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| Agenda item | **10 i** |
| Report no | **EDI 07/17** |

**HIGHLAND COUNCIL**

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| **Committee:** | **Environment, Development and Infrastructure Committee** |
| **Date:** | **8 November 2017** |
| **Report Title:** | **Annual Report under Public Bodies Climate Change Duties, 2016/17** |
| **Report By:** | **Director of Development and Infrastructure** |

## 1 Purpose/Executive Summary

1.1 This report presents The Highland Council's second mandatory report under the Public Bodies Climate Change Duties, as required under the Climate Change (Scotland) Act 2009.

## 2 Recommendations

2.2 Members are asked to agree that the 2016/17 report is submitted as part of the mandatory reporting process under the Public Bodies Climate Change Duties.

## 3 Background

3.1 The Highland Council has been a signatory of Scotland's Climate Change Declaration (SCCD) since its launch in 2007. Under the SCCD, the Council committed to reducing its greenhouse gas emissions, with publicly declared targets and timescales, whilst also adapting to predicted climate change impacts. There was a strong emphasis on working with communities to achieve these goals. Under SCCD, the Council voluntarily submitted an annual report detailing progress on the above. The 2014/15 SCCD report was the final report submitted under this voluntary scheme.

3.2 The SCCD reporting mechanism has now been superseded by the Public Bodies Climate Change Duties (PBCCD) reporting, from reporting year 2015/16 onwards.

3.3 The 2016/17 PBCCD report uses the same template used in previous reporting years and the submission deadline remains as the last working day in November, for reporting on the previous financial year. No penalties are yet in place for missing the annual targets, but there will be more external and public scrutiny of the Council's carbon emissions, and its activities and initiatives in respect of addressing climate change at a local level.

3.4 The report is divided into five required sections:

1. organisational profile, detailing key statistics about the organisation (e.g. size of the estate and number of employees);
2. governance, management and strategy relating to climate change;
3. details of the Council's own 'corporate' emissions from its estate, services and functions, including details of the top 10 carbon reduction projects as well as targets for reducing carbon emissions;
4. details on steps taken to adapt to the risks and impacts of climate change including priority action areas for the year ahead; and
5. information on how sustainable procurement practices are contributing to climate change goals and targets.

3.5 The report also includes a recommended section on the wider impacts and influence on carbon emissions, which includes area-wide emissions estimates, and details of projects demonstrating effective partnership working, capacity building and climate change communications.

3.6 The proposed submission by the Council is attached at **Appendix 1.**

3.7 It is important to note that a major factor influencing the carbon emissions figures in the Council's annual climate change reports are the conversion factors used to calculate emissions. The Council, under its Carbon Management Plan (CMP), converts units such as miles, kWh, tonnes of waste or litres of fuel into $CO_2$ equivalents ($CO_2e$) by using specific conversion factors taken from DEFRA's "Environmental Reporting Guidelines for Company Reporting on Greenhouse Gas Emissions" from the baseline year, 2011/12. Whilst these conversion factors are updated annually to take into account changes to behaviours and technologies relating to renewables, energy efficiency, vehicle types and fuel economy and have changed considerably from the baseline year, it was decided that for the purposes of the CMP 2013-2020, the conversion factors from 2011/12 would be used to ensure consistency in reporting. However, under the Public Bodies Climate

Change Reporting, the up-to-date DEFRA conversion factors for 2016/17 are used, and this results in a total annual emissions figure of 57,241t$CO_2$e for 2016/17. This compares with a total of 62,020t$CO_2$e under the Carbon Management Plan report, representing a difference of 4,779t$CO_2$e. Emissions factors will therefore be an important consideration when revising and updating targets under a new CMP.

## 4 Implications

4.1 Resource - There are resource implications with regards to staff time to put in place the reporting systems necessary for the required reporting processes that will need input from teams across the Council (namely Energy and Sustainability, Waste, Street lighting, Fleet, and Finance). This will be managed within the resource available for next year.

4.2 Legal - The Council has a legal requirement to report on its carbon emissions in accordance with the information requested by the Scottish Government. This includes complying with any deadlines or monitoring and verification standards that are imposed. In addition, the Climate Change (Scotland) Act 2009 places a legal duty on the Council to contribute to the delivery of emissions reduction targets and act in the way best calculated to help deliver any statutory climate change adaptation programme.

4.3 Community (Equality, Poverty and Rural) – There are no community implications arising from this report.

4.4 Climate Change/Carbon CLEVER - Accurately monitoring and reporting on carbon emissions and climate change will help to focus attention on action to reduce carbon emissions across the Council and the wider Highland region.

4.5 Risk – Climate change is now recognised as a Corporate Risk, and it is therefore important that its impacts are properly assessed. The Council should plan to mitigate against and adapt to the effects of climate change wherever possible.

4.6 Gaelic – There are no Gaelic implications arising from this report.

Designation: Director of Development and Infrastructure

Date: 19 October 2017

Author: Heidi de Haas, Climate Change Co-ordinator

## APPENDIX 1: Annual Report under Public Sector Climate Change Duties, 2016/17

**Required Section**

**1 Organisational Profile**

**1a Name of the organisation –** The Highland Council

**1b Type of organisation –** Local Authority

**1c Number of FTE staff in the organisation –** 7,857.8

**1d Alternative metrics used by the organisation** Specify any other metrics that the organisation uses to assess its performance in relation to climate change and sustainability.
N/A

**1e Overall budget of the organisation**

~£551.8 million net revenue budget

**1f Report year –** 2016/17 Financial Year

**1g Organisational context**

The Highland Council is a local authority in the north of Scotland, serving a largely rural and remote population. Inverness is the region's main population centre, and its only city. The Council is responsible for delivering a wide range of services to residents across the region, including schools, leisure facilities, waste collections and social and welfare services.

The Highland Council serves a third of the land area of Scotland including the most remote and sparsely populated parts of the United Kingdom. The region has the 7th highest population of the 32 local authorities in Scotland.

The length of coastline including islands at low water is 4,905 kilometres, 21 per cent of the Scottish total, and excluding islands is 1,900 kilometres (49 per cent of Scotland).

**2 Governance, Management and Strategy**

**2a How is climate change governed in the organisation?**

A new Highland Council programme, *Local Voices / Highland Choices 2017-2022*, was approved in September 2017. For the purpose of the reporting year, the *Highland First* Council programme, adopted in August 2015, identifies “helping communities improve their energy efficiency, developing a local flood management plan and dealing more effectively with waste” as key priority areas. The Council's progress towards mitigating and adapting to climate change is now within the remit of the Planning, Development & Infrastructure Committee, (recently re-designated as Environment, Development and Infrastructure Committee). Each report presented to the Highland Council's strategic committees is required to identify any and all climate change implications.

The Council introduced its first Carbon Management Plan in 2005, and in 2013, launched the Carbon CLEVER initiative. Carbon CLEVER sets a goal of a carbon neutral Inverness in a low carbon Highlands by 2025. Various papers on Carbon CLEVER and its associated projects and initiatives have been presented to full Council meetings, as well as strategic and area committees.

In April 2012, the Highland Council published its first climate change adaptation strategy for the Highland Region: "Adapting to Climate Change in Highland. This document was approved at a meeting of the Highland Council. The document aims to gather evidence, present regional information, and equip relevant decision makers with the appropriate tools to adapt to the effects of a changing climate. The document was developed in consultation with multiple stakeholders and with guidance and advice from Adaptation Scotland.

The Highland Council has five directorates (see attached figure – however, please note that during 2017/18 The Highland Council will reduce to four directorates as part of the Council's ongoing redesign programme). The Council's Climate Change team, consisting of a Climate Change Officer and a Climate Change Coordinator, is responsible for facilitating, reporting and promoting climate change actions across the Council, and is the primary point of contact for climate change issues. The Climate Change team sits within the Environment team in the Development & Infrastructure Service, and provides support to all Council Services. Reports on Climate Change and associated initiatives are generally taken to Environment, Development & Infrastructure Committee. Ultimately, all Committees report back to full Council.


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

The Highland Council's Carbon Management Plan 2013 - 2020 (CMP) provides a framework for monitoring and reducing carbon emissions from the Council's internal operations. A number of key teams are responsible for taking actions to meet specific targets within the plan. The Climate Change team works collaboratively with services across the Council to develop and implement carbon reduction strategies. A Carbon Working Group (CWP), comprised of key officers from multiple services, helps to facilitate

this interaction, considers progress towards the targets set out in the CMP, and any other climate change related issues or developments. The Council is currently reviewing the scope and governance arrangements around the CWP with a view to becoming Member-led to help further embed low carbon behaviours and practices within the organisation. In addition, the Climate Change team will be working on the 4th iteration of the CMP over the next 12 to 18 months.

The Climate Change team has strategic oversight of the Highland Council's progress to reduce carbon emissions. The team acts as a centre of expertise on climate change for the Council, and works collaboratively with teams from all Services. Reports on climate change produced by the team are reviewed by the Executive Leadership Team, which includes the Chief Executive, Deputy Chief Executive, Service Directors, the Head of Policy & Reform, and the Business Manager, before being presented to and scrutinised by the appropriate committee, for approval by Elected Members. Committee minutes are then approved by full Council.

In 2010, the Council introduced mandatory climate change screenings for all committee papers, covering all committees and all subject matters. This was amended in 2013 to also incorporate any potential Climate Change/Carbon CLEVER implications.

