

**ENVIRONMENTAL OBJECTIVE ACTION PLANS**

V1.8 August 2021

Action	Responsible Person	Start	Complete	Complete, not complete, ongoing	Update on action
To deliver the COVID Travel Plan	Amy Heritage	Aug-20	Jul-22	Ongoing	Activities that were programme for completion by this date have been completed. The remaining actions are on track for completion by July 2022.
To develop an overarching Transport Strategy for the University and initiate the development of Site specific delivery plans	Amy Heritage	Aug-20	Jul-21	Not complete	A draft transport strategy was prepared, however its completion was put on hold due to the development of the Sustainability Strategy and the new delivery plan and reporting frameworks.
To ensure access strategy, transport provision and travel plan for TQEC support delivery of vision for a welcoming, accessible and car-free campus with high-quality public realm and seamless, low-carbon connectivity to the rest of the University, Bristol and the region.	Amy Heritage	Aug-20	Jul-21	Complete and ongoing	Completion of an access strategy and supporting travel plan. Ongoing conversations with BCC and First regarding public transport accessibility (routes and service delivery)
To ensure sustainable travel measures are integrated into new and refurbished building projects, and major capital projects across the Estate	Amy Heritage	Aug-20	Jul-21	Complete and ongoing	The University gained planning consent to the new University Library (NUL) and enhanced public realm - including a one-way traffic arrangement on Tyndall Avenue, the pedestrianisation of a section of Woodland Road and a substantial internal cycle store.
To develop and implement a plan for reducing impacts of University air and business travel, and operational transport	Amy Heritage	Aug-20	Jul-21	Not complete	A draft Air Strategy was produced in 2019/2020, however this was not progressed in 2020/2021 due to the Covid Pandemic. Due to Clean Air Zone that is to be introduced in Bristol, this action was also revised placing a priority on Business Travel and Operational Travel.
To manage the Bristol Unibus U1 and U2 bus service, including contract management, route and timetable generation, ticketing and promotion	Amy Heritage	Sep-20	Aug-21	Complete and ongoing	Both services saw major disruption due to the Covid pandemic, but were managed by the University and First extremely well throughout. DfT funding provided an enhanced U1 service to cater for the reduced passenger capacity due to social distancing, and the U1 saw 6 major timetable changes over the 32 weeks of operation. The U2 maintained the usual timetable when the service was operating.

To develop and implement a new University car parking strategy	Amy Heritage	Aug-20	Jul-22	Ongoing	This new strategy is in development. However to support the Blended Working trial it was agreed to extend the temp covid parking policy until the 31 July 2022.
To undertake relevant research to inform monitoring and review of strategies, action plans and measures	Amy Heritage	Aug-20	Jul-21	Complete	The Travelwest Travel to Work Survey was undertaken in March 2021. Unfortunately the UoB staff Travel to Work Survey was not undertaken in November 2020 due a change in priorities due to the Covid Pandemic
To review and deliver a sustainable travel awareness strategy to complement other measures	Amy Heritage	Aug-20	Jul-21	Complete	Complete and delivered. Due to the Covid pandemic, the awareness strategy was revised to accommodate more digital forms of communication and events - such as the virtual Cycle to Work roadshows.
To support the development and delivery of the Departmental Carbon Action Plans	Amy Heritage	Aug-20	Jul-21	Complete and ongoing	Support has been provided to departments when requested on the development and delivery of their plans. Such as an initial assessment of the Medical School's travel carbon footprint.
To work with the City Council to ensure mutual benefit for both parties from our respective transport programmes	Amy Heritage	Aug-20	Jul-21	Complete and ongoing	Collaboration has taken place over the last year to assist the City Council re-opening the City from the lockdowns, along with suggestions in how to improve walking and cycling infrastructure to harness the increase in these mode for travel to work
Participate, where necessary, in national and local campaigns including the Travelwest Travel to Work survey	Amy Heritage	Aug-20	Jul-21	Complete	Participation in the following: Active October, March 2020 Travelwest Travel to Work Survey, June Clean Air Challenge, June Love your bike month, Bristol's E-scooter trial and numerous consultation exercises.
Lighting Geography North	Chris Jones	Aug-20	Jul-21	Ongoing	Final commissioning when re occupied
Small Works - Ad hoc projects responding to local need for energy efficiency and conservation measures	Chris Jones/ John Brenton/ Anna Lewis	Aug-20	Jul-21	Ongoing	Ongoing action
Water Implementation plans	Chris Jones/ John Brenton/ Anna Lewis	Aug-20	Jul-21	Ongoing	Awaiting water strategy agreement
Water Strategy Development	Chris Jones/ John Brenton/ Anna Lewis	Aug-20	Jul-21	Ongoing	Awaiting agreement
Water Strategy Agreement	Chris Jones/ John Brenton/ Anna Lewis	Aug-20	Jul-21	not Complete	Awaiting agreement

