

**Goldsmiths
University of London**

ESTATES COMMITTEE

ENVIRONMENT AND SUSTAINABILITY SUB-COMMITTEE

30 September 2008

- Present:** Mr Hugh Jones (Chair), Michael Dick, Kay Stables, Vicky Annand
Rebecca Watts, Erica Drew, Mary Bright, Barry Douglas, Graham Gaskell, Ian
Wiles, Patsy Carter (Secretary)
- In attendance:** Jess Tratt, Student Union President.
- Apologies:** Megan Ambrose

OPEN BUSINESS

1 ANNOUNCEMENTS

The Chair welcomed all present to the first meeting of the Environment and Sustainability Sub-Committee.

Megan Ambrose had left the College and would not be attending future meetings of the Committee.

2 MINUTES

This was the first meeting of the Committee and there were no prior minutes.

3 TERMS OF REFERENCE, COMPOSITION AND MEMBERSHIP

Received:

the Environment and Sustainability terms of reference and membership for 2008 –2009
(08-309)

Noted:

- (i) that the Environment and Sustainability Sub-Committee was established to oversee the College's management of environmental matters in particular the achievement of any relevant strategic planning targets and that would be reported to the Estates Committee;

- (ii) that the Committee would consider and advise Council via the Estates Committee on the College Environmental Policy and on compliance with current and impending environmental legislation;
- (iii) that the Committee would oversee the College's environmental sustainability and initiatives such as the Fairtrade University Status;
- (iv) that in the discharge of all the Committee functions, to report to the Health and Safety Committee where environmental issues under consideration have implications for the College's discharge of its obligations under health and safety legislation and to ensure that Health and Safety Committee approval is obtained for any proposals being made to Council for new or revised policies;
- (v) that membership to the Committee should include further Academic and IT representation.

Recommended:

- (i) that reference to Goldsmiths Carbon Management Strategic and Implementation Plan should be included on the Terms of Reference under item 1.
- (ii) that the Chair should consider how to increase academic and IT services representation for future meetings of the Committee;
- (iii) that as the former Environmental Policy Working Group had been disbanded, and was replaced by the Carbon Champions Network Group (CCNG) and that it was important for there to be a seamless reporting channel for the group through to the Committee;
- (iv) that the Chair should approach Heads of Departments to ensure their endorsement and support for the release of Carbon Champions in their department in their duties and attendance to CCN meetings once per term;

4 COLLEGE POLICY ON CONFLICTS OF INTEREST

Received:

the College Policy on Conflicts of Interest (08-303)

5 STANDING ORDERS

Received:

the Standing Orders.(08-304)

7 HIGHER EDUCATION CARBON MANAGEMENT PROGRAMME - STRATEGY AND IMPLEMENTATION PLAN 2008-2010

Received:

- (i) Goldsmiths Carbon Management Strategy and Implementation Plan (SIP) (08-310)

Noted:

- (i) that the plan was delivered to the Carbon Trust March 2008 and that the timescale for implementation of the Carbon Saving Opportunity Projects set out in the Plan was 2008 to 2010;
- (ii) that the total estimated capital expenditure of £289,350 (with an estimated payback period of 1.2 years) had been approved at the Finance and Resources Committee 3 June 2008;
- (iii) that three focus groups had been established to implement the carbon saving projects identified in the SIP and these consisted of:
 - the Campaign Awareness Focus Group
 - the Recycling Focus Group
 - the Building Energy Management Focus Group

Campaign Awareness Group

- (i) that the campaign awareness group were focussing on the Carbon Champions Network and would revisit the communications plan devised in the Strategy and Implementation Plan;
- (ii) that the Launch of the CCN had taken place 19 September 2008, the keynote speaker was Joan Ruddock MP and the Launch was well attended;
- (iii) that the purpose of the CCN was to learn from and capture the ideas of Carbon Champions;
- (iv) that the CCN wanted assurance of support from SMT;

Re-Cycling Focus Group

- (i) that the Re-cycling Focus group was developing a project for a new recycling system to be phased in across buildings on campus and the pilot would start with Catering Services and the Ben Pimlott Building;
- (ii) that Reprographics had renegotiated a new contract with OCE to maximise productivity of high quality professional documents, that reduced cost and met sustainability criteria;
- (iii) the introduction of a College wide on-line procedure for the disposal of IT Equipment;
- (iv) that the composting area on the backfield had fallen into disuse, however, that once resources were in place composting would be re-established and careful consideration should be given for its re-location, easy access to the main campus must be an option;
- (v) that an initiative would be started to ensure that all departments had access to white paper recycling;

Building Energy Management Focus Group

- (i) that the hard measures for achieving carbon savings and reducing energy costs were being taken forward and prices were being sought;

Recommended:

- (i) that focus groups report the progress achieved against Carbon Saving Projects identified in the SIP at the next meeting of the Committee;
- (ii) that through procurement, identification of the contractors used by the College, with Carbon Management Strategies or policies should be identified and reported to the Committee;

- (iii) that a member of the Publications Team should join the Campaign Awareness Group;
- (iv) that the Environmental Policy 2002 is developed to include the initiatives on Sustainability, Carbon Management, WEEE Regulations and IT Equipment disposal.

8 STUDENT TRAVEL PLAN

Received:

the Student Travel Plan (Executive Summary) (08-311)

Noted:

- (i) that the College had participated in a pilot project with Transport for London (TFL) to assist TFL with the development of a programme to help universities and higher education institutes across London develop travel Plans for their students;
- (ii) that the working group at Goldsmiths consist of Estates and Facilities, Communications and Publicity and the Student Union;
- (iii) that the overall aim of the plan was to encourage students to choose green and sustainable ways to travel into College;
- (iv) that the travel plan sets out the targets and measures to be implemented;
- (v) that the findings following the survey were that there were opportunities to increase the number of students who lived within 1.2 miles who would walk into College and those that lived within 3.1 miles who would cycle into College;
- (vi) that the recommendation in the action plan would be achieved by improved cycling provisions;
- (vii) through more effective promotion of the alternatives and through engagement with students to develop improvements to travel opportunities;
- (viii) that a quick win funding from TFL had been allocated to support the improvement of cycling facilities on campus, primarily to increase the number of secure sheltered cycling provision and lockers as was supported by the former Student Union President;
- (ix) that TFL had recommended that a dedicated resource is provided to drive the implementation of the actions, work with the steering group and monitor and review the implementation of the plan;
- (x) that there would be an expectation beyond 2013 for the College to maintain the actions identified in the plan and consider the financial resources required;

Recommended:

- (i) that the Director of Estates and Facilities would identify the Travel Plan Coordinator resource;
- (ii) that the Student Travel Plan would be used as a template and model to devise the Staff Green Travel Plan;
- (iii) that the improved cycling facilities should include an increase and improvement of the existing shower provisions on campus;
- (iv) the introduction of a campus wide car-parking charging policy.

13 NEXT MEETING

Noted:

that the next meeting would be held Thursday, 22 January 2009, 2.00pm, Room 110, DTH

Patsy Carter
November 2008