The Highland Council has taken a number of steps to embed climate change action across the organisation. This includes staff engagement and awareness activities including climate change and sustainability training for new staff, an annual programme of events and campaigns focused on climate change including Earth Hour, Cycle to Work Week, the Step Count Challenges, behaviour change initiatives on energy saving and active travel utilising the ISM behaviour change tool, national and European campaigns (including National Climate Week). We also introduced a TRIAD-management campaign encouraging all staff to reduce their energy consumption in a bid to reduce the overall energy cost. The Highland Climate Challenge game pilot introduced carbon reducing behaviours amongst students at eight primary schools in the Highlands, with the view to roll this out to all primary schools in the coming year.

The Highland Council is also working on embedding climate change and sustainability guidelines in its new sustainable procurement framework, as well as working with Heads of Service and Elected Members to provide information on climate change issues and how these issues could impact different agendas across the Council.

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

| Wording of objective | Name of document |
|---|---|
| • Dealing with our Waste: We will develop plans to meet our obligations as a result of the landfill ban of biodegradable municipal waste by 1st January 2021.<br>• Community Resilience Planning: The Council will work with Scottish and Southern Energy and other utility companies to deliver improved resilience planning for our communities including planning for extreme weather events.<br>• Fairer fuel and energy: We will work with UK and Scottish Governments and energy suppliers to promote fair domestic fuel pricing for the Highlands and a fairer system for targeting energy efficiency funding based on levels of fuel poverty.<br>• Helping communities reduce their energy use and costs: The Council, with partners, will support communities to reduce their energy use and | Highland First w.e.f. August 2015 |

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| associated carbon emissions and costs. | |
| Climate change is identified as a cross-cutting theme across the Council programme, through commitment to the goals of the SCCD (relevant to the reporting year 2014/15) | Working Together for the Highlands 2012-2017 |
| A place to live / key priority:<br>Working with communities and partners to mitigate against and adapt to climate change whilst raising awareness around sustaining and improving our natural built and cultural environment. | Local Voices / Highland Choices 2017-2022 |
| • Manage sustainably the outstanding natural heritage of the Highlands to optimise the economic, health and learning benefits;<br>• To increase and develop the use of renewable energy;<br>• A carbon neutral Inverness in a low carbon Highlands by 2025;<br>• Reducing fuel poverty;<br>• Supporting communities to be resilient to extreme weather events; and<br>• Improving access to the outdoors. | Single Outcome Agreement |

**2d Does the organisation have a climate change plan or strategy?** If yes, provide the name and/or link to any such document.

The Council adopted its first Carbon Management Plan in 2005/6, and is now on its third iteration. The Carbon Management Plan 2013-2020, was adopted in 2013, and expands on the ambition and scope of the previous two plans, including setting more ambitious carbon reduction targets, and targeting a wider range of emissions both from internal Council emissions, as well as reporting on community-wide emissions from Council houses and municipal waste (although reduction targets are not set against these). This focused attention has helped to embed climate change awareness across the Council, with climate change being adopted as a cross-cutting theme in the Working Together for the Highlands 2012-2017 programme, adopted in 2013. Outcomes and actions are also detailed in the Single Outcome Agreement. These commitments have continued with the new Council Programme Highland First, adopted in August 2015, with a focus on supporting communities reduce their energy costs, reducing fuel poverty, improving the management of waste, and building long-term resilience with our communities to cope with events such as flooding, which have the potential to be impacted by climate change. The new Highland Programme was published in September 2017, Local Voices, Highland Choices with one of its key priorities being to mitigate against and adapt to climate change.

**2e Does the organisation 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 | Time period | Comments |
|---|---|---|---|
| Adaptation | Adapting to climate change in Highland | 2012-2020 | |
| Business travel | Carbon Management Plan | 2013-2020 | |
| Staff Travel | Carbon Management Plan | 2013-2020 | |

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|---|---|---|---|
| Energy efficiency | Carbon Management Plan | 2013-2020 | |
| Fleet transport | Carbon Management Plan | 2013-2020 | |
| Information and communication technology | Carbon Management Plan | 2013-2020 | The Council has appointed a new ICT provider. The expectation is that annual emissions reporting will be a contractual requirement. The contact started in September 2016, and annual emission data is not yet available for the 2016/17 year. |
| Renewable energy | Carbon Management Plan | 2013-2020 | Onshore Wind Energy Supplementary Guidance adopted November 2016 |
| Sustainable/renewable heat | Carbon Management Plan | 2013-2020 | |
| Waste management | Carbon Management Plan | 2013-2020 | |
| Water and sewerage | Carbon Management Plan | 2013-2020 | |
| Land Use | Highland wide Local Development Plan, adopted 2012 (currently being revised); Inner Moray Firth Local Development Plan, adopted 2015;<br><br>Land allocations within extant Local Plans including:<br>• West Highland and Islands Local Plan, 2010;<br>• Sutherland Local Plan, June 2010;<br>• Ross and Cromarty East Local Plan, 2007;<br>• Wester Ross Local Plan, June 2006; and<br>• Caithness Local Plan, 2002.<br>Local development plans are in preparation that will replace these older local plans.<br><br>Local Flood Risk Management Plan for the Highland & Argyll Local Plan District (LPD01), and Findhorn, Nairn & Speyside Local Plan District (LPD05) (2016 to 2022).<br><br>Various Supplementary Guidance & site specific | various | |

| | | | |
|---|---|---|---|
| | Development Briefs. Includes Onshore Wind Energy Supplementary Guidance adopted in November 2016 | | |
| Other | | | |

**2f What are the organisation's top 5 priorities for climate change governance, management and strategy for the year ahead?** Provide a brief summary of the organisation's areas and activities of focus for the year ahead.

- Priority 1: Work will continue to embed carbon management across the Council and to reduce carbon emissions from our own estate. This will include: maintaining the good progress in reducing emissions from business travel and fleet; continued water resource management; a continued and expedited programme of LED street lighting improvements throughout our estate; a re-focus on reducing energy use from our buildings through our capital programme (energy efficiency improvements and office rationalisation) and targeted action in those buildings showing an increase compared to the previous year and those buildings with the highest energy consumption; refreshing the climate change and sustainability training provided to new staff; work with services across the Council to investigate potential opportunities for achieving carbon and cost savings; and improving our approach to measuring waste from offices and buildings. Much of this work will utilise the Scottish Government's ISM Behaviour Change tool in analysing the challenges we face, and in identifying the best interventions.

- Priority 2: Work with the Council's redesign board to identify opportunities for rationalisation, and associated reductions in consumption of energy / water / fleet fuel use and grey fleet mileage.

- Priority 3: Work with the administration to meet the Climate Change and adaptation targets set out in the new programme plan. This encompasses the Council's commitment to improve energy efficiency in Council housing. The Council is responsible for 13,954 Council houses, 55 more than 2015/16. Total carbon emissions related to energy use was estimated to be 52,297 tCO2e in 2016/17. Housing now manage the Energy Performance Certificates contract but did not undertake any analysis on these during 2016/17 – therefore, the emissions estimate remains the same as in 2015/16. Whilst the Council is not directly responsible for the emissions relating to Council houses, the Council is committed to improving the energy efficiency of these properties to help alleviate fuel poverty, with reduced carbon emissions hopefully being a co-benefit. The Scottish Government has announced a new Energy Efficiency Standard for Social Housing (EESSH) to be reached by 2020, which supersedes the Scottish Housing Quality Standards (SHQS), with more stringent standards to be achieved. Council housing stock has been being assessed and is currently 67% compliant with EESSH. The Council is investing £8.5m in 2017/18 towards improving the energy efficiency of its housing stock and is planning to spend an additional £14.8m in 2018-21.

- Priority 4: As work on Highland-wide baselining & monitoring emissions by the University of the Highlands and Islands was delayed in 2016/17 our previous priority remains. We will look to revise and update our carbon management plan to better align with the needs of both our own organisation and the wider region. It will also be important to revise our 2020 targets if the Scottish Government decides to do likewise, as is widely expected and proposed under the consultation on the new Climate Change Bill. We will also explore the potential of area-wide emissions monitoring. To date, this

has included working with Fife and Perth & Kinross Councils on utilising and adapting the Scottish Heat Map into a comprehensive energy map that can be used to develop areas for strategic interventions with regard to district heating schemes or renewable energy potential.

- Priority 5: Review and revise the Council's Carbon Management Plan to better reflect corporate ambitions and priorities whilst working to support the Scottish Government's increased ambition in respect of carbon emission reduction.

It will also be critical to increase public awareness and support for reducing area wide carbon emissions. This will be achieved through regular engagement, such as continued updates of our Twitter account, regular press releases, and attendance at various regionally important events.

**2g Has the organisation used the Climate Change Assessment Tool or equivalent tool to self-assess its capability / performance?** If yes, please provide details of the findings of the self-assessment.

The Climate Change team conducted an initial run of the CCAT tool in 2015. There are plans to hold a wider forum to go through the tool in early 2018 with key officers involved in the carbon management process, elected members, and the senior leadership team in order to get a comprehensive view across different sections of the organisation.

Results from the first run indicate a need to improve the carbon management project register. The tool also indicated a need to improve communication about carbon management and climate change throughout the organisation, and to senior leadership. Strategies for developing and improving this area will also be examined and implemented over the next year, especially in relation to climate change / Carbon CLEVER monitoring on all committee reports.

