****

**SPORT**SCOTLAND **SPORT AND CLIMATE CHANGE FRAMEWORK AND**

**SELF ASSESSMENT**

**Foreword**

Climate change will have wide ranging impacts across all aspects of society. Sport is no exception. As well as being impacted by climate change, sport contributes to climate change and has other negative impacts on the natural environment. Whether it is our facilities, events or travel, the sport sector needs to find ways to improve our environmental sustainability.

Scottish Government has set a net zero target of 2045. At COP26 in Glasgow, Maree Todd MSP, Minister for Sport committed to exploring a package of climate action support for Scottish sport, working closely with **sport**scotland, Zero Waste Scotland, and Scottish governing bodies of sport (SGBs).

**sport**scotland are committed to continuing to reduce our own environmental impact, but we understand that we can make a larger contribution to this agenda by supporting the sector to reduce its impact. Similarly, many SBGs will have relatively limited direct organisational impacts, but you can use your influence to achieve larger reductions in the impacts of your sports – clubs, venues, events, and participants. We are clear that we cannot wait until we are perfect before we start to support the sector and we encourage you to adopt this approach for your own sports.

We have worked with Scottish Government, Sport England and Sport Wales to consult with SGBs and wider sport sector to develop our understanding of the support required. Alongside this we have offered SGBs initial Carbon Literacy training and worked as part of the Sport Environment & Climate Coalition to launch a UK-wide [Resource Hub](https://basis.org.uk/resources/sport-environment-and-climate-coalition-resource-hub/). We will continue to work with partners to identify opportunities to provide SGBs and the sport sector with support to reduce our collective environmental impact.

We have consistently heard from SGBs that you would benefit from guidance to help you understand how to get started and to provide you with a framework to plan action. We have been able to tap into the expertise of the British Association for Sustainable Sport (BASIS) to develop this guidance. We asked BASIS to combine their own environmental sustainability principles with the United Nations Sport for Climate Action commitments to create a framework that will help SGBs consider how to plan their work in this area and identify the operational areas where action is required. While we recognise that sport has a range of environmental impacts (e.g., biodiversity impacts and release of microplastics), we have made a conscious choice to focus this first framework on supporting SGBs to take climate action by reducing the carbon emissions of your sport.

We hope you find this Framework helpful.

Forbes Dunlop

**sport**scotland CEO

This document is organised into four sections:

* Section 1 presents a pre-amble of background information about climate change and sustainability issues in general. It is intended to provide context and offer a common level of knowledge and understanding.
* Section 2 describes the framework, including a ten-point action plan.
* Section 3 provides a self-assessment for SGBs to indicate where they can act to improve policies around climate change, reduce their greenhouse gas emissions and encourage others in their sport to take action too.
* Section 4 gives guidance on how to calculate a carbon footprint, including the type of data you need.

**Contents**

[Section 1: Background Information 3](#_Toc146208850)

[1.1 An introduction to Sustainability 3](#_Toc146208851)

[1.2 Economic, Social and Environmental issues 4](#_Toc146208852)

[1.3 Implementing Sustainability Principles 6](#_Toc146208853)

[1.4 Climate Action 8](#_Toc146208854)

[1.5 United Nations Sport for Climate Action 8](#_Toc146208855)

[Section 2: The **sport**scotland Climate Action Framework 11](#_Toc146208856)

[2.1 The UNS4CA commitments and a ten-step framework 11](#_Toc146208857)

[2.2 Using the BASIS Principles to focus on Climate Change 15](#_Toc146208858)

[Section 3: The **sport**scotland Climate Action Self-Assessment 23](#_Toc146208859)

[Section 4: How to report greenhouse gas emissions 28](#_Toc146208860)

[4.1 What to report – Greenhouse Gases 28](#_Toc146208861)

[4.2 How to report 28](#_Toc146208862)

[4.3 What to report – Data Quality 29](#_Toc146208863)

[4.4 What to report – Activities, Scopes and Categories 30](#_Toc146208864)

[4.5 What to report – Data Gathering 34](#_Toc146208865)

[4.6 When do I report? 36](#_Toc146208866)

# Section 1: Background Information

The planet is facing unprecedented issues. Weather patterns are changing and are becoming more extreme, natural systems, and the ecosystem services they support, are breaking down and waste materials and chemicals are accumulating in rivers, lochs and oceans and in the air that we breathe. International bodies like the United Nations, National Governments and civil society organisations are recognising that the triple threat of Climate Change, Biodiversity loss and Pollution is threatening natural systems and human society.

The impacts of climate change will affect sport in many ways. For individuals, we may be playing or training in unpredictable extreme heat, in heavy rain or with poor air quality. For clubs, more powerful storms may cause damage to facilities, preventing play and requiring expensive repairs. Meanwhile, major events may be impacted by extreme weather and league competitions may be disrupted with matches postponed, causing fixture chaos and incomplete seasons. Over time the way certain sports are played may change because of changing environmental conditions.

We know that many of the changes that are happening are because of the way human beings behave. Climate change is being caused mostly by greenhouse gas (GHG) emissions from burning fossil fuels, construction and agriculture. Biodiversity loss is caused by direct persecution of animals and destruction of habitats and is also increased by climate change. Waste and pollutants, that cannot be broken down naturally, accumulate in the environment and reach levels that may be toxic to life.

Many people are passionate about sport as a participant or as a fan. We often keep sport separate from other aspects of our lives, but sport will be impacted by climate change, directly or indirectly. The fact that these problems are caused by our actions means that we have an opportunity to change to reduce these impacts. Sport can contribute by adapting the ways that we manage and organise sport. Where sport is different to other sectors is that we have an opportunity to influence how people behave by putting these actions into a sporting context.

The purpose of this document is to provide SGBs with clear information on the links between sustainability issues and sport and step-by-step guidance on how you can make your organisation and your sport more sustainable, with a particular emphasis on climate change and climate action. It will provide a framework to assess current strengths and weaknesses, guidance on how to reduce your impacts and a process to estimate your current carbon footprint.

## 1.1 An introduction to Sustainability

The term “sustainability” can mean different things to different people and in different contexts. There is a UN definition of sustainability is: meeting the needs of the present without compromising the ability of the future generations to meet their own needs. Often, we talk about sustainability in purely financial terms – in this way a ‘sustainable’ organisation is one that manages its finances to make a profit or, at least, break even, at the end of the year so that it can continue to function, do business, and fulfil its purpose. A wider use of the term extrapolates this concept to a longer-term approach recognising more complex, interconnected issues that may impact the future viability of the organisation. Every organisation works within a broader economic, social and environmental context. For example, even without invoking any of the recent changes due to climate change, bad weather will impact spectator attendance at an event, so impacting revenue in the short-term. It may also impact engagement and participation if the effects are prolonged. The logical result of more bad weather, as predicted by climate change, is increased likelihood of such weather-related impacts, and so less confidence in financial performance and participation in sport. Hence, broader sustainability issues should be included in any organisation’s risk register so they can be understood, accounted for and planned for.

