

SEACAMS2 Cross-Cutting Themes Case Study

Gwen Holland, CCT Officer, Sustainability Lab – July 2019

Project Overview

SEACAMS2 worked with the Sustainability Lab to adopt the Wellbeing of Future Generations (Wales) Act 2015 as a framework for delivery from the inception stages of the project, in order to ensure that environmental, social, cultural and economic considerations featured in all decision making. A three hour session was delivered to all Bangor staff by the Sustainability Lab on the 7th June 2016, and a similar session was later delivered in Swansea. Themes emerged from the workshop and internal CCT indicators were chosen and reported on.

A year later, in June 2017, the SEACAMS2 project was sent a list of nine compulsory internal CCT indicators for the project to report on by the Welsh European Funding Office (WEFO). They are as follow:

- Adopting Promoting the Welsh Language
- Activity supporting speakers of the Welsh Language
- Developing an Eco-code
- Local Supply Chain Development
- Development of an Organisational Travel Plan and Sustainable Transport Initiatives
- Resource Efficiency Measures
- Community Skill Building Activity
- Developing/Engaging CCT Champions
- CCT Toolkit, Base Line Mechanism, App Development

As the project had already selected its own CCT indicators at its WFGA Workshop, and as work had already commenced on some of these additional targets as well as some of the ones above; SEACAMS2 will also report on the following indicators in the case study:

- Improving Staff Wellbeing
- Developing a Wellbeing Code

CCT were also delivered by company partners with support from the Sustainability Lab during the earlier stages of the project. These external (company) CCT were removed from the project in December 2017, and transferred for delivery by SMART Innovation from this point on. The external company CCT case studies completed prior to December 2017 will feature in the appendix of this main project case study.

All CCT-related legislation applicable to the SEACAMS2 project is available to staff and partners, and can be found on the Sustainability Lab's SEACAMS2 and ERDF pages: <http://planet.cymru/en/seacams2/>. This information was also e-mailed to all members of staff at the beginning of the project.



SEACAMS2 Compulsory CCT Indicators

Adopting/Promoting the Welsh Language

The SEACAMS2 website, publicity material and advertisements are bilingual and all members of staff have received support to create and use bilingual e-mail signatures and out-of-office notices throughout the project lifespan. All recruitment and selection activities have been carried out in accordance with Bangor University's Welsh Language Code of Practice for Staff Appointments, and all candidates invited to job interview have been given the opportunity to be interviewed in Welsh or English.

Welsh language and staff wellbeing, were key themes that emerged from the SEACAMS2 Wellbeing & Future Generations Workshop. Thus promoting the use of Welsh and improving staff's Welsh language skills was identified as an internal CCT target and prioritised from the outset of the project contributing to the WFG goal a 'Wales of vibrant culture and thriving Welsh language'. A survey was subsequently conducted to establish staff's baseline ability and interest in learning Welsh.

Welsh Language lessons were organised in Marine Centre Wales (MCW) to ensure that SEACAMS2 members of staff could easily attend. Lessons commenced in July 2016 and took place every Monday afternoon between 3.30pm and 5pm, with six member of staff initially signing up. All six of the initial participants felt that the Welsh language lessons were useful, whilst three marked an improvement from 'none' to 'limited' after only five weeks. Five participants continued with the lessons after the initial five week period, whilst two more later joined.

As a result of increasing workloads during the project, numbers dwindled over the spring and by June 2017 all SEACAMS2 members of staff felt they were unable able to attend the Welsh language lessons. In September 2017, two more members of staff signed up to Welsh lessons, whilst the offer remained available to all SEACAMS2 staff throughout the duration of the project. The classes in MCW were also open to all Ocean Sciences staff, and are a positive legacy from the SEACAMS2 initiative.

Susan Allender, SEACAMS2 Laboratory Manager said,

"It was great to be able to learn some basic Welsh in a friendly environment and in a convenient location."

Welsh language lessons were made accessible to all SEACAMS2 staff members throughout, with ten members of the team actively improving their Welsh language skills during the lifetime of the project.

Activity supporting speakers of the Welsh Language

Members of staff had explained during the inception CCT Workshop that they would prefer to learn and practice every day phrases in Welsh to help them when attending events and when working with clients, rather than learning formal Welsh in order to sit exams.



Consequently an informal mentoring scheme was set up between staff members to coincide with the Welsh language lessons at MCW.

The aim of the mentoring scheme was to pair a member of staff who wanted to practice a little Welsh with a member of staff who was a fluent Welsh speaker, to help encourage learners and make them feel more comfortable trying out a new phrase. A survey was conducted to ask if staff were interested in becoming Welsh language mentors and mentees, and the scheme commenced on the 8th September 2017.

