



Arolygiaeth Ei Mawrhydi dros Addysg a Hyfforddiant yng Nghymru
Her Majesty's Inspectorate for Education and Training in Wales

Sustainability Report

(including biodiversity duty reporting)

December 2019

Who we are

Estyn is Her Majesty's Inspectorate for Education and Training in Wales. Our mission is to support excellence for all learners in Wales. We do this by providing an independent, high-quality inspection and advice service to the Welsh Government and the citizens of Wales. We are independent of, but funded by, the Welsh Government (section 104 of the Government of Wales Act 1998).

A [strategic overview](#) setting out our mission, vision and values together with our three strategic objectives and two delivery principles is available on our website along with our organisational structure. The [about us](#) section on our website further explains the work we do.

Sustainability report and biodiversity duty reporting

Estyn is required to comply with the section 6 duty under the [Environment \(Wales\) Act 2016](#). This Act introduced an enhanced biodiversity and resilience of ecosystems duty (the section 6 duty) for public authorities in the exercise of functions in relation to Wales. The section 6 duty requires that public authorities 'must seek to maintain and enhance biodiversity so far as consistent with the proper exercise of their functions and in so doing promote the resilience of ecosystems'.

To comply with the s6 duty we should embed the consideration of biodiversity and ecosystems into our early thinking and business planning, including any policies, plans, programmes and projects, as well as our day to day activities.

We must publish a plan setting out what we propose to do to maintain and enhance biodiversity and promote resilience. We must also, before the end of 2019 and before the end of every third year after 2019, publish a report on what we have done to comply with the s6 duty. The reporting duty should form part of our ordinary reporting systems. The reporting duty should not be burdensome and should be proportionate to the size and type of organisation we are, with regard to the action for biodiversity we can carry out.

At Estyn, we will include our plan setting out what we propose to do to maintain and enhance biodiversity and promote resilience within our Environmental Policy. This will be published in conjunction with our Wellbeing statement 2020-2021 and Annual Plan 2020-2021.

Estyn annually produces a sustainability report that provides a summary of Estyn's environmental performance against our environmental objectives. This sustainability report, published December 2019, includes Estyn's compliance with the section 6 duty and should be read in conjunction with Estyn's wellbeing report 2019-2020.

Environmental objectives

Estyn has identified that its main impacts on the environment arise from: transport, the consumption of energy, the generation of waste and the consumption of office materials.

Estyn will seek to minimise its impacts on the environment, including seeking to maintain and enhance biodiversity and promote the resilience of ecosystems through a commitment to a comprehensive set of environmental objectives:

- 1 To continue to use energy efficiently and to monitor CO2 generation with the aim of a 10% reduction over the next five years (based on 2017-2018 figures).
- 2 In line with the WG “Towards Zero Waste” commitment, to increase recycling by 5% over the next five years (based on 2013-2014 figures).
- 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).
- 4 To minimise the organisation’s transport impact contributing to the CO2 target (objective 1).
- 5 Communicate environmental initiatives and our commitment to wider sustainability to the public and staff.
- 6 Continue to embed environmental considerations into purchasing procedures.

Links to the Nature Recovery Action Plan for Wales (NRAP) objectives

As recommended in the guidance on the section 6 duty, our activities are aligned with the relevant objectives in [the Nature Recovery Action Plan for Wales](#) (NRAP). These reflect the strategic goals of the Convention on Biological Diversity, which is the key international agreement on biodiversity to which the UK Government is a signatory. The guidance indicates that organisations that occupy an office building only and whose functions are not directly connected to biodiversity and/or land management should link with objectives 1, 4 and 6.

- Objective 1: Engage and support participation and understanding to embed biodiversity throughout decision making at all levels
- Objective 4: Tackle key pressures on species and habitats
- Objective 6: Put in place a framework of governance and support for delivery

We have indicated in our reporting where our actions contribute to the relevant NRAP objective.

Mainstreaming biodiversity activity has tended to focus on tackling the pressure on species and habitats, for example by climate change mitigation / decarbonisation and reducing, reusing and recycling resources.

