



# Scottish Environment LINK Carbon Management Report 2019-20

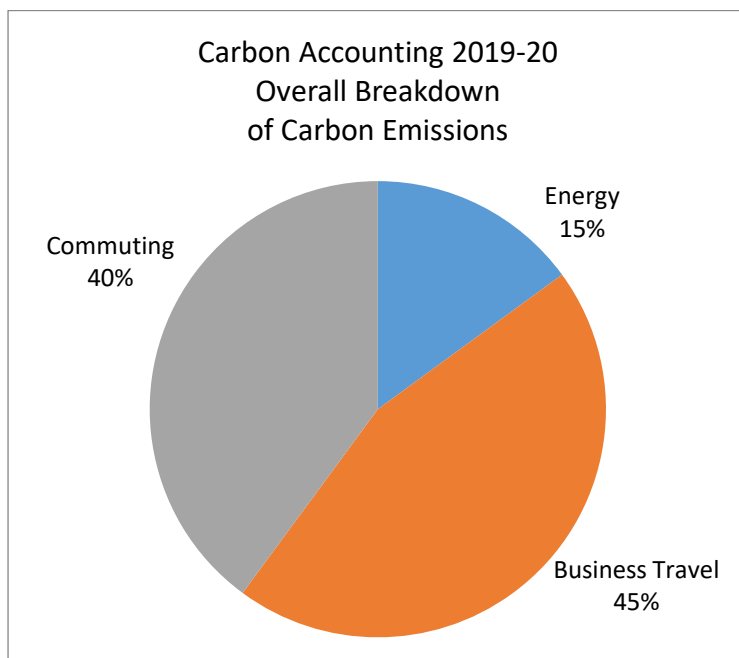
## Management summary

This is the eleventh published Carbon Accounts report from LINK.

(The information for 2013/4 had not been gathered and that year is missing from chart data).

The scope of this year's report is the same as previously: Energy emissions for both offices. Travel (both Business and Commuting) for all employees and for LINK Members attending LINK events; and waste and recycling from the Perth office – collection of data for LINK's Edinburgh office premises since October 2016 has not been possible.

Figures are calculated based on the conversion factors published in the [Government guidelines](#) for 2019.

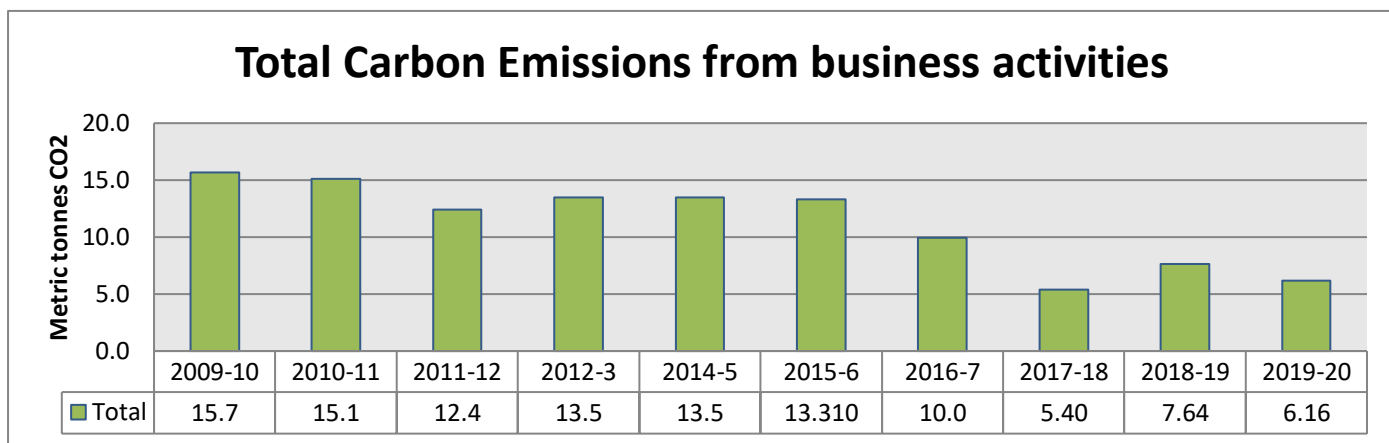


Overall our total Carbon Emissions for the year equated to 7.721 metric tonnes – a decrease of 2.42 tonnes on 2018/9. One of the main areas where a reduction was evident was staff commute to work (following a change in staffing), a drop of just over 37% in terms of miles travelled. Travel for LINK meetings (by our members) also showed a reduction of 17%. Travel for LINK staff increased in 2019 by just over 8%, overall all travel (in terms of miles travelled) dropped by 2%.

