

Meeting	SPA Board Meeting
Date and Time	16 December 2015, 1300hrs – 1545hrs
Location	Tollcross International Swimming Centre, Glasgow
Title of Paper	Climate Change Reporting Duties
Item Number	10
Presented By	Mrs Susan Mitchell, Director of Corporate Services, Police Scotland
Recommendation to Members	<b>FOR CONSULTATION</b>
Appendix Attached:	YES - Climate Change Annual Report

## PURPOSE

The purpose of this paper is to:

- 1.1 To provide Members of the Scottish Police Authority (SPA) with information on the Scottish Government's Climate Change legislation and the new Annual Report that is required to be submitted by Police Scotland and the SPA.
- 1.2 Seek approval for the draft Annual Report for 2014/15 to be submitted to the Scottish Government.

***This paper is being submitted to the Board in accordance with Section 9 of the Scheme of Administration.***

## 1. BACKGROUND

- 1.1 Part 4 of The Climate Change (Scotland) Act 2009 is referred to as Public Bodies Duties and it sets out the expectations that the Scottish Government has on how public sector organisations manage and take action on climate change. The Scottish Government reported earlier this year that Scotland had again missed its fixed annual emission reduction targets. The overall target is an 80% reduction (based on the 1990 baseline) by 2050. Whilst there were a number of reasons for this, the Scottish Government considered that there was even stronger imperative for the public sector to lead by example and further increase emission reductions.
- 1.2 The Scottish Government held a public consultation on a draft order that closed in May 2015 which included a draft annual reporting form, developed by the Climate Leaders Officer Group. The aim of the report is to standardise reporting methodology and to collect more consistent and accurate public sector information.

- 1.3 Police Scotland and the Scottish Police Authority have been classified jointly as a “climate change major player” by the Scottish Government and as such have been asked to provide a Climate Change Return in this new reporting format. This report style is being trialled for 2014/15 information, before statutory returns are required to be undertaken annually for future years.

## **2. FURTHER DETAIL ON REPORT TOPIC**

- 2.1 The Carbon Management Plan (CMP) which was approved by the SPA Finance & Investment Committee on 27 October 2014 was used as a resource tool to provide information for the Climate Change Report.
- 2.2 The CMP identifies a CO<sub>2</sub> reduction target as follows: -

**By 2020, Police Scotland will have reduced its carbon emissions by 25%\*, by 2030 by 50%\*, and by 2050 will strive to be a carbon neutral Police Service.**

\*based on 2013/14 levels

- 2.3 The CMP identifies a range of projects, covering areas which include energy, vehicle fuel, water, the generation of waste and procurement that would be undertaken to meet this target.
- 2.4 The previous work undertaken/information gathered in preparing the CMP has greatly assisted as this, in turn, has provided the majority of the information required for the Climate Change Report.
- 2.5 On 26 May 2015, a report was submitted to Finance & Investment Committee Members detailing the annual progress relating to the Carbon Management Plan. This showed a 1.83% reduction in carbon emissions compared to the baseline figure for 2013/14.
- 2.6 The Climate Change Report was broken down into several sections which are summarised as follows:

### ***1-Organisational Profile***

This provides information on organisational structure, FTE staff numbers, composition and geographical size and spread of the physical estate.

### ***2-Governance, Management and Strategy***

This section looks at how climate change is governed and managed across the organisation. It considers the strategic objectives contained in the Carbon Management Plan and what arrangements are in place to monitor and review progress. Specifically, it outlines the five key priorities for carbon emission reduction which includes Estate Rationalisation, Fleet Review, Energy Efficiency, Implementation of ICT Blueprint and Waste Review.

### ***3-Corporate Emissions, Targets and Data***

This section provides information on the baseline Carbon Emissions (CO<sub>2</sub>) which was 68,341 tonnes in 2013/14 and the target to reduce this figure by 25% by 2020. It further details that the reduction target will be achieved through a range of projects, identified in the CMP, covering areas such as energy, vehicle fuel, water, the generation of waste and procurement. It should be noted, that while the headline figure has increased to 69,492 tonnes in 2014/15, as reported to the SPA Finance & Investment Committee, this is due to a change in the calculating methodology through the National Energy Conversion rate used by Department of Environment, Food and Rural Affairs (DEFRA). Allowing for the consumption of electricity and gas reducing by 3.45% and 3.57% respectively in 2014/15, if the National Conversion rate had remained unchanged, the CO<sub>2</sub> emissions for 2014/15 would have reduced to 67,704 tonnes from the baseline figure (1.83%).

### ***4-Adaptation-(Assessing and Managing Risk)***

This section sets out how the organisation has assessed/monitors future climate change risks and what arrangements and priorities/policies are in place to address the future impact of climate change.

### ***5-Procurement***

This Section looks for information on how procurement policies and activities comply with climate change duties.

