



University of Lincoln

Brayford Pool
Lincoln
LN6 7TS

DATE OF AUDIT: 25/10/2016

AUDITOR: David Knight

AUDITEE: Dan Clayton

NEXT REVIEW DATE: Oct-17

NEXT AUDIT DATE: Oct-17

The Investors in the Environment accreditation consists of high level criteria being met, followed by an official auditing process which enables us to identify where you are environmentally as a business. By qualifying for the award you are demonstrating your organisation's commitment to minimising their environmental impact and helping to set the standard for the environment amongst businesses.

We are happy to announce that you have achieved 'Green Level' accreditation and are proud to have you on board as one of our accredited members.

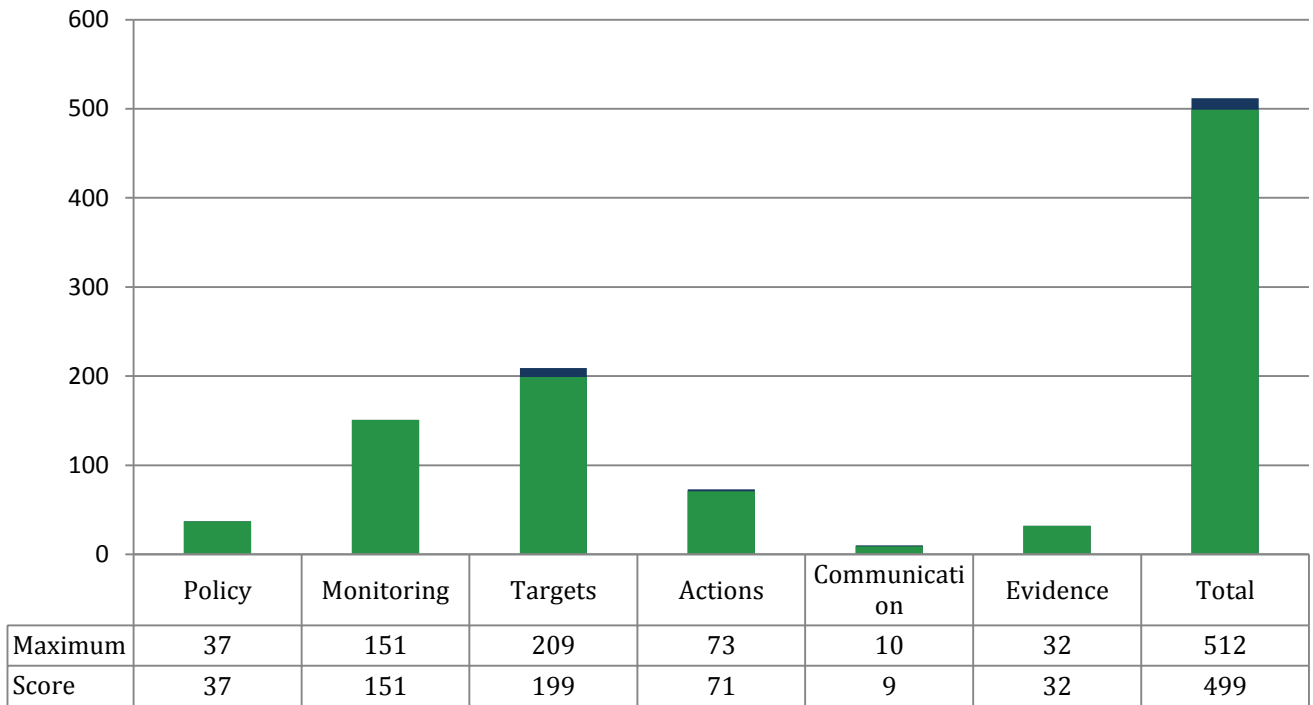
Overview:

Stages 1 to 6 have been passed.