**2h Supporting information and best practice.** Provide any other relevant supporting information and any examples of best practice by the organisation in relation to governance, management and strategy.

In 2016/17, leadership on climate change was demonstrated by the Council's Climate Change team and through its Carbon CLEVER initiative, which sets area-wide carbon emissions targets, and provides a framework for coordinating collaborative action on climate change issues across the Highlands. A particular success story was the Carbon CLEVER Community grant fund; a £200k capital fund for local community groups to bid in to for funding to support local climate change projects which were relevant and important to them, and which resulted in carbon savings. For this project, the Climate Change team was awarded the Highland Council's "Enabling A Community-led Highland" Quality Award in November 2016. In addition, the Scottish Council for Development and Industry (SCDI) awarded Carbon CLEVER with the SEPA Excellence in Environmental Sustainability Award in September 2017 for our work on the Highland Climate Challenge game and the Carbon CLEVER Community Grant Fund.

## 3 Corporate Emissions, Targets and Project Data

### 3a Corporate emissions from start of baseline year to end of report year

| Reference year | Year | Scope 1 | Scope 2 | Scope 3 | Total | Units |
|---|---|---|---|---|---|---|
| Baseline | 2011/12 | 24,913 | 37,031 | 4,635 | 66,579 | $tCO_2e$ |
| Year 1 | 2012/13 | 25,218 | 38,234 | 4,218 | 67,670 | $tCO_2e$ |
| Year 2 | 2013/14 | 21,024 | 37,858 | 4,519 | 63,401 | $tCO_2e$ |
| Year 3 | 2014/15 | 20,847 | 38,722 | 4,274 | 63,843 | tCO2e |

| | | | | | | |
|---|---|---|---|---|---|---|
| Year 4 | 2015/16 | 22,629 | 39,323 | 4,088 | 66,040 | tCO2e |
| Year 5 | 2016/17 | 20,899 | 36,969 | 4,153 | 62,021 | tCO2e |

Emissions are higher than reported in table 3B as these figures are taken from the Carbon Management Plan Report, using the Defra conversion factors from 2011/12.

**3b Breakdown of emissions sources**

| Emission source | Scope | Consumption data | Units | Emission factor | Units | Emissions ($tCO_2e$) | Comments |
|---|---|---|---|---|---|---|---|
| Grid Electricity (generation) | Scope 2 | 53,501,496 | kWh | 0.41205 | kg CO2e/kWh | 22,045.3 | Buildings |
| Grid Electricity (generation) | Scope 2 | 17,541,937 | kWh | 0.41205 | kg CO2e/kWh | 7,228.2 | Street lighting |
| Natural Gas | Scope 1 | 36,741,967 | kWh | 0.18400 | kg CO2e/kWh | 6,760.4 | Space heating |
| Burning Oil (Kerosene) | Scope 1 | 23,439,806 | kWh | 0.24666 | kg CO2e/kWh | 5,781.7 | Space heating |
| Petrol (average biofuel blend) | Scope 1 | 26,870 | litres | 2.19697 | kg CO2e/litre | 59.0 | Fleet use |
| Diesel (average biofuel blend) | Scope 1 | 2,779,331 | litres | 2.61163 | kg CO2e/litre | 7,258.6 | |
| Gas Oil | Scope 1 | 269,345 | litres | 2.96572 | kg CO2e/litre | 798.8 | Gritting fleet |
| Water - Supply | Scope 3 | 608,210* | m3 | 0.34400 | kg CO2e/m3 | 209.2* | Water to all buildings. Note water figures were not available for 2016/17 so these are 2015/16 figures. |
| Water - Treatment | Scope 3 | 463,983* | m3 | 0.70800 | kg CO2e/m3 | 328.5* | Water to all buildings. Note water figures were not available for 2016/17 so these are 2015/16 figures. |
| Refuse Municipal to Landfill | Scope 3 | 1,409 | tonnes | 421 | kg CO2e/tonne | 593.2 | Waste to landfill - non schools |
| Refuse Municipal to Landfill | Scope 3 | 2,799 | tonnes | 421 | kg CO2e/tonne | 1,178.4 | Waste to landfill - schools |
| Mixed recycling | Scope | 271 | tonnes | 21 | kg CO2e/tonne | 5.7 | Recycling - non schools |

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|---|---|---|---|---|---|---|---|
| | 3 | | | | | | |
| Mixed recycling | Scope 3 | 576 | tonnes | 21 | kg CO2e/tonne | 12.1 | Recycling - schools |
| Car - petrol (average) | Scope 3 | 6,393,646 | miles | 0.30875 | kg CO2e/mile | 1,974.4 | Grey fleet mileage - based on average value as only mileage is recorded on expenses claims |
| Car - petrol (average) | Scope 3 | 956,643 | miles | 0.30875 | kg CO2e/mile | 295.4 | Car hire mileage - based on average value as only mileage is recorded. |
| Bus (local bus, not London) | Scope 3 | 921 | passenger km | 0.10986 | kg CO2e/passenger km | 0.1 | Coach and bus staff travel |
| Ferry (average passenger) | Scope 3 | 4,212 | passenger km | 0.11606 | kg CO2e/passenger km | 0.0 | Staff travel |
| Short-haul flights (average passenger) | Scope 3 | 232,534 | passenger km | 0.16844 | kg CO2e/passenger km | 39.2 | Staff travel |
| Rail (National rail) | Scope 3 | 526,231 | passenger km | 0.04885 | kg CO2e/passenger km | 25.7 | Staff travel |
| Taxi (regular) | Scope 3 | 29 | passenger km | 0.16286 | kg CO2e/passenger km | 0.0 | Staff travel |
| Grid Electricity (transmission & distribution losses) | Scope 3 | 53,501,496 | kWh | 0.03727 | kg CO2e/kWh | 1,994.0 | Buildings |
| Grid Electricity (transmission & distribution losses) | Scope 3 | 17,541,937 | kWh | 0.03727 | kg CO2e/kWh | 653.8 | Street Lighting |
| | | | | | **Total** | 57,241.7 | |

**3c Generation, consumption and export of renewable energy**

| Technology | Total generated (kWh) | Total consumed by the organisation (kWh) | Total exported (kWh) | Comments |
|---|---|---|---|---|
| Wind | 21,000 | 21,000 | 0 | Estimate as not metered |
| Solar PV | 12,000 | 12,000 | 0 | Estimate, based on PVs where consumption is regularly measured. |
| Biomass | 27,077,543 | 27,077,543 | 0 | Actual |

### 3d Organisational targets

| Name of target | Type of target | Target | Units | Scope of target | Baseline year | Baseline figure | Units | Completion year |
|---|---|---|---|---|---|---|---|---|
| Carbon Management Plan | annual | 3 | % (per annum) | All emissions | 2011/12 | 66,579 | tCO2e | 2019/20 |
| Carbon CLEVER - A carbon neutral Inverness in a low carbon Highlands by 2025 | absolute | | | All emissions | 2011/12 | | | 2025 |

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

If no projects were 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 ($tCO_2e$) | Comments |
|---|---|---|
| Electricity | unknown | Projects were implemented to reduce carbon emissions in this area, and these have successfully reduced consumption. |
| Natural gas | unknown | Projects were successfully implemented to move away from oil to this lower carbon fossil fuel. |
| Other heating fuels | unknown | Projects were successfully implemented to reduce carbon emissions in this area, primarily replacing oil heating systems with biomass boilers. There has been an associated decrease in usage, as a result. |
| Waste | unknown | We estimate that our emissions have increased, although we recognise that emissions from waste are over-estimated as a result of the methodology used i.e. that collected bins are estimated to be full. |
| Water and sewerage | unknown | Problems with reporting across Scotland for 2016/17 and uncertainty as to whether full statistics will be available from this supplier. |
| Business Travel | unknown | New ICT contract and telephony solution should reduce the requirement for business travel as users will be able to video conference (VC) and share documents live with colleagues and others. |
| Fleet transport | unknown | Route optimisation, installation of new Euro 6 engines, reduction of service provision. Fleet reductions and minimisation of gritting routes have resulted in carbon savings. |

**3f Detail the top 10 carbon reduction projects implemented by the organisation in the report year**

Provide details of the top 10 projects (based on estimated emissions savings) implemented in the report year.

| Project name | Funding source | First full year of CO2e 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 (tCO2e) | Estimated costs savings (£/annum) |
|---|---|---|---|---|---|---|---|---|---|
| Wick Campus – energy upgrade | Capital | 2017 | estimated | 900,000 | | 25 | Gas oil (kWh) | 976 | 33,851 |
| Gairloch High/Primary School conversion to biomass | Capital | 2017 | estimated | 400,146 | | 25 | Grid Electricity (kWh) | 314 | 41,273 |
| Rosebank Primary - energy upgrade | Capital | 2017 | estimated | 358,516 | | 25 | Gas oil (kWh) | 294 | 10,209 |
| Kinlochbervie High School – energy upgrade | Capital | 2017 | estimated | 339,058 | | 25 | Grid Electricity (kWh) | 259 | 34,087 |
| Bridgend Primary - energy upgrade | Capital | 2017 | estimated | 212,937 | | 25 | Gas oil (kWh) | 195 | 6,750 |
| Farr Secondary – energy upgrade | Capital | 2017 | estimated | 271,756 | | 25 | Grid Electricity (kWh) | 162 | 21,234 |
| Obsdale Primary - energy upgrade | Capital | 2017 | estimated | 160,531 | | 25 | Gas oil (kWh) | 155 | 5,360 |
| Dingwall Primary – energy upgrade | Capital | 2017 | estimated | 73,805 | | 25 | Gas oil (kWh) | 152 | 5,257 |
| Bonar Bridge Primary – energy upgrade | Capital | 2017 | estimated | 256,039 | | 25 | Grid Electricity (kWh) | 106 | 13,872 |
| Culloden Library – energy upgrade | Capital | 2017 | estimated | 65,303 | | 25 | Gas oil (kWh) | 56 | 1,942 |

