

Environmental 2020 – 2022/23 - Targets and Objectives part of EMS – ISO14001:2015 (measured against EMS baseline data)

Jan 2020 – Dec 2020 progress

Impact Area	Objective	Target	Indicators	April 2020	August 2020	Jan 2021	Responsibility
Sustainable Food	Limit the impact of food purchasing	To progress Sustainable Restaurant Association feedback report and Soil Association accreditation. To review food offer across the University's (and CMSU's) catering outlets. Engage with CSSHS (Nutrition and Dietetics) Real World project to support development of new product (food) development at University catering outlets. Enhance involvement with the Sustainable Food City initiative. Continue to review impact on Waste Management Strategy.	To improve scoring of 78% and 3 stars for Sustainable Restaurant Association and achieve Soil Accreditation. Continue to review single use plastic use at all outlets. Measure of re-usables with hot drink purchases and single use cups collected for recycling and number of free water vends. Food waste and food prep data to be collated for WRAP.	Received a gold award by the Sustainable Restaurant Association in September 2019 Nominated as one of the top 20 sustainable businesses by the SRA in 2019. Menus and food offer have been updated in September to include the following <ul style="list-style-type: none"> • More healthy & vegan lines available on the menu every day through the two food courts on campus • Vegan and healthier sandwich options also available every day through the 6 catering venues on campus • Actively support and promote healthier eating options through the hospitality service • Healthy options becoming part of the day to day menu cycle. • Signed pledge for the Peas Please/ veg pledge campaign to add more vegetables into our menus with the Food Cardiff group. http://foodfoundation.org.uk/peasplease/ • Actively supported Global week 2019/20 to increase the range of international dishes on the menu at both campuses • Continue to sell and promote reusables chilly bottle/mugs /food containers to further reduce the amount plastic used on campus • Introduced dedicated vegan station in the K1 restaurant so a vegan choice is available on the menu every day. • Vegan pop day in the CSM Atrium in February 2020 • Go green day Vegan pop up lunch – very popular with staff and students on campus 	Menus and food offer have been updated ready for the September 2020 intake to include the following :- <ul style="list-style-type: none"> * More healthy & vegan lines available on the menu every day through the two food courts * Vegan and healthier sandwich options also available every day through the 6 catering venues on Campus * Actively support and promote healthier eating options through the hospitality service * Healthy options becoming part of the day to day menu cycle. * Signed pledge for the Peas Please/ veg pledge campaign to add more vegetables into our menus with the Food Cardiff group. http://foodfoundation.org.uk/peasplease/ 	Received a gold award by the Sustainable Restaurant Association in September 2019. Nominated as one of the top 20 sustainable businesses by the SRA in 2019. Menus and food offer have been updated ready for the September 2020 intake to include the following <ul style="list-style-type: none"> * Healthier & vegan lines available on the menu every day through the two food courts on campus * Vegan and healthier sandwich options also available every day through the 6 catering venues on campus * Actively support and promote healthier eating options through the hospitality service * Healthy options becoming part of the day-to-day menu cycle. * Signed pledge for the Peas Please/ veg pledge campaign to add more vegetables into our menus with the Food Cardiff group. http://foodfoundation.org.uk/peasplease/ * Actively support Global and go green week 2020/21 to raise awareness to international cuisine and culture and green * Continue to sell and promote reusables chilly bottle/mugs /food containers to further reduce the amount plastic used on campus (this will be 	Catering & Hospitality Manager

				Working with the Soil association and working towards their accreditation. Currently on hold due to Covid.		introduced again once social distancing is removed) * Introduced dedicated vegan station in the K1 restaurant so a vegan choice is available on the menu every day. Working with the Soil association and working towards their accreditation. Currently on hold due to Covid.	
