**Environmental Sustainability Action Plan 24/25**

The below table details our 2024/25 action plan on our journey to net zero, which is an annual action plan, completing in July 25. The detail provided is high level and includes the priority areas of focus to reduce our environmental impact and carbon emissions along with increasing biodiversity and engaging the university community. Each priority has a headline commitment for carbon reduction and sustainable development. The targets and KPIs will help monitor our progress. The key delivery actions are those to be completed over the next year to work towards our headline commitment. These key delivery actions will be updated annually as we move closer to achieving our headline commitments. The supporting policies/plans/strategies are linked within the action plan and provide more local detail of the activities being undertaken in these areas.

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| **Priority** | **Headline commitment** | **Targets** | **KPIs** | **Key Delivery Actions** | **Supporting policy/ plan/ strategy** | **Target Date** | **Responsible Lead/ Department** | **Link to SDG** |
| Learning and Teaching | Engage with Learning and Teaching to improve the visibility of education for sustainable development | Using the campus as living lab wherever possible  Training and induction for all staff about sustainability. | Number of CU campus (And Cardiff City region) based living lab projects (#)  Percentage of staff trained and inducted (%) | Promote opportunities for living labs across PS services, enabling academic and PS staff to liaise, co-create and delivery educational projects in 2024-25 | Environmental Management System / ESD Network / LTA | July 2025 | ESD Lead / Campus based PS teams / | SDG 4  SDG 13  SDG 16  SDG17 |
| Secure funding for and develop training for staff on Sustainability and the climate emergency. | July 2025 | Academic Lead for ESD / ESS Research Rep / EMS Lead |
| Research | Support the University Research Integrity Action Plan: Pillar 2 Guidance and Resources | Develop guidance or tools for the research community on ‘environmental protection’, ‘environmental impact’ and  ‘sustainability’ and considerations/expectations in these areas. | Some KPIs for this priority have been developed within the Net Zero Innovation Institute.  These KPIs can be found in the supporting document.  Deliver on the Concordat for Environmental Sustainability of Research | Delivery actions for this priority are agreed within the Net Zero Innovation Institute, subject to the outcome of the UII midterm review.  Sign up to the Concordat for Environmental Sustainability of Research  Develop a map of actions for the Concordat which feed into the ES and Research Culture action plans | Net Zero Innovation Institute | October 2024  Feb 2025 | ESS  Championed by Research Rep and Academic Lead for ESD | SDG 4  SDG 8 SDG 9  SDG 11  SDG 12  SDG 13  SDG 14 |
| Investments | To hold a carbon net zero investment portfolio by 2050 | To hold an investment portfolio which:   1. Achieves an ESG Quality score below benchmark 2. Achieves an ESG ratings distribution below benchmark | **The MSCI ESG Quality Score** measures the ability of underlying holdings to manage key medium to long-term risks and opportunities arising from environmental, social, and governance factors.  **ESG Ratings Distribution** represents the percentage of a portfolio’s market value coming from holdings classified as ESG Ratings Leaders (AAA and AA), Average (A, BBB, and BB), and Laggards (B and CCC). | To agree suitable benchmark scores for ESG Quality and ratings distribution | Treasury Management Policy  Socially Responsible Investing Policy | Jul 25 | Treasury Team (Finance) | SDG 8 SDG 9  SDG 12 |
| To develop the Socially Responsible Investment policy and Treasury Management policy to reflect the University’s commitments to net zero. | Jul 25 | Treasury Team (Finance) |
| Procurement | To be carbon net zero for Scope 3 in relation to purchased goods and services by 2050 | Collaborative relationships with our highest emitting strategic suppliers  Embed Responsible Procurement Policy in the University  Adoption of Supplier Code of Conduct by strategic suppliers and embedded in tendering process | Accurately measure carbon emissions from supply chain (tonnes) against baseline data | Evaluation of scope 3 emissions with strategic supplier sample group | Responsible Procurement Policy  Supplier Code of Conduct  Environmental Management System | March 2025 | Procurement Services | SDG 12  SDG 13  SDG 17 |
| Present case study on impact of policy using example tenders that will deliver benefits | July 2025 |
| Introduce Supplier Code of Conduct into our supply chain | July 2025 |
