

# 1.2.1 Establish scope of baseline assessment & people involved.

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## Summary

This document describes the activities, products and services of Wiltshire College that are subject to its Environmental Management System.

## Introduction

A baseline assessment will identify and measure our current environmental impacts in order for us to target areas with the greatest potential for improvement, and to be able to assess the effectiveness of new measures that we introduce.

## Document Control

<b>Title:</b>	Establish scope of baseline assessment & people involved.	<b>Document Number:</b>	1.2.1
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## BS 8555 Registration

**The BS 8555 ‘Acorn’ Registration will describe scope of this Environmental Management System as:** Further and higher education, teaching and learning

### Baseline Assessment

The baseline assessment will record the environmental impacts and associated aspects that the College has control or influence over, arising from:

- Activities taking place on College-owned sites
- Site / building management
- Design and construction of new buildings
- Production and management of waste
- Use of resources, materials, energy, water
- Learning and skill development, to include the incorporation of sustainable development issues in courses
- Outsourced activities, particularly catering, cleaning and security
- Management and operation of halls of residence, including outsourced activities
- Operation of the Travel Plan and provision for alternatives to car travel
  - o Staff Commuting
  - o travel between sites
  - o Student travel
  - o Services for those who use alternatives to car
  - o Car park provision
- Student activities
  - o Community Campus
- Activities taking place on employer premises
- Marketing including prospectus

### Method and Responsibilities

The process will be co-ordinated by the Sustainable Development Co-ordinator, utilising the skills and knowledge of Site Managers, Administrators, Student Champions and others, particularly through members of the Campus Groups and similar forums, as well as the members of the Sustainable Development Teams (both Strategy and Implementation).

### Main topics

#### Site-based

Plan, with drainage (surface and foul), chemical stores, oil storage, waste skips, chimney stacks, heating plant, car parks, wind direction, neighbours, past leaks / pollution episodes, previous site use, contaminated land, planting / green areas, tree preservation orders or equivalent

#### Process-based

Description of the typical learner experience; examples of SD inclusion in curriculum; Community Campus; staff induction; on-site assessments; hall of residence.

## **Management**

Existing management systems, assessed for their suitability for the EMS.

## **Assessment of significance of environmental aspects**

A process for assessing significance will be developed and agreed by the Sustainable Development Champions.