### 3g Estimated decrease or increase in emissions from other sources in the report year

If the organisation's corporate emissions increased or decreased for any other reason in the report year, provide an estimate of the amount and direction.

| Emissions source | Total estimated annual emissions ($tCO_2e$) | Increase or decrease in emissions | Comments |
|---|---|---|---|
| Estate changes | | Decrease | Office/school rationalisation in Fort William |
| Service provision | | Decrease | Consolidated services online such as SharePoint |
| Estate Changes | | Decrease | Continued consolidation of Council buildings in Inverness. |
| Estate changes | 2,077 | Increase | Inverness Leisure is now part of Highlife Highland and therefore carbon use is captured. It is now the highest energy user in the estate. |
| | | | |

### 3h Anticipated annual carbon savings from all projects implemented by the organisation in the year ahead

| Emissions source | Total estimated annual carbon savings ($tCO_2e$) | Comments |
|---|---|---|
| Electricity | | Energy efficiency improvements at various buildings throughout our estate. |
| Natural gas | | In a conscious move to reduce oil consumption there is a move to natural gas if a renewable energy source is not currently available. |
| Other heating fuels | | There is a continuing programme to replace oil-fired heating systems with biomass boilers. This has helped to reduce carbon emissions from oil use by 43% since 2011/12. |
| Waste | | The Council uses WarpIt (an asset redistribution portal) to promote the re-use of assets rather than procuring new, in order to reduce costs and reduce carbon emissions. To date, the Council estimates savings at £25,000, with a 7.5tCO2e reduction in CO2e. |
| Business Travel | | Reduced travel budgets will continue to reduce staff travel and associated travel emissions. |
| Fleet transport | | Route optimisation, more efficient vehicles and equipment. |

| | | |
|---|---|---|
| ICT Equipment | | Rollout of more efficient ICT equipment across the estate starting in September 2017. |
| Primary Schools | | More efficient energy use at schools participating in the Highland Climate Challenge. |
| Computers | | Depending on new rollout equipment, the Council is keen to adopt an auto hibernate policy to reduce carbon usage for computers on standby. |
| **Total** | | |

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

If the organisation'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 ($tCO_2e$)** | **Increase or decrease in emissions** | **Comments** |
|---|---|---|---|
| Estate changes | | decrease | The programme of office rationalisation is on-going, with the most significant currently being undertaken in Fort William. It is expected that there will be significant carbon savings once these projects are completed although these savings have not yet been quantified. |
| Service provision | | decrease | The Council is committed to pursuing its 'digital first' communication priority scheme to reduce the number of visits to service centres. This will help reduce carbon emissions relating to in-person visits and staffing requirements at service points, but this has not been quantified. Focusing on three areas - automation, contact reduction and enabling change, 2016/17 is the first year Digital First met its target of 40% of transactions carried out online by April 2017. Currently, we see an average of 46% of transactions now online compared to 30% face to face and 25% on the phone. |

| | | | |
|---|---|---|---|
| | | | Officers can also now video conference in to many committees, taking away the requirement to attend in person, which significantly reduces both grey fleet mileage and public transport costs / associated emissions. |
| | | | |

**3j Total carbon reduction project savings since baseline year**

If the organisation has data available, estimate the total emissions savings made from projects since the organisation's baseline year.

| | **Total savings** | **Total estimated emissions savings ($tCO_2e$)** | **Comments** | |
|---|---|---|---|---|
| | Total project savings since baseline year | - | | |

## 3k Supporting information and best practice

Highland Council has developed and implemented a number of projects aimed at targeting climate change across the organisation. Many of these projects are aimed at achieving cost reductions as well as carbon savings. Recognising the significance of energy use on corporate carbon emissions, the programme Carbon Saving Capital Works for Council Buildings and Properties seeks to replace expensive, carbon-intensive oil-based and electric heating systems with biomass boilers, which continued throughout 2016/17. There are now multiple systems in place, generating an income of approximately £980k per year for the Council through Renewable Heat Incentive payments. The leadership the Council has shown in developing and championing this technology has helped to create a sustainable supply chain in Highland for these systems.

The programme to replace old style sodium street lights with more energy efficient LEDs will also produce significant carbon and cost savings. The initial pilot of this project has already shown some of these benefits, which will continue as the Highland-wide roll-out occurs over a 5 year programme. Reducing electricity consumption and moving all properties towards automated metering (some properties are still on estimated supplies), will enable better reporting and help reduce payments under the CRC scheme. Our LED program is on target to be delivered in 2019 with approximately 80 to 90 percent of lighting stock being converted, delivering an energy saving of 50%. We currently have about 28% of stock converted and are aiming to increase installation rates as we now have approval to recruit temporary fixed term operatives to aid delivery for 2017/18.

Staff engagement on climate change issues has also been a key focus of work for 2016/17, with the Council participating in a number of national and international schemes and campaigns. This includes being awarded joint Local Authority Runner-up of WWF's Earth Hour award, and a series of events designed to promote active travel, including Cycle to Work Week, Big Bike Revival community events which included free bike maintenance checks through partnership with Velocity Cafe & Cycling Workshop, a local social enterprise. The Council trialled ways to reduce energy consumption during potential TRIAD periods in 2016/17 and will renew and refine efforts in 2017/18. In addition, work to refresh the Green Ambassador scheme, and on improving how climate change is embedded across the Council through the induction process, has also been undertaken and will be a key focus in 2017/18.

The Climate Change Team were successful at The Highland Council’s Quality Awards, winning the community engagement category in November 2016 specifically for its Carbon CLEVER Community Grant Fund. In addition, the team were also successful in winning the Scottish Council for Development and Industry award for Excellence in Environmental Sustainability in the Highlands and Islands in September 2017 for the Carbon CLEVER Community Grant Fund and Highland Climate Challenge Game.

## 4 Adaptation

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

The Highland Council produced the Adapting to Climate Change in Highland report in 2012. This report contained an assessment of the potential risks and benefits of different climate change scenarios on the Highlands, as well as identifying priority action areas.

The Highland Council considers current and future climate-related risks in a number of its development and planning processes, primarily through the use of UKCPO9 climate change scenarios to predict changes to various risks to new developments and current infrastructure. Areas of focus include flood risk management, coastal and marine planning, and sustainable design, which all have specific planning guidelines and supplementary guidance associated with them aimed at assessing future sustainability as part of the planning process.

There are other strategies in place for managing risk which may or may not include climate-related risks. For example the Resilience Team conducts regular risk assessments at a variety of geographic scales across Highland, in collaboration with partner agencies including the NHS, Police and Fire Services and other local authorities in the region. These assessments are consequence-based, for example when considering a power outage or a coastal pollution incident the cause is less important than the response. However, these response plans cover a number of areas which are expected to be influenced by climate change, for example an increase in winter storms could mean an increased chance of power outages in rural communities.

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

There are two components that need to work together in order to effectively manage climate-related risks, namely future forecasting and prediction of potential climate-related impacts based on best available climate modelling, accompanied by developing strategies to manage these long-term risks and acute or emergency response plans to immediate impacts/threats.

From its role as a planning authority, the Highland Council takes steps to manage climate-related risks from new developments and to existing infrastructure. This is primarily managed for new developments through the planning process and the policies contained in the Highland-wide Local Development Plan, which is currently being reviewed and updated. Reviews of the risks to existing infrastructure are carried out on a per project basis, with the support of relevant Council services such as the Flood Risk Management Team as well as external partners such as SEPA.

Onshore Wind Energy Supplementary Guidance released in November 2016 assists with identifying and designing onshore wind energy projects that can be supported through planning and hence are more likely to gain consent, be implemented and contribute towards renewable energy targets.

The Flood Risk Management Team manages a dynamic risk-based system of watercourse inspections and implements remedial / maintenance works as necessary to reduce flooding. Monthly targets for priority inspections are met and monitored using performance indicators, and the development of our first Local Flood Risk Management Plan is complete. The publication of our Local Flood Risk Management Plan in June 2016 has helped to raise awareness of flood risk in communities and the riparian responsibilities towards watercourse maintenance. Community Councils have been informed of the publication and further initiatives to raise awareness and increase resilience in communities which will be developed over coming years. Annual reporting on progress will follow publication.

The Local Flood Risk Management Plan (LFRMP) has also identified high risk areas where the development of a Flood Protection Study (leading to a Flood Protection Scheme) should be carried out. The Development & Infrastructure Service is delivering Flood Protection Studies in accordance with the LFRMP, taking into account climate change scenarios when assessing future flood risk.

Development of a Highland-wide Surface Water Management Plan (2016-2019) will assess surface water flooding issues in the highest priority areas, prior to the next Plan publication in 2022.

