

Environmental Task Group
Tuesday 3rd June 2014 @ 2pm
Dalhousie – 2G13

1. Welcome and apologies

<u>Present:</u>	<u>School/Dept</u>
Gordon Davies	Director of Estates/Co-Chair
Prof Colin Reid	Prof of Environmental Law/Co-Chair
Lisa Campbell	Procurement Manager
Trudy Cunningham (TC)	Environment and Sustainability Officer
Jim McGeorge	University Secretary
Jean Keighren	UoDIT – Assistant Director
Margaret Wyllie	Campus Catering
Ian Scragg	Head of Safety Services

<u>Apologies:</u>	
Alasdair Hood	Curator Botanic Garden
Pamela Milne	Director of HR
Derek Mitchell	Energy Manager
President	DUSA
Hon Secretary	DUSA

2. Minutes of last meeting.
Approved by Gordon Davies.

3. Progress Report

- Water coolers –
TC reported that there are now 99 plumbed-in coolers installed on Campus. The contract will have been 5 years in place this August and Louise Aird and TC will be reviewing the contract on the former's return from maternity leave.
- Recycling –
There had been requests from students about food waste caddies. TC had contacted Dundee City Council who are currently trialling these in Broughty Ferry. They hope to roll out food waste caddies to the West End early next year. TC and Colin Girdwood to look into setting up some food waste bins for staff.
- Fairtrade –
There had been a full programme of events in Fairtrade Week in February 2014. The two favourite events were the free curry tasting and the banana hunt. 300-400 curry samples were given away, and lots of products were also sold. Of the 100 banana stickers hidden across campus, 78 were handed in and a prize claimed. In Welcome Week TC is to promote Fairtrade on 9th Sept as part of the Welcome Week programme. Campus Catering is to help with some of the snack items. Thought is being given to having a workshop at Fairtrade later in year.
- WARpit –
The University's new storage policy was now published on the web. Talks were taking place with Procurement in the hopes of the system going live in the week commencing 9th June 2014. There is lots of stock; so far this year over £30,000 of furniture has been re-used and these monies are a direct saving for the University. Dundee City Council and Perth & Kinross Council have recently gone live with this system.

- **Web pages –**
The Energy & Environment webpages are in process of being updated and the landing page design improved. In relation to the previous Sustainability webpage set up in connection with a project run by Prof. Reid, it had been agreed that the links could be transferred to the Estates web pages since the Sustainability site required a lot of work and it was easier to close the site and transfer all the relevant information.
- **UoD IT –**
The PC log-in times affect student experience and create a balancing act since the PC log-in takes longer if the PC has been switched off. In IT suites the Powerman software switches off PCs to coincide with building closing times. One member commented that it was taking 15 minutes to login and in response TC noted that UoD-IT should be contacted if the process was taking more than 5 minutes. TC reported that for data security reasons, no IT equipment which stores data is available through the WARPit scheme. Lisa Campbell reported that those responsible for IT procurement are looking into more energy efficient equipment to obtain both financial and environmental benefits.
- **Electric vehicle chargers –**
New dual chargers are operational at the Botanic Garden. Further new chargers are to be installed at the Tower and TC is currently waiting on quotes for the civil engineering and electrical works. TC is in discussion with Dundee City Council and Transport Scotland for more electric vans (on a matched funding basis). It may be possible to learn from the Council's experience with new Nissan vans; these are medium size vans, have a range of 100 miles and good torque ratio and will take a rapid charge (80% charge in 20 minutes). There are more of the rapid chargers in Dundee than there are in London.
- **Bikes –**
There had been a delay in putting in the new shelter beside the Library to avoid disturbance to students; work would begin in the vacation in June, in the week following graduation. The new bike shelter will be toned to match the buildings, using the same wood as the Library and paint of the same colour. Work on the Seabraes walkway over the railway line is due to begin in October 2014, with completion in April 2015. TC is in talks with Dundee City Council about running a cycle path with lighting and dropped kerbs from the new bridge through the Seabraes residences. TC is currently proof-reading Dundee City Council's cycle map. When this is printed she will have 5000 copies for the University to be put out at all receptions; delivery is due in September.
- **Bike Hire –**
A new shop is scheduled to open on 9th June in the old parcel shop at Heathfield. This is funded with Climate Challenge Funding (CCF). The shop will also be a hub for energy advice for students. There will be a second bike hire scheme, funded by TACTRAN. Four bikes will be based at the side of Library and users can register with their credit card. GPS is installed in case a bike is lost/stolen and it will be known to whom the bike is registered. The trial is to be monitored with Dundee City Council, as the city would like a bike hire scheme for when the V&A opens.
- **Carbon Management –**
The latest meeting of the Carbon Management Board was held in February 2014. Derek Mitchell had informed the Board that metering installation was progressing well and only needed the new software to be finally installed in order to produce reports. Environmental Task Group minutes are to be sent to the Carbon Board (and vice versa). The University's energy bill is £4.3million, and there is a need to make people more accountable for heating, lighting and energy. Estates & Buildings are in discussion with Finance about devolved budgets for each school. Gordon Davies said that Dundee

College had put up signs saying how much energy each building was using and that this approach might be worth trying here to help to get the message across. Funding of £700K has been approved through Salix, for the installation of LED lighting and sensors in main public areas before January 2015. The payback period is less than three years.

