

FAREHAM

BOROUGH COUNCIL

Report to the Executive for Decision 12 October 2020

Portfolio:	Policy and Resources
Subject:	Council Services Carbon Footprint
Report of:	Director of Planning and Regeneration
Corporate Priorities:	Protect and Enhance the Environment

Purpose:

To report to the Executive the methodology and results of the carbon footprint calculation for the Council's services.

Executive summary:

At the 2 March 2020 Executive meeting the Executive agreed the priorities of the Climate Change Working Group (CCWG). The first project of the CCWG was to calculate the carbon footprint of the Council's services (Streetscene, Leisure and Community, Planning and Regeneration, etc.).

This report outlines the methodology and results of the carbon footprint calculation and covers the 2019/2020 financial year. It will be used to inform the Council's Carbon Reduction Plan as it reveals the main sources of the Council's carbon emissions. Calculations will be undertaken annually to ensure continuous measurement towards carbon neutrality.

The Council's total carbon emissions for service delivery for 2019/20 is 3661.44 tCO₂e (tonnes of carbon dioxide equivalent).

Recommendation:

It is recommended that the Executive agrees that the Fareham Borough Council Services Carbon Footprint Calculation Report 2019/20 set out in Appendix A is used as the basis for the preparation of the Council's Carbon Reduction Plan.

Reason:

To progress the Council's commitment to carbon neutrality in the delivery of its services by 2030.

Cost of proposals:

To be confirmed once the Council's Carbon Reduction Plan has been developed. An Investment Plan will be developed alongside the Carbon Reduction Plan.

There will be small scale revenue costs associated with the first actions and projects recommended for the next financial year. A working budget of £10,000 to cover these costs was approved at the 2 March 2020 Executive.

Appendices: **A: Fareham Borough Council Services Carbon Footprint Calculation Report 2019/20**

Background papers: **None**

Reference papers: **A: The HM Government *Environmental Reporting Guidelines (2019)***

B: The Greenhouse Gas (GHG) Protocol *Initiative Corporate Accounting and Reporting Standard*

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Executive Briefing Paper

Date:	12 October 2020
Subject:	Council Services Carbon Footprint
Briefing by:	Director of Planning and Regeneration
Portfolio:	Policy and Resources

INTRODUCTION

1. At the 26 September 2019 Executive meeting the Leader pledged a commitment for the Council to be carbon neutral by 2030. The Climate Change Working Group (CCWG) was also established at this meeting.
2. The 2 March 2020 Executive meeting provided the scope for the CCWG's priorities. The primary project was to establish the carbon footprint of the Council's services. This calculation provides the information required to deliver the Carbon Reduction Plan. Calculations will be undertaken annually to ensure continuous measurement towards carbon neutrality.
3. The carbon footprint report was originally intended for publication in the summer of 2020. However, this timescale was adjusted due to the complications associated with the Covid-19 pandemic.
4. The full methodology and report findings are included in Appendix A of this report.

METHODOLOGY

5. There is no set methodology for Local Authorities to calculate their carbon footprint. Therefore, the Council has used the guidance set out in the HM Government *Environmental Reporting Guidelines*¹ as this has been created for use in legislative carbon reporting within the UK.
6. The Greenhouse Gas (GHG) Protocol Initiative *Corporate Accounting and Reporting Standard* has also been used as this is referred to in the *Guidelines* as a source of additional information.
7. The *Environmental Reporting Guidelines* provides a series of steps to follow, ensuring accuracy and transparency. There is also a set of principles for accounting and reporting, enabling the provision of relevant emissions data.

¹ https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/850130/Env-reporting-guidance_inc_SECR_31March.pdf

8. The *Guidelines* also contain the conversion factors required for calculating carbon emissions. This is where the Council's 'activity data' such as travelling (miles), fuel (litres) and electricity (kWh), is converted into carbon emission equivalent by tonne (tCO₂e).
9. What the Council should include in the calculation is defined in the *Guidelines*. It is categorised by what the reporting company (in this instance the Council) has listed within its Operational Boundary. The Operational Boundary determines the emissions that are direct (come from sources owned by the Council) and indirect (are a consequence of the Council's activities but occur at sources owned or controlled by another entity).
10. The Council's Operational boundary covers the emissions from the delivery of its services and is further detailed in figure 1 of Appendix A.
11. To further delineate emission sources and improve transparency, three 'scopes' are also defined for reporting purposes:
 - **Scope 1** – These are all **direct** emissions released from the activities of an organisation. For example, fuel combustion from fleet vehicles.
 - **Scope 2** – These are any **indirect** emissions from electricity purchased and used by the organisation. For example, the emissions from the lighting in the Civic Offices.
 - **Scope 3** – These are any other **indirect** emissions from the activities of the organisation, **occurring from sources that they do not own or control**. They cover emissions such as those associated with business travel or contract operations (e.g. leisure centres and Solent Airport).
12. Not all Scope 3 emissions have been included. Data for staff commuting, rail travel procurement, and office waste is omitted due to its reliability and/or availability. Full details of what has been excluded are set out in Appendix A.

