

This document sets out the Appendices to East Lothian Council's Climate Change Strategy 2020–2025:

Appendix 1: East Lothian Climate Change Planning and Monitoring Group: Role & Remit

Appendix 2: Policy Context: Key Legislative / Policy Drivers

Appendix 3: Breakdown of East Lothian Council's Emission Sources 2018/19

Appendix 1: East Lothian Climate Change Planning and Monitoring Group: Role & Remit

1. Remit of the Climate Change Planning & Monitoring Group

(agreed in January 2019)

- 1.1 The **East Lothian Climate Change Planning & Monitoring Group** will play an important part in driving and coordinating the work of East Lothian Council and our community partners to meet our objectives under the **Climate Change (Scotland) Act 2009** and ensuring compliance with the **Public Bodies Climate Change Duties**.
- 1.2 A key area of responsibility will be to develop and monitor an **East Lothian Climate Change Mitigation and Adaptation Strategy** to replace the Environment Strategy 2010-15. The Planning & Monitoring Group will oversee ongoing and planned work linked to the Climate Change Mitigation and Adaptation Strategy and any associated Action Plans.

Below the Planning & Monitoring Group will be a number of **delivery subgroups**, which will lead on the delivery of actions, such as the Sustainable Transport Officers Group or Green Networks Group. These will be tasked to implement relevant plans and projects identified in the Climate Change Mitigation and Adaptation Strategy, working in partnership with community organisations, including the Area Partnerships, where appropriate.
- 1.3 The Planning & Monitoring Group will also have an overview of the environmental, housing, transport and planning outcomes for the **East Lothian Plan 2017–27**, which has the following Statement of Intent:

'We will work in partnership to achieve an even more prosperous, safe and sustainable East Lothian, with a dynamic and thriving economy that enables our people and communities to flourish'.

The Planning & Monitoring Group will have an overview of outcomes in the East Lothian Plan relevant to climate change mitigation, adaptation and sustainability, in particular Outcome 2.1 (*'East Lothian has strong resilient communities where people respect and support each other'*) and Outcome 2.2 (*'East Lothian people can live affordably and contribute to a thriving community life in a high-quality environment'*). The Planning & Monitoring Group will input into these outcomes as required.
- 1.4 The governance structure is illustrated in Figure 1. Table 1 below shows the current membership of the Planning & Monitoring Group.

2. Membership

- 2.1 The Climate Change Planning & Monitoring Group will be chaired by Douglas Proudfoot, Head of Development, and will be supported by Jennifer Lothian, Sustainable Energy & Climate Change Officer, who will be the main point of contact for any enquiries.
- 2.2 Membership of the Planning & Monitoring Group will be drawn from relevant service areas within the Council. Current membership for the group is shown in Table 1 below.

3. Delivery Subgroups

- 3.1 A number of delivery subgroups will be tasked with implementing the Climate Change Mitigation and Adaptation Strategy, as appropriate. The Planning and Monitoring Group will provide a focus and encourage cross working between the groups.

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Table 1: Current membership of the Climate Change Planning & Monitoring Group

Name	Job title
Douglas Proudfoot	Head of Development (Chair)
Sandy Baptie	Emergency Planning & Risk Manager
Colin Clark	Senior Environmental Health Officer
Neil Clark	Principal Countryside Officer
Alex Coull	Civil Engineer Technician
John Durkin	Housing Enabler
Peter Forsyth	Team Manager, Assets & Regulatory, Roads Services
Paul Grant	Service Manager, Property Maintenance
Paul Iannetta	Service Manager, Engineering Services & Building Standards
Jennifer Lothian	Sustainable Energy & Climate Change Officer
Caitlin McCorry	Service Manager, Community & Area Partnerships
Wendy McGuire	Service Manager, Economic Development & Strategic Investment
David Menzies	Energy Officer
Bruce Moffat	Service Manager, Transport & Waste
Dave Northcott	Team Manager, Structures, Flooding & Street Lighting
Sarah Oliver	Waste Service Officer, Waste Aware
Nadia Othman	Assistant Project Manager, Musselburgh Flood Protection Scheme
Richard Parker	Service Manager, Education – Strategy & Operations
Caroline Rodgers	Transformation Programme Manager
Vanessa Sanal	Service Manager, Facilities
Nicky Sandford	Senior Housing Strategy Officer
Susan Smith	Team Manager, Economic Development
Jean Squires	Planner, Policy & Projects
Mikel Vallejo	Senior Procurement Officer
Paolo Vestri	Service Manager, Corporate Policy

4. Climate Change Mitigation and Adaptation Strategy

- 4.1 The Climate Change (Scotland) Act 2009 requires a planned approach to climate change mitigation, adaptation and sustainability, with public bodies expected to lead by example in reducing carbon emissions and delivering any statutory adaptation programme.

