

Tunbridge Wells Borough Council

Emissions Report: 2018/2019 (Base Year)

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1. Summary

Tunbridge Wells Borough Council (TWBC) conducts an annual emissions report to detail the total amount of carbon dioxide equivalent¹ (tCO₂e) emitted from its operations in the previous financial year. These reports gather data on consumption levels for each activity and applies the relevant emissions factors. It allows for consistent monitoring of emissions over time, showcasing TWBC's progress towards its goal of achieving net zero emissions by 2030. All TWBC emissions reports are prepared in accordance with the Greenhouse Gas Protocol's Corporate Accounting and Reporting Standard and use official greenhouse gas conversion factors set by the Department of Energy Security and Net Zero (DESNZ).

In 2018/19 TWBC emitted **6,632.7** tCO₂e.

2. Scope emissions

The following section provides an overview of TWBC emissions scopes:

Scope 1 (Direct): Gas consumption, stationary combustion fuels, and TWBC vehicle fleet.

Scope 2 (Indirect): Electricity consumption.

Scope 3 (Indirect): Transmission and distribution losses, water supply, water treatment, business travel, staff commuting, well to tank², leisure centre contract, refuse and street cleaning contract and grounds maintenance contract.

3. Emissions overview (tCO₂e)

Emissions year	2018/19
Scope 1	909.7
Scope 2	2,308.5
Scope 3	3,414.5
Total net emissions	6,632.7

¹ **Carbon Dioxide Equivalent (CO₂e)** = Carbon Dioxide, Methane and Nitrous Oxide represented as one equivalent unit, to measure the climate change impact of multiple gasses under one metric.

² **Well to tank (WTT)** = The extraction, refinement and transportation of raw materials.

4. Emissions breakdown

Operation	Scope	Emissions category	tCO ₂ e
TWBC own operations	Scope 1	Gas	830.7
TWBC own operations	Scope 1	Biomass	1.9
TWBC own operations	Scope 1	Vehicle Fleet Fuel	21.8
TWBC own operations	Scope 2	Electricity Consumption	2,308.5
TWBC own operations	Scope 3	Transmission & Distribution Losses	196.8
TWBC own operations	Scope 3	Water Supply	9.8
TWBC own operations	Scope 3	Water Treatment	17.3
TWBC own operations	Scope 3	Grey Fleet Mileage	73.1
TWBC own operations	Scope 3	Well To Tank – Gas	115.5
TWBC own operations	Scope 3	Well To Tank – Electricity	371.6
TWBC own operations	Scope 3	Well To Tank – Biomass	1.3
TWBC own operations	Scope 3	Well To Tank – Fuel	5.3
TWBC own operations	Scope 3	Well To Tank – Grey Fleet	18.9
TWBC Contract	Scope 3	Waste Collection & Street Cleaning	1,204.0
TWBC Contract	Scope 3	Grounds Maintenance	108.4
TWBC Contract	Scope 3	Leisure Centre	1,279.6
TWBC Gross Emissions	N/A	N/A	6,632.7

Operation	Scope	Emissions Category	tCO ₂ e
TWBC Own Operations	Out of Scope	Biomass	12.27
TWBC Own Operations	Out of Scope	Biodiesel	0.0
TWBC Own Operations	Out of Scope	Vehicle Fleet	0.5

Operation	Scope	Emissions Category	tCO ₂ e
TWBC Own Operations	Out of Scope	Electricity	-
TWBC Contract	Out of Scope	Contractor Fuel Use – Petrol (average biofuel blend)	0.73
TWBC Contract	Out of Scope	Contractor Fuel Use – Diesel (average biofuel blend)	22.4
TWBC Contract	Out of Scope	Electricity	-
Total Emissions	N/A	N/A	37.4

5. Company information

The Tunbridge Wells Borough Council is a local authority located in Kent, within the Southeast of England.

6. Reporting period

This reporting period is from 01/04/2018 to 31/03/2019.

7. Emissions overview

7.1 Scope 1

Scope 1 emissions totalled 909.7 tCO₂e in 2018/19.

Gas consumption contributed the most to this figure, emitting 830.7 tCO₂e (91.3%). Stationary combustion fuels (predominantly diesel) accounted for the second highest number of emissions (6.1%), followed by the council's vehicle fleet fuel (2.4%).

Scope 1 was the smallest contributor to overall gross emissions, contributing only 13.7% in 2018/19.

7.2 Scope 2

Scope 2 emissions totalled 2,308.5 tCO₂e in 2018/19.

