

**EAUC-Scotland Forum Meeting Minutes**  
**University of Strathclyde**  
**Monday 26 June 2017, 10.30 – 12.30**

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**Attendees**

Alison Duffy	AD	University of Abertay
Amy Ritchie	AR	University of Strathclyde
Angus Allan	AA	South Lanarkshire College
Ben Ong	BO	University of St Andrews
Caroline Overy	CO	University of Edinburgh
Christine Laing	CL	Fife College
David Beards	DB	Scottish Funding Council
David Charles	DC	University of Strathclyde
Dean Drobot	DD	University of Strathclyde
Gillian Gibson	GG	EAUC
Jackie Beresford	JB	Dundee & Angus College
Jamie Pearson	JP	Edinburgh Napier University (Convener)
Jenny Jamieson	JJ	Scottish Funding Council
John Thorne	JT	Glasgow School of Art
John Wincott	JW	Fife College
Lorraine Corbett	LC	Heriot-Watt University
Paulo Cruz	PC	Glasgow Caledonian University
Rebecca Petford	RP	EAUC
Spela Raposa	SR	University of Strathclyde
Stewart Miller	SM	University of Glasgow
Tom Kemsley	TK	Queen Margaret University
Trudy Cunningham	TC	University of Dundee

Item	Minutes	Action												
1.	<p><b>Welcome and Apologies</b></p> <p>Thank you to AA for his time as Convenor. His guidance and advice over the past two year has been very much appreciated.            JP will now be Officer Bearer Group Convenor for the next 2 years.</p> <p><b><u>Apologies</u></b></p> <table border="0"> <tr> <td>Bill Grace</td> <td>Dundee &amp; Angus College</td> </tr> <tr> <td>Fraser Lovie</td> <td>University of Aberdeen</td> </tr> <tr> <td>Kate Thornback</td> <td>SRUC</td> </tr> <tr> <td>Michelle Brown</td> <td>University of Edinburgh</td> </tr> <tr> <td>Ray Walkinshaw</td> <td>Ayrshire College</td> </tr> <tr> <td>Suzanne Marshall</td> <td>College Development Network</td> </tr> </table>	Bill Grace	Dundee & Angus College	Fraser Lovie	University of Aberdeen	Kate Thornback	SRUC	Michelle Brown	University of Edinburgh	Ray Walkinshaw	Ayrshire College	Suzanne Marshall	College Development Network	
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<p>2.</p>	<p><b>Introductions and Key Current Projects</b></p> <p>RP – engaging professionals from different departments  DC – sustainable active travel  DD – district energy project and Living Labs  SR – waste streams and business improvement teams  AR – engagement projects for NUS Green Impact  JT – Climate Psychology Alliance  LC – circular economy and CCF  CO – Sustainable Campus Fund for staff and students  BO – biodiversity on campus  SM – green ICT considering ThinClient  JB – funded composter  TC – public Sustainable Transport Hub  AA – food waste incl. working with catering supplier and reusable cups  CL – developing online sustainability unit for all courses  PC – food waste for staff kitchens &amp; getting rid of individual bins  JW – student engagement &amp; Climate Psychology Alliance  TK – launching Climate Change Action Plan (especially recycling)  JJ – environmental policy at the SFC  JP – improving on-campus recycle rate</p> <p>Discussion on recycling rates: Recycling rate for institution can be reported as 100% by waste contractor as once they have taken it off-campus and recycled it all this will be the case. However on-campus rate will be different. <a href="#">Waste Topic Support Network</a> will discuss this further – 18 July 2017, University of Dundee</p>	
<p>3.</p>	<p><b>Scotland Convenor’s Update (JP)</b></p> <p>JP will represent Scotland on the EAUC UK Board.  Pete Smith (Borders College) also attends EAUC-UK Board.  Andrew Hewett. Director of Finance at the University of Dundee has decided to step down.</p> <p><u>Board Update</u></p> <ul style="list-style-type: none"> <li>EAUC-UK Conference – looking to improve variety of the attendees from country and departments.  <a href="#">Next conference 19-21 June 2018 at Keele University</a>  Noted by forum that this falls during graduation weeks  Suggestion to have students feed into organising the conference</li> <li>EAUC has been going through changes with its new strategy, a name change is upcoming and you can read the strategy <a href="#">here</a></li> <li>Following the success of Scotland Office the UK team are looking to expand regional provision to Ireland and Wales with the set up</li> </ul>	<p>EAUC-S: feed this back to UK Team</p>

