

ANNUAL ENVIRONMENTAL MANAGEMENT SYSTEM REPORT (2018/19)

Introduction:

Oxford Brookes University (OBU) is accredited to the internationally recognised Environmental Management System (EMS) standard ISO14001, across all its Oxford based campuses. The scope has been expanded to include our Brookes managed halls of residence. This standard provides us with a framework to protect the environment and respond to changing environmental conditions in balance with socio-economic needs.

The intended outcomes of an EMS include protecting and enhancing our environmental performance, fulfilment of compliance obligations, achieving financial/operational benefits and communicating performance to build success over the long term. Ownership of the EMS sits with the Environmental Sustainability Team (EST) within Estates and Campus Services. It is a requirement of the standard that senior management shall review our EMS at planned intervals (annually) to ensure its suitability, adequacy and effectiveness. This report provides an annual management review, considering all the aspects outlined in the ISO14001 requirements.

Key Issues:

I. Audit / Review reporting:

Action Status from previous management reviews.

All actions have been delivered from the previous formal VCG management review held on 15/10/18.

Action Status from the ISO14001 Certification / Audit findings.

We successfully transitioned to the new ISO14001(2015) edition in July 2017, we are on a 3 year re-certification cycle with annual surveillance audits, our external auditors are NQA Certification Ltd. The last annual review was completed in October 2018. The main findings of this review scored OBU as an overall 'satisfactory', two minor non-conformances were raised and six opportunities for improvement, all old audit findings had been completed and were closed out.

Minor Non-conformances:

These were raised around the Control of Substances Hazardous Health (COSHH) Regulations OBU wide, for out of date signage and COSHH assessments. COSHH signage has been completed and updated by the Central H&S team. COSHH assessments are being actively progressed on an ongoing basis.

Opportunities for Improvement:

These were raised in the following areas:

1. Scope should be expanded to include our halls of residence – status 'completed'.

All operational control procedures have been updated. Internal audits were completed in August 2019 – actions progressing around waste management, spills response and consistent messaging/education.

2. A peer review of the EMS is required – status 'completed'

This was completed with the Environmental Manager at Southampton University. The main recommendations were to establish an 'Environmental & Sustainability Strategy Board Committee'; to increase the scope of the EMS to include halls of residence and improve waste and recycling signage/bin consistency. All actions have been completed with the exception of a new 'Corporate Sustainability Steering Group', which is a key recommendation in this report.

3. Improved communication of the Environmental Policy is required – status ‘completed’

The internal and external communication process of the Environmental Policy has now been clearly defined in the Environmental Manual.

4. Strategic review of OBU’s environmental ‘Risks and Opportunities’ required – status ‘completed’

This was completed in April 2019 with senior representatives from the University. Overview findings:

- Poor general knowledge of our Environmental Policies & Strategies.
- Highlighted a ‘lack of joined up thinking’ around the sustainability agenda. How do we deliver / embed sustainability across the faculties / research / students / staff and potentially make this more people focused?
- Identified risks and opportunities have been updated in the aspect register.

Recommendation – Set up a University wide ‘Corporate Sustainability Steering Group’ to clearly define our sustainability aspirations, agree deliverables and effectively communicate our policy and objectives.

5. Minor improvements for spill kits and vehicle servicing records – status ‘contested/complete’

Recommendations around spill kit management are not considered necessary having been risk assessed. Vehicle servicing record management has been completed.

Annual non-conformities/observations analysis

The Environmental Sustainability Team complete annual EMS internal reviews across all the campuses, this has recently been extended to include the halls of residence. In the last academic year 48 non-conformities were identified, 23 of which are still outstanding but in progress, 25 have been completed. We have had 64 observations / recommendations, of which only 8 have been completed, however, the remaining actions are in progress. The amount of actions in progress has almost doubled since last year, this mainly reflects the increased scope for the inclusion of halls and team resourcing issues at that time. The full account of all the internal audit non-conformances, observations and recommendations are available to all action owners via our new Legislation Update Service on-line tool.

