

# Corporate Policy and Strategy Committee

10.00am, Tuesday, 3 November 2015

## Carbon, Climate and Sustainability Policies – Assurance Statement

Item number	7.3
Report number	
Executive/routine	
Wards	

### Executive summary

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Council policies are key governance tools. They help realise the Council's vision, values, pledges and outcomes and are critical to the Council's operations, ensuring that statutory and regulatory obligations are met in an efficient and accountable manner.

To strengthen governance arrangements in this area, a policy framework has been developed to ensure that all current policies are easily accessible and created, revised and renewed in a consistent manner and to an agreed standard.

To ensure that Council policies remain current and relevant, all directorates are required to review these policies on an annual basis. The following report sets out the main results of this review for policies falling within the carbon, climate and sustainability remit of Corporate Governance. Other Council policies relevant to carbon, climate and sustainability will be reviewed through the Policy Register assurance process by the appropriate service leads across the organisation.

### Links

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Coalition pledges

Council outcomes CO25

Single Outcome Agreement

## Carbon, Climate and Sustainability Policies – Assurance Statement

### Recommendations

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- 1.1 To note that the seven carbon, climate and sustainability policies detailed in this report have been reviewed and five are considered as being current, relevant and fit for purpose; and
- 1.2 To agree to update the Fair Trade Policy and Resource Use Policy for committee consideration within 12 months.

### Background

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- 2.1 Council policies are key governance tools. They help realise the Council's vision, values, pledges and outcomes and are critical to the Council's operations, ensuring that statutory and regulatory obligations are met in an efficient and accountable manner.
- 2.2 To strengthen governance arrangements in this area, a policy framework has been developed to ensure that all current Council policies are easily accessible and created, revised and renewed in a consistent manner and to an agreed standard. These arrangements include the development of a comprehensive register of Council policies and introduction of a policy template to provide the Council with a standardised format in terms of content and style.
- 2.3 The Corporate Policy and Strategy Committee [agreed the approach](#) detailed above on 3 September 2013.

### Main report

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- 3.1 A critical element of the Council policy framework is to ensure that all policies are fit for purpose. This requires each directorate to review, on an annual basis, all policies relating to its services and to provide the necessary level of assurance that these policies remain current and relevant.
- 3.2 The Council has a range of policies relating to carbon, climate change and sustainable development and these are reviewed by the most appropriate team through the rolling programme of assurance reporting.

- 3.3 This report outlines consideration of seven policies relating to carbon, climate change and sustainable development that have been reviewed by Corporate Governance. The focus of the reviews has been to determine whether or not each policy is still fit for purpose. A short commentary on each policy is set out below.

#### **Sustainable Edinburgh 2020 (“SE2020”)**

- 3.4 This policy framework guides the decisions made by the City of Edinburgh Council and its officers so as to optimise the sustainable development of the city. [SE2020](#) captures the Council’s obligations as a signatory of the [Aalborg Charter](#) of ‘European Cities towards Sustainability’ as well as supporting compliance with the [Public Bodies Duties](#) set by the Climate Change (Scotland) Act 2009.
- 3.5 A wide range of related Council policies deliver on specific aspects of the framework; these include the Carbon Management Plan, outlined in paragraph 3.10 below, the [Sustainable Energy Action Plan](#), the [Transport Vision 2030](#) and [Edible Edinburgh-A Sustainable Food City Plan](#).
- 3.6 SE2020 was designed to set the direction of travel from 2011 to 2020 and this policy is fit for purpose.

#### **Resilient Edinburgh 2015-2020**

- 3.7 [Resilient Edinburgh](#) is the Council’s framework for action to adapt to the known impacts of climate change.
- 3.8 This framework takes a risk-based approach, identifying the essential city services and sectors that may be affected by existing and future risks and/or opportunities. The framework’s action plan – Edinburgh Adapts – is currently at the co-production stage, and is considering a number of high level actions to address the most significant risks.
- 3.9 The policy was developed in line with the statutory duties in the Climate Change Act and is fit for purpose.

#### **Carbon Management Plan 2015/16 to 2020/21 (“CMP”)**

- 3.10 The Council’s [Carbon Management Plan](#) frames action to comply with the Public Bodies Duties by reducing carbon emissions - both within the Council and in the wider community - and to report on the actions taken to comply with these duties.
- 3.11 This policy is an important component of the Council’s overall approach to climate change, helping to meet city-wide targets outlined in Sustainable Edinburgh 2020 and contributing to mandatory Public Bodies Climate Change Duties reporting requirements.

- 3.12 The CMP, first adopted in 2008, was revised for the period to March 2021 and is fit for purpose.