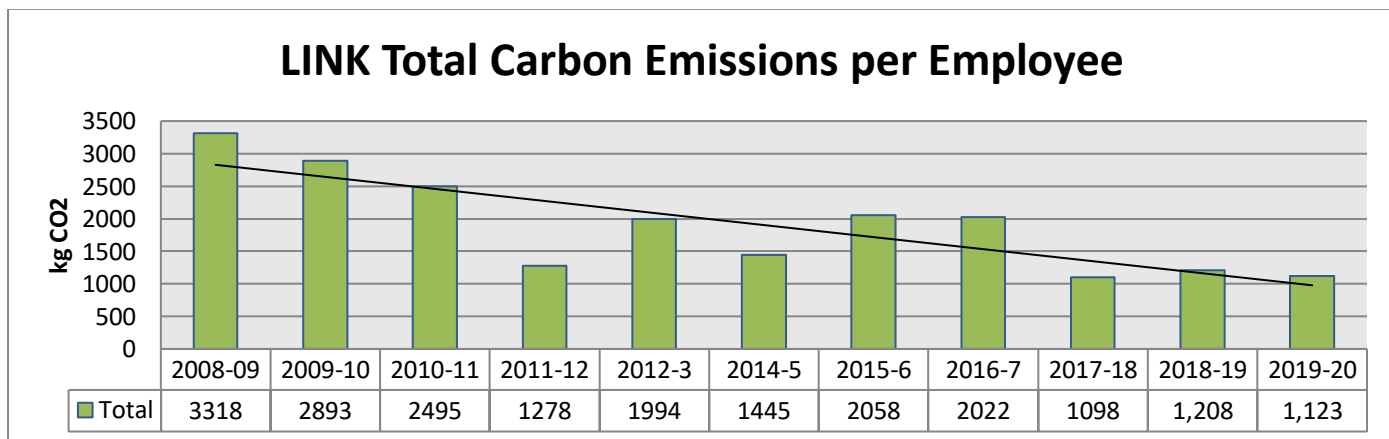
Our emission levels in terms of metric tonnes has also been positively impacted as the confirmed emission levels of kg CO2e (as reported in the [Government Conversion factors 2019](#)) in now lower across all forms of our transport and energy.

Excluding members’ travel, LINK’s business activities emitted 6.16 metric tonnes a reduction of 1.48 metric tonnes.

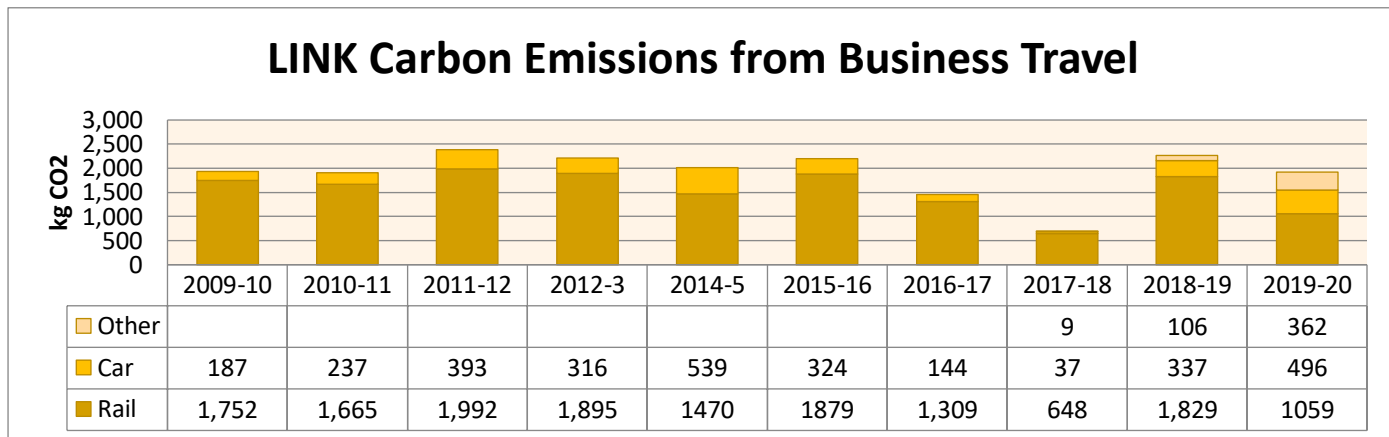
LINK's environmental policy is based on the principle of the "3 Rs" - reducing consumption of energy and other resources, re-using resources as much as possible and recycling where possible.



We were pleased to see a downward trend in our overall carbon emissions.



