

Arun District Council

REPORT TO:	Policy and Finance Committee – 7 March 2024
SUBJECT:	Carbon Action Work Plan update
LEAD OFFICER:	William Page, Climate Change and Sustainability Manager (presenting), Joe Russell-Wells, Group head of Environment and Climate Change
LEAD MEMBER:	Councillor Matt Stanley, Committee Chair
WARDS:	All

CORPORATE PRIORITY / POLICY CONTEXT / CORPORATE VISION:

This work supports one of the key areas within the Council's vision 2022-2026 by: supporting our environment to support us

- Develop and implement the Carbon Neutral Strategy and Climate Change and Biodiversity Strategies for the council and the wider district through Planning Policy
- Review the council's estate and seek to maximise the use of renewable or alternative energy generation, including the installation of Electric Vehicle (EV) chargepoints
- Engage and incentivise business to commit to working practices which minimise their impact on the environment
- Support information campaigns that promote carbon reductions and funding opportunities
- Working with our community to improve waste reduction and recycling to meet future targets of 55% recycling by 2025 and 60% by 2030
- Ensuring that climate change and sustainability is at the heart of all council services
- Support Sussex bay project to restore marine, coastal and intertidal habitats to improve the biodiversity and carbon footprints of the district

DIRECTORATE POLICY CONTEXT:

Improve and support the Council's target to become carbon neutral by 2030.

FINANCIAL SUMMARY:

A budget of £200,000 was allocated for the 2023-2024 financial year to help support activities which reduce the Council's carbon emissions. Of this £25,798 was used for consultants to undertake work around emission monitoring. This also included additional work around undertaking a deep dive into scope 3 emissions, a review of top suppliers, a review of current procurement process and policy and the support of next steps. Predicted spend of the budget is below:

Consultant fees: £41,663 (including £25,789 for emission monitoring and deep dive)

Training fees: £11,069

Internal support initiatives: £124,913, including purchasing compostable bin bags for food recycling at the Civic Centre, installation of vehicle graphics on the new electric fleet, destratification fan installation at the leisure centres, and allowing for PV to be installed as part of the LUF projects.

There may be a continued need for investments to support emission reduction projects in future financial years.

1. PURPOSE OF REPORT

- 1.1. This report provides an update on projects within the Action Plan and an overview of the Council's Scope 1, 2 and 3 emissions for the 2022-2023 financial year.

2. RECOMMENDATIONS

It is recommended that the Committee:

- 2.1. Continues to support the work of the Climate Change and Sustainability Manger in reducing the Scope 1, 2 and 3 emissions produced by the Council
- 2.2. Note the report, particularly the challenges identified in reducing Co2 emissions referred within the conclusion of the report.

3. EXECUTIVE SUMMARY

- 3.1. This report will show how the updated emission results for the 2022-2023 financial year have impacted targets and provide an update on some of the Council's key projects in reducing its emissions. This is an ever-evolving document so provides a snapshot of the work that is currently going on within the Council.

4. DETAIL

- 4.1. In January 2020 Full Council declared a Climate Emergency and announced its ambition for Arun District Council to be carbon neutral by 2030 (Decision Notice C/029/091219). A Climate Change and Sustainability Manager was appointed in February 2021. Following this the first carbon audit was undertaken for the 2020-2021 financial year which was used to inform the Carbon Neutral Strategy 2022-2030 (adopted in October 2021) and the first iteration of the Climate Action and Biodiversity Work Plan 2022-2023 (adopted in February 2022). The Council has also a vision document which showcases its four key priorities. One of these areas is ensuring that we 'support our environment to support us'. This showcases that climate change and biodiversity is at the forefront of the Council's activities.
- 4.2. To help ensure the Council achieves the 2030 carbon neutral target, and to allow for the monitoring of projects, it was agreed that the Climate Action and Biodiversity Work Plan will be updated each year; to reflect changes in projects and incorporate updated figures from the annual carbon emission audit. This is the second update of this document since it was adopted in February 2022.
- 4.3. All emissions are displayed as tonnes of carbon dioxide equivalent (tCo2e). This is the standard unit of measuring emissions, regardless of whether they're from carbon dioxide or another gas, such as methane. It allows for all greenhouse gas emissions to be compared using the same single unit.
- 4.4. To reach the 2030 carbon neutral target it will be important to ensure reductions occur across all service areas and scopes:
- 4.5. Scope 1 - emissions directly attributed to burning of fuels.
- 4.6. Scope 2 - indirect emissions from the generation of purchased electricity and directly controlled by the Council.
- 4.7. Scope 1 and 2 make up 1% (170 tCo2e) of the Council's total emissions.
- 4.8. Scope 3 emissions - from the activities of the Council that occur from sources not owned or controlled by the Council. This makes up 99% (17,837 tCo2e) of the Council's total emissions. The largest single emitter is purchased goods and services (91%, or 16,463 tCo2e), with the second largest emitters being our leisure centres (6%, or 1009 tCo2e).
- 4.9. Results of the carbon audits can be seen in appendix A and B of this report.
- 4.10. It is important to note that Scope 3 is incredibly difficult to quantify with exact results, for this reason it is often not included within carbon neutral/net zero targets. To reduce Scope 1 emissions there will also need to be extensive energy improvements undertaken on the Council's cooperate estate.

