
Sustainability Committee

25 October 2021: 10:00 - 12:00 Hour

DRAFT 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
Philip Tamuno (PT)	Head of Sustainability, Estates and Facilities
Bronwen Eastaugh (BE)	Student Engagement Manager, Students' Union
Timothy Lee	Technical Manager (Authorising Engineer)
Lisa Belyea (LB)	Professor of Biogeosciences, Geography
Fernando Barrio (FB)	Senior Lecturer in Business Law, Business and Management
Martin Donkin (MD)	Points Based Immigration Compliance Officer (Queen Mary Cyclists)
Kate Heppell (KH)	Professor of Physical Geography, School of Geography
John Iveson (JI)	Assistant Director Commercial Services, Estates and Facilities
Richard Halsall (RH)	Assistant Director Capital Development, Estates and Facilities
Dimi Sopisz (DS)	Grounds and Gardens Supervisor, Estates and Facilities
Thomas Stockton (TS)	Sustainability Coordinator, Students' Union
Barbara Kenya (BK)	Sustainability and Environment Manager
Peter Guy (PG)	Security and Business Continuity, Estates and Facilities
Mike Fair (MF)	Head of Health & Safety, Estates and Facilities
Scott Keeble (SK)	Assistant Facilities Manager
Sophie Harris (SH)	Assistant HR Director of Organisational Effectiveness
Shamima Akter (SA)	Students' Union President
Andrew Gladin (AG)	Deputy Director of Finance
Hannah Drinkwater (HD)	Finance Partner, Estates and Facilities
Stephen Borthwick (SB)	Operations Manager, Estates and Facilities
Martin Sharp (MS)	Coordinator: Environmental Sustainability Champion
Valdas Noreika (VN)	Lecturer in Psychology, Biological and Chemical Sciences
David Collier (DC)	Business Development Manager, Innovation and Enterprise Unit
Secretary	
Liudmyla Pasichnichenko (LP)	Sustainability and Energy Manager
Apologies	

Garry Pritchard (GP)	Assistant Director Operations, Estates and Facilities
Nick Davie (ND)	Assistant Director Property and Space Management, Estates and Facilities
Bahar Shahin (BS)	Deputy Director of Procurement, Finance
James Bradley (JB)	Senior Lecturer in Environmental Science
Mike Wojcik (MW)	Chief Executive, Students' Union
Emily Burns (EB)	Director of The Centre for Public Engagement
Panny Martin (PM)	Head of Directorate Support, Estates and Facilities
Ramsay Richmond (RR)	Executive Manager, Innovation and Enterprise Unit
Kate Thornton (KT)	Technical Resources Manager
Ciaran Donnelly (CD)	Unison Representative
Caterina Gennaioli (CG)	Senior Lecturer Environmental Economics
Thomas King (TK)	Assistant Director, Research IT Services
Kalpana Chaturvedi (KC)	Assistant Director Business Development, Innovation and Enterprise Unit
Sadhvi Dar (SD)	Reader in Interdisciplinary Management and Organisation Studies
Kristian Hibberd (KHi)	Assistant Director, Marketing and Communications
Rebecca Jones (RJ)	Director of Health and Safety
Claire Marchant (CM)	Operations Manager, Estates and Facilities
David Reid (DR)	Unison Representative
Aisha Abuelmaatti (AA)	Lecturer in Management, School of Electronic Engineering and Computer Science
Lara Seemungal (LS)	School of Engineering and Materials Science (Student)
Alfred Stanley Robin Ellis (AS)	School of Medicine and Dentistry (Student)
Hana Uddin (HU)	School of Economics and Finance (Student)
Rod Hamblin (RH)	School of Medicine and Dentistry (Student)
Madeleine St George Stainsby	School of Law (Student)

1. Apologies	
2021.127	As above
1.1 Declarations of Interest	
2021.128	There were no declarations of interest
2. Minutes of the Previous Meeting	
2021.129	No amendments
OUTCOME	Minutes approved
3. Action Log & Matters Arising	
2021.130	Updates were provided on outstanding actions from previous meetings
4. Environmental Sustainability Action Plan (ESAP)	

