

**Glasgow Kelvin College**

**Board of Management – 9 December 2019**

**Public Sector Climate Change Duties and Sustainable Development Report**

**Report by Vice Principal – Finance & Corporate Services & Director of  
Corporate Services**

**1. Introduction**

Members will be aware that the Scottish Government now require all public bodies to submit a Climate Change Report on an annual basis. The purpose of this report is to provide members of the Board of Management with a copy of the College submission for academic session 2018/19 and provide a high level summary of its performance in respect of carbon emissions over the past four years.

The carbon reduction element of this report has been reported to the Financial Control Committee at its meeting on 26 November 2019, however, the full report was not fully complete on this date.

Additionally the College is keen to promote sustainability across a wide range of its activities using the UN Sustainable Development Goals as a framework. This report seeks to provide an overview of some of the projects undertaken recently.

**2. Climate Change Reporting**

The College prepared its first Climate Change Action Plan (CCAP) in November 2015. This document calculated the carbon baseline for the College and set the carbon management priorities. The College has a Sustainability and Estates Section on its website and the CCAP sits in there.

<https://www.glasgowkelvin.ac.uk/sustainability-estates/>

As members are aware, the College submitted a Climate Change report in November 2015 to the Scottish Government; this was the pilot year for the Public Sector Climate Change reporting. This calculated the baseline carbon footprint for the College at 3,257 tonnes of CO2 emissions for academic year 2014/15. The CCAP provides a full analysis of where these emissions arose from in that year, the majority of carbon produced by the College relates to gas and electricity usage at the campus buildings. Water, travel and vehicle fleet emissions are also calculated and contribute to the total.

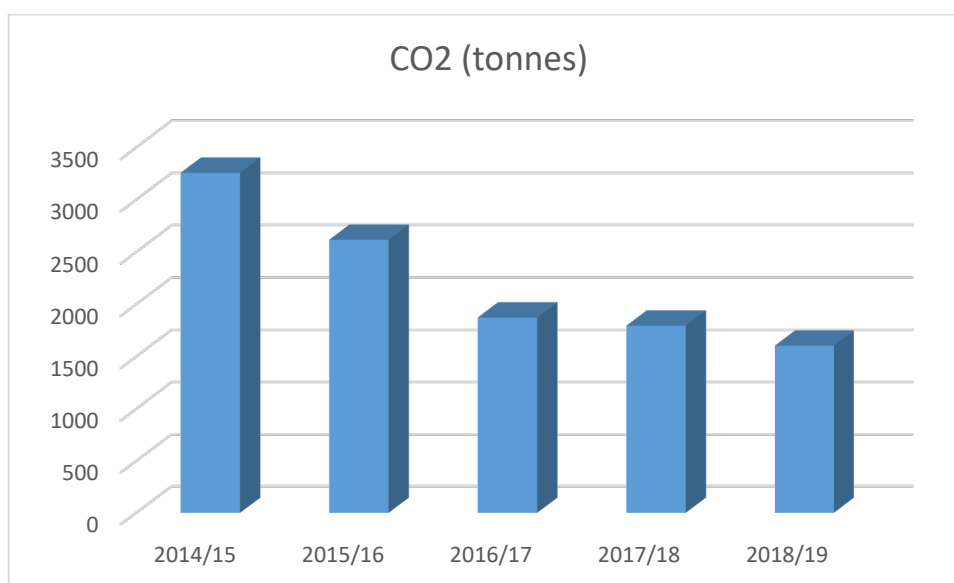
Appendix 1 provides the College Climate Change Report for academic year 2018/19. This document has been submitted to the Scottish Government and met the deadline set ie 29 November 2019.

The report indicates that measured carbon emissions have reduced overall by 1,652 tonnes CO2 annually over the four years for which the College has calculated the data. This is a 49.27% annual reduction. The headline figures are that calculated carbon dioxide emissions have reduced each year as follows:

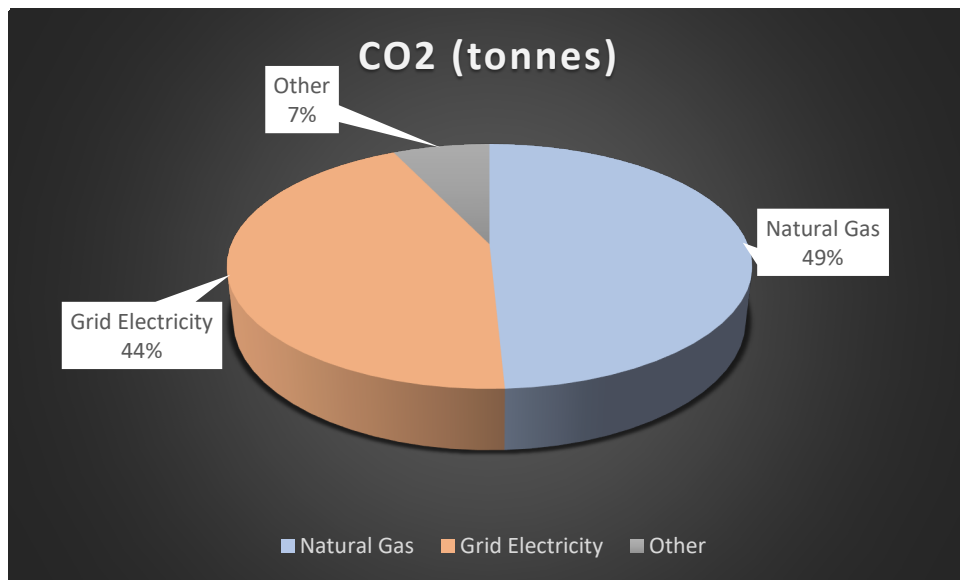
Academic Year	Carbon Emissions
2014/15	3,257 tCO2
2015/16	2,617 tCO2
2016/17	1,874 tCO2
2017/18	1,795 tCO2
2018/19	1,605 tCO2

The main factors in the reduction in calculated annual emissions relate to the sale of City Campus in August 2016. Also, the conversion factor used to convert grid electricity from kwh to tonnes of CO2 has improved as the electricity grid has become less dependent upon carbon generating energy sources. The conversion factor is provided in the on-line reporting template and is not calculated by the College.

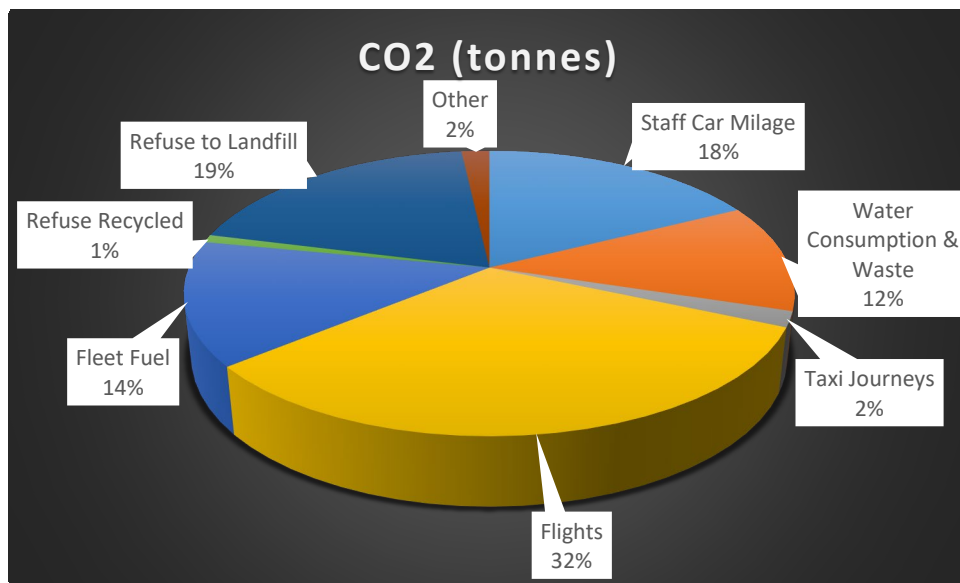
As reported previously, the College has already achieved the greatest proportionate reduction in emissions of all HE and Fe institutions in Scotland between the 2014/15 baseline year and 2017/18. The reduction being reported in 2018/19 represents a further reduction and provided graphically below:



In respect of sources of CO2, the chart below indicates that Gas and Electricity consumption account for the majority of carbon emissions at the College. This presents a significant challenge for further reduction as the heating and hot water systems at all four of the campus buildings are dependent on gas boilers which are now responsible for close to half of the College's emissions. The Gas boilers at both the East End Campus and Easterhouse have been replaced with the most efficient ones available. To achieve further reduction and progress towards the Government targets alternative technologies will require to be considered.