4.11. Projects within the action plan have been roughly separated into areas with rough time frames being applied to each project. To ensure that a joint up approach is taken departments from across the Council have provided details and updates on their work.

4.12. **Scope 1 and 2**

4.13. Scope 1 gas emissions will be addressed by undertaking improvements to the Council's corporate estate to help reduce energy consumption. Work has been completed on building audits for the Civic Centre and Bognor Town Hall, as well as our leisure centres (Littlehampton Wave and Arun Leisure Centres). Reports will be used to help determine best next steps for these buildings and have been made available to help determine future usage of these offices. A heat decarbonisation plan has also been completed for Arun Leisure Centre, provided through the low carbon skills fund. Though this is a building that our leisure providers operate, any reductions in emissions will be shown within the leisure centre emitters in Scope 3, our second largest emitter. The Council will be sure to take a fabric first approach when undertaking any building improvements.

4.14. It is expected that these audits and heat decarbonisation plan will help towards applying for external funding opportunities which will likely be made available by the government in the future. However, with most external funding opportunities there can often be strict criteria so there is uncertainty if requirements will align with requirements.

4.15. Scope 1 petrol/diesel emissions are being addressed by transitioning the Council's vehicle fleet to electric vehicles, where practical. Currently 14 out of 16 vehicles have been transitioned too full electric. As technology evolves these two remaining vehicles will be fully transitioned to alternatives. To support this transition EVCPs have also been installed at the Civic Centre and Harewood Road. The Council will continue to review the requirement to install additional charging points for staff/fleet usage, and will also consider other alternative fuel types.

4.16. Scope 2 electric emissions have again been shown as zero emissions, based on the information provided by the consultant who undertook the carbon emission audit. This is due to the Council continuing to source its electricity from 100% REGO backed renewable sources. Scope 2 is reported as 0 as the Council is reporting based on market emissions, rather than location based. The Council will continue to look for more reliable sources of locally produced renewable energy where its origins can be confirmed. The installation of more PV arrays within Arun will also help the Council move away from grid dependency and protect it from sharp increases of electricity costs. The transition to locally produced renewable energy will also help reduce the scope 3 emitter 'Fuel and Energy (upstream)', as this is directly linked to both scope 1 and 2 emissions.

4.17. **Scope 3**

- 4.18. Scope 3 emissions continue to be the most challenging to reduce, with purchased goods being the most difficult. To address this significant work is being undertaken to decarbonise and review the Council's procurement process. This will include ensuring that sustainability and climate change is incorporated into the procurement process, including updating the Council's sustainable procurement policy, including sustainability into scoring matrix's and considering sustainable from the start of procurement. This document will highlight the importance of reducing emissions and highlight green procurement options. An accompanying document has been produced to be included within tender documents to showcase to suppliers/contractors the Council's stance on climate change and to highlight targets. Work is also being undertaken with Hampshire around next steps and to determine how they can support the Council in this journey. Both these exercises are complex and challenging to produce, so work has been challenging. A procurement deep dive has also been commissioned as part of the 22-23 emission audit with an aim to better understand what steps Arun will need to take to see more significant emission reductions. This included engagement with both Arun and Hampshire staff to gain insight into spend, sustainability engagement, undertaking a review of the current policy framework, economic considerations, strategic priorities, supplier engagement; as well as reviewing data categorisation, reporting methodologies and reviewing the top suppliers for the 22-23 financial year.
- 4.19. Our top suppliers will also be contacted to scope out next steps and determine the best way to aid them in reducing emissions. Many of these will require contracts to be renewed before more sustainable reequipments can be incorporated. Our waste provider is the largest single emitter within purchased goods and work has started on reducing their impact to the Council. An important part of this work will also be requiring new suppliers to report their emissions in association with work undertaken for/on behalf of Arun. This will allow us to move away from a spend based approach in calculating procurement emissions, which is notoriously inaccurate.
- 4.20. Encouraging behavioural change is another important area to aid in the reduction of Scope 3 emissions. Several Carbon Literacy training sessions have now been completed with additional sessions booked in to aid in behavioural changes across the Council. This includes a cohort for elected members which took place in early 2024.
- 4.21. The Council became a Bronze Certified organisation during 2023, and work is currently being undertaken to become Silver, it is hoped that this can be done during 2024.

