

**FALKIRK COUNCIL**

**Subject: SCOTTISH CLIMATE CHANGE DECLARATION - PROGRESS REPORT 2013/14**  
**Meeting: EXECUTIVE**  
**Date: 24 FEBRUARY 2015**  
**Author: DIRECTOR OF DEVELOPMENT SERVICES**

**1. INTRODUCTION**

- 1.1 This report seeks approval for Falkirk Council's finalised annual report on progress related to commitments made in signing up to Scotland's Climate Change Declaration.
- 1.2 In January 2007, Falkirk Council joined 31 other Scottish local authorities in signing up to Scotland's Climate Change Declaration, demonstrating its commitment to taking early action on climate change. Part of that commitment was to report publicly on progress on addressing and leading on climate change.
- 1.3 This report tracks progress in meeting the commitments made in the Declaration, specifically in relation to the period 2013/14 and has been produced on a voluntary basis.
- 1.4 The Declaration is a public statement wherein local authorities acknowledge the reality and implications of climate change and their responsibility to respond effectively. As a signatory to Scotland's Climate Change Declaration (SCCD), the Council is committed to taking action across a range of key areas, which can be summarised as:
  - Providing effective governance, leadership and management on climate change;
  - Reducing the level of the Council's greenhouse gases emissions;
  - Taking action to reduce emissions from across the Falkirk Council area;
  - Taking action to adapt to the impacts of climate change; and
  - Developing effective partnership working to address climate change.
- 1.5 In May 2014, COSLA wrote to all Council Leaders requesting that they submit an annual progress report on Scotland's Climate Change Declaration by 28 November 2014. Owing to the complexity of the report and the relatively short timescale involved, it was agreed that public bodies such as local authorities could submit an early outline report, on the condition that an approved version would be filed before the end of March 2015. A draft was submitted on behalf of Falkirk Council by early November.
- 1.6 To date, Falkirk Council has produced public annual progress reports on a voluntary basis, thereby enabling Falkirk Council to meet the Scottish Government's requirement that local authorities regularly report publicly on progress in contributing to the Climate Change (Scotland) Act 2009. The Executive should note, however, that the Scottish Government recently announced that reporting will become mandatory in 2016 with a revised reporting template currently under development by its Climate Change Hub team.

## 2. PROGRESS SUMMARY

### **Governance Leadership and Management:**

- 2.1 The Carbon Management Plan underwent an internal audit in 2013/14. Based on recommendations from the audit, the terms of reference of the Corporate Sustainability Group and the Carbon Management Group were revised, in order to improve reporting and clarify roles in terms of governance, leadership and management. All recommendations were subsequently implemented.
- 2.2 In April 2013 a new dedicated Climate Change Team was established. The team facilitates and reports to the Corporate Sustainability Group on wider climate change and sustainability issues and reports to the Carbon Management Group on carbon reduction issues. In 2013 the Climate Change Team started working with Services' Departmental Management Teams to help them understand and take responsibility for managing their CO<sub>2</sub> emissions.

### **Reducing the Council's Own Greenhouse Gas Emissions:**

- 2.3 As a public body, Falkirk Council has a duty to contribute to the national target of cutting Scotland's carbon dioxide emissions by 42% by 2020. Falkirk Council's strategy for reducing its carbon dioxide emissions (CO<sub>2</sub>) is set out in the Carbon Management Plan 2011-2015. The strategy uses a baseline year of 2005/06 with a target of reducing CO<sub>2</sub> emissions by 20% by 2015.

2005/06 Baseline CO <sub>2</sub> tonnes	2010 /11	2011 /12	2012 /13	2013 /14	% change 05/06- 13/14
40,915	44,596	43,824	47,734	46,177	+13%

*Table 1. Falkirk Council CO<sub>2</sub> Emissions Over Time*

- 2.4 The table above shows that the Council's emissions continue to rise. Total CO<sub>2</sub> emissions from Falkirk Council have increased by approximately 13% over the last 8 years. This is despite a continued programme of efficiencies in terms of building energy, fleet and staff travel reduction. The quality of data relating to building energy increased greatly from 2010/11, however, the three year period since then also shows continued growth. The reasons behind the growth since 2005/06 are largely building energy related and are a combination of:
- Improved accuracy and robustness of data (some meters had not been included and this led to under-recording of energy use.)
  - Replacement of secondary schools by higher energy consuming community hubs with swimming pools.
  - Continued gradual extension of the Council's built estate
  - Continued gradual increase of energy use in office buildings
  - Advanced age and structural condition of buildings e.g. leisure centres
  - Increased computer and electronic equipment usage
- 2.5 The continued increase in CO<sub>2</sub> emissions comes despite many of the planned and additional carbon reduction actions being successfully delivered. This report focuses on the period 2013/14 and actions delivered within that period alone include:
- LED lighting project at Callendar House
  - Leisure centre efficiency programmes on lighting, pool insulation and pump efficiencies

- Fitting of tracking units to Council owned fleet and mechanical equipment
- Household food collection programmes, which target particularly potent greenhouse gases

(Full details can be found in sections 2.6 and 2.7 of the appended report).

- 2.6 Proposed actions on CO<sub>2</sub> reduction are many and varied, including:
- Approving and implementing a heating management approach
  - Rationalising the property portfolio
  - Optimising use of the built estate
  - Use of fleet computer technology to optimise route planning and fleet use
  - Drive forward and support a programme of energy efficiency projects
- 2.7 A considerable effort is being put into the Council's property portfolio. The new HQ building will be more efficient than most current buildings and will allow for the disposal of less suitable stock. Other initiatives such as a new heating management approach will assist with this. There will also be a targeted investment in the remaining buildings.

#### **Reducing Emissions From the Local Authority Area:**

- 2.8 By signing Scotland's Climate Change Declaration, Falkirk Council agreed to work with others in our local community to address climate change issues across the wider Council area. Estimates of carbon emissions for the Falkirk Council area (source Department for Energy and Climate Change), show that compared with other Scottish local authority areas, Falkirk Council's has one of the highest tonnages of CO<sub>2</sub> per person. This reflects the concentration of industry at Grangemouth. This is countered by the contribution of many of the Council's policies and activities such as:

- **Falkirk Local Development Plan** - requirements for low and zero carbon buildings support of renewable energy technology where appropriate
- **Local Housing Strategy** – substantial funds were secured in 2013/14 for home energy initiatives, helping to reduce household fuel bills, cut carbon emissions and create jobs.
- **National Heat Networking Project** – collated data relating to Falkirk Council estate to inform future projects aligning excess heat supply and demand for both business and domestic use.

#### **Adapting to a Changing Climate:**

- 2.9 As a public body, Falkirk Council has a duty to contribute to national programmes to help Scotland to adapt to the impacts of a changing climate. In the period 2013/14, the potential impact of severe weather events was incorporated into the Corporate Risk Register. Work also started on a Council-wide, risk based strategy to address this. The Emergency Planning Unit continued to support two Community Councils as they developed their own Community Emergency Plans. Civil contingencies and emergency preparedness procedures continued to be constantly revised and updated.