Other emissions calculated by the College account for a relatively small proportion of emissions (circa 114 tonnes or 7% of the total). However, this excludes emissions from staff and student travel between College and their homes.



The College continues to report on waste collection and recycling. The report indicates that 78.6% of waste collected was recycled during the year. Further reductions in the volume of waste transferred to landfill would also improve the carbon emissions.

The College intends to refresh the Climate Change Action Plan over the months ahead once the new Building Management System is embedded and data analysis is undertaken. The refreshed Climate Change Action Plan will include new targets for carbon reduction and other sustainable/environmental projects which will be undertaken. These will focus on other aspects of sustainability, the curriculum and changing behaviours as well as carbon reduction.

The College continues to operate an Estates and Sustainable Development Committee. Some of the initiatives being undertaken are:

- continue our endeavours to increase active travel and promote the active travel model developed by the College;
- refresh the Climate Change Action Plan as part of the Carbon Management Strategy;
- complete the East End Community Garden and ensure this is well utilised and meets user needs;
- apply for further funding for more electric vehicles;
- continue to update the Sustainable Development area on the College website to showcase work undertaken; and
- generate reports from the new Building Management System to better inform decision making.

Appendix 2 provides recent presentation slides which seek to outline the College's wider approach to environmental sustainability and the range of projects underway ie the installation of a Building Management System across three campus buildings and the East End Campus Community Garden project.

The College also continues to seek to be seen as a leader in the area of environmental sustainability and community engagement. It has continued to present at EAUC conferences, most recently at the event held at the Lighthouse in Glasgow. Appendix 3 provides members with a copy of a recent response to a Scottish Government consultation on the Climate Change Reporting Duties.

### **3. Resource Implications**

There are staffing resource implications associated with the progression of the Climate Change Agenda. GCRB have been approached in relation to possible funding for a post/part post replacement for a Project/Environmental Officer. Discussions are underway.

The College is consistently making the point that funding is required if the climate change agenda is to be effectively prioritised.

### **4. Equality Impact**

No negative impacts on people with protected characteristics have been identified as a consequence of this report. Addressing the Sustainable Development Goals, Corporate and Social Responsibility agenda and playing a leading role in sustainable development all contribute to promoting equality.

### **5. Risk & Assurance**

The medium to long term risks associated with Climate Change are likely to be significant. These include the prospect of changed weather patterns, increased rain and extreme weather events which could all have an impact on the College Estate and the ability of staff and learners to attend work. Estates related building maintenance work to improve the resilience of flood pumps may help manage this situation to a degree.

The reductions achieved and feedback on the submissions made provide the Board with assurance that the College is taking its responsibilities in respect of Climate Change seriously and the reductions achieved, winning of awards, engagement with learners/wider communities and participation in EAUC activities protect the reputation of the College in this regard.

## **6. Recommendations**

Members of the Board of Management are recommended to:

- i) note the contents of this report and its appendices;
- ii) note the reduction in calculated carbon emissions; and
- iii) note that the College has fulfilled its legislative obligation to report on its carbon emissions.

## **7. Further Information**

Members may obtain further information relating to the contents of this report from James Gow, Vice Principal – Finance & Corporate Services, [jgow@glasgowkelvin.ac.uk](mailto:jgow@glasgowkelvin.ac.uk) or Lisa Clark, Director of Corporate Services, [lisaclark@glasgowkelvin.ac.uk](mailto:lisaclark@glasgowkelvin.ac.uk) or the Principal, Derek Smeall, [dsmeall@glasgowkelvin.ac.uk](mailto:dsmeall@glasgowkelvin.ac.uk)

JG/LC  
November 2019  
Glasgow Kelvin College

## Public Sector Climate Change Duties Report Template

### Introduction

Welcome to the online reporting portal for submitting annual reports under the Climate Change (Duties of Public Bodies: Reporting Requirements) (Scotland) Order 2015.

Please submit your 2018-19 Climate Change Report on or before **30th November 2019**.

User guidance for the reporting system and guidance on completing sections of the report can be accessed on the SSN website.

Recommended reporting (section 7) enables provision of information on the wider impact and influence of your organisation on GHG emissions.

**Please note that there is a limit set on your session time which expires after 10 minutes and any work that has not been saved will be lost. To ensure you do not lose any entries, please remember to save the form after each entry.**

### Required section

#### 1 Profile of reporting body

##### 1a Name of reporting body

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

Glasgow Kelvin College

##### 1b Type of body

Educational Institutions

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

479

##### 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	31867	18715 Springburn Campus, 4771 Easterhouse Campus, 6459 East End
Number of full-time equivalent students	number FTES	5023	13,675 Full Time and Part Time learners enrolled during year

##### 1e Overall budget of the body (£).

Specify approximate £/annum for the report year

34,641,000.00

##### Comments

##### 1f Specify the report year type.

Academic

##### 1g Context

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

Glasgow Kelvin College is an FE institution based in Glasgow. A significant part of the reduction in CO2 has been as a result of the planned closure and sale of the College's City Campus in August 2016, which has reduced greenhouse gas emissions. During the academic year 2018/19, the College enrolled 13,675 full and part time learners, 87% of whom reside in the Glasgow area. The College seeks to manage its own impact on the environment and a number of its teaching and learning programmes incorporate climate change and environmental sustainability related topics, particularly in the Science, Construction and Engineering departments. The College publishes an annual report and context statement which describe the full range of activities, mission statement and vision of Glasgow Kelvin College in detail. The College also operates an Estates and Sustainable Development Committee who meet at least 3 times over the course of the academic year to review all actions related to Environmental Sustainability. An Estates/Sustainability Strategy is also prepared by the College's Estates and Sustainability Department, which focuses on key actions to be taken that relate to reducing the environmental impact of the College buildings. Additionally, the College Board meet to discuss and review proposals for climate change action.

#### 2 Governance, Management and Strategy

##### Governance and management

**2a 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.

The Board of Management are responsible for oversight of the strategic direction of the College and set the Strategic Plan - one of the strategic priorities is to "maintain the highest standards of corporate governance and sustainability." Corporate and Social Responsibility (CSR) is also an important priority for the Board and the College reports in detail on its activities which contribute to the CSR agenda and have a positive impact on the communities served by the College. The College prepared its first Integrated Climate Change Action Plan and Estates Strategy in 2015 and has successfully implemented this over the past two years. The targets set in that document which were to reduce carbon emissions by 25% over two years have been exceeded. Additionally, the College has developed a Capital Investment Plan which specifically allocates resource to the Estates and Sustainable Development Committee who are tasked with improving the overall environmental performance of the College overall. In respect of governance, responsibility for oversight of Capital Investment in Estates and ICT is delegated to the Financial Control Committee (FCC). The FCC review the Capital Investment Plan, Climate Change Action Plan, ICT Strategy and Estates/Sustainability Strategy prior to consideration by the Board of Management. The Board are committed to addressing Climate Change and sustainability more widely, this is demonstrated by:- energy and waste reduction targets in Climate Change Action Plan- establishment of an Estates and Sustainable Development Committee- allocation of capital budget to the Estates and Sustainable Development Committee and to projects which help address climate change- Inclusion of commitment to sustainability/ethical procurement in the Procurement Strategy and commitment to the Sustainable Development Goals Accord.

File: Governance Structure Chart - November 2019.pdf

**2b How is climate change action managed and embedded by 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.

The Principal has overall responsibility for the management of the College. The Vice Principal - Finance & Corporate Services has overall responsibility for Climate Change and Climate Change Reporting. The Director of Corporate Services Chairs the Estates and Sustainable Development Committee which meets 3 times per year and line manages the Head of Facilities and Environmental Sustainability (who has operational responsibility for the College Estate, Estate team and vehicle fleet). The College appointed a Project and Sustainability Officer who was responsible for developing student and staff engagement with the issue of environmental sustainability through a range of activities e.g. environmental campaigns and events, managing projects aimed at improving active travel and sustainable practises, applying for grant funding and seeking to raise the profile of sustainability at the College through internal and external communications and applications for awards. The Capital Investment Plan allocates £35k per year to the Estates and Sustainable Development Committee. It is then up to the Committee to recommend how this funding is invested in projects which will improve the College's performance in respect of environmental sustainability. This is in addition to other Investments which either aim to improve environmental performance as a primary target or include energy consumption and / or waste reduction as part of the project. The VP, Director and Head of Facilities and Environmental Sustainability have strategic and operational responsibility for Environmental Sustainability. The VP also has responsibility for Procurement, ICT and Finance which helps ensure sustainability is embedded within other key corporate processes, procedures and strategies. The College is looking at further structural change which would allocate responsibility for embedding sustainability within the curriculum as a priority for 2018 and beyond. The College operates from a number of community venues where it provides learning and teaching but does not directly manage the property, the College does not report on the carbon emissions generated at these venues. The financial context facing the College and the FE sector remains extremely challenging and the national priority to implement national collective bargaining is resulting in resources being prioritised towards paying staff more, this reduces resources available for addressing climate change and investing in the College Estates and other climate change / sustainability projects. Despite this, Glasgow Kelvin College has responded to the Climate Change and environmental sustainability policy agenda in a proactive way within the envelope of resources available to it. Unfortunately, the Project and Sustainability Officer secured alternative employment outwith Glasgow Kelvin College during Academic Year 2018/19; and due to severe funding/financial constraints, the post is currently vacant. The College has repeatedly asked for special funding for sustainability initiatives given the Climate Change Emergencu situation facing the world.

