

Sustainable Aston Working Group - Minutes of Meeting 27th Nov 09 - ACTION SHEET

Meeting Date	Action	Who By	By When	Priority	Date Completed
29:04:08	Organise follow up to Sustainability Teaching seminar	RC	June 08	Medium	
03:02:09	Comparison Aston KPIs with HE Sector	GE/VJ/SKH	April 09	Medium	Issue was discussed at Nov 09 meeting, however more info requested – still to be completed
03:02:09	Explore concept of Sustainability Suggestions Scheme	VJ/SKH/CB/PH	March 09	Low	Sept 09
26.03.09	Look into rechargeable batteries	CW/SKH/VJ	May 09	Medium	Sept 09
07:05:09	Explore establishment of support services group	PH	June 09	Low	
07:05:09	Student Reps for 2009-10	VJ	June 09	High	Sept 09
01:07:09	Exploratory meeting on Corporate Off-setting	VJ	Sept 09	Medium	Sept 09
23.09.09	Explore establishment of sustainability teaching group	JB/PH	Dec 09	Medium	Nov 09
23.09.09	Develop concept of “Aston Go Green Awards”	VJ	Dec 09	Medium	Nov 09
27.11.09	Develop and ‘firm up’ ideas for sustainability week	VJ/SKH	Jan 09	High	

Sustainable Aston Working Group

Minutes of Meeting
27th November 2009

Present:	Stuart Cooper	SC	ABS (Chair)
	Eva Almon	EA	Student Representative
	John Blewitt	JB	Combined Honours
	Frank Eperjesi	FE	SLHS
	Peter Hedges	PH	SEAS
	Victoria Johnsen	VJ	Estates
	Sofia Kokolaki-Hall	SKH	Estates
	Nick Martin	NM	Student Representative
	Richard Middleton	RM	Chief Operating Officer's Office
	Peter Shearer	PS	Business Partnership Unit
Caroline Witton	CW	SLHS	
In attendance	Emma Sutton	ES	Vice-Chancellor's Office (Secretary)
	Lynnette Jones	LJ	Estates
Apologies	Lucy Bastin	LB	SEAS
	Christopher Brewster	CB	ABS
	Vikki Caulton	VC	Student Representative
	Garry East	GE	Estates
	Reiner Grundmann	RG	SLSS
	Peter Quaife	PQ	SLSS

Apologies and Welcome

Apologies received from Lucy Bastin, Christopher Brewster, Vikki Caulton, Garry East, Reiner Grundmann and Peter Quaife. SC

1. Membership

1.1 Student Reps

SC welcomes Eva Almon and Nick Martin, two new student representatives to the group. SC

2. Minutes 23rd September 09 Meeting

Minutes approved and accepted ES

3. Matters Arising/Action Points

3.1 Action points

PH reports that the support services group has not yet been created. He hopes to set up a group in the New Year. SC

PH states that the Teaching Group has been formalised although the work is ongoing.

Environmental KPIs to be discussed in item 6.

Go Green Awards to be discussed in item 5.4.

3.2 Sustainability Teaching Seminar

To be discussed in item 7.6. JB

3.3 Corporate Gifts

To be discussed at the next meeting.

LB

4. Chair's Report

4.1 Sustainability Master Classes

SC reports that he has been contacted by the Centre of Project Management about the possibility of hosting a number of sustainability master classes. SC tells the group that they are looking to hold a one day event at Aston which will be opened up to external contacts. SC asks the group if anyone is interested in hosting a master class. JB agrees to meet with SC to discuss.

SC

4.2 Universities that Count

SC informs the group that the Environmental Association for Universities and Colleges (EAUC), *Universities that Count* report is now available to read. SC explains to the group that *Universities that Count* is a benchmarking and performance improvement programme for Universities aiming to be environmental and sustainability champions within Further and Higher Education. RM tells the group that Aston has signed up to this scheme in its second year.

SKH reports that EAUC are putting on workshops in December and one of the Environment representatives will be attending. SKH will report back on progress in the meeting in January.

SC

4.3 Sustainability Week

SC asks the group whether there are any suggestions on how to take the concept of a 'sustainability week' forward. Following a discussion, the group decides that the week should involve both academic and non-academic events with a specific link to sustainability in teaching. VJ states that People and Planet are arranging a number of events in February and perhaps the sustainability week could link into these events. The group appoints VJ and SKH to look at possible dates in February when the week could take place and agrees that it should include activities such as a green career fair, film screening, and events which could push the 10:10 commitment. The group also agrees to develop some ideas for additional activities in time for the next SAWG meeting.