Electricity consumption is the only emissions source within scope 2, but still accounts for 34.8% of total gross emissions.

7.3 Scope 3

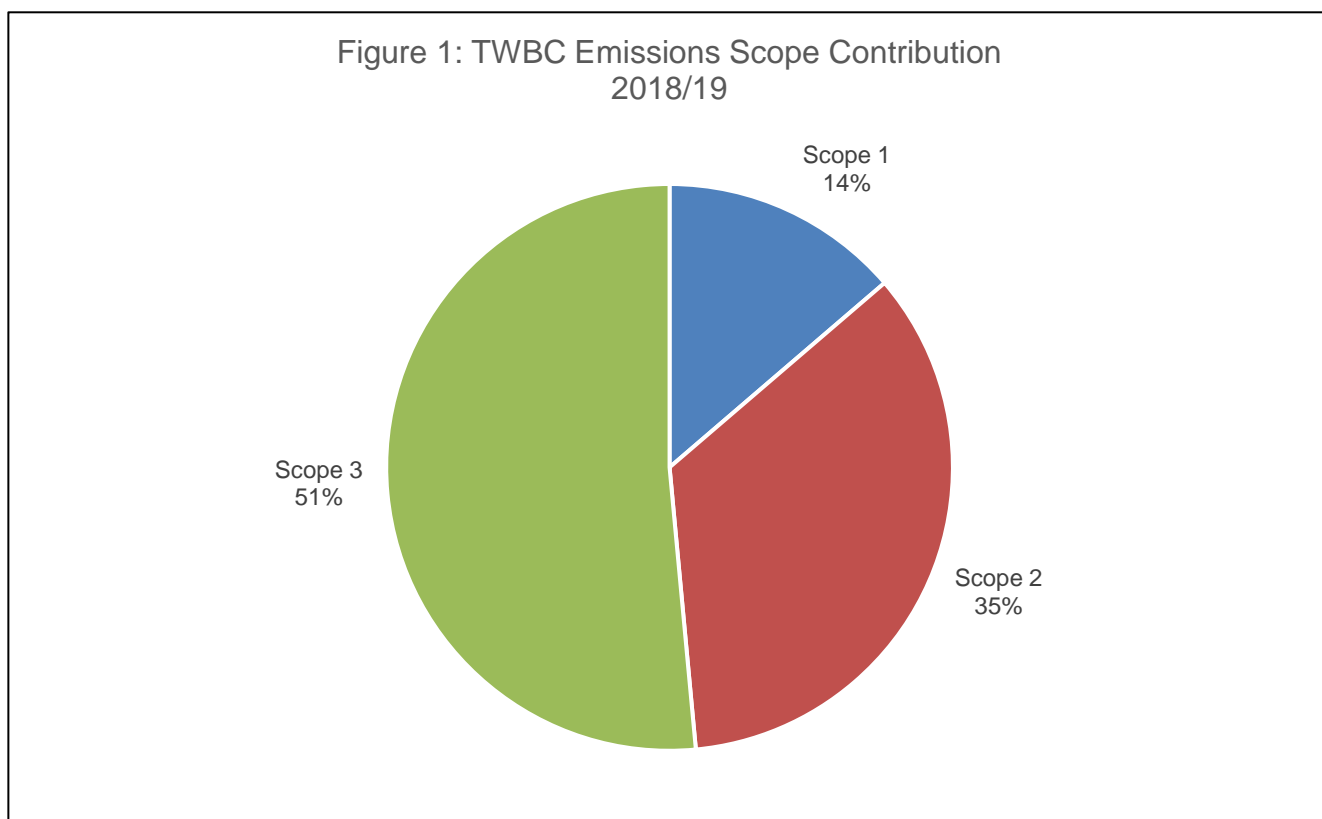
Scope 3 emissions totalled 3,414.5 tCO₂e in 2018/19.

The highest emitter within this scope was the council’s leisure centres, releasing 1,279.6 tCO₂e. A close second was the waste collection & street cleaning contract, emitting 1,204.0 tCO₂e. Both contributing 19.3% and 18.2% respectively to the total.

Electricity well to tank was the third largest scope 3 contributor, emitting 371.6 tCO₂e, followed by transmission & distribution losses with 196.8 tCO₂e, and gas well to tank at 115.5 tCO₂e.

Grounds maintenance fleets contracts were the final category that emitted over 100 tonnes, emitting 108.5 tCO₂e.

As shown in figure 1, Scope 3 was the largest emitter across all categories, accounting for 51.5% of gross emissions.



