

Sustainable Aston Working Group - Minutes of Meeting 5th July 2010 - ACTION SHEET

Meeting Date	Action	Who By	By When	Priority	Date Completed
07.05.09	Explore establishment of support services group	SC	June 09	Low	
13.01.10	Look into the possibilities of sustainable corporate gifts	LB	Feb 10	Low	
23.02.10	Set up a SAWG Facebook group	VJ / LP	Sep 10	Medium	
23.02.10	Confirm date for Go Green Week 2011	VJ	Sep 10	High	
23.02.10	Create an Aston Campus Wildlife Group webpage	VJ	April 10	Low	March 10
23.02.10	Finalise Transport Strategy/Carbon Offsetting scheme	SPWG	June 10	Medium	
23.02.10	Organise meeting between research groups	CB	April 10	Medium	
20.04.10	Request feedback on Green Gown Award entries	LJ	June 10	Low	
20.04.10	Suggest ideas for Go Green Week 2011	ALL	Sep 10	Medium	
20.04.10	Contact Graham Hooley re: inclusion of sustainability in strategy	SC	May 10	High	July 10
05.07.10	Set up meeting with VC re: inclusion of sustainability in strategy	SC/VJ/CW	Aug 10	High	
05.07.10	Update database of sustainability teaching modules	PH	Oct 10	Medium	

Sustainable Aston Working Group

Minutes of Meeting

5th July 2010

Present:	Stuart Cooper	SC	ABS (Chair)
	Christopher Brewster	CB	ABS
	Victoria Johnsen	VJ	Estates
	Caroline Witton	CW	SLHS
	Peter Shearer	PS	BPU
	Frank Eperjesi	FE	SLHS
	Pete Hedges	PH	SEAS
	John Blewitt	JB	Combined Honours
	Peter Quaife	PQ	SLSS
	Leigh Purnell	LP	Student Guild
In attendance:	Graham Hooley	GJH	Senior Pro-Vice-Chancellor
	Emma Sutton	ES	Secretary
Apologies:	Nick Martin	NM	Student Representative
	Alan Charters	AC	Estates
	Reiner Grundmann	RG	SLSS
	Vikki Caulton	VC	Student Representative
	Sofia Kokolaki-Hall	SKH	Estates
	Lucy Bastin	LB	SEAS
	Lynnette Jones	LJ	Estates

Apologies and Welcome

Apologies received from Nick Martin, Alan Charters, Reiner Grundmann, Vikki Caulton, Sofia Kokolaki-Hall, Lucy Bastin and Lynnette Jones. SC

1. Discussion with Graham Hooley about how the issues of sustainability can be incorporated into 'Aston First' and 'Aston 2020'

GJH gives a PowerPoint presentation about the strategy to the group. The group asks a number of questions on how sustainability can be incorporated into the different strands of the strategy. GJH suggests that the group talks to the Vice-Chancellor about their ideas. SC agrees this would be a good idea. ES to organise a meeting with VJ, SC and CW with the Vice-Chancellor. GJH

2. Membership

SC informs the group that two new student representatives are required. ES to contact Vikki Caulton (previous student representative) about a new representative from the People and Planet student group. SC

3. Minutes 20th April 10 meeting

Approved and accepted.

SC

4. Matters Arising/Action Points

4.1 Support Services Group

Nothing to report.

SC

4.2 Corporate Gifts

Nothing to report. PH to talk to LB to try and track progress.

LB

4.3 SAWG Facebook page

Nothing to report. VJ agreed to try and take forward before the next meeting.

VJ

4.4 Organise meeting between research groups

Nothing to report.

CB

5. Environment and Sustainability Manager's Report

VJ

5.1 Green League results

VJ informs the group that Aston was 5th in this year's People and Planet Green League. The group congratulates VJ and the environmental officers for their achievement and thanks them for their hard work.

5.2 Green Gown Awards

VJ tells the group that she was planning on reporting on the Go Green Awards instead of the Green Gown Awards. VJ reports that the take up on the Go Green Awards was relatively successful and the awards lunch was well attended. VC tells the group that the following awards were handed out by the VC; 2 bronze awards, 2 silver awards and one gold award. VJ asks the group if they can promote the awards in their schools in preparation for next year.

5.3 Transport offsetting

Nothing to report.

5.4 Annual Report 09/10

VJ informs the group that it is coming up to the time when a new annual report needs to be produced. VJ tells the group that she would be happy to compile the annual report, but would appreciate input from school representatives. SC asks the group to feed any information to VJ.

5.5 Go Green Week

VJ states that she would like to see more academic input in next year's Go Green Week, and asks whether the group can drum up support in their schools. CW states that the Fairtrade Group will give their full support for the week. CW also mentions the idea of displaying research poster boards in the Main Building reception. VJ to look into possibilities and asks group to email her with any ideas for the week.

6. Future of SAWG meetings

The group discusses the current efficiency of meetings. The group agrees that at present, the meetings aren't as effective as they could be. The group suggests holding, regular, but shorter meetings. The group decides to try and hold hourly meetings every month. The group also decides to try preparing documents in advance, which do not need to be

discussed in the meeting, unless a member of the group has a specific point which they would like to raise. This should reduce the amount of items which need to be covered in a meeting.

7. Sustainability Groups Reports

7.1 ABS

SC/CB

SC tells the group that ABS has agreed to try and meet a 15/10 energy reduction next year.

7.2 LHS

CW/FE

Nothing to report.

7.3 LSS

RG/PQ

PQ praises the staff in their school office for their efforts with the Go Green Award and states that the group needs to find a way to spread their efforts across the university. PQ also mentions that he attended the City Council transport meeting which was pretty disappointing. He asks whether the environmental team could contact the Council about the public transport (in particular the cycle routes) onto Campus. VJ states that they plan to put together the results of the transport plan and feed it back to the Council.

7.4 EAS

PH/LB

Nothing to report.

7.5 Sustainable Procurement Group

VJ

VJ states that they are currently looking at the university's catering supplier to see whether it would be possible to get a more sustainable supplier of university food. VJ will report on the progress at the next meeting.

7.6 Sustainability Teaching

PH/JB

PH tells the group that there are a number of modules concerning sustainability which are awaiting approval.

7.7 CSI

CB

CB informs the group the same amount of money awarded last year has been repeated again this year and the decision has been made to extend last year's grants.

8. AOB

SC

VJ asks whether PH could update the database of sustainability teaching modules. PH agrees to look into this.

9. Date of next meeting

ES

September 2010