

## Summary Sustainability Report 2015-2016

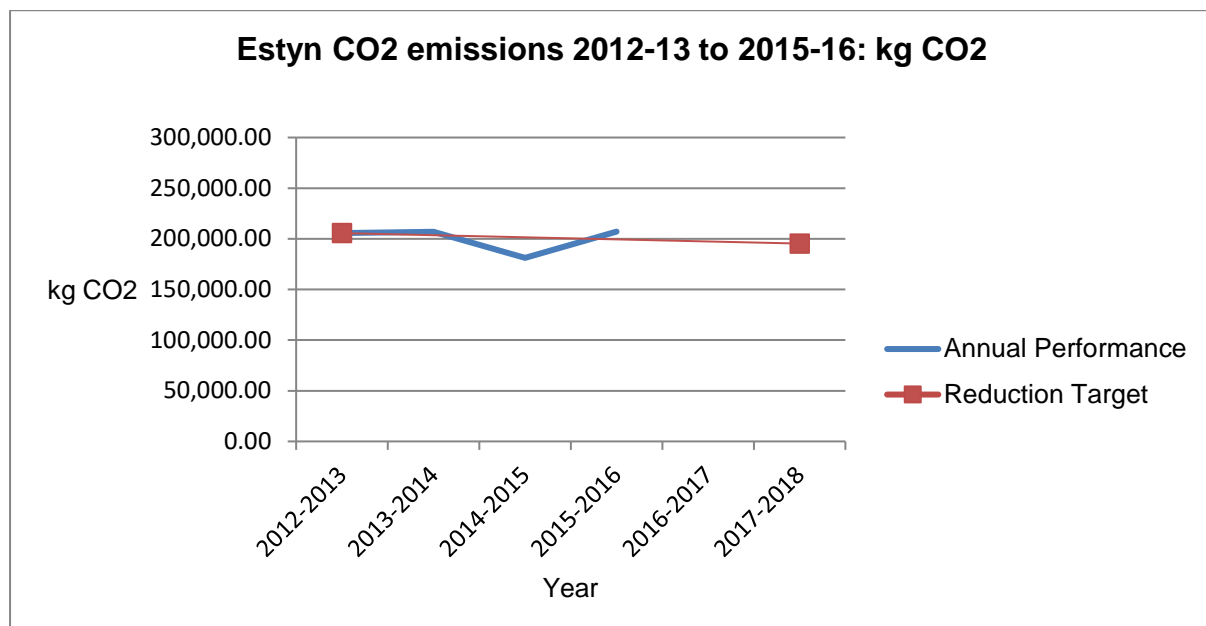
Estyn has identified that our main impacts on the environment arise from the consumption of energy, transport, the generation of waste and the consumption of office materials. Estyn will seek to minimise its impacts on the environment through a commitment to a comprehensive set of improvement objectives and targets.

Performance against environmental objectives 2015-2016:

### 1. To continue to monitor CO2 generation with the aim of a 5% reduction over the next five years (based on 2012-2013 figures).

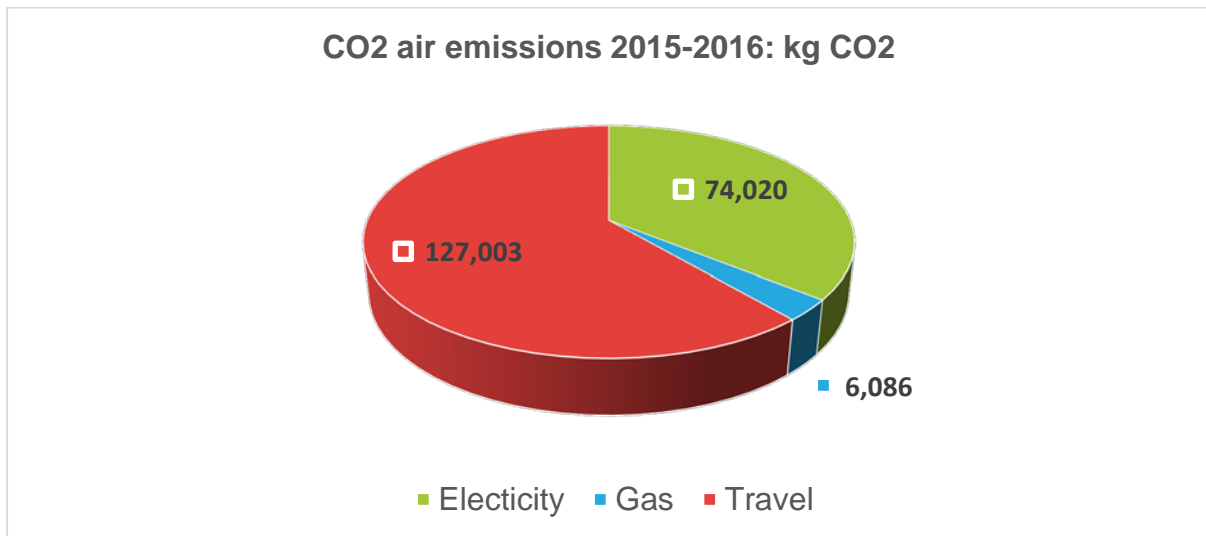
Estyn Baseline 2012-2013: 205,607.18 kg CO2  
Target by 2017-2018: 195,326.82 kg CO2