II. Legal Compliance:

A full legal review was carried out in July this year in line with our requirements and our new on-line Legislation Update Service (LUS). The following table outlines our current status:

Legislation	Status	Notes
Pollution	NFC	Ongoing compliance through pollution prevention & internal auditing. - Emergency spill response in residences (to be completed by Dec 2019)
Air	NC	F-Gas Regulations and the Ozone Depleting Substances Regs. - ‘Ownership’ for third party compliance requires defining (statutory compliance work in progress) - A full asset register needs to be completed within ECS, we are looking to change suppliers (to be completed by Mar 2020)
Water	NFC	All actions completed from last year - Clive Booth water leak (TBC by Mar 2020) - Replacement of oil tank at boat house (to be completed by Easter 2020)
Waste	NFC	Env Protection Act – ‘Duty of Care’ due diligence required (to be completed Dec 2019) Hazardous Waste Regs – needs new procedure in halls (to be completed by Dec 2019))
Energy	FC	Carbon Reduction Commitment (CRC) – 2018/19 was the final compliance year and CCL tax has increased on our utility bills to offset the wind up of the CRC scheme. Annual update of DEC certificates has been undertaken.
Hazards	NFC	COSHH procedures require review within ECS (TBC Dec 2019)
Planning & Wildlife	FC	Ongoing compliance
Nuisance	FC	Nuisance complaints are recorded separately within Faculties & Directorates

FC = Fully Compliant; NFC = Not Fully Compliant (but in progress); NC = Not compliant (potential risk)

a) Legislation Changes and 'on the horizon' changes

The Climate Change Committee published its report to the UK Government in May 2019, recommending the UK must "set and vigorously pursue" a bold new climate change target. This culminated in UK wide Climate Protests. The UK Government responded by committing to a new legally binding climate change target to reduce greenhouse gas emissions to 'net-zero' levels by 2050.

Revisions to one of the main pieces of energy efficiency legislation, the Energy Performance of Buildings Directive (EPBD), have now been completed. These will be transposed into UK law by March 2020. Of particular concern is the building automation requirements which will have spend and resource implications. A business case for funding would be included in the 2020 planning round.

The UK Government launched its new Environment Bill on 15th October 2019. The Environment Bill sets out how the UK's principles around our green standards and environmental protection laws will look after Brexit. It caters to the Government's overall ambition "to leave our environment in a better state than we inherited it." The Bill commits the Government to creating a new, statutory and independent environmental body, the Office for Environmental Protection to hold Government to account on environmental law and its Environmental Improvement Plan after the UK leaves the EU. A series of announcements were made within the Bill, but the legislative details have not been delivered as yet, overview changes will include:

Local powers to tackle air pollution: Legally binding targets to reduce fine particulate matter – this is likely to affect our travel strategy.

Biodiversity net-gain: Ensure new builds are delivered in a way which protects and enhances nature, helping to "deliver thriving natural spaces for local communities". Protection for natural habitats will be supported by a Nature Recovery Network, establishing Local Nature Recovery Strategies and giving communities a greater say in the protection of local trees – these changes will have impacts on the planning regulations and our redevelopment programs.

Waste management: Powers to ensure producers take responsibility for the waste they create, introducing a consistent approach to recycling, introducing bottle deposit return schemes and more effective litter enforcement. Powers to introduce new charges to "minimise the use and impacts of single-use plastics"- this should have a positive impact on our recycling rates.

Water services: Plans to increase sustainable water management through securing long-term, resilient water and wastewater services in the face of a changing climate. These duties will affect water utility providers only, but they are likely to impact on utility bills.

III. Environmental Policy, Objective & Target reporting.

Continual improvement is embedded throughout our Environmental Policy, Strategies and Action Plans. Our performance for the last financial year has been analysed, assessed and evaluated. Recommendations and performance reporting against our objectives and targets are as follows:

Environmental Policy:

No changes required.

Environmental Strategies:

Outlining our key vision, drivers and objectives for our significant environmental aspects.