Display Energy Certificates Audit and publish, extended to smaller buildings	Chris Jones	Aug-20	Jul-21	ongoing	DEC updated annual requirement, TM44 due 13 October 2021 (5 yearly)
Review new legislation & engage in consultations as required	Chris Jones/ John Brenton/ Anna Lewis	Aug-20	Jul-21	Ongoing	Updated register
Monitor CHP operation	Chris Jones/ John Brenton	Aug-20	Jul-21	Ongoing	Ongoing action
Review BMS operation and implement energy savings	Chris Jones/ John Brenton	Aug-20	Jul-21	Ongoing	Ongoing action
Review and implement metering and sub-metering	Chris Jones/ John Brenton	Aug-20	Jul-21	Ongoing	At pre tender stage
Report on utility consumption to external budget holders	John Brenton	Aug-20	Jul-21	Ongoing	Ongoing action
Engagement with District Heating Project	John Brenton	Aug-20	Jul-21	Ongoing	Ongoing action
Gas contract - ongoing maintenance	John Brenton	Aug-20	Jul-21	Ongoing	Ongoing action
Support DEC work with analysis	John Brenton	Aug-20	Jul-21	Complete	Finished for 2020-21
CEMARS	John Brenton	Aug-20	Jul-21	Complete	Finished for 2020-21
Produce EMS statistics	John Brenton	Aug-20	Jul-21	Complete	Finished for 2020-21
Project 3-year budget figures for Utilities consumption for risk management	John Brenton	Aug-20	Jul-21	Not Complete	Using two year horizon during pandemic
Report on utility consumption to Senior Management regularly for risk management	John Brenton	Aug-20	Jul-21	Ongoing	Monthly Reporting
Progress a Fair Trade Business Award following on from the three Bristol Fair Trade Business Awards 2021	Caroline Wynn / Rose Rooney	August 2020	July 2021	Ongoing	The 2020 awards have been delayed and 2021 have not yet been announced
Achieve FairTrade.org accreditation for the University of Bristol catering function	Caroline Wynn / Rose Rooney	August 2020	July 2021	Complete	Fairtrade.org Award achieved for the University in June 2021
Continue to use 100% free range eggs in hospitality services.	Caroline Wynn / Rose Rooney	August 2020	July 2021	Complete	Complete and ongoing

