**Glossary of Terms**

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| **Definition(s)** | **Description** |
| Absolute emissions | Actual emissions are the actual or gross amount of carbon emitted or reduced. The amount shown (tCO2e) is not associated or quantified alongside any other factors such as floor space, income or student numbers. Absolute emissions are absolute! Absolute emissions do not include any reduction due to investment in offset. To the end of the 2019/20 year the University has only reported absolute emissions. |
| Academic financial year | We report carbon emissions resulting from each academic financial year. Our academic financial years run between August and July, so for instance August 2020 and July 2021. |
| ‘At the latest’ | We have committed to a target of net zero carbon by 2030 at the latest. By that we mean we will strive to reach net zero carbon before 2030. The climate crisis requires immediate action. |
| tCO2e | Tonnes of carbon dioxide equivalent emissions. We calculate our carbon emission by gathering data covering use of electricity, gas and water; business travel undertaken; f-gas (fluorinated gases) used and waste generated. tCO2e is calculated using emission factors provided by the Scottish Government to all public bodies on an annual basis. |
| Enhancing environmental sustainability | We have decided to use the term ‘enhance environmental sustainability’ to reflect our more progressive and positive viewpoint compared to simply striving to ‘reduce our negative environmental impact’. |
| Influence sustainable practices within and beyond our campuses | We estimate that the staff and student day-to-day commute typically emits 7,000 tCO2e annually. We also estimate that the student term-time commute typically emits 7,000 tCO2e annually. We will support our University to access and use more sustainable means of travel. But the actual options used are entirely the choice of our community. Also, all information we share and all partners we work with are available to students and staff to use their advice at home or away from our campuses, for instance, the services of Home Energy Scotland. |
| Legacy emissions | We have publically reported carbon emissions from our 2006/07 academic year. Our reports cover all emissions included in our ‘operation emissions’ boundary. Given we know what we have emitted year on year best practice will be to consider what our historic impact has been and actively work towards rectifying that. See ‘negative carbon emissions’ noted below. |
| Negative carbon emissions | Instead of being an emitter of carbon, we will work towards a situation of being carbon negative through projects and offset. See ‘legacy emissions’ noted above. |
| Net zero carbon | Our target is net zero carbon by 2030 at the latest. Net zero will be achieved through implementation of carbon reduction projects and offset. We will use offset to balance emissions that we cannot reduce. We will be very clear in all reports to show how much we have offset. We will work with academic experts within the University to ensure that the offset options we use are appropriate and ethical. |
| Non-residential sites | 7 Hills, Bankhead, Craiglockhart, Merchiston, Morningside Church, Screen Academy and Sighthill. |
| Offset | To reach our net zero target we will offset some of our emissions. That means that we will invest in measures that balance the carbon we emit. We will work with academic experts within the University to ensure that the offset options we use are appropriate and ethical. Where possible we will connect our offset activities to our academic and community engagement ambitions, increasing the wider impact of these important measures. |
| Operational emissions | Operational emissions cover the following areas:   * Electricity (all residential and non-residential sites) * F-Gas (all residential and non-residential sites) * Gas (all residential and non-residential sites) * Water (all non-residential sites) * Waste (all non-residential sites) |
| Residential Sites | Bainfield, Orwell Terrace and Slateford Road |
| Wider emissions | Wider emissions include the following four areas each with rough estimates calculated covering our 2018/19 academic financial year:   * Day-to-day staff and student commute (7,000 tCO2e). * Term-time student commute from home (7,000 tCO2e). * Procurement of all goods (12,000 tCO2e). * Investment (1,000 tCO2e). |