

Public Bodies Climate Change Duties Compliance Reporting Template 2021/22

1. Overview

This template is provided for public bodies required to report annually in accordance with the Climate Change (Duties of Public Bodies Reporting Requirements) (Scotland) Order 2015, as amended by the Climate Change (Duties of Public Bodies: Reporting Requirements) (Scotland) Amendment Order 2020 which took effect for reporting periods commencing on or after 1 April 2021.

Reports must be submitted to ccreporting@ed.ac.uk by 30th November. Late submissions may not be accepted for analysis and may be classed as non-compliant with Public Bodies Duties legislative reporting requirements.



2. Guidance

1. Please save-as this workbook with your organisation's name in the title before completing
2. Question 1f must be completed to ensure the correct emission factors are applied in Q3b,
3. If you need to add more rows please email the file to ccreporting@ed.ac.uk
4. Hybrid/homeworking emissions - please include an estimate of FTEs working remotely - hybrid/home in the designated row provided in table 3b
In order for this to be calculated correctly the total no. of FTEs must be entered in Q1c
5. Local Authorities completeing the recommended tab should select their local authority region at the top of the sheet and their emissions will be provided automatically from BEIS datasets

3. Colour Coding used in the template

	Dropdown box - select from list of options
	Uneditable/fixed entry cell
	Editable cell

Public Sector Report on Compliance with Climate Change Duties 2022 Template

PART 1 Profile of Reporting Body

1a Name of reporting body

Provide the name of the listed body (the "body") which prepared this report.

Scottish Borders Council

1b Type of body

Select from the options below

Local Government

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

3191.8 **THIS MUST BE COMPLETED**

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	115510	2019 census figure from SBC website
Please select from drop down box			
Please select from drop down box			
Please select from drop down box			
Please select from drop down box			
Please select from drop down box			
Please select from drop down box			
Other (please specify in comments)			
Other (please specify in comments)			
Other (please specify in comments)			
Other (please specify in comments)			
Other (please specify in comments)			
Other (please specify in comments)			

1e Overall budget of the body

Specify approximate £/annum for the report year.

Budget

Budget Comments

£378,400,000

£378,400,000 Gross

1f Report type

Specify the report year type

Report type

Report year comments

Financial	2021-22
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THIS MUST BE COMPLETED

1g Context

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

Scottish Borders is a predominantly rural local authority area in south east Scotland - covering an area of 4,732 km² and has a 30 kms coastline. Its population density is 24.35 persons per km². No. of households is 54,413.

The region is the fourth most sparsely-populated mainland Local Authority area in Scotland after Highland, Argyll and Bute and Dumfries and Galloway. Just under 30% of the population live in settlements of under 500 people or in isolated hamlets, and no towns have a population over 14,000. However, the region sits on the edge of three city regions (Edinburgh, Newcastle and Carlisle) which provides significant opportunities in terms of cross border co-operation, jobs, tourism, leisure, work and study.

The following Council Services have a role to play in addressing climate change and promoting sustainability:

People, Performance & Change: Human Resources; Payroll; Transformation & Business Change; Organisational Development; Corporate Training, Learning & Development; Corporate Performance

Infrastructure & Environment: Building Standards, Planning, Waste Management; Property Management; Fleet, Passenger Transport, Capital Projects & Monitoring; Green Space Team; Estates, Architects, Facilities Management, Housing Strategy

Resilient Communities: Customer Services; Revenues, Benefits & Financial Inclusion; Community Planning & Engagement; Economic Development; Business Support

Education & Lifelong Learning: Schools & Education; Statutory Quality standards and inspections; Corporate Parenting; Youth work; Teacher training, learning and development; Community Learning & Development; Employability

Social Work & Practice: Adults Social Work; Children Social Work; Public Protection; Criminal Justice; Homeless Support

Strategic Commissioning & Partnerships: Commissioning Lead; Homecare; Residential Care; Lead for ICT Client and Strategic Contract with CGI; Lead for Strategic Partnerships

Finance & Corporate Governance: Finance, Procurement, Audit & Risk, Legal Services, Licensing, Protective Services, Health & Safety, Democratic Services, Assessors

Chief Executive's: Strategic Planning & Policy; Emergency Planning; Communications

Public Sector Report on Compliance with Climate Change Duties 2022 Template

PART 2 Governance, Management and Strategy

Governance and management

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.

Responsibility for strategic & operational climate change activity (mitigation, adaptation and acting sustainably) in Scottish Borders Council sits with the Director Infrastructure and Environment (I&E). The Strategic Leadership Team (SLT) play a key role in terms of structural/governance and climate change policy development.

Senior Leadership Team (SLT) - Director of I&E is the lead for climate change on SLT and chairs the internal Sustainability Board of officers.

Sustainable Development Committee (11 cross-party Elected Members) oversees the work of the Sustainability Board, and acts in an advisory role. The structure below shows the areas of activity covered by this Directorate, key areas are Property, Infrastructure, Fleet and Transport Management.

Scottish Borders Council declared a Climate Emergency on 25th September 2020 and approved a Climate Change Route Map in June 2021. Priority Actions to deliver on the Climate Change Route Map were approved on 11 March 2022.

<Insert Diagram Here or Attach File>



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.