Energy & Carbon Reduction Strategy - requires no specific changes at this stage, but a full review of the strategy is proposed for the summer of 2020, to ensure alignment with changing legislation and the Government's commitment to deliver 'net zero' greenhouse gas emissions by 2050.

Water Strategy – minor changes recommended with the removal of 'the consideration of alternative water supply' (this has been assessed and is not feasible) and to 'design in sustainable urban drainage systems' (this is now included under Planning law and can therefore be removed).

Biodiversity Strategy – recommend the removal to 'retain Green Flag status on all our main campuses', there is currently no funding to deliver this requirement and we are delivering biodiversity benefits through the action plan outside of this framework.

Waste, Travel and Sustainable Procurement strategies - require no specific changes at this stage.

Our Environmental Policy and Strategies require annual sign off by the Vice Chancellor.

Action Plans:

Each strategy is underpinned with specific targets, our performance has been measured and evaluated against agreed timeframes, with assigned ownership.

Annex 1, overviews OBU's performance against the 2018/19 agreed 'high level' targets. The table also outlines our achievements/progress and the proposed targets for the next financial year. Targets marked in red have not been achieved, targets marked in yellow are partially achieved and targets in green are achieved. Each target has a brief explanation underneath to clarify achievement status. The detailed Action Plans for Energy, Water, Waste, Biodiversity, Travel and Sustainable Food outline our strategy, the national framework and the specific deliverables/actions within each target. These are available on request and will be made publicly available after sign-off through the Sustainability website.

Operational Control Procedures:

Have all been reviewed, updated to include our halls of residence within the EMS scope and/or integrated into any existing internal systems.

IV. Needs & Expectations of Interested Parties:

Societal expectations around the sustainability agenda have evolved within the last year and there have been dramatic shift changes in sustainability expectations, culminating from a greater understanding of the global climate and biodiversity crisis. The higher education sector is considered to be in prime position to educate and upskill our student body and undertake research and development required to meet this crisis and the Government's commitment to deliver 'net zero' greenhouse gas emissions by 2050.

A full review of our external/internal issues and the needs and expectations of interested parties was completed in the spring of 2019 and is reviewed on an ongoing basis. Sustainable league table producers such as the People and Planet Sustainability League (P&P League), Association of University Directors of Estates (AUDE) Sustainability Leadership Scorecard and the Times Higher Education impact rating have been added as interested parties as they provide league tables around sustainability performance across the Higher Education sector.

V. Environmental Aspects, Risks and Opportunities:

A full review of our environmental aspects (an element of an organisations activities that interacts with the environment) and the risks/opportunities associated with these specific aspects was completed with relevant stakeholders in the spring of 2019. These have been agreed and recorded in our Aspect Register. No new aspects have been included, priority areas remain as our redevelopment program, energy and water use, waste production, biodiversity, transport, procurement, air emissions, sustainability engagement, education and learning. The majority of these aspects are being actively managed and progressed through our strategies and action plans, however, the following activities have been highlighted as requiring further action:

Sustainability Engagement (staff & students): this has been risk assessed and highlighted as an area in need of improvement (we score 50% in the P&P league). Student and staff engagement are covered in our strategies, we deliver sustainability at Brookes presentations to all new staff, specific faculties on request and the EST are involved in the Student Union environmental community groups and sustainability societies. However, we need to improve formalised reporting in these areas and address the lack of an OBU wide 'sustainability committee', where students and staff have a voice.

Recommendation – address through the 'Corporate Sustainability Steering Group'

Sustainable Education & Learning: We offer a variety of environmental sustainability focused teaching programs across the faculties but currently score only 20% under the Education and Learning category in the P&P league. It would be prudent to address how we deliver sustainability throughout our teaching programs and report on this.

Recommendation – address through the 'Corporate Sustainability Steering Group'

Ethical Divestment – we committed to ‘fossil free’ divestment in 2012, we currently have no fossil fuel investments, however, we have no publicly available statement (OBU score 0% in the P&P league). It would be prudent to review our banking portfolio for fossil fuel investment.

