other	7,594.00	5,220.00	5,636.00	18,450.00	tCO ₂ e	Staff commuting emissions added retrospectively
Year 6 carbon footprint	2020/21	Financial/Calendar/Other	8,043.00	3,750.00	1,930.00	13,723.00	tCO ₂ e	Staff commuting not included this year

Year 7 carbon footprint	2021/22	Financial/Calendar/Other	7,478.46	3,874.03	4,300.84	15,653.32	tCO ₂ e	Staff commuting included as an emissions category
Year 8 carbon footprint	2022/23	Financial/Calendar/Other	6,822.29	3,542.48	3,625.42	13,990.19	tCO ₂ e	Grey fleet & staff commuting included as emissions categories
Year 9 carbon footprint	2023/24	Financial/Calendar/Other	6,877.02	3,575.11	6,405.62	16,857.75	tCO ₂ e	Grey fleet, staff commuting, and homeworking included as emissions categories

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 there is no data consumption available for an emission source enter the emissions in kgCO₂e 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 **2023**

You can filter emission sources by "type" in column C to enable quicker selection of emission source in column D. See the list in the Emissions Tab.

User defined emission sources can be entered in rows 131 onwards. Please only use these if you cannot find a relevant emission source in the dropdown list or you have a bespoke emission factor or non-standard derivation of emissions e.g. based on a survey/consumption data. If you require extra rows in the table please send the template to ccreporting@ed.ac.uk.

Emission Type	Emission source	Scope	Consumption data	Units	Emission factor	Units	Emissions (tCO ₂ e)	Comments
Fuels	Natural gas	Scope 1	28,745,347	kWh	0.18293	kg CO ₂ e/kWh	5258.35546	
Fuels	LPG	Scope 1	61,327	litres	1.55713	kg CO ₂ e/litres	95.49398	
Fuels	Gas oil	Scope 1	91,617	litres	2.75541	kg CO ₂ e/litres	252.44230	
Fuels	Burning oil (Kerosene)	Scope 1	19,944	litres	2.54016	kg CO ₂ e/litres	50.66087	
Electricity	Electricity: UK	Scope 2	14,281,885	kWh	0.20707	kg CO ₂ e/kWh	2957.41118	Includes vehicle chargers

Electricity	Transmission and distribution - Electricity: UK	Scope 3	14,281,885	kWh	0.01792	kg CO2e/kWh	255.86156	Includes vehicle chargers
Electricity	Electricity: UK	Scope 2	2,833,399	kWh	0.20707	kg CO2e/kWh	586.72408	Street lighting
Electricity	Transmission and distribution - Electricity: UK	Scope 3	2,833,399	kWh	0.01792	kg CO2e/kWh	50.76066	Street lighting
Electricity	Electricity: UK	Scope 2	149,577	kWh	0.20707	kg CO2e/kWh	30.97355	Traffic signals
Electricity	Transmission and distribution - Electricity: UK	Scope 3	149,577	kWh	0.01792	kg CO2e/kWh	2.67969	Traffic signals
Water	Water supply	Scope 3	162,512	cubic metres	0.10000	kg CO2e/cubic metres	16.25120	
Water	Water treatment	Scope 3	162,512	cubic metres	0.19000	kg CO2e/cubic metres	30.87728	
Waste	Commercial and industrial waste - Landfill	Scope 3	230	tonnes	520.33474	kg CO2e/tonnes	119.67699	
Waste	Commercial and industrial	Scope 3	1,697	tonnes	21.28081	kg CO2e/tonnes	36.11353	

	waste - Combustion							
Waste	Mixed dry recyclates - Recycled	Scope 3	15216	tonnes	21.28081	kg CO2e/tonnes	323.80876	
Waste	Organic: mixed food and garden waste - Composting	Scope 3	7,854	tonnes	8.91242	kg CO2e/tonnes	69.99816	
Waste	Organic: food and drink waste - Anaerobic digestion	Scope 3	2,909	tonnes	8.91242	kg CO2e/tonnes	25.92623	
Transport - car	Small car - Petrol	Scope 1	28,318	miles	0.22660	kg CO2e/miles	6.41677	
Transport - car	Small car - Hybrid	Scope 1	73,700	miles	0.16336	kg CO2e/miles	12.03932	
Transport - car	Medium car - Diesel	Scope 1	40,526	miles	0.26902	kg CO2e/miles	10.90213	
Transport - car	Average fleet car - Battery Electric Vehicle	Scope 1	152,441	miles	0.00000	kg CO2e/miles	0.00000	
Transport - van/HGV	Fleet Van - Class II (1.305 to 1.74 tonnes) - Battery Electric Vehicle	Scope 1	34,602	miles	0.00000	kg CO2e/miles	0.00000	

