CITY OF GLASGOW COLLEGE

Board of Management

Finance & Physical Resources Committee

Date of Meeting	**Wednesday 7 December 2022**
Paper No.	**FPRC2-T**
Agenda Item	**5.8**
Subject of Paper	**Public Bodies Climate Change Duties Report 2022**
FOISA Status	**Disclosable**
Primary Contact	**Fergal McCauley**
Date of production	**30 November 2022**
Action	**For Noting**

1. Recommendations

1.1   To Note

2. Purpose

2.1   Since 2011, public bodies have been under a legal duty to contribute to the delivery of Scotland's national emissions reduction targets, under the Climate Change (Scotland) Act 2009. Consultation in 2019 saw strong support for public bodies being required to set targets for reducing indirect emissions.

2.2   The Climate Change (Duties of Public Bodies: Reporting Requirements) (Scotland) Amendment Order 2020, which came into force in November 2020, updated existing requirements in two key ways relating to procurement:

2.2.1   With effect from March 2022, Scottish public bodies listed in Schedule 1 of the Climate Change (Duties of Public Bodies: Reporting Requirements) (Scotland) Order 2015 must report in their Public Bodies Climate Change Duties (PBCCD) Annual Reports, where applicable, "targets for reducing indirect emissions of greenhouse gases" Indirect emissions include supply chain emissions.

2.2.2   Public bodies are also required to report in their PBCCD Annual Reports how they align spending plans and use of resources to contribute to reducing emissions and delivering emissions reduction targets.

3. Key Insights

3.1   Carbon emissions have increased from 3939 tonnes in 2020-21 to 4808 tonnes CO2e in 2021-22. Main contributors being an increase in Student and Staff commuting and an increase in gas consumption in support of heating/ventilation requirements due to the pandemic.

3.2   Climate change risk assessments completed for both campuses plus a score of 84% utilising the climate change assessment tool.

3.3   Statement received from GLQ in regard support with our net zero target of 2040 and in particular around lifecycle funding.

3.4   Scope 3 which includes supply chain emissions were not included in the report as the Higher Education Supply Chain Emissions Tool (HESCET) developed by APUC is based on cost in calculating carbon. The tool is only an estimate and doesn't provide science-based data.

Appendices
PBCCD Report 2022 attached.

Public Bodies Climate Change Duties Compliance Reporting Template 2021/22

1.Overview

This template is provided for public bodies required to report annually in accordance with the Climate Change (Duties of Public Bodies Reporting Requirements) (Scotland) Order 2015, as amended by the Climate Change (Duties of Public Bodies: Reporting Requirements) (Scotland) Amendment Order 2020 which took effect for reporting periods commencing on or after 1 April 2021.

Reports must be submitted to ccreporting@ed.ac.uk by 30th November. Late submissions may not be accepted for analysis and may be classed as non-compliant with Public Bodies Duties legislative reporting requirements.

2. Guidance

1. Please save-as this workbook with your organisation's name in the title before completing
2. Question 1f must be completed to ensure the correct emission factors are applied in Q3b,
3. If you need to add more rows please email the file to ccreporting@ed.ac.uk
4. Hybrid/homeworking emissions - please include an estimate of FTEs working remotely - hybrid/home in the designated row provided in table 3b
   In order for this to be calculated correctly the total no. of FTEs must be entered in Q1c
5. Local Authorities completeing the recommended tab should select their local authority region at the top of the sheet
   and their emissions will be provided automatically from BEIS datasets

3. Colour Coding used in the template

	Dropdown box - select from list of options
	Uneditable/fixed entry cell
	Editable cell

Public Sector Report on Compliance with Climate Change Duties 2022 Template

PART 1 Profile of Reporting Body

1a   Name of reporting body
Provide the name of the listed body (the "body") which prepared this report.

City of Glasgow College

1b   Type of body
Select from the options below

Educational Institution

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

1164	**THIS MUST BE COMPLETED**

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	68245.00	
Number of full-time equivalent students	number FTS	15326.00	
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			
Other (please specify in comments)	Other (See comments)	2083.80	Degree Days for 2021/22 obtained from www.degreedays.net (value for Glasgow)
Other (please specify in comments)			
Other (please specify in comments)			
Other (please specify in comments)			
Other (please specify in comments)			
Other (please specify in comments)			
Other (please specify in comments)			

1e   Overall budget of the body
Specify approximate £/annum for the report year.

Budget	Budget Comments
£97,800,000	Total income including grants, tuition fees, investment income,etc..

1f   Report type
Specify the report year type

Report type	Report year comments	
Academic	01/08/2021 - 31/07/2022	**THIS MUST BE COMPLETED**

1g **Context**

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

Educational establishment consisting of 2 Campuses within the city centre of Glasgow.

