

# Carbon Reduction Plan

Supplier name: Harlow College.....

Publication date: 10/02/2022.....

## Commitment to achieving Net Zero

Harlow College is committed to achieving Net Zero emissions by 2050.

## Baseline Emissions Footprint

Baseline emissions are a record of the greenhouse gases that have been produced in the past and were produced prior to the introduction of any strategies to reduce emissions.

Baseline emissions are the reference point against which emissions reduction can be measured.

<b>Baseline Year: 2020</b>	
<b>Additional Details relating to the Baseline Emissions calculations.</b>	
<p>Quantification and Reporting Methodology</p> <p>We have followed the 2019 HM Government Environmental Reporting Guidelines. We have also used the GHG Reporting Protocol – Corporate Standard and have used the 2021 UK Government's Conversion Factors for Company Reporting.</p> <p>For baseline data, scope 3 emissions were not included. Business travel data generated by company owned and privately owned vehicles was not available. This data could not be extrapolated from our systems at that time.</p> <p>Emissions baseline data covers period from 1<sup>st</sup> August 2019 to 31<sup>st</sup> July 2020</p>	
<b>Baseline year emissions:</b>	
<b>EMISSIONS</b>	<b>TOTAL (tCO<sub>2</sub>e)</b>
<b>Scope 1</b>	<b>518.49</b>
<b>Scope 2</b>	<b>387.65</b>
<b>Scope 3</b> (Included Sources)	<b>Not available</b>
<b>Total Emissions</b>	<b>906.14</b>

## Current Emissions Reporting

Reporting Year: 2021	
EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	650.27
Scope 2	344.96
Scope 3 (Included Sources)	13.37
Total Emissions	1008.60

## Emissions reduction targets

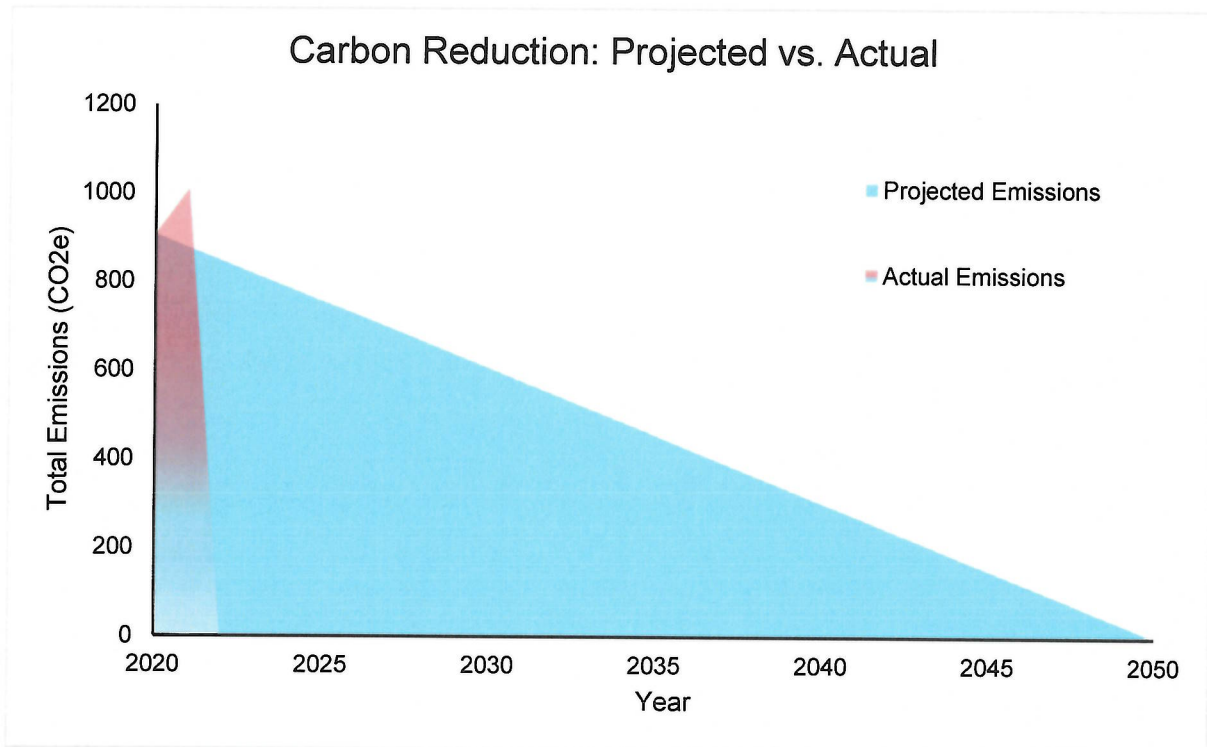
We have implemented the following below for the purpose of increasing the businesses energy efficiency in the current financial year.