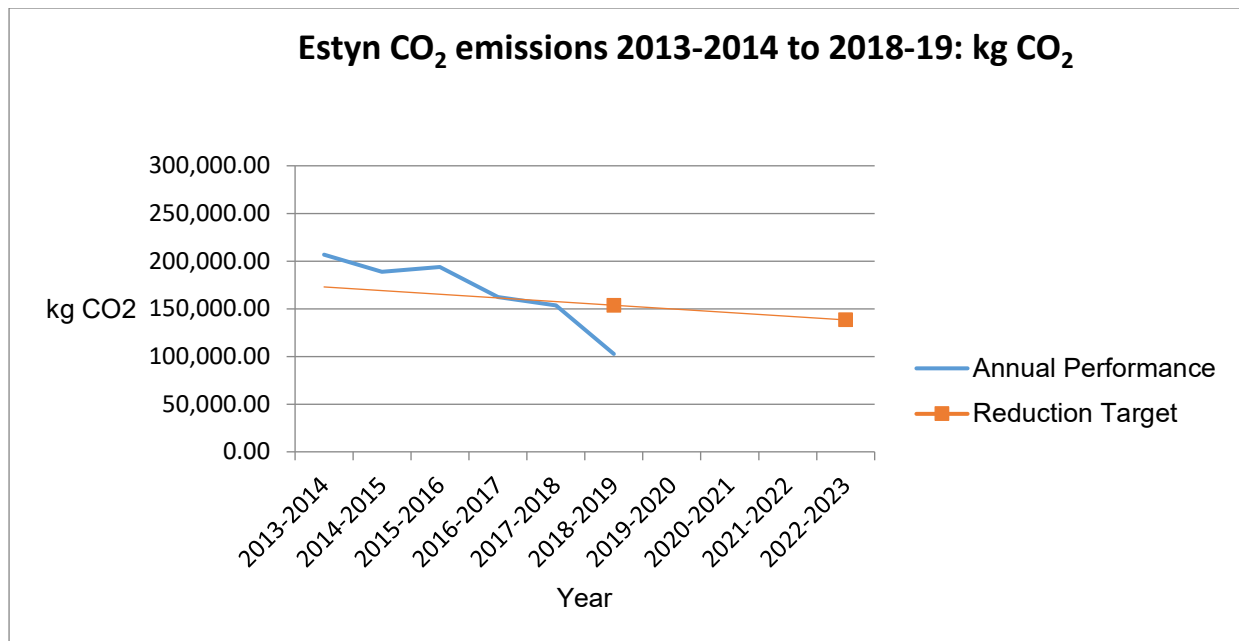
Estyn’s performance 2018-2019

1 To continue to use energy efficiently and to monitor CO₂ generation¹ with the aim of a 10% reduction over the next five years (based on 2017-2018 figures).

CO₂ emissions:

Estyn Baseline	2017-2018	153,727 kg CO ₂
Target by	2022-2023	138,354 kg CO₂
Actual	2018-2019	102,660 kg CO ₂

This objective, introduced in 2018-2019, resulted from a review of Estyn’s successful reduction in emissions over the previous target period, along with consideration of the likely positive impact of process and supplier innovations. Total CO₂ emission in 2018-2019 was 102,660 kg; a reduction of 25.8% over the last 12 months, exceeding all expectations. The steady fall in emissions over the last six years is illustrated below:

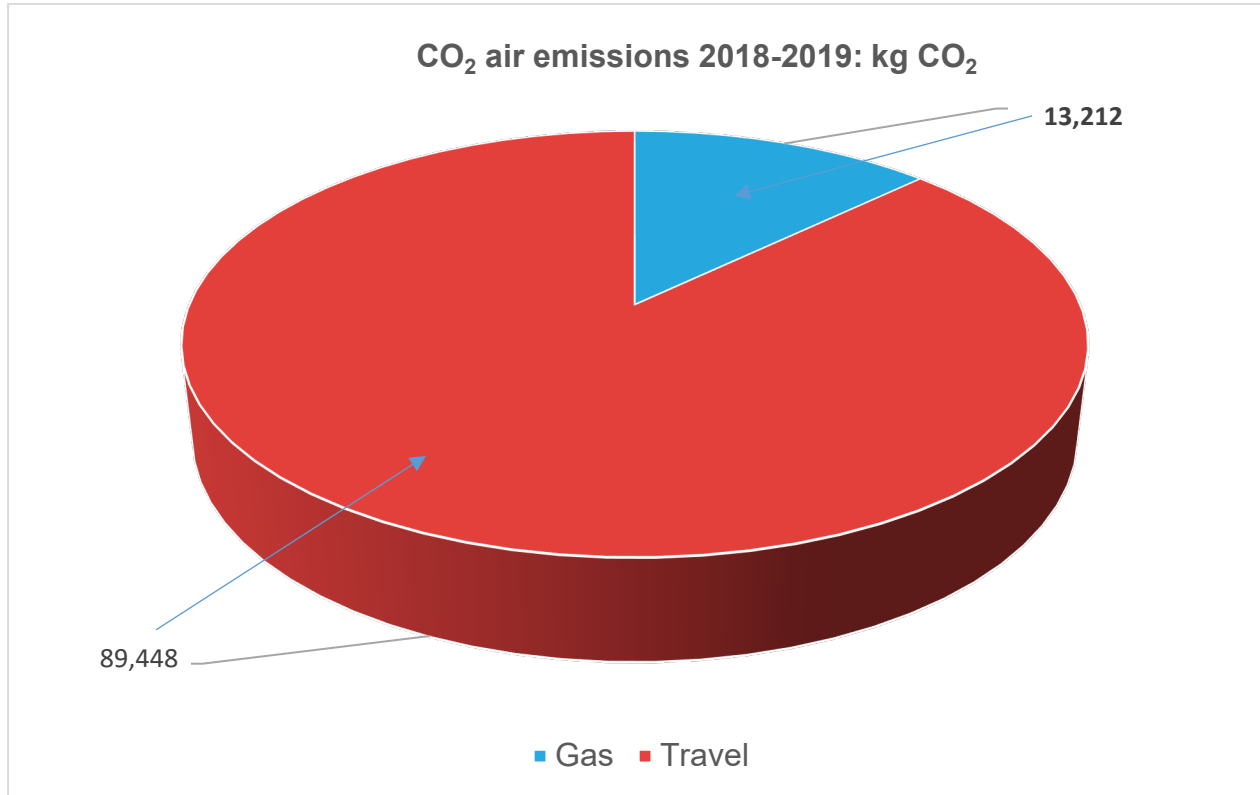


This significant reduction can largely be attributed to our switch to a 100% renewable electricity supplier at the start of the reporting year. The Green Energy Centre confirmed that, with effect from 1 April 2018, our scope 2 emissions for electricity drawn from the national grid could in future be reported as zero. Estyn’s 100% renewable energy tariff is backed by Renewable Energy Guarantees of Origin (REGO).