### ***6-Validation and Declaration***

The final section looks for confirmation on the validation process for the information provided in the document and sign off of the Annual Report.

- 2.7 In keeping with similar "climate change major players", Section 4 (Adaptation) is an area that will require further consideration to show what action each organisation has taken to adapt to climate change and if applicable, to report on what progress has been made by each organisation in delivering the policies and proposals set out in the Scottish Climate Change Adaptation Programme.
- 2.8 A request to Resource Efficient Scotland (R.E.S) for support in preparing the Climate Change Report was successful and they provided a consultant, at no cost, to assist Police Scotland staff in completing the report. They also provided positive feedback that the robust data is already held on current emissions and carbon reduction targets. Additional support will be sought from R.E.S to assist Police Scotland in having complete awareness of the risks associated with Climate Change and having a co-ordinated response to address national objectives and proposals in this area.

### **3. FINANCIAL IMPLICATIONS**

- 3.1 While there are no financial implications in preparing the Climate Change Report, as identified in the CMP, to meet the future CMP targets, continued capital and revenue investment will be required to the Physical Infrastructure (Buildings, ICT, Fleet). A Governance Structure is in place to review this investment, as part of the CMP, with annual update reports being provided to the SPA Finance and Investment Committee.

### **4. PERSONNEL IMPLICATIONS**

- 4.1 A Carbon Management Group has been established from within existing staff resource. Given the detail and complexity of the submission, additional staff time will be required to collate and provide future annual Carbon Climate Change Reports to the Scottish Government.

### **5. LEGAL IMPLICATIONS**

- 5.1 Statutory reporting from "climate change major players" is to commence in 2016, but the Scottish Government have asked that major players trial the required report for 2014/15 and submit it to the Sustainable Scotland Network by the 30 November 2015. A short extension to this deadline has been requested in order that the SPA Board can consider the proposed Climate Change Annual Report Submission.

### **6. REPUTATIONAL IMPLICATIONS**

- 6.1 By delivery of sustained carbon reductions, the SPA/Police Scotland will be viewed as an exemplar enhancing the organisations broader sustainability credentials.

### **7. SOCIAL IMPLICATIONS**

- 7.1 There are clear and obvious social implications from reducing our carbon footprint.

### **8. COMMUNITY IMPACT**

- 8.1 Any community impact implications identified as the various strands of the Police Scotland action plan are implemented will be addressed at the relevant stage of the management process.

### **9. EQUALITIES IMPLICATIONS**

- 9.1 There are no equality implications as a consequence of this report.

## **RECOMMENDATIONS**

To seek approval for the draft Annual Report for 2014/15 to be submitted to the Scottish Government.

## 1 Organisational Profile

### 1a Name of the organisation

Provide the name of the organisation that is the subject of this report ("the organisation").

The Chief Constable of the Police Service of Scotland/ The Scottish Police Authority

### 1b Type of organisation

Select from the options below

Emergency Services

### 1c Number of FTE staff in the organisation

22,837

### 1d Alternative metrics used by the organisation

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

Metric	Units	Value	Comments
Floor area	m2	490287.00	
	#N/A		
	#N/A		
Other (specify in comments)			

### 1e Overall budget of the organisation

Specify approximate £/annum for the report year.

£1,100,061,000.00

### 1f Report year

Specify the report year e.g. 2015/2016.

2014/15 (Financial year)

### 1g Organisational context

Provide a summary of the organisation's nature and functions that are relevant to Climate Change reporting.

On the 1 April 2013, Police Scotland was established through bringing together all 8 of the territorial forces and the SPSA/SCDEA covering the entire geographical area of Scotland. The Service is overseen by the new Scottish Police Authority Board, which will report to the Scottish Government.

Police Scotland employs approximately 23,000 staff and manages in the region of 778 properties across Scotland comprising a total internal area of circa 490,000 square metres all using energy and water with many generating significant volumes of waste. The estate is made up of varying properties from 11,000 square metre city centre offices to 25 square metre remote posts. As at April 2013 the organisation also had a fleet of 3,458 vehicles.

There are 14 local policing divisions, each headed by a Local Police Commander who ensures that local policing in each area is responsive, accountable and tailored to meet local needs. Each division encompasses response officers, community officers, local crime investigation, road policing, public protection and local intelligence.

Alongside the local policing divisions, there are a number of national specialist divisions. The Specialist Crime Division (SCD) provides specialist investigative and intelligence functions such as Major Crime investigation, Public Protection, Organised Crime, Counter Terrorism, Intelligence and Safer Communities. The Operational Support divisions provide specialist support functions such as Road Policing, Air Support, Dog Branch, Marine Policing and the Mounted Branch.

Note

1c Number of FTE Staff was calculated on 31/0/15.

1d Floor area calculated on 26/6/15.

**2 Governance, Management and Strategy**

**Governance and management**

2a How is climate change governed in the organisation?

