

Date: Thursday 6th December 2018
Time: 10:30-12:30
Hubs: University of Edinburgh



MINUTES

EAUC-Scotland Winter Forum 2018

Attendees:

Cat	Acheson	CA	Zero Waste Scotland
Jackie	Beresford	JB	Dundee and Angus College
Michelle	Brown	MB	The University of Edinburgh
Jorge	Colomer Aguilera	JCA	Edinburgh College
Dean	Drobot	DD	The University of Edinburgh
David	Fairhurst	DF	Edinburgh Napier University
Bill	Grace	BG	Dundee and Angus College
Samantha	Hartley	SH	EAUC-Scotland
Daisy	Jamieson	DJ	EAUC-Scotland
Cameron	Mackay	CM	University of Strathclyde
Anastasios	Markopoulos	AM	Glasgow Kelvin College
Severine	Monvoisin	SM	Edinburgh College
Kate	Murray	KM	Edinburgh Napier University
Jen	Murray	JM	Edinburgh College
Jamie	Pearson	JP	Edinburgh Napier University
Rebecca	Petford	RP	EAUC-Scotland
John	Thorne	JT	Glasgow School of Art
John	Wincott	JW	Fife College

Apologies:

Angus	Allan	South Lanarkshire College
David	Charles	University of Strathclyde
Jenny	Jamieson	SFC
Spela	Raposa	University of Strathclyde

	SUMMARY OF DISCUSSIONS	ACTIONS
1	Welcome and Apologies	
2	<p>Introductions and Key Projects</p> <p>BG – Completed installation of 2 recycled plastic roads, to replace bitumen. Pleased with the results as it is harder wearing and slightly cheaper. Undertook a complete ban of plastic bottled water and disposable cups. This has taken roughly 150k disposable cups out of the waste stream. Coffee sales slightly down but general catering income is up.</p> <p>JB – Just added 2 new hybrid cars and 3 fully electric cars to fleet. Working with Angus and Dundee Council on their sustainable travel plan. In the process of staff and student surveys and workshops to inform the plan.</p>	

	<p>KM – Planning the next Sustainable Procurement TSN (as convener to this group), focusing on SDGs.</p> <p>AM – Developing e-Bike loan scheme for intercampus travel. Developing a Mapping tool for sustainability in the curriculum. Continuing to develop the campus community garden.</p> <p>JM – New cycling officer at Edinburgh College. Scoping staff and student barriers to active travel.</p> <p>JCA – Energy efficiency awareness campaigns</p> <p>SM – Organising a new layout of gardens and biodiversity on campus action plan. Running a steering group on sustainability in the curriculum.</p> <p>JP – New parking policy to embed this policy within sustainable travel policy to think more holistically. New student sustainability society for the first time in a few years. Design students are looking into period poverty. He notes that the Scottish Government are continuing funding for products only, not installation. Exact numbers are still to be released.</p> <p>RP – Recruiting for two new roles within the team, which will be described in more detail later in the meeting.</p> <p>DD – Recently joined the University of Edinburgh as Head of Energy & Utilities Management. Current focus on improving heat networks and design guides.</p> <p>MB – Looking into how SRS are contributing to student experience. About 250 students working with the department on living labs. Mathew Lawson working on co-curricular pathways with recognition element. Evaluating sustainability awards at the institution. Supporting winter switch off campaign.</p> <p>DF – New set of targets for carbon management, trying to get zero by 2040 approved. Major LED programmes and lighting controls being installed. Solar panel projects.</p> <p>JW – Recently planted 400 trees through Woodland Trust community woodland scheme. Working in partnership on the river Leven catchment project which will be a 12-15 year programme and probably cost around £50-60 million. Recently the Leven community were involved in creative engagement project around climate change and local problems as part of this.</p> <p>CA – Currently researching student behaviors around food waste with hope of piloting a package for students next year in Dundee and Angus College</p> <p>SH – Working on upcoming TSNs, Sharing Series, Smaller Institutions Network</p> <p>DJ – Sustainability in the Curriculum Project, which will be described in more detail later in the meeting.</p> <p>JT – Just rejoined WarplT and Next Bike networks. Working with Cycling Scotland Cycle Officer. Looking into curriculum development on sustainability.</p> <p>CM – Running the JUMP Programme, a new behavior change reward scheme. Launched EV fleet. Launching a new forum to engage public audiences with climate change.</p>	
<p>3</p>	<p>Scotland Convenor’s Update <i>Jamie Pearson, EAUC-Scotland Convenor & Edinburgh Napier University</i></p> <p>JP took part in the 2 day residential board gathering. The sessions focused on the EAUC UK strategy and upcoming themes. The membership model and</p>	

