

REPORT TO SUSTAINABILITY COMMITTEE – 19 MAY 2021

CARBON BUDGET SIX-MONTHLY UPDATE

1 Reason for Report/Summary

- 1.1 The report presents an update to the Sustainability Committee on the reports that went or are going to each Policy Committee with a Carbon Budget six-monthly update following the decision of Aberdeenshire Council on 18 March 2020 (Item 10), Carbon Budget 2020/21.

2 Recommendations

The Sustainability Committee is recommended to:

- 2.1 Consider and comment on the Carbon Budget six-monthly updates as attached in the Appendices;**
- 2.2 Note the ongoing responsibility of each Director to secure their reduction targets as set out in the Carbon Budget, and to report progress at six-monthly to the relevant Policy Committees and to the Sustainability Committee;**
- 2.3 Note the requirements for each Director to each develop a Carbon Reduction Plan – setting out how their Directorate will reach 75% emissions reduction by 2030, and Net Zero by 2045 – and present this to their relevant Policy Committees by 31 October 2021; and**
- 2.4 Note the requirement for the Director of Infrastructure Services to develop a Medium-Term Carbon Strategy, based on the four Directorate Carbon Reduction Plans, to be presented alongside the Carbon Budget 2022-23.**

3 Purpose and Decision-Making Route

- 3.1 All Directors are required to submit six-monthly updates on in-year progress in relation to the reduction targets in the Carbon Budget to their relevant Policy Committees and additionally to the Sustainability Committee following the decision of Aberdeenshire Council on 18 March 2020 (Item 10) Carbon Budget 2020-21.
- 3.2 Reference is made to the meeting of this Committee on 11 November 2020 (Item 10) at which the first such update was presented. Following discussion, the Committee agreed:-
- (1) to acknowledge further actions required by Directors with regard to the Carbon Budget or from the Covid 19 sustainability and climate change lessons learned;

(2) to note the ongoing responsibility of each Director to secure their reduction targets as set out in the Carbon Budget, and to report progress at 6 monthly to the relevant Policy Committees and to the Sustainability Committee; and

(3) that six monthly reports be submitted to Policy Committees and then to the Sustainability Committee in approximately May and November each year; the format of the reports to be developed by the Business Services Collaboration Manager, Transportation to be based upon that used by Finance in reporting on the Revenue Budget to Policy Committees.

3.3 This report is the second update to this Committee.

4 Discussion

4.1 This report is the second update to this Committee covering reports that were presented to Policy Committees since the first update. These are as follows:

- A report went to Business Services Committee on 7 January 2021 (Item 7) and is included as **Appendix 1**.
- A report went to Infrastructure Services Committee on 11 March 2021 (Item 11) and is included as **Appendix 2**.
- A report went to Education and Children Services Committee on 18 March 2021 (Item 13) and is included as **Appendix 3**.
- A report went to the Integrated Joint Board on 31 March 2021 (Item 11) and is included as **Appendix 4**.

4.2 Whilst compiling this report it became apparent that due to an oversight that whilst a report had been presented to the Integrated Joint Board, no report had gone to the Communities Committee. To address this, it is proposed to present a copy of this report to the next meeting of that Committee on 2 September 2021.

5 Council Priorities, Implications and Risk

5.1 This report supports the embedding of the key principle of 'climate and sustainability' in the new Strategic Priorities of Aberdeenshire Council.

5.2 The table below shows whether risks and implications apply if the recommendations are agreed.

Subject	Yes	No	N/A
Financial	X		
Staffing	X		
Equalities		X	
Fairer Scotland Duty			X
Town Centre First			X
Sustainability	X		
Children and Young People's Rights and Wellbeing			X

- 5.3 The financial and staffing implications of meeting Carbon Budget targets are potentially significant but will need to be addressed on an individual action or project basis. Implications will need to be identified for the organisation as a whole so that they can inform the Council's Medium-Term Financial Strategy to ensure affordability and also across the Council's corporate and informed approach.
- 5.4 An Equality Impact Assessment has been carried out as part of the Carbon Budget process and no detrimental impact has been identified. Where there are equalities implications arising from any of the actions these will be considered separately as part of the specific proposals.
- 5.5 A Town Centre Impact Assessment has not been completed as part of the Carbon Budget process as no direct impacts on Town Centres have been identified, however further developments and projects will need to be assessed for potential impact on Town Centres.
- 5.6 Specific risks in setting the Carbon Budget have been identified as part of the Carbon Budget process. The following Risks have been identified as relevant to the Carbon Budget on a Corporate Level:

- Risk ID ACORP010 as it relates to environmental challenges and Risk ID ACORP006 as it relates to reputation management within the Corporate Risk Register.

The following Risks have been identified as relevant to the Carbon Budget on a Strategic Level:

- Risk ID ISSR004 as it relates to Climate Change in the Directorate Risk Registers.

6 Scheme of Governance

- 6.1 The Head of Finance and Monitoring Officer within Business Services have been consulted in the preparation of this report and their comments are incorporated within the report and are satisfied that the report complies with the Scheme of Governance and relevant legislation.
- 6.2 The Committee is able to consider this item in terms of Section S paragraphs 1.1a and 1.1c of the List of Committee Powers in Part 2A of the Scheme of Governance as it relates to approving, reviewing and monitoring the Council's work in respect of sustainable development and climate change and, also to promote awareness of the need for sustainability within the Council.

Alan Wood

Director of Infrastructure Services

Report prepared by Mark Skilling, Business Collaboration Manager, Transportation
Date 5 May 2021

List of Appendices

- Appendix 1 – Business Services Committee Carbon Budget 6 monthly update 7 January 2021
- Appendix 2 – Infrastructure Services Committee Carbon Budget 6 monthly update 11 March 2021
- Appendix 3 – Education and Children’s Services Committee Carbon Budget 6 monthly update 18 March 2021
- Appendix 4 – Integrated Joint Board Carbon Budget 6 monthly update 31 March 2021

REPORT TO BUSINESS SERVICES COMMITTEE – 7 JANUARY 2021

CARBON BUDGET SIX-MONTHLY UPDATE: COVID-19 SUSTAINABILITY AND CLIMATE CHANGE LESSONS LEARNED

1 Reason for Report/Summary

- 1.1 This report is by way of a requested consultation with the Committee regarding its views on how Aberdeenshire Council should work towards its Climate Change Declaration targets and commitments. Feedback will be incorporated into a report to Sustainability Committee on 19 May 2021. A subsequent report will be brought back to Full Council.
- 1.2 The report presents the Business Services Carbon Budget six-monthly update. This update is required to be brought to both the Business Services Committee and Sustainability Committee following the decision of Aberdeenshire Council on 18 March 2020, Item 10, Carbon Budget 2020-21.
- 1.3 This report also includes lessons learned across Business Services during Covid-19 relating sustainability and climate change, as requested by the Sustainability Committee on 20 May 2020 (Item 5).

