

2009 in summary

WHAT are we being asked to do?

- We're being asked to reconsider some of our habitual actions at work and how they impact on future society and the environment. In short we're being asked to stop and think about the consequences of our actions and maybe to bring all the good habits we are adopting at home to the workplace.
- The LSC is already an expert in equipping future workforces with the right skills to be successful so, for us, this is about being careful with how we use our natural resources, it's about protecting our environment and putting something back into our local community.

WHY should we do it?

- Because, as an organisation, we are collectively committed to Doing Our Bit for the quality of life – both now and in the future.
- The LSC has to set an example for all its business partners; after all, our role is to be experts at ensuring people have the right skills for the future! The LSC has already done a lot and we need to do more.
- It's divided into bite sized chunks over the course of the year – **SAVE**, **STOP**, **SUPPORT** & **SHOW**. This makes it much easier for everyone to adopt some simple habits and learn a little more about sustainable development.

- It doesn't cost anything except a little bit of forward planning.
- If we all individually do our bit then we can achieve some pretty impressive results – but it does need everyone to get behind it.

HOW will progress be measured?

We will use a range of information, including data from utility bills, travel and subsistence claims and our stationery suppliers, to establish a 2007/08 baseline and to report on progress towards the targets. We also plan to re-run parts of the 2007 Sustainable Development Staff Survey. Our plans will be the main focus of the How Are We Doing? campaign in April 2009.

If you are measuring progress in any way locally or have any ideas for measurements we could use, let us know.

Email elizabeth.mccann@lsc.gov.uk

WHERE can I get help to do it?

- Visit the 'Doing Your Bit' intranet site.
- Look for activities or contacts in your office or region.



Supported by:



Sustainable Development (SD)

What can I do?

Sustainable development is about ensuring a better quality of life for everyone, both now and for generations to come.

4 things need to happen simultaneously for this to work:



At the LSC we want to be seen to be setting the example and 'Doing Our Bit', so we've created an action plan designed to help change attitudes and habits around the workplace.

If we all make a bit of effort, our collective force can be powerful enough to make a real difference and inspire others.

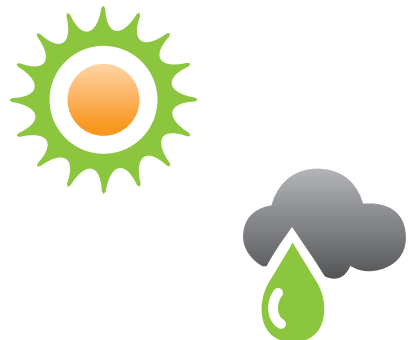


Why does Sustainable Development or SD matter?

Is it really that important?

The simple answer is "yes". The consequences of unsustainable development, of continuing as we are, could be catastrophic – quite literally.

Take as one example the issue of climate change. The vast majority of scientists now agree that increasing levels of man-made greenhouse gases – caused by the burning of coal, oil and natural gas and the destruction of forests – are leading to global warming. The consequences of this are likely to include rising sea levels and chaotic weather conditions. These changes could have a serious impact on millions of people. 630 million people currently live within six miles of the sea.



How do we contribute to this – the problem and solution?

Let's look at just a couple of examples:

If we were more efficient with our energy, we would pump far fewer harmful gases into the atmosphere, and save a lot of money too. In the UK alone, Britons waste energy equivalent to the output of two power stations by leaving gadgets on standby – that's over £740 million pounds worth of energy being squandered each year. This results in over four million tonnes of carbon dioxide being needlessly pumped into the atmosphere.

And what about the waste we produce? The UK produces more than 434 million tonnes of waste every year. This rate of rubbish generation would fill the Albert Hall in London in less than 2 hours. In the United Kingdom we are running out of space to put this rubbish, traditionally we have buried it in landfill. In addition, the 'rotting' rubbish from landfills emits methane emissions contributing to climate change.

Our targets and what you can do (continued)

Goal 3 – Reduce waste

- 1 ream of paper (500 sheets) uses 6% of a tree and dumping paper in landfill adds methane to the atmosphere as it decomposes. Methane has 20 times the global warming potential of carbon dioxide so aside from recycling, it is important to reduce how much paper is used in the first instance. Don't print if it doesn't really need to be printed, set double sided printing option as the default, print two sheets to a page if possible and only print the parts of documents that are really needed.
- Think about switching from disposable cups for water to re-usable ones.
- Buy sustainably. Look at buying products made with recycled materials. The websites of WRAP and Recycle Now contain lists of such products. Or try the Sustainable Procurement page on the LSC intranet.

Goal 4 – Support local communities

- Take advantage of the LSC volunteering policy. Look at the list of voluntary organisations we already work closely with and who might be looking for volunteers.
- Think about sourcing and buying locally. Local sourcing of food and supplies can bring economic, environmental and health benefits?
- Think about whether you can support local communities through your area of work – can you encourage tendering by small and medium sized enterprises for instance.
- Think about buying products such as tea, coffee and sugar that carry the Fairtrade Mark.

Goal 5 – Incorporate sustainability within learning and development:

- Think about sustainable development next time you review your learning and development plan.
- Could you build some learning into a team meeting or away day – through a guest speaker maybe?
- Check on Oracle or the Doing Our Bit intranet site for training days being run.

Goal 6 – Show how our mainstream business supports sustainable development

- Read our progress report on the *LSC Strategy for Sustainable Development*.
- Look out for the examples that will be shared as part of Doing Our Bit.
- If you know of a good example, tell us about it so we can share it.

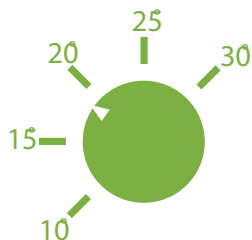
Our targets and what you can do

Goal 1 – Reduce energy consumption

Turn it down?