File: Climate Change Organisational Chart (002).pdf

**Strategy**

**2c 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	Link
Working Sustainably & Transparently:-Manage College Resources to deliver financial security and long term sustainability-Utilise the College Estate effectively and efficiently	Strategic Plan	<a href="https://www.glasgowkelvin.ac.uk/wp-content/uploads/2018/07/Strategic-Plan-2018-21.pdf">https://www.glasgowkelvin.ac.uk/wp-content/uploads/2018/07/Strategic-Plan-2018-21.pdf</a>
The Risk Management Strategy outlines how the College manages and considers risk, how it identifies internal/external or environmental risks that it faces, evaluates these risks and mitigates them as appropriate.	Risk Management Strategy	<a href="https://www.glasgowkelvin.ac.uk/wp-content/uploads/2018/10/Plan-Risk-Management-Strategy.pdf">https://www.glasgowkelvin.ac.uk/wp-content/uploads/2018/10/Plan-Risk-Management-Strategy.pdf</a>

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.

Climate Change Action Plan and Estates Strategy - <a href="https://www.glasgowkelvin.ac.uk/sustainability-estates/">https://www.glasgowkelvin.ac.uk/sustainability-estates/</a>
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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	Estates and Sustainability Strategy	<a href="https://www.glasgowkelvin.ac.uk/sustainability-estates/">https://www.glasgowkelvin.ac.uk/sustainability-estates/</a>	2015/16- 2020/21	The Estates/Sustainability Strategy and associated capital investment plan continue to prioritise the maintenance and repair of internal and external building operational features, including groundwater drainage systems, and works to ensure buildings remain watertight and are maintained for long term use.
Business travel	Climate Change Action Plan	<a href="https://www.glasgowkelvin.ac.uk/sustainability-estates/">https://www.glasgowkelvin.ac.uk/sustainability-estates/</a>	2015/16- 2020/21	The international strategy seeks to provide a rationale for the foreign trips undertaken by College staff and learners which remain relatively few in number but have increased as a consequence of a British Council project in India which is seeking to improve employability skills for individuals with disability in the UK and India.
Staff Travel	Climate Change Action Plan	<a href="https://www.glasgowkelvin.ac.uk/sustainability-estates/">https://www.glasgowkelvin.ac.uk/sustainability-estates/</a>	2015/16- 2020/21	The College is continuing to develop its cycling facilities and encouraging active travel to try to reduce staff reliance on cars. The College was successful in securing funding from the Energy Saving Trust to purchase 3 electric assisted bikes. Based on recent staff surveys and one-to-one interviews, there is growing interest in using
Energy efficiency	Estates and Sustainability Strategy	<a href="https://www.glasgowkelvin.ac.uk/sustainability-estates/">https://www.glasgowkelvin.ac.uk/sustainability-estates/</a>	2015/16- 2020/21	The College is currently in the process of installing a Building Energy Management System which will assist with accurate reporting, will highlight quickly any problem areas and will reduce energy wastage. AMR's have also been installed.
Fleet transport	Estates and Sustainability Strategy and Capital Investment Plan	<a href="https://www.glasgowkelvin.ac.uk/sustainability-estates/">https://www.glasgowkelvin.ac.uk/sustainability-estates/</a>	2015/16- 2020/21	The College is operating 2 electric vehicles which have replaced 2 diesel vans; and is seeking to expand this fleet with an additional electric vehicle.
Information and communication technology	ICT Technical Services Strategy	<a href="https://www.glasgowkelvin.ac.uk/wp-content/uploads/2018/10/Plan-ICT-Technical-Service-Strategy.pdf">https://www.glasgowkelvin.ac.uk/wp-content/uploads/2018/10/Plan-ICT-Technical-Service-Strategy.pdf</a>	2016/17- 2021/22	Investment in video conferencing facilities and renewal of hardware should contribute to reduced energy consumption. Power down software is being trialled in one area of the College and has been successful. In recent years the ICT department has contributed to reducing carbon emissions through: - implementation of Server
Renewable energy	Estates and Sustainability Strategy; and Climate Change Action Plan	<a href="https://www.glasgowkelvin.ac.uk/sustainability-estates/">https://www.glasgowkelvin.ac.uk/sustainability-estates/</a>	2015/16- 2020/21	The College has maintained existing assets, which include air source heat pumps, wind turbine and photo-voltaic cells.
Sustainable/renewable heat	Estates and Sustainability Strategy; and Climate Change Action Plan	<a href="https://www.glasgowkelvin.ac.uk/sustainability-estates/">https://www.glasgowkelvin.ac.uk/sustainability-estates/</a>	2015/16- 2020/21	The College has recently installed energy efficient boilers
Waste management	Estates and Sustainability Strategy; and Climate Change Action Plan	<a href="https://www.glasgowkelvin.ac.uk/sustainability-estates/">https://www.glasgowkelvin.ac.uk/sustainability-estates/</a>	2015/16- 2020/21	The College has carried forward its most recent waste management contract. Data provided has indicated the environmental benefits (with respect to carbon emissions) and improved recycling rates at the College over the past academic year.
Water and sewerage	Climate Change Action Plan	<a href="https://www.glasgowkelvin.ac.uk/sustainability-estates/">https://www.glasgowkelvin.ac.uk/sustainability-estates/</a>	2015/16- 2020/21	Work undertaken with Anglian Water (Wave) has helped to identify drainage issues, leaking pipes/cisterns and lead to reduced water consumption. The College has a rainwater harvesting system in one campus which is not operational, however, this will be investigated with a view to optimising supply potential.
Land Use	Estates and Sustainability Strategy; and Climate Change Action Plan	<a href="https://www.glasgowkelvin.ac.uk/sustainability-estates/">https://www.glasgowkelvin.ac.uk/sustainability-estates/</a>	2015/16- 2020/21	The College has been successful in securing Scottish Landfill Community Funding to help support the restoration of a disused greenspace at its East End campus into a community garden. Completion of the project will help with the delivery of environmental engagement activities for students, staff and the local
Other (state topic area covered in the comments)				



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**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.

The current financial situation of the College has meant that the Project and Sustainability Officer's post has not been replaced. The College is seeking to secure funding to replace/part replace this post. The College fully recognises the leadership role it can play in respect to the community it serves and its stakeholders. The initiatives that the College would wish to take forward are part of the strategic approach the College takes in addressing the UN Sustainable Development Goals and are as follows:

1. Increase the Active Travel modal share of the College. Taking this drive forward will involve the promotion and use of eBikes purchased using the secured Energy Saving Trust grant funding;
2. Conduct an audit of current Education for Sustainable Development in the College curriculum. Allocate specific responsibility to a senior member of teaching staff to carry out this process, and to embed sustainability in teaching and learning at the College;
3. Develop a Carbon Management Plan and a Climate Change Adaptation Strategy to further improve carbon footprint reporting, identification of climate change risks, and subsequent mitigation strategies. Both of these documents will be supported by the integration of an upgraded Building Environmental Management System. In parallel, the Climate Change Action Plan and Estates/Sustainability Strategy will be refreshed;
4. Increase the profile of the College's Estates and Sustainable Development Committee and continue to develop the Sustainability section of the College website;
5. Generation of reports from the Building Environmental Management System to target new projects/focus attention on any problem areas. The new system has been installed across three of the College's campuses and will enhance monitoring and reporting of energy and resource consumption, provide fault notification, control indoor environmental conditions and provide detailed building performance statistics;
6. The development and use of the East End Community Garden for student/staff/community/wildlife/insect enjoyment.

**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.

The College has recently used the Climate Change Assessment Tool (CCAT) to self-assess its current strategy and planning in relation to Climate Change. The key findings in the resulting CCAT action plan included:- developing a Carbon Management Plan;- developing and implementing a Climate Change Adaptation Strategy; and enhancing engagement with staff across the College to promote positive behaviour change and to raise climate change awareness.