4a.	Environmental Policy
2021.131	<p>The Head of Sustainability presented the updated Environmental Policy to the Sustainability Committee (SC).</p> <p>The updated Environmental Policy covers all activities across all our UK and Malta campuses and includes specific carbon reduction targets.</p>
ACTION	Environmental Policy will be submitted to the Senior Executive Team (SET) for approval
4b.	Maiden Sustainability Week: Verbal Update
2021.132	<p>The Chair expressed her gratitude to everyone that were involved in our Maiden Sustainability Week and stated that the SC needs to review the feedbacks received during the week.</p> <p>FB made the point that QMUL has a long history of work in the field of Sustainability and proposed to hold the Sustainability week annually to highlight and celebrate these initiatives across its academic department and professional services.</p> <p>PT suggested that it will be good to have a plan for October 2022 Sustainability Week during the first quarter of 2022.</p>
ACTION	Review feedback from the Inaugural Sustainability Week and feed them back to one of the next SC meetings.
ACTION	Present a plan for consideration by the Sustainability Committee in April 2022
5. Teaching and Research	
5a.	The Campus as a Living Laboratory
2021.133	<p>Lisa Belyea (LB) delivered a presentation on The Campus as a Living Laboratory.</p> <p>LB gave an overview of the Living Lab concept and made references to examples from other Universities. The objectives for developing a Living Lab are:</p> <ul style="list-style-type: none"> • Students: enriching education and experience • Academics: opportunities for impactful and innovative teaching, research • Professional Services staff: improvement of physical and administrative operations • External stakeholders: meaningful and mutually beneficial engagement

	<p>LB stated that she had led a successful application for Westfield Fund to support establishment of a Living Lab at our Mile End Campus.</p> <p>During LB's presentation, she gave an overview of current wider Living Laboratory networks:</p> <ul style="list-style-type: none"> • EAUC Living Lab Community of Practice • European Network of Living Labs <p>In addition, LB stated that the three core principles of Living Laboratories are:</p> <ol style="list-style-type: none"> 1) It should address the real-world sustainability challenges 2) Formal participation 3) Stakeholder partnership <p>However, the implementation of a Living Lab have the following common challenges (according to EAUC):</p> <ol style="list-style-type: none"> 1) Resources (Funding, long-term/core and for specific projects) 2) Communication and engagement (Internal & external) 3) Operational (Priorities, timescales, reporting) <p>LB suggested that Queen Mary can implement the Living Laboratory concept via:</p> <ul style="list-style-type: none"> - University level commitment to using the Campus as a living Laboratory - Active coordination among all the stakeholders - Scaling up (number and scope of projects; range of internal and external stakeholders) <p>The Vice Chair suggested that we need to bring together the Smart Campus, Sticky Campus and Living Lab Campus and develop a comprehensive plan, which should include human and financial resources required to implement an effective Living Lab.</p>
OUTCOME	The committee thanked LB for her presentation and asked to keep the committee informed on the progress of Westfield Fund
ACTION	Schedule a meeting with relevant stakeholders to frame Queen Mary's Living Laboratory concept and delivery plan
6. UN SDGs: Sustainability Leadership Scorecard 2020/21	
6a.	Construction and Renovation
2021.134	RH gave an update on the construction and renovation Sustainability Leadership Scorecard (SLS). PT mentioned that:

	<ul style="list-style-type: none"> • During the 2019/20 academic year our construction and renovation Sustainability Leadership Scorecard (SLS) score was 23/32 and we are optimistic to improve this score to 29/32 by the end of the 2020/21 academic year. • Our 2020/21 SLS score improved to 27/32 (2 scores less than our target). We are currently working towards improve our current SLS score to 31/32 by July 2022. • Our long-term ambition is to integrate innovative building energy efficiency technologies and good environmental approaches into all our new builds and refurbishment projects.
OUTCOME	The SLS was approved
ACTION	RH and TL will present a paper on installed thermostatic valves across our campuses
6b.	Resource Efficiency and Recycling
2021.135	<p>SK presented a summary of the Queen Mary's Resource Efficiency and Recycling performances based on the Sustainability Leadership Scorecard (SLS).</p> <ul style="list-style-type: none"> • The score for 2019/20 was 22/32, the target score for 31 July 2021 was 26/32. The key area for improvement was Action Planning. • The score for the 2020/21 academic year is 24/32 and the target score for 31 July 2022 based on planned activities is 28/32, which we predict will be more achievable due to a return to more normal working practices.
OUTCOME	The SLS was approved
6c.	Biodiversity
2021.136	<p>DS presented an overview of Queen Mary's Biodiversity performance through the lens of the Sustainability Leadership Scorecard (SLS).</p> <ul style="list-style-type: none"> • Our current (2020/21) SLS score is 29/32. This is an improvement from the 24/32 score we attained at the end of the 2019/20 academic year. <p>DS mentioned that biodiversity is an integral aspect of our current Environmental Sustainability Action Plan (ESAP). Our immediate objectives are:</p> <ul style="list-style-type: none"> • To review and update our current Biodiversity Action Plan • We will monitor and evaluate our current management practices and take steps towards improvement where needed • Extend our biodiversity related network within and beyond the institute.

