



Extracted from Lapworth Museum of Geology Business Plan 2018-2023

Aim 4 – (14). Building a Sustainable Business

**Lapworth Museum of Geology**

**Environmental Sustainability & Action Plan 2018-23**

Leading on environmental sustainability will offer the Lapworth Museum of Geology an opportunity to be at the forefront of new practice throughout the University of Birmingham, for greater public impact and dissemination to the museum sector. We plan to:

* Integrate work on environmental sustainability into all sections of the Museum’s operations, including the Museum Board, Core Team, Volunteer Team and VSA Team



* Uphold the Museum’s ethos/policy by creating and following rigorous guidelines for event programming, exhibition and audience development, artist commissions and everyday operations. Provide access to policy documents on the website to highlight this commitment

* Continue to measure our usage of water, gas and electricity, uploading this to the Julie’s Bicycle Platform so that we can benchmark our use against other museums. Additionally work with UoB Environmental Services to develop bespoke metrics for accurate monitoring of the Museum’s energy/water consumption

* Continue to develop our learning and outreach programme to highlight the importance of environmental sustainability, and its relevance in all aspects of our educational offer

* Explore potential funding through Development Alumni & Relations Office at UoB and Public Engagement Research funding to meet learning goals

* Share our work on environmental sustainability with the wider University and its cultural institutions, ensuring we are at the forefront of ES on campus

For clarity and ease of information access, environmental actions and updates for 2018 and 2019 have been placed in Appendix I at the end of the document.

The Environmental Sustainability Action Plan for 2020 through 2022 follows below:

**Key:**

Original actions: Dark grey

Previous updates: Light grey

Additional actions: Dark green

New updates: Light green

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| **Aim 4 – Building a Sustainable Business: Environmental Sustainability** | | | |  |
| **YEAR** | **COMPLETION TARGET DATE** | **ACTION** | **IMPACT** | **LEAD(s)** |