Four members of the SEACAMS2 team signed up as mentors and nine as mentees. The scheme also included staff from the BlueFish project and the ISPP project, who were also partaking in Welsh lessons in MCW.

Jennifer Roberts, SEACAMS2 Senior Clerical Officer stated,

"I enjoyed the experience, as it was an opportunity to learn something new about my colleagues. Every day I saw them, I would ask a different question about their lives. Some mentees were more dedicated than others, which is to be expected."

Staff had also expressed an interest in having the opportunity to practice Welsh in a social setting, and so a Welsh language coffee morning was suggested. As the WFG goal is to promote a 'Wales of vibrant culture and thriving Welsh language', it was believed that it would be an opportunity to also celebrate the projects' diversity and different cultures.

A Multilingual Coffee Morning was organised in MCW on Friday 18th May 2018 at 10:45am, to promote the use of the Welsh language and to celebrate the projects' diversity. Staff and students brought food or drinks to share from their country, region or village and learn a new phrase in a different language or dialect. The coffee morning included staff from SEACAMS2, ISPP and BlueFish, with approximately 35 members of staff taking part as well as students.





Developing an Eco Code

A bilingual project-specific Eco Code was created and displayed in the communal areas in labs and offices in both partner premises, whilst it was also easily available online. The Eco Code is a poster that reminds staff, partners, students and visitors about environmental good practice; in particular waste, transport, purchasing, water, energy, biodiversity and raising environmental awareness.

Cod Eco

Gwastraff	
Cod Eco	Byddwn yn atal, lleihau, atgyweirio, aildddefnyddio ac ailgylchu ein gwastraff lle bynnag bosib
Gweithred	<ul style="list-style-type: none"> Ailgylchir holl ddeunyddiau a ddefnyddir yn cynnwys papur, metel, gwydr, plastig a bwyd Sicrhau bod arwyddion digonol ar gyfer ailgylchu a bod biniau wedi eu lleoli'n gyfleus ar draws yr adeilad
Trafnidiaeth	
Cod Eco	Annog mwy o ffyrdd sy'n gyfeillgar i'r amgylchedd i deithio
Gweithred	<ul style="list-style-type: none"> Lleihau'r angen am deithio lle bo modd trwy ddefnyddio TGCh Defnyddio a hyrwyddo cludiant cyhoeddus a llwybrau beicio Defnyddio fideo-gynadledda a thelegynadledda yn lle cael cyfarfodydd wyneb-y-wyneb Hyrwyddo rhannu ceir lle bo hynny'n bosibl
Prynu	
Cod Eco	Byddem yn prynu cynnyrch a deunyddiau sydd ddim yn niweidio'r amgylchedd pan yn cael eu gwneud neu eu defnyddio
Gweithred	<ul style="list-style-type: none"> Prynu cynnyrch wedi ei aildddefnyddio/ailgylchu lle bynnag bosib Cadw at weithdrefnau caffael cynaliadwy ein sefydliad
Dŵr	
Cod Eco	Byddwn yn arbed dŵr lle bynnag bosib
Gweithred	<ul style="list-style-type: none"> Diffodd tapiau pryd bynnag nad ydynt yn cael eu defnyddio Rhoi gwybod am unrhyw wastraff dŵr, e.e. tapiau sy'n difaru Peidio gorlenwi'r tegell
Ynni	
Cod Eco	Byddwn yn lleihau'r defnydd o ynni
Gweithred	<ul style="list-style-type: none"> Troi gwres / golau i ffridd/lawr pan nad oes eu hangen Cau bob drws / ffenestr yn y gaeaf Diffodd offer trydanol pan fo'n briodol Defnyddio'r grisiau yn lle'r lifft
Bioamrywiaeth	
Cod Eco	Byddwn yn cynyddu bioamrywiaeth y safle, a'r ardal o'i amgylch
Gweithred	<ul style="list-style-type: none"> Cymryd rhan mewn digwyddiadau bioamrywiaeth y Brifysgol
Codi Ymwybyddiaeth	
Cod Eco	Byddwn yn hysbysu ein holl ymwelwyr a'r cyhoedd yn gyffredinol ynglŷn a sut yr ydym yn edrych ar ôl ein hamgylchedd
Gweithred	<ul style="list-style-type: none"> Ble y gallwn, byddwn yn rhoi hysbysiadau a phosteri o amgylch y safle e.e. y Cod Eco yma Darparu gwybodaeth ar wefan ac mewn deunyddiau eraill