The business planning guidance used by Council services to develop Business Plans requires that low carbon and sustainability impacts are assessed during plan development.

All Council Committee reports now contain impact assessment sections on Climate Change and embedding the United Nations Sustainable Developments Goals, with written guidance provided for authors on how to complete these assessments. This process has been in place since March 2021.

<Insert Diagram Here or Attach File>

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
Declares a Climate Emergency and agrees to set a target for achieving a reduction in the Council's carbon emissions, which is at least consistent with the Scottish Government's target of net zero by 2045 and the intermediate targets set out in the Climate Change (Emissions Reduction Targets) (Scotland) Act 2019;	Climate Change Declaration	https://scottishborders.moderngov.co.uk/ieListDocuments.aspx?CId=132&MId=5139&Ver=4
Resilience: To help deliver Net Zero, reduce inequalities, deliver inclusive economic growth, and improve health and wellbeing across the region.	Scottish Borders Climate Change Route Map (accompanied by priority actions for each objective)	https://data.climateemergency.uk/media/data/plans/scottish-borders-council-9b45ab8.pdf
Decarbonising Transport Use: To help deliver Net Zero, reduce inequalities, deliver inclusive economic growth and improve health and wellbeing across the region.	Scottish Borders Climate Change Route Map (accompanied by priority actions for each objective)	
Nature Based Solutions: A transformation in agriculture and the use of farmland while maintaining the same levels of food per head produced today and region where woodlands, peatlands, heathlands and pastures are widely restored and managed sustainably.	Scottish Borders Climate Change Route Map (accompanied by priority actions for each objective)	
Reducing Energy Consumption: To transition to Net Zero GHG emissions from the energy we consume in our industry, commerce and domestic buildings and related activities through clean fuels, energy efficiency and understanding how our infrastructures can be used more effectively.	Scottish Borders Climate Change Route Map (accompanied by priority actions for each objective)	
Decarbonising Waste Management: To address GHG emissions by ensuring waste is managed sustainably through reducing, reusing, recycling and recovering waste to improve resource efficiency.	Scottish Borders Climate Change Route Map (accompanied by priority actions for each objective)	
	Council's Corporate Plan (covering FY 2021-22)	

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.

The Council approved its Climate Change Route Map (CCRM) for the Scottish Borders region in June 2021. A plan of priority actions to deliver on the CCRM was adopted in March 2022 and will be reported on annually.

<https://scottishborders.moderngov.co.uk/documents/s56082/Item%20No.%2012%20-%20Appendix%201%20-%20S8%20CLIMATE%20CHANGE%20ROUTE%20MAP%20FINAL.pdf>
<https://scottishborders.moderngov.co.uk/ieListDocuments.aspx?CId=132&MId=6147&Ver=4>

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	Flood Risk Management	https://www.scotborders.gov.uk/downloads/download/1046/flood_risk_management_plans	May-19	
Business travel	Business Travel Decision Maker	Business Travel Decision Maker Scottish Borders Council (scotborders.gov.uk)		
Staff Travel	Employee Travel & Mileage Policy	Employee Travel and Mileage Policy Scottish Borders Council (scotborders.gov.uk)	2017-2022	
Energy efficiency	No Strategy in place			
Fleet transport	Fleet Strategy		2022-2027	
ICT	Scottish Borders Council Digital Strategy	https://scottishborders.moderngov.co.uk/documents/s49954/Item%20No.%209%20-%20Digital%20Strategy.pdf	2021	Scottish Borders Council Digital Strategy approved February 2021
Renewable energy	No plan currently in place			
Sustainable/renewable heat	No plan currently in place			
Waste management	No plan currently in place			
Water and sewerage	No plan currently in place			
Land Use	Local Development Plan	Local development plan - adopted Local development plan Scottish Borders Council (scotborders.gov.uk)	Adopted May 2016	
Other (please specify in comments)	Regional Economic Strategy & Delivery Plan	South of Scotland Regional Economic Partnership - South of Scotland Regional Economic Partnership (dumgal.gov.uk)	2021-2031	
Other (please specify in comments)	Local Housing Strategy	Strategies, plans and policies directory - Local housing strategy Scottish Borders Council (scotborders.gov.uk)	2017-2022	
Other (please specify in comments)	Local Transport Strategy			Currently being reviewed and will be updated in alignment with national & regional strategies.
Adaptation	Woodland Strategy	Woodland strategy Scottish Borders Council (scotborders.gov.uk)		
Other (please specify in comments)	Winter Service Plan 2021-22	Council Plan Scottish Borders Council (scotborders.gov.uk)	https://www.scotborders.gov.uk/downloads/file/8334/winter_service_plan_2021-22	
Other (please specify in comments)	Commercial & Commissioned Services Strategy (2018-2023)	Commercial and Commissioned Services Strategy 2018-23 Scottish Borders Council (scotborders.gov.uk)		
Other (please specify in comments)	Adding Value to the Community through Procurement	https://scottishborders.moderngov.co.uk/documents/s2959/Item%20No.%2014%20-%20Adding%20Value%20to%20Communities%20through%20Procurement%20-%20Guidance%20Policy.pdf		Ensure that sustainable considerations are embedded into each procurement strategy from the outset.

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.