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| Year 3 | April 2021 | Review our usage of water, gas and electricity through situational review and external benchmarking against other museums through information provided by Julie’s Bicycle | We will continue to reduce our carbon footprint and environmental impact by being more aware of our usage and measuring this. We will disseminate best practice on ES within the cultural sector through obtaining green certification and attending workshops led by Julie’s Bicycle workshops where we will disseminate our findings. | Director &  Environmental  Sustainability  Champion |
|  | Update Sept 2021 | Review undertaken for Julie’s Bicycle Yr 3 returns – Sept 2021 | Data collected from Julie’s Bicycle has assisted in understanding the impact of the extended closure due to COVID-19 on our carbon footprint. | Director &  Environmental  Sustainability  Champion |
|  | Update July 2022 | Review of Julie’s Bicycle Yr 4 returns – July 2022 | The 2021-22 results of our environmental data collection show a continued downward trend in CO2e based on the Museum’s energy consumption. As of July 2022, the Museum’s CO2e has more than halved when compared to 2016-17.  2021-22 results were likely still impacted by COVID-19 restrictions; therefore monitoring will continue to accurately assess the Museum’s progress. |  |
| Year 3 | March 2021 | Ensure that printer/copier paper procured is composed of re-cycled paper. We will also have measured paper usage. | Measurable and positive impact in terms of reducing our carbon footprint. | Director and  Team |
|  | Update Sept 2021 | Due to COVID-19 paper usage reduced to almost zero, and catalysed investigation of digital/virtual alternatives that remain in use.  Paper usage figures for pre-COVID activity were collected but remain to be analysed.  Following recent return of teaching staff to campus, the composition of printer/copier paper will be again raised with senior members of the college. | Digital/virtual alternatives to paper-use will create a positive impact on our carbon footprint. Paper-use records prior to- and post-COVID-19 will provide measurable data for positive change. | Director and  Team |
|  | Update June 2022 | Digital alternatives to paper remain in use.  Paper procured by the College of Life and Environmental Sciences holds an EU Ecolabel, however falls on the lowest rung of the supplier’s ‘Green Star System’ – meaning the product conforms to ISO 14001 but is not FSC certified or recycled and as such is not classed by the supplier as an eco-responsible product.  Procurement of alternative, sustainable products has been investigated by our environmental sustainability intern and was discussed with the University Estates Environmental Sustainability Team. Findings from these discussions are being raised with senior members of the college. | Changes to paper use and procurement will provide sizeable positive impact on both the carbon footprint of the Museum, as well as the College. In this way the Lapworth continues to be a leading force for positive change within the wider University system. | Director and Team |
| Year 3 | Dec 2020 | We will introduce a range of bespoke branded unique ranges within the Museum’s retail offer for example:-   1. Prints made from recycled materials (paper/mounts) and with compostable wrapping. 2. Bespoke items cast locally within Birmingham’s   Conservation/Heritage Area – The Jewellery Quarter. | Replacing existing less environmentally sustainable retail offer. In item 2. - ensuring locally sourced products. | Environmental  Sustainability  Champion,  Director |
|  | Update Sept 2021 | A supplier for print-production on recycled paper could not be identified; instead the supplier we have chosen provides fully compostable/recyclable packaging, which will be an important step forward.  We have been working with an artist from the Jewellery quarter to produce bespoke locally cast Museum specimen keyrings/desk ornaments. Due to COVID-19 this project was delayed considerably, though the first run of prototype items has now been produced. | Prints sold in our shop will now be more environmentally sustainable and adhere to our goal of replacing non-recyclable/reusable plastic packaging.  Using local artists and manufacturers, while imposing our own requirements for packaging and materials, will greatly support our mission in creating an environmentally responsible retail offer. | Environmental  Sustainability  Champion,  Director |
|  | Update June 2022 | These projects are ongoing.  Our art-print supplier has the additional benefit of producing sustainably sourced & manufactured (as part of FSC certified scheme FSC-C004309) stationery/branded retail items.  These retail items have been identified as part of an ongoing review and overhaul of the Museum’s retail offer by our environmental sustainability intern.  Our collaboration with an artist in the Jewellery Quarter continues – the range of retail products at the lowest price-point are ready for sale in our shop, while higher price-point items are now in production. | As well as prints sold in the shop being more sustainable, we will have further increased the proportion of sustainably sourced items in our retail offer (to an extent further than the action detailed below).  Impact of our collaboration with local suppliers/manufacturers remains extremely positive. | Environmental  Sustainability  Champion,  Director |
|  | Update May 2023 | All artwork for new sustainably-sourced & manufactured merchandise has been finalised – the first range of retail items will be ordered immediately, subject to supplier approval from the University. | These new retail items will bolster the environmentally sustainable offer in the Museum shop and form a key part of the shop’s overhaul, as overseen by the Museum’s environmental advisor (detailed in the section below).  These items being bespoke to the Museum will also make good use of the Museum’s collections and archive materials and will avoid the Museum stocking mass-produced goods or those of unknown manufacturing credentials. | Environmental  Sustainability  Champion,  Director |

