

Meeting Name	Sustainability Strategy	Session	20/21
Meeting Chair	Niamh Lamond	Date	20/02/24
Location	Faraday Level 7, Babbage meeting room / Zoom	Time	13:00

Meeting Objective

To receive updates on University rankings and awards, Net Zero target performance, and OGSM, and review internal changes such as policy and Sustainability Champions.

Present for Meeting

Present	Name	Position
Y	Niamh Lamond	COO and Registrar
Y	Helen Griffiths	Pro-Vice Chancellor
Y	Teifion Maddocks	Sustainability Manager
Y	Greg Ducie	Director of Estates and Campus Services
Y	Jenny Baker	FSE
Y	Fern Davies	Sustainability Lead (SOM)
Y	Sarah Jones	Chief Financial Officer
Y	Katie Horsburgh	Sustainability Officer
Y	Richard Milligan	Director of Procurement
Y	Mari Hooson	Senior Communications Officer
Y	Greg Barber	FMHLS
Y	Mark Pritchard	FSE
Y	Julie-Anne Whittaker	Trade Union representative
Y	Pablo Josiah	Students Union President

In Attendance

Name	Position
Geoff Proffitt	FSE
Robert Bowen	PSPU

Apologies

Andrew Jones, Dave Worsley, Phil Brophy, Chris Marshall

Circulation

Meeting Agenda

Topic	Owner
1 - Previous minutes and Actions	
2 - Horizon scanning- External factors	
2.1 QS World Sustainability Impact ranking 2024	RB
2.2 People and Planet League ranking 2024	TM
2.3 Navitas Impact & Green Gown Award – for info.	KH
3 - Internal Performance and Changes	
3.1 OGSM (Faculty SAPs and Sustainability Committees)	TM
3.2 Net Zero Scope 1 & 2 (Performance 22/23 & Funding update)	GD
3.3 2024 Sustainability Policy review	TM
3.4 SOS Student Sustainability Skills Survey 2023	TM
3.5 Sustainability Champions	MH
4 - Discussion and recommendations – is strategy still fit for purpose?	
5 - AOB	

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Minutes of Meeting					
Tracker No.	Agenda Item	Discussion / Decision / Action	Notes	Owner	Planned Completion
307	1 - Previous minutes and Actions	Discussion	GP updates the group on the FSE offsetting pilot and funding sources. A donation account in university is the best way to take this forward, where funds can be rolled over financial years, which was a previous concern. There are still questions around how this will look in practice, e.g. will it be voluntary or compulsory, direct donations from staff or via travel forms.		
308	1 - Previous minutes and Actions	Discussion	It is questioned if a policy is needed around certain factors (e.g. voluntary basis, source of donations). GP notes that when submitting NERC grants, we could include offset costs. TM agrees and notes one research council states all travel should be offset.		
309	1 - Previous minutes and Actions	Discussion	JB questions how it will be audited to measure how much has been offset and saved. SJ notes that the mechanism for putting this into place is here but implementing will be complex.		
310	1 - Previous minutes and Actions	Discussion	JB asks if there are options for the money to go to alternate modes of transport before offsetting. The Travel Hierarchy within the Travel policy focuses on reducing travel and alternate modes before offsetting, and this is still going to be promoted. Previously within FSE, there were funds to support lower carbon travel (train over plane), and JB writes lower carbon travel into grants to cover costs.		
311	1 - Previous minutes and Actions	Discussion	University of Edinburgh has clear evidence of offsetting policy and projects on their website as an example to take influence from. Travel planet system can also be looked at for possible integrations.		
312	1 - Previous minutes and Actions	Discussion	The Tree society are gaining access to funds, land, and working with partners. They have also set up a CIC, with Staff members from Biosciences which will help ensure continuity when students leave. This can act as the delivery arm of the project. It's suggested that the University could be a member of the CIC to steer, whilst understanding risks etc.		
313	1 - Previous minutes and Actions	Discussion	Ethical careers and banking action (275) closed for now with partial commitment.		
314	1 - Previous minutes and Actions	Discussion	Regarding ethical careers, there are possibilities within CARI and PGR conferences and events. However, given TATA's current position, it is important to get the timing right around this piece. This may not directly help People & Planet but will help our partial commitment to screen out coal industry. The new furnace may however influence TATA's position in the 100 coal companies that are required to be phased out by People & Planet.		
315	1 - Previous minutes and Actions	Discussion	Action 261- Scope 3 costing in grants may be coming through in the next 6-7 months, and we can explore possible links with Green Grant Toolkit.		
316	1 - Previous minutes and Actions	Discussion	Action 293- A curriculum review is underway, giving us an opportunity to embed sustainability. There is also a possibility to review resources required and allocated to ESD within the redesign process. AHEP4 (The Accreditation of Higher Education Programmes) can also help with curriculum mapping in engineering.		
317	1 - Previous minutes and Actions	Discussion	FD notes that curriculum reviews have been scheduled in SOM with AACSB (Association to Advance Collegiate Schools of Business), but the difficulty is scheduling and timetabling more content into the programme. Other local examples will be helpful to map the curriculum across the university.		

