

**Public Sector Climate Change Duties 2017 Summary Report: Glasgow Clyde College**

**TABLE OF CONTENTS**

**Required**

**PART 1: PROFILE OF REPORTING BODY**

**PART 2: GOVERNANCE, MANAGEMENT AND STRATEGY**

**PART 3: EMISSIONS, TARGETS AND PROJECTS**

**PART 4: ADAPTATION**

**PART 5: PROCUREMENT**

**PART 6: VALIDATION AND DECLARATION**

**Recommended Reporting: Reporting on Wider Influence**

**RECOMMENDED – WIDER INFLUENCE**

**OTHER NOTABLE REPORTABLE ACTIVITY**

Public Sector Climate Change Duties 2017 Summary Report: Glasgow Clyde College

**PART 1: PROFILE OF REPORTING BODY**

<b>1(a) Name of reporting body</b>
Glasgow Clyde College

<b>1(b) Type of body</b>
Educational Institutions

<b>1(c) Highest number of full-time equivalent staff in the body during the report year</b>
648

<b>1(d) Metrics used by the body</b>			
Specify the metrics that the body uses to assess its performance in relation to climate change and sustainability.			
Metric	Unit	Value	Comments
Floor area	m2	59891	

<b>1(e) Overall budget of the body</b>	
Specify approximate £/annum for the report year.	
Budget	Budget Comments
46000000	

<b>1(f) Report year</b>	
Specify the report year.	
Report Year	Report Year Comments
Academic	

<b>1(g) Context</b>
Provide a summary of the body's nature and functions that are relevant to climate change reporting.

## Public Sector Climate Change Duties 2017 Summary Report: Glasgow Clyde College

The College have a carbon management plan and sustainability statement which is on the College intranet for all staff to review and has been signed off by the College senior management.

**PART 2: GOVERNANCE, MANAGEMENT AND STRATEGY**

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

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

The College have a Carbon Management Plan which details how the College will manage its impact on the rest of the environment

**2(b) How is climate change action managed and embedded by the body?**

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

The College have a carbon management plan and sustainability statement which is on the College intranet for all staff to review and has been signed off by the College senior management.

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

Provide a brief summary of objectives if they exist.

**Public Sector Climate Change Duties 2017 Summary Report: Glasgow Clyde College**

Objective	Doc Name	Doc Link

**2(d) 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.

Carbon Management Plan, available on the College intranet

**2(e) 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	Comments
Adaptation	Carbon Management Plan	College Intranet	2015-2020	
Business travel	Carbon Management Plan	College Intranet	2015-2020	

**Public Sector Climate Change Duties 2017 Summary Report: Glasgow Clyde College**

Staff Travel	Carbon Management Plan	College Intranet	2015-2020	
Energy efficiency	Carbon Management Plan	College Intranet	2015-2020	
Fleet transport	Carbon Management Plan	College Intranet	2015-2020	
Information and communication technology	Carbon Management Plan	College Intranet	2015-2020	
Renewable energy	Carbon Management Plan	College Intranet	2015-2020	
Sustainable/renewable heat	Carbon Management Plan	College Intranet	2015-2020	
Waste management	Carbon Management Plan	College Intranet	2015-2020	
Water and sewerage	Carbon Management Plan	College Intranet	2015-2020	
Land Use	Carbon Management Plan	College Intranet	2015-2020	
Other (state topic area covered in comments)	Carbon Management Plan	College Intranet	2015-2020	

**2(f) 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.

"Reduction in staff travel through introduction of electric cars  
 Increase recycling around the campus after the change of waste management contractor  
 Awareness of sustainability by appointing green changing  
 Ensuring all capital projects adhere to the guidelines set out by Scottish Government on zero carbon and sustainability  
 Replace all lights with LEDs as they require replacement around the campus"

