Minutes of the Board for Energy and Environment

Date: Tuesday 9 March 2021 @ 4.00-5.15 pm
By MS Teams

Attendees:
- Ian Sibbald   Director of Finance, Acting Chair
- John Street   Director of Facilities
- Stewart Elsmore   Director of Campus Services
- Geoff Say   Director of Finance and Operations, CDS
- Gio Lusignani   Director of Information Services
- Gareth Ellis   Energy and Environment Manager
- Ginny Ford   Environment Advisor
- Angus Murchie   Energy Advisor
- Becky Shepherd   Environment Officer
- Kate Biggs   Environment Officer
- Rosina Watson   Senior Lecturer in Sustainability
- Niall Marsay   Student representative
- Valentina Tresidder   Minutes

Apologies: Phil Hart, Director of Energy & Power Theme

	Item	Action
1.	The apologies were noted. Phil Hart, Director of Energy & Power Theme.	
2.	**Minutes from previous meeting**, 18 January 2021 were reviewed and approved. There has not been much communication going out to students from the student representative at the moment. **Action**: NM to contact BS and GE	NM
3.	**Significant Aspects Review (for approval)** The review paper was discussed during the meeting and it was mentioned that this is usually reviewed every three years. It was mentioned that the review is risk based. The spreadsheet for the review was shared during the meeting but will need to be sent out to the Board as was not circulated beforehand. The Board is required to approve the significant aspects register prior to the audit in May, any comments to be sent to GF by end of March 2021. It was discussed that the report should also be used to capture the positives and mitigate the negatives.	GF ALL
4.	**Salix SEELS Loan Proposal (for approval)**	

	The paper for this proposal was circulated and discussed. This would provide a loan to cover some of the updating work on the district heating and building work required for this, in the sum of £3m with a 5 year payback period. There are ongoing discussions relating to a loan approval for the solar farm extension. GE mentioned that he had asked Salix to include a battery into the proposal, but he is yet to receive a response on this. It was discussed that the likelihood of the work being completed in Summer 2021 may not be possible, as finance would need to review this proposal at the Finance Committee meeting which is due to take place in June. Salix have confirmed that they are also looking into other possible schemes that Cranfield University could benefit from. **Action:** proposal to be put forward to the Finance Committee in June.		GE/IS
5.	**Sustainability reporting (for discussion)** - **PRME and Sustainability reporting** The PDF report was circulated prior to the meeting and discussed in the meeting. The report shows the progress against the principles set out by SOM originally, however a pan-University input was welcomed, any comments to be submitted to RW. The Board agreed that the environmental targets and objectives can be shared in the public domain. Action: report to be taken to University Executive for consideration on whether it should be a pan-University report and not SOM alone. RW mentioned that she is developing a Finance module which would be running from September 2021, and is also working on an MSc Apprenticeship being built and developed. - **SDG Accord - survey of Cranfield Website** The SDG document was circulated prior to the meeting and discussed. There are a wealth of examples on how the University is contributing to the SDG Accord, the Board is confident should a report need to be created to show this. Examples and suggestions to be submitted to BS - there will be a survey of Universities and their actions on SDGs in April/May, which we will be completing. There was a discussion about producing an annual report on Cranfield's contributions to SDGs and entering the TES survey of Universities' contributions to SDG. The Board agreed that if practical both PRME and SDG could be blended into one report which would cover all requirements. **Action:** RW to speak to NM for further examples from students		RW/IS BS RW
6.	**Senior Management Training for ISO 14001 and ISO 50001 (for discussion)** A paper summarising Senior Management Training was discussed and had been circulated prior to the meeting. It was highlighted that new leadership clauses have		

	been added to the pre-existing standards and potential training was discussed which could cover the new clauses. **Action:** IS to talk to Julie and Gregor requesting a slot on a future SMT agenda.	IS
7.	**ISO Update Audits, Coms, Progress (for information)** The report was shared and discussed. The external audit in January went well and had only 1 minor non conformance. • **Next audits – ISO50001** 15-17June 2021 - 3 day recertification audit • **Next audits – ISO14001** Cranfield dates 24-26 May 2021. Shrivenham date 1 April 2021 tbc. COTEC date 23 June 2021 It was mentioned that the lack of incidents being reported may be due to fewer people on site to report them, but the Board felt confident that this may also be as none are happening. There have been no freedom of information requests since the previous meeting. It was discussed that the Carbon 2021 target may not be met as the gas usage is up although electricity has dipped, this is believed to be due to the colder weather and the need to ventilate the buildings 24/7 due to COVID-19.	
8.	**AOB** Global Climate letter for Colleges and University – this document was shared and discussed during the meeting, this is a document which will need to be approved by the Board as the University is already actioning all three targets on the letter and proposals have been put in to COP26. **Action:** GE to add this into the Board report to Exec. People & Planet have made contact with NM regarding the University signing a declaration that it does not invest in fossil fuel businesses. They have also made a freedom of information request on this matter. There was a discussion about University investments and also ongoing associations with this sector through research. This request will need to be added to the report which will be provided to the University Executive too as it is something which needs looking into further, with a potential statement of intent to be issued from the Executive. The Board discussed the potential roll out of Ecosia. It was agreed that this would be rolled out as the default search engine on all new equipment once this has been configured by IT Services to be included. It was agreed that an update on Ecosia should be sent out via Corporate Communications and may be included in the monthly staff E-bulletin. **Action:** GL to take this forward within IT department and potential roll out**.**	GE GL
9.	**Date of next meetings** - 8 June 2021, 2 pm to 3.30 pm - 16 September 2021, 2 pm to 3.30 pm	