



# Energy and Environment Committee Meeting

**Tuesday 24 March 2026 14.00-15.30**

**Building 52a UKRIC Boardroom**

| <b>Attendees</b>         |                                                          |
|--------------------------|----------------------------------------------------------|
| Ian Sibbald (IS) – Chair | University Director of Finance                           |
| Gareth Ellis (GE)        | Head of Energy and Environment                           |
| John Street (JS)         | Director of Facilities                                   |
| Geoff Say (GS)           | Director of Finance and Operations, CDS                  |
| Stewart Elsmore (SE)     | Director of Campus Services                              |
| Becky Wishart (BW)       | Environment Officer                                      |
| Phil Longhurst (PL)      | Professor and Director of Theme for Transport and Energy |
| Ginny Ford (GF)          | Environment Advisor                                      |
| Ceri Dawson (CD)         | Energy Advisor                                           |
| <b>Apologies</b>         |                                                          |
| Rosina Watson (RW)       | Associate Professor in Sustainability                    |
| Gregor Waddell (GW)      | Director of Information Technology                       |

| <b>Agenda item/Topic lead</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |
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| 1.                            | <b>Review of previous meeting minutes and actions</b> (5 mins)<br>Repeating travel survey for 2026                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| 2.                            | <b>Items for approval</b><br><b>Environmental Management Review (EMS)</b><br>GF presented the Environmental Management Review for consideration. Progress towards actions from the previous review has been made, but outstanding actions are carried over.<br><br>Recommended actions for improvement in section 11 of the report were approved and are listed below:<br><br>Carried over from previous review –<br>1.Reinstate monthly measurement of KPIs<br>2. Move to single third party auditor for ISO 14001 and ISO 50001<br><br>Actions recommended in Section 11<br>3. Review existing maintenance processes to ensure compliance aspects (F-gas, oil tanks) are highlighted and confirm compliance. |  |

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|  | <p>4. Ensure communication between Faculty and FMs to E&amp;E team of redundant or potentially redundant equipment to reduce avoidable waste.</p> <p>5. Review legal obligations and resources needed to comply with increased letting and leasing.</p> <p>6. Ensure there are documented processes for inductions, handovers etc</p> <p>7. Review benefits of Sustainability rankings v cost before a decision has to be made on entry this year (September)</p> <p>8. Discuss with H&amp;S reinstatement of SHEL procedure and inspection or introduce new way of checking environmental practices (GF to check on status of SHEL procedure)</p> <p>9. Monitor increased resource costs and identify possible savings – standby to prioritise energy uses.</p> <p>These actions will be put into the CAPA database, with action owners and timeframes, to be monitored for progress at each committee meeting.</p> <ul style="list-style-type: none"> <li>• <b>Energy Plan and review</b></li> </ul> <p>CD to circulate at later date.</p> <ul style="list-style-type: none"> <li>• <b>Carbon Management Plan</b></li> </ul> <p>GE reported that it is still possible to meet net zero carbon emissions by 2030 for scope 1 and 2 . With PSDS funding we have successfully reduced heat demand and electrified a large part of it. This has been achieved by extending the district heating and replacing gas boilers with heat pumps in the new energy centre. The next step is to decarbonise our electricity. For this steps are in place to contract a private wire connection with a nearby landfill gas generation site with new solar farm. New tree planting in Silsoe will act to offset any remaining emissions as trees are available for carbon credits.</p> <p><b>GE:</b> to progress contract with landfill generation and solar farm.</p> <p><b>JS:</b> New substation from 44 to Brogborough- connection means potential to sell to third parties such as Nissan.</p> <p><b>JS:</b> Educational signage at the energy centre could be installed to aid student tours.</p> <p>The Carbon Management Plan was approved subject to the Scope 3 emission data being added</p> <p><b>GE:</b> to update Carbon Management Plan with scope 3 data once received and distribute to group.</p> | <p><b>GF</b></p> <p><b>CD</b></p> <p><b>GE</b></p> <p><b>GE</b></p> |
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|    | <ul style="list-style-type: none"> <li>• <b>Water Plan</b></li> </ul> <p>The Water Management Plan has been updated and covers the period 2026 – 2028. This was approved for sign off.<br/> There is a need to seek legal support to progress the 3<sup>rd</sup> party connection issues on our network. Aim to have all 3<sup>rd</sup> party connections transferred over to AW's network.<br/> The main site meter has been out of service for 4 months, after being broken by AW. This is impacting our ability to monitor usage and progress against our target. Bills are currently being estimated based on historical use. <b>CD</b> following up with Wave.<br/> We are still in need of a Water Framework Contract, under which we can access support with our water reduction targets, including preferential rates for sub-metering and AMR. <b>IS</b> to help progress this with Procurement.</p> <ul style="list-style-type: none"> <li>• <b>THE Impact Awards</b></li> </ul> <p>A decision needs to be made on whether to enter the THE Impact Award Rankings which opens in September 2026.<br/> <b>PL:</b> students look at Universities for sustainability criteria so sustainability credentials such as THE Impact Ranking Award are good marketing. Need sustainability credentials for bids, this is very important. We also point to this during teaching. Annual Environmental Report constantly asked for. Is the annual report enough for most bids?<br/> <b>IS:</b> Need to investigate do we have capacity going forward and if it is worth the time and effort? <b>GE</b> to investigate and report back to next EEC</p> <ul style="list-style-type: none"> <li>• <b>Energy briefing document</b></li> </ul> <p>It was agreed to publish the document on the Hub and direct staff to it via team briefings etc. It has been designed to make people more aware of what we are trying to achieve with ISO50001 and help to embed our Energy Management System in our operational processes and culture.<br/> <b>IS:</b> could include in Induction program for new staff?<br/> <b>CD:</b> to check the document's digital accessibility for people with different learning needs / disabilities and then publish on the Hub with a link to the front page. Also to look to include it in the induction program for new staff.</p> | <p>CD to publish water plan</p> <p>GE to seek legal support</p> <p><b>GE</b></p> <p><b>CD</b></p> |
| 3. | <b>Items for discussion</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                   |
| 4. | <b>Items for information</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                   |

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|    | <ul style="list-style-type: none"> <li>• <b>Environmental Information Regulation- staff information on the web</b></li> </ul> <p><b>BW</b> to remove RW, add IS as an Exec member, add on GS for Shrivenham and the rest of EEC. Ask Lynette Ryals for FBAM recommendation.<br/> Include all of EEC- members of EEC include<br/> More accessible on website<br/> Other University website- environment team listed</p> <ul style="list-style-type: none"> <li>• <b>QS Sustainability Ranking submission</b><br/> Feedback by Easter</li> </ul> | <b>BW</b> |
| 5. | <b>AOB</b> (5 mins)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |           |
| 6. | <b>Date of next meeting: 16.06.2026</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |           |