

**2020/21 Report on Progress (UNGC/PRME)**  
**Journey to Success and Sustainability**  
**[www.southwales.ac.uk](http://www.southwales.ac.uk)**

## Summary

USW places engagement, collaboration, and partnership working at the heart of everything we do, working alongside business, industry, and the social economy, to address identified needs and achieve the best outcomes for individual learners and organisations. We work in collaboration with industry, researching and innovating to tackle some of the biggest global challenges, from energy and health to security and sustainability. USW is a vocationally-focused university, preparing students to support key industries now, and in the future. Employers work closely with USW to co-create curriculum that supports their future needs. This provides them with a skilled and relevant workforce that they can rely on with a large pipeline of graduates coming out of USW and our partner institutions each year. We are generating the workforce that employers tell us they want and need. We are a multi-disciplinary university with a strong track record for our partnerships, widening access, and student success, with almost half of students at USW coming from areas within the bottom two quintiles of the Welsh Index of Multiple Deprivation (WIMD) - significantly above average for higher education institutions in Wales and the UK. With three campuses in Cardiff, Newport and Pontypridd, we are well placed for our staff and students to enjoy all that South Wales has to offer. We also provide a range of inclusive study pathways, supporting life-long learning and flexible options for our students. We work closely with our partner colleges, and have two wholly owned subsidiaries, the Royal Welsh College of Music and Drama and The College Merthyr Tydfil.

The University of South Wales is firmly committed to the core principles of the UN Global Compact and the UN Principles of Responsible Management Education. In addition to our work in the key areas highlighted below, we have also been actively involved in promoting education and awareness of the Global Compact and the Principles of Responsible Management Education.

Since our last CoP in 2020, we have initiated an annual programme of masterclasses on the UN Sustainable Development Goals, led by Sir Emyr Jones Parry, formerly UK Permanent Representative to the UN Security Council. These extracurricular sessions are open to all students at the University, and have been attended by over 500 of our students. Through our *Tomorrow Matters* 'Global Challenges' programme of public events we have brought to the University key public figures to address themes which cover the Sustainable Development Goals. Our guests have included:

Sir Tony Blair, former PM of the UK

Jill Gallard, HM Ambassador to Germany

Lord Peter Hain, former UK Cabinet Minister

Helen Clark, former PM New Zealand and Head of the UN Development Programme

Julia Gillard, former PM Australia

Dame Martha Lane Fox, UK tech entrepreneur

Lord Jonathan Evans, former Head of MI5

Through these public events we have hosted over 1500 guests, drawn from across the University, colleges and schools in South Wales and members of the wider public. In the coming period, among our plans to widen public engagement with this programme of work to include workshops and events with local colleges and schools studying the Welsh Baccalaureate, a core element of which is the 'global citizenship challenge'.

## Human Rights

Under the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011, the University of South Wales is required to develop a Strategic Equality Plan (SEqP) and publish an Annual Report by the 31st March each year. The report must cover the period of 1st April to 31st March of the previous year.

The SEqP Annual Report must detail:

