

**SUSTAINABILITY BOARD**  
**MINUTES OF A MEETING HELD ON 11 MARCH 2021**  
**AT 1400 VIA TEAMS**

Present:

Becky Bradshaw (BB Chair)

Danielle Bird (DB)

Victoria Blake (VB)

Paul Bramble (PB)

June Charlton-Hughes (JCH – note taker)

Michelle Chodynietcki (MCh)

Hollie Darby (HD)

Brendan Fawcett (BF)

Mark Hall (MH)

Hamid Ghadry (HG)

Richard Hazenberg (RH)

Wray Irwin (WI)

Kathryn Kendon (KK)

Sami Khan (SK)

Owen Morris (OM)

Chris Powis (CP)

John Sinclair (JS)

Emma Stone (ES)

Stephen Wood (SW)

Apologies; Emmanuelle Adida (AE - UNISON Rep), Mark Cusiter (MC), Robert Farmer (RF), Chris Forward (CF), Amy Moore (AM)

## **1 Minutes of Meeting held on 23 November 2020**

The minutes of the meeting held on 23 November 2020 were accepted as a correct record.

## **2 Matters Arising**

### *2.1 Single Use Plastic and Disposable Items – VB to look onto the position this far*

VB informed the Board she had reviewed the Policy and the next steps for action is to undertake a mapping exercise to understand usage and types of the plastic being used across the University and thought it would be useful to meet individually with members of the Board to understand what is being used and why.

BB said from next year she has asked the Business Development Manager to look at the approach to bottled water and the use of plastic in this area and feed this into the results and asked for an update at the next meeting

**Action: VB**

## 2.2 *Sustainability Leadership Scorecard (SLS) – VB to produce a visual with an explanation of the scorecard*

BB asked VB to give an update to members and to explain what the SLS was and to illustrate its use going forward.

VB informed members the SLS was a self-assessment tool for institutions to review their performance and progress across some or all of the sustainability issues to ensure the scores are an accurate reflection of the institutions performance and to gain expert advice as to how to continue to improve or to be able to report externally. The four elements of the SLS relate to:

- Leadership and Governance,
- Partnership and Engagement
- Estates and Operations
- Learning, Teaching and research

It was noted the scoring is based on 0-4 and we as a University would score ourselves based on information gathered and each priority area is linked to the SDGs which will further support and enhance what we are aiming to achieve. Once the self-assessment is completed a report which highlights work that has been completed and what needs to be addressed. The scorecard also invites a discussion and analysis by representing the complex nature of sustainable development.

KK wished to thank VB for the clarity in the report how it all comes together.

BB highlighted one of the areas that needs a focus is the Teaching and Learning section of the SLS as this shows the lack of information being received. VB indicated the competence of the Self-Assessment Tool and once information has been inputted there is an option to have the data assessed which can be used to benchmark against our peers. CP said he would look at the report and to ascertain what his area can provide to assist with this process.

## 2.3 *UKSCN/SOS – UK Tech for the Future Campaign – JS agreed to progress via the Changemaker Certificate*

JS said unfortunately advances were not as far as expected but conversations have been had and wish to progress as part of the Schools engagement. It was noted the Teaching, Learning and Research element of the SLS is part of the Faculty planning along with the SDGs against the REF and he thought this looked relatively straightforward for the Faculty to progress and to add to the body of evidence.

### **3 Environment and Sustainability Update**

#### *3.1 Net Zero Carbon Target*

BB informed the Board since the last meeting there is now a formal and public commitment to be net zero carbon by 2030 and a paper had been submitted to UMT and has their support and approval.

VB informed members the Sustainability Team were working towards Scope 1&2 carbon emissions looking primarily at electricity and natural gas which also includes our fleet vehicles for business purposes. The aims are to decarbonise electricity and heat and to replace with green gases with the combination of heat and energy units. Also, the Team were looking at how the University can work with other organisations within the town.

With regard to travel and transport it was pleasing to note that 50% of our fleet vehicles are now electric and it is hoped to increase by the end of the year. In due course the fleet of busses will be included within this initiative.

VB said the Team had started from a good position as we have exceeded our previous target as in 2005/2006 emissions had been reduce by 30%. The University was currently slightly ahead of the game, compared to the sector, in terms of lighting etc and can now look at other best practices.

#### *3.2 Climate Commission Toolkit*

VB took members through the Climate Commission Toolkit and noted there were 5 elements relating to:

- Leadership and Governance
- Community Engagement
- Research and Knowledge Exchange
- Teaching
- Campus Management

It was noted the toolkit was a support mechanism in developing a journey for advanced sustainability and to signpost resources and examples of best practice. Another key part of the toolkit is the ability to be designed to be used by any individuals working or studying at the University and to be used alongside of the SLS to self-assess where strengths and weaknesses are and to be able to develop a gap analysis action plan. VB suggested to meet with members once she has identified any actions arising from the tool.

