

# The Highland Council

Agenda Item	4.
Report No	CCC/14/23

**Committee:** Climate Change

**Date:** 5 October 2023

**Report Title:** Annual Report under Public Bodies Climate Change Duties, 2022/23

**Report By:** Interim Depute Chief Executive

## 1. Purpose/Executive Summary

- 1.1 This report is The Highland Council's Public Bodies Climate Change Duties Report for 2022/23. The report is produced annually and is a mandatory requirement of all public bodies.
- 1.2 Due to the deadline of submission and the Climate Change Committee meeting dates, the report is being brought to this Committee as a working draft for consideration and comment.

## 2. Recommendations

- 2.1 Members are asked to:
- i. **Consider** and comment on Highland Council's draft return for reporting year 2022/23 under the Public Bodies Climate Change Duties.
  - ii. **Consider** and comment on progress against the organisation's emissions reductions targets.
  - iii. **Note** that the draft will be updated as more data and information is received from Services across the organisation and on completion of a peer-review with the Scottish Borders Council.
  - iv. **Agree** to delegate authority to the Interim Depute Chief Executive to submit the finalised report to the Scottish Government by 30 November 2023 following consultation with the Chair and Vice Chair of the Climate Change Committee.
  - v. **Note** a final copy of the report will be presented to the Climate Change Committee on 5 December 2023 for information.

## 3. Implications

- 3.1 **Resource** – As outlined in the report, the Council is now required to report as part of the Public Bodies Climate Change Duties report how it aligns its spending plans and use of resources to contribute to reducing emissions and delivering emissions reduction targets.

- 3.2 **Legal** - Public sector bodies are legally required to reduce greenhouse gas emissions and support Scotland's adaptation to a changing climate. They are also legally required to report annually on their greenhouse gas emissions and what they are doing to help adapt to a changing climate. The detail of the legal requirements is outlined in section 4.
- 3.3 **Community (Equality, Poverty, Rural and Island)** – the commitment to a Just Transition will form a major consideration in forming the evidence-based approach to our reporting.
- 3.4 **Climate Change** - Consistency and clarity in the reporting of our carbon reductions will provide the evidence base for the delivery of the Net Zero Strategy and Action Plan.
- 3.5 **Risk** – Failure to proactively address the climate and ecological emergency across all service delivery areas carries significant reputational risk, particularly considering the political ambition at both local and national level around the climate change agenda. In addition, failure to take a proactive approach to climate change action will limit opportunities to secure external funding.
- 3.6 **Health and Safety (risks arising from changes to plant, equipment, process, or people)** – There are no Health and Safety implications arising from this report.
- 3.7 **Gaelic** - There are no Gaelic implications arising from this report.

## 4. Background

- 4.1 The Climate Change (Scotland) Act 2009 is a statutory framework for greenhouse gas emissions reductions in Scotland. Included within the Act are the following requirements on public bodies in the exercise of their functions:
- Act in the way best calculated to contribute to delivery of the Act's emissions reduction targets;
  - Act in the way best calculated to deliver Scotland's statutory adaptation programme; and
  - Act in a way that it considers most sustainable.
- 4.2 In 2015, the Scottish Government introduced an Order under the Act requiring all public bodies to submit an annual report detailing their compliance with the climate change duties detailed above.
- 4.3 In September 2019, the Scottish Parliament passed the Climate Change (Emissions Reductions Targets) (Scotland) Act 2019, which sets the following national emissions reduction targets:
- At least 75% lower than the baseline year by 2030;
  - At least 90% lower than the baseline year by 2040; and
  - Net Zero by 2045 ('Net Zero' refers to achieving an overall balance between emissions produced and emissions taken out of the atmosphere).
- 4.4 To ensure and monitor compliance with these targets, the Climate Change (Duties of Public Bodies: Reporting Requirements) (Scotland) Amendment Order 2020 ("The Order") came into force in November 2020. This order requires public bodies

to include the following information in their annual reports, for reporting periods from 1<sup>st</sup> April 2021:

- where applicable, a 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;
- where applicable, any targets **for reducing indirect emissions** of greenhouse gases;
- how the body **aligns its spending plans and use of resources** to contribute to reducing emissions and delivering its emissions reduction targets;
- how the body will publish, or otherwise make available, its **progress towards achieving its emissions reduction targets**; and
- how the body is **contributing to Scotland's Adaptation Programme**.

- 4.5 The Council's draft return for reporting year 2022/23 under the Public Bodies Climate Change Duties (PBCCD) is attached as **Appendix 1**. All public bodies are required to submit annual reports by 30<sup>th</sup> November 2023 to be deemed compliant.
- 4.6 The current process for completing the PBCCD is cumbersome with data and information required from services across the Council. The Climate Change & Energy Team are awaiting final verification of the data, in addition to supporting information from the various services in order to fully complete the return.
- 4.7 Due to the deadline of submission and the Climate Change Committee meeting dates, the report is being brought to this Committee as a working draft for consideration and comment. The draft will be updated as more data and information is received from officers across the organisation.
- 4.8 Highland Council is also participating in a peer review of the 2022/23 PBCCD report with the Scottish Borders Council. This is ongoing and the return will reflect the outcome of this review.
- 4.9 Given the purely factual nature of the return, it is recommended that Members delegate authority to the Interim Deputy Chief Executive to submit the finalised report to the Scottish Government by 30 November 2023 following consultation with the Chair and Vice Chair of the Climate Change Committee. A final copy of the report will be presented to the Climate Change Committee on 5 December 2023 for information.

## **5. Scope of Reporting**

- 5.1 The report relates to the Council's operational emissions which includes water and energy use in buildings operated by High Life Highland (HLH), and waste, staff and fleet travel relating to HLH operations.
- 5.2 To calculate the Council's total carbon footprint, units such as miles, kWh, tonnes of waste or litres of fuel are converted into CO<sub>2</sub> equivalents (CO<sub>2</sub>e) using Business, Energy and Industrial Strategy (BEIS) conversion factors. These conversion factors are updated annually and consider changes to behaviours and technologies relating to renewables, energy efficiency, vehicle types and fuel economy. For example, the emissions conversion factor for electricity fell from **0.212kgCO<sub>2</sub>e/kWh** in 2021/22 to

**0.193kgCO<sub>2</sub>e/kWh** in 2022/23 – a drop of **9%**. This means that the same level of electricity consumption in 2022/23 would emit **9%** less CO<sub>2</sub>e than in 2021/22.

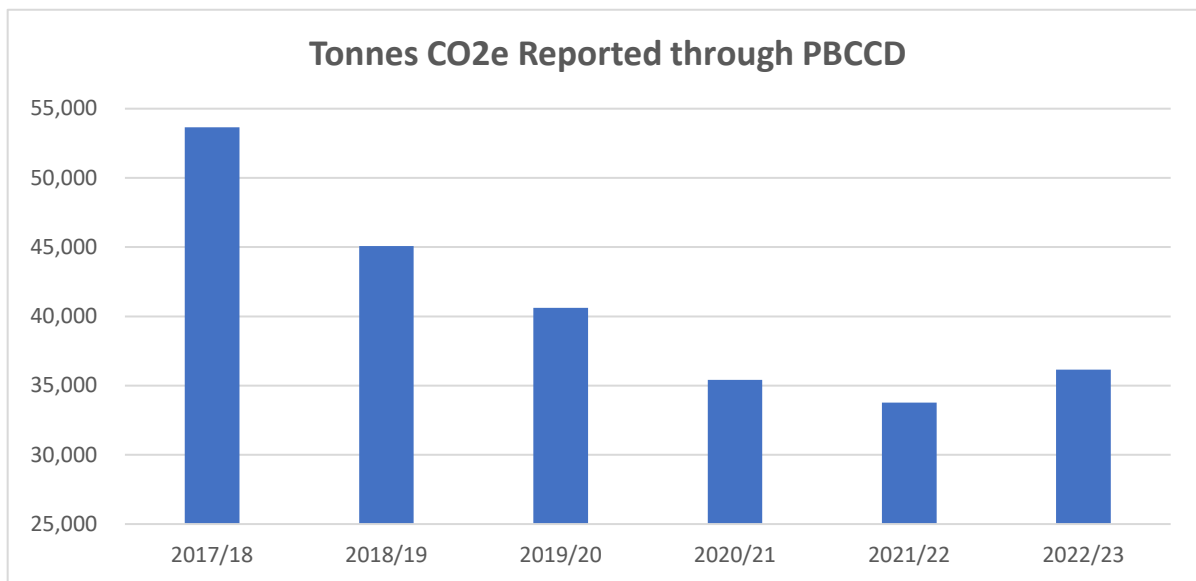
5.3 Emissions are categorised into groups of Scope 1, 2 & 3 emissions. Reporting has previously focused largely on Scope 1 which are direct operational emissions arising from sources owned or controlled by the Council e.g., emissions from boilers and fleet vehicles; and Scope 2 which are indirect emissions from the generation of purchased energy used by the Council e.g., electricity. The Council has control over the use of this energy, but the emissions generated from its production are created elsewhere.