**2(g) 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.

Public Sector Climate Change Duties 2017 Summary Report: Glasgow Clyde College

No

**2(h) 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.

Public Sector Climate Change Duties 2017 Summary Report: Glasgow Clyde College

**PART 3: EMISSIONS, TARGETS AND PROJECTS**

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

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

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

Reference Year	Year	Scope1	Scope2	Scope3	Total	Units	Comments
Baseline carbon footprint	2014/15				4553	tCO2e	As detailed in the College Carbon Management Plan
Year 1 carbon footprint	2015/16				3617	tCO2e	
Year 2 carbon footprint	2016/17				3147	tCO2e	Detail below

**3b Breakdown of emission sources**

Complete the following table with the breakdown of emission sources from the body's most recent carbon footprint (greenhouse gas inventory); this should correspond to the last entry in the table in 3(a) above. Use the 'Comments' column to explain what is included within each category of emission source entered in the first column. If, for any such category of emission source, it is not possible to provide a simple emission factor(a) leave the field for the emission factor blank and provide the total emissions for that category of emission source in the 'Emissions' column.

Total	Comments – reason for difference between Q3a & 3b.	Emission source	Scope	Consumption data	Units	Emission factor	Units	Emissions (tCO2e)	Comments
3146.6		Natural Gas	Scope 2	6997836.79	kWh	0.184164	kg CO2e/kWh	1288.8	
		Grid Electricity (generation)	Scope 2	5148190.46	kWh	0.35156	kg CO2e/kWh	1809.9	
		Water - Supply	Scope 2	31456	m3	0.344	kg CO2e/m3	10.8	
		Mixed recycling	Scope 2	155.68	tonnes	21.76	kg CO2e/tonne	3.4	
		Refuse Commercial & Paper & Board (Mixed)	Scope 2	99.1	tonnes	100.07286	kg CO2e/tonne	9.9	
		Paper & Board (Mixed)	Scope 2	46.86	tonnes	21.76	kg CO2e/tonne	1.0	
		Organic Food & Drink AD	Scope 2	14.31	tonnes	21.76	kg CO2e/tonne	0.3	
		Paper & Board (Mixed)	Scope 2	7.64	tonnes	21.76	kg CO2e/tonne	0.2	Sawdust
		Taxi (regular)	Scope 2	25491	passenger km	0.15617	kg CO2e/passenger	4.0	
		Car - petrol (Medium car from	Scope 2	3252	miles	0.31365	kg CO2e/mile	1.0	Ford Focus 5 door Hatchback
		Van - Class I (up to 1.305	Scope 1	5183	miles	0.2407327	kg CO2e/mile	1.3	Citreon Berlingo
		Van - Class II (1.305 to 1.74	Scope 2	10510	miles	0.378745	kg CO2e/mile	4.0	Ford Transit (x2)
		Van - Class III (1.74 to 3.5	Scope 2	23516	miles	0.5153568	kg CO2e/mile	12.1	Ford Transit Minibuses (x5)
		Other	Scope 2	4396	miles	0	kg CO2e/mile	0.0	This is for 3 electric vehicles we use. They

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

## Public Sector Climate Change Duties 2017 Summary Report: Glasgow Clyde College

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

Technology	Renewable Electricity		Renewable Heat		Comments
	Total consumed by the organisation (kWh)	Total exported (kWh)	Total consumed by the organisation (kWh)	Total exported (kWh)	
Water Source Heat Pump					None

### 3d Targets

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

Name of Target	Type of Target	Target	Units	Boundary/scope of Target	Progress against target	Year used as	Baseline figure	Units of baseline	Target completion	Comments
Reduce Energy	percentage	10	total % reduction	Energy use in buildings	20.00	2014/15	150487748	kWh	2016/17	

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

Total	Emissions Source	Total estimated annual carbon savings (tCO2e)	Comments
0	Electricity	0	No projects were undertaken, however there
0	Natural gas	0	No projects were undertaken, however there
0	Other heating fuels	0	N/A
0	Waste	0	The College work with the student body and
0	Water and sewerage	0	No projects were undertaken, however there
0	Business Travel	0	N/A
0	Fleet transport	0	N/A
0	Other (specify in comments)	0	N/A

