



Board for Energy and Environment Minutes

Date: Wednesday 8 February, 1500-1700

Location: Building 62, Hancock Room

Minutes		Action
1	Welcome and introductions The new Chair (by proxy) was introduced to the board.	
2	Previous minutes – 16 November 2016 The minutes were approved as a true and correct record.	
3	Identifying Environment Aspects Procedure (for approval) The Identifying Environment Aspects Procedure was summarised by way of Power Point presentation, approved and endorsed by the Board. Key changes were discussed, including the wider benefits; two examples each would be obtained from the SWEE Directors of Theme.	LT
4	Solar PV project – Salix loan applications (for approval) A Salix loan application for a Solar PV project with associated LED lighting upgrades was presented and approved by the Board. This will now go forwards to Capital Planning Committee and Finance Committee. Approved by the Board	
5	Living Lab – proposing new working group (for discussion) The proposal for a new living lab working group was discussed and agreed by the Board, suggesting Jim Harris and Gareth Ellis to lead. This would be replace the biodiversity working group.	GE
6	Travel Plan (for discussion) The current travel plan expires in 2017. The previous 5 year plan has seen improvements in bus travel and the cycle-ways between Cranfield University and Cranfield village. It was agreed the new plan should explore including Nissan and other tenants on the Cranfield campus, and also look at how Shrivenham can be better included. A small focus group would be set up to carry out scoping work before the next Board meeting.	GE

7	<p>Transition to new version ISO14001: 2015 – Environment perspective</p> <p>The new standard was summarised by way of Power Point presentation.</p>	
8	<p>Updates (the following updates were provided by way of Power Point presentation)</p> <ul style="list-style-type: none"> • BSI audit update • Environment Incidents x 3 <p>Energy and Environment Manager would liaise with the Centre for Atmospheric Informatics & Emissions Technology regarding the odour investigation.</p> <ul style="list-style-type: none"> • Carbon progress this year • Carbon and Energy • Waste Management • Food Waste Collection • Travel Update • Fair Trade and Biodiversity 	GE
9	<p>AOB</p> <p>The forthcoming audits at CDS were discussed.</p>	
9	Next Meeting: Friday 12 May 2017, 10 am to 12 pm	