Public Sector Report on Compliance with Climate Change Duties 2024 Template FY

PART 1 Profile of Reporting Body

1a Name of reporting body

Provide the name of the listed body (the "body") which prepared this report.

National Museums Scotland

1b Type of body

Select from the options below

Others

1c Highest number of full-time equivalent staff in the body during the report year

434

1d Metrics used by the body

Specify the metrics that the body uses to assess its performance in relation to climate change and sustainability.

Metric	Units	Value	Comments
Floor area	m2	90999.00	Updated 2019
Other (please specify in comments)	kgCO2e/visitor	1.09	Total on site physical visits
Other (please specify in comments)	kgCO2e/£1 spent	0.09	Revenue
Other (please specify in comments)	tCO2e/FTE	7.00	FTE Staff

1e Overall budget of the body

Specify approximate £/annum for the report year.

Budget	Budget Comments
£30,892,000	Based of FY 2023-24, total annual expenditure budget including payroll costs and operating expenditure. Expenditure funded from both Government Grant-In-Aid and non-Government sources (commercial income and philanthropic income).

1f Report type

Reporting type	Report year comments
Financial/Calendar/Other	Reporting year 23-24

1g Context

Provide a summary of the body's nature and functions that are relevant to climate change reporting.

The organisation operates primarily/mostly as a National Museum with galleries open to the public, collections storage, conservation, workshop and laboratory facilities along with office accommodation for volunteers and staff. The estate extends to approximately 91,000m2 GIA located in five sites throughout Scotland and incorporates the following:
1. National Museum of Scotland, Chambers Street,
Edinburgh
2. National War Museum at Edinburgh Castle
3. National Museums Collection Centre: storage, conservation and research laboratories at Granton Rd,
Edinburgh
4. National Museum of Rural Life at East Kilbride
5. National Museum of Flight at East Fortune, East Lothian

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PART 2
Governance, Management and Strategy

Governance and management

2 a **How is climate change governed in the body?**

Provide a summary of the roles performed by the body's governance bodies and members in relation to climate change. If any of the body's activities in relation to climate change sit outside its own governance arrangements (in relation to, for example, land use, adaptation, transport, business travel, waste, information and communication technology, procurement or behaviour change), identify these activities and the governance arrangements. Provide a diagram / chart to outline the governance structure within the body.

Climate change is governed through the Sustainable Development Group (SDG) which meets quarterly. The SDG provide an Annual Action Plan and Annual Report to the Executive Team and the Board of Trustees. Sustainability is also a standing item for the Estates Committee and quarterly reports are prepared for this subcommittee of the Trustees Board. In addition, a summary report is provided outlining sustainability progress within the organisation's Annual Review. The SDG is chaired by the Director of Public Programmes and the current remit (which is reviewed frequently) is shown below. The Group reports to the Executive Team who in turn report to the Board of Trustees. Short term working groups have been revised and augmented with a Carbon Reduction Group formed for topic-specific strategies or projects, reporting back to the SDG. The SDG support and advise the Executive Team on environment-related issues, enabling National Museums Scotland to proactively minimise the impact of its activities on the environment and integrate environmental management policies within the
organisation.
SDG Remit:
*Establish an action plan that ensures legislative compliance with regards to carbon emission reductions and successfully addresses our strategic priorities
*Assess progress and propose new forward-facing actions, aligned with organisational annual planning cycles
*Ensure all public body reporting duties are met
*Build an organisational culture for sustainability based on a knowledgeable and confident workforce
*Bring together a holistic visitor offer that is engaging and motivating, underpinned by good practice and reducing target emissions
*Deliver an investment plan that balances the demands of future building standards, backlog maintenance, and carbon emission reductions for our current estate

2 b **How is climate change action managed and embedded in the body?**

Provide a summary of how decision-making in relation to climate change action by the body is managed and how responsibility is allocated to the body's senior staff, departmental heads etc. If any such decision-making sits outside the body's own governance arrangements (in relation to, for example, land use, adaptation, transport, business travel, waste, information and communication technology, procurement or behaviour change), identify how this is managed and how responsibility is allocated outside the body. Provide a diagram to show how responsibility is allocated to the body's senior staff, departmental heads etc.

Our climate change decision-making is led by a 'Sustainable Development Policy Statement' and 'Our Organisational Strategy for Sustainable Development 2023-30'. These documents connect to the 'Strategic Plan 2022-27' which includes sustainable development as one of five organisational priorities in this five year period. Supporting this documentation is a suite of strategies, procedures and standards that guide sustainable decisions and actions in all our business areas e.g. Procurement Strategy and Policy; Equality & Diversity Action Plans; the Gift Acceptance Policy; Travel & Subsistence Policy; National Strategy; Collections Development Strategy; and Research Strategy.
Decision-making is made within the governance structure described in 2a, with external expert support commissioned when required.
Climate change action is embedded in an Annual Action Plan, compiled by the Leadership Team and approved by the Executive Team. It is reviewed quarterly by the Estates Committee and every six months by the Executive Team.

