THE UNIVERSITY of EDINBURGH

Sustainability Strategy Advisory Group (SSAG)

Monday 24 June 2019, 10.30am

2.01 Geography (Old Infirmary)

AGENDA

1	**Minute** To *approve* the minute of the previous meeting on 11 December 2018	**A**
2	**Matters Arising** To *raise* any matters arising not covered on the agenda or in post-meeting notes	
3	**Climate Change: Update on External Developments & UoE Response** To *note* and *discuss* a paper from the Director of SRS	**B**
4	**Staff and Student Sustainability Champions and SRS Changemakers** To *discuss* and *endorse* a paper from the Head of SRS Programmes	**C**
5	**Sustainability Policy – Preliminary Draft** To *discuss* and *endorse* a paper from the Head of SRS Programmes	**D**
6	**ZeroWasteUoE Campaign** To *note* and *discuss* a paper from the SRS Communications Manager	**E**
7	**Energy Quarterly Report** To *note* and *discuss* a report from the Head of Energy & Utilities Management	**F**
8	**SRS Reporting – Plans for 2019** To *note* and *discuss* a paper from the SRS Programme Manager	**G**
9	**Biodiversity Strategy** To *note* and *discuss* a paper from the Climate Policy Manager	**H**
10	**Carbon Reporting Verification and Assurance and Next Steps** To *note* and *discuss* a paper from the Climate Policy Manager	**I**
11	**Theory of Change for SRS in Supply Chains** To *note* and *discuss* a paper from the Supply Chains Projects Coordinator	**J**
12	**Students' Association VP Community Manifesto** To *note* and *discuss* a paper from the VP Community	**K**
13	**Any Other Business** To *consider* any other matters from Group members	**Verbal**

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If you require this agenda or any of the papers in an alternative format please contact Jane Rooney on 0131 650 4375 or email jane.rooney@ed.ac.uk

UNIVERSITY OF EDINBURGH **A**

MINUTE OF A MEETING *of the Sustainability Strategy Advisory Group held in Torridon Room, Charles Stewart House on Tuesday 11 December 2018.*

Members: Dave Gorman, (Convener) Director of Social Responsibility & Sustainability
Michelle Brown, Head of SRS Programmes
Michelle Christian, Assistant Director (Property & Residential Services)
Dean Drobot, Head of Utilities and Energy Management
George Sked, Acting Director of Procurement
Georgie Harris, EUSA VP Community
Vanessa McCorquodale, Committees & Projects Officer (minute)

Apologies: Lee Hamill, Michelle Christian, Dean Drobot, Grant Ferguson, Lee Hamill, Gary Jebb (ex officio),Hugh Edmiston (ex-officio)

1 The Convener welcomed members to the group. **A**

The minute of the meeting held on 11 September 2018 was approved as a correct record.

2 Matters Arising
There were no matters arising not covered on the agenda or in post-meeting notes.

SUBSTANTIVE ITEMS

3 Communications for Encouraging Reuse and Zero Waste **B**
The SRS Communications Manager provided an overview of the communications which had been completed in this area and explained proposed next steps.

The group agreed that there had been an impressive set of reuse data following the introduction of Keep Cups and a latte levy at the cafés on campus. The EUSA VP Community updated the group with new data from the ACE Commercial Director which showed there had been a substantial reduction in single use cup use since the start of the policy. Following the campaign at the start of the semester the more positive message of reducing single use items generally had resulted in a lot more students asking how they might get involved with sustainability campaigns.

It was felt that contractor reporting was key to understanding more about waste reductions. The group heard that during the next tendering phase, the requirement for further reporting would be required.

Next steps included more opportunities for reuse and donated items, which might also tie in with students' private accommodation.

4 Procurement Annual Report 17/18 **C**
The group heard that the University was required to submit a report, this being the first time. The report had been challenging as it reported from April 2016 to date i.e. 16 month report rather than the standard 12 months. The report had been approved by the Executive board.

During the past 4 months, Procurement had added value via savings of £14.2M. Following the university's introduction of a community benefits strategy and a living wage, there was

now a need to produce a procurement strategy as it was felt an area where improvement could be made was how businesses could be supported. This could be done by identifying how money would be spent in the subsequent 3 years. That together with the annual report would help the supply chain such as SME's to target public sector money.

Overall, there was major opportunity for business as usual to be of a higher standard and include community benefits too.

The group welcomed the update.

5 Sustainable Lab Ventilation Policy **D**

SSAG received an update from the SRS Engagement Manager on the issue of lab ventilation. The associated paper set out the policy, which had been approved by the Sustainable Labs Steering Group, the University Health & Safety department, Estates and lab managers and animal facilities managers. The paper also included a recommendation for a design guideline to be created, that would recommend users on what settings to use.

A recommendation was included on future steps using exhaust air removal.

SSAG **approved** the policy.

6 Sustainable Cold Storage Policy **E**

The group received an update on the proposed cold storage policy. The University has almost 490 freezers. A best practice guide had been written for lab managers and what support the Sustainable Campus fund could offer when ordering a new freezer.

The group noted the usefulness of the guide and thought further messages would be useful in the form of both positive actions and poor examples of cold storage practice.

Action: CL to follow up with GF and Jane Johnson from Estates for further advice on design guide.

Action: CL and DD to look at guide to be able to get some key 'good' messages as well as 'poor' examples of cold storage set ups.

SSAG **approved** the policy.

7 Subgroup Initial Reports (Transport, Biodiversity, Waste & Resources)

No subgroup notes had been received for the meeting.

Action: MB to check with subgroup members and update SSAG.

8 Diversity and Inclusion

The EUSA VP Community noted the link between sustainability practices, campaigns on sustainability and disability and moving around or for people to live with different disabilities (physical disabilities here). E.g. plastic straws in order to be able to drink with ease. The group agreed to take a deeper look at this/research.

ITEMS FOR FORMAL APPROVAL/NOTING

9 Carbon Reporting **F**

SSAG noted that the annual Carbon Report had been signed off and the University was on track to meet its 2025 targets. There were some questions around data and the CHP but this was being followed up between Liz Vander Meer and DJ. Scope 3 emissions were noted to be rising, particularly for business travel and was expected to rise to 20% of total emissions. Within that, the largest carbon impact was from long haul flights.

Action: VM to liaise with DG about adding an agenda item at next SSAG or to set up a separate meeting to brainstorm how business travel emissions could be reduced e.g. reduce a flight or 2 by everyone.

The transport survey was seen as a useful tool for the conversation.

Action: MB to follow up to acquire the latest transport survey.

10 Waste Update

SSAG received an update from KF on how University waste costs were rising which included that under the current waste contract, the costs were increased at RPI. Tenders were being evaluated for the new contract which would commence on 22 April 2019.

Action: KF would provide an update on expected changes in contract costs for the next SSAG

KF provided the group a list of reuse schemes that were known to be in use at the university or by the waste department:

- From the contact list on EUAC,
- contact list through Community Resources Network Scotland,
- Edinburgh Direct Aid,
- Remade,
- CCL North (under WEEE contract),

Reuse rates very much depended on what was available for reuse. This was dependent on the Waste Office being made aware of office/building clear-outs and moves in good time for a reuse plan to be put in place. A recent example was that 20 high value tables were available for reuse as part of a refurbishment programme but the Waste Office were only made aware 1 week prior the date that the tables needed to be off site. Every effort was made within that week to find someone to donate these to. Due to the limited storage capacity on site and the limited time to find a solution, the contractor had to remove them from site for recycling. This was very disappointing particularly as efforts and motivation by the team were reported as always high to find all avenues for reuse.

11 SRS Programmes Quarterly Reporting **G**

Feedback was requested on how SRS could best present its quarterly reporting. Following discussion, the EUSA VP for Community highlighted that she felt that SRS had really good communications, which engaged with students compared to other departments.

All agreed that further improvement could be made with more engagement with societies outside of the funding times. SRS could link societies, students groups and enterprises and EUSA VP and EUSA VP for Communities was happy to help where possible.

THE UNIVERSITY of EDINBURGH

C

Sustainability Strategy Advisory Group (SSAG)

24th June 2019

Staff and Student Sustainability Champions and SRS Change-makers

Description of paper

The purpose of this paper is to update SSAG members on plans for staff and student sustainability champions and to seek any comments and input on next steps.

Action requested

SSAG are asked to discuss the draft, provide comments and endorse next steps.

Background

As set out in the SRS Department's Strategy (2017 to 2020), we have sought to support and promote staff networks of energy and waste coordinators. These networks pre-existed the establishment of the department and we continued to integrate these (and other activities) into our services.

The Energy Engagement and Communications Programme set out goals to ensure staff and students have access to information and tools to reduce their energy impact at the University, contributing to an overall reduction in energy spend of 10 percent from business as usual by 2018 and associated carbon targets. The programme aimed to have 300 Energy Coordinators active by 2020.

The Circular Economy and Resource Efficiency Programme set out the goals to contribute in practical ways towards increasing reuse and decreasing contamination and through links with research, innovation and outreach. The programme aimed to have 150 Coordinators active by 2020.

Following a manager's review, recommendations were made to continue to raise awareness and support staff to take practical action on energy and waste but that efficiencies could be found and further opportunities seized by relaunching a broader 'sustainability' staff network (linking in previous work on both networks in terms of events, newsletters, etc…).

At the same time, it was recommended to combine a reconfiguration of a staff network with a student network for wider opportunities, shared learning and engagement. This reflects the growing interest from students in practical opportunities outside of their degree programme on SRS issues.

While the previous supported sustainability networks focussed on staff, our new network will include both staff and students.

Discussion

The following shows a very rough visual of the intended benefits and change we hope to see. It will be further developed in the coming months but due to the academic calendar it will be important to integrate in welcome week and other student and staff engagement and communications.

The energy and waste coordinator networks will close and we will establish a new network of Sustainability Champions.

Anticipated benefits and activities (to be further refined in coming weeks / months)

Goal: Students and Staff supported and empowered to take action on sustainability and social responsibility to support the strategic ambitions of the University.

Outcomes: Difficult to attribute network action to impact. Anticipated outcomes would be

- Environmental and Social: positive changes in relation to energy savings, reuse and recycling, community involvement. CO2e avoided or saved.

- Staff and Students: Professional development and skills development for network participants. Enhanced knowledge of sustainability issues. Breaking down silos by encouraging cross department engagement, collaboration between different generations (staff and students).
- University: More coordinated engagement channels with both students and staff keen on sustainability. Staff and student capacity improved on sustainability issues. Pipeline of projects and opportunities for Campus Fund. More cohesive and coordinated programme. Greater awareness of SRS programmes. Risks and opportunities assessed.

Outputs: Sustainability skills developed (communication, business case development, auditing and reviewing, carbon literacy). Two way dialogue on issues arising and feeding into policy consultations which go on to committees. More locations participate in the office, lab, resident awards.

Activities: Quarterly workshops held. Training facilitated (including opportunity to gain accreditation through Carbon Literacy Training; behaviour change communications). Calendar of events open to participants.

Means of Verification: TBC. Depth vs breadth of network. Costs per staff. Costs per student. Return on Investment (ROI) including Social and Environmental ROI. We would look to do a baseline survey of interests and opportunities for engagement in order to understand change through the subsequent months / years. A baseline survey, as well as subsequent participant surveys (and focus groups with current staff and student champions and SRS Change-makers) would also help us ensure the initiative is attractive to staff and students, ensuring we deliver training, events and activities that are of interest to them.

Resource Implications
Work to be delivered based on available resources and time planning in SRS department. No further resource implications required. It is anticipated to help save resources as would enable more efficient and effective communication to stakeholders and also save costs (due to energy/waste/stakeholder relations) etc.

Risk Management
Potential risks include lack of interest due to unclear offer and attractiveness of opportunity. Specialist volunteers (energy and waste) lose interest due to changed focus. We will seek to mitigate this by ensuring a clear message and offering and through clear communication with current network members during transition.

Next steps
- SRS team members working on staff and student engagement and communications undertake further work on programme design and integrate in planning for 2019/2020.
- Undertake focussed stakeholder engagement with students and staff to solicit their views.
- Confirm network name / branding (Sustainability Champions = working name. Link to our SRS Changemakers campaign)
- Launch during Welcome Week whilst further developing actives. It will be further developed in the coming months but due to the academic calendar it will be important to integrate in welcome week and other student and staff engagement and communications.

Consultation
The paper was drafted based on a few preliminary conversations. Consultation with key stakeholders including students and staff who may be interested in the network will be a next step.

Further information
Michelle Brown, Head of SRS Programmes; Andy Arnott, (Acting) Engagement Manager & Aisling O'Reilly, Project Coordinator; Sarah Ford-Hutchinson, Communication Manager: Matthew Lawson, Programme Manager & Rachel Chisholm, Project Coordinator

Freedom of information Open Paper

THE UNIVERSITY of EDINBURGH

D

Sustainability Strategy Advisory Group (SSAG)

24th June 2019

Sustainability (and Social Responsibility) Policy

Description of paper

This paper provides a draft Sustainability (and Social Responsibility) Policy for SSAG review and an outline plan for further consultation.

Action requested

SSAG are asked to discuss the draft, provide comments and endorse next steps.

Background and Discussion

As the University of Edinburgh updates its strategic plan it will include commitments to the global Sustainable Development Goals, to addressing climate change as well as to other social and civic responsibilities with a vision to making the world a better place[1].

The University of Edinburgh has a framework of key strategies which inform our plans and actions on key Social Responsibility and Sustainability (SRS) topics:

- Climate Change Strategy: Zero by 2040
- Waste Strategy
- Integrated Transport Strategy
- Community Engagement Strategy

Different departments and areas will also have strategies which will include sustainability (i.e. Sustainable Procurement Strategy). Some areas will have their own Sustainability Policy (i.e. ACE[2]).

A range of policies such as the: Good Food Policy, Conflict Minerals Policy, Palm Oil Policy inform decision making on key issues. There are then topic specific policies developing such as a 'Ventilation Policy' a 'Freezer Policy' (linked to energy and carbon saving) and sustainability issues embedding into other policies (i.e. expenses policy for travel issues).

The University had a Sustainability Policy (2000) which has never been updated. The Energy Policy (2003) makes reference to that.

As part of the Service Excellence Programme there is a review of Policies and Standard Framework evolving which should also provide clarity on what is a policy, what is a procedure and what is guidance.

At present, due to substantial progress in various SRS areas in the last 10 years, no one policy currently encompasses all of the University's objectives and ambitions in this area. Creating a new Sustainability Policy would bring these plans together, and help the University to communicate it ambitions much more succinctly to important stakeholders, such as current and incoming students and staff. It could also bring efficiencies, preventing the need for issue specific policies in the future.

Discussion

Upon finalisation of the new University Strategic Plan, the SRS Plan (endorsed by SRS Committee autumn 2018) will be updated to hang off the University Strategy and will provide the plan for how we will achieve our social responsibility and sustainability ambitions (including response to climate emergency, circular economy ambitions, respect human rights, lens of sustainable development goals, etc…)

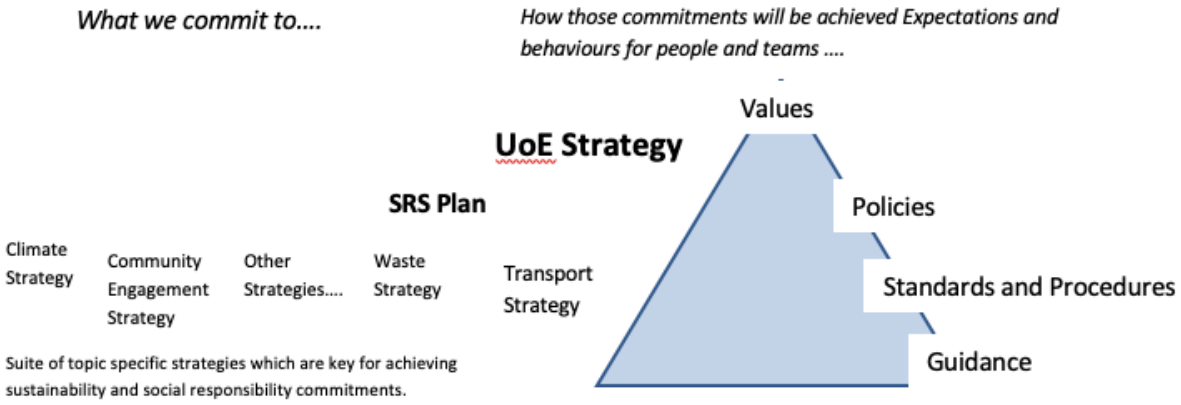
1 TBC based on draft from May 2019

2 https://www.accom.ed.ac.uk/for-students/policies-and-guidelines/sustainability-policy/

Within the context of our University wide sustainability priorities, it would be useful to have a clearer framework for our strategies and policies and what are then standard operating procedures and guidance. This would also make it easier to communicate to our stakeholders expectations in different topics. A 'one page' sustainability (environmental and social) would also enable colleges and schools to clearly communicate internally (rather than a suite of lengthy documents).

It is also worth pointing out we do poorly in some aspects of rankings where we cannot point to an overall sustainability policy (P&P Green League) and rankings such as THE SDG Ranking would also be looking for policy statement (as opposed to a strategy…).

