

Confidential

Minutes of the Board for Energy & Environment held on Wednesday 11<sup>th</sup> February 2015  
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	<b>Apologies and Approval of previous minutes, 18.11.14</b> <ul style="list-style-type: none"> <li>• The apologies were noted.</li> <li>• The minutes were approved as a true and correct record.</li> <li>• It was agreed to publicise the Board minutes on the University website.</li> </ul>	
2	<b>Matters arising</b> <ul style="list-style-type: none"> <li>• The location and associated cost implications of the photovoltaic facility was discussed.</li> <li>• A paper would be presented to the June finance committee for consideration.</li> </ul>	IS
3	<b>Terms of Reference</b> <ul style="list-style-type: none"> <li>• It was agreed that the previously approved Terms of Reference would be made available on the University website.</li> </ul>	AG
4	<b>Living Labs proposal</b> <ul style="list-style-type: none"> <li>• The Board were asked to provide feedback in relation to the draft proposal prior to submission to the University Executive in May.</li> </ul>	ALL
5	<b>Infrastructure Projects</b> <ul style="list-style-type: none"> <li>• It was noted that all infrastructure projects were coherent with the Committee's ambitions taking into account any environment implications, if any.</li> </ul>	
6	<b>Visits to other Universities</b> <ul style="list-style-type: none"> <li>• It was agreed that GE/AG would visit Leeds University in order to share best practice and increase visibility.</li> <li>• A regional event during Autumn 2015 to promote and showcase the biomass boiler was suggested; GE agreed to draft an associated Press release to be published through EAUC covering recent activity and any associated environmental awards.</li> </ul>	GE/AG  GE
7	<b>ISO14001 at Shrivenham</b> <ul style="list-style-type: none"> <li>• AG reported that she would be spending three days a week at Shrivenham to commence implementation of ISO14001.</li> </ul>	
8	<b>Energy and environment and the Master Plan</b> <ul style="list-style-type: none"> <li>• GE provided a general overview.</li> <li>• It was noted that Breeam Excellence, the World's foremost environmental assessment method and rating system for buildings, was being implemented for all</li> </ul>	

	<p>new buildings on Campus. Biodiversity was also being incorporated into the Master Plan.</p> <ul style="list-style-type: none"> <li>• A proposal to extend the district heating as a result of the new aerospace building would be presented by GE to the next Board meeting for further consideration in due course by Council and finance committee.</li> </ul>	GE
9	<p><b>Progress on targets</b></p> <ul style="list-style-type: none"> <li>• It was noted that the carbon target had improved as a result of the biomass boiler being installed.</li> <li>• It was suggested that the financial model relating to electricity budgets being re-charged to the Schools and being incorporated into the 'space charges' be put forward; GE to draft the case for finance consideration.</li> <li>• The existing list of Salix projects would be circulated via SV.</li> </ul>	GE GE/SV
10	<p><b>Report on working groups</b></p> <ul style="list-style-type: none"> <li>• <u>Carbon management (GE)</u>: It was suggested that a new Chair be nominated from with the Schools so that School input was included; SPo agreed to find a suitable replacement.</li> <li>• <u>Waste management (PL)</u>: no update.</li> <li>• <u>ISO 14001 (AG)</u>: the next audit was scheduled to take place on 8-10 June 2015.</li> <li>• <u>Fair Trade (IS)</u>: no update.</li> <li>• <u>Biodiversity (JH)</u>: conservation areas would be prioritised; GE to liaise with EC in relation to the location of boreholes.</li> </ul>	SPo GE
11	<p><b>Green Teams / Green Champions</b></p> <ul style="list-style-type: none"> <li>• It was suggested that a University wide Green Team/suite of Champions across all Schools and service units be re-invigorated; GE agreed to circulate the 'process/guidance' for the role so that recruitment could be initiated via PVC-S.</li> <li>• It was agreed that SPo would raise this item at University Executive.</li> </ul>	GE SPo
12	<p><b>Teaching curriculum</b></p> <ul style="list-style-type: none"> <li>• The abstract from BT's thesis was circulated; the thesis would be turned into a manuscript in due course and provided a good example of how the curriculum interacted with and linked to the Board's activities.</li> </ul>	
13	<p><b>Sustainability &amp; Corporate Responsibility</b></p> <ul style="list-style-type: none"> <li>• It was noted that AUDE and EAUC were now responsible for revising performance metrix scores taking into account HESA reporting data.</li> </ul>	
14	<p><b>Update on regulations</b></p> <ul style="list-style-type: none"> <li>• No action.</li> </ul>	
15	<p><b>Weblinks</b></p> <ul style="list-style-type: none"> <li>• Communication with the Corporate Communications team was progressing; relevant web updates were taking place.</li> </ul>	
16	<p><b>Annual Report</b></p> <ul style="list-style-type: none"> <li>• The existing format of the Annual Report was approved; it was agreed to supplement the report with an 'At A Glance' leaflet summary; AG to explore options with the Corporate Communications team.</li> </ul>	AG

Items for information / future discussion

Update on buses

Environment awards; press release

Future meetings

16<sup>th</sup> April 2015, 11 am to 1 pm

15<sup>th</sup> June 2015, 12 pm to 2 pm

10<sup>th</sup> September 2015, 2 pm to 4 pm

18<sup>th</sup> November 2015, 10 am to 2 pm