Eco Code

Waste	
Eco Code	We will prevent, reduce, repair, reuse and recycle to minimise waste wherever possible
Action	<ul style="list-style-type: none"> Recycle all materials used, including paper, metals, glass, plastic and food Ensure there is adequate signage for recycling and that bins are conveniently located across the building
Transport	
Eco Code	Encourage more environmentally friendly ways to travel
Action	<ul style="list-style-type: none"> Reduce need for travel where possible through the use of ICT Utilise, promote and enhance public transport and cycle routes Use Videoconference and Teleconference Promote car sharing wherever possible
Purchasing	
Eco Code	We will buy products and materials that do not harm the environment when they are made or used
Action	<ul style="list-style-type: none"> Purchase reused/recycled products wherever possible Adhere to our institutions sustainable procurement procedures
Water	
Eco Code	We will save water wherever possible.
Action	<ul style="list-style-type: none"> Turn off taps whenever not in use; Report any water wastage, e.g. dripping taps Don't overflow the kettle
Energy	
Eco Code	We will reduce our energy consumption
Action	<ul style="list-style-type: none"> We will: Turn off/down all heating/lighting when not needed Close all doors/windows in winter Turn off electrical equipment when appropriate Use the stairs instead of the lift
Biodiversity	
Eco Code	We will increase the biodiversity of the site and its surroundings
Action	<ul style="list-style-type: none"> Participate in the University biodiversity events
Raising Awareness	
Eco Code	We will inform all our visitors and the general public about how we are looking after our environment
Action	<ul style="list-style-type: none"> Place prominent notices and posters around the organisation premises e.g. this Eco Code Provide information on our website and any other material



Local Supply Chain Development

SEACAMS2 decided not to create a marine and coastal business directory, as Marine Energy Wales had already created one. It was believed that creating something similar would be a waste of resources and risk displacement, when businesses could be signposted to the one already in existence <https://www.marineenergywales.co.uk/membership/members-directory/>.

SEACAMS2 events have provided opportunities for direct business-to-business networking and SEACAMS2 staff have attended numerous external events, where they have used their knowledge of the sector to help connect collaborating companies with commercial service providers. External events included meetings, presentations, workshops, panel debates, conferences, exhibitions, and other engagement activities.

Development of an Organisational Travel Plan and Sustainable Transport Initiatives

The concept of travel justification was introduced at the beginning of the project, and staff were asked to justify their mode of transport when booking travel. It was explained to staff at the start that when justifying the reasons for travelling, the considerations are not restricted to environmental concerns, but should consider all the pillars of sustainability including financial and social reasons. For example, selecting the most environmental/financial options could be detrimental to health and wellbeing if this requires staff to have to spend too much time away from home.

The use of ICT (skype, video conferencing etc.) was promoted from the start of the project and a central spreadsheet was created for logging ICT use by all members of staff, capturing the mileage saved by not traveling to meetings. Staff were sent regular reminders about the importance of filling in the ICT spreadsheet throughout the lifetime of the project.

SEACAMS2 also promotes sustainable travel to partners and visitors. There is a video wall in MCW, which displays bus timetables and there are links on the Bangor University website to public transport, whilst there is cycle parking/storage at MCW. The project also promotes and encourages staff to take part in Bangor University's Cycle to Work scheme, details of which can be found on the following [link](#).

Resource Efficiency Measures

Bangor University and Swansea University both have an accredited ISO4001:2015 Environmental Management System, and are therefore committed to resource efficiency and continual improvement from an organisational perspective. The SEACAMS2 project must therefore adhere to both organisations' environmental management practices and procedures.

The project-specific Eco Code, which was created and displayed in the communal areas in SEACAMS2 offices and labs, focussed on everyday resource efficiency measures. Recycling posters were also displayed in recycling hubs across MCW to inform staff, promote recycling, and ensure a better quality of recycling was collected. Recycling quality and



quantity improved somewhat as a result of the posters, but recycling in some areas such as labs remain problematic for logistical reasons.

A SEACAMS2 Sustainable Events Checklist was created to be used by staff when organising events and large meetings. The checklist is bilingual and can be filled out in either language, and has been used throughout the project for any event; staff have been regularly reminded of its importance. The checklist is a series of questions to be answered by the event organiser in the preparation stages. Questions are particularly focused on the outcome of the event, date and timing, location and accessibility, possible waste generated, bilingualism, and catering (with emphasis on health, locality and resource efficiency).

Bangor University focused its attention on laboratory waste during 2018-19, with SEACAMS2 being an active partner and instigator of a University-wide lab plastic recycling initiative. In February 2018, lab plastic samples were sourced from MCW labs by SEACAMS2 staff on behalf of the University's Campus Waste Coordinator, which were later sent to the University's recycling contractors to test the materials' recyclability. A lab recycling pilot was planned for June 2018, but unfortunately there was an issue at the processing plant with the plastic samples splitting on the line before processing. As a result, a Lab Plastic Recycling working group was set up in late 2018 to look at the practicalities of having a separate system in place, in order to ensure that any initiative was fit for purpose. The working group consisted of staff members from various European funded projects, which included SEACAMS2, BlueFish, SNAP and the Shellfish Centre. More plastic samples were collected in early 2019, and a company able to recycle the lab materials was sourced. A two-week pilot was conducted between the 7th June and the 21st June 2019 to quantify the material in order to progress with a separate contract. A University-wide lab plastic recycling contract is expected to commence on the 1st August 2019.

