

Meeting Name	Sustainability Strategy	Session	20/21
Meeting Chair	Helen Griffiths	Date	20/06/23
Location	Engineering East, A225	Time	10:00

Meeting Objective

To receive updates on Times Higher Education impact rankings, ISO14001 Annual Strategy performance, the Treasury and Banking policies, Bay Zero sub group, and offsetting trial. To make decisions on the University Global Coalition and Academic Sustainability Champions.

Present for Meeting

Present	Name	Position
Y	Niamh Lamond	COO and Registrar
Y	Helen Griffiths	Pro-Vice Chancellor
Y	Teifion Maddocks	Sustainability Manager
Y	Greg Ducie	Director of Estates and Campus Services
Y	Jenny Baker	FSE
Y	Phil Brophy	PSPU
Y	Fern Davies	Sustainability Lead (SOM)
Y	Sarah Jones	Chief Financial Officer
Y	Katie Horsburgh	Sustainability Officer
Y	Chris Marshall	Head of Policy and Strategy, PSPU
Y	Richard Milligan	Director of Procurement
Y	Mari Hooson	Senior Communications Officer
Y	Erich Talbot	Unite (Trade Union representative)

In Attendance

Name	Position
Karys Davies	Planning and Performance Manager, PSPU

Apologies

Greg Barber, Andrew Jones, Nicola Owen, Esyllt Rosser, Geoff Proffitt, Dave Worsley

Circulation

Meeting Agenda	
Topic	Owner
1 - Previous minutes and Actions	
2 - Horizon scanning- External factors	
2.1 University Global Coalition - HE for a Sustainable Future (for decision)	CM
2.2 Times Higher Education SDG Impact Rankings - 2023 (update) & QS ranking (for discussion)	KD
2.3 Concept of "Academic Sustainability Champions" working on SDG impact (for decision)	MH
3 - Internal Performance and Changes	
3.1 Annual Strategy Performance update (ISO14001 Env. Management Review) Including forward plans (e.g. Decarbonisation)	TM
3.2 Treasury Policy – Ethical Investment and Banking updates	SJ
3.3 Climate Emergency - Bay Zero Subgroup update	CM
3.4 Climate Emergency – Offsetting/Insetting scheme trial update	TM
4 - Discussion and recommendations – is strategy still fit for purpose?	
5 - AOB	

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Minutes of Meeting					
Tracker No.	Agenda Item	Discussion / Decision / Action	Notes	Owner	Planned Completion
229	1 - Previous minutes and Actions	Discussion	Previous minutes and actions agreed. - More scholarships approved by SLT meaning we should be able to progress with P&P. - Policies/papers discussed (e.g. LEAF, paper and printing, EV) can be agreed at this committee rather than SLT committees. Consultation with stakeholders is still key in those.		
230	2.1 University Global Coalition - HE for a Sustainable Future (for decision)	Discussion	University Global Coalition: Around 100 institutions are involved that come together for tackling and addressing SDGs. The scheme has minimal cost, with the aims of networking, collaboration, and sharing good practice. The only commitment is a public declaration around student understanding of the SDGs and creating partnerships. It's noted that it could contribute to QS rankings and reputation.		
231	2.1 University Global Coalition - HE for a Sustainable Future (for decision)	Discussion	JB notes strong possible synergies with AHEP4 (Engineering degree accreditation scheme).		
232	2.1 University Global Coalition - HE for a Sustainable Future (for decision)	Discussion	FD notes additional synergies with UNPRME. Most universities cover the whole institution rather than just school level as we currently do. This could represent an opportunity to expand.		
233	2.1 University Global Coalition - HE for a Sustainable Future (for decision)	Discussion	It's noted that coordinated resources for multiple schemes is an issue and would one ranking/group to work towards be the best way.		
234	2.1 University Global Coalition - HE for a Sustainable Future (for decision)	Decision	Support from the committee is given plus support for additional contacts to coordinate across degree programmes and schemes.		
235	2.1 University Global Coalition - HE for a Sustainable Future (for decision)	Action	CM to coordinate with JB and FD on potential academic links with the University Global Coalition.	CM	TBC
236	2.2 Times Higher Education SDG Impact Rankings - 2023 (update) & QS ranking (for discussion)	Discussion	In the 2023 we held our rank from last year, 101st -200th. Going forward, the ranking will be scored on a 2-year average which may show slower progress. We submitted to the same 11 SDGs as last year. Some areas have decreased, SDG7 decreased considerably due to the type of data assessed (e.g. HESA).		
237	2.2 Times Higher Education SDG Impact Rankings - 2023 (update) & QS ranking (for discussion)	Discussion	The methodology has changed, e.g. the amount of evidence allowed has reduced, and some criteria are more difficult. It's noted that they don't just want to see policies, they want to see implementation of them.		
238	2.2 Times Higher Education SDG Impact Rankings - 2023 (update) & QS ranking (for discussion)	Discussion	We should consider what SDGs we want to be known for and where are the metrics we can do well.		
239	2.2 Times Higher Education SDG Impact Rankings - 2023 (update) & QS ranking (for discussion)	Discussion	There was an appeal on some scores, but we were informed the assessor's decision is final. There is consultancy available with a meeting in place to determine cost and time.		
240	2.2 Times Higher Education SDG Impact Rankings - 2023 (update) & QS ranking (for discussion)	Discussion	Links with QS rankings are acknowledged, and should we consider which is priority. P&P doesn't consider teaching and research, and THE considers all SDGs. TM keen to consolidate and go for one ranking method.		