Following adoption of the Climate Change Route Map and the plan of Priority Actions (March 2022), the Council will:

- Provide carbon literacy training for elected members;
- Establish its organisational carbon emissions baseline;
- Integrate carbon reporting into the Council's performance reporting process;
- Report to Council on progress with respect to the CCRM Priority Actions;
- Liaise with its key partners (e.g. South of Scotland Enterprise), organisations, communities and neighbouring local authorities to establish an area-wide emissions baseline.

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.

Further information

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.

Public Sector Report on Compliance with Climate Change Duties 2022 Template

PART 3 Corporate Emissions, Targets and Project Data

Emissions

3a Emissions from the start of the year which the body uses as a baseline (for its carbon footprint) to the end of the report year

Complete the following table using the greenhouse gas emissions total for the body calculated on the same basis as for its annual carbon footprint / management reporting or, where (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 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.

ENSURE QUESTION 11 IS COMPLETED BEFORE STARTING THIS SECTION, THEN SELECT APPROPRIATE BASELINE YEAR

Reference year	Year	Year type	Scope 1	Scope 2	Scope 3	Total	Units	Comments
Baseline Year	2014/15	Financial	12,372	9,830	860	23,062	tCO ₂ e	
Year 1 carbon footprint	2015/16	Financial	11,153	8,698	718	20,569	tCO ₂ e	
Year 2 carbon footprint	2016/17	Financial	10,208	6,968	630	17,806	tCO ₂ e	
Year 3 carbon footprint	2017/18	Financial	10,537	5,732	536	16,805	tCO ₂ e	
Year 4 carbon footprint	2018/19	Financial	9,870	4,517	385	14,772	tCO ₂ e	
Year 5 carbon footprint	2019/20	Financial	10,179	3,652	314	14,145	tCO ₂ e	
Year 6 carbon footprint	2020/21	Financial	9,297	3,320	286	12,903	tCO ₂ e	
Year 7 carbon footprint	2021/22	Financial	10,772.37	3,299.70	2,107.19	16,179.26	tCO ₂ e	There is an increase in the total emissions due to more emission sources being reported in this financial year.
Year 8 carbon footprint		0 Financial				-	tCO ₂ e	
Year 9 carbon footprint		0 Financial				-	tCO ₂ e	
Year 10 carbon footprint		0 Financial				-	tCO ₂ e	
Year 11 carbon footprint		0 Financial				-	tCO ₂ e	
Year 12 carbon footprint		0 Financial				-	tCO ₂ e	
Year 13 carbon footprint		0 Financial				-	tCO ₂ e	
Year 14 carbon footprint		0 Financial				-	tCO ₂ e	
Year 15 carbon footprint		0 Financial				-	tCO ₂ e	

3b Breakdown of emissions sources

Complete the following table with the breakdown of emission sources from the body's most recent carbon footprint (greenhouse gas inventory); this should correspond to the last entry in the table in 3(a) above. Use the 'Comments' column to explain what is included within each category of emission source entered in the first column. If 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.

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

Emission Factor Year: The emission factor year is auto-assigned based on your answer to Q1f, if it is incorrect please contact SSN. You can now filter emission sources by "type" in column C to enable quicker selection of emission source in column D. User defined emission sources can be entered below remote/homeworking emissions - rows 101 to 129. If you require extra rows in the table please send the template to ccreporting@ed.ac.uk