The curriculum comprises of 4 Faculties:

1. Creative Industries
2. Education and Humanities
3. Hospitality and Leisure
4. Nautical and STEM

These are supported by the following Directorates: Corporate Development, Corporate Services, Brand and Communications; Business, International, Innovation & STEM; Estates & Facilities; Finance, Procurement; Health & Safety; Human Resources; Information Technology; Organisational Development; Performance; Planning and Executive Office; Student Experience; and Student Records.

Environmental Sustainability Working Group set up in April 2017 which continues to drive aims and objectives of the Sustainability Strategy.

PART 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. Provide a diagram / chart to outline the governance structure within the body.

Depute Principal and Chief Operating Officer is a Climate Commission Council Institutional member.

Sustainability Strategy 2021-30 approved and published on the College website.

Finance & Physical Resources Committee monitors delivery of Sustainability Strategy.

Environmental Sustainability Working Group set up in April 2017 consisting of members from each Faculty, Directorate and Students Association ensuring wide coverage throughout the College.

College recognise and continue to support environmental element within the Glasgow Region Outcome Agreement.

<Insert Diagram Here or Attach File>
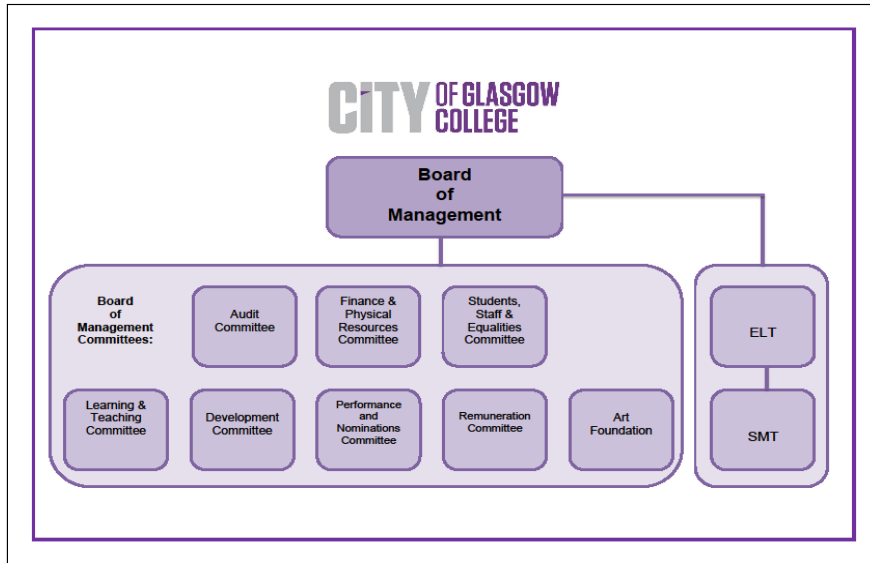
2b   **How is climate change action managed and embedded in the body?**

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.

Sustainability Strategy 2021-30 approved and published on the College website.

Finance & Physical Resources Committee monitors delivery of the Sustainability Strategy.

Environmental Sustainability Working Group set up in April 2017 consisting of members from each Faculty, Directorate and Students Association ensuring wide coverage throughout the College. Group meet every 2 months and work from an action plan in improving and addressing aims and objectives from the Sustainability Strategy. Head of Facilities Management chairs Environmental Sustainability Working Group (ESWG). Soft Services Manager has day to day responsibility for climate change and sits on the ESWG.

The College utilise both the Climate Change Assessment Tool and Climate Action FE Roadmap in assisting our aims.

<Insert Diagram Here or Attach File>
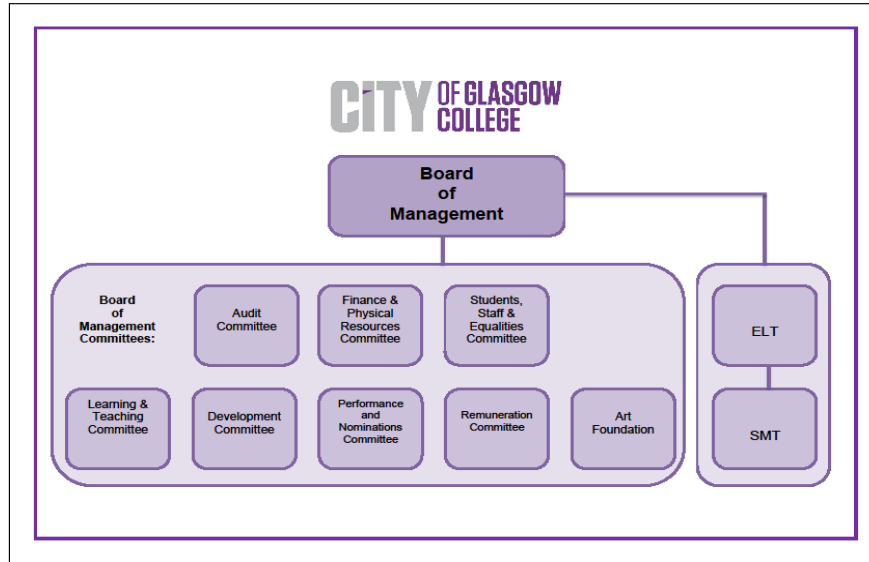
Strategy