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318	1 - Previous minutes and Actions	Discussion	HG notes the Invent for the Planet event for students pitching and working on solutions for sustainability. The 2024 event included winners from Swansea University, and opportunities to present at a global competition. MH can check if there is any videos, pictures, or media from event to publicise with Kelly Jordan.		
319	1 - Previous minutes and Actions	Action	Offsetting Policy and Procedure needed on specifically how to obtain and spend the offset donation money, whether it will be a voluntary donation, and what the source of donation is (e.g. staff or university money). TM to draft Offsetting Policy based on best practice examples.	TM, GP	TBC
320	1 - Previous minutes and Actions	Action	Explicit statements about sustainable travel options to be incorporated into the ongoing Travel Policy review. E.g. highlighting the Travel Hierarchy, and booking flights will require offsetting.	SJ, RM	TBC
321	1 - Previous minutes and Actions	Action	TM to link with Stephen McVeigh on SDG curriculum mapping opportunities.	TM	TBC
322	1 - Previous minutes and Actions	Action	Progressions and materials for Carbon Literacy E-Learning and the Net Zero Dashboard to be shown in the next meeting.	PB, TM	TBC
323	2.1 QS World Sustainability Impact ranking 2024	Discussion	RB introduces the weighting of the QS Sustainability Ranking in proportion to the Overall QS Rankings, and how these are gaining in significance. University rankings and reputation including QS are a leading benchmark for student choices.		
324	2.1 QS World Sustainability Impact ranking 2024	Discussion	Sustainability was introduced into the QS rankings 2 years ago. 2023 was the first time we were ranked, coming 330th with no input on data. In 2024, we were ranked 80th with data evidenced and collated by PSPU and the Sustainability Team.		
325	2.1 QS World Sustainability Impact ranking 2024	Discussion	The Sustainability ranking is fed into the Overall ranking system, initially weighted at 5%. The actual contribution is 9% to the overall score (61/100, giving it the second highest score and rank of all the metrics). This contribution to the overall rank could increase with a higher sustainability ranking, but we can't predict exactly how much by.		
326	2.1 QS World Sustainability Impact ranking 2024	Discussion	Despite increased reporting and evidence, other institutions could also join the rankings which could influence our position, so therefore our objective should be to stay within top 100. Thanks to PSPU and team for curating data.		
327	2.1 QS World Sustainability Impact ranking 2024	Discussion	We are currently planning where we can make the most improvements and what is in our control. GP has lots of potential linking projects.		
328	2.1 QS World Sustainability Impact ranking 2024	Discussion	HG notes if we could make more of what the work we do and publicise this better so that it is openly available. (MH agenda item) We have previously considered this via webpage development with MRI. MH notes we could incorporate this into existing webpages.		
329	2.1 QS World Sustainability Impact ranking 2024	Action	TM & KH to come back to the committee with specific details on an improvement plan for QS Sustainability ranking, including operations, research, teaching.	TM, KH	TBC
330	2.1 QS World Sustainability Impact ranking 2024	Action	KH, RB, TM to reach out to the faculties on research and teaching, and centres of excellence etc. for QS Sustainability rankings.	KH, RB, TM	TBC
331	2.1 QS World Sustainability Impact ranking 2024	Action	GD to bring QS Sustainability ranking forward as an Agenda item for PSLT for reviewing operational improvements for QS rankings.	GD	TBC
332	2.1 QS World Sustainability Impact ranking 2024	Action	MH to use existing SDG webpages by tagging research outcomes and activity to an SDG in a webpage portal. This can link with the THE rankings.	MH	TBC