Emission	Emission source	Scope	Consumption data	Units	Emission factor	Units	Emissions (tCO ₂ e)	Comments
Electricity	Grid Electricity (generation)	Scope 2	15,540,427	kWh	0.21233	kg CO ₂ e/kWh	3,292.70	Operational Buildings
Electricity	Grid Electricity (transmission & distribution losses)	Scope 3	15,540,427	kWh	0.01875	kg CO ₂ e/kWh	292.00	Operational Buildings
Fuels	Natural Gas	Scope 1	25,342,992	kWh	0.18316	kg CO ₂ e/kWh	4,641.82	Operational Buildings
Fuels	LPG litres	Scope 1	59,983	litres	1.55709	kg CO ₂ e/litre	93.40	Operational Buildings
Fuels	Gas Oil litre	Scope 1	512,282	litres	2.75857	kg CO ₂ e/litre	1,413.17	Operational Buildings - Gas Oil used for heating.
Biofuels	Biomass (Wood Pellets) kWh	Scope 1	257,871	kWh	0.01513	kg CO ₂ e/kWh	3.90	
Biofuels	Biomass (Wood Chips) kWh	Scope 1	146,161	kWh	0.01513	kg CO ₂ e/kWh	2.21	
Water	Water - Supply	Scope 3	188,196	m ³	0.11000	kg CO ₂ e/m ³	20.70	Was not included in 2020/21 footprint
Water	Water - Treatment	Scope 3	178,786	m ³	0.23000	kg CO ₂ e/m ³	41.12	Was not included in 2021/21 footprint
Transport	Car - Hybrid (small) miles	Scope 3	279,933	miles	0.16889	kg CO ₂ e/mile	47.28	Hybrid Pool Cars
Fuels	Diesel (100% mineral diesel)	Scope 1	1,288,214	litres	2.70553	kg CO ₂ e/litre	3,485.30	
Waste	Batteries Recycling	Scope 3	28	tonnes	21.29357	kg CO ₂ e/tonne	0.60	Not reported in 2020/21. Car & domestic batteries at CRC sites - sent to be reprocessor in Scottish Borders & England
Waste	Refuse Municipal to Landfill	Scope 3	-	tonnes	446.24150	kgCO ₂ e/tonne	-	Was not included in 2020/21 report insignificant tonnage to landfill from waste sent to MRF
Waste	Refuse Commercial & Industrial to Landfill	Scope 3	-	tonnes	467.04580	kgCO ₂ e/tonne	-	Was not included in 2020/21 footprint. insignificant tonnage to landfill from waste sent to MRF
Waste	Organic Food and Drink waste - Combustion	Scope 3	1,079	tonnes	21.29357	kgCO ₂ e/tonne	22.98	Was not included in 2020/21 report. Food waste at AD plant Cumbenauld
Waste	Organic Garden Waste Composting	Scope 3	2,342	tonnes	8.95070	kgCO ₂ e/tonne	20.96	Was not included in 2020/21 report. Green waste to compost sites Scottish Borders & Edinburgh
Waste	WEEE (Mixed) Recycling	Scope 3	1,078	tonnes	21.29357	kgCO ₂ e/tonne	22.95	Was not included in 2020/21 report. F&F, CRT, LDA, mixed WEEE at CRC sites - sent to reprocessor in England
Waste	Glass Recycling	Scope 3	2,950	tonnes	21.29357	kgCO ₂ e/tonne	62.82	Was not included in 2020/21 report. Bottle banks - sent to reprocessor Edinburgh
Waste	Metal Cans (Mixed) & Metal Scrap Recycling	Scope 3	354	tonnes	21.29357	kgCO ₂ e/tonne	7.54	Was not included in 2020/21 report. Scrap metal at CRC sites - sent to reprocessor in Scottish Borders
Waste	Refuse Municipal /Commercial /Industrial to Combustion	Scope 3	24,540	tonnes	21.29357	kgCO ₂ e/tonne	522.54	Was not included in 2020/21 report. Municipal, Bulky, Commercial & Demolition to Levensay (North Lanarkshire) & Sweden EFW
Waste	Construction (Average) Recycling	Scope 3	1,409	tonnes	0.98914	kgCO ₂ e/tonne	1.39	Was not included in 2020/21 report. Rubble at CRC sites - sent to reprocessor in Scottish Borders (SBC & private)
Waste	Mixed recycling	Scope 3	10,187	tonnes	21.29357	kg CO ₂ e/tonne	216.92	Was not included in 2020/21 report. Dry Mixed Recycle into WTS's & CRC sites. This is sent to Northern Ireland to be processed
Waste	Clothing (Closed loop recycling)	Scope 3	186	tonnes	21.29357	kg CO ₂ e/tonne	3.96	Was not included in 2020/21 report. Textile banks - sent to reprocessors in England
Transport	Short-haul flights (average passenger)	Scope 3	3,390	passenger km	0.15353	kg CO ₂ e/passenger km	0.52	Not included in 2020/21 report.
Fuels	Gas Oil litre	Scope 1	410,563.67	litres	2.75857	kg CO ₂ e/litre	1,132.57	Not reported in 2020/21. Gas Oil Fleet usage.
Transport	Average Car - Unknown Fuel	Scope 3	52,477	km	0.17348	kg CO ₂ e/km	9.00	Travel claims grey fleet (employees using own cars on SBC business)
Hybrid/Homeworking emissions		Scope 3	85.00%	percentage of total FTEs	0.30000	tCO ₂ e/FTE/annum	813.91	Assumption that WFH figure is the same as during the pandemic.
							16,179.26	

Total is different to that number quoted in Q3a, please check and/or state why in comments cell above

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	48,613	-			Based on 2 High Schools (Hawick & Peebles). Drop from last year due to a number of installations being deactivated for maintenance purposes.
Ground Source Heat Pump			200,000		0 Unmetered - estimated from electrical consumption (assumes COP 3.5)
Biomass			415,632		Assuming 85% efficiency.
Please select from drop down box					

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	
Long term carbon reduction target	Percentage		100	total % reduction	All emissions	2020/21	Baseline still to be established for area wide	IC02e	2045/46	Not currently available	Working with Ricardo during 22/23 to establish an area wide baseline.
Zero Direct Emissions for the organisation	Percentage		95	total % reduction	Scope 1	2021/22	10,772	IC02e	2045/46	Not applicable as 2021/22 is the baseline.	Will primarily address Energy Use in Buildings and Fleet Usage. Aim to have a broad annual reduction target (IC02e) with a detailed review of progress every 5 years (to account for national policy and funding opportunities) to ensure on trajectory for overall target.
Reduction in fuel consumption (fleet) on Council business	Percentage	20 total % reduction of litres consumed	litres reduction	Transport	2019/20	1,493,496	litres		2024/25	1,329,468	Progress being made along reduction trajectory.
5% waste to landfill by 2025 target (Scottish Government Zero Waste Plan)	Percentage	95 total % reduction in waste to landfill	total % reduction	Waste	2016/17	30,702	tonnes		2019/20	Target met ahead of Scottish Government target date of 2025.	SBC decision made (2016) to close Easter Langlee Landfill site. In 2019 Easter Langlee landfill site was closed.
Zero biodegradable municipal waste to landfill by 2025 target (Scottish Government)	Percentage		100	total % reduction	Waste	2016/17			2019/20	Target met ahead of Scottish Government target date of 2025.	Highly likely that SBC has met this target but awaiting clarification from Scottish Government on how Biodegradable Municipal Waste (BMW) is calculated.