Climate change is widely regarded as the most serious environmental sustainability issue that we face and governments around the world are planning reductions in greenhouse gas emissions. In response, the Scottish Government has committed to a target of net-zero emissions of greenhouse gases by 2045. All sectors, including sport, will have to work independently and together, to decrease emissions to meet this target. Given the urgency to respond to climate change, and the need to meet this target, most of this guidance will be about climate change and reducing greenhouse gas emissions. But first we will put this into context and look at some broader sustainability issues.

## 1.2 Economic, Social and Environmental issues

Sport is well-placed to understand and address sustainability issues. Often our sports are played outdoors in the natural environment, and even when the actual competition is indoors, much of the training is outdoors. For some sports the ‘field of play’ is fully in the natural environment – think of snow sports, mountain sports, water sports, open water swimming, triathlon, and rowing. For others natural processes are managed and used to create grass playing surfaces for golf, rugby, football, cricket, bowls, horseracing, and more. Meanwhile, air quality affects everyone and environmental conditions have an impact on food availability and quality. So, changes to the environment impact the delivery of sport and the people that play.

Sport influences communities, probably more than any other human activity. This impact can be on a range of scales from a global fan base to a local village community. Sport can have a positive impact on lives and instil a sense of belonging, purpose and respect among people. Sport can be inclusive, sport can provide health benefits, sport can start conversations. The ability of sport to do good is a powerful tool and we can use sport to talk about climate change.

Finally, sport can be a hub for different sectors to come together to put on an event. This could be anything from a national or international championships to a local clubhouse. All events use energy to light and heat the venue, food and drink will be served, people will travel to the event, the venue will be cleaned, and water will be used to irrigate the pitch, cook the food and flush the toilets. All these take resources and all of them cost money so being more efficient with resources can also save you money. In the context of sustainability, the economic impact isn’t just about getting the cheapest price (although, of course, that is a financial benefit), but it is also about doing good with your money and having a lasting positive impact. For example, assuming they can offer the required service, would you use a local company, so enhancing the local economy and retaining local employment, rather than going for a big national, or transnational, company? Every transaction can have an impact on your club, the local economy, local community and environment.

## 1.3 Implementing Sustainability Principles

BASIS has developed twelve principles that provide a practical focus for policy development and activity. They were initially created to help manage a physical venue but can be adapted for most organisations and events. These are summarised below:

|  |
| --- |
| PROCESSES |
| MANAGEMENT |
| POLICY AND PRACTICE |
| PERFORMANCE |
| INNOVATION |
| FUTURE GENERATIONS |
| PRINCIPLES |
| SOCIALAccessibility and EqualityHealthy OptionsEngagement and Education |
| ECONOMICProcurement and EmploymentEconomy and Community |
| ENVIRONMENTALEnergy and EmissionsWaste ManagementWater and EffluentsMaterials and ChemicalsTransport and TravelFood and DrinkBiodiversity and Habitats |

The five processes are management activities that are defined as follows:

|  |  |
| --- | --- |
|  | **Management** – Management refers to how the organisation approaches and addresses sustainability related decisions. It includes aspects such as roles and responsibilities; training and awareness; feedback and recognition; and reporting and monitoring processes. |
|  | **Policy and Practice** – Policy and practice looks at what guidance has been published and is available to staff, players, volunteers and visitors and how it is implemented. |
|  | **Performance** – Gathers empirical data to quantify the impacts of the organisation and assess how performance has changed over time. |
|  | **Innovation** – Allows recognition of those organisations who have developed best practice activities beyond current standards or who have undertaken activities that have not been covered under the principles and guidance currently offered in the standard. |
|  | **Future Generations** – Assesses how clubs and venues are planning and preparing for ongoing improvements, looking well into the future. |

The twelve principles are classified under the three pillars of social, economic and environmental sustainability and are defined as follows:

 SOCIAL

|  |  |
| --- | --- |
|  | **Accessibility and Equality** – To provide facilities, services and events that are physically accessible to all and to provide a welcoming atmosphere with knowledgeable, confident staff and volunteers. |
|  | **Healthy options** – To give opportunities to staff, volunteers, fans, participants and others to improve their physical and mental well-being, including healthy food options and opportunities for active travel. |
|  | **Engagement and education** – To engage with, and respond to the needs of, your communities of interest at all scales and to actively educate and advocate for a more sustainable society including sporting activities, events and venues. |
| ECONOMIC |  |
|  | **Procurement and Employment** – To incorporate economic, social and environmental considerations into all procurement and employment decisions, including into tender processes and supplier contracts. |
|  | **Economy and Community** – To support and have positive impacts on the local economy and local community. |
| ENVIRONMENTAL |  |
|  | **Energy and emissions** – To minimise greenhouse gas emissions from all operational sources including buildings, equipment and event overlay. This shall include emissions from non-energy sources such as refrigeration. |
|  | **Waste Management** – To minimise the generation of waste from operational activities and events. All unavoidable waste to be re-used, recycled or recovered with no waste sent to incineration or landfill. |
|  | **Water and Effluents** – To use water efficiently and effectively, to manage wastewater appropriately and to design buildings and hard landscaping surfaces to avoid local issues such as flooding. |
|  | **Materials and Chemicals** – To use sustainable, healthy, non-toxic products and raw materials with low embodied energy which are sourced locally and made from reusable, recyclable and/or recycled resources. |
|  | **Transport and Travel** – To minimise the impacts of transport and travel by reducing journeys and using low and zero carbon transport and travel options. |
|  | **Food and Drink** – To reduce the impact of food and drink production, use and disposal; minimise waste and, where unavoidable, segregate and dispose of waste in a positive- or low-impact way; and redistribute unused food and drink. |
|  | **Biodiversity and Habitats** – To enhance and protect biodiversity and wildlife habitats through appropriate land use, management of events, integration into the built environment and raising awareness of participants. |

## 1.4 Climate Action

Climate change is the most urgent environmental sustainability issue, and its effects are already being felt across the world, including in the UK. While impacts will vary in different countries, as a rough rule of thumb, weather patterns will remain similar (because geography and seasons won’t change) but the extremes will become more extreme, and the worst extremes will happen more frequently and more forcefully. So, while Scotland has already experienced occasional disruptive and damaging storms, these will happen more often in the future and will probably cause more damage. The general warming trend means that winters will likely be wetter, but with far less predictable and reliable snowfall.

There is a time-lag between greenhouse gases being emitted and the impacts they have, so some of the impacts are yet to appear, but are already loaded into the system. However, it makes sense to take action to try to stop things getting much worse. Hence the Scottish Government commitment to reduce greenhouse gas emissions and be carbon neutral by 2045. This apparently long timescale is ambitious and indicates the time needed to develop new technologies for those sectors that are hard to decarbonise. It doesn’t mean that we have time to wait before we act. As noted above, urgent action is required to reduce the impacts moving forwards, and early action now will reduce the impacts felt in the future by our children, grandchildren and future generations.