Continue to exclude fish species identified as most "at risk" by the Marine Conservation Society. Only use fish from sustainable sources – those accredited by the Marine Stewardship Council.	Caroline Wynn / Rose Rooney	August 2020	July 2021	Complete	Complete and ongoing
Publish and deliver a new sustainable food plan	Caroline Wynn / Rose Rooney	August 2020	July 2021	Complete	Complete and ongoing
Deliver 2020-2021 Plastic action plan	Caroline Wynn / Rose Rooney	August 2021	July 2022	Complete	Complete and ongoing
Lead the University Sector in Sustainable Food Cities 'Going for Gold' in partnership with UWE, BCC, and various food action groups in Bristol.	Caroline Wynn / Rose Rooney	August 2020	July 2021	Complete	Bristol has achieved Sustainable Food Cities Gold status.
Run a range of environmental engagement activities within the University (Reuse, Transport, Water)	Maev Moran	Aug 20	July 21	Complete	Programs include Carbon Literacy for 60 students and members of staff. Stalls at Welcome fair - on-line for covid.
Communicate national campaigns to University staff and students in	Maev Moran	Aug 20	July 21	Complete	Supported other teams with activities around communiting, waste and recycling.
Produce an annual report on sustainability	Martin Wiles / Maev Moran	Aug 20	July 21	Complete	2019/20 produced and on the Sustainability web site - aiming to write 2020/21 by Nov 2021.
Run Green Impact Awards	Martin Wiles / Maev Moran	Aug 20	July 21	Complete	Run even though most teams working from home under Covid. 5 teams completed.
Run 'Be the change' scheme	Martin Wiles / Maev Moran	Aug 20	July 21	Complete	Run two 3 month schemes for both staff and students. 3,500 staff and students engaged, 40 tonnes in all scopes saved.
Raise the profile of Sustainability on social media (yammer, Facebook, twitter) to internal and external audience.	Martin Wiles / Maev Moran	Aug 20	July 21	complete	Facebook and instagram account activity run, especially by interns.
Work with Chris Priest on an Education for Sustainable Development Plan	Martin Wiles	Aug 20	July 21	Complete	Chris Priest adding ESD principles into University Vision and Strategy.
Secure an institution lead and Practioner for Civic Engagement and assist with developing a Civic Engagement Plan.	Martin Wiles	Aug 20	July 21	Not complete	Still awaiting nomination for Sustainability Council.
Assist Research PVC in developing a Research Sustainability plan	Martin Wiles	Aug 20	July 21	not complete	Separate plan not created but sustainability included within University Vision and Strategy.
Complete BREEAM for any other projects during the year 2020-2021	Martin Wiles	Aug 20	July 21	Complete	New Dental Practice - design at Excellent, evaluating ability to get to Outstanding.
Continue BREEAM process for the Temple Quarter	Martin Wiles	Aug 20	July 21	Ongoing	Deign at Excellent.
Continue BREEAM process for the new Library	Martin Wiles	Aug 20	July 21	Ongoing	Library design process on hold, but current design is at Excellent.

Review BREEAM + Sustainable Construction Standard	Martin Wiles	Aug 20	July 22	Not Complete	Key aim for 2021/22
Deliver a plastic recycling campaign through social media and central communications targeting students. Work in partnership with Bristol Against Plastic, Surfers Against Sewerage, City to Sea etc. Promote the University's Plastic Action Plan 2020-2021. Expand the Plastic Action plan to cover ALL university plastics.	Rose Rooney	August 2020	July 2021	Ongoing	The Plastic Action Plan was updated in 2020-2021 to reflect the improvements in plastic reduction at the University. A university wide plastic mapping exercise is underway to eliminate more non food and drink retail packaging. The University has become a SAS Champion and has taken part in litter picks and plastic surveys and competitions with the students.
Review feasibility of cup recycling schemes for both compostable and non bio options with Bristol Waste and Local markets with a view to roll out by September 2020, building on a trial which began in late 2019	Rose Rooney	August 2020	July 2021	Ongoing	Cup recycling continues with BWC in external location for paper and plastic based cups. COVID response meant that disposable cups were used more often in 2020-2021 however this has shifted back to reuse again in Summer 2021. In Autumn 2022 new vending tenders will focus on reuse over disposable cups and we continue to look for an option for biocup composting.
Deliver a range of recycling campaigns and communications for staff and students. Target to communicate monthly via social media and student interns	Rose Rooney	August 2020	July 2021	Ongoing	Campaigns and communications are managed via student interns via social media, pop up events, digital screens and direct email and workshops.
Deliver reuse for the University, develop charity partnerships, external waste IT reuse, take back schemes through procurement, furniture remanufacturing etc.	Rose Rooney	August 2020	July 2021	Ongoing	Charity reuse continues to grow with local charities such as the Childrens Scrap Store benefitting from unwanted items. The Bristol Big Give supports local charities such as the North Bristol Food Bank. In 2021 IT equipment was donated to local charity as a trial and its hoped this will continue in 2022.
Development of 'Big Give' and End of term clearances in partnership with UWE, Bristol City Council, UBU and project partners. Focus to be on social media campaigns and students taking things home with them at the end of term.	Rose Rooney	August 2020	July 2021	Ongoing	The 2021 Big Give Campaign was affected by COVID with charity partners on furlough or with shops closed. The campaign to date has raised over £1.3 for the BHF and thousands move for local charities. It is hoped that in 2022 the campaign can continue as it did in pre COVID years.
Achieve ISO 14001: 2015 for the University	Rose Rooney	August 2020	July 2021	Ongoing	Achieved, next audits due in September 2021.
Support COVID secure buildings and practices through appropriate waste facilities and management	Rose Rooney	August 2020	July 2021	Ongoing	The Circular Economy team continues to work in an agile manner to ensure buildings are well services in light of COVID pressures, esp in terms of waste management in the UK and pressure on clinical providers.

