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RECOMMENDED – WIDER INFLUENCE

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PART 1: PROFILE OF REPORTING BODY

1(a) Name of reporting body

Clackmannanshire Council

1(b) Type of body

Local Government

1(c) Highest number of full-time equivalent staff in the body during the report year

2046

1(d) Metrics used by the body

Specify the metrics that the body uses to assess its performance in relation to climate change and sustainability.

Metric	Unit	Value	Comments
Floor area	m2	119042	The recorded floor area change (from 119150 in 2015-16) is so small that emissions figures for "Estate Change" further down in the report are considered negligible
Population size served	population	51350	

1(e) Overall budget of the body

Specify approximate £/annum for the report year.

Budget	Budget Comments

1(f) Report year

Specify the report year.

Report Year	Report Year Comments
Financial (April to March)	

1(g) Context

Provide a summary of the body's nature and functions that are relevant to climate change reporting.

Clackmannanshire Council is the smallest mainland local authority in Scotland, covering an area of 159 square km. Clackmannanshire Council is responsible for providing a range of public services, including: education, social care, roads and transport, economic development, housing and planning, environmental protection, waste management, and cultural and leisure services. More information about the organisation can be found on the Council website, www.clacks.gov.uk

PART 2: GOVERNANCE, MANAGEMENT AND STRATEGY

2(a) How is climate change governed in the body?

Provide a summary of the roles performed by the body's governance bodies and members in relation to climate change. If any of the body's activities in relation to climate change sit outside its own governance arrangements (in relation to, for example, land use, adaptation, transport, business travel, waste, information and communication technology, procurement or behaviour change), identify these activities and the governance arrangements.

In 2016/17, the Development and Environment Service (which includes the remit for sustainability, corporate approaches to climate change mitigation and adaptation, roads and transportation, street lighting and fleet) reported to the full Council. This included twice yearly performance reports, twice-yearly progress update reports, and the agreement of business plans for the service. Likewise the Resources and Governance Service (which includes responsibilities for buildings and ICT) reported to, and had its business plan agreed by, the full Council
 Performance reports for 2016-17 may be seen at <http://www.clacks.gov.uk/document/meeting/259/787/5696.pdf> for Development and Environment and at <http://www.clacks.gov.uk/document/meeting/259/787/5694.pdf> for Resources and Governance
 Development and Environment Business Plan 2016-17 is at <http://www.clacks.gov.uk/document/meeting/227/707/5337.pdf>
 Resources and Governance Business Plan 2016-17 is at <http://www.clacks.gov.uk/document/meeting/259/730/5406.pdf>

2(b) How is climate change action managed and embedded by the body?

Provide a summary of how decision-making in relation to climate change action by the body is managed and how responsibility is allocated to the body's senior staff, departmental heads etc. If any such decision-making sits outside the body's own governance arrangements (in relation to, for example, land use, adaptation, transport, business travel, waste, information and communication technology, procurement or behaviour change), identify how this is managed and how responsibility is allocated outside the body (JPEG, PNG, PDF, DOC)

Clackmannanshire Council is structured as six services: Development & Environment; Resources & Governance; Housing & Community Safety; Strategy & Customer Services; Education; and Social Work Under each Head of Service are a number of Service Managers; the following remits are relevant to climate change:

Under the Head of Development & Environment: the Regulatory Service Manager is responsible for, inter alia, the Sustainability Team, which leads on climate change mitigation and adaptation, and sustainability action - this includes both strategy and implementation; the Roads and Transportation Service Manager's remit includes staff travel and street lighting; the Environment Service Manager is responsible for fleet and for waste management. In 2015/16 the Home Energy Strategy function and Home Energy Advice Team were brought into Sustainability Team from Housing and Community Safety.

Under the Head of Resources and Governance: the Asset Manager is responsible for energy and water consumption in buildings, capital projects, and cleaning and caretaking; the ICT Service Manager is responsible for the organisation's ICT systems and assets; and the Procurement Manager is the focal point for providing specialist advice, guidance, support and leadership on all procurement-related matters. This includes tendering and EU procurement, ensuring due diligence is applied to all procurement with EU/UK legislation (procurement is a responsibility that is devolved to each service). In quarter 4 Asset Manager moved from Resources and Governance to Housing and Community Safety.

The Business Plans referred to in 2(a) list actions against these responsibilities

All Council and Committee reports have a "sustainability implications" section, to be completed based on a best value & sustainability checklist: this is intended to ensure that decision makers take climate change and sustainability impacts into account. Guidance on business planning within the Council expects services to highlight any actions which will have a significant impact on the Council's responsibilities in relation to sustainability. The Sustainable Scotland Network's e-learning module on the public bodies' climate change duties is available to all staff

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

Provide a brief summary of objectives if they exist.

Objective	Doc Name	Doc Link
We effectively tackle the causes and effects of climate change	Taking Clackmannanshire Forward: Corporate Priorities 2012-2017	http://www.clacks.gov.uk/site/documents/makingclmakingclackmannanshi/takingclackmannanshi/reforwtakingclackmannanshire20122017/ page 6

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2(d) Does the body have a climate change plan or strategy?

If yes, provide the name of any such document and details of where a copy of the document may be obtained or accessed.

Clackmannanshire Sustainability and Climate Change Strategy: <http://www.clacks.gov.uk/document/2858.pdf> This strategy is under review with a revised version near completion depending on staff resourcing

2(e) Does the body have any plans or strategies covering the following areas that include climate change?

Provide the name of any such document and the timeframe covered.