The development of a Climate Change Mitigation and Adaptation Strategy will enable East Lothian Council to fulfil its climate change obligations under the Act. The Strategy will aim to raise awareness of climate change challenges and opportunities in East Lothian, and set out actions for East Lothian Council and the wider East Lothian community to mitigate against and reduce the effects of climate change, and promote resilient communities.

- 4.2 The Strategy will support national and local priority outcomes, and will help to deliver outcomes and actions in the **East Lothian Council Plan 2017–2022**. The East Lothian Council Plan specifies that a Climate Change Mitigation and Adaptation Strategy and Action Plan will be developed over the course of the Plan, *'which will give strategic direction to continuous improvement in relation to energy efficiency, climate adaptation and sustainable transport'*.

The East Lothian Council Plan also states: *'We cannot meet these targets alone and will work with our community planning partners and the private sector to implement low carbon plans and projects across housing, communities and the public and private sector'*.

There is a specific Action in the East Lothian Council Plan to *'Work closely with partners to meet our commitment to Climate Change targets, embedding sustainability principles into*

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decision making and translating them into tangible actions, protecting and enhancing open spaces and habitats'.

- 4.3 The Climate Change Mitigation and Adaptation Strategy will be a 5-year, high level overarching document with an associated Action Plan. It will align with the Scottish Climate Change Reporting template and will dovetail with other plans and strategies, including the Local Development Plan, Local Housing Strategy and Local Transport Strategy.
- 4.4 The purpose of the Climate Change Planning & Monitoring Group in relation to the Strategy is as follows:
- To oversee the development of the Climate Change Mitigation and Adaptation Strategy;
 - To approve key stages in relation to the preparation of the Strategy;
 - To monitor and evaluate the implementation of the Strategy;
 - To receive regular reports from the Project Officer;
 - To set up any other groups required to ensure that it performs its function;
 - To ensure links with other key strategic planning structures as appropriate.

5. Frequency of meetings

- 5.1 The Climate Change Planning & Monitoring Group will meet a minimum of three times a year.

6. Reporting

- 6.1 As a signatory of the Scottish Climate Change Declaration (SCCD), East Lothian Council, like all Scottish local authorities, submits an annual SCCD report to Scottish Government (in November), which is published on the Sustainable Scotland Network website. The reporting has been mandatory since 2015.
- 6.2 The topics covered in the SCCD report include:

Reducing corporate emissions, which includes updates on:

- Carbon Management
- Biodiversity
- Sustainable Procurement

Reducing area-wide emissions, which includes updates on:

- Emissions within the scope of Local Authorities (annual dataset from the Department of Energy & Climate Change website)
- Local emissions data
- Local Authority Area targets
- Area wide actions, covering:
 - Energy
 - Homes and communities
 - Businesses
 - Transport
 - Waste and resource efficiency
 - Rural land use

Climate adaptation, which aligns with Adaptation Scotland's '5 Steps to Managing your Climate Risks Guidance', published in 2014:

- Climate adaptation – responsibility and progress
- Climate change adaptation assessment – current situation
- Climate change adaptation assessment – future threats and opportunities
- Climate change adaptation – risks
- Climate change adaptation – actions
- Climate change adaptation – next steps

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Partnership Working, Communications and Capacity Building, which includes updates on:

- Climate Change Mitigation, CPP initiatives on:
 - Corporate Partnership Work
 - Area Wide Partnership Work
- Climate Change Adaptation Partnerships
- Communications and Behaviour Change Initiatives
- Capacity Building

The SCCD reporting template also seeks details on priorities for the forthcoming year across these sections.

- 6.3 It is advised that the Planning & Monitoring Group uses the SCCD reporting template to structure and report its activities and progress, including the development of the Climate Change Mitigation and Adaptation Strategy, as required.

7. Review

- 7.1 The Planning and Monitoring Group remit, progress and membership will be reviewed annually.