2013-2014: 206,788.04 kg CO2  
2014-2015: 181,185.68 kg CO2  
2015-2016: 207,108.13 kg CO2



This year our CO2 air emissions have reverted back to baseline levels, however, we continue to consider how we can improve our environmental performance in this area. For example, we installed an energy efficient LED lighting system in March 2016 and hope to identify savings from this at the end of 2016-2017. We are also planning to review the office air-conditioning system in 2016-2017 with the aim of installing a more efficient system.

CO2 air emissions include electricity, gas and transport (car, rail and air) emissions.



**2. In line with the Welsh Government (WG) “Towards Zero Waste” commitment, to increase recycling by 5% over the next five years (based on 2013-2014 figures).**

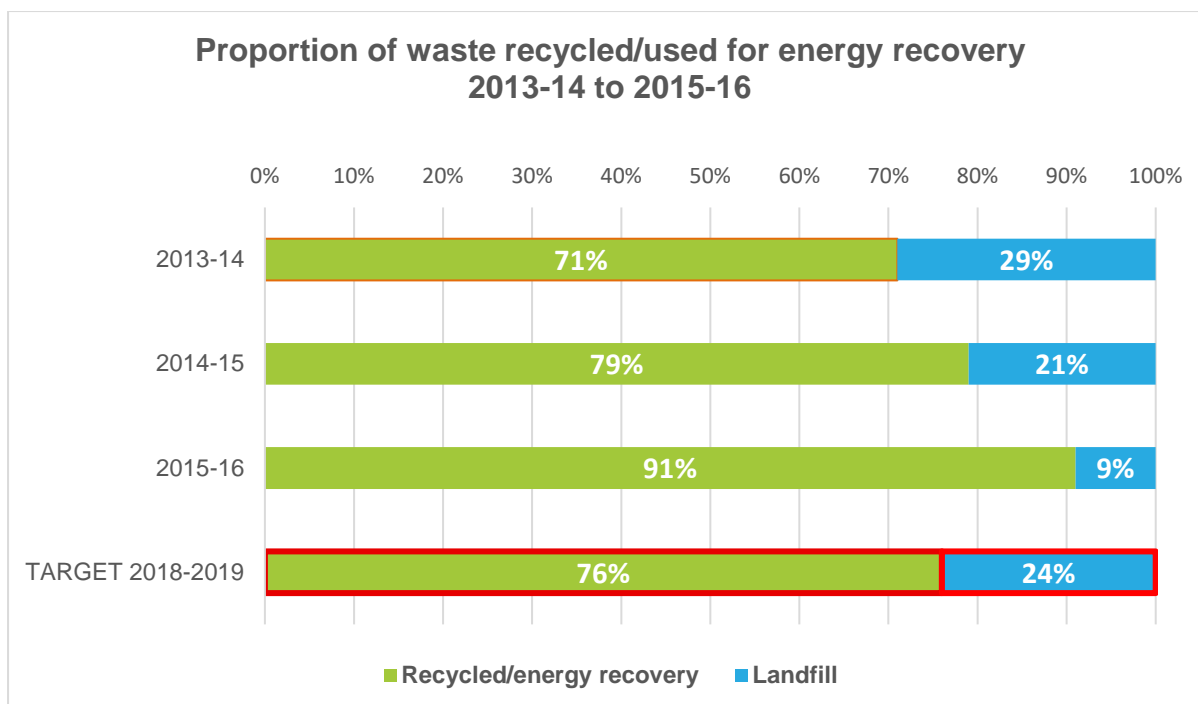
Estyn has recycling/energy recovery<sup>1</sup> disposal methods in place for various waste streams from paper to drink cans and plastic bottles to electronics and food waste. Our target (in line with WG) is for recycled waste to make up 76% of our total waste generated by 2018-2019.