## 1.5 United Nations Sport for Climate Action

The United Nations Sport for Climate Action framework (hereafter UNS4CA) is a programme devised by the United Nations to engage with sports organisations to help them reduce their own carbon footprints, but also to start a conversation with fans around how climate change is affecting sport, and to encourage them to take action to reduce those impacts.

The UNS4CA framework has two overarching goals:

1. Achieving a clear trajectory for the global sports community to combat climate change, through commitments and partnerships according to verified standards, including measuring, reducing, and reporting greenhouse gas emissions, in line with the well below 2°C scenario enshrined in the Paris Agreement[[1]](#footnote-1);
2. Using sports as a unifying tool to federate and create solidarity among global citizens for climate action.

and five commitments for organisations to take on. These are:

1. To undertake systematic efforts to promote greater environmental responsibility:
	* This moves climate awareness and action away from *ad hoc* actions to be incorporated into the strategy of the organisation across all activities. Practically it should include representation and discussion of climate issues at Board level.
	* It also includes encouraging action in other organisations where it has influence, including providing guidance and advice.
2. To reduce overall climate impact:
	* This requires organisations to measure and understand their climate impacts and then take action to reduce.
3. To educate for climate action:
	* This encourages sharing of good practice and accomplishments beyond the organisation to other stakeholders in your sport (e.g., clubs, facility operators, athletes, participants, coaches and volunteers) and includes training of staff, volunteers and others in climate awareness.
4. To promote sustainable and responsible consumption:
	* This pushes climate action up and down the supply chain, encouraging organisations to speak with suppliers and choose lower impact options, including travel and transport options.
5. To advocate for climate action through communication:
	* This promotes climate awareness through social media and traditional media channels at events, grounds and venues, supporting athletes to speak on the issues (if they show interest) and providing information to clubs, venues, members, fans and participants.

Organisations that sign up to the UNS4CA framework must calculate their carbon footprint (and use this as a baseline for future comparisons), commit to reduce their greenhouse gas emissions by 50% by 2030 and reach net zero greenhouse gas emissions by 2040. This is ahead of the Scottish Government target of net zero emissions, as a nation, by 2045. UNS4CA hope to inspire sport to lead the way and demonstrate real change to participants and fans.

The process requires that the head of the organisation (likely the Chief Executive) makes the pledge to be net-zero by 2040. The organisation must then submit a plan for how they will achieve their interim plans to reduce their emissions. Finally, signatories will submit annual publicly reported emissions data. These requirements mirror the UN Race to Zero campaign supported by thousands of businesses and other bodies all over the world.

This framework uses these five actions to structure the responses that SGBs can take to reduce your overall impact on the environment, with a particular focus on climate action. We recognise that different SGBs will be at different stages with regard to the actions already taken so this provides a foundational structure for sports at any level of activity to focus their actions to make a start, or to build on what you have already achieved. It also aligns with the UNS4CA framework so allows future opportunities to sign up to the international framework.

# Section 2: The sportscotland Climate Action Framework

The **sport**scotland Climate Action Framework combines the five UNS4CA action points and the BASIS 12 Principles to guide management actions and policy making around climate change and sustainability and show how you can reduce your impacts.

The UNS4CA principles[[2]](#footnote-2) are used to guide an ordered series of steps to be taken to implement your sustainability action plan. The BASIS 12 Principles[[3]](#footnote-3) show the operational areas where you can take action and defines targets and opportunities for action.

## 2.1 The UNS4CA commitments and a ten-step framework

The following ten-step framework puts the five UNS4CA commitments into practice.

|  |  |
| --- | --- |
| **UNS4CA commitment** | **Climate Action Framework** |
| 1. Undertake systematic efforts to promote greater environmental responsibility. | 1. Incorporate climate change and sustainability issues into the organisation’s strategy |
|  | 2. Appoint Board level responsibility for sustainability and climate change issues |
| 2. Reduce overall climate impact | 3. Measure your carbon footprint.  |
|  | 3a. Remeasure your carbon footprint |
|  | 4. Plan and implement actions to reduce your organisation’s carbon footprint.4a. Plan, communicate and help to implement actions to reduce the carbon footprint of your sport. |
| 1. Educate for climate action
 | 5.Share plans, results and good practice with others, including clubs. |
|  | 6. Provide climate awareness training for staff, volunteers and club officials. |
| 4. Promote sustainable and responsible consumption | 7. Speak with suppliers, and other stakeholders, about climate change |
|  | 8. Include sustainability requirements in tender processes, contracts and reporting |
| 5. Advocate for climate action through communication | 9. Include climate change and sustainability messaging in your communications |
|  | 10. Speak with, and support, your athletes who want to act on climate change |

The actions are explained in more detail below. They can be taken in the order listed, though there is flexibility and some actions can be taken at the same time. You should optimise the actions for your circumstances. There is a need to act quickly so running some elements in parallel will bring quicker results.

**1. Incorporate climate change and sustainability issues into the organisation’s strategy**

Sustainability issues should be included in your organisation’s planning and strategy processes in the same way that Health & Safety, Equality, Diversity and Inclusion, and Safeguarding are embedded in policy documents and enacted in day-to-day processes.

**2. Appoint Board level responsibility for sustainability and climate change issues**

Sustainability issues should be regularly reported on at Board level. Discussions should include the performance of the SGB and, as far as is practicable, the performance of the sport more generally, as well as opportunities for future improvements.

Ask Board members if there is anyone with a particular interest, experience or skills in sustainability who would be willing to champion sustainability issues for the organisation and report on performance at Board level.

If there is no willingness or experience within current Board membership, consider co-opting someone with the knowledge, or include sustainability expertise as a desirable quality in the next round of elections to the Board.

This person does not necessarily have to be an expert in climate change and sustainability but should be open and willing to learn about the issues and how they will impact your sport, including your fans and participants, and society and the environment more generally.

**3. Measure your carbon footprint**

Measure your organisation’s carbon footprint in as much detail as you can (see section 4 for guidance on how you can do this). You will probably already have some of the data needed, some data should be easy to get hold of, other data will be harder, and there will be a lot that you have not collected yet. The first carbon footprint you calculate will, almost certainly, not be complete and will act as a guide and learning experience. Your second carbon footprint will, very likely, be higher because you will be able to include more information in it.

Once you have understood your own carbon footprint you should try to measure the carbon footprint of your whole sport, as far as you can.

At some stage, your data gathering and impact assessment should extend to measuring your impacts on other areas including waste management, water use and other principles but, for now, we will focus on carbon emissions.

**3a. Remeasure your carbon footprint**

The first estimate provides a baseline. You should remeasure your carbon footprint after a suitable period. An annual assessment provides a good comparison. Ideally this time period will also give some time for new policies to be put in place and so should see some reductions in emissions.

**4. Plan and implement actions to reduce your carbon footprint**

Review and interpret your carbon footprint. By understanding where your emissions are coming from you can start to work out what you can do to reduce them. Formulate a plan to make changes that can directly reduce your emissions. Some actions will be no- or low-cost, some will need investment of time and/or money.