Develop online training for staff to assess Sustainable Impact Assessment and Whole Life Costings for items they purchase.	Rose Rooney	August 2020	July 2021	not complete	On hold until further resource is available
Develop and communicate an online training module for sustainable procurement general principles for staff.	Rose Rooney	August 2020	July 2021	not complete	On hold until further resource is available
Run a food waste campaign targeted at staff and students	Rose Rooney	August 2020	July 2021	Ongoing	Several campaigns were run in 2020-2021 with catering and sustainable food cities. We had the first ever food waste action week under WRAP campaigning. This will continue into 2022.
Pursue a WEEE / IT reuse scheme with IT Services	Rose Rooney	August 2020	July 2021	Ongoing	Trial completed in 2021. Plan to embed into IT systems fully in 2021-2022
Develop and communicate sustainable events guidance	Rose Rooney	August 2020	July 2021	Not complete	Not relevant to 2020-2021. Plan to expand the guidance in 2022 to cover virtual events.
Smart & Efficient Buildings: Physics survey & upgrades.	Anna Lewis/ Chris Jones/ John Brenton	Aug-20	Jul-21	Not Complete	Funding removed due to COVID-19.
Smart & Efficient Buildings: New Vet School survey & upgrades.	Anna Lewis/ Chris Jones/ John Brenton	Aug-20	Jul-21	Not Complete	Funding removed due to COVID-19.
Smart & Efficient Buildings: Life Sciences survey & upgrades.	Anna Lewis/ Chris Jones/ John Brenton	Aug-20	Jul-21	Not Complete	Funding removed due to COVID-19.
Smart & Efficient Buildings: Old Chem survey & upgrades.	Anna Lewis/ Chris Jones/ John Brenton	Aug-20	Jul-21	Not Complete	Funding removed due to COVID-19.
Smart & Efficient Buildings: Synthetic control Chem upgrades	Anna Lewis/ Chris Jones/ John Brenton	Aug-20	Jul-21	Not Complete	Funding approved, hard FM project managing
Smart & Efficient Buildings: DHB Biosafety Cabinet replacement.	Anna Lewis/ Chris Jones/ John Brenton	Aug-20	Jul-21	Complete	All units have been replaced
Smart & Efficient Buildings: Queens survey & upgrades.	Anna Lewis/ Chris Jones/ John Brenton	Aug-20	Jul-21	Not Complete	Funding removed due to COVID-19.
Smart & Efficient Buildings: DHB Pump & valve replacement.	Anna Lewis/ Chris Jones/ John Brenton	Aug-20	Jul-21	Ongoing	Project on hold and is with Hard FM project manager. Awaiting sustainability PM role.

