Environmental Sustainability Policy

Document Control

Responsibility for Policy:	Sustainability Manager
Approved by and date:	University Council 26th April 2022
Frequency of Review:	Every 3 years
Next Review date:	April 2025
Related Policies:	Carbon Reduction Plan 2020-2025 Estates Strategy 2020-2025 Heating Policy Sustainable Catering Policy 2021-2022 Travel Plan
Minor Revisions:	

1) Liverpool Hope University

Liverpool Hope University has a moral and ethical approach to stewardship of the Earth and a responsibility to create a better quality of life for present and future generations and strives to manage its operations in ways that are environmentally sustainable, economically feasible and socially responsible. We recognise the negative and positive impacts that we have on the environment, economy and society both locally, nationally and globally. The University, however, is well placed to make an exceptional contribution – well positioned through our teaching and research; influence on students, staff and communities; and through our business and campus operations.

2) Corporate Action

Sustainability is central to the University's mission and values and forms a key role in the University's Corporate Plan and our decisions and actions reflect the concern that our community has for our environment; and as such this Policy commits the University to increasing its positive contribution and reducing its negative impact on the environment. The University commits to nurturing staff and student passions, energies and concerns to make a positive difference in the world and to enable them to make a difference for the world of good, and as such we are committed to:

- Integrating sustainability and responsible practices and behaviours into the University's culture, decision making, operational procedures and within the curriculum.
- Providing the capacity and resources necessary for the successful delivery of this Policy
- Promoting and encouraging environmental awareness and responsibility amongst staff, students and the wider community
- Maintaining or exceeding compliance with all relevant legislation, regulatory requirements, guidelines and standards
- Audit and monitor the University's environmental performance and practices in order to identify, understand and evaluate direct and indirect environmental impacts and effects
- Proactively work with counterparts at other Universities, strategic partners and external bodies in order to benefit from shared knowledge, exchange of best practice, develop skills and action for sustainability

Whilst the University has already taken significant steps, we recognise that sustainability is not something that is achieved but is constantly worked towards and therefore we will continually review our practices and reassess our assumptions and commit to a continued and focussed improvement.

3) Scope

This policy applies to all activities across all sites and applies to all building users including staff, students and visitors.

4) Key Impact Areas

The University's sustainability ethos is to make a positive contribution through our governance, teaching and research, and our day-to-day operations and is committed to a continued and focused improvement. Complementing our core institutional mission and values are the following key impact areas and objectives.

Carbon Emissions
- Collect, analyse and monitor all material Scope 1, 2 and 3 emissions
- Manage and reduce those emissions through the implementation of the Carbon Reduction Plan and projects (including resource efficiency, increased awareness and engagement and investment in mitigation technologies)

Awareness and Engagement
- Increase awareness, engagement and understanding of sustainability and its practical applications amongst staff, students and the wider community through formal and informal learning opportunities, training, campaigns, events and other engagement activities
- Create a group of key stakeholders, including representatives from the Schools and Departments and student body, to act as champions of sustainability

Utility consumption
- Reduce energy and water use by actively monitoring consumption, eliminating unnecessary usage and installing more efficient equipment and technologies
- Explore onsite self- and low-carbon generation and storage technologies

Travel and Transport
- Manage the environmental impacts from travel and transport (commuting and business travel) and actively promoting the use of sustainable and active forms of transport, enabling staff, students and visitors to make informed choices about their mode of travel

Waste
- Reduce the amount of waste (operational and construction) produced and associated environmental impact by applying the principles of the waste hierarchy (rethink, reduce, reuse, recycle and dispose)
- Prevent pollution by reducing harmful waste, emissions and discharges

Estates Development
- Integrate sustainability into the operation of the estate and all stages of maintenance, refurbishment and new build
- Ensure climate mitigation, resilience and adaption measures are incorporated where appropriate and feasible
- Maintain and enhance our high-quality garden campuses to support biodiversity for the benefit of wildlife and people

Procurement
- Promote procurement practices and policies which generates benefits not only to the University, but also to society and the economy, whilst minimising damage to the environment

To achieve the objectives outlined within this Policy we need ambitious, inspiring and targets actions and resources, which are detailed within the accompanying Implementation Plan (Appendix A). Achieving these actions, objectives, ultimately the targets we set will require commitment, conviction, skills development and the challenging of conventional approaches and behaviours.