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| Year 3 | Mar 2021 | On re-opening after lockdown/working from home the retail offer of the Lapworth will be reviewed and we will ensure   1. 70 % of products do **not** employ single-use plastic packaging 2. >50% of retail items on offer are available from suppliers as ES and/or recycled products. | Measureable and positive impact in terms of reducing our carbon footprint, which can be communicated to our visitors. | Environmental  Sustainability  Champion,  Director |
|  | Update Sept 2021 | Due to the extended closure of the Museum shop, and associated reduction in stock turnover, no new stock purchases have thus far been made.  As the Museum’s shop has now been re-opened a review and new order of stock is now scheduled for early October 2021. | New stock will be purchased in line with the ES goals set out above. In this way the closure due to COVID-19 will be used as a ‘fire-break’ to completely overhaul the Museum’s retail offer for greater environmental sustainability. | Environmental  Sustainability  Champion,  Director |
|  | Update June 2022 | Action has been taken by the Environmental Sustainability Champion and our summer 2022 environmental sustainability intern to initially reduce the prevalence of single-use plastics in the Museum shop and increase the proportions of ES sourced products to the target levels outlined above.  A further step is in development to make the Museum retail offer entirely plastic free, aside from products made with 100% recycled plastic. | Initial action in reducing the prevalence of plastics in the Museum shop has laid the groundwork for more sweeping change throughout our retail offer.  Removing almost all plastics from the Museum’s retail offer will greatly enhance the Museum’s environmental sustainability and will act as a clear public statement for the Museum’s advocacy of positive ES change. In addition, this will promote environmental awareness and ES choices among our audiences who frequent the shop. | Environmental  Sustainability  Champion,  Director |
|  | Update May 2023 | Through the work of the Museum’s ES advisor (formerly summer 2022 intern), the Director, the Museum’s ES Champion and the wider Museum team; all items incorporating single-use-plastics were identified and excluded from the Museum’s stock-supplier list.  A range of new suppliers, specialising in environmentally responsible products, were identified and added to the Museum’s supplier list.  Following these developments, the shop and retail offer were completely overhauled: the shop is now free from single-use plastics and our offer is more than 95%free from plastics in general, with almost all remaining plastic being from recycled sources.  We have also added a second-hand books section to the shop as an additional environmentally responsible source of income. | In addition to the expected benefits brought by the overhaul of the Museum’s retail offer, unanticipated benefits were also noted, e.g. creating space in the shop to experiment with new avenues of revenue generation, such as art-print related items using designs from the Museum’s archives, and the incorporation of second-hand books. | Environmental  Sustainability  Champion,  Director |
| Year 3 | March 2021 | Full Review of Environmental Action Plan to date | Critical assessment of the Lapworth Museum Plan to date, and positive impacts and where improvements can be made.  More informed decisions can be made, and realistic targets can be set for years 4 & 5 | Director &  Environmental  Sustainability  Champion    With UoB  Sustainability  Manager |
|  | Update Sept 2021 | After disruption to planned ES actions due to COVID-19, this review has been postponed to March 2022, allowing for actions to be implemented with reference to the original planned timeframe, rather than curtailed. | The delayed review will be more representative of the ‘normal’ activity of the Museum and will reveal more impacts and improvements by factoring in actions that could not be implemented previously due to the pandemic. | Director &  Environmental  Sustainability  Champion    With UoB  Sustainability  Manager |
|  | Update June 2022 | A review of the Museum’s current environmental responsibility is currently being undertaken by the Museum’s summer 2022 ES intern, who will make a range of recommendations and targets for meaningful improvement.  An overall review will then take place toward the end of the NPO funding round, in order to encompass all change engendered throughout the project, which will then take into account and assess the impact of recommendations made by our ES intern. | The current review by our intern will make a series of actionable recommendations to improve ES in the Museum & Team’s operational activities.  A further overall review will report on the success of these recommendations and more broadly will assess changes throughout the NPO project. This will identify successes to be built on and any target areas for specific action to be taken moving forward. | Director &  Environmental  Sustainability  Champion    With UoB  Sustainability  Manager |
|  | Update May 2023 | The initial review by our summer 2022 ES intern was successfully completed.  The review highlighted areas into which it was decided more detailed investigations would be made. Additionally, following interest from the Museum board, the final report is being edited for review by the board members – the overall review will therefore take place on the basis of the final report. | Editing the final report into a digestible document for the board will continue to develop awareness of ES and best practice at all levels of the Museum’s operations – allowing the report’s recommendations to more effectively pervade everyday activities. | Director &  Environmental  Sustainability  Champion    With UoB  Sustainability  Manager |
| Year 4 | Mar 2022 | * *Action brought forward:*   Offer a funded internship to take a data-driven approach of investigating and reporting on environmental activity and challenges. | A targeted review with data-informed conclusions will reveal new avenues for environmental improvement in key areas of the Museum’s operation such as retail, events, everyday activities and others. | Director & Environmental Sustainability Champion |
|  | Update June 2022 | ES intern was appointed in March and began their review in summer 2022, which remains ongoing.  Detailed assessment of the Museum’s retail offer has been carried out; new suppliers for sustainable products have been identified and a plan for making the retail offer plastic-free (excluding 100% recycled plastics) is in development.  Analyses of resource usage and energy consumption within the Museum and in the Core Team specifically are ongoing.  A variety of easily implemented small environmentally conscious recommendations have also been set out. | An extensive set of data-driven recommendations for positive environmental change will act as a road-map for continuous improvement in all areas of Museum operation.  Major impact at an early stage is a commitment for the Museum’s retail offer to become plastic-free (excluding 100% recycled plastic) beginning as old stock is cleared.  As a result a variety of new sustainable suppliers are being investigated. | Director & Environmental Sustainability Champion |
| Year 4 | Mar 2022 | Review our usage of water, gas and electricity through situational review and external benchmarking against other museums through information provided by Julie’s Bicycle | We will continue to reduce our carbon footprint and environmental impact by being more aware of our usage and measuring this. We will disseminate best practice on ES within the cultural sector through obtaining green certification and attending workshops led by Julie’s Bicycle workshops where we will disseminate our findings | Director &  Environmental  Sustainability  Champion |
|  | Update June 2022 | Review undertaken for Julie’s Bicycle Yr 4 returns – June 2022 | Data collected from Julie’s Bicycle detailing the Museum’s environmental impact pre-, during, and post-lockdown measures has framed the impacts of 2020-21’s museum closure in the context of our long-term environmental trends.  This has highlighted some ongoing environmental impacts of our temporary closure that will be investigated further, such as positioning and accessibility of waste and recycling facilities in the Museum space. | Director &  Environmental  Sustainability  Champion |
| Year 4 | Mar 2022 | * *Additional action*   Continue to Work with local suppliers to increase the proportion of sustainably sourced, bespoke, long-lasting products in our retail offer. | Use of local suppliers will:   * Greatly reduce emissions from product transportation/import, esp. those made internationally. * Allow greater control over packaging requirements – stipulating sustainable packaging only, or providing our own. * Enhanced transparency of materials used/more involvement in manufacturing process – producing higher quality/more durable items – reducing future waste from item breakage & replacement. | Environmental Sustainability Champion |
|  | Update June 2022 | In addition to our work with an artist in the Jewellery Quarter (see update to Year 3 action) we are engaging with an independent local pottery designer to create bespoke Museum-inspired stoneware – further supplementing our locally-sourced and produced, environmentally responsible retail offer. | Mass-produced generic items will be replaced with high quality, locally produced items of known environmental credentials. | Environmental Sustainability Champion |

