

Environmental Task Group
Wednesday 13th May 2015 @ 2pm
Dalhousie – 2G12

1. Welcome and apologies

<u>Present:</u>	<u>School/Dept</u>
Prof Colin Reid (CR)	Prof of Environmental Law (co-convenor)
Aidan McColgan (AMC)	Practice Manager, Estates (co-convenor)
Trudy Cunningham (TC)	Environment and Sustainability Officer
Derek Mitchell (DM)	Energy Manager
Alasdair Hood (AH)	Curator of Botanic Garden
Iain MacKinnon (IM)	President of DUSA
Gemma Stonehouse	Procurement Office
Mark Stephenson (MS)	UoD IT
Ian Scragg (IS)	Head of Safety Services
Karen Brough	Estates

<u>Apologies:</u>	
Margaret Wyllie	Campus Catering
Pamela Milne	HR Director
Jim McGeorge	University Secretary
Kevin Burns	SRC Sustainability Rep
Louise Aird	Procurement

2. Minutes of last meeting.
Minutes approved by Colin Reid.
3. Botanic Garden, Campus grounds and Botanic Garden allotment.

Botanic Garden: Forthcoming events include a Fun Run to be held on 20th May and Plant Power Day on Saturday 23rd May.

Allotments: Although the allotments are being maintained with assistance from students and members of the public, AH and TC commented that more involvement and encouragement were required and this might be promoted via Facebook and Twitter, or Hermes messages. Once the BSI Building has been knocked down, the plan is for allotment raised beds to be created, with a need to landscape the surrounding areas. In response to requests from the project managers on ideas for managing these, TC suggested each set of Halls (e.g. Heathfield, Seabraes and Belmont) get two beds each, managed by elected Halls Committees. Allotment rules would have to be observed and all tools kept in place and beds kept tidy and used for vegetables for food only. A shed will be in place for storage of equipment. Since PG students are on campus all summer, they might be a target for promoting involvement in the allotments. As was the case last year, vegetables from the allotments will be made into soup and given out during Freshers' Week in September to encourage students to sign up for allotments.

Litter: On Campus, DUSA are managing to clean up discarded water bottles in the immediate area of the Union, making a noticeable difference. AH noted that from June there will be four gardeners in place, back to full staff capacity.

Litter Pick: TC has contacted DUSA four times but received no response. Due to current staff shortages and the busy nature of the hand-over period, IM advised TC to contact Stefan Tomov, Deputy President by email to get a litter pick organised by end of June.

Clean-up: After the recent Sikh Festival of Lights, a lot of time and effort was needed for the clean-up after powdered paint had been used on Campus Green. TC and AH said that it would be better for such events not to be on grass but on hard ground, such as the DJCAD car park and the slabbed area at front of DUSA, as in previous years.

“Britain in Bloom”: Dundee City is a finalist in this year’s Britain in Bloom Competition AH reported that competitors include Oxford and Norwich. Judges are starting city tour at Botanic Gardens, TC giving presentation with Council, followed by a 15 minutes tour of Gardens, the route also includes a short tour around campus.

4. Progress Report

Water coolers: There are now 111 chillers plumbed in across the University. In the normal run of things, the present position and alternatives will be considered as the current contract comes up for renewal. There will be no disruption to staff in the event of a change, with current chillers being removed and new ones installed at the same time. DM asked if timers can be installed onto the chillers, especially since shortly, with devolved budgets, there will be an energy charge to individual schools.

Vending machines: Vending machines across campus use approx. £50 of electricity per machine per annum. No harm is caused if these are switched off overnight, but the timers previously provided have all disappeared. There are over 200 vending machines operated by DUSA and TC is to contact the retail manager to discuss this issue.

Recycling/new bins: These are all installed, apart from a few problems at new recycling points and a couple of minor things to be completed. The recycling points are proving to be very popular and recycling rates are now at 70%. Food waste will be looked at as Dundee City Council starts a food waste trial in the West End (including our residences) later this year. There are over 200 mini staff kitchens on campus and external food waste bins might be a solution to problems arising from food waste being kept.