Strategy

2 c **Does the body have specific climate change mitigation and adaptation objectives in its corporate plan or similar document?**

Provide a brief summary of objectives if they exist.

Wording of objective	Name of document	Document Link
Achieve whole organisation culture change and connect all colleagues to their role in effective sustainability performance.	Our Organisational Strategy for Sustainable Development 2023-30	

Develop the National Collection to represent the material culture of sustainability and biodiversity, and share our collections knowledge on a global scale.	Our Organisational Strategy for Sustainable Development 2023-30		
Develop a public programme to engage and inform the broadest audience reach enabling understanding and behaviour change.	Our Organisational Strategy for Sustainable Development 2023-30		
Ensure the enhancement of biodiversity at our museum sites through responsible caretaking and regular survey work.	Our Organisational Strategy for Sustainable Development 2023-30		
Meet all compliance obligations including carbon emissions targets with suitable risk-based systems in place underpinned by evidenced, reliable and transparent data.	Our Organisational Strategy for Sustainable Development 2023-30		
Develop funding-ready projects that meet the demands of future construction standards, prepare our buildings and infrastructure for climate change, and address carbon mitigation of our estate and its operations.	Our Organisational Strategy for Sustainable Development 2023-30		
Ensure we develop our own practice through continual improvement and sharing our work for museum sector benefit.	Our Organisational Strategy for Sustainable Development 2023-30		
We will be well advanced on the path to net zero and a respected resource for understanding climate and biodiversity challenges. Three Strategic Actions support it: Achieve carbon reduction targets Improve biodiversity and habitat quality at our sites Become a respected resource for understanding climate and biodiversity challenges.	Strategic Plan 2022-27		

2d **Does the body have a climate change plan or strategy?**

If yes, provide the name of any such document and details of where a copy of the document may be obtained or accessed.

Yes. See 2b.
In this reporting period of 2023-24 'Our Organisational Strategy for Sustainability 2023-30' and the 'Sustainable Development Policy Statement' have been made available for the public on a dedicated webpage: (https://www.nms.ac.uk/about-us/our-organisation/strategy/sustainable-development/). In addition, the latest PBCCR and Annual Action Plan will also be published on this webpage.

2e **Does the body have any plans or strategies covering the following areas that include climate change?**

Provide the name of any such document and the timeframe covered.

Topic area	Name of document	Link	Time period covered	Comments
Adaptation				In progress for following year
Business travel	Travel & Subsistence Policy		On-going and due for review June 2025	
Staff Travel				We do not have a plan or strategy for staff commuting
Energy efficiency	Heat Decarbonisation Plan - Site Summary		On-going but dependant on external funding sources for major projects	Annual efficiency saving target or 4% set and covered where possible within opex budget or restricted annual capital allowance.
Fleet transport	n/a			

ICT	IT Renewals Policy		Ongoing and frequently updated	Renewal of PC Hardware equipment has been recently extended
Renewable energy	Heat Decarbonisation Report			
Sustainable/renewable heat	Feasibility Report - NMCC District Heating System & Tender Documentation		On-going but dependant on Scottish Government funding stream being made available	Tender documents ready to go to market for system to be installed allowing the site to link to the CEC Granton Project district heating system
Waste management	Waste Contractor contract specification		FY22/23 for three years	
Water and sewerage	Water Efficiency Award - Business Stream		Financial Year 24/25	Award received to have audit/survey completed to potentially identify areas where efficiencies can be achieved
Land Use				
Other (please specify in comments)				

2f What are the body's top 5 priorities for climate change governance, management and strategy for the year ahead?

Provide a brief summary of the body's areas and activities of focus for the year ahead.

In 2024-25 we will focus on:
1. Development and delivery of a Communications Plan for our stakeholders, contractors, staff and visitors including staff and visitor surveys and supply chain improvements
2. Development of collections knowledge and research to support public engagement and body of knowledge in this area
3. Undertaken feasibility studies at three sites for replacement heating systems
4. Development and delivery of quality public engagement
5. Utilise the Environmental Management System to drive emissions reductions.

2g Has the body used the Climate Change Assessment Tool (a) or equivalent tool to self-assess its capability / performance?

If yes, please provide details of the key findings and resultant action taken.

(a) This refers to the tool developed by Resource Efficient Scotland for self-assessing an organisation's capability / performance in relation to climate change.

We have not used the CCA tool but have completed the Carbon Trust Energy Management Matrix and accompanying Energy Management Assessment tool. We use DEFRA methodologies for carbon management and follow the stipulations of the Climate Change Act (Scotland) 2009, utilising latest updates.

Further information

2h Supporting information and best practice

Provide any other relevant supporting information and any examples of best practice by the body in relation to governance, management and strategy.

Our Carbon Management Plan 2023/24 was completed in May '24 and issued to an environmental consultancy - Wardell Armstrong - for verification. Their services were to provide verification of our overall emissions management system; a deeper dive into selected business areas to check data robustness and to respond to questions about business gaps and methodologies. Their Technical Report was issued in July and was extremely useful and reassuring. Their overall impressions were: "Overall impressions of the CMP for the current reporting period of FY 2023/24 are that it continues to be highly comprehensive and extremely well developed. Recommendations following previous verification have been appropriately implemented. NMS are doing an excellent job of capturing almost all the emissions associated with NMS and NMSE operations as accurately as the available data will allow. Assumptions appear to be used appropriately to fill any known gaps, and the CMP focusses on all key aspects of materiality."

