

## SUSTAINABILITY COMMITTEE

### Minutes of the meeting held on 27 March 2023

#### Members Present:

Pro-Vice-Chancellor for Science (Chair), Prof Mark Searcey, (MS)  
Chief Resource Officer, Ian Callaghan, (IC)  
Director of Estates & Facilities Directorate, Stephen Wells (SW)  
Executive Director for the Tyndall Centre, Asher Minns (AM)  
Assistant Director of Infrastructure and Asset Management, Charlie Downen (CD)  
Assistant Director of Social Enterprise (Venues, SU), Richard Hunter (RH)  
Lecturer in Energy and Climate Change, Dr Noel Longhurst (NL)  
Management Information Officer, Dr Hannah Kent-Webb (HKW)  
Lecturer, Education and International Development, Dr Hannah Hoechner (HH)  
SU Environment Officer, Sophie Ciurlik Rittenbaum (SCR)

#### With:

Sustainability and Energy Consultant, Richard Bettle (RB)  
Administration Manager (Minutes), Sharon Weekley (SWE)

#### Apologies:

Head of Internal Communications, Rebecca Holmes (RH)  
SU Campaigns and democracy officer, Serene Shibli-Sexton (SSS)  
Assistant Energy and Utilities Manager, Jeremy Carter (JC)

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## MINUTES

### 1. MINUTES

Committee members confirmed the minutes of 19 January 2022 as a true and accurate record of proceedings

#### Update on previous actions

**AM to investigate crowd sourcing opportunities within the Norwich Community** – AM confirmed that conversations are ongoing but that this is not to be held as an action for this Committee. The Norwich Business Innovation District, crowd sourcing for solar power and HP3 discussed. AM feels that the UEA Community may be willing to be involved in future efforts.

### 2. DECLARATIONS OF INTEREST (IF ANY)

NL and HH declared that they are involved with the Biodiversity and Climate Action Network (BCAN)

### 3. STATEMENTS BY THE CHAIR

None

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## SECTION A: ITEMS FOR DISCUSSION AND ACTION

### A1. Response to BCAN

All have seen a copy of the letter presented to the University by Biodiversity and Climate Action Network (**SUS22D003**) and a copy of the response (**SUS22D004**).

- SW advised that the Estates and Catering teams have completed sections of the response that involve those teams, but some other uncompleted parts of the response fall under the control of other departments. Evidence suggests 60% of an Institution's carbon reduction comes from Scope 3, and many of the items not currently completed fall within this area. SW suggested that some of these items may not fall within the remit of the Committee, e.g., moving towards a meat-free campus.
- SCR challenged the Committee to consider that those hardest hit by climate change do not have a choice about which impacts they take into account.
- AM introduced NL, attending this as his first meeting as ENV representative. NL declared that he is involved in BCAN and gave some background on the network for context. BCAN is a network of staff and students who want UEA to be a leader in its actions as well as its science, to 'walk the walk'. The BCAN letter was a result of various discussions around 'what would world leading look like' and BCAN wants to be collaborative, rather than adversarial, in its relationship with the University.
- Discussion regarding what falls within the scope and sphere of influence of this Committee, and the University Community.
- Fields where a response is not complete include mandating a meat-free campus, banking with Barclays, and involvement with fossil fuels, the military and Palestine. MS felt that these may be outside scope.
- SCR argued that everything listed is intertwined with Sustainability and that climate change is driven by capitalism, so everything needs to be considered.
- MS asked how we move forward now with the response and CD said that the remaining gaps need to be discussed and completed by the Executive Team as they are outside the scope of the Estates Directorate.
- SW agreed with NL that the University needs to continue conversations and involve staff and students in Sustainability, but we need to be clear on what is within our scope and what we can financially afford to take forward at this time.
- HH asked if we could include staff and students from BCAN in the Sustainability Implementation Teams.
- Discussion reference resourcing Sustainability initiatives. NL said that Estates had been the main department responsible for these in the past and the BCAN letter maps ways that this load could be spread across the University. SCR pointed out that the University are having

issues replacing leavers within the Sustainability team because the salary is set at a third of what other institutions are paying for comparable roles and resourcing should be set as a priority.

- AM suggested that we look again at the Terms of Reference as part of the next agenda to include any linked working groups and implementation teams as it feels that the links have been lost.
- **Action: IC/MS to take the BCAN response to Executive Team**
- **Action: MS will feed back the question of TOR back to CBC**

## A2. Data Metrics

All have received links reference future data requirements to meet the [Standardised Carbon Emissions Framework \(SCEF\) | EAUC](#)

- SW that the arrival of this metric is good news as the HE Sector now has clear metrics on how to record Scope 1, 2, and 3. The data collection is currently voluntary and will be reviewed in 2024.
- SW said that we will be submitting the data as far as we can and will evolve this in the same way as we have evolved our EMR statistical return to HESA over the last ten years.
- This will highlight where we are within our comparative groups, highlighting best practice as well as those who are not delivering. Data can then be used for various league tables, e.g., People and Planet and we can then learn from these and take initiatives forward.
- RB asked how this new framework links with the HESA EMR return. SW said that this will be adding an additional question set within EMR.
- SCR said that the reason UEA does not perform well on Sustainability league table is because of Catering (meat and dairy) and because we bank with Barclays, who have links with fossil fuels and armaments. SCR asked if this would be a good time to change banks. IC explained that the University has a very competitive deal with Barclays, and it would be prohibitively costly to change banks.

## A3. General Update

Presented by Charlie Downen and uploaded to the shared space for Committee members (**SUS22D005**)

- Reference recruiting Head of Sustainability, SW said that this is now the third time we have attempted recruitment of this role. At £62k/annum, it was highlighted in an EDP league table of most paid jobs in Norwich, but sustainability is a very competitive market. We may need to look at resourcing differently, including the longer-term use of consultants but will speak to People and Culture about possible next steps.
- Big Summer shut down – MS asked how this will work as there will be PhD students on campus during that period. CD responded that Estates are looking at what activities are planned on site and work around it.

- Heat pumps and ground source boreholes – AM asked if these are still aspirations from the prior report or if they are actually planned. RB said that they are on the top-level list of things that we need to do for the legacy estate, but they should be considered aspirational at this stage.
- Carbon Planning discussed including the use of the estate for additional measures. RB explained that AM, RB, and others mapped out a carbon reduction plan to achieve Net Zero by 2045 in line with the Local Authority's pathway to Net Zero.
- SW reminded all that carbon management is only one of the challenges we face. Others are the life cycle management and backlog maintenance plans, and the new aspirations for CDP. Estates are bringing everything together for presentation to ET in the summer so they can see all of the challenges together and can make an informed decision on their focus.

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**SECTION B:**

**ITEMS WHICH CONTAIN RECOMMENDATIONS BUT WHERE NO DEBATE IS ANTICIPATED**

*Please look under 1. Business of the Agenda for details of how to view these documents.*

None submitted.

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**SECTION C: ITEMS FOR REPORT**

*Please look under 1. Business of the Agenda for details of how to view these documents.*

None reported.

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**SECTION D: RESERVED AGENDA**

*Please look under 1. Business of the Agenda for details of how to view these documents.*

None reported.