**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.

Glasgow Kelvin College is sector leading - carbon reduction has now reached 49.27% since the first report was produced in 2014/15. Glasgow Kelvin College also won a Green Gown Award for sustainability and was highly commended for sustainability at the International Green Gown Award in New York. Furthermore, Glasgow Kelvin College won an Education Building Management award for our cycle hub - Velocity. We are in the process of installing a community garden at our East End Campus - making good use of a piece of wasteland to the benefit of many stakeholders. Our environmental projects have a wide range impact.

### 3 Emissions, Targets and Projects

#### Emissions

##### 3a Emissions from 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 year which is used as a baseline 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 document entitled "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.

Reference Year	Year	Scope 1	Scope 2	Scope 3	Total	Units	Comments
Baseline carbon footprint	2014/15	1237	1913	107	3257	tCO <sub>2</sub> e	
Year 1 carbon footprint	2015/16	1132	1369	116	2617	tCO <sub>2</sub> e	
Year 2 carbon footprint	2016/17	754	1021	99	1874	tCO <sub>2</sub> e	
Year 3 carbon footprint	2017/18	826	837	132	1795	tCO <sub>2</sub> e	
Year 4 carbon footprint	2018/19	790	701	114	1605	tCO <sub>2</sub> e	

##### 3b Breakdown of emission 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, for any such category of emission source, it is not possible to provide a simple emission factor(a) leave the field for the emission factor blank and provide the total emissions for that category of emission source in the 'Emissions' column.

If providing consumption data for Water – Supply, please also include the Emission Source and consumption data for Water – Treatment.

If providing consumption data for Grid Electricity (generation), please also include the Emission Source and consumption data for Grid Electricity (transmission & distribution losses).

Emission factors are published annually by the Department for Business, Energy & Industrial Strategy and will be updated automatically as soon as they become available.

Emission Source	Scope	Consumption data	Units	Emission factor	Units	Emissions (tCO <sub>2</sub> e)	Comments
Natural Gas	Scope 1	4295661	kWh	0.18385	kg CO <sub>2</sub> e/kWh	789.76	
Grid Electricity (generation)	Scope 2	2742385	kWh	0.2556	kg CO <sub>2</sub> e/kWh	700.95	
Average Car - Unknown Fuel	Scope 3	112271	km	0.17710	kg CO <sub>2</sub> e/km	19.88	
Water - Supply	Scope 3	14132	m <sup>3</sup>	0.344	kg CO <sub>2</sub> e/m <sup>3</sup>	4.86	
Water - Treatment	Scope 3	13606	m <sup>3</sup>	0.708	kg CO <sub>2</sub> e/m <sup>3</sup>	9.63	
Taxi (black cab)	Scope 3	6585	km	0.31764	kg CO <sub>2</sub> e/km	2.09	
Long-haul flights (Economy Class)	Scope 3	137472	passenger km	0.14981	kg CO <sub>2</sub> e/passenger km	20.59	

Short-haul flights (Economy class)	Scope 3	98862	passenger km	0.15573	kg CO2e/passenger km	15.40	
Domestic flight (average passenger)	Scope 3	5250	passenger km	0.25493	kg CO2e/passenger km	1.34	
Rail (National rail)	Scope 3	9098	passenger km	0.04115	kg CO2e/passenger km	0.37	
Van - Average (up to 3.5 tonnes) Diesel	Scope 3	65258	km	0.25213	kg CO2e/km	16.45	
Mixed recycling	Scope 3	43.91	tonnes	21.354	kg CO2e/tonne	0.94	
Construction (Average) Recycling	Scope 3	71.9	tonnes	1.370	kg CO2e/tonne	0.10	
Organic Food & Drink AD	Scope 3	6.5	tonnes	10.204	kg CO2e/tonne	0.07	
Refuse Commercial & Industrial to Landfill	Scope 3	224.8	tonnes	99.759	kg CO2e/tonne	22.43	
					<b>Total</b>	1604.86	

### 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 Electricity		Renewable Heat		Comments
	Total consumed by the organisation (kWh)	Total exported (kWh)	Total consumed by the organisation (kWh)	Total exported (kWh)	

### Targets

#### 3d Targets

List all of the body's targets of relevance to its climate change duties. Where applicable, overall carbon targets and any separate land use, energy efficiency, waste, water, information and communication technology, transport, travel and heat targets should be included.

Name of Target	Type of Target	Units	Boundary/scope of Target	Progress against target	Year used as baseline	Baseline figure	Units of baseline	Target completion year	Comments	Target
Electricity	percentage	kWh reduction	Energy use in buildings	2	2018/19		kgCO2e	2019/20	General measures to reduce energy consumption across campus following installation of BMS system.	
Gas	percentage	kWh reduction	Energy use in buildings	2	2018/19		kgCO2e	2019/20	General measures to reduce energy consumption across campus following installation of BMS system.	

### 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" into the comments box.

If the body does not include the emissions source in its carbon footprint, enter "N/A" into the comments box.

Emissions Source	Total estimated annual carbon savings (tCO2e)	Comments
Electricity	60	General measures to reduce energy consumption across campus.
Natural gas	35	General measures to reduce energy consumption across campus.
Other heating fuels		
Waste		
Water and sewerage		

Business Travel		
Fleet transport	3.4	Shift from diesel to electric vehicles.
Other (specify in comments)		
<b>Total</b>	98.40	

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

Provide details of up to 10 projects implemented in the reporting year which are estimated to achieve the highest carbon savings.

Project name	Funding source	First full year of CO2e 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 (tCO2e / annum)	Estimated costs savings (£/annum)	Behaviour change aspects including use of ISM	Comments

**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 (tCO2e)	Increase or decrease in emissions	Comments
Estate changes			
Service provision			
Staff numbers			
Other (specify in comments)			
<b>Total</b>		0.00	

**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 body does not have any information for an emissions source, enter "Unknown" into the comments box.

If the body does not include the emissions source in its carbon footprint, enter "N/A" into the comments box.

Emissions Source	Total estimated annual carbon savings (tCO2e)	Comments
Electricity		BMS 2%
Natural gas		BMS 2%
Other heating fuels		
Waste		Recycling up 5%
Water and sewerage		
Business Travel		
Fleet transport		5% reduction - electric vehicles
Other (specify in comments)		

Total	0.00
-------	------

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

If the emissions are likely to increase or decrease due to any such factor in the year ahead, provide an estimate of the amount and direction.

Emissions source	Total estimated annual emissions (tCO2e)	Increase or decrease in emissions	Comments
Estate changes			
Service provision			
Staff numbers			
Other (specify in comments)			
<b>Total</b>		0.00	

**3j Total carbon reduction project savings since the start of the year which the body uses 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 (tCO2e)	Comments
Total project savings since the baseline year	1,652.00	

**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 its emissions, targets and projects.

The College has taken a long-term strategic and multi-faceted approach which has enabled it to achieve the largest proportionate reduction in carbon emissions in the College and University sectors. It has also won a UK Green Gown Award for sustainability and achieved a Highly Commended International Green Gown Award for the same.

An Education Building Management Award was won for our Velocity Cycling Hub at our Springburn Campus.

**4 Adaptation**

**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).

Improving existing greenspaces to improve biodiversity of surrounding natural environment and to provide engaging outdoor teaching and learning environments for outdoor teaching and learning. Improving health and wellbeing of students, staff and the local community through increased uptake of active travel.

#### 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 College employs the Estates/Sustainability Strategy and the Climate Change Action Plan only. Environmental Impact is included in the College Risk Register. The Capital Investment Plan has targeted resources on dealing with water ingress and drainage issues but does not specifically model or address the potential impact of severe increased rainfall and groundwater levels as a consequence of climate change.

#### 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.

A pilot reusable cups initiative is being trialled at the College with the aim of tackling the single-use plastic waste problem. Staff and Student Engagement Activities have been run during Climate Week and Recycle Week Scotland. This form of engagement continues to take place at the College in partnership with the Student Association, the Project and Sustainability Officer (left during AY 18/19) and the Campus Cycling Officer. Development of Sustainability focused website to showcase projects.

<https://www.glasgowkelvin.ac.uk/sustainability-estates/>

Audit of existing College curriculum to be carried out in order to identify Education for Sustainable Development exists.

#### 4d Where applicable, what progress has the body made in delivering the policies and proposals referenced N1, N2, N3, B1, B2, B3, S1, S2 and S3 in the Scottish Climate Change Adaptation Programme(a) ("the Programme")?

If the body is listed in the Programme as a body responsible for the delivery of one or more policies and proposals under the objectives N1, N2, N3, B1, B2, B3, S1, S2 and S3, provide details of the progress made by the body in delivering each policy or proposal in the report year.

(a) This refers to the programme for adaptation to climate change laid before the Scottish Parliament under section 53(2) of the Climate Change (Scotland) Act 2009 (asp 12) which currently has effect. The most recent one is entitled "Climate Ready Scotland: Scottish Climate Change Adaptation Programme" dated May 2014.