**4a. Plan, communicate and help to implement actions to reduce the carbon footprint of your sport**

Look at how you can work with your sport to help affiliated clubs reduce their carbon impacts. This could be as simple as providing information about the impacts of climate change or guidance on how to calculate a carbon footprint for their club. Eventually, it would be interesting and useful to collate information from clubs to try to understand the impact of the whole sport.

**5. Share plans, results and good practice with others**

Be willing to share information with others, including your members, affiliated clubs, commercial partners, fans and other SGBs about what you have done well, your positive results, and also what hasn’t gone quite so well! Talk about how you have saved carbon, but also where you have saved money.

**6. Provide climate awareness training**

If staff and volunteers working for SGBs and clubs understand the issues, the policy actions, what is expected of them and why, they are more likely to join in and to understand where they can pro-actively reduce impacts.

Some of the lowest cost actions can be through behavioural change. For example, encouraging staff to switch equipment off can make a significant difference to carbon emissions, but will also save you money on energy bills.

In this context ‘staff’ should include volunteers who may contribute to your carbon footprint. And don’t forget to include the Executive Team and Board in the awareness training.

**7. Speak with suppliers, and other stakeholders, about climate change**

Start the conversation with suppliers and other partners, including sponsors. It is worth remembering that most suppliers will have had similar conversations with other clients about climate change. They will likely have answers to some of your questions already and may be able to help quickly. You don’t have to be an expert to initiate a conversation. It is enough to say that climate change is important to your organisation, reducing GHG emissions and climate impact is in your long-term strategy and you would like to explore how they can help.

Communicate with participants, fans and spectators at your events on sustainability issues. Show them that you understand the risks to your sport and that you are taking action to mitigate the impacts of climate change on the sport they play, watch and love.

**8. Include sustainability requirements into tender processes, contracts and reporting**

Once the conversation has started, the next step is to include sustainability requirements into tender processes and contracts. This doesn’t need to be very detailed. While you know what you need from the supplier, they are the expert in delivering the product or service. They may already be thinking about how to reduce their carbon footprint and other impacts and be able to tell you about all of the good things that they can do for you. If a current or potential supplier is not already thinking about carbon emissions, then it is worth starting that conversation.

In a tender document you simply need to ask (for example) “*Reducing our environmental impact is important to us. How can you help us to reduce our carbon footprint and other impacts on the environment?*”. Then add a weighted score to your assessment criteria. The resulting contract could include specific criteria for goods provided or performance levels. Finally, there should be a requirement for reporting on carbon emissions and other relevant issues.

**9. Include Climate Change and Sustainability messaging in your Communications**

Start to talk about what you are doing to a wider audience. Use social media channels, include articles in newsletters and on your website and, if available, speak to print and broadcast media about what you are doing to reduce your impacts and that of your sport. This can include providing solutions (e.g. public transport options for fans).

This will need to be done in an intelligent way as there will be those who will criticise (especially on social media). If you talk about doing something good, be prepared for people pointing out that you are doing something bad elsewhere. (It is impossible to have no impact at all!) The fact is, society in general is where it is. Collectively, we have got to a position where the accumulated effects of what we have been doing for the last few decades are starting to have an impact on natural systems. It is going to take time to move away from these impacts. What we need is action. Your stories should be about the positive changes that you have made to the SGB and encouraged in your affiliated clubs, but be ready to respond if criticism comes. Be resolute and confident that you are doing the right thing for your sport, for society and for the planet.

**10. Speak with and support athletes who want to act**

Have a conversation with your athletes and find out if any are passionate about environmental issues. It might be that they could be an ambassador to speak with the media and with other clubs and be used to explain the actions being taken and what it means for your sport. Support those athletes who want to use their voice personally to talk about climate change and sustainability issues.

## 2.2 Using the BASIS Principles to focus on Climate Change

The BASIS principles provide an operational approach and cut across the different environmental issues so that most of the 12 Principles listed will have an impact on climate change through the greenhouse gases emitted under each of the identified activities (see the table below).

One thing that is very important to remember is that taking action on climate change, or any other sustainability issue, isn’t about asking you to do more, but to do things differently. For example, to put on a competition, you will have to select a venue, plan transport and travel and provide catering, cleaning and waste management facilities; much of this planning will be done with third-party partners who will work out the details in their own area of expertise. The point is there are no completely new tasks to undertake, just a different set of questions to ask and KPIs to hit. This framework and self-assessment process will provide many of these questions, give a structure to understand where you are at the moment and what you can do as next steps. Just as you don’t have to be an expert in every detail of every decision for event planning, you don’t have to understand every detail of the science behind each sustainability issue. You just need to have the vision and policies in place and then ask the right questions of the right people at the right time. There will be some additional post-event reporting to monitor the effectiveness of the activities and to feedback to improve the next competition.

Similarly, you don’t have to be an expert to encourage your sport, as a whole, to act to reduce impacts. There will almost certainly, be people in affiliated clubs who are passionate about the environment and would welcome the opportunity to combine their love of sport with their passion for the environment. It would take some planning and co-ordination, but could have a significant impact.