Recommendation – EST work with Finance & Legal team to investigate and if appropriate deliver a publicly available statement on Fossil Fuel Divestment.

Sustainable Food - Expectations around the ‘sustainable food’ agenda (such as single use plastics, disposable cups, sustainable palm oil and plant-based diets) have now made this aspect a ‘high priority’. The Sustainable Food Action Plan will address these changes in expectations and appropriate targets and actions have been assigned to deliver these in partnership with our new catering supplier.

A full review of our aspects is programmed for 2020 to align with our re-certification cycle, updates will be uploaded on our new on-line system for consistency

VI. Adequacy of Resources.

Environmental Sustainability Team: the current team is comprised of the Environmental Sustainability Manager, a Carbon and Energy Reduction Manager and an Environmental Sustainability Assistant.

VII. Internal & External Communications:

The new ‘sustainability’ website was launched in 2018, it contains our Environmental Policy and outlines our objectives in delivering sustainable energy & carbon, buildings, waste, water, travel, food, procurement and environmental management. The website signposts the reader to the Social Responsibility webpages, outlining our guiding principles to deliver socially responsible students, engaged and supported staff, being a valued partner in our communities and sustainable operations.

The website also hosts our annual Sustainability Report, Annual EMS reports, Strategies, Action Plans and Operational Control Procedures. Various internal and external communications around the sustainability agenda have been delivered through Onstream, the Student Union. Sustainability updates are also delivered through our sustainability@brookes facebook page, twitter feeds and the environmental forum. A key function of the proposed ‘Corporate Sustainability Steering Group’ would be to define our sustainability aspirations and effectively communicating our policy and objectives in line with our social responsibility strategy.

Table 1: Complaints and communications

Communication	No	Overview:
FOI Requests	9	Energy/carbon, IT waste, sustainable transport, water and sustainable food.
BROOKESbus	15	We are now only reporting justifiable complaints (2017/18 = 17) The drivers also received 3 commendations.
Community Complaints	30 8	A full report on these complaints, the complaints process and an analysis of the data has been provided by Andrea Siret from the Community Engagement Team in her annual <u>Community Engagement Report</u> (June 2019). Other complaints are recorded separately throughout the Faculties and Directorates.

University Sustainability League Tables:

The People and Planet League (P&P) launched their annual University League table in July which ranks Universities on their environmental and ethical performance. This year OBU have been ranked 72 / 154 Universities, dropping from 39th place. Full details of the breakdown can be viewed on-line <https://peopleandplanet.org/university-league>. An overview mapping exercise has been completed by EST, there are some ‘easy wins’ which are being actively progressed. However, other areas such as divestment, being a ‘living wage employer’, embedding sustainability throughout the organisation and through our academic programs have not been progressed to date.

In 2015 world leaders adopted the 2030 Agenda for Sustainable Development, its aims are to end poverty, tackle inequalities and combat climate change, by aligning performance around 17 Sustainable Development Goals (SDGs). In March 2017 the UK Government’s approach to delivering the Global Goals was published, Agenda 2030: Delivering the Global Goals. The HE sectors response came from the Environmental Association of Universities and Colleges (EAUC) who launched The SDG Accord in Sept 2017. As of Sept 2019, over 110 Universities (44 UK based) have signed onto the Accord at

leadership level. In June 2018 AUDE and the EAUC announce Sustainability Leadership Scorecard that links sustainability performance to the SDGs. The first sector-level report came out in April 2019, 45 Universities have signed up to the tool. In September 2018, the Times Higher Education announces a new ranking to capture universities' impact on society, based on institutions' success in delivering the UN's SDGs, [THE University Impact Ranking](#). The faculty of Business are a signatory to and active proponent of the United Nations Principles for Responsible Management Education (PRME), which covers the SDG's.

