



## Sustainability Plan 2012/13 – End of year progress

The Marine Management Organisation (MMO) established a Sustainability Working Group in 2012 that produced a Sustainability Strategy and Sustainability Plan for the year. The purpose of this plan was to lay out the actions MMO would take over the 2012/13 reporting year to operate more sustainably.

This document sets out end of year progress for all sustainability targets established by the working group for 2012/13. An overall summary of performance is available in the Annual Report and Accounts 2012/13.

● Good progress made ● Some progress made ● Limited progress made

Target	Delivery date	End of year progress
1.1 The 2012/13 MMO Annual Report and Accounts will report against all targets identified in the Sustainability Plan.	June 2013	● Good progress made Some of the key measures featured in the sustainability plan were highlighted in the sustainability report with reference to some of the work of the sustainability group. Although a full report against all targets was not included due to size restrictions, a full report is available on the MMO website which the annual report refers to.
2.1 The Sustainability Working Group will meet quarterly to develop and drive the MMO's approach to sustainability, from June 2012	(from) June 2012	● Good progress made The Sustainability Working Group continues to meet quarterly.

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<p>3.1 70 per cent of new leases through the MMO Private User Scheme/Lease Car Scheme are of a vehicle with emissions of 120 grams of carbon dioxide per kilometre driven (g/km) or less by June 2012.</p>	<p>June 2012</p>	<p>● Good progress made</p> <p>Due to restricted opportunities as to when we could replace vehicles in the fleet the original timescale of June 2012 was missed. However, at the end of March 2013 77 per cent of our 35 fleet cars had emissions of 120 grams or less. The MMO will continue to look to increase its share of low emission vehicles.</p>
<p>3.2 Establish a baseline for direct travel by March 2013.</p>	<p>March 2013</p>	<p>● Good progress made</p> <p>Baselines for direct and indirect travel have been established in 2012/13 following analysis of the various sources of sustainability data. The most significant issue relates to rising emissions from indirect travel and the relevant baselines will be used in 2013/14 to try and reduce team carbon emissions from indirect travel.</p>
<p>3.3 Establish a mechanism for incorporating emissions from all surface and air surveillance into sustainability reporting by April 2013.</p>	<p>April 2013</p>	<p>● Limited progress made</p> <p>Mechanism has not yet been fully established as there is currently no obligation for suppliers to provide emissions data. Limited information available in relation to fuel usage on aerial surveillance and we will continue to look for opportunities to capture data relating to the emissions of our surveillance activities.</p>
<p>4.1 Sustainability requirements included in agreement documents with estates and facilities management providers by March 2013.</p>	<p>March 2013</p>	<p>● Good progress made</p> <p>This is standard practice with the MMO's estate and facilities provider, Interserve.</p>

Target	Delivery date	End of year progress
4.2 Establish "energy sustainability" criteria for MMO procurement and embed into procurement process by March 2013	March 2013	<p>● Limited progress made</p> <p>A number of procurement initiatives, including areas of ethical and sustainable procurement, have been in progress during the year at Department for Environment, Food and Rural Affairs (Defra) level. Although we have provided input to these discussions at various stages of the year, progress has been limited until agreement at a Defra level has been reached. Following conclusion we can look to incorporate into MMO procurement processes.</p>
4.3 Establish baseline for emissions arising from IT procurement by March 2013.	March 2013	<p>● Limited progress made</p> <p>Baseline was not established during the year due to a number of complexities in deriving the figures. The ICT Strategy contains a number of the elements required and will be taken forward over the coming year.</p>
4.4 Establish baseline data for emissions arising from all procurement by March 2014, incorporating lessons learned from target 4.3.	March 2014	
4.5 Identify "sustainability champions" for each work area (at least one per office).		<p>● Some progress made</p> <p>Decision was taken not to assign formal sustainability champions to each work area in favour of using existing members of the sustainability working group to drive forward sustainability issues in the business. Working group members from finance and estates have worked together to use site specific sustainability information to target improvements through identification of site anomalies and high usage areas. This has helped reduce water usage in one site by over 80 per cent.</p>
4.6 By April 2013, sustainability champions have met in person or virtually at least twice and agreed ways of encouraging sustainable behaviour.	April 2013	

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5.1 All MMO laptops will include web camera and videoconferencing capabilities by March 2013.	March 2013	<p>● Limited progress made</p> <p>Not possible to implement during 2012/13. The introduction of webcam and videoconferencing capabilities on MMO laptops is dependent on the rollout of new laptops which is not scheduled until 2013/14.</p>
5.2 All staff will have understanding of sustainable alternatives to indirect travel by March 2013 to support reduction of carbon emissions from indirect travel	March 2013	<p>● Good progress made</p> <p>Baselines for carbon emissions as a consequence of business travel have been established for each team. They will be used to drive reductions in business travel across teams through raising awareness of team journey volumes and mode of transport selected.</p>
6.1 Work with the MMO Equality and Diversity Working Group to establish "ethical procurement" criteria for MMO procurement by March 2013.	March 2013	<p>● Limited progress made</p> <p>A number of procurement initiatives, including areas of ethical and sustainable procurement, have been in progress during the year at Defra level. Although we have provided input to these discussions at various stages of the year, progress has been limited until agreement at a Defra level has been reached. Following conclusion we can look to incorporate into MMO procurement processes.</p>
6.2 Embed ethical procurement criteria into new procurement procedure by March 2014.	March 2014	
6.3 Review all existing contracts under ethical procurement criteria by March 2015.	March 2015	
7.1 All staff will be aware that all sustainability related suggestions, questions and comments can be made to the suggestions mailbox by July 2012.	July 2012	<p>● Some progress made</p> <p>Key sustainability messages to staff have been distributed through office notices and head of function forums.</p>

Target	Delivery date	End of year progress
7.2 A sustainability section will be included in office notices by July 2012 including information of progression of sustainable issues and energy and water use information.	July 2012	<p>● Limited progress made</p> <p>Sustainability Working Group agreed this target needed to be amended and a Sustainability Communications Plan was needed.</p>
7.3 Investigate ways to encourage and promote sustainable behaviour by July 2013.	July 2013	<p>● Some progress made</p> <p>Some progress made as covered in the other targets included in this plan and more planned for the 2013/14 year.</p>
7.4 Internal MMO "sustainability pages" will be launched on MMO SharePoint to allow all staff to contribute to and keep track of progress on sustainability by April 2013.	April 2013	<p>● Some progress made</p> <p>SharePoint sustainability pages were not launched during the year. However, dedicated section of MMO intranet for the Sustainability Working Group was established. The site provides details on the MMO Sustainability Strategy, the MMO Sustainability Plan, minutes from working group meetings and other relevant information.</p>
8.1 The Sustainability Working Group will engage with at least two relevant organisations to share best practice and lessons learned by April 2013.	April 2013	<p>● Good progress made</p> <p>Representatives from both the World Wildlife Foundation and Natural England have attended the Sustainability Working Group to share best practice and lessons learned.</p>