Board of Management
People & Culture Committee

Date of Meeting	**Tuesday 13 February 2024**
Paper No.	**PCC2-I**
Agenda Item	**6.4**
Subject of Paper	**Public Bodies Climate Change Reporting Duties Report 2022-23**
FOISA Status	**Disclosable**
Primary Contact	**Fergal McCauley – Head of Facilities**
Date of production	**5 February 2024**
Action	**For Noting**

1. Recommendations
1.1 To Note the Report.

2. Purpose

2.1 This paper is for information.

3. Key Insights

3.1 Carbon emissions have increased from 4880 to circa 8443 tCO2e. This is as a result of adding all supply chain emissions using the Higher Education Supply Chain Emissions Tool (HESCET).

3.2 Scottish Funding Council Outcome Agreement 2023-24 Priority area 5: Net zero and environmental sustainability response

Institutions should provide commentary of up to one page on implementing a whole-institutional climate emergency response across all key areas of activity and may wish to refer to current sector voluntary benchmarking frameworks. They should also include key operational measures undertaken in the current cycle or planned in the next towards compliance with the Scottish Government public sector carbon reporting and reduction guidance Public Sector Leadership on the Global Climate Emergency (October 2021).

We expect institutions to have or to put in place organisation-wide net zero and sustainability plans by the end of the calendar year 2024 if these do not already exist and to be able to highlight key priorities and dates for delivery of these. In the OA:

- *Institutions should provide the net zero target and commentary or data on progress in implementing a whole-institutional climate emergency response under each of the following areas including key priorities, linking with the UN Sustainable Development Goal (SDG) 13 "climate action" and other SDGs as appropriate: learning and teaching; skills; research, innovation and entrepreneurship; estates and supply chains; partnerships and place making; institutional governance and leadership; staff and student engagement and participation.*
- *Institutions must profile their total estimated or actual baseline greenhouse gas emissions arising from their total operations and activities, any institution-specific net zero target, and a summary of emissions totals under scope group 1 and scope group 2 and for scope 3 business travel emissions. This relates to institutions' contributions under the Climate Change (Scotland) Act 2009 and related legislation*

4. Impact and Implications

4.1 It is a mandatory requirements that the Collee submit an annual report under the Climate Change (Emissions Reduction Targets) (Scotland) Act 2019.

4.2 Failure to comply could result in loss of funding as the College is required to fulfil all aspects of the Scottish Funding Council Outcome Agreement.

Appendices

Public Bodies Climate Change Duties Report 2022-23.

Public Bodies Climate Change Duties Compliance Reporting Template 2022/23

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 will not be accepted for analysis and may be deemed non-compliant with Public Bodies Duties reporting requirements.

2. Guidance

1. The "Profile of Body" tab must be completed before proceeding to add any other data.

2. Question 1f must be completed to ensure the correct emission factors are applied in Q3b.

3. If you need to add more rows in any table please email the file ccreporting@ed.ac.uk

4. More emission factors from the UK Government (DESNZ) release have been included this year. When completing Q3b you can filter by the Emission Type dropdown in column C.

5. Please only use the "Other" emission source rows (130 onwards) when there is no relevant emission source in the dropdown lists or if you have bespoke data/emission factors. Please provide a brief explanation in the comment field.

6. The water supply and sewage emission factors are based on Scottish Water's carbon intensities of service supply, one of the lowest in the UK water industry. If you still wish to use the UK DESNZ (formerly BEIS) factors (which are more than double) you will need to enter consumption data in an "Other" row.

7. Some auto-checks have been added to improve the quality of data entries, e.g. correct emission scopes where only one category ever applies.

8. More detailed reporting guidance is available   on the SSN website.

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 2023 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**

1059   **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	14240.00	
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)	2178.60	Degree Days for 2022/23 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
£96,975,000	Total income including grants, tuition fees, investment income,etc..

1f **Report type**
Specify the report year type

Report type	Report year comments	
Academic	01/08/2022 - 31/07/2023	**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, People & Corporate Support, Brand and Communications; Business, International, Innovation & STEM; Finance, Procurement; Information Technology; Performance; Planning and Executive Office; and Student Experience.

Environmental Sustainability Working Group, set up in April 2017, continues to drive the 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.
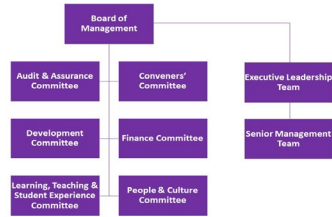

2b **How is climate change action managed and embedded in the body?**

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.