Community Skill Building Activity

Skill-building in this instance, is taken to mean sharing knowledge to help customers, students, members of the public and other professionals to solve problems, develop new methods, overcome issues, learn new skills or further develop an existing skill. These skills don't necessarily have to be scientific, they also include sharing what information is already available, what research has already been conducted, where to find it, how to progress with a particular project, how technical machinery works, what research techniques are involved, which companies are doing what, and transferable skills for employment. As the CCT have been addressed in the context of the WFGA, SEACAMS2 has taken this indicator to also include promoting and supporting any contributions that can be made to the community under the 'Cohesive community' goal.

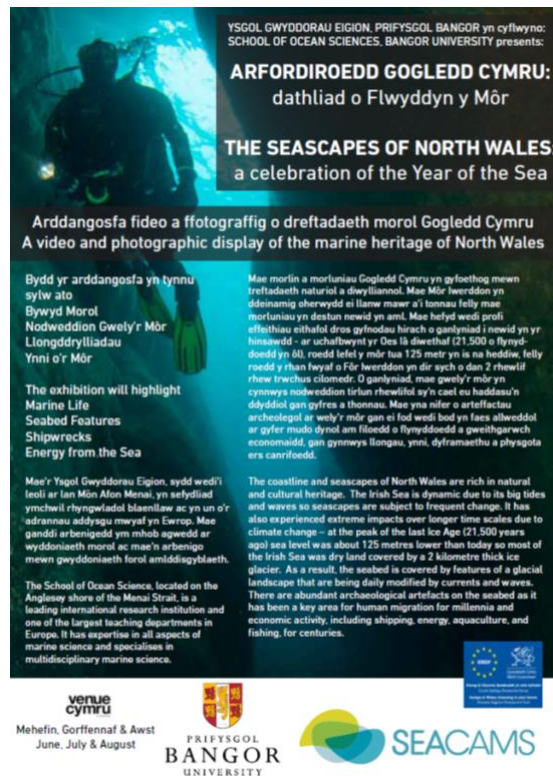
SEACAMS2 regularly takes part in community and public engagement activities, most are knowledge/ information sharing events, whilst some are more interactive. Marine Centre Wales is also open to businesses where meeting rooms, laboratories and ship facilities can be used free of charge to those eligible to take advantage of this offer.

SEACAMS2 has compiled a list of presentations, workshops, work experience, meetings and interviews that have been carried out during the lifetime of the project, as well as a list of



conferences and exhibitions the project attended (this is available in a separate document but has not been included in the case study). The list does not include any activities carried out with R&D partners as this indicator refers to engagement with the wider community. During the lifetime of the project, SEACAMS2 contributed to over 45 community events/activities.

Venue Cymru Exhibition – June 2018



YSGOL GWYDDORAU EIGION, PRIFYSGOL BANGOR yn cyflwyno:
SCHOOL OF OCEAN SCIENCES, BANGOR UNIVERSITY presents:

ARFORDIROEDD GOGLEDD CYMRU:
dathliad o Flwyddyn y Môr

THE SEASCAPES OF NORTH WALES:
a celebration of the Year of the Sea

Arddangosfa fideo a ffotograffig o dreftadaeth morol Gogledd Cymru
A video and photographic display of the marine heritage of North Wales

Bydd yr arddangosfa yn tynnu sylw ato
Bywyd Morol
Nodweddion Gwely'r Môr
Llongddrylliadau
Ynni o'r Môr

The exhibition will highlight
Marine Life
Seabed Features
Shipwrecks
Energy from the Sea

Mae'r Ysgol Gwyddorau Eigion, sydd wedi'i leoli ar lan Môn Afon Menai, yn sefyliad ymchwil rhwyngwladol blaenllaw ac yn un o'r adranau addysgu mwyaf yn Ewrop. Mae ganddi arbenigedd ym mhob agwedd ar wyddoniaeth morol ac mae'n arbennig mewn gwyddoniaeth fôr aml-ddisgyblaeth.

The School of Ocean Science, located on the Anglesey shore of the Menai Strait, is a leading international research institution and one of the largest teaching departments in Europe. It has expertise in all aspects of marine science and specialises in multidisciplinary marine science.