Topic area	Name of document	Link	Time period covered	Comments
Adaptation				An approach to climate change adaptation has been developed. Due to ongoing team and Service restructuring issues the current emphasis is on projects and working with existing structures and processes rather than developing a formal standalone Strategy.
Business travel	Strategic Travel Plan	http://www.clacks.gov.uk/transport/counciltravelplan/	2012-2017	The travel plan addresses all modes of transport for visitors, commuting and business journeys. The overall aim of the travel plan is to demonstrate the impact each individual journey has on the environment, community and transport network to allow everyone to make an informed choice regarding transport in the Clackmannanshire area.
Staff Travel	Strategic Travel Plan	http://www.clacks.gov.uk/transport/counciltravelplan/	2012-2017	The travel plan addresses all modes of transport for visitors, commuting and business journeys. The overall aim of the travel plan is to demonstrate the impact each individual journey has on the environment, community and transport network to allow everyone to make an informed choice regarding transport in the Clackmannanshire area.
Energy efficiency	Carbon Management Plan	http://www.clacks.gov.uk/site/documents/environment/localauthoritycarbonmanagementprogrammestrategyimplementationplan/	2011-2016	Officers have undertaken a review of the Carbon Management Plan. Work started on a revised plan, with completion pending agreement of resourcing. This is suggested as a priority for future action
Fleet transport	Fleet Asset Management Plan	http://www.clacks.gov.uk/document/meeting/227/541/4283.pdf	2013-2018	Includes the objective of "a fleet which is efficiently run, maximises value for money, is environmentally and energy efficient and contributes directly to delivering year on year reductions in greenhouse gas emissions

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2(e) Does the body have any plans or strategies covering the following areas that include climate change?

Provide the name of any such document and the timeframe covered.

Topic area	Name of document	Link	Time period covered	Comments
Information and communication technology	ICT Strategy	http://www.clacks.gov.uk/site/documents/informationtechnology/informationandcommunicationstechnologyictstrategy/	2012-2017	One of the aims is "to use ICT to enable modern, smarter ways of working which enhance the ability of the Council to serve the needs of its citizens while reducing our impact on the environment". Includes a commitment to "improve our sustainability", including through reducing power requirements, and thus energy consumption, and re-use of equipment.
Renewable energy				The Clackmannanshire Local Development Plan includes policies on renewable energy
Sustainable/renewable heat				The Clackmannanshire Local Development Plan includes a policy on decentralised energy, which includes district heating. Clackmannanshire Council has taken part in the Heat Network Partnership for Scotland's Local Authority District Heating Strategy Programme, and has undertaken work with Zero waste Scotland towards developing an energy master plan
Waste management	Zero Waste Strategy	http://www.clacksweb.org.uk/document/meeting/227/485/3866.pdf	2012-2022	Addresses waste in Clackmannanshire as a whole, rather than in the Council's own operations. Addresses 7 main issues, one of which is Climate Change
Water and sewerage				Water and sewerage will need to be covered in the revised Carbon Management Plan.
Land Use	Local Development Plan	http://www.clacksweb.org.uk/property/developmentplanupdate/	2015-2035	Strategic environmental assessment was used in the preparation of the Local Development Plan to ensure that the plan and its policies contribute to reducing greenhouse gas emissions and climate change adaptation.
Other (state topic area covered in comments)	Biodiversity Action Plan	http://www.clacks.gov.uk/document/4519.pdf	2012-2020	Addresses the impacts of climate change on biodiversity, and the role of ecosystems in adapting to climate change. The Plan has been reviewed and extended to 2020 in line with the requirements of the Scottish Biodiversity Strategy

2(f) What are the body's top 5 priorities for climate change governance, management and strategy for the year ahead?

Provide a brief summary of the body's areas and activities of focus for the year ahead.

- Priorities suggested by officers to put to Corporate Management Team for Council consideration include:
- Build upon progress such as Business Planning Guidance to build climate considerations into business as usual, including use of CCAT tool
 - Complete revision of the Sustainability and Climate Change Strategy and implement actions
 - Meet the requirements of the Procurement Reform (Scotland) Act – introduce sustainable Procurement Strategy
 - Establish a Carbon Management Group and complete revision of Carbon Management Plan and Project Register
 - Review fitness for purpose and ongoing validity of current Council strategies and policies associated with carbon management and climate change (many end after 2017)

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2(g) Has the body used the Climate Change Assessment Tool(a) or equivalent tool to self-assess its capability / performance?

If yes, please provide details of the key findings and resultant action taken.

Not in 2016-17, although Strategy & Customer Services offered to undertake a Service-level exercise as a pilot pending testing by Development & Environment Services

2(h) Supporting information and best practice

Provide any other relevant supporting information and any examples of best practice by the body in relation to governance, management and strategy.

Guidance on sustainable ways of working is now on the Council's online learning system (internal intranet link <https://tracking.brightwave.co.uk/LNT/Clacks/Login.aspx?ts=636407395702129467>)

Sustainability, including climate risk, has a more prominent place in the revised Business Planning Guidance (internal intranet link <http://connect/7-news/3342-business-planning-guide-2017-18.html>)

The draft Procurement Strategy incorporates sustainable procurement <http://www.clacks.gov.uk/site/documents/procurement/corporateprocurementprocess/>

PART 3: EMISSIONS, TARGETS AND PROJECTS

3a Emissions from start of the year which the body uses as a baseline (for its carbon footprint) to the end of the report year							
Complete the following table using the greenhouse gas emissions total for the body calculated on the same basis as for its annual carbon footprint /management reporting or, where applicable, its sustainability reporting. Include greenhouse gas emissions from the body's estate and operations (a) (measured and reported in accordance with Scopes 1 & 2 and, to the extent applicable, selected Scope 3 of the Greenhouse Gas Protocol (b)). If data is not available for any year from the start of the year which is used as a baseline to the end of the report year, provide an explanation in the comments column. (a) No information is required on the effect of the body on emissions which are not from its estate and operations.							
Reference Year	Year	Scope1	Scope2	Scope3	Total	Units	Comments
Baseline carbon footprint	2013/14	3623	5902	242	9767	tCO2e	
Year 1 carbon footprint	2014/15	3846	5581	276	9703	tCO2e	
Year 2 carbon footprint	2015/16	3792	5017	684	9493	tCO2e	
Year 3 carbon footprint	2016/17	3894.77	4325.75	623.46	8844	tCO2e	Data Sourced from utility invoices - collated within the Current and Future CFs Tab within the CFPR tool spreadsheet.