	<p>of similar Office Bearer Groups and Forum structures</p> <ul style="list-style-type: none"> <li>• New three year programme has begun with EAUC-Scotland funded through the Scottish Funding Council. Leadership in sustainability is key at the moment and important to see especially including cross-institutional approach to projects and knowledge share</li> </ul>	
4.	<p><b>Scotland Manager's Update (RP)</b></p> <p>See Scotland Manager's Report <a href="#">here</a>.</p> <p><u>Highlights</u></p> <ul style="list-style-type: none"> <li>• Planning and monitoring structures for the new programme</li> <li>• Evaluation project was really useful for forming new programme – thank you to those who completed the survey and interviews</li> <li>• Samantha Hartley joining us as Programme Administrator 10/07</li> <li>• Intern Michael Mackenzie will be working on department engagement event and guides from 10/07</li> </ul> <p><a href="#">Finance Teams and Sustainability: Collaborative Resource Development Workshop - 20 July, Edinburgh</a></p> <p><a href="#">Marketing and Communications Teams and Sustainability: Collaborative Resource Development Workshop – 25 July, Glasgow School of Art.</a></p> <p>Please forward on information about these events to your institution; all sustainability contacts are welcome also.</p> <ul style="list-style-type: none"> <li>• Partnership meetings with other strategic organisations</li> </ul>	<p>All: forward to relevant department in your institution for both events</p>
5.	<p><b>Public Bodies Climate Change Duties Reporting (GG)</b></p> <p>2016 Reports submitted last November. SSN public sector analysis report can be found <a href="#">here</a>. FHE analysis report to be circulated in the next week. Presentation can be found <a href="#">here</a>.</p> <p>FHE represent 29% of public sector reporters 42/44 FHE institutions submitted 6 sections within the PBCCD reports plus 'recommended' section</p> <p><u>Highlights</u></p> <ul style="list-style-type: none"> <li>• Organisational profile – aligning metrics and reporting year to make analysis easier</li> <li>• Governance, management and strategy - good to see how many CMPs and strategies were mentioned, we will pull these together on our website. Lots on mitigation and less on adaptation</li> <li>• Corporate emissions, projects and targets – 14% of public sector emissions overall. FHE sector did very well in terms of the number</li> </ul>	<p>EAUC-S: all CMPs to be collated and put on website/ Sustainability Exchange</p>



	<ul style="list-style-type: none"> <li>- (SM) Need additional time to allow for verification and then time to change things which is a tight turn around for FHE</li> <li>- (GG) Fairly light touch to start with and not something auditors would be held to, but also to support institution to know the data is likely to be valid</li> <li>- (JW) The fact that it is public domain means it is a reputational risk if someone finds an error down the road</li> <li>- (PC) What are you going to validate? Emissions only or all the elements including strategies and plans and whether those documents are accurate? No clear answer</li> </ul> <p><i>Training request from forum?</i></p> <ul style="list-style-type: none"> <li>- Adaptation Scotland has <a href="#">good resources</a> including <a href="#">EAUC webinars</a></li> <li>- (DD) International Sustainable Campus GRI system have some training courses for auditors which could be useful for the sector</li> </ul>	<p>EAUC-S: Discuss enhancing clarity on validation options and responsibilities with SSN</p> <p>EAUC-S: Recirculate training resources</p>
6.	<p><b>Sustainability Committees Pilot Project (GG)</b></p> <p>One of many arms of leadership work within the new EAUC-Scotland Programme, on the back of the Leadership Framework presented at the AGM from last programme.</p> <p>Focused on sustainability networks, looking to build them to be effective and efficient, cross-departmental networks with action and outcomes. Either starting a new network or updating/improving an existing network.</p> <p>ACT – audit of activity at the institution then report of what EAUC-S can support with going forward to strengthen the committee / set up an effective network.</p> <p>LEAD – support package produced for institutions with one-to-one support, guidance, templates, training, engagement guidance and facilitating meetings if required.</p> <p>ACT-LEAD-SUSTAIN Accreditation – annual buy-in package with discounted training, reporting annually through case studies and evidencing effective network activity. Accreditation shows that sustainability is embedded in strategy of the institution.</p> <p>Developing now to roll out pilot to launch around September.</p> <p><u>Comments</u></p> <ul style="list-style-type: none"> <li>- (DD) Working out-with established committee structure sometimes useful</li> <li>(GG) Bring informal networks into view, can be any network from a committee to an action group</li> </ul>	

