

Confidential

Minutes of the Board for Energy & Environment held on Thursday 16th April 2015
at 11.00 am in Building 62, Hancock Room

Present: Simon Pollard (Chair)
Gareth Ellis (GE)
Ian Sibbald (IS)
Alice Golightly (AG)
Fred Coulon
Savina Velotta (SV) – Meeting Secretary

Apologies: Gio Lusignani (GL); Dhruvesh Sheth (DH); John Street (JS)

		ACTION
1	Apologies and Approval of previous minutes, 11.02.15 <ul style="list-style-type: none"> The minutes were approved as a true and correct record. 	
2	Matters arising <ul style="list-style-type: none"> The replacement Chair for the Carbon Management Group would be identified and allocated accordingly. Suggested Universities to visit throughout the year were discussed. 	SPo
3	Living Lab Proposal <ul style="list-style-type: none"> It was agreed that the proposal would be presented to University Executive for consideration and approval. 	SPo
4	ISO 14001 audit - outstanding actions <ul style="list-style-type: none"> The ISO14001 accreditation would link to ISO18001 as part of the health and safety system; the audit timetable was in the process of being finalised. 	
5	Update on projects <ul style="list-style-type: none"> The biomass boiler had officially been commission this week and was working well; it was agreed that GE would liaise with relevant course tutors to ensure a visit was included as part of existing courses, if possible. It was noted that any extension to the district heating project in the future may require additional funding, which would be presented to finance committee with an appropriate business case at the relevant time; GE was asked to provide the KPIs relating to carbon reduction and relevant historical data. 	GE GE
6	Environmental performance progress update <ul style="list-style-type: none"> A summary of environmental performance was provided; the final data would be available in September. GE reported a positive increase in segregated waste; tenders for new waste collectors had been issued to collect more food waste on site, to include better waste segregation. 	
7	Green Teams <ul style="list-style-type: none"> It was agreed that these would be revived and progressed. 	
8	Master plan update and implications <ul style="list-style-type: none"> GE reported that the new AIRC building was on target to achieve BREAM excellence rating. Moving forward GE would be included at the design stage of future building projects to assist with identifying opportunities as well as raising carbon 	

	management target awareness.	
9	AOB <ul style="list-style-type: none"> • AG would be leaving the University; a replacement Environment Adviser would be advertised. • The Board agreed to invite Becky Shepherd, Facilities Environment Officer to join the BEE Board. 	GE SV
Items for information / future discussion		

Future meetings
15 th June 2015, 12 pm to 2 pm 10 th September 2015, 2 pm to 4 pm 18 th November 2015, 10 am to 2 pm