The Pilot Pentland Firth & Orkney Waters Marine Spatial Plan was published in March 2016. It was collaboration between Marine Scotland, the Highland Council and Orkney Islands Council. Its policies include flooding, well-being and quality of life, amenity of coastal communities. It identifies resilience to climate change as one of its key overarching objectives. It provided guidance for the subsequent, proposed eleven statutory regional marine plans around Scotland, of which three would cover the Highland local planning authority area. The responsibility lies with Scottish Ministers to agree to take forward any of the proposed three Highland Regional Marine Plans, but it is not within the Highland Council remit to progress these.

The Resilience Team provides acute response plans and strategies for events that may or may not have a climate component. For example flooding may be exacerbated by heavier winter rainfall (as predicted in the models presented in the Adapting to Climate Change in the Highlands report), but the emergency response is a generic document that is not concerned with the cause but rather the consequence of a particular emergency.

Good progress continues to be made in helping and encouraging communities to prepare local community resilience plans, which focus on steps communities can take to help themselves in the event of extreme weather events, as well as providing for vulnerable members of the community, or those who will become vulnerable in the event of prolonged power cuts or disruptions to water supply or essential transport links. This has been achieved by the Resilience Team and Ward Managers working with Scottish & Southern Energy Power Distribution's (SSEPD) staff to increase the adoption of plans within communities. Approximately 50 communities are now engaged in community resilience planning. In 2016, several communities made successful bids to SSEN's Resilient Communities Fund, obtaining grants of up to £20,000 to support community resilience projects. Communities were again encouraged to make applications to the Resilient Communities Fund when it re-opened in February 2017. Initially a two-year pilot, SSEN has pledged to extend the fund to 2023.

**4c** **What action has the organisation 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 Highland Council has a joint focus on climate change adaptation. The first is to work with local communities to raise awareness about a range of different issues from flood risk management to biodiversity that has a climate change component. The second is a focus on the Council's responsibility to ensure the provision of basic services and infrastructure in the face of particular risks or threats.

The Climate Change capital budget has previously funded adaptation projects and in

the 2017/18 reporting year includes a specific focus on adaptation projects, with £100K allocated.

The majority of engagement work is promoted through the Council's Environment Team, and principally, the Climate Change team. The Countryside Rangers work with wider community, schools and initiatives to promote natural, built, and cultural heritage. Climate change is woven through the whole programme of activities and forms part of risk assessment for their facilities. The Access Team safeguards access and implements access related projects across the Highlands. They deal with climate change adaptation on regular basis, for example conducting risk assessments for particular sites in terms of the impact of sea level rises, or from increasing frequency of storm damage and flooding. On the basis of these risk assessments, the Access Team focuses on adapting routes and materials used to mitigate effects of climate change. The Forestry Team is currently working on a new Tree Strategy, which specifically references the potential impacts of climate change on management needs for the Council's tree resource.

The Highland Council is also a partner in Flows to the Future, an initiative to restore peatland in Caithness, and broaden understanding of the importance of peatland ecology, as well as the carbon benefits provided by well-managed peatlands. Additionally, a number of strategies are being developed related to natural resource management, including a land use strategy, a revision of the peatland strategy, and a forest and woodland strategy that will all take climate change into account.

With regard to ensuring the provision of essential services, and fulfilling the Council's role as a planning authority and emergency responder, there are a number of different services that are impacted directly and indirectly by climate change. For example, the Resilience, Flood Risk Management, and Planning teams all consider potential climate change impacts as part of their risk assessment and project planning processes. This varies depending on particular circumstances, but may include assessing flood risk based on UKCP09 climate scenarios while designing flood prevention schemes, or the potential impact of more frequent severe winter storms on power and water supplies, particularly to vulnerable rural communities. Additionally, as mentioned in section 4a, the Council is working with community groups to develop community resilience plans, to help communities take steps to protect themselves in advance of, and during extreme weather events.

**4d Where applicable, what progress has the organisation made in delivering the policies and proposals referenced N1, N2, N3, B1, B2, B3, S1, S2 and S3 in the Scottish Climate Change Adaptation Programme(a) ("the Programme")?**

If the organisation is listed in the Programme as an organisation responsible for the delivery of one or more policies and proposals under the objectives N1, N2, N3, B1, B2, B3, S1, S2 and S3, provide details of the progress made by the organisation in delivering each policy or proposal in the report year. If it is not responsible for delivering any policy or proposal under a particular objective enter "N/A" in the 'Delivery progress' column for that objective.

(a) The Programme aims to address impacts identified for Scotland in the UK-wide climate change risk assessment which are not otherwise addressed by the UK-wide National Adaptation Programme through policy in relation to reserved matters.

| Objective | Objective reference | Theme | Policy ref. | Delivery progress made | Comments |
|---|---|---|---|---|---|
| Understand the effects of climate change and their impacts on the natural environment. | N1 | Natural Environment | N1-10 | Flood Risk Management Plan (2016-2022) published on 22/06/16.<br><br>Highland-wide Surface Water Management Plan | Draws together multiple datasets to support flood risk management in the Highlands. |
| Support a healthy and diverse natural environment with capacity to adapt. | N2 | Natural Environment | N2-2 | Highland-wide Local Development Plan. Policies 28 (Sustainable Design), 51 (Trees and Development), 55 (Peat and Soils), 56 (Travel), 64 (Flood Risk), 67 (Renewable Energy Developments), 74 (Green Networks), 75 (Open Space). | Updates to the Highland-wide Local Development Plan in response to the new Scottish Planning Policy (SPP) - main issues report consultation now complete. |
| | | | N2-18 | Flood Risk Management Plan published in 2016; works with communities on local community resilience plans to address flooding | |
| | | | N2-20 | Highland Biodiversity Action Plan; Pilot Pentland Firth & Orkney Waters Marine Spatial Plan was published in March 2016 | Highland Council will work with partner organisations to develop 3 Regional Marine Spatial Plans for the National Marine Areas identified adjacent to Highland |
| Sustain and enhance the benefits, goods and services that the natural | N3 | Natural Environment | | | |

| | | | | | |
|---|---|---|---|---|---|
| environment provides. | | | | | |
| Understand the effects of climate change and their impacts on buildings and infrastructure networks. | B1 | Buildings and infrastructure networks | B1-13 | Flood Risk Management Plan (2016-2022) published on 22/06/16. Historic Environment Scotland Climate Change Adaptation for Traditional Buildings published in October 2016. | |
| Provide the knowledge, skills and tools to manage climate change impacts on buildings and infrastructure. | B2 | Buildings and infrastructure networks | | | |
| Increase the resilience of buildings and infrastructure networks to sustain and enhance the benefits and services provided. | B3 | Buildings and infrastructure networks | B3-3 | Highland-wide Local Development Plan (adopted 2012) | Being updated following public consultation. |
| | | | B3-7 | Annual Standard Delivery Plan, reported on to Community Services committee details the implementation strategy for the Scottish Housing Quality Standard (SHQS). | The Scottish Government has announced a new Energy Efficiency Standard for Social Housing (EESSH) to be reached by 2020, which supersedes the Scottish Housing Quality Standards (SHQS), with more stringent standards to be achieved. Council housing stock has been being assessed and is currently 67% compliant with EESSH. The Council is investing £8.5m in 2017/18 towards improving the energy efficiency of its housing stock and is planning to spend an additional £14.8m in 2018-21. |

| | | | | | |
|---|---|---|---|---|---|
| | | | B3-8 | Annual Standard Delivery Plan, reported on to Community Services committee details the implementation strategy for the Scottish Housing Quality Standard. | All social housing meets the tolerable standard outlined. |
| | | | B3-6 | The Council's Energy and Sustainability Team oversees the delivery of the HEEPS-ABS programme, in collaboration with E.ON | Intended to assist home owners to improve the energy efficiency of their properties and effect energy and cost savings to individuals. The Council scheme allows householders to access measures that are carried out on an area based format. All areas of the Highlands are being targeted over the course of the scheme. |
| Understand the effects of climate change and their impacts on people, homes and communities. | S1 | Society | | The Highland Climate Challenge online game for Primary Schools provides early education of carbon reducing behaviours and activities and to recognise their carbon footprint. | |
| Increase the awareness of the impacts of climate change to enable people to adapt to future extreme weather events. | S2 | Society | S2-5 | The Resilience Team and Flood Risk Management Team are both working with communities and partner organisations to develop local community resilience plans. | |
| Support our health services and emergency responders to enable them to respond effectively to the increased pressures associated with a changing climate. | S3 | Society | S3-6 | The Resilience Team in collaboration with emergency responders has put in place a comprehensive evaluation strategy to assess performance after each training exercise/ event. | These evaluations are not specifically about climate related risk, but are about responding more effectively whatever the scenario, which may include a variety of situations that could be impacted by climate change. Many of the actions related to public health, climate change and community resilience are either already in place or being developed by the CPP. |

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

The Highland Council uses the UKCP09 climate change scenarios to inform future planning decisions, and incorporates any changes in these scenarios into the relevant decision making processes. Examples of this are illustrated in section 4c and 4g. The Resilience Team is continually assessing preparedness to a variety of acute risks that will be impacted by climate change. The Resilience Team is also developing Community Resilience Plans with support from partners to allow communities to assess their own unique risks and prepare contingency plans for these risks. This includes risks from severe weather and other risks which will be exacerbated by future climate change, although the plans are more generic and do not specifically reference future climate risks.

