



# Energy and Environment Committee Meeting Minutes

Thursday 10th June 2024, 14:00 until 16:00

UKCRIC Boardroom, 2<sup>nd</sup> Floor, The George Solt Building

Attendees	
Chris Fogwill (CF)	Pro-Vice-Chancellor, SWEE
Ian Sibbald (IS)	University Director of Finance
Phil Longhurst (PL)	Director of Partnerships & Professor of Environment and Energy Technology
John Street (JS)	Director of Facilities
Gareth Ellis (GE)	Head of Energy and Environment
Becky Wishart (BW)	Environment Officer
David Ford (DF)	Director of Information Technology
Ceri Dawson (CD)	Energy Advisor
Stewart Elsmore (SE)	Director of Campus Services
Christine Thompson (CT)	Corporate Planning Director
Kim Del Kaze (KDK)	Student Green Officer
Apologies	
Geoff Say (GS)	Director of Finance and Operations, CDS
Rosina Watson (RW)	Associate Professor in Sustainability
Ginny Ford (GF)	Environment Advisor
Kate Biggs (KB)	Environment Officer
Tania Rice (TR)	Minutes

Item	Action / Approval
<p><b>1 Minutes from previous meeting</b></p> <p>The minutes of the 7<sup>th</sup> of March 2024 meeting were approved.</p> <p>Sustainable travel plan update – Went to University Executive, feedback was received that the plan should be discussed with the unions and the EDI group. CT has met with the unions and received positive feedback, they would like to make one or two tweaks to the plan, not the policy itself. Feedback from the EDI group has also been received which is also positive, they have also suggested some minor changes to wording in the plan. Suggested changes have been reviewed and changes made, the final plan will be presented back to University Executive on 16<sup>th</sup> June.</p>	Information only

<p><b>2</b></p>	<p><b>Items for approval</b></p> <p><b>Water Management Plan</b> – It became apparent from previous environment audits that they were looking for water management plan to follow a slightly different format. CD has undertaken a water management review to identify key issues that has an impact on the use of water, water data, and the impact our water usage has. The document highlights risks and opportunities, action required and the measures of success. This review now feeds into the newly structured water management plan. The review has helped to focus on the key actions. The biggest issue is still with metering and monitoring. Actions on the water management plan highlighted.</p> <p>There has been a lot of work in the last year on water saving campaigns.</p> <p>CT advised there are two things as part of the Water SDG that it would be great if we could capture in the water management plan, the first is measuring water reuse, and the second point is about water abstraction. It is known that we don't abstract water however a statement to say that in the plan would be helpful with an additional comment of if we were to abstract water it would be kept to a minimum / within the required standards.</p> <p><b>Travel Plan</b> – The travel plans prime purpose is looking at commuting to and from campus and is essential for any planning application that the university submits. The document is orientated more towards the Central Bedfordshire Council planning documents however the plan does refer to links with Shrivensham and MK:U. The long-standing target is addressing the number of cars that come to campus to not only help with the carbon footprint but to address congestion and parking. The 2030 target is for 50% of journeys to be by any other means than a car on the road. GE presented the latest travel to work data to show percentages against each mode of transport used. Updated travel plan to be presented to University Council.</p>	<p><b>ACTION 100624.1</b> – CD to consider water management plan additions made by CT to help with Water SDG.</p> <p><b>ACTION 100624.2</b> – GE to include the latest travel to work data in the travel plan and amend the comment in relation to cyclists parking in the wrong place.</p> <p><b>ACTION 100624.3</b> – GE to change 'bicycle' to 'cycle' throughout the document. Update 'normal' parking spaces to 'standard' parking spaces.</p>
<p><b>3</b></p>	<p><b>Items for discussion</b></p> <p><b>University changes</b> – It may be too early to ask however it would be good to understand how the university changes will affect the EMS reporting and other activities. CF advised that the faculty changes should not change the aims, need and requirement of the committee, the reporting lines of the committee may change. IS confirmed there is still a lot to work through but the requirements for environmental reporting and health and safety reporting is still of great importance. CF will be handing over his role as co-chair to Phil Longhurst who will work alongside Ian Sibbald.</p>	
<p><b>4</b></p>	<p><b>Items for information</b></p> <p><b>EMS update, Comms – FOI, Incidents</b> – GE provided an updated on the incidents and breaches since the last meeting.</p>	