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

Like other public bodies, the Council is evolving its approach in aligning its spending plans and use of resources to contribute to reducing emissions and delivering its emission reduction targets. There are a number of aspects to this:

- Financial alignment:** Following agreement of an overarching strategy – the Scottish Borders Climate Change Route Map (CCRM) – in June 2021, the Council agreed a plan of priority actions in March 2022. Among other things, this is intended to consolidate a single programme of climate action within the Council, which is developed and augmented on a rolling basis, and which informs the Council's budget-setting process. At the same time, Elected Members/Directors/Managers are undergoing carbon literacy training to enhance their understanding in respect of the significance of local authority leadership action, the co-benefits of investment in climate mitigation and adaptation, the crucial impact of our mitigation trajectory in driving down emissions, and the relationship of all these elements to financial planning and budgetary alignment with climate objectives and targets.
- Performance management:** The Council Plan expressly commits to a Clean Green Future as one of its overarching outcomes, including a specific commitment to 'implement the first phase of the Scottish Borders Climate Change Route Map', and in 2022/23 a priority of 'Accelerate[d] action to adapt to and mitigate the effects of climate change and extreme weather'. The Plan includes a series of key milestones (i.e. actions) which are reported to the Council's Executive on a quarterly basis. This shows progress, with the Council's strengthened emissions baseline assessment work being a vital building block. Discussions have already started with the Performance Management team in terms of aligning climate change progress with the corporate performance reporting cycle.
- Risk:** Climate Change was identified in 2015 as a corporate risk as part of SBC's corporate risk management process, and was revisited following the Council's Declaration of a Climate Change Emergency in 2020. The corporate risk relating to climate change is reviewed quarterly by relevant senior officers and the appropriate Director. The Strategic Leadership Team of Chief Executive and Directors have oversight of the Corporate Risk Register, which includes this Climate Change risk, on a quarterly basis in line with SBC Risk Management Policy and Strategy. This risk underpins the refreshed Council Plan 2022/23 and the specific 'Clean, Green Future' outcome. A number of mitigation actions are being pursued to manage and minimise this risk as far as is possible. Furthermore, risks and mitigations are considered by the Sustainability Board of officers and Sustainable Development Committees of councillors.
- Audit:** The SBC Internal Audit Strategy states 'key components of the Internal Audit planning process include a clear understanding of the Council's functions, associated risks, and potential range and breadth of audit areas for inclusion within the plan. To capture potential areas of risk and uncertainty more fully, key stakeholders have been consulted and risks and mitigations on corporate / service risk registers have been considered.' Annual Internal Audits since 2012/13 have focussed on the progress and reporting requirements of the Carbon Management Programme and Carbon Reduction Commitment for assurance on how the Council is fulfilling its obligations. In order to reflect the revised Climate Change corporate risk following the Council's Declaration of a Climate Change Emergency in 2020, the risk-based Internal Audit Annual Plans for 2021/22 and 2022/23 include an audit covering this area, generically named 'Sustainable Environment' to assess progress with the development of new governance arrangements and action plans to meet obligations. An Executive Summary of findings of the 2021/22 audit was reported to the Council's Audit Committee in June 2022, including two improvement actions. At the start of the 2022/23 audit engagement, discussions have been held with Internal Audit to ensure the scope of the audit includes the monitoring of progress with action plans and outcomes in respect of climate change and carbon targets. The development of the Internal Audit Strategy for 2023/24 will include integrating climate change into all assurance audits as a cross-cutting risk to provide assurance that the underlying controls and processes in all Services that support climate change commitments, plans and programmes are operating as intended.

3b How will the body publish, or otherwise make available, it's 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 found.
 SBC will make this report publically available on its website. Regular updates on projects and programmes that are being implemented to reduce carbon emissions will be published. Targets will be incorporated in to corporate plans such as the Council's annual 'Council Plan' and key policy documents going forward.

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	-	No information available for the total savings from projects completed in 2021/22
Natural gas	-	
Other heating fuels	-	
Waste	-	
Water and sewerage	-	
Travel	-	
Fleet transport	-	
Other (please specify in comments)	-	
Please select from drop down box	-	
Please select from drop down box	-	
Please select from drop down box	-	
Please select from drop down box	-	
Please select from drop down box	-	
Please select from drop down box	-	
Please select from drop down box	-	
Please select from drop down box	-	
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
Information not available for projects completed in the reporting year											
		Please select from drop down box	Please select from drop down box				Please select from drop down box			Please select from dropdown box	
		Please select from drop down box	Please select from drop down box				Please select from drop down box			Please select from dropdown box	

