

Environmental Policy – Targets and Objectives Action Plan – 2016/17 Update

The University of Lincoln developed an Environmental Policy Action Plan as a follow up to the adoption of its Environmental Policy in 2009. This Update for 2016/17 follows on from previous reviews, details the progress made to date and sets additional objectives based on the current position:

1 – Legal & Regulatory Compliance: aim to comply with all relevant environmental legislation. A register of relevant legislation will be developed, maintained and regularly reviewed.

Original Objective: Produce an annual report on compliance against relevant legislation

2016/17 Targets

Main Target: Develop an accredited Environmental Management System that it is compliant with the ISO14,001 standard. This will include an updated register of environmental legislation.

Supporting Actions	Comments	Timescale
Complete an update of the Environmental Aspects and Impacts Register.	The original report was produced in 2008/09. The document has been reviewed and updated. However, it has become apparent that the University is always developing new courses and activities that could have environmental aspects and impacts. Therefore, there is the need for an ongoing annual review process. The first annual review will be developed for October 2013 and will form the basis for ongoing assessment of aspects and impacts.	Rewrite complete by Jan 2017. Then ongoing
Identify applicable codes of practice and voluntary requirements	To meet the ISO 14,001 standard the University needs to ensure that any regulatory codes of practice or voluntary requirements are met. Applicable regulations have been identified as part of the ongoing legislation review. A quarterly review of additional regulations and changes to existing regulations will be developed – ongoing from April 2016	April 2016 initial report then ongoing

Ongoing management of the Register of Environmental Legislation	The University has an existing Register of Environmental Legislation. This will be updated as and when required through-out the year. An annual check of the Register will be undertaken each June.	June 2017, then ongoing
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2 – Emissions & Discharges: The Environmental Policy states that the University will "Continually assess and seek to reduce pollution from energy use. Energy use will be monitored and challenging targets for reducing consumption will be set. Wherever possible energy reduction possibilities will be identified and followed up".

2016/17 Targets

Main Target: Continue progress towards Carbon Management Plan targets for 2020/2021

Supporting Actions	Comments	Timescale
Update of Carbon Management Plan	The University's second Carbon Management Plan will be published during the 2016/17 Academic Year. This will build on the work that has already done on reducing emissions and will focus on reaching the 2020 targets and beyond. The CMP will also look at Scope 3 emissions of carbon and how these can be reduced.	March 2017
Ongoing Review of Local Extract Ventilation systems	The University now has a well established LEV review programme. This will be continued and any new Local Extract Ventilation will be added to the scheme. Logbooks for each system will be maintained and an annual review of the system will be undertaken. October 2016 and 2017.	October 2017
New Property - Drainage Plans	The University has plans of its drainage system for its existing buildings. When new properties are added to the Estate the drainage plans for the new buildings will be added to the University's Planon system. Ongoing	Ongoing

3 – Waste Management: Minimise waste through the judicious use of products and materials. The University will look to reduce the amount of waste sent to landfill and to identify recycling opportunities. Correct storage, collection and disposal of waste will be ensured.

2016/17 Targets

Main Target: A new target has been set to send zero waste to landfill by 2015. The aim is to divert the University's waste into other disposal options such as recycling, Materials Recovery Facilities and energy recovery. This is outlined in the University's new Environmental Strategy, which covers the period up to 2017

Supporting Actions	Comments	Timescale
Increase the amount of waste sent for reuse and recycling	<p>The University now has a new waste management contract that provides data on the weight of residual waste and material collected for recycling. The previous waste management contract did not provide good data on recycling. The new contract also has preferential rates for recycling – giving an economic incentive to recycle.</p> <p>The data on waste levels will be reviewed through-out the year and at the end of a full year. Opportunities to divert general waste to the recycling bins will be examined.</p>	July 2017 to ongoing
Further development of the bulky waste and furniture recycling scheme	<p>The University currently subscribes to the Warp-it system for furniture recycling. This system allows items of furniture to be sent for re-use rather than for disposal.</p> <p>The scheme will be promoted around the University and the statistics on the usage of the system and amount of waste diverted from landfill will be collected</p>	September 2016 – and then ongoing
Increase the recycling opportunities for non-general waste streams i.e. batteries, WEEE, paint	WEEE and batteries are collected around the University. The new waste contract (starting in September 2016) has provision for an improved provision of WEEE collection points. A new process for collecting WEEE from around the University will be developed and this will be promoted to staff	September 2016 and then ongoing

4 – Sustainable Procurement: Wherever possible, the environmental impacts of goods and services will be taken into account in major purchasing decisions. Suppliers bidding for major contracts will be asked to demonstrate that they have established environmental standards.

2016/17 Targets

Main Target: Embed the new Sustainable Procurement Questionnaire as a standard part of the procurement process.