Mae morlin a morluniau Gogledd Cymru yn gyfoethog mewn treftadaeth naturiol a diwylliannol. Mae Môr Iwerddon yn ddinamig oherwydd ei llame mawr a'i tonnau felly mae morluniau yn deun newid yn aml. Mae hwyd wedi profi effeithiau eithafol dros gyfnodau hirach o ganlyniad i newid yn yr hinsawdd - ar uchafbwynt yr Oes Is diwrethaf (21,500 o flynyddoedd yn ôl), roedd lefel y môr tua 125 metr yn is na heddiw, felly roedd y rhan fwyaf o Fôr Iwerddon yn dir such o dan 2 rhewid rhew trachus cilomedr. O ganlyniad, mae gwely'r môr yn cynnwys nodweddion tirlun rhewidol sy'n cael eu haddasu'n ddwyddol gan gyfres a thonnau. Mae yna nifer o arteffactau archeolegol ar wely'r môr gan ei fod wedi bod yn faes allweddol ar gyfer mudo dynol am flwyddoedd a gwerthgarech economaidd, gan gynnwys llongau, ynni, dyframaethu a physgota ers canrifoedd.

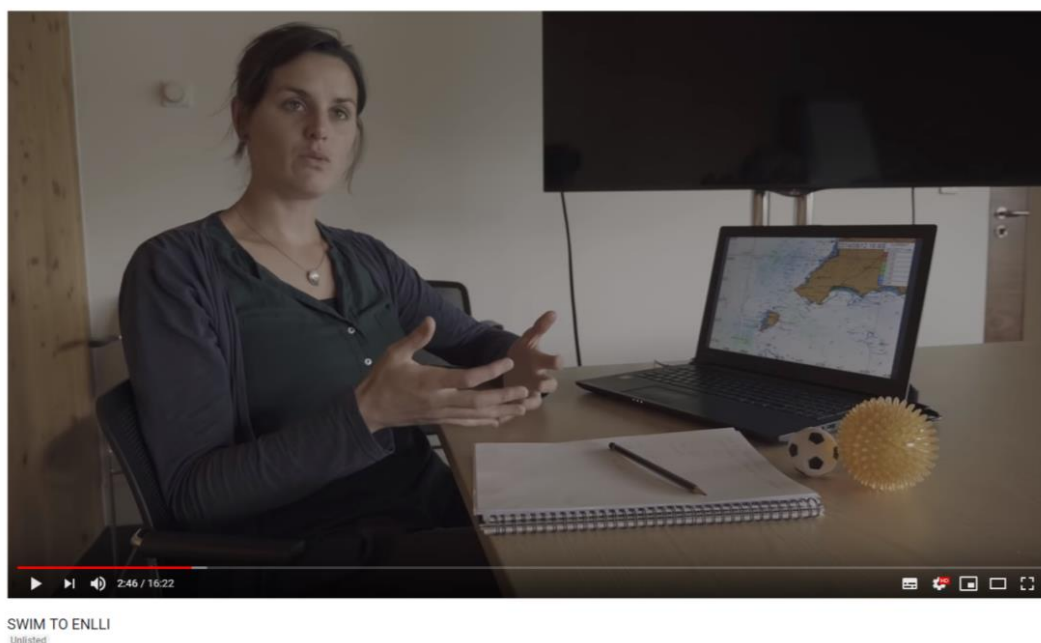
The coastline and seascapes of North Wales are rich in natural and cultural heritage. The Irish Sea is dynamic due to its big tides and waves so seascapes are subject to frequent change. It has also experienced extreme impacts over longer time scales due to climate change - at the peak of the last Ice Age (21,500 years ago) sea level was about 125 metres lower than today so most of the Irish Sea was dry land covered by a 2 kilometre thick ice glacier. As a result, the seabed is covered by features of a glacial landscape that are being daily modified by currents and waves. There are abundant archaeological artefacts on the seabed as it has been a key area for human migration for millennia and economic activity, including shipping, energy, aquaculture, and fishing, for centuries.

venue cymru
Mehefin, Gorffennaf & Awst
June, July & August

PRIFYSGOL BANGOR
UNIVERSITY

SEACAMS

Educational video about the tides with Matt Lewis, NRN-LCEE – August 2018



Plastic in the Ocean Workshop with Tudweiliog Primary School – November 2018



IONs North Wales Means Business Conference – November 2018



Presentation to Anglesey Antiquarian Society – January 2019



SEACAMS2 Stakeholder Workshop, Cardiff – January 2019



Developing/Engaging CCT Champions

SEACAMS2 believed that Sustainability and CCT delivery should be a team approach that should be embedded into the project, and so it was decided that as the project has a designated CCT Officer, it would be more valuable to ensure the whole team engaged fully with CCT, rather than having a project CCT champion.

