

**South Ayrshire Council**

**Report by Depute Chief Executive and Director  
of Housing, Operations and Development  
to Cabinet  
of 29 November 2022**

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**Subject: Annual Climate Change Duty Report 2021-22**

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**1. Purpose**

- 1.1 The purpose of this report is to present for approval the South Ayrshire Council Annual Climate Change Duty Report 2021-22 in relation to our public sector climate change duties which came into force on 01 January 2011 as introduced by the Climate Change (Scotland) Act 2009.

**2. Recommendation**

- 2.1 **It is recommended that the Cabinet approves the South Ayrshire Council Annual Climate Change Duty Report 2021-22 as contained in Appendix 1 and agrees that the report is made publicly available via submission to the Sustainable Scotland Network.**

**3. Background**

- 3.1 In 2009, the Scottish Parliament passed the Climate Change (Scotland) Act. Part 4 of the Act states that a 'public body must, in exercising its functions, act: in the way best calculated to contribute to the delivery of (Scotland's climate change) targets; in the way best calculated to help deliver any (Scottish adaptation programme); and in a way that it considers most sustainable'.
- 3.2 The Council and many of its Community Planning Partners have had a responsibility to take forward these duties from 1 January 2011 (see government guidance on taking forward these duties available at: <https://www.gov.scot/publications/public-bodies-climate-change-duties-puttingpractice-guidance-required-part/pages/0/> )
- 3.3 In the intervening period climate change has continued to climb up the national and international agenda. It is the accepted consensus, scientific and political, that we now only have a small window for decisive action to prevent the worst effects of climate change.
- 3.4 In response to the recognition of this, the Scottish Government declared a climate emergency and legislated that Scotland will have net zero greenhouse gas emissions by 2045 with a 75% cut in said emissions by 2030. The Programme for Government 2020-2021 focused on a green recovery from COVID 19 and was clear that while the starting point for action has changed as a result of the pandemic, the

goals and targets remain unchanged. Subsequent programmes for Government have continued to emphasise the importance of our response to the climate emergency and how it is an integral part of responding to other challenges, including supporting growth which can be sustained into the future as well as promoting health and wellbeing. The 2022-23 programme highlights the role our route to net zero needs to play in mitigating the current cost crisis and in particular emphasises forthcoming legislation on how we heat our buildings and key investment in active travel. Realising the economic opportunities of moving to a net zero energy system and securing a just transition are key themes.

- 3.5 In June 2019, South Ayrshire Council adopted its first Sustainable Development and Climate Change Strategy. The strategy set out the Council's overall goal for sustainable development and climate change that: 'People in South Ayrshire enjoy a good quality of life while working to reduce greenhouse gas emissions to avoid the worst effects of climate change and build resilience to adapt to its impacts'.
- 3.6 The strategy also set out a five-year activity list, KPIs and a governance structure involving a member officer working group (MOWG) and officer delivery structure. The MOWG recently decided to meet 4 times annually, rather than 3 times as set out in the 2019 strategy, and has brought forward additional policy measures, approaches, and targets to ensure the Council delivers against the climate emergency and ensures a green recovery from COVID 19.
- 3.7 The role of public bodies in tackling climate change was the subject of a Scottish Government public consultation in late 2019 and that feedback has led to changes to the reporting process which were laid before the Scottish Parliament in September 2020. The changes require public bodies to report the date when they will achieve zero or net zero emissions from direct organisational emissions or other appropriate targets, provide target dates for indirect emissions and state how spending plans align with making emissions reductions. Further aspects of the consultation did not achieve any consensus and as such it was agreed further work would be done and changes brought in at a future date which the Council still awaits.
- 3.8 In October 2020, the Council approved a strengthened policy position agreeing organisational targets which align us with the national targets of a 75% reduction in emissions by 2030 and net zero by 2045. It is important to note that these targets are based on a baseline of 2014/15 which was when a consistent organisational boundary was set, and they relate to emissions within that boundary. The Council also adopted a three-prong policy on buildings covering existing, under development, and new buildings, as well as investment in electric charging infrastructure to ensure our small vehicle fleet will be fully electric by 2025. These commitments have been followed up by a Fleet Strategy and further work is underway to develop a strategy for the net zero retrofit of the council estate. The Council agreed to introduce a carbon budgeting model which apportions emissions to service areas and ensures responsibility for emissions sits where emissions are created and that our carbon budget is reduced each year in line with our targets as an organisation. The Council also endorsed that our recovery from COVID should be a green recovery and that our actions going forward require to contribute to both agendas simultaneously in order to be effective.
- 3.9 This is the seventh year the current national reporting template for the public bodies climate change duties, which is set out in legislation, has been used. While for some time gaps were expected in the data public bodies would present, it is now the case