7.4 Out of scope

TWBC is now highlighting it's out of scope emissions. This is now included to ensure that we align with best practise reporting, as detailed by the Greenhouse Gas Protocol.

The Department for Energy Security and Net Zero (DESNZ) define out of scope emissions as:

“Outside of scopes includes biogenic CO2 factors that should be used to account for the direct carbon dioxide (CO2) impact of burning biomass and biofuels, including when reporting emissions from electricity consumption. Biogenic CO2 emissions are one of several activities labelled ‘outside of scopes’ by the GHG Protocol Corporate Accounting and Reporting Standard because the Scope 1 impact of these fuels has been determined to be a net ‘0’ (since the fuel source itself absorbs an equivalent amount of CO2 during the growth phase as the amount of CO2 released through combustion).”

Out of scope emissions totalled at **37.4 tCO_{2e}** in 2019/20.

7.5 Significant emissions

The biggest contributor to the total emissions in 2018/19 was electricity consumption with 2,308.5 tCO_{2e} being released, with a usage of 8.2million kWh. Following this were the emissions from both the leisure and waste collection & street cleaning contracts, 1,279.6 and 1,204.0 tCO_{2e} respectively. Emissions from gas consumption were the next highest contributor to the gross total, at 830.7tCO_{2e} and an annual usage of 4.5million kWh. These sources are presented in the table below.

7.6 Largest emitting sources

Emissions category	Emissions scope	tCO _{2e}	Total contribution
Electricity consumption	Scope 2	2,308.5	34.8%
Leisure centre contract	Scope 3	1,279.6	19.3%
Waste collection & street cleaning contract	Scope 3	1,204.0	18.2%
Gas consumption	Scope 1	830.7	12.5%
Electricity well to tank	Scope 3	371.6	5.6%

TWBC emissions from the above top 5 direct sources contributed 90.4% to all total emissions in 2018/19.

8. Measuring and reporting

Reporting on TWBC emissions will take place annually and in alignment with the relevant protocols and guidance from [Greenhouse Gas Protocol: Corporate Accounting and Reporting Standard](#).

This emissions report will be reported to Management Board and subsequently taken through any appropriate Advisory Board and Cabinet.

9. Scope explanation

Scope	Activity	Description	Data Source
Scope 1	Gas Consumption	Heats council buildings.	TWBC utility bills.
Scope 1	Stationary Combustion Fuels	Used as a form of energy, such as wood pellets or diesel for electricity generators.	TWBC invoices.
Scope 1	Vehicle Fleet Fuel	Used in the council's own fleet.	TWBC fuel invoices.
Scope 2	Electricity Consumption	Procured from the national grid to power the council's buildings.	TWBC utility bills.
Scope 2	Electricity Generation	The electrical energy provided from PV panels.	TWBC fuel invoices.
Scope 3	Transmission & Distribution Losses	Loss of energy as it moves from power plants to end-users.	TWBC utility bills.
Scope 3	Water Supply	Covers the energy used to extract and deliver water to the council.	TWBC utility bills.
Scope 3	Water Treatment	The energy used to ensure the water is safe for consumption.	TWBC utility bills.
Scope 3	Grey Fleet Mileage	Mileage driven by employees using their own vehicles for work purposes.	TWBC employee mileage claims.

Scope 3	Commuting	Travel employees undertake to get to and from work.	Staff commuting data from surveys.
Scope 3	Well To Tank (WTT)	Emissions and energy associated with the extraction, processing and transportation of fuel.	TWBC utility bills.
Scope 3	Contract: Waste Collection & Street Cleaning Contract	Services across the borough covering waste collection & street cleaning.	Contract management.
Scope 3	Contract: Grounds Maintenance Contract	Includes the operations of maintaining green spaces across the borough.	Contract management.
Scope 3	Contract: Leisure Centre Contract	Operation of all leisure facilities within the borough.	Contract management.

For commuting, commuting well to tank, and waste, there is no data acquired for the 2018/19 financial year, but the council is looking to collect this data in upcoming years.

10. Organisational boundary

TWBC's organisation boundary covers activity in which the organisation has financial and operation control, covering the duties and powers of the local authority, as such the organisation boundary covers all operations and outsourced activities.

11. Geographical breakdown

All TWBC activities occur within the Tunbridge Wells District, excluding some individual business travel and commuting activities.