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PART 3
Corporate Emissions, Targets and Project Data

Emissions

3a **Emissions from the start of the year which the body uses as a baseline (for its carbon footprint) to the end of the report year**

Complete the following table using the greenhouse gas emissions total for the body calculated on the same basis as for its annual carbon footprint / management reporting or, where applicable, its sustainability reporting. Include greenhouse gas emissions from the body's estate and operations (a) (measured and reported in accordance with Scopes 1 & 2 and, to the extent applicable, selected Scope 3 of the Greenhouse Gas Protocol (b). If data is not available for any year from the start of the baseline year to the end of the report year, provide an explanation in the comments column.

(a) No information is required on the effect of the body on emissions which are not from its estate and operations.

(b) This refers to "The greenhouse gas protocol. A corporate accounting and reporting standard (revised edition)", World Business Council for Sustainable Development, Geneva, Switzerland / World Resources Institute, Washington DC, USA (2004), ISBN: 1-56973-568-9.

SELECT APPROPRIATE BASELINE YEAR. TOTAL EMISSIONS IN THE MOST RECENT FOOTPRINT YEAR IN THIS QUESTION SHOULD EQUAL TOTAL EMISSIONS IN Q3B

Reference year	Year	Year type	Scope 1	Scope 2	Scope 3	Total	Units	Comments
Baseline Year	2012/13	Financial/Calendar/Other	11,406.00			11,406.00	tCO_2e	
Year 1 carbon footprint	2013/14	Financial/Calendar/Other	9,313.00			9,313.00	tCO_2e	
Year 2 carbon footprint	2014/15	Financial/Calendar/Other	9,046.00			9,046.00	tCO_2e	
Year 3 carbon footprint	2015/16	Financial/Calendar/Other	6,880.00			6,880.00	tCO_2e	
Year 4 carbon footprint	2016/17	Financial/Calendar/Other	5,811.00			5,811.00	tCO_2e	
Year 5 carbon footprint	2017/18	Financial/Calendar/Other	5,899.00			5,899.00	tCO_2e	
Year 6 carbon	2018/19	Financial/Calendar/Other	4,606.00			4,606.00	tCO_2e	

footprint								
Year 7 carbon footprint	2019/20	Financial/Calendar/Other	4,068.00			4,068.00	tCO_2e	
Year 8 carbon footprint	2020/21	Financial/Calendar/Other	1,761.00	1,372.00	118.00	3,251.00	tCO_2e	
Year 9 carbon footprint	2021/22	Financial/Calendar/Other	1,615.00		253.00	1,868.00	tCO_2e	
Year 10 carbon footprint	2022/23	Financial/Calendar/Other	1,435.52	121.57	1,354.36	2,911.45	tCO_2e	
Year 11 carbon footprint	2023/24	Financial/Calendar/Other	1,623.50	125.46	1,709.56	3,458.53	tCO_2e	Carbon emissions from Scope 1 natural gas have inclreased from the previous report, this is due to a failure of a correction value meter from the supplier being identified and necessary adjustment made to account for this.
Year 12 carbon footprint	0	Financial/Calendar/Other				-	tCO_2e	
Year 13 carbon footprint	0	Financial/Calendar/Other				-	tCO_2e	
Year 14 carbon footprint	0	Financial/Calendar/Other				-	tCO_2e	
Year 15 carbon	0	Financial/Calendar/Other				-	tCO_2e	

footprint								
Year 16 carbon footprint	0	Financial/Calendar/Other				-	tCO_2e	
Year 17 carbon footprint	0	Financial/Calendar/Other				-	tCO_2e	
Year 18 carbon footprint	0	Financial/Calendar/Other				-	tCO_2e	

3b Breakdown of emissions sources

Complete the following table with the breakdown of emission sources from the body's most recent carbon footprint (greenhouse gas inventory); this should correspond to the last entry in the table in 3(a) above. Use the 'Comments' column to explain what is included within each category of emission source entered in the first column. If there is no data consumption available for an emission source enter the emissions in kgCO2e in the 'Consumption' column of one of the "Other" rows and assign the scope and an emission factor of 1.