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Waste Management	Reduce waste and increase awareness	<p>Reduce total number of bins across Campuses and standardise to support clear message on Recycling (survey pre – March 2020 and post July 2020).</p> <p>To remove all Glass and Food waste from Halls Recycling (DMR) and General Waste streams at Cyncoed and Plas Gwyn by July 2020 (current contamination level to zero – Record reported incidents to date and measure against reported incidents as at July 2020).</p> <p>To make all Staff, Students and Visitors aware of the Recycling and Re-use facilities at the University (surveys of Students and Staff to be undertaken during March 2020 and again June 2020).</p>	<p>Audit of bin locations and numbers March 2020 and survey review data.</p> <p>Record reported incidents to date and measure against reported incidents as at July 2020.</p> <p>Record of awareness activities and survey results.</p> <p>Maintain zero waste to landfill and work towards Welsh Government's target of recycling 70% of our waste by 2025.</p>	<p>Environment and Estates Budgeting – To fund changeover of bins (cost paper to be submitted).</p> <p>Support from Sustainability Engagement Manager - To recruit Students to assist with Bin audits and establish the best way to engage with new and existing students on driving performance on Recycling.</p> <p>SU / Catering – Support to enforce the message on Recycling (following changeover of bins and provision of comms materials)</p>	<p>1) Reduce total number of bins across Campuses and standardise to support clear message on Recycling (survey pre – March 2020 and post July 2020). Process has started at Cyncoed as there is a greater mix of types of bins there, focussing on external bins initially. Aim to re-purpose the existing 'Cardiff Met Blue' single bins to support action point 2. Meeting with Fab Lab to scope re-purposing of these bins to create Glass bins that will be safe for Student use and for Gavin Jones to easily empty has been delayed due to current Covid-19 crisis. Contact has now been made with Fab Lab to progress scoping of this work, delivery of a sample bin will be completed week commencing 4th May.</p> <p>The cost of replacement to the Dual type bins is significant; given the current crisis, consideration is to be first given to relocating dual type bins from Llandaff – if quantities permit. This will delay the changeover.</p> <p>The current Waste Management contract will be extended for 1 year from August 2020, discussions ongoing with contractor to scope the reduction of collection frequency / size of bins etc. to reflect reduced demand from a reduced physical Staff and Student presence on Campus. Potential saving could be re-directed to fund the changeover of external bins outlined above.</p>	<p>Reduce total number of bins across Campuses and standardise to support clear message on Recycling (survey pre – March 2020 and post July 2020).</p> <p>The cost of replacement to the Dual type bins is significant; given the current crisis, consideration is to be first given to relocating dual type bins from Llandaff – if quantities permit. This will delay the changeover. The current Waste Management contract will be extended for 1 year from August 2020, discussions ongoing with contractor to scope the reduction of collection frequency / size of bins etc. to reflect reduced demand from a reduced physical Staff and Student presence on Campus. Potential saving could be re-directed to fund the changeover of external bins outlined above. Action – Paper to be submitted to Director of Environment and Estates detailing total cost and efficiency saving from Waste contract for consideration before progressing ordering of replacement bins. Completed, £8k saving achieved on Waste contract due to reduced volumes of waste and collection frequencies has been utilised to fund the purchase of new Bins at Cyncoed Campus. Bins received on Campus 6th January 2021, now being issued,</p>	Head of Campus Services

					<p>Action – Paper to be submitted to Director of Environment and Estates detailing total cost and efficiency saving from Waste contract for consideration before progressing ordering of replacement bins.</p> <p>2) To remove all Glass and Food waste from Halls Recycling (DMR) and General Waste streams at Cyncoed and Plas Gwyn by July 2020 (current contamination level to zero – Record reported incidents to date and measure against reported incidents as at July 2020)</p> <p>Implementation of Food waste recycling has progressed at Plas Gwyn, some issues with missed collections that have been addressed with the contractor emphasising the importance of ensuring that this does not happen regularly as it could lead to overspill and pest control issues, and subsequently ceasing of the recycling of food waste. Food waste collection at Cyncoed to be rolled out once the pilot at Plas Gwyn has been approved; now aiming for implementation in readiness for start of next Academic year. Implementing Glass recycling at Cyncoed via use of repurposed bins on Campus to be implemented if scoping by Campus Services and Fab Lab is successful. Cost for new Glass bins will be included in the cost paper referenced in Target 1 above.</p> <p>3) To make all Staff, Students and Visitors aware of the Recycling and Re-use facilities at the University (surveys of Students and Staff to be undertaken</p>	<p>some require installation (bolting to floor).</p> <p>New Action – Recycling posters to be refreshed across the Campuses, focussing on areas that remain in use during the Pandemic.</p> <p>2) To remove all Glass and Food waste from Halls Recycling (DMR) and General Waste streams at Cyncoed and Plas Gwyn by July 2020 (current contamination level to zero – Record reported incidents to date and measure against reported incidents as at July 2020) Implementation of Food waste recycling has progressed at Plas Gwyn, some issues with missed collections that have been addressed with the contractor emphasising the importance of ensuring that this does not happen regularly as it could lead to overspill and pest control issues, and subsequently ceasing of the recycling of food waste. Food waste collection at Cyncoed to be rolled out once the pilot at Plas Gwyn has been approved; now aiming for implementation in readiness for start of next Academic year. Implementing Glass recycling at Cyncoed via use of repurposed bins on Campus to be implemented if scoping by Campus Services and Fab Lab is successful. Cost for new Glass bins will be included in the cost paper referenced in Target 1 above. Completed. Glass bins received 6th January 2021, now being installed (bolted to the floor for safety reasons) outside Halls alongside</p>	