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	Document Link
Through efficiency and planned change we will address the impact of the climate emergency on industry and society.	Strategic Plan 2021-30	https://view.pagetiger.com/strategic-plan-21-30/v1
Our aim is to support sustainable productivity and clean industry via a developed curriculum, including support for renewable energy and industrial biotechnology.	Strategic Plan 2021-30	https://view.pagetiger.com/strategic-plan-21-30/v1
The College will implement a green action plan, including a renewed travel policy, with direct impact on our environmental footprint. We will seek to influence as an environmentally responsible civic lead organisation. The travel policy will consider safety concerns as a priority. City of Glasgow College will be an ethical consumer with a (net) zero carbon emissions target in the short-term.	Strategic Plan 2021-30	https://view.pagetiger.com/strategic-plan-21-30/v1

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.

Strategic Plan 2021-30 - College Website - https://view.pagetiger.com/strategic-plan-21-30/v1
Sustainability Strategy 2021-30 - https://www.cityofglasgowcollege.ac.uk/sites/default/files/Sustainability%20Strategy%202021.pdf

The College utilise the Climate Action Roadmap for FE Colleges as a guide.

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				
Business travel	Strategic Plan Sustainability Strategy Green Travel Plan	https://view.pagetiger.com/strategic-plan-21-30/v1 https://www.cityofglasgowcollege.ac.uk/sites/default/files/Sustainability%20Strategy%202021.pdf	2021-30 2021-30 2023-26 (Draft)	
Staff Travel	Strategic Plan Sustainability Strategy Green Travel Plan	https://view.pagetiger.com/strategic-plan-21-30/v1 https://www.cityofglasgowcollege.ac.uk/sites/default/files/Sustainability%20Strategy%202021.pdf	2021-30 2021-30 2023-26 (Draft)	
Energy efficiency	Strategic Plan Sustainability Strategy	https://view.pagetiger.com/strategic-plan-21-30/v1 https://www.cityofglasgowcollege.ac.uk/sites/default/files/Sustainability%20Strategy%202021.pdf	2021-30 2021-30	
Fleet transport	Strategic Plan Sustainability Strategy Green Travel Plan	https://view.pagetiger.com/strategic-plan-21-30/v1 https://www.cityofglasgowcollege.ac.uk/sites/default/files/Sustainability%20Strategy%202021.pdf	2021-30 2021-30 2023-26 (Draft)	
ICT	Strategic Plan Sustainability Strategy	https://view.pagetiger.com/strategic-plan-21-30/v1 https://www.cityofglasgowcollege.ac.uk/sites/default/files/Sustainability%20Strategy%202021.pdf	2021-30 2021-30	
Renewable energy	Strategic Plan Sustainability Strategy	https://view.pagetiger.com/strategic-plan-21-30/v1 https://www.cityofglasgowcollege.ac.uk/sites/default/files/Sustainability%20Strategy%202021.pdf	2021-30 2021-30	
Sustainable/renewable heat	Strategic Plan Sustainability Strategy	https://view.pagetiger.com/strategic-plan-21-30/v1 https://www.cityofglasgowcollege.ac.uk/sites/default/files/Sustainability%20Strategy%202021.pdf	2021-30 2021-30	
Waste management	Strategic Plan Sustainability Strategy	https://view.pagetiger.com/strategic-plan-21-30/v1 https://www.cityofglasgowcollege.ac.uk/sites/default/files/Sustainability%20Strategy%202021.pdf	2021-30 2021-30	
Water and sewerage	Strategic Plan Sustainability Strategy	https://view.pagetiger.com/strategic-plan-21-30/v1 https://www.cityofglasgowcollege.ac.uk/sites/default/files/Sustainability%20Strategy%202021.pdf	2021-30 2021-30	
Land Use				
Other (please specify in 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.

1. To ensure Financial Sustainability meeting all statutory and governance requirements and supporting a positive and innovative student experience.
2. To secure diversity of income and sustainable development.
3. To integrate environmental and social considerations into the procurement process, with the goal of reducing adverse impacts upon social conditions and the environment, and thereby making valuable savings for the College and the community at large.
4. To ensure that the College maintains and enhances sound environmental management policies and practices, working to improve its environmental impact.
5. Development of climate action plan detailing our journey to net zero by 2040 in line with the Public Sector Leadership on the Global Climate Emergency.