Why not agree with your colleagues to turn down the office heating by a few degrees? (We recognise this is not always possible in some offices). In an average house turning your heating thermostat down by just 1°C, which the body can easily acclimatise to in a matter of days or less, would make a huge annual CO₂ saving of around 300kg, as well as save 10% off heating costs. In a large office the CO₂ and the money saved would be considerable.



Switch it off?



Why don't you try switching off:

- Lights. A normal bulb will use 60 watts of energy an hour. Switching it off for an extra hour each day will save 22,000 watts of energy per year; enough energy to power one month's worth of evening TV viewing.
- Photocopiers. A photocopier left on overnight wastes enough energy to produce over 1500 copies.
- Computers. Leaving a computer on all the time means that it is costing you four times more to run than if you were to switch it off at night and at weekends. Leaving computers on standby does not solve this problem because they still use as much as 70% of maximum power.
- Monitors. A PC monitor switched off overnight can save enough energy to print over 3,000 A4 pages.

Goal 2 – Reduce business mileage

- Always ask yourself: is there a more environmentally-friendly way to travel – train rather than car or plane; car sharing; even cycling or walking?
- Start to explicitly talk about and think about the travel implications when organising where to hold meetings. According to research, if every small business in the UK replaced 10 meetings with audio conferences, small businesses could collectively save more than 1.7m tonnes of carbon emissions.
- If you have to use your car think about keeping to the speed limit! It's safer and less polluting. Inflate your tyres to the correct pressure. This can save up to 5% on your fuel bill.



Supported by:



Leading learning and skills

What's the LSC doing about it?



As a responsible organisation, we have believed for some time that we have a duty to encourage all of our colleagues to think and to act on sustainability issues – both individually and collectively.

In 2005, we launched our strategy for sustainable development **From Here to Sustainability: Our vision is that:**

- 'The culture of the sector will change so that all providers and learners will know about sustainable development (SD) and expect it to be part of normal practice
- We will have strategies, policies and plans in place to integrate and implement SD, and these will be understood and acted on
- The LSC will integrate SD into its policies and everyday practices at all levels
- Risks and barriers preventing SD will be anticipated and managed
- Continuous improvement in the SD performance of the sector will be reported and recognised
- Good practice in learning, management and community interaction will be recognised, understood and monitored.

So, much of our everyday work supports sustainability even though it may not have been commissioned with such a goal in mind.


In our 2008 Progress Report we identified that whilst there is still much to do, substantial progress has been made:


- In terms of capacity building, for instance, we have launched the Sustainability Online Resource and Toolkit for Education (SORTED) as a free online resource to help providers respond to the strategy: www.eauc.org.uk/sorted
- We have also invested significantly in the ability of the Further Education estate to address climate change and support sustainable development.
- Economic growth is a part of Sustainable development and our vision remains that, by 2010, young people and adults in England will have knowledge and skills that match the best in the world and will be part of a truly competitive workforce. This has become even more important in the current economic situation and helping people through it is a key part of our contribution.


Activities 2009 Chart

You can record here how you and your colleagues are Doing Your Bit. This chart is also available in the Resources section on the Doing Our Bit intranet site.

Q1	Save 	WHAT?	WHO?	WHEN?
JAN - CAMPAIGN STARTS				
FEB - SAVE ENERGY				
MAR - SAVE TREES				

Q2	Stop 	WHAT?	WHO?	WHEN?
APR - HOW ARE WE DOING?				
MAY - STOP & THINK TRAVEL				
JUN - STOP & THINK RESOURCES				

Q3	Show 	WHAT?	WHO?	WHEN?
JUL - SHOW & TELL COMMUNITY HEROES				
SEP - SHOW & TELL THE BIGGER PICTURE				

Q4	Support 	WHAT?	WHO?	WHEN?
OCT - SUPPORT YOUR COMMUNITY				
NOV - CELEBRATE SUCCESS				
DEC - ACTIVITIES 2010				

List of useful websites

BBC Climate Change section: global news and features on climate change - http://news.bbc.co.uk/1/hi/sci/tech/portal/climate_change/default.stm

The Carbon Trust - www.carbontrust.co.uk

Energy Savings Trust - www.energysavingtrust.org.uk

Forest Stewardship Council: Independent, membership-based organisation promoting responsible management of the world's forests through developing standards, a certification system, and trademark recognition - <http://www.fsc.org>

European Environment Agency: supports sustainable development and to help achieve improvement in Europe's environment - <http://www.eea.europa.eu>

Intergovernmental Panel on Climate Change: assesses scientific, technical and socio-economic information relevant to understanding the scientific basis of risk of human-induced climate change - <http://www.ipcc.ch>

The Recycling Revolution: provides information on recycling tips, as well as recycling resources - <http://www.recycling-revolution.com/>

Stockholm Environment Institute: international research institute specialising in sustainable development and environmental issues - <http://www.sei.se>

Sustainable Development International: provides a monthly e-newsletter with updates and coverage on SD and CSR matters - <http://www.sustdev.org>

United Nations Environment Programme: the voice for the environment within the United Nations system - <http://www.unep.org>

United Nations Conference of Trade and Development: promotes the development-friendly integration of developing countries into the world economy - <http://www.unctad.org>

World Resources Institute (WRI): information, ideas, and solutions to global environmental problems - <http://www.wri.org>

Worldwatch Institute: providing research and information for the transition to a sustainable society - <http://www.worldwatch.org>

WRAP: helps individuals, businesses and local authorities to reduce waste and recycle more, making better use of resources and helping to tackle climate change - <http://www.wrap.org.uk>

Let us know what websites you use and we can share them with colleagues and build this list. Email elizabeth.mccann@lsc.gov.uk