|  | **Principle** | **Impacts on Climate Change** | **Possible Actions and Opportunities** |
| --- | --- | --- | --- |
|  |  |  |  |
|  | **Accessibility and Equality** – To provide facilities, services and events that are physically accessible to all and to provide a welcoming atmosphere with knowledgeable, confident staff and volunteers. | * No direct impacts on climate change.
* However, it is important to note that, because of inequalities in society, climate change will have a more significant impact on some people and some groups than others.
 | **sport**scotland supports action on inequalities through its EDI approach.  |
|  | **Healthy options** – To give opportunities to staff, volunteers, fans, participants, and others to improve their physical and mental well-being, including healthy food options and opportunities for active travel. | * More sustainable, healthier food options typically have a lower carbon impact. This can include plant-based, seasonal, and local food choices.
 | * Implement a food policy for all suppliers and concessions to include a requirement for local and seasonal food.
* Introduce plant-based food options to the menu available at each outlet at your venue or event.
 |
|  |  |  |  |
|  |  | * Active travel choices, including walking and cycling have a lower carbon footprint than motorised forms of transport, including public transport. They also have health benefits.
 | * Where possible, select venues accessible by active travel options (possibly in combination with public transport).
* Provide information to spectators about active travel options.
* Provide adequate infrastructure to encourage spectators or participants to cycle to venues.
 |
|  | **Engagement and education** – To engage with, and respond to the needs of, your communities of interest at all scales and to actively educate and advocate for a more sustainable society including sporting activities, events, and venues. | * Individuals benefit from understanding climate change and sustainability issues, made relevant and relatable to them through the sport they enjoy playing or watching. This may encourage them to make changes in their own lives, so amplifying your impact.
 | * Provide awareness training to staff and clubs so they understand the issues and can make more climate friendly decisions and implement the policies.
* Provide relevant information to members, participants, and spectators so they understand why you are taking the actions you are taking.
* Provide information to participants so they understand the potential impact of climate change on the sport they enjoy playing or watching.
 |
|  |  | * Reputational benefit to the organisation for speaking about difficult issues and being seen to take action to mitigate and adapt to future changes.
 | * Many organisations see benefits from addressing climate issues, including enhanced sponsorship deals with increased opportunities for activations around sustainability and climate issues.
 |
|  | **Procurement and Employment** – To incorporate economic, social, and environmental considerations into all procurement and employment decisions, including into tender processes and supplier contracts. | * A large proportion of an organisation’s carbon footprint will be in its supply chain and the items purchased, whether through manufacture, use and/or disposal.
 | * Speak with suppliers to understand the full impact of their products and to source lower impact products in future.
* Understand disposal options before purchase.
 |
|  |  | * Incorporating climate change issues in the procurement process will increase awareness and reduce associated emissions.
 | * Take the opportunity to educate your staff, and visitors why you use the products you use.
 |
|  |  | * A key GHG impact is staff commuting.
 | * Encourage and incentivise staff to use active travel or public transport options.
* When recruiting staff for events preferring local staff will reduce travel emissions
 |
|  |  | * Employment issues typically reflect social standards more than climate change issues.
 | * There are limited opportunities to directly reduce your greenhouse gas emissions through employment policies.
* Some product certifications will provide social, economic, and environmental benefits to third-party organisations, including improved employment conditions in producer countries.
 |
|  | **Economy and Community** – To support and have positive impacts on the local economy and local community. | * Working with local suppliers can reduce carbon emissions associated with transport.
 | * Implement a policy to prefer local producers and suppliers where they meet tender requirements and service levels.
 |
|  |  | * Working with local suppliers also benefits the local community through employing local people and keeping money circulating locally.
 |  |
|  | **Energy and emissions** – To minimise greenhouse gas emissions from all operational sources including buildings, equipment, and event overlay. This shall include emissions from non-energy sources such as refrigeration. | * Energy is a significant source of carbon emissions for most organisations coming directly from burning fuels (including gas in boilers or petrol in owned cars) and from using electricity generated from fossil fuel sources.
* Some pitch sports could include emissions from nitrogen fertilisers.
* Gases used in refrigeration and air conditioning can be powerful greenhouse gases.
 | * Switch to a renewable tariff for electricity.
* Generate renewable energy on-site if possible and practicable. This could include solar voltaic panels, solar thermal panels, and ground- or air-source heat pumps.
* ‘De-gas’ offices and facilities by reviewing options for heating, hot water, and cooking (as relevant).
* Review use of fossil fuel driven vehicles and equipment. Switch to fully electric (and charge from renewable sources) if possible.
* Monitor base loads (overnight or weekends) and make sure unnecessary equipment is switched off when not needed.
* Implement shut down (and recommission) processes for facilities that will not be used for a while.
* Review building fabric (including, for example, insulation and window glazing) to minimise heat leakage.
* Consider installing technology, to automate and/or centralise controls for energy use. This could include a full building management system to control systems and record usage data, to smaller-scale control systems, such as sensors and thermostats. The latter may require management protocols.
* If available, consider connecting to a local heat and power network. If you have large spaces, you could become a nett provider to such schemes.
 |
|  |  |  | * Review the application of artificially manufactured nitrogen-based fertilisers.
 |
|  |  |  | * Monitor loss of refrigerant gases. Take action to minimise losses.
 |
|  | **Waste Management** – To minimise the generation of waste from operational activities and events. All unavoidable waste to be re-used, recycled, or recovered with no waste sent to incineration or landfill. | * The impact of waste disposal varies depending on how it is done (e.g. recycling typically has a lower carbon footprint than incineration).
 | * Follow the waste hierarchy. Reduce the amount of waste produced, Reuse items where possible, Recycle where you can’t re-use.
* Provide the option for staff, visitors and participants to recycle. Make sure you provide accurate and clear guidance of what should go in which bin.
 |
|  |  | * Transportation of waste also emits greenhouse gases.
 | * Use a local waste management company to reduce transport impacts.
 |
|  |  | * Collect waste management data and verify your waste disposal
 | * Understand your waste impacts by requesting accurate reporting from your waste contractor.
* Go for a site visit to the contractor’s site – preferably following your own waste, if possible.
 |
|  | **Water and Effluents** – To use water efficiently and effectively, to manage waste water appropriately and to design buildings and hard landscaping surfaces to avoid local issues such as flooding. | * Mains water has a carbon footprint as it is moved by electric pumps.
 | * Monitor the volume of water used. If possible, include sub-meters on your own sites to understand your water use more accurately. For example, how much is used for irrigation, or in the toilets?
* Check for possible leaks by monitoring water flow over night (when you would expect water use to be low).
* Consider rainwater collection and use for irrigation of pitches.
* Consider rainwater and grey-water collection and use to reduce reliance on mains water. Stored water could be used for washing down facilities or toilet flushing.
 |
|  | **Materials and Chemicals** – To use sustainable, healthy, non-toxic products and raw materials with low embodied energy which are sourced locally and made from reusable, recyclable and/or recycled resources. | * Different materials and chemicals will have different greenhouse gas emissions associated with their manufacture, use and disposal.
 | * Speak to suppliers and request lower impact products. This can include recycled and recyclable products.
* Use local suppliers where possible.
 |
|  | **Transport and Travel** – To minimise the impacts of transport and travel by reducing journeys and using low and zero carbon transport and travel options. | * The way staff, participants and fans travel will have different greenhouse gas emissions and intensities.
 | * Encourage active travel where possible.
* Encourage staff, participants and fans coming to your venue to use public transport.
* Provide adequate infrastructure (i.e. safe cycle parking) to encourage spectators or participants to cycle to venues.
* If car access is necessary (e.g. for disabled fans or for an inaccessible location), consider incentives to encourage car-sharing.
* Provide electric vehicle charging if viable.
 |
|  |  | * Petrol and diesel vehicles have direct GHG emissions.
 | * Choose electric cars for staff, charged from renewable energy sources where possible.
* Use a taxi company with electric vehicles.
* Share vehicles where possible. This may include hiring a minibus to move large numbers of people including staff groups or teams.
* Ask suppliers about their vehicles. Monitor then minimise road miles by (for example) rationalising deliveries (e.g. if you have a regular daily delivery, could this change to every other day without having a significant impact?)
 |
|  |  | * Public transport has less emissions per person (lower intensity) due to the size of the vehicles and the number of people on them.
 | * Where possible, select venues accessible by public transport and/or by active travel options.
* Provide information to spectators about public transport and active travel options.
 |
|  | **Food and Drink** – To reduce the impact of food and drink production, use and disposal; minimise waste and, where unavoidable, segregate and dispose of waste in a positive- or low-impact way; and redistribute unused food and drink. | * The way our food and drink are grown, harvested, processed, packaged, transported and stored have associated GHG emissions.
 | * Implement a food strategy for your organisation and your events.
* Prefer certified foods that meet certain environmental criteria.
* Provide plant-based options at all concessions at your event or venue.
* Use local and seasonal food.
* Collect and manage food waste separately.
* Redistribute edible, unused food to the community.
* Review food packaging. Some packaging is beneficial. Where necessary ensure food packaging is collected and disposed of in the best way possible.
 |
|  | **Biodiversity and Habitats** – To enhance and protect biodiversity and wildlife habitats through appropriate land use, management of events, integration into the built environment and raising awareness of participants. | * Local management of biodiversity and habitats will enhance natural ecosystems and may capture some carbon (though this is difficult to demonstrate).
 | * Depending on their location, if you have green spaces, let them grow more naturally or plant them with indigenous species.
* Where appropriate on your site encourage bats, birds and bugs with roosting and nesting boxes and bug hotels.
 |
|  |  | * Our attitude and approach to biodiversity and habitats will have a secondary impact on some other principles – for example, a more natural approach to food and drink will have a knock-on impact on biodiversity and habitats.
 | * Review the policies discussed above with biodiversity and natural habitats in mind.
 |