### 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
--------------	----------------	---------------------------------	--	------------------	----------------------------	--------------------------	------------------------------------	---	-----------------------------------	------------------	----------

Public Sector Climate Change Duties 2017 Summary Report: Glasgow Clyde College

--	--	--	--	--	--	--	--	--	--	--	--

<b>3g Estimated decrease or increase in the body's emissions attributed to factors (not reported elsewhere in this form) in the report year</b>				
If the emissions increased or decreased due to any such factor in the report year, provide an estimate of the amount and direction.				
<b>Total</b>	<b>Emissions source</b>	<b>Total estimated annual emissions (tCO2e)</b>	<b>Increase or decrease in emissions</b>	<b>Comments</b>
	0 Estate changes			
	Service provision			
	Staff numbers			
	Other (specify in			

<b>3h Anticipated annual carbon savings from all projects implemented by the body in the year ahead</b>			
<b>Total</b>	<b>Source</b>	<b>Saving</b>	<b>Comments</b>
	0 Electricity		
	Natural gas		
	Other heating fuels		
	Waste		
	Water and sewerage		
	Business Travel		
	Fleet transport		
	Other (specify in comments)		

<b>3i Estimated decrease or increase in the body's emissions attributed to factors (not reported elsewhere in this form) in the year ahead</b>				
If the emissions are likely to increase or decrease due to any such factor in the year ahead, provide an estimate of the amount and direction.				
<b>Total</b>	<b>Emissions source</b>	<b>Total estimated annual emissions (tCO2e)</b>	<b>Increase or decrease in emissions</b>	<b>Comments</b>
	0 Estate changes			



**PART 4: ADAPTATION**

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

No

**4(b) 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.

N/A

**4(c) 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.

**Public Sector Climate Change Duties 2017 Summary Report: Glasgow Clyde College**

Undertaken a utilities efficiency programme throughout the estate to reduce utilities consumption which has resulted in the saving

<p><b>4(d) Where applicable, what progress has the body made in delivering the policies and proposals referenced N1, N2, N3, B1, B2, B3, S1, S2 and S3 in the Scottish Climate Change Adaptation Programme(a) ("the Programme")?</b></p>					
<p>If the body is listed in the Programme as a body responsible for the delivery of one or more policies and proposals under the objectives N1, N2, N3, B1,B2, B3, S1, S2 and S3, provide details of the progress made by the body in delivering each policy or proposal in the report year. If it is not responsible for delivering any policy or proposal under a particular objective enter "N/A" in the 'Delivery progress made' column for that objective.</p> <p>(a) This refers to the programme for adaptation to climate change laid before the Scottish Parliament under section 53(2) of the Climate Change (Scotland) Act 2009 (asp 12) which currently has effect. The most recent one is entitled "Climate Ready Scotland: Scottish Climate Change Adaptation Programme" dated May 2014.</p>					
Objective	Objective	Theme	Policy / Proposal reference	Delivery progress made	Comments
Understand the effects of climate change and their impacts on the natural environment.	N1	Natural Environment			

**Public Sector Climate Change Duties 2017 Summary Report: Glasgow Clyde College**

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

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

**Public Sector Climate Change Duties 2017 Summary Report: Glasgow Clyde College**

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).

N/A

**4(f) 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).

**Public Sector Climate Change Duties 2017 Summary Report: Glasgow Clyde College**

College monitor utilities usage through AMR on the gas and electricity supply and tweak BMS to suit the time of year

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

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

**Public Sector Climate Change Duties 2017 Summary Report: Glasgow Clyde College**

Reduction in staff travel through introduction of electric cars

**4(h) Supporting information and best practice**

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

**Public Sector Climate Change Duties 2017 Summary Report: Glasgow Clyde College**



## Public Sector Climate Change Duties 2017 Summary Report: Glasgow Clyde College

### **PART 5: PROCUREMENT**

#### **5(a) 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.

Glasgow Clyde College ensure legislative compliance with the Procurement Reform (Scotland) Act 2014 and other relevant legislation and is aligned with the College's and the Scottish Funding Council's key strategic outcomes as detailed in our Regional Outcome Agreement, Strategy Action Plan and Procurement Strategy. A key element of the new legislation require us to meet the sustainable procurement duty.