Police Scotland have established a Carbon Management Plan governance and reporting structure as detailed in the diagram below.

Roles and responsibilities are clearly defined at various levels:  
 Director of Corporate Services - Executive Sponsor (Plan Delivery)  
 Head of Estates - Project Sponsor  
 Energy Manager - Project Leader

Progress reviews are carried out every 3 months by the Carbon Management Steering Group. Reviews are held on a formal basis with minutes taken and subsequently issued to all necessary parties. Annual reviews are held with an Annual Report sent to the SPA.

2b How is climate change action managed and embedded in the organisation?

The Police Scotland strategy for carbon management identifies that it cannot remain just a plan and it requires to be addressed both at strategic level and the operational day-to-day level. Police Scotland will embed Carbon Management within its strategic planning processes and operational activities to ensure that it becomes and remains, integral to all levels of its operations. A number of actions are included within the CMP to ensure that Carbon Management is embedded across Police Scotland. These include-

- a) Working towards having measures for reducing carbon emissions becoming fully embedded within corporate plans and every day management.
- b) The CM Steering Group as mentioned in the above governance section contains a broad cross section of senior managers as well as operational staff to ensure robust programme processes are in place that deliver operationally viable outcomes.
- c) It has been recognised that the principles of carbon management and sustainability are everyone's responsibility and all staff can make a contribution. A network of "Green Champions" has been established across Police Scotland who have had initial training and they will form an integral part of the future Awareness Campaign
- d) Through effective data management and close monitoring of future energy/ fuel usage Police Scotland will be able to identify new projects for carbon reduction and inefficiency.
- e) Effective communication and training are essential parts of any organisation aiming to be low carbon. As mentioned above a network of Green Champions has already been established and they will be assisted by staff from internal communications who will also be supporting the general awareness campaign.

**Strategy**

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

Provide a brief summary of objectives if they exist.

Wording of objective	Name of document
By 2020, Police Scotland will have reduced its carbon emissions by 25%*, by 2030 by 50% and by 2050 will strive to be a carbon neutral Police Service. * Based upon 2013/14 levels.	Police Scotland / Scottish Police Authority Carbon Management Plan (CMP), Executive Summary, Page 4
Police Scotland Corporate Indicators are reported annually to the SPA, Indicator 11 is overall cost of property per sqm (includes utilities).	Indicator No 11 Property and Estates
Police Scotland Corporate Indicators are reported annually to the SPA, Indicator 12 is Carbon Emissions (measured in tCO <sub>2</sub> e m <sup>2</sup> )	Indicator No 12 Carbon Emissions

2d Does the organisation have a climate change plan or strategy?

If yes, provide the name and/or link to any such document.

Police Scotland / Scottish Police Authority Carbon Management Plan (2015)

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

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

**E74855/ Does the organisation have a climate change plan or strategy?**

If yes, provide the name and/or link to any such document.

Police Scotland / Scottish Police Authority Carbon Management Plan (2015)

**2e Does the organisation 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	Time period covered	Comments
Adaptation			
Business travel	CMP	2014/15 - 2019/20	
Staff Travel	CMP	2014/15 - 2019/20	
Energy efficiency	CMP	2014/15 - 2019/20	
Fleet transport	CMP	2014/15 - 2019/20	
ICT	CMP / ICT "Blueprint"	2014/15 - 2019/20	
Renewable energy	CMP	2014/15 - 2019/20	
Sustainable/renewable heat	CMP	2014/15 - 2019/20	
Waste management	CMP	2014/15 - 2019/20	
Water and sewerage	CMP	2014/15 - 2019/20	
Land Use			
Other			

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

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

Estates Rationalisation/ Strategy - Police Scotland have a Property Asset Management Plan (PAMP) that sets out a continuous programme for Divisional and Specialist Division Plans. These plans continue to examine and review each property and its suitability for purpose. In 2015/16 it is anticipated that our Estate will reduce by some 2.5% in terms of gross internal area.

Fleet Review - When considering a review of fleet and fleet requirements, whole-life cost formulae are applied to identify greater fuel efficient vehicles within the specific class of vehicle required. Given such procurement criterion, Police Scotland are targeting a 5% efficiency in overall fleet fuel consumption in 2015/16.

Energy Efficiency - Energy consumption and in particular the use of electricity is a major contributor to our annual carbon emissions as well as a substantial cost to the organisation. Through a number of channels such as energy awareness education, lighting controls, consideration of solar photovoltaic installations, Police Scotland were successful in reducing their electricity consumption by some 3.96% in 14/15 from 13/14 and are aiming to match or better that in 15/16.

ICT Blueprint - "Blueprint" is programme of investment in ICT infrastructure to modernise technology that is used to support operational policing in Scotland. Ultimately, by 2017 the aim is to have replaced all out of date and unsupported parts of the technology estate with a national solution. During 15/16 a key aim of the project is to allow and enable all Staff and Officers to access data from any location, something that is currently not possible. This will have the added benefits of reduction in travel and reduction in fuel emissions from business mileage.