**4f What arrangements does the organisation 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).

There are different strategies for monitoring and evaluation depending on the specific nature of the threat or sector being addressed. This can be in the form of implementing policies or strategies in response to national legislation, that contain specific indicators as required. As much of the future climate change adaptation considerations are done through risk assessment processes, the monitoring and evaluation processes are included as part of individual project requirements.

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

Much work around climate change adaptation focuses on working with communities on community resilience projects across Highland in a number of areas including flooding, biodiversity, and emergency planning. Each sector involved in climate-related risk assessment has their own priorities within these broad areas.

● Priority 1: Work with emergency response partners to develop community resilience plans alongside local communities to help assess what communities can do to prepare for and mitigate the impacts of severe weather events, particularly for vulnerable individuals (or those who will become vulnerable in the event of prolonged power cuts or disruptions to water supply).
● Priority 2: Implement a capital programme to support adaptation projects within the Council. A proposal in this respect will be presented to Members at Environment, Development and Infrastructure Committee in November, 2017.
● Priority 3: Developing Surface Water Management Plans in accordance with the requirements laid out in the Flood Risk Management (Scotland) Act 2009.
● Priority 4: Continue to invest in and implement flood alleviation schemes across Highland. This includes continuing the programme of assessing watercourses to investigate whether maintenance would substantially reduce the flood risks.
● Priority 5: Climate change has now been incorporated into the Council's corporate risk register. As a result, the Council's adaptation strategy will need to be revised and refreshed to ensure that associated risks are identified and appropriately addressed.

**4h Supporting information and best practice** Provide any other relevant supporting information and any examples of best practice by the organisation in relation to adaption.

The Council has recognised the importance of partnership working in order to most effectively address the challenges related to climate change adaptation. The Highland Biodiversity Partnership has focused on developing and conducting public consultation of the Biodiversity Action Plan. The Biodiversity Action Plan specifically references the importance of climate change as a factor to drive environmental change in Highland. For example, working with the Invasive Species Forum to deal with the threat of new species moving north due to climate change.

The Historic Environment Team is currently developing and implementing new management techniques to be used where peatland restoration is being undertaken to ensure that important historic environments and archaeology is preserved or maintained during peatland restoration projects.

## 5 Procurement

### 5a How do procurement policies contribute to compliance with climate change duties?

The Council has had a Sustainable Procurement Policy in Place since 2005 when it was endorsed by the Highland Council Sustainable Development Select Committee. This has been updated in line with legislative freedoms and the 2015-20 version of the Procurement Policy and Strategy was approved at Resources Committee in August 2015. A Procurement Improvement programme is now in its third phase includes a Sustainable Procurement work stream which will: establish what this means to the Council in the context of the Procurement Reform Act and the Community Empowerment Act; Assess the Council's current position; Assess what needs to change in order to meet the needs of the new regime and to deliver sustainability and community benefits; Consider means of assessing sustainability impacts of the Council's commitments and requirements including the new Scottish Government toolkit; Consider the usefulness of the new sustainable procurement self- assessment framework; and make recommendations for an approach to assessing and building in sustainability in respect of each project. The Flexible Framework status was updated in September 2015.

Since late 2015, following a meeting between Chief Executives of Aberdeen City, Aberdeenshire, and Highland Councils, officers have been working to develop a Business Case to explore opportunities for a shared procurement service across the three councils. This will build on the existing shared service between Aberdeen City and Aberdeenshire Councils. Combined, the three Councils have a revenue spend of circa £1bn that is commissioned on goods and services. Capital expenditure is above this. The sheer scale of this spend should provide the catalyst to drive efficiencies and reduce emissions in each organisation.

The vision is to "deliver innovative, cost effective, and high quality strategic procurement services that maximise best value from all commercial relationships, exploiting new opportunities, whilst ensuring a robust and effective governance framework in support of the wider strategic, financial and operational needs of the individual Councils and their partners."

The following policies guide sustainable procurement activity at a strategic and operational level, contributing directly to Council commitments under Scotland's Climate Change Declaration. Overarching policies provide strategic and practical guidance at every stage i.e. identification of need, specification development, selection/award and contract management. This helps to ensure emissions targets are met in addition to maximising added social, economic and environmental value in our own procurements and call offs from national frameworks. Procurement strategy, policies and guidance link with council topic specific policies.

## The Commercial and Procurement Shared Service

The Commercial & Procurement Shared Service (C&PSS) embraces Aberdeen City Council, Aberdeenshire Council and The Highland Council. The 2017-2022 Joint Procurement Strategy is fully aligned to: **i)** The Scottish Model of Procurement (emphasising quality, cost and sustainability) **ii)** National Outcomes **iii)** the 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"**

## Procurement Mission Statement

The 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."** C**hanges to environmental and social law (particularly climate change and community empowerment) were key drivers in the strategy refresh.** In particular, the following National Outcomes guide procurement activity at a strategic and operation level:

**"We value and enjoy our built and natural environment and protect it and enhance it for future generations"** and
**"We reduce the local and global environmental impact of our consumption and production."**

Policy/strategy/guidance emphasises a commitment to **identify: "leverage opportunities (including social, economic and environmental value) aligned to the needs and priorities of our communities."**

## Policy Statement

**"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 and working with all sectors of the business community in order 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 above appears in sourcing strategies (to guide procurers) and tender documentation (to guide bidders). Communication of these priorities leads to climate change/adaptation/sustainable procurement initiatives receiving considered focus at the sourcing stage. This is turn leads to higher quality, innovative responses from bidders aligned to local priorities and climate change/adaptation duties.

## Specifications/Statements of Requirements

Policy explains that not all sustainability measures are best achieved solely through community benefits. Some environmental/energy efficiency measures can be specified as contractual conditions e.g. that a product is made of particular materials or manufactured to a particular eco/industry standard. Methods of production, lifecycle costing, environmental performance measures and reduction of packaging are suggested in guidance. The

following specific examples are provided in this context:

- Environmental/emissions/climate performance levels
- Legislation or regulatory standards (e.g., equalities Climate Change Scotland Act 2009 etc)
- Waste water standards/accreditation
- Production processes and methods at any stage of the life cycle of the supply or service.

Zero Waste Scotland Specification Development guidance is incorporated into guidance. Sustainable procurement measures achieved in the specification are regarded as "community benefits" and procurers are encouraged to consider utilising community benefits and the specification to maximise environmental wellbeing.

**Policy and Guidance**

A Sustainable Procurement Policy (PGN 10) has been developed in collaboration with sustainability colleagues with input from Economic Development and Community Planning colleagues. Policy and guidance links to and strongly recommends usage of the following tools: i) The Sustainability Test, ii) The Prioritisation Tool and iii) Lifecycle Impact Mapping. As with procurement strategy, there are linkages to The Scottish Model of Procurement, National Outcomes and Local Outcomes Improvement Plans**.** Sustainable procurement themes have been distilled into the following table to guide procurers and bidders:

| **Improve (Wellbeing)** | **Promote** | **Facilitate (Involve)** |
|---|---|---|
| Social | Innovation | SMEs |
| Economic | Equalities/reduce Inequality | 3rd Sector organisations |
| Environmental | Ethical trading and social justice | Supported Businesses |
| Health | Fair Work Practices/The Living Wage | Prompt Payment throughout the supply chain |
| Food poverty/fuel poverty/energy efficiency | Resource efficiency and the circular economy | Community engagement and community empowerment; community projects |
| Air quality/reduction of harmful emissions/reduction of waste and packaging | Education; employability and skills training | Collaboration and collaborative working |

To aid compliance with climate change duties, policy and guidance covers demand management and defines and explains key terms such as "sustainable procurement", "whole of life costing" "demand management" and "the circular economy." Extensive guidance has been condensed into a 2-page summary… the summary states that:

"Value for money remains as important as ever but our procurements must look to generate wider benefits to society and improve the local environment/minimise environmental damage."

Policy and guidance identifies 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) or **Global** (e.g. fairly traded and ethically sourced goods/carbon emission reduction.) Guidance prompts that many national strategic objectives can be addressed locally (e.g. employment & skills, Living Wage, health and wellbeing, poverty, biodiversity, reduced road

miles/reduced carbon emissions etc.)

To simplify the subject, policy and guidance link sustainable procurement 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

**Fair Trade/Trading Labels**

The Sustainable Procurement Policy supports the promotion of the FairTrade Resolution. "FairTrade" can be specified as representing a standard without further enquiries. As with the use of any trading label, to avoid inadvertent discrimination, procurers must offer alternatives to meet the standard without accreditation. Guidance covers compliant use of trading labels and guides where "equivalents" must be offered.

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

Participation on National collaborative contracts/ frameworks have contributed to sustainability principally in provision of utilities and particularly in support of the Council's Biomass Heat provision.

The following represents an illustrative sample of procurement activity i) delivering a reduction in CO2 emissions ii) improving energy efficiencies and iii) incorporating meaningful sustainability criteria:

1. **Construction Procurements –** follow industry terms/best practice (NEC3, SBCC ICE etc), Building Standards/Building Performance polices. Specifications incorporate sustainability, energy and environmental considerations to a challenging but proportionate and relevant extent per project. Strong ethos that value for money is demonstrated by whole of life costing/best price-quality ratio. Current and future climate change risks factored into procurement processes where proportionate and relevant to safeguard assets/infrastructure /communities to ensure business continuity.