that there are certain key components that are expected from all public bodies and the guidance was updated three years ago to reflect this. This includes:

- Explanation of the extent of involvement of the Chief Executive in the governance of climate change activities.
- Evidence of the effectiveness of governance arrangements.
- Baseline year and historic emissions from at least 2015/16 onwards.
- Correct assignment of emissions against scope.
- Historic emissions data consistent year on year; and • Data entered for all renewable installations.

3.10 Furthermore the reporting guidance states that 'it is untenable for a public body not to have some form of target set and monitored to determine progress. Ideally a corporate target that applies across the organisation should be established, either as a percentage or absolute reduction or a final endpoint by a fixed date. Targets should also be set with reference to national policy and demonstrate alignment where feasible'. This was further elaborated on in the statutory instrument laid before parliament in September 2020. End date targets were agreed for South Ayrshire Council at October 2020 Council as well as the use of the Carbon Accounting to work towards incremental delivery of these targets giving us an annual goal broken down across the operational areas of the council. This is in place for the 2021/22 reporting year and, with the support of service managers and supporting services, should help to ensure a downward trend in emissions and that the council is as well placed as possible to deliver against the stretching targets required.

#### **4. Proposals**

4.1 It is proposed that the report (Appendix 1) is approved by Cabinet and submitted nationally by 30 November 2022.

4.2 Members are asked to note the analysis of the report findings as set out in Appendix 2 and consider these as they progress these areas of work. In particular it should be noted that overall, our within boundary emissions as a council have increased by over 11% between 2020/21 and 2021/22. However, there was a significant drop in emissions in 2020/21 in comparison to the previous year 2019/20. When the difference in emissions between 2019/20, the pre pandemic year, and 2021/22 is examined we can see an overall decrease of over 7% in our within boundary emissions. While this is a reasonable reduction in a 2-year period in relation to a pro rata achievement of our own climate change targets, within these three points must be noted:

- (1) there are some areas of concern where emissions continue to rise which if left unchecked could undermine our overall transition to a net zero South Ayrshire, in particular emissions related to our petrol use.
- (2) much of our current progress is as a result of the decarbonisation of the electricity grid and this is currently being supported by moving away from gas.
- (3) It should also be highlighted that these figures do not take account of scope 3 or area wide emissions, or indeed broader issues around adaptation and a just transition. While these themes are picked up on in the qualitative

responses within the report, it is important that we recognise that the influence we have in relation to these issues is potentially of greater significance than what we can achieve within our emissions boundary. As we move forward we will be required to increasingly focus on these areas, and indeed by doing so we can deliver a range of co-benefits for the people of South Ayrshire, from clean growth that can be sustained into the future to improvements in health and wellbeing.

## **5. Legal and Procurement Implications**

5.1 There are no legal implications arising from this report. The requirement for the Council to complete, approve and submit a version of the appended report template is, however, a legal requirement.

5.2 There are no procurement implications arising from this report.

## **6. Financial Implications**

6.1 There are no financial implications arising directly from this report. However, delivery of new national targets will have resource requirements, both in terms of how resources are deployed to deliver services, as well as in relation to the balance of the upfront costs in relation to whole life costs where more stringent standards are implemented. Financial implications arising from this will be considered as part of future capital and revenue budgets as well as within future Cabinet reports.

## **7. Human Resources Implications**

7.1 There are no human resource implications arising directly from this report. Our commitments will be delivered within existing resources.

