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| Deliver waste reduction initiatives in line with the new Waste Framework and hierarchy through Sustainable Procurement practices | Rose Rooney | Nov-17 | Nov-18 | Ongoing | no | Ongoing | Continuing to work with Procurement and ECG in relation to tenders and minimising waste through purchasing decisions. | | | | | | | | | |
| Review of waste management systems in partnership with Soft Facilities Management with an aim to increase recycling and food waste provision for staff and students and drive efficiencies across the University | Rose Rooney | Nov-17 | Nov-18 | Ongoing | no | Ongoing | Lets Ecosort it' continues to roll out across the estate and is installed in all newly refurbished and built buildings. Extra food waste porvionit o student areas willo roll out in 2018-2019. | | | | | | | | | |
| Centralise fluorescent tubes and batteries | Rose Rooney | Nov-17 | Nov-18 | Ongoing | no | not complete | Carried over to 2018-2019 | | | | | | | | | |
| Expand laboratory waste recycling initiatives throughout the University and implement a clinical waste reduction strategy to reduce by 30% in partnership with S labs project. | Rose Rooney / Anna Lewis | Nov-17 | Nov-18 | Ongoing | Possible | Ongoing | A pilot for ice packs and glove recycling is currently in place with Terracycle. A strategy for rolling out recycling in all Cat I labs has been established | | | • | | | | | | |
| Deliver a range of recycling campaigns and communications for staff and students working in partnership with the University's communications team | Rose Rooney Maev Moran | Nov-17 | Nov-18 | Ongoing | yes | Ongoing | regular updates to staff and studetns via newsletters and socpila media. Supporting student initiatives. Continuing into 2018-2019. | | | • | | | | | | |
| Deliver reuse for the University, develop charity partnerships, external waste IT reuse, take back schemes through procurement, furniture remanufacturing etc. | Rose Rooney | Nov-17 | Nov-18 | Ongoing | yes | Ongoing | Ongoing through Restore and charity partnerships. | | | • | | | | | | |

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| Every member of the procurement team will undergo CIPS ethical training which will be publicly communicated on CIPS website. | Andrew Parsons/ Richard Lafferty / Rose Rooney | Nov-17 | Nov-18 | Ongoing | Yes | Ongoing | Complete for Procurement. CIPS Corporate Ethics Mark valid until May 2019. ECG have not begun this process yet. | | | ● | | | | | |
| Develop procedures to ensure sustainability criteria are included in all specifications, relevant to the product or service being procured. | Andrew Parsons/ Richard Lafferty / Rose Rooney | Nov-17 | Nov-18 | Ongoing | No | Ongoing | ECG have started, by adopting the use of the WLC tool. Category Strategies and revised Options Appraisals are being developed as part of NET Positive project that allow for sustainability analyses of the requirement and encourage development of appropriate Sustainability criteria in tenders. Completion due Nov 2018 | | | ● | | | | | |
| Develop a Sustainable Procurement plan to communicate to all staff, to help end users become familiar with Sustainable Procurement key practices | Andrew Parsons/ Richard Lafferty / Rose Rooney | Nov-17 | Nov-18 | Ongoing | No | Ongoing | ECG have not contributed to this yet however will be involved fully as it progresses.As part of the NET Positive Positive project, corporate procurement strategy has been refreshed to include SP and a revised Sustainable Procurement Policy is in development. Due Nov 2018 | | | ● | | | | | |
| Sustainable Procurement Training, key principles for Procurement Managers | Andrew Parsons/ Richard Lafferty / Rose Rooney | Nov-17 | Nov-18 | Ongoing | No | Ongoing | Some training has been carried out. 1) WLC tool training. Training planned 2) Supplier engagement. | | | ● | | | | | |
| Integrate audits for Sustainable practices with ISO 14001 EMS audits. | Andrew Parsons/ Richard Lafferty / Rose Rooney | Nov-17 | Nov-18 | Ongoing | Possible | Ongoing | ECG have not contributed to this to date but will be involved as it progresses. | | | ● | | | | | |

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| Represent the University and participate at national events relating to Sustainable Labs. Collaborate on tangible outputs from the Laboratory Efficiency Action Network (LEAN) in order to expand Sustainable Labs nationally. | Anna Lewis | Nov-17 | Nov-18 | Ongoing | Travel costs | Ongoing | Presented workshops at S-Lab conference. Hosted LEAN meeting and worked with colleagues on the LEAF framework. | • | | • | | | | | |
| Develop website to include guidance documents, achievements and resources, accessible to internal and external stakeholders for Sustainable labs | Anna Lewis | Nov-17 | Nov-18 | Ongoing | No | Ongoing | Added water, cold storage, waste & recycling guides, stickers and signage to website | • | | • | | | | | |
| Run Green Impact Labs: - encourage new sign-ups through student volunteer lab assessments, awareness campaigns and media communications - employ a student intern to manage volunteers - advice, reminders and assistance throughout the year via email - lab audits in Sept - awards ceremony in Dec | Anna Lewis | Nov-17 | Dec-18 | Ongoing | Intern wages and resources | Ongoing | 43 teams signed up for 2017/18 (up from 12 the year prior). Has a student intern for 10 months to manage the student volunteers. | • | | • | | • | • | | • |
| Hold regular internal 'Sustainable 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 | Nov-17 | Nov-18 | Ongoing | No | Ongoing | Sustainable Labs Network meeting was last held in June 2018 and lots of initiatives were progresses. Online forum is regularly used. | | | • | | | | | • |