¹ Annual Defra conversion factors have been used to calculate CO₂ emissions throughout this report.

Due to the nature of our business, the highest proportion of CO₂ emissions continues to be that generated by our transport use. In spite of this, there was a small (2%) reduction in transport related CO₂ emissions in 2018-2019 to 89,488 kg in contrast with the previous year's emissions of 90,955 kg. In addition, gas emissions reduced by 5%.

The proportion of CO₂ emissions generated from gas and travel for the period is illustrated below:

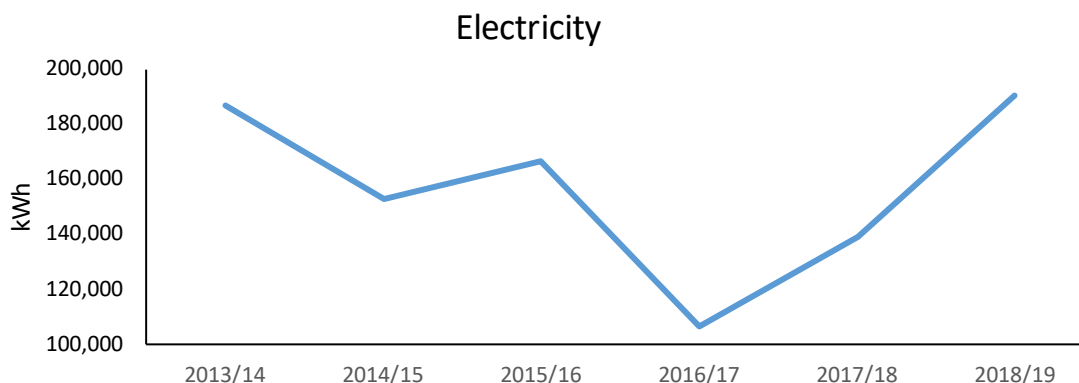


The initiatives that Estyn promotes to support a reduction in its transport CO₂ emissions are noted in further detail in section 4 below.

Energy consumption:

Gas consumption remained fairly constant during this reporting period. It should be noted that costs for gas usage are paid directly to the landlord in the form of a quarterly service charge, calculated proportionately in line with Estyn's occupancy of the building.

While CO₂ emissions from electricity are now zero, our consumption increased by 37% (shown in the graph below). This appears to coincide with the period from the installation of the air conditioning system at the end of 2016-2017 to the present.



As a step to address this, we have recently installed motion detectors in all meeting rooms (recommended following a recent audit by an independent air conditioning engineer), which will work in tandem with the air conditioning system. We will continue to review consumption regularly to monitor this.

Other embedded initiatives include:

- we downsized our office space a number of years ago in line with Her Majesty's Inspectors (HMI) homeworking; we have a number of 'hot desks' that HMI use when they come into the office
- the main office space is fitted with LED lighting, thereby reducing energy use and our office has a good energy performance certificate rating (C) indicating that less resources are used in the normal running of the office
- all IT equipment including laptops, desktops, monitors and printers are energy efficient models

This activity relates to **NRAP objective 4**.

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).

We have exceeded our annual target for the last five years in succession and are pleased to confirm that, with effect from 2018-2019, we have zero waste going to landfill – our target (in line with the Welsh Government) was for recycled waste to make up 76% of our total waste generated by the end of this reporting period.