- Welcome Week –
TC is to raise awareness of environmental issues among students, with a full programme of events. Energy advice will be available for students in private accommodation, including free audits at students' flats.
- Climate Change Fund –
The Fund has provided £59K for an enterprise called Drive. This social enterprise will set up a low cost bike hire scheme primarily aimed at students, provide free energy audits and advice to students living in private accommodation and also set up a garden share scheme for the West End of Dundee. Funding will provide for a full-time manager, part-time administrator, six energy ambassadors and two bike mechanics.
- Green Gown Awards –
The University is in the final of the Facilities & Services category, with an entry called: The 4 R's of Resources: Reduce, Reuse, Recycle and Reward. This includes the all year round Freeshop, the reduction of litter, the furniture re-use store and many examples of recycling. New "feed me" signs for the Big Belly bins and 10 new ashtrays (together costing over £2K) had been supplied free of charge since they were mentioned in the Green Gown submission. TC is a Green Gown Award Judge (not in any category which the University has entered).
- Procurement –
Attention was being paid to training, the environment-nature footprint and social responsibility. Work is being done in collaboration with APUC (Advanced Procurement for Universities and Colleges) Limited and the students.
- Membership of EAUC –
The Environmental Association of Universities and Colleges offers, among other things, a useful teaching and learning resource, especially 'Sustainability Exchange'. The University has the largest body of students who are members in UK.
- New degree –
A new MSc in Sustainability has been launched, based in the School of the Environment with the Graduate School. Developing degree programmes is challenging since a key question is whether they will lead to jobs, and what kind of jobs.
- Campus Catering –
There were no issues to report from Campus Catering. New thermal mugs are being introduced and will be given out to students during Welcome Week. These save on cups, washing etc and students using a mug at the Tower café will save 10p on every hot drink. Campus Catering is also investigating using recyclable/biodegradable trays as a possible option for takeaway provision.
- New single use carrier bag tax -
From October 2014 there will be a minimum charge of 5p for every carrier bag. DUSA is the only outlet on campus that will be affected. TC will get posters etc on this subject from Zero Waste Scotland.

4. Campus grounds and Botanic Garden

On campus, litter and smoking debris are ongoing problems. It is appreciated that Alasdair Hood has to assess his priorities and having the Campus Green fit for graduation has to be priority in June. Tree bark is being used to cover up mess in flower beds at the front of DUSA for graduation. In response to a report of greenery blocking gutters (at the Scrymgeour Building), it was advised that such matters should be reported to Estates. The Ewing Annexe has been demolished and a new green space is being created. Permission has been granted to demolish the Biological Sciences Institute, but since the site cannot be used for car parking, it has been suggested that it should be an open space with fruit trees, or used as a student allotment.

There is a new expanded car park area at the entrance of the Botanic Garden, with beautiful stonework.

5. Review of Policies

The University's Environment & Sustainability Policy seems to be suitable. The Waste Policy is being reviewed by TC, Ian Scragg and Colin Girdwood. The Fairtrade policy from last year has been updated and should appear as a webpage. Our undertaking under the Universities and Colleges Climate Commitment should be reviewed by Gordon Davies and Jim McGeorge and a refreshed version signed by the current Principal, since the current version dates from 2008 and was signed by Sir Alan Langlands; see <http://www.dundee.ac.uk/estates/energy&environment/universitiescollegesclimatecommitmentforsco/>

6. Student Allotments

The student allotment is flourishing. In order to support this project TC arranged to buy approx. £100 of tools which were needed. The allotment was entered by TC into Dundee City Council's annual competition. During Welcome Week Campus Catering is to make vegetable soup from vegetables grown by students, available free of charge. The stall will also be used to get students to sign up for the allotment and may also sell herbs.

7. A.O.B.

Ian Scragg suggested that there was a need to get across the message about switching off and saving energy. There should be a re-launch of the campaign, with refreshed posters etc. as all posters have a limited life-time of effectiveness.

Stickers asking for doors to be shut have been put up in the Dalhousie Building. When doors are left open this triggers the heating, causing an effect the opposite of the cooling people want when opening the door.

The fourth Combined Heat and Power engine is being installed in June.

8. Date of next meeting

Date of next meeting to be confirmed November 2014.

Gordon Davies and Colin Reid led the thanks to TC for all her work.