- Deputy Principal attended Net-Zero Innovation Network awareness sessions as part of the Federation of Essex Schools and Colleges sessions.
- Executive Director of Financial Services has begun collecting mileage data for minibuses and any associated vehicles that are used by the College.
- Staff are reducing their car journeys via car sharing to the Stansted Airport College. Additionally, staff are collecting menu items from Harlow College en-route to Stansted Airport College. Furthermore, daily food deliveries are being reduced to bi-weekly and weekly, where possible.
- Hospitality sources ethical, local suppliers that have the aim to reduce their carbon emissions. Hospitality is consciously making the effort to choose more seasonal vegetables on their menu. Additionally, used cooking oil is recycled.
- Campus Operations and Minor Works Manager implemented the use of recyclable corn sack food wastage bins across the College.
- The College have integrated biodegradable/compostable/recyclable disposables in Hospitality, such as: service containers, cutlery, straws, etc. Staff are encouraged to make use of their own cups through a discount incentive (i.e., when buying hot drinks). The College sells recyclable water bottles and are trying to source more products, in kind.
- The Enterprise and Community Coach in the Supported Studies department manages the 'In the Making' shop. They work in partnership with The Phoenix Resource Centre and recycle materials into new handmade items that are sold.
- Harlow College and Stansted Airport College ended the production of traditional printed prospectus in favour of a digital download version, saving approximately 15,000 prints.
- Fashion students within the Visual Arts department reuse existing garments by upcycling, rather than buying new fabric. Upcycled garments are sold at 'Scarlett Vintage and Retro', part of St Clare Hospice.

In order to continue our progress to achieving Net Zero, we have adopted the following carbon reduction targets.

We project that carbon emissions will decrease over the next five years to 0 tCO<sub>2</sub>e by 2050. This is a reduction of 100%

Progress against these targets can be seen in the graph below:



## Carbon Reduction Projects

### Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the 2020 baseline. We have not been able to quantify the carbon emission reduction achieved by these schemes, the measures will be in effect when performing the contract.

To upskill on measuring emissions, the College are commencing collecting data for the usage of minibuses owned by the College to improve their Streamlined Energy and Carbon report (i.e., what is being recycled, what is going to landfill, split by campus) and the reduction in printing (i.e., how much paper usage has reduced by, electrical savings, toner savings, printer contract costs, maintenance costs).

The College have a Building Management System (BMS) in place.

The College is undertaking refurbishments and rebuilding of premises around the various campuses, as part of the funding agreements in place this can require Building Research Establishment's Environmental Assessment Method (BREEAM) standards to be included. The College has also been considering this on a local case by case basis where small-scale capital works are undertaken, including LED lighting, cladding, and glazing.

In the future we hope to implement further measures such as:

- Initiate a survey to be provided to all staff and students to identify what the College is doing well, what could be improved and any suggestions for improvements that can be introduced or what individual ambitions are.
- Form a working group of staff and students to help identify College objectives for Carbon Management and drive forward the sustainability agenda.
- Where any new project is undertaken with Environmental, Social or Governance aspects, the College will carry out an analysis of the impact this has had following completion.
- Introduce a Green Week to include activities with staff and learners to promote sustainability, reduce waste and carry out work within the community.

## Declaration and Sign Off

This Carbon Reduction Plan has been completed in accordance with PPN 06/21 and associated guidance and reporting standard for Carbon Reduction Plans.

Emissions have been reported and recorded in accordance with the published reporting standard for Carbon Reduction Plans and the GHG Reporting Protocol corporate standard<sup>1</sup> and uses the appropriate Government emission conversion factors for greenhouse gas company reporting<sup>2</sup>.

Scope 1 and Scope 2 emissions have been reported in accordance with SECR requirements, and the required subset of Scope 3 emissions have been reported in accordance with the published reporting standard for Carbon Reduction Plans and the Corporate Value Chain (Scope 3) Standard<sup>3</sup>.

This Carbon Reduction Plan has been reviewed and signed off by the board of directors (or equivalent management body).

### Signed on behalf of the Supplier:

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Name: KAREN SPENCER, PRINCIPAL/CEO

Date: .....22/2/2022.....

<sup>1</sup> <https://ghgprotocol.org/corporate-standard>

<sup>2</sup> <https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

<sup>3</sup> <https://ghgprotocol.org/standards/scope-3-standard>