The SEACAMS2 team have all engaged with CCT during the lifetime of the project. Staff members have attended Welsh language lessons, have volunteered as Welsh language mentors and mentees, have created bilingual e-mail signatures and out-of-office replies, have attended a Multilingual Coffee Morning, attended a Mindfulness session, have contributed to community engagement and skill building activities, have connected collaborating companies and networked, have familiarised themselves and adhered to the Eco code and Wellbeing code, have filled out the Sustainable Events Checklist, have considered the need for travel and updated the ICT spreadsheet as required. Furthermore SEACAMS2 staff have been crucial partners in moving the University's laboratories forward in terms of their waste management.

The Sustainability Lab also organised a Wellbeing of Current and Future Generations Network for project champions to attend, share ideas and address any issues, which SEACAMS2 attended.

CCT Toolkit, Base Line Mechanism, App Development

A Wellbeing of Future Generations Baseline Review document was created for SEACAMS2 client use. This was used in the initial meeting with the company (either face to face or over the phone) and was then populated regularly by the CCT officer whilst the work was carried out by the client. Once the work was complete, the document was signed by the client as confirmation that the work had been carried out. This document was later used to create a shorter, bilingual case study to be used on websites. These short case studies will feature in the appendix.

The Sustainability Lab also created a database to store client CCT centrally and generate reports. However, the database was not fully developed, as the external targets were removed from the project at the end of 2017, and thus the database was no longer needed.

SEACAMS2 Additional CCT Indicators

Improving Staff Wellbeing

Staff wellbeing was the other key theme that emerged from the SEACAMS2 Wellbeing & Future Generations Workshop. Maximising mental and physical wellbeing, and taking positive steps to benefit future health, of course falls under the 'healthier Wales' goal.

A Mindfulness Taster Session was organised for SEACAMS2 staff at MCW on the 26th October 2016. Eight members of staff attended the taster session, whilst one member of staff subsequently went on a Mindfulness course.



A Wellbeing Writing session was also offered to project staff in April 2017, but at the time there was insufficient interest to arrange a SEACAMS2-specific session, with only four members of staff expressing an interest.

Developing a Wellbeing Code

A bilingual project-specific Wellbeing Code was created and displayed in the communal areas across both offices and is easily available online. The aim of the Wellbeing Code is to ensure equal focus on the social/cultural aspects of the projects as on the environmental ones. The poster is very similar to the Eco Code in that it reminds staff, partners, students and visitors about the importance of wellbeing, whilst it has been structured in accordance with the social/cultural goals as they appear in the Wellbeing of Future Generations (Wales) Act 2015. The Wellbeing Code therefore includes a section on Health, Equality, Cohesive Workplace and Welsh Language and Culture.

Cod Llesiant

Iechyd	
Cod Llesiant	Annog staff ac ymwelwyr i ofalu am eu lles meddyliol a chorfforol
Gweithred	<ul style="list-style-type: none"> Annog staff i gymryd seibiant yn rheolaidd oddi wrth eu sgriniau cyfrifiadurol yn enwedig am 10:45yb am banded a sgwrs Hwyluso a hyrwyddo gweithgareddau i wella iechyd meddwl a chorfforol e.e. sesiynau ymwybyddiaeth ofalgar Annog staff i fynd am dro yn ystod amser cinio Cynghori staff i beidio ag ymateb i e-byst ac ati ar benwythnosau a phan ar wyliau blynyddol

Cydraddoldeb

Cod Llesiant	Dileu unrhyw fath o wahaniaethu, aflonyddu, brawychu neu eriedigaeth yn y gweithle
Gweithred	<ul style="list-style-type: none"> Trin ein holl weithwyr a'r rhai sy'n ceisio am swyddi yn deg a chyfartal wrth beth fo'u hoed, anabledd, ailbennu rhyw, statws priodasol/ partneriaeth sill, statws beichiogrwydd/ mamolaeth/ teulu, hil (sy'n cynnwys tarddiad ethnig, llw, cenedligrwydd, a tharddiad cenedlaethol), crefydd, cred, rhyw neu gogwydd Cynnig gweithio hyblyg lle bynnag y bo modd

Gweithle Cydlynol

Cod Llesiant	Sicrhau bod yr holl staff yn cael y wybodaeth diweddar ac i dderbyn adborth
Gweithred	<ul style="list-style-type: none"> Trefnu cyfarfodydd tim rheolaidd er mwyn sicrhau bod pob aelod o staff yn cael gwybodaeth diweddar Annog staff i gynnig adborth ar unrhyw agwedd o'r project Annog cydweithredu ar draws prosiectau ac adrannau