4.22. An additional e-learning training course was also completed in Summer of 2023 which is available to members and is mandatory for officers to complete. This is a short 1-hour module which introduces climate change, sustainability, what emissions are and what the Council has done to help combat Climate Change. There is also information around how to get more involved and how to reduce emissions at work/home. This will further aid behavioural changes across the Council in order to ensure suitability/climate change becomes more and more embedded in all actions across all service areas and projects. This will be made available for the next 2 years and will be updated accordingly with changes in emissions and any policy change.

4.23. The Council's Leisure Centres (Scope 3) continue to be the second largest single emitter for the Council. Work is continuing to help support Freedom Leisure reduce their emissions by improving the energy efficiency of the leisure facilities. Over the summer months the flood lighting for the Arun Leisure Centre synthetic turf pitch was converted to LED lamps. Freedom Leisure has also reduced the temperature in its buildings and closely managing the use of air-conditioned spaces through improved Building Management Systems (BMS) to ensure that the temperatures are appropriate for the activities taking place. The Council is working with Freedom Leisure by commissioning energy saving audits at the Wave and Arun Leisure Centre. These have now been completed and are being reviewed on next steps. It is hopeful that, where applicable, public sector decarbonisation funding will be applied to help improve these sites in the future. A Sports England bid has also recently been submitted, news on if we have been successful will be provided in late January 2024.

4.24. **Summary**

4.25. This Climate Action and Biodiversity Work Plan provides a schedule of all the projects and plans which must be undertaken in the coming months and years to reduce the emissions generated by the council to achieve the 2030 target. This is the third iteration of this report, and it provides updates to old projects, and details of new. These have been provided by the officers responsible for completing the work. All departments are invited to provide information on what is going on to ensure that this work showcases projects across the entirety of the council. Further work is hoped to take place around engaging with suppliers, local businesses, tenants, residents and contractors to further push forward the council's 2030 carbon neutral target, and to encourage others to be more sustainable.

5. **Conclusion**

5.1 Overall total emissions have been reduced across the Council, from 27,162 tCo2e in 2021-2022 to 18,007 tCo2e. This is reflective of a 35% reduction. This reduction has likely been due, in part, to the change in methodology used by the consultants who have undertaken the emission audit for the 22-23 financial year, especially when it comes to calculating procurement related emissions as this is calculated using spend data, which is extremely variable. However as per the Climate Change and Biodiversity Action plan the council has also undertaken numerous projects which are also supporting reducing emission reduction and Arun's impact on the environment.

- 5.2 The Climate Change and Biodiversity Action plan has been updated and revised in accordance with these updated results, along with updates to specific actions, to provide a snapshot on what the Council is doing to fight climate change.
- 5.3 Members will be aware that the threat of climate change continues to grow, and therefore it is important that the Council continues to work to reduce its emissions and impact on the environment, and where possible, support those within the wider District to do so as well. Continued work will be undertaken to ensure that Scope 1, 2 and 3 emissions are reduced, with a particular focus on purchased goods and services along with the leisure centres.
- 5.4 To help make emissions tangible, according to the WWF carbon footprint calculator ([WWF Footprint Calculator](#)) the average UK citizen footprint for 2022 is roughly 9.5 tCo2e. Additionally, according to the Impact Community Carbon Calculator [Impact | Community carbon calculator \(impact-tool.org.uk\)](#), the average household in Arun District is responsible to 15.1 tCo2e. 1 tCo2e is equal to: using 5,171 kWh of electricity which could power the average mid-terrace house or flat for roughly a year and 10 months, 500 CO2 fire extinguishers or driving a small petrol car for 9,234km. In turn to remove just 1 tCo2e you would need 50 trees growing for a year ([What is 1 Ton of Carbon Dioxide and how it relates to daily life? - EMSmastery](#)).

6. CONSULTATION

- 6.1. No consultation has been required at this stage.

7. OPTIONS / ALTERNATIVES CONSIDERED

- 7.1. There are no alternative options to be considered.

8. COMMENTS BY THE INTERIM GROUP HEAD OF FINANCE/SECTION 151 OFFICER

- 8.1. The actions detailed in the report support one of the key areas contained in the Council's Vision 2022-26 Supporting our Environment. The remaining budget for 2022/23, with the exception of the established post (as this was included in the base budget for 2023/24), will therefore be carried forward to 2023/2024 to allow the work to be completed.

9. RISK ASSESSMENT CONSIDERATIONS

- 9.1. There is no direct impact on the above areas rising from this report.

10. COMMENTS OF THE GROUP HEAD OF LAW AND GOVERNANCE & MONITORING OFFICER

- 10.1. There are no direct legal or governance implications associated with this report.