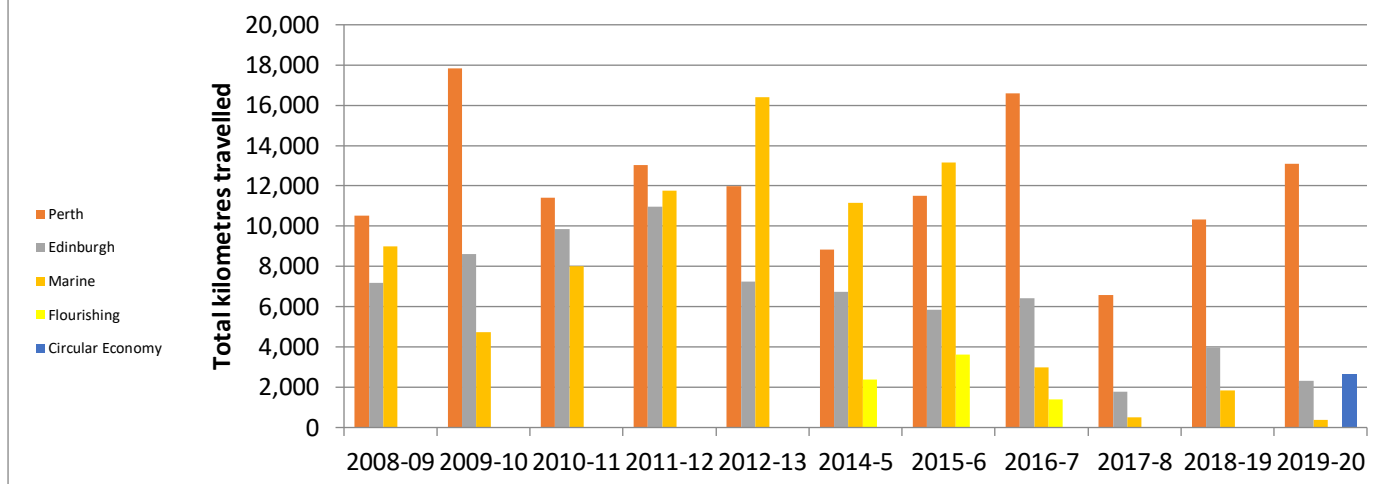
In 2019-20 our average carbon emissions per (fte) employee (including emissions due to commuting to work) decreased by 7.0% which we can attribute to a decrease in staff commute and an increase to our FTE staffing of 0.45. To further reduce business travel LINK have invested in on online video conferencing to support more staff and members to participate in meetings remotely. Initial feedback is very positive.



Rail travel remains the main form of travel for LINK staff, there has been a small increase in travel by car although this still remains our least preferred method, only using cars to travel when the public transport option is unfeasible. In total carbon emissions from business travel equated to 1.90, a decrease of around 0.26 metric tonne equating to an average 0.267 tonne per FTE, a small decrease from 2018/9 of 0.1 metric tonne.

The split of staff business travel between the different projects/offices can be seen below. This reflects a small increase in travel from the Perth office mainly by our Chief Officer, Deborah Long as she is being called on ever more often to work with a wider range of external Stakeholders to meet LINK’s goals of a more sustainable Scotland.

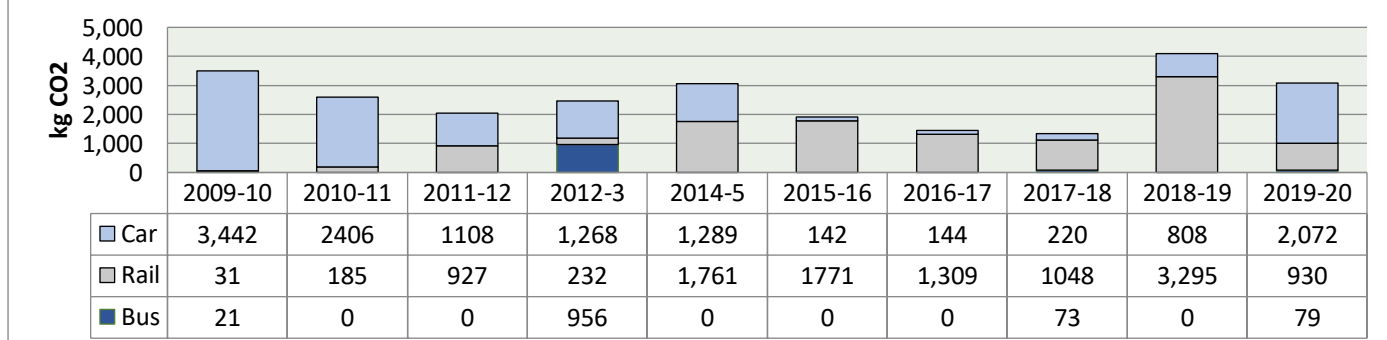
## LINK Business Travel trends 2008-20



Travel against all other projects remains low and less than previous year.

