

**Sustainable Aston Working Group - Minutes of Meeting 20<sup>th</sup> April 2010 - ACTION SHEET**

<b>Meeting Date</b>	<b>Action</b>	<b>Who By</b>	<b>By When</b>	<b>Priority</b>	<b>Date Completed</b>
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	

**Sustainable Aston Working Group**

**Minutes of Meeting**  
**20<sup>th</sup> April 2010**

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

**Apologies and Welcome**

Apologies received from Alan Charters, Reiner Grundmann. SC  
 CW suggested it may be more appropriate to have regular, shorter meetings to try and ensure everyone can attend, it was agreed that this would work well.

**1. Membership**

Nothing to update. SC

**2. Minutes 24<sup>th</sup> February Meeting**

Minutes approved and accepted. ES

**3. Matters Arising/Action Points**

3.1. Action Points: covered later in agenda. SC

3.2. Support Services: SC to report back at next meeting. SC

3.3. Corporate gifts: **LB to chase communications.** LB

#### 4. Presentation from Keith Budden, Be Birmingham

KB gave a brief overview of the Birmingham Environment Partnership and mentioned some of Birmingham's targets on cleanliness, waste, preparing for climate change and carbon emissions. He also distributed the BEP Annual Report to the group for reference.

KB

In particular KB wanted to focus on opportunities for collaboration; it was pointed out that Alan Charters, on behalf of Aston, represents all the Birmingham universities on the BEP and that we have signed up to the Sustainable Procurement Compact. KB would like to organise a conference for Birmingham Sustainability Group Chairs (universities, health sector, businesses, etc.); the group agreed that this was very positive and Aston would support this initiative.

Future opportunities could arise through the Green New Deal (council funding for renewable energies, linked to feed-in tariffs) and through Research, in particular into renewable energy generation (EBRI). Potential to get involved with the Council recycling initiatives, incentivising staff and students to recycle.

#### 5. Chairs Report

Nothing to report.

#### 6. Environment and Sustainability Managers report

6.1. Green Gown Awards: VJ reports back that Aston was not shortlisted for any Green Gown Awards this year. Group agrees to pursue this – **LJ to request feedback**. Also suggested that more interaction with EAUC was required, potentially hosting the annual conference or inviting them to visit.

SC also mentioned the Go Green Awards; VJ confirmed that sign-up had been positive and that they would be holding an Awards lunch at the end of May, details would be sent out shortly.

VJ

6.2. Go Green Week: VJ confirms Aston will be holding another Go Green Week at a similar time next year and asks for suggestions to be put forward and for the group to start considering activities, in particular on the academic side. – **Action ALL**.

VJ

6.3. Carbon Management Plan: LJ presents a first draft of the revised Carbon Management Plan to fit in with HEFCE requirements (this version will be uploaded to the Sustainability Wiki for comment – **Action LJ**). LJ requests input from the group on how best to present the content; agreement to link reductions to the economic priorities of the university and also to highlight the need for security of energy supply. The group also suggested this plan should tie into Aston First and Aston 2020, it was agreed that SC would email Graham Hooley to raise this – **Action SC**.

LJ

6.4. Policies: VJ presents the Biodiversity Policy (previously discussed at SAWG and agreed by the Aston Campus Wildlife Group), Sustainable Procurement Policy (agreed by Sustainable Procurement Working Group) and Waste Management Policy for comment – these will go onto the Wiki for one week – **action VJ**.

VJ

PS suggested that the waste management policy should cover the student end of year move-out; VJ reported that a meeting has been arranged with residences to discuss a Zero Waste from Halls scheme, involving charity collections and student swap shops, and will report back at the next meeting.

#### 6. Sustainability Groups report

- 6.1. ABS: Nothing to report. SC
- 6.2. LHS: Working on Go Green Awards application (Optometry were the group winners although application was submitted for the whole of LHS). CW / FE  
Optometry were also nominated for a national Environmental Award and got down to the last 4 entries, Aston was the only university who received a nomination.  
CW also reported back on behalf of the Fairtrade Steering Group – Aston's status has been renewed and the VC has approved some signage for the main foyer to highlight our commitment to Fairtrade.
- 6.3. LSS: No LSS representatives were present.
- 6.4. SEAS: Nothing to report. LB
- 6.5. Procurement: VJ mentions that the university is due a rebate from Lyreco and that the plan is to split the money between three initiatives: promotion and funding of plumbed in water coolers, funding of Follow-Me print software and a donation to Conference Aston for their ISO14001 audit. Catering will be on the agenda for future SPWG meetings and progress is being made with the Flexible Framework, target is to achieve Level 1 this summer.  
VJ reminded the group that the SPWG has requested new members - CB requested to join. VJ
- 6.6. Teaching: PH to arrange next meeting. SC
- 6.7. CSI: CB reminds the group of the CSI seminar on Transport to be held 21<sup>st</sup> April and requests suggestions for future seminars – **action ALL**. The next CSI workshop is likely to be postponed until mid/end June. CB will arrange a meeting between the various research groups within the University – **action CB**. CB
- 6.8. P&P: No student representatives were present. VJ  
VJ mentioned that the People&Planet Green League had been distributed and the deadline is 28<sup>th</sup> April, the completed survey would be shown to the group at the next meeting and results are to be published on the 10<sup>th</sup> June.
- 7. AOB**
- PS mentioned that Sustainability West Midlands have requested case studies for their website and suggests that Aston should submit some ideas; information will be circulated to the group.
  - FE suggested that Aston could benefit from the Feed-in tariffs as mentioned by KB, it was agreed that LB would speak to Phil Davies about potential options and that AC would be the best person to advise on this in general.
  - The group agreed that Energy (focus on feed-in tariffs and carbon management plan) would be a major theme for the next meeting. It was further agreed that the agenda needed to be refocused on actions, particularly regarding energy and procurement issues and that groups would only report on key issues/initiatives.
- 8. Date of next meeting** ES  
To be advised.