Objective	Objective reference	Theme	Policy / Proposal reference	Delivery progress made	Comments
Understand the effects of climate change and their impacts on the natural environment.	N1	Natural Environment	▼		
Support a healthy and diverse natural environment with capacity to adapt.	N2	Natural Environment	▼		
Sustain and enhance the benefits, goods and services that the natural environment provides.	N3	Natural Environment	▼		
Understand the effects of climate change and their impacts on buildings and infrastructure networks.	B1	Buildings and infrastructure networks	▼		
Provide the knowledge, skills and tools to manage climate change impacts on buildings and infrastructure.	B2	Buildings and infrastructure networks	▼		
Increase the resilience of buildings and infrastructure networks to sustain and enhance the benefits and services provided.	B3	Buildings and infrastructure networks	▼		
Understand the effects of climate change and their impacts on people, homes and communities.	S1	Society	▼		
Increase the awareness of the impacts of climate change to enable people to adapt to future extreme weather events.	S2	Society	▼		
Support our health services and emergency responders to enable them to respond effectively to the increased pressures associated with a changing climate.	S3	Society	▼		

**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 Climate Change Action Plan and Estates/Sustainability Strategy will be refreshed around December 2019 and will seek to take into account future climate change risk. The College does not currently have staffing or financial resources available to address this in more detail.

**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).

With the introduction of the new Building Energy Management System, the College's capacity to monitor and report on the impact of any adaptation strategies implemented will greatly increase.

**Future priorities for adaptation**

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

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

- Continue to maintain College estate and to address water ingress challenges; - Scheduled reporting on Carbon Emissions originating from College Estate; and creation of the following documents: - Active Travel Strategy; - Climate Change Adaptation Strategy - Carbon Management Plan; and - Audit of College's existing delivery of Education for Sustainable Development.

**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 adaptation.



Implementation and raising awareness of Sustainable Development Goals to students and staff through a number of continuing and recently started campaigns e.g. White Ribbon Scotland campaign, the College's Active Travel programme, and introduction of a pilot reusable cup scheme. The College has also recently been awarded a Green Gown Award at the prestigious Environmental Association for Universities and Colleges ceremony, for its continued engagement with students on issues relating to the Sustainable Development Goals. This achievement is helping to raise the profile of the College's sustainability initiatives, and has also resulted in the College being "commended" during the International Green Gown Awards Ceremony in New York. In addition, the College's Glasgow Kelvin Velocity Cycle Hub won an award at the Education Buildings Scotland Award ceremony in Edinburgh. This nomination recognises the work being done to encourage uptake of cycling at the College, and its delivery in an innovative teaching and learning space.

## 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.

The College recently revised its Procurement Strategy and supporting policies and procedures. These now include significant sections which relate to sustainability and are available on the Procurement section of the web site: <http://www.glasgowkelvin.ac.uk/procurement/Procurement> at the College is managed in partnership with APUC who use the Sustain Framework to assess and evaluate key suppliers. The College seeks to use APUC negotiated contracts and frameworks wherever possible.

### 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.

Renewal of the Waste Management contract was the main procurement related project delivered in 2017/18. The new contract requires the provider of waste services to report on waste and its destination - landfill, recycling etc. Energy efficient replacement boilers were also procured for the Easterhouse Campus and energy efficient hand driers at Springburn to reduce hand towel consumption and waste. Tender opportunities above £50k include a sustainability assessment as part of the tender evaluation criteria.

Furthermore, by replacing component parts, the lives of PCs were extended to reduce volume of procurement and waste whilst maintaining performance of devices for longer.

## 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.

APUC representatives are invited to attend scheduled Sustainability Development Committee meetings.

## 6 Validation and Declaration

### 6a Internal validation process

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

Reporting is validated by the Estates and Sustainability Development Committee members, including the Director of Corporate Services, Head of Estates and Sustainability Department and the College's Vice Principal.

### 6b Peer validation process

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

Peer validation process involved sharing of reporting at Environmental Association for Universities and Colleges (EAUC) led institutional meetings.

### 6c External validation process

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

A budget does not exist for this process.

### 6d 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.

The information in this report has been compiled from supplier invoices, reports from suppliers, and the College finance and expenses system. The College believes it has calculated figures correctly within a reasonable margin of error. It has engaged proactively with the Public Sector Climate Change reporting process but has no financial resources to undertake further validation activity.

### 6e 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:	Lisa Clark
Role in the body:	Director of Corporate Services
Date:	29-11-2019

# Recommended Reporting: Reporting on Wider Influence

## Wider Impact and Influence on GHG Emissions

### 1 Historic Emissions

Table 1a

Sector	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	Units	Comments
Total Emissions													

### 2a Targets

Please detail your wider influence targets

Table 2

Sector	Description	Type of Target (units)	Baseline value	Start year	Target Saving	Target / End Year	Saving in latest year measured	Latest Year Measured	Comments

2b Does the organisation have an overall mission statement, strategies, plans or policies outlining ambition to influence emissions beyond your corporate boundaries? If so, please detail this in the box below.

### 3 Policies and Actions to Reduce Emissions

Table 3:

Sector:

Start year for policy/action implementation	Year that the policy/action will be fully implemented	Annual CO2 saving once fully implemented (tCO2)	Latest Year measured	Saving in latest year measured (tCO2)	Status
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Metric / indicators for monitoring progress

Delivery Role:

During project/policy design and implementation, has ISM or an equivalent behaviour change tool been used?

Please give further details of this behaviour change activity

Value of Investment (£)      Ongoing Costs (£/year)

Primary Funding Source for Implementation of Policy/Action

Comments

Please provide any detail on data sources or limitations relating to the information provided in Table 3

**4 Partnership Working, Communications and Capacity Building**

Please detail your Climate Change Partnership, Communication or Capacity Building Initiatives below.

Table 4

Key Action Type	Description	Action	Organisation's project role	Lead Organisation (if not reporting organisation)	Private Partners	Public Partners	3rd Sector Partners	Outputs	Comments
Partnership Working	Working in partnership with numerous organisations	Partnership working of climate	Lead			Thenuue Housing Association West of Scotland Housing Association	Glasgow City Council Glasgow Life Scottish Cycling Free Wheel	- Community Engagement events- Community Gardening group	
Communications	Website Engagement events and campaigns	Awareness Raising	Lead					Online information source to raise awareness of events taking	
Capacity Building (ie. staff trai	eBike	Skills/Capacity Building	Lead					- Intercampus eBike travel	
Education	Education for Sustainable Development (ESD) audit	Skills/Capacity Building	Lead					- Feedback from Staff outlining existing ESD in the curriculum.	

Other Notable Reportable Activity

5 Please detail key actions relating to Food and Drink, Biodiversity, Water, Procurement and Resource Use in the table below

Table 5

Key Action Type	Key Action Description	Organisation's Project Role	Impacts	Comments
Biodiversity	Redevelopment of a disused greenspace at the College's East End campus.	Lead	Establishment of a community garden for student/staff/community use. Biodiversity increased.	
Other	Student led projects to implement sustainability related activities ie frog ponds, wildflower garden, vegetable planting.	Lead	Increased awareness/learning opportunities for students.	
Other	AwardsFunding Application successes	Lead		

6 Please use the text box below to detail further climate change related activity that is not noted elsewhere within this reporting template

