

Sustainability Action Plan 2024

Overarching Goals:

1. Carbon Net-Zero 2035.
2. Biodiversity Net-Gain 2035.

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1. Governance and Goal Setting

Lead: Professor Venus Bivar

Status: Achieved On-Track Close-to-Track Off-Track

Objectives	Actions	Status
1.1. Develop a broad vision of St. Anne's in 2035		
1.1.1. Develop and publish an Environment & Sustainability strategy	<ul style="list-style-type: none">• Bring to GB for approval TT22 Wk8.• Publish on the website.	Completed June 22
1.1.2. Set out a Carbon – Net Zero 2035 Sustainability Action Plan with 5-year targets and actions	<ul style="list-style-type: none">• Bring to GB for approval.• Publish on the website by Sep 22• Reviewed termly by Environment Committee• Reviewed Annually by Council & GB	Complete Complete Termly TT24
1.2. Set out a governance structure to achieve this		

1.2.1. Agree the governance oversight of Environmental & Sustainability matters	<ul style="list-style-type: none"> Detailed in the College Environment & Sustainability strategy paper. College Academic Fellow to join the Environment Committee 	Complete & reviewed by GB in TT24 Complete MT23
1.3. Monitor and share progress		
1.3.1. Develop and publish an annual sustainability report	<ul style="list-style-type: none"> Bring first report to governing body for approval. Publish on the website. Produce Annual Report for TT24 	Completed TT23 Complete By TT24
1.3.2. Develop a dashboard to visualise progress and data	<ul style="list-style-type: none"> Publish on the website 	Work in Progress

Our Progress

- The College Environment & Sustainability strategy was initially approved by GB in TT22 and it was updated, reviewed and approved by GB in TT23. The Strategy document together with this Action Plan and an Annual Report are published on the College website. The Action Plan is an iterative document which sets out the work that we are striving towards within College. It is used as the key agenda item for the College Environment Committee which meets termly.
- We are regularly meeting with other Colleges in the DBC/EBC groups to progress goals and we participate in the Conference Of Colleges Sustainability forum.

Challenges

- To achieve our goals, we are going to require significant investment and changes to the way we operate many of our activities. We will need to influence many of the organisations we work alongside as well as those that support and supply us. **We do not yet fully understand the detailed implications but it is essential that we commit to making a start.**

2. Finances and Investment

Lead: Treasury TBC

Objective	Actions	Scope	Status
2.1.1. Align with internationally recognised principles for responsible investment.	<ul style="list-style-type: none"> Require our fund managers to align with the: <ul style="list-style-type: none"> UN Principles for Responsible Investment The Oxford Martin School Principles for Climate Conscious Investment The UN Guiding Principles on Business & Human Rights 	3	Complete

Objective	Actions	Scope	Status
2.2. Incorporate environmental-related risks into management decisions in coordination with University and Collegiate working groups	<ul style="list-style-type: none"> Include a specific environment/ sustainability risk with the St Anne's College risk register. Review the risk annually. 	3	Complete TT23
2.2.1 Review College Investment policies	<ul style="list-style-type: none"> Produce a Responsible Investment Policy Review the policy every 3-years 	3	Completed TT23
2.2.2 Ensure that our fund manager and day-to-day banking is in line with our 2035 goals.	<ul style="list-style-type: none"> TBC 	3	TBC
2.3.1 Raise funds for sustainability related projects.	<ul style="list-style-type: none"> £5M fundraising target set for Bevington Road regeneration. 	1, 2, 3	By TT25
2.3.2 Include sustainability into Giving Day and Community Week.	<ul style="list-style-type: none"> Collaborate with JCR and MCR 	2, 3	HT24
2.3.3 Invite donations from alumnae through an annual article in the Ship Magazine.	<ul style="list-style-type: none"> JCR and MCR Environmental Reps will write an annual article 	2, 3	TBC

Our Progress

- Our Responsible Investment Policy was one of the first in the Collegiate group and was co-produced with input from the student body.