(a) Emissions factors are published annually by the UK Department for Energy Security & Net Zero

Emission Factor Year 2023

Emission Type	Emission source	Scope	Consumption data	Units	Emission factor	Units	Emissions (tCO_2e)	Comments
Renewables	Renewable Elec Purchase Direct Supply	Scope 2	7,001,359.38	kWh	0.00000	kg CO2e/kWh	0.00000	Excludes National War Museum - Transferred to Scope 3 - Leased Asset
Electricity	Transmission and distribution - Electricity: UK	Scope 2	7,001,359.38	kWh	0.01792	kg CO2e/kWh	125.43013	Excludes National War Museum - Transferred to Scope 3 - Leased Asset (check calculation)

Electricity	Other (please specify in comments)	Scope 3	117,457	KwH	0.2049600	kg CO2e/kWh	24.07399	National War Museum - Scope 3 - Leased Asset
Electricity	Other (please specify in comments)	Scope 3	117,457	KwH	0.0179200	kg CO2e/kWh	2.10483	National War Museum - Scope 3 - Leased Asset
Natural Gas	Other (please specify in comments)	Scope 1	7,976,122	KwH	0.2022600	kg CO2e/kWh	1,613.250	UK & SG conversion figures used to align with reports issued to Board of Trustees - Excludes National War Museum as this is transferred to Scope 3 as it is a leased Asset.
Natural Gas	Other (please specify in comments)	Scope 3	606,958	KwH	0.2022600	kg CO2e/kWh	122.763	UK & SG conversion figures used to align with reports issued to Board of Trustees - Excludes National War Museum as this is transferred to Scope 3 as it is a leased Asset.
Research Projects and Publications	Other (please specify in comments)	Scope 3					12.251	Calculated Carbon Figure from Carbon Management Plan - Multiple Conversion Factors
New Capital Investment Projects	Other (please specify in comments)	Scope 3					0.221	Calculated Carbon Figure from Carbon Management Plan -

								Multiple Conversion Factors
Collections Management	Other (please specify in comments)	Scope 3					69.945	Calculated Carbon Figure from Carbon Management Plan - Multiple Conversion Factors
Site Maintenance	Other (please specify in comments)	Scope 3					18.504	Calculated Carbon Figure from Carbon Management Plan - Multiple Conversion Factors
Catering	Other (please specify in comments)	Scope 3					452.468	Calculated Carbon Figure from Carbon Management Plan - Multiple Conversion Factors
Retail	Other (please specify in comments)	Scope 3					198.283	Calculated Carbon Figure from Carbon Management Plan - Multiple Conversion Factors
Exhibitions and Events	Other (please specify in comments)	Scope 3					55.160	Calculated Carbon Figure from Carbon Management Plan - Multiple Conversion Factors
Gallery Management	Other (please specify in comments)	Scope 3					10.246	Calculated Carbon Figure from Carbon Management Plan - Multiple Conversion Factors

Purchased Good / Distribution (Purchased Good, Cash and Security)	Other (please specify in comments)	Scope 3					42.506	Calculated Carbon Figure from Carbon Management Plan - Multiple Conversion Factors
Farm Activities	Other (please specify in comments)	Scope 3					269.147	Calculated Carbon Figure from Carbon Management Plan - Multiple Conversion Factors
Working from home	Other (please specify in comments)	Scope 3					6.862	Calculated Carbon Figure from Carbon Management Plan - Multiple Conversion Factors
Business Accomodation, Office Printing, Transport Contracts, Staff Training and Postal Service	Other (please specify in comments)	Scope 3					42.568	Calculated Carbon Figure from Carbon Management Plan - Multiple Conversion Factors
Commuting (Bus, Petrol Car, Plug in Hybrid, Electric, Motorbike, Diesel, Rail)	Other (please specify in comments)	Scope 3					157.307	Calculated Carbon Figure from Carbon Management Plan - Multiple Conversion Factors
Business Travel (Bus, Petrol Car, Taxi, Plug In Hybrid, Electric, Tram, UK Plane, International	Other (please specify in comments)	Scope 3					150.178	Calculated Carbon Figure from Carbon Management Plan - Multiple Conversion Factors

Plane, Ferry, Train, Motorbike								
Cardboard Recycled Waste	Other (please specify in comments)	Scope 3					0.030	Calculated Carbon Figure from Carbon Management Plan - Multiple Conversion Factors
Mixed Recycled Waste	Other (please specify in comments)	Scope 3					1.085	Calculated Carbon Figure from Carbon Management Plan - Multiple Conversion Factors
Combustion Waste	Other (please specify in comments)	Scope 3					1.019	Calculated Carbon Figure from Carbon Management Plan - Multiple Conversion Factors
Composting / Anerobic Digestion	Other (please specify in comments)	Scope 3					0.061	Calculated Carbon Figure from Carbon Management Plan - Multiple Conversion Factors
Land Fill Waste	Other (please specify in comments)	Scope 3					0.859	Calculated Carbon Figure from Carbon Management Plan - Multiple Conversion Factors
Tissue Waste	Other (please specify in comments)	Scope 3					0.722	Calculated Carbon Figure from Carbon Management Plan - Multiple Conversion Factors

Hazardous Waste	Other (please specify in comments)	Scope 3					0.023	Calculated Carbon Figure from Carbon Management Plan - Multiple Conversion Factors
Contractor Waste (Estates)	Other (please specify in comments)	Scope 3					0.068	Calculated Carbon Figure from Carbon Management Plan - Multiple Conversion Factors
NMS Owned Vehicles	Other (please specify in comments)	Scope 1					10.253	Calculated Carbon Figure from Carbon Management Plan - Multiple Conversion Factors
Water Supply	Other (please specify in comments)	Scope 3					3.176	Calculated Carbon Figure from Carbon Management Plan - Multiple Conversion Factors
Water Treatment	Other (please specify in comments)	Scope 3					2.849	Calculated Carbon Figure from Carbon Management Plan - Multiple Conversion Factors
Computing Hardware / Website	Other (please specify in comments)	Scope 3					65.088	Calculated Carbon Figure from Carbon Management Plan - Multiple Conversion Factors
							3,458.501	

3c **Generation, consumption and export of renewable energy**

Provide a summary of the body's annual renewable generation (if any), and whether it is used or exported by the body.