## Appendix 2

### Building Management System and East End Campus Community Garden

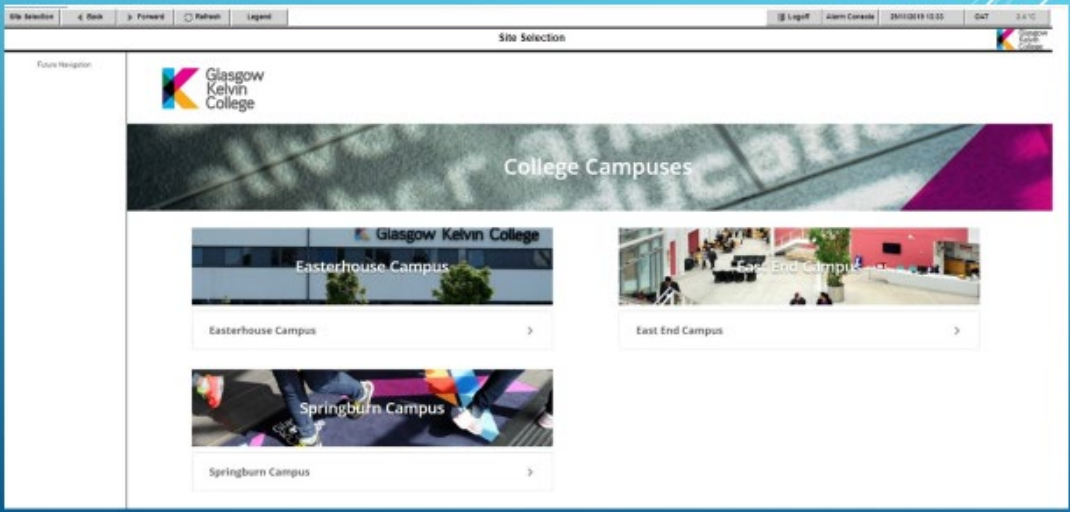

# BEMS SYSTEM



SPRINGBURN CAMPUS  
EAST END CAMPUS  
EASTERHOUSE CAMPUS



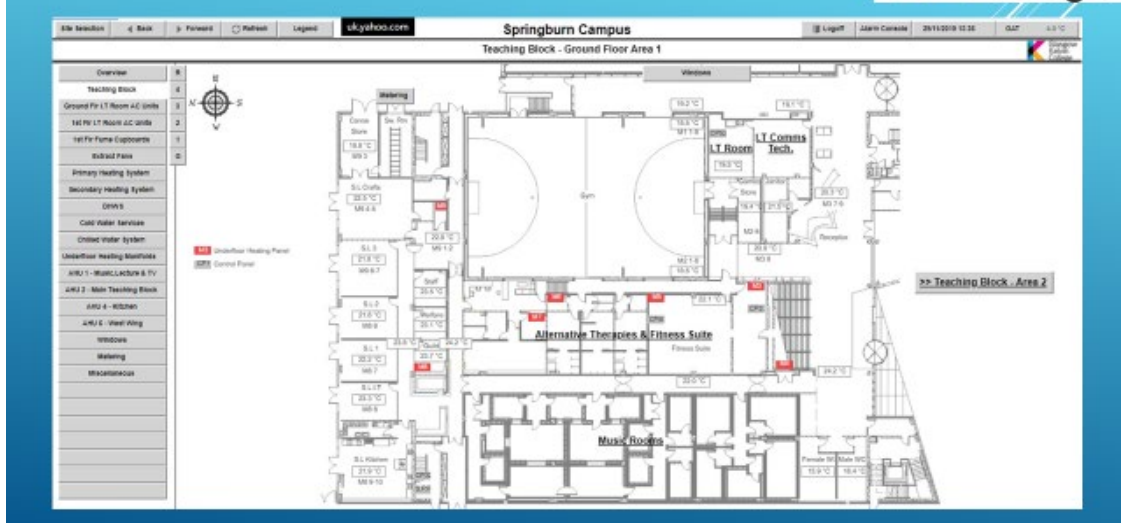
# MAIN PAGE



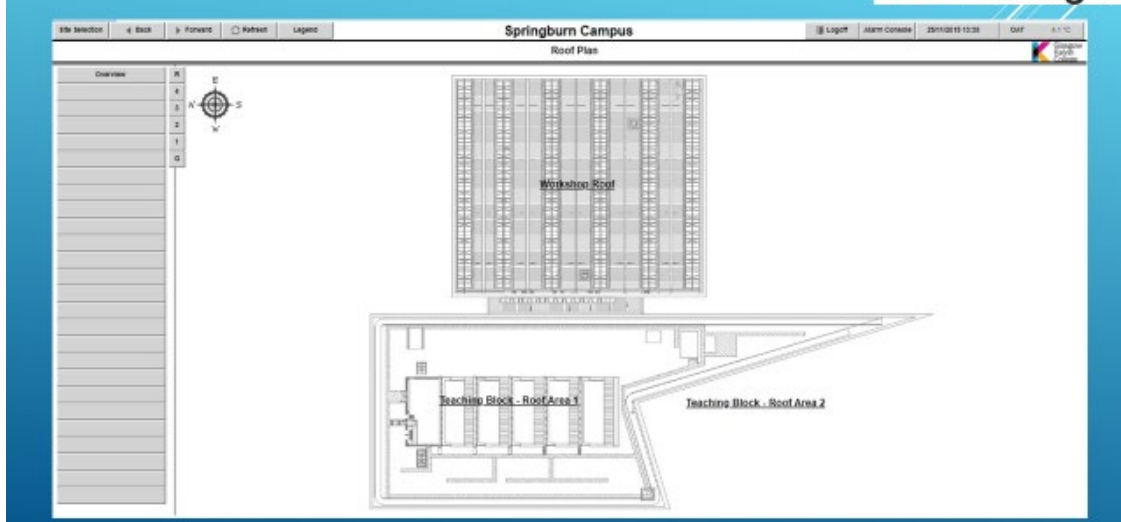
The screenshot shows a web browser interface for the BEMS system. The browser's address bar displays "Site Selection". The page header includes navigation links: "Home", "Forward", "Refresh", and "Legend". The main content area features a "College Campuses" section with three cards: "Easterhouse Campus", "East End Campus", and "Springburn Campus". Each card includes a small image and a right-pointing arrow.



# SPRINGBURN CAMPUS

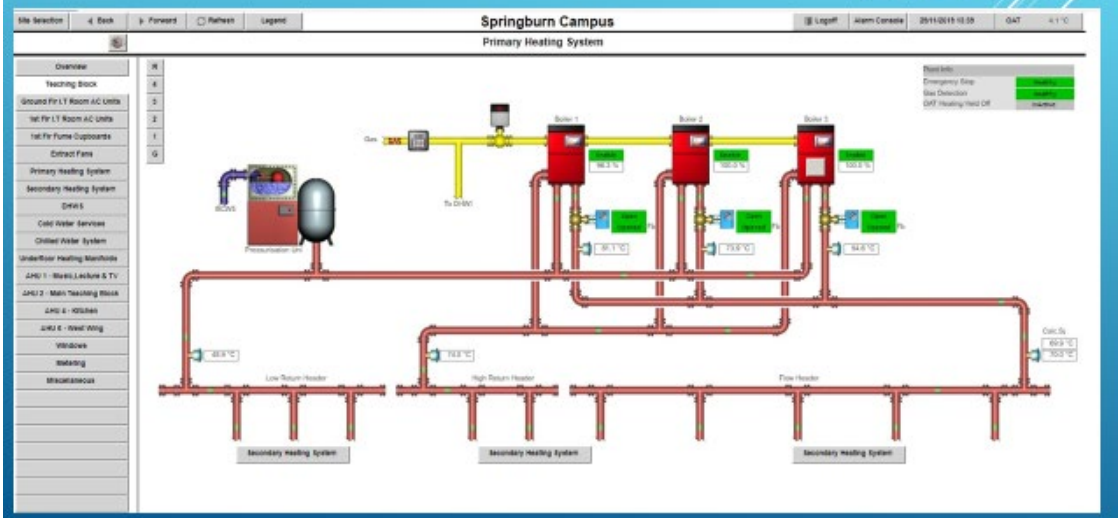


# SPRINGBURN CAMPUS





# SPRINGBURN CAMPUS



# SPRINGBURN CAMPUS



## Springburn Campus Teaching Block - Metering

Pulse Meters	Hourly Rate	Daily	Weekly	Yearly
Main Kitchen Gas Meter	0.0 m <sup>3</sup>	0.0 m <sup>3</sup>	4.0 m <sup>3</sup>	205.0 m <sup>3</sup>
Boiler Gas Meter	59.0 m <sup>3</sup>	809.0 m <sup>3</sup>	4631.0 m <sup>3</sup>	36529.0 m <sup>3</sup>
DRWS Gas Meter	3.0 m <sup>3</sup>	31.0 m <sup>3</sup>	255.0 m <sup>3</sup>	2196.0 m <sup>3</sup>
Electric Meter	191.0 kW/hr	2319.0 kW/hr	17284.0 kW/hr	186515.0 kW/hr
AHU Heat Meter	0.0 kW/hr	0.0 kW/hr	0.0 kW/hr	0.0 kW/hr
Main Water Meter	1.2 m <sup>3</sup>	20.8 m <sup>3</sup>	165.9 m <sup>3</sup>	2253.1 m <sup>3</sup>
Grey Water Meter	0.0 m <sup>3</sup>	0.0 m <sup>3</sup>	0.0 m <sup>3</sup>	0.0 m <sup>3</sup>
Grey Water Top-up Meter	0.0 m <sup>3</sup>	0.0 m <sup>3</sup>	0.0 m <sup>3</sup>	0.0 m <sup>3</sup>
DRWS Water Meter	0.0 m <sup>3</sup>	0.5 m <sup>3</sup>	7.8 m <sup>3</sup>	69.8 m <sup>3</sup>
Building Water Meter	0.0 m <sup>3</sup>	0.7 m <sup>3</sup>	5.9 m <sup>3</sup>	84.7 m <sup>3</sup>

East End Community Garden





# The role of Public Sector Bodies in tackling climate change: A Consultation

Page 1 of 7

Closes 4 Dec 2019

## Part 1: Information and collaboration

Despite challenging fiscal circumstances, Scotland has already almost halved greenhouse gas emissions since 1990, while simultaneously growing the economy and increasing employment and productivity. We now need to increase our efforts and the pace of change, while maintaining the focus on reducing emissions in a way that supports inclusive economic growth.