## **8. Risk**

### ***8.1 Risk Implications of Adopting the Recommendations***

8.1.1 There are no risks associated with adopting the recommendations.

### ***8.2 Risk Implications of Rejecting the Recommendations***

8.2.1 The risks associated with rejecting the recommendations are that the Council will fail to submit a report that is legislatively required to be made public by the Climate Change (Scotland) Act 2009 and the Climate Change (Duties of Public Bodies: Reporting Requirements) (Scotland) Order 2015.

## **9. Equalities**

9.1 The proposals in this report allow scrutiny of performance. The report does not involve proposals for policies, strategies, procedures, processes, financial decisions, and activities (including service delivery), both new and at review, that affect the Council's communities and employees, therefore an equality impact assessment is not required.

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## 10. Sustainable Development Implications

- 10.1 **Considering Strategic Environmental Assessment (SEA)** - This report does not propose or seek approval for a plan, policy, programme or strategy or document otherwise described which could be considered to constitute a plan, programme, policy, or strategy.
- 10.2 A key environmental benefit of this proposal will be to increase awareness of climate change and the need for cross cutting action. This can be enhanced/ supported by pursuing the progress points for the year ahead noted in the report. The main environmental cost / challenge of this proposal will be behaviour change and identification of resources for specific action areas going forward. This can be minimised by good communications and forward planning.

## 11. Options Appraisal

- 11.1 An options appraisal has not been carried out in relation to the subject matter of this report, however many of the areas which contribute to the Council's efforts to tackle climate change have been the subject of option consideration and appraisal.

## 12. Link to Council Plan

- 12.1 The matters referred to in this report contribute to Commitments 1, 2, 4, 5 and 6 of the Council Plan: Fair and Effective Leadership/ Leadership that promotes fairness; Closing the Gap/ Reduce poverty and disadvantage; South Ayrshire Works/ Make the most of the local economy; Stand Up for South Ayrshire/ Increase the profile and reputation of South Ayrshire and the Council; and A Better Place to Live/ Enhanced environment through social, cultural, and economic activities.

## 13. Results of Consultation

- 13.1 There has been no public consultation on the contents of this report.
- 13.2 Consultation has taken place with Councillor Martin Kilbride, Portfolio Holder for Buildings, Housing and Development, and the contents of this report reflect any feedback provided.

## 14. Next Steps for Decision Tracking Purposes

- 14.1 If the recommendations above are approved by Members, the Depute Chief Executive and Director of Housing, Operations and Development will ensure that all necessary steps are taken to ensure full implementation of the decision within the following timescales, with the completion status reported to the Cabinet in the 'Council and Cabinet Decision Log' at each of its meetings until such time as the decision is fully implemented:

Implementation	Due date	Managed by
Completed reporting template nationally to be made publicly available alongside reports of all other public bodies	30 November 2022	Service Lead – Neighbourhood Services

<b>Implementation</b>	<b>Due date</b>	<b>Managed by</b>
Prepare annual report for 2023	31 October 2023	Service Lead – Neighbourhood Services

**Background Papers**    **Report to South Ayrshire Council of 1 October 2020 - [Climate Change Policy](#)**

**Report to South Ayrshire Community Planning Board of 26 August 2021 – Net Zero and a Green Recovery for Ayrshire**

**Report to Leadership Panel of 23 November 2021 - [Annual Climate Change Duty Reporting 2020-21](#)**

**Person to Contact**    **Kenneth Dalrymple – Service Lead Neighbourhood Services  
Neighbourhood Services Operating Centre, Walker Road, Ayr,  
KA8 9LE  
Phone 01292 612041  
E-mail: [Kenny.dalrymple@south-ayrshire.gov.uk](mailto:Kenny.dalrymple@south-ayrshire.gov.uk)**

**Lorna Jarvie – Service Coordinator Sustainability & Fleet  
Neighbourhood Services Operating Centre, Walker Road, Ayr,  
KA8 9LE  
Phone 01292 612297  
E-mail [Lorna.jarvie@south-ayrshire.gov.uk](mailto:Lorna.jarvie@south-ayrshire.gov.uk)**

**Date: 18 November 2022**

## Public Bodies Climate Change Duties Compliance Reporting Template 2021/22



### 1. Overview

This template is provided for public bodies required to report annually in accordance with the Climate Change (Duties of Public Bodies Reporting Requirements) (Scotland) Order 2015, as amended by the Climate Change (Duties of Public Bodies: Reporting Requirements) (Scotland) Amendment Order 2020 which took effect for reporting periods commencing on or after 1 April 2021.