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333	2.2 People and Planet League ranking 2024	Discussion	TM gives an update on the latest People and Planet rankings. We are now 8th out of 151 universities, which is our highest ever position, and up 5 places from last year. It also makes us one of the highest placed research-intensive universities.		
334	2.2 People and Planet League ranking 2024	Discussion	Key areas that we are currently missing out on scoring include water reduction (HESA data). There is a Water Reduction Action Plan to be put together for this with the new Energy and Carbon Manager. Some leaks are to blame for the increase in consumption, and there is also heavy consumption in areas like research.		
335	2.2 People and Planet League ranking 2024	Discussion	Other areas for improvement: • Ethical careers: partial commitment to fossil fuel free careers made, with coal element still present due to TATA. • Carbon reduction (scope 1 and 2) against 2005 baseline. Challenges with this remain our increase in campus footprint and other institutions removing/mothballing campuses. • Ethical banking and investment: Cardiff met policy is rhetoric and could be easy to put in policy but is this easy to implement. Our previous standing has been putting in policy what we can actually implement- not making statements that we cant follow through.		
336	2.2 People and Planet League ranking 2024	Discussion	The New Treasury Policy references the Ethical Banking and Investment Policy, and this is under annual review. Challenges in this area come in arms and border industry companies.		
337	2.2 People and Planet League ranking 2024	Discussion	Other areas of scoring can be improved upon by working with other teams. For example, a commitment regarding Parity of internal and external staff criteria, including living wage with contractors, can be made.		
338	2.2 People and Planet League ranking 2024	Discussion	HG notes opportunities in the Energy Sources score and considered whether this is impacted by power cables running to CISM. The energy is linked off adjacent buildings, and a proportion of it comes from battery tech. TM notes that the criteria relates to two items, on campus renewable generation (which will benefit from on campus renewables and batteries), and green tariff percentage. In this area we have dropped our green tariff due to ~£300k additional cost. However, we are still looking to procure additional land for increased solar.		
339	2.2 People and Planet League ranking 2024	Discussion	SJ to review Ethical Banking and Investment People & Planet scores, where we are lacking, and what we can implement in upcoming policy content reviews to improve (updated action 278).		
340	2.2 People and Planet League ranking 2024	Action	RM to review the Parity of pay for internal and external staff People & planet criteria (Workers' Rights) with TM for improvements.	RM	TBC
341	2.3 Navitas Impact & Green Gown Award – for info.	Discussion	KH brings Navitas and Green Gown Awards for information. Swansea University won the inaugural Navitas Impact award, recognising our efforts towards sustainability and Net Zero. This was nominated by Navitas staff and judged by a panel. Also notes the highly commended Green Gown Award entry for the Buzz Across the bay, which linked a range of partners and student societies.		
342	3.1 OGSM (Faculty SAPs and Sustainability Committees)	Discussion	TM provides an update on the OGSM document, which is tracking progress through a 5-year period. There are owners against all actions, and the group is encouraged to provide updates to their relevant actions.		