	<p>name change were also discussed. The future work for the board, identified at the residential, will be looking into diversity of protected characteristics, as the sustainability sector is the least diverse sector after agriculture.</p> <p>There is an upcoming board meeting in London. JP is not able to attend but will update on the following meetings during March 5th 2019 EAUC-S AGM.</p>	
4	<p>Scotland Manager's Update – Find Manager's Report Below <i>Rebecca Petford, EAUC-Scotland Programme Manager</i></p> <p>Key project updates from the managers update are:</p> <ul style="list-style-type: none"> - EAUC-S Conference 2018 - Accelerator Programme - Green Gown Awards 2018 - Recruitment for new roles in the team - Sustainability in the Curriculum Project - LfSS teacher training for ESD pilot at Dundee and Angus - Communications, TSNs, Sharing Series - Engaging Professional Departments with Sustainability Guides - New events officer, shared with UK team, is looking into training sessions - Outcome Agreement Guidance update published by SFC, with Leadership in Environmental and Social Sustainability section. More focus on curriculum, adaptation and working to strengths. Feedback on how this is useful and how it could be improved welcomed. - PBCCD Reporting support - 80% of institutions represented at EAUC-S events since the start of the programme - BGB environmental placement programme judging. The winner was from the University of Edinburgh and focused on staff business travel - CDN College Standards – Tried to feed in on this we will continue to represent where appropriate 	
5	<p>EAUC-Scotland Staffing <i>Rebecca Petford, EAUC-Scotland Programme Manager</i></p> <p>Two new roles have been advertised within the EAUC-Scotland team after Gillian Gibson (previous Programme Coordinator) left in October 2018, and a reshuffle took place. This involved Samantha Hartley taking on a new role moving away from general administration and focusing more on developing communications and networks.</p> <p>The two new roles aim to increase expertise on specific areas and help divide the team's workload. One will focus on Sustainability Engagement and the other will focus on Carbon and Estates. Interviews are taking place on 7th December for all candidates. Hopefully this goes well and candidates will be in place mid to late January.</p> <p>Daisy Jamieson is the new part time student intern leading the Sustainability in the Curriculum project. The project involves research and interviews around what is being done and what is possible in connecting sustainability with Psychology, Fine Arts, Computer Science and Economics. She is working remotely but studying at the University of Glasgow. The projects is similar in format to Michael Mackenzie's project on engaging professional departments.</p>	
	<p>Sustainability in the Curriculum Discussion and Questions <i>Rebecca Petford, EAUC-Scotland Manager</i> <i>Daisy Jamieson, EAUC-Scotland Curriculum Intern</i></p>	