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3b Breakdown of emission sources									
Complete the following table with the breakdown of emission sources from the body's most recent carbon footprint (greenhouse gas inventory); this should correspond to the last entry in the table in 3 (a) above. Use the 'Comments' column to explain what is included within each category of emission source entered in the first column. If, for any such category of emission source, it is not possible to provide a simple emission factor(a) leave the field for the emission factor blank and provide the total emissions for that category of emission source in the 'Emissions' column.									
Total	Comments – reason for difference between Q3a & 3b.	Emission source	Scope	Consumption data	Units	Emission factor	Units	Emissions (tCO2e)	Comments
8814.8		Natural Gas	Scope 1	14356611	kWh	0.1839968 18181275	kg CO2e/kWh	2641.6	
		LPG	Scope 1	70951	kWh	0.2145772 73556799	kg CO2e/kWh	15.2	
		Fuel Oil	Scope 1	117234	kWh	0.2678249 70097432	kg CO2e/kWh	31.4	
		Biomass (Wood Pellets)	Scope 1	223488	kWh	0.01307	kg CO2e/kWh	2.9	
		Diesel (average biofuel blend)	Scope 1	449686	litres	2.6116251 9961375	kg CO2e/litre	1174.4	
		Grid Electricity (generation)	Scope 2	10498114	kWh	0.41205	kg CO2e/kWh	4325.8	
		Grid Electricity (transmission & distribution losses)	Scope 3	10498114	kWh	0.03727	kg CO2e/kWh	391.3	
		Water - Supply	Scope 3	84557	m3	0.344	kg CO2e/m3	29.1	
		Water - Treatment	Scope 3	80329	m3	0.708	kg CO2e/m3	56.9	
		Average Car - Unknown Fuel	Scope 3	782478	km	0.18695	kg CO2e/km	146.3	

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3c Generation, consumption and export of renewable energy					
Provide a summary of the body's annual renewable generation (if any), and whether it is used or exported by the body.					
Technology	Renewable Electricity		Renewable Heat		Comments
	Total consumed by the organisation (kWh)	Total exported (kWh)	Total consumed by the organisation (kWh)	Total exported (kWh)	
Solar PV	188370	33002			
Wind	546	0			
Biomass			223488	0	

3d Targets										
List all of the body's targets of relevance to its climate change duties. Where applicable, overall carbon targets and any separate land use, energy efficiency, waste, water, information and communication technology, transport, travel and heat targets should be included.										
Name of Target	Type of Target	Target	Units	Boundary/scope of Target	Progress against target	Year used as baseline	Baseline figure	Units of baseline	Target completion year	Comments
										Targets were proposed in the draft Carbon Management Plan, but this has yet to be completed and adopted.

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3e Estimated total annual carbon savings from all projects implemented by the body in the report year			
Total	Emissions Source	Total estimated annual carbon savings (tCO2e)	Comments
357.08	Electricity	159.84	From Street Lighting upgrades to LED. Other projects to upgrade lighting (at Deerpark, Muckhart, Clackmannan and Alva Primary Schools) cannot be quantified exactly. There is insufficient data available to quantify these exactly, however, the saving here represents the overall reduction in emissions from last year's report.
	Natural gas	45.46	There has been a re-roofing with improved insulation project at Deerpark P.S. Partial heating upgrades at Park and St Serf's P.S. Boiler upgrade at Alloa Town Hall. Window replacement at Secondary Schools Support Unit. These would all have generated heating savings. There is insufficient data available to quantify these exactly, however, the saving here represents the overall reduction in emissions from last year's report.
	Other heating fuels	20.72	LPG, Fuel Oil and Biomass There is no data available on specific projects to quantify these exactly, however, the saving here represents the overall reduction in emissions from last year's report.
	Waste		N/A
	Water and sewerage	2.25	There is no data available on specific projects to quantify these exactly, however, the saving here represents the overall reduction in emissions from last year's report.
	Business Travel	36.17	Drop in private car use with the increase of pool vehicles. Further clarity required to make this a direct correlation with the reduction in miles claimed.
	Fleet transport	92.64	Recommendations within the Sustainable Transport Review would generate savings if implemented. There is no data available on specific projects to quantify these exactly, however, the saving here represents the overall reduction in emissions from last year's report.
	Other (specify in comments)		

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3f Detail the top 10 carbon reduction projects to be carried out by the body in the report year

Provide details of the 10 projects which are estimated to achieve the highest carbon savings during report year.

Project name	Funding source	First full year of CO2e savings	Are these savings figures estimated or actual?	Capital cost (£)	Operational cost (£/annum)	Project lifetime (years)	Primary fuel/emission source saved	Estimated carbon savings per year (tCO2e/annum)	Estimated costs savings (£/annum)	Behaviour Change	Comments
Street Lighting Upgrade	Capital budget/Salix Fund	2016/17	Estimated	164000 0		2	Grid Electricity	73.79	110000		Data taken from the Street Lighting Replacement Programme Paper Report to Council on the 13th October 2016 and the reduction in Electricity usage highlighted in the Un-Metered Supply Certificates from Scottish Power held by Roads Dept.
Roof Refurbishment - Improving insulation levels -Deerpark Primary School	Capital										
Partial Lighting upgrade to LED - Deerpark Primary School	Capital										
Window Replacement - Secondary School Support Service	Capital										
Lighting Upgrade to LED - Muckhart Primary School	Capital										
Partial Heating Upgrade - St Serf's Primary School	Capital										
Partial Heating Upgrade - Park Primary School	Capital										
Lighting Upgrade to LED - Clackmannan Primary School	Capital										
Lighting Upgrade to LED - Alva Primary School	Capital										
Sustainable Transport Review											
Increased Pool Fleet reducing business mileage											
Construction of new Campus at Tullibody South - closing two ageing Primary Schools	Capital										