HEADLINE EMISSIONS

13. Carbon emissions are shown in tCO₂e (tonnes of carbon dioxide equivalent). This is a measure of how much a gas contributes to global warming, relative to carbon dioxide. The carbon dioxide equivalent of a gas is calculated by multiplying its mass (in tonnes) by the gas' global warming potential (GWP) over 100 years.
14. The Council's total carbon emissions is 3661.44 tCO₂e. Table 1 below shows the Council's emissions by scope:

Scope	Operational Unit	tCO ₂ e	% of Total Emissions
Scope 1:	Fuel - Vehicle Operations	927.56	25.33
	Civic Offices Emergency Generator	0.5	0.01
	Site Gas	451.14	12.32
	Sub-Total	1379.2	37.67
Scope 2:	Site Electricity	550.02	15.02
	Sub-Total	550.02	15.02
Scope 3:	Business Travel -Car	49.82	1.36
	Fuel - Solent Airport Vehicle Operations	24.45	0.67
	Fuel - Grounds Maintenance (Work undertaken for HCC)	39.94	1.09
	Site Electricity	556.16	15.19
	Site Gas	1061.86	29.0
	Sub-Total	1732.22	47.31
Total		3661.44	-
Normalisation Factor – tCO ₂ e per household		0.04	

Table 1: Summary of the Council's carbon emissions (May not sum due to rounding)

15. The highest carbon emissions come from Scope 3. Scope 3 covers indirect emissions from the activities of the organisation, occurring from sources that the Council does not own or control. These include gas and electric used at the Leisure Centres, the fuel used in running Solent Airport's operations (such the diesel used by the site's fire engine) and business travel.
16. For Scope 1 and Scope 2 emissions, the fuel for our vehicle fleet accounts for the majority of our carbon footprint. This makes up 25.33% of our total operational emissions.
17. Further breakdown of the emissions by service area and site are contained within Appendix A.
18. Members are invited to note the contents of this report but are reminded not to make comparisons to other local authorities. There will be disparities due to differing scope coverage elsewhere, for example Scope 3 emissions are not mandatory to report on so are sometimes excluded. In addition, the construction, age and number of Council offices, buildings and social housing will differ from borough to borough. Therefore, the energy used to heat and light these buildings will vary. Many other authorities also outsource their refuse/recycling and grounds maintenance services so may only include them under Scope 3 or exclude them completely.

CARBON REDUCTION PLAN

19. Now the Council's carbon footprint is established we can refine our ambitions through the Carbon Reduction Plan. The Plan will also help estimate costs associated with the actions over the period up to 2030.
20. This plan will set out the actions and initiatives required so that the Council can aim for carbon neutrality by 2030. It will explore Carbon Reduction, Elimination and Carbon Offsetting:
 - **Carbon Reduction** – this include actions such as the implementation of energy saving measures.
 - **Elimination** – this explores the use of renewable energy that does not produce

any emissions.

- **Carbon Offsetting** – this is process of compensating for carbon emissions through a quantifiable and accredited programme designed to make equivalent reductions in CO₂.

21. The *Environmental Report Guidelines* details DEFRA's good quality criteria for carbon offsets². The first criterion is that any offset project will need to prove that it is outside of 'business as usual'.
22. At the 2 March 2020 Executive meeting it was agreed that the CCWG Terms of Reference would include "...Councillor Martin will be the recipient of any informal proposals arising from elected Members for carbon reduction planning or other climate change work. Councillor Martin will present any such proposals to the Working Group to allow these to be investigated and considered in more detail, in order to determine whether they should form part of any formal climate change proposals presented to the Policy and Resources Scrutiny Panel and the Executive for consideration and decision".
23. It was agreed at the same meeting that the Member's Newsletter will now include updates on climate change matters as appropriate.

ADAPTATION AND RESILIENCE

24. The Carbon Reduction Plan will build upon the adaptation and resilience work the Council has already undertaken. Adaptation means that we alter our behaviour and systems to protect our economies and where we live from the impact of climate change.
25. Resilience primarily helps break down the issues associated with climate change into more manageable, localised tasks. An example of this is reducing the increased flood risk around our waterfront due to sea level rise.
26. Both adaptation and resilience will be required to ensure that the borough can respond to climate change. One overly simplified example is not to permit building on land at risk of flooding. The planning process can also incorporate measures to prevent an 'urban heat island' effect. Tree planting in the streets, for example can provide much needed shade in hotter summers.

THE GREENING CAMPAIGN

27. At the 2 March 2020 Executive meeting the principle of commissioning the Greening Campaign was agreed. The Greening Campaign works with communities to educate and lead themselves to tackle and adapt to a changing climate, implement behavioral change and encourage community sustainability. As the neighborhood is leading itself, the actions are uniquely tailored to the area.
28. Due to the Covid-19 pandemic no further work has been undertaken. It is still the intention to work with the Greening Campaign once social distancing is no longer required.

CONCLUSION

29. Meeting the commitment to carbon neutrality is a priority for the Council. The carbon footprint for financial year 2019/20 has been calculated and established, and the

² Page 115: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/850130/Env-reporting-guidance_inc_SECR_31March.pdf

Executive is therefore recommended to agree that it be used as the basis for the preparation of the Council's Carbon Reduction Plan.

Enquiries:

For further information on this report please contact Fleur Allaway (Ext 4304).