2 Recommendations

The Business Services Committee is recommended to:

- 2.1 Consider Aberdeenshire Council's Climate Change Declaration and provide comments for a report to Sustainability Committee on 19 May 2021, and subsequently to Full Council, on how to work towards the Declaration's targets and commitments with reference to the area covered by this Committee;
- 2.2 Consider and comment on the Business Services Covid-19 sustainability and climate change lessons learned, as attached in Appendix 2;
- 2.3 Determine any further actions required by the Director of Business Services regarding the Business Services Carbon Budget or from the Covid-19 sustainability and climate change lessons learned; and
- 2.4 Note the ongoing responsibility of each Director to secure their reduction targets as set out in the Carbon Budget, and to report progress at six-monthly to the relevant Policy Committees and to the Sustainability Committee.

3 Purpose and Decision Making Route

- 3.1 All Directors are required to submit Carbon Budget six-monthly updates to their relevant Policy Committees and additionally to the Sustainability Committee following the decision of Aberdeenshire Council on [18 March 2020](#), Item 10, Carbon Budget 2020-21.

4 Discussion

- 4.1 The Carbon Budget was set at the meeting of Aberdeenshire Council on 18 March 2020. For Business Services the target for carbon reduction for 2020/21 was set at 1,200 tCO₂e which is 35% of the Council's overall target of 3,400 tCO₂e, details are provided in **Appendix 1**. At the same meeting each Service was instructed to update their Policy Committee on a six-monthly basis. This is the first such update. Since then there has been the Covid 19 pandemic which has changed working practices significantly and it should be noted that for the current budget there has been a significant impact.
- 4.2 Firstly, for the projects already identified, these have not progressed as planned and this has led to a shortfall in the expected carbon reduction. Secondly due to necessary short-term reprioritising of work over the last six months there has not been the opportunity to identify additional projects for 2020/21 that are needed to ensure the targets for this financial year are met.
- 4.3 **Appendix 2** is an updated version of the Action Plan update that went before the Sustainability Committee in May 2020. Members are directed to the November update for the current position which is that the forecast carbon reduction in 2020/21 for this Service from identified projects is 1,135 tCO₂, a small shortfall of 65 tonnes or 5.4% against budget.
- 4.4 At its meeting in May 2020 the Sustainability Committee were keen to capture the areas where different ways of working that led to reduced carbon output could be identified. Within Business Services these fall into two main areas, overwhelmingly at a Corporate level, with the closure of the Councils' operational buildings at the start of lockdown, that has had the most significant effect on carbon emissions by the Council and secondly, at a service delivery level in the immediate cessation of planned projects.
- 4.5 At the start of lockdown in April 2020 the council immediately saw a reduction in electricity consumption of 40% less than the corresponding month in the previous year, as the months progressed electricity consumption dropped to 45% of that seen in the previous year. As Services re-opened in July and August, consumption has now returned to around 90% of 'normal' levels, as there are still some building closures, namely in offices and libraries.
- 4.6 The provision heating and hot water followed a somewhat different pattern, due to increased demands for hot water at the designated 'Hubs' and extra cleaning requirements required in buildings that remained open. Hubs were used for longer hours and more days a week, there was also a delay due to the dynamic nature of the lockdown situation and the inherent delays in decision making, for

matters such as to whether to shut down pools completely and drain them or to simply set them back to a holding position. There was also a lot of transition between properties that were designated as Hubs throughout the period.

- 4.7 Savings of up to 26% were seen in June on previous years expected consumption, however now that schools and some operational bundling are back open, the need for increased ventilation is having a negative effect on the amount of energy used for heating, as windows are left open and fresh air into buildings is increased. This has resulted in an increase in October to over 16% more energy used than would be typically expected. It is likely that any savings achieved at the start of the year will be fully negated by this increased requirement to ventilate over the course of the year, particularly as the winter months progress.
- 4.8 Continual monitoring of energy consumption is carried out by the Energy Management Team with Property & Facilities Management. This is reported monthly to the Finance Service to allow them to manage the energy budgets for the Council. At this stage forecasting the final out-turn for 2020/21, for energy usage, carbon, and costs, is not possible, but is being monitored, reviewed, and reported internally monthly.
- 4.9 These figures will also inform the discussion on what lessons have been learnt from the changes in working practices placed on the Council at short notice and what can be retained in some form to help reduce carbon emissions on a permanent basis, particularly so as part of the Estate Modernisation programme, managed by the Service, with the overview at **Appendix 3**. One of the aims of the Estate Modernisation programme is to develop and implement measures to meet the climate change targets.
- 4.10 In terms of carbon reduction projects planned for completion in 2020/21, these were all placed on hold at the start of lockdown, effectively losing 6-8 months of lead time in planning. There was no ability to place tenders, or to allow contractors on site. The short-term reprioritising of work due to Covid 19 also affected the progress of projects. Works are now progressing well, within current guidelines, but are inevitably delayed, any expected carbon savings are unlikely to be fully realised in 2020/21.
- 4.11 The Council's Engineering Services Manager has been allocated to lead the Business Services Development of the 2021/22 Carbon Budget to be presented to Council in February 2021.

5 Council Priorities, Implications and Risk

- 5.1 This report supports the embedding of the key principle of 'climate and sustainability' in the new Strategic Priorities of Aberdeenshire Council and links to the Priority of Estate Modernisation as detailed in **Appendix 3**.

5.2 The table below shows whether risks and implications apply if the recommendations are agreed.

Subject	Yes	No	N/A
Financial	X		
Staffing	X		
Equalities		X	
Fairer Scotland Duty			X
Town Centre First			X
Sustainability	X		
Children and Young People's Rights and Wellbeing			X

5.3 The financial and staffing implications of meeting Carbon Budget targets are potentially significant but will need to be addressed on an individual action or project basis. Implications will need to be identified for the organisation as a whole, so that they can inform the Council's Medium-Term Financial Strategy to ensure affordability and across the Council's corporate and informed approach.

5.4 An Equality Impact Assessment has been carried out as part of the Carbon Budget process and no detrimental impact has been identified.

5.5 A Town Centre Impact Assessment has not been completed as part of the Carbon Budget process as no direct impacts on Town Centres have been identified, however further developments and projects will need to be assessed for potential impact on Town Centres.

