

Staff and Student Engagement & Behaviour Change Strategy 2020-2025

Version : One

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Title: Staff and Student Engagement and Behaviour Change Strategy 2020-2025

INTRODUCTION

Communication plays a central role in delivering all aspects of Sustainability, helping staff and students to understand the key issues involved in a range of sustainability issues, what the University is setting out to achieve, what actions we can take as individuals, as well as encouraging sustainable behaviours.

AIMS

- Support and promote to staff and students the University's sustainability aims.
- Communicate to and support staff and students in the delivery of the University's sustainability policy aims, as well as the delivery strategies.
- Communicate to staff and students the meaning and implication of the UN's Sustainable Development Goals (SDG's) and how they apply to the University.
- Raise staff and student awareness in relation to sustainability with the aim of encouraging learning around sustainability leading to more sustainable behaviours in the workplace and wider community.
- Create communication channels that allow feedback and enable staff and students to develop their own sustainability agenda.
- Promote the University's aspirations and actions on sustainability to the wider sector and public community.
- Create a physical and learning environment that facilitates our students to become global citizens when they graduate.

SCOPE

All university staff and students, with an interface to the wider external community covering the period 2020 to 2025.

OBJECTIVES

- Run initiatives to raise awareness around a range of sustainability issues as set out in the University's Sustainability Policy and UN's SDG's.
- Provide staff and student training/skills programs.
- Delivery of behaviour change campaigns relating to sustainability issues.
- Produce regular sustainability updates for internal and external audiences.

V1.1

TARGETS

- See an annual increase to more sustainable behaviours as noted within the sustainability segmentation survey over the next 5 years.
- Year on year growth of staff and students trained in sustainability over the next 5 years.
- Investigate how to record impacts of behaviour change campaigns and see a reduction in energy use and waste produced as a result.

ACTIONS

- Run sustainability skills training for staff and students.
- Run waste and resource management, as well as energy behaviour change campaigns.
- Run awareness and behaviour change campaigns to support other sustainability strategies including procurement, transport, water and sustainable labs.
- Run sustainability and behaviour change projects within the University's halls of residence.
- Recruit student volunteers to increase learning and assist with delivery of behaviour change campaigns.
- Run Green Impact Offices and Labs schemes.
- Assist student sustainability groups to deliver specific projects.
- Produce an annual sustainability report.
- Produce regular case studies and stories on sustainability activity.
- Produce an annual action plan for communications.
- Carry out sustainability segmentation surveys of staff and students.

AIR CONDITIONING AGREEMENT

Published document name: AIR CONDITIONING AGREEMENT

Date issued: June 2020

Version: 1

Previous review dates: Jan 2020

Next review date: Jan 2022

Document owner: Head of Facilities Management/Deputy Director of Estates

Document approved by: Head of Facilities Management Hard Services

Head of Sustainability

Revision June 2020 reflects personel changes and removes some historic context now normalised.

AIR CONDITIONING AGREEMENT

REQUESTS FOR AIR CONDITIONING

1. All new requests for air conditioning will need to be assessed by University Estates using the cooling decision tree. For those applications where the cooling needs can be met using alternative solutions, the request for A/C will be refused and the alternative system offered e.g. mechanical ventilation.
2. For those areas where a need for A/C is confirmed using the decision tree, the request will be granted. However the installation will need to be in accordance with the University cooling design specification, delivered using the Hard FM team in the Estates Office and subject to the funding availability. Sustainability will sign off all new installations to ensure they have been installed in line with the A/C specification. Units which are installed without following these guidelines will be isolated and rendered inoperable and/or removed.

EXISTING EQUIPMENT

3. All existing equipment will be reviewed regularly and managed to ensure that all units and systems are legally compliant, fully controlled in line with the design specification, energy efficient and fully maintained.
4. For systems where there is inadequate control which cannot be improved or the system does not have standard energy efficient features, replacement should be considered where cost effective to do so.

END OF LIFE

5. Units will be deemed to have reached the end of their life when any of the following criteria have been met:
 - a. remedial quotations for individual units, i.e. condenser or evaporator,
 - b. repair costs would exceed 60% of the cost of installing a new unit
 - c. Units are older than 10 years
 - d. Units that operating with R22 refrigerant or other non-compliant refrigerant

6. Units that have reached the end of their life will be decommissioned. If a replacement unit is required, it will be treated as a new request and the requirement for A/C will be assessed.

