



Board for Energy and Environment

Minutes

Date: Tuesday 15 January 2019, 11.00-13.00

Location: Building 62, Hancock Room

Attendees:

Leon Terry (Chair), Ian Sibbald, Gareth Ellis, Ginny Ford, Angus Murchie, Gio Lusigani, Fred Coulon, Geoff Say, Naomi Sandford-Dequincey, Becky Shepherd, Zoe Payne (minute taker)

Minutes		Action
1	<p>Apologies</p> <p>From John Street.</p>	
2	<p>Previous minutes – 22 November 2018</p> <p>Minutes agreed.</p> <p>GE to cover his action points on water management issues, Environment issues analysis, environmental aspect, environment risk assessments during the meeting. B3.1 environment assessment is ongoing.</p>	
3	<p>EnMS Review</p> <p>Energy & Carbon Plan – for approval</p> <p>Document issued before the board meeting had been updated, the only difference being the actions. IT have changed the servers and this will help with the energy savings.</p> <p>ACTION: GL to send wording for the report to AM regarding the IT energy savings – what has been done and what is going to be done. Wording to be sent by the end of January 2019.</p> <p>There were comments about the short fall from 46% target to 42% actual.</p> <p>Document approved by the Board noting the above comments. GE to update the document accordingly</p> <p>ISO50001 Review of Inputs and Outputs – for approval</p> <p>Document was discussed highlighting legal requirements and penalty charges and status. There were no major or minor non-compliances during the audit. Only a few observations and opportunities for improvement.</p> <p>Projected energy performance – the forecast is that at least a 36% reduction will be achieved at end of July 2019. We need to encourage behavioural change for example switching off lights when not needed.</p> <p>Recommendations for improvement. We need effectivemetering in order to identify savings. ACTION: AM/GE to speak to speak to Director of Facilities.</p> <p>Recent examples where early identification of such problems would have been benficial were listed. The top 10 heaviest gas/energy users are being</p>	<p>GL</p> <p>AM/GE</p>

	<p>targeted. Work ongoing to include the consideration of energy costs on the B3.1. GF to speak to and work on a trial with Jane Hubble and Ian Hakon.</p> <p>BAM are struggling with control of heating on site as the Building Management System is over complicated as not as effective as it could be. GE to report back at the next meeting regarding BAM and heating on campus by next meeting.</p> <p>With regards to behaviour change the student rep discussed a visit from an energy saving company and an energy game involving the students during February/March 2019 with results at the end of March. ACTION: NSD to report back at the next meeting on how this went.</p> <p>ISO 50001 review document approved by the board noting the above changes.</p>	<p>GE/GF</p> <p>GENSD</p>
4	<p>MR3 Environmental Issues Analysis – for review</p> <p>Members had the following amendments:</p> <p>Insert a column to add reference numbers</p> <p>Include Forensics move in CDS changes</p> <p>Communications / Social media to add into potential action column: more communication/open sessions with the students to get them involved in planning stages of environmental communications, for example to follow on from green week with a questions/answers session involving representatives from from each school and facilities, and seasonal follow ups.</p> <p>Additions to Global student environment to include Air travel impacts, and the potential to capture wider impact as positive environmental opportunities.</p> <p>Include in update column in new digital approaches, paper reduction from more provision of online learning resources.</p> <p>GF to update the analysis accordingly.</p>	GF
5	<p>Communications – for review</p> <p>Two key communications were discussed.</p> <p>Complaint from a resident in Cranfield village about the noise from the airfield, and request for formal airport complaints procedure The Airport have this in hand but this has raised the issue of the need for a more formalised central complaints procedure (which includes those that are environmentally related). For example when the call comes through with the complaint to switchboard who do they forward the call to and how are they recorded? ACTION: Director of Facilities to speak to Duncan Murray.</p> <p>An email to the Environment Agency regarding ammonia discharge.</p> <p>Green Gown awards was mentioned. Cranfield had not applied for this 2018 as the criteria had changed. Opportunities will be sought for the 2019 Awards.</p>	<p>JS</p> <p>GE/BS</p>
6	<p>Living Lab – for information</p> <p>Information was presented by powerpoint slides. Discussed UKCRIC Investment, proposed sensor deployment and Research Strategy & Projects.</p>	

7	<p>Air Travel – for information</p> <p>Scope 3 emission measurement from Key Travel for 6 months – February to July 2018. The emissions appear significant but more work is required. Potential research project? GE to send the slide to the Chair.</p> <p>Air travel will increase so we cannot impose a hard reduction. ACTION: Chair – soft target should be looked at.</p>	<p>GE</p> <p>LT</p>
8	<p>Water Management – for information</p> <p>Anglian Water meters and Cranfield owned meters were discussed. Anglian Water meter is now working but doesn't match CU readings.</p> <p>ACTION: GE to speak to Director of Facilities about purchasing more meters in the next year.</p>	<p>GE</p>
9	<p>Team Briefing / Progress Report – for information</p> <p>The following items were discussed: carbon progress, total waste progress recycling percentage, water progress and sewage works.</p> <p>It was noted that the sewage works struggles during extreme cold weather.</p>	
10	<p>Aviation and Environment Conference – for information</p> <p>The Chair updated the board on the conference being held at Cranfield in September 2019 regarding Aviation and Environment. The need for aviation and environment to work together.</p>	
11	<p>AOB - none</p>	
	<p>Next Meeting: Tuesday 26th March 2019 – 2-4 pm.</p>	