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3g Estimated decrease or increase in the body's emissions attributed to factors (not reported elsewhere in this form) in the report year				
If the emissions increased or decreased due to any such factor in the report year, provide an estimate of the amount and direction.				
Total	Emissions source	Total estimated annual emissions (tCO2e)	Increase or decrease in emissions	Comments
0.00	Estate changes			Estate changes are minimal and any resulting emissions changes are deemed negligible
	Service provision			We do not have a methodology to estimate how changes in service provision have affected our carbon footprint.
	Staff numbers			Changes in staff numbers are unlikely to have had a significant impact on building energy use, although a reduced staff complement will have reduced the use of hot water. Reduced staff numbers are also likely to have led to reduced staff mileage.
	Other (specify in comments)			

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3h Anticipated annual carbon savings from all projects implemented by the body in the year ahead			
Total	Source	Saving	Comments
615.00	Electricity	615	Next Phase of Street Lighting upgrade
	Natural gas		
	Other heating fuels		
	Waste		N/A
	Water and sewerage		
	Business Travel		
	Fleet transport		
	Other (specify in comments)		

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3i Estimated decrease or increase in the body's emissions attributed to factors (not reported elsewhere in this form) in the year ahead				
If the emissions are likely to increase or decrease due to any such factor in the year ahead, provide an estimate of the amount and direction.				
Total	Emissions source	Total estimated annual emissions (tCO2e)	Increase or decrease in emissions	Comments
0.00	Estate changes			Any change is likely to be a reduction leading to a decrease in emissions but no estimate of amount. The change between 2015-16 and 2016-17 was negligible
	Service provision			We do not have a methodology for this
	Staff numbers			Any change is likely to be a reduction leading to a decrease in emissions but we do not have any estimate of amount.
	Other (specify in comments)			

3j Total carbon reduction project savings since the start of the year which the body uses as a baseline for its carbon footprint

If the body has data available, estimate the total emissions savings made from projects since the start of that year ("the baseline year").

Total	Comments
923	Overall reduction figure since baseline 2013-14 highlighted on Outputs for PBDR Tab in CFPR tool.

3k Supporting information and best practice

Provide any other relevant supporting information and any examples of best practice by the body in relation to its emissions, targets and projects.

PART 4: ADAPTATION

4(a) Has the body assessed current and future climate-related risks?

If yes, provide a reference or link to any such risk assessment(s).

We have not completed a thorough and systematic assessment of current and future climate-related risks across the organisation as a whole, but we have taken steps towards this including the collation of risks from the earlier LCLIP and from the Incident Report, Resilience Plans and business plans. As with last year, climate change is featured in the corporate risk log as a subset of "Failure to Prepare for Severe Weather Events". In addition, we have specific measures for certain aspects, most notably flood risk management planning. When the Council considers FRM and specifically when it produces studies to inform flood protection schemes, it strives to build in the very latest thinking on what should be accounted for in designed solutions (structural and non-structural) when considering climate change.

4(b) What arrangements does the body have in place to manage climate-related risks?

Provide details of any climate change adaptation strategies, action plans and risk management procedures, and any climate change adaptation policies which apply across the body.

The corporate risk log is owned by the Corporate Management Team and the Head of Strategy & Customer Services is responsible for the corporate risk management approach. The Council follows a systematic risk process, reporting corporate and service risks to Council on a regular basis. Processes are assessed via internal and external governance and audit mechanisms, and peer-reviewed by other local authorities. Adaptation is also embedded in our proposed Local Development Plan and associated supplementary guidance.

The Council's Statement of Preparedness for end of year 2016-17 observes that Climate Change as a standalone risk (ie separate to its ongoing inclusion as a subset of "severe weather" was previously included in the Corporate Risk Log, but was reported as at a green status in December 2014 to the former Resources & Audit Committee, due to the controls in place. At that time, it was agreed by the Committee that this would be transferred from the Corporate Risk Log to that of Development & Environmental Services and monitored via reports on the Sustainability & Climate Change Strategy to (the now also dis-established) Enterprise & Environment Committee. Inclusion in this Statement demonstrates that the Council continues its efforts in relation to this issue. <http://www.clacks.gov.uk/document/meeting/260/792/5711.pdf>

In addition our updated Business Planning Guidance makes specific reference to climate risk including the provision that Services should ensure that all business plan actions are assessed for their susceptibility to the impacts of severe weather events, including impacts on staff, service users and supply chain.

Local Flood Risk Management Plans for the Forth and Forth estuary Local Plan Districts were published in June 2016 and are available at <http://www.clacks.gov.uk/transport/flooding/>

4(c) What action has the body taken to adapt to climate change?

Include details of work to increase awareness of the need to adapt to climate change and build the capacity of staff and stakeholders to assess risk and implement action.

We continue to work with internal and external partners and to participate in the Adaptation Learning Exchange and have continued to make progress against the 5 Steps developed by Adaptation Scotland. We ran a climate change adaptation workshop with Inner Forth Landscape Initiative partners in May 2016. Following engagement with Learning for Sustainability, we ran a community engagement exercise in the Menstrie area building upon earlier partnership work on natural flood risk management with Tilhill Forestry, Herio Watt University, SEPA and the Scottish Flood Forum and jointly organised and ran a community resilience event with Menstrie Primary School which we intend to treat as a pilot exercise for working with other schools and communities. Transportation staff have worked with Sustainability and with the Trust for Conservation Volunteers to develop a network of Flood Risk Monitor volunteers to monitor key choke points in watercourses to enhance community resilience and are seeking to develop this model further. We continue to engage with these and other partners to promote flood risk management and community awareness. We also have a continuing partnership with the Scottish Flood Forum and The Conservation Volunteers to develop community resilience groups. The Council have also recently set up an ongoing partnership with the Scottish Fire and Rescue Service to promote better links with them re Flood Risk Management and Community Resilience capacity building.