Transport - van/HGV	Vans - Class I (up to 1.305 tonnes) - Diesel	Scope 1	185,623	miles	0.22875	kg CO2e/miles	42.46107	
Transport - van/HGV	Vans - Average (up to 3.5 tonnes) - Diesel	Scope 1	64,989	miles	0.37224	kg CO2e/miles	24.19144	
Transport - van/HGV	Vans - Class III (1.74 to 3.5 tonnes) - Diesel	Scope 1	1,162,952	miles	0.40792	kg CO2e/miles	474.39020	
Transport - van/HGV	HGV (all diesel) - All rigids - Average laden	Scope 1	732,000	km	0.82313	kg CO2e/km	602.53418	
Transport - van/HGV	Vans - Class III (1.74 to 3.5 tonnes) - Diesel	Scope 1	179,806	km	0.25346	kg CO2e/km	45.57435	School minibuses
Transport - van/HGV	HGV (all diesel) - All rigids - Average laden	Scope 1	1,887	km	0.82313	kg CO2e/km	1.55325	School bus (33 seat)
Transport - car	Average car - Diesel	Scope 3	208,600	miles	0.27332	kg CO2e/miles	57.01365	Claimed business mileage
Transport - car	Average car - Hybrid	Scope 3	33,114	miles	0.19147	kg CO2e/miles	6.34025	Claimed business mileage

Transport - car	Average car - Petrol	Scope 3	308,120	miles	0.26379	kg CO2e/miles	81.27804	Claimed business mileage
Transport - car	Average business travel car - Battery Electric Vehicle	Scope 3	10,067	miles	0.08819	kg CO2e/miles	0.88777	Claimed business mileage
Transport - car	Average car - Unknown	Scope 3	12,682	miles	0.26817	kg CO2e/miles	3.40090	Claimed business mileage
Other	Other (please specify in comments)	Scope 3	4,642	tonnes		total tonnes	4,642.347	Commuting emissions Data from CalCommuter survey which accounts for different transportation methods, work patterns, etc. Typical work week pattern upscaled to 46.4 working weeks / year Sample size upscaled to total staff 727 responses / 5075 total

[illegible]

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)	
Solar PV	229,632				

Targets

3d Organisational targets

List all of the body's targets of relevance to its climate change duties. Where applicable, targets for reducing indirect emissions of greenhouse gases, overall carbon targets and any separate land use, energy efficiency, waste, water, information and communication technology, transport, travel and heat targets should be included. Where applicable, you should also provide the body's target date for achieving zero direct emissions of greenhouse gases, or such other targets that demonstrate how the body is contributing to Scotland achieving its emissions reduction targets.

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
Net zero by 2045	Absolute	0 net kgCO ₂ e/yr	total % reduction	All emissions	2019/20	18,450	tCO ₂ e	2044/45		
Zero tailpipe emissions for vehicles <3 tonnes	Absolute	0 kgCO ₂ e/yr	total % reduction	Transport	2019/20		tCO ₂ e	2025/26		
Zero tailpipe emissions for vehicles >3 tonnes	Absolute	0 kgCO ₂ e/yr	total % reduction	Transport	2019/20		tCO ₂ e	2035/36		

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

Provide any relevant supporting information **that is not already included elsewhere in this report.**

We link our grant funding awards to climate-positive outcomes and look to see community benefits related to climate change in our procurement policy. We have recently updated sustainability guidance for our procurement policy, which should guide our suppliers to improve their sustainability efforts in order to score well in our weighting. Sustainability has 5% weighting in capital projects and is included in the 'value' assessment of contracts.

3db 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.

Simply referencing this report or its availability on the SSN website is insufficient information.

We submit a report of our emissions data to elected Councillors annually. The report provides an update on progress against the goals of East Lothian Council's Climate Change Strategy and Action Plan. The report also lists our total emissions in the prior financial year, broken down by source, and explains trends in emissions changes and changes to our reporting methodologies. The report is accessible by viewing meeting minutes of East Lothian Council committees and is published on the Council's Climate Change web page. See here:

https://www.eastlothian.gov.uk/downloads/download/13283/climate_change_strategy_2020-25

Our corporate emissions are one of our Top 50 Council Plan Performance Indicators available at:

https://www.google.com/url?sa=t&rct=j&q=&esrc=s&source=web&cd=&ved=2ahUKEwj0-lek77iJAxVaWUEAHUWbK3QQFnoECA4QAQ&url=https%3A%2F%2Fwww.eastlothian.gov.uk%2Fdownload%2Fmeetings%2Fid%2F24312%2Ftop_50_council_plan_performance_indicator_report&usg=AOvVaw0dNxH0y0Oc6nx47KZReTxj&opi=89978449