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| Collaborate with Procurement on tenders for cold storage, biosafety cabinets and RO units. All specifications will take into account Whole Life Costing. | Anna Lewis | Nov-17 | Nov-18 | Ongoing | No | Not complete | Carried over to 2018-2019 | | | | | | | | | |
| Nitrile glove and pipette/pipette consumables tender. | Anna Lewis | Nov-17 | Nov-18 | Ongoing | No | Ongoing | Recycling scheme in trial, tender not done | | | | | | | | | |
| Propose and coordinate student projects in labs relating to Green Chemistry, energy, water or waste. To collaborate with academics, students and Estates. | Anna Lewis | Nov-17 | Nov-18 | Ongoing | Possible | Ongoing | Did a Living Lab on the environmental impact of lab equipment reuse vs WEEE | • | | • | | | | | | |
| Increase recycling and re-use in labs focusing on polystyrene, nitrile gloves and lab plastic. | Anna Lewis | Nov-17 | Nov-18 | 43040 | Possible | Ongoing | Trial has been implemented | | | • | | | | | | |
| Identify, procure and implement a pilot 'chemical inventory system' in the School of Chemistry. To be rolled out University-wide if successful. | Anna Lewis | Nov-17 | Nov-18 | Ongoing | Yes | Ongoing | A steering group is in place to implement this | | | | | | | | | |
| Develop a lab equipment sharing and selling system which is accessed on the website. The two systems may or may not be linked to one another. | Anna Lewis | Nov-17 | Nov-18 | Ongoing | Possible | Not complete | Biomedical have implemented a system but it is not as sophisticated as this action requires. | | | | | | | | | |
| Replace tap-to-drain systems with closed loop and increase networked water metering across science buildings | Anna Lewis | Nov-17 | Nov-18 | Ongoing | Yes | Ongoing | Half have been replaced | | | | | | | | | • |
| To support the University's Strategic Transport Group as required | James Ryle | Nov-17 | Nov-18 | Ongoing | Possible | Ongoing | Ongoing, however the group did not meet up | | | • | | | | | | |

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| Run specific waste and compliance campaigns for the University focusing on hazardous and clinical waste streams and lab waste recycling. Focus on Sustainable labs project and expansion of training programmes. | Lyte Anna Lewis / Rose Rooney / Maev Moran/Alice Maxwell- | Nov-17 | Nov-18 | Ongoing | Possible | Ongoing | Carried over to 2018-2019 | | | ● | | | | | | | | ● |
| Communicate national campaigns to University staff and students in partnership with central communications and relevant stakeholders | Maev Moran | Nov-17 | Nov-18 | Ongoing | Possible | Ongoing | Communicated national campaigns to University audience, with this work continuing in 2018-2019 | ● | ● | ● | ● | ● | ● | ● | ● | ● | ● | ● |
| Produce an annual report on sustainability | Maev Moran Martin Wiles / | Nov-17 | Nov-18 | | Possible | Complete | Completed in December 2017. | ● | ● | ● | ● | ● | ● | ● | ● | ● | ● | ● |
| Run Green Impact Awards | Moran Maev Wiles / Martin | Nov-17 | Nov-18 | | Possible | Ongoing | Moved to winter from Summer in 2018. Complete in December 2018. | ● | ● | ● | ● | ● | ● | ● | ● | ● | ● | ● |
| Participate, where necessary, in National and Local campaigns, including the Big Uni Travel challenge, the Big Travel Challenge and Bristol's Big Commuter Count | James Ryle / Maev Moran | Nov-17 | Nov-18 | | Possible | Part completed | Due to University Strike action, the Uni did not participate in the Travelwest Travel Survey in March 2018 (rebranded Big Commuter Challenge). Big Uni Travel Challenge has been permanently withdrawn. The Uni did participate in the Travelwest Travel Challenge | | | ● | | | | | | | | |
| 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 | Nov-17 | Nov-18 | Ongoing | Possible | Ongoing | This year focused on Green Impact Labs | | | ● | | | | | | | | ● |