5.4 As outlined in this report, public bodies are now required to report in their PBCCD Annual Report, where applicable, targets for their indirect emissions. This covers Scope 2 emissions from purchased electricity and heat and all other indirect Scope 3 emissions in the organisation’s value chain.

5.5 Work is currently underway to develop a revised baseline for the Council which includes supply chain emissions. As this work is ongoing, the 2022/23 return does not include supply chain emissions.

## 6. Report Highlights

6.1 Total Emissions reported through the PBCCD have **risen by 7.05%**, a total **increase of 2,381** tonnes of CO<sub>2</sub>e.



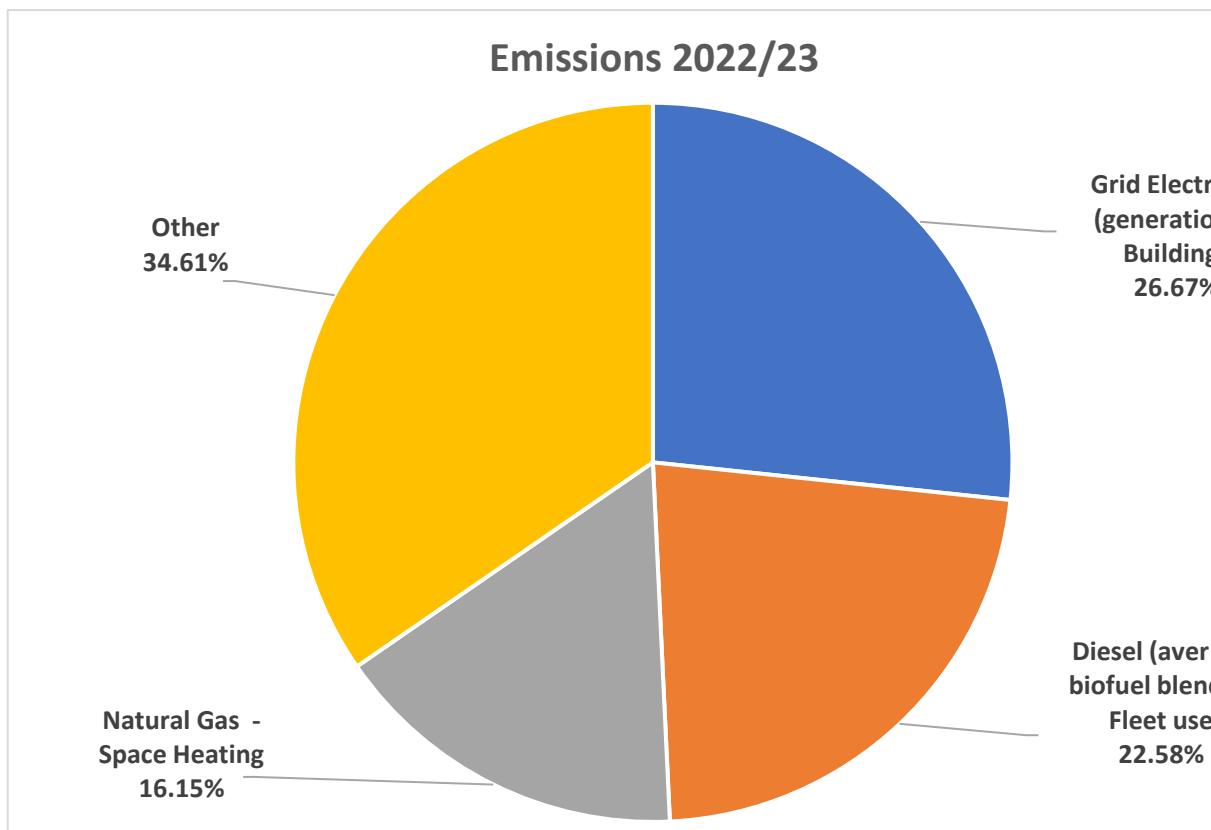
6.2 It should be noted that several categories have been added compared to the previous PBCCD returns, including:

- **Waste combustion (energy from waste - EfW).** This is recorded both for Schools, and other council buildings.
- **Car Hire Mileage (non-Travel Desk).** This aims to capture all casual car hire arranged out with the remit of the Fleet Hire and Travel desk such as Highlife Highland, Joint Venture Board and any hire which may bypass process (e.g., emergency hires). **This attributes a 4 tCO<sub>2</sub>e rise.**
- **Grey Fleet Mileage (Highlife Highland and Joint Venture Board).** **123 tCO<sub>2</sub>e** was recorded for this within the reporting year.
- **In House Bus Project.** This new element has been included as separate categories to record fuel used in aid to provide clearer trending analysis. This accounts to **141 tCO<sub>2</sub>e** (138 tCO<sub>2</sub>e for diesel, with 3 tCO<sub>2</sub>e through petrol).

6.3 It is therefore beneficial to **subtract 268 tonnes of CO<sub>2</sub>e** from this reporting year to aid in a like for like comparison to previous years' return. In doing so, a **total increase of 2,113 tCO<sub>2</sub>e** is realised, accounting to a percentage **increase of 6.26%.**

6.4 **Over 65%** of the total emissions reported within 2022/23 fall in to **3 activities/elements:**

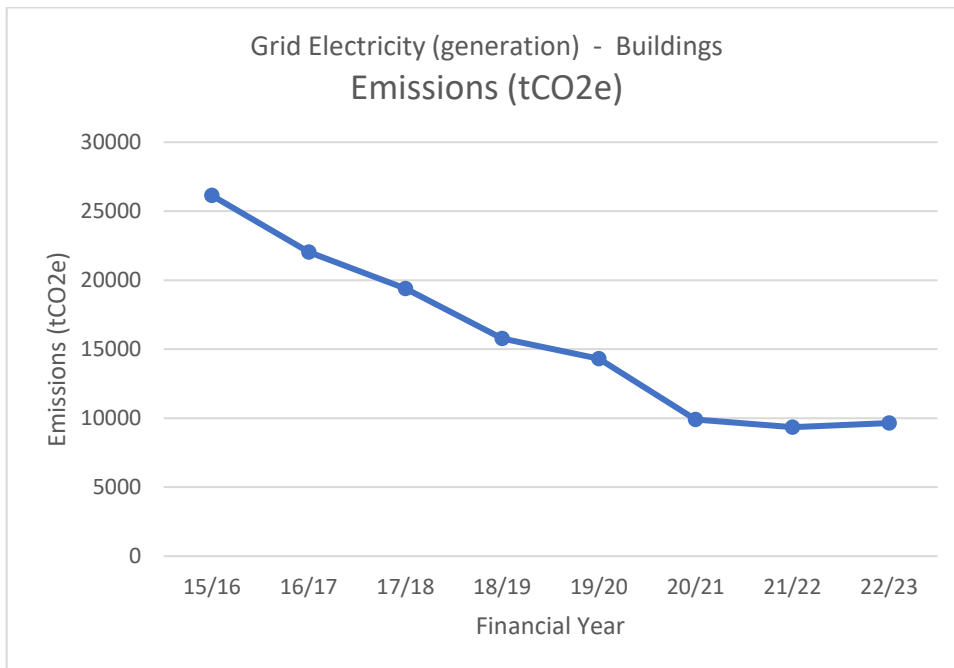
- Electricity consumed in our buildings (Grid Electricity to Buildings)
- Heating of our facilities (Natural Gas)
- Fleet (Diesel)