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| Year 4 | Mar 2022 | Share best practice with the  museum sector on ES (workshop  /publication/toolkit) | We will have shared best practice within the wider heritage/ museum sector through an event to disseminate our impact and practice. | Director &  Environmental  Sustainability  Champion &  Volunteers |
|  | Update June 2022 | This action was postponed due to continued apprehension around large, in-person events throughout much of the year.  The format of this action will be adjusted in discussion with the wider sector, to maximise accessibility.  The action will be completed following the review of the Lapworth’s action on ES, in order to share learnings from the entire NPO period. | The practice we share will be informed by all ES initiatives, data and analyses arising from all years of the NPO project.  This will form a holistic view of ES practices developed over time and their subsequent outputs. | Director &  Environmental  Sustainability  Champion &  Volunteers |
| Year 4 | Mar 2022 | Deliver a programme of ‘in Museum’ and ‘Virtual’ Family Fun Days & Holiday Activities during each half term and holiday period.  To include Family Fun Days and activities with themes relating to:   * ‘The Air we Breathe’ * Environmental Sustainability | A series of events aimed at a diverse public audience to increase awareness and promote education on issues in ES.  A virtual programme will help to extend the reach of these events to a national and international audience. | LPEM & LCDO |
|  | Update June 2022 | The Museum Learning Team have developed and delivered a range of virtual Family Fun Days & holiday activities; e.g. virtual family activity re-using scrap cardboard to create ichthyosaur jigsaws with palaeo-artist  Darrell Wakelam.  LCDO recently developed a primary school workshop titled “Sustainability”, exploring the geological substances found in everyday waste and the importance of recycling the Earth’s resources. | Aside from promoting recycling and ES awareness to wider and more diverse international audiences, our popular virtual events cut audience travel emissions, paper usage and additional Museum waste disposal to zero.  Development of a geological-themed primary-age sustainability workshop will promote education and engagement with issues in ES in a young audience – and will develop an intrinsic link between the importance of recycling, the science of geology and the Museum’s advocacy for positive environmental action in both children and parents. | LPEM & LCDO |
| Year 5 | April 2022 | Create ‘Environmental Champions’ within all areas of the Museum’s operations: on the Museum Board, in the Core Team and within the Volunteer Team. | Every area of the Museum will be empowered to generate and implement environmental change.  With a diversity of people occupying all areas of the Museum, a diversity of thought will provide new ideas for positive change and a greater awareness of environmental challenges in all areas of the Museum’s activity. | Environmental Sustainability Champion |
|  | Update May 2023 | In addition to the Museum’s ‘Environmental Champion’ in the Core Team, our summer 2022 ES intern has joined the Museum Board as an ES Advisor and has already engaged in meetings with the Vice Chancellor and members of Campus Services to push for positive action. | Our previous summer intern joining the board adds key expertise in ES – in particular with pre-existing knowledge of the Museum space and challenges the Museum already faces in terms of ES – such that practical and actionable recommendations can be made. | Environmental Sustainability Champion |
| Year 5 | July 2022 | Core Team to make use of the tools, guides and support of the online resource hub provided by Julie’s Bicycle. | Active learning about ES issues by the Core Team will enhance awareness of everyday operational changes that will effect progressive environmental action within the daily activity of the Museum. | Museum Team |
|  | Update May 2023 | This action has been postponed, pending the following:   1. The return of the Deputy Director from an international collaborative project, 2. The hiring process for two new members of the Museum Core Team has been completed | These activities should be completed by late summer/autumn 2023 and training will go ahead then to ensure the whole team is trained, and therefore all the Museum’s daily activities can benefit. | Museum Team |
| Year 5 | July 2022 | Work with a range of UoB researchers on an ‘Environmental Sustainability’ themed Lapworth Late event. | We will have shared with the public UoB research and the Museums policy relating to Environmental Responsibility. | Museum Team |
