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**Environmental Sustainability Advisory Group (ESAG)**

Minutes of the meeting: Wednesday 7th June 2017, 14:00

 Room, Sighthill 3.D.15

**Present**

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| Eric Munro | EM | Director of Property and Facilities | Property and Facilities |
| David Fairhurst | DF | Energy & Utilities Manager | Property and Facilities |
| Gerry Webber | GW | University Secretary (Chair) | University Secretary’s Group |
| Clement Bouveret | CB | Energy Assistant | Property and Facilities |
| Jamie Pearson | JP | Environmental Sustainability Manager | Property and Facilities |
| Jim Patterson | Jim P | Procurement Officer | Procurement |
| Sean Hughes | SH | Health and Safety Adviser | Health and Safety |
| Manish Khatri | MK | President | Edinburgh Napier Student’s Association |

**In Attendance**

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| Janice Spitty | JS | Property & Facilities Administrator | Property and Facilities |
| Wendy Pllu | WP | Property & Facilities Administrator | Property and Facilities |

**Apologies**

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| Liz Young | LY | Head of Health and Safety | Health and Safety |
| Kate Murray | KM | Procurement Manager | Governance and Compliance |
| Iain Russell | IR | Head of Infrastructure | Information Services |
| Miles Weaver | MW | Lecturer | Business School |
| John Currie | JC | Professor | School of Engineering and the Built Environment |
| Mark Huxham | MH | Professor | School of Applied Sciences |

 **Action**

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| **1** | **Welcome and apologies**GW welcomed everyone to the meeting and noted apologies as above. |  |
| **2** | **Minutes of the meeting held on Tuesday 23th August 2016 (ESAG/17/01/01)**Approved. |  |
| **3** | **Matters arising**JP advised that the Sighthill cycle path is almost complete with great success. The City of Edinburgh Council have gained funding from Sustrans allowing them to continue the path from the Edinburgh College entrance, following Bankhead Avenue, creating a new crossing point at Bankhead Drive.Environmental Sustainability Update provided under item 4. |  |
| **4** | **Environmental Sustainability Update (ESAG/17/01/02)****Energy & Utilities**It was agreed that EM would provide updates on behalf of ESAG via the new University newsletter ‘The Bones’.JP advised that a small working group, discussed at last meeting, to work with communication and project partners wasn’t formed. EM advised that he would donate the Lindsay Stewart for any event, which was agreed to be arranged towards the end of the calendar year. JP/DF to pull an agenda together.Solar Panels/LED’s – LED’s have been trialled in places (JKCC, Library) which is aiding carbon reductions. EM advised there is provision for solar panels next year and study will be undertaken to understand best locations at each campus. Jim P mentioned that every location will have its own, unique requirements.EM discussed lights being left on out of hours, weekends and bank holidays. DF to conduct survey on savings which could be achieved, by better definition of the areas (including sensor settings), for lighting at these times. GW stated that Merchiston could potentially be the central point for 24/7, weekend working, which would reduce energy requirements at other campuses. EM asked DF the difference in costs for closing campus, against restricting access, to understand whether initiative would be beneficial. GW said that an annual cycle of activity would be helpful, with survey to students, to decide what needs to be kept open.DF stated that current carbon targets have expired, and new targets/baselines need to be agreed, deciding what service sectors we are comparable to, and scope to be included (residential properties, academic buildings, travel etc.) Buy-in required from academic and professional services Schools and Departments, for framework to be agreed. JP raised potential restrictions on travel used by other organisations e.g. travel only if necessary, using other IT solutions where possible. GW raised issue on whether individual areas, like travel should be included in overall targets? Each area has its own targets, which are easier to manage. DF stated that water data may be minimal, due to lack of meters in some buildings. EM advised that meters should be installed, where there are none.It was agreed that the University carbon KPI would continue with a 2006/07 baseline but that a new baseline would be developed from 2016/2017 to acknowledge the increased quality in data available, particularly transport and waste. Looking to the broader community, the Green Scorecard is an option for gathering benchmark information. EM stated that post ’92 establishments could be contacted, and EM to provide contacts. GW said that baselines should be appropriate in terms of how/what is measured to ensure increase in activity is captured, to balance increase in energy used. DF and JP to provide high level overview before end of calendar year, in terms of other post ’92’s targets. |  JP/DFDFDFEMDF/JP |
| **5** | **Carbon Management Targets (ESAG/17/01/13)**DF presented the carbon, energy and water performance statistics – carbon emissions slightly better than last year (40%) reduction, electricity slightly up (2%) due to Stones buildings, gas down 8% due to overall warmer weather, and water up (this is a result of urinals – installation nearly complete for waterless urinals at Merchiston and Craiglockhart which should result in a reduction). |  |

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| **6** | **Environmental Sustainability Strategy (ESAG/17/01/04)**JP noted significant historical progress in terms of environmental sustainability. Fantastic array of academic work across all Schools. But in order for the University to progress, an Environmental Sustainability Strategy must be developed encapsulating expertise and buy-in from all Schools, Departments, students and staff. GW asked why is a strategy required, and advised any strategy should be for the collective good, and not just a P&F initiative. EM advised strategy is required to establish how ENU is going to look after the environment, which will require more engagement with academic bodies - proposal that JP attends leadership groups to communicate projects, engage directly around environment issues, share experiences and recruit champions/volunteers.GW enquired about Eco Campus – JP to check policy from all angles to widen “bubble”. EM advised next steps should be School engagement, to help establish sense of direction/focus, and what is of value.Option to highlight draft Strategy to Senior Leadership Group. EM advised that Strategy presentation should be available to send to GW prior to Senior Leadership Group meeting in Sept/Oct. JP and DF to progress. | JPJP/DF |
| **7** | **Circular Economy**Jim P provided definition of Circular Economy. Zero Waste Scotland has offered the University free consultancy support until the end of March (7.5 days). Specific projects will be identified to ensure greatest return on support provided. Kate Murray, Procurement Manager, and JP to work with the consultant. Update to be provided at the next ESAG meeting. |  |
| **8** | **AOCB**Next meeting to be scheduled September/October. |  |