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

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4(d) Where applicable, what progress has the body made in delivering the policies and proposals referenced N1, N2, N3, B1, B2, B3, S1, S2 and S3 in the Scottish Climate Change Adaptation Programme(a) ("the Programme")?					
If the body is listed in the Programme as a body responsible for the delivery of one or more policies and proposals under the objectives N1, N2, N3, B1,B2, B3, S1, S2 and S3, provide details of the progress made by the body in delivering each policy or proposal in the report year. If it is not responsible for delivering any policy or proposal under a particular objective enter "N/A" in the 'Delivery progress made' column for that objective.					
(a) This refers to the programme for adaptation to climate change laid before the Scottish Parliament under section 53(2) of the Climate Change (Scotland) Act 2009 (asp 12) which currently has effect. The most recent one is entitled "Climate Ready Scotland: Scottish Climate Change Adaptation Programme" dated May 2014.					
Objective	Objective reference	Theme	Policy / Proposal reference	Delivery progress made	Comments
Understand the effects of climate change and their impacts on the natural environment.	N1	Natural Environment	N1-8	The Local Flood Risk Management Plan has been published and work is under way to take forward the actions within it.	
			N1-8	Workshop on impacts of climate change on the Inner Forth with Inner Forth Landscape Initiative partners	
			N1-10	The Local Flood Risk Management Plan has been published and work is under way to take forward the actions within it.	
Support a healthy and diverse natural environment with capacity to adapt.	N2	Natural Environment	N2-2	The Local Development Plan and Supplementary Guidance documents have policy and guidance to enhance habitat and green networks. Clackmannanshire Council is engaged in the Forth Area River Basin Management Plan Advisory Group.	
			N2-7	Organised conference on managing invasive species with Inner Forth Landscape Initiative partners	

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4(d) Where applicable, what progress has the body made in delivering the policies and proposals referenced N1, N2, N3, B1, B2, B3, S1, S2 and S3 in the Scottish Climate Change Adaptation Programme(a) ("the Programme")?					
If the body is listed in the Programme as a body responsible for the delivery of one or more policies and proposals under the objectives N1, N2, N3, B1,B2, B3, S1, S2 and S3, provide details of the progress made by the body in delivering each policy or proposal in the report year. If it is not responsible for delivering any policy or proposal under a particular objective enter "N/A" in the 'Delivery progress made' column for that objective.					
(a) This refers to the programme for adaptation to climate change laid before the Scottish Parliament under section 53(2) of the Climate Change (Scotland) Act 2009 (asp 12) which currently has effect. The most recent one is entitled "Climate Ready Scotland: Scottish Climate Change Adaptation Programme" dated May 2014.					
Objective	Objective reference	Theme	Policy / Proposal reference	Delivery progress made	Comments
Support a healthy and diverse natural environment with capacity to adapt.	N2	Natural Environment	N2-11	The Local Development Plan and Supplementary Guidance documents have policy and guidance to enhance habitat and green networks.	
			N2-17	Clackmannanshire Council is engaged in the Forth Area River Basin Management Plan Advisory Group.	
			N2-20	The Local Flood Risk Management Plan has been published and work is under way to take forward the actions within it.	
			N2-20	Exploring options for coastal realignment project as part of City Deal submission	
Sustain and enhance the benefits, goods and services that the natural environment provides.	N3	Natural Environment			Local authorities are not listed as responsible for delivering any projects under objective N3.

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4(d) Where applicable, what progress has the body made in delivering the policies and proposals referenced N1, N2, N3, B1, B2, B3, S1, S2 and S3 in the Scottish Climate Change Adaptation Programme(a) ("the Programme")?					
If the body is listed in the Programme as a body responsible for the delivery of one or more policies and proposals under the objectives N1, N2, N3, B1,B2, B3, S1, S2 and S3, provide details of the progress made by the body in delivering each policy or proposal in the report year. If it is not responsible for delivering any policy or proposal under a particular objective enter "N/A" in the 'Delivery progress made' column for that objective.					
(a) This refers to the programme for adaptation to climate change laid before the Scottish Parliament under section 53(2) of the Climate Change (Scotland) Act 2009 (asp 12) which currently has effect. The most recent one is entitled "Climate Ready Scotland: Scottish Climate Change Adaptation Programme" dated May 2014.					
Objective	Objective reference	Theme	Policy / Proposal reference	Delivery progress made	Comments
Understand the effects of climate change and their impacts on buildings and infrastructure networks.	B1	Buildings and infrastructure networks	B1-13	The Local Flood Risk Management Plan has been published and work is under way to take forward the actions within it.	
			B1-14	The Local Flood Risk Management Plan has been published and work is under way to take forward the actions within it.	
Provide the knowledge, skills and tools to manage climate change impacts on buildings and infrastructure.	B2	Buildings and infrastructure networks			Local authorities are not listed as responsible for delivering any projects under objective B2; however, see question 4h for how we contribute to B2-2.
Increase the resilience of buildings and infrastructure networks to sustain and enhance the benefits and services provided.	B3	Buildings and infrastructure networks	B3-2	Related activity in the Council includes the Local Development Plan and Supplementary Guidance on Water (B3-2, B3-3), the Open Space Strategy (B3-3), ongoing work on energy efficiency and fuel poverty (B3-6, 7, 8, 9), and river basin management planning (B3-13).	
				Related activity in the Council includes the Local Development Plan and Supplementary Guidance on Water (B3-2, B3-3), the Open Space Strategy (B3-3), ongoing work on energy efficiency and fuel poverty (B3-6, 7, 8, 9), and river basin management planning (B3-13).	