RELOCATION OF EQUIPMENT

7. All requests for relocation must be treated as a new installation and go through the decision tree application. If the provision of A/C in the new location is agreed, the equipment may be relocated as long as the final installation meets the required design specification criteria.

REFURBISHMENT

8. The provision of A/C will be revaluated using the above protocol when there is any material change of use in an area.

TRAINING AND AWARENESS

9. Sustainability will provide information and / or training regarding the above for designers, contractors, departmental users and maintenance providers.

MAINTENANCE

10. The Estates office maintain, test and repair all University air conditioning units. Maintenance specification and frequencies are completed to satisfy compliance, this service level may differ from the standard recommended by the manufacturer.

11. Access for maintenance and the necessary downtime will be arranged in advance via school/department representatives and Facilities Managers. Prevention of maintenance for reasons outside the control of the Estates office and its contractors may result in abortive costs being incurred, these costs will be recharged to the department. Continued prevention of maintenance for reasons outside the control of the Estates office and its contractors may result in the unit being permanently isolated.

FUNDING

12. Funding for annual maintenance and repair of air conditioning units is provided via University costs. Inclusion of air conditioning into a space may change the definition of space to type 2 and therefore increase the cost for that space.

13. It is the responsibility of the requesting department/faculty to ensure that appropriate funding for the installation is in place and available.

HOSPITALITY SERVICES ETHICS AND SUSTAINABILITY FOOD POLICY AND PROCUREMENT STRATEGY DOCUMENT

Updated September 2020

Next Update September 2021

Approved by: Deputy Director and Head of Operational Services, Residential and Hospitality Services Altai State University

Date approved: 01.01.2020

Target audience: All users of Hospitality Services and visitors to website.

Equality & diversity

Hospitality Services Ethics and Sustainability Food Policy and Procurement Strategy The quality, nutritional value and sustainability of food has an increasingly high public profile and will become one of the factors by which students and staff exercise choice when selecting their food providers. Healthier, more sustainable food at Altai State University may help to encourage positive lifestyle changes outside the University for both students and staff, leading to a positive impact on health and well-being, as well as on our environment.

Why is sustainable food important?

Sustainable development can be defined as 'development that meets the needs of the present without compromising the ability of future generations to meet their own needs', Sustainable Development Commission (SDC).

The economy, the environment and society are inextricably linked: activity in one area will cause an impact in another, either positively or negatively. The impact of greenhouse gases on the climate shows that there are environmental limits to economic growth, and economic activity that exceeds these limits is clearly unsustainable.

By paying attention to sustainable development, we can begin to balance the impact of economic activity with its effect upon society and the environment. The provision of food has a complex relationship with health and the environment, and universities have a significant opportunity to create benefits for their students and staff.

The SDC describes sustainable food as food and drink that:

- is safe, healthy and nutritious, for consumers in shops, restaurants, schools, Universities etc
- provides a viable livelihood for farmers, processors and retailers, whose employees enjoy a safe and hygienic working environment whether in the Russian Federation or overseas
- respects biophysical and environmental limits in its production and processing, while reducing energy consumption and improving the wider environment
- respects the highest standards of animal health and welfare, compatible with the production of affordable food for all sectors of society

- supports rural economies and the diversity of rural culture, in particular through an emphasis on local products that keep food miles to a minimum

What is Hospitality Services Doing?

Our menus are prepared daily using fresh ingredients by our chefs on site at each campus. We do not source cook-chill products or ready meals.

Our menus meet healthy living guidelines

This policy covers all food outlets and food served by Hospitality Services on behalf of the University of Barnaul and any contracted catering providers (excluding vending).