A key function of the proposed 'Corporate Sustainability Steering Group' would be to address the sustainability/ impact rating schemes and define whether we wish to align and report within these ratings

Conclusions and Next Steps:

In overview we are effectively delivering our accredited EMS across the 'sustainable operations' arm of the University. However, the needs and expectations of interested parties have evolved this year with significant societal shift changes in sustainability expectations. Brookes is in a key position to meet these challenges, but needs to assess the 'risks and opportunities' around the wider sustainability agenda, define our vision, set objectives, ownership, delivery and reporting.

We have closed out all our external audit non-conformances and are actively progressing the recommended opportunities for improvements where deemed relevant. Our internal audit program is considered to be suitable for our organisation, with non-conformances and recommendations recorded, reported and actively progressed within agreed timeframes. Legal compliance is effectively managed through our new on-line Legislation Update Service, there are a few areas of legal non-compliance (primarily around the F-gas regulations) which are being actively progressed. We have demonstrated continual improvement through our delivered objectives and targets.

Recommendations:

- Set up a University wide 'Corporate Sustainability Steering Group' and agree ownership.
- EST work with Finance & Legal team to investigate and if appropriate deliver a publicly available statement on Fossil Fuel Divestment.

Author: Michele Morley - Environmental Sustainability Manager, Estates & Campus Services

Report date 16/11/19 Status – Final

Annex 1 : EMS Target Review

Key – Target = Achieved. = Partially Achieved / in progress. = Not Achieved

Key Aspect	Target 2018/19	Owner	Time frame	Achieved/ Progress (Reporting 2018/19)	Proposed Targets 2019/20	Time frame
EMS	Maintain ISO14001(2015) accredited Environmental Management System across main campuses	Michele Morley	Annual	Achieved & Ongoing: Next audit due November 2019	SAME AS 2018/19	Annual
	Maintain / update Sustainability Website	Michele Morley	Annual	Achieved & Ongoing:	SAME AS 2018/19	Annual
CARBON	Deliver Carbon Reduction Strategy and Action Plan & review annually	Gavin Hodgson	Ongoing	Achieved & Ongoing:	Rewrite Energy and Carbon Reduction Strategy & Action Plan to bring us in-line with 'net-zero' carbon ambitions.	Annual
	Carbon reduction target of 28%		2020	Achieved & Ongoing: Draft HESA figures show that we emitted 9,715 tonnes of CO ₂ in 2018/19. This represents a 30% reduction from our 2005/6 baseline, and shows significant progress from the 24% reduction achieved last year.	SAME AS 2018/19	2020
	Carbon reduction target of 34%		2025	Partially Achieved / in progress 30% reduction - £400k investment in PV to Sinclair, John Payne, Lloyd, International Centre and Buckley. Other carbon reduction projects delivered.		2025
WASTE	Deliver the waste strategy and review annually	Michele Morley	Annual	Achieved & Ongoing:	SAME AS 2018/19	Annual
	10% reduction in the total tonnage of residential and non-residential waste streams (based on a 2012-2013 baseline of 1120 tons).		2020	Not Achieved: This is an unrealistic and blunt tool to use as a KPI that should be removed. Currently 1% reduction.	REMOVE THIS TARGET	2020
	Achieve a University Wide recycling rate of 75% by the end of 2020		2020	Achieved – NEW TARGET 2017/18 = 70%. (57% Without Construction) 2018/19 = 84% (57% Without Construction)	Achieve a University Wide recycling rate of 75% by the end of 2025 (remove construction waste from the figures)	2025
	Achieve <2% waste to landfill for all managed sites by the end of 2020.		2020	Achieved & Ongoing: 2017/18 = 0.8% to landfill 2018/19 = 0.7% to landfill	SAME AS 2018/19	2020
	Achieve a 90% recycling rate for all demolition, refurbishment & construction site waste		Ongoing	Achieved and Ongoing: 2017/18 = 96% recycling 2018/19 = 94% recycling	SAME AS 2018/19	Ongoing