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 Environmental Sustainability Working Group utilised this tool in assessing the Colleges capability / performance in driving improvements resulting in a reduction of our impact on the environment. Result for 2021/22 was 84%.

Key findings:

Governance
1d - Consider whether key external reports or the underlying dataset would benefit from an external audit process, even if this was a one-off event and subsequently peer-review was continued.
1e - Widen the scope of the assessment to include climate change adaptation and look at positive ways for climate change actions to positively reinforce other organisational objectives.
1f - Draw up and implement a communication strategy for the wider area, including partners and the public. Apply ISM approach and principles to communication strategy to ensure balance of focus across all three behavioural contexts - individual, social and material.
1g - Widen scope of performance improvement to include climate change adaptation.

Adapatation
3f - For the policies where our organisation is named as a delivery partner, develop an action plan to help deliver these policies. This is likely to require partnership working with other public bodies. For organisations with significant responsibilities, the policies should be assessed and prioritised before putting together action plans.

Behaviour
4a - Draw up a list of basic climate change mitigation and adaptation actions, including resource efficiency, that are appropriate to all staff. Work with HR and staff representatives to get these incorporated into job descriptions. Consider using ISM approach and principles to ensure that desired behaviours are supported in individual, social and material contexts.
4b - Investigate and implement mechanisms for communication of climate change actions for temporary and agency staff and provide support for staff to be proactive in identifying ways to increase resource efficiency and managing risk. Consider using ISM approach and principles to ensure that desired behaviours are supported in individual, social and material contexts.
4e - Look at ways to extend the range of services that are assessed for climate change impacts. Aim to devolve some responsibility for developing and delivering these service improvement plans to departmental level. Look at ways to monitor and evaluate the impact of the service improvement plans and involve external partners where appropriate. Consider using ISM approach and principles in collaboration with external partners, where appropriate, to help identify behavioural barriers and target actions.

Procurement
5a - Implement the Proposed Actions required to meet the Level 3 (Practice) criteria across the 5 categories (People, Policy, Process, Suppliers, Results).

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.

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

(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.

ENSURE QUESTION 1f IS COMPLETED BEFORE STARTING THIS SECTION, THEN SELECT APPROPRIATE BASELINE YEAR

Reference year	Year	Year type	Scope 1	Scope 2	Scope 3	Total	Units	Comments
Baseline Year	2015/16	Academic	2,665	3,199	45	5,909	tCO$_2$e	
Year 1 carbon footprint	2016/17	Academic	2,331	2,568	683	5,582	tCO$_2$e	
Year 2 carbon footprint	2017/18	Academic	2,409	2,305	570	5,284	tCO$_2$e	
Year 3 carbon footprint	2018/19	Academic	2,214	2,000	382	4,596	tCO$_2$e	
Year 4 carbon footprint	2019/20	Academic	2,186	1,531	247	3,964	tCO$_2$e	
Year 5 carbon footprint	2020/21	Academic	2,152	1,112	675	3,939	tCO$_2$e	
Year 6 carbon footprint	2021/22	Academic	2,289	1,313	1,278	4,880	tCO$_2$e	
Year 7 carbon footprint	0	Academic				-	tCO$_2$e	
Year 8 carbon footprint	0	Academic				-	tCO$_2$e	
Year 9 carbon footprint	0	Academic				-	tCO$_2$e	
Year 10 carbon footprint	0	Academic				-	tCO$_2$e	
Year 11 carbon footprint	0	Academic				-	tCO$_2$e	
Year 12 carbon footprint	0	Academic				-	tCO$_2$e	
Year 13 carbon footprint	0	Academic				-	tCO$_2$e	
Year 14 carbon footprint	0	Academic				-	tCO$_2$e	
Year 15 carbon footprint	0	Academic				-	tCO$_2$e	

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 Business, Energy & Industrial Strategy

Emission Factor Year   2022   The emission factor year is auto-assigned based on your answer to Q1f, if it is incorrect please contact SSN.
You can now filter emission sources by "type" in column C to enable quicker selection of emission source in column D.
User defined emission sources can be entered below remote/homeworking emissions - rows 101 to 129. If you require extra rows in the table please send the template to ccreporting@ed.ac.uk.