We have been increasing our recycling/energy recovery and reducing waste going to landfill annually since 2005-2006. 37% of our waste was recycled in 2005-2006. In 2013-2014, recycled waste made up 71% of our total waste generated and this figure increased further in 2014-2015 with 79% of our total waste generated being recycled. Estyn’s waste is managed by Cardiff City Council and they have confirmed that as of 1 September 2005, Estyn’s ‘black bag waste’ has been incinerated at the Viridor Trident Park incinerator, with energy recovery. 91% of our waste was recycled/used for energy recovery in 2015-2016 with only 9% going to landfill.

Estyn continues to promote and encourage staff to recycle many streams of waste with containers provided in the kitchens and office to segregate waste.

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<sup>1</sup> Estyn recycling/energy recovery based on weight in kg of waste



**3. In line with the WG “Towards Zero Waste” commitment, to reduce waste arisings by 1.2% year on year until 2050 (based on 2013-2014 figures).**

Estyn encourages all staff to minimise waste<sup>2</sup> in line with the 3 R principles – reduce, re-use and recycle.

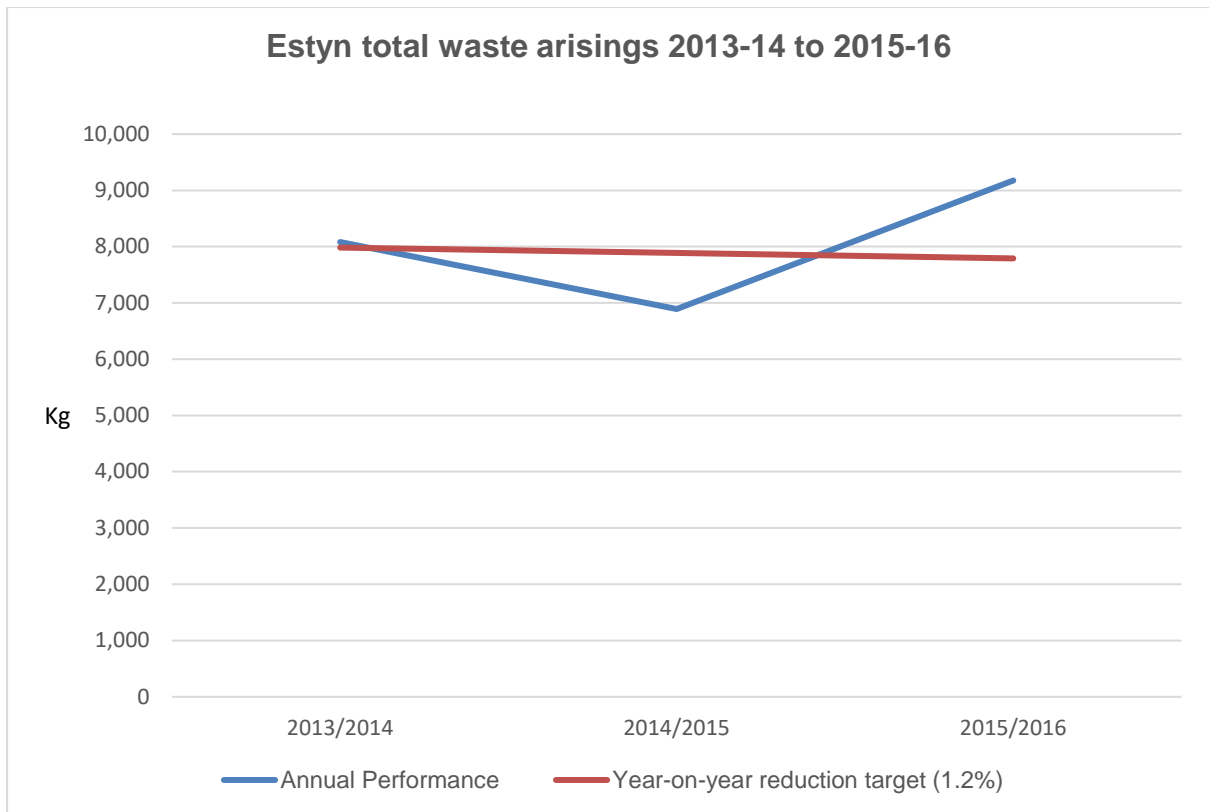
Baseline 2013-2014: 8,080 kg of annual waste arising (R-5,767 kg/L-2,313 kg)  
Target: 1.2% reduction year on year until 2050.