A full summary of activities/elements proportions which make up the PBCCD total reporting of emission sources are listed as follows:

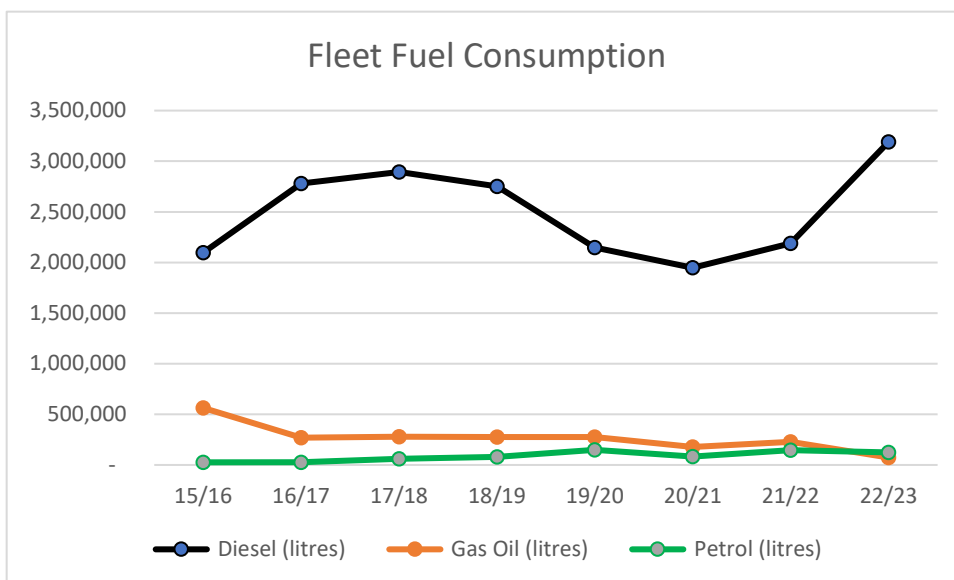
Title	% of Total
Grid Electricity (generation) – Buildings	26.67%
Diesel (average biofuel blend) - Fleet use	22.58%
Natural Gas - Space Heating	16.15%
Burning Oil (Kerosene) - Space heating	11.68%
Grid Electricity (generation) - Street Lighting	4.91%
LPG litres - LPG Off grid gas alt.	2.48%
Grid Electricity (transmission & distribution losses) - Buildings	2.44%
Marine Gas Oil litres - Corran Ferry	2.12%
Hybrid/Homeworking emissions -	2.08%
Refuse Municipal to Landfill - Waste to landfill – schools	1.80%
Average Car - Unknown Fuel - Grey fleet mileage	1.59%
Biomass (Wood Pellets) kWh - Space heating	1.01%
Refuse Municipal to Landfill - waste to landfill - non-schools	0.75%
Petrol (average biofuel blend) - Fleet use	0.74%
Gas Oil - Winter Gritting fleet	0.56%
Grid Electricity (transmission & distribution losses) - Street lighting	0.45%
Car - hybrid (average) miles - Car club mileage	0.44%
Diesel (average biofuel blend) - In House Bus Project and Bus Operations	0.38%
Average Car - Unknown Fuel - Grey fleet mileage - HLH and VJB	0.34%
Water - Treatment - Water to all buildings	0.31%
Water - Supply - Water to all buildings	0.17%
Average Car - Unknown Fuel - Car hire mileage	0.15%
Diesel (average biofuel blend) - Used for Stores/Workshop Heating	0.07%
Rail (National rail) - Staff travel	0.03%
Short-haul flights (average passenger) - Staff travel	0.03%
Mixed recycling - Recycling – schools	0.02%
Average Car - Unknown Fuel - Car hire mileage - Non-Travel Desk - estimated by cost	0.01%
Mixed recycling - recycling - non-schools	0.01%
Petrol (average biofuel blend) - In House Bus Project and Bus Operations	0.01%
Ferry (average passenger) - staff travel	0.00%
Organic Food & Drink Composting - organic food waste - schools	0.00%
Household/Municipal/Domestic waste - Combustion Energy from Waste - Schools	0.00%
Household/Municipal/Domestic waste - Combustion - Energy from Waste - Non Schools	0.00%
Bus (local bus, not London) - Coach and bus staff travel	0.00%
Organic Food & Drink Composting - organic food waste - non-schools	0.00%
Taxi (regular) passenger km - Staff travel	0.00%

6.5 **Grid Electricity to buildings** consumption has risen in 2022/23 by over 13%. However due to further decarbonisation of the grid, the rise in emissions has been curbed to just over 3%. Although emissions have seen a slight rise, there has been a continual downwards trend seen in previous years as can be seen in the following graph.



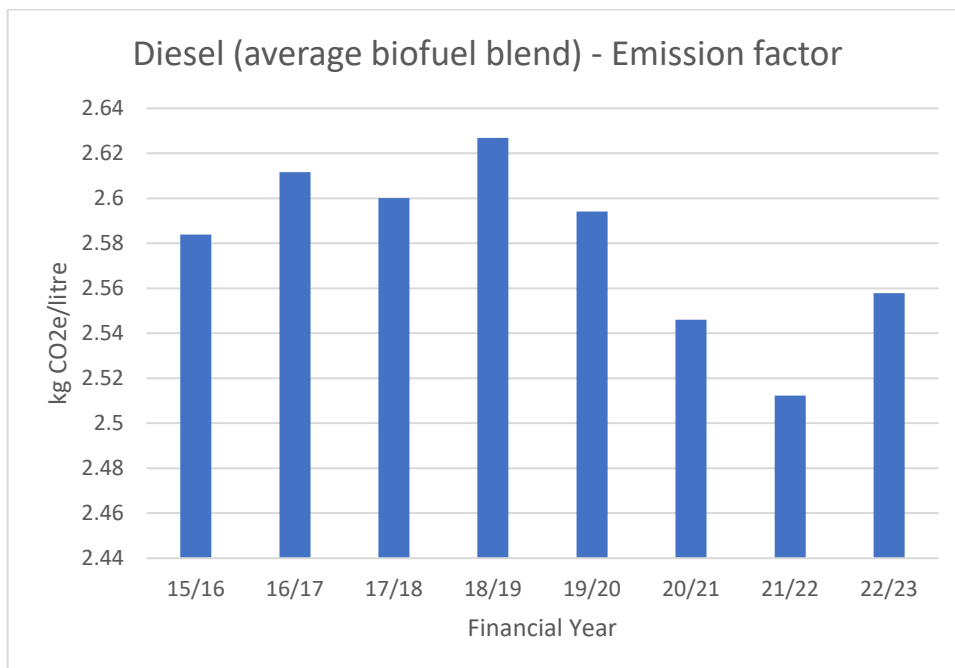
Although Electricity to buildings accounts for **27%** of our total emissions, when adding electricity for street lighting on to this, this totals **32%**. Through electricity, we also encounter transmission and distribution losses which also have an emission factored into our reporting, and adding this on provides total of **34.5%** of our overall emissions reported.

6.6 Both consumption and emissions for **Diesel** (used for fleet vehicles and plant) has risen significantly in 2022/23, however there has been a decrease in our use of Gas Oil (red diesel).



The fleet use of diesel does not include the diesel used within In House Bus Project or Bus Operations, although this is a relatively small contributor with 54,117 litres of diesel used resulting in 138 tonnes of CO2e emitted.

The rise in diesel consumption has resulted in a **48.5%** increase in emissions compared to consumption in 2021/22. This has been amplified as the emission factor used has also increased in 2022/23 by **1.8%**.