	<p>The research for this project involves identifying where sustainability can be embedded within Psychology, Fine Arts, Computer Science and Economics curricula.</p> <p>Currently DJ is thinking about key themes, researching and meeting with people who have responded to the call through EAUC network Jiscmails. The final resources will help teaching staff to be more confident in embedding sustainability within their teaching.</p> <p>Comments on this were:</p> <ul style="list-style-type: none"> - The Business school at Edinburgh Napier University are looking at embedding sustainability, JP/KM will forward the contact - At GSA students are real driver for sustainability. Following engagement from a student about sustainable silver, an event was organised and now all institutions in Scotland are using sustainable/ethical silver and gold - Fashion environment is very active with sustainability issues - Important to involve partnerships in the curriculum and external speakers from the field. The guides could possibly signpost partner organisations or suggested speakers in guides. 	<p>JP/KM – Forward business school contact to EAUC-S</p> <p>DJ – Consider including partner/speaker recommendations in guides</p>
6	<p>Green Gown Award Winner – Sustainability Institution of the Year Award from University of Edinburgh <i>Michelle Brown, Head of SRS Programmes, University of Edinburgh</i></p> <p>The submission for Sustainability Institution of the Year Award from the University of Edinburgh did not focus on a specific project or programme but told the story of the work the institution has been doing over the past few years facilitated by the Department for Social Responsibility and Sustainability (SRS). The SRS team was founded in 2013 with the aim of understanding the risks and opportunities, and developing the university’s response and programmes to catalyse actions and collaboration within the institution.</p> <p>The University has taken an institution-wide approach in the strategic plan, with impact for society being a key theme. They have set a long-term target to reach zero emissions by 2040, and all decisions are aligned with reaching this. There is an Interim target of reaching 2007/2008 baseline year levels by 2025.</p> <p>The team’s focus areas are:</p> <ul style="list-style-type: none"> • Energy – Looking at opportunities for renewables on and off site. Increasing engagement with energy coordinators across campus. The Sustainable Campus Fund is an internal investment vehicle used to unlock savings on campus. • Sustainable Travel - 10%-20% of the institution’s overall footprint is travel. This is a difficult topic due to academic freedom and the fact that Edinburgh is a global university. The team are currently working on various ways to tackle this problem. • Waste and recycling – Current efforts focus on opportunities to ditch disposables and encourage reuse. A latte levy has been installed and a 40% drop in use of disposables has occurred. • SRS in supply chains – The team are working closely with APUC and Electronics Watch. Their work on modern slavery has involved the whole institution, including academics. • Responsible investment – The institution decided to divest from coal and tar sands and other fossil fuel holdings. There is now a commitment to ‘invest for good’, providing investment funds to social enterprises. 	

	<ul style="list-style-type: none"> • An extensive Community Engagement Programme is helping improve the institution’s impact on the city and use research and work done within the institution to contribute to the local community. <p><u>Comments and Questions</u></p> <ul style="list-style-type: none"> - There is a journey to take in the reliance of offsetting, which is not yet reliable but will be necessary to reach Zero by 2040 at least initially. - An interactive Staff Business Travel Reporting Tool is publicly available here. This tool has started conversations in all departments and helped to identify risks and opportunities on an individual department basis. - The future carbon impact of the institution’s students surpasses the carbon impact of Edinburgh as an institution. There is potential for a form of offsetting through making students more aware and reducing their possible future impact. 	
	<p>PBCCD Reporting Analysis Reports – What would make it more useful? <i>Rebecca Petford, EAUC-Scotland Manager</i></p> <p>SSN are looking to improve the process of reporting to make the information gained more dynamic and useful. EAUC-Scotland are interested in hearing about what the network would think are useful changes as well.</p> <p>What would make reporting more useful both for practitioners and engaging other people within your institution? Are there any sections or questions that are useful or not useful?</p> <p>Online system</p> <ul style="list-style-type: none"> - It is clunky - The 10-minute time-out issue causes problems, is it necessary? - Could it be pre-populated with last year’s data? - Could the 10 best projects be uploaded from a separate document? - Can it auto-calculate the scopes? <p>Process of reporting</p> <ul style="list-style-type: none"> - It is currently not essential to get it signed off by SMT, could this be a requirement? An audit process would also stop it being last minute. - 10 key projects is too many for colleges - A clearer objective for the reporting would be useful - Need feedback on best practice and how to improve - Linking documents is difficult as a lot are behind institution’s networks. Having the ability to attach them would be more useful – ‘on request’ means they know they aren’t looked at! - As the targets are all different, there is no way to compare stats. This could be formatted for our sector – ‘what are you to do by 2025’. - Could the sector agree some ground rules among ourselves? For instance F-gas or international flights. Some of this data is optional for reporting but should be included as it has significant carbon impact. - Is the aim of reporting to be accurate or to just demonstrate progress in the right direction? <p>Smaller Institutions take part in a peer validation exercise every year. SSN are invited along to help with any issues or questions. Should we support larger institutions to do these sessions? Uncertain.</p> <p>What would be helpful to take reports and communicate it internally?</p>	<p>JP / SH – Feed back to SSN on discussions</p> <p>ALL - Please let us know if you have any further comments on this topic.</p>
	<p>EAUC-S Conference Feedback <i>Samantha Hartley, EAUC-S Networks and Communications Coordinator</i></p>	