Key Aspect	Target 2018/19	Owner	Time frame	Achieved/ Progress (Reporting 2018/19)	Proposed Targets 2019/20	Time frame
WATER	Deliver the Water Strategy objectives and review annually	Michele Morley	Aug-19	Achieved & Ongoing: Minor changes require signing off by VCG	Same as 2018/19	Aug-19
	Quantify, analyse and report baseline water use. - Maintain ranking with top 20% of sector in Non-Res water use per/ft. - Achieve ranking in top 50% water use per m ²		Aug-18	Not Achieved: - NON-RESIDENTIAL = RANKING @ 38% - RESIDENTIAL = RANKING @ 69% (Benchmarking against 2017/18 data)	Recommendation - These targets are revisited addressing; the validity of benchmarking a year in arrears; how other HE sector institutions & the private sector report; how OBU accounts for changing building uses / construction works.	Ongoing
	100% of meters to be logged, alarmed and monitored.		Ongoing	Achieved & Ongoing:	Same as 2018/19	Ongoing
	All water fixtures to be specified within the max rate allowances as set by BREEAM Technical Guide (2014)		Aug-18	Achieved & Ongoing: Included within the sustainable Design checklist	Same as 2018/19	Ongoing
	Sustainable Urban drainage Systems considered as part of the design process		Aug-18	Achieved & Ongoing: Included within the Sustainable Design checklist & now part of the planning regulations	REMOVE TARGET	N/A
	Emergency Response Plan Completed		Aug-18	Achieved: Spill response procedures in place. Gary Mattingly updating the BCP's	Deliver Emergency Response Plan requirements	Ongoing
BIO-DIVERSITY	Deliver Biodiversity Strategy Objectives & review annually	Michele Morley	Annual	Achieved & Ongoing: Minor changes require sign off by VCG	SAME AS 2018/19	Annual
	Monitor, evaluate and report on the Biodiversity action plan annually.		Annual	Achieved & Ongoing:	SAME AS 2018/19	Annual
	Green Flag Status to be delivered at Headington site only 2019/2020		Annual	Not Achieved: Doesn't fall under the financial requirements for 2019/20 and biodiversity improvement can be delivered through other elements of the Action Plan	REMOVE TARGET	Ongoing

Key Aspect	Target 2018/19	Owner	Time frame	Achieved/ Progress (Reporting 2018/19)	Proposed Targets 2019/20	Time frame
	Ongoing grounds management practices to enhance/maintain biodiversity.		Annual	Partially Achieved: Detailed overview in Biodiversity Action Plan includes; planting for food sources; relaxing shrub, hedgerow and grassland management; seasonal maintenance accounting for nesting; tree husbandry techniques & habitat creation. <u>New Projects Completed:</u> - Swift City Oxford – new boxes in place across OBU. - Rewilding project at Harcourt Hill, - Wildflower planting at Clerici & HHH. <u>New Projects not completed:</u> - Wildlife pond at HHH – requires financial sign-off. - Peace garden – requires financial sign-off. - No new tree planting completed.	Same as 2018/19	Ongoing
	Complete surveys of 'key species'		Annual	Partially achieved: - Bird surveying with HLS is no longer supported. - Green Roof surveys complete. - Rewilding projects at Harcourt – Survey completed. - Quad at Marston Road an area of Special Interest to Nature Conservation (SINC). - Bee populations annually surveyed.	Same as 2018/19	Ongoing
	Extend wildflower meadows & Biodiversity Projects		Aug-19	Achieved: Experimental wildflower meadows were extended at HHH and in Clerici in the spring. Freedom Beehives are being nested in the tree hive, the freestanding hive was moved to Harcourt Spring 2019.	Extend wildflower meadows	Aug-19
Catering	Deliver Sustainable & Ethical Food Strategy objectives & review annually	Phillipa Fletcher / ECS Catering	Ongoing	Achieved & Ongoing: New caterer (Gather & Gather) contract to start from 1 st of January 2020.	Same as 2018/19	Annual
	Maintain Fairtrade status: Supply 7% Fairtrade food		Annual	Partially Achieved: - Fairtrade Status certificate to Feb 2020 - Fairtrade Fortnight – Fairtrade fair and fashion show - Catering involved in Fairtrade Fortnight - 2.9% Fairtrade food by spend.	- Maintain status as a Fairtrade University.	Annual
	Local supplier spend at 10% of total purchase spend		2020	Achieved: 23% of spend on local suppliers.	Local supplier spend at 12.5% of purchases for 2020. 15% by 2021 and 17.5% by 2022. Review targets with caterer.	Annual