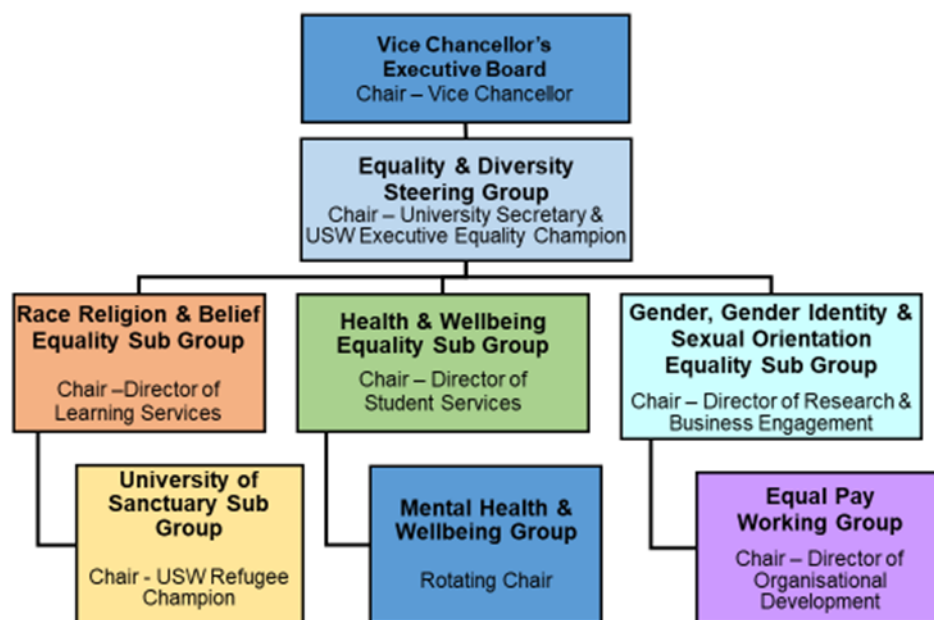
- The steps we have taken to identify and collect relevant information;
- How we have used this information to meet the three aims of the public sector duty;
- The reasons for not collecting relevant information;
- A statement on the effectiveness of the arrangements for identifying and collecting relevant information;
- Progress towards fulfilling each of our equality objectives;
- A statement on the effectiveness of the steps we have taken to fulfil each of our equality objectives;
- Specified employment information.

The University of South Wales (USW) Group had a SEqP for 1st April 2020 to 31st March 2024. This is the first Annual Report for the SEqP. It is for the University of South Wales and covers the period 1st April 2020 to 31st March 2021. The 2020 to 2024 SEqP outlined six Strategic Equality Objectives for the USW Group. A summary of these objectives and progress towards meeting them is outlined below in a detailed table of progress.

### *Equality governance at the University of South Wales*

The EDI agenda at USW is championed by the University Secretary. The University Secretary chairs the Equality & Diversity Steering Group (EDSG), which meets termly and has representation from all departments, faculties, Trade Unions, Students' Union, The College Merthyr Tydfil and the Royal Welsh College of Music and Drama. The group considers all equality issues and protected characteristics, oversees compliance with the Equality Act 2010 and provides strategic direction for the USW Group's equality agenda. EDSG has overarching responsibility for the implementation and review of the SEqP.

In addition to EDSG, the University has equality sub-groups responsible for progressing the equalities agenda for specific protected characteristics.



All equality sub-groups meet termly and feed into EDSG. They are chaired by senior colleagues and have representation from faculties, departments, the Students' Union and Trade Unions.

#### *USW commitment*

Our commitment to equality is at the heart of what we do at the University of South Wales. We are committed to creating and maintaining an inclusive learning and working environment, where equality is advanced, diversity is valued, there is equitable access to success and discriminatory behaviour is not tolerated. In short, a working and learning environment in which everyone can feel valued for who they truly are.

We will put these values into practice with our equality objectives and the actions that we will take across our activities to prevent harassment and discrimination, promote equality of opportunity and foster greater understanding between different groups of people. Specifically, in relation

to the protected characteristics of age, disability, gender identity, pregnancy and maternity, race, religion and belief, sex and sexual orientation, through an intersectional lens, within the context of our duties under the Equality Act 2010.

Informed by national and wider expectations and requirements of the Higher Education sector, such as the QAA Code and the EU Accessibility Directive, and is a framework that supports our colleague and student communities to develop, and celebrate, our roles as Global Citizens.

#### *Identifying, collecting and using relevant information*

Under the Equality Act statutory duties for Wales, equality monitoring data of colleague and students is classed as 'relevant information' to support the Strategic Equality Plan. USW monitors all protected characteristics of colleague through an online recruitment system and HR system. Applicants are able to input their equalities data confidentially as part of the application process. This enables HR to produce yearly reports on the success rate of candidates through all stages of the recruitment process anonymously by protected characteristics. This data is presented within Appendix 2 of this report. The HR system contains a 'self-service' option for existing colleague to provide their own equality data.