Waste Review - Methodology for waste streaming, collection and removal from properties varies across all Divisions. During the year ahead, it is our aim to develop, define, produce and adopt a Waste Strategy for Police Scotland.

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

If yes, please provide details of the findings of the self-assessment.

The CCAT tool can be accessed at <http://www.resourceefficientscotland.com/resource/resource-efficient-scotland-climate-change-assessment-tool-ccat>

(a) This refers to the tool developed by Resource Efficient Scotland for the purposes of self-assessing an organisation's capability / performance in relation to climate change.

No

**Further information**

**2h Supporting information and best practice**

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

Consideration where appropriate, practical and beneficial is adopted by sharing services with Local Authorities and other emergency services. Examples would include shared buildings such as Kirriemuir Police Station and Kirriemuir Access Office operated by Angus Council.

Representation at Scottish Energy Officers Network (SEON) that offers shared knowledge, and awareness etc amongst forum members.

Membership of the Sustainable Scotland Network which also allows knowledge sharing and best practice awareness amongst members.

A Carbon Management Infographic has been attached to this report along with a copy of the current ICT Blueprint.

### 3 Corporate Emissions, Targets and Project Data

#### Emissions

##### 3a Corporate emissions from start of baseline year to end of report year

Complete the table below using the greenhouse gas emissions total for the organisation 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 organisation'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 baseline year to the end of the report year, provide an explanation in the comments column.

(a) No information is required on the effect of the organisation on emissions which are not from its estate and operations.

(b) This is the Greenhouse Gas Protocol developed by the World Resources Institute and the World Business Council on Sustainable Development which sets the global standard for how to measure, manage and report greenhouse gas emissions.

Reference year	Year	Year type	Scope 1	Scope 2	Scope 3	Total	Units	Comments
Baseline carbon footprint	2013/14	Financial (April to March)	33,569	30,535	4,237	68,341	tCO <sub>2</sub> e	Using DEFRA Ricardo-AEA UK Company Conversion Factors for company reporting 2013. Includes electricity, natural gas and other fuels, fleet, waste, water supply and treatment and business travel by car. Scopes split correctly, including grid electricity (scope 2- generation and scope 3- T&D losses).
Year 1 carbon footprint	2014/15	Financial (April to March)	32,582	32,536	4,374	69,492	tCO <sub>2</sub> e	Using DEFRA Ricardo-AEA UK Company Conversion Factors for company reporting 2014. Includes electricity, natural gas and other fuels, fleet, waste, water supply and treatment and business travel by car. Scopes split correctly, including grid electricity (scope 2- generation and scope 3- T&D losses).
Year 2 carbon footprint	2015/16	Financial (April to March)				-	tCO <sub>2</sub> e	
Year 3 carbon footprint	2016/17	Financial (April to March)				-	tCO <sub>2</sub> e	
Year 4 carbon footprint	2017/18	Financial (April to March)				-	tCO <sub>2</sub> e	
Year 5 carbon footprint	2018/19	Financial (April to March)				-	tCO <sub>2</sub> e	
Year 6 carbon footprint	2019/20	Financial (April to March)				-	tCO <sub>2</sub> e	
Year 7 carbon footprint		0 Financial (April to March)				-	tCO <sub>2</sub> e	
Year 8 carbon footprint		0 Financial (April to March)				-	tCO <sub>2</sub> e	
Year 9 carbon footprint		0 Financial (April to March)				-	tCO <sub>2</sub> e	
Year 10 carbon footprint		0 Financial (April to March)				-	tCO <sub>2</sub> e	
Year 11 carbon footprint		0 Financial (April to March)				-	tCO <sub>2</sub> e	
Year 12 carbon footprint		0 Financial (April to March)				-	tCO <sub>2</sub> e	
Year 13 carbon footprint		0 Financial (April to March)				-	tCO <sub>2</sub> e	
Year 14 carbon footprint		0 Financial (April to March)				-	tCO <sub>2</sub> e	
Year 15 carbon footprint		0 Financial (April to March)				-	tCO <sub>2</sub> e	



## Targets

### 3d Organisational targets

Name of target	Type of target	Target	Units	Boundary/scope of target	Baseline year	Baseline figure	Units of baseline	Target completion year	Comments
Carbon Management Plan reduction target 2020	percentage		25 total % reduction	All emissions	2013/14	68,341	tCO2e	2019/20	
Carbon Management Plan reduction target 2030	percentage		50 total % reduction	All emissions	2013/14	68,341	tCO2e	2029/30	
Carbon Management Plan reduction target 2050	percentage		total % reduction	All emissions	2013/14	68,341	tCO2e	2049/50	By 2050 Police Scotland will strive to be Carbon Neutral

## Projects and changes

### 3e Estimated total annual carbon savings from all projects implemented by the organisation in the report year

If no projects were implemented against an emissions source, enter "0".