Iaith a Diwylliant

Cod Llesiant	Sicrhau fod y project yn gweithredu yn hollol ddwyieithog ac yn annog defnyddio o'r iaith Gymraeg yn y gweithle
Gweithred	<ul style="list-style-type: none"> Sicrhau fod ein holl deunyddiau yn ddwyieithog Annog ein staff i wella ei sgiliau Gymraeg

Wellbeing Code

Healthy	
Wellbeing Code	Encourage staff and visitors to take care of both their mental and physical wellbeing
Action	<ul style="list-style-type: none"> Encourage staff to take regular breaks from their computer screens in particular at 10:45 for Coffee and a chat Facilitate and promote activities to improve mental and physical health e.g. mindfulness Encourage staff to not respond to e-mails etc. on weekends and when on annual leave

Equal

Wellbeing Code	Eliminate any form of discrimination, harassment, intimidation or victimisation in the workplace
Action	<ul style="list-style-type: none"> Ensure that we treat all employees and job applicants fairly and equally regardless of age, disability, gender reassignment, marriage/ civil partnership status, pregnancy/ maternity/ family status, race (including ethnic origin, colour, nationality and national origin), religion, belief, sex (gender) or sexual orientation Offer flexible working whenever possible

Cohesive Workplace

Wellbeing Code	Ensure that all staff are up-to-date and are able to provide feedback
Action	<ul style="list-style-type: none"> Arrange regular team meetings to ensure all members of staff are up-to-date Encourage staff to provide feedback on any aspect of the project Encourage cross-project/department collaborations

Welsh Language & Culture

Wellbeing Code	Operate in a fully bilingual manner and encourage the use of the Welsh language in the workplace
Action	<ul style="list-style-type: none"> Ensure all materials are fully bilingual Encourage staff to improve their Welsh language skills

SEACAMS2 was awarded the Sustainability Lab's "A Project Committed to Sustainability" CharterMark on the 19th July 2019.



Appendix: External Client Case Studies

Tidal Lagoon Power Ltd. (TLP)

Promoting the well-being of current and future generations with Tidal Lagoon Power Ltd.



Tidal Lagoon Power (TLP) was formed in 2011 to develop, construct and operate tidal lagoon power plants in the UK and internationally. The company is currently developing a UK-wide fleet of six tidal lagoons to meet up to 8% of UK electricity demand (enough to power around 30% of homes), and have identified a number of potential projects overseas in countries such as Canada, France, India and Mexico.

As a company developing renewable energy it's not surprising that the environment is high on the agenda. But TLP, with its core principles of 'innovate', 'collaborate', inspire' and 'nurture' has sustainability at the heart of the company, addressing all four pillars of sustainability – environmental, economic, social and cultural.

As you would expect a company of this stature TLP has many policies and statements in place, which are reviewed every 18 months. More surprising perhaps is that although they are based in Gloucester, England, TLP proactively encourage the use of the Welsh language through engagement activities and participation in Welsh media. The company is also committed to both improving the wellbeing of their staff and engagement with the community.

As part of the partnership work with SEACAMS2 on various research projects TLP has committed to improving its sustainable working practices even further.

Since working with SEACAMS2 and the Sustainability Lab, TLP has adopted a Welsh language tagline to be used to promote the company and have made sure that most of their website is available in Welsh as well as English; the website is now bilingual, which is a big achievement.



TLP have also organised Environmental Days where staff are given volunteering days to help environmental projects; the latest being conservation work with Natural England to support the management of valuable habitats earlier this year. TLP have also introduced wellbeing initiatives in the workplace, which includes subsidised yoga session at lunchtime on site, meditation sessions on site after work, and a fully kitted out meditation room has been made available at all times.

As a result of working with the Sustainability Lab they are also looking at developing an Equal Opportunities Policy and a Welsh Language Policy in the near future, having already received policy templates.

Tidal Lagoon Power is the first company working with SEACAMS2 to be awarded the Sustainability Lab's 'Towards a Sustainable Future' CharterMark, and we hope to continue working with them for years to come. They are an inspiring example of what a company could and should be doing.

Catrin Jones, Policy and Strategy Manager for TLP said:

"We're delighted to be the first company working with SEACAMS2 to be awarded the Sustainability Lab's 'Towards a Sustainable Future' CharterMark. Tidal Lagoon Power is supportive of the pioneering work in Wales on implementing sustainable development for the wellbeing of future generations. With a pathfinder tidal lagoon and associated industry anchored in Wales at Swansea Bay, and further projects in Wales, we want to integrate the Wellbeing Goals and Ways of Working in what we do and hope to work with the Sustainability Lab to ensure we continually improve and build on this 'Towards a Sustainable Future' CharterMark."