Emission	Emission source	Scope	Consumption data	Units	Emission factor	Units	Emissions (tCO$_2$e)	Comments
Electricity	Grid Electricity (generation)	Scope 2	6,789,580	kWh	0.19338	kg CO2e/kWh	1,313.0	
Electricity	Grid Electricity (transmission & distribution)	Scope 3	6,789,580	kWh	0.01769	kg CO2e/kWh	120.1	
Fuels	Natural Gas	Scope 1	12,519,144	kWh	0.18254	kg CO2e/kWh	2,285.2	
Fuels	Marine Gas Oil litres	Scope 1	942	litres	2.77539	kg CO2e/litre	2.6	Ships Engine
Fuels	Gas Oil litre	Scope 1	146	litres	2.75857	kg CO2e/litre	0.4	Generators
Fuels	Diesel (average biofuel blend)	Scope 1	332	litres	2.55784	kg CO2e/litre	0.8	CHP Engines
Water	Water - Supply	Scope 3	21,039	m3	0.11000	kg CO2e/m3	2.3	
Water	Water - Treatment	Scope 3	19,987	m3	0.23000	kg CO2e/m3	4.6	
Waste	Mixed recycling	Scope 3	17	tonnes	21.28019	kg CO2e/tonne	0.4	
Waste	Organic Food & Drink AD	Scope 3	10	tonnes	8.91058	kgCO2e/tonne	0.1	
Waste	Construction (Average) Recycling	Scope 3	129	tonnes	0.98471	kgCO2e/tonne	0.1	C&D, Wood, Plasterboard and Pallets
Waste	Metal Cans (Mixed) & Metal Scrap Recycling	Scope 3	4	tonnes	21.28019	kgCO2e/tonne	0.1	
Waste	Paper & Board (Mixed) Recycling	Scope 3	7	tonnes	21.28019	kgCO2e/tonne	0.1	Includes confidential paper
Waste	WEEE (Mixed) Recycling	Scope 3	1	tonnes	21.28019	kgCO2e/tonne	0.0	Cable and equipment
Waste	Refuse Municipal /Commercial /Industrial t	Scope 3	3	tonnes	21.28019	kgCO2e/tonne	0.1	
Waste	Glass Recycling	Scope 3	1	tonnes	21.28019	kgCO2e/tonne	0.0	
Transport	Taxi (black cab) passenger km	Scope 3	24,414	passenger km	0.20416	kg CO2e/passenger km	5.0	
Transport	Average Car - Unknown Fuel	Scope 3	13,247	km	0.17067	kg CO2e/km	2.3	Grey fleet
Transport	Domestic flight (average passenger)	Scope 3	781	passenger km	0.24587	kg CO2e/passenger km	0.2	
Transport	Short-haul flights (average passenger)	Scope 3	240,872	passenger km	0.15353	kg CO2e/passenger km	37.0	
Transport	Long-haul flights (average passenger)	Scope 3	46,122	passenger km	0.19309	kg CO2e/passenger km	8.9	
Transport	Rail (National rail)	Scope 3	23,609	passenger km	0.03549	kg CO2e/passenger km	0.8	Business Rail Travel
Refrigerants and process	HFC-134a	Scope 1	-	kg	1430.00000	kg CO2e	-	No leaks reported
Transport	Rail (National rail)	Scope 3	416,675	passenger km	0.03549	kg CO2e/passenger km	14.8	Staff Commuting
Transport	Bus (local bus, not London)	Scope 3	247,589	passenger km	0.10778	kg CO2e/passenger km	26.7	Staff Commuting
Transport	Average Car - Unknown Fuel	Scope 3	392,920	km	0.17067	kg CO2e/km	67.1	Staff Commuting - Driver/Passenger
Transport	Light rail and tram	Scope 3	54,349	passenger km	0.02861	kg CO2e/passenger km	1.6	Staff Commuting - Subway
Transport	Motorbike - Average km	Scope 3	30,194	km	0.11355	kgCO2e/km	3.4	Staff Commuting
Transport	Rail (National rail)	Scope 3	4,142,723	passenger km	0.03549	kg CO2e/passenger km	147.0	Student Commuting
Transport	Bus (local bus, not London)	Scope 3	3,728,450	passenger km	0.10778	kg CO2e/passenger km	401.9	Student Commuting
Transport	Average Car - Unknown Fuel	Scope 3	1,905,652	km	0.17067	kg CO2e/km	325.2	Student Commuting - Driver/Passenger
Transport	Light rail and tram	Scope 3	331,418	passenger km	0.02861	kg CO2e/passenger km	9.5	Student Commuting - Subway
Transport	International flights (average passenger)	Scope 3	24,536	passenger km	0.18362	kg CO2e/passenger km	4.5	
Transport	Business Travel Van - Class III (1.74 to 3.5 tc	Scope 3	3,768	km	0.09327	kgCO2e/km	0.4	
	Hybrid/Homeworking emissions	Scope 3	27.00%	percentage of total FTEs	0.30000	tCO2e/FTE/annum	94.3	
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							4,880.4	Q3a won't aloow decimal points

Total is different to that number quoted in Q3a, please check and/or state why in comments cell above