12. Base year

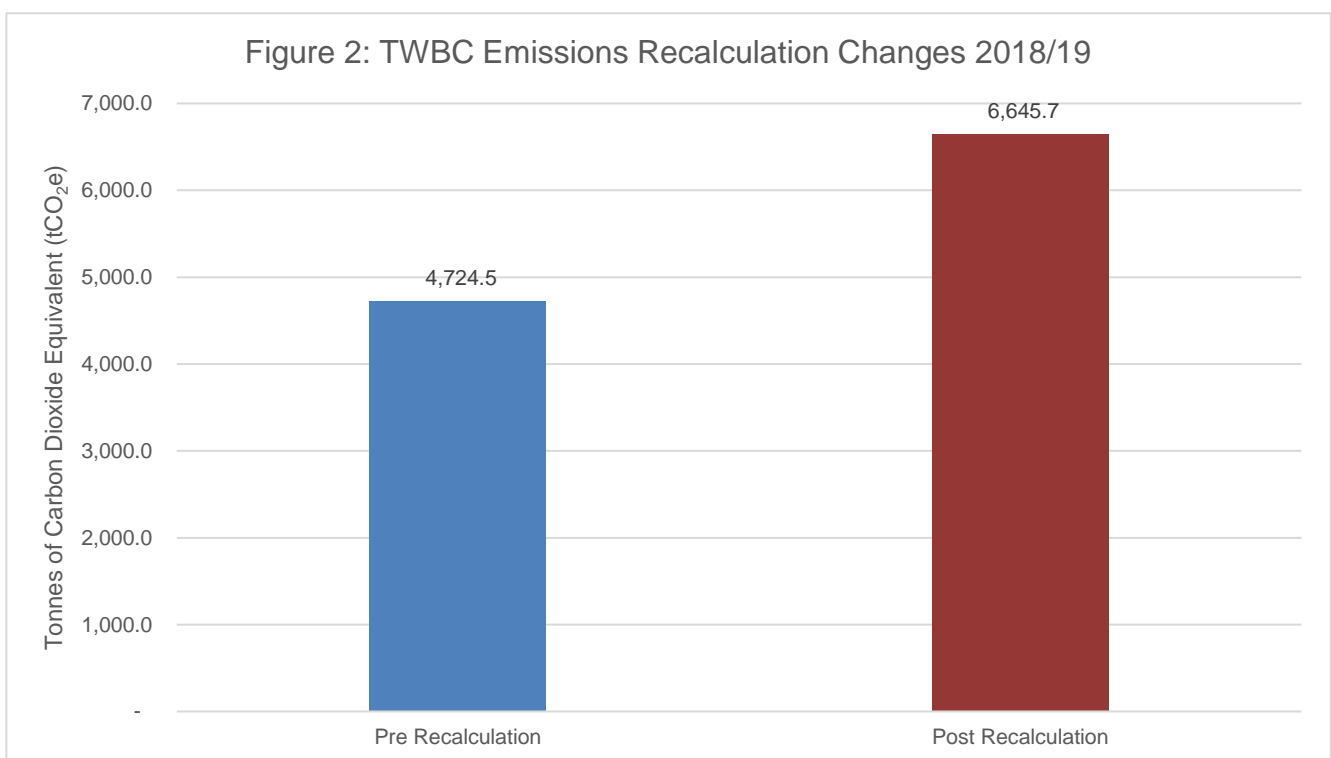
TWBC's base year is: 01/04/2018 to 31/03/2019.

13. Base year recalculation policy

The 2018/19 base year is recalculated when significant structural changes to the council's operations occur. Furthermore, where emissions increase due to such changes, recalculation will occur if these emissions meet or exceed 10% of TWBC's base year emissions.

If a lack of data is a limiting factor when recalculating the 2018/19 base year, then the next most appropriate year will be chosen. The base year emissions, along with all subsequent emissions reports, have been recalculated following the council's acquisition of the Royal Victoria Place Shopping Centre in 2023 and the renovation and acquisition of the Amelia Scott building in 2022.

The recalculated base year emissions for 2018/19 now stand at 6,632.7 tCO₂e, up from the previously reported figure of 4,724.5 tCO₂e, a 28.8% increase.



14. Emissions target

TWBC's net zero target for its operations is 2030.

15. Intensity measurement

TWBC's intensity measurement is 22.0 tCO_{2e} per employee.

16. External assurance statement

No external assurance has been carried out.

17. Carbon offsetting

TWBC has not engaged in any carbon offsetting schemes, including the direct purchase of carbon credits.

18. Renewable/green tariffs

TWBC was not on any renewable / green tariff for the 2018/19 financial year.