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 (tCO ₂ e)	Comments
Electricity		Not routinely estimated. LED lighting replacement programme, various efficiencies implemented
Natural gas		Not routinely estimated. Gas boiler replacement programme, other various efficiencies
Other heating fuels		Not routinely estimated
Waste		Public communications programme, unknown impact
Water and sewerage		Not routinely estimated
Travel		Not routinely estimated. Using travel software.
Fleet transport		Not routinely estimated. Using travel software.
Other (please specify in comments)		
Total	-	

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 ₂ 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 ₂ e/annum)	Estimated costs savings (£/annum)	Behaviour Change	Comments
		Please select from drop down box	Please select from drop down box				Please select from drop down box			Please select from dropdown box	Insufficient details for 'carbon reduction projects' available for the report year. Most Council projects provide some climate benefits.
		Please select from drop down box	Please select from drop down box				Please select from drop down box			Please select from dropdown box	Insufficient details for 'carbon reduction projects' available for the report year.

										Most Council projects provide some climate benefits.
		Please select from drop down box	Please select from drop down box				Please select from drop down box			Insufficient details for 'carbon reduction projects' available for the report year. Most Council projects provide some climate benefits.
		Please select from drop down box	Please select from drop down box				Please select from drop down box			Insufficient details for 'carbon reduction projects' available for the report

										year. Most Council projects provide some climate benefits.
		Please select from drop down box	Please select from drop down box				Please select from drop down box			Insufficient details for 'carbon reduction projects' available for the report year. Most Council projects provide some climate benefits.
		Please select from drop down box	Please select from drop down box				Please select from drop down box			Insufficient details for 'carbon reduction projects' available for the

										report year. Most Council projects provide some climate benefits.
		Please select from drop down box	Please select from drop down box				Please select from drop down box			Insufficient details for 'carbon reduction projects' available for the report year. Most Council projects provide some climate benefits.
		Please select from drop down box	Please select from drop down box				Please select from drop down box			Insufficient details for 'carbon reduction projects' available

										for the report year. Most Council projects provide some climate benefits.
		Please select from drop down box	Please select from drop down box				Please select from drop down box			Insufficient details for 'carbon reduction projects' available for the report year. Most Council projects provide some climate benefits.
		Please select from drop down box	Please select from drop down box				Please select from drop down box			Insufficient details for 'carbon reduction projects'

											available for the report year. Most Council projects provide some climate benefits.
		Please select from drop down box	Please select from drop down box				Please select from drop down box			Please select from dropdown box	Insufficient details for 'carbon reduction projects' available for the report year. Most Council projects provide some climate benefits.
		Please select from drop down box	Please select from drop down box				Please select from drop down box			Please select from dropdown box	Insufficient details for 'carbon reduction

											projects' available for the report year. Most Council projects provide some climate benefits.
		Please select from drop down box	Please select from drop down box				Please select from drop down box			Please select from dropdown box	Insufficient details for 'carbon reduction projects' available for the report year. Most Council projects provide some climate benefits.
		Please select from drop down box	Please select from				Please select from drop down box			Please select from	Insufficient details for 'carbon

			drop down box							dropdow n box	reduction projects' available for the report year. Most Council projects provide some climate benefits.
		Please select from drop down box	Please select from drop down box				Please select from drop down box			Please select from dropdow n box	Insufficien t details for 'carbon reduction projects' available for the report year. Most Council projects provide some climate benefits.
		Please select from	Please select from				Please select from drop down box			Please select from	Insufficien t details for

		drop down box	drop down box						drop down box	'carbon reduction projects' available for the report year. Most Council projects provide some climate benefits.
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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 ₂ e)	Increase or decrease in emissions	Comments
Estate changes		Increase	New schools due to growing population. Unknown impact.
Service provision		Decrease	Various efficiencies. Unknown impact.
Staff numbers		Increase	Likely increase from more staff.
Other (please specify in comments)		Please select from drop down box	
Total		-	

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 ₂ e)	Comments
Electricity		Not routinely estimated. LED lighting replacement programme, various efficiencies implemented
Natural gas		Not routinely estimated. Gas boiler replacement programme, other various efficiencies
Other heating fuels		Not routinely estimated
Waste		Change to waste collection schedule, unknown impact
Water and sewerage		Not routinely estimated
Travel		Not routinely estimated. Using travel software.
Fleet Transport		Not routinely estimated. Using travel software.
Other (please specify in comments)		
Total	-	

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 ₂ e)	Increase or decrease in emissions	Comments
Estate changes		Increase	New schools due to growing population. Unknown impact.
Service provision		Decrease	Various efficiencies. Unknown impact.
Staff numbers		Please select from drop down box	Unknown
Other (please specify in comments)		Please select from drop down box	
Total		-	

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 ₂ e)	Comments
Total project savings since baseline year		Data not available. Emissions savings are not routinely estimated

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.