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		Comments
	Total consumed by the body (kWh)	Total exported (kWh)	Total consumed by the body (kWh)	Total exported (kWh)	
Solar PV	63,256				
Solar thermal			9,259		
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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
Greenhouse Gas Emissions	Absolute	Net Zero by 2040	tCO2e reduction	All emissions	2015/16	5,909	tCO2e	2039/40	17.4% reduction	Increased since last report due to increase in commuting
Reduce electrical consumption	Percentage	1% per annum	KWh reduction	Energy use in buildings	2018/19	7,824,066	kWh	2021/22	13.2% reduction	
Reduce gas consumption	Percentage	1% per annum	KWh reduction	Energy use in buildings	2018/19	11,587,715	kWh	2021/22	8% increase	Pandemic compliance - ventilation requirements
Reduce water consumption	Percentage	1% per annum	M3 reduction	Water and sewerage	2019/20	33,650	M3	2021/22	37.5% reduction	
Reduce waste	Percentage	2% per annum	tonnes reduction	Waste	2018/19	584	tonnes	2021/22	70.5% reduction	
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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

Glasgow Learning Quarter (GLQ) through the Non Profit Distribution (NPD) contract, will support the College in its Net Zero targets and responsibilities, working in a pragmatic and collaborative manner whilst making the best of opportunities available within the contractual framework. GLQ is committed to facilitating a positive outcome for the College, GLQ and its investors, lenders and supply chain.

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

The College will publish a link to the SSN climate report page for City of Glasgow College which demonstrates our progress since reporting year 2015/16.
The College will also develop and publish a climate action plan to summarise progress and detail future actions/targets to align with our Sustainability Strategy and our net zero ambitions.

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 (tCO₂e)	Comments
Electricity		
Natural gas		
Other heating fuels		
Waste		
Water and sewerage		
Travel		
Fleet transport		
Other (please specify in comments)		
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Total	-

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 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
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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		Please select from drop down box	
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	
Please select from drop down box		Please select from drop down box	
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Total	-		

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 (tCO₂e)	Comments
Electricity		
Natural gas		
Other heating fuels		
Waste		
Water and sewerage		
Travel		
Fleet Transport		
Other (please specify in comments)		
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Total	-	

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

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 (tCO₂e)	Increase or decrease in emissions	Comments
Estate changes		Please select from drop down box	
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	
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Total	-		

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 (tCO₂e)	Comments

Total project savings since baseline year		

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.

PART 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).

Environmental Sustainability Working Group updated the climate change assessment tool with a result of 84%. Futher action within 2022/23 has been identified:

3f - For the policies where our organisation is named as a delivery partner, develop an action plan to help deliver these policies. This is likely to require partnership working with other public bodies. For organisations with significant responsibilities, the policies should be assessed and prioritised before putting together action plans.

The College also completed a climate change risk assessment. Copy of risk assessment available on request.

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.

A climate change risk assessment was completed in 2021/22. All risk are under control and minimised to an acceptable level.

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").

Further to result of climate change risk assessment, there is further work required to improve this area and will be carried out over 2021/22.

The climate change assessment tool was updated with a result of 84%. Futher action within 2022/23 has been identified:

3f - For the policies where our organisation is named as a delivery partner, develop an action plan to help deliver these policies. This is likely to require partnership working with other public bodies. For organisations with significant responsibilities, the policies should be assessed and prioritised before putting together action plans.

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 climate change risk assessment will be reviewed annually by the Environmental Sustainability Working Group.

The action from the climate change assessment tool will be addressed in 2022/23.

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).

The Environmental Sustainaility Working Group will review the climate change risk assessment already completed and will refresh the climate change assessment tool at the end of 2022/23.

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.

Further to a refresh of the climate change assessment tool, there is further work required to improve this area and will be carried out over 2022/23. This includes the following priority:

3f - For the policies where our organisation is named as a delivery partner, develop an action plan to help deliver these policies. This is likely to require partnership working with other public bodies. For organisations with significant responsibilities, the policies should be assessed and prioritised before putting together action plans.

The College will also review and complete the Adaptation Scotland's Starter Pack and Benchmarking Tool to further establish any actions related to climate change.

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.

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.

In 20-21 we identified 5 key category areas of spend to where Climate Change Action Plans would be complete - Catering, ICT, Travel, Food and Hair and Beauty. It was our ambition to have all 5 active by July 2022. However, due to resourcing and recruitment issues we have only manged to active 3 - Catering, Food and Hair & Beauty. These action plans have assisted in identifying carbon reduction initiatives and actions in each category area and has provided more focus on how we measure, monitor and manage our scope 3 carbon emissions. Our new aim is to have all 5 action plans active by 2024 and will work collectively with APUC ltd. and Scottish Government to do so.