| Year 5 | July 2022 | As part of our application process for creative practitioners, we will ask how their work aligns with the Lapworth Museum’s policy on Environmental Sustainability and this will become one of the criteria when assessing candidates. | This will encourage the creative practitioners we work with to embed Environmental Sustainability within their practise. We will have shared our Environmental Sustainability policy with others. | LPEM |
|  | Update May 2023 | Our assessment/selection process for commissioning and working with creative practitioners now includes the above as a key criterion – emphasising the Museum’s expectation of high ES standards from all its partners. | Outcomes from this policy change have thus far been very positive. | LPEM |
| Year 5 | Sept 2022 | We will meet with other cultural organisations such as SUMs to share best practise in Environmental Sustainability in the museum sector. | We will share best practice and experiences in embedding Environmental Sustainability and Responsibility within our organisation with national and international Museums. | Environmental Sustainability Champion & Director |
| Year 5 | Sept 2022 | We will lobby the University for provision of more cycle parking facilities outside the Museum and defined cycling routes on campus linking to UoB cultural attractions. | This will provide much needed additional facilities and infrastructure to accommodate and encourage sustainable travel both onto campus and into the Museum.  The addition of cycle parking outside the Museum sends a clear message to all audiences encouraging the use of sustainable transport options, while the development of marked cycle routes will actively validate public cycle access to the campus and its cultural institutions.  This clearly signals the Museum’s commitment to improving ES facilities for both its audiences and the wider University community. | Environmental Sustainability Champion |
| Year 5 | Mar 2023 | Review our usage of water, gas and electricity through situational review and external benchmarking against other museums through information provided by Julie’s Bicycle | We will continue to reduce our carbon footprint and environmental impact by being more aware of our usage and measuring this. We will disseminate best practice on ES within the cultural sector through obtaining green certification and attending workshops led by Julie’s Bicycle workshops where we will disseminate our findings | Director &  Environmental  Sustainability  Champion |
| Year 5 | Mar 2023 | Continue to work with the University cultural organisations to curate best practices and develop a cohesive agenda to push for positive University action on Environmental change. | Discussions with the UoB Environmental Co-ordinator and other cultural institutions on campus will allow us to not only understand and improve our own environmental endeavours, but to invoke and assist change in other institutions and more broadly support innovative environmental ideas across the University and wider community. | Environmental  Sustainability  Champion |
| Year 5 | Mar 2023 | 5 Year Review of Environmental Policy & Action Plan and circulate findings within the sector/publicly | Full understanding impact of the Policy & Action Plan, and how it has affected the Museum’s Environmental Impact and Carbon Footprint.        Information available to inform future  Lapworth Museum of Geology  Environmental Policy & Action Plan | Director &  Environmental  Sustainability  Champion    & UoB  Sustainability  Manager |
| Year 5 (& onward) | Spring 2023 | Work with an external environmental professional to increase knowledge and awareness of environmental responsibility issues for our Board and Core Team. | A better informed Museum Team and Board will be equipped to consider environmental responsibility as a core tenet of all Museum business decisions moving forward. | Museum Team & Board |
| Year 5 (& onward) | Spring 2023 | Invite the UoB Environmental Sustainability Coordinator to engage with the Board and Core Team to advise, guide and assist with practical measures related to environmental sustainability. | A closer affiliation with the ES Team within UoB Estates will ensure planned positive environmental changes incorporate a perspective of practicality from the beginning – allowing fast and efficient implementation within the UoB system. | Director & Environmental Sustainability Champion |
| Year 5 (& onward) | Spring 2023 | Work with the University Environmental Sustainability Coordinator to develop bespoke metrics and improve Environmental sustainability across our operations. | Environmental reporting will be more accurate, meaningful and easier to access for regular self-assessment, benchmarking and progress-tracking. | Director & Environmental Sustainability Champion |