**Section 3: The sportscotland Climate Action Self-Assessment**

This section provides a series of questions for SGBs and their sports to assess their current level of engagement around managing and reducing their greenhouse gas emissions. The questions closely follow the ten-point framework presented in section 2 and the responses will provide a gap analysis of opportunities for future actions. The SGB should go through the questions responding according to their current activity, noting where there are omissions and consider how action can be taken to improve performance.

| **Assessment Question** | **Question** | **Response** | **Framework Point** | **Actions** |
| --- | --- | --- | --- | --- |
| 1 | Are sustainability issues, including climate change, regularly discussed at Board level in your organisation? | Y/N | 1 | * If no, consider adding sustainability issues and climate change onto the Board agenda as a regular item.
 |
| 2 | Are climate change and other sustainability issues, included in your organisation’s risk register? | Y/N | 1 | * If no, consider adding climate change to the risk register. This could be as a separate item or integrated into other future risks.
 |
| 3 | Are climate change and other sustainability issues, included in your organisation’s strategy? | Y/N | 1 | * If no, review your strategy to see where including climate change would fit into your current strategy.
* This does not necessarily need a rewrite, but an additional document could interpret climate change and incorporate into current strategic goals.
 |
| 4 | Does your organisation have a written policy that covers environmental sustainability, including climate change? | Y/N | 1 | * If no, consider writing a sustainability policy indicating your approach to environmental issues, including climate change.
 |
| 5 | If you have a written policy, do you have an action plan to deliver the policy? | Y/N | 1 | * If no, consider developing an environmental sustainability action plan, including actions to reduce your carbon footprint.
 |
| 6 | Is there anyone on the Board with responsibility for overseeing sustainability performance? | Y/N | 2 | * If no, appoint a Board member to take this on.
* If the expertise is not available on the Board, you may consider co-opting in expertise or including sustainability knowledge as a desirable quality in the next round of elections to the Board.
* Note that this role should cover the SGB and your sport.
 |
| 7 | Do you have someone (or more than one person) with assigned responsibility for managing sustainability in your organisation? | Y/N | 2 | * If no, define the role and assign responsibility to ensure action is taken, including clear reporting lines to the Board.
 |
| 8 | Do you collect data to monitor any aspect of your environmental performance? | Y/N | 3 | * If no, consider where or how you can gather environmental performance data, in particular where it relates to climate change.
* This should include the performance of the SGB and the sport more generally.
 |
| 9 | If you collect environmental performance data, have you used this to calculate your organisation’s carbon footprint? | Y/N/ NA | 3 | * If you have the data, but have not tried to calculate a carbon footprint, try to calculate the carbon footprint.
* If you don’t have data, collect relevant data (see section 4) and calculate the carbon footprint.
 |
| 10 | If you have calculated a carbon footprint, does this only include the emissions of your organisation? | Y/N/NA | 3 | * Calculating the footprint of your core operations should be the minimum target. If you don’t have adequate data to report on your operational emissions, review the data you have available.
* You should also monitor the performance of your sport more widely than your own operations by gathering and collating data from associated clubs and organisations.
 |
| 11 | If you have calculated a carbon footprint, does this include the events that you organise? | Y/N/ NA | 3 | * Good practice is to report on the operations where you have some level of control – this should encompass your events.
* Review the data needed to calculate the carbon footprint of your events and gather the necessary information.
 |
| 12 | If you have calculated a carbon footprint, does it include Scope 1[[4]](#footnote-4) emissions? | Y/N/ NA | 3 | * Scope 1 emissions should be included.
 |
| 13 | If you have calculated a carbon footprint, does it include Scope 24 emissions? | Y/N/ NA | 3 | * Scope 2 emissions should be included.
 |
| 14 | If you have calculated a carbon footprint, does it include Scope 34 emissions? | Y/N/ NA | 3 | * Scope 3 emissions are more complex and harder to calculate than scopes 1 and 2. (There are 15 categories, with some more straightforward than others, and some not relevant.)
* Attempt to include scope 3 emissions once you have understood how they work and what data you need to gather.
* Scottish Government guidance says that you should include all of the scope 3 categories that are relevant to you.
 |
| 15 | Have you developed plans to reduce your organisation’s greenhouse gas emissions? | Y/N | 4 | * Once you have calculated your carbon footprint, review the highest emitting areas and see what you can do to reduce your emissions for these areas.
 |
| 16 | Have you identified the main climate impacts (and other environmental impacts) of your sport, rather than just your organisation? | Y/N | 4a | * Use the BASIS principles to identify all the potential environmental impacts of your sport.
 |
| 17 | Have you developed a plan to support your sport to reduce its climate impacts? | Y/N | 4a | * Once you have identified the main climate and environmental impacts, consider the support required to address these (not all support needs to be provided directly by the SGB).
 |
| 18 | If you have already taken action to reduce your greenhouse gas emissions, have you spoken with other organisations about your results? This could be informally (in person or in meetings) or, more formally (e.g., by a presentation, or similar, at an event or conference). | Y/N/ NA | 5 | * Once you have some positive results, take the opportunity to speak with other organisations to share your positive results and good practice.
 |
| 19 | Do you provide climate awareness training to staff? | Y/N | 6 | * If no, provide training to staff, such as the one-day Climate Literacy Sports Kit.
 |
| 20 | Have you spoken to your current suppliers about climate change and how you can work together to reduce your impacts? | Y/N | 7 | * If no, initiate a conversation to find out what they are already doing and how they might be able to help you.
 |
| 21 | Have you spoken to your sponsors and partners about climate change and how you can work together to reduce your impacts? | Y/N | 7 | * If no, initiate a conversation to find out what they are already doing and how they might be able to help you.
 |
| 22 | Have you spoken to other stakeholders (including, as relevant, suppliers, partners, clubs, fans, and participants) about climate change and how you can work together to reduce your impacts? | Y/N | 7 | * If no, initiate a conversation to find out what they are already doing and how they might be able to help you.
 |
| 23 | Do you (or do you require your venue operators to) provide information to event attendees about how they can reduce their carbon footprint and the opportunities to behave more sustainably at your events? | Y/N | 7 | * If no, work out how attendees can reduce their impacts and provide guidance in event information.
 |
| 24 | Do you include sustainability criteria in your tender process? | Y/N | 8 | * If no, consider how you can add sustainability requirements into the tender process.
* Depending on the content of the tender, this could be detailed and specific or could be as general as saying “Environmental sustainability is important to us, how can you help us reduce our environmental impact?”.
 |
| 25 | If you do include sustainability criteria in your tender process, is this part of your decision-making criteria when contracting suppliers? | Y/N/ NA | 8 | * If no, ensure that you attached some weight to the responses on environmental sustainability.
 |
| 26 | If you do include sustainability criteria in your tender process, do you include sustainability clauses in final contracts? | Y/N/ NA | 8 | * If no, ensure that sustainability is included in the final contract.
* There will be some contracts that have clear service level requirements but, as a minimum, this could include a clause reserving the right to discuss and challenge on sustainability performance at any point during the contract (if you are not sure exactly what you want at the point of signing).
 |
| 27 | Do you ask suppliers to report to you their greenhouse gas emissions, as it relates to your operations? | Y/N | 8 | * This will be important for calculating scope 3 emissions, so start to ask suppliers about their emissions linked to the products and services they provide.
 |
| 28 | If you have already taken action to reduce your greenhouse gas emissions, have you shared your successes on social media, print media or broadcast media? | Y/N | 9 | * When you have successes share it with a wider audience and take opportunities to talk about the positives.
 |
| 29 | Do you engage with your elite athletes on sustainability issues? | Y/N | 10 | * If no, speak with your athletes to see if they have any concerns about environmental issues.
 |
| 30 | If you do engage with athletes, have you offered support to those who would like to speak about climate change and sustainability issues on social media or in ‘traditional’ media? | Y/N | 10 | * Support athletes to explore their concerns.
* Support athletes to use their platform to talk about these issues to their followers and in media interviews. This could include awareness training, such as the Carbon Literacy Sports Kit.
 |

