

Carbon Reduction Action Plan - January 2012

Updated 22nd September 2011

ESG 101

Ref	Objectives	Reference to CMP	Responsible Person	Associates	Completion	Progress	Process/Monitoring to Compliance	Notes	Benefit
1.00	Legislation					%			Legal Requirement
	Carbon Reduction Commitment - Energy Efficiency Scheme	2.1	COO	E&SM					Legal Requirement
	Registration for Phase 1		E&SM	EMT	30th Sept 2010	100	All relevant names and consumption data required		Legal Requirement
	Record 1st year Emissions - 2010/11		E&SM	EMT	31st March 2011	100			Legal Requirement
	Complete Carbon Trust Standard Assessment		E&SM	EMT	31st March 2011	100			Legal Requirement
	Compile and submit Footprint and Annual Reports for 2010/11 emissions		E&SM	EMT	29th July 2011	100	Emissions assessment for 2011/12	Process in hand	Legal Requirement
	Record 2nd year Emissions - 2011/12		E&SM	EMT	31st March 2012	50		Process in hand	Legal Requirement
	Compile and submit Footprint and Annual Reports for 2011/12 emissions		E&SM	EMT	29th July 2012	0			Legal Requirement
	Purchase 2011/12 Emissions Allowances		E&SM	EMT	29th July 2012	0			Legal Requirement
	Registration for Phase 2		E&SM	EMT	30th Sept 2012	0	All relevant names and consumption data required		Legal Requirement
2.00	Existing Environmental Management Structure								
	Relevant communication updates given to Council, Staff, Students and other external stakeholders	4	E&SM	EMT	ongoing	40	Monthly bulletin to be produced		Ensure on going compliance of necessary legislation
3.00	Management Process								
	University Strategic Plan		PVC-Strategy	E&SM	Jul-12	25	Review current Strategic Plan and prepare New	Current Strategic Plan is under review and going through a Staff/Student consultation process. Initial Review to be carried out by Council September 2011. Final NEW Plan to be approved by Council July 2012.	Provide direction for University
	Carbon Management Plan		DO	E&SM	Sep-11	100	Review	Addendum CMP to ESG September 2011	Provide direction for University
	Estate Strategy (includes capital projects and stock condition works)		DE	E&SM	ongoing		Review		Provide direction for University
	Environmental Policy		DO	SC	Sep-10	100	Reviewed by ESG Annually	Review to commence Sep-11	Provide direction for University
	Finance Strategy (includes travel and expenses)		DF	E&SM	Jul-11	100	Reviewed by Council		Provide direction for University
	Space Management		DE	E&SM	Dec-11		Review		Provide direction for University
	Sustainable Procurement Policy		HP	PO	May-11	100	Review		Provide direction for University
	Travel Plan		DO	CSM	May-11	100	Review		Provide direction for University
	Carbon Impact Assessment Policy		DE	DDE(P)	Jul-11	95	New Policy	Policy developed awaiting introduction by Estates	Provide direction for University
4.00	Brunel University's overall emissions calculations								
	Yearly Consumption / Emissions Report 2009/10		E&SM	EMT	Sep-10	100	Yearly Consumption / Emissions Report 2009/10		Inform
5.00	Scope 3 Emissions	6.3							
	Complete scope 3 emissions calculations		E&SM	EMT	Dec-12	45	Complete Defra reporting calculation method 2010 Guidelines to Defra / DECC's GHG Conversion Factors for Company Reporting.	Hefce Guidance on Scope 3 calculation method - January 2012 implementation December 2012	Inform
	Water		E&SM		Sep-10	100			Inform
	Waste		SSM	E&SM	Dec-12	50			Inform
	Staff Business Travel		E&SM	EMT	Dec-12	15			Inform
	Student Travel on behalf of Brunel		E&SM	EMT	Dec-12	15			Inform
	Staff Commuting Travel		CSM	E&SM	Dec-12	15			Inform
	Student Commuting Travel		CSM	E&SM	Dec-12	15			Inform
	Procurement		HP	PO	Dec-12	15			Inform
6.00	Data collection								
	Ensure that an easy understand process of showing the data to inform the university community		E&SM	EMT	Sep-11	100	Yearly Consumption / Emissions Report 2009/10		Inform
7.00	Targets and Milestones (defined by HEFCE guidance)								
	Achieve 20% reduction by 2012/13 and 48% reduction by 2020/21.		COO	E&SM	Jul-21	10	On going quarterly reporting		Meet declared Target
8.00	Waste								
	To move 100% of Halls of Residence Food Waste from the Waste Stream to on-site Composting.		SSM	E&SM	2012/13		Process Plan to include ideas and funding routes		Meet declared Target
	To achieve a recycling rate of 50% by 2012		SSM	E&SM	Dec-11		Process Plan to include ideas and funding routes		Meet declared Target
9.00	Technical and inter-personal carbon emission saving measures								
	Identify all 2010/11 technical/infrastructural carbon saving measures		DE	E&SM	Dec-11		On going quarterly reporting		Ensure maximum Carbon Reduction achieved
	Change management/human interaction measures		EMT	EMT	Dec-11		Process Plan		Ensure maximum Carbon Reduction achieved
10.00	Funding								
	Explore further HEFCE, Rolling Green Fund and Salix Finance funding routes		E&SM	Crag	ongoing		On going reporting to ESG and EMC	Carbon Reduction Action Group formed and full review of Project potential carried out	Ensure maximum Carbon Reduction achieved
	Explore further funding routes		E&SM	Crag	ongoing		On going reporting to ESG and EMC	Carbon Reduction Action Group formed and full review of Project potential carried out	Ensure maximum Carbon Reduction achieved
11.00	Travel								
	Increase walking to campus to 32%		CSM	EMT	2013		Process Plan to include ideas and funding routes		Meet declared Target
	Reduce single occupancy car to 10%		CSM	EMT	2013		Process Plan to include ideas and funding routes		Meet declared Target
	Increase cycling to campus to 8%		CSM	EMT	2013		Process Plan to include ideas and funding routes		Meet declared Target
	Increase car share to 10%		CSM	EMT	2013		Process Plan to include ideas and funding routes		Meet declared Target
	To maintain travel plan co-operation with outside organisations		CSM	EMT	ongoing		On going reporting to ESG		Meet declared Target
12.00	University's Vehicle Fuel Use								
	To introduce a green campus based vehicle fleet for the University.		DO	EMT	2013		Process Plan to include ideas and funding routes	Strategy to be developed	Ensure maximum Carbon Reduction achieved
13.00	Construction and Refurbishment								
	Ensure compliance with current legislation and CMP		DE	DDE(P)	ongoing		On going reporting to EMC		Ensure on going compliance of necessary legislation
14.00	Environmental Benchmarking								
	Environmental benchmarking against other HEIs is to be undertaken		EMT	EMT	Jan-12		Benchmarking		Ensure maximum Carbon Reduction achieved
15.00	Sector Networking								
	Keep up to date with the development and use of innovative carbon saving measures		E&SM	DE	ongoing		Networking		Ensure maximum Carbon Reduction achieved
16.00	Procurement of Goods and Services								
	Review and update procurement policies for carbon savings		HP	PO	ongoing		Review and update procurement policies for carbon savings		Ensure maximum Carbon Reduction achieved
17.00	Update Carbon Reduction Action Plan								
	Update Carbon Reduction Action Plan and issue		E&SM	EMT	ongoing		On going reporting to ESG and EMC		Provide direction for University

Completed

In Hand

Outstanding