5.6 Specific risks in setting the Carbon Budget have been identified as part of the Carbon Budget process. The following Risks have been identified as relevant to the Carbon Budget on a Corporate Level:

- Risk ID ACORP010 as it relates to environmental challenges and Risk ID ACORP006 as it relates to reputation management within the Corporate Risk Register.

The following Risks have been identified as relevant to the Carbon Budget on a Strategic Level:

- Risk ID ISSR004 as it relates to Climate Change in the Directorate Risk Registers.

6 Scheme of Governance

6.1 The Head of Finance and Monitoring Officer within Business Services have been consulted in the preparation of this report and their comments are

incorporated within the report and are satisfied that the report complies with the [Scheme of Governance](#) and relevant legislation.

- 6.2 The Committee is able to consider this item in terms of Section C.1.1a-m of the List of Committee Powers in Part 2A of the Scheme of Governance as it relates to Business Services.

Ritchie Johnson, Director of Business Services

Report prepared by Emma Donaldson. Principal Energy Management Engineer.
Property & Facilities Management
Date 30 November 2020

List of Appendices

Appendix 1 – Business Services Carbon Budget Six-Monthly Update
Appendix 2 – Business Services Carbon Budget Action Plan
Appendix 3 – Estate Modernisation Overview



	Proposed Identified CO2e Savings (tonnes) 2020/21
BUSINESS SERVICES	
Energy Efficiency Measures (across Council)	680
Office Rationalisation	115
Depot Strategy/Rationalisation	77
Asset Review & Disposal	*
Continued expansion of car club scheme	40
Integration of EVs and Hydrogen into the pool fleet	10
Recycled Paper	*
Resources and Circular Economy Frameworks	*
Business Services Total Identified to date	922
INFRASTRUCTURE SERVICES	
Hydrogen vehicles added to the Fleet	*
Electric vans replacing diesel – front line	*
Utilise Telematics – New Alison Gear Box Software	60
Introduce/trial more electric landscaping equipment	*
LED street lighting	*
LED at HWRC	*
Resources and Circular Economy Frameworks	*
Warp-It	70
Infrastructure Services Total Identified to date	130
EDUCATION AND CHILDREN SERVICE	
Macduff Aquarium - Replace Seawater chiller	*
Catering – Oven replacements	*
Catering – Dishwasher replacements	*
Green Schools Programme	*
Resources and Circular Economy Frameworks	*
Education & Children Services Total Identified to date	*
HEALTH AND SOCIAL CARE PARTNERSHIP	
Reduction in business miles – Improved planning	*
Resources and Circular Economy Frameworks	*
Health & Social Care Partnership Total Identified to date	*
Total Reductions Identified (tCO2e)	1052
Reduction still required (tCO2e)	(2348)

*Data to determine CO2e savings is still being collected therefore an estimated reduction figure has not been calculated at this time. Work will be done with services over 2020/2021 to determine this figure.

Appendix 2: Carbon Budget Action Plan 2020/21 – BUSINESS SERVICES COMMITTEE update 07 JANUARY 2021

Summary of Carbon Budget Monitoring 2020/21 by Service	Business Services								
	Base Budget	May-20 Forecast	Aug-20 Forecast	Nov-20 Forecast	Feb-21 Forecast	Forecast Savings			Comments
	2020/21	2020/21	2020/21	2020/21	2020/21	Better than Budget	Worse than Budget	Net Variance	
	tCO2e	tCO2e	tCO2e	tCO2e	tCO2e	tCO2e	tCO2e	tCO2e	
Business Services	1200	965	-	1,135	-			65	
1.1 Energy Efficiency Measures	195	195	-	135	-				Supply and install Carbon Reduction projects as funded by the Capital Plan spend to save budget. Includes energy efficiency retrofit solution, assessed on a project by project basis, including but not limited to internal and external LED lighting upgrades, pipe insulation and heating controls. Etc. Nov Update: – some projects have been delayed by COVID19 - most however will be implemented by the end of 2020/21; the remainder will carry forward to 23021/22
1.2 NDEEF	605	605	-	0	-				The Non-Domestic Energy Efficiency Framework (NDEEF) project has been developed by the Scottish Government to help meet objectives of carbon reduction in

									operational buildings in relation to cost and carbon savings. An energy saving contract will be under the framework, with a capital cost of £1.5million with aspiration ongoing savings of £190,000 and 605 CO2e. that will operate under a guaranteed standard or performance. Nov Update: Covid-19 delays have pushed back the issue of this tender; it is now scheduled to be made live at beginning of January 2021. Work will then commence and be completed during 2021/22. The Carbon savings therefore will be carried forward.
1.3 Significant decrease of electricity emission factor	-	-	-	1,000	-				Carbon Emission Factors for Electricity are projected to fall to 0 by 2040. It has been agreed that the savings realised from this reduction should be included in the Carbon Budget Nov Update: Carbon Emissions Factor's for 2020/21 have reduced by 6.27% against the previous year – based upon projected annual electricity consumption by Council for its operational buildings – this will result in a saving of approximately 1,000 tonnes
1.4 Office Rationalisation	115	115	-	-	-				Completion of Faith lie Centre has enabled release of further facility within Fraserburgh. Office accommodation within Ellon, Inverurie and Stonehaven being progressed through the Office Space Strategy with latter to be completed Autumn 2020 enabling release of two further offices within settlement. Offices within other settlements continue to be reviewed with rationalisation undertaken where opportunities exist.

									<p>NOV Update – Project has been stalled due to COVID-19. Since 2010 there has been a 25% reduction in the number of operational buildings within the council to a 2020 total of 635.</p> <p>See Item 1.4 also – It is proposed to combine both projects into 2021/22.</p>
1.5 Depot Strategy - Rationalisation	77	0	-	0	-				<p>A new facility at Huntly to be completed early 2021 which enables release of two facilities locally. (10 tonne CO2 saving). Alternative proposals for Inverurie and Stonehaven being developed, with replacement facilities being more energy efficient albeit larger than existing facilities.</p> <p>Nov Update – Mintlaw Depot has been delayed due to planning consents – completion is now expected 2022/23. Savings for the Huntly Depot are expected to be minimal due to the expansion of the existing facility.</p>
1.6 Asset Review & Disposal	-	-	-	-	-				<p>Cross Service Asset Disposal Group established to progress with the disposal of vacant facilities (sale, transfer, lease to others or demolition). Asset reviews being progressed with Services with establishment of Asset Review Group to progress this activity as a priority. Savings still to be determined.</p> <p>Nov Update: COVID19 has significantly changed the scope of this project – The Estate Modernisation priority of the Council will add to the impetus for future estate rationalisation. Furthermore, one of the aims of the Estate Modernisation Priority is to meet the climate change targets, thereby, developing and implementing measures to</p>