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241	2.2 Times Higher Education SDG Impact Rankings - 2023 (update) & QS ranking (for discussion)	Discussion	NL notes that limited resources means we have to focus and should potentially concentrate on QS. RM offers support from procurement and how to factor relevant things into their processes.		
242	2.2 Times Higher Education SDG Impact Rankings - 2023 (update) & QS ranking (for discussion)	Discussion	P&P is used in prospectus but not THE. Additionally, student expectation has increased in sustainability e.g. open days and recruitment.		
243	2.2 Times Higher Education SDG Impact Rankings - 2023 (update) & QS ranking (for discussion)	Action	KD to consider which SDGs to report to and consolidate our efforts and their value in THE and how they link to QS. KD to link with CM and his agenda item.	KD	TBC
244	2.3 Concept of "Academic Sustainability Champions" working on SDG impact (for decision)	Discussion	MH brings the idea of Academic Sustainability Champions that could aid sustainable futures through teaching or research. The aim would be to have a bank of academics whose area of expertise is sustainability, with profiles on internal and external platforms.		
245	2.3 Concept of "Academic Sustainability Champions" working on SDG impact (for decision)	Discussion	TM notes it would be useful for bringing discussions together from earlier items and helping with rankings, and referencing the SDGs in profiles would help this. Noted that the project would involve web development to create a 'hub'.		
246	2.3 Concept of "Academic Sustainability Champions" working on SDG impact (for decision)	Action	MH to consider potential workload and resource constraints in establishing Academic Sustainability champions within faculties. What would it entail, what value is added over current delivery, and opportunities to feed into Academic profiles group and ACP.		
247	3.1 Annual Strategy Performance update (ISO14001 Env. Management Review) Including forward plans (e.g. Decarbonisation intervention plans update).	Discussion	ISO14001 annual Management/performance Review bought for information. n.b. Some data is retrospect (e.g. HESA 21/22).		
248	3.1 Annual Strategy Performance update (ISO14001 Env. Management Review) Including forward plans (e.g. Decarbonisation intervention plans update).	Discussion	The next ISO14001 External Audit is in July 2023. As a result of the previous audit, we held certification with 0 Non-Conformities, and 4 Opportunities For Improvement. Internal audits have been completed in 22/23 in high-risk areas generating a total of 20 OFIs.		
249	3.1 Annual Strategy Performance update (ISO14001 Env. Management Review) Including forward plans (e.g. Decarbonisation intervention plans update).	Discussion	Adverse events over the last year are summarised and examples of corrective actions given e.g. spill training. NL notes the recent spill in Engineering North and key links with H&S and chemical management. TM assures close working with H&S and transition to a new chemical management system.		