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4(d) Where applicable, what progress has the body made in delivering the policies and proposals referenced N1, N2, N3, B1, B2, B3, S1, S2 and S3 in the Scottish Climate Change Adaptation Programme(a) ("the Programme")?					
If the body is listed in the Programme as a body responsible for the delivery of one or more policies and proposals under the objectives N1, N2, N3, B1,B2, B3, S1, S2 and S3, provide details of the progress made by the body in delivering each policy or proposal in the report year. If it is not responsible for delivering any policy or proposal under a particular objective enter "N/A" in the 'Delivery progress made' column for that objective.					
(a) This refers to the programme for adaptation to climate change laid before the Scottish Parliament under section 53(2) of the Climate Change (Scotland) Act 2009 (asp 12) which currently has effect. The most recent one is entitled "Climate Ready Scotland: Scottish Climate Change Adaptation Programme" dated May 2014.					
Objective	Objective reference	Theme	Policy / Proposal reference	Delivery progress made	Comments
Understand the effects of climate change and their impacts on people, homes and communities.	S1	Society			Local authorities are not listed as responsible for delivering any projects under objective S1; however, see question 4h for how we contribute to S3-1.
Increase the awareness of the impacts of climate change to enable people to adapt to future extreme weather events.	S2	Society			Local authorities are not listed as responsible for delivering any projects under objective S2; however, see question 4h for how we contribute to S2-5.
Support our health services and emergency responders to enable them to respond effectively to the increased pressures associated with a changing climate.	S3	Society			Local authorities are not listed as responsible for delivering any projects under objective S3

4(e) What arrangements does the body have in place to review current and future climate risks?

Provide details of arrangements to review current and future climate risks, for example, what timescales are in place to review the climate change risk assessments referred to in Question 4(a) and adaptation strategies, action plans, procedures and policies in Question 4(b).

As part of our proposed approach to a Climate Change Adaptation Strategy, it will be necessary to consider inclusion of review periods for assessing climate risks: the strategy will be an ideal place to present all this information in one place and provide a sense as to appropriate review periods for the various actions listed in 4 (b) above. However, with resource shortages and multiple changes in Council governance and leadership within the year we have focussed on projects rather than a pursuing the development of a formal Strategy

4(f) What arrangements does the body have in place to monitor and evaluate the impact of the adaptation actions?

Please provide details of monitoring and evaluation criteria and adaptation indicators used to assess the effectiveness of actions detailed under Question 4(c) and Question 4(d).

At present we do not have a formal suite of criteria and indicators for our overall adaptation effort. We are seeking to address these through ongoing work with partners, including those in the Adaptation Learning Exchange, to develop and share good practice. Discrete aspects such as our flood risk planning and emergency planning have monitoring and evaluation criteria and timescales.

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4(g) What are the body's top 5 priorities for the year ahead in relation to climate change adaptation?

Provide a summary of the areas and activities of focus for the year ahead.

Priorities suggested by officers to put to Corporate Management Team for Council consideration include:

- Continue to review delivery of climate change activity across the Council to improve integration and opportunities for improvement.
- Continue to integrate adaptation into existing strategies and processes: in particular to boost uptake of building climate considerations into risk assessment in work planning.
- Continue to build upon existing good practice and work already ongoing such as in Local Development Plan, Emergency Planning, Flood Risk Planning, and engage with revision of LDP
- Continue to develop projects where opportunities and partners permit, develop a formal strategy when governance and leadership issues are resolved
- Build upon success of Menstrie Primary resilience event and Hillfoots river monitoring projects

4(h) Supporting information and best practice

Provide any other relevant supporting information and any examples of best practice by the body in relation to adaptation.

As with last year's report, there are a number of policies and proposals in the Adaptation Programme where local authorities are actively engaged but are not listed as delivery agents in the Programme. In particular, Clackmannanshire Council considers that it contributes to:

N1-9 (supporting citizen science and voluntary environmental monitoring) by working with the Clackmannanshire Biodiversity Partnership and partners in the Inner Forth Landscape Initiative in support of environmental recording and volunteer engagement, and also the TCV/Hillfoots volunteer river monitor project on which work started in FY 2016-17;

N2-4 (manage designated sites for land based biodiversity) by conducting an ongoing review of Local Nature Conservation Sites with a view to ensuring appropriate management; ongoing

N2-7 (reduce the pressure on ecosystems from invasive non-native species (INNS) by working with Inner Forth Landscape Initiative partners to develop better understanding of the spread of invasive non-native species at a landscape level and to assess climate change impacts for the overall Inner Forth Landscape Initiative programme, co-organising a regional conference on invasive species, and extending the Hillfoots river monitoring project to encompass invasives monitoring in addition to flood hotspot monitoring on which work started in FY 2017-17;

N2-9 (implement the Scottish Biodiversity Strategy) by supporting an active Biodiversity Partnership to deliver the Clackmannanshire Local Biodiversity Action Plan (CBAP) in support of the Scottish strategy, with stronger emphasis on climate change following review of the 2012-17 CBAP; ongoing

S2-5 (Develop and promote resources which support capacity building in communities, to help build resilience to emergencies, including responding to severe weather events) by ongoing work to develop "What can I do?" advice for households affected by severe weather events. And in particular with developing a project to engage volunteers in the Hillfoots villages in monitoring high flood risk sites in watercourses;

With regard to S3-1 (NHS Scotland Boards to develop individual climate change adaptation plans), with the integration of health and social care initiated in 2014-15, this is an issue on which local authorities and NHS boards need to work together, and we started to work with NHS Forth Valley, Stirling Council and Falkirk Council with support from Adaptation Scotland to identify areas where partnership approaches can be of especial benefit. retain

Clackmannanshire Council continues to participate in the Adaptation Scotland-led Adaptation Learning Exchange in order to establish and share best practice in climate adaptation.