Technology	Renewable Electricty		Renewable Heat		
	Total consumed by the body (kWh)	Total exported (kWh)	Total consumed by the body (kWh)	Total exported (kWh)	Comments
Please select from drop down box					
Please select from drop down box					
Please select from drop down box					
Please select from drop down box					
Please select from drop down box					

Targets

3d **Organisational targets**

List all of the body's targets of relevance to its climate change duties. Where applicable, targets for reducing indirect emissions of greenhouse gases, overall carbon targets and any separate land use, energy efficiency, waste, water, information and communication technology, transport, travel and heat targets should be included. Where applicable, you should also provide the body's target date for achieving zero direct emissions of greenhouse gases, or such other targets that demonstrate how the body is contributing to Scotland achieving its emissions reduction targets.

Name of target	Type of target	Target	Units	Boundary/scope of target	Year used as baseline	Baseline figure	Units of baseline	Target completion year	Progress against target	Comments
Collections-based materials (all sites)	Percentage	5% year on year	total % reduction	Scope 3	2022/23	31,925	kgCO2e	2029/30	20,671	Target exceeded
Heating-related emissions	Percentage	4% year on year	Power Usage Effectiveness	Energy use in buildings	2022/23	1,545	tCO2e	2029/30	1,736	Target not met in 23/24 due to gas correction meter issue at NMCC
Emissions per cover (food and drink)	Other (please specify in comments)	1.3 kgCO2e per cover	Other (please specify in comments)	Scope 3	2022/23	1.30	kgCO2e	2029/30	1.07	Intensity Ratio - kgCO2e per cover

Emissions per sale (retail)	Other (please specify in comments)	0.33 kgCO2e per unit sold	Other (please specify in comments)	Scope 3	2022/23	0.33	kgCO2e	2029/30	0.37	Intensity Ratio - kgCO2e per sale
Business Travel	Annual	150 tCO2e	tCO2e reduction	Transport	2022/23	rolling	tCO2e	2023/24	150	Target met
Waste (NMCC, NMOF & NMOS)	Percentage	5% year on year	total % reduction	Waste	2022/23	4.91	tCO2e	2029/30	2.00	Target exceeded
Computer Hardware	Absolute	15 tCO2e each year for next 5 years	tCO2e reduction	Scope 3	2022/23	57,680	tCO2e	2027/28	58,481	Target not met due to year end purchasing. Balance anticipated in following year.
	Please select from drop down box		Please select from drop down box	Please select from drop down box	Please select from drop down box		Please select from drop down box	Please select from drop down box		

3da **How will the body align its spending plans and use of resources to contribute to reducing emissions and delivering its emission reduction targets?**

Provide any relevant supporting information that is not already included elsewhere in this report.

	Every annual budget planning cycle allocates funds for carbon reduction activities in our Estates Department and since our baseline a decade ago, we have reduced our energy-related carbon emissions by 87%. Furthermore, in 2022 we invested in consultancy services to support the creation of a Heat Decarbonisation Plan 22 - 45 which guides our future investment planning priorities between 2022/23 and 2029/2030 in order to achieve the Scottish Government target of 75% reductions. Sustainability training and development is embedded into our annual Personal Development Review process ensuring that necessary skills and understanding for every member of staff and volunteer are identified to ensure their role is fully undertaken. In addition, introductory sustainability modules have been undertaken by all members of staff and all new starters. Sustainable procurement modules have been trialled by ten high value procurers and will be rolled out to all procurers in the coming year.

3db **How will the body publish, or otherwise make available, it's progress towards achieving its emissions reduction targets?**

Provide any other relevant supporting information. In the event that the body wishes to refer to information already publshed, provide information about where the publication can be accessed.
Simply referencing this report or it's availability on the SSN website is insufficient information.

	In this reporting period of 2023-24 'Our Organisational Strategy for Sustainability 2023-30' and the 'Sustainable Development Policy Statement' have been made available for the public on a dedicated webpage: (https://www.nms.ac.uk/about-us/our-organisation/strategy/sustainable-development/). In addition, the latest PBCCR and Annual Action Plan will also be published on this webpage.

Projects and changes

3e **Estimated total annual carbon savings from all projects implemented by the body in the report year**

If no projects were implemented against an emissions source, enter "0".
If the body does not have any information for an emissions source, enter “Unknown”.
If the body does not include the emissions source in its carbon footprint, enter “N/A”.