| Travel | Minimise the emissions associated with transport across the university | Develop carbon reduction targets for business travel, staff commuting and business travel, fleet, and student travel. | Carbon emissions from business travel (tonnes)  Carbon emissions from staff commuting (tonnes)  Carbon emissions from fleet (tonnes)  Carbon emissions from student travel (tonnes) | Work through the short and medium term actions of the university’s Travel Plan following update with results of the 2024 staff and student travel survey. | Environmental Management System  Travel Plan | July 2025 | Sustainable Travel and Transport Steering Board | SDG 11  SDG 13 |
| Develop an EV Strategy | December 2024 | Travel Transport and Parking Services Manager |
| Baseline our travel carbon emissions | December 2024 | Travel Transport and Parking Services Manager |
| Define what is included within student travel emissions | July 2025 | Travel Transport and Parking Services Manager |
| Energy and Carbon | To be carbon net zero for Scope 1 and 2 | Reduce energy consumption (gas and electricity) against 2006 baseline and monitor the impact on carbon emissions to ensure they are reducing as expected | Carbon emissions from energy use (tonnes)  Carbon emissions from energy per Gross Internal Area (GIA) (tonnes/m2)  Electricity/Gas consumption (kWh)  Electricity/Gas consumption per GIA (kWh/m2)  Percentage of energy generated by onsite renewables (%)  Carbon emissions from Scope 3 (tonnes) | Finalise the net zero roadmap for Scope 1 and 2 and publish on our website | Net Zero Roadmap  [Heating and Cooling Responsibilities](https://intranet.cardiff.ac.uk/intranet/staff/documents/general-administration/Heating-and-Cooling-webpages-update-Jun-2019.pdf)  Environmental Management System  [Transitional Estates Strategy](https://intranet.cardiff.ac.uk/staff/about-us/strategy-and-improvements/enabling-strategies/transitional-estates-strategy) | Dec 24 | Net Zero Programme Manager and Sustainability Engagement Officer | SDG 7  SDG 9  SDG 11  SDG 13 |
| Identify and install priority sub metering across campus, ensuring metering data is reported accurately to Systems Link energy software. | July 25 | Net Zero Programme Manger & Net Zero Data Analyst |
| Review and update the University energy policy (heating/cooling) | Dec 24 | Net Zero Programme Manager and Sustainability Engagement Officer |
| Monthly/Quarterly/Annual carbon emission reporting undertaken as BAU | Dec 24 | Net Zero Data Analyst |
| Better understand our homeworking emissions  Continue to seek funding opportunities for estates carbon reduction projects and oversee the Net Zero Programme delivery | July 25 | Net Zero Programme Manager |
| Support the development of the University Sustainability Strategy | July 25 | Net Zero Programme Manger |
| Waste | Minimise waste and increase recycling participation across the university in line with the Welsh Government’s circular economy strategy | Achieve the Welsh Government recycling target of 70% by 2024/25 across all academic and residential buildings.  Reduce our waste sent to EfW to no more than 30% (exc. Hazardous waste)  Reduce instances of recycling rejection due to contamination  Increase the number of items reused around the university.  Capture waste created from capital projects and refurbishments  Reduce our hazardous waste created through single use plastic sharps boxes | Volume of academic site waste sent to recycling (% and tonnage)  Volume of residential site waste sent to recycling (% and tonnage)  Volume of academic site waste sent to EfW (% and tonnage)  Volume of residential site waste sent to EfW (% and tonnage)  Volume of furniture/goods reused within the university (% and tonnage)  Tonnes of waste created from capital projects (tonnes)  Number of recycling bin collection rejections due to contamination.  Volume of Clinical waste sent for incineration (% and tonnes)  Volume of Infectious waste sent for Heat Disinfection (% and tonnage)  Volume of Offensive waste sent for EfW (% and tonnes)  Percentage reduction in number of single use plastic sharps boxes (%) | Develop a Waste Minimisation Strategy | Waste Minimisation Strategy  Environmental Management System  Annual carbon reporting | July 2024 | Waste Minimisation Manager | SDG 12 |
| Continue expanding the roll out of a reuse network across the university and extend this to local community organisations and charities. | August 2024 | Waste Minimisation Manager |
| Require contractors delivering major capital projects and refurbishments to consider the waste hierarchy, with an emphasis on reduction, recycling and reuse when developing their waste management plans and to report back on their performance | December 2024 | Waste Minimisation Manager  Senior Project manager(s) |
| Deliver communications messages to staff and students about the importance of recycling correctly, in particular specific plastics, to avoid contamination. | December 2024 | Waste Minimisation Manager    Sustainability Engagement Officer |
| Deliver communications to advise staff and students that all paper cups must be placed in the general waste bin (which is a key source of contamination in card, paper and plastics bins). |