Student enrolment takes place at the start of each academic year through an online system, which includes equality monitoring for all protected characteristics. This data is stored securely and used anonymously to report on student populations of equality groups, as contained within the Student Equality Data Report in Appendix 3. Both this and the Employment Information reports are presented to the EDSG, the relevant Equality Sub Group and the USW HR Committee each year for analysis and scrutiny. They are used to assess trends and imbalances and inform development of the equalities agenda. The Strategic Equality Plan 2020/2024 has clear actions to strengthen the use of student equality data to assess and develop plans which support the student experience (Action 3.4).

#### *How USW has used relevant information to meet the public sector duty*

All actions within the Strategic Equality Action Plan have been developed based upon relevant information gathered through consultation and engagement and detailed analysis of colleague and student data, in addition to other relevant equalities information. USW's six Strategic Equality Objectives, along with the detailed Strategic Equality Action Plan that underpins these objectives, all focus upon meeting the three aims of the public sector duty:

- Eliminate unlawful discrimination, harassment and victimisation;
- Advance equality of opportunity between different groups;
- Foster good relations between different groups.

Relevant equality information is used to monitor implementation of the duties and, where relevant, features in the action plan table of progress. 2020/21 saw the University undertake its first full Equal Pay Review inclusive of the characteristics Disability, Gender and Age, Ethnicity, Sexual Orientation, Religion and or Belief, with full consideration of both mean and median pay gaps, publishing its findings in May 2020 with a full set of recommendations across the protected characteristics underpinned by an action plan.

*Reasons for not collecting relevant information*

The University collects all protected characteristics for colleague and students, with the exception of the following:

*Pregnancy and maternity*

Information on pregnancy/maternity for students is not collected during enrolment. However, USW supports students who are pregnant or have recently given birth through its guidance for students on pregnancy, maternity, paternity and adoption and through the Student Advice Zones. Human Resources holds information on colleague on pregnancy/maternity for the purposes of administering maternity leave.

*Marriage and civil partnership*

Data on marital and civil partnership status is currently collected for colleague, but not for students. As marriage and civil partnership is not a protected characteristic for the higher education provisions, there are no plans at present to introduce monitoring of this characteristic for students. For both colleague and students, the gender-neutral title 'Mx' is available for use in both systems.

*Statement on the effectiveness of arrangements for identifying and collecting relevant information*

Significant efforts are made to identify, collect, analyse and use relevant information. The arrangements in place for this are effective, with new ways of using relevant information being developed, reviewed and revised regularly. The robust equality governance structures in place at the University ensure that there is detailed focus upon examining the evidence base for equality and inclusion priorities and analysis of the impact of actions undertaken, in addition to understanding and implementing research and good practice guidance.

*Strategic Equality Objectives – Progress Report*

In line with our statutory duties, this section details of progress we have made towards fulfilling our six equality objectives for 2020/21 as outlined below:

**OBJECTIVE 1 - We will build a culture of inclusion by promoting dignity, respect, fairness and wellbeing within the University and College communities.**

**OBJECTIVE 2 - We will mainstream equality, diversity and inclusion into University and College decision-making, policies, practices and procurement.**

**OBJECTIVE 3 - We will embed equality, diversity and inclusion into the design and delivery of our curriculum, courses and assessment methods.**

**OBJECTIVE 4 - We will extend our attractiveness as a university and college of choice for students and colleague from diverse backgrounds, cultures and identities**

**OBJECTIVE 6 - We will take action to reduce the pay gaps at USW and The College.**

**These actions are also USW's Gender Pay Action Plan. In compliance with the Equality Act Specific Duty on pay differences we publish a [Pay Policy Statement](#) that is reviewed annually**

This report reflects upon progress during the first year of USW's Strategic Equality Plan for 2020 to 2021, against a backdrop of a global pandemic. The scale of change was unprecedented, with colleague and students rising to the challenges of adapting to new ways of learning and teaching. This report highlights achievements during this period, along with areas that require additional focus. Whilst it is recognised that there is still much further work to be done towards our strategic equality objectives, the work undertaken during the first year of the Strategic Equality Plan provides a good basis on which to move forward.