CR asked how we recycle books and journals. There are recycle bins at the back of Belmont Tower (going to British Heart Foundation) and a book bin at the side of DUSA (going to Africa). TC can be contacted about the uplift of larger quantities.

Park Place: A planning application for Park Place had been submitted and the result was due imminently. The area will become a Waste & Recycling Yard, with part of the school demolished to provide parking spaces; these will not be additional ones in view of proposals affecting Hunter Street. Plans for the area are to be sent by TC to

IS who is keen that we should modernise the collection of waste, using wheelie bins rather than manual loading and unloading as waste is moved. TC will contact Zero Waste Scotland about free consultancy to conduct a waste review on collections.

UoD IT: MS reported that in all IT suites in Tower and Dalhousie all PCs no longer shut down (or go to sleep) when the suite/building closes. This has resulted in increased energy costs. The change was based on complaints of slow start-up, in line with the policy of maximising user satisfaction: “User experience is all”. MS is to find out how many PCs are affected and the cost of their being left running all night. The Library is open for 24 hours and not switched off at night, offering a continuous facility. Especially in view of possible fire risks in buildings such as Dalhousie there should be a shutdown when the building closes.

Major restructuring work within UoD IT will involve a new server, new routers and switches, but no disruption to existing cabling or more than minimal shut-downs.

Energy Projects

– *Salix:* Four projects installing LED lighting with automatic controls/sensors are being undertaken. Works in the Tower, Scrymgeour and Carnelley Buildings is complete and 2/3 of the Wellcome Trust Building. A second bid for £800k has not been approved by Salix yet. Payback periods of 6-7 years are required to be eligible for Salix funding and applications must be signed off by the Finance Director. The works in the Scrymgeour Building had been effective, but there were some issues with the ceiling sensors, which may require more than a “handwave” to be activated, causing inconvenience to staff working quietly (e.g. marking); it will not be until the autumn that the true scale of the issue will become apparent. Future phases of work can address this by using different types of sensors in better positions, but there are some cost implications.

Electricity consumption in DOJ and Scrymgeour ((lighting upgrades form part of SALIX projects in these buildings) has gone down, suggesting an annual saving of £200k. In the Tower electricity usage has increased, one possible factor being the PCs and monitors being left on “24/7” since January.

Energy use has increased in Life Sciences but other areas are showing an average decrease of 2%.

Decisions have to be made at the highest level for further energy saving projects.

- Electric chargers/vans

A new double charger has been installed at the Mail Room, with a sign now erected to say that this is for University electric vehicles only. There were comments that security staff had been unhelpful to people using the chargers.

The University has acquired 3 Nissan Electric Vans and a Leaf car, free with funding from Transport Scotland, giving us a total of 7 electric vans, 1 electric car and 1 hybrid truck. There are four dedicated chargers for the fleet. TC said that more money may be available for Estates Fleet charge points and that she would provide energy data to DM for the new chargers at the Tower.

- Bike Shelters

A new bike shelter had been provided at the CTIR/Discovery Centre, with a £9K match funded grant secured from TACTRAN. A new student shelter, with bike repair stand and inner tube vending machine, is to be constructed between DUSA and the Library, with lighting and CCTV coverage. AH stated that he is totally against bike

shelters going on any green space and that locations should be found on existing hard ground. TC pointed out that these bushes were already due to be cut down on security grounds before she was approached asking if the area was suitable for a bike shelter. Match funding has been obtained from Sustrans and TACTRAN to replace broken and uneven slabs between DUSA and the Library and replace the whole path with tarmac.

There was discussion of charging a deposit for use of the cycle shelter, with objections over the principle and the cost of administering such a scheme. Replacing the lock once its security is compromised is expensive (c.£500) but it is possible to trace usage of the 500 codes stored. TC is to check with Alan Bell over the data protection issues arising from storing students' data, and monitoring access.