# Section 4: How to report greenhouse gas emissions

This section describes what you should report, how and when.

The Scottish Government advises that reporting should align with the Greenhouse Gas Protocol[[5]](#footnote-5) and this section follows that advice[[6]](#footnote-6).

Most public bodies in Scotland have a legal duty to report their greenhouse gas emissions. Currently, there is no legal requirement for SGBs, to report. However, for organisations not included in the legislative reporting, it is good practice to report on your emissions. The reports should be made publicly available and provided to internal and external stakeholders including staff, Board, members, clubs, fans, suppliers and **sport**scotland.

## 4.1 What to report – Greenhouse Gases

Carbon dioxide is the most important greenhouse gas in terms of its impact because it is released in such high volumes from multiple sources. However, there are other gases that affect climate change, including methane and nitrous oxide, that need to be accounted for. Each of these gases will have a different effect as some will hold more energy and/or stay active in the atmosphere for longer than others – this combined effect is called the Global Warming Potential and is different for each greenhouse gas. The reporting protocols say that, where possible, each gas should be reported separately. This is because there may be different opportunities to act to reduce emissions of each.

Ultimately, what is important is that the overall impact of all greenhouse gases is reduced and, to measure that, we need to have a single metric that shows the impact the gases we are responsible for emitting. As mentioned above, different gases have different global warming impacts. To account for this, the final quantity of emissions is usually quoted as the amount of “Carbon Dioxide equivalents”, usually written as CO2e. What this means is that the impact of each gas has been adjusted to the equivalent amount of CO2 that would produce the same effect. It simplifies the reporting to a common factor allowing comparisons to be made between sectors and/or between organisations in the same sector. More importantly, an organisation can benchmark its performance and then track it over time with this standardised measure.

## 4.2 How to report

The first thing to do is to define your operational boundary - those elements of your operation you are going to report on. Most of the time it will be obvious what to include. However, there may be joint activities with partners where you have to decide if you are responsible for the emissions or not. If there is a contractual agreement in place for the activities, there are two ways to decide who reports how much of the emissions to avoid double counting. The first is the ownership approach where you split the emissions according to the financial agreement in place (e.g., in an equal share joint venture the two parties would halve the total emissions and report equally).

The second option is the operational control approach where whoever is the day-to-day decision-making party (notwithstanding financial investment, control or ownership) takes responsibility for the emissions. So, if you have a legal shared-ownership partnership with a third-party who is delivering an activity at your event, but they make the day-to-day decisions, they own the full emissions. (Note that this only works for shared-ownership ventures. When contracting a third-party to deliver the same service, the emissions would sit in scope 3 under purchased goods and services).

Next, you must decide which scopes and categories you will report on. All organisations should report on Scopes 1 and 2 (see section 4.4. below for definitions of the scopes). This includes all energy use in buildings and fuel use in vehicles and equipment. The Scottish Government advice is to report on “all relevant and significant areas of the organisation’s indirect emissions”. Hence, you should review the categories in scope 3. The Greenhouse Gas Protocol states that a category should be included if:

1. It is known to be, or could be, large (relative to scope 1 and scope 2 emissions).
2. It represents a risk to the organisation in some way (including reputational risk).
3. It is considered important by key stakeholders; or
4. It includes opportunities for emissions reductions.

A scope 3 category can be left out if:

1. It is not relevant and sits outside of the operational boundary.
2. The necessary data is incomplete or not available; or
3. The available data is inaccurate, or the assumptions needed would make a calculation inaccurate.

The carbon footprint report should clearly state which scopes and categories have been included and show the values. It should also clearly indicate which categories have been left out, explaining why (this will be one of the three reasons listed above).

Leaving out a category in one year (especially the first year) does not mean that it should be left out in future years. Each category should be reviewed for each report and more data added as necessary. This can mean that the carbon footprint will likely increase in year 2, and even year 3, as the reporting gets better - this is usual and to be expected.

## 4.3 What to report – Data Quality

The data gathered and the processes used should meet the following requirements:

* **Relevance** – the reported emissions must fall within the defined scope of activity and be useful to the reporting organisation (to help it understand its emissions and where it can invest time and effort to make reductions) and to external bodies (to understand the improvements made over time).
* **Completeness** – under each scope and category all data must be gathered. Any exclusions must be disclosed in the final report.
* **Consistency** – the same methods should be used each time you report to make sure each report is comparable so you should document how you calculate your emissions. Sometimes it may be necessary to change a process (for example, if a more accurate way of gathering data becomes available). If so, you can do that, but should clearly state what has changed and then document the new process.
* **Transparency** – linked to consistency, you should state all assumptions that have been made and include any references to external calculation methodologies or data sources that you used.
* **Accuracy** – As far as is practicable you must ensure that your estimates reflect reality. If there are any uncertainties these should be reported (as per the consistency and transparency requirements).

## 4.4 What to report – Activities, Scopes and Categories

For reporting purposes, you will gather data on different activities. These activities are classified into different scopes and categories and may be either direct emissions or indirect emissions.