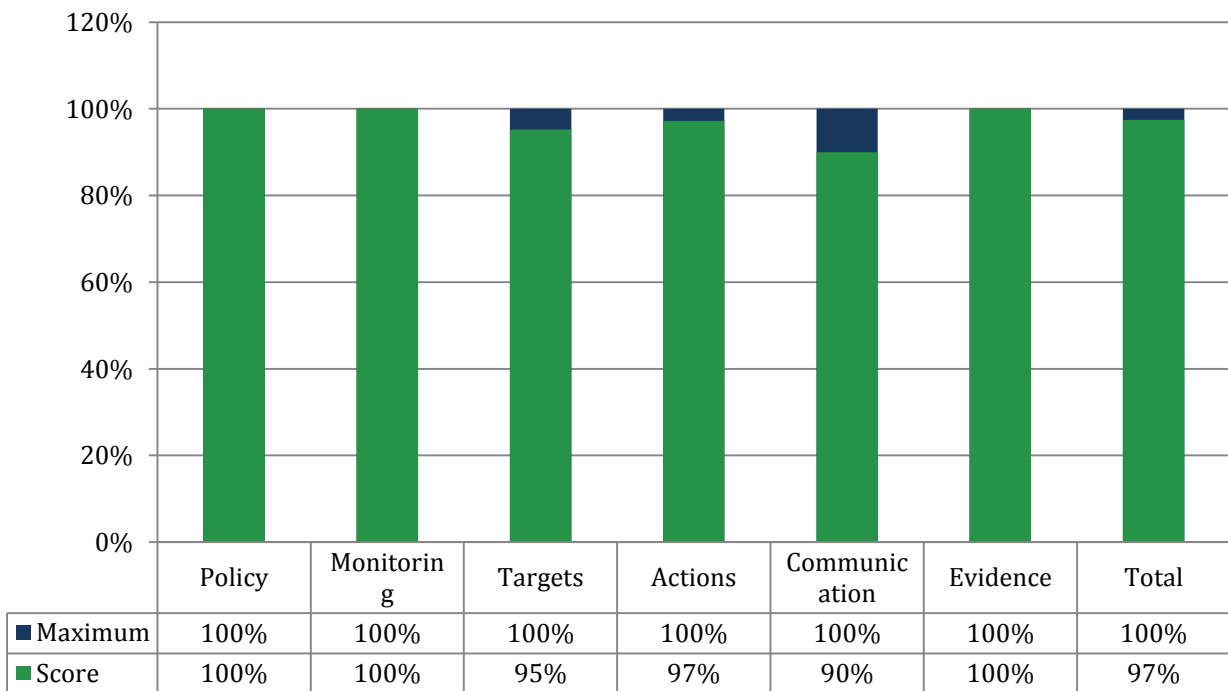
Resources measured: Electricity, Gas, Fuel Oil, Water, Waste - Recycled, Waste - Landfill, Waste - RDF, Total Waste, Staff commuting via single car occupancy, Staff commuting via bicycle, Carbon

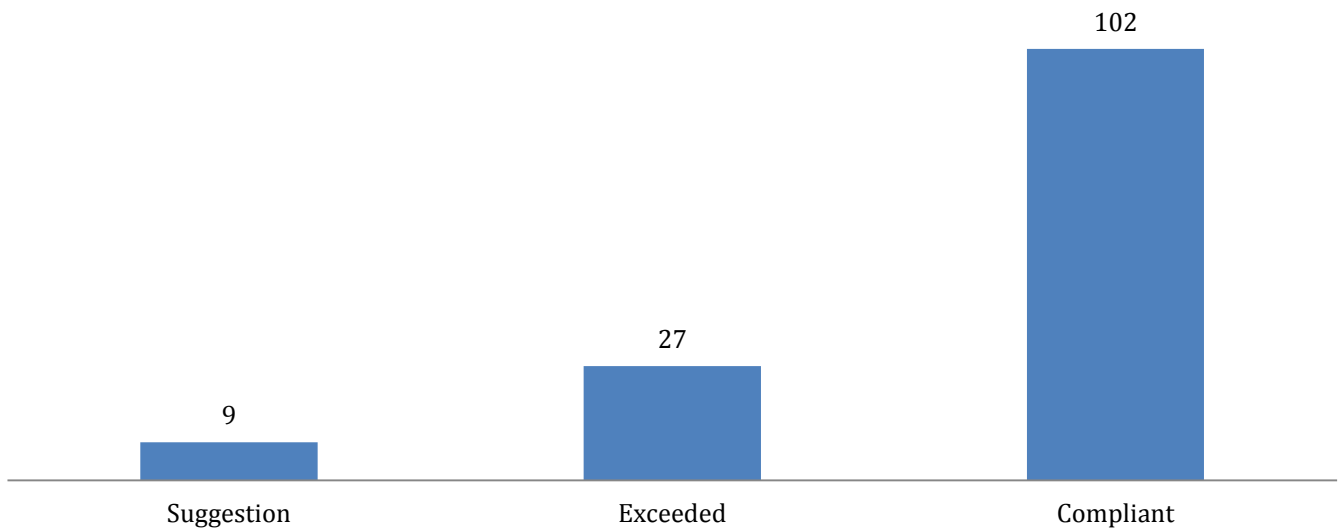
Additional actions involving Staff or Environmental Projects were:

- Go Green Week
- BioBlitz
- Edible Campus
- Fairtrade University, including being part of the Fairtrade Group
- Fairtrade Fortnight
- Environmental Film Season
- Volunteering projects - Litter Picking
- Sustainable Travel Events



■ Maximum ■ Score





Strong points/ Commendation:

- Excellent levels of communication.
- The environmental champion demonstrates excellent understanding of the University’s activities and their environmental impacts.