	<p>The EAUC-Scotland Conference took place on 16th October 2018. The theme was 'A Decade of Progress' to mark 10 years of the EAUC-Scotland office.</p> <p>In total we had 110 attendees, slightly less than the previous conference in 2017. 21 FHE institutions were represented, consisting of 9 FE and 12 HE institutions. This is 3 institutions up from 2017. 98% of attendees rated the conference good or excellent. 73% of attendees rated the afternoon workshops good or excellent.</p> <p>We received a lot of comments about the exhibition being moved separate to the catering. This was a decision taken by the events team on the morning that we were not consulted about, so this was quite disappointing.</p> <p>Some notes on the content and structure to consider for next year are including a more interactive morning plenary session (such as a panel) coupled with pecha kucha presentations, considering academic contributions and more time for networking. The use of Sli.do and the Pecha Kucha format were highly rated.</p> <p>Where would be a good location to host the next conference or what would you like to see included?</p> <ul style="list-style-type: none"> • Clean Energy Economy and the transition from a fossil fuel economy • System change or redesign <p>EAUC-Scotland will be looking for any interested parties to join a Conference Steering Group for November 2019 – call to follow in upcoming newsletter.</p>	
	<p>New EAUC-Scotland Programme Development for 2020-2023 bid <i>Rebecca Petford, EAUC-Scotland Manager</i></p> <p>SFC funds EAUC-S on a 3-year basis. This current Programme is running 2017-2020. Therefore, the next Programme must be developed and delivered for review to SFC around Christmas 2019. The team will begin to research what the sector need calls for from this Programme early 2019 and will use the AGM in March to run an information gathering session from the sector.</p> <p>What Key themes can you think of that could be incorporated?</p> <ul style="list-style-type: none"> - SFC should link funding to targets and have EAUC-S monitor - Inclusivity of sustainability – geographically and socially <p>Keep it in mind! Let us know of any issues or themes you come across that will require further support in the coming years.</p>	
	<p>Green Gown Award Winner – The White Ribbon Campaign from Glasgow Kelvin College <i>Anastasios Markopoulos, Environmental Sustainability Officer, Glasgow Kelvin College</i></p> <p>The White Ribbon Campaign is an effort to address gender-based violence, directed against women. Although this is a universal issue, this type of violence has been increasing in Scotland, 79% of domestic violence cases reported to Police Scotland are directed against women by men.</p> <p>Why did the college become involved? Rates of domestic violence reported in Glasgow are amongst the highest in Scotland.</p> <p>The college is focused on building and working with the community. Over 50% of students are from Glasgow region, a high percentage of these students are based in areas of high deprivation. There is a strong correlation exists between experience of domestic violence and/or abuse and low income.</p>	