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).

We commissioned the University of Glasgow and Dynamic Coast to assess Coastal Change around the town of Musselburgh, in order to make the proposed Musselburgh Flood Protection Scheme most effective. Find here: <https://www.musselburghfloodprotection.com/wp-content/uploads/2024/03/Musselburgh-Coastal-Change-Assessment-2024-FINAL-Report.pdf>

Otherwise, we have not systematically assessed climate risk.

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.

The East Lothian Council Climate Change Strategy 2020 – 2025 identifies climate change adaptation as one of the two major aspects of the Strategy. It includes key priority areas under each of its seven strategic outcomes that directly addresses adaptation and resilience. As part of the Strategy's Action Plan, several climate change adaptation actions are set out to improve resilience both within Council operations and estates and in the wider county of East Lothian. These actions are updated and presented to elected member committees and the Climate and Nature Emergency Group annually to track progress.

East Lothian Council publishes a Severe Weather Response Plan which is reviewed annually. This sets out the procedures to be followed in response to severe weather events, including actual flooding incidents and any predicted river or 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.

Climate change is also addressed in the ELC Emergency Planning and Resilience meeting, which occurs bi-annually.

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. The body may wish to make reference to the Scottish Climate Change Adaptation Programme ("the Programme").

"In terms of the Corporate Risk Register, the following existing measures are in place to deal with climate change adaptation:

- Flooding and drainage issues are considered when assessing and 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, with a proposed Coastal Change Adaptation Plan (CCAP) to be developed in 2024-25, which will assess a long-term approach to adapting East Lothian's coastline to coastal and climate change. SEPA developed a national Flood Risk Management Plan, which assisted the development of the Forth Estuary Local Flood Risk Management Plan 2022-2028, which meets the requirements of the Flood Risk Management (Scotland) Act 2009 and includes specific actions to be discharged by the Council.
- The Council published flooding advice on its website and directs people to relevant pages including the Scottish Environment Protection Agency's (SEPA) website.

We also continue to progress the Musselburgh Flood Protection Scheme. The proposed scheme was presented to Council in January 2023, where it was decided to proceed to the next stage of the project.

There are approximately 30 climate change adaptation actions in the Council's Climate Change Strategy (2020-2025). These are updated on an annual basis to full Council. The Strategy follows a similar approach to Scotland's Climate Change Adaptation Programme, by identifying seven strategic outcome areas and embedding climate adaptation action into these. Actions for climate change adaptation occur in:

- Outcome 1. Key priority area 9, Climate Adaptation - A Resilient Council
- Outcome 2. Key Priority Area 4: Climate Adaptation - Resilient Transport Networks and Infrastructure
- Outcome 3. Key Priority Area 3: Climate Adaptation: Climate Ready Buildings
- Outcome 5: Key Priority Area 3: Climate Adaptation: Climate Ready Businesses
- Outcome 6. Key Priority Area 2: Climate Adaptation and the Natural Environment
- Outcome 7. Key Priority Area 5: Climate Adaptation: Climate Ready Communities"

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

Provide any other relevant supporting information

We routinely assesses ourselves against Adaptation Scotland's Adaptation Capability Framework, which aligns with the Programme. In March 2023, key staff at East Lothian Council agreed on the following scores:

- Organisational Culture and Resources: 1.33 (between starting and intermediate)
- Understanding the Challenge: 2.66 (between intermediate and advanced)
- Planning and Implementation: 2.33 (between starting and intermediate with some scores on advanced)
- Working Together: 2.33 (between intermediate and advanced)

East Lothian Council also submitted a response to consultation on the Scottish National Adaptation Plan 3. Now that the Plan is published, our new Climate Change Strategy 2025 - 2030 will fully align with SNAP3.

East Lothian Council was a member of the Task and Finish Group to refresh Adaptation Scotland's Adaptation Capability Framework to align with SNAP3.

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).

Climate change is addressed in the ELC Emergency Planning and Resilience meeting, which occurs bi-annually. Our Severe Weather Response Plan is updated annually and reflects the latest understanding of climate impacts on our weather, and our Road Asset Management Plan are due to be refreshed in the coming 2 years.