The department offers and is developing policies that will ensure healthy, sustainable catering is produced, processed and traded in ways that:

- Contribute to local economies and sustainable livelihoods
- Avoid damaging natural resources and contributing to climate change
- Protect the welfare of animals and plants
- Provide social benefits

The department uses local seasonally available ingredients as standard:

- Working with suppliers to encourage proximity purchasing to minimise road miles
- Planning menus to reflect seasonal food crops

Our objectives for 2020 - 2023 are to work to specify food from farming systems that minimize harm to the environment

- To continue to support reducing the amount of foods from animal origin (meat, dairy and eggs) served, as livestock farming is one of the most significant contributions to climate change. Promoting meals rich in fruit, vegetables, pulses and nuts. Continue promoting “less meat Monday” and build on it, consider running on additional days
- 95% of the eggs used by Hospitality Services are free range and we are aiming to increase this to 100%. All our catered halls of residence, functions, cafés, Terrace Bar and delivered food, use free range eggs.
- Introduce an in-house version of the “Love Food, Hate Waste” campaign

We aim to raise awareness of the need to reduce the amount of food that we throw away, and how doing this will benefit us as consumers and the environment. Reducing food waste is a major issue and not just about good food going to waste; wasting food costs the average family with children and has serious environmental implications too.

Exclude fish species identified as most “at risk” by the Marine Conservation Society

- Only use fish from sustainable sources
- Maintain our University Fairtrade accreditation by continuing to offer a comprehensive range of Fairtrade products and raising awareness.

Promote health and well being

- Generous portions of fruit, vegetable and whole-grains
- Cooking methods that adopt cutting down on salts, fats, oils and artificial additives
- Remove hydrogenated vegetable oils from the business
- Healthy “meal deals”
- Menu plan and promote less meat Mondays and Thursdays
- Promote brain food initiatives

Promote initiatives that encourage filtered tap water in reusable jugs or bottles

- Support promoting ‘water on tap’ in all designated hospitality venues
- Continue to produce in-house bottling system for bottled mineral water at hospitality meeting rooms

Recycle Initiatives

- Suppliers tasked to deliver only in minimal packaging (e.g. without lids)
- Explore reusable packaging (e.g. crates)
- Procure 50% recyclable, compostable and biodegradable disposables
- Encourage customers to separate different materials for recycling
- Using our own “mug” and continued support of keepecup promotion
- Reduction in carrier bag use. Any carrier bags provided are compostable paper bags
- Continue to support the recycling collection scheme for waste kitchen oil to be collected and turned into bio fuel for supplier delivery vehicles

Procurement Objectives

- Make decisions based on a balance between economic, social and environmental factors to achieve best value for money whilst ensuring all food procured meets current RF laws governing the sale and consumption of food
- Encourage procurement to take account of whole life costs where applicable to ensure sustainability and minimise impact on the environment
- Set specifications for products and services which include sustainable, renewable and recycled resources and processes and consider the end of life options to ensure minimal impact on the environment
- Comply with legislation relating to sustainability and the environment
- Encourage best practice in procurement
- Genetically modified products are clearly labelled if they have to be procured
- Work with suppliers to encourage better processes and improvements to the supply chain and the products and services supplied
- Develop the use of Organic or Green and other ethically traded products and services

- Fresh, seasonally available ingredients will be used where possible, to minimise energy used in food production, transport and storage.
- There is a commitment and target that 75% of all food offering is prepared freshly on site
- There is a commitment and target that all eggs or products containing eggs must be of Lion 'CLASS A' (or equivalent).
- There is a commitment and target that 90% of milk used is organic.
- Where products for ethical or religious diets are required, the Supplier is to agree with the appropriate standards of compliance. It is to agree specific assurance processes for this compliance and is to provide appropriate evidence
- Encourage Small and Medium Enterprises (SMEs), local and regional suppliers to bid for supply agreements.
- Exclude fish species identified as most at risk by the Marine Conservation Society, and only choose fish from sustainable sources

Water Usage

- When replacing equipment, purchase water saving pieces
- Work with suppliers to improve the efficiency of water during production
- Introduce internal awareness campaigns
- Provide staff training

Minimise energy use in food production, transportation and storage by ensuring the use of:

- Energy efficient equipment
- Internal awareness campaigns
- Staff training
- Reduction of suppliers/multi-temperature vehicles

Training Objectives

- To achieve improvements in the sustainability of food at the University, training is provided involving caterers, managers, procurement staff and front-of-house staff. For caterers and managers, training focuses on how high quality, fresh food can be prepared, served and ultimately disposed of, to maximise health and sustainability benefits. For procurement staff, training covers environmental and nutritional principles, and how these can be supported through contracts. For front-of house staff, training covers the information that students, staff, and visitors may need to choose high quality, sustainable food.
- To communicate this policy to the University's staff and students