**National Frameworks**

The Council works in close collaboration with Scotland Excel (centre of procurement expertise for the local government sector in Scotland) http://www.scotland-excel.org.uk/nmsruntime/saveasdialog.aspx?lID=11894&sID=25652. Sustainability criteria aligned to the Scottish Sustainable Procurement Action Plan which takes a holistic view of the social, economic and environmental implications of product and service choices.

- **Demolition Services** - hazardous waste requires specialist landfills, especially asbestos. Suppliers only able to direct minimal waste to landfill. Commitment to reducing carbon footprint, producing survey reports electronically and use of Euro 5 and 6 emission standard vehicles + commitments to reuse, recycle and reduce waste.

- **Building and Timber materials** - per UK Government Timber Procurement Policy only use legal and sustainable timber used.

- **Catering Sundries** - range of reusable/recycled products, packing, assisting councils to reduce waste. Euro VI engines in delivery vehicles.

- **Domestic Furniture and Furnishings -** reuse options on key items. Supports transition to a more circular economy … environmental impacts of deliveries minimised.

- **Electrical Materials** - all meet the Government Buying Standards for energy efficiency ratings (per DEFRA)

- **Energy Efficient Contractors** - for services/works c required across Scotland's Energy Efficiency Programme (SEEP)

- **Engineering and Technical Consultancy –** Provides for Environmental Impact Assessments, Environmental Surveys, Noise & Vibration, Water Quality, Ecology & Biodiversity Studies, Habitat Surveys, Air Quality and Landscape Architecture

- **Groceries and Provisions -** reduced food waste including demand planning systems and forecast accuracy models, tasking supply chains to reduce case/pack, food waste often passed to local farmers as animal feed.

- **Heavy Vehicles & Light Vehicles** - suppliers must consider raw material usage (particularly steel and oil based products) in the design process. Carbon emission reductions achieved supported by the Energy Saving Trust (installing energy efficient lighting etc). Majority of operational fleet meet Euro V emissions standards with a primary goal of Euro VI emissions standards.

- **Janitorial Products** - reduce waste through products and processes improvements. Most paper products 100% recycled.

- **Plumbing and Heating Materials -** all meet the Government Buying Standards

- **Recycle/Refuse Containers** - maximise recycling opportunities through bin refurbishment and take-back schemes. Redundant bins treated to produce new products. Environmental credentials demonstrated through investment in production efficiencies to reduce emissions/increase use of recycled materials.

- **Road Maintenance Materials**- reduces environmental impact, including fleet reviews, raw material reviews and product recycling.

- **Bitumen and associated products** - initiatives to reduce the impact to the environment - sustainable methods of recycling/disposing of products at the end of life – reduced vehicle emissions.

- **Street Lighting Materials -** compliance with the W.E.E.E. directive ..emphasis on recyclable materials and end-of-life disposal. Lighting columns/projection brackets meet standards for 50 years min - carbon neutral columns included. Allows for accelerated LED replacement - converting to LED luminaire = 50% reduction in energy costs/reduced usage compared to traditional lights.

- **Trade Materials (ironmongery, trade tools, paint) –** reduced vehicle emissions/energy use, materials recycling, community repaint schemes to use leftover paint for communities - waste reduction through innovative packaging design.

- **Tyres** - re-used or recycled, retreads, re-cycling as fuel for use in cement kilns and as planters for community projects. Euro V emissions - plans to upgrade older vehicles –efficient route planning to minimise road miles.

**Utilities (Procurement Scotland)**

- **Electricity** - Promoting greener power: addresses emissions from energy use – mitigation through a range of energy efficiency measures, access to renewable generation sources promoted 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.

**5c Supporting information and best practice** Provide any other relevant supporting information and any examples of best practice by the organisation in relation to procurement.

In the reporting period, C&PSS has continued to develop the themed approach to community benefits. The approach is intended to provide procurers and suppliers with a clear, compliant, ideas-driven framework to work consistently within.

C&PSS has established closer partnerships with community planning partners, local third sector interface organisations in order to raise awareness of and capability within the 3rd sector re sustainable procurement/community benefits.

Closer ties with the 3rd sector will identify areas where there might be an active role for community planning partners; 3rd sector organisations and our communities to shape, support or deliver requirements. The Councils' approach to community benefits relies on identifying potential sources of financial and practical support to assist suppliers in the delivery of social value. If this converges with the social purposes of a 3rd sector organisation (including supported businesses) or the interests of a community group, a key objective is to engage early and make this information available to bidders.

This approach ensures that as far as possible, social value is aligned to community priorities. If social/economic value can be supported by the 3rd sector, this might allow increased scope for procurers and suppliers address "environmental wellbeing" meaningfully. The Council's approach/strategy and the table below has secured supportive feedback from The Scottish Government, Ready for Business, Sustainable Procurement Limited, and 3rd Sector Interfaces.

| Improve (Wellbeing) | Promote | Facilitate (Involve) |
|---|---|---|
| Social | Innovation | SMEs |
| Economic | Equalities/reduce Inequality | 3rd Sector organisations |
| Environmental | Ethical trading and social justice | Supported Businesses |
| Health | Fair Work Practices/The Living Wage | Prompt Payment throughout the supply chain |
| Food poverty/fuel poverty/energy efficiency | Resource efficiency and the circular economy | Community engagement and community empowerment; community projects |
| Air quality/reduction of harmful emissions/reduction of waste and packaging | Education; employability and skills training | Collaboration and collaborative working |

## 6 Validation and Declaration

### 6a Internal validation process

Corporate emissions data is compiled by 6 teams across the Council. This data is validated by each service prior to being given to the Climate Change team. The Climate Change team then provides an additional 'sense check', scrutinising the data for consistency with previous year's reporting. Requirements for the data are carefully discussed with each team, and a written process tailored to each specific team has been developed to ensure consistency in the type and scope of data provided each year, along with an agreed person responsible for delivering the data to the Climate Change team. Data is stored securely with both the service providing the data, and with the Climate Change team. Data on staff travel is subject to internal scrutiny through the Finance Service.

### 6b Peer validation process

No peer validation is undertaken.

### 6c External validation process

Individual services that supply data to the Climate Change team have additional audit and scrutiny requirements for their data. For example, the majority of the energy use data provided is scrutinised under the CRC process, while waste data is reported to SEPA. The Council held the Carbon Trust Standard until April 2015, and follows the processes put in place during this process.

**6d** **No Validation Process** Indicate this in the space provided and the reasons why this has not been undertaken.

### 6e Declaration

I confirm that the information in this report is accurate and provides a fair representation of the organisation's performance in relation to climate change.

| | |
|---|---|
| **Name:** | Heidi de Haas |
| **Role in the organisation:** | Climate Change Coordinator |
| **Date:** | 19/10/17 |

**End of Required Section**

**<u>Recommended Reporting</u>: Report on the Wider Influence (Not required)**

**Wider Impact and Influence on GHG Emissions**

**1. Historic Emissions (Local Authorities Only)**

**<u>Table 1a</u>**

| Dataset | Sector | 2005 | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 | Units |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| DECC Sectors | Total Emissions | 2402.84 | 2374.01 | 2350.18 | 2317.12 | 2142.86 | 2300.02 | 2115.14 | 2111.88 | 2060.58 | 1868.86 | ktCO2 |
| | Industry and Commercial | 1004.49 | 949.59 | 933.26 | 914.23 | 799.84 | 904.58 | 837.31 | 814.80 | 805.44 | 700.11 | ktCO2 |
| | Domestic | 794.88 | 812.96 | 796.80 | 806.15 | 748.88 | 802.91 | 693.49 | 716.80 | 672.86 | 581.46 | ktCO2 |
| | Transport total | 603.48 | 611.45 | 620.12 | 596.74 | 594.14 | 592.53 | 584.35 | 580.28 | 582.28 | 587.29 | ktCO2 |
| | Per Capita | 11.02 | 10.75 | 10.49 | 10.21 | 9.37 | 9.97 | 9.09 | 9.07 | 8.85 | 8.02 | tCO2 |
| Other Sectors | Waste | | | | | | | | | | | tCO2e |
| | N. LULUCF Net Emissions | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | ktCO2 |
| | Other (specify in 'Comments') | | | | | | | | | | | tCO2e |

**Table 1b**

| Dataset | Sector | 2005 | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 | Units |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| DECC Sectors | 1 | 2508.51 | 2481.66 | 2460.22 | 2418.38 | 2243.80 | 2403.92 | 2231.08 | 2226.32 | 2178.52 | 1977.97 | ktCO2 |
| | 2 | 1101.06 | 1047.36 | 1032.08 | 1004.19 | 889.54 | 997.27 | 942.32 | 918.19 | 912.34 | 798.02 | ktCO2 |
| | 3 | 794.88 | 812.96 | 796.80 | 806.15 | 748.88 | 802.91 | 693.49 | 716.80 | 672.86 | 581.46 | ktCO2 |
| | 4 | 612.57 | 621.35 | 631.34 | 608.04 | 605.38 | 603.73 | 595.28 | 591.32 | 593.31 | 598.50 | ktCO2 |
| | 5 | 3.54 | 3.02 | 2.84 | 2.39 | 1.60 | 2.16 | 1.18 | 1.24 | 1.21 | 0.34 | tCO2 |
| Other Sectors | 6 | | | | | | | | | | | tCO2e |
| | 7 | -1735.76 | -1815.61 | -1823.73 | -1875.58 | -1877.93 | -1905.71 | -1956.95 | -1938.58 | -1895.97 | | ktCO2 |
| | 8 | | | | | | | | | | | tCO2e |