Challenges

- It can be difficult to find accurate, transparent information about the operation of financial institutions; we must not accept the existence of policies as proof of sustainability but require evidence of compliance with these policies.

3. Estates

Lead: Chris Conway, Estates Manager

Objective	Actions	Scope	Status
3.1.1. Continue to increase renewable energy	<ul style="list-style-type: none"> Produce a decarbonisation masterplan to inform priorities of work to reduce reliance on fossil fuels and propose options for renewable energy systems. 	1, 2	Completed TT23

Objective	Actions	Scope	Status
	<ul style="list-style-type: none"> Receive detailed costs for the plan. Develop packages of work that will achieve the most significant/affordable reductions in our carbon footprint. Identify funding options for the packages and develop a programme of work for the next decade 		Completed TT23 Complete By MT24
3.1.2. Reduce energy consumption	<ul style="list-style-type: none"> Produce dashboard data to show usage and to track trends. Change to 100% LEDs. Ensure heating can be controlled in all rooms. Complete trial of EyeSense, remotely controlled radiator valves. Purchase further EyeSense smart sensors Procure sufficient products of Quattro Seal & Quattro Coating to conduct a trial on selected windows in Wolfson/Rayne and Hartland House Reduce the heating default temperature to 19C. Educate all students on how to reduce energy wastage. Complete trial to see if all College IT can be switched-off at end of each day. 	1,2	TT24 ~40% complete By Sep 29 Complete 115 more to be installed by end of HT24 Report back in MT24 Complete Iterative Complete
3.1.3. Reduce water usage	<ul style="list-style-type: none"> Produce dashboard to benchmark data and monitor trends. Install 100% low-flush toilets Identify and resolve leaks Install taps that turn off automatically in communal bathrooms and toilets Complete a trial with reduced flow shower heads 	-	Work in progress – dates TBC Rolling programme By TT24
3.1.4. Reduce surface water runoff from buildings	<ul style="list-style-type: none"> Establish rainwater harvesting systems on new developments and refurbishment projects. 	-	On target for Bev Rd

Objective	Actions	Scope	Status
3.1.5. Increase recycling	<ul style="list-style-type: none"> • Increase the visibility and labelling of bins. • Ensure all students have access to a recycling bin in their accommodation. 	-	By HT24 By HT24
3.1.6. Reduce food waste	<ul style="list-style-type: none"> • Increase the visibility and labelling of bins. • Ensure all students have access to a food waste bin in their common rooms and accommodation. • Ensure all dining hall and catering waste is disposed correctly. 	3	Ongoing Complete complete
3.1.7. Reduce total waste	<ul style="list-style-type: none"> • Provide incentive for the use of student's & staff own containers for takeaway in the dining hall. • Establish water fountains or accessible tap water stations. • 10% decrease in paper use 	-	Complete Work in progress By TT24
3.1.8. Review College Waste Management Contract	<ul style="list-style-type: none"> • Look for a contractor that can provide reliable management data; sufficient to enable improved monitoring of College waste 	-	By HT25
3.1.9. Have a minimum requirement of 25% Biodiversity Net Gain on new developments.	<ul style="list-style-type: none"> • Specification for future feasibility studies. 	-	Agreed for future developments
3.1.10. Require all new builds to meet Passivehaus rating/criteria.	<ul style="list-style-type: none"> • Specification for future feasibility studies. 	2	In-line with University policy
3.1.11. Complete a biodiversity baseline audit and perform subsequent Audit every 5-years	<ul style="list-style-type: none"> • Complete first baseline audit • Develop a 5-year strategy for improvement and to make a 10% improvement by 2028 and a further 10% improvement by 2033. • Implement the strategy 	-	Completed TT23 By end of HT24 Start by MT24 and complete by TT28
3.1.12. Increase biodiversity rich areas	<ul style="list-style-type: none"> • 20% increase in pollinator-friendly areas 	-	By TT30