Reports must be submitted to [ccreporting@ed.ac.uk](mailto:ccreporting@ed.ac.uk) by 30th November. Late submissions may not be accepted for analysis and may be classed as non-compliant with Public Bodies Duties legislative reporting requirements.

### 2. Guidance

1. Please save-as this workbook with your organisation's name in the title before completing
2. Question 1f must be completed to ensure the correct emission factors are applied in Q3b,
3. If you need to add more rows please email the file to [ccreporting@ed.ac.uk](mailto:ccreporting@ed.ac.uk)
4. Hybrid/homeworking emissions - please include an estimate of FTEs working remotely - hybrid/home in the designated row provided in table 3b  
In order for this to be calculated correctly the total no. of FTEs must be entered in Q1c
5. Local Authorities completeing the recommended tab should select their local authority region at the top of the sheet and their emissions will be provided automatically from BEIS datasets

### 3. Colour Coding used in the template

	Dropdown box - select from list of options
	Uneditable/fixed entry cell
	Editable cell





Table 1: Profile of Reporting Body

1. Name of Reporting Body

2. Reporting Period

3. Reporting Period Ending Date

4. Reporting Period Start Date

5. Reporting Period End Date

6. Reporting Period Start Date

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Part 1: Governance, Management and Strategy

1.1 Governance and Strategy

1.1.1 How is climate change governed in the body?

The body has established a governance framework for climate change, including a Climate Change Committee, a Climate Change Strategy, and a Climate Change Action Plan. The committee is responsible for monitoring progress and reporting to the board. The strategy sets out the body's long-term goals and the action plan details the specific measures to be taken. The body also has a Climate Change Officer who is responsible for coordinating the body's climate change activities.

1.1.2 How is climate change risk identified and managed in the body?

The body has a risk management framework that includes climate change risk. Climate change risk is identified through a risk assessment process that considers the body's operations, assets, and reputation. The body has a risk register that tracks climate change risks and the actions being taken to manage them. The body also has a climate change resilience plan that sets out the measures to be taken to ensure the body's resilience to climate change.

1.2 Strategy

1.2.1 How has the body identified climate change as a material risk to the body's operations and reputation?

Risk	Impact	Materiality
Climate change	Operational	High
Climate change	Reputational	High
Climate change	Financial	Medium
Climate change	Legal	Medium
Climate change	Human Resources	Medium
Climate change	Information and Communications Technology	Medium
Climate change	Procurement	Medium
Climate change	Regulatory	Medium
Climate change	Stakeholder	Medium
Climate change	Supply Chain	Medium
Climate change	Talent	Medium
Climate change	Value Chain	Medium
Climate change	Wider Society	Medium

1.2.2 How has the body identified climate change as a material risk to the body's operations and reputation?

The body has identified climate change as a material risk to its operations and reputation through a risk assessment process that considers the body's operations, assets, and reputation. The body has a risk register that tracks climate change risks and the actions being taken to manage them. The body also has a climate change resilience plan that sets out the measures to be taken to ensure the body's resilience to climate change.

1.2.3 How has the body identified climate change as a material risk to the body's operations and reputation?

Risk	Impact	Materiality
Climate change	Operational	High
Climate change	Reputational	High
Climate change	Financial	Medium
Climate change	Legal	Medium
Climate change	Human Resources	Medium
Climate change	Information and Communications Technology	Medium
Climate change	Procurement	Medium
Climate change	Regulatory	Medium
Climate change	Stakeholder	Medium
Climate change	Supply Chain	Medium
Climate change	Talent	Medium
Climate change	Value Chain	Medium
Climate change	Wider Society	Medium

1.2.4 How has the body identified climate change as a material risk to the body's operations and reputation?

The body has identified climate change as a material risk to its operations and reputation through a risk assessment process that considers the body's operations, assets, and reputation. The body has a risk register that tracks climate change risks and the actions being taken to manage them. The body also has a climate change resilience plan that sets out the measures to be taken to ensure the body's resilience to climate change.