Figure 1: Strategies and Plans vs Policies / Procedures / Guidance (unofficial note / working schematic)



Recommendation
The University of Edinburgh should have a short (i.e. 1 page or 1-2 page with surrounding text) 'Sustainability (and Social Responsibility) Policy' but for ease of language could just be called a 'Sustainability Policy' (recognising that sustainability includes both social and environmental issues and impacts).

It could be developed with the University of Edinburgh Students Association and be a joint commitment for staff and students.

Resource Implications
As it would be based on already agreed strategic objectives no further resource implications required. It is anticipated to help save resources as would enable more efficient and effective communication to stakeholders and also save costs (due to energy/waste/stakeholder relations).

Risk Management
In the organisational context, policies are not always viewed as mandatory and enforced.

There is a risk that there is limited appetite for 'new' policies. Not having a policy creates its own risk. The next steps would further clarify potential and actual risks and mitigation.

Next steps
- SSAG to discuss and Students Union to review
- Consult with Staff and Students (late Summer – Sustainability Champions)
- Joint Union Consultation? Student Council Consultation? Endorsement?
- Bring to SRS Committee in Autumn

Consultation
The paper was drafted based on a few preliminary conversations. Consultation is next step.

Further information
Michelle Brown, Head of SRS Programmes
Matthew Lawson, Programme Manager
Dave Gorman, Director SRS

Freedom of information Open Paper

Sustainability (and Social Responsibility) Policy

Straw Person / first go / based on SRS Plan

1. Purpose

The purpose of this document is to set out **plainly** and **simply** the University's commitment to sustainability and social responsibility, the **expectations** for staff and students around the University and actions that all can take[3].

2. Background

The University of Edinburgh's vision of making the world a better place is set out in the Strategic Plan (2019).
Our Climate Change Strategy (Zero by 2040) outlines our response to the Climate Emergency. The University and the Students Association have a joint commitment to the global Sustainable Development Goals (as set out in our SDG Accord). The University Waste Strategy and Transport Strategy outline our commitments and targets to XX.. Our Energy Strategy XX…. Our Community Engagement Strategy XX… Our Sustainable Procurement Strategy XX …. The SRS Plan sets out what we will achieve by 2030.[4]

3. Scope

Everyone at the University has a role to play. This policy outlines our shared and individual responsibilities. It links to the key goals as set out in our SRS Plan. It applies to all University sites, staff, students, personnel (i.e. contractors ….).

4. The Policy

The University is committed to ensuring our impact is a positive one. … Our commitments as per our SRS Plan and the role that everyone has to play through the following actions:

1. **We will become a carbon neutral and zero waste university developing and pioneering approaches to deliver a low carbon and circular economy and promoting and protecting biodiversity.**
    - Implementing energy and water efficient practices
    - Reducing our emissions from all forms of transport including commuting and business travel. Substituting planes for trains wherever possible.
    - Encouraging prevention, reduction, reuse of resources prior to recycling or disposal and ensure assets are used to their fullest extent. Phasing out non-recyclable plastics / single use items wherever possible.
    - Encouraging and embedding life-cycle considerations into purchasing decisions
    - Conserving and enhancing biodiversity on University-owned land and supporting wider initiatives
    - Reduce our environmental impact whilst improving staff, student and wider community wellbeing
    - Sourcing/providing food that is good for the environment and people as set out in our Good Food Policy

2. We will widen participation in higher education and support inclusive growth, increasing opportunities and raising aspirations by making both and achievable goal for more people in Scotland and across the world.

- Identify opportunities to employ young people aged 16 to 24 in our areas of work. Provide more opportunities for young people and students at the University through modern apprenticeships and placements, enhancing their employability.
- Support disadvantaged communities through activities and investments and widen participation in education
- Work with our neighbours and community partners to inspire the next generation workforce
- Encourage our suppliers to offer community benefits (beyond compliance), such as initiatives to support youth employment.

[3] Need to consult

[4] Notes: Also link to Community Strategy, Youth and Student Employment Strategy. Worth name checking planetary health and City Region Deal.

3. **We will work together with local communities to share knowledge and skills and contribute to improving the lives of people across Edinburgh**

   - Increase opportunities for students to interact with the wider community as part of research, study, work or volunteering programmes supported by a community of practice.
   - Increase mutual awareness, understanding and knowledge of the university and the community.
   - Assess and address the potential impacts of our activities on our neighbours. Consult with and respond to the concerns of our community stakeholders in a timely manner.
   - Identify opportunities to make our buildings more accessible to local communities and charities
   - Sourcing locally wherever possible / practicable

4. **We will promote, protect and respect human rights through everything that we do.**
   - Raise awareness of the University's Dignity and Respect Policy
   - Increase awareness of actual and potential human rights impacts and ensure we take action in our sphere of influence. This includes taking action to prevent modern slavery and human trafficking.
   - Ensure fair, progressive and ethical working practices across the University
   - Improve gender distribution across all levels. Reduce or eliminate gender pay gap.
   - Engage with our suppliers to encourage fair working practices across the University's supply chains.

5. **We will critically engage and contribute towards the Sustainable Development Goals**
   - Provide and support opportunities for students to learn about sustainability and take action (formally through the curriculum and informally through co-curricular activities)
   - Provide opportunities and support staff to learn about sustainability and take action
   - Improving our positive impact and reducing any negative impact across our organisation.
   - Encourage collaborative action and research to promote planetary health.

5. Governance and Reporting

At the corporate level, our SRS Plan will guide our governance and reporting and provide an overall mechanism for reporting on targets and implementation plans. Key strategies will also have implementation plans, targets and areas of work. The SRS Committee and the Sustainable Strategy Advisory Group will xxx Colleges and schools will be encouraged (and supported) to develop locally relevant implementation plans.

6. Equality and diversity

(Equality and diversity impacts to be reviewed = some benefits but potential for unintended consequences?)

7. Approval and review

Reviewers	
Final approval by	
Consultations held	
Date of commencement of policy	
Dates for review of policy	
How policy will be reviewed	
Policies superseded by this policy	Sustainability Policy (2000)

8. Contact

For further information, contact srs.department@ed.ac.uk. Please contact us if this policy is required in an alternative format.

Sustainability Strategy Advisory Group
24th June 2019
#ZeroWasteUoE: a resource efficiency communications campaign for 2019/20

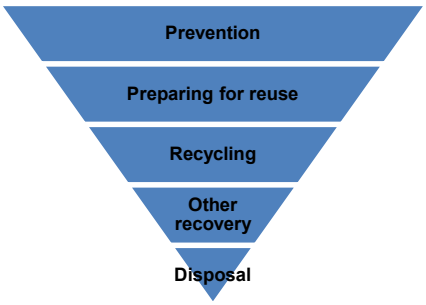
Description of paper
This paper briefs SSAG on a forthcoming behaviour change campaign encouraging waste reduction, reuse and better recycling in 2019/20.

Action requested
SSAG is asked to note the paper and discuss its contents, providing feedback and / or suggestions.

Background and context
Reducing waste on campus has been and continues to be a key priority for the University.

Staff and students at the University of Edinburgh create waste on campus either as a direct result of University activities - such as experiments in labs, printed course materials and discarded packaging - or indirectly - such as when eating lunch on campus and disposing of the packaging. While many methods are currently employed to encourage the University community to reduce its waste and recycle correctly[1], large amounts of avoidable waste are still produced, reuse isn't ubiquitous, and contamination of recycling bins is common.

The University's first Waste Strategy 2018/19 – 2022/23 states the institution's vision of becoming a zero waste[2] University by embedding circular economy thinking[3], and putting waste prevention, reuse and recycling at the forefront of our relationship with resources. The University has committed to following a waste hierarchy, in which prevention of waste is the most desirable action, which disposal via landfill is the least desirable:



Avoidance, reduction and reuse; using less hazardous materials.

Checking, cleaning, refurbsihing, repairing whole items or spare parts.

Turning waste into a new substance or product (includes composting if meets quality protocols).

Anaerobic digestion, incineration with energy recovery, gasification and pyrolysis which produce energy (fuels, heat and power) and materials from waste. Some backfilling operations.

Landfill and incineration without energy recovery.

[1] Such as bin signage, posters, inclusion in department working practices and inductions, etc
[2] The University will aim to become zero waste as far as practically possible. Some waste will always need to be managed for disposal for environmental, health and safety, or technical reasons.
[3] A circular economy is an economic system where waste is designed out: so instead of a "take-make-dispose" production chain, items are remade into something else once their current purpose has been served. Ellen MacArthur Foundation: https://www.ellenmacarthurfoundation.org/circular-economy/concept

While operational improvements to waste management will be essential to deliver this vision, both the University's Waste Office and the Department for Social Responsibility and Sustainability (SRS) recognise that **encouraging and enabling** the University community to be more resource efficient is critical in achieving this vision.
"Resource efficiency and the circular economy" is a key theme in SRS's 4 Year Strategic Plan 2016/17 to 2019/20. Anticipated outcomes are:

- Reduced contamination in waste streams to improve quality of recycling
- Increase and expand reuse internally and externally to the University
- Innovations in Circular Economy through collaboration with researchers and our own University-wide operations
- Further development of our network of Waste & Recycling Coordinators throughout the University

To support these outcomes along with the University's zero waste vision, SRS are developing a new waste reduction campaign for 201/20 to encourage the University community to waste less, reuse more and recycle better.

Discussion

1. Objectives

The campaign name and hashtag will be **#ZeroWasteUoE**

The campaign's objectives directly relate to objectives in the Waste Strategy, SRS objectives, and the waste hierarchy stated above.

1. Establish resource efficiency as part of the culture of at the University of Edinburgh
2. Suggest practical ways the University community can reduce and prevent waste
3. Increase the use of reusable items and services at the University
4. Inform the entire University community how to recycle correctly on campus

SRS will manage this campaign as a project, incorporating the current Drinking Water Points project and Reusable Drinks Vessels project.

2. Messages and materials

The following materials will initially be produced in order to communicate the campaign:

- Social media graphics with a strong visual identity containing key messages and facts
- Clearer guidance on what can and can't be recycled
    - Website updates
    - PDF of commonly misplaced items
    - Social media graphics
- Case studies on good practice (championing processes)
- Blogs on inspiring actions (championing behaviours)

- Focus groups or information sessions in various locations to clarify what can and can't be recycled (e.g. Schools Communicators network; International student events

Example messaging and materials can be found in Appendix 1.
Other resources and activities may be developed as the campaign progresses.

3. Scope

The focus of this behaviour change campaign will be personal actions in resource efficiency[4]: what individual staff and students can do to waste less, reuse more and recycle correctly during the following activities:

- Reducing waste as a direct result of University activities, e.g. Office work (e.g. purchasing stationery & consumables in non-recyclable packaging), lab work, studying, research, teaching, catering, accommodation, events, e.g. Festivals, sports.
- Reducing waste as an indirect result of University activities, e.g. eating and drinking on campus, buying items in University and Students' Association cafés, moving out of student accommodation

The campaign will focus on raising awareness of existing resource efficiency projects across the University rather than creating new projects, although it is anticipated that new project ideas and opportunities may arise as a result of the campaign.

4. Campaign partners & target audiences

The following internal departments are key partners in the campaign who will share and adapt the messaging for their own audiences and report back on their success.

- SRS
- Estates: Waste Team, Estates Comms Team, Cleaning Services, Security, Landscaping
- CAM: to share the campaign with the entire University community
- ACE Cafés
- Sports & Exercise
- Sports Union
- Students' Association
- ResLife
- Edinburgh College of Art

The following internal departments will share the messaging with their own audiences but will not report back on their audiences' engagement.

- Individual Schools via the Schools Communication Network
- Festival's Office
- Residence Assistants
- IS – Libraries

[4] I.e., actions above and beyond the University's current operational commitments. In time this campaign could be widened to include other elements of the Waste Strategy implementation plan.

- Edinburgh First
- Staff and student champions

Next steps/implications

Phase 1: Campaign Development	
April 2019	Campaign development; identify internal campaign partners (e.g. Spots & Exercise) and external campaign champions (e.g. City of Edinburgh Council, Zero Waste Scotland) Continue with exam hydration messaging
May - June	Production of campaign materials; agree variations with campaign partners Continue with halls clearout messaging
Phase 2: pilot / test materials on University staff during the summer months	
June - July	Distribute final communications plan and materials to partners
July	Launch staff-focused elements of the campaign
August	Review staff-focused elements of the campaign and amend student-focused elements if necessary; update communications plan if necessary
Phase 3: launch campaign to whole University community	
September	Distribute updated communications plan and materials to partners
September - October	Launch student-focused elements of the campaign; redistribute staff-focused elements of campaign
November - December	Review campaign progress; make recommendations for refreshing campaign in January 2020
Phase 4: continue campaign into Semester 2, 2020	
December	Update communications plan and refresh materials if necessary
January 2020	Relaunch campaign
May 2020	Review previous 12 months and make recommendations for continuing campaign into academic year 2020/21.

Resource implications
Delivery is covered by current staffing in SRS, with support from CAM, Estates, Accommodation, Catering & Events, Sports & Exercise, the Students' Association and the Sports Union.

Risk Management
All initially identified risks have been mitigated or are under active management.

Equality & Diversity
Issues relating to equality and diversity and reusable items have been raised over the last year and there is an additional discussion at the SSAG around this. For example, removing all straws from University venues may prevent persons with

some physical disabilities from being able to drink with ease. We will work to ensure any communications issued are in line with the University's current policies on equality, diversity and inclusion.

Consultation
This paper was drafted in June 2019 following ongoing consultation with colleagues from SRS, Estates, CAM, Accommodation, Catering & Events, Sports & Exercise, the Students' Association and the Sports Union.

Further information
Sarah Ford-Hutchinson,
Communication Manager,
Department for Social Responsibility & Sustainability

Freedom of Information
This in an open paper.

Appendix 1: Example messaging and materials

The following are examples of messages and social media materials, developed by SRS, which are currently being reviewed by Estates Comms and CAM.

MESSAGES

Objective 1: Establish resource efficiency as part of the culture of at the University of Edinburgh

1.1 Explaining resource efficiency

"Being resource efficient means using resources – such as energy, water, food and other products and services – in a more efficient way. Find out how you can be more resource efficient at www.xxx"

1.2 Explain what the University is doing to become more resource efficient

- 30p surcharge for disposable cups at all ACE and EUSA cafes
- We've saved £720,000 of materials from wastage through WarpIt
- We're working to reduce our plastic waste in labs
- Free drinking water points across campuses and in the gym

1.3 Communicate key areas of resource inefficiency at the University and how this could be improved

- 6 ways to make your office more sustainable
- 6 ways to reduce plastic waste in your lab
- We're making the Festival Fringe more sustainable! Find out more: edin.ac/festivals

Objective 2: Suggest practical ways the University community can reduce and prevent waste

Our top tips for reducing waste on campus:

- Remember your reusable cup and water bottle! (student accommodation)
- Hungry? Bringing your lunch in a reusable container or buying food that comes in recyclable packaging
- We go through X number of knives and forks in a year in University cafes. Why not bring your own from home?
- Think before you print: can you read it on a screen instead?
- Wipe your hands of unnecessary waste! Opt for using hand dryers over paper towels
- Got an idea to make our University estate more sustainable? Apply for our Sustainable Campus Fund.

Objective 3: Increase the use of reusable items and services at the University

- Have you got items that are no longer used lying around your office? Give them a new home with WarpIt!
- Forgotten your reusable cup? There is a now a 30p charge on top of the price of your drink if you use a disposable cup. Help us achieve ZeroWasteUoE
- Do you need another chair, desk or computer screen? Before you buy, search on WarpIt to save money and prevent waste!
- Flow chart: Moving out? Here's where you can donate your unwanted possessions- leading to things like council collection, charity shops, Shrub etc

Objective 4: Inform the entire University community how to recycle correctly on campus

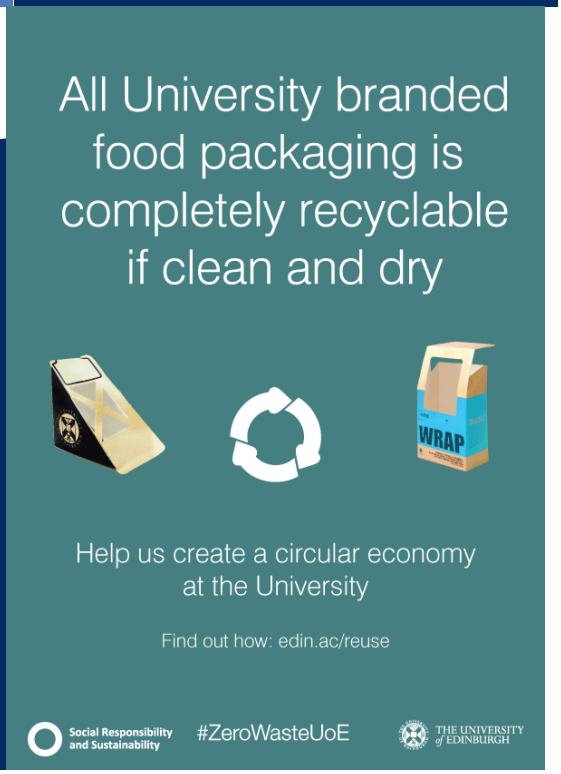
- Clarify what can and can't be recycled on campus, incl commonly misplaced items such as:
  - Disposable coffee cups and lids
  - Food packaging including compostable packaging e.g. Vegware
  - Paper towels
  - Sweet wrappers
  - Crisp packets
  - Types of plastics - different grades
  - Bubble wrap
  - Tin foil

MATERIALS

Reuse logo, used by SRS and EUSA since 2018

Climate Strategy logo, used by SRS since 2016

Please note these are examples only – final messaging still to be signed off and final designs still to be created.