									achieve same. Details provided at Appendix 3 . See Item 1.4 also – It is proposed to combine both projects into 2021/22.
1.7 Continued expansion of pool vehicle scheme capacity	40	40	-	-	-				NOV Update – Project moved to Infrastructure Services for implementation and reporting purposes. <i>Operational responsibility for the Car Club Scheme is in the process of being transferred to Infrastructure Services – a further update in relation to these actions will be submitted through the Sustainability and Climate Change team in due course.</i>
1.8 Modal Shift – Reduction in Grey Fleet Usage	-	-	-	-	-				NOV Update – Project moved to Infrastructure Services for implementation and reporting purposes. <i>Proposed that action is now removed as the corporate policy changes are well-established and any further actions in relation to reducing grey fleet mileage will need to be taken by individual services.</i>
1.9 Integration of EVs and Hydrogen vehicles into the pool vehicle fleet	10	10	-	-	-				NOV Update – Project moved to Infrastructure Services for implementation and reporting purposes. <i>Operational responsibility for the Car Club Scheme is in the process of being transferred to Infrastructure Services – a further update in relation to these actions will be submitted through the Sustainability and Climate Change team in due course.</i>
1.10 All council procured paper (for printing, note pads)	-	-	-	-	-				Project being led by Procurement and Customer Communications and Improvement.

<p>or as printed material) to be 100% certified recycled by Dec 2020, any virgin paper requires business case and must be on FSC certified paper.</p>									<p>Savings made here will be from embedded CO2e and not directly seen in our own Council emissions.</p> <p>Nov Update: The Procurement Service has confirmed that all paper supplied through the Xerox contract is 100% certified renewable</p>
<p>1.11 Resources and Circular Economy Commitment - Framework Development</p>	-	-	-	-	-				<p>NOV Update – Project removed for reporting purposes.</p> <p><i>Resources and Circular Economy Commitment has now been adopted by the Council and progress will be made by services this year to develop their own Frameworks for adopting the commitment. The process will identify savings both from embedded CO2e and direct Council waste emissions (Municipal landfill and /or recycling/compostable waste).</i></p>

Estate Modernisation

BEST VALUE COMMENDATION FOR OUR APPROACH TO ESTATE RATIONALISATION

Asset Information

- 638 operational properties
- 688,000m² of floor area
- 330 investment assets
- 11,500 council houses
- 1,500 sheltered housing units

Aims and Objectives

- Align to Service requirements, Communities and Place
- Safe and Fit for Purpose
- Meet Climate Change Targets
- Commercial Portfolio to support the Aberdeenshire economy and income generation
- Optimise property running costs
- Efficient Asset Disposal

Workstreams

- Service Strategies
- Identifying Shared Need
- Asset Challenge
- Corporate Asset Management Strategies
- Asset Disinvestment
- Review Capital Plan
- Asset Investment
- Energy Use in Buildings
- Running Costs
- Facilities Management

Deliverables

- Estates aligned to needs of Services, Public Sector Partners, Communities and the Business Sector
- Maintenance of all buildings is to an appropriate standard
- Define and optimise property running costs
- Develop and implement measures to achieve Climate Change Targets
- Timeous disposal of property assets

REPORT TO INFRASTRUCTURE SERVICES COMMITTEE – 11 MARCH 2021

CARBON BUDGET SIX-MONTHLY UPDATE AND COVID-19 SUSTAINABILITY AND CLIMATE CHANGE LESSONS LEARNED

1 Reason for Report/Summary

- 1.1 The report presents the Infrastructure Services Carbon Budget six-monthly update. This update is required to be brought to both the Infrastructure Services Committee and Sustainability Committee following the decision of Aberdeenshire Council on 18 March 2020 (Item 10), Carbon Budget 2020-21.
- 1.2 This particular report also includes lessons learned across Infrastructure Services during Covid-19 relating to sustainability and climate change, as requested by the Sustainability Committee at its meeting on 20 May 2020 (Item 5).

2 Recommendations

The Committee is recommended to:

- 2.1 Consider and comment on the Infrastructure Services Carbon Budget six-monthly update, as attached in Appendix 1;**
- 2.2 Determine any further actions required by the Director of Infrastructure Services with regard to the Infrastructure Services Carbon Budget or from the Covid-19 sustainability and climate change lessons learned; and**
- 2.3 Note the ongoing responsibility of each Director to secure their reduction targets as set out in the Carbon Budget, and to report progress at six-monthly to the relevant Policy Committees and to the Sustainability Committee.**

3 Purpose and Decision-Making Route

- 3.1 All Directors are required to submit Carbon Budget six-monthly updates to their relevant Policy Committee(s) and additionally to the Sustainability Committee following the decision of Aberdeenshire Council on 18 March 2020 (Item 10) Carbon Budget 2020-21.

4 Discussion

- 4.1 The Carbon Budget for 2020/21 was set at the meeting of Aberdeenshire Council on 18 March 2020. For Infrastructure Services the target for carbon reduction for 2020/21 was set at 1700 tCO₂e which is 50% of the Council's overall target of 3400 tCO₂e. At the same meeting each Service was instructed to update their Policy Committee on a six-monthly basis. This is the second

such update. The first update was reported to the meeting of this Committee on 1 October 2020 (Item 6).

- 4.2 That report made comment that for the first 6 months of 2020/21 the Covid-19 pandemic had changed working practices significantly and this had led to a significant shortfall in identified projects and delivery of these projects. This has continued into the second half of this financial year. All of the projects listed within **Appendix 1** have been delayed or stopped as a result of Covid-19 and limited carbon reduction associated with those projects has been identified.
- 4.3 **Appendix 1** to this report is an updated version of the Action Plan update that went before the Sustainability Committee on 20 May 2020 (Item 5). Members are directed to the February update for the current position. This shows that the forecast carbon reduction in 2020/21 for this Service from identified projects is 224 tCO₂e with a further saving of 190 tCO₂e from reduced travel as shown in paragraph 4.5 below, leading to an overall saving of 414 tCO₂e.
- 4.4 At its meeting in May 2020 the Sustainability Committee was keen to capture the areas where different ways of working that led to reduced carbon output could be identified. Within Infrastructure Service these areas fall into 2 main areas, firstly at a Corporate level the Service's share of travel and secondly specific functions that the Service delivers.
- 4.5 Final travel figures for grey fleet mileage for 2020/21 will become available in May/June but it is reasonable to assume that the 80% reduction seen earlier in the year continued to be the case. This leads to a reduction in Carbon emissions by approximately 145 tCO₂e. Rail and air travel did not take place and based on figures available from the previous year this has an estimated saving of 27 tCO₂e (18 tCO₂ from air travel and 9 tCO₂e from rail travel, respectively). Whilst these savings were not part of the approved Carbon Budget for 2020/21, it is intended to incorporate reduced travel as part of the Directorate Carbon Reduction Plan described in paragraph 4.7 below.
- 4.6 For specific functions undertaken by the Service it remains difficult to produce robust figures for how different ways of working have led to reduced carbon output. Since the last update the country has come out of, then gone back into lockdown. Some recent examples of approaches that could become more permanent include the digital consultation on the Local Development Plan and the introduction of virtual site visits and data sharing through the Teams platform. This means that only 1 site visit is undertaken per planning application rather than 2 or 3 depending on the number of consultees. It is intended to undertake a more detailed review when a more "normal" situation is in place. This review will feed into the Carbon Reduction Plan described in paragraph 4.7 below.
- 4.7 A report shall go to Aberdeenshire Council on 17 March 2021 seeking approval for the Carbon Budget for financial year 2021/22. The contents of the report on the Carbon Budget will be reported verbally to this meeting. As well as setting the targets, the report also included recommendations to instruct Directors to each develop a Carbon Reduction Plan, setting out how their Directorate will