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250	3.1 Annual Strategy Performance update (ISO14001 Env. Management Review) Including forward plans (e.g. Decarbonisation intervention plans update).	Discussion	Updates given on OGSM performance, including P&P drop to 13th from 10th. We are above target for Scope 1 & 2 emissions (34% decrease with 30% target for this timescale). Scope 3 emissions increased by 25% from the previous year due to spend increase, new emissions factors, and medical equipment, and CISM. Procurement and supply chain spend represent the majority of our Scope 3.		
251	3.1 Annual Strategy Performance update (ISO14001 Env. Management Review) Including forward plans (e.g. Decarbonisation intervention plans update).	Discussion	In the latest QS ranking, we were 321st -340th for sustainability criteria, which represents 5% of the overall score.		
252	3.1 Annual Strategy Performance update (ISO14001 Env. Management Review) Including forward plans (e.g. Decarbonisation intervention plans update).	Discussion	JB notes that Scope 3 emissions could be reduced if end of year spend/grants were more flexible e.g. contributing to staff costs rather than equipment.		
253	3.1 Annual Strategy Performance update (ISO14001 Env. Management Review) Including forward plans (e.g. Decarbonisation intervention plans update).	Discussion	There is ongoing work on the categorisation and segmentation of procurement and spend e.g. calculating the highest emitting products, suppliers, and highest spend with hopes for an action plan. Aims for this include showing correlations between suppliers and emissions.		
254	3.1 Annual Strategy Performance update (ISO14001 Env. Management Review) Including forward plans (e.g. Decarbonisation intervention plans update).	Discussion	NL questions whether our Scope 1&2 targets are achievable given current projects and trajectory. GD notes £3M spend will need to be increased after the next 2/3 years to achieve our targets. This includes capital investment in heating network and renewable opportunities.		
255	3.1 Annual Strategy Performance update (ISO14001 Env. Management Review) Including forward plans (e.g. Decarbonisation intervention plans update).	Discussion	The University Master Planning Project will need to consider the Carbon Trust Report, given the need for investment post 2026/27.		
256	3.1 Annual Strategy Performance update (ISO14001 Env. Management Review) Including forward plans (e.g. Decarbonisation intervention plans update).	Discussion	Update on Singleton campus upgrades given. £31 million has been committed for Fulton house refurbishments which will be completed to BRE/RICS sustainability standard.		

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257	3.1 Annual Strategy Performance update (ISO14001 Env. Management Review) Including forward plans (e.g. Decarbonisation intervention plans update).	Discussion	Other key achievements from the performance review include: Zero Waste To Landfill accreditation, percentage of waste diverted increased, reduction in travel from pre-covid (4.4%), and Gold Cycle Friendly Employer status gained.		
258	3.1 Annual Strategy Performance update (ISO14001 Env. Management Review) Including forward plans (e.g. Decarbonisation intervention plans update).	Discussion	Areas for improvement in People & Planet are shown as Ethical Careers and Education. Education criteria may have changed to explain the score reduction.		
259	3.1 Annual Strategy Performance update (ISO14001 Env. Management Review) Including forward plans (e.g. Decarbonisation intervention plans update).	Discussion	It's noted that a partial commitment to screening out fossil fuel companies may be made to score some points in Ethical careers. JB notes that TATA work to decarbonise steel and that the majority of related research is in this area. NL agrees and notes a balance is needed here and the discussion is not as binary as P&P judge it on.		
260	3.1 Annual Strategy Performance update (ISO14001 Env. Management Review) Including forward plans (e.g. Decarbonisation intervention plans update).	Action	JB to link with existing contacts to propose ideas and case studies of how to increase spend flexibility with funding bodies.	JB	TBC
261	3.1 Annual Strategy Performance update (ISO14001 Env. Management Review) Including forward plans (e.g. Decarbonisation intervention plans update).	Action	HG to explore activity in REIS for Scope 3 costing and bring back for next meeting.	HG	TBC
262	3.1 Annual Strategy Performance update (ISO14001 Env. Management Review) Including forward plans (e.g. Decarbonisation intervention plans update).	Action	TM to share code for carbon vs Proc HE code spend with JB.	TM	TBC
263	3.1 Annual Strategy Performance update (ISO14001 Env. Management Review) Including forward plans (e.g. Decarbonisation intervention plans update).	Action	TM & GD to work with SEA and propose changes to policy for approval with PVC for Education.	TM & GD	TBC
264	3.2 Treasury Policy – Ethical Investment and Banking updates	Discussion	SJ notes that the Treasury policy is a work in progress. Banking policy may be an issue due to the criteria, and we need to be realistic, but P&P will be factored into the policy. Example policies from other universities do not refer to day-to-day banking, only large investments, and these still perform well in league tables.		