Supporting Actions	Comments	Timescale
Use the new Sustainable Procurement Questionnaire	<p>The Environment Team has been working closely with the Procurement Team to develop a set of questions to be used as part of the tender process. The questions can be tailored for different types of contract.</p> <p>The new questionnaire will be used from August 2016 and needs to become a standard part of the procurement process.</p>	August 2016 and then ongoing
Data on Carbon Emissions Due to Procurement Activity	<p>The University has been collecting data on its scope three carbon emissions for several years and now has a time series on emissions due to procurement activity. The Environment Team has recognised that procurement activity is the largest contributor to the University’s carbon footprint.</p> <p>The next phase will be to develop an action plan of how the carbon dioxide emissions due to the purchasing of goods and services can be reduced – by July 2017</p>	July 2017
Work with the Finance Department to develop the Ethical Investment Policy	<p>The University of Lincoln has an Ethical Investment Policy, which sets out the principles that will be used to inform investment decisions. The Policy includes elements related to the environment and corporate social responsibility.</p>	October 2016 and then annual reporting

	The next phase will be to work with the Finance Department to promote the Policy and to take part in the annual review. This will allow the Environment Team to make the case for environmental elements within the Policy.	
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5 – Water: Minimisation of water consumption across the estate. The University recognises the sensitive nature of the water courses in the immediate vicinity of its campuses and will take appropriate action to prevent contamination of water courses and groundwater.

2016/17 Targets

Main Target: Generate year on year reductions in water consumption – 5% below the 2015/16 consumption level by 2017/18

Supporting Actions	Comments	Timescale
Ongoing water monitoring	<p>The University has water meters and data loggers for most of its buildings and billing meters. These are regularly monitored and have alarms to ensure that any water leaks are quickly identified.</p> <p>The data provided by the meters will continue to be monitored to ensure that water consumption is within acceptable limits. The information collected will be used to generate reports and annual statistics on water consumption.</p>	Ongoing from September 2016
Low water use standard for bathrooms in new University buildings and major refurbishment projects	<p>The University has a set of Sustainable Construction Guidelines which set out the water standards for new buildings. These are based on the standards set out in the BREEAM new construction guidance.</p> <p>Where new projects are brought forward the Guidelines will be used to specify the bathroom fittings.</p>	September 2016 and ongoing

6 – Construction & Refurbishment: The Estates Strategy states "The University will aim to achieve a BREEAM Rating of "Excellent" for new build projects and "Very Good" for refurbishment projects. Opportunities to install low carbon technology and renewable energy systems will be investigated for each new project".

2016/17 Targets

Main Target: Ensure that the Sustainable Construction Guidelines are used for all new construction and major refurbishment projects

Supporting Actions	Comments	Timescale
Develop and utilise the new Sustainable Construction Principles	<p>The University already has a set of Sustainable Construction Guidelines. To strengthen these a new document listing the University's key principles for sustainable construction has been developed. This is a shorter document, which can be used as a guide for design team members through-out a construction project.</p> <p>The Principles need to be approved by the University and then fed into new construction projects. The aim will be to get approval by senior management by the end of 2016.</p>	End of 2016 and then ongoing
Contribute to the post occupancy review programme covering existing and new buildings	<p>Post occupancy review is a vital part of the process of constructing a new building. It is crucial that the successes and failures from a project are considered as a basis for the next project. Each building at the Brayford Campus will have a survey of occupants to collect their opinions on the buildings. There will also be a focus on gathering the views of the occupants of new buildings.</p>	Ongoing

7 – Biodiversity: In order to understand the ecological value of the Estate surveys of the flora and fauna will be undertaken. The University will ensure that important habitat areas within its land holdings are protected.

2016/17 Targets

Main Target: Understand the extent of the biodiversity assets that the University has and look for opportunities to enhance and add new habitats around the Estate

Supporting Actions	Comments	Timescale
<p>Incorporate biodiversity areas and native species planting into new landscaping areas</p>	<p>The University has an ongoing landscaping programme, which includes planned upgrades to various areas around Campus. Additionally, there are important habitat areas in the form of Ruston Meadows, the Wildflower Meadow at the Joseph Banks Laboratory and the area around the Open Air Laboratory.</p> <p>These areas need to be protected and, where possible, enhanced. Plans for the enhancement of the areas will be developed by January 2017.</p>	<p>January 2017 and then ongoing</p>
<p>Encourage new landscaping and planting schemes to include native species and plants that support wildlife</p>	<p>All new landscaping schemes should include native species. Traditionally soft landscaping has been focussed at minimising maintenance costs. The planting scheme at the Enterprise Building has demonstrated that native species can be used as a low maintenance planting option. Similar schemes should be developed for other new landscaping areas.</p>	<p>Ongoing</p>

8 – Community Involvement

Main Target: Increase the number of staff and students participating in environmental events at the University

2016/17 Targets

Main Target: Provide a consistent message on sustainability issues to staff, students and the wider community

Supporting Actions	Comments	Timescale
Improve electronic communications on sustainability issues – including website, twitter, all staff e-mails and University website	The Environment Team already has a website, Twitter page, Facebook Group and information on the main University website. There needs to be a consistent message sent out to all groups. A communications plan for the sustainability message will be developed. The various electronic communication methods will be reviewed and strengthened during 2016/17.	Ongoing
Develop environmental volunteering opportunities and Education for Sustainable Development	<p>The Environment Team has been working with the University's Volunteering Office to develop opportunities for students to volunteer on sustainability projects.</p> <p>Further opportunities for students and staff to be involved in environmental issues will be developed in 2016/17.</p> <p>The Environmental Team is working on a programme of Education for Sustainable Development. This will include volunteering opportunities, extra-curricular activities and eventually modules on sustainability, which will be open to all students.</p>	Ongoing