Sustainability Strategy Advisory Group (SSAG)

Description of paper

The paper provides an update on energy & utilities strategy priorities and activities at Q4 2018/19 for discussion within the Sustainability Strategy Advisory Group.

Action requested

This paper is for information; no advisory group decisions are required.

Recommendation

It is recommended the advisory group review and provide verbal comment.

Background and context

The paper sets out issues and priorities relevant to energy and utilities infrastructure and campus utilities performance. These activities support the University Strategic Plan, Estates Strategy, Sustainability Strategy and Climate Change Strategy.

Discussion

1) Energy and Utilities Performance

a) Utility KPI management reports (kWh/m^2) (£/m^2) are being updated to allow quarterly performance reporting by e.g. Institution, Campus, College, School, Building, Building Type. Our M&T software partner, Optima Energy, have been engaged to produce functional KPI reports by the end of 2018/19 (see sample).

The effectiveness of KPI reporting is reliant on the availability of accurate dis-aggregated utility metering data.

b) Utility metering installations have progressed in 2018/19 to enable building level metering of electricity, gas, and water across the majority of university sites. The lack of heat metering on legacy heat networks e.g. King's Buildings continues to be a challenge for building performance reporting.

c) Metering upgrades are progressing to enable renewable energy generation and data centre performance reporting. Likely to include dashboard displays.

d) Utility target & exception report pilot will focus on 'top ten' energy users. Managed action plans with key stakeholders are a priority through 2019. Performance reports for: ACF, Appleton Tower, JCMB, Roslin, SCRM and the School of Chemistry (Joseph Black) are in progress.

2) Utilities Finance

a) A new Utilities Forecast Working Group (UFWG) has been established to monitor and record utilities finance and regulatory risks. Quarterly updates are provided on: budget position; 3 & 10 year budget forecasts; contract/supplier matters; procurement matters; unit rate forecasts; funding matters; campus development; energy projects; energy performance; regulatory compliance.

b) The 2018/19 YTD net utility expenditure is on target with a favourable variance of 0.3% (£31k) against budget.

c) Wholesale energy costs increased by 35% though 2018. The Scottish Procurement hedging strategy (advanced volume purchase) reduced the impact of wholesale volatility on UoE gas and electricity rates. Cost increases anticipated to be 11-14%.

3) Campus Development / Growth

a) The impact of the campus development profile on energy demand is under review. Information received to date indicates a net increase in GIA (new build, acquisition, and divestment) of ~25,000m^2 p.a. to 2025 (average utility rates) with an increase in expenditure of £500k p.a. (+3% p.a. on the utility budget).

b) Approximately 100,000m^2 of energy intensive GIA (biomedical research, BRF, laboratory, IT) will be added in 2022. Energy costs will exceed averaged values noted above; additional utility costs could exceed £1M p.a. (6%).

c) Utility cost increases resulting new developments (£500k p.a) exceeds anticipated savings derived from energy efficiency investments (~£390k p.a.).

DD to review the long term masterplan for each campus, update GIA growth profile, and estimate utility cost impacts to 2025 and beyond.

4) Energy Masterplan

a) An 'Energy Masterplan' is in development with funding support from Zero Waste Scotland. The scope includes: baseline energy and GHG performance; heat and power network constraints and opportunities; building energy performance improvement pathways; renewable technology integration pathways.

b) 'Light', 'Medium' and 'Deep' building refurbishment pathways are being scoped, and evaluated for operating cost and emissions impact. Future energy centre / technology performance is driven by building and network performance.

c) Renewable energy technology investment pathways are being evaluated against risk, capital cost and operating cost impact.

d) The final report is due July 2019; key outcomes will be presented to SSAG.

5) Energy Efficiency Projects:

a) An 'Energy Projects Report' (appended) summarises committed energy efficiency projects and records pending pipeline projects in progress.

b) Utility cost savings enabled in 2019/20 are ~£390K. A similar level of cost savings are anticipated in 2020/21 from planned investments.

c) Pipeline projects exceeding £8.0M are in development. The capital funding required to progress these projects exceeds the availability of funds within the Sustainable Campus Fund (SCF) to 2020/2021.

d) Pipeline 'energy efficiency' projects prioritized within the energy strategy include:

- LED lighting upgrade; Phase 2 (£1M+). Tendered. SPB 8.3 Years. Funding sought (SCF).
- Easterbush HV/DH upgrade (£2.5M). SPB 4.2 years. Tender strategy in progress. Funding sought (SCF).
- Easterbush freezer farm (£700k). In development. Funding sought (SCF).
- 'Deep Energy Efficiency' retrofit in the school of Chemistry (£3M+).
- Energy efficiency upgrade at Appleton Tower data centre (£1M+).
- Energy efficiency upgrade at JCMB data centre (£1M+).

6) SFC University Carbon Reduction Fund (UCRF) 2018/19

a) Loan: £5,191,910. Deductions: £61,808.45 x 84 months (August 2019 to July 2026)

b) SFC UCRF Performance is included in the 'Energy Projects Report' and includes commitment, spend and performance metrics.

c) Commitments: Savings £652k p.a. and 2,620 TCO2e p.a. SBP 7.9 yrs.

d) Current Performance: Savings £656k p.a. and 2,413 TCO2e p.a. SBP 8.2 yrs.

e) The primary risks are a) limited fund spend (£350k) as we approach the repayment deadline and b) the scale of budget cost awaiting tender (£4.5M). The later risk is predominately contained in the solar PV farm procurement.

7) SFC University Carbon Reduction Fund (UCRF) 2019/20 – 2020/21

a) Expressions of interest are being sought from the SFC to access their £59M financial transaction programme in 2019/20 and 2020/21. Backlog maintenance and space quality improvements are noted as priorities alongside energy efficiency and GHG mitigation. Shortlisted UoE projects appropriate for the SFC fund include:

Project	Value	Status
LED lighting upgrade. Phase 2.	£1M+	Shovel Ready
'Deep energy efficiency' retrofit in the School of Chemistry; 50% reduction in energy demand.	£3M+	Technical proposal and cost plan in progress
Pathway to PUE <1.2 at Appleton Tower data centre	£1M+	In development.
Pathway to PUE <1.2 at JCMB data centre	£1M+	In development
Pollock Halls Energy Centre / Network Upgrade	£6M+	Feasibility in progress
Secondary heating system / DHN optimization	£2M+	In development

Expressions of interest to be submitted to the SFC in July 2019.

Costed project proposals to be submitted to the SFC in October 2019.

Project funding for successful applicants available from April 2020.

8) Sustainable Campus Fund

a) Budget: £4,750,000.

b) Commitment: 10% reduction in energy cost; reduction in GHG emissions.

c) UoE SCF fund Performance is included in the 'Energy Projects Report' and includes commitment, spend and performance metrics.

d) Current Performance: Savings £473k p.a. and 1,124 TCO2e p.a. SBP 5.5 yrs.

Resource implications

Energy and utilities strategy actions are being delivered through agreed budgets. The realisation of additional operating benefits will be driven by capital funding availability.

Risk Management

Institutional risks and mitigating actions are contained in the Energy Strategy Risk Register, reported via the Utilities Forecast Working Group (UFWG). Risks are broadly focused around the following themes:

1. University Strategic Targets – failure to achieve net zero GHG emissions by 2040.
2. Operating Cost – escalating annual energy costs, escalating GHG emissions cost.
3. Environmental Impact - Increasing GHG emissions; reliance on fossil fuels.
4. Regulatory Reporting – failure to manage and report energy and emissions input/output.

Delivery risks include:

1. Internal capital funding – energy efficiency investments are funded largely through capital contributions to the Sustainable Campus Fund. Project performance is evaluated in terms of £/TCO2e, NPV, ROI and simple payback. The capital cost of prioritized projects exceeds the available funding.

   Maintaining the existing level of annual operating cost reductions and GHG mitigation will require additional access to capital funding from 2019/20.

   Accelerating the realisation of identified operating cost benefits will require a step change in funding allocation and project delivery.
2. Access to external funding – enabling a step change in building/network energy performance, and enabling the integration of low carbon heat technologies, requires significant capital funding support. Low interest loans are likely to continue to be made available through Scottish Government programmes, but at a pace, schedule and scale out with university control.

Equality & Diversity

Equality and diversity requirements are monitored within Energy and Utilities Strategy; an Equality Impact Assessment is not deemed necessary at this stage.

Next steps

The Head of Energy & Utilities will take forward actions proposed by the SSAG and collaborate as required with relevant stakeholders. Actions are recorded in the Energy Strategy Action Plan.

Consultation

The content of this paper has been reviewed by the Head of Estates Operations. Information related to the Sustainable Campus Fund performance has been reviewed by the Utilities Working Group. Information related to the Utilities Finance Working Group has been reviewed by the Heads of Estates Operations and Estates Finance.

Further information

Information requests should be directed to Dean Drobot, Head of Energy & Utilities.

Author & Presenter

Dean Drobot
Head of Energy & Utilities, Estates Department
17 June 2019

Freedom of Information

This is an open paper.

University of Edinburgh Sustainable Campus Fund

Project Type	Total CAPEX	SCF Award	Average of Simple Payback	Savings Cost [£/annum]	Savings GHG [TCO2/ annum]	Savings GHG [LT TCO2]	£ / TCO2e LT
LED lighting	£992,268.00	961,866.00	7.8	£131,169.00	416	10277	£3,379
Lab Equipment	£746,438.00	75,187.80	6.8	£80,398.00	236	1912	£6,037
Heating	£253,384.00	181,584.00	6.6	£79,235.00	112	1688	£712
Computers & IT solutions	£22,686.00	22,686.00	0.4	£56,000.00	0	0	£0
Renewable energy	£274,200.00	274,200.00	7.1	£54,600.00	85	1432	£355
Insulation - pipework	£102,000.00	102,000.00	2.8	£37,000.00	179	4028	£25
Cooling	£181,400.00	155,666.00	11.0	£25,700.00	62	889	£676
Ventilation	£1,530.00	1,530.00	0.3	£5,360.00	20	591	£3
Lighting controls	£13,548.00	13,548.00	3.4	£3,730.00	14	126	£326
Total	**£2,587,454.00**	**1,788,267.80**	**7.1**	**£473,192.00**	**1124**	**20943**	**£11,512**

Funding Source

- SCF

Status

- Select all
- (Blank)
- Complete
- Onsite
- Part Complete
- Pre-Contract

MAC (£/TCO2e LT)

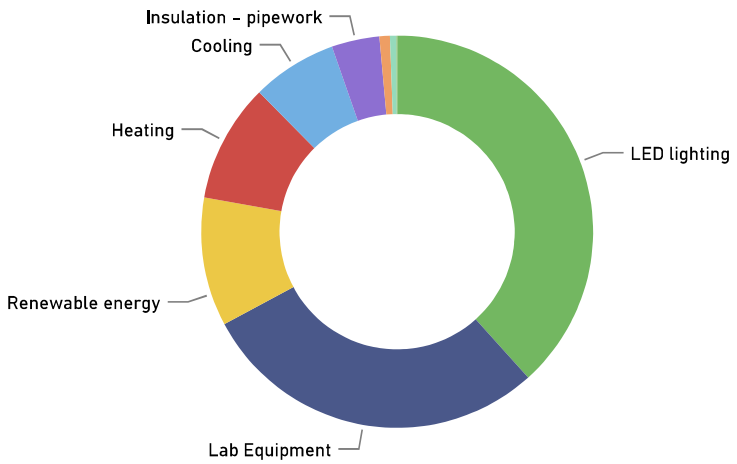
£124

Simple Payback

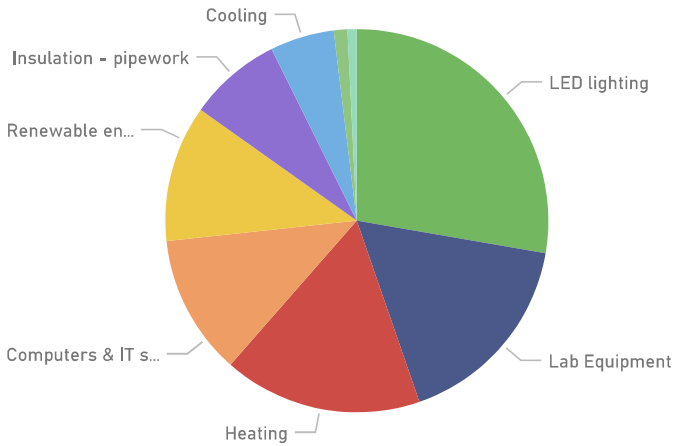
5.5

Status	Total CAPEX	SCF Award
Onsite	£809,853.00	809,853.00
Complete	£706,468.00	577,281.80
Pre-Contract	£349,974.00	349,974.00
Part Complete	£51,159.00	51,159.00
	£670,000.00	
Total	**£2,587,454.00**	**1,788,267.80**

Total CAPEX by Project Type



Savings Cost [£/annum] by Project Type



Scottish Funding Council Universities Carbon Reduction Fund 2018/19

Project Type	Total CAPEX	SFC award	Average of Simple Payback	Savings Cost [£/annum]	Savings GHG [TCO2/ annum]	Savings GHG [LT TCO2]	£ / TCO2e LT
Renewable energy	£3,245,628.00	3,248,000.00	8.1	£316,673.00	1080	24304	£212
LED lighting	£1,204,672.00	1,153,191.00	9.7	£125,487.47	439	10952	£1,564
Transformers	£376,884.00	376,884.00	4.5	£83,035.00	283	8497	£44
Lab Ventilation	£264,380.00	136,267.00	4.1	£64,000.00	392	4022	£66
Ventilation	£14,040.00	14,040.00	0.8	£17,940.00	104	1067	£13
Computers & IT solutions	£49,658.00	25,000.00	4.0	£12,341.00	42	758	£66
Insulation - pipework	£42,146.00		18.9	£2,227.00	22	502	£84
Lab Equipment	£129,127.00	104,627.11	4.1	£31,602.40	41	498	£5,202
Motor controls	£8,976.00	8,976.00	6.6	£1,364.00	5	48	£188
Lighting controls	£3,300.00	2,950.00	2.4	£1,392.00	5	42	£78
	£64,800.00	64,800.00	0.0	£0.00	0	0	£0
Total	**£5,403,611.00**	**5,134,735.11**	**7.4**	**£656,061.88**	**2413**	**50690**	**£7,516**

Funding Source

- SFC UCRF

Status

- Select all
- Cancelled
- Complete
- Onsite
- Part Complete
- Pre-Contract

MAC (£/TCO2e LT)

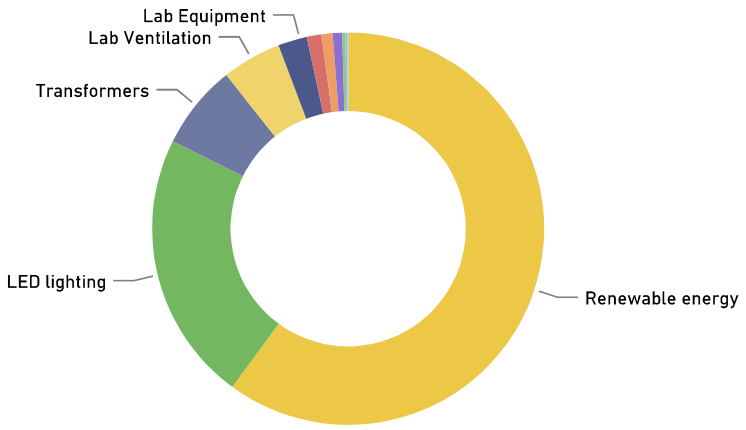
£107

Simple Payback

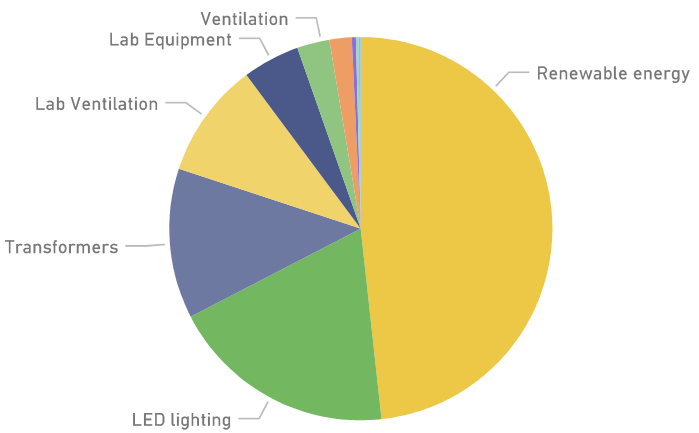
8.2

Status	Total CAPEX	SFC award
Pre-Contract	£4,739,328.00	4,717,042.00
Complete	£311,624.00	235,293.11
Onsite	£264,380.00	136,267.00
Part Complete	£46,133.00	46,133.00
Cancelled	£42,146.00	
Total	**£5,403,611.00**	**5,134,735.11**