Key Aspect	Target 2018/19	Owner	Time frame	Achieved/ Progress (Reporting 2018/19)	Proposed Targets 2019/20	Time frame
	<ul style="list-style-type: none"> - 100% Food waste for anaerobic digestion - Establish an accurate food waste baseline to set a SMART target. 		Aug-18	Partially Achieved: <ul style="list-style-type: none"> - 100% Food waste anaerobic digestion. - Food waste target baseline on hold for new caterer. 	Same as 2018/19	Annual
	<ul style="list-style-type: none"> - Providing a vegetarian offer at every outlet, every day. - Offer a vegetarian & vegan 'outlet'. - Palm oil – review where we can remove/change suppliers & products. - Review and design out single use plastics. 		Annual	Partially Achieved: <ul style="list-style-type: none"> - Vegetarian / vegan offering daily (all outlets) - Avo vegetarian & vegan 'outlet'. - Palm oil use has not been forwarded after the initial survey as caterer is changing. - Reduction in plastic use. 	Providing a vegan and vegetarian offering every day & minimise unsustainable products by establishing a baseline and setting SMART targets around: <ul style="list-style-type: none"> - Menu based Green House Gas Emissions. - Sign up to 'Sustainable palm oil Champion' scheme. - Single-use plastics review - Refill water points. 	Annual
	Maintain appropriate accreditations: <ul style="list-style-type: none"> - MSC Certification - Red Tractor scheme - Good Egg standard - Good dairy Standard (Milk) - Sustainable Restaurant Award (3*) - Oxford Good Food charter 		Ongoing	Partially Achieved: <ul style="list-style-type: none"> - Achieved 100% meat products 'Red tractor' scheme. - Achieved 100% 'MSC Fish'. - Reviewing 'Good Egg' standard. - Reviewing 'Good Dairy' standard. - Not achieved - Free-range chicken across campuses. - Conflict with HALAL offering - SRA Not achieved – On hold review with new caterer - Oxford Good Food Charter – Working within charter. 	<ul style="list-style-type: none"> - 100% meat - Red tractor scheme. - 100% MSC Fish. - 100% Free range eggs. - Review Free-range /halal chicken. - Review Good Egg, Chicken & Dairy. - Sustainable Restaurant Association – Achieve a 3* status. - Sign up to 'Oxford Good Food Charter'. - EST to review coffee certification. 	Annual
	Sustainability criteria weighted at 20% in contract Tender Process		Dec-19	Achieved: Sustainable Food Action Plan and targets included in the tender, reviewed by EST and weighted as agreed.	REMOVE TARGET	N/A
TRANSPORT	Deliver new Travel Strategy	Ashley Hayden	Annual	Partially Achieved: Working within current objectives, however, the travel plan is now out of date.	Same as 2018/19	Dec-20
	Complete new Travel Plan		Dec-18	Not Achieved: Travel survey proposed for Oct 2019. This will then feed in to the formulation of objectives and targets. New Travel plan is now proposed for Autumn 2020, the main aim of this will be to reduce car journeys and increase sustainable travel choices	New Travel Survey New Travel Plan	Nov-19 Dec-20
PROCUREMENT	Deliver Sustainable and Ethical Procurement Strategy Objectives and annually review.	Iain McWilliams / Sonia Soni	Annual	Achieved:	Same as 2018/19	Annual

