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RELEVANT DOCUMENTS

- Climate Change Act 2008
- Environment Act 1995
- LJMU Strategic Plan 2017-2022
- Environmental Management and Sustainability Strategy
- Active and Sustainable Travel Plan

RELATED POLICIES & DOCUMENTS

- ECP1 Organisation for Implementation of the Environmental Management and Sustainability Policy
- ECP2 Arrangements for Implementation of the Environmental Management and Sustainability Policy
- ECP4 Municipal Recyclable and General Waste Management
- ECP5 Hazardous and Offensive Waste
- ECP6 Biodiversity
- ECP7 Sustainable Travel

Liverpool John Moores University Environmental Management and Sustainability Policy

Introduction

Effective control of environmental management and sustainability will help enable Liverpool John Moores University (LJMU) to realise its vision of being an inclusive civic university transforming lives and futures, by placing students at the heart of everything we do. Effective control of environmental management and sustainability is connected to the following enablers from the university's Strategic Plan 2017-2022:

- A university with an estate that fosters a sense of community, supports high quality activity and operates sustainably
- A university that recognises the importance of good governance to support the delivery of its strategic goals

This Environmental Management and Sustainability Policy, which gives a commitment to ensuring environmental responsibility and sustainable stewardship, is in three parts:

- A statement of intent
- The individual and collective responsibilities for implementing the Policy of intent (Organisation)
- The systems and procedures for implementing the Policy of intent (Arrangements)

All associated policy documents (Codes of Practice) are contained on the University's [Policy Centre](#) and the Safety, Health and Environment department's [website](#).

1. Statement of intent

1.1 The university is a major economic contributor in the Liverpool City Region. Approximately 2,500 staff deliver academic programmes, research and support services to 25,000 students across two main campuses, comprising of a varied portfolio of buildings and their grounds. This Policy forms part of the means by which each of the strategic supporting aims will be achieved.

1.2 LJMU's commitment to better environmental management and sustainability will be achieved through:

1. **Environmental protection:** LJMU commits to preventing or mitigating our adverse environmental impacts from our activities
2. **Environmental enhancement:** LJMU will seek to take advantage of identified beneficial environmental opportunities
3. **Compliance:** LJMU will comply with all relevant Global, International and UK Government environmental directives and legislation; and will meet its obligation to meet other requirements such as those laid out through the Higher Education Funding Council for England (HEFCE) and local authorities
4. **Continual improvement:** LJMU commits to continual improvement – aiming for greater performance when targets are met and managing significant environmental impacts, steering progress toward consideration of the International Organization for Standardization's Environmental Excellence certification (ISO 14001)

5. Monitoring and management: LJMU will measure and monitor its progress against set targets, driving good practice across the sector and acting as a leader in higher education. We will establish KPIs reporting to the university's Health and Safety Committee, ELT and the Board of Governors and in the targets contained within the Annual Health and Safety Action Plans.

1.3 We will take a 'whole university' approach, integrating environmental management and sustainability into our teaching and research, core processes and decision making. Plans and processes will be developed and regularly reviewed to drive:

- compliance with statutory obligations and voluntary commitments
- the minimisation and reduction of the impact of institutional activities on the environment and implementation of prevention controls
- the development, implementation, monitoring and review of LJMU's Environmental Management and Sustainability Strategy, supporting Environmental Codes of Practice and actions to create a university which is proficient in its administration and observance of environmental issues
- the setting and achievement of targets in 8 of key areas: -
Construction & Refurbishment; Emissions & Discharges; Community involvement; Biodiversity; Waste management; Travel and Transport; Sustainable procurement; Water
- review and implementation of our Carbon Management Plan to meet emission targets
- encouragement of the use of sustainable means of transport, including the university fleet
- minimisation of waste production and improving recycling and diversion practice across the estate
- reduction of wastewater and encouraging more sustainable consumption
- enhancement of levels of biodiversity on campus wherever possible
- pursuance of sustainable and ethical procurement options, especially in new projects.

1.4 We will encourage collaboration and co-operation across the university, between its staff and students, and between Faculties, Schools and Departments, to:

- ensure engagement and consultation with staff, including Staff Representatives and the John Moores Students' Union (JMSU) who are considered a vital part of the university's environmental management and sustainability arrangements
- foster environmental / sustainability awareness and principles amongst staff and students
- improve the quality and sustainability of campus life and experience of the university's student body, staff and visitors
- review and inform the process of embedding environmental management and sustainability in the taught curriculum
- work with neighbouring stakeholders as a leader in local sustainability performance
- communicate, accessibly, all relevant policies and achievements to our varying stakeholders
- make the Environmental Management and Sustainability Policy publicly available on the LJMU website.

1.5 Successful environmental management and sustainability are important elements of the university being an employer of choice for its staff and of both enhancing the student experience and of introducing students to the world of work.

1.6 While recognising its own environmental management and sustainability responsibilities, the university requires the cooperation of all staff, students, contractors, visitors and university

users in meeting these obligations. The university believes that environmental management and sustainability is the responsibility of all. We aim to encourage our students to be responsible global citizens.