6.7 A comparison of 2021/22 consumption data and emissions data with 2022/23 data is provided in **Appendix 2**.

## 7 Analysis

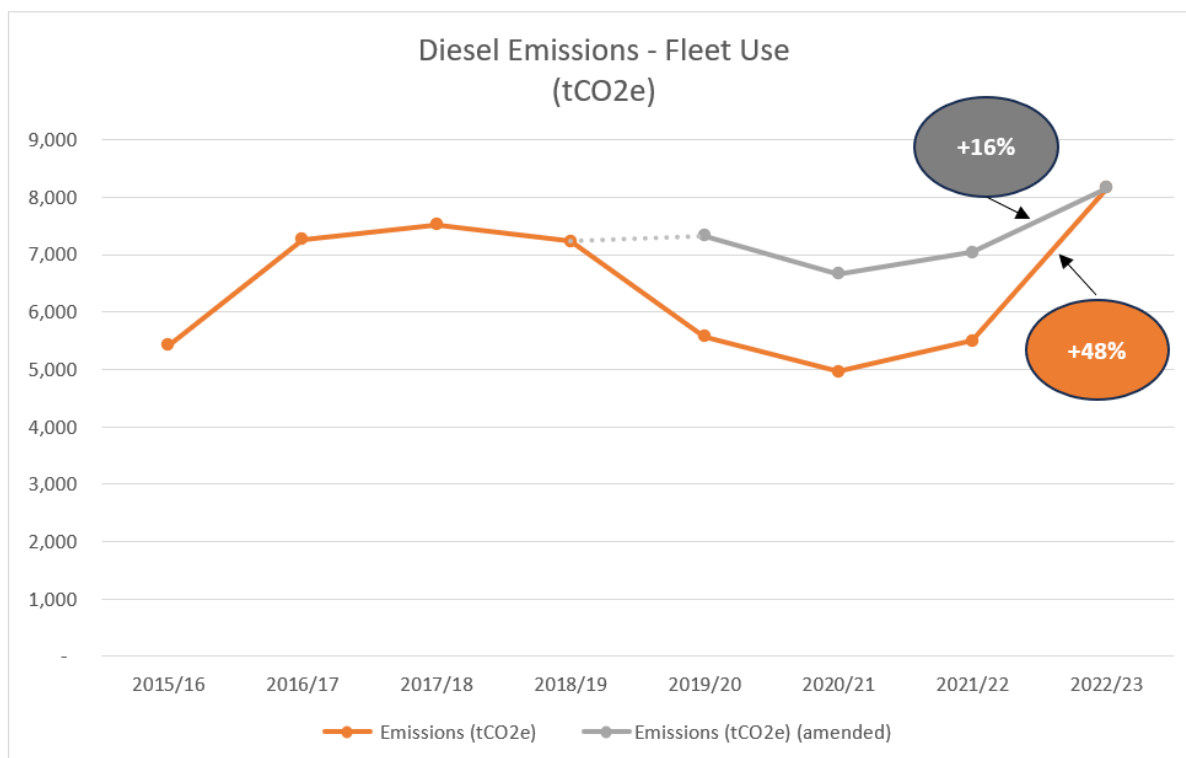
7.1 Whilst electricity consumption has increased from the previous reporting year, levels remain lower than pre-pandemic.

7.2 As highlighted in 6.6 of this report, there is a significant increase in diesel emissions. Further analysis has identified anomalies in previous reporting years where data in relation to fuel pumps located at Council depots has been omitted.

7.3 As previously highlighted, and reiterated in a recent Internal Audit, there are weaknesses in current processes relating to the collation and reporting of data. Further information and measures to rectify this are outlined in section 10 of this report.

7.4 The following graph demonstrates a less significant increase (16% rather than 48%) following revision of diesel data to account for gaps in previous reporting years:





- 7.5 The development of a detailed Action Plan will identify measures to reduce emissions across all Services and operations.
- 7.6 A concentrated focus on carrying out energy appraisals across the estate will be key to reducing energy consumption. It will allow informed decisions around asset rationalisation and a programme of Improved energy efficiency across the estate and the Asset Rationalisation programme will be key in reducing energy consumption.
- 7.7 The [Approach to Sustainable Business Travel](#) was approved by the Communities and Place Committee on 31 August 2023. This sets out the approach to sustainable business travel and how the changes to behaviour and practice will contribute to the Council's Net Zero targets.
- 7.8 The Action Plan highlights the importance of a modal shift in staff behaviour in accordance with the Sustainable Travel Hierarchy to reduce the number and impact of journeys.
- 7.9 The Climate Change & Energy Team is in the process of analysing fleet data and has identified potential opportunities to reduce emissions and cost. The team will collaborate with the Fleet team to support services with target setting and monitoring carbon budget and annual targets to reduce travel, fuel consumption and emissions.
- 8. Highland Council Targets**
- 8.1 The Council has adopted the Scottish Government's Net Zero by 2045 target, aiming to achieve this sooner, with key interim targets to reduce emissions by at least 75% by 2030 and by at least 90% by 2040.
- 8.2 In order to meet the 2030 target, the Council needs to reduce its operational emissions to 16,590 tCO<sub>2</sub>e.

8.3 The Council's Net Zero Strategy and Route Map (developed before 2022/23 data was available) highlights that to meet the 2030 target of at least 75% below baseline, an annual decrease of 8.5% is required. This equates to an average reduction of 2,000 tCO<sub>2</sub>e which is equivalent to:

- Operating 40 primary schools for a year
- 537 of the Council's diesel fuelled vans travelling 10,000 miles per annum
- Nearly 2.5 years of running the Corran Ferry on Marine Gas Oil
- 14,112 cars travelling the NC500 route.

8.4 An overview of Highland Council's annual progress towards its emissions reduction target of at least 75% can be found in **Appendix 3**.

8.5 Given the draft PBBCD return for 22/23 shows an increase in emissions, the reduction required annually has been adjusted accordingly to demonstrate the trajectory required to meet the 2030 target (Appendix 3).

## **9. Carbon Budgeting**

9.1 As outlined above, work is currently underway to develop a revised baseline for the Council. This data will direct the evidence-based approach in the delivery of our route map to net zero, allowing the Council to target carbon releases in a structured way to reduce emissions year on year leading to net zero.

9.2 The Climate Change & Energy Team will lead on the development and monitoring of annual carbon budgets and emissions reduction targets for services across the Council. It should be recognised that a decrease in emissions should result in decreased expenditure.

## **10. Internal Audit Final Report – Climate Change Plans and Implementation**

10.1 The Council's Internal Audit team looked at the plans the Council has in place to ensure it meets its obligations as set out in Climate Change legislation. The audit highlights the following:

- The current process for collating emissions data is cumbersome with data collected manually from various teams across the Council which means there is potential for data to be missed or incorrectly input/calculated.
- Work is ongoing to improve the accuracy and collation of emissions data, that will allow both the reporting and management of total corporate emissions to be reported in a more detailed and consistent manner, and aid development of a revised baseline against which carbon emissions can be more accurately measured.
- A comprehensive data strategy will be developed to ensure that we can collect, store, manage and use data to achieve our objectives. This will include developing governance surrounding data collection and handling newly developed data sources.

- Work is currently underway in conjunction with both Aberdeen City and Aberdeenshire Councils to adopt data reporting software which will allow both the reporting and management of total corporate emissions to be reported in a more detailed and consistent manner.
- The Climate Change & Energy Team would welcome Internal Audit review of the PBCCD.

Designation: Interim Depute Chief Executive

Date: 21 September 2023

Author: Andrew Morgan, Climate Change Coordinator  
Fiona Daschofsky, Project Manager

Appendices: Appendix 1 – Draft PBCCD Report 2022/23  
Appendix 2 – Comparison data from 2021/22 and  
2022/23  
Appendix 3 – Annual progress towards 2030 target

**Annual Report under Public Sector Climate Change Duties, 2021/22**

**1 Organisational Profile**

**1a Name of reporting body**

The Highland Council

**1b Type of body**

Local Government

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

8,304

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

N/A

**1e Overall budget of the body**

£690,300,000

**1f Report type**

Financial Year - Apr 2022 to Mar 2023

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

Highland Council is the largest local authority in UK, with a landmass larger than Belgium. The Highlands are largely rural in nature, covering an area of 26,484 sq km with a population density of 9 people per sq km.

Highland had the 7th highest population in 2021, out of all 32 council areas in Scotland. The National Records of Scotland reports population figures of 238,060 for Highland on 30 June 2021. This is an increase of 13.9% from 2001.

