## Minutes

### Sustainability Delivery Group

**Date and time:** Thursday 11th, 10-11.30

**Location:** Gallery Room 2, Students’ Union

**In attendance:** Tim Allen (TA), Peter Anstess (PA), Johann Beckford (JB), Kath Harding (KH), Keith Lilley (KL), Will Mai (WM), James Merryclough (JM), Theresa Nelson (TN), James Noble (JN), Phil Riley (PR), Charlotte Winnert (CW), Tracy Wray (TW)

**Chair:** Tracy Wray (TW)

**Apologies received:** Deborah Beck (DB), Duncan Cameron (DC), Mel Kee (MK), Elspeth MacKellar (EM), Caryn Masters (CM), Brendan Stone (BS), Vanessa Toulmin (VT), Sarah Want (SW)

**Secretary:** Johann Beckford (JB)

### Agenda

1. **Welcome and introductions**

2. **Matters Arising**

   - Please see action log of last meeting

   KL noted that we need careful thought on the Heritage Buildings Researcher student placement to protect reputation - we have had some negative reactions regarding Heritage Buildings in the past. Someone from this group should be linked in from this group (most likely KH). SU project assistants could report at the June Delivery Group meeting and TA to discuss the process and whether it is good first example of a living lab.

   - Advisory Group and Consultation updates

   Each advisory group is underway but at different stages. Responsible Consumption and Production has been largely drafted by the Advisory Group and is ready, with a few additions, to go to expert consultation. Sustainable Cities and Communities is being drafted, with some additional work being done to get to a full draft. The Quality Education group has met but there are some concerns and resistance around what might be perceived as a top-down call for sustainability to be shoehorned into the curriculum. JM and JB to meet with BS and MK for a further meeting next week. Clean Energy and Climate Action group has drafted a significant number of its aspirations. Further work on the exact targets we are working towards to be completed in the next two weeks.

   The surveys for a wider expert group are being developed by TN. Sheffield Methods Institute are providing some feedback on survey design. Hopefully the drafts from
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<td>JM/JB to look at EFM mentor for Heritage Buildings Researcher</td>
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<td>TW/JM/JB to investigate an additional ‘mentor’ from Delivery Group for each student placement that is not the line manager</td>
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<td>JM/JB to meet with BS and MK for further meeting next week on Quality Education draft</td>
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<td>JB to send a regular bullet point update on consultation and Advisory Group progress with a reminder of the timeline to the Delivery Group outside of meetings</td>
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### Divestment

- Update on University and SU position

Communication from MK and Helen Dingle confirms we have now fully divested. University has now fulfilled its promise made in 2015. A new working group will look at the Investment policy over the summer.

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<td>Finance or TW to update on future Investments policy in October.</td>
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### Social Sciences Building Update

- Balance between Ground Source Heat Pump (GSHP) & Gas Combined Heat and Power plant (CHP) usage

There will be 14 boreholes as part of the GSHPs under the Social Sciences building. The most carbon efficient method of currently using GSHP is to top up the water’s heat with the Gas CHP. Over time this will become more efficient as the ground will be used to store heat during summer. In future, electrical heat pumps will be more efficient than the Gas CHP. The Social Sciences building will, therefore, reduce its carbon usage over time. This building design achieves a 35% improvement on Part L of the building regulations minimum efficiency standard.

- Solar panels

PV are part of our efforts to achieve BREEAM certification and will cover a large area of roof space.

- BREEAM certification

We hope to achieve ‘Outstanding’ certification. We are very much on the borderline as to whether we will achieve ‘Outstanding’ certification but we are very happy with the building’s efficiency and design.

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<td>JM to look at a feature article on the sustainability of the Social Sciences building</td>
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### Coffee

- Feedback from academic meeting on single use cups

Last week, JM, JB, EM and PA met with post doc Harriet Baird to discuss the psychology of using reusable coffee cups over single-use. She is currently involved in an ongoing Grantham Centre project focussed on behaviour change around using reusable coffee cups. We will use these findings to inform our plans on how we can promote reusable cups over single-use.