#### **Working in Partnership:**

- 2.10 In 2013/14, Falkirk Council continued to work in a wide variety of partnerships that contributed to climate change and sustainability efforts. This includes sharing resource efficiency best practice through the Community Planning Sustainability Group, protection of wildlife and landscape through biodiversity related partnerships as well as partnership working with housing associations to address fuel efficiency in homes. Contingency planning and emergency preparedness planning ensured that community planning partners and local businesses were engaged and had access to support.

### 3 CLIMATE CHANGE HIGHLIGHTS OF 2013/14

- 3.1 In April 2013, Falkirk Council became one of the first Scottish local authorities to appoint a dedicated Climate Change Team. The quality of data available relating to building energy and the Council's fleet improved greatly, enabling efficient resource planning and reporting. Work commenced on the production of quarterly reports to Services on their carbon footprints. Commencement of food waste collections marked the start of a significant contribution to cutting greenhouse gases.

### 4 FUTURE ACTION

- 4.1 A key element of the report on the Declaration is a statement of priorities for the year ahead. The priority actions proposed are:
- Production of a new Carbon Management Plan with extended scope, new programme of action and a revised baseline to align with new carbon management methodology.
  - Climate Change Team to work with Services to help them to understand their CO<sub>2</sub> emissions and support them as they develop their carbon reduction action programmes
  - Realise the potential for carbon reduction through rationalisation of the Council's estate portfolio and how it is managed.
  - Support Services' energy efficiency and carbon reduction projects by providing specialist support and raising awareness of external support and funding opportunities.

### 5 IMPLICATIONS

- 5.1 **Financial:** there are no direct financial implications arising from this report
- 5.2 **Legal:** the Climate Change (Scotland) Act 2009 places duties on public bodies in respect of climate change mitigation and adaptation and of sustainable development. This report provides evidence of these duties.
- 5.3 **Policy:** the report highlights the requirement for climate change considerations to be embedded in Council policy development across all services.
- 5.4 **Equalities impact:** there are no direct equalities impacts arising from this report
- 5.5 **Personnel:** there are no direct personnel impacts arising from this report
- 5.6 **Sustainability:** there are no direct sustainability impacts arising from this report. However, the report does record positive progress being made by the Council across a range of climate change mitigation, adaptation and sustainable development projects and activities.

## 6 RECOMMENDATION

- 6.1 That the Executive agrees the Annual Progress Report, as appended to this report, and its submission to COSLA by the deadline of 31 March 2015.

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**Director of Development Services**

**Date: 12<sup>th</sup> February, 2015**

### Contact Officers

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### **LIST OF BACKGROUND PAPERS**

Nil



## Scotland's Climate Change Declaration

### 2013-14 Reporting Template

## 1. Governance, Leadership and Management of Climate Change

### 1.1 Background Information

This section of the template is designed to provide background information on your local authority and to outline how you provide effective governance, leadership and management of climate change.

Local Authority Name	<i>Falkirk Council</i>
Number of Staff	<i>7,400</i>
Number of Council Operated Premises	<i>313</i>
Annual budget	<i>£329.3 million</i>

### 1.2 Governance

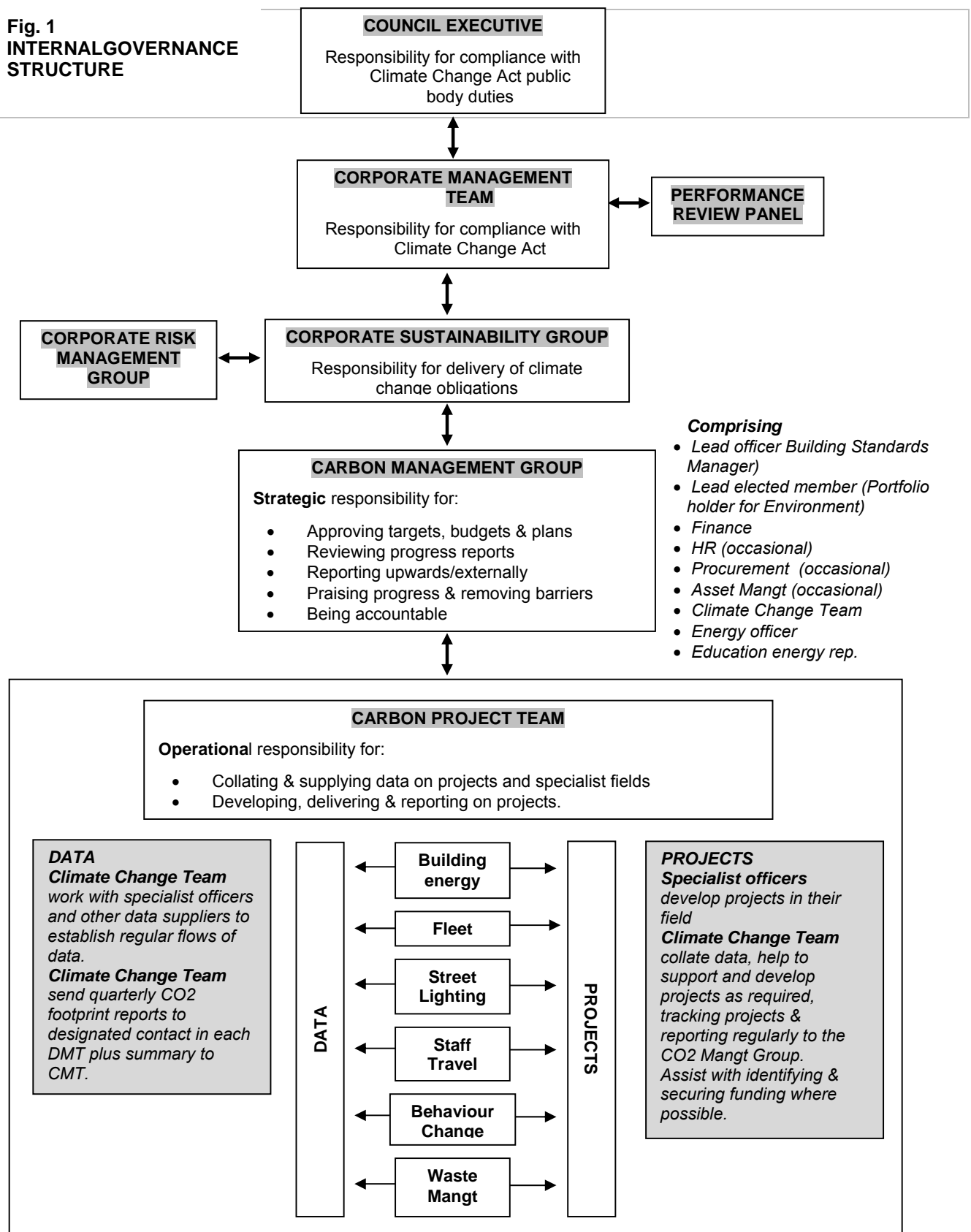
How is climate change governed in your local authority and what role do elected members provide? Please include a diagram to illustrate your Governance structure, including reference to any distinct climate change initiatives or groups in which elected members are particularly active.

**Responsibility** for delivery of climate change obligations lies with the Corporate Sustainability Group in Falkirk Council. Responsibility for steering and managing delivery of the Carbon Management Plan is delegated to the Carbon Management Group.