1.2.5 How has the body identified climate change as a material risk to the body's operations and reputation?

The body has identified climate change as a material risk to its operations and reputation through a risk assessment process that considers the body's operations, assets, and reputation. The body has a risk register that tracks climate change risks and the actions being taken to manage them. The body also has a climate change resilience plan that sets out the measures to be taken to ensure the body's resilience to climate change.

1.3 Further Information

1.3.1 How has the body identified climate change as a material risk to the body's operations and reputation?

The body has identified climate change as a material risk to its operations and reputation through a risk assessment process that considers the body's operations, assets, and reputation. The body has a risk register that tracks climate change risks and the actions being taken to manage them. The body also has a climate change resilience plan that sets out the measures to be taken to ensure the body's resilience to climate change.



PART 1: Overview	
<b>1.1. Overview of the project</b> Please provide a brief overview of the project, including the project name, location, and the main objectives of the project.	
<b>1.2. Description of the project</b> Please provide a detailed description of the project, including the project's scope, objectives, and the main activities to be undertaken.	
<b>1.3. Description of the project</b> Please provide a detailed description of the project, including the project's scope, objectives, and the main activities to be undertaken.	
<b>1.4. Description of the project</b> Please provide a detailed description of the project, including the project's scope, objectives, and the main activities to be undertaken.	
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<b>1.20. Description of the project</b> Please provide a detailed description of the project, including the project's scope, objectives, and the main activities to be undertaken.	

**1. Project Description**

1.1. **Project Name:** [Project Name]

1.2. **Location:** [Location]

1.3. **Project Description:** [Detailed description of the project, including the nature of the work, the location of the work, and the expected benefits of the project.]

**2. Public Information**

2.1. **Project Information:** [Project Name, Location, Project Description]

**3. Contact Information**

3.1. **Contact Person:** [Name]

3.2. **Contact Address:** [Address]

3.3. **Contact Phone:** [Phone Number]

3.4. **Contact Email:** [Email Address]

**Part 1: Information and Declaration**

**1. Applicant Information**

Full Name (Last, First, Middle Initial): \_\_\_\_\_  
Company Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**2. Project Information**

Project Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**3. Project Description**

Project Description: \_\_\_\_\_  
Project Status: \_\_\_\_\_

**4. Declaration**

I hereby declare that the information provided is true and accurate to the best of my knowledge and belief. I understand that providing false information may result in legal action and the denial of my application.

**5. Signature**

Signature: \_\_\_\_\_  
Date: \_\_\_\_\_

**6. Contact Information**

Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

**Section 1: Overview and Key Information**

**1.1 Project Overview**  
 This document provides a comprehensive overview of the project, including its objectives, scope, and key stakeholders. It is intended for use by all project team members and stakeholders.  
 The project aims to deliver a new product line by Q3 2024, ensuring high quality and customer satisfaction. Key milestones include the completion of design, development, and testing phases.

Item	Category	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	
Item 1	Category 1																	
Item 2	Category 2																	

**1.2 Key Metrics**

Metric	Target	Actual	Variance	Comments
Metric 1	100%	95%	-5%	Minor delay in delivery
Metric 2	90%	92%	+2%	Exceeded expectations
Metric 3	80%	78%	-2%	Review process needed

**1.3 Risk Assessment**  
 The project is subject to several risks, including budget overruns, resource shortages, and technical challenges. A risk register has been established to track and mitigate these risks. Key risks include:
 

- Budget:** Potential cost overruns due to inflation and supply chain volatility.
- Resources:** Limited availability of skilled personnel in key areas.
- Technical:** Integration of new technologies may present unforeseen challenges.