Scope 1 includes all direct (or owned) emissions. These are emissions where your organisation actually burns the fuel that produces the greenhouse gases. So, this includes burning natural gas in boilers for heating or hot water, using natural gas to cook, or using petrol or diesel in a vehicle or equipment owned or controlled (e.g., on a long-term lease) by the organisation. There are also fugitive emissions, which are escapes of refrigerant gases from refrigeration and air-conditioning units; the volumes of these escaped gases may be small, but they have a very powerful global warming potential so are important to manage. There is also a category called “process emissions”. These are emissions coming from a manufacturing process and so are not relevant for sport.

Scope 2 includes indirect (or purchased) emissions from your use of electricity[[7]](#footnote-7). In this case the electricity is produced elsewhere and transmitted to you through the distribution network, so the emissions associated with the generation of the electricity are produced at the point of generation, not on your site.

Scope 3 includes all other emissions that are associated with the supply chain that supports your activities. This is separated into upstream emissions (i.e., the emissions attributable to items that you are purchasing) and downstream emissions (i.e., the emissions from the transportation, use and disposal of items that you produce). Typically, for most sports organisations, downstream emissions are either not relevant or are negligible and don’t need to be reported. An exception might be for a company that manufactures sports kit and/or equipment, but most clubs and governing bodies deliver competitions and events rather than tangible goods, so there are limited downstream emissions. Within scope 3 there are fifteen categories to further breakdown the types of information needed, these are illustrated in the diagram below. These include emissions from transport of goods, business travel, staff commuting and waste disposal, among others.



Summary of the reporting scopes, showing the fifteen scope 3 categories.

[Source: Public Sector Leadership on the Global Climate Emergency p.27[[8]](#footnote-8)]

## 4.5 What to report – Data Gathering

The table below[[9]](#footnote-9) gives examples of the data required under each of the scopes.

| **Scope/ Category** | **Sub-category** | **Example**  | **How to calculate** | **Data maturity** |
| --- | --- | --- | --- | --- |
| Scope 1 | Stationary combustion | Fuel used in boilers for heating and hot water | Data from gas bills | Green |
|  | Mobile Combustion | Fuel used in owned and/or controlled vehicles or equipment | Mileage and fuel purchase data | Green/Amber |
|  | Process emissions | Not relevant | - | - |
|  | Fugitive emissions | Leaked refrigerant gases from air-conditioners. | Data from facilities checks and maintenance. | Amber |
| Scope 2 | Purchased electricity, heat or steam | Electricity used | Use data from electricity bills. | Green |
| Scope 3 – Upstream | Purchased goods and services | Emissions related to goods and services used | Request for information to suppliers | Red |
|  | Capital goods | Emissions related to manufacture of capital goods | Request for information to suppliers | Red/Amber |
|  | Fuel and energy related activities | Electricity transmission and distribution lossesWell-to-Tank emissions | Data from energy use, including all scope 1 and scope 2 fuels. | Green |
|  | Upstream transportation and distribution | Emissions from deliveries of goods. | Request for information to suppliers | Red/Amber/Green |
|  | Waste generated in operations | Waste collection and disposal emissions | Data from waste management provider | Green |
|  | Business travel | Company travel from buses, taxis, trains and flights | Data from travel records | Amber/Green |
|  | Employee commuting (and home working) | Regular travel of staff from home to place of work.Energy used through home working. | Staff surveys for commuting behaviour.HR records for home working. | Red/Amber |
|  | Upstream leased assets | Emissions related use of any assets leased or rented by the organisation | Data from the provider | Amber |
| Scope 3 – Downstream | Downstream transportation and distribution | Transportation of items by third parties (e.g., couriers). | Internal records or data from the provider. | Red/Amber |
|  | Processing of sold products | Not relevant | - | Red/Amber |
|  | Use of sold products | Emissions from using any sold products – unlikely to be relevant | - | Red |
|  | End of life of sold products | Waste disposal of solid products – unlikely to be relevant | - | Red |
|  | Downstream leased assets | Emissions from any assets owned by the organisation and leased to third parties. | Data from bills and users. | Red |
|  | Franchises | Emissions from operation of franchises – unlikely to be relevant | Data from bills and users. | Amber/Green |
|  | Investments | Emissions from operation of investments | Data from suppliers/partners. Could include pension schemes. | Red |
| Other Scope 3 emissions | Third-party travel | Fan, athlete and volunteer travel | Surveys of travel behaviour. | Red |
| Out-of-scope emissions | Biomass | Use of biomass in a boiler | Data on biomass deliveries/use. | Green |

**Data maturity** is indicated to show the ease of data gathering, likely availability and accuracy of the available data. The explanation of the colours is described below.

|  |  |
| --- | --- |
| **Data Maturity**  | **Explanation** |
| **Red** | Data is estimated and has a large margin of error – e.g., based on industry norms/estimated factors |
| **Amber** | Data is estimated and has a moderate margin of error – e.g., based on spend data |
| **Green** | Data is measured or supplier specific and has a smaller or known margin of error |

## 4.6 When do I report?

Ideally you would report once per year, using the calendar year, unless there is a good reason to use another time period (e.g., the sport season). Of course, you can use the same structure to report against any other time period, including on an individual event.

1. The Paris Climate Change Agreement was signed in December 2015 by 195 countries. It sets the global target to hold “the increase in the global average temperature to well below 2°C above

pre-industrial levels and pursuing efforts to limit the temperature increase to 1.5°C above pre-industrial levels”. Pre-industrial levels refer to the average global temperature between 1850 and 1900. [↑](#footnote-ref-1)
2. To be clear, although the **sport**scotland framework is using the UNS4CA commitments this does not sign you up to the UN pledge. It is simply expedient to use structures already available and will allow you, if you then wish, to transition to the UN pledge more easily. [↑](#footnote-ref-2)
3. The BASIS principles are a publicly available set of principles for organising operational actions and responses for sports venues, clubs and governing bodies. [↑](#footnote-ref-3)
4. Scope 1 are direct (or owned) emissions. Scope 2 are indirect, purchased emissions. Scope 3 are indirect emissions from your upstream and downstream supply chains. See section 4.4 for the definition of Scope 1, Scope 2 and Scope 3 emissions. [↑](#footnote-ref-4)
5. <https://ghgprotocol.org/> [↑](#footnote-ref-5)
6. More detailed advice can be found here: <https://www.gov.scot/publications/public-sector-leadership-global-climate-emergency/pages/9/> [↑](#footnote-ref-6)
7. Note that this can also include heating and cooling as part of a local heating network. [↑](#footnote-ref-7)
8. <https://www.gov.scot/publications/public-sector-leadership-global-climate-emergency/documents/> [↑](#footnote-ref-8)
9. Adapted from Public Sector Leadership on the Global Climate Emergency pp.28-30 [<https://www.gov.scot/publications/public-sector-leadership-global-climate-emergency/documents/>] [↑](#footnote-ref-9)