



Board for Energy and Environment

Minutes

Date: Monday 5th February 2018, 10am-12pm

Location: Building 52a, Russell Room

Minutes		Action
1	<p>Apologies From Fred Coulon.</p>	
2	<p>Previous minutes – 14 November 2017 Minutes agreed. GF fully aware of requirements regarding bio security plan and this can be closed as ongoing. EMS review LT happy with scope. Environment issues analysis live document – no comments so everyone happy with document. Draft energy and carbon plan GE does not have a report yet. AM has been speaking to IT about Powerman software. Jim Harris for Living Labs Strategy Plan to be ready by next meeting. Draft has been discussed at the working group but document needs to be polished.</p>	
3	<p>ISO 14001 update given by powerpoint presentation. Audit update and corrective actions. There were 6 minor non-conformances reported. Two were systemic – one relating to need for testing of environmental emergencies – eg spillages. Corrective Action (test involving spillage into Chicheley Brook) will link to work being done by Paul Bradley on Critical incident management and Business Continuity procedure. One relating to environmental compliance evaluation for which corrective action is being planned. ISO 14001 Energy Policy statement and Environmental Policy statement. Both agreed by the group. LT and the VC to sign. Management Review - GF has done a matrix to ensure that all ISO 14001 management review requirements are considered at least once a year Shrivenham update and information on audit in March 2018. May need to move date if staff /equipment moving. GF to find a practical answer. ISO14001 Incidents were discussed. Oil spill and Odours. A report has been received from Air quality consultants based on their monitoring visit and follow up monitoring by staff for a month. Report should be available for view on the Intranet. Further work is needed to capture longer time frame and acute episodes. Iq Mead is developing proposals and a plan for sensors monitoring background levels. Jim Harris has identified funding for sensors which could be available next year. Operational and building solutions also continue to be considered. AP reported odours in B83 reported by students this should be communicated through incidentreport@cranfield.ac.uk or toGE next time this happens. .</p>	

4	<p>ISO50001 update by presentation. Decision by the end of February as to which company to use. GE and AM have approached four companies. Discussed Energy and Carbon Plan 2017/18 document. Looking at cost implications, alternative energy sources, energy storage (energy more expensive between 4-7pm), district heating and infrastructure. The report was approved but an abridged version suitable for the website is to be developed.</p>	GE
5	<p>Travel Plan now live. Discussed draft Cranfield University Electric Vehicle Charge Strategy. The main conclusion is that the University does not have sufficient infrastructure to install mainly slower chargers with a few fast charging points for visitors. Costs were discussed and it is clear that these will need to be recharged to end users. The mechanisms for recharging costs need further research and include the use of third parties particularly where charging visitors is involved.</p> <p>Title to be amended and the proposed working document was approved by the board.</p>	
6	<p>Progress on targets and objectives given by presentation. Carbon progress, total waste progress, recycling percentage and water progress.</p>	
7	<p>Future objectives and targets upto 2030 discussed. To fit with corporate plan. A vision to lead the sector. LT suggested meeting up with Chris Leaman, Paul Leinster, Jim Harris with GE and GF to discuss.</p> <p>IS has been asked to report back to Barbara Young regarding reducing plastics. GE/GF to provide feedback to IS on this.</p>	
8	<p>Living Labs update with GE. Need clarification where the budget is coming from. GE to check with JH as meeting him late February. Need funding for sensors. How is the data to be managed and how long will it be stored? Is it on a closed network? JH to be asked to present his strategy.</p>	
9	<p>Air Park and Community Forest following the concerns raised about planning commitments to contribute to the forest development. Tree planting on the main campus was discussed as an option. Cranfield University are not the developer but we are obligated to be seen to be doing the right thing.</p>	
10	<p>Communications and event. No FOI or EIR since the last meeting. There are plans to promote Solar Farm and also ISO14001.</p> <p>There was a tree planting event in Cranfield with Community Forest 04/02/2018. Plus there will be a Wildlife scrub clearance event on the 03/03/2018.</p> <p>Fair trade event 26 February to 9 March being organised by BS.</p>	
9	<p>AOB – none.</p>	
10	<p>Next Meeting: Monday 21 May 2018 at 11am-1pm - Hardwicke Room B62</p>	