

# Scope 3 Action Plan

Towards 2030  
2022-2025



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# 1. Introduction

Through its Strategy 2030 the University made the commitment to “be carbon neutral as an organisation, with net zero emissions of greenhouse gases by 2030”.

This includes our full greenhouse gas (GHG) footprint i.e. all GHG ‘scopes’:

- Scope 1 direct emissions of GHG (from burning fuel or using certain chemicals like refrigerants)
- Scope 2 indirect emissions (from use of electricity)
- Scope 3 indirect emissions from activities of an organisation, occurring from sources that they do not own or control, other than electricity.

UWE Bristol will follow the carbon management hierarchy (see UWE’s [Carbon and Energy Management Plan](#) – which deals with Scope 1 and 2). We will take effective actions to avoid and reduce carbon emissions before considering offsetting. This plan sets out our approach to applying this hierarchy to our Scope 3 GHG emissions.

According to The Science Based Targets Initiative, to meet our 2030 commitments, we need to reduce our Scope 3 emissions by 50.4% based on our 2018/19 data. As we review our progress, we will set individual category targets.

Combined with the other action plans which contribute to Strategy 2030, the Scope 3 Action Plan will focus our efforts on the following areas:

- Communication and engagement
- Carbon Literacy training
- Life Cycle Analysis
- Increased supplier engagement
- Better granularity of data

The plan aims to embed climate action in systems and processes to help people at UWE and our partners (e.g., our supply chain) to understand how low and zero carbon operations impact them day to day.

## 2. Characteristics of Scope 3 for UWE

Scope 3 emissions are where the pollution has taken place because of the University's activities but beyond its direct control. Table 1 below uses UWE's 2018/19 data to produce estimated emissions by Scope 3 category (as defined by the Greenhouse Gas Protocol).

Category #	Category Name	tCO2e	% Scope 3
1	Purchased Goods and Services	41,594	60%
2	Capital Goods	17,753	26%
3	Fuel-and-Energy-Related Activities	1,700	2%
4	Upstream Transportation and Distribution	35	>1%
5	Waste Generated in Operations*	39	>1%
6	Business Travel	3,734	5%
7	Employee Commuting **	3,696	5%
13	Downstream Leased Assets	244	>1%
<b>Total</b>		<b>68,794</b>	<b>100%</b>

**Table 1 2018/19 UWE baseline estimated emissions by Category**

\*Waste related emissions are very small because the embodied carbon of the materials being disposed of have already been accounted for within the supplied goods category. Emissions from energy recovery, recycling, composting, and anaerobic digestion include transport to the facility only. Emissions from the treatment of these materials are attributed to the end user, not the producer (i.e., UWE). Therefore, this cannot be used to compare the merit of different waste management options.

\*\*Employee Commuting – going forward this will include student travel to and from UWE at the start and end of the year and visits home (both within the UK and abroad). This data was not available initially. It will be based on assumptions about journeys home and travel method until students are surveyed more accurately. This will also include homeworking emissions, which increased dramatically during the pandemic. For baseline year 2018/19 we only have data for daily transport and have not included return to home each term nor trips during the year. We will include this going forward as we get better data.

### 3. What is included in Scope 3

The majority of UWE Scope 3 GHG emissions come from purchased goods and services, capital goods, and transportation (fuel, business travel and commuting).

### 4. Scope 3 Challenges

There are several significant challenges associated with dealing with our Scope 3 emissions:

- The scale and complexity of the challenge
- Data quality and estimation methodology
- The degree of control we have over actions to reduce emissions
- Ensuring that as far as possible actions do not have unintended negative social-economic or environmental consequences
- Resource constraints and perceived unacceptable financial costs

We will review progress and refresh the plan over time with an annual review, through our ISO14001 processes.

### 5. Scale and complexity of the challenge

Scope 3 carbon constitutes around 80% of our total carbon footprint and we have limited or no direct control over it. 95% of the UWE Scope 3 footprint comes from four Greenhouse Gas Protocol categories:

- Purchased Goods and Services
- Capital Goods (Estates)
- Business Travel
- Staff and student commuting

## 6. Key Actions

- Improve methodology for calculations of procurement footprint
- Quantify UWE procurement carbon emissions
- Establish reduction targets for each Scope 3 category in line with the 2030 50.4% reduction target.
- Ensure carbon literacy training for all involved in procurement
- Promote a culture of reuse and refurbishment of items, rather than buying new
- Engage with suppliers on sustainability and carbon reduction through focused facilitated meetings
- Set carbon reduction targets for suppliers providing data
- Develop an understanding of which emissions it will not be possible to eliminate
- Implement Responsible Procurement Policy
- Establish Responsible Procurement Group with representatives of high volume and high value purchasers and Faculty and Estates personnel with the aim of internal knowledge building and implementation of actions.
- Lobby and work closely with Higher Education representative bodies and/or Procurement Consortia to update procurement strategies
- Rank suppliers according to spend, identifying those that collectively account for 80% of UWE spend to work closely with.
- Procurement decisions to include whole lifecycle carbon analysis
- Development of or signposting to tools to assist suppliers with carbon monitoring
- Require carbon data from suppliers of 80% of spend
- Review market for ability to provide carbon data from all suppliers
- UWE Estates to understand the issues and actions needed to ensure rapid carbon reduction in Scopes 1,2 & 3.
- Engage with Faculties, Departments and Professional Service areas across UWE to widen the sphere of influence.

Further details on roles and responsibilities as well as metrics and progress are available on the [Scope 3 Actions and Progress Tracker](#).