If the organisation does not have any information for an emissions source, enter "Unknown".

If the organisation does not include the emissions source in its carbon footprint, enter "N/A".

Emissions source	Total estimated annual carbon savings (tCO <sub>2</sub> e)	Comments
Electricity	3,903	
Natural gas	1,895	
Other heating fuels		
Waste		
Water and sewerage		
Travel		
Fleet transport	91	
Other 1 (specify in comments)		
Other 2 (specify in comments)		
Other 3 (specify in comments)		
<b>Total</b>	<b>5,889</b>	

3f Detail the top 10 carbon reduction projects implemented by the organisation in the report year

Provide details of the top 10 projects (based on estimated emissions savings) implemented in the report year.

Project name	Funding source	First full year of CO <sub>2</sub> e savings	Capital cost (£)	Operational cost (£/annum)	Project lifetime (years)	Primary fuel/emission source saved	Estimated carbon savings per year (tCO <sub>2</sub> e/annum)	Estimated costs savings (£/annum)	Savings figures are estimated or actual	Behaviour Change	Comments
Asset Management-Review/Rationalisation of all Estate Elec (Year 1)	N/A	2015/16		1	25	Electricity	967	£293,911.74	Estimated	N/A	Categorised as a cost-neutral project; forms part of integral continuous estate review programmes
Asset Management-Lease Termination Programme Elec	N/A	2015/16		1	25	Electricity	915	£283,184.48	Estimated	N/A	Categorised as a cost-neutral project; forms part of integral continuous estate review programmes
Property Minor Works/Carbon Management 2014/15 Gas	Internal capital/revenue	2015/16		101,550.00	15	Gas	912	£262,517.57	Estimated	N/A	
Property Minor Works/Carbon Management 2014/15 Elec	Internal capital/revenue	2015/16		101,550.00	15	Electricity	891	£284,284.62	Estimated	N/A	
CT Blueprint (Year 1)	Internal capital/revenue	2015/16		510,000.00	25	Electricity	696	£31,538.10	Estimated	N/A	
Asset Management-Legacy HQ Review Programme Elec	Internal capital/revenue	2015/16		255,000.00	25	Electricity	493	£201,916.65	Estimated	N/A	
Asset Management-Review/Rationalisation of all Estate Gas (Year 1)	N/A	2015/16		1	25	Gas	472	£85,109.93	Estimated	N/A	Categorised as a cost-neutral project; forms part of integral continuous estate review programmes
Asset Management-Lease Termination Programme Gas	N/A	2015/16		1	25	Gas	419	£75,531.84	Estimated	N/A	Categorised as a cost-neutral project; forms part of integral continuous estate review programmes
Asset Management-Legacy HQ Review Programme Gas	Internal capital/revenue	2015/16		255,000.00	25	Gas	102	£18,413.68	Estimated	N/A	
Fleet Capital Replacement Programme (Year 1)	Internal capital/revenue	2015/16		720,000.00	10	Diesel	91	£39,658.50	Estimated	N/A	

**3g Estimated decrease or increase in emissions from other sources in the report year**

If the organisation's corporate emissions increased or decreased for any other reason in the report year, provide an estimate of the amount and direction.

Emissions source	Total estimated annual emissions (tCO <sub>2</sub> e)	Increase or decrease in emissions	Comments
Estate changes			"Estate Changes" - details incorporated within Section 3(f) Projects.
Service provision			
Staff numbers			
Other 1 (specify in comments)	3,550	Increase	The grid factor for electricity (combined generation and T&D losses) increased between 2013/14 and 2014/15 by around 11%; this added around 3,550 tCO <sub>2</sub> e to the footprint based on the kWh consumption in 2014/15.
Other 2 (specify in comments)			
Other 3 (specify in comments)			
<b>Total</b>			

**3h Anticipated annual carbon savings from all projects implemented by the organisation in the year ahead**

If no projects are expected to be implemented against an emissions source, enter "0".

If the organisation does not have any information for an emissions source, enter "Unknown".

If the organisation does not include the emissions source in its carbon footprint, enter "N/A".

Emissions source	Total estimated annual carbon savings (tCO <sub>2</sub> e)	Comments
Electricity	1,787	First Full year savings will be 2016/17
Natural gas	682	
Other heating fuels		
Waste	12	
Water and sewerage	12	
Travel		
Fleet Transport	321	
Other 1 (specify in comments)		
Other 2 (specify in comments)		
Other 3 (specify in comments)		
<b>Total</b>	<b>2,814</b>	

**3i Estimated decrease or increase in emissions from other sources in the year ahead**

If the organisation's corporate emissions are likely to increase or decrease for any other reason in the year ahead, provide an estimate of the amount and direction.

