



Our Environmental Performance

2015/16

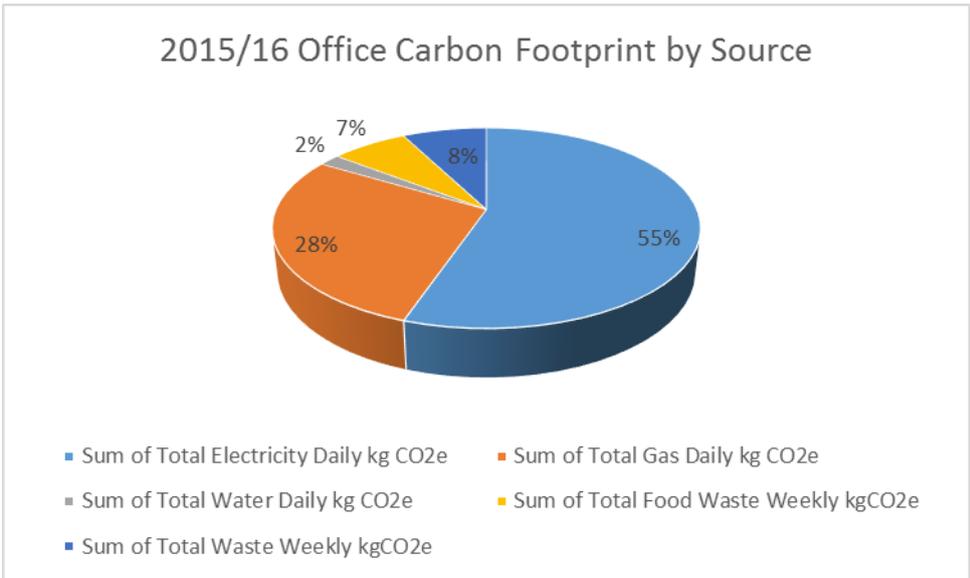
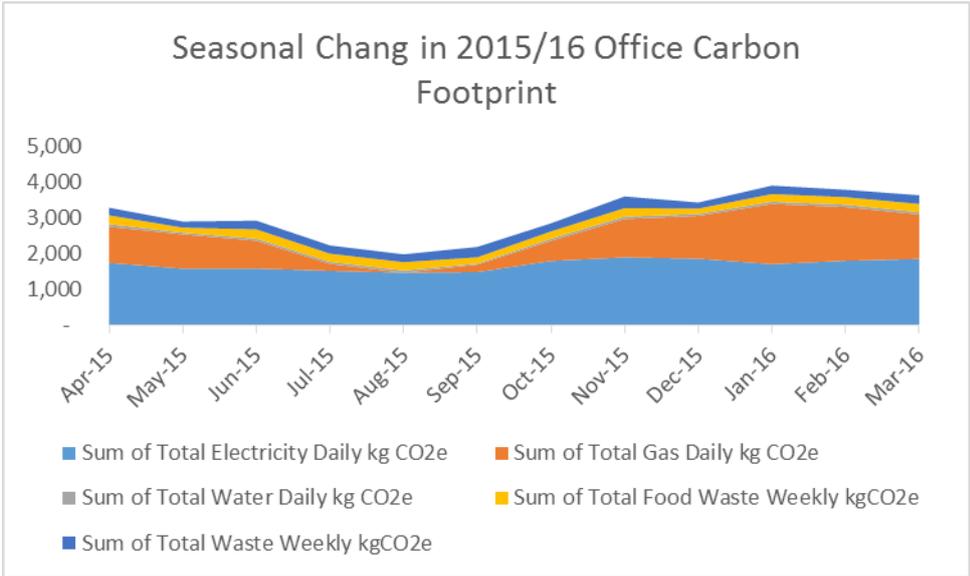


EUROPE & SCOTLAND
European Regional Development Fund
Investing in a Smart, Sustainable and Inclusive Future

Introduction

Zero Waste Scotland’s vision is to create a world where resources are valued and nothing is wasted. As an enabler of change, it is important that we lead by example. We have had a certified Environmental Management System (EMS) in place since November 2014 and we set annual objectives for ongoing reductions in our environmental impacts. We are regularly audited to ensure our EMS is performing as it should.