The College ensures compliance with the Procurement Reform (Scotland) Act 2014 aligning it with our strategic outcomes as detailed in our Procurement Strategy 2020 – 2022 - https://www.cityofglasgowcollege.ac.uk/sites/default/files/CoGC_Procurement_Strategy.pdf. A key element of the legislation requires the College to meet the Sustainable Procurement Duty.

"The Sustainable Procurement Duty – in compliance with the Act the College will give consideration to the environmental, social and economic issues relating to all regulated procurements and how benefits can be accrued, on a contract-by-contract basis by taking proportionate actions to involve SME's, third sector bodies and supported businesses in our procurement activities and in so doing benefit not only the College but the wider West Central Scotland.
To support compliance with the duty the College will endeavour to make use available tools and systems such as the Scottish Public Procurement Prioritisation Tool, the Sustainability Test, Life Cycle Impact Mapping, the Scottish Flexible Framework as well as APUC's Code of Conduct, Sustain and Electronics Watch where relevant and proportionate to the scope of the procurement." – Extract from City of Glasgow College, Procurement Strategy 2020 – 2022.

Within our newly revised Procurement Policy we make a commitment to climate and circular economy ambitions to improve environmental wellbeing. To assist in this commitment Procurement staff together with the internal stakeholders will;
• Leverage buying power when buying goods, services or works, to champion innovative, future-proofed solutions; enabling businesses and the Third Sector to engage in supporting our climate ambitions to deliver against our climate targets. By working with markets, we can stimulate the development of circular economy and low emission supply chains and solutions.
• Work collaboratively across departments to align climate-related policies, targets, milestones and supporting activities.
• Be climate literate and to have an appreciation of how contracting activity can support net-zero aims for the College and Scotland as a whole. Capturing and driving opportunities to contribute to climate change ambitions through procurement activity.

It is recognised that our external Supply Chain Partners make a significant contribution to carbon, therefore, the College strongly support engagement between budget managers and Procurement in the early development stages of projects to enable decisions on whether to buy; what we buy and how we buy.
Whether to buy: Academic and Support areas are encouraged to revisit and re-think their needs. Perhaps goods, services or works can be used for longer, refurbished or repaired. Consideration should be given to the residual value of goods which can be sold or donated.
What we buy: Specifications must consider the College's climate ambitions and targets. Consideration must be given to purchasing refurbished, repaired or pre-used, rather than new. Specifications must be future proofed to allow for refurbishment, remanufacture and repair, as well as supporting emerging technology.
How we buy: Budget managers and Procurement must actively support a strong focus on climate consideration, achieving a balance of economic, social and environmental outcomes. Additional focus must be placed upon whole life costing.

Scottish Government Sustainability Tool such as the Flexible Framework, Prioritisation Tools and Sustainability Tools are being utilised, were relevant, to assist procurement and stakeholder in meeting the above objectives and commitments.

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.

All procurement staff have completed Carbon emission and circular economy training and we are now working with an outside providing to deliver training to non-procurement professional. This training we help staff understand where improvements can be made within existing and future purchases and also question their need to purchases in the first place.

Our Head of Procurement is a member of the Scottish Government Climate and Procurement Forum as the FE representative. This group covers the following work streams - Strategy & Objectives, People & Capability, Supplier & Market Engagement , Operation Procurement , Monitoring & Reporting. Although a relatively new group our HoP has already obtained very useful knowledge and best practise from our sector reps and will be at the forefront of any developments and implementations.

Some examples of contract specific objectives that have currently been achieved are as follows:
Zero plastic catering provision. Our catering providers no long sell beverages in plastic bottles nor supply straws, plastic cutlery, sauce sachets etc.
The college have installed a food composters to reduce food wastage. This is utilised by our catering providers.
Supply of unboxed products to reduce waste through our Hair & Beauty Kits supplier College Kits Direct.
Sustainable Salon Training for students and staff via our Colour House contract with L'Oreal i.e. reducing temperature of water when washing hair, low settings on styling tools etc.

COVID is still having a impact on the delivery of the sustainable objectives that we identified within our contract as well as the Russo-Ukrainian War with major impacts on supply chain. For a full list on the sustainability objectives within our catering contract please

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.

Catering ITT with Climate Change outcomes.
Example of Climate Change Action Plan (FNT2030) with guidance on its purpose.
Contract Strategy Template with Climate Change section (completed for all contract over £50k.

P:\FINANCE\ PRIVATE\PROCURE

P:\CATERING\ Catering 2020\ Contract

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Public Sector Report on Compliance with Climate Change Duties 2022 Template

PART 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.