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	-	Please select from drop down box	There have been no changes in the reporting year
Service provision	-	Please select from drop down box	
Staff numbers	-	Please select from drop down box	
Other (please specify in comments)	-	Please select from drop down box	
Please select from drop down box	-	Please select from drop down box	
Please select from drop down box	-	Please select from drop down box	
Please select from drop down box	-	Please select from drop down box	
Please select from drop down box	-	Please select from drop down box	
Please select from drop down box	-	Please select from drop down box	
Please select from drop down box	-	Please select from drop down box	
Please select from drop down box	-	Please select from drop down box	
Please select from drop down box	-	Please select from drop down box	
Please select from drop down box	-	Please select from drop down box	
Please select from drop down box	-	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	-	These have not been quantified yet. Work ongoing with respect to baseline and project outputs.
Natural gas	-	
Other heating fuels	-	
Waste	-	
Water and sewerage	-	
Travel	-	
Fleet Transport	-	
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		Please select from drop down box	There are no changes proposed.
Service provision		Please select from drop down box	
Staff numbers		Please select from drop down box	
Other (please specify in comments)		Please select from drop down box	
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		These have not been quantified.

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.

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PART 4 Adaptation

Assessing and managing risk

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

If yes, provide a reference or link to any such risk assessment(s).

Through the implementation of the Flood Risk Management (Scotland) Act 2009 climate change has been considered through the characterisation stage of assessing flood risk in the Tweed, Forth Estuary & Solway LPD, actions have been developed from this and where appropriate take this into consideration. This includes a number of flood studies where the inclusion of a 33% allowance for climate change is included at certain return periods (the previous climate change allowance was 20%).

Future development in terms of planning is also important and any development proposals deemed to be at flood risk will be subject to a Flood Risk Assessment. There is now guidance available which relates directly to the climate change allowance that should be considered for each major river basin in Scotland when carrying out a Flood Risk Assessment. In spring 2022 the climate change allowances for catchment areas within Scotland were updated. For catchments in the Scottish Borders we now apply a 1 in 200 year plus 59% allowance for climate change in the Tweed River Basin and a 1 in 200 year plus 53% in the Solway River Basin where the village of Newcastleton is located.

The council holds a severe weather plan which is continually reviewed and assessed. This has most recently been updated to include the impact of climate change and now incorporates the National Water Scarcity Plan and the effects of drought.

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.

To manage flood risk and the affects of climate change the Council has in place and is implementing a number of flood schemes and is also taking forward a number of flood studies/scheme preparation projects.

Flood Schemes: Galashiels (Plumtree & Wilderhaugh and Netherdale) Flood Prevention Scheme 2010 - Plumtree and Wilderhaugh 1 in 75 years, Netherdale 1 in 200 years plus climate change.

Jedburgh (Skiprunning Burn) Flood Protection Scheme 2014 - Town centre works, culvert inlet and channel works.

Selkirk Flood Protection Scheme - Philliphaugh (from Ettrick) 1 in 200 years plus climate change, Bannerfield (from Ettrick) 1 in 200 years plus climate change, Riverside (from Ettrick) 1 in 500 years plus climate change, Bannerfield & Philiphaugh (from Longphilip Burn) 1 in 100 years plus climate change, Riverside (from Shaw Burn) 1 in 200 years plus climate change.

Hawick Flood Protection Scheme - Construction has commenced and is scheduled for completion by the end of 2023. This will provide a level of protection of 1 in 75 years.

Romano Bridge Flood Protection Scheme - Construction due to commence and will provide 1:30 year level of protection.

Flood Studies/Scheme Preparation: Peebles Flood Study/Scheme Preparation; Newcastleton Flood Study/Scheme Preparation; Ettrick Valley Flood Study; Lindean Flood Study; Whitlaw/Crobyres Flood Study.

The option appraisal for Peebles and Newcastleton is complete with a ground investigation for Newcastleton nearing completion. These will help inform future design of flood mitigation measures. Ettrick Valley, Lindean and Whitlaw flood studies are now moving into public exhibition phase having assessed the current flood risk in detail at a number of different return periods, 1:2, 1:5, 1:10; 1:25, 1:50, 1:75, 1:100, 1:200 and 1:1000 return periods with an estimation of flood flows with an 33% allowance for climate change for 1:30 and 1:200 return periods.

Surface Water Management Plans (SWMP): Peebles SWMP, Galashiels SWMP, Hawick SWMP, Newcastleton SWMP; Hawick SWMP

Natural Flood Management Studies: Galashiels NFM Study (commenced late 2021/22); Hawick NFM Study (still to commence)

The Natural Flood Management Studies aim to assess the potential for NFM measures in the catchments above both Hawick and Galashiels. The purpose of this is to supplement the existing levels of protection afforded to both towns by flood protection schemes already in place or proposed and determine if future measures in these catchments can be used to offset the effects of climate change.

The Emergency Planning Team work in partnership with a variety of external agencies including the Scottish Environment Protection Agency (SEPA) and the Met Office, and represent SBC on the East of Scotland Regional Resilience Partnership and the Lothian and Borders Resilience Partnership. The Council is represented on the National Critical Infrastructure sub-group to identify risk (including climate change) to our critical infrastructure. Scottish Borders Council engage with local communities to promote and encourage the formation of Resilient Communities Groups in line with the Preparing Scotland Strategy. There are currently 46 groups in existence across the area. Emergency Planning work closely with the Council Flood Management Team engaging with communities which are at risk of flooding to improve resilience through the provision of subsidised property level protection.