Key statistics:

- Number of Council Houses – 14,880
- Length of roads maintained – 6,771km
- Harbours and marines – 91
- Bridges – 1,400
- Schools – 199

Our non-domestic property portfolio covers more than 1,000 sites with utility supplies. This includes:

- Primary & Secondary Schools (950 buildings over 1,000 sites including High Life Highland buildings, Public Private Partnership Schools & Wick Campus)
- Council Offices (195 buildings over 45 sites)

- Social Work Facilities
- Depots (109 buildings over 38 sites)

## **2 Governance, Management and Strategy**

### **2a How is climate change governed in the body?**

In May 2019, The Highland Council declared a climate and ecological emergency and agreed the Council would establish a Climate Change Working Group reporting directly to full Council. In June 2022, Members agreed to reflect the significance of the climate change agenda by replacing the Climate Change Working Group with a Climate Change Committee. The remit of the Climate Change Committee is to:

1.1 To provide advice and guidance on the climate, ecological and environmental sustainability agenda, and identify, support and champion climate and ecological progress across the Council whilst providing an appropriate level of critical challenge for the organisation.

1.2 Public Bodies Climate Reporting Duties - As set out in The Climate Change (Duties of Public Bodies: Reporting Requirements) (Scotland) Amendment Order 2020 including emissions baselining and monitoring.

2.2 Oversight, on the Net Zero Strategy, Action Plan and Programme, including setting and scrutiny of performance targets relating to the following Programme workstreams

- Built Estate and Energy/Asset Management
- Social Housing (HRA)
- Fleet, Staff Travel
- Waste and Circular Economy
- Procurement and Community Wealth Building
- Planning, Land Use and Environment
- Capital Programme & Net Zero Funding Strategy

2.3 Responses to external policies and consultations.

2.4 Policy considerations and project progress and achievements in relation to climate and environmental related matters such as Just Transition, Adaptation, Land Reform, Food Growing and Land Use, Biodiversity etc.

2.5 To support and champion Highland's high-quality environment, air, land, water, food products and renewable energy resources to bring appropriate commercial opportunities, maximise income whilst raising awareness of the need to protect and enhance our critical environmental assets.

2.6 Review and monitoring of climate impact of Council policies.

2.7 Oversight of internal and external communication and engagement, and partnership building in relation to climate change mitigation and adaptation.

2.8 Promotion of Climate Change and Ecological issues and actions through the delivery of presentations at committee and oversight of development of internal and external facing events.

To consider and make recommendations to The Highland Council and / or any other appropriate strategic committee in relation to these matters, including any proposed changes or developments to Highland Council policy & strategy.

**2b How is climate change action managed and embedded in the body?**

Governance model & Terms of Reference to be attached

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

Wording of objective	Name of document	Document Link
A Sustainable Highland Environment and Global Centre for Excellence Accelerate our response to the climate and ecological emergency. Make the most of the financial and environmental opportunities arising from the huge renewable energy potential in the Highlands.	Our Future Highland, Administration Programme 2022 - 2027	
A Sustainable Highland Environment and Global Centre for Excellence Accelerate our response to the climate and ecological emergency. Make the most of the financial and environmental opportunities arising from the huge renewable energy potential in the Highlands.	Our Future Highland, Corporate Plan 2022 - 2027	
Maximise the financial and environmental opportunities arising from the huge renewable energy potential of the Highlands and lead the Council's response to the climate and ecological emergency through the delivery of the Net Zero Strategy	Performance & Governance Service Plan 2022-2023	

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

The Council's Net Zero Strategy was approved by Members on 29 June 2023 **(link to be uploaded once final version uploaded to website).**

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

<b>Topic area</b>	<b>Name of document</b>	<b>Link</b>	<b>Time period covered</b>	<b>Comments</b>
Adaptation	Highland Nature Biodiversity Action Plan	<a href="#">Link</a>	2021-26	HNBAP 21-26 is the fourth biodiversity action plan for Highland since '06, and focuses on where positive biodiversity action can be taken to conserve and enhance important habitats and species.
Business travel	Travel & Subsistence Policy	<a href="#">Link</a>	2020 Onwards	Policy setting out procedures required to be followed when arranging business and staff travel with specific aims to reduce travel where possible and promote use of more sustainable forms of travel
Staff Travel	Travel & Subsistence Policy	<a href="#">Link</a>	2020 Onwards	Policy setting out procedures required to be followed when arranging business and staff travel with specific aims to reduce travel where possible and promote use of more sustainable forms of travel
Energy efficiency	Local Housing Strategy (LHS)	<a href="#">Link</a>	2017-2022 & 2023-2028	Sets out the strategic direction, policies & plans that will enable Highland Council and partners to deliver high quality housing and housing services across Highland.
Fleet transport	Developing the approach to greening the fleet	<a href="#">Link</a>	2020 Onwards	Sets out the requirements and considerations necessary to greening the fleet in line with national statutory targets

Topic area	Name of document	Link	Time period covered	Comments
ICT	Digital Strategy	<a href="#">Link</a>	2022-27	Sets out the next phase of digital development for the Council
Renewable energy	Highland Renewable Energy Strategy	<a href="#">Link</a>	2006 Onwards	Onshore Wind Energy Supplementary Guidance adopted November 2016
Sustainable/renewable heat	LHEES	tbc.	tbc.	Currently in development
Waste management	Waste Management Strategy - Residual Waste Project	<a href="#">Link</a>	in development	Currently in development of a strategy for managing the Council's waste for the next 30 years
Water and sewerage	Highland Wide Local Development Plan, p.116-120	<a href="#">Link</a>	2012-2032	Our vision for the whole Highland Region (excluding Cairngorms National Park) setting out how land can be used by developers for the next 20 years
Land Use	Highland Nature Biodiversity Action Plan	<a href="#">Link</a>	2021-26	HNBAP 21-26 is the fourth biodiversity action plan for Highland since '06, and focuses on where positive biodiversity action can be taken to conserve and enhance important habitats and species.
Other (please specify in comments)	Corporate Plan	<a href="#">Link</a>	2022-27	The Corporate Plan provides the framework for the delivery & monitoring of the Council's programme "Our Future Highland". This sets out the Council's ambition to establish the foundations of a brighter and more



Topic area	Name of document	Link	Time period covered	Comments
				sustainable future for Highland Communities through five key strategic priority outcomes grouped under the themes of People, Place and Economy.
Land Use	Growing our Future - Community Food Growing Strategy	<a href="#">Link</a>	2022-27	Highland's first food growing strategy supporting community empowerment, the health and prosperity strategy, helping to achieve net zero targets and improving the health and wellbeing of our communities
Land Use	Highland Indicative Regional Spatial Strategy to 2050	<a href="#">Link</a>	2020-2050	Broad level strategy for land use and management of assets and infrastructure
Land Use	Highland Indicative Regional Spatial Strategy to 2050	<a href="#">Link</a>	2020-2050	Broad level strategy for land use and management of assets and infrastructure
Land Use	Inner Moray Firth Local Development Plan	<a href="#">Link</a>	2022-2042	Sets out policies and land allocations to guide development in the Inner Moray Firth area
Land Use	West highland and Islands Local Development Plan	<a href="#">Link</a>	2019-2039	WestPlan focuses on where development should and should not occur in the W. Highlands and Islands area over the next 20 years

<b>Topic area</b>	<b>Name of document</b>	<b>Link</b>	<b>Time period covered</b>	<b>Comments</b>
Land Use	Caithness & Sutherland Local Development Plan	<a href="#">Link</a>	2018-2038	CaSPlan sets out our vision and development strategy for the counties of Caithness & Sutherland for 2018-2038
Land Use	Area Place Plans: Fort William 2040, Skye & Raasay Investment Plan & Inverness Strategy	<a href="#">Link</a>	Various	Broad level strategy for land use and management of assets and infrastructure
Land Use	Local Flood Risk Management Plan for Highland & Argyll Local Plan District (LPD01) and Findhorn, Nairn & Speyside Local Plan District (LPD05)	<a href="#">Link</a>	2022-28	Flood Risk Managements Plans to coordinate efforts to tackle flooding in LPD01 & LPD05
Land Use	Highland Wide Local Development Plan	<a href="#">Link</a>	2012-2032	Our vision for the whole Highland Region (excluding Cairngorms National Park) setting out how land can be used by developers for the next 20 years
Land Use	Tree Management Strategy	<a href="#">Link</a>	2023 Onwards	Strategy detailing how the Council will manage its own tree resource

<b>Topic area</b>	<b>Name of document</b>	<b>Link</b>	<b>Time period covered</b>	<b>Comments</b>
Adaptation	Highland Adapts Initiative	<a href="#">Link</a>	2021 Onwards	Partnership approach to building a climate ready Highland
Other (please specify in comments)	Joint Procurement strategy	<a href="#">Link</a>		

**2f What are the body's top 5 priorities for climate change governance, management and strategy for the year ahead?**

- Development of Action Plan.
- Develop and deliver mandatory climate literacy training for officers.
- Introduce Climate Change impact assessments into decision making process.
- Develop carbon budgeting.
- Develop a comprehensive data strategy to ensure we collect, store, manage and use data to achieve our objectives. This will include developing governance surrounding data collection and handling newly developed data sources.