Total CAPEX by Project Type



Savings Cost [£/annum] by Project Type



Pipeline Projects Summary

Project Type	Total CAPEX	Average of Simple Payback	Savings Cost [£/annum]	Savings GHG [TCO2/ annum]	Savings GHG [LT TCO2]	£ / TCO2e LT
District Heating	£2,300,000.00	4.2	£546,000.00	1639	46712	£0
LED lighting	£1,298,641.00	8.3	£221,698.58	762	19026	£1,110
Lab Ventilation	£2,000,000.00	13.3	£150,000.00	518	5317	£376
Heating	£1,000,000.00	5.0	£200,000.00	691	4726	£212
Renewable energy	£500,000.00	11.9	£42,150.00	144	3235	£155
Lab Equipment	£725,609.00	9.5	£53,920.60	150	1145	£55
Insulation - pipework	£359,000.00	3.1	£3,300.00	17	389	£53
Total	**£8,183,250.00**	**8.0**	**£1,217,069.17**	**3921**	**80550**	**£1,960**

Funding Source

- Pending
- Pending - priority

Status

- Select all
- (Blank)
- Cancelled
- Pre-Contract

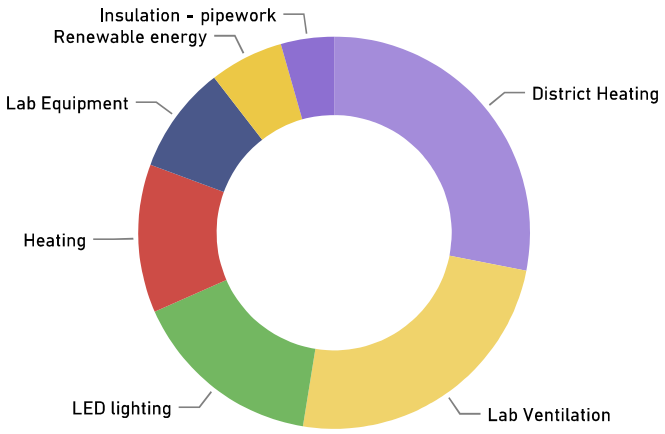
MAC (£/TCO2e LT)

£102

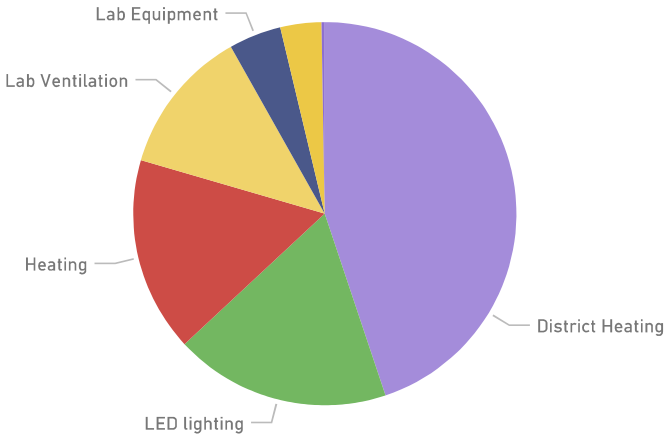
Simple Payback

6.7

Total CAPEX by Project Type

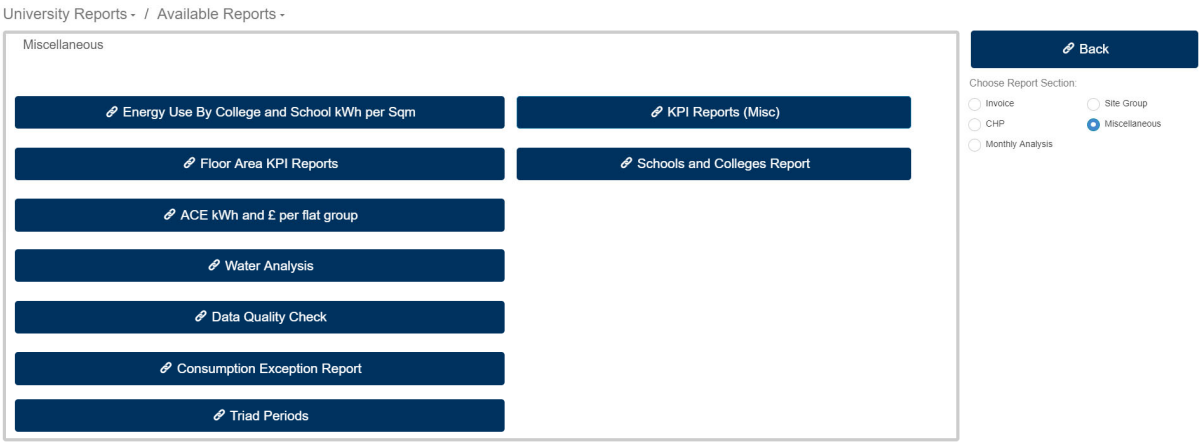


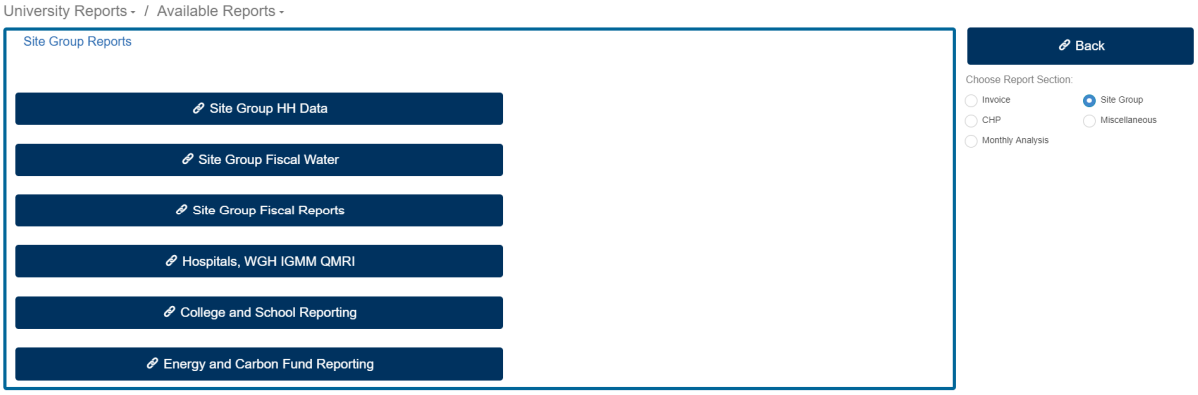
Savings Cost [£/annum] by Project Type



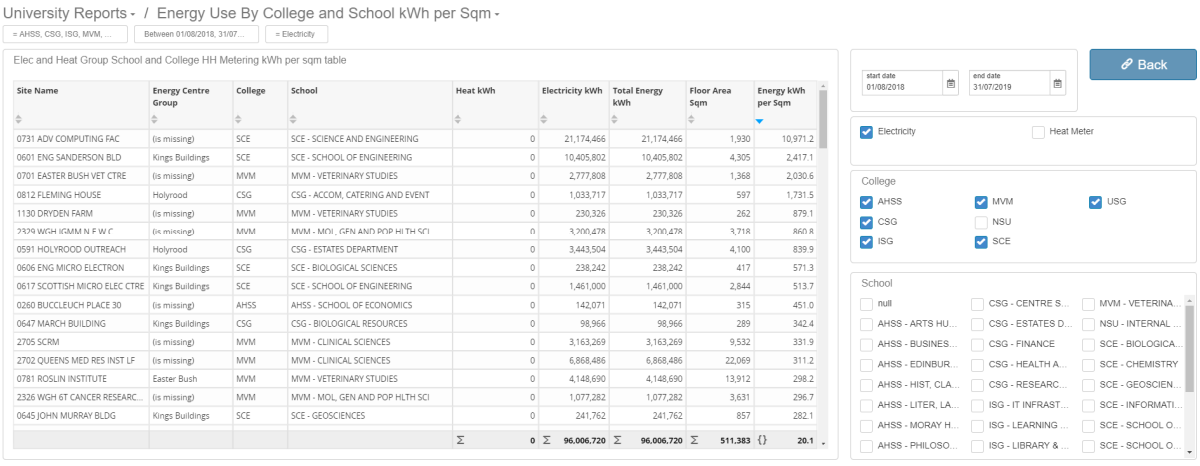
Optima Visualiser Report Selection Pages - Examples for KPI Reporting

The following graphics show a selection of pages from Optima Visualiser that allow Area based KPI reporting.





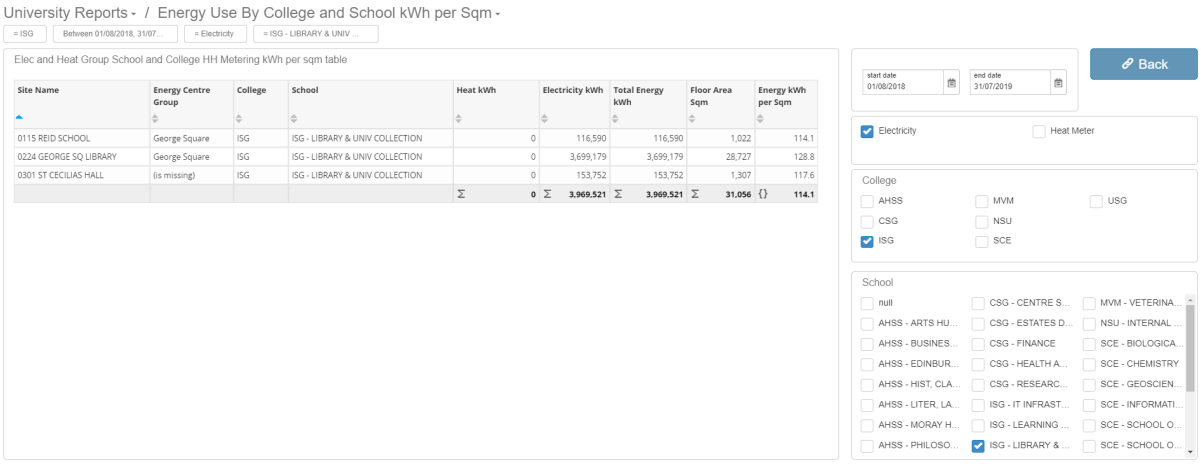
See above. Various report formats available. KPI reports focus on £/m2 or kWh/m2



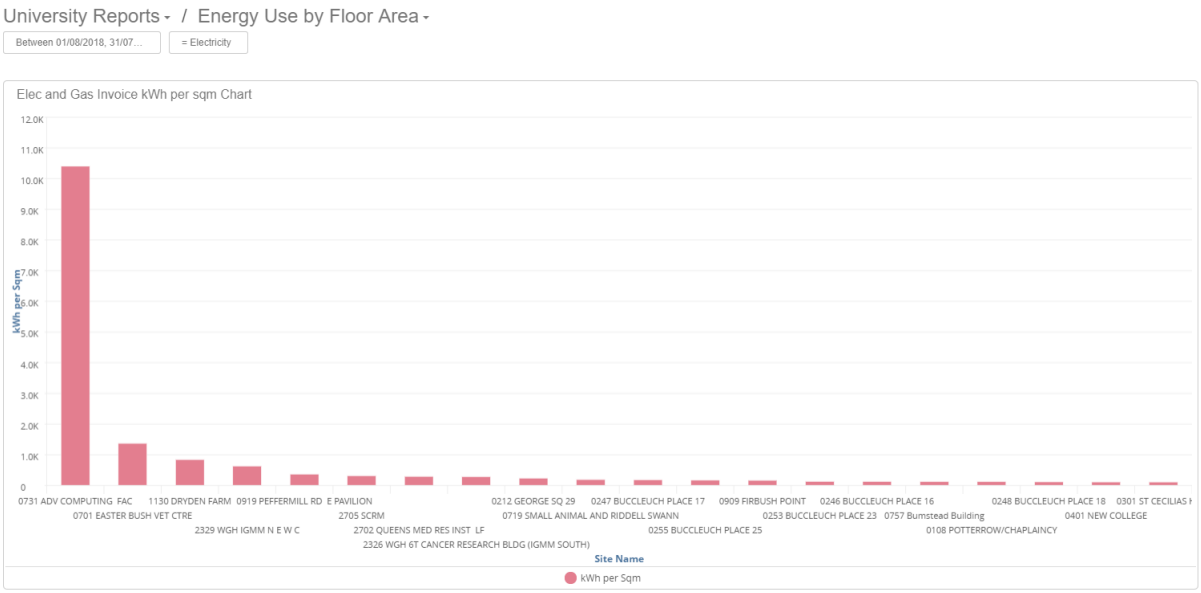
Site Name	Energy Centre Group	College	School	Heat kWh	Electricity kWh	Total Energy kWh	Floor Area Sqm	Energy kWh per Sqm
0731 ADV COMPUTING FAC	(is missing)	SCE	SCE - SCIENCE AND ENGINEERING	0	21,174,466	21,174,466	1,930	10,971.2
0601 ENG SANDERSON BLD	Kings Buildings	SCE	SCE - SCHOOL OF ENGINEERING	0	10,405,802	10,405,802	4,305	2,417.1
0701 EASTER BUSH VET CTRE	(is missing)	MVM	MVM - VETERINARY STUDIES	0	2,777,808	2,777,808	1,368	2,030.6
0812 FLEMING HOUSE	Holyrood	CSG	CSG - ACCOM, CATERING AND EVENT	0	1,033,717	1,033,717	597	1,731.5
1130 DRYDEN FARM	(is missing)	MVM	MVM - VETERINARY STUDIES	0	230,326	230,326	262	879.1
2329 WGH IGMM N E W C	(is missing)	MVM	MVM - MOL, GEN AND POP HLTH SCI	0	3,200,478	3,200,478	3,718	860.8
0591 HOLYROOD OUTREACH	Holyrood	CSG	CSG - ESTATES DEPARTMENT	0	3,443,504	3,443,504	4,100	839.9
0606 ENG MICRO ELECTRON	Kings Buildings	SCE	SCE - BIOLOGICAL SCIENCES	0	238,242	238,242	417	571.3
0617 SCOTTISH MICRO ELEC CTRE	Kings Buildings	SCE	SCE - SCHOOL OF ENGINEERING	0	1,461,000	1,461,000	2,844	513.7
0260 BUCCLEUCH PLACE 30	(is missing)	AHSS	AHSS - SCHOOL OF ECONOMICS	0	142,071	142,071	315	451.0
0647 MARCH BUILDING	Kings Buildings	CSG	CSG - BIOLOGICAL RESOURCES	0	98,966	98,966	289	342.4
2705 SCRM	(is missing)	MVM	MVM - CLINICAL SCIENCES	0	3,163,269	3,163,269	9,532	331.9
2702 QUEENS MED RES INST LF	(is missing)	MVM	MVM - CLINICAL SCIENCES	0	6,868,486	6,868,486	22,069	311.2
0781 ROSLIN INSTITUTE	Easter Bush	MVM	MVM - VETERINARY STUDIES	0	4,148,690	4,148,690	13,912	298.2
2326 WGH 6T CANCER RESEARC...	(is missing)	MVM	MVM - MOL, GEN AND POP HLTH SCI	0	1,077,282	1,077,282	3,631	296.7
0645 JOHN MURRAY BLDG	Kings Buildings	SCE	SCE - GEOSCIENCES	0	241,762	241,762	857	282.1
				Σ 0	Σ 96,006,720	Σ 96,006,720	Σ 511,383	{} 20.1

Above report can be filtered on date range, college (or support group) then school or support department to deliver absolute kWh, £ or KPI /m2. As well as this apportionment similarly geographical and building function typologies can be selected. Reports can be ordered to give an ordered listing for top 10 or 20 for any level of any hierarchy.

See below for ISG selection example.



Below shows ordered graphical output.



Generally tables and charts can be exported for use in reports or for further analysis. Some data issues persist around Kings Buildings and Dynamat. Automatic Meter Reading is migrating to Elcomponent from Dynamat as part of Infrastructure project to resolve data issues there.

Additionally, Optima Visualiser can display detailed data at University, Campus, Energy Network, Site and building levels. Some sub building level reporting is available as above from direct metering and some from area based calculations.

THE UNIVERSITY of EDINBURGH

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Sustainability Strategy Advisory Group (SSAG)

June 2019

SRS Reporting - Plans for 2019

Description of paper

This paper provides plans for developing the University's Social Responsibility and Sustainability Report for 2019.

Action requested

SSAG are asked to *note* and *discuss* the paper.

Background

Each year the University reports on its progress across social responsibility and sustainability issues, ensuring we report on issues that are of most importance to our stakeholders. In recent years we have highlighted examples of how the University is contributing towards the Sustainable Development Goals.