For Public Sector Bodies to play their full role in securing a just transition to a net-zero Scotland, leaders of Public Sector Bodies need to have the knowledge and information to make the right decisions, and the right structures need to be in place to support collaboration across the public sector and beyond.

**1. What additional training, information or guidance do you think Public Sector Bodies need to help them increase their action on climate change?**

► Information and training for Public Sector Bodies

Glasgow Kelvin College agrees that the proposal would be a helpful step forward. The qualification should also focus on relevant data and the position in respect of global carbon emissions.

### ***Collaboration across Public Sector Bodies***

Our Public Sector Bodies are connected at a strategic level through the Scottish Leaders Forum, which provides a space for collective leadership and action across a range of priorities. At a delivery level, Chief Executives from Scotland's executive agencies are connected through the Public Bodies Delivery Group.

At an officer level, there is both the Scottish Energy Officer Network and the Sustainable Scotland Network (SSN). The Scottish Energy Officer Network is for officers working in, or who have an interest in, public sector energy management. Its goal is to share best practice and disseminate information. The Sustainable Scotland Network is for public sector professionals working on sustainable development and climate change.

The Global Climate Emergency means that we need to look afresh at how we work, to ensure our spending decisions and procedures support the required step-change in activity. As part of these considerations, Scottish Government financial support for the SSN Secretariat will cease when the current contract ends on March 31 2020. Instead, we will put two structures in place:

Firstly, we will ensure there is support for Public Sector Bodies to complete their mandatory reporting duties. We will procure a contract for the support to be provided in time for the 2020 reporting round.

Secondly, we will establish a High Ambition Climate Network of Chief Executives and Elected Members in those Public Sector Bodies who are committed to leading the way to a net-zero Scotland.

The network will be focussed on making strategic connections across the most ambitious Public Sector Bodies, maximising the economic and social opportunities of reducing emissions, and tackling the challenges of emissions reduction in a way that makes action easier for all public bodies, communities and businesses.

We propose that the core of the Network should be comprised of up to 15 of the most ambitious Public Sector Bodies and meet twice a year. The meetings will be chaired by the Cabinet Secretary for Environment, Climate Change and Land Reform, and supported by a Senior Officials Group from across the bodies involved.

It is important that all Public Sector Bodies benefit from the network, so in addition to a core membership that meets regularly, we will support an electronic network of Chief Executives and Elected Members from all Public Sector Bodies. The electronic forum will be a place where lessons learned, opportunities and ideas can be shared and developed collaboratively.

## **2. What are your views on the proposed structure for the High Ambition Climate Network of Chief Executives and Elected Members?**

The College is supportive of this proposal although it is unlikely to be considered to be of a scale to be directly involved.

## National Forum on Climate Change

Our independent statutory advisors, The UK Committee on Climate Change, have advised that achieving net-zero emissions will require “extensive changes across the economy” and “a fundamental change from the current piecemeal approach that focuses on specific actions in some sectors to an explicitly economy wide approach”.

We recognise that the progress made to halve emissions from Scotland since 1990 has been achieved with little impact on most people. The next phase will require much more noticeable changes, tougher decisions and greater opportunities. Constructive dialogue must be the central pillar of our approach.

We will create a National Forum on Climate Change that brings together government, Public Sector Bodies, the private sector, third sector organisations and the wider public. We will be working with stakeholders to explore how the National Forum can best encourage collective, informed deliberation on ideas for systemic and wide-ranging climate action.

Save and come back later...

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# The role of Public Sector Bodies in tackling climate change: A Consultation

Page 2 of 7

Closes 4 Dec 2019

## Part 2: Targets and reporting

The Climate Change (Duties of Public Bodies: Reporting Requirements) (Scotland) Order 2015 (<http://www.legislation.gov.uk/ssi/2015/347/contents/made>) requires Public Sector Bodies to publish annual climate change reports. This was intended to demonstrate compliance with Public Sector Bodies' climate change duties, to engage leaders and encourage action. The Order is reproduced in Annex A, and the list of Bodies required to report is in Annex B.

The Scottish Government established a short-life, collaborative working group to carry out a preliminary review of the reporting duties and associated processes. The group consisted of representatives from 16 organisations including the Sustainable Scotland Network (SSN), COSLA, local authorities, educational institutions, NHS and environmental NGOs. Its main focus was to look for opportunities to increase the value of the reporting, while decreasing administrative burden.



The group reviewed the structure and content of the current Order, the associated data collection system, the listed bodies and the way collected data are communicated. The group also revisited the purpose of mandatory reporting and agreed a set of criteria which would be used for evaluating the effectiveness of the reporting system.

The group concluded that mandatory reporting should:

- drive climate change performance within individual organisations;
- drive climate change action across the public sector as a whole;
- inform the ongoing development of policy, by linking it with national policy frameworks (such as the Climate Change Plan and Scottish Climate Change Adaptation Programme).

The group also agreed that reporting should be:

- Efficient (designed to facilitate impactful analysis and aligned with other reporting mechanisms to avoid duplication, where possible);
- Effective (informing leadership, action and decision making; enabling progress tracking; linking to national and local policy; shows wider impact and encourages collaborative work);
- Professional and trusted (compliant with reporting standards; transparent; providing data that is easy to understand, communicate and access);
- Adaptable (designed to evolve, as required; proportionate).

The key findings of the review were that:

1. Some parts of the reporting duties are too rigid, tied very closely to objectives, policies, priorities and programmes and therefore liable to become out of date over time.
2. In contrast, other parts are too open, such as part 2 (governance, management and strategy), generating challenges for data collection and consistency.
3. The “procurement” sections currently provide little meaningful data and do not effectively monitor how procurement policies are contributing to emissions reduction.

In light of the review and the Global Climate Emergency, the Scottish Government considers that the Public Sector Reporting Duties should be amended to:

1. require all Public Sector Bodies to state the year by which they will cease to emit any direct greenhouse gases and their targets for reducing indirect emissions;
2. report on how Public Sector Bodies will align their spending plans with these targets;
3. remove the detailed specification of all data fields from the Order itself, replacing this with a) high-level reporting requirements and b) a requirement that the Scottish Government produce detailed specification of every data field in a separate guidance document;
4. update the list of Bodies that must report;
5. remove the requirement to report information that is not directly pertinent to ending Scotland's contribution to climate change;
6. require every Public Sector Body to make their report publicly accessible, in a way that empowers stakeholders and members of the public to view and understand it, in addition to providing the report to the Scottish Government.

These proposals are explained more fully below. The changes proposed would come into effect in 2022.

In addition, and not requiring any changes to the secondary legislation, the Scottish Government will provide a publicly accessible analysis of all Public Sector Bodies reports that allows stakeholders and members of the public to readily understand the overall level of progress and ambition in tackling climate change across Public Sector Bodies.

### **1.1 Public Sector Bodies to set their own emission reduction targets**

Our climate change targets mean that Scotland as a whole will achieve net-zero emissions of all greenhouse gases by 2045 at the latest. Achieving net-zero emissions is a nation-wide endeavour. The CCC scenario for net-zero has all sectors at zero, or virtually zero, emissions except for agriculture, some parts of industry, and international aviation[1].

Remaining emissions from these sectors will need to be balanced, or outweighed, by negative emissions solutions such as tree planting and bioenergy with carbon capture and storage. The balance between remaining emissions and negative emissions needs to be across the whole economy, and the Scottish Government is committed to achieving this without the use of international offset credits.

Currently there is no requirement for Public Sector Bodies to report on the year by which they intend to achieve zero greenhouse gas emissions, either from their own estate and operations (their direct emissions) or, in the case of Local Authorities, for their Local Authority area.

A lot of what individual Public Sector Bodies will be able to achieve in terms of reducing their emissions will be dependent on what progress is made in the rest of society. Within 6 months of the Climate Change (Emissions Reduction Targets) (Scotland) Bill receiving Royal Assent we will update the Climate Change Plan, setting out the pathway to decarbonisation for Scotland as a whole.

Following the update to the Climate Change Plan, we propose that in their future annual reports, all Public Sector Bodies report the date by which they intend to achieve zero direct emissions – those are the emissions that the bodies are directly responsible for. Recognising that indirect emissions are not entirely within Public Sector Bodies' control, we recommend that each organisation sets their own targets, with dates, for the extent to which they aim to use their influence to reduce those.