## 7. Tracking of Progress

As part of our regular annual reporting, carbon emissions and progress on the actions in the Tracker will be reported. This will allow us to monitor emissions and track the effectiveness of policies.

Initially a spend based methodology has been used to calculate emissions. As the granularity of data improves this will replace spend data. There is a need to document assumptions and any changes to methodology so progress and differences can be tracked.

To ensure that we maintain consistency with other higher education institutions we need to review Emissions Factors and assess sector norms and assumptions. These should be quantified wherever possible through surveys to ensure our data reflects our campuses and students.

## 8. Data quality and methodology

### Method of calculation

Different methods can be used to calculate emissions from different Scope 3 categories. This results in varying accuracy of emissions data.

Emissions for products, capital goods, services and travel were calculated using the spend-based method. This can be improved through working with suppliers to obtain accurate supplier data.

A lack of precise data should not be used as an excuse for a lack of action. UWE Bristol needs to be taking action to bring emissions down as data becomes more readily available.

Most granular	1	Supplier-specific method	Life-cycle assessments
	2	Hybrid method	Supplier specific data + secondary data to fill gaps
.	3	Average-data method	Weights/Mass/Volumes per material + industry average emission factors
Least granular	4	Spend-based method	Using the GHG Protocol

**Table 2 Granularity of data according to method**

## 9. Baseline Data

Our starting position for our baseline data was the 2018/19 report by Carbon Intelligence (table 1 above) which lays out methodology and initial baseline figures. It highlights the following categories of concern:

### **Category 1 and 2 Purchased Goods and Services and Capital Goods**

From table 1 we can see that our biggest contributors to emissions are from our estates, both in terms of capital projects and purchased goods and services (predominantly maintenance). This should be almost entirely within our control so is our main area of focus.

### **Category 3 Fuel and Energy Related Activities**

Addressed in [Carbon and Energy Management Plan](#)

### **Category 4 Upstream Transportation and Distribution**

Addressed in [Transport and Access Plan](#)

### **Category 5 Waste generated in operations**

Addressed in [Circular Economy Plan](#)

### **Category 6 Business Travel**

Addressed in [Transport and Access Plan](#)

### **Category 7 Employee commuting**

Includes staff and student commuting. This will be better quantified through surveys on the travel frequency and mode of student journeys and will then be addressed through communications and engagement around the travel hierarchy.

This will also include emissions from homeworking. These will be addressed through communication about energy reduction tips for staff and encouragement to use green energy providers.

### **Category 13 Downstream leased assets**

This is addressed in [Carbon and Energy Management Plan](#)

Other possible sources of Scope 3 emissions include nominated accommodation and international colleges. These may be included in the future subject to further investigation.



## Appendix 1 – Details of Scope 3 Categories

#	Name	Description	Examples
1	Purchased Goods and Services	Emissions arising from the processes required to make the products and services that UWE purchases across the supply chain e.g., equipment, materials, professional services etc.	<ul style="list-style-type: none"> <li>• Water</li> <li>• Catering</li> <li>• Computer Supplies &amp; Services (services &amp; peripherals including Cloud)</li> <li>• Maintenance of Estate (grounds and buildings)</li> <li>• Professional Services</li> <li>• Library and publications</li> <li>• Other procurement</li> </ul>
2	Capital Goods	Emissions arising from the processes required to make the products and services that UWE capital goods spend across the supply chain e.g., furnishings, building upgrades, stationery, computer equipment and software etc.	<ul style="list-style-type: none"> <li>• Construction</li> <li>• Stationery &amp; Office supplies</li> <li>• Computer Supplies &amp; Services (hardware, server &amp; network)</li> </ul>
3	Fuel-and-Energy-Related Activities (not included in Scope 1 or 2)	Emissions arising from the processes required to extract purchased fuels and purchased electricity and to account for transmission losses of purchased electricity.	<ul style="list-style-type: none"> <li>• Fuel and Energy related activities (not included in Scope 1 &amp; 2)</li> </ul>
4	Upstream Transportation and Distribution	Transportation and distribution of 3rd party courier services purchased by UWE.	<ul style="list-style-type: none"> <li>• Electricity transport &amp; distribution</li> </ul>
5	Waste Generated in Operations	Disposal and treatment of waste generated in UWE's operations (in facilities not owned or controlled by the reporting company).	<ul style="list-style-type: none"> <li>• Commercial waste</li> <li>• Residential waste</li> <li>• Construction waste</li> </ul>

6	Business Travel	Transportation for business-related activities e.g. conferences.	<ul style="list-style-type: none"> <li>• Academic and business travel (includes accommodation and travel agency services)</li> </ul>
7	Employee Commuting	Transportation of staff and students between their term-time addresses or homes and campus.	<ul style="list-style-type: none"> <li>• Staff commuting</li> <li>• Student commuting</li> <li>• Student start / end term commuting</li> <li>• Home working (utilities)</li> </ul>
13	Downstream Leased Assets	Operation of UWE's leased assets in the reporting year, not included in Scope 1 and Scope 2.	<ul style="list-style-type: none"> <li>• UWE buildings leased out</li> </ul>
14	Franchises	Operation of UWE's franchises in the reporting year, not included in Scope 1 and Scope 2.	
15	Investments	Operation of investments (including equity and debt investments and project finance), not included in Scope 1 or Scope 2.	
	Category to be decided		<ul style="list-style-type: none"> <li>• Nominated accommodation</li> <li>• International colleges</li> </ul>