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

**2h Supporting information and best practice**

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**

Reference year	Year	Year type	Scope 1	Scope 2	Scope 3	Total	Units
Baseline Year	2011/12	Financial	24,913	37,031	4,635	66,579.00	tCO <sub>2</sub> e
Year 1 carbon footprint	2012/13	Financial	25,218	38,234	4,218	67,670.00	tCO <sub>2</sub> e
Year 2 carbon footprint	2013/14	Financial	21,024	37,858	4,519	63,401.00	tCO <sub>2</sub> e
Year 3 carbon footprint	2014/15	Financial	20,847	38,722	4,274	63,843.00	tCO <sub>2</sub> e
Year 4 carbon footprint	2015/16	Financial	22,629	39,323	4,088	66,040.00	tCO <sub>2</sub> e
Year 5 carbon footprint	2016/17	Financial	20,899	36,969	4,153	62,021.00	tCO <sub>2</sub> e
Year 6 carbon footprint	2017/18	Financial	21,226	24,983	7,416	53,625.00	tCO <sub>2</sub> e
Year 7 carbon footprint	2018/19	Financial	19,849	19,946	5,281	45,076.00	tCO <sub>2</sub> e
Year 8 carbon footprint	2019/20	Financial	18,493	17,533	4,596	40,622.00	tCO <sub>2</sub> e
Year 9 carbon footprint	2020/21	Financial	16,593	12,504	3,300	32,397.40	tCO <sub>2</sub> e
Year 10 carbon footprint	2021/22	Financial	18,689	11,480	3,597	33,766.30	tCO <sub>2</sub> e
Year 11 carbon footprint	2022/23	Financial	20,885	11,415	3,847	36,147.13	tCO <sub>2</sub> e

### 3b Breakdown of emissions sources

Emission Type	Emission source	Scope	Consumption data	Units	Emission factor	Units	Emissions (tCO <sub>2</sub> e)	Comments
Waste	Household/Municipal/Domestic waste - Landfill	Scope 3	604	tonnes	446.2041 1	kg CO <sub>2</sub> e/tonnes	269.50728	Waste to landfill - Non Schools
Waste	Household/Municipal/Domestic waste - Landfill	Scope 3	1,462	tonnes	446.2041 1	kg CO <sub>2</sub> e/tonnes	652.35041	Waste to landfill - Schools
Waste	Metal: aluminium cans and foil (excl. forming) - Recycled	Scope 3	148	tonnes	21.28019	kg CO <sub>2</sub> e/tonnes	3.14947	Mixed Recycling - Non Schools
Waste	Metal: aluminium cans and foil (excl. forming) - Recycled	Scope 3	373	tonnes	21.28019	kg CO <sub>2</sub> e/tonnes	7.93751	Mixed Recycling - Schools
Waste	Household/Municipal/Domestic waste - Combustion	Scope 3	22	tonnes	21.28019	kg CO <sub>2</sub> e/tonnes	0.46816	Energy from Waste - Non Schools
Waste	Household/Municipal/Domestic waste - Combustion	Scope 3	44	tonnes	21.28019	kg CO <sub>2</sub> e/tonnes	0.93633	Energy from Waste - Schools
Waste	Organic: food and drink waste - Composting	Scope 3	28	tonnes	8.91058	kg CO <sub>2</sub> e/tonnes	0.24950	Organic Food Waste - Non Schools
Waste	Organic: food and drink waste - Composting	Scope 3	113	tonnes	8.91058	kg CO <sub>2</sub> e/tonnes	1.00690	Organic Food Waste - Schools
Fuels	Marine gas oil	Scope 1	276,410	litres	2.77539	kg CO <sub>2</sub> e/litres	767.14555	Corran Ferry - Public Ferry

Emission Type	Emission source	Scope	Consumption data	Units	Emission factor	Units	Emissions (tCO <sub>2</sub> e)	Comments
								Service
Water	Water supply	Scope 3	617,637	cubic metres	0.10000	kg CO <sub>2</sub> e/cubic metres	61.76370	
Water	Water treatment	Scope 3	586,755	cubic metres	0.19000	kg CO <sub>2</sub> e/cubic metres	111.48345	est. based on 95% of consumption
Electricity	Electricity: UK	Scope 2	49,854,575	kWh	0.19338	kg CO <sub>2</sub> e/kWh	9640.87771	Buildings
Electricity	Electricity: UK	Scope 2	9,176,169	kWh	0.19338	kg CO <sub>2</sub> e/kWh	1774.48756	Street Lighting
Electricity	Transmission and distribution - Electricity: UK	Scope 3	49,854,575	kWh	0.01769	kg CO <sub>2</sub> e/kWh	881.92743	Buildings
Electricity	Transmission and distribution - Electricity: UK	Scope 3	9,176,169	kWh	0.01769	kg CO <sub>2</sub> e/kWh	162.32643	Street Lighting
Bioenergy	Wood pellets	Scope 1	34,622,082	kWh	0.01053	kg CO <sub>2</sub> e/kWh	364.57052	
Fuels	LPG	Scope 1	575,575	litres	1.55709	kg CO <sub>2</sub> e/litres	896.22208	LPG off grid gas alternative
Fuels	Natural gas	Scope 1	31,972,815	kWh	0.18254	kg CO <sub>2</sub> e/kWh	5836.31765	
Fuels	Burning oil (Kerosene)	Scope 1	1,662,447	litres	2.54013	kg CO <sub>2</sub> e/litres	4222.83150	
Transport - car	Average car - Unknown	Scope 3	200,922	miles	0.27465	kg CO <sub>2</sub> e/miles	55.18323	Car Hire - Travel Desk
Transport - car	Average car - Unknown	Scope 3	2,098,402	miles	0.27465	kg CO <sub>2</sub> e/miles	576.32611	Grey Fleet (mileage reimbursement) - THC
Transport -	Average car - Hybrid	Scope 3		miles	0.19318	kg CO <sub>2</sub> e/miles	160.83394	Car Club

Emission Type	Emission source	Scope	Consumption data	Units	Emission factor	Units	Emissions (tCO <sub>2</sub> e)	Comments
car			832,560					
Transport - public	Regular taxi	Scope 3	-	passenger.km	0.14876	kg CO <sub>2</sub> e/passenger.km	0.00000	Travel Desk, no taxi mileage recorded
Transport - public	Ferry - Average (all passenger)	Scope 3	9,198	passenger.km	0.11286	kg CO <sub>2</sub> e/passenger.km	1.03810	Travel Desk 5,715 miles
Transport - public	Coach	Scope 3	13,835	passenger.km	0.02733	kg CO <sub>2</sub> e/passenger.km	0.37811	Travel Desk 8,597 miles
Transport - public	Flights - Short-haul, to/from UK - Average passenger	Scope 3	62,017	passenger.km	0.15353	kg CO <sub>2</sub> e/passenger.km	9.52147	Travel Desk 38,536 miles
Transport - public	National rail	Scope 3	316,440	passenger.km	0.03549	kg CO <sub>2</sub> e/passenger.km	11.23046	Travel Desk/Self Service 196,627 miles
Fuels	Diesel (average biofuel blend)	Scope 1	3,190,647	litres	2.55784	kg CO <sub>2</sub> e/litres	8161.16452	exc. Bus Project / Bus Ops
Fuels	Gas oil	Scope 1	73,287	litres	2.75857	kg CO <sub>2</sub> e/litres	202.16732	
Fuels	Petrol (average biofuel blend)	Scope 1	123,615	litres	2.16185	kg CO <sub>2</sub> e/litres	267.23709	exc. Bus Project / Bus Ops
Homeworking	Homeworking (office equipment + heating)	Scope 3	2,207,787	FTE Working Hour	0.34075	kg CO <sub>2</sub> e/FTE Working Hour	752.31074	8,304 employees 33% FTE estimate,



