

GOLDSMITHS
University of London

ESTATES COMMITTEE

ENVIRONMENT AND SUSTAINABILITY SUB-COMMITTEE

Minutes of the meeting held on 18 June 2014

Present: Professor Kay Stables (in the Chair), Mr Richard Groves, Prof. Tim Valentine, Mr Danny O'Sullivan, Graham Gaskell, Ms Nicola Hogan, Ms Patsy Carter

Apologies: Ms. Craigie-lee Paterson, Ms Rachael Johnson, Mrs Catriona Boulton. Dr. Lynn Turner, Melanie Rimmer, Cathryn Thompson, Mr Andrew Lantry Roshni Niagara.

OPEN BUSINESS

1. MINUTES OF LAST MEETING

The minutes of the meeting held on 9 April 2014 were approved with the exception of a few changes. AL (Finance) requested changes to text (submitted via e mail to Chair) to Section 5 and section 6 of April 9th minutes and a change of "refit" to "RE:FIT"

The E&E manager (RG) requested the removal of reference to the Lockwood Building from section 5.

2. Matters Arising

ENVIRONMENT AND SUSTAINABILITY POLICY STATEMENT REVIEW 2.

The change to the policy is the inclusion by the E&E manager of a table clarifying the names, baseline data, year of baselines, targets and target year of each of the policies that relate to the ESSC. This reviewed policy statement was intended for submitting to the Estates Committee in the Autumn.

Estates administrator suggested the paper (13-468) to go to the Chairs Action instead as it may be the best option when moving the paper forward as it contains nothing controversial nor any items waiting for approval.

It was suggested that Actions should be put in minutes of meeting along with the actioned committee members. Discussion over when upcoming ESSC meetings will take place. Governance to contact Chair with dates.

Action: Actions to be highlighted in the minutes as oppose to a separate actions sheet and the action to be sent to each assigned person as soon as possible.

There is a College Committee Review underway and until it is complete no future dates for committees will be confirmed.

Action : Chair to email Emma Pryce (covering maternity leave for CT) about ESD.

3. ESTATES MANAGEMENT STATISTICS UPDATE

No Smoking Policy.

Discussion on amendments to earlier policy (use of cigarettes as props in a production).

Consultation on the smoking policy between residents and students is required before policy can go to SMT. The SU Chief Exec. stated that the policy has divided the student body, those for and against restricted smoking policy on campus.

The crucial aspect is how the policy is implemented. Support and training of monitoring staff will be essential, as will consulting with SU and conference staff otherwise efforts are likely to backfire. This was followed by general discussion regarding designated area for smoking, smoking in halls of residences, the policy's of inclusion of e-cigarettes and monitoring staff carrying written copies of policy stating where on campus smoking is not allowed.

GG of the SU added that monitoring staff need to be clear the wording in the letter is also crucial; using words like "may" be subject to disciplinary action should be used. UCU will need to be informed of wording too. Possibility of removing cigs for sale in SU shop.

The Chair reminded the committee that the Registrar and Secretary would like to see it in place in the start of the 2014-2015 AY. Suggested that Catriona circulated and update of the policy and the Chair asked for clarification of what the ESSC committee is being asked to do with the policy.

Action: CB and Chair to catch up on development on the paper and where the paper is likely to go (H&S or elsewhere) with an update of the paper to be circulated to the committee with comments.

4. EDUCATION FOR SUSTAINABLE DEVELOPMENT WORKING GROUP

The Chair informed the committee that the ESD academic questionnaire is complete and will be circulated to the working group for testing prior to being circulated to all academic staff at the start of the 2014-2015 AY.

Input to the questionnaire was from consultation documents from the QAA and HEA. There are now official guidance documents available to all on the developments of policies. Goldsmiths ESD working group have been working to develop our own structures using their guidance documents.

5. GENERAL UPDATES.

The E&E Officer apologised for not being able to submit a paper as requested. E&E Officer is on the judging panel of the EAUC's Green Gown Awards 2014 for two categories; Technical Innovation and Courses & Learning. Once the awards

are over E&E manager will pass the GGA applications details onto the SES Officer who will then contact GGA applicants for guidance on how replicate at Goldsmiths.