Clackmannanshire Council has taken significant steps either as specific climate adaptation measures or as part of broader good practice including using our experience of the impacts of flooding on vulnerable groups informs our work on flood risk management; and carrying out presentations to staff groups and community planning partners.

PART 5: PROCUREMENT

5(a) How have procurement policies contributed to compliance with climate change duties?

Provide information relating to how the procurement policies of the body have contributed to its compliance with climate changes duties.

The Council has made significant strides with regard to procurement and climate change duties since the last climate change duties report.

Meeting the requirements of the Procurement Reform (Scotland) Act was proposed as one of the priority actions for the Council to improve its climate change performance in last year's report. Progress since then is outlined in the December 2016 draft of the Procurement Strategy:

4.1. The interim strategy refers to support and encourage an effective local supplier market including the voluntary sector and the promotion of local social value in contracts

4.2. Utilise the Flexible Framework Self-Assessment Tool (FFSAT) to provide a Sustainable Action Plan to establish the performance level of sustainable procurement across the council

4.3. Establish systems to record the impact of procurement policies and practices on the council's climate change duties.

The Scottish Model of Procurement, simplifies, standardises and streamlines procedures for both businesses and public bodies. It places sustainable and socially responsible purchasing at the heart of the process.

7.7 Any procurement decision will aim to minimise harm to the environment and to promote conservation of natural resources. 7.15 Section 9 of the Procurement Reform (Scotland) Act 2014 places a sustainable procurement duty on the Council before carrying out a regulated procurement, to consider how in conducting the procurement process it can improve the economic, social, and environmental wellbeing of the Council area. Wellbeing of the Council area includes, in particular, reducing inequality in the area. The Council can contribute towards improving the social wellbeing element of its sustainable procurement duty by adopting a policy to promote fair work practices in relevant public contracts.

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

Provide information relating to how procurement activity by the body has contributed to its compliance with climate changes duties.

The Council has produced a procurement strategy before the end of 2016 incorporating sustainability as required by the Scottish Government, publicly available at

<http://www.clacks.gov.uk/document5367.pdf>

The Action Plan contains commitments to

Utilise the Scottish Government's sustainable prioritisation tool to identify and prioritise procurement activity

Utilise the Flexible Framework Self-Assessment Tool (FFSAT) to provide a Sustainable Action Plan to establish the performance level of sustainable procurement across the council

Create and manage a sustainable register to capture, monitor and report on the sustainable outcomes achieved via procurement activity, and link to related internal and external reporting requirements

Establish systems to record the impact of procurement policies and practices on the council's climate change duties

5(c) Supporting information and best practice

Provide any other relevant supporting information and any examples of best practice by the body in relation to procurement.

The most recent annual corporate procurement report was produced in December 2016 so this does not wholly capture performance for 2016-17 as required by this Climate Change Report. However, the report notes a 4% increase in procurement from local suppliers over a one year period <http://www.clacks.gov.uk/document/5368.pdf>

PART 6: VALIDATION AND DECLARATION

6(a) Internal validation process

Briefly describe the body's internal validation process, if any, of the data or information contained within this report.

Internal Audit validated the report . Their work focused on reviewing the reporting arrangements and the accuracy of the information in the report. On this basis Internal Audit have provided "substantial assurance" on the Council's reporting arrangements and the accuracy of the information in the report. Substantial assurance is defined as

The systems for risk, control, and governance are largely satisfactory, but there is some scope for improvement as the present arrangements could undermine the achievement of business and/or control objectives and/or leave them vulnerable to some risk of error/abuse.

Internal Audit's review of the report notes that the report contains several proposals for improvement in future years and also makes a recommendation to enhance the audit trail associated with the reporting process by using an electronic evidence pack to support each of the sections of the report.

6(b) Peer validation process

Briefly describe the body's peer validation process, if any, of the data or information contained within this report.

Internally we have a degree of this by virtue of the collegiate approach what we are taking to compiling the report .

We have engaged, via SSN, with a range of peer bodies to compare approaches

We shall be holding a round table session in November with the Joint Integrated Board (Stirling & Clacks Health & Social Care along with Stirling Council and NHS Forth Valley although much of this will be to explore options for sharing good practice and future joint working rather than validation per se

6(c) External validation process

Briefly describe the body's external validation process, if any, of the data or information contained within this report.

As in 6b above

6(d) No validation process

If any information provided in this report has not been validated, identify the information in question and explain why it has not been validated.

As detailed in 6a, all information provided in the report has been validated.

6e - Declaration

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

Name	Role in the body	Date
Andy Macpherson	Development Officer	2017-11-28

RECOMMENDED – WIDER INFLUENCE

Q1 Historic Emissions (Local Authorities only)

Please indicate emission amounts and unit of measurement (e.g. tCO2e) and years. Please provide information on the following components using data from the links provided below. Please use (1) as the default unless targets and actions relate to (2).

(1) UK local and regional CO2 emissions: **subset dataset** (emissions within the scope of influence of local authorities):

(2) UK local and regional CO2 emissions: **full dataset**:

Select the default target dataset

Table 1a - Subset

Sector	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	Units	Comments
Total Emissions	421.38	427.41	495.78	510.18	409.98	502.40	457.21	424.91	421.24	365.34	349.88	ktCO2	
Industry and Commercial	216.78	223.04	291.72	307.07	220.87	305.57	278.14	239.32	241.60	203.36	190.67	ktCO2	
Domestic	135.10	134.09	132.04	132.55	119.45	127.14	111.21	119.05	115.23	96.03	92.64	ktCO2	
Transport total	69.50	70.28	72.03	70.56	69.65	69.68	67.85	66.54	64.41	65.95	66.57	ktCO2	
Per Capita	8.57	8.63	9.80	9.97	7.99	9.79	8.88	8.29	8.21	7.14	6.81	tCO2	
Waste												tCO2e	
LULUCF Net Emissions												ktCO2	
Other (specify in 'Comments')													

