



# Minutes of the Board for Energy and Environment Meeting

Wednesday 21<sup>st</sup> September 2022

## Attendees

- Prof Phil Hart Director of Energy & Power Theme - Chair
- Ian Sibbald Director of Finance
- John Street Director of Facilities
- Gareth Ellis Energy and Environment Manager
- Becky Shepherd Environment Officer
- Stewart Elsmore Director of Campus Services
- David Ford Director of Information Technology
- Ginny Ford Environment Advisor
- Kate Biggs Environment Officer **\*\*apologies\*\***
- Edward Poll Head of IT Infrastructure
- Rosina Watson Senior Lecturer in Sustainability
- Geoff Say Director of Finance and Operations
- Gilbert Soyus Kakkarayil Student Representative
- Ajinkya Adekar Student Representative
- Christine Thompson Invited Attendee – Corporate Planning Director
- Simon Judd Invited Attendee- Simon Jude
- Michelle Starkey Board Secretary / Minute Taker (in the absence of Abbi Legate)

Item		Action
1	Apologies were noted for Kate Biggs & Abbi Legate	None
2	<b>Minutes from previous meeting</b> – the minutes of 4 <sup>th</sup> July were reviewed and approved. There were no outstanding actions.	Info only
3	<p><b>SDGs and THE Impact Awards</b></p> <p><b>3.1</b> CT attended the meeting to update on the above, The University will be looking at 4 of the SDGs to go forward with in areas that we could score the highest; these are SDG8 <i>Economic Growth</i>, SDG9 <i>Industry Innovation</i> SDG16 <i>Peace and Justice</i> and SDG27 <i>Partnership for Goals</i> (compulsory). CT mentioned that this year we need to attack the activities plan to get policies in place for the data. Shrivenham will NOT be part of this process due to non-reliable data.</p> <p><b>3.2</b> CT/GE/Jason to make a decision on the data to put forward to the VC for sign off</p> <p><b>3.3</b> CT informed all that the SDG page will go live on web pages from 22<sup>nd</sup> September</p> <p><b>3.4</b> PH will forward CT invites to all future BEE meetings as the Co-ordinating Sustainability Champion.</p>	<p>Info only</p> <p>CT/GE/Jason</p> <p>Info Only</p> <p>PH</p>
4	<p><b>ISO 14001 Management Review for Agreement</b></p> <p><b>4.1</b> GF went through the key points on the report and will email out the associated Environmental Issues Analysis CU-ENV-REG-06 to everyone for feedback and comments after the meeting.</p> <p><b>4.2</b> SE raised the importance of communicating with stakeholders so that students are on board with reducing energy consumption. It was requested that the Exec team are supportive of this.</p>	<p>All</p> <p>Info Only</p>

	<p><b>4.3</b> JS advised that there would be more details announced at the next meeting regarding Marshalls as there is still ongoing discussions/concerns around the Airport development.</p> <p><b>4.4</b> The Board approved the content and conclusions of the report and agreed the recommendations set out in Section 11.</p>	<p>Info Only</p> <p>Info Only</p>
<b>5</b>	<p><b>Environmental Incidents &amp; Communications</b></p> <p><b>5.1</b> GF reported that there had been one out of consent event reported by the Environment Agency, GF is currently awaiting the report back from Alpheus to forward onto the Environmental Agency to review.</p>	<p>GF</p>
<b>6</b>	<p><b>Energy Campaign Plan</b></p> <p><b>6.1</b> GE updated all regarding the current energy wastage and the huge impact it will have this year estimating at £4-5m in costs.</p> <p><b>6.2</b> We are all needing to educate staff and students regarding heating/lights on campus. Settings will be 21 degrees on heating to all buildings with radiator valves and its important contractors are also on board with switching off electricity when not being used.</p> <p><b>6.3</b> PH suggested the importance of pushing the energy policy details out during new student inductions and what we can do for more action; GE advised this is followed up with guidance/social media and confirmed that we currently have 25 energy champions that report back with ideas and findings.</p> <p><b>6.4</b> GE advised that this report should go to the Exec team. IS confirmed that JS draft will be reviewed first and then await feedback.</p> <p><b>6.5</b> GE will issue regular reports from the 1<sup>st</sup> week in October to everyone regarding the costs/carbon usage.</p>	<p>Info Only</p> <p>All</p> <p>Info Only</p> <p>Info Only</p> <p>GE</p>
<b>7</b>	<p><b>Climate Change Adaption Strategy</b></p> <p><b>7.1</b> It was noted that this is not ready to be adopted and will be awaiting comments/timescales and feedback by all.</p>	<p>All</p>
<b>8</b>	<p><b>Pollution Plan- sensors &amp; living lab</b></p> <p><b>8.1</b> SJ presented slides regarding the ongoing works and equipment purchased for research on site. Various equipment is still waiting to be installed and used due to COVID impact. SJ is reporting this information to GE.</p> <p><b>8.2</b> We have missed opportunities with new developments/projects on campus and need to inform SJ of these so that sensors etc can be set up beforehand.</p> <p><b>8.3</b> Due to the costings involved and what we are asking for support financially to keep this facility operational to reach its full potential; a meeting should be arranged with Chris Fogwill/GE/SJ/PH.</p>	<p>Info Only</p> <p>All</p> <p>AL</p>
<b>9</b>	<p><b>AOB</b></p> <p><b>9.1</b> GF advised the Living Lab working group are not meeting regularly and this could assist with feedback for SJ.</p> <p><b>9.2</b> BS would like to advise everyone regarding Green Week taking place on 21<sup>st</sup> - 25<sup>th</sup> November and speakers are required. Any staff members who are looking to present their projects would be suitable to speak at the event. CT has already volunteered. The team are looking to incorporate a few tours in addition to this.</p> <p><b>9.3</b> BS has requested that everybody reads the recommendation section of the Climate Adaption Strategy document.</p>	<p>Info Only</p> <p>All</p> <p>All</p>
<b>10</b>	<p><b>Date of next meetings; 2022 –</b></p> <p>19<sup>th</sup> October – PH would like to arrange this f2f. GE would also like a hybrid link available if anyone is unable to be on site.</p>	<p>AL</p>