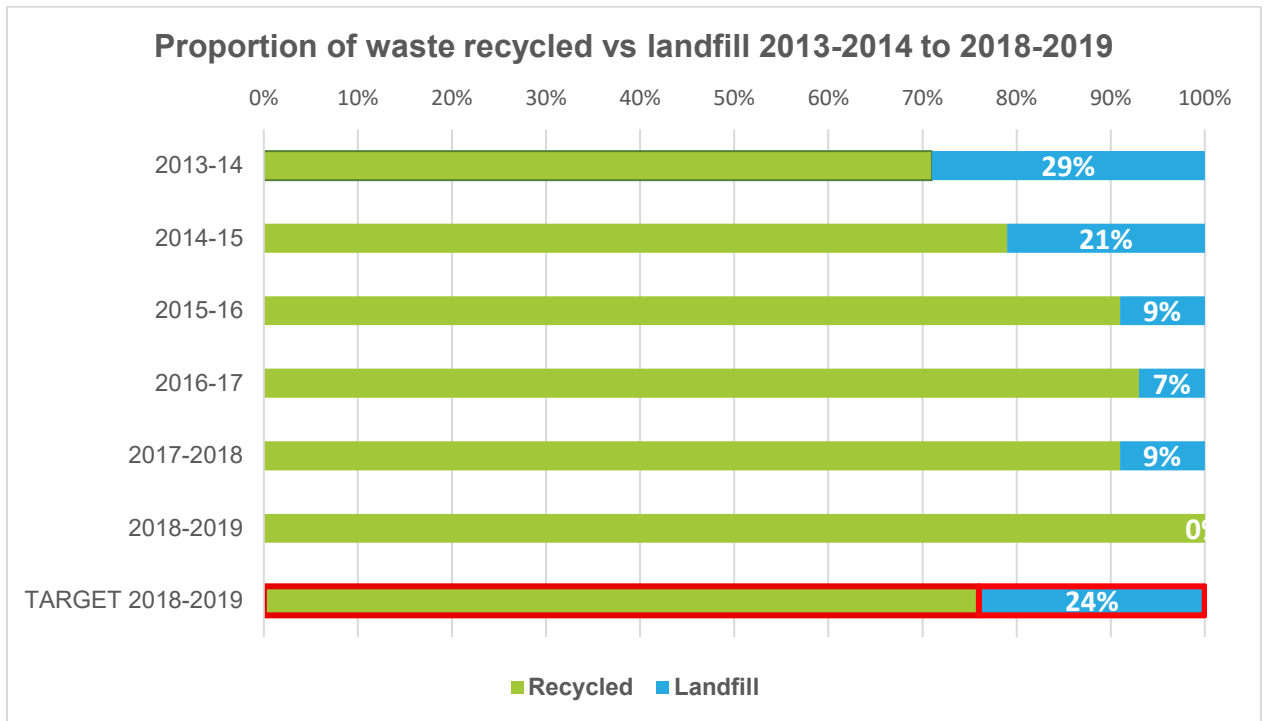
Estyn has in place a number of recycling/energy recovery² disposal channels for its varied range of waste streams:

- paper, aluminium cans, plastic bottles and food waste is recycled using council services
- IT equipment is recycled using local small enterprise, ECycle

² Estyn recycling/energy recovery based on weight in kg of waste

- unwanted office furniture has been reused by a local business
- Estyn’s ‘black bag waste’ is incinerated at the Viridor Trident Park incinerator, with energy recovery
- sanitary waste – in 2017-2018 we reported that sanitary waste was our last remaining waste stream going to landfill and that, during that year, our service provider, PHS, had introduced their patented sustainable waste management process whereby energy is recovered from the waste in the form of Refuse Derived Fuel (RDF).

We have also removed most desk bins to encourage recycling.



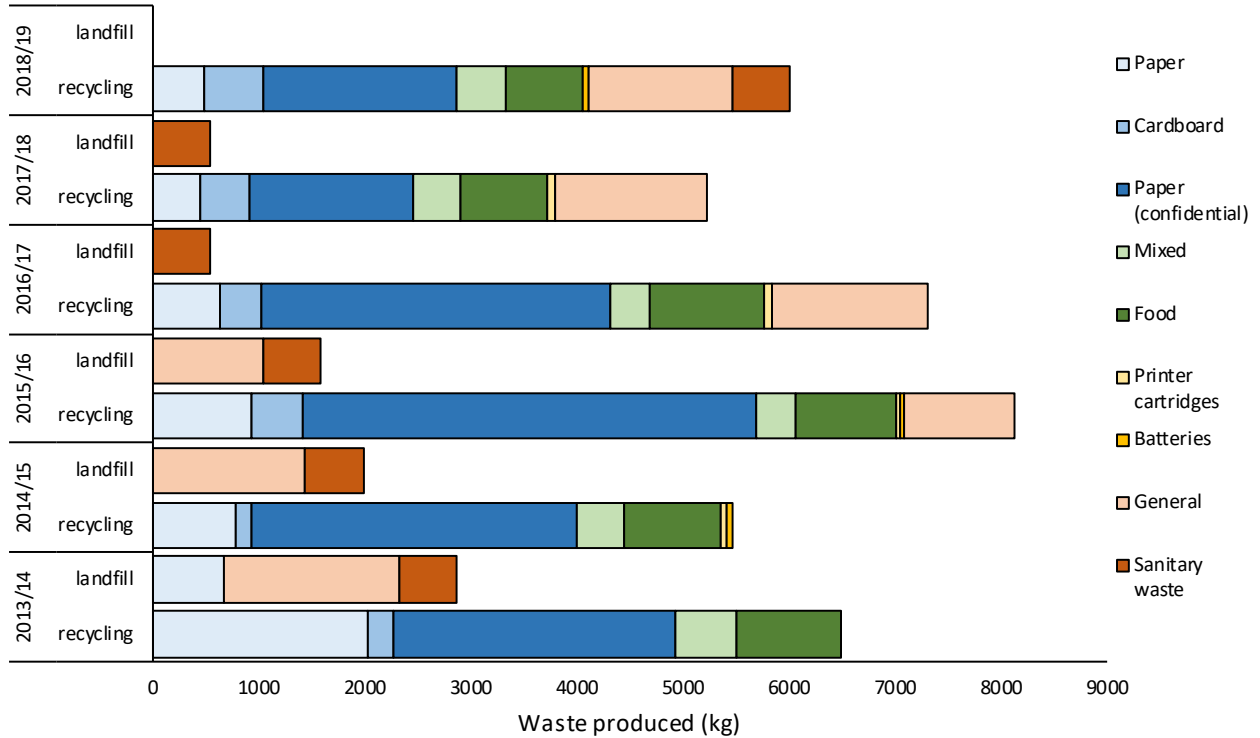
The chart below illustrates in more detail the proportion of waste going to landfill versus each of our recycled waste streams for the six year period.

