

Energy, Water and Waste Management Policy

Cardiff University is committed to the responsible management of energy, water and waste.

By efficient management of these resources, the University aims to minimise its carbon footprint, reduce expenditure and reduce its environmental impact while maintaining health and safety standards and an acceptable comfort level for staff, students and other building users.

The policy will form an important part of the University's sustainability agenda.

1. Responsibility

The overall operational responsibility for the policy lies with the Vice-Chancellor who has delegated the day-to-day energy, water, domestic waste and recycling management to the Director of Physical and Financial Resources. The overall policy and direction is set by the University's Sustainability Group working in close association with the Environment and Energy Working Group. Day-to-day hazardous/special waste management responsibilities lies with the Director of the Occupational Safety, Health and Environment Unit (OSHEU).

2. Selection and Purchase

Energy purchase is currently undertaken by the University's Purchasing Section which will negotiate with utility providers. The Estates Division will manage the contractual arrangement for domestic waste and recycling and OSHEU will manage the hazardous waste streams.

3. Investment in Energy, Water and Waste Efficiency

The University has and will continue to invest in energy, water and waste saving schemes with demonstrable benefit to the University and the environment. Consideration will be given towards reinvesting savings achieved by good housekeeping measures into energy efficiency projects.

The estates capital and maintenance budgets will be used for strategic efficiency projects as appropriate.

Where available, grants will be sought to improve energy, water and waste efficiency. An energy, water and waste audit will be carried out periodically with an action plan prepared from the findings. An action plan for hazardous/special waste will be prepared by OSHEU.

4. Design and Legislative Requirements

The design of new building projects, major refurbishment and other capital projects will conform to the latest legislative requirements and to Welsh Assembly Government funding criteria. The Estates Division will ensure compliance with the legislation and all other relevant guidance and directives.

Waste contractors will be subject to duty of care audits to ensure legal compliance.

5. Purchase of Equipment

Energy, water and waste costs will be considered by the Purchasing Section, in liaison with the Finance Division, when purchasing major items of new equipment which are likely to have with a material impact on energy, water and waste costs and carbon emissions e.g. computers, catering equipment etc. The Estates Division will be informed by Purchasing of decisions made in regard to these items in order that they may suggest energy saving installation techniques.

6. Energy and Water Information

Electricity, gas, and water meter readings will be recorded monthly and closely monitored against expected usage. The Finance Division will check invoices against meter readings for gas, electricity and water, using both on-line data provided by suppliers and internal sources. Abnormal consumption will be investigated by the Estates Division and corrective action taken. Each year realistic energy targets will be set and monitored.

Recycling targets for domestic waste will be set and performance monitored.

7. Maintenance

Energy conversion plant, distribution systems and energy using equipment will be correctly maintained to avoid energy and water wastage. BEMS controls will be audited periodically by an independent consultant.

8. Awareness on Energy, Water and Waste

Cardiff University will adopt a holistic approach to awareness by involving everyone associated with the University – staff, students, suppliers and all other stakeholders.

Eco-Champions will be appointed in schools and divisions to promote best practice and provide leadership in the area of energy, water and other environmental concerns and will be given appropriate and regular training.

Regular awareness initiatives communicated by the Environment and Energy Working Group to all staff and students will emphasise the cost and environmental benefits of saving energy and water, the environmental benefits of recycling and minimising waste production, the cost-savings benefits that already or could have been achieved and further opportunities available.

Staff will have a responsibility to set a good example to students and colleagues who can also make a significant contribution to end-use energy efficiency.

9. Estates Strategy

Cardiff University will continually review its space allocation to ensure space is utilised in the most effective manner in terms of energy consumption and cost, and that control of energy costs and carbon emissions is intrinsically linked to the university's estates strategy.

10. Reporting

The Environment and Energy Working Group will prepare performance reports which benchmark energy, water and waste costs against internal and external norms, comparing data against market based comparators and reviewing energy consumption in CO2 equivalent terms. These reports will be submitted to the University Board and the Sustainability Group and reported annually to the Health, Safety and Environment Committee.

Date 1 March 2010