reach 75% emissions reduction by 2030, and Net Zero by 2045, and present this to their relevant Policy Committee(s) by 31 October 2021. It is proposed to bring the Carbon Reduction Plan for Infrastructure Services to the meeting of this Committee on 30 September 2021.

- 4.8 The report to Aberdeenshire Council will also include a recommendation to instruct the Director of Infrastructure Services to develop a Medium-Term Carbon Strategy, based on the 4 Directorate Carbon Reduction Plans, to be presented alongside the Carbon Budget 2022-23.
- 4.9 In December 2020 the Scottish Government published and update to its Climate Change Plan <https://www.gov.scot/publications/securing-green-recovery-path-net-zero-update-climate-change-plan-20182032/> and has been taking evidence on this update at parliamentary committees during January and February of 2021. Officers will take account of these national commitments and the evidence provided to Parliament as part of the ongoing work of the Council to tackle Climate Change.

5 Council Priorities, Implications and Risk

- 5.1 This report supports the embedding of the key principle of ‘climate and sustainability’ in the new Strategic Priorities of Aberdeenshire Council.
- 5.2 The table below shows whether risks and implications apply if the recommendations are agreed.

Subject	Yes	No	N/A
Financial	X		
Staffing	X		
Equalities		X	
Fairer Scotland Duty			X
Town Centre First			X
Sustainability	X		
Children and Young People’s Rights and Wellbeing			X

- 5.3 The financial and staffing implications of meeting Carbon Budget targets are potentially significant but will need to be addressed on an individual action or project basis. Implications will need to be identified for the organisation as a whole so that they can inform the Council’s Medium-Term Financial Strategy to ensure affordability and also across the Council’s corporate and informed approach.
- 5.4 An Equality Impact Assessment has been carried out as part of the Carbon Budget process and no detrimental impact has been identified.

- 5.5 A Town Centre Impact Assessment has not been completed as part of the Carbon Budget process as no direct impacts on Town Centres have been identified, however further developments and projects will need to be assessed for potential impact on Town Centres.
- 5.6 Specific risks in setting the Carbon Budget have been identified as part of the Carbon Budget process. The following Risks have been identified as relevant to the Carbon Budget on a Corporate Level:
- Risk ID ACORP010 as it relates to environmental challenges and Risk ID ACORP006 as it relates to reputation management within the Corporate Risk Register).

The following Risks have been identified as relevant to the Carbon Budget on a Strategic Level:

- Risk ID ISSR004 as it relates to Climate Change in the Directorate Risk Registers.

6 Scheme of Governance

- 6.1 The Head of Finance and Monitoring Officer within Business Services have been consulted in the preparation of this report and their comments are incorporated within the report and are satisfied that the report complies with the Scheme of Governance and relevant legislation.
- 6.2 The Committee is able to consider this item in terms of F.1.1 and F.7.1 of the List of Committee Powers in Part 2A of the Scheme of Governance as it relates to the scrutiny of the implementation of the Carbon Budget for services within the remit of the Committee.

Alan Wood
Director of Infrastructure Services

Report prepared by: Mark Skilling, Business Collaboration Manager, Transportation
24 February 2021

List of Appendices

Appendix 1 – Infrastructure Services Carbon Budget six-monthly update

2.3 Alison Gear Box - software update to make vehicle more efficient - reduce consumption - 30 vehicles, 20,000 miles each	60	60	20		0				Due to Covid-19 there has been a delay into 2021/22. The forecast reflects the delay.
2.4 Introduce more electric powered mowers	0	0	?0		0				None bought this year yet. A trial to determine fitness of purpose will proceed in 2021/22.
2.5 Installation of EV Chargers in Council Offices and Depots	0	0	0		0				Delayed due to Covid-19 but 10 have now been purchased and will be installed in 2021/22. No direct carbon saving from their installation but necessary infrastructure to recharge new EVs.
2.6 Replacement of old High Intensity Discharge street lighting with LED units.	400	400	200		200				All supplier/manufacturers were either closed or have limited resource due to Covid-19 restrictions. Progress has been less than originally planned for and the project has been extended to 2021/22 to ensure completion.
2.7 Significant decrease of electricity emission factor	TBC	TBC	TBC		TBC				The DEFRA data for 2020 shows a 9% reduction in electricity emissions for reporting in the 2020/2021 year. This is a reduction irrelevant to what energy efficiency projects we do but should be counted as part of the budget moving forward. The final saving will be known towards the end of the financial year.
2.8 Resources and Circular Economy Commitment - Framework Development	TBC	TBC	TBC		TBC				Since summer 2020 Aberdeenshire Council has had support from Circular North-east to identify key areas for circular economy progress across Services. This work is part of Services developing Resources and Circular Economy Frameworks as required

									by our Resources and Circular Economy Commitment. In Infrastructure Services areas that have been identified for further investigation (ongoing) are incorporating circular economy principles into regeneration work and the potential to local materials networks to promote further reuse in roads and construction materials. Although all potential carbon savings may not fall within the remit of the Carbon Budget, where possible project projected savings will be assessed.
2.9 Warp-It	70	70	20	15	12				The ongoing use of the Warp-It reuse portal within the Council (managed by Infrastructure Services) is expected to bring ongoing savings, however, due to the uncertainty around operational restrictions going forward and the use of offices, the saving for 2021-22 is not estimated. This situation will be monitored, and further support offered as appropriate. It should also be noted that any significant changes in the Council estate and use of properties could lead to large amounts of surplus furniture and equipment and have the potential for increased carbon in the Council's waste stream.'
2.10 LEDs at our Household Recycling Centres	0	0	0		0				Due to current Covid-19 situation all non-essential work is on hold until further notice. First project is for LEDs at Crow's Nest - service looking at other sites - budget allotted for project is £65,000 but actual costs and savings are still to be determined.
2.11 Crow's Nest Further projects - Leachate Pond	2	2	0		0				Due to current Covid-19 situation all non-essential work is on hold until further notice. Planning has been done but work won't be able to start until business is back to some sort of normality.