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					<p>during March 2020 and again June 2020) Increased activity on Social Media (Twitter account CMetRecycling) to support environmental behaviour. Surveys to establish baseline on Staff and Student understanding of existing facilities delayed, this will now be undertaken around July time for staff. Key information sought is what do staff think they can recycle and how they can do that within the University, and also what would encourage staff to recycle more. Reverse Vending machine (Plastic bottles) is now ready for delivery to Llandaff Campus, awaiting confirmation of delivery date to facilitate its locating within Zen. Agreement with CMET Catering and SU that this will be a non-incentivised pilot, going forward potential to incentivise via discount on outlets – logistical issue to resolve in respect of where the discounts will apply, action to be taken forward however has support in principle from both CMET and SU.</p>	<p>each existing Bin Corral, once installation completed Residential Students will be advised to use these instead of placing Glass bottles / Jars in the Black bag waste. 3) To make all Staff, Students and Visitors aware of the Recycling and Re-use facilities at the University (surveys of Students and Staff to be undertaken during March 2020 and again June 2020) Increased activity on Social Media (Twitter account CMetRecycling) to support environmental behaviour. Surveys to establish baseline on Staff and Student understanding of existing facilities delayed, this will now be undertaken around July time for staff. Key information sought is what do staff think they can recycle and how they can do that within the University, and also what would encourage staff to recycle more. Reverse Vending machine (Plastic bottles) is now ready for delivery to Llandaff Campus, awaiting confirmation of delivery date to facilitate its locating within Zen. Agreement with CMET Catering and SU that this will be a non-incentivised pilot, going forward potential to incentivise via discount on outlets – logistical issue to resolve in respect of where the discounts will apply, action to be taken forward however has support in principle from both CMET and SU. Incomplete - Carried forward. Due to reduced footfall on Campus, Catering facilities have been</p>	
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						<p>scaled down resulting in the Reverse Vending pilot not being rolled out. Closure of P Block SU area (location of the Reverse Vending machine) has since closed. New Action: Re-located Reverse Vending Machine to Cyncoed Campus, in consultation with SU / CMET Catering, to either Bench or Zen. Once complete, re-marketing of the facility to be progressed.</p>	
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Travel & Transport	Minimise the negative environmental impact of University related travel & transport	<p><u>Walking</u> To increase student and staff walking to campus by 3% and 5% respectively over the next two years to have 30% of students and a fifth of staff walking to campus. To measure results via the biennial Student & Staff Travel Survey, scheduled for November 2020.</p> <p><u>Cycling</u> To increase cycling to campus as a preferred mode to single occupancy car use via exploring the opportunity to become part of Cardiff Councils 'Cycle Super-Highway' planned for 2023. To increase cycling at Llandaff Campus from 14.08% to 20% in annual 2% increments over the next three years. To expand the cycle storage facilities at both Llandaff and Campus before 2023.</p>	<p><u>Walking</u> November 2018 survey indicated that currently 27% of students and 15% of staff walk to campus.</p> <p><u>Cycling</u> To be assessed via the Student & Staff Travel Survey and via cycle storage/changing card access requests.</p> <p><u>Met Rider</u> To be assessed via annual sales figures.</p>	Travel Plan completed and awaiting forward from VC. Cycle to Work Scheme on pause due to C19 but will be re-launched on return to normal business. Proposal to increase voucher to £2k and hold two windows. Cardiff Bus meeting on 27/04/20 to discuss progression to app based ticketing FE HE South Wales Travel Group meeting scheduled for November 2020 Launch of staff student travel survey – November 2020	Expansion of Cycle To Work Scheme to £2k ceiling. Facilitating the purchase of electric bicycles. Scheme concluded in September with 28 participants. Second purchase to help facilitate furloughed staff scheduled for March 2021 Met Rider service suspended in line with Covid 19 issues and Government advice to avoid public transport following approval by VCEG. Consultation on 2021/22 service to resume in February 2021 with Cardiff bus. Partial refund of Rider passes 2019/20 due to cessation of service completed with 575 applications processed. Plans for Super Highway travelling along the perimeter of Llandaff Campus and proposed making pedestrian the centre of the campus to be revisited in February 2021 NEXT Bike – membership increased to 5,000 permits and additional stands installed at Llandaff Campus. Proposal to be an e-bike station once launched in Cardiff to be explored in new year. Faxi Scheme on hold presently due to obvious Covid 19 complications associated with car sharing to be revisited in new year. Explore e vehicle charging points on campus as a response to increasing demand amongst staff. Due to increased numbers of staff working from home and a	Expansion of Cycle To Work Scheme to £2k ceiling. Facilitating the purchase of electric bicycles. Scheme concluded in September with 28 participants. Second purchase to help facilitate furloughed staff scheduled for March 2021 Met Rider service suspended in line with Covid 19 issues and Government advice to avoid public transport following approval by VCEG. Consultation on 2021/22 service to resume in February 2021 with Cardiff bus. Partial refund of Rider passes 2019/20 due to cessation of service completed with 575 applications processed. Plans for Super Highway travelling along the perimeter of Llandaff Campus and proposed making pedestrian the centre of the campus to be revisited in February 2021 NEXT Bike – membership increased to 5,000 permits and additional stands installed at Llandaff Campus. Proposal to be an e-bike station once launched in Cardiff to be explored in new year. Faxi Scheme on hold presently due to obvious Covid 19 complications associated with car sharing to be revisited in new year. Explore e vehicle charging points on campus as a response to increasing demand amongst staff.	Travel Plan Manager