The graph below illustrates that during 2018-2019:

- cardboard waste increased by 23%; this was mainly packaging waste generated by the Audio Visual equipment refresh, a consignment of laptops and furnishing the wellbeing room
- confidential shredding waste increased by 17% - GDPR compliance accounts for most of this

This activity relates to **NRAP objective 4**.

Proportion of each waste stream recycled vs landfill 2013-2014 to 2018-2019

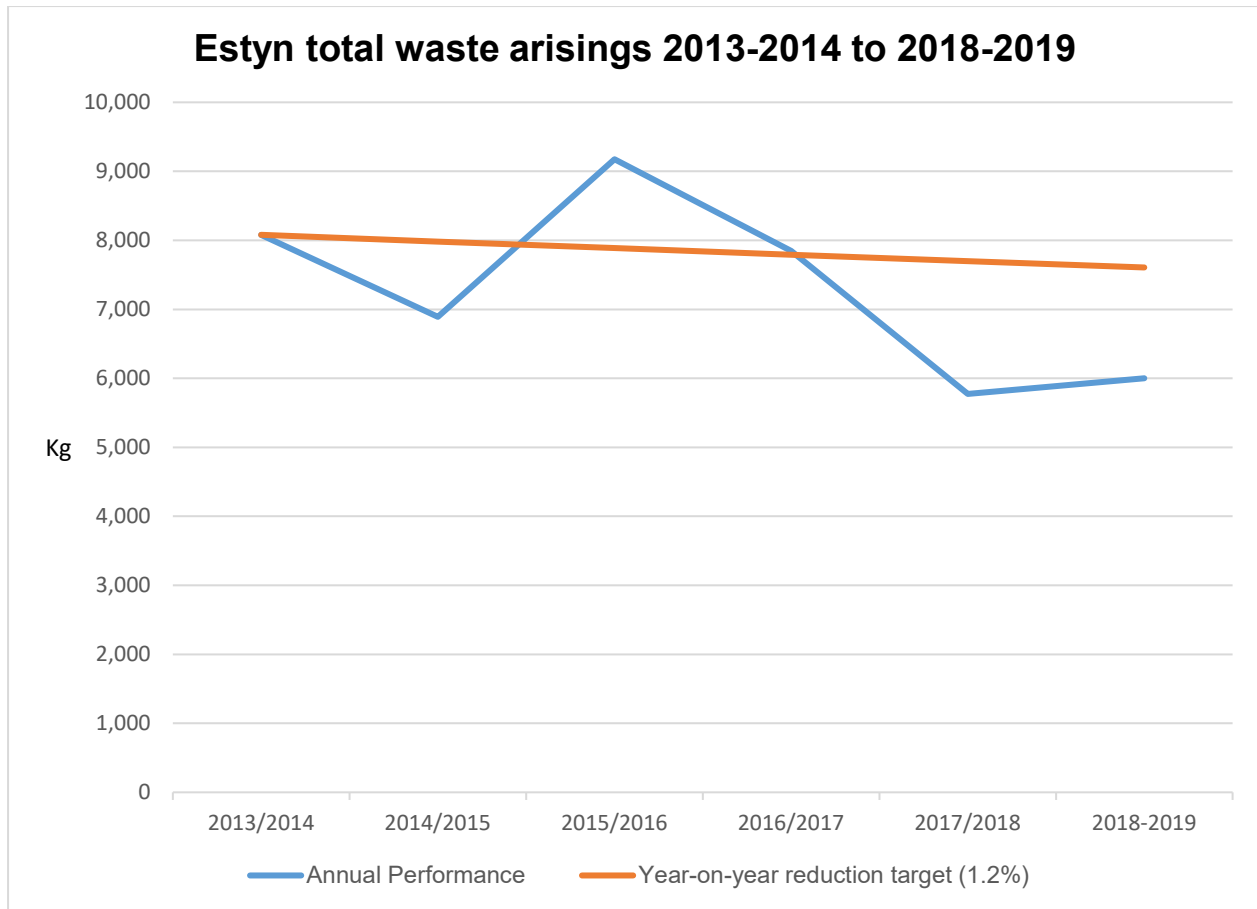


3 In line with the WG “Towards Zero Waste” commitment, to reduce waste arisings by 1.2% year on year until 2050 (based on 2013-2014 figures).