2014-2015: 6,891 kg (R-5,456 kg/L-1,435 kg)  
2015-2016: 9,175 kg (R/ER-8,319 kg/L-856 kg)

Estyn aims to minimise the generation of waste within its offices wherever possible, however, even though we are on track to meet our recycling target, in 2015-2016 we increased the total waste arising by 14% from the baseline figure. This increase is mainly due to an office clear out in summer / autumn 2015 that generated additional waste for both recycling and landfill. We also have an initiative to encourage Estyn inspectors (who are home workers) to bring their paper waste into the office for appropriate disposal (confidential recycling or general recycling) by Estyn rather than being disposed of at their homes which may also contribute to additional waste at the office.

More generally, Estyn has increased its use of electronic communication and decreased the quantity of paper used both within the office and on external publications.

<sup>2</sup> Estyn waste prevention: based on weight in kg of waste.



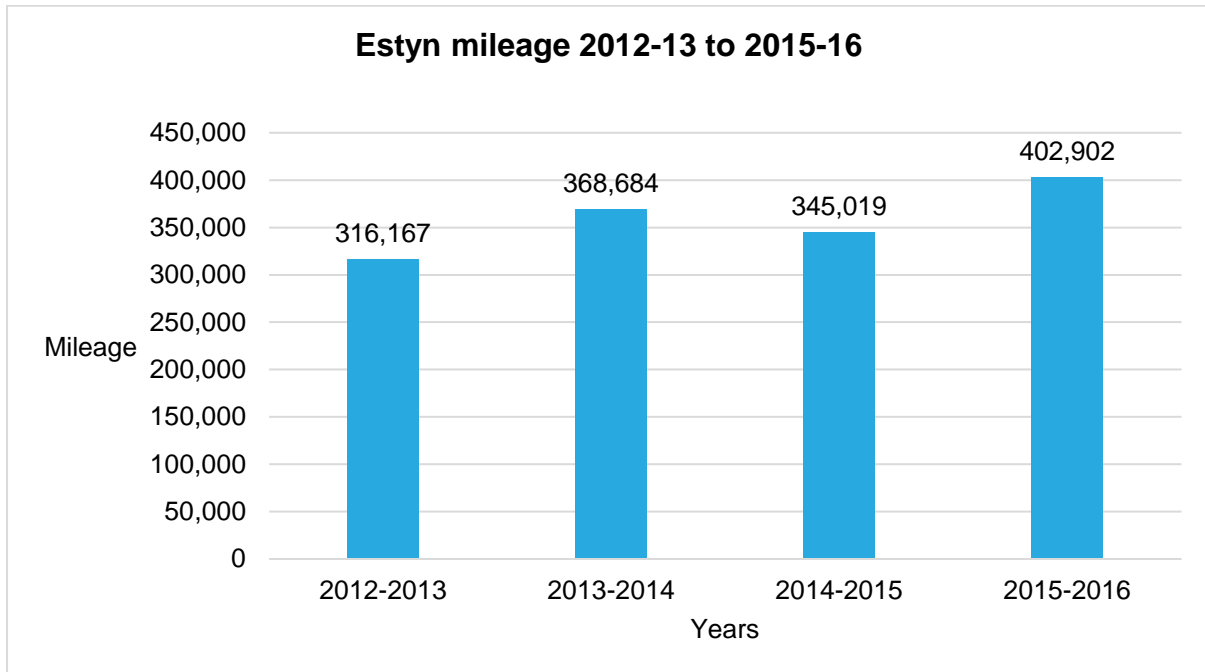
Embedded initiatives include Microsoft Sharepoint, a platform for Estyn’s ICT that supports collaborative working and includes a virtual inspection room for sharing inspection information between providers and Estyn, the electronic distribution of inspection reports to Assembly members and providers, the launch of online internal and external newsletters and the issue of Estyn’s corporate documents and remit reports by e-communication instead of being printed in hard copy.