Summary of each Section performance:

Below is the summary of each section’s performance highlighting any Major, Minor, Consideration, Suggestion or Exceeded points.

Section 1. Environmental Policy

1.2 Has it been signed by Senior Management? **Exceeded**
Excellent communication and lead from senior management.

1.4 Is it relevant to the current business practices? **Exceeded**
The University has considered its role within the wider community and does a lot of work to improve where it can. This includes work to include sustainability with the curriculum and working with students to encourage their participation and uptake of sustainability within their daily life.

1.5 Does it commit to reducing the environmental impact of the business? **Exceeded**
In addition to the policy, the University has written and works towards a sustainability strategy. This further demonstrates the commitment the University has towards their impact on the environment.

1.6 Does it commit to legal compliance? **Exceeded**
The environmental champion, in addition with other managers and a compliance team, manages the overall compliance for the University. This includes any relevant environmental compliance. The University has developed and maintains a legal register, which is required as part of their ISO14001 certification.

1.8 Is it available to all staff -e.g. displayed on a notice board, accessible via intranet, part of staff handbook? **Exceeded**
Website split into areas with guidance on what is done and available. Also a link to how they are doing against other campus/etc.

Section 2, Measure Resource Use – Monitoring and Recording

2.1 Have the resources used and measurement technique been explained? **Exceeded**
Currently working on impacts and aspects register. Have done updates for new buildings.

2.3 Do you record all nominated resources monthly? **Exceeded**
In addition, electricity and gas are measured through a half hourly meter. Water also has additional monitoring and management systems to ensure that water leaks are identified quickly.

2.4 How frequently do you monitor your nominated resources? **Exceeded**
Alarms are built into the management systems to support the review should a period of abnormal use occur.

Section 2, Measure Resource Use – Total Resource Use for Baseline (2.6), Previous (2.7) and Current Year (2.8)

2.8.6 Waste - Landfill **Suggestion**
This represents almost 18% of the total waste input which seems high. Speak with Veolia on what this percentage actually means and whether part of this is separated out further for aggregates as would be normal for most IBA materials.

Also consider reporting that the University is Zero Primary Waste to Landfill, as the percentage of landfill waste is out of your control following the RDF process. As part of the Waste Management Plan, the next goal could then be the reduction of waste through General Waste, i.e. a reduction in waste sent for recovery. This would naturally be the next step in the process and fits in line with the waste hierarchy and legislation attached."

Section 3, Set Targets – Progress against Baseline (3.2) and Previous Year (3.3)

| | | | |
|-------|------------------|-------------------|--|
| 3.2.3 | Fuel Oil | Exceeded | Over 5% reduction cumulative since baseline year achieved. |
| 3.2.4 | Water | Exceeded | Over 5% reduction cumulative since baseline year achieved. |
| 3.3.2 | Gas | Exceeded | Over 5% reduction achieved compared to Previous Year. |
| 3.3.3 | Fuel Oil | Exceeded | Over 5% reduction achieved compared to Previous Year. |
| 3.3.4 | Water | Exceeded | Over 5% reduction achieved compared to Previous Year. |
| 3.3.5 | Waste - Recycled | Suggestion | |
| 3.3.6 | Waste - Landfill | Suggestion | |
| 3.3.7 | Waste - RDF | Suggestion | |
| 3.3.8 | Total Waste | Suggestion | |

Noted drop in recycling, this is also noted with a drop in total waste. However, increase in waste being sent through general waste stream. A waste management plan has been confirmed, which we strongly recommend takes place. While contractor will carry out audit, it is suggested that an audit is carried out by the University as well, or a member of staff accompanies the waste consultant. This will ensure the correct information is noted in relation to the current processes on site and where possible improvements are identified.

3.3.11 Carbon **Exceeded**
Over 5% reduction achieved compared to Previous Year; however, it is noted that this reduction is applicable to buildings and fuels only.