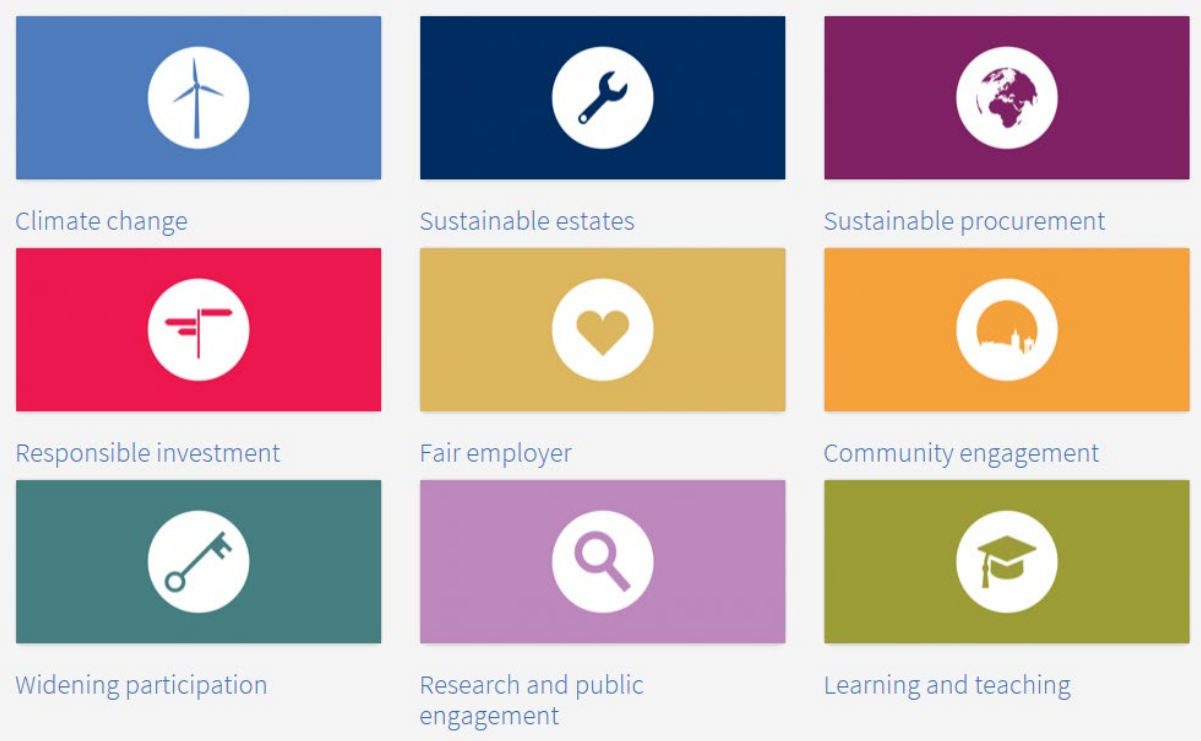

Figure 1 - SRS Reporting Scope

We support the University's efforts to further align the Annual Report and Accounts to the International Integrated Reporting Framework, with social responsibility and sustainability issues being reported throughout this report, including in the operational section.

For the past several years we have continued to produce a more detailed stand-alone report[1] and a four page highlights report supporting efforts to use reporting as a way to improve performance and engage with our diverse range of stakeholders. Last year's report was published in December 2018. Information collated for this report is used for several internal and external reporting purposes.

Discussion
The University's forthcoming Social Responsibility and Sustainability Report will focus on the 2018-19 academic year and is scheduled to be published in December 2019. Information for the report will be collated by the Department for Social Responsibility and Sustainability via colleagues over the course of the next four months. Information will then be shared with Finance for the Annual Report and Accounts.

Action	Date
Confirm plan for SRS Report	June 2019
Contact key information providers (including Academic Schools and Professional Services)	July 2019
Collate and draft information for SRS Report	August – September 2019
Receive performance data for SRS Report	September – October 2019
Circulate and confirm final version of SRS Report	October 2019
Share SRS Report with external experts	November 2019
Publish SRS Report	December 2019

Priorities for this report will be to further develop the key performance indicator table (developed for the first time last year); improve the University's reporting on the Sustainable Development Goals; gain expert opinion on the University's performance and reporting on social responsibility and sustainability issues from a shortlist of external experts (this includes representatives from the National Union of Students and the Sustainable Scotland Network); and improve the reporting website by moving to a new improved platform. In future years, the annual Social Responsibility and Sustainability Report will look to align with the University's forthcoming new Strategic Plan (and the subsequent new SRS Plan).

Resource implication
No further resource is required, as reporting on social responsibility and sustainability issues is a key objective for the University. The Department for Social Responsibility and Sustainability coordinates this area of work with resource already allocated.

Risk management
Key risks include ethical and reputational, both are associated with not having a clear approach to reporting on the University's progress against social responsibility and sustainability issues. To manage these risks, the plan had been developed to de-risk opportunities by consulting extensively with colleagues and ensuring our reporting is transparent and relevant to stakeholders.

[1] www.ed.ac.uk/about/sustainability/governance-publications-reports/reports/2017-18

Equality and diversity
A key aim of the University's Social Responsibility and Sustainability Report is to highlight progress on supporting equality and diversity across the University's communities.

Next steps
Following feedback from the SSAG Committee, the Department for Social Responsibility and Sustainability will start to contact key information providers in July 2019.

Consultation
Input from Michelle Brown, Head of SRS Programmes

Further information
Prepared by: Matthew Lawson, Programme Manager, June 2019

Freedom of information
This is an open paper.

THE UNIVERSITY of EDINBURGH

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Sustainability Strategy Advisory Group (SSAG)

Monday 24th June 2019

Biodiversity Strategy

Description of paper

1. This paper presents and includes the Biodiversity Strategy for the University of Edinburgh. It is for noting and discussing. Discussion should include any requests for changes to the strategy as it is set out and agreement on a route for approval.

Action requested

2. The SSAG is asked to discuss the Biodiversity Strategy considering any changes that may need to be made, paying particular attention to the embedded Biodiversity Policy, and the approval process so that the strategy can be launched by the end of 2019.

Recommendation

3. The SSAG should determine the route forward for the Biodiversity Strategy to ensure its launch in 2019; we have noted that this launch will occur in our Scottish Government mandatory Climate Change reporting in November 2018.

Background and context

4. The development of a biodiversity strategy was part of the commitments laid out in the Climate Change Strategy for the University of Edinburgh (Zero by 2040). The Biodiversity Strategy presented here supports and enhances the Adaptation Framework that has recently launched (June 2019), effectively a sub-strategy to address risks and vulnerabilities through green (and blue) infrastructure and maintained biodiversity (also enhancing conditions for biodiversity). The Biodiversity Strategy takes a whole institution approach in keeping with Zero by 2040 and also addresses health, wellbeing and student experience through its programmes. It maps onto student experience and Sustainable Development Goals (SDG 15) concerns that will be laid out in the new Strategic Plan for the University.

The Wildlife and Natural Environment (Scotland) Act 2011, in force since 2012, requires public body reporting of biodiversity duty compliance every three years. We sought clarification from Scottish Government regarding whether universities are considered public bodies in this case and received confirmation, thus the University of Edinburgh must meet this obligation. We also note that the 2012 Biodiversity Policy required updating and it is now embedded in the overarching Biodiversity Strategy but the Policy may need editing in order to avoid repetition and to ensure it fits well within the Strategy. In light of significant worldwide loss of biodiversity, now called the sixth mass extinction, focus on biodiversity through a strategy taking a whole institution approach is warranted.

Discussion

5. Considering commitments, requirements and the importance of action laid out above, the Biodiversity Strategy sets out the following vision:

The University will protect existing biodiversity on campuses and enhance opportunities for biodiversity by taking a holistic approach that prioritises our interactions with wider communities of organisms, including humans, and dynamic landscapes.

After detailed discussions with internal and external stakeholders, we have proposed focus on three aspects of biodiversity to guide actions within a whole institution approach:

- Geodiversity and conservation
- Species mapping
- Biophilia and place making

6. Key actions to support the approach and reach the vision set out in the Biodiversity Strategy include:

Research, learning and teaching

- Tracking University research and courses relating to biodiversity
- Expanding living lab projects in biodiversity through coursework, placements, internships and volunteering
- Considering and mapping opportunities for research, learning and teaching relating to land acquisition through the RELCO group

Geodiversity and species diversity

- Map campuses and surrounding natural/green spaces, considering geodiversity, to identify areas that could be enhanced through greater connectivity and to identify target sites for biodiversity projects, with continual consideration of adaptation
- Audits of geodiversity and species diversity across each campus and accommodation location, referring to species audits undertaken for Kings Buildings in 2009 and Pollock Halls in 2010

Greening buildings and campus green and blue networks

- Ensure visibility/standardisation of biodiversity actions in the new T46 guidelines and Estates Sustainable Design
- Considering trials of the Scottish Wildlife Trust Natural Capital Standard for Green Infrastructure or similar, and alignment with the Estates Landscaping Guide; in collaboration with IS and SWT, SRS development of a tool to map green spaces on campuses

Community and place-making

- Raise awareness of University activities for biodiversity on campuses through a communications plan

- Develop coordinating role to consider possibilities for food growing and biodiversity spaces through Green Communities programme
- Ensure links with Procurement in relation to biodiversity
- Engagement and creating community with biodiversity on campuses through living lab projects and volunteering for students, staff and local communities, with volunteer days, University of Edinburgh Friends of groups
- Maintain existing partnerships (e.g. Edinburgh Living Landscape Partnership) and establish or grow others both nationally and internationally

7. An updated University Biodiversity Policy is embedded in the Biodiversity Strategy. It presents key Estates biodiversity management principles:

- Do not inadvertently destroy existing habitats
- Give preference to native species of local provenance
- Create a mosaic of different habitats to provide a range for more species
- Link habitats (green chain) where possible for species movement
- Undertake grounds maintenance management operations at times to reduce impacts on species (feeding, breeding, hibernating)
- Compost green waste
- Align with Local Biodiversity Action Plans
- Where resources allow, work with students on Living Lab projects

The Policy also further lays out the following policy priorities:

1) Protecting existing biodiversity
2) Enhancing conditions for biodiversity where possible
3) Connecting areas for wildlife
4) Promoting engagement with biodiversity
5) Following general landscape principles
6) Incorporating biodiversity into University developments
7) Providing buildings and structures for biodiversity

The SSAG has been asked to review this section in terms of its relation to the strategy within which it is embedded.

Resource implications

8. The University is already undertaking actions or considering actions for biodiversity on campuses (in terms of operations), in research, learning and teaching, investments and partnerships. Additional time may be required (e.g. of the SRS Climate Policy Manager) to implement the Green Communities Nature and Growing Programme and to progress additional actions. No funds are being requested.

Risk Management

9. Risks to not acting for biodiversity include reduced resilience (increased vulnerability, e.g. with decreased green spaces/green infrastructure to mitigate urban heat island effect, flooding etc) in the face of climate change and reputational risks if the University is perceived as failing to act.

Equality & Diversity

10. Access to nature/biodiversity and greenspaces is often not equally distributed across urban populations, so that areas of deprivation are less green and more barren. Edinburgh exhibits this unequal access. Equally these areas may suffer more with the effects of climate change due to the urban heat island effect or flooding as a result of non-permeable surfaces. These issues of inequality are being considered by the University, as part of the city, through community engagement programmes (e.g. Water Logic MSc Advanced Sustainable Design student projects focussed on biodiversity, ecology and engagement in Wester Hailes) which will continued to be developed as part of the Biodiversity Strategy. We also consider that all staff and students on campuses should have equal access to diverse natural/green spaces for their health and wellbeing.

Next steps/implications

11. Next steps will include SSAG-suggested changes being made to the current draft of the Biodiversity Strategy by the Climate Policy Manager and Estates Landscape Services Manager, as well as the progression of the Strategy through committees for approval.

Consultation

12. The Biodiversity Strategy has been developed through a collaboration between Estates and SRS, with input also from other staff and students across the University; we would especially like to thank the Spring 2019 Case Studies in Sustainable Development and Nature, Greenspace and Health student cohorts. Research was undertaken to identify what other universities across the UK are doing for biodiversity through site visits (e.g. to Glasgow, Exeter and UCL). External input has also been provided by Scottish Wildlife Trust, Scottish Natural Heritage and Edinburgh Adapts, for instance.

Further information

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Freedom of Information

14. This is an open paper.

University of Edinburgh Biodiversity Strategy: Building Community, Building Resilience

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Executive Summary

The importance of biodiversity to human health and well-being has been proven, including as provider of crucial ecosystem services for instance in relation to climate change; equally species that contribute to biodiversity have value in and of themselves as living things with whom we share the planet. Considering such value in biodiversity, the University of Edinburgh presents a biodiversity strategy that builds community and resilience, aligning with the adaptation strategy. We embrace the following vision:

The University will protect existing biodiversity on campuses and enhance opportunities for biodiversity by taking a holistic approach that prioritises our interactions with wider communities of organisms, including humans, and dynamic landscapes.

We therefore take an interaction approach to biodiversity and frame action in terms of three factors:

- Geodiversity and conservation
- Species mapping
- Biophilia and place making

Focus on geodiversity protects species and their interactions while also delivering a higher-level, longer-term ecosystem view valuable for adaptation. This focus is complemented by the mapping of species diversity across campuses and consideration of how to enhance conditions for species. Acknowledging the benefits of contact with biodiversity, the strategy equally makes central care for quality existing green spaces and expansion of green spaces for student and staff health and well being, as well as place making on campuses.

The University follows a whole institution approach, as presented in the Climate Change Strategy 2016, and so actions occur in the following areas:

- Research, learning and teaching
- Landscaping and biodiversity of campuses
- Investment opportunities – RELCO and biodiversity
- Partnerships

Success will be measured through the meeting of targets/actions in research learning and teaching, geodiversity and species diversity, greening buildings and campus green and blue spaces, and community and place-making. The strategy supports showcasing research, and expanding and increasing the number of living lab projects undertaken in the biodiversity space; completion of mapping and further connecting of green spaces and identification of target sites for biodiversity; the embedding of biodiversity actions in the new T46 and an increase in quality green and blue spaces on campuses; increased awareness amongst students and staff of biodiversity and actions on campuses, increased involvement of students in biodiversity for wellbeing and place making and growth in partnerships and engagement within the city of Edinburgh and beyond.

Introduction and background

The Convention on Biological Diversity and Aichi Targets 2011-20 are translated into national strategies and action plans. Aichi has five strategic goals and the following vision for biodiversity:

By 2050, biodiversity is valued, conserved, restored and wisely used, maintaining ecosystem services, sustaining a healthy planet and delivering benefits essential for all people.

The EU Biodiversity Strategy recognises both the "life insurance" and intrinsic value of biodiversity, with the aim to halt loss and ecosystem services degradation by 2020, while also focusing on restoration. The Strategy also notes the importance of biodiversity to climate change mitigation and adaptation.

The Scottish Biodiversity Strategy 2020 Challenge responds to Aichi and EU strategy with three key aims, within an ecosystem approach: to protect and restore biodiversity; to connect and engage people with the natural world for health and wellbeing; and to maximise benefits for Scotland of a diverse natural environment. These national aims are preceded by a duty to consider biodiversity placed on all Public Bodies by the Nature Conservation (Scotland) Act (2004):

> *It is the duty of every public body and office holder, in exercising any functions, to further the conservation of biodiversity so far as it is consistent with the proper exercise of those functions.*

The Wildlife and Natural Environment (Scotland) Act 2011, in force since 2012, requires public body (public) reporting of biodiversity duty compliance every three years. **These are key reasons to develop a biodiversity strategy and update the University's existing Biodiversity Policy**, which was endorsed by University Court in 2012.

The University has also developed an Adaptation Framework, which is further enhanced by an aligned and linked biodiversity strategy; biodiversity has a role to play in societal adaptation and equally societal changes can impact biodiversity either positively or negatively. Natural green spaces assist in carbon sequestration, improving air quality, dampening the heat island effect, as well as contributing to flood prevention. Maintaining the diversity of plants and animals in these spaces ensures resilience. Equally, some species are shifting ranges in response to human-induced climate change in order to survive and so require corridors connecting suitable green spaces to allow for this adaptive movement. In some cases, local and regional ecologies have changed to the point of driving animals to extinction; polar bears are one iconic example of a species on the brink. Understanding the impacts of warmer summer temperatures and increased rainfall and flooding on native flora and fauna on campuses and surrounding areas and how to provide adaptive support should be considered as part of this strategy.

The University of Edinburgh can take an "interaction biodiversity" approach to landscaping and conservation on campuses, linking to larger geographic areas with focus on allowing for species interactions within ecological communities in geodiverse regions. Interactions and communities are central to this strategy, not only in terms of nonhuman organisms but also in terms of human interaction with and community in nature. The Edinburgh Biodiversity Action Plan takes a landscape scale approach which emphasises expanded and connected green and blue spaces, resilience to climate change and community; actions fall under geodiversity, green and blue networks, species diversity and greening buildings. The University Strategy aligns with this approach through a focus on interaction biodiversity including these elements. The University embraces the following vision:

The University will protect existing biodiversity on campuses and enhance opportunities for biodiversity by taking a holistic approach that prioritises our interactions with wider communities of organisms, including humans, and dynamic landscapes.

Biodiversity and the whole institution

The University has an opportunity to contribute to biodiversity conservation through its research, learning and teaching, approach to landscaping, investment considerations and partnership working.

Research, learning and teaching

Research projects in Geosciences have considered biodiversity distribution in South America, pine woodland biodiversity conservation through fire management in Belize and tropical ecosystem function, biodiversity and land use in Bali. Previous research has included an investigation of how green and open space contributes to health and well-being in Landscape Architecture, climate change and management of forest biodiversity in Biological Sciences and the Geosciences project to understand effects of land use changes on ecosystems to halt biodiversity loss caused by habitat degradation and fragmentation, to name but a few. A wide range of research programmes are also available for students, in Cell Biology, Evolutionary Biology, Applied Conservation Genetics with Wildlife Forensics and Global Food Security and Nutrition, for instance.

