



## **SUSTAINABILITY SUB COMMITTEE – 25 May 2016**

### **CARBON BUDGET DEVELOPMENT TIMELINE – BULLETIN REPORT**

#### **1 Recommendation**

- 1.1 The Sustainability Sub Committee is recommended to note the planned timeline for the development of the Carbon Budget 2017/18.**

#### **2. Background/Discussion**

- 2.1 On 10 March 2016 Aberdeenshire Council agreed to the development of a Carbon Budget to be included alongside Aberdeenshire Council's Capital, Revenue and Housing Revenue Account (HRA) budgets each year. The Carbon Budget will be developed over the next 6 months and implemented at the budget setting meeting from the 2017/18 financial year.
- 2.2 Appendix 1 gives the planned timeline for the Carbon Budget creation over the next 6 months.
- 2.3 Any observations from Monitoring officers have been included in the bulletin report.

#### **3. Financial, Equalities and Staffing Implications**

- 3.1 Financial implications identified at this time will be the cost of the consultation with Aether, a consultancy providing specialist advice on the North East Scotland Sustainable Energy Action Plan (NESSEAP). This utilisation of Aether is in addition to their contract for the preparation of the NESSEAP and will be £650 for the day, plus travel expenses estimated at £200. The cost will be met from the Marketing and Task Force Budget on Page 99, Line 13 of the Council Approved Revenue Budget 2014/2019.
- 3.2 An Equality Impact Assessment is not required as this is a bulletin report and does not deal with actions which may impact adversely on groups with protected characteristics.
- 3.3 There are no direct staffing implications arising from this bulletin report.

**Stephen Archer**  
**Director of Infrastructure Services**

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Appendix 1:

**Carbon Budget Development Timeline:**

<b>Date by</b>	<b>Action</b>
By June 30 <sup>th</sup> 2016	<ul style="list-style-type: none"> <li>• Complete meeting with services: Introduce budget approach, gather feedback, and address concerns.</li> <li>• Ask for volunteers to join Sustainability Officers Group (SOG) from each service.</li> <li>• Create SOG and meet (Meeting May 10<sup>th</sup>).</li> <li>• Consult with Aether on templates/targets/reporting mechanisms (Meeting May 17<sup>th</sup>).</li> <li>• Update of progress provided to the Sustainability Sub Committee (Meeting May 25<sup>th</sup>) – feedback invited.</li> <li>• Present templates and targets to SOG and finalise with training on how to complete.</li> </ul>
By September 16 <sup>th</sup> 2016	<ul style="list-style-type: none"> <li>• Each service will have had 10 weeks to put together their actions for the Carbon Budget 2017/18.</li> <li>• Sustainability Officers Group will present/review service plans for the Carbon Budget.</li> <li>• Update of progress provided to Sustainability Sub Committee (August 31<sup>st</sup>) – feedback invited.</li> </ul>
By November 3 <sup>rd</sup> 2016	<ul style="list-style-type: none"> <li>• All reports pulled together for overall Council Carbon Budget Template plan for 2017/18.</li> <li>• Services will have had a chance to review and provide feedback on the Council Template, including Finance.</li> <li>• Draft finalised for Carbon Budget Conversations.</li> <li>• Update of progress provided to Sustainability Sub Committee (November 9<sup>th</sup>) – feedback invited.</li> </ul>