**2a Targets**

**Please detail your wider influence targets**

**Table 2**

| RPP Sector | Action Type | Description | Base-line year | Comments |
|---|---|---|---|---|
| All_Sectors | Master-planning | A carbon neutral Inverness in a low carbon Highlands by 2025 | 2011 | A baseline emissions inventory for developing a monitoring and evaluation framework is in the process of being completed with delivery expected in November 2017. |

| | | | | |
|---|---|---|---|---|
| Waste_and_Resource_Efficiency | Enhanced recycling | Compliance with the Zero Waste Scotland Plan, including 70% recycling rate with less than 5% of waste going to landfill by 2025. | 2011 | Measurement is percentage of waste being recycled, re-used or sent to landfill. |
| Homes_and_Communities | Energy Efficiency - Combined | Compliance with the Scottish Housing Quality Standards and the Energy Efficiency Standard for Social Housing | 2015 | Percentage of houses complying with the new standards. |
| Energy | Other | Highland Renewable Energy Strategy and Planning Guidance | | Recognition of the need for cleaner forms of energy with minimal CO2 emissions;<br>• The need for energy savings and efficiency, based on cleaner energy;<br>• Balance between social, economic and environmental interests;<br>• The importance of local involvement in any renewables industry and the<br>retention of associated wealth;<br>• Retention of the regional diversity, scenic qualities and local distinctiveness of landscapes;<br>• The importance of protecting biodiversity, including rare and endangered<br>habitats and species;<br>• The aim of maximising employment and income;<br>• The aspiration for viable energy self-sufficiency, with a reliable supply;<br>• The need to integrate renewables within the existing energy framework;<br>• Recognition of energy poverty and the aim of eradicating it;<br>• Utilisation of the valuable, high calibre energy resources available in Highland |

## 3 Policies and Actions to Reduce Emissions

**Please detail any of the specific policies and actions which are underway to achieve your emission reduction targets**

**Table 3, part 1**

| No. | RPP Sector | Action Type | Description | Start year for policy/action implementation | Year that the policy/action will be fully implemented | Annual $CO_2$ saving once fully implemented ($tCO_2$) | Status |
|---|---|---|---|---|---|---|---|
| 1. | Energy | Other | Replacing street lights with LED lanterns | 2014 | 2020 | 5,000.0 | In Implementation |
| 2. | Homes_and_Communities | Energy Efficiency - Combined | Energy efficiency improvements in council housing | 2004 | 2020 | | In Implementation |
| 3. | Homes and Communities | Energy Efficiency - Combined | Highland Climate Challenge Game | 2016 | | | Pilot |
| 4 | Waste_and_Resource_Efficiency | Enhanced recycling | The Highland Council is committed to achieving the goals outline in Zero Waste Plan achieving a 70% recycling rate. | 2012 | 2025 | | In Implementation |
| 5. | Waste_and_Resource_Efficiency | Enhanced recycling | The Highland Climate Challenge Game | 2016 | | | Pilot |
| 6. | Transport | Decarbonising Public Transport | Expanding electric vehicle charging point provision across Highland | 2013 | 2017 | | In Implementation |

**Table 3, part 2**

| No. | RPP Sector | Action Type | Description | Metric/indicators for monitoring progress | Delivery Role | During project/policy design and implementation, has ISM or an equivalent behaviour change tool been used? | Value of Investment (£) | Primary Funding Source for Implementation of Policy/Action (please provide additional description in 'Comments') | Accountable body | Comments |
|---|---|---|---|---|---|---|---|---|---|---|
| 1. | Energy | Other | Replacing street lights with LED lanterns | Reduction in energy consumption | Direct delivery | No | £ 16,000,000 | Capital investment | The Highland Council | |
| 2. | Homes_and_Communities | Energy Efficiency - Combined | Energy efficiency improvements in council housing | Reduction in energy consumption | Direct delivery | No | £ 60,000,000 | Capital investment | The Highland Council | This programme is not directly aimed at targeting carbon emissions reductions, but will have emissions reduction implications. |
| 3. | Homes_and_Communities | Energy Efficiency - Combined | Highland Climate Challenge Game | Reduction in energy consumption | Direct delivery | No | £ 49,000 | Capital investment | The Highland Council | This programme is directly aimed at targeting carbon emissions reductions, and should have emissions reduction implications. |

| | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| 4. | Waste_and_Resource_Efficiency | Enhanced recycling | The Highland Council is committed to achieving the goals outline in Zero Waste Plan achieving a 70% recycling rate. | Reduction in waste to landfill, increased recycling rates | Direct delivery | No | | Capita investment (THC) and revenue (SG) | The Highland Council | Funding is coming from Council capital and revenue funding and from Scottish Government |
| 5, | Waste_and_Resource_Efficiency | Enhanced recycling | The Highland Climate Challenge | Reduction in waste to landfill, increased recycling rates | Direct delivery | No | £49,000 | Capita investment (THC) | The Highland Council | Funding is coming from Council capital and revenue funding and from Scottish Government |
| 6. | Transport | Decarbonising Public Transport | Installation of electric vehicle charging point at Inverness bus station | Number of charging points | Joint venture | No | | Transport Scotland / Capital investment (THC) | Transport Scotland The Highland Council | These programmes are not directly aimed at targeting carbon emissions reductions, but will have emissions reduction implications. |

## 4 Partnership Working, Communications and Capacity Building

**Please detail your Climate Change Partnership, Communication or Capacity Building Initiatives below.**

**Table 4**

| Key Action Title | Action Type | Organisation's project | Lead Organisation | Private Partners | Public Partners | 3rd Sector Partners | Outputs | Total Investment into Partnership |
|---|---|---|---|---|---|---|---|---|

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | | **role** | | | | | | |
| Education | Skills/Capacity Building | Participant | University of Highlands and Islands (UHI) | | | | Establishing a Low Carbon Institute at UHI | £250,000 |
| Education | Skills/Capacity Building | Lead | Twenty Squares | | | | Highland Climate Challenge | £49,000 |
| Communications | Partnership working of climate change or sustainability | Participant | Highland Environment Forum | | SNH, Highland Council | | Building and maintaining links across organisations and professionals working on environmental issues in Highland. Collaborative working to deliver the Environment theme of the Highland Single Outcome Agreement | |
| Investment | Partnership working of climate change specifically looking at Climate Change Adaptation Projects and Land use, Food Growing and Allotments. | Lead | | | Highland Council | Community groups across Highland | Distributing £100,000 in grant funding to Council and community groups and organisations across Highland to support projects that adapt to climate change. Distributing £50,000 in grant funding to Council and community groups and organisations across Highland to support projects that promote food growing and benefit the community. | £150,000 |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Other | Multi organisation Communications | Partici pant | Scottish Cities Alliance | | Local authorities representing all 7 Scottish Cities | | A key theme of SCA is "Sustainable Cities", which focuses on cities making the shift to a low carbon economy by maximising resource efficiencies. Being a SCA member provides opportunities for partnership working and sharing good practice with the other cities in Scotland. | |
| Other | Partnership working of climate change or sustainability | Partici pant | Community Planning Partnership | | NHS Highland, Police, Fire Service, Highlife Highland, Cairngorms National Park Authority, Scottish Government, SNH, UHI | Highlands and Islands Enterprise, Highland Third Sector Interface, | Delivering the goals outlined in the Single Outcome Agreement. | The Council contribut es funding across the goals of the SOA. |
| Communi cations | Partnership working of climate change or sustainability | Suppo rting | Highland Environment Network | | Highland Council | Highland Environment Network | Dissemination of environmental information with a focus on climate change to the Highland community | |
| Communi cations | Partnership working of climate change or sustainability | Lead | | 70 signatories from public, private and third sector including. Private sector includes Inverness | 70 signatories from public, private and third sector including. Public sector includes SNH, Cairngorms National Park | 70 signatories from public, private and third sector including. Third sector includes Sleat Community | Declaration signatories commit to:<br>Take action to reduce the carbon emissions from their organisations<br>Work with signatories in the Highlands and share information to promote | |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | | | | Caledonian Thistle FC, Tomatin Distillery, and Korrie Renewables | Authority, SEPA, NHS Highland and UHI. | Trust, Transition Black Isle, Broadford and Strath Community Company Ltd and Isle of Eigg Trust | good practice<br>Motivate and work with others to take action to reduce carbon emissions and adapt to the potential impacts of climate change<br>Produce a short annual update of actions taken and progress achieved towards reducing carbon emissions, so that this good practice can be shared. | |

**5. Other Notable Reportable Activity**

**Please detail key actions relating to Food and Drink, Biodiversity, Water, Procurement and Resource Use in the table below**

**Table 5**

| Key Action Title | Key Action Description | Organisation's Project Role | Impacts | Comments |
|---|---|---|---|---|
| Biodiversity | Flow to the Future project | Supporting | Restoring Flow Country peatlands in Caithness, including the construction of a visitors centre to promote education about the importance of peatlands. | Project started July 2014 and is set to last 5 years. Revisiting an application to progress the site to be a World Heritage Site. |
| Water | Pilot Pentland Firth & Orkney Waters Marine Spatial Plan was published in March 2016 | Participant | Developing integrated marine and coastal management strategies, prioritising local planning needs and taking a coherent approach to ecosystem management. | |