

OSCR Environmental Strategy 2017-20



About us

As Scottish Charity Regulator (OSCR) we are responsible for the registration and regulation of over 24,000 charities. These charities form a diverse group which are based in and operate throughout Scotland and include community groups, religious charities, schools, universities, museums, grant giving charities and major care providers.

We are a Non-Ministerial Department, established in 2006 by the Charities and Trustee Investment (Scotland) Act 2005. We operate independently of Ministerial influence or control and strategic direction is provided by our Board.

Our 51 permanent staff are civil servants, and we are funded annually through the Scottish Budget Act.

Our vision is of:

Charities you can trust and that provide public benefit

And our strategic objectives are to:

- Help the public to have more confidence in charities
- Help charity trustees to understand and comply with their legal duties
- Keep registration and reporting straightforward
- Continually improve the way we operate and deliver services.

Introduction

This strategy is an update to our Carbon Management Plan 2014-17.

The purpose of this strategy is to set out how we intend to reduce our CO₂ emissions over the three year period to April 2020. The strategy confirms our progress to date and sets out those actions we plan to take over the next three years to reduce our CO₂ emissions further.

Our organisation

Although we are a Scotland-wide regulator, OSCR is a relatively small organisation, operating from one office located on the second floor of Quadrant House, on Dundee's Riverside Drive. Quadrant House is a leased property and is shared between OSCR, the Care Inspectorate (CI) and the Scottish Social Services Council (SSSC). Heating, lighting, water, and waste collection are provided on a building-wide basis and are managed through a shared service contract by a facilities manager employed by the Care Inspectorate.

Our small size and consequently our relatively low carbon emissions, together with the shared services we use, mean that opportunities for emissions reductions are limited. Nevertheless, we are keen to demonstrate our commitment as a public body and to take action.

Managing this strategy and our public reporting duties

The Climate Change (Scotland) Act 2009 is the key driver for our improved environmental and sustainability performance, and as a publicly funded body we have a responsibility to lead by example, and influence how Scotland performs in terms of reducing carbon emissions.

Overall responsibility for this strategy rests with OSCR's Head of Support Services (HoSS), but all staff have a responsibility towards carbon reduction and are committed to achieving the targets set out in this strategy.

We undertake annual reporting to the Scottish Government on our emissions and our work to reduce our carbon footprint. Further information, including copies of our annual returns can be found on the [Keep Scotland Beautiful](#) website

Biodiversity

We are aware of how our work can impact on the environment within which we exist and we aim to carry out our duties in a responsible, sustainable manner.

Environmental objectives

Our objectives are to:

1. Reduce the need for travel and promote the use of our videoconferencing equipment.
2. Minimise the energy we use and the waste we produce.
3. Reduce our use of paper and communicate electronically wherever possible.
4. Encourage energy efficient behaviour in the work place and at home among our staff.
5. Meet our public reporting duties

How will we know if we have been successful?

We will:

1. Have increased our online services and interactions with our stakeholders
2. Have reduced our business travel and increased our levels of sustainable travel
3. Have increased our use of video and teleconferencing facilities and Skype
4. Have met our public sector climate change reporting duties
5. Identified and considered the feasibility of additional energy saving measures, introducing these where possible
6. Have increased our staff's awareness of climate change and sustainability, both within the office and at home.

Objectives, achievements and success measures

Objective	Achievements	2017-20 measures of success
<p>Reduce the need for travel and promote the use of our videoconferencing equipment.</p>	<p>We developed a staff travel plan for 2016-20.</p> <p>We actively promoted our videoconferencing, teleconferencing and Skype facilities.</p> <p>We changed the specification of car hire, leading to significant reductions in carbon emissions.</p>	<p>Staff are aware of our Travel Plan and are following it.</p> <p>We monitor and report on our business travel.</p> <p>We monitor and report our video conferencing use.</p> <p>We continue to promote other ways of joining meetings i.e. videoconferencing.</p> <p>We continue to encourage and facilitate a reduction in our business travel</p>
<p>Minimise the energy we use and the waste we produce</p>	<p>We applied glazing film to our windows to achieve a consistent temperature throughout the office, throughout the year.</p> <p>We adjusted our heating controls, optimising heat operating times and room temperatures.</p> <p>We undertook extensive repair work on our external water pipes, leading to a reduction in our water consumption.</p> <p>We undertook a voltage optimisation project.</p>	<p>Our staff are aware of our various environmental/carbon management policies and are following them.</p> <p>We will make savings through moving our hard drives to a cloud based solution.</p> <p>We will continue to conduct internal communications campaigns aimed at improving our staff's environmental awareness; encouraging behaviours which will have a positive impact on our environment.</p> <p>We will be undertaking a boiler(s) replacement exercise during 2020/21, this will have a significant impact on our energy consumption.</p>

<p>Reduce our use of paper and communicate electronically wherever possible</p>	<p>Most of our publications are electronic only, and we encourage charities to access these online.</p> <p>We hold only small stocks of publications in hard copy.</p>	<p>We move to 100% take up of OSCAR Online (our communications portal with charities)</p> <p>We introduce new online services, including an online application form</p> <p>We continue to identify opportunities to provide online services, wherever possible and where resources allow.</p>
<p>Encourage energy efficient behaviour in the work place and at home among our staff.</p>	<p>We actively participated in a number of national and international campaigns, including:</p> <ul style="list-style-type: none"> • EWWR (European Week for Waste Reduction) • Climate Week • Earth Hour <p>We have conducted an awareness raising campaign, encouraging positive, sustainable behaviour.</p> <p>We have reported back to SG regarding our public reporting duties.</p>	<p>We will continue to participate in appropriate campaigns and staff communications exercises.</p> <p>We will continue to meet our public reporting duties within the given timescales.</p>