Recent initiatives in 2015-2016 include a move to using mainly electronic versions of the parent and learner questionnaires. The questionnaires are a mechanism for Estyn to survey parents and learners to establish any concerns over an education provider’s performance prior to an inspection. Previously, a combination of online questionnaires and paper-based questionnaires were used (note: a small proportion of returns are still submitted using a paper version). At the end of May 2015, Estyn replaced paper payslips with a new online system, iPayView. This means all staff payslips and P60s are available electronically and we no longer need to print payslips each month.

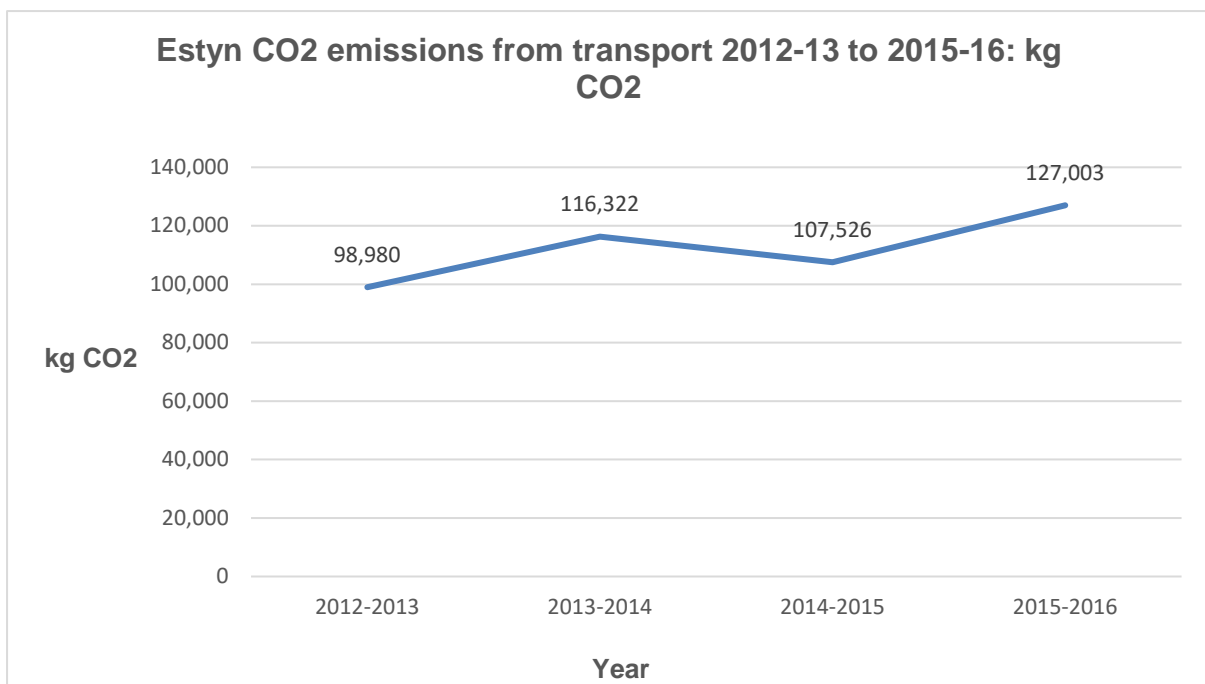
Our total expenditure on waste in 2015-2016 was £4,080. Our water is landlord controlled and based on the service charge forecast, we paid £673 on water in 2015-2016.

#### 4. Reduce the organisation's transport impact contributing to the CO2 reduction target (objective 1).

Transport constitutes one of the organisation's most significant environmental impacts. Inspector annual mileage (made in staff personal vehicles and using the car hire contract) for the last few years is shown below.



Estyn also conducts its business using a small number of rail and air journeys. Such journeys make up around 5% of total journeys. Inspector annual transport emissions (car, rail and air) for the last few years is shown below.



Overall, CO2 emissions from transport increased by 28% in 2015-2016 when compared with the baseline figure. Transport emissions accounted for 61% of total emissions in 2015-2016.

Estyn's core business involves inspectors travelling around Wales to visit various education providers. Even though we have not been able to reduce the organisation's transport impact during this reporting period, we monitor this environmental indicator and have strategies in place to minimise our transport impact on the environment.