Numerous undergraduate programmes run by the University include biodiversity topics, such as Agricultural Science, Biological Sciences (with subdisciplines such as ecology, evolutionary biology, plant science and zoology), Ecological and Environmental Sciences, Environmental Geosciences, Geology, Geography, Geophysics, and Veterinary Medicine degree. Postgraduate courses including Biodiversity and Taxonomy of Plants (MSc, PgDip) run jointly with the Royal Botanic Garden of Edinburgh, Biodiversity, Wildlife and Ecosystem Health MSc and Animal Breeding and Genetics (MSc, PgDip) engage and teach students about various aspects of biodiversity and its conservation (add links).

The Department for Social Responsibility and Sustainability (SRS) has been expanding and will continue to expand the Living Lab Programme to include a focus on biodiversity topics. Living lab projects engage students with real world issues faced by the University, providing opportunity for an exchange that benefits both students and our operations through dissertation and course placements and volunteer opportunities for example. Recent student projects include wilding campuses for biodiversity, coffee procurement and biodiversity, mapping green spaces on University campuses with a trial at Pollock Halls, tackling deforestation in supply chains and investment and drivers for biodiversity policy and implementation. A new course, “Nature, Green Spaces and Health“, in the School of Health and Social Science launched in 2018-19 and the student cohort was devoted to assisting in delivery of an aspect of the biodiversity strategy for their Semester 2 project.

Landscaping and biodiversity on campuses

As noted in the University’s Climate Change Adaptation Strategy, the University of Edinburgh Estates landscaping team currently undertakes and is expanding on many actions for biodiversity on campuses including planting beds and biodiversity sites, reviewing grass cutting regimes, extending grassland meadows, expanding green corridors and identifying potential new locations for tree planting. At the same time, the importance of considering biodiversity across campuses rather than in isolation with each new development project is clear, especially in light of significant development

plans for Kings Buildings and Quarter Mile. Adequate input regarding landscaping options and biodiversity must be kept in the foreground of decision-making. Campus-wide biodiversity audits were conducted in 2009/10 for Kings Buildings and Pollock Halls, and these will be updated. The Natural Capital Standard for Green Infrastructure (NCS), in development by the Scottish Wildlife Trust (SWT) could serve as a basis, or reference, for development action for biodiversity, student and staff well-being and place-making, among other things.

Investment opportunities – RELCO and biodiversity

The Renewables and Low Carbon Options (RELCO) group has conducted research and scoping of possibilities for land acquisition that could have substantial impact on Scotland's biodiversity. Reforestation of land would contribute to biodiversity conservation, providing expanded wildlife corridors and habitats and encouraging the growth of native flora. Scottish peatlands support unique biodiversity and restoration can benefit biodiversity conservation, with habitat for highly specialised plant species (mosses that capture carbon), bird species such as the golden plover, hen harrier and golden eagle. Restoration across woodland and peatland would contribute to conservation of both iconic Scottish species but also those not as well-known or charismatic, but equally valuable, such as species of spiders only found in peatlands, for instance. Land acquisition provides multiple avenues for University research, learning and teaching opportunities.

Partnerships and biodiversity

The University is already a member of the Edinburgh Living Landscape (ELL) Partnership, which has the long term vision of ensuring that nature is at the heart of the city of Edinburgh's future. The ELL Partnership, including Scottish Wildlife Trust, City of Edinburgh Council, Royal Botanic Garden Edinburgh, Edinburgh & Lothians Greenspace Trust, Butterfly Conservation Scotland and the University, delivers greening and biodiversity projects across the city. These projects also link to the Edinburgh Adapts action plan, having multiple benefits. Campus landscaping actions already align with aims of the ELL Partnership but further work can be undertaken in terms of expanded actions and city and community, as well as national and international engagement.

A three-factor approach

The University of Edinburgh will take an interaction biodiversity approach that centres on three key complementary factors: geodiversity, species mapping and place-making.

Geodiversity and conservation: Conserving Nature's Stage

Conserving geodiversity has been referred to as "Conserving Nature's Stage", which reflects the importance of considering landforms, soils and topography in planning for biodiversity conservation. It allows for a more dynamic view of species, where organisms are adapting and moving in response to climate change, requiring space for such movement. The University would be leading the way by focusing efforts on geodiversity or geoconservation. Conservation of geodiversity can begin to protect species, their interactions and the evolutionary process within diverse habitats while also delivering a higher-level and longer-term ecosystem view. Such an approach aligns with priorities for climate change adaptation, since focus is on soils, waters (and flows) and landform processes over time; space is made for natural processes such as flooding for example, with natural flood management.

This approach would also support Scotland's Geodiversity Charter and could draw from geodiversity mapping of Edinburgh undertaken by the Edinburgh Geological Society (and BGS data), to link campuses to sites identified.

Species mapping: enhancing conditions for interaction biodiversity conservation

A geodiversity approach is complemented by a view that maps species diversity across campus sites and considers (generally) enhancing conditions that will allow populations of native flora and fauna to grow and thrive, while also considering the role of non-natives in climate change adaptation. The conditions would include expanding less managed green spaces (rewilding) and corridors connecting campuses with adjacent suitable land, to conserve interactions and communities of species while also providing space for dynamic change; low maintenance green spaces also have cost benefits. A recent MSc student living lab study (Stolle 2018) contributes to our understandings of staff and student reactions to spaces left or allowed to become wild and proposes actions that have been integrated into this strategy.

The University equally takes a broader view of biodiversity conservation, determining how its practices might be reconsidered such as food options in University campus shops and procuring certain products that have impacts on species in other countries. For example, animal agriculture contributes to climate change through methane emissions and forest destruction, but deforestation to grow crops for cattle also significantly negatively impacts wildlife worldwide (see WWF). The ubiquitous use of palm oil in many products has led to destruction of habitats for the highly endangered orangutan, as just one more example. Thus, the University's impact on biodiversity expands beyond the borders of its campuses; the Biodiversity Strategy aligns with and supports the University Sustainable Procurement Strategy. A number of completed student MSc projects can guide the approach taken.

Biophilia and place-making

A link has been made between health and wellbeing and human contact with natural places, compared to the diminished experience of barren urban areas dominated by concrete and other human-made expanses (WHO 2016). Many people are also said to have an innate attraction or desire to be in more natural settings where they can connect with other forms of life (see E.O. Wilson on biophilia). Contact with natural spaces can lead to increased physical activity as well as increased relaxation, ability to concentrate and to sleep, for example. These spaces can also create a sense of valued place and community. The Scottish Wildlife Trust (SWT) Natural Capital Standard for Green Infrastructure can be considered for implementation to strengthen a sense of place on campuses. Green infrastructure would include woodlands and parks, play spaces, green roofs and living walls, allotments and community growing, hedges and gardens, most of which are already part of staff and student experience of the University. The strategy promotes enhancement and expansion of such infrastructure, including blue spaces, and standard consideration of quality green infrastructure in Estates development. As part of the city of Edinburgh, such expansion would increase urban greenspaces which are in decline in many urban areas due to land privatisation, developments/redevelopments of derelict land and increased density of cities as a reaction against urban sprawl (Southon et al 2017).

Biodiversity policy: Estates biodiversity management

The University of Edinburgh recognises that our owned and managed sites encompass a range of habitats and species, with many opportunities to conserve and enhance conditions for biodiversity. We are committed to actively enhancing conditions for and promoting biodiversity on our grounds. We support biodiversity in our local neighbourhoods and region, to improve the health and well-being of staff, students and the wider community. Here we set out new policy guidelines for biodiversity that align with strategy goals.

Estates biodiversity management

The University is committed to maximising the ecological value of its green space for the benefit of a wide range of flora and fauna, whilst at the same time retaining its functional value. Our long term vision is to improve the biodiversity value of the existing estate and to contribute, where possible, to local, regional and national biodiversity targets. Where possible we hope to connect our estate with other green spaces, green corridors and the wider community. We will also manage and develop our green space so that it provides positive benefits and psychological well-being to our students, staff and the people who regularly travel through our estate. Key principles include:

- Do not inadvertently destroy existing habitats
- Give preference to native species of local provenance
- Create a mosaic of different habitats to provide a range for more species
- Link habitats (green chain) where possible for species movement
- Undertake grounds maintenance management operations at times to reduce impacts on species (feeding, breeding, hibernating)
- Compost green waste
- Align with Local Biodiversity Action Plans
- Where resources allow, work with students on Living Lab projects

There is no simple set of measures that the University can adopt to ensure biodiversity on campuses is protected or enhanced and complexity is at the very heart of biodiversity and habitat management. The University is also aware that responsibility for biodiversity is not limited to the campus boundary. In addition to acknowledging the scale of our activity, the University has identified the following policy priorities:

1) Protecting existing biodiversity

The University of Edinburgh estate covers a physically large and diverse patchwork of land holdings, many of which are in urban locations. The University is custodian of the associated biodiversity of these sites, which means it has a responsibility to ensure it understands their composition and value.

This responsibility is one of the underpinning principles of sustainable development so that existing biodiversity is conserved and protected for the benefit of future generations. For certain species or habitats, it may also be supported by legislation.

2) Enhancing conditions for biodiversity where possible

The size and location of the University's estate also means it has a significant role to play in contributing to local and regional biodiversity efforts. This strategy has been developed with reference to several relevant policy documents including the UK Biodiversity Strategy these include commitments to enhancing as well as conserving biodiversity.

3) Connecting areas for wildlife

Conservation efforts often create 'pockets' of biodiverse habitats by encouraging protection of even relatively small sites. Although valuable, these sites can be quite isolated from one another. It has

become well recognised practice to provide links or corridors for wildlife between these sites, enabling them to support greater numbers and variety of species.

Across the University estate there are opportunities to link up habitats in this way, joining up the University's own pockets of green spaces to benefit the wider wildlife community.

4) Promoting engagement with biodiversity

Engagement with biodiversity is central to the success of any associated strategy. An understanding that the natural environment offers tangible benefits to everyone and that its conservation is a collective responsibility is vital.

The University offers the opportunity to build staff and student capacity into our approach. Links between monitoring, research or conservation activities with academic programmes are in development.

5) Following general landscape management principles:

- Leave perennials standing until Spring to provide habitat and food sources
- Provide nesting sites and cover for wildlife by allowing shrub bed areas to grow to maturity undisturbed
- Where suitable adopt a reduced mowing regimes in selected appropriate areas
- Incorporate mulch to use as a soil improver
- Consider plant selection carefully using plants with a range of flowering times to ensure a continuity of food sources for insects
- Use trees and shrubs that produce fruit and berries in winter
  Diversify habitats by using a variety of plants/trees/shrubs o provide a range of vegetation levels
  Use of artificial habitats ie birdboxes /bug hotel/hedgehog shelters

6) **Incorporating biodiversity into University development**s

Biodiversity can be integrated with development, and it is possible to develop buildings, infrastructure and urban spaces that are valuable to both. However this can only be achieved by thoughtful design that is considered from the very first stages of project planning.

The underlying philosophy of effective biodiversity and development policies is based on three principles – integral design, mitigation and adding value. Developments that are well designed utilise the landscape effectively, provide habitat for wildlife, have significantly lower energy loads, produce less waste and improve the health and well-being of the building user.

Opportunities

The University's ongoing development across the estate means there are opportunities to integrate biodiversity into development projects. Collaboration between the City Council planning department, architects, project managers and the biodiversity steering group at an early stage can ensure that innovative and progressive ideas are included in designs and that exemplar buildings that benefit future site users and increase the overall biodiversity value of the site are realised

7) Providing buildings & structures for biodiversity

- Provide bespoke nesting boxes attached or integrated into buildings
- Consider the use of wildflower roofs in appropriate locations to help provide a source of nectar for bees and potential nesting sites
- The use of climbing plants to provide a nesting habitats and a source of nectar and shelter
- Impact assessment should be considered in areas of re-development in terms of assessing the impact on the soft landscape and existing tree stock
- Building design will be optimised to create habitats on site to attract the broadest range of biodiversity possible

Key recommendations for strategy actions

Actions are grouped in the following thematic areas:

Research, learning and teaching

- Tracking University research and courses relating to biodiversity
- Expanding living lab projects in biodiversity through coursework, placements, internships and volunteering (for instance, proposing student projects to conduct biodiversity audits and to trial a tool to map green spaces on campuses)
- Considering and mapping opportunities for research, learning and teaching relating to land acquisition through the RELCO group

Geodiversity and species diversity

- Map campuses and surrounding natural/green spaces, considering geodiversity, to identify areas that could be enhanced through greater connectivity and to identify target sites for biodiversity projects, with continual consideration of adaptation
- Continue to minimise use of herbicides/pesticides through use of natural alternatives, to eventually reach zero herbicide/pesticide and zero artificial fertiliser use
- Audits of geodiversity and species diversity across each campus and accommodation location, referring to species audits undertaken for Kings Buildings in 2009 and Pollock Halls in 2010
- Continue composting grass and leaf cuttings to produce soil improver
- Consideration of humane methods to manage common species labelled “pests”, such as mice in our buildings

Greening buildings and campus green and blue networks

- Ensure visibility/standardisation of biodiversity actions in the new T46 guidelines and Estates Sustainable Design
- Trials of the Scottish Wildlife Trust Natural Capital Standard for Green Infrastructure or similar, and alignment with the Estates Landscaping Guide which is under development; in collaboration with IS and SWT, SRS to pursue development of a tool to map green spaces on campuses (through successful Student Experience grant)
- Update of Biodiversity Policy 2012 within the final Biodiversity Strategy

Community and place-making

- Raising awareness of University activities for biodiversity on campuses through a communications plan – web presence, signage on campuses to explain different areas for biodiversity including consideration of information board maps (using SRS map) at uni

locations alongside GI mapping app, supporting photovoice acitivity yearly, providing platform for review of greenspaces on campuses and tours

- Restore and connect target locations and elsewhere for interaction biodiversity and for student/staff wellbeing – consider links to new student well-being centre at 7 Bristo Square, and develop coordinating role to consider possibilities for food growing and biodiversity spaces; linking biodiversity/green spaces more clearly with health and wellbeing
- Identifying/mapping areas on campuses to set aside for food growing and developing a programme for staff and students
- Ensure that community grants are considered for biodiversity projects, and consider other grant opportunities (internally such as student experience, and externally such as Green Infrastructure Fund, etc)
- Development of links to the Centre for Sustainable Forests and Landscapes and student calls for a legacy forest on campuses
- Ensure links with Procurement in relation to biodiversity
- Engagement and creating community with biodiversity on campuses through living lab projects and volunteering for students, staff and local communities, with volunteer days, University of Edinburgh Friends of groups
- Maintain existing partnerships (e.g. Edinburgh Living Landscape Partnership) and establish or grow others both nationally and internationally (e.g. Biophilic Cities Network) and ensure alignment of our actions where appropriate with partners' work

Key KPIs

The following table identifies key performance indicators to measure success in each thematic area.

Thematic area	KPI
Research, learning and teaching	• Public-facing showcase of biodiversity-related research and collaborations in place as part of a research knowledge hub hosted on SRS webpages – **by Autumn 2019** • Assessment of research opportunities related to any RELCO decisions going forward • Notable expansion of living lab projects: - Part of coursework (following Nature, Greenspace and Health model) and in CSSD – **one CSSD in Spring 2019, one further engagement with coursework from Autumn 2019** - Individual student projects as dissertations or student placements, or volunteering – **2-3 each academic year**
Geodiversity and species diversity	• Campus green spaces mapped and enhanced through greater connectivity • Target sites for biodiversity identified and species diversity clearly enhanced through wilding and other measures, with surveys noting maintained or increased species diversity; as part of this, delivery of Hedgehog Friendly Campus to Bronze level in the first instance

	• 3 yearly schedule to meet biodiversity duty planned and tasks to meet duty undertaken
Greening buildings and campus green and blue spaces	• Biodiversity actions standardised as part of the new Estates T46; completion of trials of the NCS and its use in decision-making • Increase in quality green and blue spaces in line with standards adopted by UoE
Community and place-making	• Staff and students are more aware of biodiversity and actions for biodiversity on campuses (how to measure – as part of survey?) • Develop a Growing/Gardening Programme: Increase in growing plots for students, as well as staff (following Edinburgh Global example); Increased involvement of students in actions for tree planting, rain gardens, carbon capture garden planning, Edinburgh community engagement • Greater understanding of procurement supply chains and impact on biodiversity • Growth in partnerships with external organisations and grant applications based on these partnerships

The Biodiversity Strategy will ensure completion of 3 yearly biodiversity duty reporting, and five year reviews of the overall strategy being presented here will be undertaken. We will continue to work in partnership to locate our campuses in the context of Edinburgh and Scotland, to contribute to city and national goals for biodiversity. This work will not be possible without strong internal collaborations amongst Estates, SRS, Procurement, ACE, Colleges and Schools including the diverse students and staff within them.