**Elected Member involvement** - progress is reported to Elected Members annually through an Information Bulletin comprising the Council's annual issue of Scotland's Climate Change Declaration. The Portfolio Holder for the Environment is a member of both the Corporate Sustainability Group and the Carbon Management Group, both of which meet quarterly.

The Carbon Management Plan underwent an 'internal' audit in 2013/14. Based on recommendations from the audit, the terms of reference of the Corporate Sustainability Group and the Carbon Management Group were revised to improve reporting and clarify roles in terms of governance, leadership and management. All recommendations were subsequently implemented. The structure of our council is outlined in the diagram overleaf:

**Fig. 1**  
**INTERNAL GOVERNANCE**  
**STRUCTURE**



*Falkirk Council has a dedicated Climate Change Team comprising 3 officers. The team's role is to provide support to Council officers and Elected Members to ensure that obligations from the Climate Change Scotland Act are embedded in all of Falkirk Council's operations. The team reports to the Carbon Management Group on carbon related work and to the Corporate Sustainability Group on sustainability and climate change in general.*

### 1.3 Leadership

Please provide examples of leadership that senior staff or elected members have promoted that have led to emissions reduction, promoted awareness and action on climate change or support for adaptation initiatives.

*Falkirk's 2<sup>nd</sup> carbon management plan (CMP) committed each service to reducing its annual emissions by 1% p.a. In agreeing to this, Service Directors committed to taking responsibility for their service's emissions. In 2013 the Climate Change Team started a process of giving presentations to each Service's Departmental Management Team, where they presented the corporate and the Service's annual carbon footprint. Services were asked to nominate a senior representative a main point of contact with the Climate Change Team in order to work together to develop an action plan to deliver the 1% annual CO2 reduction.*

*In August 2013 Falkirk Council' hosted a Sustainable Scotland Network event, with the Provost opening the event which was held to consult on a draft national adaptation proposal.*

*Our lead Elected Member is an active member of the Carbon Management Group, of the Corporate Sustainability Team and is the Portfolio Holder for the Environment. In 2013/14 he attended the SSN annual conference on how public sector leadership and action can help to deliver a win-win-win for the economy, society and the environment. He also sits on the CoSLA/Scottish Government Task Force looking at developing a circular economy (sustainable resource use & procurement), with cabinet ministers.*

### 1.4 Management

Provide detail and diagram of *internal* management decision-making structures, special arrangements for mitigation and/or adaptation management, allocation of responsibilities to senior staff, etc.

*In April 2013 a new dedicated Climate Change Team was established, comprising a Climate Change & Sustainability Officer plus a Climate Change Officer. (A Carbon Reduction Officer completed the team in April 2014). The team facilitates and reports to the Corporate Sustainability Group on wider climate change and sustainability issues and reports to the Carbon Management Group on mitigation issues.*

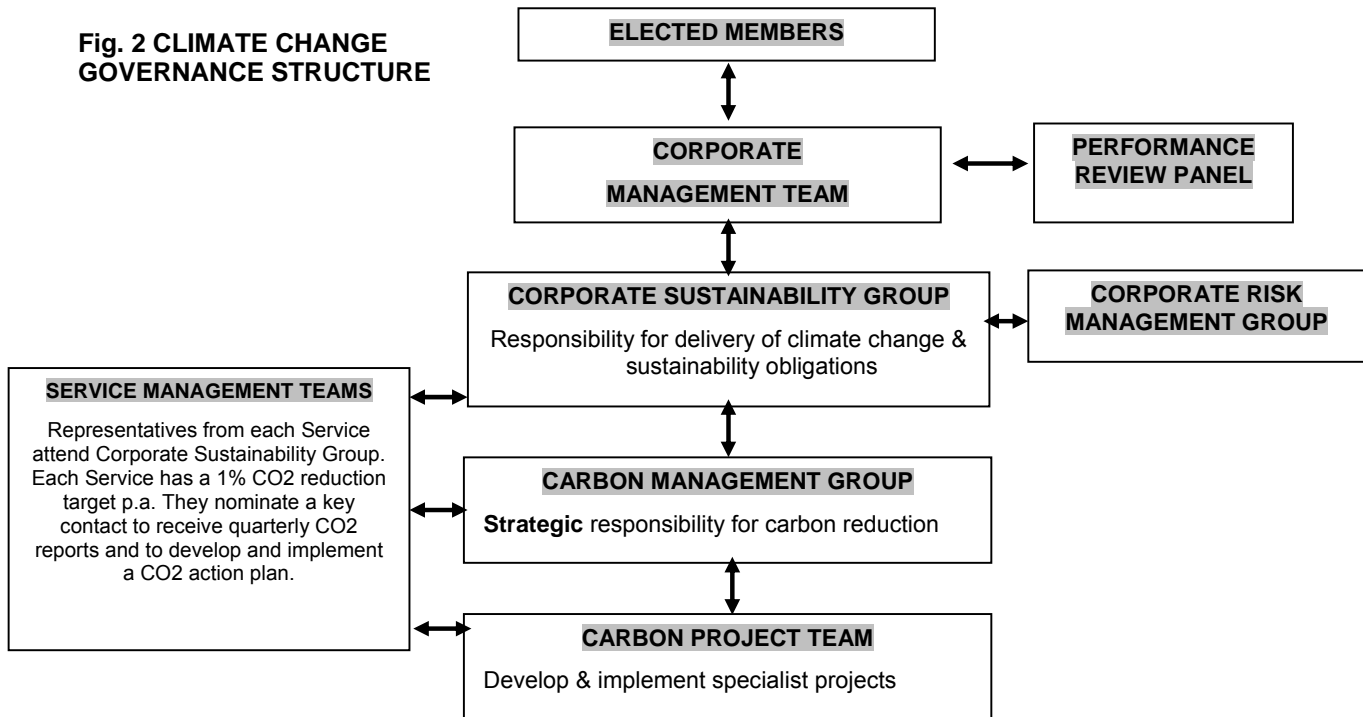
*The Corporate Sustainability Group comprises senior representatives from each Service and is chaired by the Director of Development Services who acts as a conduit between the group and the Corporate Management Team.*

*Senior officers from each Service report on areas of work that their service leads on and feed issues of corporate relevance back to their services. Services commit to sustainability related issues through the Sustainability & Climate Change Action Plan, providing annual updates on progress. Progress is reported to Elected Members through an Information Bulletin.*

*In November 2013 work commenced on revision of the 2<sup>nd</sup> Carbon Management Plan in preparation for an improved and revised 3<sup>rd</sup> plan. Resource Efficient Scotland provided external consultancy support to help with revision of the new project register.*



**Fig. 2 CLIMATE CHANGE GOVERNANCE STRUCTURE**



### 1.5 Improving Climate Change Governance, Leadership and Management

Provide details of plans to *improve* climate change governance, leadership and management arrangements e.g. creation of new groups, service improvement plans etc.

