
Background
Lund University’s previous policy, with a strategy for sustainable development and an environmental action plan, was valid for 2010–2011. A new proposal for a policy document and targets for sustainable development was drawn up, to apply from 2013 to 2016. The proposal was withdrawn because the targets it contained did not obtain sufficient support to enable a decision to be taken.

During spring 2014, it was decided that work on such a policy and action plan must be completed within 2014, as an established policy, targets and an action plan are a legal requirement.

The University’s recently approved policy for sustainable development is based on the previously applicable one, which was well supported. The policy text has been linked to the University’s vision, and some formulations have been added to enable the policy to be used in a certifiable environmental management system. The purpose of the policy is to express the University’s ambition and intention in its work for sustainable development.

As the policy and action plan had to be completed within autumn 2014, the targets have been adapted to a shorter and less comprehensive support process. This means that the implementation of the targets has been allocated to specific administrative divisions in order to limit their scope.

The University’s purpose in producing this environmental action plan is to pave the way for long-term environment and sustainability work at Lund University, to create a basis for the formulation of future targets and to provide the University with a platform for further work on environmental and sustainability issues.

The action plan is to apply as of 1 January 2015 up to and including 31 December 2016. A new action plan is to be developed in the meantime, to apply as of 1 January 2017. The reason for proposing an action plan to apply only for two years is the limited support process, but a reasonable amount of time must also be allowed for the implementation and evaluation of the stated targets.
The work of producing documentation and proposals for decisions on a policy for sustainable development, environmental targets and an action plan began in mid-May 2014.

The working group consists of Maria Nilsson, environmental coordinator, and Anna Liljebjörn, project manager. As of 30 October, Ylva Lundgren is the acting environmental coordinator.

The proposal for a policy and action plan for sustainable development was sent for consultation to all faculty offices/faculty boards, the faculty office for the University’s specialised centres, the cultural and public centres and the MAX IV Laboratory, all central administration divisions/equivalents, the Lund University Library, internal auditing, the employee organisations and Lund University student unions.

Negotiations according to Section 11 of the Swedish Work Environment (Co-Determination in the Workplace) Act were held on 9 December 2014.

**Decision**
The University decides to approve the attached “Environmental targets and action plan for 2015–2016”.

The decision on this matter was taken by the undersigned vice-chancellor in the presence of the head of the University administration Susanne Kristensson after a presentation by the acting environmental coordinator Ylva Lundgren. Environmental coordinator Maria Nilsson, contract lawyer Anna Liljebjörn and environmental manager Claes Nilén also took part in the process.

Per Eriksson

Ylva Lundgren

(LU Estates)

**Copy to:**
Faculty offices
Faculty office for the University’s specialised centres, cultural and public centres and the MAX IV Laboratory
All central administration divisions/equivalents
Lund University libraries
Internal auditing
Lund University student unions
Safety committee
HSE committees
Rules and regulations
Lund University’s environmental targets and action plan for 2015–2016

Target 1: To identify direct and indirect environmental impact, legal requirements and organisation etc., by implementing an environmental review for Lund University

Background and purpose

An environmental review entails a mapping of the direct and indirect environmental impact of the University, the legislation which affects us and how our environmental work is organised. It also contains an assessment of the environmental impact. The review is to encompass the University’s core activities: education, research and interaction with wider society. One of the targets of the environmental review is to obtain documentation for prioritisation in environmental work.

The environmental review is a starting point for drawing up targets and action plans for environmental improvements.

Lund University does not at present have any current such review covering the whole of the organisation.

Lund University constitutes a large, complex and diverse organisation, which justifies implementing an environmental review to obtain a picture of the current situation.

Completion

31 December 2015.

Brief account of implementation

The review is to be carried out by an external consultant with expertise in the field. Direct procurement may be required.

Person responsible for implementation

Estates manager, LU Estates (Environmental manager/environmental coordinator as executor).

Consequences and resource allocation

- The procurement procedure takes place within the framework of regular activities at LU Estates and also at Purchasing and Procurement. For LU Estates, this entails a temporary adjustment of work duty priorities.
- Consultancy cost for environmental review.
- Access to time at the University’s organisations for interviews and any other documentation needed for the review.
Person responsible for the achievement of the target

Vice-chancellor

Target 2: To introduce procedures for a management review and appoint a management representative

Background and purpose

The management review is one or several meetings per year in which the University management follows up environmental and sustainability work, on the basis of documentation presented by the environmental manager.

The management review provides the University management with an opportunity to lead and drive environmental and sustainability work at Lund University. It also offers the management an opportunity to follow up the effectiveness of environmental work, as well as being a forum for processing various proposals.

A management representative is to be appointed. This person is to ensure that environmental issues are considered and discussed by the University management. The management representative is to study environmental issues from a strategic perspective.

The management review is of central significance in the University’s environmental and sustainability work as the management can act to ensure these issues are among those prioritised by the public authority, that they receive the necessary attention and that resources are available for environmental and sustainability work.

Current legislation requires a public authority to have an environmental management system. One point of this system is the management’s control and follow-up work.

This opportunity for the management to lead and guide the environmental work at Lund University is necessary in order to work in the manner stipulated by the legislation.

Completion

31 December 2015.

Brief description of implementation

Proposals for procedures on how the management review is to be implemented are drawn up. The procedures are approved by the vice-chancellor.