Annex 1

Proposed timeframe for development

Area of action	Key project(s)	Key dates for 2019 - 20
Communicating the biodiversity strategy - SRS	Launch of strategy and webpages answering key questions: Why biodiversity conservation is important What is being done for biodiversity conservation at the UoE	**Autumn 2019**

	Where and how it is visible on campus and accommodation grounds	
Awareness raising and participation – SRS and Estates	Capturing attention - signage Raising awareness – weekly engagement events/tours, photovoice and review options Balancing perceptions and expectations - Encouraging participation -	**Autumn 2019 – Spring 2020**
Research, learning and teaching - SRS	Nature, greenspace and health course semester 2 Identify research opportunities relating to RELCO land Identify other courses that might be able to link to University biodiversity work or partnerships/community engagement in the city Proposal of CSSD project on biodiversity Proposal of biodiversity topics for student dissertation placements, volunteering – e.g. species mapping/audits, ELGT project (bund), etc (see notes!)	**Spring 2019** **On hold** **Spring 2019 – Autumn 2019** **On-going** **On-going**
Geodiversity and species diversity – Estates with SRS support	Estates mapping of potential green corridor expansion and identification of target sites for biodiversity Prioritisation of specific measures for biodiversity – increase in unmown areas, wildflower meadows, and adopt new projects such as Hedgehog Friendly Campus as resources/roles allow Review biodiversity duty and set up 3 yearly schedule to meet it Use of NCS trial outputs to determine ways forward in these areas Use of student work on species audits/mapping to guide	**Autumn 2019 – Summer 2020** **Summer 2019 – Summer 2020** **Autumn 2019** **Autumn 2019** **Spring 2020 or later depending on student**

	development, etc, decisions on campuses	
Greening buildings and green and blue networks – Estates with SRS support	Greenspaces (following NCS) prioritised in refurbishments and estates development planning (through the T46?) Identify further opportunities in developments for greening buildings and identify particular refurbishments for greening (e.g. Hudson Beare LT) Identification of areas suitable for greenspace expansion including community gardens for developments and existing spaces	**On-going** **On-going** **On-going**
Community and place-making – SRS/Estates/Procurement and external organisations/groups	Synergy with ELL Partnership and Edinburgh Adapts Develop coordination for internal and external community engagement for nature walks, gardening, etc Grant funding – partnering with ELGT on Green Infrastructure Fund project Prioritise local suppliers and fair trade that benefits biodiversity through procurement	**On-going** **By Spring 2020** **Spring 2020** **On-going**

Annex 2 – Green Communities Growing Programme

Green Communities: University of Edinburgh Growing/Gardening Programme

The University of Edinburgh's Biodiversity Strategy promotes the further development of "green communities" on campuses. Interactions and communities are central to the strategy, not only in terms of conservation of nonhuman organisms but also in terms of human interaction with and community in nature. Human health relies on ecological systems and species within them, but physical and psychological wellbeing has also been linked to contact with biodiversity or nature. The University's Green Communities programme meets this need by providing staff and students with opportunities to green campuses and participate in community projects in the wider Edinburgh community. It supports the vision of the Biodiversity Strategy:

The University will protect existing biodiversity on campuses and enhance opportunities for biodiversity by taking a holistic approach that prioritises our interactions with wider communities of organisms, including humans, and dynamic landscapes.

Current growing and gardening on campuses

Collation of what is already being done to understand how this could be brought together and expanded through the programme.

Programme strands

The Green Communities programme introduces key strands for action, expanding upon existing actions:

- Local food growing on campuses for staff and students, taking ideas from both staff and students
- Growing and gardening for student wellbeing in collaboration with the new Wellbeing Centre and Chaplaincy
- Realising student living lab projects in collaboration with staff (e.g. carbon capture gardens)
- Tree planting and student/staff legacy forest(s) in collaboration with the new Centre for Sustainable Forests and Landscapes
- Edinburgh community engagement – supporting local groups in garden development and maintenance through staff and student volunteering outreach, UoE Friends of Edinburgh Green Spaces (e.g. Grove Community Garden, Fountainbridge Canalside Initiative); using community grant scheme to fund some activities

Local food growing

The University will expand food growing, formalizing instances, mapping existing projects and providing additional support and engagement through promotion. This strand of the Green Communities programme will also include identifying suitable plots in areas not yet used for this purpose. Students have come forward to propose development of permaculture gardens on campuses, and such ideas from staff and students would be welcomed and considered carefully as part of the programme.

Gardening for wellbeing

The new Wellbeing Centre and the Chaplaincy could provide a link, or referral system, for students to a gardening for wellbeing project within the growing programme. The relationship between contact with nature/biodiversity and good mental and physical health has been researched and evidenced (add sources).

Living lab growing

Students are an extraordinary resource for exciting growing, gardening and greening projects that could be trialled on University campuses, and maintained with the support of students. Business School MSc students have proposed the creation of a carbon capture garden at Little France; while this location may not be feasible, the Green Communities programme will scope other possibilities including a site at Easter Bush campus. Other projects in the living lab space can be realized through this strand.

Trees and forests

Students have previously expressed interest in the creation of a legacy forest, where students plant trees on campuses and leave this green legacy once they no longer attend the University. This possibility as well as the possibility of legacy trees elsewhere in Edinburgh or in Scotland can be considered in collaboration with Estates as well as the new Centre for Sustainable Forests and Landscapes.

Friends of Edinburgh Green Spaces

The University of Edinburgh holds a central place within the city of Edinburgh. Staff and student involvement in development and maintenance of city green spaces can be expanded through a UoE Friends of Edinburgh Green Spaces volunteer group. Community groups open to University involvement have already been identified and include Grove Community Garden and the Fountainbridge Canalside Initiative (FCI). Opportunities in this area can be expanded as the programme grows. Community grants also provide further opportunity for staff and student engagement with community groups focused on nurturing green spaces in Edinburgh.

THE UNIVERSITY of EDINBURGH

Sustainability Strategy Advisory Group (SSAG)

Monday 24th June 2019

Carbon Reporting Verification

Description of paper

1. This paper presents Carbon Reporting Verification of the University of Edinburgh's carbon footprint for 2017-18 as entered into the Ecometrica platform; the verification is undertaken by Sweco on an annual basis. The paper is for noting and discussion.

Action requested

2. SSAG is asked to note and discuss the carbon reporting verification report presented.

Recommendation

3. SSAG members should confirm their satisfaction with the verification report and acknowledge the findings/conclusions within it.

Background and context

4. The verification report for University of Edinburgh carbon reporting (compiled via Ecometrica) is undertaken every year by Sweco, after we have completed our mandatory Scottish Government climate change reporting. External verification by an accredited third part is part of good practice set out by the GHG Protocol (corporate standard). The results of 2017-18 verification by Sweco are made available for review in their report.

Discussion

5. Sweco began the verification process at the end of 2018. They identified certain missing evidence that had not been made available through the Ecometrica platform and they requested answers to standard queries (these are made every year). After Estates uploaded missing evidence, SRS discovered issues with business travel data and worked to correct this data as quickly as possible to complete the verification process; while initial data appeared to point to a rise in emissions from business travel, recalculation indicates a decrease from emissions reported in 2016-17; an analysis report is being completed in summer to compare this year and the previous year, and findings will be made available to SSAG in due course. All outstanding issues flagged by Sweco have been resolved and the verification report concludes that the period of 2017-18 is without material discrepancy and verification activities provide a reasonable level of assurance regarding the University's footprint as stated through the Ecometrica platform. SRS and Estates are holding a follow up meeting in June 2019 to ensure that the process goes more smoothly for 2018-19 carbon reporting, compared to previous years.

Resource implications

6. External verification has a yearly cost of £1700 plus VAT, which equals £2040. This should be considered an on-going cost as part of our reporting commitments.

Risk Management
7. Risks associated with failing to carry out external verification include possible overlooking of inaccuracies in our carbon reporting and reputational risk of not meeting GHG Protocol corporate standards.

Equality & Diversity
8. Climate change often impacts the most vulnerable the most significantly – it has implications for global equality and diversity. The University acknowledges this disparity and acts not only to address its carbon emissions from operations, but takes a whole institution approach that aims to have wider influence and positive impact, as laid out in the Zero by 2040 Climate Change Strategy and in the Adaptation Framework.

Next steps/implications
9. SRS and Estates will meet to streamline the process of carbon reporting using Ecometrica and participating in external verification. Sweco will be asked to undertake verification for 2018-19.

Further information

10. Author	Presenter
Elizabeth Vander Meer	Elizabeth Vander Meer
Climate Policy Manager SRS	
24 June 2019	

Freedom of Information
11. This is an open paper.

Carbon Footprint Verification Statement

The University of Edinburgh - 2017/18

SWECO

Issue	Date	Reason for Issue	Prepared		Checked		Approved	
1	07/06/2019	Final for issue to Client	KL	07/06/2019	SM	12/06/2019	LB	12/06/2019

Carbon Footprint Verification Statement
Revision 1

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1. Introduction

1.1 General

Sweco has been engaged to provide independent verification of a greenhouse gas (GHG) assertion presented by the University of Edinburgh.

The principal objective was to verify the relevant emission scopes from the University's carbon footprint for the period August 2017 – July 2018 against ***BS EN ISO 14064:2012 Part 3 (Specification with guidance for the validation and verification of greenhouse gas assertions)***.

This document is a ***Verification Statement***, which summarises the verification process and concludes on the validity of the GHG assertion.

1.2 Relevant Contact Information

The following table provides details of the key parties involved in the Verification process.

	The University of Edinburgh	**Sweco**
Role	Produce GHG assertion	Verify GHG assertion
Key Parties	Dr Elizabeth Vander Meer	Lewis Barlow Samantha Metaxas Kirsten Leggatt
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1.3 Verifier Pen Profile

Lewis Barlow (Project Manager) is a Chartered Engineer, a Chartered Environmentalist, a Specialist in Land Condition, a Chartered Water & Environmental Manager and a Fellow of the Institution of Civil Engineers. His principal area of expertise is in the assessment of environmental impacts from a variety of pollution sources, including whole life carbon balance calculations for potential windfarm developments.

Samantha Metaxas (Verifier) is a Carbon & Sustainability Consultant with a background in International Business and Carbon Management. Her primary areas of expertise include sustainability, carbon reduction and waste management, which she has applied to a series of organisational carbon, energy and waste audits.

Kirsten Leggatt (Verifier) is an Assistant Carbon & Sustainability Consultant with degrees in Geography and Carbon Management. Her main areas of expertise include energy efficiency of buildings, carbon management and reduction, environmental impact assessments focusing on climate change and energy and waste audits.

2. Verification Scope

2.1 General

The 'carbon footprint' of an organisation may vary considerably depending on the boundaries, both physical and conceptual, that are set by the assessor and agreed with the organisation.

2.2 Level of Assurance

The British Standard on the verification of GHG assertions (BS EN ISO 14064-3:2012) sets out two general levels of assurance as follows:

- reasonable assurance engagements; and,
- limited assurance engagements.

The level of assurance dictates the relative degree of confidence required by the Verifier. It is assumed by default that a 'reasonable' level of assurance is required in this instance.

2.3 Objectives

The principal objective is to verify the relevant criteria from The University of Edinburgh's carbon footprint for the 2017-2018 academic year against BS EN ISO 14064:2012.

2.4 Criteria

The criteria to be considered for The University of Edinburgh are summarised below:

1) Carbon footprint to be reported in tonnes of CO_2e in line with the GHG Protocol and / or BS EN ISO 14064:2012.
2) Emissions sources to include:
    a. Scope 1: Gas, on site fuel, fuel from owned transport, refrigerant gas loss & fugitive emissions
    b. Scope 2: Purchased electricity
    c. Scope 3: Electricity transmission & distribution losses, travel, waste arisings, water/wastewater

2.5 Scope

The scope is the organisational boundary of The University of Edinburgh (the whole of the Academic Estate and Accommodation). The full scope is defined within the completed Ecometrica platform, a sector specific accounting tool which aids in the measurement, management, reduction and reporting of carbon emissions.

2.6 Materiality

BS EN ISO 14064:2012 states that the assessment of what is material, e.g. an aspect of a GHG assertion that may be inaccurate to a degree that matters, "is a matter of professional judgement". However, an example of overall organisational materiality of 5% is provided.

In the assessment of the GHG assertion for The University of Edinburgh, materiality is defined as follows:

- +/- 5% on any actual values used in the carbon footprinting exercise
- +/- 30% on any estimated values used in the carbon footprinting exercise

This is in line with the materiality applied in the Ecometrica platform.

3. Verification Findings

This section summarises the verification process undertaken, in accordance with the standards, procedures and scope previously outlined, under the following specific headings:

1) Undertaking an ***Initial Data Review*** of the GHG assertion information uploaded to the Ecometrica platform.
2) Preparing a bespoke ***Verification Plan*** based on the agreed emission scopes and evidence uploaded to the Ecometrica platform.
3) Undertaking a ***Site Audit Visit***.

3.1 Initial Data Review

Sweco's initial review of The University of Edinburgh's GHG assertion data was undertaken during the week of 26th November 2018. This comprised a review of GHG emission data as uploaded to the Ecometrica Platform.

3.2 Verification Plan

The Initial Data Review was used to inform the Verification Plan (March 2019), which was submitted to The University of Edinburgh in advance of the Site Audit Visit. In addition to outlining the verification process, the Verification Plan included the following specific information requests.

Information Request 1: Gas & Electricity Consumption

Please provide examples of both a natural gas and grid electricity consumption report / document / spreadsheet which support the total figures uploaded to the Ecometrica platform.

Please also highlight any changes to the reporting process since the previous year.

Information Request 2: Accommodation Services

Please explain how natural gas and grid electricity consumption data are collected for the Accommodation Services portion of the organisation.

Information Request 3: Waste

Please provide supporting data to corroborate all waste figures associated with Accommodation Services, as entered in Ecometrica, for the relevant period.

Information Request 4: Business Travel

Please explain the data collection process for business travel across the organisation, particularly with reference to the new online interactive report.

Please be prepared to demonstrate how the total figures uploaded to the Ecometrica platform have been derived for the following travel categories:

- *Rail*
- *Bus & Coach*
- *Car*
- *Taxi*

Please also explain why, in some instances, carbon values (i.e. tCO_2e) were directly uploaded in place of activity data (e.g. passenger kilometres).

Information Request 5: Additional Assets

Please advise of any significant changes to the Estate (e.g. additional buildings) since the previous assessment period.

Information Request 6: CRC Submission

Please explain any differences between this GHG assertion (as entered on Ecometrica) and the corresponding CRC submission over the same period.

Please also describe planned process changes to comply with requirements of the new Streamlined Energy and Carbon Reporting (SECR) scheme.

Information Request 7: Estimated Values

Please confirm any estimated values used within the greenhouse gas assertions and provide details of how they have been calculated.

Information Request 8: Allocation of Scope 3 Emissions

Please clarify why total Scope 3 emissions (39,400 tCO_2e) does not equate to the sum of Scope 3 emissions from the Academic Estate (26,495 tCO_2e) and Accommodation Services (417 tCO_2e) within the Ecometrica platform, as this indicates a discrepancy of 12,488 tCO_2e.

3.3 Site Audit Visit

The Site Audit Visit was undertaken by the Verifiers over two separate sessions: a utility information audit (22nd April) and a follow-up interview (7th June).

3.3.1 Utility Information Audit

An audit of selected utility data was carried out with David Jack (Energy Manager) on the 22nd April by Lewis Barlow. Dr Elizabeth Vander Meer (Climate Policy Manager) and Siôn Pickering (SRS Projects Coordinator) were also present. An overview of the organisational structure and boundary was provided, including any externally-owned assets excluded from the carbon footprint *(Information Request 5)*. Changes to data collection processes in relation to the previous year were also noted where relevant.

Data management procedures were demonstrated to be robust using energy analysis and monitoring software (*Information Request 1*). Optima Energy Systems software provides automated, front-end verification for tariff and invoice data prior to further manual inspection, ensuring thorough analysis and accurate estimation where required (*Information Request 7)*. Due to recent changes in Estates Team structure and personnel, further validation is now being undertaken using Optima Bureau services.

Accommodation Services do not currently make use of the Optima system. Accommodation processes were further explored during the Site Audit Visit and the University has indicated its ongoing plans to improve processes pertinent to this portion of the estate *(Information Request 2)*.

Optima system output is directly fed into The University of Edinburgh's CRC report (with certain exclusions due to the European Union Emission Trading Scheme (EU ETS)). It was confirmed that The University of Edinburgh would not need to report as part of the new Streamlined Energy and Carbon Reporting (SECR) scheme. The organisation is currently in discussions with the Scottish Government regarding a potential obligation to report as part of Energy Savings Opportunity Scheme (ESOS) *(Information Request 6)*, however any data required for mandatory reporting would align with those presented for the verification process.

During this meeting it was confirmed that updated supporting data for both waste *(Information Request 3)* and business travel *(Information Request 4)* would be uploaded to the Ecometrica platform following the Site Audit Visit. Data have since been uploaded and verified, resulting in amended final scope 3 emissions values relative to those included within the Verification Plan *(Information Request 8)*.

Estimated values are primarily from NHS buildings, such as Western General, Little France and Royal Edinburgh, although this is only understood to account for approximately 4% of total electricity usage and therefore does not classify as material *(Information Request 7)*.

3.3.2 Follow-Up Interview

A focused follow-up interview was held on 7th June 2019 by Lewis Barlow and Kirsten Leggatt, arranged and facilitated by Sweco.

Siôn Pickering, SRS Projects Coordinator, addressed the business travel categories specified in the Verification Plan and discussed wider data collection and management processes *(Information Request 4)*. Primary data is obtained from Travel Agents, other suppliers and expense claims. Calculations using secondary (estimated) data are performed where required as a function of cost. Processes were demonstrated to be robust, particularly due to the recent transition to an electronic system which aids in the identification of outliers and data errors.