| Reduction of clinical waste through improved segregation (clinical; infectious; offensive)  Introduce a trial of Biosystems (reusable sharps boxes) to reduce single use plastic | July 2025 | SSWEL |
| September 2024 |
| Water | Effectively manage our water resources | Better understand and manage our water consumption | Water consumption (m3)  Water consumption per Gross Internal Area (m3/m2) | Review water sub metering provision across the estate | Environmental Management System | July 25 | Net Zero Programme Manger & Net Zero Data Analyst | SDG 6  SDG 13 |
| Create a process to monitor water data | July 2025 | Net Zero Programme Manger |
| Construction and Refurbishments | Reduce the environmental impact of our development and maintenance activities | Ensure all new buildings achieve net zero in operation (and construction over £10m).  Undertake a carbon cost-benefit analysis for all major refurbishments (>£1m)  Ensure planned maintenance considers carbon reduction opportunities whenever possible.  Ensure ERBAP consideration in all construction and refurbishment. | Percentage of new buildings with EPC A rating (%)  Reporting of savings made against business case anticipated savings. | Develop a policy/project guide for environmental considerations to be included in Estates construction, refurbishment, and new builds. This will include a requirement for business cases to have options for environmental work for cost consideration at University Boards/Committees. | Estates Design Guide  [Transitional Estates Strategy](https://intranet.cardiff.ac.uk/staff/about-us/strategy-and-improvements/enabling-strategies/transitional-estates-strategy)  Net Zero Roadmap  Environmental Management System | July 2025 | Deputy Director of Development & Deputy Director of Operations | SDG 7  SDG 9  SDG 11  SDG 13 |
| Update Cardiff University Estates Design Guide to include carbon reduction, sustainability and energy efficiency requirements. Include examples of where considerations should be given for example, re-roofing works could include additional insulation and structural improvements to allow for future PV installation. | July 2025 | Deputy Director of Operations |
| Estate Size | Reduce the estate area per staff and student FTE | Improve PS space utilisation.  Improve BLS college space utilisation.  Improve teaching space utilisation up to 30% | Utilisation factor (teaching space)  Frequency rate of availability of teaching space  Office space / staff FTE (m2)  Total Floor area / staff and student FTE (m2) | Baseline space utilisation for teaching and professional service spaces | EMR data  Space utilisation data surveys  Space management policy | July 2025 | Head of Space and Asset Management | SDG 7  SDG 12  SDG 13 |
| Gather data on student growth | July 2025 | Head of Space and Asset Management |
| Align space size to university strategy | July 2025 | Head of Space and Asset Management |
| Planning size of estate for student and staff numbers | July 2025 | Head of Space and Asset Management |
| Partnerships, Engagement and Behaviour Change | Engage and collaborate with the university community to develop knowledge and encourage sustainability in all processes and activities | Maintain ISO 14001 Accreditation  Empower Schools/Professional Services and Halls of Residences to improve their local carbon and environmental footprints  Engage all staff and students as active participants in sustainability governance through their continuous involvement in shaping, executing, and providing feedback on the University’s sustainability plans, projects and campaigns | ISO 14001 audit outcome (pass)  Be within the top 50 Global THE Impact Ranking  Green Impact teams (#)  Laboratories achieving LEAF Bronze award (#)  Local sustainability action plans in progress/complete (#)  Halls of Residences engaged in programme of activities (#)  Structured opportunities for all staff/students to feed back their priorities, suggestions, and concerns about sustainability at CU (#) Attendees at climate and sustainability fortnight (#) | Publish annual SDG Summary Report | Environmental Management System  Engagement Implementation Plan | December 2024 | Academic Lead ESD & Environmental Safety Adviser | SDG 3  SDG 4  SDG 13  SDG 16  SDG17 |
| Increase the number of SDGs submitted to THE Impact Ranking | June 2025 | Dean of Environmental Sustainability, Environmental Safety Adviser |
| Reinstate Green Impact | October 2024 | Environmental Safety Adviser & Sustainability Engagement Officer |
| Maintain LEAF and increase participation | July 2025 | Net Zero Programme Manager, Environmental Safety Adviser, & Sustainability Engagement Officer |
| Work with Schools/Professional Services to develop bespoke climate action plans | July 2025 | Net Zero Programme Manager, Sustainability Engagement Officer & Estates Business Partners |
| Align sustainability communications with the Residences team and co-develop a programme of engagement activities | May 2025 | Sustainability Engagement Officer & Residences Team |