Emissions source	Total estimated annual emissions (tCO <sub>2</sub> e)	Increase or decrease in emissions	Comments
Estate changes			
Service provision			
Staff numbers			
Other 1 (specify in comments)	2,200	Decrease	The grid factor for electricity (combined generation and T&D losses) will drop by around 6% in the 2015/16 footprint (tCO <sub>2</sub> e estimate based on estimated kWh electricity consumption from 2014/15 but with the EF for 2015/16).
Other 2 (specify in comments)			
Other 3 (specify in comments)			
<b>Total</b>		-	<b>2,200</b>

**3j Total carbon reduction project savings since baseline year**

If the organisation has data available, estimate the total emissions savings made from projects since the organisation's baseline year.

Total savings	Total estimated emissions savings (tCO <sub>2</sub> e)	Comments
Total project savings since baseline year	130	Limited projects were carried out during the baseline year of 2013/14

**Further information**

**3k Supporting information and best practice**

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

## 4 Adaptation

### Assessing and managing risk

#### 4a Has the organisation assessed current and future climate-related risks?

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

Yes

From Emergency Plans

in participation of the risk preparedness assessment groups within the 13 LRP areas across Police Scotland.

Below are the risk categories used in Preparing Scotland's Online Guidance; the following nine Event Types are defined:

Event Type Risk Category Scale

1 Storms and Gales Storm force winds affecting most of the country for at least 6 hours. Most inland, lowland areas experience mean speeds in excess of 55 mph with gusts in excess of 85 mph.

2 Low temperatures and heavy snows: Snow lying over most of the country for at least one month. Most lowland areas experience some snow falls in excess of 30 cm, some drifts in excess of 1m, and a period of at least 7 consecutive days with daily mean temperatures below -3°C.

3 Heat wave: Daily maximum temperatures above 32°C and minimum temperatures above 15°C, over most of the area for at least 5 consecutive days.

4 Flooding: Major coastal/tidal Major sea surge, spring tides, gale force winds, heavy rainfall, many defences overtopped or failing. Combined tidal and fluvial event. Many coastal Regions affected and tidal reaches of river. Flooding of 10,000+ properties for 7 days. Potential loss of life. Suddenness of failure of defences would not be possible to predict, tidal inundation would be rapid and wave impact would cause structural damage to properties. Significant economic disruption and damage.

5 Major local coastal/tidal flooding Sea surge, spring tides, gale force winds, heavy rainfall affecting more than one Region, some defences overtopped or failing at multiple locations. Flooding of more than 1000 and less than 10,000 properties. Multi-agency response invoked, possible large scale evacuation required. Suddenness of failure of defences would not be possible to predict, tidal inundation would be rapid and wave impact would cause structural damage to properties. Impact on infrastructure includes disruption to traffic for 1-3 days, impact on access to agricultural land and impact to infrastructure, e.g. sewage treatment works flooded.

6 Localised coastal/tidal flooding Sea surge, high tides, gale force winds affecting the coastline and one Region, some defences overtopped or failing at a single location. Localised impact with infrastructure affected and up to 1000 properties flooded. Flood warning service would operate effectively. Multi-agency response invoked with some local evacuation and cordoning off of affected areas. Impact on infrastructure includes disruption to traffic for 1-3 days, impact on access to agricultural land and impact to infrastructure, e.g. sewage treatment works flooded.

7 Major local fluvial flooding: A sustained period of heavy rainfall extending over two weeks, perhaps combined with snow melt, resulting in steadily rising river levels over a region. Localised flooding of more than 1000 and less than 10,000 properties. There would be major impact on minor roads and some A roads and truck roads impassable for a time. Some main rail lines would be closed (where bridges are deemed unsafe for example). Some minor rail lines and stations would be closed. Most water ways would be closed to traffic because of strong currents and high water levels.

8 Major local fluvial flooding: A sustained period of heavy rainfall extending over two weeks, perhaps combined with snow melt, resulting in steadily rising river levels over a region. Localised flooding of more than 100 and less than 1,000 properties. There would be some impact on minor roads and some A roads and truck roads impassable for a time. Some main rail lines would be closed (where bridges are deemed unsafe for example). Some minor rail lines and stations would be closed. Most water ways would be closed to traffic because of strong currents and high water levels.

9 Localised fluvial flooding (flash flood): Heavy localised rainfall in steep valley catchment leading to flash flooding. Likely that no flood defences in place. Possibly no flood warning service available / suddenness of event means timely flood warnings not possible. Flooding of up to 200 properties.

From Risk Management

Yes

Police Scotland identifies and assesses risk on a continual basis through a number of forums including management meetings, workshops, auditing and inspection, stakeholder engagement and event planning amongst others. Any control failure or emerging situation, including those climate-related, which could negatively impact on Police Scotland due to high probability and impact are reported to the Risk and Business Assurance Department who ensure that the risk is reported through the appropriate corporate governance structure.