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)
2016-2017	7,847 kg (R/ER 7,301 kg/L 546 kg)
2017-2018	5,774 kg (R/ER 5,228 kg/L 546 kg)
2018-2019	6,003 kg (R/ER)



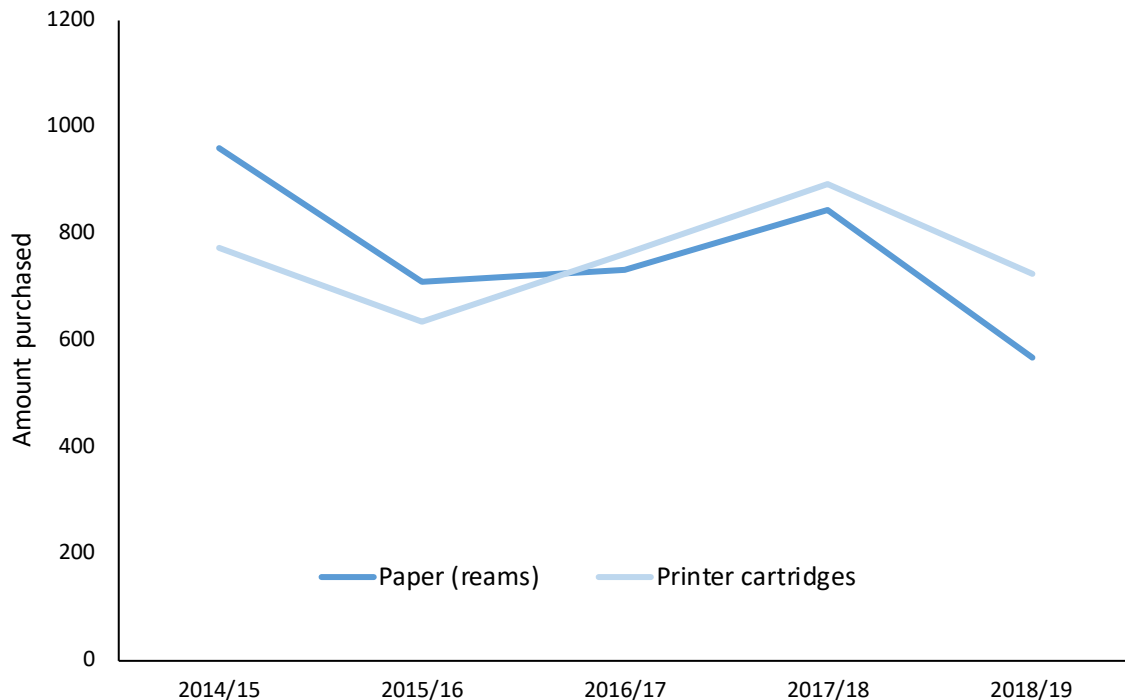
Whilst we can successfully report that all waste is now recycled, there was an overall increase of 4% in total waste generated in 2018-2019.

We have evidenced consistent commitment to waste reduction in our recruitment and procurement processes, conducting all campaigns electronically; and further increased use of electronic communication on external publications and use of training materials for external inspectors.

Our other 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
- electronic distribution of inspection reports to Assembly members and providers
- distribution of online internal and external newsletters
- electronic issue of Estyn's corporate documents and remit reports instead of being printed in hard copy
- use of 100% recycled paper for all documents and publications
- moving away from team office printers to multi-functional devices (static photocopiers) to reduce paper use and energy consumption

The chart below illustrates the fluctuation in volume of reams of paper and print cartridges purchased over the period:



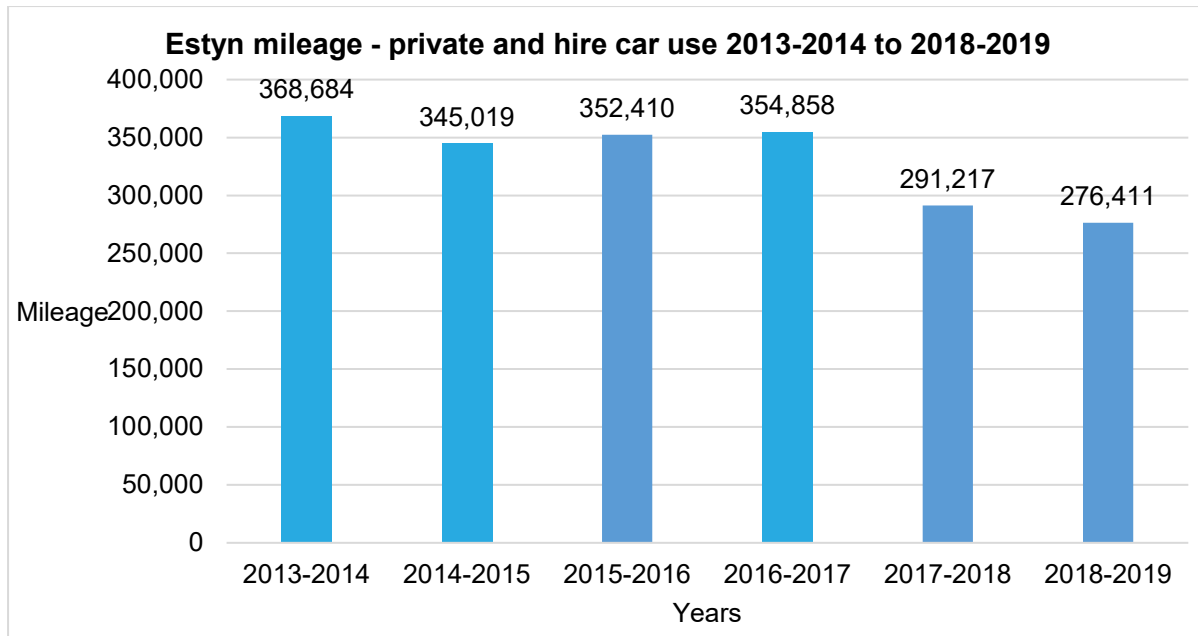
Our total expenditure on waste in 2018-2019 was £3,397.00 made up of local council services and specialist 'off-site sensitive waste' recycling services.