Key Aspect	Target 2018/19	Owner	Time frame	Achieved/ Progress (Reporting 2018/19)	Proposed Targets 2019/20	Time frame
	<ul style="list-style-type: none"> - Review Modern Slavery Act statement; - Review Social Value Act statement; - Supplier 'Code of Conduct' sent to all current suppliers >25k; Implementation and supplier on-boarding for Net Positive Assessment Tool - 100% all supplier >25k annual spend.			Achieved: <ul style="list-style-type: none"> - Modern Slavery Act Statement (Nov 2018); - Social Value Act Statement (Nov 2018); - Supplier 'Code of Conduct' sent to all supplier >£25k (2018). Sent out with all new tendered suppliers from November 2018, committing the suppliers to work within our sustainable and ethical strategy objectives. - NPA Tool sent out to 100% of suppliers. Currently we have 188 with >£25k spend, of these 70% have signed up. - This is a cross sector tool, where 837 suppliers have committed to 10,000 actions to improve performance, of these 56% are sustainability focused. 	<ul style="list-style-type: none"> - Same as 2018/19 - Same as 2018/19 - Supplier 'Code of Conduct' to go to all new tendered suppliers; 75% of OBU tendered suppliers to be active users of the NPA tool.	Aug-19
SPACE	15% reduction in space by 2025 against a 2006 baseline (non-residential)	Sam Williams	2025	Potentially on target: Disposal of Wheatley in 2021/22 will reduce non-residential space by 17.7% from a 2019 baseline. This will be partly offset by the New Headington Hill Building, for a net reduction of 13.2%. Further work is underway to review the original 15.0% target.	Review Target for 2019/20	2025
Community Engagement	Continue waste partnership work with Oxford Direct Services: <ul style="list-style-type: none"> - Sign up to ODS campaigns & training. - Partnership with Oxclean (campaigns) - Partnership with BHF - Consider partnership with the 'Spotless campaign' - Address partnering SU. 	Andrea Siret	Aug-19	Achieved: <ul style="list-style-type: none"> - Partnership with ODS on recycling programs - Joint programme of activity for educating and providing advice to students in private rented accommodation. - Warden training completed with ODS. - Joint presence at Science Bazaar. - Support for Clean Green Gipsy Lane - OBU led spring clean sessions. - Continued partnering with BHF. - Spotless campaign still in its infancy. 	SAME AS 2018/19 Additional commitments: <ul style="list-style-type: none"> - Consider a wider OBU project at Science Bazaar 2020. - Support for Clean Green St Clements - OBU lead spring clean sessions. - Consider involvement with refashion event in Oxford. 	Aug-20
	Continue raising awareness around ODS/OBU's waste strategy: <ul style="list-style-type: none"> - Hall to Home Campaign - develop further to include more partner halls. - House Champions Scheme & landlord engagement. - More engagement through the SU. 		Aug-19	Partially Achieved: <ul style="list-style-type: none"> - Hall to Home Campaign – delivered - House Champions Scheme - awareness of the scheme has increased, including links with accommodation (internal and letting agents). - More engagement through the SU at RentSmart Campaigns. 	Same as 2018/19 (with improved communication)	Aug-20

Key Aspect	Target 2018/19	Owner	Time frame	Achieved/ Progress (Reporting 2018/19)	Proposed Targets 2019/20	Time frame
	Enhance internal / external communications and partnership working: - Community Engagement letters (2 x PA) - Year Planner (key messages/ house champions) - Hall to Home campaign - expand to partner halls. - Social Media - develop a communications plan (website, twitter feed etc). - Arrivals weekend - Residence Association meetings		Aug-19	Partially Achieved: - Enhance internal/external communications and partnership working: - Community Engagement Newsletter (2 x PA) - Year Planner (key messages/ house champions). - Hall to Home campaign – ongoing - Twitter feed – ongoing - Redevelop website - pages live - however more development needed - Review communications platform - in progress - working with SU - Arrivals weekend – presence/messages delivered. - Residence Association meetings - ongoing	Same as 2018/19 - Deliver 'From Hall to Home' campaign & develop to include other areas of the University - potential much larger event. - Potential to look at engagement with local Councillors	Aug-20

Signed off by the Vice Chancellor's Group: 02/12/19

Vice Chancellor: Alistair Fitt