5) Policy

This Policy aligns itself with the Corporate Plan and is directly linked to the Carbon Reduction Plan and Estates Strategy and is supported by the Travel Plan, Heating Policy; Catering and Hospitality Policy and Procurement Policy; providing the pathway to how we will increase our sustainability impact and reduce our carbon emissions. This Plan carries relevance and repercussions for all other University policies, strategies and plans and should be considered as they are revised.

6) Risk

Failure to fully embrace the challenges and opportunities presented will lead to the creation of an unsustainable University unable to compete with its more sustainable competitors.

If resources, particularly financial, are not available, the University risks increasing its consumption of utilities, goods and services; increasing its carbon footprint; failing to, contribute to, and, achieve local, sector and national carbon reduction targets; exposure to risk of noncompliance and negatively impacting on the University's brand and reputation.

7) Monitoring and Reporting

The Sustainability Manager will monitor and maintain the Policy. This Policy will be reviewed on an annual basis and a report will be produced to reflect progress.

Progress, and any barriers, will be reported to the University's Senior Executive Team and Estates and IT Strategic Planning Group; the minutes from which are reported to the Finance and General Purposes Committee, Senate, and ultimately University Council.

8) Governance

Overall responsibility, and accountability, sits with University Council and the Office of the Vice Chancellor. The Sustainability Group, chaired by the Executive Director of Finance Services and Resources, are responsible for setting and reviewing the University's sustainability objectives and targets and will ensure delivery of the objectives outlined within this Policy; the group will meet at least once per term.

Heads of Schools and Departments are responsible for ensuring compliance within their area of control; they have an important role to play in improving our understanding of the issues, engaging the community in discussion and debate, and through devising solutions and making them work.

All staff, students, visitors and business partners have an obligation to be mindful of the environment and everyone has a very important role to play in managing materials and resources responsibly and accounting for the impacts of their individual choices and actions. Everyone can make a positive contribution through promotion and practice of good environmental stewardship.

All members of the University community are encouraged to continue to contribute ideas and concerns to enable the fulfilment of this Policy.

Appendix A: Sustainability Policy Implementation Plan

Project	Emission Source	Project Lead	Completion date
CORPORATE ACTION			
Sustainability Group - increase membership to include academic and support staff and student representation and update terms of reference	N/A	Sustainability Group	December 2021
Review Sustainability Policy and associated documents and report progress on an annual basis	N/A	SM	Annual
Determine the baseline of Scope 3 emissions	3	SM	2024-2025
Review sustainability performance using measures such as the sustainability leadership scorecard, People and Planet University League, Climate Action Toolkit for the HE Sector	N/A	SM	2022-2023
Funding - identify, and where possible secure, capital and revenue funding	N/A	SM/Estates	As required
Funding - submit discrete business cases for projects	N/A	SM/Estates	As required
Review business travel and accommodation protocols	N/A	USET	July 2022
AWARENESS AND ENGAGEMENT			
Establish staff and student sustainability groups	All	PH	
Embed sustainability into the existing programme of campaigns, events and other engagement activities	All	HR, SU, Catering, Corporate Communications; IT; Plas Caerdeon	Ongoing
Investigate most appropriate tools for raising awareness and engagement with staff and students	All	HR, SU, Catering, Corporate Communications; IT	Ongoing
Increase sustainability communications on website, social media and other digital outlets and investigate e-learning module	All	SM/Corporate Communications	Ongoing
CARBON EMISSIONS			
Target: Reduce Scope 1 and 2 emissions by 25% between 2019-2020 and 2024-2025			
Target: Reduce Scope 3 emissions to net zero by 2050			
Collate and analyse data at regular intervals	All	SM	Ongoing
Implement projects within the Carbon Reduction Plan	All	All	Ongoing
Identify and quantify carbon reduction projects	All	All	Ongoing
Set Scope 3 emissions reduction targets	3	Sustainability Group	2024-2025
GAS			
Update boiler asset list with ages, efficiencies and create feasibility plan to convert to low carbon heating; plus control options for in-life boiler plant	1, 3	Estates/External	August 2022
Interrogate sub-meter/AMR data to identify; report anomalies / wastage; fine tune BMS settings accordingly	1, 3	SM/Estates	Monthly
Submit business case to install gas and heat AMR at outstanding locations	1, 3	SM/Estates	2021-2022
Submit business case to install BMS at outstanding locations	1, 3	SM/Estates	2021-2022
Identify opportunities to convert gas catering appliances to electric	1, 3	Catering	2022-2023