The work and recommendations of the Environmental Sustainability Working Group is fed back regularly by the Head of Facilities Management to the Support Services Committee. A written report is also sent to the People & Culture committee 3 times per annum.

The College were successful in securing a Campus Cycling Officer via Cycling Scotland who networked externally with partners in driving active travel solutions.
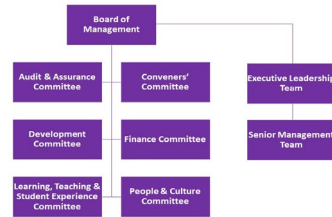
Strategy

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	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	
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)				

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 2022/23 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 the end of the report year, provide an explanation in the comments column.

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

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

ENSURE QUESTION 1f IS COMPLETED BEFORE STARTING THIS SECTION. THEN SELECT APPROPRIATE BASELINE YEAR. TOTAL EMISSIONS IN THE MOST RECENT FOOTPRINT YEAR IN THIS QUESTION SHOULD EQUAL TOTAL EMISSIONS IN Q3B

Reference year	Year	Year type	Scope 1	Scope 2	Scope 3	Total	Units	Comments
Baseline Year	2015/16	Academic	2,665.00	3,199.00	45.00	5,909.00	tCO₂e	
Year 1 carbon footprint	2016/17	Academic	2,331.00	2,568.00	683.00	5,582.00	tCO₂e	
Year 2 carbon footprint	2017/18	Academic	2,409.00	2,305.00	570.00	5,284.00	tCO₂e	
Year 3 carbon footprint	2018/19	Academic	2,214.00	2,000.00	382.00	4,596.00	tCO₂e	
Year 4 carbon footprint	2019/20	Academic	2,186.00	1,531.00	247.00	3,964.00	tCO₂e	
Year 5 carbon footprint	2020/21	Academic	2,152.00	1,112.00	675.00	3,939.00	tCO₂e	
Year 6 carbon footprint	2021/22	Academic	2,289.10	1,313.00	1,278.30	4,880.40	tCO₂e	
Year 7 carbon footprint	2022/23	Academic	1,899.16	1,439.22	5,105.01	8,443.39	tCO₂e	

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 2023 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 in rows 130 onwards. Please only use these if you cannot find a relevant emission source in the dropdown list or you have a bespoke emission factor or non-standard derivation of emissions e.g. based on a survey/consumption data. If you require extra rows in the table please send the template to ccreporting@ed.ac.uk.

Medical gas emission sources can be found under the "Process" Emission Type. The UK emission factor for **homeworking** has now been provided in the dropdown list.

Land Use & Land Use Change emissions can be included where data/estimates are available.