At this time, the organisation has not identified any climate-specific risks for which Police Scotland has a control failure. However, this aspect of risk management will be developed in the near future to ensure a more robust approach to climate-specific risk management.

**4b What arrangements does the organisation have in place to manage climate-related risks?**

Provide details of any climate change adaptation risk management procedures, strategies, action plans and any adaptation policies and actions included across policy areas.

From Emergency Plans

Police Scotland currently retain and review the following:

Adverse Weather Resilience Tactical Plan

Weather Operations Winter

Police Scotland Severe Weather Plan

Task cards for C3 incorporated into Weather Plans

SPA Carbon Management Plan

From Risk Management

Police Scotland has a mature risk management process which accounts for risks of all themes. Risks are managed under the process outlined in the Risk Management Standard Operating Procedure. Robust mitigation plans are required to be included on detailed risk registers and are challenged and tested by risk officers. Risks, depending on their score, will usually be treated with a mitigation strategy, or transferred to the appropriate stakeholder for management. A target score and date will be applied to ensure effective management of the risk. Additionally, risk registers are regularly reviewed at management meetings and at a number of internal and external board meetings which scrutinise and approve those risks.

**Taking action**

**4c What action has the organisation 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.

Police Scotland currently retain and review the following:

Adverse Weather Resilience Tactical Plan.

Weather Operations Winter.

Police Scotland Severe Weather Plan.

Task cards for C3 (contact, command and control) incorporated into Weather Plans. Task cards have been developed as best practice and are cards or documents that explain someones role in the event of an emergency or incident.

Carbon Management Plan.

4d

Where applicable, what progress has the organisation 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 organisation is listed in the Programme as an organisation 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 organisation 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' column for that objective.

(a) The Programme aims to address impacts identified for Scotland in the UK-wide climate change risk assessment which are not otherwise addressed by the UK-wide National Adaptation Programme through policy in relation to reserved matters.

Objective	Objective reference	Theme	Policy / Proposal reference	Delivery progress made
Understand the effects of climate change and their impacts on the natural environment.	N1	Natural Environment		N/A
Support a healthy and diverse natural environment with capacity to adapt.	N2	Natural Environment		N/A
Sustain and enhance the benefits, goods and services that the natural environment provides.	N3	Natural Environment		N/A
Understand the effects of climate change and their impacts on buildings and infrastructure networks.	B1	Buildings and infrastructure networks		N/A
Provide the knowledge, skills and tools to manage climate change impacts on buildings and infrastructure.	B2	Buildings and infrastructure networks		N/A
Increase the resilience of buildings and infrastructure networks to sustain and enhance the benefits and services provided.	B3	Buildings and infrastructure networks		N/A
Understand the effects of climate change and their impacts on people, homes and communities.	S1	Society		N/A
Increase the awareness of the impacts of climate change to enable people to adapt to future extreme weather events.	S2	Society		N/A
Support our health services and emergency responders to enable them to respond effectively to the increased pressures associated with a changing climate.	S3	Society	S3-6	It is noted that Police Scotland is a category 1 responder agency and work will take place over the next two years on this to support the objectives of this policy/proposal.
Support our health services and emergency responders to enable them to respond effectively to the increased pressures associated with a changing climate.	S3	Society	S3-8	The issue of climate change and its potential impact on weather has been identified as a risk and as such the Scottish Multi-Agency Resilience Training & Exercise Unit has tasked elements of the unit to research the potential for a number of exercises that will look at the emergency services ability to respond to such issues as floods and severe storm damage.
Support our health services and emergency responders to enable them to respond effectively to the increased pressures associated with a changing climate.	S3	Society	S3-10	Research is being carried out by the multi agency unit on risks associated to climate change and it is planned that a number of exercises/events will be designed and delivered during 2016/17. The focus will be on the 'blue light' response to such occurrences and these exercises will be opened out to include the wider responder community.
Support our health services and emergency responders to enable them to respond effectively to the increased pressures associated with a changing climate.	S3	Society	S3-11	Promote and support the production of 'Lessons Learned' from agency debriefs on weather related events and action the lessons learnt through changes to policy, processes and training. Delivery partner is Responder Agencies.

**4e What arrangements does the organisation 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, plans and policies in Question 4(b).

**From Emergency Plans**

Severe weather is becoming one of the most likely causes of a major incident or civil emergency. It is also one of the more difficult events in terms of determining when the event has moved from being a 'major inconvenience' to being a major emergency that threatens life and property. For this reason it is imperative that pro-active lines of communication are open early and that robust processes are in place to ensure that rapid and accurate issue of information to the public and stakeholders is possible.