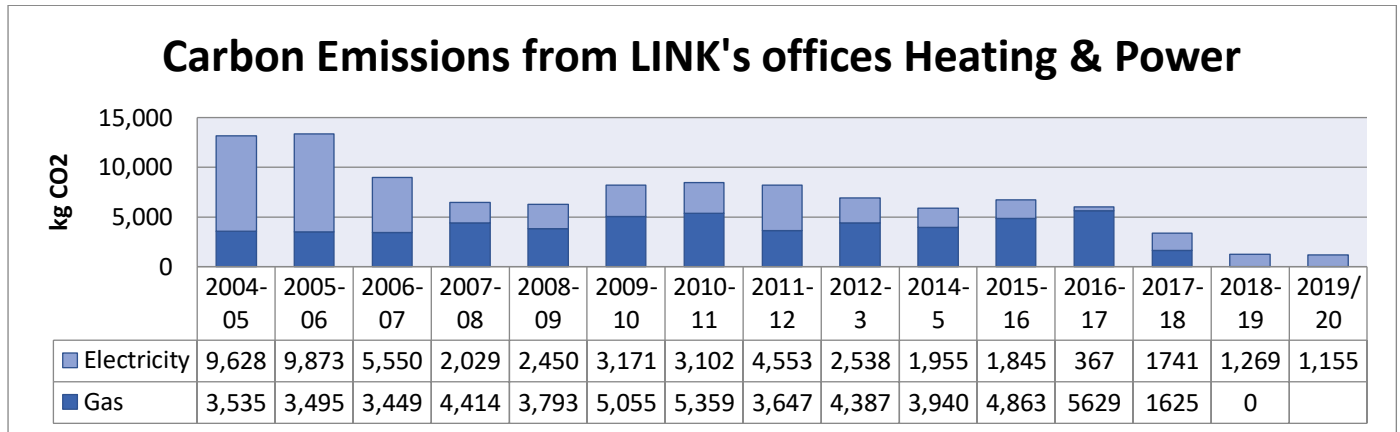
LINK has a policy of encouraging staff to avoid carbon emitting simple business travel by recompensing such journeys on bicycle or by foot at car mileage rates.

## LINK Carbon Emissions from Commuting to work

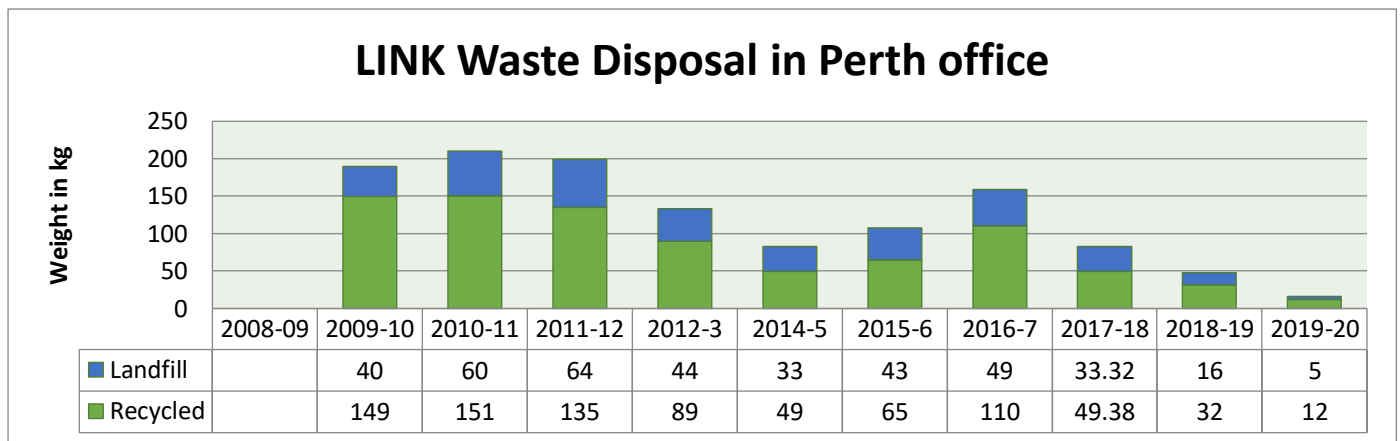


This also shows a reduction overall. Car travel has increased but this can be predominantly attributed to one member of staff who commutes from a rural area. More than half of LINK staff commute on foot or bicycle. LINK continues to offer staff the opportunity to participate in the Cycle to Work scheme to encourage more travel by bicycle.