Our environmental impacts



What we set out to do

In 2015/16 we set a headline environmental performance objective to:

- improve the energy efficiency of the building (Moray House) by 30% over 2015/16.

In addition we made a Resource Efficiency Pledge with three commitments:

- Engage with staff about waste;
 - Engage with staff about business travel;
 - Continue to improve the implementation of our procurement policies
- Heading 2 style is used for all second level headings and is shown in the automatic table of contents near the front of the documents.

What we did

- We undertook a Comprehensive Carbon Audit (COCA) to monitor office emissions and compare against baseline data and our EMS objective
- We installed a separate light switch in the Moray House kitchen, so it did not need to be lit when not in use.
- We held a week long campaign as part of Energy Week to encourage staff to take simple steps to reduce energy consumption
- We installed draft proofing to the traditional sash-and-case windows in Moray House
- We installed a timer control on the central heating system

What we did

We failed to achieve our environmental performance objective, as a result of a 65% increase in gas consumption.

The likely reasons behind this are:

1. **43% staff increased** - by 43% from 77 full-time staff in 2014/15 to 110 in 2015/16.
2. **Server room energy consumption underestimated** - COCA baselining revealed that ZWS server room consumes the majority of MH electricity (~60%). This was not understood when the objective was set and so went unaddressed in the EMS action plan.
3. **Impact of office occupancy on energy consumption overestimated** - Related to above, COCA baselining revealed staff electronics are responsible for a smaller portion of electricity consumption than originally estimated. Movement of staff to Jubilee House (JH) therefore did not result expected energy savings in MH.
4. **Cold weather** - 2015-2016 was a particularly cold winter, with a late, short summer. This resulted in above average gas consumption for heating.

5. **Double-glazing of windows delayed** - Initial plans to double-glaze the office windows were not taken forward

These issues have been considered and factored into the development of our environmental performance objective for 2016/17.

In June 2016, we were awarded silver certification for the Resource Efficiency Pledge having successfully delivered on all pledges.

Looking ahead

A Comprehensive Carbon Audit Tool was developed at the start of 2015 to measure our office carbon emissions and establish a robust emissions baseline from which to measure future progress. The tool calculates emissions from five sources:

Table 1. Emissions Sources Captured in COCA

Emissions Source		Measurement Unit
1	Electricity Consumption	kWh
2	Gas Consumption	kWh
3	Water Consumption	m ³
4	Food Waste	kg
5	Non-Food Waste	kg

This has greatly improved our understanding of our office carbon impacts will enable the following going forward:

1. Comparison against baseline data on a monthly basis
2. Informing priorities and targeting of intervention measures
3. Real time monitoring and reporting for impact evaluation

Our objectives for 2016/17

86% of Moray House's 2015/16 carbon footprint was the result of energy use, so this remains the focus of the 2016/17 EMS objective. The objective, subdivided into two parts, is as follows:

- i. Reduce electricity consumption in Moray House by 5% below 2015/16 levels
Moray House electricity consumption is reduced by 2.2 MWh, reducing our office carbon footprint by 0.65 tCO₂e.
- ii. Reduce gas consumption in Moray House by 20% below 2015/16 levels
Moray House gas consumption is reduced by 7 MWh, reducing our office carbon footprint by 1.3 tCO₂e.

Achieving these objectives will save 2 tonnes CO₂e, and reduce our office carbon footprint by 5%.

We will also undertake the following silver Resource Efficiency Pledges:

- Reduce the use of disposable cups by ZWS staff
- Reduce office paper use
- Integrate sustainable procurement policy into business operations

Progress will be reported to the Board on a quarterly basis.

 01786 433930

 zerowastescotland.org.uk

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Zero Waste Scotland is a registered company in Scotland [SC436030]. Registered office: Ground Floor, Moray House, Forthside Way, Stirling FK8 1QZ