- *Terms of reference of the Corporate Sustainability Group were revised in 2014. Changes to be embedded in Council operations.*
- *All Services to receive a presentation by Climate Change Team presenting carbon footprint with service representative appointed. Representatives will receive quarterly carbon reports and will be given support to produce a carbon reduction plan on behalf of the Service's Departmental Management Team.*
- *A Council-wide climate change event will be run in 2014/15, inviting Elected Members, senior influential and specialist officers to highlight climate change legal obligations, funding and other resources available.*
- *The Carbon Management Plan underwent an 'internal' audit in 2013/14 with West Lothian Council carrying out a reciprocal audit of the plan. Based on recommendations from the audit, the terms of reference of the Corporate Sustainability Group and the Carbon Management Group were revised to improve reporting and clarify roles in terms of governance, leadership and management. All recommendations were subsequently implemented.*
- *The process for revising the terms of reference identified the need for embedding risk management in all climate change and sustainability work. As a result, the Corporate Sustainability Group now reports biannually on progress to the Corporate Risk Management Group.*

### 1.6 Strategies, Plans and Programmes

Outline how climate change is incorporated into strategies, plans and programs, e.g. the Single Outcome Agreement, the Community Plan, the Council Corporate Plan, Service Plans, Structure and Local Development Plans, etc.

Please provide links to these documents and detail the specific sections or paragraphs where climate change is referenced.

*Climate change and sustainability are incorporated into the major plans and strategies in Falkirk Council including the following (click + ctrl to link)*

[Corporate Plan](#)

- *Goals include: ‘enhancing and sustaining an environment in which people want to live and visit’*
- *Outcomes include : ‘we will be greener ‘*

[Strategic Community Plan](#)

- *Challenge: Sustainable Falkirk*

[Local Development Plan \(proposed in 2013/14\)](#)

*Contributing to climate change mitigation is one of the key strategic objectives of the Falkirk Local Development Plan, and carbon reduction is promoted through a number of the plan’s policies. Of particular importance are:*

- *Policy D04 on Low and Zero Carbon Development which implements Climate Change Act provisions and sets out requirements for low and zero carbon generating equipment in new buildings, whilst promoting decentralised energy generation with heat recycling in major new developments.*
- *Policy RW01 which supports renewable energy developments subject to satisfactory assessment of their impacts on the environment and communities*

[Corporate Procurement Strategy](#)

[Corporate Asset Management Strategy](#)

[Sustainability & Climate Change Strategy](#)

[Sustainability & Climate Change Action Plan](#)

[Local Transport Strategy](#)

[Local Housing Strategy](#)

[Local Biodiversity Action Plan](#)

[Falkirk Greenspace Initiative](#)

[Zero Waste Strategy](#)

[Community Litter Plan](#)

[My Future’s in Falkirk- \(economic development strategy\)](#)

## 1.7 Priorities for the Year Ahead

What are your key priorities for climate change Governance, Leadership and Management within your organisation?

*Our key priorities for 2014-15 are:*

- **Priority 1 – Governance** – *revision of the Council's Climate Change & Sustainability Action Plan will include an adaptation programme with clear links to risk management processes. Strengthen Corporate Sustainability Group reporting links and engagement with Corporate Management Team and Elected Members.*
- **Priority 2 – Leadership** – *each Service will produce a carbon reduction plan with regular carbon reports to the Corporate Management Team. Build on climate change work with community planning partners and wider community.*
- **Priority 3 - Management** - *Services are being made of their responsibility for embedding sustainability and climate change in their operations. This will be achieved through a combination of:*
  - *Quarterly reports to Service management teams on their carbon emissions with each Service developing its own carbon reduction action plan*
  - *Development and delivery of an event in early 2015 to help Services and specialist teams to identify funding, support and best practice to enable them to take action on sustainability and climate change*
  - *Commencement of a risk based approach towards adaptation in 2014/15, helping all Services to identify and develop processes to cope with the impact of changing climate on their operations at unit, Service and corporate level.*

## 2. Reducing Corporate Emissions

### 2.1 TARGETS:

Please state whether your local authority has set targets for 'corporate' greenhouse gas emissions. If yes, please provide below:

Local Authority	Target and Document Source (please provide link)
Falkirk Council	Carbon Management Plan target of 20% reduction p.a. against a 2005/06 baseline. Our Carbon Management Plan can be found on our website <a href="#">here</a>

### 2.2 PERFORMANCE:

Progress against targets (total CO<sub>2</sub> tonnes) – please add/delete columns as appropriate

CO<sub>2</sub> (T)

2005/06 Baseline	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	% change 05/06- 13/14
40,915	30,814	31,838	35,878	42,674	44,596	43,824	47,734	46,177	+13%

Total CO<sub>2</sub> emissions from Falkirk Council have increased by approximately 13% over the last 8 years. The reasons behind this are a combination of:

- Improved accuracy of data
- Increasing population
- Replacement of secondary schools by higher energy consuming community hubs with swimming pools.
- Continued gradual extension of the built estate
- Continued gradual increase of energy use in office buildings
- Advanced age and structural condition of buildings e.g. leisure centres
- Increased computer and electronic equipment usage

### 2.3 CORPORATE REPORTING – Further Information

Please complete the table below. Data in *italics* is optional. The information below is for Council Estate Functions only.

For further information, please refer to the Scottish Government document – Public Sector Sustainability Reporting Guidance on the Preparation of Annual Sustainability Reports 2012-13 available [here](#).

Area	Performance (2013-14)	Target p.a. (if applicable)
(a) Total GHG emissions	46,177 tCO <sub>2</sub> e	Approx. 3% reduction p.a.
(b) Electricity	36,292 MWh	“
(c) Gas	81,573 MWh	“
(d) Street lighting	10, 598 MWh	“
(e) Staff travel (commute)	NO DATA	“
(f) Fleet	4,620 tCO <sub>2</sub> e	“
(g) Business travel	777 tCO <sub>2</sub> e (excl public transport)	
	45.8 MWh	
(h) OIL		“
Carbon Reduction Commitment-	31,072 tonnes	

<i>related emissions</i>		
<i>CRC-related expenditure</i>	£372,870	
<i>Energy expenditure (gas and electricity)</i>	£6,071,354	
<i>EXPENDITURE OIL</i>	£46,787	
(a) <i>Total waste</i>	71,950 tonnes	<i>Can't separate MSW out. <u>Total</u> weight All of this waste data covers calendar year 2013 &amp; is awaiting formal verification by SEPA.</i>
(b) <i>Waste to landfill</i>	31,834 tonnes	
(c) <i>Waste recycled/reused</i>	38,162 tonnes	
(d) <i>Waste incinerated or energy from waste</i>	1,954 tonnes	
<i>Waste expenditure</i>	£5.3M	<i>(Source: Local Financial Return)</i>
<i>Waste emissions:</i>		<i>Emission factors used:</i>
<i>Recycled/composted/ prep for reuse:</i>	-36,445 tonnes	<i>R: -0.955</i>
<i>Incinerated</i>	-694 tonnes	<i>I: -0.355</i>
<i>Landfilled</i>	11,015 tonnes	<i>L: 0.346</i>
<i>Water consumption</i>	231,866m <sup>3</sup>	
<i>Water expenditure</i>	£ 1,026,676	<i>(Including Community Trust)</i>

## 2.4 Biodiversity

A short commentary should be provided on action on biodiversity when performing your duty under the Nature Conservation (Scotland) Act 2004. Please detail any biodiversity achievements during 2013-14 and any targets to improve biodiversity.