										Carbon savings will be linked to the leachate no longer being driven offsite to be treated during colder months (estimated transport saving of 2tCO ₂ e). Still trying to get the optimal design option with architect completed.
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REPORT TO EDUCATION AND CHILDREN'S SERVICES COMMITTEE - 18 MARCH 2021

CARBON BUDGET SIX-MONTHLY UPDATE

1 Reason for Report/Summary

- 1.1 The report presents the Education and Children's Services Carbon Budget six-monthly update. This update is required to be brought to both the Education and Children's Services Committee and Sustainability Committee following the decision of Aberdeenshire Council on [18 March 2020](#), Item 10, Carbon Budget 2020-21.

2 Recommendations

The Education and Children's services Committee is recommended to:

- 2.1 **Consider and comment on the Education and Children's Services Carbon Budget six-monthly update, as attached in Appendix 1 and the development of the Education and Children's Services Sustainability and Climate Change Strategy.**
- 2.2 **Determine any further actions required by the Director of Education and Children's Services with regard to the Education and Children's Services Carbon Budget**
- 2.3 **Note the ongoing responsibility of each Director to secure their reduction targets as set out in the Carbon Budget, and to report progress at six-monthly to the relevant Policy Committees and to the Sustainability Committee.**

3 Purpose and Decision-Making Route

- 3.1 All Directors are required to submit Carbon Budget six-monthly updates to their relevant Policy Committees and additionally to the Sustainability Committee following the decision of Aberdeenshire Council on [18 March 2020](#), Item 10, Carbon Budget 2020-21.

4 Discussion

- 4.1 The Carbon Budget was set at the meeting of Aberdeenshire Council on 4 March 2021. For Education and Children's Services the target for carbon reduction for 2020/21 was set at 570 tCO₂e, the Council's overall target is 5000. At the same meeting each Service was instructed to develop a Carbon Reduction Plan-setting out how their Directorate will reach 75% emissions reduction by 2030 and Net Zero by 2045-and present this to their relevant Policy Committee by 31 October 2021.

- 4.2 The projects already identified in 2020/21 have not progressed as planned due to the Covid-19 pandemic and this has led to a shortfall in the expected carbon reduction.
- 4.3 Appendix 1 highlights proposed projects that have been identified for progression during 2021-22 in LLA and Education. Considerable work is required to progress these carbon reduction solutions during the Covid-19 pandemic. During the course of the year further savings will be identified on completion of the work surrounding the development of an ECS Climate Change and Sustainability Strategy and a short-, medium- and long-term action plan.
- 4.4 Work is starting in Education and Children's Services on a Sustainability and Climate Change Strategy. The Service recognises that we have an impact on the environment and is working to reduce its impact locally and globally through responsible waste, energy and water management. As part of our commitment to safeguarding the local environment we will develop an approach to protect our natural surroundings and work collaboratively with Landscape Services, Green Space Officers and local communities to increase and protect the biodiversity on the sites where we are custodians.
- 4.5 Work will also start with colleagues in other Services who record carbon budget savings in the areas of energy supply and consumption, building insulation, and waste reduction in their own reporting to enable ECS officers to highlight the savings achieved on ECS sites in this reporting to Elected Members to show the work being undertaken collaboratively with staff, pupils and facility users to support the adjustment of behaviours to reflect an increased awareness and commitment to reduce the use of energy and the production of waste. There is a commitment in ECS to work in collaboration with colleagues across the authority to replace existing lighting with LED lights; install heat recovery systems to swimming pool areas, continue the work of installing AV panels as an energy source, improve the insulation of facilities to conserve heating and replace older windows.
- 4.6 One key element of the carbon reduction strategy is the development and implementation of a Sustainability Policy for Schools which will be developed with pupils and staff from schools with the support of elected members and colleagues from across the Authority. Work is being undertaken for a new land management regime to be established and surveying all school sites is starting to support discussions with school staff and pupils to identify areas for utility cutting for sports and play, biodiversity areas and re-wilding areas to form carbon sinks.
- 4.7 Support is being offered by colleagues in Landscape Services to allow schools to develop areas for food growing, orchard planting and polytunnels. Schools will be surveyed shortly to establish school requirements for the development of sites.
- 4.8 The Sustainability in Schools Policy will include developing strategies for energy budget management in school, food recycling in all school areas,

general waste recycling, reduction in the volume of paper used (schools consume approximately 75% of all paper utilised within the council), litter management, use of sustainable resources, green space management and pupil projects in this area. ECO Schools will be included in the policy and work undertaken to promote this in schools further. There is already excellent work being undertaken by individual schools and existing good practice will be included in the development of the policy. This will require a mixture of process change but equally and possibly more importantly cultural change.

- 4.9 An ECS Sustainability and Climate Change Team has been established with staff from across the Directorate working together to develop the strategy factoring their own areas of operation to support all colleagues with their understanding of the impact of climate change and the measures needed to develop solutions to reducing the carbon budget. Pupils are important members of the school community and the Directorate recognises that climate change will have a considerable impact on all aspects of their lives. Pupil groups will also be consulted and their views will be a valuable inclusion in the strategy and the school policy. Training has been undertaken with the Scottish Government funded Royal Sottish Geographical Society Climate Solutions course to support this area of work.
- 4.10 Various specific projects have been identified towards achieving goal for carbon reduction, for example, replacing current ovens in schools with more energy efficient ovens instead of options for 'a like for like' basis, and sustainable grounds maintenance for schools taking into account the need for the protection of the biodiversity of sites. Live Life Aberdeenshire also have a number of projects planned for the year ahead, for example the reduction in the number of printer cartridges and changes to LED lighting in some facilities. However, the COVID-19 pandemic has impacted on this and all the other projects. It is hoped to progress with them as soon as is possible. The priority is to first establish a comprehensive strategy that will detail the Directorate's short, medium and long term plan for ensure sustainable practices become eventually embedded in the day to day work of the Service.
- 4.11 The Directorate is now part of the Climate Change Aberdeenshire and will be working with colleagues from across the Authority and with partner organisations to support the work to reduce carbon emissions. Work in the future will include contributing to the development of the Council's Environmental Change Policy, Climate Change declaration, Resources and Circular Economy Commitment and other sustainability related policies and strategies.
- 4.12 We have previously reported on the successful introduction of food waste collection in all schools. Monitoring and data collection will be started as soon as this is possible as Covid-19 has delayed work in this area to record the types of bins used and waste collected.