Emissions source	Total estimated annual carbon savings (tCO_2e)	Comments
Electricity	-	
Natural gas	69	
Other heating fuels	-	N/A
Waste	0.10	5% reduction
Water and sewerage	-	
Travel	9	A rolling target to achieve standstill or reduction each year
Fleet transport	-	N/A
Other (please specify in comments)	15	Computer Hardware
Please select from drop down box	1.30	Collections-based materials (all sites)
Total	**94**	

3f **Detail the top 10 carbon reduction projects to be carried out by the body in the report year**

Provide details of the 10 projects which are estimated to achieve the highest carbon savings during report year.

Project name	Funding source	First full year of CO_2e savings	Are these savings figures estimated or actual?	Capital cost (£)	Operational cost (£/annum)	Project lifetime (years)	Primary fuel/emission source saved	Estimated carbon savings per year (tCO_2e/annum)	Estimated costs savings (£/annum)	Behaviour Change	Comments
Reductions will be made in year by focussing on energy efficiencies and better decision-making for goods/services procurement. We estimate that 4% year on year reductions can be made in this way.		Please select from drop down box	Please select from drop down box				Please select from drop down box			Please select from dropdown box	
In parallel, we are also progressing projects that will have a more significant effect on emissions reductions such as alternative heating systems. This work spans multiple years however.		Please select from drop down box	Please select from drop down box				Please select from drop down box			Please select from dropdown box	
		Please select from drop down box	Please select from drop down box				Please select from drop down box			Please select from dropdown box	

		Please select from drop down box	Please select from drop down box				Please select from drop down box			Please select from dropdown box	

3g **Estimated decrease or increase in the body's emissions attributed to factors (not reported elsewhere in this form) in the report year**

If the emissions increased or decreased due to any such factor in the report year, provide an estimate of the amount and direction

Emissions source	Total estimated annual emissions (tCO_2e)	Increase or decrease in emissions	Comments
Estate changes	5.00	Decrease	Replacement of failed gas boiler plant to National War Museum South Block from 3 boiler to 2 more efficient units; additional controls and BMS links also added
Service provision		Please select from drop down box	
Staff numbers		Please select from drop down box	
Other (please specify in comments)	148.10	Please select from drop down box	Faulty gas correction meter at NMCC
Please select from drop down box		Please select from drop down box	
Total		**-5**	

3h **Anticipated annual carbon savings from all projects implemented by the body in the year ahead**

If no projects are expected to be implemented against an emissions source, enter "0".
If the organisation does not have any information for an emissions source, enter "Unknown".
If the organisation does not include the emissions source in its carbon footprint, enter "N/A".

Emissions source	Total estimated annual carbon savings (tCO_2e)	Comments
Electricity		
Natural gas	-	No projects funded to have system adaptations or replacements in year ahead
Other heating fuels		
Waste		
Water and sewerage		
Travel		
Fleet Transport		
Other (please specify in comments)		
Total	-	

3 Estimated decrease or increase in emissions from other sources in the year ahead

i If the body's corporate emissions are likely to increase or decrease for any other reason in the year ahead, provide an estimate of the amount and direction.

Emissions source	Total estimated annual emissions (tCO_2e)	Increase or decrease in emissions	Comments
Estate changes	65	Decrease	Efficiency savings across all sites due to tighter controls and system run times
Service provision		Please select from drop down box	
Staff numbers		Please select from drop down box	
Other (please specify in comments)		Please select from drop down box	

Total		**-65**	

3j **Total carbon reduction project savings since the start of the year which the body used as a baseline for its carbon footprint**

If the body has data available, estimate the total emissions savings made from projects since the start of that year ("the baseline year").

Total savings	Total estimated emissions savings (tCO_2e)	Comments
Total project savings since baseline year	10,589.44 saved (72% reduction)	1990-1 Organisational Fixed Baseline is 12,299 tCO2e

Further information

3k **Supporting information and best practice**

Provide any other relevant supporting information and any examples of best practice by the body in relation to corporate emissions, targets and projects.

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PART 4

Adaptation - please do not include information in this part on measures that solely reduce emissions with no implications for climate adaptation. These are climate mitigation measures which should be reported in the Emissions tab.

Assessing and managing risk

4a **Has the body assessed current and future climate-related risks?**
If yes, provide a reference or link to any such risk assessment(s).

NMS has developed an Environmental (Aspects and Impacts) Risk Register - please see attachment

4b **What arrangements does the body have in place to manage climate-related risks?**
Provide details of any climate change adaptation strategies, action plans and risk management procedures, and any climate change adaptation policies which apply across the body.

The Environmental (Aspects and Impacts) Risk Register is under constant review by the Sustainable Development Group. It is used to inform the development of next year's Action Plan, and both the Risk Register and the Annual Plan is prepared for review and approval by the Executive Team at the beginning of each year.

Taking action

4c **What action has the body taken to adapt to climate change?**
Include details of work to increase awareness of the need to adapt to climate change and build the capacity of staff and stakeholders to assess risk and implement action. The body may wish to make reference to the Scottish Climate Change Adaptation Programme ("the Programme").

