



# Board for Energy and Environment

## Minutes

**Date:** Thursday 6 July 2017, 14.00-16.00

**Location:** Building 62, Hancock Room

Minutes		Action
1	<p><b>Apologies</b></p> <p>From John Street, Fred Coulon and Victor Igwemezie</p>	
2	<p><b>Previous minutes – 12 May 2017</b></p> <p>Minutes agreed.</p>	
3	<p><b>Living Labs presentation by Professor Jim Harris</b></p> <p>Living Labs presentation was given. Explaining how the Campus Living Lab and Urban Observatory work. JH is working on a strategy plan which the first draft should be ready by the end of August. Once completed to be brought to the Board for Energy and Environment and then on to University Executive.</p>	JH
4	<p><b>Food and Beverage Sustainability Strategy (for approval)</b></p> <p>The strategy was discussed and a number of issues raised requiring further investigation. It was requested that the waste aspects be consulted on further with Energy &amp; Environment Team and that relevant specialists in Agrifood be consulted. Not approved.</p>	
5	<p><b>SHE Performance Working Group ToR (for approval)</b></p> <p>This group replaces the University Safety Group and ISO 14001 working group following on from update on aligning Safety Health and Environmental management systems tabled at the Management review November 2016 BEE. The changes were summarised and have already been approved by Health and Safety Committee. Document approved and endorsed by the Board.</p>	
6	<p><b>ISO14001 – Stakeholder expectations (for discussion)</b></p> <p>A requirement of the standard is to review stakeholder environmental requirements. This is work in progress and IS agreed to provide GF a list of our top clients.. GF produced a draft process to determine which of those requirements become compliance obligations, also a requirement of the standard.. GF to prepare further documents for next meeting.</p>	
7	<p><b>Standards progress</b></p> <p>a. Progress on ISO 14001 implementation at CDS</p> <p>BSI audits were positive. Awaiting new certificate to include CDS</p>	

	<p><b>b. Progress on transition to ISO 14001:2015 version</b></p> <p>Ongoing progress. Audit to take place January 2018</p> <p><b>c. Progress on ISO 50001 implementation at CU</b></p> <p>An application for a BSi readiness audit is being made.</p>	
8	<p><b>Incidents</b></p> <p>Five incidents were discussed.</p> <ul style="list-style-type: none"> <li>a. Minor oil spill on Apron 1 – dealt with by tenant with spill kit</li> <li>b. Full tin of Aerospace primer found in waste bin – Airport tenants informed</li> <li>c. Odour nuisance raised in Building 122*</li> <li>d. Blue liquid in gully by B52 – Gully pumped out and contractor hosts notified</li> <li>e. Minor fuel spill noticed in Brook – absorbent pads deployed and no further fuel noted, further investigations taking place with airport</li> </ul> <p>*Air quality consultants have been undertaking a study of aircraft emissions on campus (smell of jet fuel from the apron) and will report soon.</p>	
9	<p><b>Reports on Working Groups and progress towards targets</b></p> <ul style="list-style-type: none"> <li>a. Carbon. Overall progress discussed. Currently on target, but this depends on UK Government CO<sub>2</sub> factors for 2017 which have not yet been released.</li> <li>b. Waste management working group. There has been a big clear out in B43a and old equipment is being thrown away which will negatively impact on our waste figures. GL mentioned there is system in place on photocopier printing queues that deletes items after 2 days – therefore reducing printing.</li> <li>c. Travel. Travel plan 2018-2023 is ongoing. Overseas travel policy was discussed.</li> <li>d. Biodiversity update. Good news like awards needs to be in the Cranfield magazine. BS to send LT details of the Wildlife Trust Award “Best Employee engagement”.</li> <li>e. Fair Trade. LT to nominate someone from Agrifood to help on the Fair Trade &amp; Sustainable Food Working Group.</li> <li>f. Community involvement – this included recent events and the student green team.</li> </ul>	<p>BS/LT</p> <p>LT</p>
10	<p><b>Next Meeting: Wednesday 23 August 2017 at 2pm</b></p>	