Emission Type	Emission source	Scope	Consumption data	Units	Emission factor	Units	Emissions (tCO₂e)	Comments
Electricity	Electricity: UK	Scope 2	6,950,245	kWh	0.20707	kg CO2e/kWh	1439.21704	REGO in place - 100% Wind
Electricity	Transmission and distribution - Electricity: UK	Scope 3	6,950,245	kWh	0.01792	kg CO2e/kWh	124.51441	
Fuels	Natural gas	Scope 1	10,169,763	kWh	0.18293	kg CO2e/kWh	1860.34383	
Fuels	Marine gas oil	Scope 1	381	litres	2.77159	kg CO2e/litres	1.05590	Ships Engine
Fuels	Gas oil	Scope 1	166	litres	2.75541	kg CO2e/litres	0.45740	Generators
Fuels	Diesel (average biofuel blend)	Scope 1	218	litres	2.51206	kg CO2e/litres	0.54763	CHP Engines
Water	Water supply	Scope 3	35,920	cubic metres	0.10000	kg CO2e/cubic metres	3.59200	
Water	Water treatment	Scope 3	34,124	cubic metres	0.19000	kg CO2e/cubic metres	6.48356	
Waste	Plastics: PET (incl. forming) - Recycled	Scope 3	120	tonnes	21.28081	kg CO2e/tonnes	2.55370	Mixed Waste
Waste	Organic: food and drink waste - Anaerobic digestion	Scope 3	13	tonnes	8.91242	kg CO2e/tonnes	0.11408	
Waste	Average construction - Recycled	Scope 3	178	tonnes	0.98491	kg CO2e/tonnes	0.17573	C&D and Plasterboard
Waste	Metal: scrap metal - Recycled	Scope 3	5	tonnes	21.28081	kg CO2e/tonnes	0.11364	
Waste	Paper and board: paper - Recycled	Scope 3	7	tonnes	21.28081	kg CO2e/tonnes	0.14471	Confidential Paper
Waste	WEEE - mixed - Recycled	Scope 3	2	tonnes	21.28081	kg CO2e/tonnes	0.04767	Cable and Equipment
Waste	Commercial and industrial waste - Combustion	Scope 3	2	tonnes	21.28081	kg CO2e/tonnes	0.04150	
Waste	Glass - Recycled	Scope 3	2	tonnes	21.28081	kg CO2e/tonnes	0.03235	
Waste	Wood - Recycled	Scope 3	29	tonnes	21.28081	kg CO2e/tonnes	0.61161	Includes Pallets
Transport - public	Black cab	Scope 3	7,713	km	0.30604	kg CO2e/km	2.36043	
Transport - car	Average car - Unknown	Scope 3	35,923	km	0.16664	kg CO2e/km	5.98616	Grey Fleet and Hire Car
Transport - van/HGV	Business Travel Van - Class III (1.74 to 3.5 tonnes) - Battery Electric Vehicle	Scope 1	2,044	km	0.08967	kg CO2e/km	0.18329	College Electric Van
Transport - car	Medium fleet car - Battery Electric Vehicle	Scope 1	10,342	km	0.00419	kg CO2e/km	0.04333	College Electric Car
Transport - public	Flights - Domestic, to/from UK - Average passenger	Scope 3	44,914	passenger.km	0.27258	kg CO2e/passenger.km	12.24251	
Transport - public	Flights - Short-haul, to/from UK - Average passenger	Scope 3	362,685	passenger.km	0.18592	kg CO2e/passenger.km	67.42936	
Transport - public	Flights - Long-haul, to/from UK - Average passenger	Scope 3	127,278	passenger.km	0.26128	kg CO2e/passenger.km	33.25528	
Transport - public	National rail	Scope 3	49,525	passenger.km	0.03546	kg CO2e/passenger.km	1.75630	Business Rail Travel
Refrigerants	HFC-134a	Scope 1	28	kg	1300.00000	kg CO2e/kg	36.53000	
Homeworking	Homeworking (office equipment + heating)	Scope 3	263,606	FTE Working Hour	0.33378	kg CO2e/FTE Working Hour	87.98682	
Hotel stay	Hotel stay - UK	Scope 3	353	Room per night	10.40000	kg CO2e/Room per night	3.67120	
Transport - public	Coach	Scope 3	10,634	passenger.km	0.02718	kg CO2e/passenger.km	0.28904	Coach Hire
Transport - public	National rail	Scope 3	2,214,299	passenger.km	0.03546	kg CO2e/passenger.km	78.52561	Staff Commuting
Transport - public	Local bus (not London)	Scope 3	657,477	passenger.km	0.11836	kg CO2e/passenger.km	77.82080	Staff Commuting
Transport - car	Average car - Unknown	Scope 3	2,012,279	km	0.16664	kg CO2e/km	335.32333	Staff Commuting
Transport - public	Light rail and tram	Scope 3	70,474	passenger.km	0.02860	kg CO2e/passenger.km	2.01579	Staff Commuting
Transport - car	Motorbike - Average	Scope 3	20,015	km	0.11367	kg CO2e/km	2.27519	Staff Commuting
Transport - public	National rail	Scope 3	4,188,901	passenger.km	0.03546	kg CO2e/passenger.km	148.55084	Student Commuting
Transport - public	Local bus (not London)	Scope 3	979,297	passenger.km	0.11836	kg CO2e/passenger.km	115.91230	Student Commuting
Transport - car	Average car - Unknown	Scope 3	2,162,066	km	0.16664	kg CO2e/km	360.28363	Student Commuting
Transport - public	Light rail and tram	Scope 3	86,367	passenger.km	0.02860	kg CO2e/passenger.km	2.47038	Student Commuting
Transport - car	Motorbike - Average	Scope 3	84,321	km	0.11367	kg CO2e/km	9.58513	Student Commuting
Transport - public	Flights - International, to/from non-UK - Average passenger	Scope 3	493,177	passenger.km	0.18395	kg CO2e/passenger.km	90.71991	
Transport - public	Black cab	Scope 3	72,770	km	0.30604	kg CO2e/km	22.27027	Student Commuting
Other	Other (please specify in comments)	Scope 3					1004.98690	HESCET Estates
Other	Other (please specify in comments)	Scope 3					2140.14470	HESCET IT, Libraries & Labs
Other	Other (please specify in comments)	Scope 3					30.03399	HESCET Legal
Other	Other (please specify in comments)	Scope 3					330.69481	HESCET Professional Services
							8,443.394	

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.