11. HUMAN RESOURCES IMPACT, HEALTH & SAFETY IMPACTS, PROPERTY & ESTATES IMPACT, EQUALITIES IMPACT ASSESSMENT (EIA) / SOCIAL VALUE, CRIME AND DISORDER REDUCTION IMPACT, HUMAN RIGHTS IMPACT, FREEDOM OF INFORMATION / DATA PROTECTION CONSIDERATIONS

11.1. There are no direct impacts on the above arising from this report.

12. CLIMATE CHANGE & ENVIRONMENTAL IMPACT/SOCIAL VALUE

12.1. Though there will be no direct reduction from this report the results from this analysis will provide the Council with vital information around sources of emissions. This will, in turn, be used to inform next steps and ensure that the Council remains on track to hit the 2030 carbon neutral targets.

12.2. Impacts will be seen across the Council in all areas and departments.

CONTACT OFFICER:

Name: Will Page

Job Title: Climate Change and Sustainability Manager

Contact Number: 07824087865

Contact Email: william.page@arun.gov.uk

BACKGROUND DOCUMENTS:

Officer report Carbon Neutral Strategy 2022-2030 - [AGENDA ITEM NO \(arun.gov.uk\)](#)

ADC Carbon Neutral Strategy 2022-2030 - [Item 7 - Carbon Neutral Strategy - Appendix.pdf \(arun.gov.uk\)](#)

Officer report Climate Action and Biodiversity Work Plan 2022 – 2023 - [AGENDA ITEM NO \(arun.gov.uk\)](#)

Officer report Carbon Emission update for the 2021-2022 financial year - [Model report with explanatory text - August 2008 \(arun.gov.uk\)](#)

ADC Climate Action and Biodiversity Work Plan 2022 – 2023 - [Item 6 - Appendix - Climate Action and Biodiversity Work Plan 2022 - 2023.pdf \(arun.gov.uk\)](#)

Appendix A

Scope	Emitter	Financial year	Carbon (tonnes of CO2e)	% emissions
One and two	Gas	20-21	132	0.48
		22-23	134	1
	Petrol/diesel	20-21	43	0.16
		22-23	36	0.19
	Electricity	20-21	216	0.78
		22-23	0	0
SCOPE 1/2 TOTAL		20-21	392	1.4
		22-23	170	1
Three	Purchased goods	20-21	25,066	90.25
		22-23	16,463	91
	Fuel And Energy (upstream)	20-21	35.82	0.13
		22-23	203	1
	Water/Sewage	20-21	80	0.29
		22-23	Now included within Council Waste	
	Council Waste	20-21	96	0.35
		22-23	16	0.09
	Business Travel	20-21	36	0.13
		22-23	1	0.01
	Employee commuting	20-21	397	1.43
		22-23	145	1
	Leisure centers	20-21	1,051	3.79
		22-23	1009	6
Investments	20-21	700	2.52	
	22-23	No longer reporting as insignificant		
SCOPE 3 TOTAL		20-21	27,382	98.6
		22-23	17,837	99.1
COUNCIL TOTAL		20-21	27,774	-
		22-23	18,007	-

Figure 1 shows the results from the 2020-2021 (baseline year) and 2022-2023 financial year analysis.

Appendix B

Scope	Emitter	Financial year	Carbon (tonnes of CO2e)	% emissions
One and two	Gas	20-21	132	0.48
		21-22	164	0.60
		22-23	134	1
	Petrol/diesel	20-21	43	0.16
		21-22	41	0.05
		22-23	36	0.19
Electricity	20-21	216	0.78	
	21-22	0	0	

		22-23	0	0
SCOPE 1/2 TOTAL		20-21	392	1.4
		21-22	205	0.75
		22-23	170	1
Three	Purchased goods	20-21	25,066	90.25
		21-22	24,771	91.20
		22-23	16,463	91
	Fuel And Energy (upstream)	20-21	35.82	0.13
		21-22	28.11	0.10
		22-23	203	1
	Water/Sewage	20-21	80	0.29
		21-22	103.53	0.38
		22-23	Now included within Council Waste	
	Council Waste	20-21	96	0.35
		21-22	124	0.46
		22-23	16	0.09
	Business Travel	20-21	36	0.13
		21-22	11	0.04
		22-23	1	0.01
	Employee commuting	20-21	397	1.43
		21-22	397	1.46
		22-23	145	1
	Leisure centers	20-21	1,051	3.79
		21-22	995	3.66
		22-23	1,009	6
Investments	20-21	700	2.52	
	21-22	628.96	2.32	
	22-23	No longer reporting as insignificant		
SCOPE 3 TOTAL		20-21	27,382	98.6
		21-22	26,956	99.2
		22-23	17,837	99.1
COUNCIL TOTAL		20-21	27,774	-
		21-22	27,162	-
		22-23	18,007	-

Figure 2 shows the results from all three years. Please note that the 20-21 financial year is the council's baseline.

Appendix C – action plan