		<p><u>Met Rider</u> To migrate to an app based Met Rider pass for September 2020. To explore having more public bus services delivering to Llandaff Campus through open bus access to the front of Llandaff Campus. To increase Rider patronage amongst both students and staff by 5% in total over the next three years.</p>			<p>reduction of students to campus, part of front car park allocated to student parking. Cycle store in Llandaff quad relocated to make way for outside social areas. Bike MOT's undertaken on all campuses with a positive response from students and staff alike. To be repeated in new year</p>	<p>Due to increased numbers of staff working from home and a reduction of students to campus, part of front car park allocated to student parking. Cycle store in Llandaff quad relocated to make way for outside social areas. Bike MOT's undertaken on all campuses with a positive response from students and staff alike. To be repeated in new year</p>	
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Sustainable Procurement	Through applying sustainable procurement principles and practices, the University aims to meet its need for products and services in a way that achieves value for money, yet delivers the most positive social, environmental and economic impacts possible throughout the entire life cycle of whatever has been procured	To embed sustainable procurement practices is all key stages of the procurement lifecycle process.	<p>Programme of engagement with prospective, new and existing suppliers that sets out Cardiff Met's expectations in regards all aspects of sustainable supply chains.</p> <p>Implemented during the first half of 2020. Indicators of engagement and success for this programme will include:</p> <p>100% of all suppliers bidding for Cardiff Met contracts</p> <p>100% of all new suppliers engaged by the University</p> <p>Proactive sustainability engagement resulting in the identification of new sustainability opportunities and active enhancements across the key suppliers in the Universities top 10 sustainability risk commodities as identified through the Higher Education Procurement Academy ('HEPA') Commodity Risk Sustainability Assessment profile.</p> <p>Numbers of new suppliers and % who respond to the</p>	<p>Sustainable Supply chain policy has been updated.</p> <p>New Sustainable Supply chains documentation has been drafted that consolidates and updates previous information and addresses all aspects of sustainability in supply chains, including environmental, equality & diversity, fair employment and discrimination. This documentation will be used in all tender exercises, with a light-touch version utilised where appropriate.</p> <p>Versions of this documentation are being tailored to suit 'new' applications: in the engagement with all new suppliers; a planned revision of the University contract management process; and an annual update process for a broader range of suppliers than currently covered by the formal contract management process.</p> <p>Once complete, this process will enable the introduction of supplier engagement and response targets.</p> <p>The University has adopted a UK HE sector sustainability risk assessment profile and has mapped the University's top risk commodities. Preparations are under way for the development of specific commodity guidance for these high risk categories.</p>	<p>Sustainable Supply chain policy has been updated.</p> <p>New Sustainable Supply chains documentation has been drafted that consolidates and updates previous information and addresses all aspects of sustainability in supply chains, including environmental, equality & diversity, fair employment and discrimination. This documentation will be used in all tender exercises, with a light-touch version utilised where appropriate.</p> <p>Versions of this documentation are being tailored to suit 'new' applications: in the engagement with all new suppliers; a planned revision of the University contract management process; and an annual update process for a broader range of suppliers than currently covered by the formal contract management process.</p> <p>Once complete, this process will enable the introduction of supplier engagement and response targets.</p> <p>The University has adopted a UK HE sector sustainability risk assessment profile and has mapped the University's top risk commodities. Preparations are under way for the development of specific commodity guidance for these high risk categories.</p>	<p>Updated Supplier record creation and engagement' process being finalized and prepared to be built into the Agresso MS7 system workflows. This will enable enhanced levels of detail of supplier activity in all aspects of sustainability to be captured as soon as they start engaging with Cardiff Met. Once complete, this process will enable the introduction of supplier engagement and response targets.</p> <p>The University has adopted a UK HE sector sustainability risk assessment profile and has mapped the University's top risk commodities. Preparations are under way for the development of specific commodity guidance for these high risk categories.</p> <p>Utilisation of the new business travel arrangements has enabled the development of detailed travel impact environmental / scope 3 emissions reports.</p> <p>The University Ethical Supply Chain policy has been updated to embrace latest policy developments and strengthen the focus on safe working conditions in supply chains. Preparation is under way to issue the tender for property cleaning in early 2021. The tender will include carbon impact criteria.</p> <p>Cardiff Met is leading dialogue between the Welsh Universities purchasing consortium (HEPCW) and NetPositive Futures regarding access for all</p>	Head of Procurement

			<p>sustainable procurement aspect</p> <p>% of suppliers asked who engage in the self-declaration process.</p> <p>Identifying, recording of and reporting on tangible benefits and successes across the supply chains.</p> <p>% of 'high risk commodities' where commodity specific sustainability strategies and guidance exists.</p>			<p>HEPCW member institutions (including Cardiff Met) to the NetPositives 'supplier sustainability action plan' development portal. It is hoped agreement will be reached in January 2021 for access to the Net Positives platform in spring 2021. The platform currently holds records of over 600 Cardiff Met suppliers of whom over 500 have live sustainability action plans. Access to this data will not only help better inform Cardiff Met about activity in its supply chains but is also suitable for student research projects related to supply chain and sustainability projects.</p>	
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Impact Area	Objective	Target	Indicators	April 2020	August 2020	Jan 2021	Responsibility