**1.4 Stakeholder Engagement**

Stakeholder	Role	Impact	Engagement Strategy	Frequency	Status
Customer	Primary	High	Regular communication, surveys	Weekly	Active
Supplier	Secondary	Medium	Quarterly reviews, contracts	Quarterly	Active
Regulator	External	High	Compliance reporting, audits	As required	Active

**1.5 Financial Summary**  
 The project has a total budget of \$1.2 million. Current spending is at \$0.8 million, with a remaining budget of \$0.4 million. Key financial metrics include:
 

- Revenue:** Projected to reach \$2.5 million by Q3 2024.
- Costs:** Total project costs are estimated at \$1.2 million.
- Profitability:** Expected profit margin of 20%.

Item	Description	Category	Value	Unit	Status
Item 1	Raw materials	Materials	100	kg	In Stock
Item 2	Manufacturing labor	Labor	500	hours	Allocated
Item 3	Overhead costs	Overhead	200	\$/unit	Allocated

**1.6 Compliance**

Requirement	Compliance Status	Responsible Party	Due Date
Requirement 1	Compliant	John Doe	2024-01-15
Requirement 2	Non-Compliant	Jane Smith	2024-02-01
Requirement 3	Compliant	Mike Johnson	2024-01-20

**1.7 Next Steps**  
 The project team will focus on finalizing the design and initiating the development phase. Key actions include:
 

- Finalize product specifications by end of month.
- Begin development of the first prototype.
- Conduct a detailed risk assessment for the development phase.

## Appendix 2: further commentary on report findings

- 1 While our 2021-22 figures should be cautiously welcomed, it is clear to see that they very much underline the need for sustained focus on a green recovery from COVID19 if reductions are to continue into the future. With a return to a fuller service provision there is a risk that we revert to old ways of working and emissions continue to rise over the current financial year and beyond as a result. It remains imperative that the future operating model of the council, the fleet strategy, the asset management strategy, the net zero retrofit strategy and the capital programme work hand in hand together to ensure that the way we do business in future continues to deliver real emissions reductions that will support both our organisation and the region to move towards net zero in line with all required targets and timescales.
- 2 Emissions reductions must be supported by appropriate technological solutions to facilitate and support new ways of working including homeworking. This will in turn also support a continued reduction in travel, both within boundary (fleet and business travel) and outwith (commuting) and allow further review of our Travel Policy. The biggest within boundary carbon reductions however are to be gained through the reduction and retrofitting of our estate and review of the capital programme. Without this, council targets cannot be met.
- 3 At the current time national policy is moving towards a broader consideration of net zero which includes the embedded emissions involved in constructing a building as well as ongoing running costs. We are also now anticipating a date in advance of 2038 for all local authority buildings to have to have net zero heat in order for national targets to be deliverable. To achieve this turning attention to not only the delivery of excellent new buildings, but increasingly tackling the net zero refurbishments of existing buildings will be all the more urgent and require increasing capital and staff resource.
- 4 Furthermore, as we move forward we are likely to see councils required to increasingly use their influence in relation to wider emissions in their regions and beyond. While this is currently part of the council's duties there has been a focus on emissions within our direct control to date, but going forward how the council deal with this issue within our procurement and in conversations with our communities will be increasingly important. Work has already begun to look at how we can tackle our regional emissions and deal with the impact of climate change in Ayrshire. An Officers Network was formed in 2021 taking in over 20 partners from the public sector and other partner organisations. The network, which agreed mission and vision, aims to facilitate collaboration and knowledge exchange, and has links to the Community Planning Partnerships and the Regional Economic Partnership, however it requires to be resourced and supported if it is to fulfil its full potential.
- 5 The Council has made significant wider sustainability commitments, not least to the Glasgow Declaration and the Edinburgh Declaration. The commitment the council has shown to place making and community wealth building support the council in delivery of these wider climate change and sustainability goals. With a review of the council's sustainable development and climate change strategy now underway the council must now set out how it can integrate the achievement of a more sustainable net zero and climate ready future into business as usual. This will involve not only setting out scope 3 and area wide targets, as now required by legislation, but doing so in such a way as to support a transformation of business as usual, as the scale of results required and the potential benefits and opportunities to be gained cannot be achieved by viewing the climate challenge as a bolt on to business as usual. Climate change adaptation and a just transition must also be at the heart of our work going forward. The review has already been the subject of a place and wellbeing assessment supported by the Improvement Service and it is hoped that the refreshed strategy will be brought forward for approval in 2023.