

Confidential

Minutes of the Board for Energy & Environment held on Tuesday 18th November 2014
at 11.30 am in Building 26, Boardroom

Present: Simon Pollard (Chair)
Gareth Ellis (GE)
Ian Sibbald (IS)
Alice Golightly (AG)
Savina Velotta (SV)

Apologies: Fred Coulon; Gio Lusignani; Dhruvesh Sheth; John Street (JS)

		ACTION
1	<ul style="list-style-type: none"> GE welcomed the Board as acting Chair; individual introductions were made. The apologies were noted. 	
2	Approval of previous minutes, 30.09.14 <ul style="list-style-type: none"> The minutes were approved as a true and correct record. 	
3	Matters arising <ul style="list-style-type: none"> PV Project: vehicular access during ongoing works would be prioritised: action carried forward. The bus service travel route was raised; this had been addressed in conjunction with the local Council parameters and protocol. 	JS/IS
4	Sign off – Annual Report 2013/14 <ul style="list-style-type: none"> The final version of the Report was circulated to the Board and would be presented to the University Executive on 2nd December 2014. 	SPo
5	Sign off – ISO 14001 actions <ul style="list-style-type: none"> The ISO 14001 Management Review Synopsis 2014, a supporting document forming part of the Annual Report which would be presented to the Executive and produced on a quarterly basis in line with Health & Safety reporting was circulated. All Schools had received certification; a joint Environment Committee between SATM and SEEA would be set up. 	
6	Infrastructure Projects <ul style="list-style-type: none"> See (3) above. Any environmental issues, if any, would be accommodated by the Facilities Master Plan. An overview of the Biomass woodchip burner was given, being the current key project on site, located at Building 3. It was agreed that Council members would be invited to visit the site; SV to arrange accordingly. 	SV
7	Progress towards targets <ul style="list-style-type: none"> Carried forward to February 2015. 	GE
8	Energy and Environment and the Master Plan <ul style="list-style-type: none"> The future environment strategy would be aligned to the Master Plan which ran to 2020. 	

9	Report on working groups <ul style="list-style-type: none"> • <u>Carbon management (GE)</u>: The group was focussing on SALIX projects to ensure funding was fully utilised. • <u>Waste management (PL)</u>: The group was focussing on “Cranfield Clearout” which was progressing well. • <u>ISO 14001 (AG)</u>: no update. • <u>Fair Trade (IS)</u>: no update. • <u>Biodiversity (JH)</u>: no update. 	
10	Report on web communications <ul style="list-style-type: none"> • Improvements would be made to information which was made publicly available. 	AG
11	Update on Living Labs <ul style="list-style-type: none"> • The concept of ‘living labs’ was supported by the Board; an update would be provided at the February board meeting. 	GE
12	Carbon shut down competition <ul style="list-style-type: none"> • The carbon shut down competition which had run successfully for the last four years would be repeated this year at Cranfield campus. • The competition was predominantly weighted towards office buildings but also incorporated residential buildings; a similar National and European competition for students (halls of residence) also ran. 	
Items for information / future discussion		
13	Green teams & champions <ul style="list-style-type: none"> • The Zap Carbon initiative which had commenced this week and was being piloted in a selection of labs and workshops up to Christmas was explained. • The initiative would be rolled out to wider champions after the pilot phase. 	
14	Environment careers day – carried forward	
15	Environment awards – carried forward	

Future meetings

11th February 2015, 11.30 am to 1.30 pm
 16th April 2015, 11 am to 1 pm
 15th June 2015, 12 pm to 2 pm
 10th September 2015, 2 pm to 4 pm
 18th November 2015, 10 am to 2 pm