**Appendix I**

**Years 1 & 2 Environmental sustainability actions and updates:**

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| **YEAR** | **COMPLETION TARGET DATE** | **ACTION** | **IMPACT** | **LEAD(s)** |
| Year 1 | April 2018 | We will assess our usage of consumables across the Lapworth operation – based on findings we will work with Environmental and Recycling Depts. at UoB. | We will have measured our usage of water, gas and electricity and benchmark against other museums through uploading information to the IG database annually to compare. We will continue to work with UoB depts. to reduce impact. | Development &  Sustainability  Manager &  Director |
| Year 1 | Update:  May 2019 | Uploaded data to the IG database. As part of a large historic Grade II\* listed building with multi-  occupancy/usage, it is not possible to measure water usage  attributable directly to the Lapworth Museum. In discussion with UoB Estates Head of Utilities, it is not deemed possible, or appropriate, to calculate/estimate water usage realistically for the Museum. | We have a much better understanding of our utilities consumption and using the IG database are able to benchmark and set realistic targets to reduce consumption. | Environmental  Sustainability  Champion &  Director |
| Year 1 | July 2018 | Highlight our commitment to environmental sustainability by promoting our ethos on our website and through marketing material. | We will have shared our commitment to ES  by disseminating to the public and spreading the word regarding ES responsibility. | LEO & LCDO |

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| Year 1 | Update:  May 2019 | We are highlighting sustainable transport options for our visitors on our website, and through other marketing media/materials | Encouraging a reduction in environmental impact resulting from visitors travelling to the Museum.    More work to be done in terms of this overall action which remains a priority | LEO, Assistant Curator |
| Year 1 | Oct 2018 | Devise school sessions linking to  the environment and/or outreach programme | We will have disseminated social responsibility on the environment/ climate change through learning with young people | LEO & LCDO |
| Year 1 | Update:  March  2019 | We have started to incorporate environmental sustainability and climate change issues within our public programmes, such as family fun days and temporary exhibitions | We have disseminated social responsibility on the environment/climate change through informal learning programmes with families and general visitors. | LCDO & LEO |
| Year 1 | January 2019 | Other initiatives introduced:-    A University of Birmingham  *Sustainable Food Procurement*  *Policy* was introduced January  2019 | Reflecting the commitment made to produce an Environmental Strategy which sets out the University’s core ambition to reduce our carbon footprint and evaluate the environmental impact of all our activities, the University aims to embed sustainable food procurement within its culture. | UoB  Procurement |

