

Sustainability and Environmental Policy



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Policy Approval Procedure

<p>Sustainability and Environmental Policy Author – Environment & Services Manager Trish McGloin</p>	<p>Signed off and date:</p>  <p>3rd July 2013</p>
<p>Sustainability and Environmental Policy check and approval – Director of Estates and Facilities Henry Gun-Why</p>	<p>Signed off and date:</p>  <p>8 October 2013</p>
<p>Sustainability and Environmental Policy Approval by Campus Committee- Chairman Vice Chancellor</p>	<p>Signed off and date:</p>  <p>8 October 2013</p>
<p>Sustainability and Environmental Policy Annual Review</p>	<p>Date: 7th March 2014</p>

The University of Wolverhampton Sustainability and Environmental Policy Statement

The University of Wolverhampton Offices of the Vice Chancellor recognise that virtually all activities in Higher Education have some impact on the environment. The University's performance as a well-recognised Higher Education Institution (HEI), operating from Wolverhampton and its associated Campuses will be measured not only by our pedagogic performance, but also by our impact on the shared environment.

The University of Wolverhampton recognises its responsibilities towards protecting the environment for future generations. The University is committed to promoting the conservation and sustainable management of the environment and to minimising the environmental impact of its activities to bring about a continual improvement in its environmental performance.

The University will comply fully with sustainability and environmental legislation and officially approved Codes of Practice, and will make continued efforts to:

- Embed the principles of sustainable and environmental development in its values, strategies, operations and organisational learning
- Implement policies and procedures that contribute to a reduction in the University's carbon footprint
- Increase awareness of sustainability and environmental responsibilities amongst staff, students, contractors and suppliers; and to provide suitable sustainability and environmental training for appropriate personnel
- Where appropriate, integrate the education for sustainable development into the core subjects of academic programmes and provide the opportunity for students to learn about sustainable development using the approach of Global Citizenship
- Work pro-actively with clients, the broader community, government and other stakeholders to progress sustainability and environmental initiatives and exchange best practice
- Maintain the grounds and buildings of the University Estate in an sustainable and environmentally sensitive way and wherever possible to reduce impacts on biodiversity
- Reduce our consumption of primary raw materials (water, energy etc.) and implement the principles of reduction, reuse and recycling across all of its activities so as to minimise the volume of waste sent to landfill
- Encourage the use of modes of transport by staff, students, contractors and suppliers that minimise environmental impact and promote the use of technologies and alternative means of working in order to eliminate the need for travel where possible
- Work towards a recognised sustainability and environmental standard such as ISO14001 or Ecocampus
- Design, operate and maintain environmentally sustainable facilities, and embed sustainable development best practice into the management of the University Estate
- Develop an Environment and Sustainable Procurement Policy which will recognise the University's responsibility to procure goods and services in an ethical and environmentally responsible and sustainable manner with a view to minimising the University's environmental impacts both locally and globally
- Report annually on our sustainability and environmental performance and set realistic targets against which the improvements can be measured and monitored

Signed:

Date:

Professor Geoff Layer, Vice Chancellor

Sustainability and Environmental Policy (SEP) Framework

The University's Vice Chancellor is the most senior executive with responsibility for ensuring that sustainability and environmental agendas and initiatives are implemented across the whole of the University's community, curriculum, research and consultancy activities. The Estates and Facilities Directorate will coordinate the implementation of the policy along with other key staff such as Heads of Service and Academic staff undertaking sustainability and environmental activities. The policy will be reviewed on an annual basis by the University's Sustainability, Environment and Carbon Management Group, who will report to the Campus Committee through to the Offices of the Vice Chancellor. The Campus Committee will ensure that the policy and framework serves to deliver continuous improvement and alignment with strategic objectives.

Key drivers for development of SEP

- Carbon Reduction Commitment
- HEFCE funding and compliance
- Requirement of grant submissions and when tendering for business & consultancy work
- Pre-requisite for partnerships and business initiatives
- Expectation of students, staff and visitors
- Other stakeholders
- Corporate Social Responsibility (CSR)
- Economic benefits and reduction in operating costs
- University's Vision, Mission Statement and Strategic Plan
- University's standing within the HEI sector regionally, nationally and internationally

1. Sustainability & Environmental Strategy

The University undertakes to carry out a sustainability and environmental review which will identify:

- the legislative compliance requirements
- the significant direct and indirect sustainability and environmental aspects of its activities

These aspects will cover:

- emissions to air
- releases to water
- waste management
- contaminated land
- use of raw materials and natural resources
- consumption of goods and services
- local environmental and community issues

The evaluation of these aspects will identify the sustainability and environmental priorities, for the University and form the basis of an Action Plan which will outline objectives and target setting from which continuous improvement can be identified and monitored.