Taking action

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").

As detailed in the Council's Climate Change Route Map, the Council is undertaking a review of greenspace management to further increase the amount of land managed less intensively to make space for nature and biodiversity while reducing machinery use. Building on the Wildflower pilots previously undertaken, the Council has successfully increased provision of wildflower areas across 30 sites in the region. The Council Parks & Environment Service remains peat free, with the only exception the rootballs of bought in new or replacement plants. The Council has deployed SG Nature Restoration Funding to enable optimum grass management through purchase of appropriate machinery and increase tree planting and plant wildflower areas. Nature Restoration Funding has also been administered to support partnership projects supporting habitat restoration and freshwater management. Weedkilling is being reviewed and glyphosate use reduced wherever possible. The Council continues to support the Borderlands 'Pollinators along the Tweed' project as a partner organisation. The Green Flag Award for Wilton Lodge Park has been awarded again for 2022 – the Green Flag programme is an advocate of maintaining parks and green spaces in an environmentally sound way and has a particular focus on pesticides and peat use, although also recognises that all activities should have as low an environmental impact as possible. Year 1 of the Community Food Growing Strategy has been delivered. Access to Community Food Growing and allotments has increased in the Borders in 21/22, with the creation of a full time post to support this agenda – 7 new allotment plots have been created, free compost has been supplied to community gardens, and a network for members of community food growing groups has been established. Ongoing works to support and facilitate community growing as part of the Council's response to community resilience, food security, and biodiversity is underway.

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

Provide any other relevant supporting information

SCCAP2 Prog Outcome 5: *Our natural environment is valued, enjoyed, protected and enhanced and has increased resilience to climate change*

Sub-Outcome 5.1: Scotland's biodiversity, ecosystems and landscapes are adaptable to the changing climate

The Eddleston Water Project continues to implement practical works to slow down flows and store water and increase resilience. Last year Tweed Forum re-meandered a further 500m of river, built a water retention feature and will be planting up the floodplain this winter. The University of Dundee continue to monitor the effect on flood flows and have registered a significant increase in lag time and are currently looking at flood magnitude.

SCCAP2 Prog Outcome 6: *"Our coastal and marine environment is valued, enjoyed, protected and enhanced and has increased resilience to climate change"*

Sub-Outcome 6.1: Scotland's coastal and marine biodiversity, ecosystems and landscapes are adaptable to the changing climate

The shoreline management plan is on-going, and SBC is currently reviewing the recent Scottish SMP guidance with a view of including the guidance principles in our SMP.

Review, monitoring and evaluation

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

Provide details of arrangements to review current and future climate risks, for example, what timescales are in place to review the climate change risk assessments referred to in Question 4(a) and adaptation strategies, action plans, procedures and policies in Question 4(b).

The Council with its Edinburgh City and Region Deal partners have agreed to the development of a shared understanding and joint approach to addressing climate change risks for the South East Scotland region. This includes undertaking an area wide climate risk assessment to identify key vulnerabilities and increase climate resilience of infrastructure, services and community. This would be used to identify priority climate risks and inform policy and project development. The Business Case is currently being developed with the intention that the assessment be carried out in the financial year 2022 - 23.

SBC follows the national guidance and advice developed by SEPA, on how to consider climate change in relation to assessing planning applications. On the works flood study side, SBC aims to update flood models that are associated with flood schemes once a cycle which should in theory tie in with updates to the rainfall information that is used to calculate the flows in the river.

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).

In future Local Flood Risk Management Plans there will be actions that include adaptation planning usually related to existing flood protection schemes and how we can adapt these. We currently don't have an adaptation plans in place for these yet, but will need to be considered in the near future along with associated monitoring regimes.

Future priorities for adaptation

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

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

The focus for the year ahead will be working with Adaptation Scotland and Edinburgh City and Region Deal partners to get the area wide climate risk assessment carried out. This assessment will inform next steps and the priority adaptation actions and directions the Council should take.

Further information

4h Supporting information and best practice

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

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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.

Scottish Borders Council is committed to procuring goods, services and works in a sustainable way. This approach delivers value for money by generating additional benefits beyond the organisation to the economy, wider society and the environment.

The Council's Commercial & Commissioned Services Strategy recognises its contribution to carbon reduction and how effective procurement practices can have a direct impact in reducing its carbon footprint.

The Council recognises that procuring goods, services and works in a sustainable way has a positive impact on climate change and with this in mind has introduced a policy 'Adding Value to the Community through Procurement'. This ensures that sustainable considerations are embedded into each procurement strategy from the outset. As part of the strategy development consideration is given to the projects' impact on climate, waste production, biodiversity protection and any opportunities to deliver community benefits locally in the Scottish Borders area.

The Council recognises that climate change has a far reaching effect on the economy, the community and the environment. Our Sustainable Procurement Charter (updated annually) demonstrates our commitment to being a responsible purchaser of goods, services and works by setting standards to make sure activities are carried out in an ethical, responsible and sustainable way.