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| Year 1 | July 2018 | Other initiatives introduced:-    University of Birmingham Campus recognized by the *Green Flag*  *Award Scheme* | The Campus is among a record-breaking 1,883 UK parks & green spaces that received a prestigious Green Flag Award - the mark of a quality park or green space. This international award, now into its third decade, is a sign to the public that the space boasts the highest possible environmental standards, is beautifully maintained and has excellent visitor facilities. | UoB  Estates |
| Year 1 | March  2019 | Other initiatives introduced:-    Lapworth Museum retail area is part of the University *Coffee*  *Recycling Scheme* | Working with Bio-bean, an award winning clean technology company which turns our waste coffee grounds into coffee logs and biofuels. | UoB  Environmental  Services |
| Year 1 | March  2019 | Other Environmental Sustainability reporting:-    56% of all waste on campus  (including Lapworth) is recycled. | We are a ‘zero waste to landfill’ university and museum, as all general waste is sent to  an Energy from Waste facility. It is incinerated to produce heat and power, resulting in lower emissions for the University. | UoB  Environmental  Services |
| Year 1 | Jan  2019 | Other Initiatives introduced:-    Main lighting and equipment in galleries, on average, is turned on 1hr later each day. | Reducing power consumption in the galleries. | Director |

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| Year 1 | Nov  2019 | Other Initiatives introduced:-    Paid University student internship at the Lapworth. The role includes reviewing environmental sustainability within the retail area. | Better understanding of environmental sustainability issues relating to the retail offer of the Museum, particularly regarding recycled merchandise, plastic packaging etc. Provision of recommendations that can improve environmental sustainability in retail area. | Director &  Environmental  Sustainability Champion. |
| Year 1 | End March  2019 | Other Environmental Sustainability reporting:-    Monitoring taps and WC’s on a daily basis to identify water wastage (dripping taps, constantly discharging cisterns) | Report any faults immediately to UoB Estates for rapid resolution. Ensuring reduction in water wastage/consumption | All Staff |
| Year 1 | ongoing | Other Environmental Sustainability reporting:-    40% of staff (out of 6.7FTE’s) cycled to work | Encouraging sustainable travel, and reducing carbon footprint within museum team | LEO, DTO &  LCDO |
| Year 2 | April 2019 | Review our usage of water, gas and electricity through situational review and external benchmarking against other museums through information provided by Julie’s Bicycle | We will continue to reduce our carbon footprint and environmental impact by being more aware of our usage and measuring this. We will disseminate best practice on ES within the cultural sector through obtaining green certification and attending workshops led by Julie’s Bicycle workshops where we will disseminate our findings. | Director &  Environmental  Sustainability  Champion |
| Year 2 | Update:-  Oct 2020 | Review undertaken for Julie’s Bicycle Yr 2 returns – Oct 2020 | Better understanding of energy consumption and use of utilities.  Encouraging responsible use of energy, and identifying means and targets for reduction. | Director &  Environmental  Sustainability  Champion |
| Year 2 | April 2019 | Identify an *Environmental*  *Sustainability Champion* within the Museum Team. | An individual will be empowered to review and raise the profile of Environmental Sustainability with the Museum and its stakeholders. We will be more proactive and inclusive in looking for ways to improve Environmental Sustainability, embed best practice and reduce the Museum’s carbon footprint. | Director |
| Year 2 | Update:  Oct 2020 | Our Digital Technologies Officer  (DTO), who has an interest in  Environmental Sustainability issues, has become our *Environmental*  *Sustainability Champion* | Individual to lead and focus Environmental Sustainability within all areas of museum practice, and develop realistic methods and targets for Environmental Sustainability and reduction of our carbon footprint | Environmental  Sustainability  Champion |
| Year 2 | Mar 2020 | Where possible, we will include issues relating to Environmental Sustainability within our public programmes, such as family fun days, public talks, and workshops. | We will have shared the message regarding Environmental Sustainability, instilling understanding and social responsibility with our diverse audiences | LEO & LCDO |