	The Chair and Vice Chair thanked DS for the exceptional work that he had done at Queen Mary and wished him all the best for the future.
OUTCOME	The SLS was approved
6d.	Student Engagement
2021.137	<p>TS presented an overview of Queen Mary's Student Engagement through the lens of the Sustainability Leadership Scorecard (SLS):</p> <ul style="list-style-type: none"> • The score for the 2020/21 academic year was 26/32 • the target score for 31 July 2022 based on planned activities is 31/32. Due to the impacts of the COVID-19 pandemic, this target score has been revised down compared to the previous assessment. The key area identified for improvement is: Link to the Curriculum.
OUTCOME	The SLS was approved
6f.	Procurement and Supplier Engagement
2021.138	<p>PT presented an overview of Queen Mary's Procurement through the lens of the Sustainability Leadership Scorecard (SLS) on BS's behalf.</p> <p>The key area of improvement was the approval of the Environmental Sustainability Action Plan (ESAP) and that Environmental Policy moved from draft to approved stage.</p> <ul style="list-style-type: none"> • The score for the 2020/21 academic year was 24/32. <p>The initiatives below are being implemented to embed sustainable procurement practices across our Campuses:</p> <ol style="list-style-type: none"> 1. To prepare Sustainable Procurement Guide by the end of 2021/2022 academic year 2. Review and monitoring via the Sustainable Procurement Group 3. Embedding further sustainability criteria into tenders and contract management 4. Further developing the training and support for all colleagues. 5. Social Value portal – national programme to quantify sustainability as £s. 6. Working with ELBP (East London Business Place) to see if we can collaboratively deliver training/ workshops to local businesses.
OUTCOME	The SLS was approved
7. Energy Management and Road to Net Zero	
7a.	Road to Net Zero: Building Profile and Decarbonisation Opportunities (SC.21/44)

2021.139	<p>LP reported that preliminary Energy audits were performed in August 2021 for the three main UK Campuses (Mile End, Charterhouse Square and Whitechapel). Summaries of these report gives an insight into:</p> <ol style="list-style-type: none"> 1. Specification of types of buildings included in the analyses (gross internal area, year of construction, specific energy consumption per m², DEC rating) 2. Description of the existing situation and findings in: <ul style="list-style-type: none"> • Building envelope (walls, windows, roof) • Heating system (installed boilers, heating devises, condition of heating pipes insulation) • Lighting system (type of bulbs, availability of an occupancy sensor) • Water consumption equipment (availability of the water mixing taps with aerators and dual flush toilet) 3. Suggested energy efficiency measures <p>LP mentioned that she is going to run energy awareness campaigns focused on promoting good energy housekeeping and behaviour.</p> <p>PT added that the opportunities identified from these surveys and the current heat decarbonisation will ensure that we ready-to-go projects, whenever any Government grant is announced</p>
OUTCOME	The committee took assurance of this report
7b.	Road to Net Zero: Energy Performance Trend (SC.21/45)
2021.140	<p>PT gave an overview of our energy performance compared to our 20218/19:</p> <ul style="list-style-type: none"> • Electricity used across our UK campuses reduced from 37,537 MWh to 33,2091 MWh between the 2018/19 and 2020/21 academic years • The natural gas used across our UK campuses reduced from 35,442 MWh to 31,838 MWh between the 2018/19 and 2020/21 academic years <p>Despite the above achievements, as our campuses open for full activities (pre COVID-19 status) and without doing anything, it has been projected that the:</p> <ul style="list-style-type: none"> • Electricity used across our UK campuses will increase by 2.3% compared to our 2018/19 levels (38,414 MWh) • Natural gas used across our UK campuses will reduce by 1% compared to our 2018/19 levels (35,085 MWh) <p>PT also stated that our application for a heat decarbonisation grant of £124,399.20 was successfully. We will invest this grant to develop our heat</p>

	decarbonisation plan (HDP), which will underpin the delivery of our six-year 30% carbon reduction target and to develop our net zero strategy.
ACTION	The draft of the HDP will be presented at the scheduled January 2022 meeting of the Sustainability Committee
Date of next meeting: 24 January 2021 (15:00 to 17:00 Hours)	