	<p>In 2015, GKC committed to tackling the issue and engaged with the campaign. £1100 funded by North East Health Improvement helped facilitate this.</p> <p>The main objectives were:</p> <ul style="list-style-type: none"> • Delivering effective approaches to engage non-perpetrating men • Tailor resources for a range of audiences • Train students and staff to deliver core learning and messages <p>So far they have:</p> <ul style="list-style-type: none"> • Empowered women at the College and in the wider community • Raised male awareness on the issue of gender based violence • Delivered numerous public and College engagement events / workshops • Received support from local councillors to broaden reach of the campaign with the local community and with local businesses. <p>Some challenges they faced were:</p> <ul style="list-style-type: none"> • Stigma surrounding the issue of gender-based violence • Ensuring gender equality when delivering discussion groups / workshops • Adapting resources appropriately for specific audiences <p>In the future, the college is hoping to further engagement with the campaign, providing new resources and working with partnerships with local businesses and organisations.</p> <p>For more information contact the project lead Arlene Sweeney, Learning Engagement Officer (arlenesweeney@glasgowkelvin.ac.uk).</p>	
<p>9</p>	<p>AOCB <i>Jamie Pearson, EAUC-Scotland Convenor</i></p> <ul style="list-style-type: none"> • JT has joined the EAUC Leadership Lab this year and encourages others to take part in the intensive 2-day course. • <u>Upcoming Events</u> 12th December – Travel and Transport TSN 6th February – Sharing Series – Measuring Behaviour Change TBC February - Smaller Institutions Sustainability Meeting 21st February - Sustainable Procurement TSN • SFC will be sending out a Sustainability Survey shortly. This is unrelated to us but will explore the sector’s sustainability strengths and needs. • EAUC UK board are considering on gender and protected characteristics • Systems Change Seminar at Glasgow School of Art 7th February. Info here 	
<p>10</p>	<p>Closing Remarks and Thank You to Host Institution <i>Jamie Pearson, EAUC-Scotland Convenor</i></p>	

Minutes prepared by: Samantha Hartley
EAUC-Scotland Programme Networks and Communications Coordinator
December 2018

EAUC-Scotland Forum Meeting Manager’s Report: December 2018

Date: Thursday 6th December 2018

Time: 10.30-12.30



Project Summary			
Project Title	Catalysing Transformative Leadership for Sustainability	Funder	Scottish Funding Council
Project Manager	Rebecca Petford	Total Funding	£349,500
Timescales	April 2017 – March 2020	Risk Status	Green

Reporting Period	
From	01/09/2018
To	30/11/2018

Venue: 2.19 Old Library (Geography Building (Old Infirmary)), University of Edinburgh, 1 Drummond Street, EH8 9XP

Background

EAUC-Scotland have been funded by SFC to deliver a focused programme to support sustainability within all colleges and universities in Scotland, building upon the previous two Universities and Colleges Climate Commitment for Scotland (UCCCS) Programmes. The [CTLFS Programme](#) provides tailored support to progress institutions towards a skilled and informed, whole-institutional approach to leadership around carbon and resource management, social responsibility and environmental sustainability.

Summary of Activity

The team have been working with the UK & Ireland team on developing our website and communications, and collectively developing modules for the Accelerator Programme.

- Rebecca has been engaging with the Scottish Funding Council about the 2018/19 Outcome Agreement Guidance, the UK-wide Adaptation Project, and with various partner organisations to develop our relationships. She has been working with Sam on planning for the EAUC-Scotland 2018 Conference, and organised and chaired the Sanitary Support Meeting. She has also been to Cheltenham for job interviews for a shared EAUC / EAUC-Scotland Events Co-ordinator, who starts in October.
- Gillian has launched the Sustainability Committees Enhancement Project and the EAUC-S Support and Advisory Service. She has also been collated a sector response to the parliamentary committee Call for Views on the Climate Change Bill, and held a Smaller Institutions Sustainability Meeting focusing on single-use plastics.
- Sam has been busy with EAUC-Scotland communications, working with Topic Support Network Convenors to plan meetings, organising the 2018/19 Sustainable Behaviours Sharing Series, and planning autumn training events. She has also been leading on communications and plans for the EAUC-Scotland Conference.

EAUC-Scotland Programme Outcome Agreement Activity Report:

Outcome 1: There is leadership for sustainability at all levels of Scottish FHE Institutions

Outcome Area	<i>Sustainability Committees Programme</i>	<i>Engaging and empowering sector staff</i>	<i>Engaging senior decision-makers</i>
Progress towards Outcome Area	Sustainability Committees Enhancement Project launched June 2018 and being promoted. Project is designed to provide support, guidance and assistance to develop the capacity of university and college Sustainability Committees, with both chargeable and free-to-access elements. Project presented at July Scotland Forum Meeting.	Case studies and Guides on Engaging with Professional Departments project for publication currently being finalised. Development of sustainability engagement training programme for professional department staff using this knowledge beginning to be discussed. Leading CC Risk/Adaptation project for EAUC.	Ongoing meetings with senior leaders and planners on SFC Outcome Agreement Guidance changes. Engagement with SFC has developed draft sustainability text for 2019/20 Guidance. Working with Universities Scotland to re-establish Higher Education Carbon Reduction Sounding Board, which operates at a senior level.