## Energy



The LINK offices are exclusively serviced by electric power, our Edinburgh office is supplied by a 100% renewable source, but Perth continues to be supplied by a mixed supply. We continue to encourage our landlord in Perth to switch to a fully renewable supply.



LINK tracks waste disposed from its Perth office but is currently not able to capture that information for its Edinburgh office, although our Edinburgh staff of course separate their waste with as much as possible being sent for recycling and all food waste collected to be turned in to organic matter.

The amount of waste disposed to landfill from the Perth office has reduced; this can be partly attributed to a continued lower use of LINK meeting room.

In the Perth office we recycle all our organic matter using the Local Authorities' garden and food waste composting service and in Edinburgh to home composting.

## **Improving our carbon management in 2020-21**

In light of the Covid-19 outbreak from mid-March 2020 LINK has transferred all meetings to on-line using a mixture of Zoom and Microsoft Teams. Additionally LINK staff have been supported to work from home until it's deemed safe to return to the office. This will hopefully pave the way for more meetings to be held virtually and provide more options for home-working for staff in the future.

## Detailed carbon accounts breakdown

Conversion factors used are as published in the [Government guidelines](#) for 2019.

Scottish Environment LINK - Carbon Accounting											
2019-20 Carbon Emissions - Detailed Summary											
Category	Unit of measure	Office / Project						TOTAL	Conv factor	Total kg CO2	business travel
		Perth *	Edinburgh	Marine	Circular Economy	LINK Meetings					
Energy	Gas	kWh			n/a	n/a	n/a	0	0.1836	0	
	Electricity	kWh	4,519		n/a	n/a	n/a	4,519	0.2556	1,155	
Energy	<b>TOTAL</b>	<b>kWh</b>	<b>4,519</b>	<b>0</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>4,519</b>		<b>1,155</b>	
Business travel	Local Bus	miles	10	0	24	0	897	1498	0.10471	157	151
	Coach	miles	0	0	0	0	0	0	0.02779	0	0
	Rail	miles	10,926	2,053	360	2651	6297	35867	0.04115	1,476	417
	Tram	miles	0	6	0	0	20	42	0.03508	1	1
	Ferry	miles	0	0	0	0	156	251	0.01874	5	5
	Air	miles	1,418	0	0	0	0	2282	0.15573	355	0
	Taxi	miles	12	8	0	0	0	32	0.2084	7	0
	Car (petrol)	miles	741	254	0	0	1985	4796	0.30945	1,484	989
	Car (diesel)	miles	0	0	0	0	0	0	0.27161	0	0
	Bicycle	miles	0	0	0	0	64	103	0	0	0
	Foot	miles	0	0	0	0	27	43	0	0	0
Business travel	<b>TOTAL</b>	<b>miles</b>	<b>13,107</b>	<b>2,321</b>	<b>384</b>	<b>2651</b>	<b>9355</b>	<b>27818</b>		<b>3,485</b>	<b>1,563</b>
Commuting	Local Bus	miles	0	468	0	0	n/a	753	0.10471	79	
	Coach	miles	0	0	0	0	n/a	0	0.02779	0	
	Rail	miles	0	5,406	8640	0	n/a	22605	0.04115	930	
	Tram	miles	0	0	0	0	n/a	0	0.03508	0	
	Taxi	miles	0	0	0	0	n/a	0	0.15573	0	
	Black cab	miles	0	0	0	0	n/a	0	0.2084	0	
	Car (petrol)	miles	4,160	0	0	0	n/a	6695	0.30945	2,072	
	Car (diesel)	miles	0	0	0	0	n/a	0	0.27161	0	
	Bicycle	miles	396	792	396	0	n/a	2549	0	0	
	Foot	miles	0	1,032	0	0	n/a	1661	0	0	
Commuting	<b>TOTAL</b>	<b>miles</b>	<b>4,556</b>	<b>7,698</b>	<b>9,036</b>	<b>0</b>	<b>0</b>	<b>30053</b>		<b>3,081</b>	
Recycled waste	Paper	kg	12	n/a	n/a	n/a	n/a	12			
	All others	kg	0	n/a	n/a	n/a	n/a	0			
Recycled waste	<b>TOTAL</b>	<b>kg</b>	<b>12</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>12</b>			
Landfill waste	<b>TOTAL</b>	<b>kg</b>	<b>5</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>5</b>			
<b>TOTAL</b>										<b>7,721</b>	