Students' Union	Increase awareness activities with students and the community	<p><u>Events</u></p> <p>Number of sustainable awareness events</p> <p>Number of Fairtrade events</p> <p>Attendance at Cardiff Met Community Days</p> <p>Attendance at Global Week</p> <p>Number of events organised by Students' Union</p> <p>Part Time Environmental Officer</p> <p>Number of student litter picks organised by SU</p> <p>volunteering</p> <p>Numbers of sustainable stalls at fresher's fayre</p> <p>Numbers of events for Go Green week</p> <p><u>Initiatives</u></p> <p>Numbers of Fairtrade Steering Group members</p> <p>Number of Sustainable societies</p> <p>Continue Fairtrade Status</p> <p>Number of students taking part in the Cardiff Met Award, with the level: - Health and Wellbeing `; Global Mind Set and Sustainable Thinking</p>	<p><u>Events</u></p> <p>1</p> <p>3</p> <p>4</p> <p>1</p> <p>1</p> <p>1</p> <p>4</p> <p>1</p> <p><u>Initiatives</u></p> <p>3</p> <p>1</p> <p>Attain</p> <p>2 of each</p> <p><u>Awareness</u></p>	<ul style="list-style-type: none"> o There are ongoing sustainability events that the SU is involved in. o New Action Plan/Policy approved. o Environmental SU officer (KB) arranging an event for Go Green. o Volunteering week this week, Cardiff met award. ☑ Thursday, event in Zen bar. 	<p>Since mid March 2020 much of the operations of the Students Union have been closed down and we have operated with a small core team of staff and officers to support students both in terms of their academic requirements and their mental health and wellbeing. Many of our staff who would have been involved in environmental campaigns were put on furlough and remain so at the time of this report.</p>	<p>Since mid March 2020 much of the operations of the Students Union have been closed down and we have operated with a small core team of staff and officers to support students both in terms of their academic requirements and their mental health and wellbeing. Many of our staff who would have been involved in environmental campaigns were put on furlough and remain so at the time of this report.</p> <p>As a result many of the normal initiatives and campaigns that we would participate in or organise have had to be curtailed or postponed. Much of what we have done has been through online or virtual media given the restrictions in place on campus.</p> <p>In reporting within our responsibilities in the Environmental Aspects, we have tried to provide a continued focus on environmental and sustainability issues and our Part Time Officer has provided us with information on the activities that they have undertaken.</p> <p>Therefore whilst the report may not be as comprehensive or in the format of previous submissions it reflects what we have been able to do in very challenging circumstances.</p> <p>Part Time Student officer Update.List of Activities Delivered / Planned</p>	Director of Students' Union

		<p><u>Awareness</u> Number of social media posts Number of students engaging over recycling bags / food waste bags Number of initiatives introduced by the Students' Union Number of Environmental Champions Continue to hold the Social Enterprise Mark</p>				<p>Hosted an online talk from Swapabee Submitted an application for a School orchard to natural Resources Wales Liaising with our Enactus Society and Climate Change society to participate in the community garden Drafted a sustainability guide for students Social media postings on; walk to school month / world vegan day / Keep Wales tidy -12 days of Christmas / Veganuary / meatless Mondays / Wasteless Wednesdays. Student Societies In addition to the above, we have been working with our Enactus Society to set up a sustainable / healthy eating initiative in our Cyncoed Campus shop which will allow students and staff to purchase a range of products using their own containers. We have purchased all the POS , scales and printer for this and it will go live once students return to campus in full. In addition we have approved 2 new societies within our School of Art and Design aimed at promoting the reuse of materials / art products in clothing etc. Similarly, there will be more progress to report on these once the students are able to undertake face-to-face meetings in a safe manner. Students Union- General update In September, we delivered a virtual freshers fayre in place of the event, which normally takes place in the National Indoor</p>	
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						<p>Athletic Centre and attracts over 4k students and exhibitors. This had a massive take up from both new and returning students and has remained as a live event throughout the first term.</p> <p>We also went for a digital version only of our Essential Guide, which was e mailed out to all incoming students and was able to be accessed by all our International students. This has saved on printing and postage costs.</p> <p>In previous years, we have provided a Christmas Market for students in the Llandaff Campus centre, and this year we moved this to on line version providing the opportunity for students and niche craft companies to promote their goods to the student body.</p>	
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Sustainable Estates - Construction, Refurbishment, Biodiversity	Construction, Refurbishment, Biodiversity	Net zero carbon by 2030 – target in NET ZERO CARBON action plan will encompass different aspects of the EMS.	<p>Improve external estate, increasing connectivity, wellbeing, biodiversity, pedestrian safety, aesthetics and social/informal learning - see Biodiversity Action Plan.</p> <p>Plant at least 60 trees – 25 each at Cyncoed and Llandaff, 10 at Plas Gwyn.</p> <p>Create new space for staff and student food growing, at all campuses.</p> <p>Increase external seating areas by at least 20 spaces each at Cyncoed and Llandaff, 10 at Plas Gwyn.</p> <p>Remove smoking shelters as Clean Air Policy starts in September 2020.</p> <p>Create conservation area and walk in east/riverside wood at Llandaff.</p> <p>Create new route to riverside at rear of Llandaff.</p> <p>Replace central bike shelter at Llandaff with larger shelter using sustainable materials.</p> <p>Additional living wall planting at Cyncoed and Llandaff.</p>	<p>Planted 4 trees at Plas Gwyn,</p> <p>Supplied planters for fruit trees to be planted in at Llandaff campus.</p> <p>Turfing and benches fitted at front of campus.</p> <p>Removal of smoking shelters on all sites.</p> <p>40 Outdoor benches and tables with parasols installed at Llandaff and Cyncoed.</p> <p>Additional living wall installed at Cyncoed including planting of 700 bedding plants in the green walls.</p>	<p>Construction of timber outdoor, covered, spaces for social learning at Cyncoed and Llandaff.</p> <p>Removal of metal bicycle shelter from centre of campus.</p> <p>Landscaping of the quad area at Cyncoed</p> <p>60 trees planted at Llandaff to create a new orchard area.</p>	<p>ARUP study on pedestrian access and safety at Llandaff produced 2019 – key recommendations have been reviewed and we have taken the opportunity to revisit the external environment in a Project we are calling, Greening of the Campus. This includes hard and soft landscaping, with a priority of pedestrians over vehicular access throughout the Campus. This will also incorporate Decarbonisation works with solar panels, charging points, external seating areas and covered areas to create social and learning spaces, as well as increasing the landscaping and planting.</p> <p>Proposal to develop new car route to rear of Llandaff being taken forward with Cardiff Council, to allow main precinct to be pedestrianised/greened – this is part of the Greening of the Campus.</p> <p>Board informed November 19 of intention to be net zero carbon by 2030 – action plan being developed currently.</p> <p>Removal of 40 parking signs from front of Llandaff campus over Christmas, new external seating, lighting, marked pedestrian route ways, opening out of woodland area to coincide with opening of CST Phase 1</p> <p>New orchard and fruit planting as part of Enactus student project, with plans for larger growing schemes on both</p>	Director of Environment & Estates