Emission Type	Emission source	Scope	Consumption data	Units	Emission factor	Units	Emissions (tCO <sub>2</sub> e)	Comments
								35h/w, 52w/y
Fuels	Diesel (average biofuel blend)	Scope 1	54,117	litres	2.55784	kg CO <sub>2</sub> e/litres	138.42263	In House Bus Project and Bus Operations
Fuels	Petrol (average biofuel blend)	Scope 1	1,294	litres	2.16185	kg CO <sub>2</sub> e/litres	2.79743	In House Bus Project and Bus Operations
Transport - car	Average car - Unknown	Scope 3	15,114	miles	0.27465	kg CO <sub>2</sub> e/miles	4.15106	Car Hire - Non Travel Desk - estimated by cost
Transport - car	Average car - Unknown	Scope 3	447,122	miles	0.27465	kg CO <sub>2</sub> e/miles	122.80206	Grey Fleet (mileage reimbursement) - HLH and VJB
Fuels	Diesel (average biofuel blend)	Scope 1	10,166	litres	2.55784	kg CO <sub>2</sub> e/litres	26.00300	Stores / Workshops Heating



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

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

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

<b>Emissions source</b>	<b>Total estimated annual carbon savings (tCO<sub>2</sub>e)</b>
Electricity	
Natural gas	
Other heating fuels	
Waste	
Water and sewerage	
Travel	
Fleet transport	

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

Project name	Funding source	First full year of CO <sub>2</sub> e savings	Are these savings figures estimated or actual?	Capital cost (£)	Operational cost (£/annum)	Project lifetime (years)	Primary fuel/emission source saved	Estimated carbon savings per year (tCO <sub>2</sub> e/annum)	Estimated costs savings (£/annum)	Behavior Change	Comments

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

Emissions source	Total estimated annual emissions (tCO <sub>2</sub> e)	Increase or decrease in emissions	Comments

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

Emissions source	Total estimated annual carbon savings (tCO <sub>2</sub> e)	Comments

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

Emissions source	Total estimated annual emissions (tCO <sub>2</sub> e)	Increase or decrease in emissions	Comments

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

Total savings	Total estimated emissions savings (tCO <sub>2</sub> e)	Comments

**3k Supporting information and best practice**

**4 Adaptation**

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

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

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

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

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

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

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

- Undertake a council wide risk and opportunity assessment.
- Develop a climate change adaptation strategy & Action Plan.
- Embed Adaptation into Climate Literacy Training.
- Continue to work to embed climate adaptation in council process and procedures.
- Continue to work with Highland Adapts

**4h** Supporting information and best practice

## **5 Procurement**

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

The Council is guided by internal policy covering sustainable procurement and community benefits at a strategic and operational level, contributing positively and progressively to duties and commitments under Scottish Climate commitments. Policy is sufficiently agile to contribute to broader climate positive aspirations which support global energy transition, application of meaningful circular economy measures and a net zero future for the Highlands. Strategic and practical guidance is provided at key stages: identification of need, specification development, selection/award and contract management. Policy/guidance assists procurers to proactively address key aspects of the duties: mitigation (ensuring reduction in greenhouse gases/enhancing carbon storage), adaptation (e.g flood prevention) and maximising added social, economic and environmental value.

The Commercial and Procurement Shared Service (C&PSS)

Embraces the procurement function in: Aberdeen City Council, Aberdeenshire Council and The Highland Council. 2017-2022 Joint Procurement Strategy fully aligned to: i) Scottish Model of Procurement (balance of quality, cost and sustainability) ii) National Performance Framework iii) Public Service Reform Agenda and iv) Scottish Government aspirations to: "support Scotland's economic growth by delivering social and environmental benefits, supporting innovation and promoting public procurement processes and systems which are transparent, streamlined, standard, proportionate, fair

and business-friendly”

The Council’s Procurement Mission Statement commits to delivery of “ethical and sustainable value for money solutions that support the operational needs and wider strategic aims of the councils and the communities they service to further local and national priorities to the fullest extent possible.” This converges with the National Performance Framework outcome “valuing, enjoying, protecting and enhancing our environment” and wider vision for the environment. Policy/strategy/guidance emphasises a commitment (beyond mandatory thresholds) to identify: “leverage opportunities (including social, economic and environmental value) aligned to the needs and priorities of our communities”

#### Policy

“The partner councils aim to act as a role model within the public sector by carrying out activities in a responsible and sustainable manner, considering how the economic, social and environmental wellbeing of the area can be improved by working with all sectors of the business community to achieve increased prosperity. As responsible and ethical buyers, the partner councils aim to embed the key principles of sustainability into procurement activity for the benefit of society, the economy and the environment.” The policy statement appears prominently in sourcing strategies and tender documents guiding procurers and bidders. Embedded and reinforced communication leads to climate positive measures receiving early, considered focus resulting in higher quality, more innovative bids aligned to local/national priorities and climate change duties.

Policy/guidance reinforces messaging that not all sustainability measures solely achieved through community benefits. Outcomes can be specified as contractual conditions e.g. particular eco standards (or equivalent), product composition and opportunities to introduce circular economy measures. Methods of production, lifecycle costing, environmental performance, reduction of packaging (particularly single use plastic) wastewater standards/accreditation and production methods at any stage of the lifecycle of supply or service promoted.

Zero Waste Scotland Circular Procurement Guidance and Best Practice is promoted in policy/guidance. Procurers are encouraged to consider utilising community benefits and the specification to maximise environmental wellbeing. In addition, the Edinburgh Science Net Zero Toolkit (<https://thenetzerotoolkit.org/about/>) strongly promoted as a free resource to support suppliers on their own journeys to a net zero future.

Sustainability tools are promoted in policy and guidance: i) Sustainability Test, ii) Prioritisation Tool and iii) Lifecycle Impact Mapping. Policy/guidance recognises that councils have influence and responsibilities beyond the geographic areas they serve. Sustainable procurement measures/community benefits can be captured at the following levels: Local (Council/area specific); National (Scotland/UK) and Global (e.g. fairly traded/ethically sourced goods/carbon emission reduction.) Guidance prompts that many national strategic objectives are addressable locally (employment & skills, Real Living Wage, health and wellbeing, poverty, biodiversity, reduced road miles/reduced carbon emissions etc.) As an overarching theme, sustainable procurement strongly recognised as a means of increasing prosperity. Prosperity of the (local) economy; Prosperity of (local) people; Prosperity of (local) places and Prosperity of the (local) environment.

#### **5b How has procurement activity contributed to compliance with climate change duties?**

National Frameworks - via participation in User Intelligence Groups, the Council

works in close collaboration with Scotland Excel (SXL) to improve sustainability credentials in the development of new national frameworks. Comprehensive sustainability test carried out by SXL for each new framework e.g policies on managing waste, minimising carbon footprint, fair work, innovation and commitments to delivering community benefits explored and subject to robust contract/supplier management. Extensive use made of national frameworks. SXL Contracts Register lists each operative framework and contains a summary of sustainability considerations representing a minimum standard which can be enhanced through purchasing decisions made in “call offs” In any framework involving delivery of supplies, increasingly superior emissions class of vehicles/ willingness to work towards a particular standard during engagement promoted. Food related frameworks incorporate reduced packaging/waste and circular economy principles. Scottish Government Frameworks and Contracts cover a wide range of goods and services. Sustainability standards represent a minimum which can be enhanced through purchasing decisions made in “call offs.” Utilities Electricity - Promoting greener power, Renewable Energy Guarantee of Origin (REGO) certificates at fixed rates; range of Energy Efficiency Services as additional services and opportunities to sell energy back to the grid. Natural Gas – sustainable measures and energy performance guarantee option to ensure a range of energy conservation measures. Water – intelligent water management programme for reducing usage with associated reduction in CO2.

