



FOR DECISION

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TRANSPORT SCOTLAND SENIOR MANAGEMENT TEAM

Public Bodies Duties Climate Change Reporting 2016/17

Purpose

To inform the senior management team of the key content within the mandatory Public Bodies Climate Change Reporting 2016/17 Form, and seek approval to notify the minister for submission on the 30th of November deadline.

Priority

1. Routine.

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. In 2015 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 with the first report due in 2016.
4. Last Transport Scotland met its mandatory duty and submitted the 2015/16 report prior to the deadline.

Key information for the Senior Management team

5. 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*'.
6. Transport Scotlands Scope 3 emissions only extends to our network operations assets from lighting and the carbons associated with our operational carbon (as noted in the Carbon Management Plan 3rd Edition).
7. 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.
8. The attached document in provides is a copy of the report that is due to be submitted via the online tool, however a summary of this data is provided below. However Annex B provides a summary of the key data.

Recommendations

9. 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

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

[redacted]

Environment & Sustainability,
Trunk Road and Bus Operations Directorate,
October 2017

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

F/T: 0300 244 4000
E: scottish.ministers@scotland.gsi.gov.uk



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. Responses 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.

Taigh Naomh Anndrais, Rathad Regent, Dùn Èideann EH1 3DG
St Andrew's House, Regent Road, Edinburgh EH1 3DG
www.scotland.gov.uk



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 online 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.

Aileen McLeod

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

Taigh Naomh Anndrais, Rathad Regent, Dùn Èideann EH1 3DG
St Andrew's House, Regent Road, Edinburgh EH1 3DG
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Current Position Summary

The Public Bodies online tool has six required sections: (1) Profile of body, (2) Governance, Management & Strategy, (3) Emissions, Targets & Projections, (4) Adaptation, (5) Procurement, (6) Validation and Declaration, there is also a section to provide information outwith our scope.

(1) Profile of body: This section provides information on the FTE staff numbers, the budget during the reporting financial year, the metrics used to report and a summary of the functions relevant to climate change.

(2) Governance Management & Strategy: This section provides information on how climate change is governed, managed and embedded by Transport Scotland. We also provide information on our climate change mitigation and adaptation objectives, the corporate plan and our Carbon Management Plan. This section also allows us to reference how we assess our performance in relation to emissions.

(3) Emissions, Targets, Projects:

The agencies combined overall emissions have decreased by 21%, from 22222 tonnes CO_{2e} to 17546.42 tonnes CO_{2e}.

- Network energy Emissions: Carbon associated with the agencies network energy assets have reduced by 22%, from 20847 tonnes CO_{2e} to 16122.01 tonnes CO_{2e}.
- Operation Emissions: Carbon associated with the agencies operational emissions have increased by 3.5% from 1375447 tonnes CO_{2e} to 1424410 tonnes CO_{2e}.

Increases can mainly be attributed to business travel, with staff making essential journeys for consultations, resilience matters and projects. Slight increases to utilities can be attributed to the on-going works at our main office, Buchanan House.

This section also lists the 10 major emissions savings projects which are to be undertaken during the course of 2017/18. All 10 projects listed are associated with the installation of LED lights on the trunk road Network.

(4) Climate Change Adaptation: Transport currently has 28 objectives which contribute to the Adaptation Programme. The majority of the agencies objectives relate to the trunk road network/infrastructure as Transport Scotland had direct ownership of these assets. Several objectives relate to the rail network, and the Scotrail Alliance has direct responsibility of these assets in relation to climate change adaptation. As of March 2017 Transport Scotland currently have 13 objectives are on track with 4 on hold and 5 delayed. Objectives currently on hold will be reviewed in Q1 of 2017/18, to establish firstly if the outcomes are still necessary and secondly to assign objectives leads. The objectives which are currently delayed relate to the Maritime Transport Strategy (B2-11 & B1-17), Slope Instability (B3-14) Monitoring report on (visitor) demand against (transport network) capacity (B2-11) and Establish and develop links with transport providers in Ireland and the Nordic countries (plus links via World Road Association), in order to exchange information

and experience on coping with wetter conditions, with particular emphasis on flooding (B1-12). In reaction to B2-11 & B1-17 Ministers have decided not to proceed with a Maritime Transport Strategy at this time. B3-14, B2-11, B1-12 will be reviewed in Q1 of 2017/18. 3 objectives B1-18, B3-11 & B1-7 have been completed.

(5) Procurement: In this section we provide details on how the agency's procurement policies contributed to compliance with climate change duties, providing information relating to how the procurement policies of the body have contributed to its compliance with climate changes duties. We also provide information in relation to how the agency's 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. We also supply any other relevant supporting information and any examples of best practice by the body in relation to procurement.