- *Car Club*: Vehicles are available at £3.75 an hour and free to charge in South Tay Street. There are many rapid chargers in Dundee now. Students need to be only 19 to use car club (as opposed to being 21 to hire a car). This facility will be promoted in Freshers' Week.

- *Electric Bike Hire*: New bikes have been acquired, including a folding Raleigh bike, 12 Gazelle electric bikes, and a 3 seater cargo bike purchased with TACTRAN funding. Security staff are to trial the use of electric bikes; one can carry 100 kilos. The bikes are given to DRIVE bike hire on campus to manage and are available for staff, students and the general public. TC reminded group that staff have free access to bikes through University bike pool.

- *Procurement*

Gemma Stonehouse had nothing to report. A new manager will be appointed in July/August.

- *Online Sustainability Module*: This is now ready and it is for the Carbon Board to approve and to decide on who has to complete the module. Demo link to module: <http://www.marshallacm.co.uk/demolinks/1temp/Dundee%20Sust%20280115/launch.html>

- *Campus Catering*: Vegetarian week (18th – 24th May) is to be promoted at the Top of the Tower café, with a vegetarian menu.

- *Freshers' Week Events*: TC has several rails of clothes, bags of quilts, jumpers etc to be on a stand on campus green during Freshers' Week, as most lost property is now donated to Freeshop. There is to be a tour of the charity shops as well. Various events will be held at a stall outside DUSA on Mon-Thurs – the stand already booked.

5. University Restructuring

CR asked if there are any particular issues relating to the environment arising from the current restructuring. There will be some reallocation of buildings and a need to adjust spreadsheets in relation to matters such as energy costs in buildings, whilst future collaborations and joint working may require further adjustments. However, no major implications for the work of the ETG were foreseen.

One issue related to campus maps. The supply is currently exhausted and new ones cannot be printed until the changes are finalised. TC had suggested several times to those responsible that having on building names, not departments, on the map would result in fewer re-prints.

6. A.O.B.

Equipment Take-back: On 9th June TC is attending the Life Sciences Trade Show, with the opportunity to discuss takeback policy with suppliers.

Liftshare: TC has sent an Email to all staff and students about a new dedicated University liftshare website which is now optimised for tablets and phones; it also includes option for Bike BUDI's and Taxi BUDI's. MS asked if TC could have it checked by Andy McMahon for any disability compliance issues.

Green Impact: The Green Impact scheme, run by the NUS, offers a way of supporting behavioural change, with individuals or groups recording actions taken to support sustainability. Teams will log details in a spreadsheet, recording actions taken and there are dedicated spreadsheets for laboratories as well as for offices, and for students and staff. The Sustainability module can also be added as an action. Students become project assistants and in March some can be trained as IEMA qualified auditors. TC will target Life Sciences and one or two other areas, possibly Town and Regional Planning and Environmental Science, with workshops when the scheme is launched.

Carbon Board:

- DUSA will advertise the new sustainability module through Facebook pages, twitter and People & Planet and other societies.
- Scottish Funding Council is printing a report which includes a review of our University Carbon Management Plan. Their comment has been that we have a realistic target of 20% reductions and our project list with 80% of them completed is very good. TC voiced concerns over the consequences of expansion and there are mixed messages on this, with SFC having said that penalties will not be imposed for growth within the HE sector whereas other comments have suggested that quantitative targets are absolute.
- The Carbon Management Plan has to be revised every 5 years and TC is to write a new plan in /Oct 2015,
- Various energy saving actions were discussed, including building shutdowns over weekends, monitoring of temperature range within buildings and "walkabout" audit. All these actions, are going to be supported through Carbon Board and University Secretary, giving people the opportunity to change behavioural patterns. At present, though, more buildings are open for 24 hours a day, with full services running; to limit this more controls are required and better feedback from users.
- We have to manage our resources more efficiently.

7. Date of next meeting

Autumn/October to be confirmed.