*Falkirk Council will report on its delivery of the Biodiversity Duty by end 2014. Production of this report has highlighted that during the period 2013-14 Falkirk Council has undertaken a wide range of projects, across all Services, to further the conservation of Biodiversity. It has also worked to help mainstream the consideration of biodiversity conservation by all Services. Achievements include:*

- Japanese Knotweed surveys and control undertaken at the Slamannan Road Car Park site and Coney Park bus turning area prior to construction work commencing.*
- Work on the Blackness to Bo'ness footpath scheduled to avoid disturbance to birds wintering within the Firth of Forth SPA. All trees to be removed during construction surveyed for bat roosts prior to work starting.*
- Bat roost surveys undertaken in house re-roofing project at Whitecross.*
- The M876 Glenbervie slip road construction was designed and undertaken to retain mature trees where possible.*
- Services work with and support a wide range of local community groups to enhance and protect various Council owned sites of value for wildlife, including: Westquarter Glen, Bonnyfield Local Nature Reserve, Polmont Woods, Maddiston Valley Park, Carron Dams Local Nature Reserve, and Kinneil Foreshore Local Nature Reserve.*
- Control of invasive species (especially Japanese knotweed and giant hogweed) is undertaken on Council owned land and at a number of other strategic locations.*
- Larbert High School is working closely with conservation organisations and the local community to*

*protect and enhance the Carron Dams Local Nature Reserve and to use it for learning across the curriculum. The school won the RSPB's Nature of Scotland Award (Education category) 2013 for their work.*

- The Local Biodiversity Action Plan process delivers a wide range of local biodiversity projects on Council land or with the direct support of council staff.*
- Several schools have planted and continue to care for orchards within their grounds.*
- Creation of meadows and other biodiversity enhancements in several parks.*
- A series of lunch-time training seminars have been provided by the Biodiversity Officer for staff on topics such as protected species, invasive non-native species, climate change adaptation and brownfield biodiversity.*

*Progress is reported through annual public reports and quarterly newsletters.*

*Key areas for improvement include:*

- Determine the potential requirement and demand for biodiversity duty training or awareness raising amongst elected members and senior Council staff.*
- Determine levels of staff awareness of Biodiversity and the Biodiversity Duty and work to increase this.*
- Ensure expert biodiversity advice is available to all Services as required.*
- Assist each Service to identify a small number of new biodiversity conservation actions to undertake.*

## 2.5 Sustainable Procurement

Please complete the table below.

This information can be obtained from the most recent Flexible Framework self-assessment that would have been completed by the organisation as part of their annual Procurement Capability Assessment (PCA). [Link to guidance on table below:](#)

	Current Performance Level (Level 0-5)	Target (e.g. To be at Level x by x date)
<i>People</i>	<i>2</i>	<i>To be level 3 by the end of March 2016</i>
<i>Policy</i>	<i>2</i>	<i>To be level 3 by the end of March 2016</i>
<i>Process</i>	<i>1</i>	<i>To be level 3 by the end of March 2016</i>
<i>Suppliers</i>	<i>1</i>	<i>To be level 3 by the end of March 2016</i>
<i>Monitoring and Reporting</i>	<i>1</i>	<i>To be level 3 by the end of March 2016</i>
<i>Overall</i>	<i>1</i>	<i>To be level 3 by the end of March 2016</i>

Please provide a short commentary on any sustainable procurement achievements during 2013-14

*Falkirk Council is one of only two Local Authorities to have completed the Gold Pledge as part of the WWF/SSN What Wood You Choose campaign ensuring timber and timber related products procured come from a legal and sustainable source.*

## 2.6 Action to Reduce your Corporate Emissions

- Please provide information on action to reduce emissions during **2013-14** including behaviour change initiatives.
- Please give details on how these initiatives were financed.
- If you have not delivered initiatives under these areas during **2013-14** then please leave blank.

Area	Initiatives	Financing
Electricity	<ul style="list-style-type: none"> <li>• Grangemouth sports centre - replace lighting</li> <li>• PV Installation @ St Mungos HS</li> <li>• Install LED Panels at Grangemouth HS</li> <li>• NPDO swimming pool close control</li> <li>• Install PV panels at Falkirk HS</li> <li>• Callendar House LED system</li> <li>• Grangemouth sports complex pump improvements</li> <li>• Grangemouth sports complex small pool cover</li> </ul>	<p>CEEF?</p> <p>Sustainability Capital Budget Sustainability Capital Budget Sustainability Capital Budget Sustainability Capital Budget Sustainability Capital Budget Sustainability Capital Budget Sustainability Capital Budget</p>
Gas	<ul style="list-style-type: none"> <li>• Install solar water heater systems at 2 schools</li> <li>• Upgrade gas boilers in retirement homes</li> </ul>	<p>CEEF</p> <p>Capital budget &amp; Sustainability Capital Budget</p>
Street lighting	<ul style="list-style-type: none"> <li>• Work on developing business cases &amp; seeking funds for low carbon lighting technologies.</li> <li>• LED retrofitting trial programme</li> </ul>	
Staff travel	<ul style="list-style-type: none"> <li>• 10 staff took part in fuel efficiency driver training</li> <li>• No of pool cars in Development Services extended (7) including 1 electric</li> <li>• Set up bike library (5 bikes) for Development Services staff to try bikes &amp; equipment before buying</li> <li>• Cycle to Work scheme promoted</li> <li>• Held 4 Dr Bike clinics at Council offices for staff to receive free bike checks</li> </ul>	
Fleet	<ul style="list-style-type: none"> <li>• Coordinate the fitting of tracking units to Council owned Fleet &amp; Mechanical Equipment</li> <li>• Purchase of new Fleet Management System</li> <li>• Eco driver training across various services</li> </ul>	<p>Revenue funded to show future savings and potentially lower fleet size</p> <p>Revenue funded to show future savings through improved fleet management service</p> <p>Funded by Energy Savings Trust</p>
Waste	<ul style="list-style-type: none"> <li>• Food waste collection roll out started in 2012/13 with 2013/14 seeing 1st full year of total roll out.</li> <li>• Waste Services Review (options appraisal &amp; proposal for future waste collection services) was developed and submitted to Elected Members.</li> </ul>	
Biodiversity	<ul style="list-style-type: none"> <li>• Falkirk Council is a member of the Central Scotland Peatland Forum and has been developing projects to conserve peatlands within the central Scotland area.</li> </ul>	<p>None required at this stage.</p> <p>Future project funding being sought from various external sources (LIFE, SNH, etc...)</p>
Procurement	<ul style="list-style-type: none"> <li>• Sustainable Procurement Guide and Toolkits have been developed to help Council Officers incorporate sustainability within the</li> </ul>	<p>None required at this stage.</p>



	<i>procurement process. One of the toolkits covers Government Buying Standards which is a set of product and service specifications, which includes Whole Life Cost as a key consideration, for the sectors with the highest sustainability impacts.</i>	
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## 2.7 PRIORITIES FOR 2014/15

- What are your priorities for **2014-15**? If you do not have priorities under the areas stated for **2014-15** then please leave blank.