	Renewable Electricity		Renewable Heat		
Technology	Total consumed by the body (kWh)	Total exported (kWh)	Total consumed by the body (kWh)	Total exported (kWh)	Comments
Solar PV	54,639				
Solar thermal			13,584		

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	8,443	Increased due to capture of additional scopes 1 and 3 emissions
Reduce electrical consumption	Percentage	1% per annum	KWh reduction	Energy use in buildings	2018/19	7,824,066	kWh	2022/23	6,950,245	
Reduce gas consumption	Percentage	1% per annum	KWh reduction	Energy use in buildings	2018/19	11,587,715	kWh	2022/23	10,169,763	
Reduce water consumption	Percentage	1% per annum	M3 reduction	Water and sewerage	2019/20	33,650	M3	2022/23	35,920	Increased due to fault with rain water harvesting system
Reduce waste	Percentage	2% per annum	tonnes reduction	Waste	2018/19	584	tonnes	2022/23	358	

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

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

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 relevant supporting information. In the event that the body wishes to refer to information already published, provide information about where the publication can be accessed.

Simply referencing this report or it's availability on the SSN website is insufficient information.

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)		
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	Comments
		Please select from drop down box	Please select from drop down box				Please select from drop down box			Please select from dropdown box	

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

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

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

Assessing and managing risk

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

Environmental Sustainability Working Group updated the climate change assessment tool with a result of 84%. Futher action within 2023/24 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 and reviewed annually. All risks 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 from 2022/23.

The climate change assessment tool was updated with a result of 84%. Futher action within 2023/24 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 2023/24.

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 2023/24.

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 2023/24. 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.

Climate change actions plans are now in place for 5 key category areas of spend - ICT, Food, Hair & Beauty, Catering and Travel. These action plans have assisted in identifying carbon reduction initiatives with actions being put in place for each category area providing more focus on how we measure, monitor and manage our scope 3 carbon emissions. These were created collaboratively with lead stakeholders, key suppliers and APUC Ltd.

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 innovation, 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.

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 provider to deliver training to non-procurement professionals. This training will 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 and Reporting. Although a relatively new group our Head of Procurement has already obtained very useful knowledge and best practise from our sector representatives 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 longer sell beverages in plastic bottles nor supply straws, plastic cutlery, sauce sachets, etc...
The college have installed a food composter 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...

Climate Change Awareness eLearning Module - In additonal we have created a new procurement focused climate change elearning module which will be shared with the wider sector. The module covers the following - What is Climate Change?, Net Zero Target by 2040, Our Roles in Promoting Sustainable Practices, Circular Economy; and Progress So Far. The eModule will encourage staff to adopt more sustainable and responsible buying practices, educate them on climate change and better understand their contribution to achieve Net Zero by 2040. Although the module is not yet live and we cannot evidence achieved benefits yet, the efforts to date and collaboration involved should be recognised.

Embedding SDGs - We have embedded the Sustainable Developments Goals (SDGs), both internally and externally, by aligning procurement processes and requirements i.e., Modern Slavery, Fair Work Practises and ED&I. This asserted our commitment to achieving these further by communicating to internal stakeholders and suppliers on how our contracts contribute to 'transforming the world'. A recent bidder noted: "seeing the SDGs in the tender made us curious to look into this more. It helped us understand what SDGs were, how we can contribute and how we can embed them in our own processes."

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.

eLearning Module - DRAFT
Examples of embedding SDG's in Standardised tender templates

eLearning Module Evidence.zip   SDG's Evidence.zip
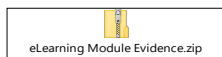
Public Sector Report on Compliance with Climate Change Duties 2023 Template

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 14 November 2023. As part of the peer review, City of Glasgow College and Glasgow School of Art 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:	28/11/2023

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 : territorial emissions of carbon dioxide (CO2), methane (CH4) and nitrous oxide (N2O) are provided, but 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-4d27-8bd1-cdb93e5b10f0/emissions-of-carbon-dioxide-for-local-authority-areas

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

Source	Sector	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	Units	Comments
DESNZ 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 organization 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.

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
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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	Organization'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 environmental 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 HE/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 2022 - Sustainability Action Award and Judges Award	Participant	CDN		FE		Celebration of the hard work the College do in terms of climate change	
Please select from drop down box		Please select from drop down box						
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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
Please select from drop down box		Please select from drop down box		
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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