This activity relates to **NRAP objective 4**.

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

We monitor our carbon footprint with Estyn's main impact on the environment (including key pressures on species and habitats) arising from transport (CO₂) emissions when our inspectors visit education and training providers.

Inspector annual mileage recorded at the end of 2018-2019 showed a 5% reduction on the previous year.



We encourage colleagues to car share when travelling on official business – this and increased use of Estyn’s interactive conference calling facility positively support the organisation in its aim of minimising travel to meetings, etc.

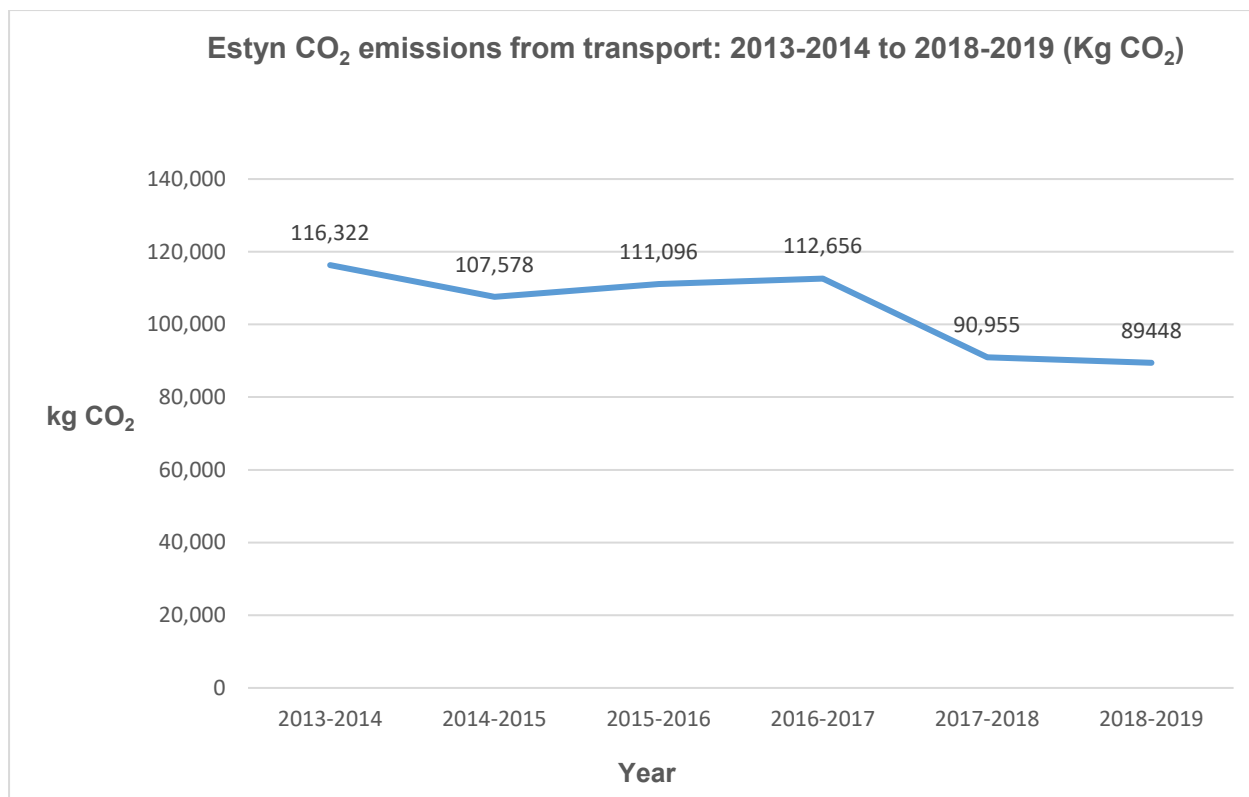
Estyn’s car hire contract aims to minimise the impact on the environment through travel as cars available through the scheme are chosen specifically with the aim of minimising the impact of emissions from transport. The hire car fleet is updated regularly to ensure the use of low emission vehicles.

We encourage staff who drive as part of their role to drive safely and fuel efficiently with courses offered to new starters and existing staff. We also endeavour to arrange courses and events geographically to minimise travel to an event – our policy for driving as part of official duties sets out Estyn’s approach to driving whilst on official business.