Area	Priorities for 2014-15
<i>Electricity</i>	<ul style="list-style-type: none"> <li>• <i>Undertake an awareness campaign to reduce electricity consumption at these sites</i></li> <li>• <i>Continue to increase the percentage of AMR in our estate</i></li> <li>• <i>Develop a series of technical projects to reduce electricity consumption</i></li> <li>• <i>Develop and start to implement an energy efficient capital programme based on building energy audits carried out all energy sources</i></li> </ul>
<i>Gas</i>	<ul style="list-style-type: none"> <li>• <i>Trial and formally adopt a heating policy – all energy sources</i></li> <li>• <i>Undertake an awareness campaign to ensure temperatures are consistent with the policy</i></li> <li>• <i>Develop a series of technical projects to reduce gas consumption</i></li> </ul>
<i>Street lighting</i>	<ul style="list-style-type: none"> <li>• <i>Implement low street lighting lantern replacement project</i></li> <li>• <i>Develop a strategic approach to LED street lighting – secure funds for initial tranche</i></li> </ul>
<i>Staff travel</i>	<ul style="list-style-type: none"> <li>• <i>Secure data on staff travel by public transport, flights etc.</i></li> <li>• <i>Hold 3 Dr Bike clinics at Council offices for staff to receive free bike checks</i></li> <li>• <i>Cycle to Work scheme promoted</i></li> </ul>
<i>Fleet</i>	<ul style="list-style-type: none"> <li>• <i>Develop vehicle tracking system to enhance vehicle utilisation, lower fleet size and emissions</i></li> <li>• <i>Lower overall fleet size</i></li> <li>• <i>Expand use of Eco Stars vehicle monitoring system</i></li> </ul>
<i>Waste</i>	<ul style="list-style-type: none"> <li>• <i>Implementation of 3 weekly residual bin collections will commence.</i></li> </ul>
<i>Biodiversity</i>	<ul style="list-style-type: none"> <li>• <i>Further developmental work with the Central Scotland Peatland Forum</i></li> </ul>
<i>Procurement</i>	

## 3. Reducing Area-wide Emissions

### 3.1 Area Wide Emissions Data

What are your total area-wide and per capita emissions? Please indicate emission amounts and unit of measurement (e.g. tCO<sub>2e</sub>) and years. Please provide information on the following components using data from the link provided below:

'Emissions within the Scope of Local Authorities for 2005-11' dataset

<https://www.gov.uk/government/publications/local-authority-emissions-estimates>

Local Authority (Insert Name)	2012 tCO <sub>2e</sub>	2011 tCO <sub>2e</sub>	2010 tCO <sub>2e</sub>	2009 tCO <sub>2e</sub>	2008 tCO <sub>2e</sub>	2007 tCO <sub>2e</sub>
<i>Total Emissions</i>	1052	999	1088	975	1123	1139
<i>Industry and Commercial</i>	461	438	477	389	495	499
<i>Domestic</i>	379	345	389	365	401	405
<i>Transport total</i>	213	217	221	222	227	236
<i>Per Capita</i>	6.7	6.4	7	6.3	7.3	7.5

### 3.2 Local Data

Have you developed any local emissions data, please provide commentary in the box below. This can include any work to footprint area energy consumption, transport, waste etc.

*Have not yet developed any local emissions data. The third Carbon Management Plan will be adopted in 2015 and its scope will have been extended to consider carbon emissions in the wider Falkirk Council area.*

### 3.3 Targets:

Local Authority or other organisation/community group with Local Authority Area	Target including explanation of the reduction (% on what), timeframe (e.g. between 2005 and 2027), scope (e.g. direct, consumption) and exclusions (e.g. large industry)	Progress to date
<i>No targets set as yet</i>		

### 3.4 Area wide Actions:

What is your local authority doing to reduce greenhouse gases from your local authority area? Please provide examples of initiatives under the following headings. If you do not have any action under any of these headings then please leave blank. Please make clear distinction between initiatives initiated in **2013-14** and earlier years.

Area	Action in 2013/14	New	Importance in reducing GHG. High, medium, low	Comment on LA role. Progress and success of measure (if known)
Energy	<ul style="list-style-type: none"> <li>Contributing to climate change mitigation is one of the key strategic objectives of the (prosed) <a href="#">Falkirk Local Development Plan</a>, and carbon reduction is promoted through a number of the plan's policies:</li> <li><b>Policy D04</b> on Low and Zero Carbon Development which implements Climate Change Act provisions and sets out requirements for low and zero carbon generating equipment in new buildings, whilst promoting decentralised energy generation with heat recycling in major new developments.</li> <li><b>Policy RW01</b> which supports renewable energy developments subject to satisfactory assessment of their impacts on the environment and communities</li> <li>Based on our current monitoring, there are currently 7 schemes operational in the Falkirk Area. These are predominantly single-two turbine clusters apart from Todhill, which is 4 turbines. There is also a scheme for 6 very small turbines. Whilst completion dates not held for any of these sites to date, however they are likely it is likely that all are operational. Combined Annual Energy Output for operational schemes would be 34.49 GWh including large Todhill Scheme – only recently constructed.</li> </ul>	 √      √      √	Med	<p>Policy role led by Falkirk Council.</p> <p>Falkirk Council area has comparatively little large scale low carbon energy generation.</p> <p>The potential for generation of low carbon/ renewable energy in the Falkirk Council area is limited by a number of factors including:</p> <ul style="list-style-type: none"> <li>Topographical / technological suitability of the area</li> <li>Designations that preclude certain types of generation e.g. 2 SPA designations that exclude wind generation</li> <li>Data on renewable energy generated as limited at present. Whilst the potential of renewable energy sites requiring planning permission can be measured, this differs from actual. At large and medium scale, many applications made will never come to fruition. Data on micro scale renewables that do not require planning permission is not held by Falkirk Council.</li> </ul>
Homes and Communities	<p><b>2013/14 Initiatives</b> Substantial funding for home energy initiatives was secured helping to reduce household fuel bills, cut carbon emissions and create jobs.</p> <p>During 2013/14, £1.78m of Scottish Government HEEPS: ABS (Home Energy Efficiency Programmes Scotland: Area Based Scheme) funding was drawn down for private homes and to date</p>			