Date of Incident	Category	Bldg Name/ Activity	Cause	Summary	Comments
15.4.24	Spillage / release	B330 Fuel test rig	Technician not following correct procedure	Spillage of Jet A1 fuel during tank filling	Normally this job is done with 2 people but due to staff sickness it was attempted with 1. In future this will not be done and will be added to the documentation. Emergency response test to be scheduled for activities at this building.
10.4.24	Spillage / release	Chicheley Brook College Road	BHR incorrect disposal of food dye	Brook observed to be bright blue for 50 metre stretch	Reported to Environment Agency Fish observed swimming
7.3.24	Spillage / release	Sewage treatment works	Fine solids due to recirculation, removal of academic research cloth filter project.	TSS total suspended solids breach reported by EA	Corrective action proposed to EA of installation of new cloth filter system

There have been no formal FOI or EIR requests on environmental issues in the last three months.

An ISO14001 audit took place recently. There were two opportunities for improvement at Shrivenham and one opportunity for improvement at COTEC. The audit also took place at Cranfield where two minor non-conformities and four opportunities for improvement were identified.

Communications update provided by GE and BW

- 12<sup>th</sup> March- **Student ‘Energy Audit training’** and surveys
- 13<sup>th</sup> March - **Volunteer event:** scrub trimming and litter picking at Close meadows near Woodland
- 21<sup>st</sup> March- **Green Business Network** re-launch at the CMDC
- 1<sup>st</sup> May- **Volunteer event:** mulch ring laying- new tree plantings at Fedden House
- 8<sup>th</sup> May- **Hedgehog Friendly Campus** staff/student induction followed by hedgehog footprint tunnel surveys
- 10<sup>th</sup> May- **Holywell school** ecology club hedgehog survey
- 15<sup>th</sup> May- **SOM marketing team volunteering event** - sustainability gardens and bug box building
- 28<sup>th</sup> May- **Hedgehog survey** part 2 including wildlife camera
- 3-4<sup>th</sup> June- **ERA conference:** Nurturing Sustainable Campus Ecosystems conference

The university has reported back into the Governments Energy Saving Opportunities Scheme, there is no funding associated with the scheme, this is just reporting. The report is submitted every four years and needs to include energy consumption and savings, and energy saving plans for the next year.

**Update on Impact rankings and other awards** – CT would like to pass on thanks to all for their support with the impact rankings. CU has moved up from the top 300 to the top 200 in the world. For SDG 17 (Partnerships for the goals), CU is now ranked number 6 in the world and number 1 in the UK. CU entered seven SGDs for this year, a couple of highlights – CU entered into SDG 6 (Water) which we were ranked at 81<sup>st</sup> in the world, SDG 8 (Good governance and working practices) we ranked 81<sup>st</sup> in the world last time and now ranked 41<sup>st</sup> in the world, SDG 12 (Responsible consumption) we have been ranked in the top 100.

**ACTION 100624.4** – BW to provide a programme or any web presence about the ERA conference to help with the Times Higher Impact Rankings to CT.

5	<p><b>AOB</b></p> <p>KDK passed on thanks to Becky, Gareth and Ginny for their support for the ERA Conference, there has been very positive feedback received for the event.</p> <p>IS passed on thanks on behalf of the university and the committee for Chris chairing the committee and for the support he has given during his time as chair.</p>	
6	<p><b>Future meeting actions and agenda points</b></p> <p>Annual Report, Scope 3, Pollution monitoring strategy, Biodiversity</p>	For information
7	<p><b>Date of next meeting</b></p> <p>Tuesday 22<sup>nd</sup> October 2024 – 09:30 until 12:30</p>	For information