Previously identified projects as below with progress delayed to be made due to Covid-19, resource and expertise:

1. Replace current ovens with more energy efficient ovens instead of like for like and replacement of Steam ovens with Combination ovens.
2. Replace sterilising sinks with dishwashers.

For these areas energy savings would be made and data on usage collated.

5 Council Priorities, Implications and Risk

- 5.1 This report supports the embedding of the key principle of ‘climate and sustainability’ in the new Strategic Priorities of Aberdeenshire Council.
- 5.2 The table below shows whether risks and implications apply if the recommendations are agreed.

Subject	Yes	No	N/A
Financial	X		
Staffing	X		
Equalities		X	
Fairer Scotland Duty			X
Town Centre First			X
Sustainability	X		
Children and Young People’s Rights and Wellbeing			X

- 5.3 The financial and staffing implications of meeting Carbon Budget targets are potentially significant but will need to be addressed on an individual action or project basis. Implications will need to be identified for the organisation as a whole so that they can inform the Council’s Medium-Term Financial Strategy to ensure affordability and also across the Council’s corporate and informed approach.
- 5.4 An Equality Impact Assessment has been carried out as part of the Carbon Budget process and no detrimental impact has been identified.
- 5.5 A Town Centre Impact Assessment has not been completed as part of the Carbon Budget process as no direct impacts on Town Centres have been identified, however further developments and projects will need to be assessed for potential impact on Town Centres.
- 5.6 Specific risks in setting the Carbon Budget have been identified as part of the Carbon Budget process. The following Risks have been identified as relevant to the Carbon Budget on a Corporate Level:
- Risk ID ACORP010 as it relates to environmental challenges and Risk ID ACORP006 as it relates to reputation management within the Corporate Risk Register.

The following Risks have been identified as relevant to the Carbon Budget on a Strategic Level:

- Risk ID ISSR004 as it relates to Climate Change in the Directorate Risk Registers.

6 Scheme of Governance

- 6.1 The Head of Finance and Monitoring Officer within Business Services have been consulted in the preparation of this report and their comments are incorporated within the report and are satisfied that the report complies with the Scheme of Governance and relevant legislation.
- 6.2 The Committee is able to consider this item in terms of Section E.1.1 and E.6.1 of the List of Committee Powers in Part 2A of the Scheme of Governance as it relates to the scrutiny of the implementation of the Carbon Budget for services within the remit of the Committee.

Laurence Findlay Director of Education and Children's Services

Report prepared by Karen Tucker, Team Manager and Ian Stephen, Project Officer,
Education and Children's Services
Date 11 February 2021

List of Appendices

Appendix 1 - Education and Children's Services Carbon Budget six-monthly update

Appendix 1 – Education and Children's Services Carbon Budget six-monthly update

Summary of Carbon Budget Monitoring 2021/22	EDUCATION AND CHILDREN'S SERVICES								
	Base Budget	May-21 Forecast	Aug-21 Forecast	Nov-21 Forecast	Feb-22 Forecast	Forecast Savings			Comments
	2021/22	2021/22	2021/22	2021/22	2021/22	Better than Budget	Worse than Budget	Net Variance	
	tCO2e	tCO2e	tCO2e	tCO2e	tCO2e	tCO2e	tCO2e	tCO2e	
Education and Children's Services									
Princh-print from home	TBC	TBC	TBC						Users will be able to print to library printers (and subsequently all LLA facilities) from home. This is expected to reduce the number of home printers and cartridges for the occasional printing that people might have. Payment will be online.
Library Return Bins	TBC	TBC	TBC						Library Service is installing return bins in some localities where there is not a library provision. This will allow residents to return resources without using their car to drive to the nearest library.
Lockers/smallest library	TBC	TBC	TBC						Library Service to install digital library lockers in some localities. This will provide customers with an easy return and pick-up point for their reserved items. Due to an improvement in the Library Management Systems for external connectivity these items may be replaced in other services such as supermarkets and

									train stations, allowing for more interaction during a journey for another reason.
Digital services?	60	60	20						Following the success of digital services during COVID-19 pandemic the Library Service will continue to improve and increase access to all our digital services. This reduces the need for travel.
General waste reduction and increased recycling on school sites	TBC	TBC	TBC						ECS is committed to work with colleagues in Waste Management to reduce the waste for general collection and increase recycling. Covid-19 has impacted on the amount of general waste due to additional cleaning and this work will determine the Service's ability to reduce general waste.
Joint approach with energy team for management of energy usage	TBC	TBC	TBC						ECS is committed to develop practices to review energy use and start working on behavioural change in conjunction with the Energy Team who are able to support with the provision of usage data.
Commitment to start incorporating 'circular economy' principles in procurement as part of strategy	TBC	TBC	TBC						ECS is committed to start incorporating the consideration of sustainability in procurement. The Catering Team has undertaken this commitment in procurements added to the Procurement Plan 2021/2 for the purchase of fruit, vegetables and frozen foods. The carbon budget reduction will be investigated once the procurement is in place.

REPORT TO ABERDEENSHIRE INTEGRATION JOINT BOARD-31 MARCH 2020

CARBON BUDGET SIX-MONTHLY UPDATE: COVID-19 SUSTAINABILITY AND CLIMATE CHANGE LESSONS LEARNED

1 Recommendation

It is recommended that the Integration Joint Board (IJB):

- 1.1 Consider Aberdeenshire Council's Climate Change Declaration and provide comments for a report to Sustainability Committee on 19 May 2021, and subsequently to Full Council, on how to work towards the Declaration's targets and commitments with reference to the area covered by this Board;
- 1.2 Consider and comment on Aberdeenshire Health and Social Care Partnership's Covid-19 sustainability and climate change lessons learned, as attached in Appendix 2;
- 1.3 Determine any further actions required by the Chief Officer regarding the Partnership Carbon Budget or from the Covid-19 sustainability and climate change lessons learned; and
- 1.4 Note the ongoing responsibility of each Director and the HSCP Chief Officer to secure their reduction targets as set out in the Carbon Budget, and to report progress at six-monthly to the relevant Policy Committees and to the Sustainability Committee.

2 Directions

- 2.1 No direction requires to be issued to Aberdeenshire Council or NHS Grampian as a result of this report.

3 Risk

- 3.1 Sufficiency and Affordability of Resource – The risk that the Carbon Budget reduction allocated to the Partnership is not attainable.
- 3.2 Working effectively with Partner organisations – Partnership Carbon Budget is part of the Council Carbon Budget. There is a risk that lack of progress by the Partnership will impact on Council outcomes.