Project	Emission Source	Project Lead	Completion date
FUEL USED IN UNIVERSITY OWNED/LEASED VEHICLES			
Electrification of fleet	1, 3	MH	June 2023
Feasibility of low-carbon gardening equipment	1, 3	Gardening team	2024-2025
REFRIGERANTS			
Update HVAC asset register with ages and refrigerant gas and create feasibility plan to convert to low-carbon operation; plus control options for in-life plant	1	Estates/External	August 2022
ELECTRICITY			
Investigate procurement of low- or zero-carbon electricity	2, 3	MH/SM	2021-2022
Interrogate sub-meter/AMR data to identify; report anomalies / wastage; fine tune BMS settings accordingly	2, 3	SM/Estates	Monthly
Submit business case to install AMR at outstanding locations	2, 3	SM/Estates	2021-2022
Development of self-generation options	2, 3	SM/Estates	2024-2025
Investigate battery storage options	2, 3	SM/Estates	2024-2025
WASTE DISPOSAL			
Target: Establish Scope 3 emissions baseline			
Provision of accurate data from contractor	3	SM/MH/External	2022-2023
Increase signage around campus - internal and external	3	SM	Ongoing
Provision of accurate data from construction contractors	3	SM/Estates	Ongoing
Review and manage external segregation of waste	3	SM/Estates	ongoing
WATER			
Feasibility of installation of AMR on fiscal meters and sub-meters per building to determine usage and identify any wastage	3	SM/MH	2022-2023
BUSINESS TRAVEL			
Target: Establish Scope 3 emissions baseline			
Re-engineer data collection and calculation processes for business travel including hotel stays	3	SM/MH/Finance	2022-2023
Agree travel protocols - promote bookings through TMC	3	MH	Ongoing
Expenses - ensure claims are made providing the required information	3	Finance	2022-2023
Determine whether student placements and fieldtrips are relevant sources of emissions	3	SM	2022-2023
COMMUTING TO UNIVERSITY			
Target: Establish Scope 3 emissions baseline			
Update Travel Plan to support active and sustainable travel	3	SM	2022-2023
HOME WORKING			
Determine whether relevant source of emissions	3	USET	2021-2022

Project	Emission Source	Project Lead	Completion date
STUDENT TRAVEL FROM HOME TO TERM-TIME ADDRESS			
Target: Establish Scope 3 emissions baseline			
Survey to determine travel modes and distances	3	SM/SDW	2022-2023
Investigate methodology to calculate carbon footprint	3	SM/SDW	2022-2023
PROCUREMENT			
Refresher training in sustainable procurement, including promotion of essential purchases only using value for money principles; and purchase of high efficiency equipment and appliances	3	MH	Ongoing
Agree sustainable procurement objectives,	3	MH	Ongoing
Where relevant contracts assessed for sustainability risks and management actions identified,	3	MH	Ongoing
All suppliers encouraged to create an Action Plan on NETpositive futures	3	MH	Ongoing
Ensure suppliers are correctly coded (ProcHE) within the University's finance system	3	MH/Finance	Ongoing
Interrogate HESCET tool to check if double counting emissions	3	SM/MH	December 2021
UNIVERSITY FINANCIAL INVESTMENT			
Target: Establish Scope 3 emissions baseline			
Investigate data sources	3	Finance	2022-2023
Investigate methodology to calculate carbon footprint	3	SM	2022-2023
ESTATES			
Continue to embed sustainable and energy efficient design into all projects	3	Estates	Ongoing
Ensure space is used in most efficient way, including consolidating evening and weekend teaching, conferences, external events etc.	3	Timetabling/ Conferences / Catering / Hope Park Sports	Ongoing
Investigate a University wide Climate Adaption Plan	3	Estates	2024-2025
Conduct five-yearly building condition and functional suitability surveys	3	Estates	May 2023
Create an implementation plan to improve the biodiversity across the campus	N/A	Gardening Team	2024-2025