Estyn encourages colleagues to share a car when travelling on official business in order to reduce the environmental impact of official travel. Estyn's car hire contract aims to minimise the impact on the environment through travel as cars available through the scheme are chosen specifically with the aim of minimising the impact of emissions from transport. The hire car fleet are updated regularly to ensure the use of low emission vehicles.

Furthermore, staff who drive as part of their role are encouraged to drive safely and fuel efficiently with courses offered to new starters and existing staff. Estyn also endeavours to arrange courses and events geographically to minimise travel to an event. Estyn has a green travel plan that covers everything we do.

Estyn aims to reduce CO2 emissions from transport as outlined above but as an inspectorate covering the whole of Wales, Estyn's transport impact is a key aspect of our work.

## **5. Communicate environmental initiatives (and wider sustainability) to the public and staff.**

Estyn's inspection process continues to ensure that pupils' understanding of sustainable development and global citizenship develops appropriately as they progress through their education.

Estyn continues to meet with organisations such as Global Learning programme Wales, (GLP-W) to share good practice and maintain the profile of education for sustainable development and global citizenship (ESDGC) in schools.

In inspections during 2015/16 there were 13 providers identified as showing excellent practice in ESDGC. These providers included schools from the primary, secondary and further education sectors. Where strong practice was identified, features included:

- active Eco- committees, in the best practice these included pupils, staff, governors and parents
- schools that were working to improve not just their own school environment, but working with the local council or local community to improve public areas in the local community
- when ESDGC has been embedded in schemes of work across the school and is not just offered as an extra-curricular activity for a few pupils

- when the principles of ESGC have been embedded in outdoor learning for example, Forest Schools
- the involvement of staff in visits or exchanges including; Turkey, Bulgaria, Slovenia, Italy, Cyprus and Denmark
- the development of pen pal links for pupils including France, Australia and Lesotho
- a commitment to staff training
- a celebration of cultural diversity within schools

Estyn has also worked to communicate appropriate information and support to assist staff in exercising their environmental responsibility during the year. For example, our Environmental Policy and Statement is published on our website, environmental articles have been included in Estyn's staff newsletter, our Service Delivery Group is a monthly forum for operational issues and has included progress against environmental objectives and targets, and impact assessments, conducted for each Estyn policy, have included consideration of environmental performance.

The Well-being of Future Generations (Wales) Bill was passed by the National Assembly for Wales on Tuesday 17 March 2015. This places a duty on certain organisations to have sustainable development (SD) as their central organising principle. Although this duty will not apply to Estyn, we have gone some way to build the necessary sustainable development components into our strategic objectives and delivery principles. [Estyn's Annual Plan 2016-2017](#) is published on Estyn's website and includes how Estyn is working to achieve the vision for Wales set out in the well-being goals and the five ways of working (the sustainable development principle) at Appendix 1.

## **6. Continue to embed environmental considerations into purchasing procedures.**

For all relevant non-inspection procurement, contractors are required to support Estyn's commitment to minimise its impact on the environment and are provided with the website link to Estyn's Environmental policy. For non-inspection procurement, all procurement documents emanating from Estyn have been in an electronic form since September 2010. Consideration of environmental factors is regularly included within tender evaluation criteria and suppliers are instructed to provide links to their website, and to scan relevant certification to evidence this, in place of sending detailed documents with their bid.

Turning to inspection procurement, Contracted Additional Inspectors (CAIs) continue to submit their termly contract bids to us electronically via a secure portal hosted externally by Bravo Solutions. Phase two of Estyn's Inspector Profiles system, once implemented, will become the key tool for managing the resourcing and deployment of CAIs electronically in the next financial year. When awarding CAI contracts, where CAIs have been ranked identically (quality and price) and still have capacity, mileage to an inspection site from the CAI's home is also an evaluation factor in minimising adverse environmental effects.

Suppliers sourced via government frameworks have already demonstrated their commitment to improving the environment to qualify for inclusion in tender lots.

Where there is no suitable government framework or on occasions where the cost of goods/services does not require a full tender, suppliers are sourced via the Sell2Wales database; also supporting small and medium enterprises in Wales. Using this route has also enabled Estyn to engage with local suppliers, where possible minimise emissions and reduce the carbon footprint, for example, local catering companies are used for all in-house events; the supplier of large volume printing services for Estyn training course materials; Estyn's Inspector Profiles development; and graphic design and digital photography services for HMCI's Annual report.