### **Energy Policy for Council Buildings**

- 3.13 The Council's [Energy Policy for Council Buildings](#), which has targets to reduce energy consumption by 20% by 2020, was developed with assistance from Carbon Trust Scotland and key stakeholders within the Council.
- 3.14 The policy and its supporting procedures cover energy efficiency for Council buildings; and stair and street lighting. Effective implementation of this policy will support the Council to directly reduce liability for annual Carbon Reduction Commitment payments.
- 3.15 The Energy Policy is fit for purpose.

### **Water Management Policy**

- 3.16 The purpose of this policy is to increase efficiency and reduce the Council's consumption of water, since this constitutes a significant amount of our utilities expenditure.
- 3.17 By effectively managing this resource the Council will not only cut costs but also act in compliance with the Climate Change Act to contribute to national carbon reduction targets, since clean water supply and waste water processing have one of the largest carbon footprints.
- 3.18 The Council's [Water Policy](#) is fit for purpose.

### **Fair Trade Policy**

- 3.19 Edinburgh was awarded Fair Trade City status in 2004 by the Fair Trade Foundation and the Council's [Fair Trade Policy](#) was adopted the following year to help meet the obligations of the award. Government procurement policy of the time was an additional driver.
- 3.20 In the 10 years since the policy was adopted the landscape has developed. The Council's Edible Edinburgh and Food for Life initiatives are active and its 2012 [Sustainable Procurement Policy](#) incorporates fair trade. Also in 2012 Scotland attained the criteria to become a Fair Trade Nation, and last year the Scottish Government introduced the Procurement Reform Act which requires a contracting authority to state its policy on the procurement of fairly and ethically traded goods and services.

- 3.21 It is anticipated that the Scottish Government will publish statutory guidance on implementing the Act towards the end of this year and the Council's Fair Trade Policy will be updated to ensure it is compliant and remains fit for purpose. The revised policy will be submitted to Committee for approval within 12 months.

### **Resource Use Policy**

- 3.22 The Council's Resource Use Policy was approved in 2000. The purpose of the policy is to reduce consumption of material resources and to minimise the amount of waste the Council produces from its own operations. Types of waste named in the policy are paper, printer toner cartridges, ICT equipment, drink cans, timber, office furniture, fluorescent light bulbs, batteries and waste vehicle oil.
- 3.23 The policy and its action plan were revised in 2006 but uncertainties over resourcing requirements prevented presentation to committee. Despite this, improvements in the way the Council tackles materials consumption and disposal have been made over the years. These include increased provision of workplace recycling facilities (including food waste), greater landfill diversion and reduced volumes of waste from construction and demolition activities, the introduction of highly effective office furniture re-use and recycling practices and the adoption of a [Sustainable Timber Policy](#).
- 3.24 As well as these improvements, the Council's [Waste and Recycling Strategy 2010-2025](#) is currently under review, both Waverley Court and City Chambers are benefiting from a (free) external audit of waste and recycling facilities and practices, and Waste Services and Facilities Management are collaborating on the roll out of a corporate recycling service to all Council properties.
- 3.25 A further revision of the policy to optimise the opportunities offered by these latest changes is underway and this will be presented to committee for consideration by the end of March 2016.

### **Measures of success**

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- 4.1 Access to up-to-date and relevant Council policies, for internal and external stakeholders, which are quality assured and reviewed on an annual basis.

### **Financial impact**

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- 5.1 There are no direct financial impacts as a result of this report, although implementation and promotion of policies can incur costs.

### **Risk, policy, compliance and governance impact**

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- 6.1 Increased accountability, transparency and efficiencies concerning Council actions and operations.

## Equalities impact

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- 7.1 There are no direct equalities impacts as a result of this report, although the individual policies mentioned above all take equalities impacts into account.

## Sustainability impact

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- 8.1 All corporate strategies and policies instigated, co-produced and mainstreamed by the Corporate Policy and Strategy Team are designed to help achieve a sustainable Edinburgh and are in accordance with the Climate Change (Scotland) Act 2009 Public Bodies Duties. This is because, collectively, they improve governance of Council action to reduce carbon emissions, to increase the city's resilience to climate change impacts and to improve social justice, economic wellbeing and environmental good stewardship.

## Consultation and engagement

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- 9.1 Consultation was undertaken with directorates and service areas as part of the development of a policy framework for the Council.
- 9.2 All corporate strategies and policies instigated by the Corporate Policy and Strategy Team are formulated on a consultative basis. Such consultation involves not only Council staff but also, where appropriate, external partner organisations and citizens.

## Background reading/external references

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[Corporate Policy and Strategy Committee Report 3 September 2013 – Review of Council Policy](#)

[Governance, Risk and Best Value Committee Report 22 May 2014 – Review of Council Policy: up-date](#)

Relevant links to the policies mentioned are included within the main report.

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## Links

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**Coalition pledges**

**Council outcomes** CO25 the council has efficient and effective services that deliver on objectives.

**Single Outcome Agreement**

**Appendices**