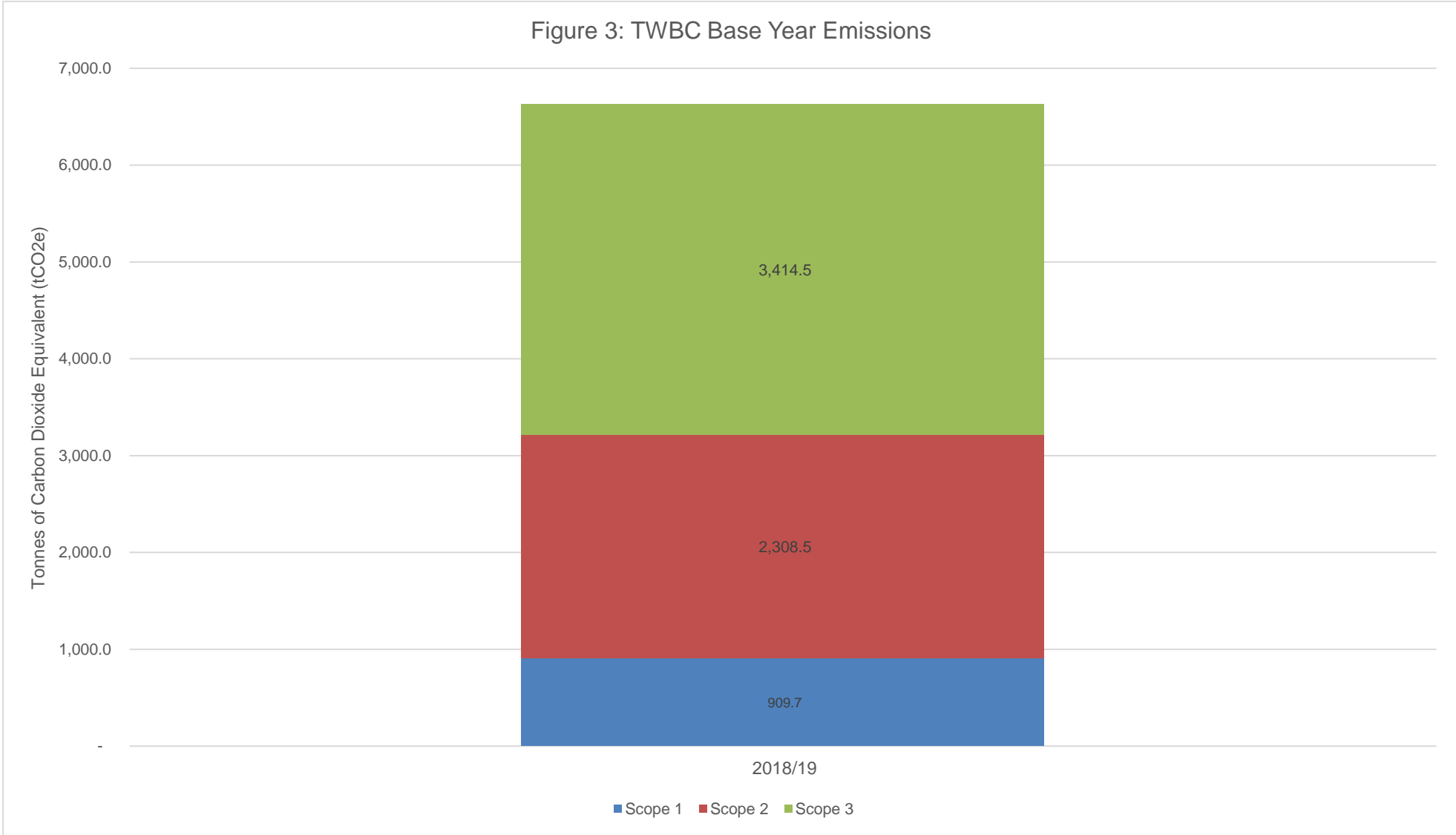
19. Background documents

- [Greenhouse Gas Protocol: Corporate Accounting and Reporting Standard](#)
- [UK Government: Greenhouse Gas Reporting Conversion Factors 2019](#)

20. Annex 1: Base year emissions

Figure 3 on page 12 provides an overview of Tunbridge Wells Borough Council emissions in 2018/19.

Figure 3: TWBC Base Year Emissions



21. Annex 2: Version control

Document Name	Emissions Report: 2018/2019 (Base Year)
Responsible Officer	Henry Saunders, Sustainability Manager

Version Number	Reason for Review	Author(s)	Date
1.0	First Version.	H. Saunders, Sustainability Manager.	25.07.2024
2.0	Recalculation.	H. Saunders, Sustainability Manager. J. Berry, Graduate Climate Change Officer.	25.11.2024