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343	3.1 OGSM (Faculty SAPs and Sustainability Committees)	Discussion	One key action is ensuring Faculty-led and owned Sustainability Action Plans. FD can chase the absence of a Health, Safety and Sustainability committee within FHSS. MP suggests separating H&S and sustainability in committees. This could give sustainability more airtime. Committees should also include academic lead as well as operational and technical.		
344	3.1 OGSM (Faculty SAPs and Sustainability Committees)	Discussion	Certain actions within OGSM should be owned at a high level (e.g. SLT), so we should identify what we want SLT to endorse (e.g. policy, league tables).		
345	3.1 OGSM (Faculty SAPs and Sustainability Committees)	Action	Group to provide updates and comments on their relevant actions in the OGSM.	All	TBC
346	3.1 OGSM (Faculty SAPs and Sustainability Committees)	Action	TM to collate what needs high level, SLT commitment for improvements in the OGSM, linking to the Sustainability Policy review.	TM	TBC
347	3.2 Net Zero Scope 1 & 2 (Performance 22/23 & Funding update)	Discussion	GD brings Scope 1 and 2 performance and delivering on the Carbon Trust 2035 plan. Draft due of Capital Investment Plan in Easter, balancing technical, student experience, etc. with the £99mil required. If we carry on with current investment trajectory, we will fall short.		
348	3.2 Net Zero Scope 1 & 2 (Performance 22/23 & Funding update)	Discussion	Heat decarbonisation is a key part of this, with a report out soon for Singleton, and there is a potential funding source (2% loan). Total value available across universities in Wales is £20-30 million and is apportioned according to decarbonisation projects readiness for implementation. Amount needed out of this funding is £5 million for projects in 23/24, with £10 million needed for 24/25.		
349	3.2 Net Zero Scope 1 & 2 (Performance 22/23 & Funding update)	Discussion	The new Energy and Carbon Manager now in post which will assist in utilities monitoring and reduction. We are possibly going out to tender for new energy provider- in the context of these plans we could find lower cost and carbon. Existing contract expires in September 2024, and we will explore our options including green tariff costs. This will also align with the new Energy and Carbon Managers targets.		
350	3.2 Net Zero Scope 1 & 2 (Performance 22/23 & Funding update)	Discussion	Main projects include Fulton house, and EV provisions. Other universities use external 3rd party companies to provide EV charging for staff, and these are paid for and managed by them. Possibilities of purchasing land adjacent to Bay campus also gives other options for EV. Meetings with St. Modwen are ongoing and progressing, and options appraisals will be completed for PV and EV.		
351	3.2 Net Zero Scope 1 & 2 (Performance 22/23 & Funding update)	Discussion	The carbon reduction plan is broken down by emissions sources, e.g. action plan for heat decarbonisation. However, it's noted that even with improvements and reductions, projections show there will still be carbon in the grid.		
352	3.3 2024 Sustainability Policy review	Discussion	TM brings to the group that The Sustainability Policy is due for review before assessment and ranking periods begin.		
353	3.3 2024 Sustainability Policy review	Action	Committee members are encouraged to provide comments and feedback on the Sustainability Policy by the first week of March.	All	11/03/2024
354	3.3 2024 Sustainability Policy review	Action	Useful for SLT to view the Sustainability policy and look at the specific commitments. This should be an item on the agenda (policies, and ranking influences) for SLT meetings.	NL, HG, SJ	TBC
355	3.4 SOS Student Sustainability Skills Survey 2023	Discussion	Swansea University recorded the 2nd highest responses in the UK for the SOS-UK National Sustainability Skills Survey, giving insight into what students want to learn, actions they want to be taken, and how they perceive our current progress.		

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356	3.5 Sustainability Champions	Discussion	MH brings agenda item for a platform for highlighting sustainability research and initiatives on our webpages. we can link this with previous discussion points on celebrating our successes, and utilising existing SDG webpages to curate this (action recorded in earlier discussion).		
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New and Open Actions					
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274	1 - Previous minutes and Actions	Action	JB to follow progress of the UKRI draft Sustainability concordat with TM and HG, and identify internal opportunities and advise on this piece when relevant. 20/02/24: Nothing new published by UKRI since last meeting.	JB (TM & HG)	TBC
319	1 - Previous minutes and Actions	Action	Offsetting Policy and Procedure needed on specifically how to obtain and spend the offset donation money, whether it will be a voluntary donation, and what the source of donation is (e.g. staff or university money). TM to draft Offsetting Policy based on best practice examples.	TM, GP	TBC
320	1 - Previous minutes and Actions	Action	Explicit statements about sustainable travel options to be incorporated into the ongoing Travel Policy review. E.g. highlighting the Travel Hierarchy, and booking flights will require offsetting.	SJ, RM	TBC
321	1 - Previous minutes and Actions	Action	TM to link with Stephen McVeigh on SDG curriculum mapping opportunities.	TM	TBC
322	1 - Previous minutes and Actions	Action	Progressions and materials for Carbon Literacy E-Learning and the Net Zero Dashboard to be shown in the next meeting.	PB, TM	TBC
278	2.1 Ethical Banking policy update	Action	Relevant changes to the Ethical Banking Policy are to be made and approved at the next Finance And Strategy Committee ready for the next assessment period. 20/02/24: SJ to review Ethical Banking and Investment People & Planet scores, where we are lacking, and what we can implement in upcoming policy content reviews to improve.	SJ	01/06/2024
329	2.1 QS World Sustainability Impact ranking 2024	Action	TM & KH to come back to the committee with specific details on an improvement plan for QS Sustainability ranking, including operations, research, teaching.	TM, KH	TBC
330	2.1 QS World Sustainability Impact ranking 2024	Action	KH, RB, TM to reach out to the faculties on research and teaching, and centres of excellence etc. for QS Sustainability rankings.	KH, RB, TM	TBC
331	2.1 QS World Sustainability Impact ranking 2024	Action	GD to bring QS Sustainability ranking forward as an Agenda item for PSLT for reviewing operational improvements for QS rankings.	GD	TBC
332	2.1 QS World Sustainability Impact ranking 2024	Action	MH to use existing SDG webpages by tagging research outcomes and activity to an SDG in a webpage portal. This can link with the THE rankings.	MH	TBC
235	2.1 University Global Coalition - HE for a Sustainable Future (for decision)	Action	CM to coordinate with JB and FD on potential academic links with the University Global Coalition. 20/02/24: Currently three months in to the six-month "watching brief" period, so this is ongoing.	CM	TBC
340	2.2 People and Planet League ranking 2024	Action	RM to review the Parity of pay for internal and external staff People & planet criteria (Workers' Rights) with TM for improvements.	RM	TBC
345	3.1 OGSM (Faculty SAPs and Sustainability Committees)	Action	Group to provide updates and comments on their relevant actions in the OGSM.	All	TBC
346	3.1 OGSM (Faculty SAPs and Sustainability Committees)	Action	TM to collate what needs high level, SLT commitment for improvements in the OGSM, linking to the Sustainability Policy review.	TM	TBC
164	3.2 Scope 3 - travel guidance for business, international, and commuting (ADR&Is and dPVCs) for discussion	Action	The Travel Policy is to be reviewed and sits with SJ and RM, but this process can be supported by Jayne Cornelius (Travel Officer) to take forward and be brought back to the committee for review. Update 20/10/23: This will come as part of the service redesign and consequent policy reviews.	SJ & RM	02/03/2023