Smart & Efficient Buildings: DHB Air Change Reduction.	Anna Lewis/ Chris Jones/ John Brenton	Aug-20	Jul-21	Not Complete	Funding secured for 2021/22.
Smart & Efficient Buildings: Install gas, elec and water sub-metering in the ten STEM SEB buildings.	Anna Lewis/ Chris Jones/ John Brenton	Aug-20	Jul-21	Not Complete	Tender procurement contract awaiting procurement approval. Some funding for 2021/22 approved.
Represent the University and participate at national events relating to Sustainable Science & Green Labs. Collaborate on tangible outputs from the Laboratory Efficiency Action Network (LEAN) in order to expand Green Labs nationally.	Anna Lewis	Aug-20	Jul-21	Ongoing	Represented UoB through the following roles: Secretary and Founder of LEAN, national STEMed sustainability lead for LUPC/SUPC, Sustainable European Lab
Sustainable Science & Green Labs communications: Develop website to include guidance documents, achievements and resources, accessible to internal and external stakeholders for Green labs	Anna Lewis	Aug-20	Jul-21	Ongoing	Increased guidance and resources. Awaiting intranet/SharePoint development.
Sustainable Science & Green Labs communications: Hold regular internal 'Green Labs Network' meetings to identify and implement potential projects and schemes, and feedback on current initiatives. Maintain online network forum to ensure consistency and progression between meetings.	Anna Lewis	Aug-20	Jul-21	Ongoing	Time and resource limitations but in-person meetings were replaced by increased comms and targeted meetings. Need additional Green Labs role.
Sustainable Science & Green Labs: Launch Green Lab Ambassador Programme. Have 30 UoB ambassadors.	Anna Lewis	Aug-20	Jul-21	Ongoing	60 People trained and certified
Sustainable Science & Green Labs communications: Inform staff and students of green labs initiatives and achievements through newsletters, the website and social media.	Anna Lewis	Aug-20	Jul-21	Ongoing	All communications sent regularly.
Run LEAF internally and develop nationally	Anna Lewis	Aug-20	Jul-21	Not complete	Reached 100% LEAF in June, 14 schools, 990 labs.
Sustainable Science & Green Labs communications: Develop a standardised UoB sustainable lab induction and exit system.	Anna Lewis	Aug-20	Jul-21	Ongoing	All Schools have Green Labs in induction but need to develop a standardised system.
Efficient equipment subsidies and replacements: ovens, cold storage and biosafety cabinets	Anna Lewis	Aug-20	Jul-21	Ongoing	In use in six areas. Roll out restricted due to COVID-19. Success with the International Freezer Challenge and cold storage management.

Lab Management: Roll out and embed the 'cold sample storage and tracking inventory system' University-wide.	Anna Lewis	Aug-20	Jul-21	Ongoing	Time and resource limitations. Project with Marcuc Manufo on environemntal impact of labs.
Living Labs: Propose and coordinate student projects in labs relating to Green Chemistry, energy, water or waste. To collaborate with academics, students and Estates.	Anna Lewis	Aug-20	Jul-21	Ongoing	Rates improved due to institutional LEAF. Measuring improvements will occue when we reach 100%. Difficult to normalise due to COVID-19.
Circular Economy: Increase recycling and re-use in labs focusing on polystyrene, ice packs and lab plastic.	Anna Lewis	Aug-20	Jul-21	Complete	Website launched in the Spring.
Set up a website for LEAN	Anna Lewis	Aug-20	Jul-21	Ongoing	Time and resource limitations.
Lab Management: Research and Identify a pilot 'asset management system'. To be rolled out University-wide if successful.	Anna Lewis	Aug-20	Jul-21	Not complete	Time and resource limitations.
Lab Management: Research and Identify a pilot 'chemical inventory system' in the School of Chemistry. To be rolled out University-wide if successful.	Anna Lewis	Aug-20	Jul-21	Ongoing	Funding removed due to COVID-19.
Smart & Efficient Buildings: Replace tap-to-drain systems with closed loop and increase networked water metering across science buildings	Anna Lewis	Aug-20	Jul-21	Ongoing	Tender specification is complete but tender on hold due to national supply issues with gloves due to COVID-19.
Circular Economy: Develop glove recycling scheme and run university-wide glove tender	Anna Lewis	Aug-20	Jul-21	Complete	Successful LEAF certification in two-thirds of our STEM Schools. Bristol lab won the International Freezer Challenge and was recognised in <i>Nature</i> .
Run campaigns and competitions aiming to reduce waste, energy and water consumption in laboratories. Campaigns to be conducted by student interns and volunteers.	Anna Lewis	Aug-20	Jul-21	Complete	Successes include: integration with cold storage tender and increased take-up natuonally.
Develop the ACT label nationally and embed within University procurement processes.	Anna Lewis	Aug-20	Jul-21	Ongoing	CAPs put on hold due to COVID-19. Starting to review with Schools from Jan 2021.
Assist all STEM departments with their Climate Action Plans	Anna Lewis	Aug-20	Jul-21	Ongoing	Working with Schools