Section 3, Set Targets – Normalised Progress against Baseline (3.4) and Previous Year (3.5)

| | | | |
|-------|----------|-----------------|---|
| 3.4.3 | Fuel Oil | Exceeded | Over 5% reduction achieved accumulatively since Baseline Year |
| 3.4.4 | Water | Exceeded | Over 5% reduction achieved accumulatively since Baseline Year |
| 3.5.2 | Gas | Exceeded | Over 5% improvement in efficiency has been achieved. |
| 3.5.3 | Fuel Oil | Exceeded | Over 5% improvement in efficiency has been achieved. |
| 3.5.4 | Water | Exceeded | Over 5% improvement in efficiency has been achieved. |

Section 3, Set Targets – Performance Analysis (3.8) and Future Targets (3.9)

3.9.1 Electricity **Suggestion**

There is a benchmark for carbon performance which needs to be realised in an effort to meet the 43% target by 2020. However, this target is not included within this reporting. While the 43% is the end target, efforts to reach the benchmark target should be in place and this should be the current objective.

3.9.2 Gas **Suggestion**

In addition, while the objective is based on carbon performance, each of these elements provides a proportion of the overall carbon emissions for the University. Use this understanding of significance and target the resource specifically to make particular reductions in each resource to support the efforts to reach the end target.

Section 4, Action Plans

4.1 Do you have an action plan for each resource? **Exceeded**

In addition to the resource action plans, the University - as part of its overall strategy - also includes a plan of action for additional elements which the University can have a positive impact too. Examples are sustainable procurement, biodiversity on site, community involvement, etc.

4.6 Are all actions planned / undertaken and the results of these actions documented? **Exceeded**

Included within outcomes are updates following reviews for each action, and end of year analysis on progress.

Section 4, Additional Actions – Recycling

4.7 Do you have a recycling system in place? **Suggestion**

Carrying out an annual review/audit on waste is recommended, especially in line with the development of a waste management plan. Continually reviewing bin placement, signage, level of education, areas and types of contamination, etc. will support the University's efforts in achieving the waste targets set. An audit of current status will help identify areas of significant contamination and help understand potential reasons why.

Section 4, Additional Actions – Travel Plan

4.9 Have you adopted a travel plan/policy? **Exceeded**

Well designed travel plan to match the requirements for the University. Actions attached to improve active travel and reduce single car occupancy.

4.11 Does the plan/policy include all significant environmental impacts of business transport? **Exceeded**

The travel plan includes all aspects of travel for the University. In addition, the University is working hard to improve the performance of student and staff travel, which is the largest impact to the travel for the University.

Section 4, Additional Actions – Carbon Calculation

4.13 Does the carbon footprint include all significant environmental impacts of business? **Exceeded**

In addition to scope 1 and 2 mandatory reporting, the University has also started to include and measure scope 3 reporting within the carbon management plan (CMP).

4.14 What carbon savings have you made this year? **Exceeded**

This exceeds a 5% reduction. It is noted that remaining sources of scope 3 emissions and one source of scope 1 emission is not included as data will not be available until early 2017.

Section 4, Additional Actions – Environmental/Staff Projects

4.15 Have you included three other environmental/staff projects/tasks as part of your plan? **Exceeded**
More than the minimum number of required projects has been included by the University.

Section 5, Progress Reporting and Communication

5.1 Do you present progress (a minimum of) twice a year to senior management and staff? **Suggestion**
Improve feedback and reporting to staff and students. Wherever possible, increase the communication and feedback to staff to encourage behavioural change and management of their resources. Where larger projects to infrastructure will help to improve carbon performance, it is also vital and important that staff also work towards using resources efficiently as this will help towards making significant reductions.

5.2 Do you regularly communicate/engage with staff? **Exceeded**
Staff news is online, and is usually monthly or when done. This focuses on different themes. Student Union promotion has improved. In addition a new digital platform (digital life) is used however, social media is still the main source.

Evidence seen:

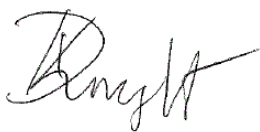
- Bins – look out for contamination
- Environment Policy – ensure it is in the designated area and is up to date
- Carbon calculation
- Communication evidence
- Essential action evidence
- Travel plan information
- Lights – are they used appropriately/check actions for stickers and see if in place.
- Induction policy information

Summary:

The University continues to demonstrate their commitment to improving their environmental performance. This is clear through the communication, work with students and efforts to encourage the staff to consider their habits. The environmental champion has developed a very well maintained system, which has yielded some very good results.

Congratulations to the University of Lincoln for achieving their Green Level Accreditation.

If you would like to discuss the report, please contact the auditor.



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