**From Risk Management**

In terms of reviewing risks, depending on the scoring of the risk in question Police Scotland will review it on a monthly, quarterly, six monthly or annual basis. A review will assess the effectiveness of the controls in place and as to whether the current risk score has reduced or increased as a result of the mitigation taking place or additional factors to the risk. Depending on the changing score of a risk, it can be escalated to a higher governance level for reporting to boards with more senior membership. A risk can also be closed if it is assessed that the mitigation plan is complete and the risk has reached its target score.

**4f What arrangements does the organisation 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).

EERP - Emergency Planning - On a daily basis EPA's receive updates from the Met Office in relation to the weather for the upcoming day(s). They will also be notified by email if there are any warnings. If a yellow warning has been issued then the EPA will ascertain the areas affected and watch and brief. Incidents will be monitored and where necessary Severe Weather events room will be set up by C3 to cope with increase volume of calls and incidents as per Adverse Weather Resilience Tactical Plan. Warnings are as follows:

- Yellow Warning (weather unlikely to be severe or extreme but information should be continued to be monitored)

- Amber Warning – (likelihood of severe weather that may cause damage or accidents. Advise caution and to keep abreast of latest developments. Take heed of all advice given by the authorities)

- Red Warning – (likelihood of extreme weather that may cause major damage and accidents, with threat to life and limb, over a wide area. Advise extreme caution, pay close and constant attention to bulletins and obey the instructions and advice given by the authorities under all circumstances. Be aware that exceptional measures may require to be taken.)

## Future priorities for adaptation

### 4g What are the organisation's top 5 climate change adaptation priorities for the year ahead?

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

The top 5 climate change adaption priorities for the year ahead are:

1. To review and maintain:

- Local Plans
- National Plans/ Guidance Documents
- Multi Agency Plans
- Events Room – Command Structure

2. Increase working relationships with internal departments and external agencies such as;

- Road Policing/ Emergency Planning/ Prisoner Management
- Scottish Fire and Rescue Service
- West of Scotland Regional Resilience Partnership Scottish Ambulance Service
- Corporate Communication
- Amey Highways
- Transport Scotland
- Met Office
- SEPA

3. Improve corporate communications Internal and external in relation to severe weather incidents

4. Ensure training takes place locally and nationally, the aim to provide an awareness of the plans implemented during severe weather incidents and to provide an understanding of the Police Command and Control structure implemented during severe weather incidents.

5. Ensure strategic intent is met during any severe weather incident and Police Scotland in the event of any period of adverse weather, the Police are able to continue to provide identified essential services to the communities it serves and coordinate partner agencies to deliver the following strategic intention.

Example Multi Agency Strategy

- To preserve life;
- To provide public reassurance;
- To assist in maintaining road safety;
- To work together with partners to minimise disruption to the strategic road network and to maintain delivery of police service;
- To provide a co-ordinated and effective response to any major incident arising;

To work together with partners to restore normality as soon as reasonably practicable

## Further information

### 4h Supporting information and best practice

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

Police Scotland participate in campaigns and work along with Ready Scotland, Ready for Winter Campaigns, ClimateXchange Crichton Carbon Centre, and The Natural Hazards Partnership.

## 5 Procurement

### 5a How do procurement policies contribute to compliance with climate change duties?

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

A copy of an Estates Department PQQ is included in the supporting documentation that shows a number of environmental questions that a contractor/ supplier is asked at the pre contract evaluation stage.

Corporate Procurement currently assesses environmental concerns on a case by case basis, in the development of our procurement project strategies should a Climate concern or consideration be identified, this will then become a key factor within the procurement process. A refresh of the procurement policy and process will be undertaken in the near future, within which consideration will be given to the inclusion of Climate Change requirements.

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

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

An example of Corporate Procurement project are;

Selection criteria for the following procurement assessed that the suppliers are adopting environmentally friendly practices and procedures when delivering the Service, for Air Support Helicopter Service.

## Further information

### 5c Supporting information and best practice

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

None available at this time.

## 6 Validation and Declaration

### 6a Internal validation process

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

All Police Scotland gas, electricity and water invoices are validated prior to arriving at Police Scotland by STC Energy Management Ltd., STC House, 7 Elmfield Road, Bromley, Kent BR1 1LT. The process for bill validation is that the utility supplier sends the utility invoices direct to STC who then carry out a full validation, this process performs over fifty individual checks on each invoice. The validated invoices are then sent to Police Scotlands Energy Manager where they are checked again and then authorised for payment. All consumption and cost data is held on STC's web based software that allows numerous reports to be produced.

### 6b

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

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### 6c External validation process

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

The baseline and current carbon footprint data has been validated in terms of correct application of emission factors and scopes by a third party organisation as part of a programme of support to improve carbon data management.

### 6d No Validation Process

If the organisation has not undergone any peer or external validation that relates to the information in this report, indicate this in the space provided and the reasons why this has not been undertaken.

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### 6e Declaration

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

Name:	
Role in the organisation:	
Date:	