FOR DECISION **(15)12**

TRANSPORT SCOTLAND SENIOR MANAGEMENT TEAM

Public Bodies Duties Climate Change Reporting 2015/16

Purpose

To inform the senior management team of the key content within the mandatory Public Bodies Climate Change Reporting 2015/16 Form, and seek approval to submit by the 30th of November deadline.

Priority

1. Urgent.

Wider Policy Context

2. 'Major Player' public bodies in Scotland are bound by the Climate Change Public Bodies Duties, as set out in Climate Change (Scotland) Act 2009 Part 4.
3. Last year the Minister for Environment, Climate Change and Land Reform implemented a provision in the act to make reporting on the duties mandatory. Public bodies must now report by the end of every November.

Key information for the Senior Management team

4. Based on instruction from the Minister as noted in point 3, we must capture '*area-wide emissions…and other information unique to your operations…selected Scope 3 emissions…to the extent applicable should be included*'.
5. Scope 3 will not include the material use in all our construction, maintenance, however our network operations assets from lighting will be included, along with our current operation carbon (as noted in our recent SMT submission on the Carbon Management Plan).
6. Following the instruction from the Minister the Scottish Government commissioned Keep Scotland Beautiful to construct and administer an online tool to capture emissions data across all public bodies in Scotland.
7. The attached pdf provides a copy of the data that is due to be submitted to the online tool. We would note that the data from the Carbon Management Plan v.3 published in November 2016 has been used to complete sections of the mandatory report form.

Recommendations

8. That the senior management team review the information included in the Scottish Government Public Bodies Climate Change Reporting Form and approve the submission of this data no later than the 30th of November (noting that our Minister should be informed of this action prior to this date).

Advice and Conclusions

9. That the senior management team support the recommendations noted in paragraph 8

[redacted]

Environment & Sustainability,
Trunk Road and Bus Operations Directorate,
November 2016

ANNEX A

Letter from Minister for Environment and Climate Change

Ministear airson na h-Àrainneachd, Atharrachadh na Gnàth-Shìde agus Ath-Leasachadh Fearainn
Minister for Environment, Climate Change and Land Reform
Aileen McLeod BPA/MSP

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The Scottish Government
Riaghaltas na h-Alba

LEGACY 2014

Letter to Chairs and Chief Executives of public sector major players

29 June

CLIMATE CHANGE LEGISLATION – PUBLIC SECTOR ACTION AND SUPPORT

I am writing to you today, as you are leader of a public body classed as a 'climate change major player', in order to update you on my plans for Public Bodies Duties reporting. These plans have been developed in partnership with the Public Sector Climate Leaders Forum.

Background

I would like to start by commending all public bodies that have voluntarily committed to Scotland's Climate Change Declarations, and have been successfully publishing annual climate change reports over recent years. Similarly, I acknowledge the efforts of those who have published Public Sector Sustainability Reports. This work has provided a solid platform for open and transparent recording of climate change activity and progress across the public sector. I hope the long standing commitment to managing business operations efficiently, as evidenced in this good reporting practice, will continue in the future.

I was disappointed to have to announce earlier this month that Scotland had again missed its fixed annual emission reduction targets. Whilst there were a number of reasons for this, this creates an even stronger imperative for the public sector to lead by example and ramp up emission reductions. To demonstrate my commitment to improving climate change performance reporting and increasing emission reductions, I have therefore asked that the powers in the Climate Change (Scotland) Act 2009, to introduce reporting on compliance with the climate change public bodies duties, be used.

Progress on Public Bodies Duties reporting

A public consultation on a draft Order, which included a draft reporting form, developed collaboratively by members of the Climate Leaders Officer Group (see Annex B), with the aim of standardising reporting methodology and collecting more consistent and accurate public sector information, closed on 29 May 2015, and I am grateful to those who submitted their views. Reponses are now being considered and it is my intention that a refined Statutory Order, reflecting these, will be laid before Parliament after the summer recess, with a view to bringing the reporting requirement into force in November this year, with the first mandatory reports due the following autumn.

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Further work is now underway, involving the Sustainable Scotland Network (SSN) and CLOG to produce advisory guidance to support the reporting process. Climate change information submitted through this reporting process will be collated and assessed centrally by the Scottish Government, with a Climate Change Public Sector Report produced annually. This will help to monitor public sector progress and activity and inform the future direction of climate change policy, legislation, funding and support programmes.

In preparation for the first statutory reports in 2016, I am now asking major players to trial the "Required" Reporting form using this new format to produce your 2014/15 report. Your report should be published through your own procedures, prior to being submitted to the Sustainable Scotland Network by 31 October this year. This trial exercise will pave the way for 2015/16 reports to be published by each major player (see Annex C) and submitted on-line to the Scottish Government by 31 October 2016. As intimated at the start of this letter, some public bodies are already well advanced in their reporting and I would encourage those bodies to continue to report additional climate change information, such as area-wide emissions, environment, resource efficiency and behaviour change, using the "Recommended" section of the reporting form, to capture this and any other information unique to your operations.

Support

In anticipation of the introduction of this statutory reporting requirement both Resource Efficient Scotland (a programme of Zero Waste Scotland) and the Sustainable Scotland Network have been working on a suite of climate change and sustainability tools to help leaders, emission source managers and practitioners to embed and manage climate change activity, and comply with their climate change public bodies duties. Links to a range of climate change support tools are provided in Annex A of this letter, along with a link to the draft Required Reporting form and advisory guidance as they currently stand. I would particularly encourage major players to use the Climate Change Assessment Tool (CCAT), Influencing Behaviours tool (ISM) and e-Learning module, all of which are aimed at helping public sector organisations progress in the key priority areas.

In addition to monitoring emissions, we are also asking you to report on action your organisation has taken to adapt to climate change and, if applicable, to report on what progress your organisation has made in delivering the policies and proposals set out in the Scottish Climate Change Adaptation Programme. Adaptation to the effects of climate change is crucial if we are to be as prepared and resilient as possible to deal with the impacts of climate change in Scotland and I would encourage you to access the resources provided by Adaptation Scotland.

While it is relatively easy to measure success in the short term, particularly in terms of reducing carbon emissions, there are a wide range of activities that organisations need to consider to move beyond basic carbon reduction, and achieve an integrated and effective approach to Climate Change. The supporting tools will help your organisation put in place robust foundations, in terms of governance, data capture, behaviour change, sustainable procurement and effective communications, to prepare for Climate Change leadership in the future. SSN and RES will also be providing specific events to support on climate change reporting later this year. I look forward to working with you and hearing of your progress.

With best regards

Aileen

AILEEN MCLEOD
(Chair of Public Sector Climate Leaders Forum - PSCLF)

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