The targets that Public Sector Bodies set themselves will not be legislative targets, and the targets they set themselves in the first year of reporting may need to be amended in subsequent years reporting when further information becomes available, as progress in other parts of society become apparent for example, or to align with future Climate Change Plans.

[1] <https://www.theccc.org.uk/publication/net-zero-the-uks-contribution-to-stopping-global-warming/> (<https://www.theccc.org.uk/publication/net-zero-the-uks-contribution-to-stopping-global-warming/>)

**3. Do you agree that Public Sector Bodies should be required to set targets for when they will achieve zero direct emissions, and for reduced indirect emissions?**

- Yes
- No
- Don't know

Please explain your answer.

This would be a meaningless commitment at present. The College does not have the expertise or the resources to develop and implement a plan to reduce carbon emissions to zero (or close to zero).

Close to half of current carbon emissions derive from the use of natural gas in campus buildings, to eliminate this source of carbon would require significant investment in an alternative. If there is a national level assumption that electricity use can be reduced to zero carbon then significant further reductions may be possible, however, the College is not in a position to influence this.

## **1.2 Public Sector Bodies to report on how they use their resources to contribute to reducing emissions**

The Scottish Parliament have debated whether Scottish Ministers should be required to ensure that all Public Sector Bodies will use their resources in a way that will contribute to meeting or exceeding Scotland's emissions reduction targets, prior to approving resources[1].

We propose that a proportionate way for Public Sector Bodies to demonstrate that they are using their resources to contribute to reducing emissions is to require them report on how they do this, as part of their annual reporting.

[1] Amendment 112 lodged by Mark Ruskell, debated by the Environment, Climate Change and Land Reform Committee on 18 June 2019.

<http://www.parliament.scot/parliamentarybusiness/report.aspx?r=12197>

(<http://www.parliament.scot/parliamentarybusiness/report.aspx?r=12197>)

**4. Do you agree that Public Sector Bodies should report annually on how they use their resources to contribute to reducing emissions?**

- Yes
- No
- Don't know

Please explain your answer.

This is a reasonable addition to current public sector reporting requirements. However, the Government should be clear in ministerial letter of guidance and other policy documents in respect of what is going to be de-prioritised to enable increased focus on the climate emergency and carbon reduction. In the opinion of the College, either additional financial support for the development and implementation of climate change plans is required; or there needs to be a step back from other commitments and priorities which are currently being resourced.

**1.3 Specify detailed reporting requirements in Statutory Guidance**

The current reporting template is prescribed in detail by the Climate Change (Duties of Public Bodies: Reporting Requirements) (Scotland) Order 2015 and secondary legislation is required to make any changes. The review process highlighted that a degree of flexibility in specifying the content of reports would be preferable.

We propose to amend the Order so that it specifies high-level reporting requirements and refers to statutory guidance for the detail of what Public Sector Bodies must report on. Any future changes to the statutory guidance would be made in consultation with COSLA and key Public Sector Bodies. This would reduce the time and resources required to implement changes and would allow the reporting duties to evolve more flexibly in line with national policies and strategies.

**5. Do you agree that the details of what Public Sector Bodies are required to report on should be set out in statutory guidance instead of on the face of secondary legislation (otherwise known as an Order)?**

- Yes
- No
- Don't know

Please explain your answer.

The College does not have a strong view on this, it has participated enthusiastically in respect of the reporting requirements and the legislative status of the requirements would not have an impact on the College response. It is accepted that this may not be the case across the public sector.

## 1.4 Update the list of Public Sector Bodies required to report

The reporting duties apply to Public Sector Bodies listed in schedule 1 of the Climate Change (Duties of Public Bodies: Reporting Requirements) (Scotland) Order 2015 (See Annex B).

We propose to make the following amendments to the listed bodies:

Remove:

- The chief constable of Police Service of Scotland (given that this is now included within the Scottish Police Authority)
- The Registrar General of Births, Deaths and Marriages for Scotland (given that this is now included within the National Records of Scotland)
- Integration Joint Boards (IJBs), as they do not own an estate and do not produce emissions. Since they do not have operational control of the services provided by their NHS and local government partners, no emissions data has been reported by IJBs to date.

Amend:

- The Common Services Agency for Scotland, which is now known as 'NHS National Services Scotland'
- The Scottish Sports Council, which is now 'Sportscotland'
- Social Care and Social Work Improvement Scotland is now 'The Care Inspectorate'
- The Scottish Further and Higher Education Funding Council, which is now 'The Scottish Funding Council'

Add:

- South of Scotland Enterprise (due to be established in 2020)
- Ferries owned by Scottish Government (Caledonian Maritime Assets Ltd and David MacBrayne Ltd)
- Scottish Prison Service

- Scottish Public Pensions Agency
- Skills Development Scotland
- Student Awards Agency for Scotland
- Social Security Scotland
- Scottish Forestry
- Forestry and Land Scotland

**6. Do you agree to the proposed changes to the list of Public Sector Bodies that are required to annually report their emissions?**

- Yes
- No
- Don't know

If you answered no, please specify which aspect of the proposal you disagree with and why.

**1.5 Emphasise delivery in the reporting requirements**



In light of Scotland's increased ambition, we want to ensure reports focus on delivery. The review process noted that, in order for the reporting to drive action, it should be as efficient and effective as possible. We are proposing a range of amendments to ensure that those criteria are met and to provide more clarity and simplification, where possible.

In Part 1 (Profile) we propose to remove 1d (Metrics used by the Body) and 1g (Context – a summary of the Body's nature and functions that are relevant to climate change).

We propose removing Part 2 (governance and management), which asks questions about governance arrangements, strategy, how climate change action is managed, priorities, use of the Climate Change Assessment Tool, and for other supporting information.

In Part 3 (emissions, targets and projects) we propose to:

- Keep questions 3(a)-(c), which address overall emissions, sources and details of generation/consumption/use of renewable energy
- Amend question 3(d), which asks about targets. This will reflect our proposal in Section 4.1 (above) to require Public Sector Bodies to commit to a net-zero emissions date and would address:
  - The organisation's target date for achieving zero direct emissions and
  - The organisation's reduction targets, including dates, for indirect emissions.
- Remove questions 3(e)-(k), which ask about carbon savings, carbon reduction projects, estimated emissions and cost savings for the year ahead.

We will update Part 4 (Adaptation) of the report. Our approach will seek information on progress with adaptation policies and strategies, focusing on outcomes, challenges and opportunities, rather than the specific objectives outlined in the existing order.

The procurement section of the climate change reporting duties (Part 5) has not resulted in meaningful information being gathered, so we propose to stop collecting data in this way. Instead, we will explore how mandatory climate change reporting can best align with our Programme for Government 2019-20 commitment to mobilise the £11bn of annual procurement to support our climate emergency response, including consulting on legislation to require public bodies to set out how they will meet our climate change and circular economy obligations.

We propose to remove Part 6 (Validation) of the report.

**7. Do you agree with our proposals for amending the reporting requirements as set out above?**

- Yes
- No
- Don't know

If you answered no, please specify which aspect of the proposal you disagree with.

The inclusion of a date to achieve net zero as stated previously would not be meaningful at present. A pathway to achieving this is required first.

**8. Is there anything else you think should be added to the reporting duties, or anything else you think should be removed?**

The College believes the reporting requirements are appropriate.

**1.6 Public Sector Bodies to make their reports publicly accessible**

Currently, Public Sector Bodies are required to submit their reports to the Scottish Government. The Scottish Government then makes the reports available to the public in the form in which they were provided.

The review group agreed that reports should: drive climate change performance within individual organisations; drive climate change action across the public sector as a whole; and inform the ongoing development of policy. The group considered that there is currently a lack of clarity about the purpose of the data and how it is being used.

The Scottish Government considers that each public sector body should be required by the legislation to make their reports publicly available and do so in a way that is accessible, prominent and meaningful, so that local stakeholders can use the reports to hold the public sector body to account.

**9. Do you agree that Public Sector Bodies should each make their own report on emissions reductions publicly available?**

- Yes
- No
- Don't know

Please explain your answer.

The College believes all public bodies should be as open and transparent as possible in respect of their activities, governance and use of public funds and resources.

The Scottish Government also considers that analysis of the reports needs to be improved. The analysis should be useful to Public Sector Bodies, and transparent and informative to others. We will ensure that improvements to analysis and communication are made following changes to the Reporting Duties.

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## Other comments

**Please use this space to make any further comments on the role of the public sector in tackling climate change.**

The College agrees that the public sector should be leading in respect of carbon reduction and sustainability.

The College would re-iterate the point made previously in respect of a requirement for funding, increasing awareness and technical expertise and the de-prioritisation of some other policy objectives (or volume of delivery requirements) to enable a shift in organisational focus, re-skilling of staff and the re-allocation of existing resources if the Climate Emergency and carbon reduction is now an overriding priority.

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