4 Background

- 4.1 The Partnership supports the Aberdeenshire Council Environmental and Climate Change Policy. Our work around Carbon budget supports the Council's commitment to set challenging targets to act in a way best calculated to reduce CO2 and other greenhouse gas emissions from council buildings, operations and activities reporting these each year in our Carbon Budget.

- 4.2 This report is by way of a requested consultation with the IJB regarding its views on how Aberdeenshire Council should work towards its Climate Change Declaration targets and commitments. Feedback will be incorporated into a report to Sustainability Committee on 19 May 2021. A subsequent report will be taken back to Full Council.
- 4.3 The report presents the Partnership Carbon Budget six-monthly update. This update is required to be brought to both the IJB and Sustainability Committee following the decision of Aberdeenshire Council on 18 March 2020, Item 10, Carbon Budget 2020-21.
- 4.4 The Carbon Budget is a simple tool used by Aberdeenshire Council which sets the overall and individual directorates' and HSCP's annual emissions reduction targets based on a linear path towards the future target.
- 4.5 The Carbon Budget discussed in this report is limited to services falling within the Council's area of responsibility. The Partnership will work to reduce carbon emissions across all its services.
- 4.6 The target for carbon reduction for the Partnership, was set at 120 tons of carbon dioxide equivalent (tCO₂e) which is 3.5% of the Council's overall target of 3,400 tCO₂e. Details are provided in Appendix 1.
- 4.7 Details of projects which were identified for further investigation in 2020/21 are provided in Appendix 1. The projects identified have not progressed as planned due to the impact of Covid-19 and this is expected to lead to a shortfall in the expected carbon reduction. The annual reduction achieved will be confirmed in the next six-monthly update in September 2021.

5 Summary

- 5.1 Work has re-commenced, and 2020/21 projects will be aligned to progress alongside 2021/22 projects.
- 5.2 The strategic priority of Digital First has resulted in more staff being provided with electronic devices to work from home, as the default model during the Covid-19 pandemic. An analysis of the impact on business mileage has to be undertaken, however it is likely this will result in a reduction in business mileage which will contribute to an expected reduction in emissions.
- 5.3 The implementation of digital and virtual solutions as an alternative to face-to-face interactions has been maximised due to the pandemic. 'Near Me' a video consulting service for health and social care appointments has been successfully implemented for a wide range of services reducing travel and the subsequent impact on the environment. Further projects have been identified to provide carbon savings in 2021/22. More detailed information is available in Appendix 3.

- 5.4 The Chief Officer, along with the Chief Finance Officer and the Legal Monitoring Officers within Business Services of the Council have been consulted in the preparation of this report and their comments have been incorporated within the report.

6 Equalities, Staffing and Financial Implications

- 6.1 An Equality Impact Assessment has been carried as part of the Carbon Budget 20/21 process. No detrimental impact has been identified. Where there are equalities implications arising from any of the actions these will be considered separately as part of the specific proposals.
- 6.2 The financial implications of meeting Carbon Budget targets are potentially significant, but outcomes and measurements will need to be determined on an individual action or project basis.

***Janine Howie, Partnership manager Strategy and Business Services
Aberdeenshire Health and Social Care Partnership***

Report prepared by Fiona Campbell, Business Asset Manager
26/02/2021

Appendix 1:

1.0 Agreed Aberdeenshire Council Carbon Reduction Targets for 2020/21

Directorate	Reduction Target for 2020/21
Business Service	1200 tCO ₂ e
Infrastructure Service	1700 tCO ₂ e
Education and Children's Service	380 tCO ₂ e
Health and Social Care Partnership	120 tCO ₂ e
Total	3400 tCO ₂ e

2.0 Carbon Reduction Projects identified by Partnership for 2020/21

Several potential projects were proposed by staff to be developed in 2020/21. These were not progressed due to necessary reprioritising of work over the last twelve months and will be considered for further development in 2021/22.

- 2.1 Reduction in business miles – improved planning**
 Progress has been delayed due to the impact of Covid-19. However, the reduction in business miles through changed ways of working is expected to have an impact on the Partnership's carbon emissions in 2020/21. Outturn figures will be provided in the next six-monthly update report.
- 2.2 Resources and Circular Economy Frameworks**
 This work will be progressed by the Partnership's Goods and Equipment Group, which has re-started following its suspension due to other priorities related to Covid. Planned work includes adopting a 'full circle life' approach, reuse and re-purposing of goods and equipment across the Partnership; reduction in use of hard copy mail; increased use of electronic means of working; reduction of paper records; integrated transport options; agreed stationery and consumables list.
- 2.3 Grow and eat own food in care homes**
 The establishment of vegetable gardens in care homes to allow staff and residents an opportunity to grow food. This project has the potential to reduce carbon emissions resulting from commercial food production and transport and has opportunities for partnership working and promoting well-being.

Appendix 2: Sustainability and Climate Change Lessons Learned

- 1.0 Whilst the projects previously identified have not progressed as planned due to covid-19, the significantly reduced use of Council properties is expected to have a positive impact.
- 1.1 Staff have remained productive through the pandemic while adopting new ways of working. It is anticipated that the significant reduction in resources used in the areas of energy, stationery and business mileage will be observed in end of year outcomes.
- 1.2 Continued home working as default, including online meetings and increased use of electronic systems and the use of digital technology for service users will provide ongoing carbon savings.
- 1.3 Reduced use of building-based services is expected to provide ongoing carbon savings, although we will need to consider the carbon costs of alternative forms of service delivery.
- 1.4 Further lessons learned will be informed by the end of year outcomes.

Appendix 3: The 2021/22 Carbon Budget

- 1.0 The proposed target for carbon reduction for 2021/22, for the Partnership, is 180 tCO₂e which is 3.6% of the Council's overall target of 5000 tCO₂e. The proposed Carbon Budget will be considered at the Council Meeting on 17th March 2021.
- 2.0 In addition to further development of the projects identified for 2020/21, Partnership projects proposed for 2021/22 include:

Project	CO ₂ e savings (tonnes)
• Maintaining and increasing use of digital solutions	*
• Maintaining working from home for staff	*
• Operation Home First	*
• Increased community MH support	*
• Reduction of out of area placements	*
• Inclusion of carbon budget implications in development and option appraisal of property works	*
• Maximisation of value of resources and reduction of over-purchasing and waste through Goods and Equipment Group	*
• Development of composting facilities in association with residential premises	*
• Rationalisation of premises	44
Total identified	44
Target	180*

*to be confirmed