Figure 1: Governance structure for the Climate Change Planning and Monitoring Group



Appendix 2: Policy Context: Key Legislative / Policy Drivers

National:

Climate Change (Scotland) Act 2009
Climate Change (Emissions Reduction Targets) (Scotland) Act 2019
Scottish Government Climate Change Plan: The Third Report on Proposals and Policies 2018–2032
Scottish Government's Climate Change Adaptation Programme: Climate Ready Scotland: Second Scottish Climate Change Adaptation Programme 2019-2024
Scottish Government's National Performance Framework and National Outcomes
Scottish Government's Strategic Objectives
National Planning Framework 3 (2014)
Transport (Scotland) Act 2019
Scotland's Economic Strategy (2015)
Scottish Land Use Strategy (2011)
Scottish Planning Policy (2014)
Scottish Government Cleaner Air for Scotland Strategy (2015)
Scottish Government Zero Waste Plan and National Targets for Waste
Central Scotland Green Network aims and objectives
Scottish Government's Cycling Action Plan for Scotland (2013)
Let's Get Scotland Walking – Scotland's National Walking Strategy (2014)
SEStran Regional Transport Strategy (2015)
Scottish Soil Framework (2009)
Civil Contingencies Act (2004)
Marine (Scotland) Act 2010
Flood Risk Management (Scotland) Act 2009

Local:

The East Lothian Partnership's East Lothian Plan 2017-27
East Lothian Council Plan 2017-2022
East Lothian Local Development Plan 2018
East Lothian Local Housing Strategy 2018-23
East Lothian Local Transport Strategy 2018–24
Active Travel Improvement Plan 2018–24
East Lothian Economic Development Strategy 2012-2022 Refresh
East Lothian Tourism Action Plan (refresh underway)
Sustainable Procurement Policy (revision underway)
Local Area Plans
East Lothian Open Space Strategy 2018
East Lothian Core Paths Plan
Building Standards
Physical Activity Strategy
East Lothian Biodiversity Action Plan (revision underway)
Countryside Site Management Plans
Flood Risk Management Plans and Strategies
East Lothian Play Policy 2017-2020
Local Heat and Energy Efficiency Strategy (in preparation)
Green Networks Strategy Supplementary Planning Guidance
Design Standards for New Housing Areas Supplementary Planning Guidance (in preparation)
Litter Action Plan (in preparation)
Local Food Growing Strategy (in preparation)
Edinburgh and the Lothians Forestry and Woodlands Strategy
Air Quality Management Plans

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Appendix 3: Breakdown of East Lothian Council's Emission Sources 2018/19

Breakdown of East Lothian Council's Emission Sources 2018/19 (from Climate Change Report 2018/19)							
Total (tCO ₂ e)	Emission source	Scope	Consumption data	Units	Emission factor	Units	Emissions (tCO ₂ e)
15,008.2	Refuse Commercial & Industrial to Landfill	Scope 3	3394.50	tonnes	99.7729	kg CO ₂ e/tonne	338.7
	Refuse Municipal /Commercial /Industrial to Combustion	Scope 3	139.36	tonnes	21.3842	kg CO ₂ e/tonne	3.0
	Mixed Recycling	Scope 3	18675	tonnes	21.3842	kg CO ₂ e/tonne	399.4
	Organic Garden Waste Composting	Scope 3	8817.3	tonnes	10.2586	kg CO ₂ e/tonne	90.5
	Organic Food & Drink AD	Scope 3	2878.2	tonnes	21.3842	kg CO ₂ e/tonne	61.6
	Grid Electricity (generation)	Scope 2	20653381	kWh	0.28307	kg CO ₂ e/kWh	5846.4
	Grid Electricity (transmission & distribution losses)	Scope 3	20653381	kWh	0.02413	kg CO ₂ e/kWh	498.4
	Natural Gas	Scope 1	29643195	kWh	0.18396	kg CO ₂ e/kWh	5453.2
	LPG	Scope 1	79827	litres	1.51906	kg CO ₂ e/litre	121.3
	Gas Oil	Scope 1	114649	litres	2.97049	kg CO ₂ e/litre	340.6
Burning Oil (Kerosene)	Scope 1	14101	litres	2.53627	kg CO ₂ e/litre	35.8	

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Emission source	Scope	Consumption data	Units	Emission factor	Units	Emissions (tCO2e)
Water - Supply	Scope 3	128056	m3	0.344	kg CO2e/m3	44.1
Water - Treatment	Scope 3	128056	m3	0.708	kg CO2e/m3	90.7
Average Car - Unknown Fuel	Scope 3	1189688	miles	0.29072	kg CO2e/mile	345.9
Bus (local bus, not London)	Scope 3	298011	passenger km	0.12007	kg CO2e/passenger km	35.8
Car - diesel (average - unknown engine size)	Scope 3	84717	miles	0.28572	kg CO2e/mile	24.2
HGV - average all types & sizes (diesel, 50% laden)	Scope 1	398002	miles	1.3602175488	kg CO2e/mile	541.4
Van - Average (up to 3.5 tonnes) Diesel	Scope 1	1785099	miles	0.41328	kg CO2e/mile	737.8