- Coffee grounds reuse plans

JM and JB also met with Doug from the landscaping team as well as SU representatives about using coffee grounds as a mulch on the estate. Doug is happy
to build a store to drain the wet coffee if transportation to and from can be arranged and the funding can be provided for materials. SU suggested that they would be happy to use Coffee Revolution as a test case and could transfer to storage if it were close. PA commented that his team transport fresh food on a daily basis to the residencies using a tricycle so could transport used coffee as well if storage is more appropriate there.

- Levy/discount figures from SU
  The SU coffee cup levy has been in place since 04/02/19. Sales figures have not been affected and the levy has yielded £2,349.20 in total with over £1,700 coming from Coffee Revolution alone.

  Of the total number of takeaway coffees during the levy’s first week, only 4% of people brought their own reusable cup. Since the levy’s introduction, the number of reusable takeaway coffees peaked at 16% in week five of the levy before dropping to 8%. Since then reusable usage has grown steadily and now now sits at around 12%.

Actions
JM/JB to coordinate the coffee grounds project
MK/JM to update on levy figures at the next Delivery Group meeting

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**EAUC Membership**
Environmental Association for Universities and Colleges - FE and HE sustainability sharing platform. The University is currently a member so can benefit from the community network and various resources available to members. EAUC run an annual conference. This year’s is taking place in June and is in Manchester.

- Explanation of AUDE Green Scorecard (GSC) and EAUC Sustainability Leadership Scorecard (SLS)

  Green Scorecard is focussed on Estates and Operations sustainability. It allows each organisation to sets its own targets and report on them and compare with other institutions.

  The Sustainability Leadership Scorecard is a development of Green Scorecard that is being reported for the first time this year. It takes a broader approach including sustainability in Learning, Teaching, Governance and Leadership as well as Estates.

- Discussion of how best to utilise and engage with this resource

  TA questioned how we will link in EAUC with our Sustainability Strategy work? We should look into how to best align our current work with the SLS.

  Noted that the Green Gown awards are another system of recognition offered by EAUC that we can measure ourselves against. KL noted that we have entered and won Green Gown awards in the past.

Actions
JM/JB to investigate how to engage with the Sustainability Leadership Scorecard and align with our Sustainability Strategy work.
ALL to suggest projects for entry into Green Gown Awards.

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**Year 1 Project updates**

1. Quality education and graduate attributes (TA)
   Ongoing work is largely being picked up by the Quality Education Advisory Group.

2. Sustainability training for staff (JM/JB)
   EAUC have a stock elearning module that can be adapted to include institution specific information and we are also investigating Manchester’s 10,000 actions video series.

3. Green Impact (JM)
   Audits of Green Impact projects are starting at the beginning of May.
4. Sustainable procurement guidelines (JM)
Guidelines are largely being picked up by the Responsible Production and Consumption Advisory Group. New head of Procurement will be in post in May with a commitment to sustainable procurement written into the job description.

5. Carbon budget (JM)
Student placement beginning our work on this.

6. Life-Cycle Analyses, especially for Social Sciences building (KH)
See update above.

7. Food Waste (JB)
Food waste across large outlets is collected and disposed of by Regather and spare sealed food is collected by Save our Sandwiches and donated to local charities and food banks. JM and JB will be looking into our communications around food waste. For coffee composting information see above.

8. Furniture recycling (JB)
JM, JB and CW are meeting with Hallam Furniture coordinator next week to see if we can coordinate repair, reuse and recycling action.

Noted that EAUC network might have good best practice examples of furniture disposal that we can learn from.

AOB

TW and JM going to UEB for an update next week which the VC will be attending.

TA asked about budget holder attendance to this group. Can we arrange deputies for budget holders to make sure that when those budget holders are not available to attend they are still represented? TW agreed that we need to look at attendance to make sure this group can be as effective as possible.

TA asked if we could have a collection point on the concourse for Donate, Don’t Waste? KH noted that we could have one behind John’s Van. Will be worth looking at the performance of this site as SU can’t have an internal collection site this year.