We are part of an Edinburgh City Region Deal project called Climate Ready South East Scotland, which will assess likely climate impacts to local authorities around the Firth of Forth, including East Lothian, and express the risk in monetary terms. When it is published in the first half of 2025, this will be the most comprehensive and up-to-date review of climate risks to East Lothian. We expect this assessment to form the basis of our response to climate change across the organisation.

The draft East Lothian Council Climate Change Strategy 2025-2030, which we expect to adopt in the first half of 2025, includes actions to begin keeping and publishing a Climate Risk Register for the Council which will be regularly reviewed. Another action is to use the data from this Risk Register, alongside a refreshed Adaptation Capability workshop, to develop an Adaptation Plan for East Lothian.

We expect to produce a Coastal Change Adaptation Plan, which will use the latest data to identify the areas with the greatest risk of coastal change and our plan of response to address these areas.

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).

We routinely assesses ourselves against Adaptation Scotland's Adaptation Capability Framework, which aligns with the Programme. We plan to undertake another assessment of our Adaptation Capability in the new year once the updated Framework has been published.

Progress against the adaptation-related actions of the Climate Change Strategy 2020-2025 are collected from services annually and reported to elected members and the Climate and Nature Emergency Group.

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. Complete and publish the Climate Ready South East Scotland Risk & Opportunity Framework. Use the data to inform our adaptation strategies and develop a plan to respond.
2. Improve community resilience to climate change through Community Resilience workshops, delivered in partnership with our Emergency Planning team.
3. Improve our adaptation governance by keeping and publishing a Climate Risk Register, producing and publishing an Adaptation Plan, and working to become ISO 14090 compliant.
4. Inform ourselves about and plan for coastal change by producing a Coastal Change Adaptation Plan.
5. Continue to progress the Musselburgh Flood Protection scheme.

4h Supporting information and best practice?

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

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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 Procurement Strategy (2023-2028) was approved by Cabinet in January 2023. The Strategy identifies five core focus areas, of which two are related to the Council's climate change duties; 'Contributing to the council's Net Zero Climate change targets' and 'Increasing Sustainability and Community Benefits'. The Strategy declares that the Procurement Service ""will support the transition to a low carbon economy"" and aims to ""provide excellent services that [...] respond to the climate emergency"". Key focuses include supporting a sustainable built environment, applying whole life costing for environmental and economic value, and proactively addressing climate goals through waste reduction, Net Zero commitments, and a circular economy approach.

The strategy includes a set of targets for 2024, many of which have since been achieved. For example, specific sustainability prioritisation tools have been developed for Construction, Social Care, ICT, Waste and Transport, and ELC is now using a range of identified procurement tools to support our sustainability targets. An e-learning module on the climate emergency has been developed, and a total of 41 ELC employees have completed this. In 2023, all procurement staff had completed Carbon Literacy Training.

The East Lothian Council Commodity Strategy from 2024 advises on how to consider sustainability, address environmental factors, and consider life-cycle costing\whole life costing as part of the procurement process. Officers are asked to consider energy consumption, resource intensiveness, vulnerability to climate change and carbon emissions from transport for High Value and Risk Tenders. For Low/Medium Value and Risk Tenders, officers are asked to consider minimising environmental damage and/or energy efficiency and detail how this will be achieved.

Lastly, the Council has a dedicated Sustainable Procurement Policy, which was approved by Cabinet in November 2020. The policy links closely with the objectives of the Council's Climate Change Strategy (2020-2025), aligns with the requirements of the Procurement Reform (Scotland) Act 2014, and draws on the Scottish Government's Sustainable Procurement Tool as well as flexible framework assessment tool. It has resulted in specific questions around sustainability as part of the tender process.

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.

Procurement is conducted in accordance with all applicable rules and regulations, utilizing Scottish Government tools and applications. Procurement Officers are also making use of the specific sustainability prioritisation tools that have been developed for Construction,

Social Care, ICT, Waste and Transport. Depending on the nature of the contract, sustainability is added at the specification and followed up with quality questions where applicable.

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.

Sustainability is one of the categories of community benefits that suppliers can provide when securing a contract.

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 data is validated by the Climate and Nature Emergency Group (see: Governance). The Group has a standing item to meet in November to discuss the data contained in the PBCCDR report. Group members, who include the officers that originally supplied the data, will be sent a copy of the report in advance of the meeting. They will then have an opportunity to comment on the data at the meeting and ask questions of the Sustainability & Climate Change Officer, who compiled the report. Once all concerns and comments are addressed, the Sustainability & Climate Change Officer will consider the report validated and will submit the 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.

Name:	Cheyne Hamm
Role in the body:	Sustainability & Climate Change Officer
Date:	25/11/2024