- 1.7 This Policy is led by the Board of Governors and the Executive Leadership Team. It undergoes formal managerial review annually and is approved by the Vice-Chancellor on a 2-yearly cycle.

Signed

A handwritten signature in black ink, consisting of a stylized 'M' followed by a series of loops and a long horizontal stroke.

Mark Power
Vice-Chancellor and Chief Executive
December 2021

2. Organisation

2.1 An Environmental Management and Sustainability Code of Practice (ECP1) has been developed in respect of Organisation for the Implementation of the Environmental Management and Sustainability Policy. The individual and collective procedures for implementing the Policy Statement of Intent are summarised below.

2.2 The roles and responsibilities of the following Governors, staff and others have been defined:

- Board of Governors
- Vice-Chancellor
- Members of the Executive Leadership Team
- Chair of Environmental Management and Sustainability Panel
- PVCs of Faculty and Heads of Operations
- Directors of School/Institute and Professional Services Teams
- Managers/Supervisors
- All staff (including temporary staff, sessional staff and those with Emeritus status)
- Students (Undergraduate, Masters and Postgraduate)
- John Moores Students' Union
- Trades Unions
- Contractors and service providers
- Safety, Health and Environment department
- Estate and Facilities Management department

Environmental responsibilities are contained within the Health and Safety Induction Workbook, the Staff Induction Booklet and the Contractors' Induction Booklet. Responsibilities concerning visitors, are detailed in SCP12 Visitors and Use of University Premises.

2.3 The university will obtain competent advice and support from the Safety, Health and Environment department, who in turn will utilise internal resources and expertise as well as external consultancy to advise on topics as appropriate.

2.4 The Environmental Management and Sustainability Panel is the principal means of consultation on matters of policy development and strategic issues. The Panel's terms of reference and membership are reviewed annually and approved by ELT. Further details may be found in the Panel's Terms of Reference.

2.5 There is a separate Climate Change Panel that co-ordinate LJMU's climate change agenda by leading, managing, coordinating, and delivering LJMU's 10 Year Climate Action Plan on climate change. Further details may be found in the Panel's Terms of Reference.

2.6 The Incident Management Team deals with major environmental incidents as part of the university's framework for business continuity management. Further details may be found in MCP5 Incident Management.

3. Arrangements

3.1 An Environmental Management and Sustainability Code of Practice (ECP2) has been developed in respect of Arrangements for the Implementation of the Environmental Management and Sustainability Policy. The systems and procedures for implementing the Policy Statement of Intent are summarised below.

3.2 The LJMU Health and Safety, Environmental Management and Sustainability websites hubs are the principal sources of information on the university's environmental management and sustainability policies, processes and scope.

3.3 The university's Carbon Management Plan 2015-2020 outlines the long-term focus and aims of LJMU's carbon abatement strategy. It assists in driving operational cost improvement and

making a significant contribution to government and HEFCE carbon reduction targets. LJMU's commitment to its carbon management is reaffirmed in the LJMU Strategic Plan 2017-2022. The strategic aims and objectives of the Carbon Management Plan will continue while the university develops an updated Plan as part of its climate change arrangements.

- 3.4 Environmental Management and Sustainability Action Plans are included with the annual Environmental Management and Sustainability Report. These are presented to the Environmental Management and Sustainability Panel and approved by ELT, prior to presentation to Infrastructure Committee for information.
- 3.5 Monitoring and review are initially undertaken by the Estate and Facilities Management Department, supported by the Safety, Health and Environment Department. This is for the purposes of internal auditing, carbon management, the HESA Estate Management Return, external environmental accreditations, external benchmarking platforms and compliance registers. Aspects monitored include:
 - Recycling and waste
 - Travel
 - Biodiversity levels on campus
 - Campus surface data
 - Utilities
 - Accreditation status
 - Education for Sustainability
- 3.6 Management of the environment and of sustainability contributes to the university's overall risk management framework. This will include an Environmental Aspects and Impacts Risk Register. Members of ELT develop and use this framework to ensure that significant risks in their area are identified, assessed, managed and monitored. Local Risk Registers (or similar listings of risks) are maintained and reviewed periodically by the Faculty or Division. Criteria for the escalation of local risks to the institutional risk register are defined in the Risk Management Policy for ELT members.
- 3.7 The annual Environment and Sustainability Report is produced in the first semester of the academic year, to thematically outline how the University has progressed its environmental and sustainability performance. It is received by ELT and the Infrastructure Committee of the Board of Governors.
- 3.8 The above arrangements and documents are managed and reported via the university's EcoCampus Environmental Management System (EMS). Staff and student-facing processes can also be located within the Environmental Codes of Practice.
- 3.9 The university has a positive relationship with staff representatives and the John Moores Students' Union; the university actively consults with these members of the university community through the Environmental Management and Sustainability Panel, where they form part of its membership. Such membership provides the opportunity for engagement and consultation on all policy documents including Environmental Codes of Practice, which are formally approved by the Environmental Management and Sustainability Panel.