

**Public Sector Climate Change Reporting**

The Climate Change Act places duties on public bodies with respect to climate change.  The Act requires public bodies to have regard to this guidance; Section 44 of the Act places duties on public bodies relating to climate change which requires them to: contribute to carbon emissions reduction targets; contribute to climate change adaptation; and to act sustainably.

The Act also allows Ministers, by Order, to impose other climate change duties, to require reports on compliance with climate change duties, and to designate one or more bodies or persons to monitor compliance and to carry out investigations.  Some of these powers have not yet been used.  However, following public consultation and parliamentary scrutiny, a [Statutory Order](http://www.legislation.gov.uk/ssi/2015/347/pdfs/ssi_20150347_en.pdf) under section 46 of the Act came into force on 23 November 15, requiring list public bodies to annually report on compliance with the climate change duties.  The Order sets out the reporting requirement, list of public sector major players involved and the standard climate change reporting form.

In order to prepare for the introduction of mandatory reporting in 2016, the Scottish Government invited all Public Bodies designated as 'Major Players' to submit a trial climate change report to the Sustainable Scotland Network in 2015. All of the reports submitted within the trial year are available on the SSN website at <http://www.keepscotlandbeautiful.org/sustainability-climate-change/sustainable-scotland-network/climate-change-reporting/201415-submitted-reports/>

Major players listed in the Order are expected to submit their reports using an electronic platform to the Scottish Government for the period 1 April 2015 to 31 March 2016 by **30 November 2016** and each year thereafter.

**PUBLIC BODIES CLIMATE CHANGE REPORTING – NEWS & RESOURCES**

There are a number of supporting resources available to assist you with completing the Public Bodies Climate Change Reporting template.

* **Training Videos**: Recorded at a recent training event, there are now a [series of videos](http://www.keepscotlandbeautiful.org/sustainability-climate-change/sustainable-scotland-network/resources/climate-change-reporting-2015-16/completing-the-report/) to support you in completing the report template. All of these videos can be accessed by selecting the section of the report you are interested in from the menu on the left hand side.
* **Adding Users to the Online Platform:** A username and password to access the [online reporting platform](https://procxed.scotxed.net/ProcXed/Security/Logon.aspx) was sent on 27 April to those who requested access. If you would like to add additional users, please contact the ScotXed team directly at [scotXed@gov.scot](mailto:scotXed@gov.scot) with the name of your organisation, and name and email address of the individuals to be added to the collection.
* **Other Resources:** Guidance notes on completing the form can be accessed [here](http://www.keepscotlandbeautiful.org/sustainability-climate-change/sustainable-scotland-network/resources/climate-change-reporting-2015-16/completing-the-report/), and guidance notes on using the online reporting platform can be accessed [here](http://www.keepscotlandbeautiful.org/sustainability-climate-change/sustainable-scotland-network/resources/climate-change-reporting-2015-16/online-reporting-platform/). The 2014/15 reports submitted during the pilot year may be of interest and can be accessed [here](http://www.keepscotlandbeautiful.org/sustainability-climate-change/sustainable-scotland-network/climate-change-reporting/201415-submitted-reports/).
* **Contact Us**: If you have any questions on the Public Bodies Climate Change Reports, please contact the SSN reporting team [Jennifer Kaczmarski](mailto:jennifer.kaczmarski@keepscotlandbeautiful.org) or [Rebecca Vivers](mailto:rebecca.vivers@ksbscotland.org.uk) or [Craig Dunn](mailto:craig.dun@keepscotlandbeautiful.org) who would be happy to help.

**Section 5: Procurement**

Useful resources - <http://www.gov.scot/Topics/Government/Procurement>

PBCCD reports guidance - <http://www.keepscotlandbeautiful.org/media/1556728/pbccd-master-guidance-2016-v16.pdf>

**Q5a) How do procurement policies contribute to compliance with climate change duties?**

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

* Internal policies / procedures
* Article 6 – EU Energy efficiency directive
* Specific tendering requirements
* Procurement Reform (Scotland) Act 2014
* Sustainable Procurement Duty
* Economic wellbeing: Social and health related factors & Environmental factors.

Example responses provided within trial year

***Fife College -*** *The Fife College Sustainable Procurement Strategy requires that sustainable procurement is embedded within the organisation to:   
  
• reduce the demand for goods and services by cutting down on waste, and encouraging re-use and re-cycling;   
• use the least environmentally damaging goods and services;  
• promote the use of ethically produced, traded and sustainable goods;  
• consider whole life costs, environmental and social impacts in the assessment of value for money;  
• raise awareness of the sustainability considerations in the procurement cycle.*

***Forth Valley College*** *- For any contract over £50,000, the College create a procurement strategy which includes a ‘Sustainability Test’ questionnaire which must be completed by the contract owner and is then discussed with the Procurement Manager before the strategy is signed off. This test has an explicit section on Environmental considerations and potential impacts, which the user needs to consider and come up with potential actions to mitigate or even remove the impact. The outcome of this test is then fed through to the procurement specification and evaluation criteria. In addition, the College utilise the Government Buying Standards for all applicable and relevant contracts.*

**5b – 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 change duties.

Activities carried out can range from small to large measures – some examples provided within the trial year included:

* *Switched to 100% green electricity tariff*
* *Procured vehicles that have low emission of local air pollutants and climate change gases*
* *Compostable Catering equipment*
* *Through the waste contract, we have requested the use of the shortest route.*

***Heriot-Watt University -*** *Sustainable procurement activity, guided by the Sustainable Procurement Policy, has resulted in lower carbon outcomes across a range of resource use and procurement requirements. Examples include:*

*The development of effective centrally-managed processes (administered by Procurement Services) for the storage and subsequent reuse of redundant furniture and office fittings, avoiding emissions associated both with disposal at end of use and with the procurement of new goods.*

*The procurement of new buildings designed to high energy performance standards which, in accordance with Scottish Funding Council requirements, must achieve an “Excellent” BREEAM ratings.*

*The procurement of a waste contract designed to further enhance recycling rates and resource efficiency.*

**5c – Supporting information and best practice**

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

**University of Dundee** - *We are part of a large procurement consortia whom we now share resources with through re-use of furniture, stationary and other goods. This is operated through the Warpit web portal. In last year alone we have saved over £75,000 and 49 tonnes of carbon.*