We promote cycle to work schemes allowing cheaper access to bicycles for staff to cycle to work where possible and have safe bike storage and shower facilities.

Estyn’s core business involves travel throughout Wales to visit providers across all sectors of education. During 2018-2019, CO₂ emissions from transport reduced by 1,507kg CO₂.

Inspector annual transport emissions (car, rail* and air) for the last few years is shown below.



*Note: From 2018-2019, actual rail emissions have been calculated for each rail journey; prior to this, rail emissions reported are an average for all journeys.

As already noted, transport emissions account for the greatest proportion of our CO₂ emissions; this was 87% of total emissions in this period (note: this is the first year that CO₂ emissions from electricity were zero due to a switch to a 100% renewable electricity supplier).

The proportion of CO₂ emissions across all transport streams over the last six years was as follows:

	<u>Diesel</u>	<u>Petrol</u>	<u>Rail</u>	<u>Air</u>	<u>Total</u>
2013-2014	30%	24%	1%	2%	57%
2014-2015	33%	22%	1%	1%	57%
2015-2016	31%	23%	1%	2%	57%
2016-2017	39%	27%	1%	3%	69%
2017-2018	32%	23%	1%	3%	59%
2018-2019	41%	38%	2%	6%	87%

Estyn aims to continue 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.

This activity relates to **NRAP objective 4**.

5 Communicate environmental initiatives and our commitment to wider sustainability to the public and staff

Governance and support

Estyn's Executive Board, chaired by Her Majesty's Chief Inspector of Education and Training in Wales, is responsible for sustainability and compliance with the biodiversity duty. The Director of Corporate Services is a member of the Board and is the Director with responsibility for sustainability, including the biodiversity duty. He is supported by the Head of Stakeholder Engagement who is the Lead Officer: Sustainability.

Estyn's Procurement Manager works with the Lead Officer: Sustainability to oversee Estyn's environmental management systems. The Office Services team maintain Estyn's environmental management systems on a day to day basis, for example waste logs, paper and stationery logs and energy consumption logs. In addition, the Procurement team manage staff travel logs and continue to embed sustainability considerations into purchasing procedures.

The Service Delivery Group is a regular forum for discussing operational business issues. The Group monitor progress against environmental improvement objectives and targets on a regular basis; this will include actions identified under the section 6 duty. The group is chaired by the Director of Corporate Services and membership includes the Assistant Directors (Inspection) and corporate services staff at HEO grade and above.

This activity relates to **NRAP objective 6**.

Awareness raising

Sophie Howe, the Future Generations Commissioner for Wales, presented at Estyn's annual staff conference in December 2018. The Commissioner emphasised the importance for children and young people to have greater creativity and innovation skills to help them face the many challenges that lie ahead of them in the work place and in their personal lives. She gave staff an interesting insight into the Wellbeing and Future Generations Act.

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, and impact assessments, conducted for each Estyn policy, have included consideration of environmental performance.

Estyn inspection processes continue to ensure that pupils' understanding of sustainable development and global citizenship develops appropriately. Schools are also beginning to address this aspect of a pupil's education as they respond to the four purposes in 'Successful Futures' and aim to develop 'ethical informed citizens'.

In inspections during 2018-2019, strong practice was identified in a range of settings including primary, secondary and special schools, work-based learning and adult learning. Where strong features were identified they included:

- a strong focus on promoting diversity, tolerance, being a global citizen and promoting and fostering community spirit
- a focus on being an active citizen
- sharing cultural traditions to develop understanding and tolerance, for example preparing and sharing dishes from home nations in an adult learning provider
- developing and maintaining international partnerships, for example with Zimbabwe

A number of case studies and inspection reports refer to the work of eco-committees and promoting biodiversity, for example, pupils writing about biodiversity, being successful in encouraging and participating in building bug hotels, installing a nature trail and providing more recycling and composting bins. Search eco-committee / biodiversity on Estyn's website for further information.

This activity relates to **NRAP objective 1**.

6 Continue to embed environmental considerations into purchasing procedures.

All goods and services are procured using electronic processes.

When procuring goods and non-inspection related services, we request that suppliers make every effort to support Estyn's commitment to minimise their impact on the environment and provided them a website link to Estyn's Environmental policy for guidance.

When sourcing goods and non-inspection services, suppliers are invited to evidence how they will support Estyn in meeting its environmental objectives as part of meeting Estyn's tender evaluation criteria; suppliers are also 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 the procurement of inspection related services, Contracted Additional Inspectors (CAIs) submit their inspection tender rates to us electronically via a secure portal. CAIs can also accept or decline contract offers through this secure portal. This system also acts as an effective tool for managing the resourcing and deployment of CAIs and has removed the need to issue contract offer letters, reducing printing requirements for both parties.

Suppliers sourced via government frameworks will 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 enabled Estyn to engage with local suppliers, and where possible minimise emissions and reduce the carbon footprint. For example, local companies are used for all in-house

catering events; filming services for Estyn's best practice/training material, graphic design and digital photography services for HMCI's Annual report.

This activity relates to **NRAP objective 4**.

Please note that this report is also available in Welsh.