Table of Progress, 2020-2021

**OBJECTIVE 1 - We will build a culture of inclusion by promoting dignity, respect, fairness and wellbeing within the University and College communities.**

REF	ACTION	RATIONALE & PROTECTED CHARACTERISTIC	KEY MILESTONES	TIME SCALE	Lead	PROGRESS (01/04/2019-31/03/21)
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1.3	Retain our status as a University of Sanctuary.	<p>In response to the Welsh Government's Nation of Sanctuary Refugee &amp; Asylum Seeker Delivery Plan and to promote USW as a place where refugees and asylum seekers feel safe and welcome.</p> <p><b>All Protected Characteristics</b></p>	<ul style="list-style-type: none"> <li>• Gain recognition as a University of Sanctuary.</li> <li>• Implement recommendations from the assessment.</li> <li>• Implement USW's University of Sanctuary Action Plan.</li> </ul>	<p>April 2020</p> <p>Sept 2020</p> <p>Reviewed annually</p>	<p>USW's University of Sanctuary Sub Group, feeding directly into EDSG</p>	<p>University of Sanctuary Status retained March 2020</p> <p>Impact of global pandemic meant that Cardiff City of Sanctuary faced organisational difficulties slowing implementation of action plan, however there has been acceleration in 2021 and will be reflected in 2021-2022 SEP updated.</p> <p>Achievements this period include:</p> <p>USW Refugee Champion (URC) now a Trustee of the WRC;</p> <p>USW 'Speak to me Project' in 2020 was undertaken in conjunction with RCT Council.</p> <p>June 20; Refugee Week (RW) sub-committee group designed and implemented virtual RW activities</p> <p>June 20: URC included nationwide session with Welsh Refugee Council (WRC).</p> <p>June 20: Session given as part of USW RW.</p> <p>July 20: Presentation given at Communities of Expertise Annual 'tea'.</p> <p>July 20: Group part of the new pan University-wide Communities of Expertise website;</p> <p>Report - <a href="#">An Investigation into the Barriers to Education and Employment for Forced Migrants</a></p>
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						<p><a href="#">in the Convergence Areas of Wales</a> published November 2020</p> <p>January 2021 USW noted as Example of Good practice in HEFCW Civic Mission project to promote HE Study as part of WG Nation of Sanctuary Aspiration. Details here: <a href="#">USW recognised for its work to support refugees   University of South Wales</a></p> <p>URC organised event in March 2021 to bring together reps from 4 third sector orgs with researchers from USW</p>
1.6	Promote inclusion, cultural diversity and support the faith of students by creating an inclusive community on campus.	<p>In response to engagement feedback and in compliance with Equality Act General Duties.</p> <p>All Protected Characteristics</p>	<ul style="list-style-type: none"> <li>• Offer inclusive pastoral, religious, educational and social activities/ events/services to the USW community; offering support at times of crisis.</li> <li>• Support students in the expression of their faiths &amp; cultures, including interfaith dialogue.</li> <li>• Support &amp; host Staff LGBT+ Network and hold Chaplaincy events for enhancing understanding of</li> </ul>	Ongoing	Director of Chaplaincy Services	<p>Throughout this unique period Chaplaincy has provided ongoing essential support to students offering pastoral support and has provided virtual activities including:</p> <ul style="list-style-type: none"> <li>• Ongoing oversight of Islamic prayer facilities</li> <li>• Ongoing help with nursing and midwifery students preparing for healthcare in a multifait/multicultural preparation environment</li> <li>• Chaplain on Race, Religion &amp; Belief Group and on Interfaith Council for Wales</li> <li>• Support of SPECTRUM</li> <li>• Online meeting with Teddy Kalongo for Black History Month</li> <li>• Chaplaincy Interfaith Panel in November</li> <li>• Observing Holocaust Memorial Day</li> </ul>

