

Confidential

Minutes of the Board for Energy and Environment held on Thursday 4th February 2016
at 15:30 in Building 62, Room C

Present: Simon Pollard (SPo) (Chair)
Gareth Ellis (GE)
John Street (JS)
Gio Lusignani (GL)
Ginny Ford (GF)
Becky Shepherd (BS)
Kelechi Anyaoha (KA)
Savina Velotta (SV) (Minutes)

Apologies: Fred Coulon (FC); Ian Sibbald (IS); Chiara Palla (CP)

		ACTION
1	<p>Previous minutes – 18th November 2015</p> <ul style="list-style-type: none"> The minutes were approved subject to the following amendments. (4) ISO 14001 Management Review – The Board agreed to integrate safety, health and environment advisors at a local level. (5) Energy Savings Opportunity Scheme (ESOS) - It was agreed that a proportion of savings made as a result of the carbon savings promotion would be reinvested back into the relevant building. 	
2	<p>Energy Savings Opportunity Scheme (ESOS)Review / Carbon Progress / ISO 50001 Update</p> <ul style="list-style-type: none"> The ESOS report for the period 6 December 2011 to 5 December 2015 was distributed and summarised. Environ would be consulted to discuss implementation in conjunction with ISO 18001/14001. The opportunities emphasised for improvement would be prioritised accordingly. Carbon savings were on target at 10% due to the weather. ISO 50001 implementation was a month behind schedule; it was agreed that a briefing paper would be drafted for consideration by the Board on 16 June 2016, to be presented to the University Executive on the benefits and resource implications of having the work carried out by a dedicated post holder. 	GE
3	<p>ISO 14001 Management Review</p> <ul style="list-style-type: none"> The final BSI audit had already been circulated to the Board; all observations are being followed up; the next audit would take place 1-3 June 2016. Implementation at Shrivenham Campus was expected to take place in December 2016; significant work was required to scope out the relevant areas of the Campus which would form part of the review as the University did not own the buildings. The surface water around the airfield was being monitored weekly to ensure there was no risk of pollution due to the adhoc use of de-icer on the airport runway; the Environment Agency would be updated accordingly. Of the 9 incident reports, 5 were odour related being near Apron 1 of the runway, were in hand and being monitored; an option to install carbon activated filters in the 	

	SoM Atrium was being explored; others were in hand and dealt with appropriately.	
4	Oil spill update <ul style="list-style-type: none"> An incident on 27 January 2016 resulting in an oil sheen at Chicheley Brook was reported to the Environment Agency (incident number 1405918). Immediate containment and remedial action to prevent further contamination was undertaken. No further action was taken by the Environment Agency. 	
5	Travel plan <ul style="list-style-type: none"> There were significant improvements to the bus service, which included a change to the timetable improving overall timeliness. The existing travel plan expired at the end of 2017; it was agreed that a Travel Working Group would be established by September 2016. 	IS
6	Biodiversity action plan <ul style="list-style-type: none"> The biodiversity action plan was distributed and approved by the Board, subject to the inclusion of a 'foreword' by the Vice-Chancellor which would be co-ordinated by the Biodiversity Action Group Chair. The plan would be published on the University website once finalised. 	JH
7	Green champions <ul style="list-style-type: none"> Ongoing recruitment in key areas, specifically Buildings 52a and 83 would continue. The Chair would also remind the PVC-S, SATM to encourage recruitment. 	SPo
8	Fair Trade Fortnight – 29 February 2016 to 13 March 2016 <ul style="list-style-type: none"> Various events have been planned which will be advertised across the University. A photo opportunity for advertising and promotional purposes would be arranged with the University's Senior Management Team. Provision for Fair Trade to be included in the University curriculum would be explored. 	BS/SV GE
9	AOB <ul style="list-style-type: none"> The Board's Terms of the Reference were considered and approved. Any suggested amendments, if relevant, should be communicated to the Board Secretary by 15 February 2016. 	ALL

Future meetings

- Thursday 5th May 2016, 2 pm to 4 pm, Building 62, Hancock Room
- Thursday 30th June 2016, 2 pm to 4 pm, Building 62, Hancock Room
- Thursday 15th September 2016, 10 am to 12 noon, Building 62, Hardwicke Room
- Thursday 17th November 2016, 10 am to 12 noon, Building 62, Hardwicke Room