			<p>Green front of Llandaff campus through additional turfing at roadside and sympathetic redecoration of key buildings. Provide training/learning opportunities for beehives on both campuses. Ensure sustainability at heart of new construction/campus redevelopment and estates strategy.</p>			<p>campuses. Awaiting delivery of 80 fruit trees.</p>	
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Impact Area	Objective	Target	Indicators	April 2020	August 2020	Jan 2021	Responsibility
Paper & Print	Managed print service	<p>Monitor & educate top users (staff) for single-sided & colour print. Measure and report on double-sided print across the fleet (monthly reporting).</p> <p>Measure and report on colour print across the fleet (monthly reporting).</p> <p>Measure and report on overall scanning volumes across the fleet (monthly reporting).</p>	<p>Monthly reporting with top 5 users identified, contacted and information provided on methods to reduce consumption. Baseline of 60% duplex. Baseline of 65% mono. Baseline of 500,000 scans per calendar year.</p>	<p>1) Top 5 users identified for both single-sided print and colour print. Information & guides to be provided when university re-opens</p> <p>2) Double sided print for the period was 62.9% (2.9% above baseline)</p> <p>3) Mono print for the period was 73.3% (8.3% above baseline)</p> <p>4) A total of 106,606 pages were scanned over this period</p>	<p>Due to the closure of the university in March (COVID -19) the volume of print has been negligible for a skeleton of staff on campus. Many devices were not used at all during this period With the start of the academic year at the end of September and the return of students to campus, print volumes will be monitored to establish the new normal level.</p>	<p>1) Monthly reporting with top 5 users identified, contacted and information provided on methods to reduce consumption - Due to extraordinary operating during COVID-19 identify top users was not completed as print volumes are drastically reduced with very few staff on campus and many printers remaining unused, due to lack of resources within the Print Studio where staff have been furloughed and/or redeployed.</p> <p>2) Baseline of 60% duplex – 60% achieved in this quarter</p> <p>3) Baseline of 65% mono - 64% achieved in this quarter however due to the very low demand this is not representative of normal use.</p> <p>4) Baseline of 500,000 scans per calendar year = quarterly total of 22,578 – in line with reduction in print volumes during COVID-19</p>	Commercial Services Manager

Impact Area	Objective	Target	Indicators	April 2020	August 2020	Jan 2021	Responsibility
Environmental Awareness	Increase awareness activities, Campus and within Community	To raise awareness of environmental and sustainability issues amongst Cardiff Met staff, students, stakeholders and local community with events and communication. Maintain ISO 14001: 2015. Improve standing in P&P Green League table.	Monthly reporting on events type, number and impact. Maintain continuous improvement with ISO 14001 and achieve zero non-conformities. Improve on 68 th from 2019 league.	1) Monthly reporting on events type, number and impact – During the reporting period events took place, with the assistance of a new post holder – Sustainability Projects Officer. Five Repair Cafes, 2x Community Days, Green Workshop, KESS2 Seminar, Business in Action Seminars, Sustainable Food Lecture, Volunteering Forum with Environmental Champions, Go Green Week, Litter Pick and Fair-trade Meetings. All events impact have been measured via social media platforms – with the introduction of Instagram during this period.2) Maintain continuous improvement with ISO 14001 and achieve zero non-conformities – Successful external audit in January 2020 with no non-conformities raised.3) Improve on 68th from 2019 league Sustainability Engagement – continuation of implementation of planned tasks for improvement in the league table and reporting to this Sustainability Committee	1) No events took place during the reporting period due to covid-19 and Campus closure. 2) Maintain continuous improvement with ISO 14001 and achieve zero non-conformities – Successful external audit in January 2020 with no non-conformities raised. 3) Improve on 68th from 2019 league Sustainability Engagement – continuation of implementation of planned tasks for improvement in the league table and reporting to this Sustainability Committee. Internal Audits have been completed as desktop exercise during Campus closure. Chemical and Hazardous substances will be audited when return to Campus.	1) A number of events have taken place on Campus and online, Free Bike Servicing held in November x3 events, Litter picks x 7 at each Campus. Online – Hedgehog Friendly Campus, Single use coffee cups on Campus, Free Green Workshops – Wasteless Home & Wasteless Bathroom. Submission of Hedgehog Friendly Campus Bronze submission. 2) Maintain continuous improvement with ISO 14001 and achieve zero non-conformities – Next external audit in January 2021 3) Improve on 68th from 2019 league Sustainability Engagement – continuation of implementation of planned tasks for improvement in the league table and reporting to this Sustainability Committee. League on hold for 2020	Sustainability Engagement Manager

Impact Area	Objective	Target	Indicators	April 2020	August 2020	Jan 2021	Responsibility