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| Develop a technician/lab user sustainable lab training programme in collaboration with national bodies such as HEaTED, S-LAB and other universities. Provide through internal Staff Development. | Anna Lewis | Nov-17 | Nov-18 | Comp | No | Ongoing | Delivered an internal training session but have not done it nationally. | | | ● | | | | | | |
| Raise the profile of Sustainability on social media (yammer, Facebook, twitter) to internal and external audience. | Maev Moran | Nov-17 | Nov-18 | Ongoing | Possible | Ongoing | Gained 100 new followers on each social media account in 2017-2018 continuing to increase in 2018-2019. | ● | ● | ● | ● | ● | ● | ● | ● | ● |
| Develop and Implement a 'Sustainability Exchange' group for staff and students at the University to provide a platform for Sustainability initiatives and feedback to be heard and developed at the University | Maev Moran | Nov-17 | Nov-18 | Ongoing | Possible | Ongoing | Several options explored for this in 2017-2018, however noting has been confirmed to developmental stage. With the Be the Change programme developed in 2017-2018, this may be incorporated here. | ● | ● | ● | ● | ● | ● | ● | ● | ● |
| Complete refresh of the University 'Green' webpages format liaising with central communications, IT and the relevant stakeholders. | Maev Moran | Nov-17 | Nov-18 | Ongoing | Possible | Ongoing | this is in process and will eb completed in collaboration with IT in 2018-2019. | ● | ● | ● | ● | ● | ● | ● | ● | ● |
| Management of People and Planet reporting actions / gap analysis. | Maev Moran | Nov-17 | Nov-18 | Ongoing | Possible | Ongoing | 2017 Action rep[ort and gap analysis completed in preparation for 2018-2019 audit. | ● | ● | ● | ● | ● | ● | ● | ● | ● |
| Raise the profile of the Sustainability agenda at the University, by building relationships with external and internal stakeholders, e.g. via networking events. | Maev Moran | Nov-17 | Nov-18 | Ongoing | Possible | Ongoing | Progress made in this areaincluding internal and external interest groups and stakeholders with work continuing into 2018-2019 | ● | ● | ● | ● | ● | ● | ● | ● | ● |
| To continue developing the Biodiversity Action Plan, a living document reflecting a dynamic Estate. | Alan Stealey | Nov-17 | Nov-18 | On target | Possible | Ongoing | Dynamic/living document reflecting changes in knowldege and Estate. | | | | ● | | ● | ● | | |

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| Achieve ISO 14001: 2015 for the University | Rose | #### | #### | On target | No | Complete | achieved in April 2018. | • | • | • | • | • | • | • | • |
| Raise awareness of the role of ISO 14001:2015 to the Senior Team and its role in achieving environmental compliance for the University. | Rose Rooney / | Nov-17 | Nov-18 | On target | No | not complete | Carried over to 2018-2019 | • | • | • | • | • | • | • | • |
| Raise awareness of the role of ISO 14001:2015 in identifying risks and opportunities of activities carried out at the University. | Rose Rooney / Martin | Nov-17 | Nov-18 | On target | No | ongoing | Carried over to 2018-2019 | • | • | • | • | • | • | • | • |
| Support the work of agile working with sustainable waste management | Rose Rooney | Nov-17 | Nov-18 | On target | | ongoing | ongoign through development of ciruclar economy principles | | | • | | • | | | |
| Develop a whole life cost model to be used for every Procurement led tender | Martin Wiles / Andrew Pa | Nov-17 | Nov-18 | On target | No | Ongoing | Model complete and will be introduced during 2018-2019. | | | • | | | | | |
| Complete and communicate an Education through Sustainability strategy | Martin Wiles | Nov-17 | Nov-18 | On target | Possible | Not complete | To be considered in 2018-2019 | • | | • | | | | | |
| Complete and communicate an Engaging with our Communities Strategy | Martin Wiles | Nov-17 | Nov-18 | On target | Possible | Not complete | To be considered in 2018-2019 | | | | • | | | | |
| Complete and communicate a Research and Knowledge Transfer Strategy | Martin Wiles | Nov-17 | Nov-18 | On target | Possible | Not complete | To be considered in 2018-2019 | | • | | | | | | |

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| Write Delivery Strategy for Research and Knowledge Transfer | Martin Wiles | Dec-17 | Jul-19 | On target | Yes | Ongoing | to be considered in 2018-2019 | | • | | | | | | |
| Write Delivery Strategy for Engaging with our Communities | Martin Wiles | Dec-17 | Jul-19 | On target | Yes | Ongoing | to be considered in 2018-2019 | | | | • | | | | |

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| Responsible Investment | | | | | |
| Sustainable Procurement | • | • | • | • | |
| Circular Economy | • | • | • | • | • |
| Emissions, Discharges and the Environmental Management System | | | | | |
| Sustainable Travel | | | | | |

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