	<ul style="list-style-type: none"> <li>- (JT) Would be good for it to fit with EAUC-UK Leadership Lab work. (RP) Talking to Leith Sharp about how they tie in</li> <li>- (JJ) Some people might not have the resources to engage with their network and keep it running (GG) More about process than getting accredited</li> <li>- (JT) Cambridge work really good for breaking through formal roles and levels of seniority (GG) About having both people who would do the work and senior people to approve it</li> <li>- (TC) Sustainability work is at a standstill – can’t do things now that you were able to do 5 years ago. Senior management on these networks often delegate attendance or work (JJ) Within the EAUC-S Outcome Agreement the team will be looking at bringing sustainability higher up the agenda on the OAs for Universities and Colleges (JW) OA inclusion would mean a different measure of whether it is being taken seriously</li> <li>- (PC) We now have to do mandatory reporting (TC) Senior managers don’t understand the figures</li> <li>- (CL) Change happens when young people/students are leading and forcing the issue</li> <li>- (JT) Need sustainability in everyone’s job title</li> <li>- (DB) 2 important things have happened; 1. Consistent data set in PBCCD which means we can tackle senior management teams and 2. Ministers have also asked for intensification of OA process. Progress should happen.</li> </ul>	
7.	<p><b>Promoting Sustainable Behaviours Sharing Series (RP)</b></p> <p>Looking to create one-hour online webinar events for sharing best practise and case studies on set topic. Discussion on tried and tested methods; what worked and what didn’t work. Key learnings will be summarised with FAQs and made available as a fact sheet on the Sustainability Exchange. Please find the <a href="#">survey here to gain feed-in on topics</a>, all suggestions welcome too.</p> <p><u>Comments</u></p> <ul style="list-style-type: none"> <li>- (LC) Make sure that it doesn’t become an event for just advice on the topic and become one-sided.</li> <li>- (CL) Share with and include students with the events</li> <li>- (DD) Chair by someone that is leading in that area</li> </ul>	All: fill out survey of topics and email suggestions
8.	<b>Climate Week: 18<sup>th</sup> September - 22<sup>nd</sup> September (RP)</b>	

	<p>Potential regional events and tie into Fresher’s Week so that sector can have a contribution?          This coincides with first teaching week and potentially Fresher’s Lectures or seminars about sustainability – would look to assist with live streaming of the lecture if the speaker is happy.  <a href="#">Contact Rebecca</a> if you are interested in participating</p> <p><b>Recycle Week: 25<sup>th</sup> September - 1<sup>st</sup> October</b></p> <p>Zero Waste Scotland looking to support and engage for this week.  <a href="#">See slides</a> especially for ‘Recycling Myths’ Toolkit mentioned in ZWS slides</p>	
9.	<p><b>AOCB</b></p> <p><b><i>JW – Dissertation by University of Strathclyde student</i></b>          ‘An Examination of Contamination Rates in Source-Segregated Recycling Streams through Manipulation of Recycling Signage Features’          Scott Bryson, 2014, MSc Sustainability and Environmental Studies</p> <p>Talking with University of Strathclyde to see whether this is available.  <a href="#">Contact Gillian</a> if you would like to be updated on access.</p> <p><b><i>DB – £20million Grant Scheme from SFC for HE</i></b>          £20m grant scheme is being made available for carbon reduction projects in university estates.          Loans will have a 0% interest rate and payback will be negotiated with the contracts.          Contracts to be arranged by end of March and projects to be started by end of July.          Tendered for programme support at the moment.          No specific procurement framework attached to the projects.          Options are being explored for FE however this grant only applies to HE.          More information will be circulated with the sector and key contact when it is made available.</p> <p><b><i>SM – EDF Offer for Renewable Energy Sources</i></b>          Many public bodies have been approached by EDF with the offer of a Renewable Energy Guarantees of Origin (REGO) contract.          Questions on:</p> <ul style="list-style-type: none"> <li>- Legitimacy of the offer, could this be guaranteed?</li> <li>- Would this push up prices elsewhere if whole of public sector agreed?</li> <li>- Could this have a positive effect and create more demand?</li> <li>- Would this be accepted for PBCCD reporting?</li> </ul> <p>SSN have put a call out for information on who has been approached, and have fed this into the Scottish Government.</p>	EAUC: circulate more information as soon as it is ready

	<p>More guidance on renewables and scope 2 emissions would be needed and this should come from government.  <a href="#">Contact Gillian</a> if you are considering the EDF contract or have more questions.</p> <p><b>RP – EAUC-UK Team</b>          The UK team has had some staffing changes recently. Keep an eye on the <a href="#">Our Staff</a> page on the website to keep updated.</p>	<p>EAUC: circulate more information as soon as it is ready</p>
	<p><b>Closing Remarks (JP)</b></p> <p>Thank you everyone for coming, invaluable for everyone to come and give input so appreciate the attendee’s commitment.</p> <p><b>Next Forum</b>          Wednesday 20<sup>th</sup> September 10.30-12.30          It will be via VC with ‘hubs’ in a variety of locations (e.g. Edinburgh, Glasgow, and Aberdeen). If you are able to host one of the locations please get in touch.</p>	<p>All: get in touch with EAUC-S if you are able to host a VC for the next Forum</p>
	<p><b>Sustainability Projects at University of Strathclyde – Tour</b></p>	

*Notes prepared by Gillian Gibson, Scotland Programme Coordinator, EAUC*