	<p><i>£533k of Energy Company Obligation (ECO) funding was claimed for all housing tenures. Qualifying measures include cavity wall insulation, external wall insulation, heating and loft insulation.</i></p> <p><i>The 13/14 programme, some of which was in partnership with Paragon Housing Association and Scottish Hydro delivered measures to a total of 998 properties. This is broken down into:-</i></p> <p><i>607 social tenants (Falkirk Council and Paragon Housing Association)</i></p> <p><i>360 Owners</i></p> <p><i>31 Private tenants</i></p> <p><i>The above projects are now complete and it is anticipated that these will deliver a saving of 23,500 tonnes of carbon over the lifetime of the measures.</i></p> <p><b>Council Housing &amp; Scottish Housing Quality Standard – see Appendix A</b></p>			
<i>Business</i>	<ul style="list-style-type: none"> <li>• <i>Participation in national heat networking project – collated data relating to Council estate to inform future projects linking excess heat supply and demand for both business and domestic use.</i></li> <li>• <i>Two studies are taking place:</i></li> <li>• <i>Bio-energy feasibility study</i></li> <li>• <i>Hydrocarbon recycling study</i></li> <li>• <i>Two businesses involved in sustainable and environmental projects, have received support through Falkirk Council's Expert Help Programme</i></li> <li>• </li> </ul>	√	<b>Medium</b>	<i>Exploratory stage.</i>
<i>Transport</i>	<ul style="list-style-type: none"> <li>• <i>Carried out 2 cluster based School Travel Assessments (19)</i></li> <li>• <i>Promote School Travel Plan projects (e.g. Walk to School, Hands Up Travel Surveys, Bikeability training, led bike rides)</i></li> <li>• <i>Staff information session, personal travel planning and led bike rides at Forth Valley College</i></li> <li>• <i>Published updated Grangemouth Community Guide Map giving information on local services and road closures</i></li> <li>• <i>Provide 2 public Electric Vehicle charging points</i></li> <li>• <i>Provide infrastructure upgrades to walking and cycling network</i></li> </ul>			

Waste & Resource Efficiency	<ul style="list-style-type: none"> <li>Food waste collection roll out started in 2012/13 with 2013/14 seeing 1st full year of total roll out.</li> <li>Waste Services Review (options appraisal &amp; proposal for future waste collection services) was developed and submitted to Elected Members.</li> </ul>			
Rural land use	<ul style="list-style-type: none"> <li>Peatland conservation – the Central Scotland Peatland Forum is developing projects to restore a number of raised bog sites within the area.</li> </ul>			

### 3.5 Priorities for the Year Ahead (2014-15)

Please provide priorities for the given areas for 2014-15. If you do not have action planned under the following areas then please leave blank.

Area	Action in 2014-15
Energy	<ul style="list-style-type: none"> <li>Explore potential for an Energy Action Plan for the area</li> </ul>
Homes and Communities	<p>For 2014/15, Falkirk Council has secured £1.7million for owners' energy efficiency projects which is 90% above the Council's core HEEPS allocation based on a bid for extra funds to the Scottish Government, which they assessed on deliverability, value for money, impact on fuel poverty etc. Additional ECO funds have also been secured from utilities for both social and private homes to a value £1.17m.</p> <ul style="list-style-type: none"> <li>The Capital Programme for this financial year includes a programme of energy efficiency works that comprises of:-</li> <li>External wall insulation to 247 social properties</li> <li>Cavity wall and loft insulation to be installed in social properties in order to meet the SHQS. The numbers of take up are not know yet as this project has just started.</li> <li>External wall insulation in 226 mixed tenure properties in a Joint project with Paragon Housing Association</li> <li>45 boiler replacements with Scottish Hydro</li> <li>It is anticipated that the first two Council projects above will deliver a saving of 11,791 tonnes of carbon and the Paragon HA project will deliver a saving of approximately 9,000 tonnes of carbon dependent on take up.</li> </ul> <p><b>Council Housing &amp; Scottish Housing Quality Standard – see Appendix A</b></p>
Business	
Transport	<ul style="list-style-type: none"> <li>Revised &amp; reissued Green Travel Map to promote walking and cycling network</li> <li>Develop an Active and Sustainable Travel Action Plan &amp; Network Map to set targets and key routes to be developed</li> <li>Carry out 2 cluster based School Travel Assessments (14)</li> <li>Promote School Travel Plan projects (e.g. Walk to School, Hands Up Travel Surveys, Bikeability training, led bike rides)</li> <li>2 my Personal Travel Plan sessions at Forth Valley College for students</li> <li>Provide 2 public Electric Vehicle charging points</li> <li>Continue to upgrade to walking and cycling network</li> </ul>

<i>Waste &amp; Resource Efficiency</i>	<ul style="list-style-type: none"> <li>• <i>3 weekly residual waste collection to be rolled out</i></li> </ul>
<i>Rural land use</i>	<ul style="list-style-type: none"> <li>• <i>The new Falkirk Woodland Strategy will be published in early 2015. This will encourage appropriate woodland management and creation. Creation of new woodlands will avoid areas of peatland, as per forestry guidelines.</i></li> </ul>

## 4. Climate Change Adaptation

This section of the template has been developed in conjunction with [Adaptation Scotland](#) to align with their 5 Steps to Managing your Climate Risks Guidance published in 2014.

### 4.1 Climate Change Adaptation – Responsibility and Progress

Who is responsible for adaptation planning within your organisation and what progress has been made to date?

*The Corporate Sustainability Group is responsible for ensuring that adaptation is embedded in all Council actions. This group comprises senior officers representing all Council Services and is chaired by the Director of Development Services who reports to the Corporate Management Team and relevant committees as appropriate. The Climate Change Team's role is to raise awareness of this and to support Services in their work on this. Limited progress was made by the end of 2013/14 as efforts concentrated primarily on carbon reduction.*

### 4.2 Climate Change Adaptation Assessment – Current Situation

Have you assessed current climate-related threats and opportunities? Where possible, make reference to threats and opportunities relating to:

- Buildings and Infrastructure
- Society
- Natural Environment

*We gathered evidence through a Local Climate Impacts Profile (LCLIP) in 2010. In 2013 Falkirk Council took part in an Adaptation Scotland led working group to help shape development of their risk based approach to adaptation. Since then a number of staff have attended risk management and climate change training events.*

*We have not yet systematically assessed future climate-related threats and opportunities but we intend to during 2014-15. An adaptation programme will be developed and incorporated into the 2014/15 revision of the Council's Climate Change & Sustainability Action Plan.*

### 4.3 Climate Change Adaptation Assessment – Future Threats and Opportunities

Have you assessed future climate-related threats and opportunities? Where possible, make reference to threats and opportunities relating to:

- Buildings and Infrastructure
- Society
- Natural Environment

*We have not assessed future climate-related threats and opportunities but we intend to during 2014-15*

### 4.4 Climate Change Adaptation – Risks

How is climate change risk embedded in your organisation? If not, how do you intend to make this business as usual?

- *Limited progress. Sustainability is recognised as a risk related issue in the Corporate Risk Schedule.*
- *The Strategic Environmental Assessment process is used to assess climate change adaptation risk and opportunities relevant to specific plans and strategies being developed*

#### 4.5 Climate Change Adaptation - Actions

What actions do you already have in place to manage current and future climate change threats and opportunities? Please provide details on:

- Buildings and Infrastructure
- Society
- Natural Environment

- *Emergency Planning Unit is supporting two community councils as they develop emergency plans that consider the impacts of severe weather events.*
- *Civil contingencies & emergency preparedness procedures, including those related to severe weather events, are constantly revised and updated.*

#### 4.6 Climate Change Adaptation – Next Steps

What further actions do you need to put in place to manage identified for current and future climate change threats and opportunities?

- *In 2014/15 we plan to work with Adaptation Scotland, utilising their '5 Steps to Managing your Climate Risks Guidance' to inform our corporate approach to climate change adaptation.*
- *In 2014/15 Falkirk Council will host a business continuity event for the Scottish Continuity Group.*
- *Following a flood workshop for industry and business in an area of identified coastal and tidal flood risk, Falkirk Council will promote further planning and preparedness to mitigate the potential impacts.*

#### 4.7 Priorities for the coming year (2014-15)

What are your climate change adaptation priorities for the coming year?

