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

### **1.0verview**

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 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
- 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

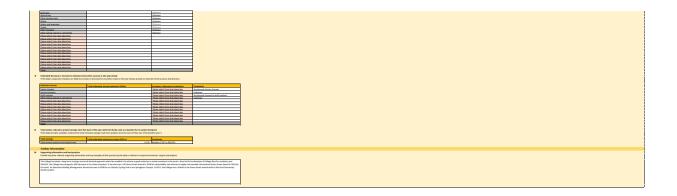
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Other Sectors 2a) Targets Please detail your wider influence to rest

Sector	Description	Type of Target (units)	Baseline value	Start year	Target	Target/End year	Saving in latest year measured	Latest Year Measured	Comments
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29] Does the organisation have an overall mission statement, strategies, plans or policies outlining ambition to influence emissions beyond your corporate boundaries? If no, planse detail this in the box below.								

Q3) Palicies and Actions to Reduce Emissions Please detail any of the specific policies and actio

Sector	Start year for policy/action implementation	Year that the policy/action will be fully implemented	Annual CO <sub>2</sub> saving once fully implemented (ICO <sub>2</sub> )	Latest Year measured	Saving in latest year measured (ICO <sub>1</sub> )	Sma	Metic/reficitors for maniforing progress	Delvery Role	During project/policy design and implementation, has IGM or an equivilent behaviour change itsel been used?	Please give further details of this behaviour change activity.	Value of Investment (4)	Orgoing Costs (K/year)	Princery Funding Source for Implementation of Policy (Action	Connecti
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