Our organisational work particularly meets three of the seven Climate Change Adaptation Outcomes:

*__Our communities are inclusive, empowered, resilient and safe in response to climate change__.

We work with a wide variety of communities including our internal workforce; general public and bespoke community groups. Two examples of our work in this area are below:

1. Site-wide learning programmes: National Museum of Rural Life, East Kilbride offers an excellent platform for public engagement on sustainability using the national collections and natural assets across the site. The variety of programming in 2023-24 included school workshops focusing on sustainable food production: Field to Fork, Butter Making and Ice Cream Making. Family events and activities include Woolly Weekend, Moofest, Spring and Autumn Explorers, Tractor Tots and Beastie Trails, all of which enable a site-wide experience. For adults the creative workshops offered a more intimate engagement through practical and creative activities exploring Mushroom Alchemy, Natural Dyeing and Willow Crafting. These engaged over 5,000 visitors over 23-24 with almost all activities featuring early full-bookings or sell-outs.

2. An exhibition called Rising Tide: Art and Environment in Oceania ran from 12 August 2023 to 14 April 2024, discussing humanity's damaging relationship with the environment. In Australia and the Pacific Islands, sea levels are rising due to climate change and the oceans are choked with plastic. This exhibition featured contemporary responses to climate change and plastic waste by Indigenous Australian and Pacific Islander artists. It also included an installation by Maori/Scottish artist George Nuku, entitled Bottled Ocean which demonstrated how we all must play our part in reducing plastic waste. 76,860 visitors engaged with this exhibition.

An engagement programme also supported this exhibition, working across communities. Work included environmental workshops, a curatorial spotlight talk, tours, a blog, volunteer recruitment for co-creating the Bottled Ocean installation, access adaptations and events, workshops, and an event: Voices of the Sea: From Orkney to Oceania. The public engagement work and outreach alone engaged over 1,000 participants.

***Our natural environment is valued, enjoyed, protected and enhanced and has increased resilience to climate change.**

A case study that particularly highlights our work is this area is the implementation of Biodiversity Action Plans at the National Museums Collection Centre, Granton; National Museum of Flight, East Fortune and National Museum of Rural Life, East Kilbride. Our Natural Sciences team monitor the sites for flora and fauna we have now designating areas for wild growth and tracking wildlife incidence. Wildflowers and insect presence are increasing. The Biodiversity Action Plan for the National Museum of Rural Life is now underway with similar studies being created going forward.

***Our society's supporting systems are resilient to climate change.**

We have been working with suppliers, contractors and consultants to ensure sustainability is consistent in our procurement process: specification writing, evaluation and implementation. An example is the our contract for waste production contractor: through the review of our specification and in dialogue with the market, we have

a contract with our waste contractor who is able to weigh our waste ensuring accurate carbon emissions data and puts nothing into landfill.

4d **Where applicable, what contribution has the body made to helping deliver the Programme?**

Provide any other relevant supporting information

Review, monitoring and evaluation

4e **What arrangements does the body have in place to review current and future climate risks?**

Provide details of arrangements to review current and future climate risks, for example, what timescales are in place to review the climate change risk assessments referred to in Question 4(a) and adaptation strategies, action plans, procedures and policies in Question 4(b).

The organisation's Sustainable Development Group meets quarterly to create, discuss, review and implement the Environmental (Aspects and Impacts) Risk Register, the Environmental Compliance Register and annual Action Plan. These documents lead our priorities for the year, and we regularly evaluate progress made; quarterly reports are developed for the Estates Committee, a Board of Trustees sub-group and annual reports to the Board of Trustees. In addition, Carbon Reduction meetings, Carbon Counting meetings and Biodiversity Action Plan meetings are also established throughout the year cycle. Our evaluation of progress happens in a variety of ways including: Committee review; audience and staff surveys, and consultant-led verification at year end.

4f **What arrangements does the body have in place to monitor and evaluate the impact of the adaptation actions?**

Please provide details of monitoring and evaluation criteria and adaptation indicators used to assess the effectiveness of actions detailed under Question 4(c) and Question 4(d).

*Utilities:
The organisation has all of its utilities metered on all sites and sub metered to provide additional management information where required. All utility meters are read and information recorded and consumption monitored monthly to determine trends and any unusual patterns investigated. In addition, many buildings are continually monitored by Building Management Systems and automatic alarms set to highlight any unusual or high incidents of consumption or plant failure to key
personnel
*Behaviour
Change:
We monitor year on year progress with factors such as climate change understanding; clarity about our role as a public body; enjoyment of our public programmes; and confidence with behaviour
change.
*Biodiversity Development:
Annual survey work is undertaken at our sites, and year on year comparisons made.

Future priorities for adaptation

4g **What are the body's top 5 climate change adaptation priorities for the year ahead?**

Provide a summary of the areas and activities of focus for the year ahead.