- *Commence strategic approach to adaptation.*



## 5. Partnership Working, Communications and Capacity Building

### 5.1 Climate Change Mitigation

Describe any partnership work on climate change, especially Community Planning Partnership initiatives conducted this year (**2013-14**) for Corporate and Area Wide emissions.

Please include diagrams to illustrate the structure of these partnerships.

Please provide an explanation of what the partnership initiatives have aimed to do, what action has happened and what plans for future work are in place

### 5.2 Corporate Partnership Work

*Falkirk Council is a board member of Falkirk Community Planning Partnership. The other board members include: Falkirk Council; NHS Forth Valley; Central Scotland Police; Central Scotland Fire and Rescue Service; Forth Valley College; CVS Falkirk and District; Scottish Enterprise; Skills Development Scotland; SESTRAN (South East Scotland Transport Partnership) and the Scottish Government. The principle document is the [Strategic Community Plan](#).*

*To date Falkirk CPP have had their [Single Outcome Agreement](#) approved.*

### 5.3 Area Wide Partnership Work

- **Strategic Community Plan Sustainability Group** - operational staff in member bodies attend to share best practice on issues such as waste, transport, energy management and climate change.
- **The Falkirk Greenspace Initiative** envisaged the creation of a continuous, well-wooded parkland or green space encircling Falkirk. The Group comprises – Falkirk Council, Central Scotland Forest Trust.
- **Falkirk Area Biodiversity Action Plan** – a partnership of organisations, including Falkirk Council, working together to take action to protect and enhance local biodiversity.
- **Central Scotland Peatland Forum** – a group of conservation organisations, including Falkirk Council, working to restore and manage peatlands within the Central Scotland area.
- **Inner Forth Landscape Partnership** – a partnership of organisations, including Falkirk Council, working to enhance natural and cultural heritage on a landscape scale in an area focused around the upper Forth Estuary.
- Falkirk Council works with a wide range of community groups to help protect and enhance local biodiversity, including works such as tree planting, woodland management, and wetland creation and management.

### 5.4 Climate Change Adaptation Partnerships

Are you working with your Community Planning Partnership, communities or other stakeholders to identify shared threats and opportunities, and implement actions?

- *Supported and worked with Racial Equalities Scotland Climate Change Project Officer to develop and implement programme for fuel poverty households.*
- *Contingency Planning Team is supporting two community councils as they develop community emergency plans that consider the impacts of severe weather events.*
- *Emergency preparedness procedures, including those related to severe weather events, are constantly revised and updated.*

## 5.5 Communications and Behaviour Change Initiatives

List and describe climate change communications undertaken by you and partners either internally or to the wider community during **2013-14**. Please explain who the target audiences for the communications were and whether these were generally climate change mitigation or adaptation focused.

Have you made use of the Scottish Government's Low Carbon Behaviour Framework and ISM tool? If yes, please detail how.

- *Falkirk Council attended a number of training events relating to ISM in 2013/14 and is considering how it might be applied in future behavioural change programmes.*

## 5.6 Capacity Building

List and describe any climate change training and learning initiatives that your local authority has undertaken internally and within the community during **2013-14**.

Outline any initiatives taken to integrate climate change training into other 'core' staff development functions.

- ***Falkirk Council Senior Management Teams** have been introduced to carbon management reports on their particular Services as a first step in addressing their annual commitment to cut their CO2 emissions by 1% p.a.*
- ***Community Climate Change Capacity Building** - During 2013-14, Falkirk Council has supported further development work on a pilot allotment project and has been helping 2 community councils to develop Community Emergency Plan.*

## 5.7 Priorities for the Year Ahead (2014-15)

What are your climate change partnership working, capacity building and communications priorities for the year ahead?

*Our key priorities for 2014-15 are:*

- *Increased joint community planning work on adaptation.*
- *Broaden the scope of the revised Carbon Management Plan to include more work with the Community Planning Partnership and the wider community.*

## Appendix A: Additional Information Relating to Council Housing Stock in Relation to the Scottish Housing Quality Standard:

- There is a requirement that the Council's housing stock meets the Scottish Housing Quality Standard (SHQS) by 2015. Work is progressing well in meeting this target, with approximately 87% of the stock meeting SHQS at 31 March 2014. The current 3 year HIP will fund the investment necessary to ensure our stock meets the required SHQS by 2015 and thereafter continues to meet that standard in future years. In terms of energy efficiency targets, the SHQS requires all Council homes to meet the undernoted standards by 31 March 2015:

Conversion table showing minimum NHER/SAP 2001/2005/2009 ratings necessary to pass SHQS criterion 35				
Fuel source for central heating systems	National Home Energy Rating) NHER	Standard Assessment Procedure (SAP) 2001	Standard Assessment Procedure (SAP) 2005/ RdSAP	Standard Assessment Procedure (SAP) 2009/ RdSAP
Gas	5	50	50	48
Oil	5	60	54	54
Liquid Petroleum Gas (LPG)	5	60	54	63
Electric	5	60	58	63
Solid Fuel	5	60	59	63
Biomass (new since 2004)	5	60	59	64

- The current HIP includes expenditure profile covering the next 3 financial years 2014/15 - 2016/17. The current 3 year programme includes a total investment of £87.9m, an average of c£29.3m per annum. The HIP continues the additional investment necessary to meet the improvements identified from the house condition survey and keeps the Council on course to achieve the SHQS by 2015. Over the life of the current HIP, c£51m will be spent on improving and maintaining our existing council housing stock to the SHQS.
- In 2014/15, the HIP has made specific budget provision to invest £6.7m on external fabric improvements which includes external wall insulation to c100 properties and additional SHQS compliance measures to c70 properties. In addition, £4.9m will be invested in 2014/15 to enable c 2,250 uneconomical and inefficient heating systems to be replaced to ensure they meet SHQS requirements.
- As well as the continued requirement to maintain our stock to the SHQS beyond the 2015 target, the Scottish Government launched the new Energy Efficiency Standard for Social Housing (EESSH) at the end of March 2014. This new standard, which will be introduced from 2015/16, is aimed at improving the energy efficiency of social housing. The EESSH sets a minimum Energy Efficiency rating for landlords to achieve that varies dependent upon the dwelling type and the fuel type used to heat it. The target date to achieve the first milestones within the EESSH is 31 December 2020; therefore, the new standards will inevitably influence the Council's future investment decisions and priorities. The impact of EESSH has been considered as part of identifying priorities within the Housing Investment Programme and will inform future investment decision going forward from 2015/16.
- The HIP also includes provision to deliver a total of 206 new council homes in 2014/15 supported by c£9m of investment and c£7m of Scottish Government grant funding. The new homes will comply with the current building standards for the bronze standard. The inclusion of a highly insulated building fabric, improved air tightness and new double glazed windows, will significantly improve the energy efficiency of the building. The combination of a highly insulated and air tight modern building, 'A' rated efficient heating gas fired condensing boilers, fully double glazed windows & low energy light fittings will minimise the carbon dioxide emissions from the development and protect the environment.