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|  | Update  October 2020 | Issues relating to declining bee populations, plastic waste, and manufacture/use of eco-inks were features at our *Lapworth Lates*.  We also worked with DIYnosaurus with our *Lapworth Lates* and *Family Funday* programmes. This artist uses/promotes recycling to create dinosaur masks as family activities. | Environmental sustainability and environmental impact/issues have been highlighted through our key programmes, for example *Family Fundays* (Family audience) and *Lapworth Lates* (young professionals) |  |
| Year 2 | Mar 2020 | Deliver a Lapworth Lecture (Public Lecture series) themed on  Environmental Sustainability. | We will have promoted current research linked to Environmental Sustainability to a public audience, and raised its profile/priority within our events programming. | Director &  Academic  Keeper(s) |
|  | Update Oct  2020 | The Lapworth Lecture programme towards the end of NPO yr 2 was affected by the COVID-19 situation.    In addition, our key public lecture – The Keith Palmer Lecture was due to have a leading speaker on environmental issues | Activity could not take place. |  |

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| Year 2 | Nov 2019 | Organize a training session on  Environmental Sustainability  Awareness for Staff-Volunteers | We will have raised the profile of  Environmental Sustainability with our Staff and Volunteers, providing them with a better understanding of the associated issues and opportunities to improve our practices in terms of Environmental Sustainability and reducing our carbon footprint | Director &  Environmental  Sustainability  Champion |
|  | Update Oct  2020 | The Museum has  been liaising with the University’s Sustainability Manager to facilitate this action when the Museum has re-opened effectively, post-lockdown. | To be completed. | Director &  Environmental  Sustainability  Champion |
|  | Update Sept 2021 | Due to a second lockdown the Museum was unable to open and as such this action could not take place.  More informal guidelines are being discussed and implemented among the Museum Team in anticipation of a training session in early 2022. | To be completed | Director &  Environmental  Sustainability  Champion |
| Year 2 | Mar 2020 | We will ensure that 50% of retail items available from suppliers as ES recycled products will be procured. | Measureable and positive impact in terms of reducing our carbon footprint, which can be communicated to our visitors. |  |

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|  | Update 2020 | We have increased the percentage of recycled retail items in the  Museum shop, but due to COVID-19 and the resulting reduction of retail stock turnover, new stock comprising ES recycled products was not procured. Hence, the percentage of recycled products remains lower than 50%. This remains a priority and will be actioned in NPO Year 3 (see below) | We have seen a very modest reduction in carbon footprint because of the action which will be increased in yr3. | Director &  Environmental  Sustainability  Champion |
| Year 2 | Mar 2020 | We will have reduced the number of products in our retail range which are currently (May 2019) in plastic wrappings, by 15% during the year 2019-20. | Measureable and positive impact in terms of reducing our carbon footprint, which can be communicated to our visitors. | Director  &  VSA (H.  Helliwell) |
|  | Update Oct 2020 | During the restocking during 2019-  2020, we reduced the quantity/percentage of merchandise sold which has plastic packaging. This was a very modest reduction, which will be significantly increased during NPO Yr3 – see actions below. | We have seen a very modest reduction in carbon footprint because of the action, which will be increased in yr3.    To continue through yr 3 and beyond | Director &  Environmental  Sustainability  Champion |

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| Year 2 | Dec 2019 | Ensure that printer/copier paper procured is composed of re-cycled paper. We will also measure paper usage. | Measureable and positive impact in terms of reducing our carbon footprint, | Lapworth Team |
|  | Update 2020 | This action has not yet been carried out but remains a topic of ongoing discussion with senior members of the college and project board. | Not completed | Director |
| Year 2 | Mar 2020 | Introduce signage to ensure museum staff/volunteers turn off equipment (not stand by mode) and lights. | Raising awareness of Environmental Sustainability within the Museum Team and positive impact in terms of reducing energy consumption. | Director &  Assistant  Curator |
|  | Update Oct  2020 | Signage was obtained in March  2020, just prior to COVID-19 Lockdown, and will be installed by the end of Oct 2020 | Raising awareness within the Museum Team of the positive impact that simple actions can have for Environmental Sustainability. Direct reduction in energy consumption within the Museum. | Lapworth Team |
|  | Update Sept 2021 | Further work from home measures over the winter has delayed installation of signage. Due to the return of staff to campus this action will be completed as a priority in October 2021. | To be completed. | Lapworth Team |