Organisation. Responsibilities. Introduce sustainability roles and responsibilities for staff and students within the University. This could be through inclusion in job descriptions, departmental strategies or other processes.	Sustainability	Aug-20	Jul-21	Not Complete	No major action.
Buildings & Optimisation. Capital Dev. Capital Projects process changes and collaboration to integrate better sustainability	Chris Jones/ John Brenton/ Anna Lewis	Aug-20	Jul-21	Not Complete	Requires a process change, will tie in with departmental roadmaps
Buildings & Optimisation. Space Utilisation. Cold storage rationalisation -	Anna Lewis	Aug-20	Jul-21	Not Complete	Cold storage tender complete, rationalisation and survey in 2021/22
Buildings & Optimisation. Space Utilisation. Equipment & facility sharing	Anna Lewis	Aug-20	Jul-21	Not Complete	Paused. Project to start again in Sep 2021.
Buildings & Optimisation. Collaborative business Cases. Collaborative business cases for projects with Sustainability, Schools and Hard FM – pre-existing Hard FM projects to align with Smart & Efficient Buildings principals.	Chris Jones/ John Brenton/ Anna Lewis	Aug-20	Jul-21	Not Complete	Not started, required a change in process.
Buildings & Optimisation. Investment - Linked to above bullet point – specific business cases for energy and cost saving - SEB	Chris Jones/ John Brenton/ Anna Lewis	Aug-20	Jul-21	Not Complete	Not started, required a change in process.
Buildings & Optimisation. CAPs. Review Climate Action Plans (CAPs) – Schools/Divisions may have identified energy and carbon saving projects for collaboration with Sustainability.	Sustainability	Aug-20	Jul-21	ongoing	About 50 plans have been written with 20% having started to implement.
Buildings & Optimisation. Lighting. Lighting Bring existing smart controls into use and link to HVAC systems out-of-occupancy.	Chris Jones/ Anna Lewis	Aug-20	Jul-21	Not Complete	Part of BEMS integration, order placed
Buildings & Optimisation. Plant surveys. Plantroom & Building Energy Surveys – tune up.	Chris Jones/ Anna Lewis / Rob Collins	Aug-20	Jul-21	Not Complete	Surveys to be complete alongside Smart & Efficient Buildings project
Buildings & Optimisation. Vented Stores. Centralisation of ventilated storage within laboratories Removing individually ventilated spaces under fume cupboards for chemicals and centralising storage in ventilated chemical cupboards. Fume cupboard ventilation can be reduced further out-of-occupancy as a result. (SSGL) Action: include campus-wide survey within LEAF and Lab Space Datasheet	Anna Lewis	Aug-20	Jul-21	Not Complete	Will be included within SEB

Policy and Governance. HVAC. HVAC Policy Changes Cap Dev Design guide and Hard FM GPR to include better sustainability.	Chris Jones/ Anna Lewis	Aug-20	Jul-21	Not Complete	COVID HVAC guidance is higher than normal, need to await return to normal
Policy and Governance. Core Hours. Have a 'core hours' agreement at building level, perhaps have an override (hard or soft)	Chris Jones/ John Brenton/ Anna Lewis	Aug-20	Jul-21	Not Complete	Not actioned
Monitoring and Targeting. Performance. Reporting on progress – performance management	Chris Jones/ John Brenton/ Anna Lewis	Aug-20	Jul-21	Ongoing	Ongoing action
Awareness & Behaviour. Climate Action Plans (behavioural). CAPs – behaviour change or campaigns associated with School/Division CAPs	Martin Wiles	Aug-20	Jul-21	ongoing	As action 107
Awareness & Behaviour. Energy Campaigns & Initiatives. General energy saving campaigns (Student Switch Off, Christmas Shutdown)	Chris Jones/ John Brenton/ Anna Lewis	Aug-20	Jul-21	Complete	Necessary changes to activity during COVID Crisis
Awareness & Behaviour. Climate Emergency. Climate Emergency communications.	Chris Jones/ John Brenton/ Anna Lewis	Aug-20	Jul-21	Complete	Via Climate Action Plan process
Awareness & Behaviour. News. Specific and regular news stories on savings made and projects delivered	Chris Jones/ John Brenton/ Anna Lewis	Aug-20	Jul-21	Ongoing	Ongoing action
Training. Hard FM. Preventative maintenance training	Chris Jones/ Anna Lewis	Aug-20	Jul-21	Ongoing	BEMS 'toolbox' talks complete
Implement Climate Action Plans for all schools and divisions	Martin Wiles	Aug-20	July -22	ongoing	As action 107