			gender identity & sexual orientation.			<ul style="list-style-type: none"> <li>Online meeting with Hayley Young for LGBT+ History Month</li> </ul>
1.7	Implementation of USW's Global Engagement Plan and internationalisation agenda.	<p>Internationalisation of our campuses and academic curricula to enrich academic life, promote a culture of inclusion and foster global competencies to comply with the Equality Act General Duties.</p> <p>Race, Religion &amp; Belief &amp; Non-Belief</p>	<ul style="list-style-type: none"> <li>Implement &amp; monitor impact of Global Engagement Plan.</li> <li>Following monitoring</li> <li>Ensure uptake of student international mobility opportunities Erasmus+ &amp; Global Wales Discover.</li> </ul>	July 2020, with annual reviews	Head of International & Partnership Development, with Faculty Erasmus Leads & Director of Learning Services (Global Wales Discover)	<p>Implementation &amp; monitoring of the impact of USW Global Engagement Plan continued through this period.</p> <p>Ensure uptake of student international mobility opportunities Erasmus+ &amp; Global Wales Discover.</p> <p>The Global Pandemic and complexities around international travel meant that it was not possible to support international student mobilities during this period.</p> <p>However USW continued to show its commitment to ensuring that students were able to take advantage of the many opportunities that international mobilities gave rise to.</p> <p>In addition USW was successful in bidding for funding for the UK governments Turing programme (which has been established to replace ERASMUS now that the UK has left the EU)</p>

### Labour

The University of South Wales recognises that modern slavery is a crime and a violation of fundamental human rights. It takes various forms, such as slavery, servitude, forced and compulsory labour and human trafficking, all of which have in common the deprivation of a person's liberty by another in order to exploit them for personal or commercial gain. We are committed to improving our practices to combat slavery and human trafficking.

### *Our supply chains*

The University meets its needs for goods, services and works in a way that achieves value for money on a whole life basis in terms of generating benefits not only to the organisation, but also to society and the economy, whilst minimising damage to the environment. The University's supply chains mainly fall under five 'super-categories', which are:

- Laboratory Consumables and Equipment
- Library Resources
- Professional Services
- ICT Equipment and Services
- Estates Goods, Services and Works

The principal categories which carry material risks are office supplies, laboratory consumables, ICT equipment and some estates services, such as cleaning services outsourced from time to time. The University of South Wales is a member of the Higher Education Purchasing Consortium Wales (HEPCW). HEPCW works effectively alongside its counterpart UK Universities Purchasing Consortia and national groups, with which it enjoys progressive and successful relationships. The joint contracting programme provides a comprehensive and mature collaborative portfolio, which includes some of the high-risk categories listed above. Many of our suppliers in these higher-risk categories have committed to the Base Code of the Ethical Trading Initiative (ETI) and the UK Universities Purchasing Consortia are working to persuade the remaining suppliers in these categories to join them. The ETI Base Code is founded on the conventions of the International Labour Organisation (ILO) and is an internationally recognised code of labour practice, requiring that:

- Employment is freely chosen;
- Freedom of association and the right to collective bargaining are respected;
- Working conditions are safe and hygienic;
- Child labour shall not be used;
- Living wages are paid;
- Working hours are not excessive;
- No discrimination is practised;
- Regular employment is provided; and
- No harsh or inhumane treatment is allowed.

### *ICT equipment*

The University of South Wales participates in a number of ICT equipment collaborative purchasing agreements. Through these collaborative purchasing agreements, the University supports the principles of Electronics Watch, an independent monitoring organisation working to achieve

respect for labour rights in the global electronics industry through socially responsible public purchasing in Europe. We work with our contracted suppliers to implement and commit to new monitoring regimes where corporate codes of conduct and social auditing policies and practices are failing in their transparency and effectiveness.

#### *Our policies on slavery and human trafficking*

We are committed to ensuring that there is no modern slavery or human trafficking in our supply chains or in any part of our business.

