



# Minutes of the Board for Energy and Environment – Interim Meeting

Wednesday 27<sup>th</sup> April 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
- Ginny Ford                              Environment Advisor
- Angus Murchie                        Energy Advisor
- Stewart Elsmore                      Director of Campus Services
- Gilbert Soyus                         Student Representative
- Ajinkya Adekar                        Student Representative
- Abbi Rockall                          Board Secretary / Minute Taker

Item		Action
1	Apologies were noted for Geoff Say, David Ford, Rosina Watson, Kate Biggs & Becky Shepherd	None
2	<p><b>Minutes from previous meeting</b> – the minutes of 7<sup>th</sup> March 2022 were reviewed and approved. Outstanding actions are noted below;</p> <p>2.1 Whilst the tracking of heating / gas / electric remains stable compared to 2020 targets, there has been a huge impact on travel. PH requested that GE collates the carbon stats / figures so PH can feedback to SWEE Exec team – PH + GE to meet and discuss this outside of BEE, AR will arrange</p> <p>2.2 PH to contact Jim Harris (Env/Agri) to request a case study from him</p> <p>2.3 AR to add ‘Adopting the SDG Branding’ as an agenda item to the next meeting</p> <p>2.4 BS / GE to contact the new Head of Communications (Duncan Murray’s replacement) when they arrive in April to provide an update on logos</p>	<p>PH, GE + AR</p> <p>PH</p> <p>AR</p> <p>BS + GE</p>
3	<p><b>Review ISO 50001 –</b></p> <p>3.1 AM presented the ISO 50001 document, and it was thoroughly reviewed and approved subject to comments and amendments suggested in the meeting.</p>	Info only

4	<p><b>Annual Energy &amp; Carbon Plan –</b></p> <p>4.1 The Energy &amp; Carbon plan was approved, subject to any further comments, which should be forwarded to Gareth by the 13<sup>th</sup> May 2022.</p>	All
5	<p><b>SDG Report – Approval Required</b></p> <p>5.1 All members of BEE approved the SDG report and agreed with the comments presented in the meeting</p>	Info only
6	<p><b>BEE Terms of Reference –</b></p> <p>6.1 The ToR document was circulated ahead of the meeting; GE &amp; GF advised that is not necessary for the document to be updated however if anyone has any comments or would like for changes to be made, comments should be sent to GE by 6<sup>th</sup> May</p>	Info only
7	<p><b>Training for Senior Managers –</b></p> <p>7.1 GF has spoken with Ramboll to deliver the training. Dates have been set in early June for GE and PH to attend the initial training meetings ahead of going into Exec meetings</p> <p>7.2 AR to add this item as a follow up agenda item during the next meeting</p>	<p>Info only</p> <p>AR</p>
8	<p><b>AOB –</b></p> <p>8.1 BEE members wished AM a happy retirement; this meeting was AM's final meeting</p>	Info only
9	<p><b>Date of next meetings; 2022 –</b></p> <p>7<sup>th</sup> June (Jackie Whelan to cover the meeting minutes)</p> <p>14<sup>th</sup> September</p> <p>19<sup>th</sup> October</p>	Info only