

**GOLDSMITHS  
University of London**

**ESTATES COMMITTEE**

**ENVIRONMENT AND SUSTAINABILITY SUB-COMMITTEE**

**Minutes of the meeting held on 9 October 2012**

- Present:** Professor Kay Stables (in the Chair), Ms Catriona Boulton, Ms Patsy Carter, Ms Erica Drew, Mr Richard Groves, Mr Graham Gaskell, Mr Danny O'Sullivan, Professor Tim Valentine.
- Apologies:** Ms Craigie-Lee Paterson, Ms Sally Townsend, Ms Sarah Charter.
- In attendance:** Ms Nicola Hogan; Mr Andrew Lantry; Ms Melanie Rimmer.

**OPEN BUSINESS**

**1 STANDING ORDERS**

**Received:**

the revised Standing Orders in force for all Goldsmiths Committees from 1 September 2012 (12-229).

**2 CONFLICT OF INTEREST POLICY**

**Received:**

the College's Conflict of Interests Policy and its potential implications for the obligations of members of the Committee (12-300).

**3 TERMS OF REFERENCE, COMPOSITION AND MEMBERSHIP 2012-13**

**Received:**

the Terms of Reference, Composition and Membership of the Committee for Academic year 2012-13 (12-337).

**Noted:**

- (i) that Catriona Boulton had been appointed to the Interim position of Director of Estates;
- (ii) that the Chair would refer the Sub-committee's membership suggestions to the Registrar & Secretary and the Head of Corporate Governance & Information Management .

## **4 MINUTES OF LAST MEETING**

### **Resolved:**

that the minutes of the meeting held on 24 July 2012 be approved.

### **Noted:**

- (i) that the Water Management Strategy (12-297R) was ready to be recommended to the Estates Committee for approval;
- (ii) that the Staff Travel Plan and Policy (11-359R2) was ready to be recommended to the Estates Committee for approval;
- (iii) that the All Staff Satisfaction Survey devised by HR should include a question on how staff travel to work;
- (iv) that a separate Staff Travel Survey should be carried out to obtain £10k government funding for the Barclays Cycle Superhighways.

## **5 DRAFT COMMUNITY ENGAGEMENT STRATEGY**

### **Noted:**

- (i) that there was no active Community Engagement Strategy at the moment.
- (ii) that the People's Supermarket be proposed to the Head of Marketing, Recruitment & Communication as a project for the Community Engagement Strategy .

## **6 FAIRTRADE**

### **Received:**

an oral update from the Environment Officer.

### **Noted:**

that the Students' Union held Fairtrade status, but not the College. For the College to obtain Fairtrade status it would need to prove evidence of actively promoting Fairtrade. To achieve the above, the Environment Officer had organised a Fairtrade Steering Group comprised of 9 staff members that would meet once a term and would feed back to this Sub-committee. The first Fairtrade Steering Group meeting was to be held on 16 October 2012.

## **7 GENERAL UPDATES**

### **Received:**

an oral update from the Energy & Environment Manager.

(i) Green Impact Award Scheme

**Noted:**

the Energy & Environment Manager introduced the Project Officer, Nicola Hogan who would be rolling out the Green Impact Scheme across the College.

(ii) Photovoltaics

**Noted:**

that the Photovoltaics had been installed in the New Academic Building (50kw) and Richard Hoggart Building (49kw). Generation meters had been installed in each building and should shortly be available online. It was estimated that the energy savings would equal to 2% carbon savings per year.

(iii) Bees

**Noted:**

that the bees might not survive the winter.

(iv) Student Switch-off Competition

**Noted:**

that the above was a competition between the College's Halls to encourage students to save energy. So far around 300 students had signed for the Switch-off campaign. The Energy and Environment Manager would be announcing the winner's Hall at the end of the academic year by comparing current energy data with the previous year's data to determine which Hall had made the greatest savings. A suggestion that special kettles be purchased which would use only the water needed for a specified amount of cups was noted, but the decision to purchase or not would depend on the cost of the kettle.

MP

October 2012