Energy & Utilities	Reduce Energy & Water consumption	Reduce utility emissions to meet reduction targets (currently 3% per annum) as set out within Carbon Management Strategy. Development of Carbon Management Plan project list to deliver aims of the Carbon Management Strategy, including prioritisation of projects for implementation. Improve awareness of energy and utility consumption across the estate through regular targeted reporting of key data through meetings with schools.	<p>Reduce absolute carbon emissions from water by 10% by 2022/23, compared to the 2017/18 baseline. This is equal to a 2% reduction in water related CO2e emissions per annum.</p> <p>Reduce absolute carbon emissions from energy by 15% by 2022/23, compared to the 2017/18 baseline. This is equal to a 3% reduction in energy related CO2e emissions per annum.</p> <p>Net carbon zero by 2030 – action plan May 2020</p>	<p>1. Estate wide electricity consumption over the period Jan – March 2019 showed continued improvements with a reduction of 7.6% compared to the same period last year, although the last 8-10 days of March after shutdown skews these values. Data does not include April 2020. YTD, electricity profiles are showing a reduction of 5% compared to last year which is ahead of the annual carbon reduction target but will need to be viewed with caution based on current circumstances with COVID-19. Although generally mild this winter, February was colder than last year and therefore, gas consumption represents an increase of 4.1% for this period and gas values are not influenced as much by the estate shut down towards the latter part of March due to longer running hours for hot water and some heating across buildings on the weekends prior to shutdown. YTD profiles on gas are currently sitting at 4.8% higher than the previous year resulting largely from the early months of Oct – Dec being much colder than last year. Estate wide water consumption over Jan-Mar is up by 14% compared to 2018/19 resulting primarily from a significant leak in Cyncoed that took some time to resolve. Overall water consumption is up by 16.7% YTD compared to last year as a result with general increases across all campuses also contributing to this.</p> <p>2. Key projects currently underway – key projects currently in train are the upgrade of all external lighting across Llandaff and Cyncoed Campuses. Cyncoed has been completed and represents a 79% reduction in consumption overall compared to the previous fittings. Llandaff will be progressed next as soon as we are in a position to return to site. A feasibility review into upgrading the BMS in CSM to</p>	<p>As a result of the COVID 19 shutdown across the University estate, consumption of electricity has been confined largely to operational Residences blocks. Where viable, plant and equipment across all academic buildings was shutdown, however an electricity base load remained across the estate for all connected buildings and IT servers to enable staff to work remotely. Estate wide YTD electricity consumption dropped by 14% compared to last year although it is now currently not accurate to draw performance comparisons with last year as a result of the impacts experienced by the lockdown. Electricity consumption reduced by 44% for the April-June period compared to the previous year. Bills for July have not yet arrived but are expected to portray a similar trend. Estate wide YTD gas consumption (excluding July bills) has seen similar drops of 14% following the lockdown although despite demand for gas reducing over the summer months, consumption across the Estate between April and June reduced by 84% compared to the same period in 2019, largely due to disabling all heating in academic buildings across the University.</p>	<p>1. As a result of the continued impacts of COVID 19 on occupancy across the University estate, consumption of electricity has reduced across all buildings. Student numbers in the first term were lower than expected and this led to a reduction in occupied spaces and lower demand for services. Estate wide YTD electricity consumption dropped by 23% compared to last year (Aug – Nov) although it is still currently not accurate to draw performance comparisons with last year as a result of the impacts experienced by the pandemic. Heating demand across the estate has largely remained the same albeit set against the ventilation requirements to combat the spread of COVID 19 making buildings and teaching spaces uncomfortable for learning and teaching and heating less effective. Despite this, reduced services, shorter operating hours and less demand for sports facilities has resulted in lower gas consumption. Estate wide YTD gas consumption has dropped by 30% to end October (Nov bills not in), also aided by relatively mild weather conditions for the autumn months. Following the start of term and with less students and staff onsite, water consumption reduced by 34%</p>	Energy and Environment Engineer

				<p>the new platform that's been rolled out across the rest of the estate is still ongoing.</p> <p>3. Dashboards issued to Residences detailing monthly consumption were not utilised and feedback suggested they needed to be reviewed. A review of best practice energy reporting will be explored going forwards.</p>	<p>Despite the impacts of COVID 19, water consumption still shows an increase of 1% YTD compared to last year. This is a result of elevated consumption throughout the year compared to last year and if the events of the previous months had not occurred, this increase would be much higher.</p> <p>Estate wide water consumption over the Apr-Jun period is down by 48% compared to 2018/19.</p> <p>2. Key projects currently underway – during the lockdown, improvements in lighting have been carried out in Llandaff CSM, Llandaff external lighting upgrades continue to be rolled out and a paper outlining the University's existing GHG Inventory is being developed to inform future actions that will contribute to the NET Zero Carbon Strategy. Improvements are also planned to upgrade lighting and controls in NIAC in the coming months. 3. Further research is being undertaken to develop more detailed consumption/cost analysis report</p>	<p>YTD compared to last year over the Aug-Nov period.</p> <p>2. Key projects currently underway – further improvements in lighting have been carried out in Llandaff CSM, Llandaff external lighting upgrades continue to be rolled out and a paper outlining the University's existing GHG Inventory has been submitted to inform future actions that will contribute to the NET Zero Carbon Strategy. NIAC computer based lighting controls have been replaced with manual switching as a more user friendly solution together with improved LED floodlights over key areas in the arena. New lighting has been installed to the front of Llandaff carpark and walkway enhancing the lighting in that area. Feasibility study into retrofitting a heat pump heating system into Llandaff N Block is also being undertaken. Key input into electrical and mechanical specifications and installation for Llandaff CST Phase 2 to reduce energy consumption. Development of a Standardised Lighting Specification for the University to be utilised across refurbishment and new build projects. Analysis of scope 3 emissions and gap analysis - working with Procurement on establishing goods and services footprint. Development of tender specification for the upgrade of</p>	
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						CSM BMS. Inclusion of RICS SKA as a pilot in CST Phase 3 as a self-assessed sustainable assessment tool. 3. Further research is being undertaken to develop more detailed consumption/cost analysis reports.	