2. Sustainability and Environmental Objectives and Targets

Objectives and targets will be developed to reflect the principles of the SEP. The objectives and targets should be SMART (Specific, Measurable, Appropriate, Realistic and Time) in principle and based upon accurate information and data regarding current performance levels. The sustainability and environmental objectives will take account of:

- Regulatory and compliance requirements
- the University's most significant sustainable and environmental aspects and impacts
- the SEP
- the University's broader objectives

The objectives will ideally be set by those officers directly responsible for meeting them, but will take into account the views of other stakeholders and will be ratified by the University Campus Committee and the Offices of the Vice Chancellor.

3. Sustainability and Environmental management programme and procedures

This outlines how the objectives and targets are going to be delivered. It will detail the activities that are necessary to achieve each target, the resources required and the timescale.

As part of developing a sustainability and environmental strategy, a number of underpinning policies and procedures will be required to determine how the University achieves, maintains and develops the core principles of its SEP. In some instances, this will require an amendment to an existing policy or procedure, whilst in other cases it will necessitate the creation of new ones.

4. Roles and responsibilities

4.1 Offices of the Vice Chancellor

To approve any associated policies in relation to Sustainability and environmental matters such as, transport, energy, waste, construction and procurement
To authorise all environmental objectives and targets
To present the annual report to the Board of Governors

4.2 Campus Committee

To monitor the implementation and progress of the University's Sustainability & Environment Policy
To recommend environmental objectives and targets to the Offices of the Vice Chancellor
To obtain suitable and sufficient resources to fulfil the agreed targets and objectives
To receive minutes from and approve the actions of the Sustainability, Environment & Carbon Management Group
To coordinate, approve and disseminate the sustainability and environment annual report

4.3 Sustainability, Environment & Carbon Management Group (SECMG)

To raise awareness of sustainability and environmental issues.
To promote improved environmental performance, across University Faculties and Services.
To develop and review the Sustainability and Environment Policy and recommend changes as appropriate
To coordinate, submit for approval and disseminate the sustainability and environment annual report
To take ownership of environmental objectives and targets relevant to their area of work

4.4 Environment & Services Manager (Lead on Sustainability and Environment)

To oversee the implementation of the policy and ensure legislative compliance
To produce updated reports and recommendations to Campus Committee
To promote and pilot sustainability and environmental initiatives
To work with and coordinate Environment and Energy (E&E) Champions to develop objectives and targets
To provide training relevant to the level of the Champion's role

4.5 Environment and Energy Champions

To promote their role and be the first point of contact on E&E matters within their Faculty or Service
To attend and participate in E&E meetings on a regular basis
To undertake training to gain knowledge on E&E and implement objectives and targets within their Faculty/Service
To undertake small scale monitoring of energy use and/or other environmental aspects within the working environment

5. Communications Strategy

The Communications Strategy will set out arrangements for the dissemination of information both internally and externally. The primary route for communication will be via web based and PDA/mobile access technologies. There will be links to the Annual Report and Strategic Plan.

6. Sustainability and Environmental auditing and review

A series of Environmental audits will be initiated as part of a regular audit programme which assesses the University's sustainability and environmental performance against a given set of criteria. The range of criteria will vary dependent upon the purpose of the audit which can include:

- Compliance audit
- Due diligence audit
- Sustainability and Environmental management system audit
- Issues audit
- Supply chain audit

The auditing procedure will outline the process by which an audit is conducted and by whom. Audits may be conducted by either internal or external parties.

7. Corporate Social Responsibility (CSR)

Whilst not strictly part of a sustainability and environmental management system, there is an increasing link and synergy with wider Corporate Social Responsibility. A sustainability and environmental policy goes to the heart of the ethics and values of an organisation. The choices an organisation makes show a commitment to operating in an economically, socially and environmentally responsible manner and this is embedded within the SEP statement.

CSR principles that are relevant to sustainability and environmental management are:

- stakeholder engagement
- responsibility towards current and future generations
- the application of the precautionary principle

The University needs to consider how CSR is integrated into business processes and planning and determine its output metrics.