As a public body in the cultural sector we spread our efforts across three areas of focus:
1) our public engagement work
2) our research and collections development
3) and ensuring that our own practices and activities meet the Scottish Government's targets for carbon reduction
In addition to these three broad areas of work, we will be focussing on:
4) The implementation and roll out of an all staff training programme, bespoke to different job roles
5) The development of an investment plan for our estate and infrastructure, to ensure we are impactful with resources

Further information

4h **Supporting information and best practice**

Provide any other relevant supporting information and any examples of best practice by the body in relation to adaption.

Public Sector Report on Compliance with Climate Change Duties 2024 Template

PART 5 Procurement

5a **How have procurement policies contributed to compliance with climate change duties?**

Provide information relating to how the procurement policies of the body have contributed to its compliance with climate changes duties.

Our Procurement Policy includes specific sections on promoting sustainable procurement including: socially and ethically responsible purchasing; minimising environmental impact throughout the supply chain; delivering economically sound solutions; and good business practice. Our policy states that developing our sustainable practices and meeting carbon reduction targets is an important component of our planning and decision-making at all levels of our procurement activity. Our policy includes a statement that "National Museums Scotland is committed to achieving carbon reductions of 75% by 2030 and net zero by 2045 and improving its general environmental performance as part of a wider commitment to sustainable development." These commitments remain in place despite Scottish Government's removal of the 2030 target. Our procurement policy is due for review in 2025.

Our procurement policy is implemented through our Procurement Playbook which groups procurement into four levels that vary by contract price. (£0 - £10,000; £10,000 - £49,999; £50,000 - £139,688; £139,689+). The playbook broadly follows the Scottish Government's "Procurement Journey" and includes requirements to consider sustainability, including climate change duties, throughout the procurement process. The playbook highlights the specific sustainability requirements at each step of the procurement journey, with more required on larger value contracts (those with a value in excess of £50,000) likely to make a greater overall impact.

Our policy also states that NMS will seek to reduce the amount of resources we use by routinely assessing our needs and alternatives before initiating a procurement exercise. This assessment will involve: asking, do we need this product and can our requirements be reduced or avoided in some other way?

Examples of this assessment include: using video conferencing instead of business travel to reduce environmental impact as well as cost; working with suppliers to introduce returnable packaging for delivery of the products supplied instead of procuring a waste management service; considering other sustainable modes of transport that can be used?

Procurers will use output specifications to avoid constraining the solution with a detailed specification and thereby allowing the market to respond with innovative solutions. All procurers are required to implement methods of minimising waste in the supply chain through: reducing packaging; reusing products instead of buying new; purchasing recycled or sustainable products.

Procurers are required to attach weightings to sustainability responses as follows: procurements with values between £10,000 and £50,000: 10% of technical score; procurements with values between £50,000 and £139,688: 15% of technical score; procurements with values above £139,688: 20% of technical score.

5b **How has procurement activity contributed to compliance with climate change duties?**

Provide information relating to how procurement activity by the body has contributed to its compliance with climate changes duties.

Our tender selection criteria now place greater emphasis on ensuring the tenderer has fully considered sustainability and climate change issues in the way they and their supply chain work.

Examples of procurement activity in the year 2023-24 which have contributed include: working with a new supplier to pilot a move from a physical paper based members magazine to a digital magazine reducing emissions; the relocation of printing services to Scotland; working with a new supplier to reduce the carbon emissions generated by our website and accurately count the emissions of our website; and our travel and subsistence policy significantly reducing the number of UK domestic flights, reducing carbon emissions.

Further information

5c **Supporting information and best practice**

Provide any other relevant supporting information and any examples of best practice by the body in relation to procurement.

25 of 37 contracts awarded in the year to 31 March 2024 were to local (Scottish) suppliers with the aim of reducing emissions associated with supplier travel while at the same time supporting Scottish Government's wider objectives in relation to sustainability.

Public Sector Report on Compliance with Climate Change Duties 2024 Template

PART 6
Validation and Declaration

6 a Internal validation process

Briefly describe the body's internal validation process, if any, of the data or information contained within this report.

Quarterly reports to the Estates Committee, a Trustee sub committee
Annual Report and Annual Action Plan to the Executive Team and Board of Trustees

6 b Peer validation process

Briefly describe the body's peer validation process, if any, of the data or information contained within this report.

NB By 'peer' we understand this to mean other National Museum organisations.
No other peer review is useful at this point in time because:
1. the only other National cultural body in the Museum and Galleries sector does not have a well developed Carbon Management Plan. They account for very little of their Scope 3 emissions; we account for all Scope 3 activities.
2. Other National Museums and Galleries are in England, Wales and N Ireland and have a different statutory reporting process, emissions targets and offsetting allowances.

6c External validation process

Briefly describe the body's external validation process, if any, of the data or information contained within this report.

Carbon Management Plan verification by external environmental consultant
Periodic review of the Environmental Compliance Register by CMS, external legal consultants

6 d No Validation Process

If any information provided in this report has not been validated, identify the information in question and explain why it has not been validated.

6 e Declaration

I confirm that the information in this report is accurate and provides a fair representation of the body's performance in relation to climate change.

Name:	Ruth Gill
Role in the body:	Director of Public Programmes and Sustainability Lead
Date:	13/11/2024