#### *3.3 Travel Plan, Survey Results and Recommendations/Findings*

HD updated the Board on initiatives across the University. It was noted the park and ride scheme hadn't been fully utilised due to the pandemic and as a result was now looking at alternative options/enhancement to the provision such as the possibility of establishing a scheme on the east side of the town.

Cargo bikes – 2 bikes have now been delivered one for the Estates Team and one for the Buildings Team and will gather information on the usability during the trial.

Student bike hire scheme – currently trailing with 2 students and it is hoped once the students return the uptake will improve.

Reduce single occupancy travel by 20% - currently standing at 34% reduction from 2019 with a saving of 393 tonnes of carbon emissions.

BB said there is paper going to UMT of the recommendations from the survey and will update at the next meeting.

**Action: BB**

KK asked with the flexible agile working a lot of the messages in COVID such as travel alone and don't share have come across as a strong message and how do we expect to manage that over the next 12/18 month in coping with the pandemic journey and staff feeling scared about the progress being made. HD said at the moment most HEIs have frozen their cycle to work scheme whereby we didn't and some of the options available to staff currently are not sustainable in the longer term. However, once the strictions have started to ease the Team would focus on the cycles scheme and will start to reintroduce other things and would encouraged staff to use.

BB agreed there was a need to ensure the messaging is clear about what buses are available and that they are clean and safe for staff, students and the public to use. The car sharing initiative has been removed for the time being and this scheme was not as popular with staff as first thought.

BB also informed members of a paper being produced by HR relating to agile working and to see if the working arrangements can be extended going forward and further details will be shared with staff upon completion.

### *3.4 Up for the Cup Project Update*

ES informed members the Up for the Cup project had been significantly impacted over the last 12 months due to the pandemic and partners having to close their premises. As a result, the footfall hasn't been available to undertake this initiative.

However, so far approx. 52,500 cups have been collected total of 7,500 cups were collected from Waterside between Oct 2020 and January 2021 and of that total it is assumed 25% are contamination free.

Next steps of the project related to:  
conduct audits to review contamination assumptions,  
NGH relaunch in April/May 2021,  
survey planned for new academic year,  
potential to partner with Wickstead Park,  
and the longevity of cup recycling.

BB asked if the Outpost Café was part of the scheme along with the Waterside Café at the bottom of Becketts Park and ES agreed to contact them to see if they wished to become part of the scheme.

KK asked about the new cohort of students starting in May and September and was there a comms piece to engage them in the initiative. ES had already linked with the SU and talking to them about the student comms and longer term on waste in general and how to segregate waste.

BB thanked her Team for the work they are doing and taking the University forward.

#### **4 Ownership of SDG and Individual Pages ([SDG Pages](#))**

RH said at the November meeting he reported the application for SDGs was being built but had now been submitted in December with 10 SDG web pages. We will receive a Times Higher score in due course against the 3 best goals.

Further work had been done on the web pages but there was a need to link with Faculties and Professionals Services and it had been suggested to have champions to ensure a wider buy-in and engagement across the University as this is key for the submission and have the ability of capture all SDG related impacts.

RH also mentioned the University has also signed up to the Social Mobility Pledge as a key partner which consists of 450 businesses and 50 universities and has a similar scope to the SDGs but is more UK focussed,

BB asked if members had any further thoughts on this initiative and no further thoughts were discussed. BB thanked RH for his report and asked members if there was anything they wish to capture to contact either RH or BF directly.

#### **5 SDG Functionality / Pure**

BF said this related to PURE and Research linking with the SDs. RH said over the summer the pages will be update and feed into the process.

#### **6 COP26 – a week of themed events**

JJ informed the Board she was progressing an initiative looking at a themed event for the period 1-12 November. Events could be the hosting of side events and adopt a theme such as 'sports or nursing' and she also hoped to recruit student ambassadors to assist with the events. There was also a suggestion to involve students and to engage in thoughts 'about how climate change will relate to my course' and to encourage students to come up with some idea such as a sustainable fashion show or an art display. Other events could relate to business breakfast, evening events and public talks and to expand and include local external partners.

SK said he would be happy to be involved and asked if the plans could be shared with him and the SU.

BB was pleased to support this initiative and to plan around the scope of what is being proposed but a lot of details were still needed to be considered.

BB also noted NBC have launched their Sustainability Strategy and there were some clear paths to take into account and agreed to assist with this planning process of the event.

**7 Any Other Business**

Nothing further to discuss.

**8 Date of Next Meeting**

Monday 21 June 2021 at 2pm via Teams