SC

5. Environment and Sustainability Manager's report

5.1 Recycling

SKH tells the group that multi-recycling bin systems have been placed in various locations in the Main Building and Library. These recycling units are also being trialled in two areas of the Lakeside residences. SKH tells the group that these will be monitored over the next few weeks and if successful will be expanded to other areas of the student residences. SC asks whether the waste contracts have been confirmed, SKH states that the contract is still under review. SC asks for a regular update on the recycling waste contract to be given at future meetings.

SKH

5.2 Salix Revolving Green Fund

SKH informs the group that the first instalment of the Salix revolving green fund has now been spent. SKH reports that the three projects which were allocated to the fund (energy efficient lights in the library, insulation of old university pipes and upgrading of university boilers) have now been completed. SKH also reports that the February 2010 instalment of the money for the Salix fund has been made available to spend now so SKH looking into ways of spending the money most efficiently.

SKH

5.3 10:10

VJ confirms to the group that Aston has now signed up for the 10:10 commitment. VJ reports that ABS has agreed to a carbon reduction of 15% rather than the proposed 10%. VJ reports that they have started putting together a strategy to help achieve this carbon reduction and VJ will start promoting the campaign in the New

VJ

Year. RHM asks if VJ can find out where the carbon metres are located around the university to help when promoting the campaign.

5.4 Go Green Awards

Prior to the meeting VJ circulated the proposed workbook for the Go Green Awards. VJ states that she hopes to advertise the workbooks through December and January. VJ

6. Environmental KPIS's

VJ reports on the Environmental KPIs in the absence of GE. VJ circulates the data which was submitted to HEFCE. However, although the data does give some guide on Aston's energy costs, it is not the complete set of data. PH asks for further information to be supplied at the next meeting. VJ agrees. VJ/GE

7. Sustainability Groups Reports

7.1 ABS

SC reports that Carole Parks, ABS, has recently returned from the Climate Change Summit in Copenhagen. SC tells the group that Carole would be happy to talk to the group about the issues discussed at the summit if the group is interested. The group decides that Carole should be invited to a future meeting. SC also reports that he was recently involved in a Business Community event where he talked about social responsibility. The event was successful and SC hopes that it will be repeated again in the future. SC

7.2 LHS

CW reports that in their most recent meeting the LHS sustainability group discussed priorities from 2010. CW states that the group decided to go with two big priorities, which are; to support Aston's Go Green Awards and promoting sustainability in Teaching. CW

7.3 LSS

Nothing to report. RG/PQ

7.4 EAS

PH reports that a sustainability group has still not been created in EAS, however hopes to work on creating a group to begin in the New Year. PH

7.5 Sustainable Procurement Group

VJ reports that the group has signed up to a consortium which will help Aston with its sustainable procurement policy. The group plans to draft a policy which VJ will bring to the SAWG for approval before the policy is confirmed. VJ also reports that the transport initiatives are going well. VJ/SKH

7.6 Sustainability Teaching

JB reports on the ESD seminar which is taking place on 12th Jan. JB states that attendance is looking good for this event and that the seminar will be recorded to support environment initiatives. RHM agrees to provide funding for this seminar. JB also reports that he has been awarded some funding to create a lifelong Learning Network Consortium which will focus on sustainable commitment. JB states that this should be developed in the New Year. JB/PH

7.7 CSI

PH reports on behalf of CB. PH informs the group that the CSI programme for next year will soon begin. PH also states that along with the launch of next year's CSI programme there will also be a number of seminars. PH states that CB is looking for volunteers to host seminars in line with the colloquia. JB agrees to contact CB with some suggestions. CB/PH

7.8 People and Planet

NM reports on behalf of VC. NM tells the group that People and Planet currently have 30 official members, which is very good compared to previous years. NM informs the group that People and Planet are currently working on a food ethics campaign, specifically on a petition for catering to stock only cage free only eggs. NM also tells the group that the Guild Hall has been booked on 10th December by People and Planet to host an event which promotes fairtrade products for Christmas.

VC

8. Priorities 2009/10

PH suggests that the priorities for 2009/10 should be based on promoting SAWG campaigns. Group agrees. The group decides upon 6 key campaigns to promote in 2010; 10:10 energy reduction, Recycling, Food Ethics, Education (sustainability in teaching), Sustainable Transport, Biodiversity and wildlife. The environmental team agree to look at ways of promoting these campaigns to staff and students. VJ also mentions the possibility of promoting each campaign on a different day through the sustainability week. VJ agrees to look into this.

PH/SC

9. AOB

SKH informs the group of a national campaign 'Meat Free Monday's' which she is hoping to promote around the University and asks the group to support. Group agrees to support the campaign. SKH to talk with the student reps to encourage students to get involved as well.

SKH

10. Date of next meeting

January 2010