4. Verification Statement

This statement confirms that Sweco has evaluated The University of Edinburgh's GHG assertion, as provided through the Ecometrica platform and summarised in the table below, covering the period August 2017 to July 2018, according to the requirements of BS EN ISO 14064-3:2012.

Summary of The University of Edinburgh's GHG Assertion (2017-2018)*

		Academic Estate	Accommodation	The University of Edinburgh
Emissions (tCO_2e)	**Scope 1**	32,660	3,563	36,223
	Scope 2	25,782	2,732	28,515
	Scope 3	21,010	417	(21,427 + 12,488**) 33,915
	Total	79,453	6,712	98,653

Sweco confirms all verification activities, as set out in the Verification Plan (March 2019), are complete and concludes that the GHG assertion by The University of Edinburgh for the 2017-2018 period is without material discrepancy and that the verification activities provide a reasonable level of assurance as defined by BS EN ISO 14064-3:2012.

* Due to rounding, some totals presented within this table may not correspond with the sum of separate figures.

** Value of 12,488 tCO_2e covers remaining Scope 3 emissions associated with student and staff commuting, which were allocated to the overarching organisation within the Ecometrica platform *(Information Request 8)*.

Sustainability Strategy Advisory Group

24/06/2019

Theory of Change for SRS in Supply Chains

Description of paper

This paper presents a 'theory of change' for how the University of Edinburgh can make a positive impact on global supply chains (through operational procurement as well as other areas like learning, teaching and research). This is followed by a 'mapping and gap analysis', which benchmarks our current activities against the theory to highlight possible gaps in our approach.

Action requested

The Committee is asked to note and discuss the ideas raised in this paper.

Recommendation

Members of the SRS Department and Procurement Office hold quarterly Fairness in Trade and Sustainable Procurement (FTSP) Programme Board meetings. We recommend that this group becomes a formal sub-committee of SSAG. This will allow the group to provide the Committee with regular updates on progress and issues arising in this area.

The FTSP Programme Board depends on regular attendance from a Procurement Director as well as the Head of SRS Programmes Department for SRS in order to function successful. Administrative tasks (agendas, meeting minutes etc.) can be managed directly by the Programme Board, so no additional resources are required.

Background and context

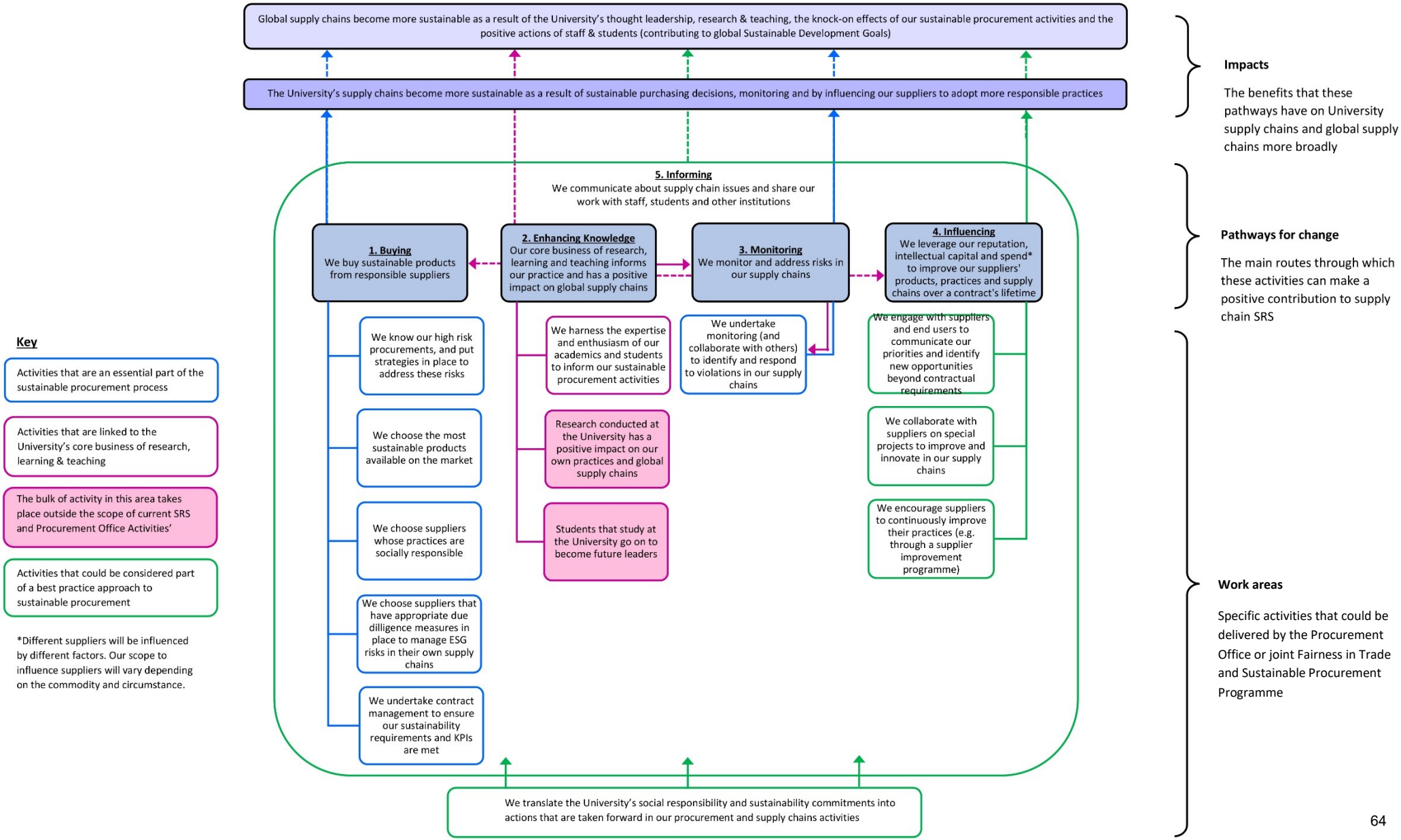
The University of Edinburgh is often seen as a leader in terms of SRS in supply chains work in the UK HE sector. Our Procurement Office aims to embed environmental and human rights considerations into University purchases. The Department for SRS and the Procurement Office's joint FTSP Programme supports the operational procurement team by undertaking research, engaging with suppliers, developing policies & guidance and raising awareness of these issues.

Due to the complexity and lack of transparency in global supply chains, it can be difficult to quantify what effect our work is having on suppliers, supply chain actors, workers and the environment. In these situations, organisations often develop a 'theory of change' to articulate how their day to day activities support the larger societal changes they hope to achieve (and pinpoint areas of potential misalignment / improvement).

We have developed a theory of change for SRS in supply chains in order to better describe how Universities can contribute to fair and sustainable supply chains. The associated 'mapping and gap analysis' maps our current projects and processes against this theory. It shows that the University of Edinburgh is already active in many of the work areas we have identified, but there is room to do more and be more effective.

Discussion

Section 1: Theory of Change



Section 2: Mapping and Gap Analysis

The following pages contain a more detailed assessment of each of the five Pathways for Change listed above. Each pathway is mapped against our current FTSP Programme and wider Procurement Office activities. Every work area has been assigned a RAG status and a low-medium–high priority ranking to show where we may wish to prioritise remedial action. The priority ranking reflects how essential this work area is to sustainable procurement (although it has been noted that there are other ways of prioritising our work, for example real world impact if a change was achieved).

Pathway 1: Buy - We buy sustainable products from responsible suppliers

Pathway 1: Buy We buy sustainable products from responsible suppliers	Current FTSP Programme or Procurement Office activities that contribute to this driver	RAG status and explanation	Priority level
We know our high risk procurements, and put strategies in place to address these risks	• SPPPT scoring completed • Generic guidance in Test Tool • Category Strategies reference to the above tools • SRS provides guidance on request	Risk assessments (SPPPT) and guidance (Sustainability Test Tool) exist but these resources be improved/consolidated and are not always used - See the ISO20400 benchmarking report for further details	High
We choose the most sustainable products available on the market	• Sustainability requirements and questions included in tenders	There is an opportunity to embed sustainability requirements and questions more consistently across procurement categories by improving processes and guidance – see the ISO20400 Benchmarking Report for further details	High
We choose suppliers whose practices are socially responsible	• University T&Cs contain modern slavery language • APUC Code of Conduct in all tenders • ESPD in all tenders • Sustain (post award)	Measures are in place during supplier selection and award, but there may be opportunities to do more – see the ISO20400 Benchmarking Report for further details. The University and our purchasing consortium APUC are using the Sustain tool to assess CoC compliance post award, but there are challenges with this approach – see the Sustain One Year Review document for further details.	High

We choose suppliers that have appropriate due dilligence measures in place to manage ESG risks in their supply chains	• Sustain (post award)	It may be possible to consider supplier due diligence more fully during supplier selection and award – see the ISO20400 Benchmarking Report for further details. The University and our purchasing consortium APUC are using Sustain to assess our suppliers' supply chain management approaches post award, but there are challenges with this approach – see the Sustain One Year Review document for further details	High
We undertake contract management to ensure our sustainability requirements / KPIs are met	None	Undertaken in some cases but no structured approach within the University particularly around sustainability management - see the ISO20400 Benchmarking Report for further details	High

Pathway 2: Enhance and exchange knowledge - Our core business as a research, learning and teaching institution informs our practice and has a positive impact on global supply chains.

Pathway 2: Enhance and Exchange Knowledge Our core business as a research, learning and teaching insitution informs our practice and has a positive impact on global supply chains	Current FTSP Programme or Procurement Office activities that contribute to this pathway	RGB status and explanation	Priority level
We harness the expertise and enthusiasm of our academics and students to inform our sustainable procurement approach	• Supply chain living labs projects • Modern Slavery Working group	Academic experts are involved in the Modern Slavery Working Group. We offer a range of living labs projects every year, but could do more to take these recommendations forward in procurements. There are many other opportunities to capitalise on the expertise of our academic and student community.	Medium
Research conducted at the University has a positive impact on our own practices and global supply chains	• Make ICT Fair project Other activities in this area take place outside the scope of the FTSP Programme and Procurement Office activities	Research will be taking place around the University to understand and solve supply chain sustainability issues. SRS are directly involved in one EU research project. There are opportunities to more closely link to research to University practice, particularly when it comes to monitoring.	Medium

Students that study at the University go on to become future leaders	• Supply chains living labs projects Other activities in this area take place outside the scope of the FTSP Programme and Procurement Office activities	We offer a range of living labs projects every year and receive good feedback from students.	Low

Pathway 3: Influence - We leverage our reputation, intellectual capital and spend to improve our suppliers' products, practices and supply chains over a contract's lifetime.

Pathway 3: Influence We leverage our reputation, intellectual capital and spend* to improve our suppliers' products, practices and supply chains over a contract's lifetime	Current FTSP Programme or Procurement Office activities that contribute to this pathway	RAG status and explanation	Priority level
We engage with suppliers and end users to communicate our priorities and identify new opportunities beyond contractual requirements	• Annual supplier engagement day • Supplier Guides • Occasional meetings with suppliers but not strategic	Suppliers are engaged through an annual event and online resources. Positive partnerships, such as Climate Kic involving construction suppliers, have taken place in the past year. Our overall approach could be more strategic - see the ISO20400 Benchmarking Report for further details.	Medium
We collaborate with suppliers on special projects to improve and innovate in our supply chains	• Occasional student placements in suppliers • Procurement Policy Officer is involved in innovation activities	Some positive examples of where this has taken place, but there is potential to do more in this area – see the ISO20400 Benchmarking Report for further details.	Medium
We encourage suppliers to continuously improve their practices (e.g. through a supplier improvement programme)	• Sustain	The University and our purchasing consortium APUC are using the Sustain tool to identify optional supplier improvements beyond contractual requirements, but there are challenges with this approach – see the Sustain One Year Review document for further details.	Low

Pathway 4: Monitor - We monitor and address risks in our supply chains.

Pathway 4: Monitor We monitor and address risks in our supply chains	Current FTSP Programme or Procurement Office activities that contribute to this driver	RAG status and explanation	Priority level
We undertake monitoring (and collaborate with others) to identify and respond to violations in our supply chains	• Sustain • Electronics Watch	The University and our purchasing consortium APUC are using the Sustain tool to assess upstream supply chain risks, but there are some challenges with this approach – see the Sustain One Year Review document. The University is also a member of an electronics supply chain monitoring organisation. There are opportunities to more closely link to research to University practice, particularly when it comes to monitoring.	High

Pathway 5: Inform - We communicate about supply chain issues and share our work with staff, students, suppliers and other institutions.

Pathway 5: Inform	Current FTSP Programme or Procurement Office activities that contribute to this pathway	RAG status and explanation	Priority level
We communicate about supply chain issues and share our work with staff, students, suppliers and other institutions	• Member of groups/networks • Supply chains comms and events e.g. Fairtrade Fortnight) • Modern Slavery Training • Supply chains animation • Sust proc case studies (BT14)	We are involved in several higher education procurement networks. We make an effort to raise awareness and engage with our community about responsible supply chains, but could do more in this area. There are specific challenges around communicating sustainable procurement stories - see the ISO20400 Benchmarking Report for further details.	Medium
We translate the University's social responsibility and sustainability commitments into guidance which is taken forward in our procurement and supply chains activities	This is partially complete. See SRS Policy and Guidance Mapping document for a full assessment of how SRS commitments are being implemented	Some further work needed to translate commitments into actionable guidance – see SRS Policy and Guidance Mapping document for further details.	High

Resource implications
This paper has no resource implications.

Risk Management
This theory of change will help manage the risks associated with this complex field.

Equality & Diversity
Due consideration has been given to equality and diversity as part of this review. An Equality Impact Assessment is not required.

Next steps/implications
The Procurement Office and Department for SRS will use this theory of change to assist with FTSP Programme planning, for example, to ensure that priorities and activities contribute to the overarching goal of advancing sustainable supply chains.

This exercise has highlighted that it is possible for the University to leverage supply chains through non-procurement activities such as investment, research and teaching. This merits further discussion around the role of the SRS Department in influencing these non-procurement activities.

Consultation
The following colleagues provided feedback on this paper; Michelle Brown & Dave Gorman (Department for Social Responsibility and Sustainability) and Stuart Mclean & Peter Hayakawa (Procurement Office).

Further information
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Alexis Heeren
Department for Social Responsibility and Sustainability
11 May 2019

Freedom of Information
This is an open paper.

Edinburgh University Students' Association **Sabbatical Officers**

Vice President Community - Manifesto

Description of paper

1. This paper sets out the key objectives of the Vice President Community for 2019-20.

Action requested/Recommendation

2. The SSAG group is invited to note the key areas and discuss potential collaboration.

Background and context

3. The new sabbatical team at the Students' Association took office at the beginning of June. This paper provides an update on the priorities for the VP Community 2019-20.

Discussion

Encouraging and promoting green living

4. Textbook buy and sell scheme

- Setting up a book exchange system, hopefully in the format of buy and sell.
- Ideally locating this in a Students' Association building.

5. Facilitating food recycling on and off campus

- Reviewing food waste bin locations and any gaps in university buildings
- Establish a collection point for food waste caddy's and compostable bags so that students can take one for their accommodation/flat.
- Looking into food waste recycling practice in University halls.

6. Food Sharing Policy

- Ensuring we maintain a food sharing policy for leftover food at conferences and events.
- Reducing food waste in catering outlets by forming partnerships with community collections.

7. Use of reusable materials to replace single use plastics

- Focus on Student's Association + University cafes and bars
- Forming a zero waste shop/hub on campus

8. Use of recycled paper

- Increasing use of recycled paper in Students' Association communications and promotional materials.
- Extending this to university.

9. Providing students with reusable water bottles

Making sure life in the city suits students' needs and is safe

10. Lobbying for fairer housing regulations

- In private purpose-built student accommodation and in tenancies with private landlords

11. Supporting students who are renting privately

- Flatmate speed dating on campus
- Workshops to support students to understand their rights and support them to find accommodation

12. Explore another housing co-op

- In particular looking at older halls of residence and future planning for these – is there scope for converting another site into a student co-op.

13. Bike pumps in accessible and convenient outdoor locations on campus

- This has proved successful at King's Buildings so we should extended this to other campus locations such as beside the main library bike racks.
- The bike pump at King's Buildings would also have to be reinstated due to building works.

14. Improving cycle lanes and cycle routes in the city

- Working more closely with the council

Engagement outside of the student bubble

15. Set up a PGV fund for students who volunteer.

17. Support student volunteer and community groups with their needs

Other

16. Supporting international students with unique issues they face such as visa issues, work permits, citizenship, sourcing and securing accommodation and Post Study Work Visas.

18. The King's Building Community Garden

- Ensuring this project goes ahead and students involved are supported.

19. Farmers Market

- Extending the Farmers Market to King's Buildings as well as promoting the Farmers market to students.

Resource Implications

20. There are no specific resource implications associated with this paper.

Risk Management

21. Not applicable.

Equality and Diversity

22. Equality and Diversity considerations are implicitly included in this paper. The Students' Association represents the interests of diverse student groups and exists to maintain the equal representation of students and student groups.

Next steps/Implications

23. There are no direct next steps to be taken as a result of this paper.

Consultation

24. This paper relates directly to the work of the Vice President Community.

Further Information

25. *Author*

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Vice President Community

Presenter

Rosheen Wallace

Freedom of Paper

This paper is open.