Objective	Actions	Scope	Status
	<ul style="list-style-type: none"> Develop a mapped plan of potential green corridors with other Colleges 		
3.1.13. Install bird feeders, bat boxes, insect hotels, log piles	<ul style="list-style-type: none"> 10% year-on-year increase Join Oxford Plan Bee 	-	Review TT24
3.1.14. Support the local Wildlife Trust in their endeavours to improve biodiversity within our community and local area.	<ul style="list-style-type: none"> Maintain corporate membership of the Buckinghamshire, Berkshire and Oxfordshire Wildlife Trust Develop options for staff to volunteer locally with BBOWT. 	3	Renewed for 2024 By TT24

Our Progress

- Completion of our Biodiversity Baseline Audit has been a significant step forward for College. We are now working to develop a 5-year strategy.
- The JCR and MCR pooled funds to purchase 1x hedgehog box, 1x insect box, and 2x bird boxes in May 2022.

Challenges

- We will have to roll-out infrastructure improvements slowly due to limited funds.

4. Catering and Events

Lead: Ben Gibbons, Head Chef

Objective	Actions	Scope	Status
4.1.1. Identify, record and report the annual carbon and biodiversity impact of food.	<ul style="list-style-type: none"> Work with University of Oxford initiatives and research to develop tools to report on the carbon impact of our food production. Produce first report for Council and GB. 	-	Ongoing support By TT25
4.1.2. Reduce carbon emissions from food.	<ul style="list-style-type: none"> Increase the proportion of vegetables, and reduce the amount of meat and fish in individual dishes. Reduce % of meat consumption. Reduce % of beef provision. Increase the provision of vegetarian and vegan meals. Deliver a Low carbon Formal Hall Deliver a low carbon College Ball 	3	Termly reports on progress Delivered in HT24
4.1.3. Improve uptake of low-carbon food options	<ul style="list-style-type: none"> Introduce 'low carbon' Mondays meal options. 	3	Ongoing Achieved for

Objective	Actions	Scope	Status
	<ul style="list-style-type: none"> Develop a traffic light system to measure and display the impacts of meal choices Position the vegetarian and vegan options first on all menus Work with suppliers to enable us to report on ingredients' provenance in menus Promote sustainable catering and local food producers. Continue to support Ox-Farm-to-Fork initiative 		breakfast & STACs. Work in progress for other meals. Complete Ongoing Ongoing
4.1.4. Ensure 100% of food products are Fairtrade (or equivalent) certified	<ul style="list-style-type: none"> Identify how much of current food procurement is Fairtrade compliant. Identify areas for improvement <i>Coffee, sugar, chocolate, coco, teas (ethical), bananas?</i> 	-	By TT25
4.2.1. Reduce travel miles of food	<ul style="list-style-type: none"> Work with suppliers to identify how much of our food is sourced locally (within 30mi) Ox-farm-to-fork, good food oxford, food delivered by Velocity. Food delivery vehicles. Create a herb garden to provide ingredients for the kitchen- link to biodiversity strategy Work with our suppliers to reduce the number of food deliveries and influence the carbon efficiency of their vehicle fleets. 	2, 3	Ongoing By TT25 By TT25

Our Progress

- **Head Chef is one of the leading chefs within Oxford on sustainability initiatives.**
- We already offer vegan and vegetarian options at all meals.
- We already adjust the menu to be more local and seasonal.

Challenges

- Reporting on the annual carbon and biodiversity impact requires extra resourcing which is challenging to fund.

5. Procurement & Resources

Lead: John Banbrook, Domestic Bursar

Objective	Actions	Scope	Status
5.1. Ensure all procurement decisions advance overarching goals	<ul style="list-style-type: none"> Develop a Green Procurement policy. Develop a Green code of conduct for our suppliers to adhere to. Be active participants in the re-tender of the food purchase contract during 2024. DB and Head Chef to engage with the DBC tender process. DB appointed to advisory panel of the OxFarmtoFork cooperative. Review sustainability credentials of main contractors. 	3	By TT24 By TT24 Ongoing Ongoing
5.2 Reduce the carbon impact of deliveries to College	<ul style="list-style-type: none"> Trial a cargo bike delivery scheme (Pedal & Post) for student & staff personal mail 		Trial in progress

Our Progress

- We have joined the Conference of Colleges Joint Procurement initiative.

