Sustainability Committee
29 April 2020

MINUTES

In Attendance	
Philippa Lloyd (PL) **Chair**	Vice-Principal (Policy and Strategic Partnerships)
Ian McManus (IM) **Vice Chair**	Director of Estates, Facilities and Capital Development
Megan Annetts (MA)	Acting President Barts and The London, Students Union
Vipul Bhakta (VB)	Principal Laboratory Manager, Barts Cancer Institute
Bronwen Eastaugh (BE)	Student Engagement Manager, Students' Union
Timothy Lee (TL)	Technical Manager, Estates and Facilities Directorate
Michael Lewis (ML)	Category Manager, Finance
Sean O'Connor (SOC)	Head of Global Projects and Policy and Executive Officer
Garry Pritchard (GP)	Assistant Director Estates and Facilities (Infrastructure & Maintenance)
Susan Sabeva (SS)	Facilities Manager
Thomas Stockton (TS)	Sustainability Coordinator, Student Union
Philip Tamuno (PT)	Head of Sustainability
Martin Donkin (MD)	Immigration Compliance Officer, Student Administration
Cata Hernandez (CH)	QMB Operations Manager, Innovation and Enterprise Unit
Jeremy Beal (JB)	Finance Partner - Estates & Facilities
James Bradley (JBr)	Lecturer in Physical Geography
David McCoy (DM)	Professor of Global Public Health, Blizard Institute
Mike Wojcik (MW)	Chief Executive Officer, Students' Union
Thomas Barringer (TB)	Unison Representative
Beatrice Ndukaeze (BN)	Unison Representative
Stephen Borthwick (SB)	Facilities Manager
Steve Exley(SE)	Assistant Director Estates and Facilities (Security & Business Continuity)
John Iveson (JI)	Assistant Director Estates and Facilities (Commercial Services)
Thomas King (TK	Assistant Director, Research, IT Services
Nick Davie (ND)	Assistant Director Estates and Facilities(Property and Space Management)
Secretary	
Jamal Mohammed (JM)	Sustainability Support Officer
Apologies	
Felix Agyemang (FA)	Finance Partner, Finance
Shamima Akter (SA)	Vice President Welfare, Students' Union
Jackie Dawes (JD)	School Manager, School of Engineering and Materials

	Science
Andrew Gladin (AG)	Deputy Director of Finance
Richard Halsall (RH)	Assistant Director, Estates and Facilities Capital Development
Agnieszka Jankowska (AJ)	Interim Assistant Director for Projects & Change & FRM Humanities & Social Sciences
Panny Martin (PM)	Head of Directorate Support
Clare Relton (CR)	Senior Lecturer in Clinical Trials, Blizzard Institute
Bahar Shahin (BS)	Head of Procurement
Aqil Zahid (AZ)	Library Manager

1. Apologies	
2020.047	As above.

2. Declarations of Interest	
2020.048	There were no declarations of interest.

3. Minutes of the Previous Meeting	
2020.049	Approved.

4. Matters Arising/ Actions	
2020.050	The Chair stated that there is the need to review the Terms of Reference (ToR). (**PL**)
2020.051	A further review and validation of the projected energy savings of the Joseph Priestley's building is currently being carried out. (**IM**)
ACTION	Vice Chair to update the Committee at the next meeting on the Joseph Priestley's Energy Efficiency Project. (**IM**)

5. Environmental Policy (*Paper SC.01*)	
2020.052	The Environmental Policy was endorsed at the SC's meeting held on 9 January 2020 and the ESB's meeting held on 27 January 2020.
	The Environmental policy highlights our strategic environmental objectives. This endorsed policy was presented to members of SC, because the environmental sustainability was developed in line with the environmental sustainability policy. (**PT**)
	DM stated that he was of the view that the Environmental Policy should be re-titled environmental sustainability mission.
	In response to **DM**'s contribution, **PT** stated that the term 'environmental policy' is the most appropriate word for such a document. In addition, "environmental policy" is consistent with the ISO 14001:2015 environmental management system specifications. Therefore, it will be best for QMUL to use the most appropriate phrase to describe its environmental sustainability policy.
	TB stated that in response to climate emergency that he would want QMUL to adopt a net-zero carbon target in its environmental policy and strategy.
	Sustainability is one of QMUL's strategic priorities and it will continue to respond to climate change and all other relevant environmental risks. The review and

	approval of the environmental sustainability policy and strategy will be done in line with its commitment to reduces its carbon footprint and improve its environmental performance. (**PL**)
ACTION	The Chair to discuss net-zero carbon reduction target with SET. (**PL**)