**5c Supporting information and best practice**

**6 Validation and Declaration**

**6a Internal validation process**

**6b Peer validation process**

**6c External validation process**

**6d No validation process**

**6e Declaration**



<b>Name:</b>	
<b>Role in the body:</b>	
<b>Date:</b>	

## Appendix 2

Sub Category	Source	Consumption			Emissions (tCO2e)			
		2021/22	2022/23	% Change	2021/22	2022/23	% Change	tCO2e Change
<b>Scope 1</b>					<b>18,688.66</b>	<b>21,007.68</b>	<b>▲ 12%</b>	<b>+ 2319.02</b>
Energy	Biomass (Wood Pellets) kWh - Space heating	36,777,517 kWh	34,622,082 kWh	▼ -6%	556.44	364.57	▼ -34%	- 191.87
Energy	Burning Oil (Kerosene) - Space heating	1,831,191 litres	1,662,447 litres	▼ -9%	4,651.48	4,222.83	▼ -9%	- 428.65
Energy	Diesel (average biofuel blend) - Used for Stores/Workshop Heating	-	10,166 litres	-	-	26.00	-	-
Energy	LPG litres - LPG Off grid gas alt.	552,630 litres	575,575 litres	▲ 4%	860.49	896.22	▲ 4%	+ 35.73
Energy	Natural Gas - Space Heating	29,028,974 kWh	31,972,815 kWh	▲ 10%	5,316.95	5,836.32	▲ 10%	+ 519.37
Fleet, Roads, Travel	Average Car - Unknown Fuel - Grey fleet mileage - HLH and VJB	-	447,122 miles	-	-	122.80	-	-
Fleet, Roads, Travel	Diesel (average biofuel blend) - Fleet use	2,188,389 litres	3,190,647 litres	▲ 46%	5,497.96	8,161.16	▲ 48%	+ 2663.21
Fleet, Roads, Travel	Diesel (average biofuel blend) - In House Bus Project and Bus Operations	-	54,117 litres	-	-	138.42	-	-
Fleet, Roads, Travel	Gas Oil - Winter Gritting fleet	228,701 litres	73,287 litres	▼ -68%	630.89	202.17	▼ -68%	- 428.72
Fleet, Roads, Travel	Marine Gas Oil litres - Corran Ferry	308,550 litres	276,410 litres	▼ -10%	856.35	767.15	▼ -10%	- 89.20
Fleet, Roads, Travel	Petrol (average biofuel blend) - Fleet use	145,021 litres	123,615 litres	▼ -15%	318.11	267.24	▼ -16%	- 50.87
Fleet, Roads, Travel	Petrol (average biofuel blend) - In House Bus Project and Bus Operations	-	1,294 litres	-	-	2.80	-	-
<b>Scope 2</b>					<b>11,480.20</b>	<b>11,415.37</b>	<b>▼ -1%</b>	<b>- 64.83</b>
Energy	Grid Electricity (generation) - Buildings	44,031,752 kWh	49,854,575 kWh	▲ 13%	9,349.26	9,640.88	▲ 3%	+ 291.62
Energy	Grid Electricity (generation) - Street Lighting	10,035,958 kWh	9,176,169 kWh	▼ -9%	2,130.93	1,774.49	▼ -17%	- 356.45
<b>Scope 3</b>					<b>3,597.43</b>	<b>3,724.08</b>	<b>▲ 4%</b>	<b>+ 126.65</b>
Energy	Grid Electricity (transmission & distribution losses) - Buildings	44,031,752 kWh	49,854,575 kWh	▲ 13%	827.36	881.93	▲ 7%	+ 54.57
Energy	Grid Electricity (transmission & distribution losses) - Street lighting	10,035,958 kWh	9,176,169 kWh	▼ -9%	188.58	162.33	▼ -14%	- 26.25
Energy	Water - Supply - Water to all buildings	564,179 m3	617,637 m3	▲ 9%	62.06	61.76	▼ 0%	- 0.30
Energy	Water - Treatment - Water to all buildings	475,012 m3	586,755 m3	▲ 24%	109.25	111.48	▲ 2%	+ 2.23
Fleet, Roads, Travel	Average Car - Unknown Fuel - Car hire mileage	120,943 miles	200,922 miles	▲ 66%	33.38	55.18	▲ 65%	+ 21.81
Fleet, Roads, Travel	Average Car - Unknown Fuel - Car hire mileage - Non Travel Desk - estimated by cost	-	15,114 miles	-	-	4.15	-	-
Fleet, Roads, Travel	Average Car - Unknown Fuel - Grey fleet mileage	1,647,931 miles	2,098,402 miles	▲ 27%	454.78	576.33	▲ 27%	+ 121.55
Fleet, Roads, Travel	Bus (local bus, not London) - Coach and bus staff travel	14,036 passenger km	13,835 passenger km	▼ -1%	1.65	0.38	▼ -77%	- 1.27
Fleet, Roads, Travel	Car - hybrid (average) miles - Car club mileage	657,051 miles	832,560 miles	▲ 27%	126.38	160.83	▲ 27%	+ 34.45
Fleet, Roads, Travel	Ferry (average passenger) - staff travel	4,068 passenger km	9,198 passenger km	▲ 126%	0.46	1.04	▲ 126%	+ 0.58
Fleet, Roads, Travel	Rail (National rail) - Staff travel	76,466 passenger km	316,440 passenger km	▲ 314%	2.71	11.23	▲ 314%	+ 8.52
Fleet, Roads, Travel	Short-haul flights (average passenger) - Staff travel	8,266 passenger km	62,017 passenger km	▲ 650%	1.27	9.52	▲ 650%	+ 8.25
Fleet, Roads, Travel	Taxi (regular) passenger km - Staff travel	- passenger km	- passenger km	-	-	-	-	-
Staffing	Hybrid/Homeworking emissions -	33% percentage of total FTEs	2,207,787 FTE Working Hour	-	820.31	752.31	▼ -8%	- 68.00
Waste	Household/Municipal/Domestic waste - Combustion - Energy from Waste - Non Schools	-	22 tonnes	-	-	0.47	-	-
Waste	Household/Municipal/Domestic waste - Combustion Energy from Waste - Schools	-	44 tonnes	-	-	0.94	-	-
Waste	Mixed recycling - recycling - non-schools	155 tonnes	148 tonnes	▼ -4%	3.29	3.15	▼ -4%	- 0.14
Waste	Mixed recycling - Recycling - schools	361 tonnes	373 tonnes	▲ 3%	7.69	7.94	▲ 3%	+ 0.25
Waste	Organic Food & Drink Composting - organic food waste - non-schools	24 tonnes	28 tonnes	▲ 17%	0.21	0.25	▲ 16%	+ 0.03
Waste	Organic Food & Drink Composting - organic food waste - schools	108 tonnes	113 tonnes	▲ 5%	0.97	1.01	▲ 4%	+ 0.04
Waste	Organic Garden Waste Composting - non-schools	33 tonnes	-	-	0.30	-	-	-
Waste	Organic Garden Waste Composting - schools	104 tonnes	-	-	0.93	-	-	-
Waste	Refuse Municipal to Landfill - waste to landfill - non-schools	652 tonnes	604 tonnes	▼ -7%	290.95	269.51	▼ -7%	- 21.44
Waste	Refuse Municipal to Landfill - Waste to landfill - schools	1,490 tonnes	1,462 tonnes	▼ -2%	664.90	652.35	▼ -2%	- 12.55
<b>Total</b>					<b>33,766.29</b>	<b>36,147.13</b>	<b>▲ 7%</b>	<b>+ 2380.84</b>

### Appendix 3

#### Emissions Reported / Forecasted



**New average reduction of 2,800 tCO<sub>2</sub>e per year required to reach forecast (this equates to a 10.5% annual reduction).**

	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
Actual Emissions Reported	66,579	67,670	63,401	63,843	66,040	62,021	53,625	45,076	40,622	32,404	33,766	36,147							
Previously Forecasted Target												30,896	28,270	25,867	23,668	21,656	19,816	18,131	16,590
New Forecast Target (10.5%/annum)												36,147	32,352	28,955	25,914	23,193	20,758	18,578	16,628