The decisions on who is to be appointed as the management representative and the content of the position are to be taken by the vice-chancellor.

People responsible for implementation
Estates manager, LU Estates (environmental manager/environmental coordinator as executors).

**Consequences and allocation of resources**

- Access to time for the University management and for the representative appointed by the management.
- The procedure is to take place within the framework of regular activities at LU Estates.
- For LU Estates, this entails a shift in priorities among its work duties.

**Person responsible for the achievement of the target**

Vice-chancellor

**Target 3: To set up a sustainability council at Lund University**

**Background and purpose**

There is a need for a council in which environmental and sustainability issues of a strategic nature and proposals for targets and action plans can be discussed, agreed upon and supported.

The sustainability council is to constitute a support and to fulfil an advisory function to the environmental manager and the management representative. The council is to be development-oriented and to have a strategic focus.

The environmental manager and the management representative are to participate in the council.

**Completion**

31 December 2015

**Brief description of implementation**

A proposal is to be drawn up on how the sustainability council is to work and how it is to be constituted. The vice-chancellor is to approve the composition and the purpose of the council.

**Person responsible for implementation**

Estates manager, LU estates (Environmental manager/ environmental coordinator are executors).

**Consequences and resource allocation**

- Access to time for current participants in the sustainability council.
- The procedure is to take place within the framework of regular activities at LU Estates. For LU Estates, this entails a shift in priorities among its work duties.
Person responsible for the achievement of the target

Vice-chancellor

Target 4: Increased collaboration with property owners to achieve energy-efficiency/savings through new contract template

Background and purpose

In principle, Lund University rents all its premises and Akademiska Hus is the largest landlord involved. Among the rental contracts the University has with Akademiska Hus, some include electricity consumption and some do not. Regardless, the University pays approximately 8 per cent of the total electricity consumed within the municipality of Lund, which means that the University stands to make major real savings if measures are taken to reduce these costs.

The first point in the sustainability targets of Akademiska Hus is to collaborate with its customers on sustainability initiatives which can engage both parties. “The purpose is to generate commitment and visibility on sustainability issues and to link the knowledge of higher education institutions to their ambition to remain on the cutting edge”.

In the case of contracts in which electricity is paid for separately, the property owner has no incentive to make investments in the properties aimed at reducing electricity costs. The same applies to the University in the case of rental contracts in which electricity consumption is included.

A reduction in electricity use leads to a decrease in environmental impact; a more in-depth collaboration with the property owner in the field of sustainability is expected to motivate both parties to make savings in the area of environment and sustainability.

One possible collaboration with the property owner could be to agree on a form of contract which creates such incentives for both parties. The contract could be designed in such a way that Lund University invests in properties belonging to Akademiska Hus in the case of contracts excluding electricity, where Akademiska Hus can prove through calculations that savings are possible and that the investments would pay off within a short time.

Completion

31 December 2015

Brief description of implementation

A proposal for a contract template is to be drawn up together with Akademiska Hus.

Person responsible for implementation

Estates manager, LU Estates (contract lawyer as executor).
Consequences and resource allocation

- The procedure is to take place within the framework of regular activities at LU Estates.
- As a long term goal, the agreement is to apply to all rental contracts with Akademiska Hus which exclude electricity. Significant annual savings of the University’s electricity consumption are thereby expected.

Person responsible for the achievement of the target

Vice-chancellor

Target 5: To simplify waste sorting – and make it easier to get it right by including decals for recycling in the University’s signage programme.

Background and purpose

One way of clarifying and simplifying environmentally sound waste disposal for employees, students and visitors is to use consistent decals for various types of waste within Lund University.

Annually, the University invests in waste sorting containers and furniture both in construction projects and as individual complements to existing equipment. In order for this investment to be meaningful, practical instructions through decals with explanatory images or symbols on how to sort waste are needed. Currently, such instructions are sometimes completely lacking on recycling containers and incorrect instructions are often displayed as there are no standardised decals.

With such decals, employees, students and visitors are met with cohesive and clear signage which makes recycling easier for everyone. Someone wishing to dispose of a waste product is immediately helped to do it right, our cleaning staff no longer have to waste time sorting out rubbish which has been placed in the wrong container, and the waste can be left with the recycling services in compliance with their instructions and applicable regulations. It is also an advantage for the Lund University brand to give a more professional impression.

Both waste management furniture, equipment and free-standing containers need to be marked with their intended contents, where necessary with text in both Swedish and English and possibly adapted instructions for the disabled (vision impaired).

Introducing the decals into the University’s existing signage programme guarantees consistency, standardisation and administration.

Completion

31 December 2015

Brief description of implementation

An investigation of the University’s more detailed needs provides a basis for the production of the decals within the framework of the signage programme.
Person responsible for implementation

Estates manager, LU Estates (signage programme manager and environmental coordinator as executors).

Consequences and resource allocation

− The procedure takes place within the framework of the regular activities at LU Estates. For LU Estates, this entails a temporary shift in priorities among the work duties of the signage programme manager. For the Division for Work Environment, Sustainability and Security, this entails improved conditions for environmental management work and a better work situation.
− Possible consultancy cost for graphic design.
− Insignificant cost increase for the signage programme.

Person responsible for implementation

Vice-chancellor