6. **Environmental Sustainability Strategy** (*Paper SC.02*)	
2020.053	The Environmental Sustainability Strategy provide a framework on which QMUL delivers its commitment to continue to improve its environmental performance and compliance with all relevant regulations The scope of this strategy are: - Environmental sustainability governance - Climate change adaptation and emergency - Carbon management and reduction - Building energy use - Travel and transportation - Water management and efficiency - Waste management - Recycling and waste segregation - Waste management and compliance - Construction (New build, refurbishment and maintenance) - Sustainable procurement and commissioning - Sustainable food and catering - Biodiversity and ecological enhancement - Embedding sustainable development - Awareness and engagement - Education for sustainable development - Corporate social responsibility and UN SDGs - Environmental management and assurance Actively encouraging all staff and students to change their behaviour will contribute to reducing our carbon footprint. A pledge campaign could be used to achieve this objective. (**SOC**) The delivery of our environmental objectives and the commitments within this strategy will require additional investment to improve our heating and ventilation systems as well as estates to ensure that capital projects (new builds and refurbishment) improve the energy performance of our buildings. (**IM**) One of the Unison's representatives that attended this meeting stated that it would be imperative that its members are not adversely affected by all proposed and implemented environmental sustainability initiatives. In addition, that we should endeavour to significantly reduce our environmental footprint. He suggested that QMUL should adopt a net-zero carbon reduction target. (**TB**)

	It will be necessary to include a review time-line for this strategy as well as adopt an aspirational date that QMUL will become carbon neutral. (**JB**)
	This strategy has been developed as a flexible and adaptable framework that will be used to support the delivery of our environmental objectives as well as our commitment to continue to improve our environmental performance. (**PT**)
	A detail breakdown of the investment required to deliver the six-year 30% carbon reduction will be required at this stage. In addition, our relevant stakeholders will be required to embed good environmental practices into the way they carry out their responsibilities. In addition, we should also look at other models of transnational education.(**PL**)
ACTION	The draft should be updated with a breakdown of the capital cost required to deliver our six-year, 30% carbon reduction target. (**PT**)
ACTION	All comments or questions on the Environmental Sustainability Strategy to be sent to PT by 7 May 2020. (**All**)

7. QMUL Canal Adoption (*Paper SC.03*)

2020.054	The Committee is requested to approve in principle the proposal for QMUL to adopt a stretch of the Regent's Canal alongside Mile End Campus under the Canal and River Trust (CRT) Adoption Programme. There will not be any financial costs associated with the adoption of this Canal **(TS).**
2020.055	The Committee **approved** the Canal adoption proposal. (**All**)
ACTION	Paper to be updated with members of this operational committee to include representatives from: the Grounds, Capital Projects and Sustainability Teams. (**TS**)
ACTION	Canal Adoption proposal to be presented to SET. (**PL**)

8. Energy Performance Report (*Paper SC.04*)

2020.057	Based on the current trend, electricity and gas used across our Campuses between August 2019 and February 2020, is in line to use 2,437,034 kWh (7.5% higher) more electricity than projected and 783,163 kWh (2.4% lower) more gas than budgeted by the end of the current academic year. We will continue to monitor the energy used across our premises and continue to identify opportunities to reduce electricity and gas used across the campuses. (**PT**)
ACTION	None

9. Waste Management (Verbal)

2020.058	QMUL have continued to adhere to Government's resources and waste strategy for England 2018. This regulation is underpinned by the waste management hierarchy (avoid, reduce, reuse and recycle model). In addition, in response to the current partial closure of our campuses, we have reduced the frequency of waste collection across our campuses. (**SS**)
	The Vice Chair expressed his gratitude to Susan Sabeva (Facilities Manager) for the great work that has been doing during this challenging time (partial campus closure). (**IM**)
ACTION	None

10. AOB

2020.059	None

11. Date of Next Meeting

2020.060	22 July 2020, 1pm