In light of the obligation to report on measures to ensure that all parts of our business and supply chain are slavery free, we will continue to review our workplace policies and procedures to assess their effectiveness in identifying and tackling modern slavery issues. Emerging government policy on ethical supply chains will also be considered by the University.

Our workplace policies and procedures will continue to demonstrate our commitment to acting ethically and with integrity in all our business relationships and to implementing and enforcing effective systems and controls to ensure slavery and human trafficking is not taking place anywhere in our supply chains.

#### Due diligence processes for slavery and human trafficking

As part of our initiative to identify and mitigate risk we will continue to put systems in place to:

- Identify and assess potential risk areas in our supply chains.
- Mitigate the risk of slavery and human trafficking occurring in our supply chains. ▪ Monitor potential risk areas in our supply chains.
- Protect whistle blowers.

What we are doing now with regard to developing our policies:

- We are working collaboratively as Welsh Universities on implementing the 12 commitments of the Welsh Government's Code of Practice to ensure that workers in public sector supply chains are employed ethically and in compliance with both the letter and spirit of UK, EU and international laws.
- We have re-drafted University Business Contracts to reflect the introduction of the UK Modern Slavery Act 2015 where suppliers will be required to comply with all the applicable laws regarding anti-slavery and human trafficking.
- We continue to regularly review our Procurement documents to reflect our commitment to act with integrity and ethically in all our business relationships and to implement and enforce effective systems and controls, including, in relation to, combatting modern slavery and human trafficking in our supply chains.
- Implementing a Contracts Repository – we have selected and will be implementing a contracts repository software solution, by end July 2021. The solution will enable us to identify risk types / areas and the Procurement Director to signpost where training and guidance on MSA is required and the subsequent responsibilities of managing and mitigating the risks.
- Reviewing and subsequently updating the University's standard terms and conditions of purchase which will include provisions concerning compliance with applicable modern slavery laws.
- We continue to review our Tender documentation to reflect the Modern Slavery Act 2015 which includes questions regarding bidders' policies and procedures to identify and eradicate forced labour in their own operations with subsequent review.

- Considering appropriate, effective and proportionate ways of raising staff awareness.
- Considering appropriate, effective and proportionate ways of raising supplier awareness both pre and post contract award.

### *Training*

To ensure a high level of understanding of the risks of modern slavery and human trafficking in our supply chains and our organisation, we intend to raise awareness of modern slavery and human rights abuses amongst our staff and deliver appropriate training. Procurement staff continue to complete the Chartered Institute of Procurement and Supply (CIPS) 'Ethical Procurement and Supply' on-line training, or equivalent.

### *Further steps*

The University is committed to better understand its supply chains and work towards greater transparency and responsibility towards people working within them. For contracts that we have awarded and participate in, we will identify those supply chains which represent a medium-to high-risk of modern slavery, human trafficking, forced and bonded labour, and labour rights violations. Working with our suppliers, collaborative purchasing groups and other relevant organisations, we will continue to more closely monitor those supply chains that have been identified as a potential risk and take appropriate action if necessary.

## **Environment**

USW is aiming to be carbon neutral by 2040. This is part of our USW Carbon Strategy, which recognises that decarbonisation is an essential requirement to operate and maintain a sustainable university environment – part of our 2030 strategy. Our ten-year roadmap sets out how we will work towards this goal. We are initially focusing on addressing carbon emissions that are generated by our procurement of goods and services, as well as through our electricity and gas consumption. Water consumption, emissions from waste, business travel and low carbon travel, as well as policy and behavioural change will also be addressed. Some changes have already been introduced that have started to have a positive impact, including introducing LED lights, solar panels, biodegradable packaging options in catering facilities and switching to some local suppliers. Our carbon footprint has already reduced by 32% since 2012/13. We are constantly working to embed sustainability into all aspects of University life. This includes encouraging all colleagues and students to become a member of [Turn USW Green](#) – a website and app which rewards sustainable ways of working and living, with everyone in our community getting the chance to earn 'Green Points' for their small, everyday actions. Each month, Turn USW Green rewards the top earning teams or individuals with a range of prizes, as well as donating to charities. Our courses also cover sustainable themes from all angles, including geography, conservation, environmental management, civil engineering and renewable energy.