| Work with the SU to develop a platform to allow all students to participate in sustainability governance year-round | June 2025 | Sustainability Engagement Officer & Students’ Union |
| Establish a university-wide platform to enable two-way dialogue on the Net Zero Roadmap, including feedback channels for those directly impacted by Net Zero projects | July 25 | Sustainability Engagement Officer, Internal Communications Team & Estates Business Partners |
| Hold a climate and sustainability fortnight | March 25 | Sustainability Engagement Officer |
| Biodiversity | We will enhance the biodiversity and natural ecosystems on our estate | Map the hectares of land and type of land use across our green estate.  Increase the number of biodiversity hubs across campus. | Percentage of estate mapped (%)  Hectares of green space for each type of land use (ha)  Number of wildlife hubs across campus (#)  Number of biodiversity initiatives (#) | Deliver 2024/2025 actions of the Ecosystem Resilience and Biodiversity Action Plan (ERBAP) and work through the actions | [Ecosystem Resilience and Biodiversity Action Plan (ERBAP)](https://www.cardiff.ac.uk/__data/assets/pdf_file/0005/2481332/Cardiff-University-ERBAP-November-2020.pdf)  Environmental Management System | July 25 | ERBAP Steering Group | SDG 3  SDG 11  SDG 13  SDG 15 |
| Maintain Hedgehog Friendly Campus Gold Accreditation | August 24 / July 25 | ERBAP Steering Group |
| Develop and deliver an implementation plan (2024-2026) for greening the university estate | July 25 | ERBAP Steering Group |
| Seek opportunities to benefit biodiversity and carbon offsetting through tree planting and onsite land opportunities | July 25 | ERBAP Steering Group |
| Comply with Section 6 Biodiversity and Resilience of Ecosystems Duty |  | July 25 | ERBAP Steering Com Group |
| Sustainable Food and Catering practices | Engage with our customers to produce and serve healthy, nutritious and sustainable food. Improving the visibility of caterings  sustainable practices | To operate a responsible catering service that succeeds in providing healthy, sustainable, and affordable food to the University community.  Considering Sourcing, Environment and Society  We also aim to support staff and student-led activities and research to enhance the  University’s contribution to sustainable food systems. | • To reduce carbon emissions from food year on year  • An increasing proportion of plant-based meals year on year  • To reduce carbon emissions from commercial catering equipment  Key Performance Indicators  • Carbon emissions from food per £ revenue  • Kilograms of meat and dairy procured as a proportion of total food  • Proportion of plant-based meals served  • Number of single-use takeaway disposables used  • Number of plastic packaged drinks purchased  • Kilograms of food waste generated  • Green Impact Awards  • Fairtrade University Award  • MSC accreditation  • Actively work with Good Food Cardiff, Cardiff & Vale Sustainable Food Procurement Group and renew Peas Please Pledge annually  • Reduction in carbon emissions from commercial catering equipment | Use local, seasonally available ingredients to minimise transport | Sustainable Food Policy  Food Waste Policy  Sustainable Action Plan  Fairtrade Policy  Fairtrade Action Plan |  | Head of Catering, Conferencing and Events  Catering | SDG2  SDG12 |
| Use local, seasonally available ingredients to minimise transport |
| Menu planning reflecting seasonality |
| Purchase food from farming systems which enhance animal welfare, including serving only free-range eggs |
| Reduce volume of red meat procured |
| Serve MSC accredited fish |
| Continually commit to Fairtrade |
| Actively promote tap water and reduce the volume of bottled water procured |
| Procure and promote health and well-being, providing generous portions of fresh vegetables, fruit, and starchy staples like wholegrains, reducing procurement and use of salt, sugar, fats, and oils, and removing artificial additives |
| Environment:  • Replacing equipment with energy and water efficient equipment  • Sustainable Food training provided to all catering team  • Minimise packaging and disposables used both in-house and by our suppliers  • Actively promote reusable cup scheme, working with FOR Cardiff  • Reduce food waste through purchasing controls, stock management systems, menu planning, working with partners such as Too Good To Go |
| Society  • Promote health and wellbeing by serving generous portions of fruit, vegetables and wholefoods  • Reduce salt in cooking methods  • Plan menus which promote less meat and serve more plant-forward menu choices  • Improve messaging and communications to the Cardiff University community, through websites and campaigns |
| Learning, Teaching and Research  • Support staff and student-led activities which enhance a positive University food culture.  • Support research and teaching on sustainable food systems and use research to improve Catering practices. |