ESAG/****16/01/01

**Environmental Sustainability Advisory Group (ESAG)**

Minutes of the meeting: Monday 24th August 2015, 14:00

Room 6.B.16a, Sighthill

**Present**

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| David Fairhurst | DF | Energy & Utilities Manager | Property & Facilities |
| Grant Ferguson | GF | Assistant Director | Property & Facilities |
| Iain Russell | IR | Head of Infrastructure | Information Services |
| Jamie Pearson | JP | Environmental Sustainability Manager | Property & Facilities |
| Kasia Janik | KJ | Sustainability Engagement Officer | Property & Facilities |
| Mark Huxham | MH | Professor | School of Life, Sport and Social Sciences |
| Sean Hughes | SH | Health and Safety Adviser | Health & Safety |

**Apologies**

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| Gerry Webber | GW | University Secretary (Chair) | University Secretary’s Group |
| John Currie | JC | Professor | School of Engineering & Built Environment |
| Miles Weaver | MW | Lecturer | The Business School |
| Sophie Goddard | SG | President | Napier Students’ Association |

**Action**

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| **1** | **Welcome and apologies**  GF welcomed everyone to the meeting and noted apologies as above. |  |
| **2** | **Minutes of the meeting held on Tuesday 12th May 2015 (ESAG/15/03/01)**  Approved. |  |
| **3** | **Matters arising**  All matters arising to be covered within the other planned agenda items. |  |
| **4** | **Environmental Sustainability Update**  **Energy & Utilities**  DF provided an overview of energy and utility usage across all campuses. Good reductions over previous years. Positive picture demonstrated and shown through graphs. But, as always, scope to achieve more.  Future projects include considering additional solar panels on top of sports centre roof at Sighthill. Cost around £200,000, with a seven to eight and a half year payback. But reduction in feed-in tariffs may restrict any further development. Current array on top of the Sighthill boiler house generating around 26,000 kWh annually, over performing slightly compared to expected output. DF to provide a further update at the next meeting.  GF noted the recent window replacement and over-cladding at Merchiston. And confirmed that, looking ahead, Salix funding could be used for applicable projects led by Information Services. IR noted an air conditioning unit at Craiglockhart. Funding would support buying better equipment.  **Environmental Sustainability Strategy**  JP provided an overview of the Strategy, explaining that it would encapsulate all environmental aspects at the University, including all work detailed within the current Environmental Sustainability Plan and Carbon Management Plan.  **Environmental Management System**  EcoCampus Platinum and ISO14001:2015 status aimed for by the end of the 2015/16 academic year. Will require significant development, especially in terms of internal audit. JP used the EcoCampus criteria to highlight a brief gap analysis.  IR noted that through the multifunctional device programme, colleagues will no longer be able to buy new ink cartridges for individual desk printers.  **Reporting and External Validation**  JP highlighted a list of external reporting frameworks that the Property & Facilities Team provide information for, including the Higher Education Statistics Agency, Green League and The Climate Change (Duties of Public Bodies: Reporting Requirements) (Scotland) Order 2015. Also, the Association of University Directors of Estates (AUDE) are currently reviewing reporting requirements with a view of potentially developing a new framework. | DF |
| **5** | **ESAG**  **Membership Update**  IR’s first meeting, representing Information Services. With David Campbell leaving the University, a replacement from Procurement should be sought. A constitution for ESAG has been considered before and should be developed.  JP formally recorded thanks to KJ for her work with the Environmental Sustainability Team. KJ’s placement within the team will soon end.  **Branding and Identity**  JP noted that he had been in contact with the External Relations and Communications Team to consider the development of a logo or design template for all publicity materials. Update to be provided at next meeting.  **Conference**  Planned for Wednesday 11th November. Programme coming together. | JP |
| **6** | **Mikoko Pamoja**  MH provided an overview of the initiative. Finance Team have agreed to pay £10,000 to the project. Could be split £5,000 over two academic years. Update to be provided at next meeting. | MH |

Next Meeting: Wednesday 27th January 2016. 14:00 – 16:00. 6.B.14, Sighthill