At USW we therefore recognise that sustainability has to be an integral part of everything we do. Every action we take can contribute to a sustainable University experience, from how we power our buildings, to the cup you drink your coffee from. With this ethos in mind, sustainability is divided into different sections, all of which add up to create your green campus. Key areas of focus include:

- Carbon, energy and water.
- Waste and recycling.

- Sustainable catering.
- Management of our buildings and estate.
- Promotion of biodiversity.
- Low carbon travel.
- Staff and student engagement

### *Carbon, energy and water*

The university, like all institutions has a responsibility to address decarbonisation and to meet the UK and Welsh Government's targets. We recognise this, and we are working on a strategic level to achieve and address decarbonisation. In February 2021, our Executive Team signed off the university's ambition to be carbon neutral by 2040. Net zero means every effort is made to reduce operational emissions and only unavoidable emissions are offset. A [2020-2030 Carbon Strategy](#) and a [ten-year roadmap](#) have been agreed to set out how we will work towards this goal. A Sustainability Committee has been established comprised of key university stakeholders including representatives from our Executive Team, Faculties and Student Union. The Sustainability Committee along with all Faculties and Departments will be responsible for engaging in and promoting sustainable behaviours for the strategy to be successful. Internal and external resources will be engaged where relevant and as identified, to assist in delivering our targets. Six focus groups are currently being formed, each with a specific focus to help the university reach net zero.

Energy represents a significant portion of our carbon footprint. We are working in a number of areas to reduce both the impact of our energy consumption and our overall requirement. Thus, 100% of our electricity is procured from renewable sources. Reducing our reliance on gas, and investing in a low carbon heating fuel is an area of significant interest. At present USW has solar arrays on five University buildings. In the summer of 2020, a 100 kW solar photovoltaic array was installed on Treforest Sports centre roof. This adds to PV arrays on Pen Y Fan halls of residence roof Sports Park 2 building, saving a significant amount of emission. We also have solar thermal arrays on Treforest Students Union and Sports Park 1, which saves over 6 tonnes of carbon dioxide emissions annually. The University has a comprehensive network of submetering across all sites. Monitoring is critical to minimising energy wastage and helping us use our resources in the most efficient way possible. We have had LED lighting upgrades in several buildings across campus, saving approximately 15 tonnes of CO<sub>2</sub>/year. Plans to upgrade the majority of the USW estate are also anticipated within the next 1-2 years.

### *Waste and recycling*

As a result of the Environmental Protection Act (EPA) 1990, the Environmental Protection (Duty of Care) Regulations 1991 & the Environment Act 1995 the University has a 'Duty of Care' with regards to waste. This Duty of Care places responsibility on producers of waste to store, transport and dispose of waste legally and in a way that doesn't harm the environment. The person/company who collects the waste from our site is the Waste Carrier and all Waste Carriers are required to be registered. For approved suppliers these checks have been made and the records are held centrally with [Estates Waste & Recycling](#). As a producer we must ensure any waste carriers we use are authorised and that any waste transfers must be accompanied by a written description of the waste (i.e. via a Waste Transfer Note – WTN or Consignment Note for Hazardous Wastes). For scheduled collections of general waste and recyclables collected by our approved suppliers we operate under an

annual Duty of Care WTN and no further paperwork is required. However, for adhoc and special waste collections a WTN or Consignment note is required. These notes must be completed for every load of waste we pass to others (i.e. that leaves our site/campus to go to a contractor). They show details of the carriers and site operators who handle our waste what they are dealing with – it ensures safe and legal management. They also ensure a clear audit trail from when the waste is produced until it is disposed of. These notes must be completed and signed by both the person sending the waste and the person collecting the waste. The information on the WTN must include:

- a description of the waste – including the appropriate EWC Code
- how the waste is contained or packaged
- the quantity of the waste
- the place, date and time of transfer
- the name and address of both parties (producer and receiver)
- details of the permit, licence or exemption of the person receiving the waste
- pre-treatment declaration?