Our procurement mission, detailed within our Procurement Strategy, is to support the College's wider mission by enabling and supporting the College community in achieving value for money through continually improving our sustainable procurement practice.

One of our Strategic Procurement Objectives is to embed sound ethical, social and environmental policies within the College's procurement function and to comply with relevant Scottish, UK and EU legislation in performance of the sustainable procurement duty. Within this objective our main actions and commitments are to:

Set out the organisational policy on how regulated procurements are to be undertaken in compliance with the sustainable procurement duty

Embed sustainable procurement duty in processes to take full consideration of whole life costs, environmental and social impacts in assessment of value for money

Develop internal training and guidance to reduce demand for goods and services by cutting down on waste, and encouraging re-use and re-cycling and use of the least environmentally damaging goods and services

#### **5(b) 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.

## Public Sector Climate Change Duties 2017 Summary Report: Glasgow Clyde College

"The Procurement Service complete Project Strategy Documents for every tender process over the value of £50k with includes a Sustainability Test. The Sustainability Test is designed to identify and priorities the Social, Environmental and Economic impacts of your procurement which then feed through to your tender document and contract management (KPI's).

Glasgow Clyde College currently comply with The Sustainable Procurement Duty under the new legislation by including sustainability with Tender Specifications and as part of the Award Criteria. Please find attached an example of a Project Strategy including the Sustainability Test and an example of a Tender Documents which is in compliance with the Sustainable Procurement Duty under the new legislation.

"

### 5(c) Supporting information and best practice

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

## Public Sector Climate Change Duties 2017 Summary Report: Glasgow Clyde College

Please see attached for a completed sustainability test. Additionally where relevant sustainability questions are utilised in evaluating tender response. Please see attached technical questionnaire for an example of this (Q 4.1)

**PART 6: VALIDATION AND DECLARATION**

**6(a) Internal validation process**

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

N/A

**6(b) Peer validation process**

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

N/A

**6(c) External validation process**

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

N/A

**6(d) No validation process**

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

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	Role in the body	Date
Alan McGhee	Head of Estates, Facilities & Energy	2017-11-30

**RECOMMENDED – WIDER INFLUENCE**

**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).  
 (1) UK local and regional CO2 emissions: **subset dataset** (emissions within the scope of influence of local authorities);  
 (2) UK local and regional CO2 emissions: **full dataset**:  
**Select the default target dataset**

**Table 1a - Subset**

Sector	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	Units	Comments

**Table 1b - Full**

Sector	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	Units	Comments

Sector	Description	Type of Target (units)	Baseline	Start year	Target	Target / Saving in	Latest Year	Comments

**Q2b) 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.**

**Q3) Policies and Actions to Reduce Emissions**

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 equivalent behaviour change tool been used?	Please give further details of this behaviour change activity	Value of Investment (£)	Ongoing Costs (£/year)	Primary Funding Source for Implementation of Policy / Action	Comments

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

Public Sector Climate Change Duties 2017 Summary Report: Glasgow Clyde College

Q4) Partnership Working, Communication and Capacity Building. Please detail your Climate Change Partnership, Communication or Capacity Building Initiatives below.									
Key Action Type	Description	Action	Organisation's project role	Lead Organisation (if not reporting organisation)	Private Partners	Public Partners	3rd Sector Partners	Outputs	Comments

**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
-----------------	------------------------	-----------------------------	---------	----------

**Q6) Please use the text box below to detail further climate change related activity that is not noted elsewhere within this reporting template**