Table 1b - Full

Sector	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	Units	Comments
Total Emissions	612.81	617.44	684.78	697.91	578.86	658.27	634.23	610.08	598.47	533.55	511.49	ktCO2	
Industry and Commercial	376.92	382.79	451.34	466.36	361.78	460.69	428.36	397.68	393.79	346.99	328.15	ktCO2	
Domestic	135.10	134.09	132.04	132.55	119.45	127.14	111.21	119.05	115.23	96.03	92.64	ktCO2	
Transport total	83.48	84.32	85.61	84.33	83.56	83.75	81.59	80.33	77.92	79.77	80.14	ktCO2	
Per Capita	12.47	12.46	13.53	13.63	11.29	13.35	12.32	11.90	11.67	10.42	9.96	tCO2	
Waste												tCO2e	
LULUCF Net Emissions	17.31	16.25	15.79	14.68	14.07	13.70	13.07	13.02	11.53	10.76	10.55	ktCO2	
Other (specify in 'Comments')													

Q2a – Targets

Please detail your wider influence targets

Sector	Description	Type of Target (units)	Baseline value	Start year	Target saving	Target / End Year	Saving in latest year measured	Latest Year Measured	Comments

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Q2b) Does the Organisation have an overall mission statement, strategies, plans or policies outlining ambition to influence emissions beyond your corporate boundaries? If so, please detail this in the box below.

The Community Plan, Working Together for Clackmannanshire, sets out in broad terms how the community planning partners want to see Clackmannanshire improve over the next decade. This includes an aspiration that "we recognise how our lifestyles and choices impact on the environment" (page 8).
The Clackmannanshire Community Plan 2010 is available at: <http://www.clacks.gov.uk/document3212.pdf>

In its vision for Better Communities, the Clackmannanshire Council Corporate Plan, Taking Clackmannanshire Forward, states that "We want to keep Clackmannanshire at the forefront of green, recycling and sustainability initiatives", with an outcome that "we effectively tackle the causes and effects of climate change" (page 6). Performance indicators relating to better communities include:

- Decrease biodegradable waste sent to landfill
- Improve recycling levels
- Deliver carbon reduction targets

• Priority actions identified in the plan (pages 13-14) include:

- Invest to keep Clackmannanshire at the very forefront of recycling, sustainability and zero waste initiatives
- Maximise opportunities and investment to further develop energy efficiency initiatives within Clackmannanshire as part of a greater move to mitigate fuel poverty in the area
- Continue to promote green energy schemes and improve recycling rates, with the objective of saving money as well as helping the environment
- Promote energy efficiency and a sustainable environment for our citizens through the early adoption of good practice and pilot projects to demonstrate and examine the best fit of these measures for Clackmannanshire

The Clackmannanshire Council Corporate Plan 2012-2017 is available at: <http://www.clacks.gov.uk/document4506.pdf>

Q3) Policies and Actions to Reduce Emissions

Sector	Start year for policy / action implementation	Year that the policy / action will be fully implemented	Annual CO2 saving once fully implemented (tCO2)	Latest Year measured	Saving in latest year measured (tCO2)	Status	Metric / indicators for monitoring progress	Delivery Role	During project / policy design and implementation, has ISM or an equivalent behaviour change tool been used?	Please give further details of this behaviour change activity	Value of Investment (£)	Ongoing Costs (£/year)	Primary Funding Source for Implementation of Policy / Action	Comments

Please provide any detail on data sources or limitations relating to the information provided in Table 3

Resourcing issues have delayed completion of the Carbon Management Plan and Project Register including data management capacity

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Q4) Partnership Working, Communication and Capacity Building. Please detail your Climate Change Partnership, Communication or Capacity Building Initiatives below.									
Key Action Type	Description	Action	Organisation's project role	Lead Organisation (if not reporting organisation)	Private Partners	Public Partners	3rd Sector Partners	Outputs	Comments
Partnership Working	Energy advice with Home Energy Scotland			Home Energy Scotland			Home Energy Scotland		
Partnership Working	Community Wellbeing Partnership with Community Planning Partners					NHS Forth Valley, Forth Valley College, Police and Fire & Rescue Services			
	Citizens' Advice Bureaux								
	Energy master planning with Zero Waste Scotland						Zero Waste Scotland		
	Community engagement on fuel poverty with tenants' and residents' associations								
	Engagement with Scottish Government on developing Energy Efficiency programmes (SEEP)					Scottish Government			
Partnership Working	Ongoing work with Clackmannanshire Biodiversity Partnership	Partnership working of climate change or sustainability	Lead			SNH, Forestry Commission	Buglife, Butterfly Conservation, Clackmannan Field Studies Society, CSGN Trust, RSPB, SWT	54 actions in Biodiversity Action Plan relating to Awareness, Overarching Action, Action for Habitats & Species	
						SNH, HES, Falkirk Council, Stirling Council			
Partnership Working	Ongoing work with Inner Forth Landscape Initiative	Partnership working of climate change or sustainability	Participant	RSPB		SNH, HES, Falkirk Council, Stirling Council	Buglife, Butterfly Conservation, Clackmannan Field Studies Society, CSGN Trust, RSPB, SWT		

OTHER NOTABLE REPORTABLE ACTIVITY

Q5) Please detail key actions relating to Food and Drink, Biodiversity, Water, Procurement and Resource Use in the table below.

Key Action Type	Key Action Description	Organisation's Project Role	Impacts	Comments
Food & Drink	Community engagement supporting development of Food Growing Strategy required under Community Empowerment Act.	Lead	Linking Food Growing Strategy requirements with climate change adaptation, green networks, resilience and food miles	

Q6) Please use the text box below to detail further climate change related activity that is not noted elsewhere within this reporting template