Wave Hub

Wave Hub – Working Towards a Sustainable Future



Wave Hub Ltd. manages offshore test sites to advance the development of offshore renewable energy technologies. It was set up to help wave, tidal and offshore wind developers around the world to test their technologies in open sea conditions. Wave Hub is a small enterprise based in Hayle, Cornwall, with a smaller subdivision in Pembrokeshire. It



was formed back in 2003, received its necessary consents from the UK government in 2007 and was fully commissioned in 2012.

Sustainability is central to Wave Hub operations as the company's primary objective is to help wave, tidal and offshore wind developers around the world to test their renewable energy technologies; this promotes the use of natural renewable power as opposed to non-renewable fossil fuels.

Wave Hub is committed to sustainability on every level and they have formalised their sustainable practices in policies and statements, which are monitored and renewed annually. All leaflets, news stories and press releases are available in Welsh and English, whilst the Pembrokeshire site webpages are fully bilingual. The company works closely with organisations, communities and other stakeholders when making long-term decisions, and is committed to the wellbeing of its staff.

As part of their partnership work with SEACAMS2, Wave Hub has committed to further improving its sustainable working practices with the help of the Sustainability Lab.

Since working with SEACAMS2 and the Sustainability Lab, Wave Hub have formalised their flexible-working procedures by creating a Flexible-Working Statement, they have created and displayed an Eco-Code in their offices, and have organised stakeholder engagement.

As a result of making further improvements to its sustainability, Wave Hub have been awarded the Sustainability Lab's 'Working Towards a Sustainable Future' CharterMark. Wave Hub is a great example of a company taking sustainability seriously, and it has been a pleasure working with them.

Tocado

Tocado – formalising its vast sustainability practices



Tocado is a tidal turbine developer and global leader in tidal energy solutions, which was set up in 2008. It was founded and is still based in the Netherlands, and is currently preparing to have a UK (Welsh) office in the next year or so. The company's core purpose is



to develop state-of-the-art business solutions to maximise the potential of tidal energy production worldwide.

Tocado is therefore evidently committed to its environmental sustainability, as its main purpose is to maximise renewable tidal power. Their mission is to contribute to clean, sustainable and predictable energy. However, the company is just as committed to economic, social and cultural sustainability.

As you would expect, Tocardo has numerous policies in place such as an Environmental Policy and Equality Policy, whilst there are many staff initiatives such as working from home, carpooling, the use of ICT when possible etc. Nevertheless, these policies needed to be reviewed, amended and applied to the UK office, and that's what the company did with support from the Sustainability Lab, during their partnership with the SEACAMS2 project.

Tocado improved their sustainability by reviewing and updating their Environmental Policy and Equality Policy, they also created a Welsh Language Policy and a Recruitment Policy. Once the office is established, further sustainability initiatives will also be put in place, whilst they have received an Eco-Code template and a Wellbeing Code template from the Sustainability Lab.

Marine Energy Wales (MEW)

Marine Energy Wales & Pembrokeshire Coastal Forum – Communicating Sustainability



Marine Energy Wales (MEW) is an initiative set up and managed by Pembrokeshire Coastal Forum (PCF), which was formed from the original Marine Energy Pembrokeshire (MEP) set up in 2010. Pembrokeshire Coastal Forum is a Community Interest Company that works to protect and enhance the coastal and marine environment for current and future generations. MEW, as MEP did before it, is instrumental in building positive and unique collaborations between industry, government and academia. MEW was set up in 2016 to do this on a pan-Wales level.



The MEW and PCF team has a depth of expertise in the coastal sector and prides itself on its 'can do' attitude. The company offers a range of services to help organisations and communities to work better in the coastal environment, from communicating with key stakeholders on coastal interests to undertaking sustainable management of the coastal zone region.

MEW and PCF work to help protect and enhance the marine and coastal environment, its landscapes and seascapes, and rich biodiversity for current and future generations. Their ambition is for a healthy and resilient community alongside a diverse and thriving coastal economy which uses natural resources sustainably.

Both MEW and PCF have sustainability at their core, whilst they have formalised their working practices in policies and statements, they have also been recognised for their good work. PCF is a multi-award winning coastal partnership, they were winners of the Sustain Wales Award in 2016, and were EU Natura 2000 Award Finalist in 2016. They have been developing ground-breaking best-practice in coastal management since 2000.

David Jones, MEW Project Director & PCF CEO, stated:

"Whilst sustainability is integral to our work, there is always room for review and development. Engagement with SEACAMS2 and the Sustainability Lab has provided us with some clear objectives for ongoing improvement"

As part of their research collaboration with SEACAMS2, MEW/PCF teamed up with the Sustainability Lab to further improve their sustainability. It was decided that they would organise stakeholder engagement events and activities and review all of their policies, to ensure that sustainability was communicated to staff, stakeholders and members of the public. Work has also commenced on creating a staff handbook.