Fergal McCauley, Head of Facilities Management acted as Project Lead in coordinating data compilation for the creation of this report. The report was shared, reviewed and updated further to review by members of the College's Environmental Sustainability Working Group (ESWG) and Senior Management Team. The document is only accessible by the Project Lead to ensure it is secure. The document is also saved in another format and is saved securely along with supporting information on a secure twin site shared drive.

6b **Peer validation process**

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

City of Glasgow College took part in an EAUC-Scotland organised peer review on Tuesday 15 November 2022. As part of the peer review, Cty of Glasgow College and Forth Valley College completed a review of both reports.

6c **External validation process**

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

N/A

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.

N/A

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:	Fergal McCauley
Role in the body:	Head of Facilities Management
Date:	28/11/2022

Wider Impact and Influence on GHG Emissions

Q1) Historic Emissions (Local Authorities Only)

Please indicate emission amounts and unit of measurement (e.g. tCO₂e) and years. Please provide information on the following components using data from the links provided below. Please use (1) as the default unless targets and actions relate to (2).

Please note : These statistics cover territorial emissions of carbon dioxide (CO2), methane (CH4) and nitrous oxide (N2O), although not fluorinated gases, which are also included in the UK territorial greenhouse gas emissions statistics. Prior to the 2005 to 2020 publication the statistics covered emissions of carbon dioxide only

(1) UK local and regional CO2e emissions: **subset dataset** (emissions within the scope of influence of local authorities):

(2) UK local and regional CO2e emissions: **full dataset**:

https://data.gov.uk/dataset/723c243d-2f1a-4d27-8b61-cdb93e5b10ff/emissions-of-carbon-dioxide-for-local-authority-areas

Local Authority:(Please State)	Please select from drop down box
BEIS Dataset:(full or sub-set)	Please select from drop down box

Source	Sector	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	Units	Comments
BEIS Sectors	Total Emissions													ktCO2e	
	Industry and Commercial													ktCO2e	
	Domestic													ktCO2e	
	Transport total													ktCO2e	
	Per Capita													ktCO2e	
Other Sectors	Please select from drop down box														Please select from drop down box
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2a) Targets
Please detail your wider influence targets

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

Strategic Plan 2021-30 contains environmental statement as follows:

1. Through efficiency and planned change we will address the impact of the climate emergency on industry and society.
2. Our aim is to support sustainable productivity and clean industry via a developed curriculum, including support for renewable energy and industrial biotechnology.
3. The College will implement a green action plan, including a renewed travel policy, with direct impact on our environmental footprint. We will seek to influence as an environmentally responsible civic lead organisation. The travel policy will consider safety concerns as a priority. City of Glasgow College will be an ethical consumer with a (net) zero carbon emissions target in the short-term.

Q3) Policies and Actions to Reduce Emissions
Please detail any of the specific policies and actions which are underway to achieve your emission reduction targets

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	Metric/indicators for monitoring progress	Delivery Role	During project/policy design and implementation, has ISM or an equivilent 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 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	Please select from drop down box				Please select from drop down box	
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Please provide any detail on data sources or limitations relating to the information provided in Table 3

Q4) Partnership Working, Communications and Capacity Building
Please detail your Climate Change Partnership, Communication or Capacity Building Initiatives below.

Key Action Type	Description	Organisation's project role	Lead Organisation (if not reporting organisation)	Private Partners	Public Partners	3rd Sector Partners	Outputs	Comments
Partnership Working	Member of Smaller Institutions Environmental Working Group	Participant	EAUC		Scottish FE and Small HE		Share best practice in the aim to reduce our impact on the enivronmental and reach net zero before 2040	
Partnership Working	Member of Environmental Association of Universities and Colleges (EAUC)	Participant	EAUC		UK FE/HE		Knowledge and best practice sharing via topic suport networks through the UK in our common goal of reaching net zero by the ultimate target of 2050 (UK)	
Partnership Working	Signed up to SDG Accord (Sustainable Development Goals)	Participant	EAUC		Worldwide FE/HE		Reporting against sustainable development goals annually	
Communications	Signed Race to Zero	Participant	EAUC		FE/HE		Commitment to reach net zero by 2040	
Communications	Green Nudge Initiatives	Participant	UNEP		Worldwide		Communication tools made simple in gently nudging people to make more sustainable choices	Little Book of Green Nudges (working with other local educational establisments in developing common area nudge material
Communications	Winner CDN Awards 2020 - Climate Action Emergency Award	Participant	CDN		FE		Celebration of the hard work the College do in terms of climate change	
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Other Notable Reportable Activity

Q5) Please detail key actions relating to Food and Drink, Biodiversity, Water, Procurement and Resource Use in the table below

Key Action Type	Key Action Description	Organisation's Project Role	Impacts	Comments
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Q6) Please use the text box below to detail further climate change related activity that is not noted elsewhere within this reporting template