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265	3.3 Climate Emergency - Bay Zero Subgroup update	Discussion	Bay Zero Group has met twice, and discussions have included parking arrangements to reduce Scope 3, engaging students with energy use in accommodation, Royal Academy of Engineering, and research towards decarbonisation.		
266	3.3 Climate Emergency - Bay Zero Subgroup update	Discussion	Bay zero aim was to accelerate the carbon trust report and identify interventions to increase this. GD notes that the Carbon Trust Report is broken down into campuses and prioritises work, showing the greatest gain is to be made on Singleton. If we flip that and prioritise Bay, we could compromise ourselves in achieving our targets. Work is still ongoing on Bay but needs to be measured in context of overall need.		
267	3.3 Climate Emergency - Bay Zero Subgroup update	Discussion	Consolidation of knowledge needed at Bay with research, teaching, innovation, and infrastructure e.g. Sustainable construction hub.		
268	3.4 Climate Emergency – Offsetting/Insetting scheme trial update	Discussion	TM gives brief update on progress. GP working on edits to the travel form to account for offsetting and how to redistribute costs of offsetting internally. SJ and RM could help with this as it is the main obstacle.		
269	3.4 Climate Emergency – Offsetting/Insetting scheme trial update	Action	GP to provide update on offsetting trial at the next meeting.	GP	TBC
270	5 - AOB	Discussion	JB brings an opportunity to work with FrontRunner on the sustainability of Swansea half marathon given our sponsorship. It's noted that this year, 1 tonne of zinc was saved per race by replacing metal medals with local wood.		
271	5 - AOB	Discussion	Funding and resource is needed to look into Carbon foot printing and Life Cycle assessment of races. Opportunities for PGR/T. SJ noted post-race comments on sustainability, and it was noted that travel to race venues could be considered as well as just race day considerations.		
272	5 - AOB	Action	JB to explore Swansea Half Marathon sustainability partnership and bring back potential opportunities and solutions.	JB	TBC

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New and Open Actions					
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235	2.1 University Global Coalition - HE for a Sustainable Future (for decision)	Action	CM to coordinate with JB and FD on potential academic links with the University Global Coalition.	CM	TBC
243	2.2 Times Higher Education SDG Impact Rankings - 2023 (update) & QS ranking (for discussion)	Action	KD to consider which SDGs to report to and consolidate our efforts and their value in THE and how they link to QS. KD to link with CM and his agenda item.	KD	TBC
260	3.1 Annual Strategy Performance update (ISO14001 Env. Management Review) Including forward plans (e.g. Decarbonisation intervention plans update).	Action	JB to link with existing contacts to propose ideas and case studies of how to increase spend flexibility with funding bodies.	JB	TBC
261	3.1 Annual Strategy Performance update (ISO14001 Env. Management Review) Including forward plans (e.g. Decarbonisation intervention plans update).	Action	HG to explore activity in REIS for Scope 3 costing and bring back for next meeting.	HG	TBC
262	3.1 Annual Strategy Performance update (ISO14001 Env. Management Review) Including forward plans (e.g. Decarbonisation intervention plans update).	Action	TM to share code for carbon vs Proc HE code spend with JB.	TM	TBC
263	3.1 Annual Strategy Performance update (ISO14001 Env. Management Review) Including forward plans (e.g. Decarbonisation intervention plans update).	Action	TM & GD to work with SEA and propose changes to policy for approval with PVC for Education.	TM & GD	TBC
164	3.2 Scope 3 - travel guidance for business, international, and commuting (ADR&Is and dPVCs) for discussion	Action	The Travel Policy is to be reviewed and sits with SJ and RM, but this process can be supported by Jayne Cornelius (Travel Officer) to take forward and be brought back to the committee for review.	SJ & RM	02/03/2023
209	3.3 Policy for electric vehicle charging and fleet	Action	Central control of fleet purchasing to be reviewed.	GD	TBC
269	3.4 Climate Emergency – Offsetting/Insetting scheme trial update	Action	GP to provide update on offsetting trial at the next meeting.	GP	TBC
228	4 - Discussion and recommendations – is strategy still fit for purpose?	Action	Group to review OGSM slide before the next meeting of the committee.	All	TBC

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272	5 - AOB	Action	JB to explore Swansea Half Marathon sustainability partnership and bring back potential opportunities and solutions.	JB	TBC
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Actions Closed at this Meeting					
Tracker No.	Agenda Item	Discussion / Decision / Action	Notes	Owner	Planned Completion
187	1 - Previous minutes and Actions	Action	PB to investigate the source of funding for scholarships relating to People and Planet criteria, and the possibilities for expansion to meet the criteria.	PB	TBC
199	3.1 Policy for Printing Efficiency and Optimisation	Action	A breakdown of data on printing consumption and an input on Equality Impact Assessment to be provided and paper to be taken to SLT.	TM	29/03/2023
215	3.4 Sustainable labs - LEAF	Action	Papers discussed today including LEAF to be prepared and taken to next SLT meeting.	TM, GD, ER, KH	29/03/2023
224	3.7 Bay Zero TOR update	Action	PB has list of all related academic opportunities across the university, to share and update with CM.	PB	TBC
225	3.7 Bay Zero TOR update	Action	CM to add Scope 3 to the agenda for the first meeting to get thoughts of the group on whether to include in the TOR.	CM	TBC