Challenges

- We may be contractually-bound to some obligations which limit our ability to act.

6. Transport and Travel

Lead: John Banbrook, Domestic Bursar

Objective	Actions	Scope	Status
6.1. Understand the impact of travel within the College community			
6.1.1. Identify how much air travel the College is responsible for.	<ul style="list-style-type: none"> Measure essential air travel. Measure discretionary air travel. Identify ways of reducing air travel that does not contribute to College core aims and priorities. Publish a list of nudges for individuals to consider. 	2, 3	Work in Progress
6.1.2. Develop capability for virtual participation at conferences	<ul style="list-style-type: none"> Upgrade College conference facilities. Increase the capability of our in-house AV support. 	1, 2, 3	Completed TT23
6.1.3. Review conditions for travel grants	<ul style="list-style-type: none"> Provide incentives for green travel. Develop a Green travel charter. 	3	Work in Progress

Objective	Actions	Scope	Status
6.1.4. Provide easier access to international students for accommodation over the vacation period to prevent the need for long haul flights	<ul style="list-style-type: none"> Revise accommodation policy. 	3	By TT25 Align with completion of Bev Rd project
6.1.5. Encourage and enable flexible working and working from home.	<ul style="list-style-type: none"> Introduce a flexible working from home policy. Improve technological support. 	3	Complete
6.1.6. Reduce car use	<ul style="list-style-type: none"> Provide support to the DBC/EDC Travel & Transport sub-committee. Include maps and information on sustainable transport options on the St Anne's website. Cycle to work scheme for staff. Discounted bus-pass scheme for staff EV lease scheme for staff Reduce College car parking spaces 	3	Ongoing TBC Complete Complete By TT24
6.1.7. Switch College van and equipment to electric	<ul style="list-style-type: none"> Install EV charging infrastructure. 	1, 2	By TT25

Our Progress

- We already have well-developed technological supports as result of COVID-19.

Challenges

- Conferences are a key part of academia, and provide valuable networking opportunities.

7. Community

Lead: Jules Parkin-Morse, HR Manager

Objective	Actions	Scope	Status
7.1. People			
7.1.1. Recruit staff with positive attitudes to our environmental goals	<ul style="list-style-type: none"> Include a phrase in all job descriptions and the accommodation contract to ensure everyone is responsible Pay Oxford Living Wage 	1, 2, 3	Complete Complete

Objective	Actions	Scope	Status
7.1.2. Environmental nudges	<ul style="list-style-type: none"> Produce regular communication updates promoting positive choices. 	-	Ongoing
7.1.3. Sign up to the Oxford Inclusive Economy Partnership (OIEP)	<ul style="list-style-type: none"> Review and sign up to applicable pledges Publish/promote our engagement with the scheme 	-	By end of MT24
7.2. Thinking			
7.2.1. Host College seminars and events, speakers and discussions on the environment	<ul style="list-style-type: none"> Development Office to track alumnae events JCR and MCR to track student events Host OU Innovation Environment Event in HT24? Host SU Environment Workshop HT24? 	-	TBC
7.2.2. Include an environmental workshop in staff induction and a once-off for current staff	<ul style="list-style-type: none"> Develop workshop 	-	TBC
7.2.3. Include an environmental workshop in Fresher's week	<ul style="list-style-type: none"> Develop workshop Deliver briefing to new Fresher Students 	-	Completed MT23
7.3. Research & Teaching			
7.3.1. Share sustainability-related opportunities for internships and training courses to all staff and students	<ul style="list-style-type: none"> Develop a termly? newsletter 	3	TBC

Our Progress

- We already have a large alumnae community working in environmental-related roles.

Challenges

- Attendance at events can be lower with environmental events, as noted in JCR and MCR events, so strategic promotion must be a key part of event planning.

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