Outcome 2: The skills and knowledge required to deliver and monitor a low-carbon, sustainable, resilient FHE sector, including improving the accuracy of data in Public Bodies Climate Change Duties (PBCCD) Carbon Reporting, are available throughout the FHE sector

Outcome Area	<i>Analysing sector needs and progress</i>	<i>Strengthening knowledge and skills</i>	<i>Engaging with and responding to sector</i>
Progress towards Outcome Area	Sector have shown interest in developing shared carbon/sustainability targets or a format for targets to allow aggregation and comparison, with discussions on this underway with various groups as well as with SSN to tie into wider public sector discussions.	Institutional Engagement Programme continues, with Year 2 visits being scheduled now. Autumn Training Programme under planning, with Waste Management Legislation session in Oct. 73% of Scottish FHEIs have attended an EAUC-S event in last 18 months (75% target over 3 years). Launched Support and Advisory Service to offer one-to-one support through consultant partners. Matching fee is income generation for EAUC-S.	Forum Meeting welcomes input on activities. Sanitary Product Scheme Discussion Meeting planned and delivered in response to sector requests, engaging with a wide range of job types. EAUC-S 2018 Conference Steering Group of sector members have led idea generation for the October conference, which will enable attendees to identify their aspirations for the decade ahead, helping EAUC-S plan their next programme.

Outcome 3: Institutions and partners are supported to build cross-organisational and cross-sector contacts, enabling sharing of best practice and development of new solutions to respond proactively to national and international challenges

Outcome Area	<i>Supporting knowledge sharing</i>	<i>Representing sector needs and views</i>	<i>Championing Scottish successes</i>
Progress towards Outcome Area	<p>Sustainable Behaviours Sharing Series sessions on End of Term Waste, Water Conservation and Staff Business Travel. 83 attendees over 9 sessions, with 'Best Practice' guide published on each. 2018/19 schedule has now been published, with first event early September.</p> <p>Smaller Institutions group (11) and first Glasgow Regional Meeting (11) both took place in May. TSNs have taken place for ESD (13), Travel (17) and Sustainable Food Procurement (21).</p>	<p>Partnership meetings with SSN, SAUDE, KSB, NHS Scotland Sustainability Team and LfSS.</p> <p>Participated in CDN's Awards judging panel.</p> <p>Met ScotGov Energy Efficiency team to discuss role of FHE in skills and research to meet plans.</p> <p>Submitted sector response to Call for Views from Scottish Government on Climate Change Bill.</p> <p>Contacted Colleges Scotland about need for Statement of Ambition to include environment. EAUC-S Conference will facilitate setting and sharing aspirations for progress over next decade.</p>	<p>EAUC-S Conference "A Decade of Progress" will celebrate the most aspirational or game-changing projects in the sector over the last decade.</p>

Outcome 4: Sustainability is embedded into teaching, research and engagement practices in Scottish FHE institutions

Outcome Area	<i>Supporting education, research and engagement for sustainability</i>	<i>Supporting student sustainability skills and knowledge</i>
Progress towards Outcome Area	<p>Planning work with LfSS and CDN to support colleges to embed sustainability in curriculum, including standards, resources, training and curriculum design. Funding has been identified from ScotGov to develop and pilot training for college lecturers which LfSS & EAUC-S will deliver in partnership.</p> <p>Continuing to work in partnership with Climate Psychology Alliance, with joint event on Community Engagement in September.</p>	<p>Part time student internship within EAUC-S team planned for Autumn 2018.</p> <p>Chargeable Accelerator Programme for new sustainability professionals and interns in FHE has been launched, with training modules and wider structural elements in the later stages of development. Programme will begin when there is enough interest for a cohort of 4 attendees to progress through the 3 month programme together.</p>