The University is required to keep copies of all WTN's and Consignment Notes for two and three years respectively and must be able to produce them on demand to our environmental regulator or local council. As a result departments are required to forward any documentation received to [Estates Waste & Recycling](#) for central archives but also to keep a copy of the documentation for the required period of time.

#### *Sustainable catering*

The provision of food and beverage has a complex relationship with health and the environment and the Catering services at the University of South Wales has a significant opportunity to create long term benefits for their students and staff. The Catering department also recognises the need to encourage and provide a way to a positive lifestyle change for both students and staff. This will lead to a positive impact on health and well-being as well as on the environment. Click here to read the University of South Wales [Sustainable Food Safety Policy](#). Catering Services replaced all its disposable coffee cups with a deposit-return scheme from Summer 2021, in a bid to reduce the amount of single use cups we throw away each year. On average USW uses approximately 159,017 disposable cups each year, this equates to 72 tonnes of CO<sub>2</sub> emitted to the atmosphere or 718 Kg of waste. The [USW Cup scheme](#), working in tandem with our BYO\* cup scheme, allows users to pay a £3.49 deposit on a cup that can later be returned and refunded or replaced with a new cup when you order a hot drink. The USW Cup scheme was funded by the Welsh Government Circular Economy Fund in a bid to remove all unnecessary plastic waste. As part of our efforts to improve sustainability and lessen our environmental impact, we have worked in collaboration with other teams across the University to introduce [new recycling stations](#) to some of the University's busiest areas, aiming to make recycling easier than ever. Enthusiasm for recycling is high among staff and students, but we found that waste was often being deposited in the wrong places. These new recycling stations take the guess work out of deciding where to deposit refuse, with separate sections for different types of waste and clear, eye-catching, labelling in both Welsh and English. They are also at an accessible height for wheelchair users, and have signage on the front that enables people of all heights to easily distinguish where refuse should go. These new recycling stations have initially been rolled out across our Catering outlets on all

campuses. Working through our partnerships with third party operators such as [Too Good to Go](#) and [Peas Please](#) we are also able to maximise our opportunities to mitigate waste and promote a healthier, sustainable lifestyle for all.

#### *Biodiversity*

As a University, we have a duty under the Environment (Wales) Act 2016 to maintain and enhance biodiversity across all of the University's functions, and in so doing promote the resilience of ecosystems. We are committed to managing the impact we create on biodiversity as outlined in our Biodiversity Action Plan 2019-2022: [USW Biodiversity Action Plan 2019-2022](#)

#### *Travel*

The University recognises that staff and student travel to and from our campuses can create a significant impact on the local environment and community. The University therefore recognises the need to manage the impact created by commuting and has developed a [Travel Plan](#) and appropriate measures to help reduce this.

#### *Sustainable research*

Beyond our business activity, we have long been committed to research in this area, with the [Sustainable Environment Research Centre](#) (SERC) undertaking national and world-leading research into waste treatment and the sustainable production of energy from waste and grown biomass. It brings together leaders from biology, engineering, chemistry, and physics in a single academic team combining their resources and skills in order to address major energy and environmental R&D challenges. In Baglan, researchers at our Hydrogen Centre work with major industry partners to identify methods of decarbonisation, particularly through the adoption of hydrogen technologies. In 2020, we helped to establish and develop the [South Wales Industrial Cluster](#), working as the academic lead with industrial partners to identify the best options for cost-effective decarbonisation of industry in South Wales.

### **Conclusion**

At USW, we remain fully committed to working towards embedding PRME and the UN Global Compact Principles into our teaching, learning, research and operations. We will continue to review our interventions. We are keen to host UN Global Compact and PRME events at our University and we look forward to engaging with the fellow signatories along our journey to success and sustainability.