A section of the Charter is dedicated to Environmental Impact and Climate Change and states:

""The Council is committed to reducing its environmental impact, including carbon emissions, wherever possible. The Climate Change (Scotland) Act 2009 places duties on public bodies to deliver their services in a way which supports this, including both internal activities, such as energy saving within buildings, and its work with partners. The way that the Council procures goods and services can have a huge environmental impact, and by purchasing items which can demonstrate a reduced negative effect on wildlife, natural resources and carbon emissions, we can reduce our carbon footprint and support suppliers to do the same""

The Scottish Government has introduced a new platform for the sustainable procurement duty tools. The flexible framework, prioritisation tool, sustainability test and life cycle impact mapping all now hosted on a single platform. The tools are used to embed sustainability requirements into tenders. These tools are used to support the consideration of all environmental, economic and social opportunities and risks in their buying decisions.

Examples of joint working across different council services includes:

- Encouraging investment in energy efficient vehicles to consider the low carbon agenda and other environmental initiatives;
- Considering best allocation of transport routes to minimise the carbon footprint;
- Maximising service opportunities within efficiencies to ensure the service provision to our communities is maintained or improved;
- How to link communities, people and place through maintenance and development of the transport network.

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.

The Council spent approximately £183 million on goods, services and works during financial year 2021-22. The share spent with micro/ small/ medium sized enterprises was approximately £100 million. The share spent with local suppliers through Scotland excel frameworks was £1.2 million. It is estimated that we received £3.7K in community benefits through the Scotland Excel frameworks.

Further information

5c Supporting information and best practice

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

During the financial year 2021-22 a number of direct benefits were achieved through the approach to sustainable procurement by the Council.

The Council has awarded local frameworks for Subcontractor Services Framework Agreement Winter Maintenance Framework Agreement (Footways & Miscellaneous) and Winter Maintenance Assistance Framework Agreement. Each of these arrangements considered the potential environmental opportunities which were reflected in the contract strategy and subsequent specification.

Examples are noted below:

- **Sub-contractor Framework Agreement;** This framework agreement provides a multi lot, multi supplier Framework Agreement for the provision of subcontractor services. The Subcontracting Framework Agreement provides 3rd party support to SBC Contracts, other Council service departments and other named participants, The Framework Agreement was split into multi lots to encourage SME participation and local engagement and to comply with legislation and promote added value and sustainability.
- **Winter Maintenance Framework Agreement** (Footways & Miscellaneous); The purpose of establishing this Framework Agreement was to provide Winter Maintenance Assistance from 3rd party contractors to cover legislative requirements during winter periods should there be insufficient in-house capacity. This was lotted to encourage local suppliers to participate which will also assist with the route planning to reduce overall mileage and to limit carbon emissions.
- **Winter Maintenance Assistance Framework Agreement:** The purpose of establishing this Framework Agreement was to provide Winter Maintenance Assistance from 3rd party contractors to cover legislative requirements during winter periods should there be insufficient in-house capacity. This will provide additional resilience and allow a more sustainable approach to the delivery & future proofing of the winter service. This was lotted to encourage local suppliers to participate which would assist with route planning to reduce vehicle emissions and carbon footprint.

Other initiatives and projects of note during the reporting period include:

- **Electric Vehicle Chargers;** the Council continues to install a number of electric vehicle charging points in accordance with Scottish Government and Transport Scotland guidance relating to charging and infrastructure. This will support the widespread adoption of low emission alternative vehicles to aid onward travel throughout the Scottish Borders. This will also help to reduce greenhouse gas emissions and improve the air quality locally.
- **Green Waste Collection Contract;** this contract takes garden waste and processes it into composting material that can be re-used in an environmentally sustainable manner.
- **Food Waste Treatment Contract;** Recycling food waste diverts organic materials from landfill which in turn reduces methane emissions from landfill, consideration was also given to transportation and how we could minimise the carbon footprint for the delivery of this contract.
- The programme measures installed and implemented in the non domestic properties energy efficiency programme implemented included:
 - o Boiler upgrades and optimisation; Installation of LED lighting; Insulation of pipework, Installation of Solar PV
- **LED Light Replacement Programme:** Our Property Management team continued the programme of replacing light fittings in Schools and Offices with LED Lights to reduce our energy consumption.

Public Sector Report on Compliance with Climate Change Duties 2022 Template

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.

Data and information is sourced from relevant Services and collated by Climate Change Officer. The report is then circulated internally for verification before being presented to the Sustainability Board for further comment before submitted to Full Council for approval.

6b Peer validation process

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

Peer validation process did not take place. It is the intention to carry out a peer validation exercise with Dumfries and Galloway Council for the next PBCCD report.

6c External validation process

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

No external validation undertaken.

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.

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:	John Curry
Role in the body:	Director Environment & Infrastructure.
Date:	

Other Notable Reportable Activity

Q5) Please detail key actions relating to Food and Drink, Sustainability, Water, Procurement and Resource Use in the table below

Key Action Type	Key Action Description	Organisation's Project Role	Impacts	Comments
Please select from drop down box		Please select from drop down box		
Please select from drop down box		Please select from drop down box		
Please select from drop down box		Please select from drop down box		
Please select from drop down box		Please select from drop down box		
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Please select from drop down box		Please select from drop down box		
Please select from drop down box		Please select from drop down box		

Q6) Please use the text box below to detail further climate change related activity that is not noted elsewhere within this reporting template