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354	3.3 2024 Sustainability Policy review	Action	Useful for SLT to view the Sustainability policy and look at the specific commitments. This should be an item on the agenda (policies, and ranking influences) for SLT meetings.	NL, HG, SJ	TBC
300	3.3 Net Zero dashboard progress update	Action	Asset management, high value equipment maintenance, whole life costs, and capital definitions to be picked up in the Infrastructure Committee that is being pulled together, where involvement from members is welcomed. 20/02/24: CM not involved in Infrastructure committee, new ownership needed to this take forward.	TBC	TBC
306	5 - AOB	Action	DW to discuss Gateway solar potential for Bay Campus with NL and GD for opportunities to accelerate to Net Zero.	DW	TBC

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Actions Closed at this Meeting					
Tracker No.	Agenda Item	Discussion / Decision / Action	Notes	Owner	Planned Completion
228	4 - Discussion and recommendations – is strategy still fit for purpose?	Action	Group to review OGSM slide before the next meeting of the committee. OGSM R, A, G reviewed in meeting 20/02/24 Group encouraged to provide comments and updates in the live document.	All	TBC
261	3.1 Annual Strategy Performance update (ISO14001 Env. Management Review) Including forward plans (e.g. Decarbonisation intervention plans update).	Action	HG to explore activity in REIS for Scope 3 costing and bring back for next meeting. 20/02/24: Scope 3 costing in grants may be coming through in the next 6-7 months, and we can explore possible links with Green Grant Toolkit.	HG	TBC
275	1 - Previous minutes and Actions	Action	Action 263 (Ethical Careers Policy) DW and JB can offer insight and education to students on how industries that we keep at careers fairs are investing and developing green technology. TM & KH to assist and link with SEA. 20/02/24: Closed for now with partial commitment, and there are also possibilities within CARI. This will be monitored with the current position of TATA.	DW, JB, TM, KH	TBC
279	2.1 Ethical Banking policy update	Action	TM to confirm when the window for feedback on the People and Planet criteria is, and work with SJ on what this feedback may be. 20/02/24: People and planet league table Feedback survey link shared with Finance.	TM	TBC
288	3.1 Scope 3 offsetting pilot	Action	GP and SJ to take the discussion surrounding financial complications of offsetting levies offline and explore internal solutions. 20/02/24: A University donation account was concluded as the best way to take this forward. New actions created to take this forward.	GP, SJ	TBC
293	3.2 Carbon Literacy pilot update	Action	PB to link with Deborah Youngs on the inclusion of Carbon Literacy Training in the Education and Leadership committee. 20/02/24: Sustainability and Climate Change included in Curriculum Review project which will ensure subject areas consider how they are embedding this.	PB	TBC
294	3.2 Carbon Literacy pilot update	Action	PB, DW, GP, JB to link and explore opportunities to embed Carbon Literacy Training into FSE undergraduate and postgraduate programmes. 20/02/24: Shorter climate literacy e-learning will be a useful tool to embed into programmes. As above (293) will also be included as a part of Curriculum Review project.	PB, DW, GP, JB	TBC