Impact Area	Objective	Target	Indicators	April 2020	August 2020	Jan 2021	Responsibility
Emissions & Effluents	Legislation Compliance / Best Practice	Compliance with Legislation /Best Practice, Drainage Discharge, Emissions to Air, Drainage, Air Conditioning, Lev's and Fume Cupboards, Water Treatment / Control of Legionella.	Recording of Compliance with Legislation and Best Practice for Drainage Discharge; Emissions to Air; Drainage; Air Conditioning; Lev's and Fume Cupboards and Water Treatment / Control of Legionella, checking via internal student audits and ensuring compliance through our legislation update service.	Student Auditors completed their Emissions to Air audit this quarter. All planned maintenance regime in full operation in Jan – March 2020, due to Campus closure all planned maintenance has ceased since Campus closure. Residences continue to test in their areas. Building closures and re-opening protocol in place. This protocol addresses the legal requirements for re-opening Campus.	We have received letters of exemption for Emissions to Air Certificate from Share Regulatory Services and authorisation given to discharge wastewater into public foul sewers by Welsh Water in July 2020. Due to Coronavirus and the closure of the University, we have carried out water flushing on all sites and continued with contract services which include temperature monitoring, legionella sampling, tank cleaning and showerhead cleaning. LEV's and fume cupboards haven't been in use but all servicing and maintenance has continued. Servicing and maintenance has also continued on air handling units/air conditioning units.	We have received letters of exemption for Emissions to Air Certificate from Share Regulatory Services and authorisation given to discharge wastewater into public foul sewers by Welsh Water in July 2020. Due to Coronavirus and the closure of the University, we have carried out water flushing on all sites and continued with contract services which include temperature monitoring, legionella sampling, tank cleaning and showerhead cleaning. LEV's and fume cupboards haven't been in use but all servicing and maintenance has continued. Servicing and maintenance has also continued on air handling units/air conditioning units.	Maintenance and Space Operations Manager
Chemicals & Hazardous substances	Control of chemical & hazardous substances	Monitoring the implementation of the Cardiff Met Environment Good Practice Use of Chemicals Protocol within the University's schools/units.	Recording of number of completed internal audits collectively completed between health & safety inspections and internal /external environmental audits per term.	Will expand the newly developed University code of good practice to all areas of the University. Targets will demonstrate collaboration between health and safety inspections and environmental audits. Confirm target numbers for each term.	Limited progress has been made during the period as the H&S audit programme initially focused on a review of the University's fire safety management following a directive from Welsh Government and latterly was suspended due to C-19.	This work is currently suspended and has been since March 2020 lockdown. During the lockdown period there has been limited activity on campuses. As the campuses become reoccupied the monitoring of this aspect will restart	Head of Health and Safety

Impact Area	Objective	Target	Indicators	April 2020	August 2020	Jan 2021	Responsibility
Academic Development	Promotion of Environmental studies	To initiate an investigation into how many courses currently contain components of sustainability within the University. To scope out how sustainability could be incorporated into the future QED CPD offering as part of the current CPD review, including evaluation processes e.g. through workshop feedback/ staff self-reporting on activities /validation processes.		Academics are being contacted about getting involved in the education side of sustainability. New case studies provided for webpages	No progress made with target due to covid 19 focus to move to online teaching.	No further progress made	Learning Development Officer
Sustainable Research	Academic research and consultancy relating to environmental topics	Completion of an annual report summarising academic research and consultancy undertaken by the University	Completion of an annual report summarising academic research and consultancy undertaken by the University	Annual Report content submitted	Annual Report content submitted	Contribution to annual report provided. Cardiff Met's official launch of the first three Global Academies earlier this month will have a further influence in developing the theme of interdisciplinarity, including for areas of interest linked to environmental sustainability.	Director of Research and Graduate Studies