The E&E Officer has been working with the London University Purchasing Consortium (LUPC) on a new waste management framework. The 3 successful and unsuccessful contractors have been informed but their names are confidential until July 1st.

Contractors were asked to include sustainability (improve recycling rates) as part of their application. While the E&E Manager was pleased with the 3 winning contractors ability to improve recycling, was less pleased that 2 out of the 3 were large contractors and was hoping for greater representation from smaller contractors.

However smaller companies were invited to attend a tender submission writing day to help with their application, so the process was fair. 15 HE institutions were involved in putting the framework together with assignment of points to each contractor carried out by various different people (ensuring fairness). An announcement of contract winners on July 1st 2014 with Goldsmiths to run a mini-competition between the 3 contractors to win Goldsmiths waste collection contract.

Estates administrator (PC) asked about the competition scoring reflecting data relating to each consignment of waste and reiterated the importance of KPI being essential EMS data. The E&E mgr. replied that KPI's was one of the competitions criteria and its had to detail, total weights, weights of various streams of waste, number of collections etc.

Artmongers have been awarded further funding (£4,000) from the Goldsmiths Annual Fund so additional flowers to be planted across campus and New Cross Gate area.

The E&E mgr. working with Lewisham Council on a joint funding bid for conducting a feasibility study to connect pipework connection to nearby SELCHP plant (waste incineration plant). Veiola (SELCHP owners) have stated that it is feasible but an independent study must be carried out

The E&E mgr. put Carbon Reduction Commitment data together (1st April, 2013 – 31st March, 2014) relating to Goldsmiths energy use. It shows a 28% reduction in gas emissions and 9% reduction in electricity; very good against our targets. Milder winter, no heat in library and RE:FIT (greater control of heat across campus) are reasons for improvements.

6. Oral update to be received from the Space, Environment and Sustainability Officer.

SES manager looking at greater utilisation of space across campus, focussing on the RHB. Identifies excess use by cleaners of storage units and depts. using spaces for storage unnecessarily etc. Plan in place to ask depts. to co-operate and assist in the clearing out of clutter, reduce contents of space and allow Estates to reassign space for better use. SES Officer to organise a LUEG Space Management workshop at Goldsmiths in Sept/October 2014.

60 cycling lockers to arrive soon. SES officer asked committee to e mail her with suggestions for location of lockers. Discussion over locating them near bike racks and their ease of mobility to accommodate future works.

Also part of HUT N has been assigned to the Cycling Club as their HQ.

Update on Green Impact 2014: Goldsmiths were awarded 3 Golds, 5 Silvers, 5 Bronze and 5 WTB. SES encouraged teams to use quiet time in summer for implementing GI initiatives.

ESD: SES Officer attended 2 conferences recently; exchanged stories with other institutions also embedding ESD.

The SES Officer is pushing for greater use of Fairtrade Cotton at Goldsmiths (uniforms, sheets towels, promotional materials etc), new and current suppliers have been contacted regarding their prices and ability to provide FT cotton garments. The SES Officer is shortlisting suppliers.

The Fairtrade Committee is to be refreshed, targeting membership from front-facing depts.

The SES Officer (supported by Director of Estates CB and Alice McCullen) is part of the New Cross Forum, an organisation that is the voice of NXG stakeholders. The forum consist of other sub groups (environment, transport, housing etc). Check out their website <http://freethinker85.wordpress.com/the-new-cross-forum/>

The SES Officer and the E&E Manager submitted 3 applications for the 2014 GGA. (Best Newcomer, Best Carbon Management and Continuous Improvement).

Misc. SES tasks: furniture reuse, attending outside events, helping a student with her greening coursework, updating FB page Tweeting etc.

6. ANY OTHER BUSINESS

Payroll and Employee Records will investigate potential changes to the Cycle to Work scheme to use local suppliers. Given current workload issues, this is unlikely to happen before the implementation of the new HR and Payroll system in summer of 2015 although it will be placed on the team's work plan with the work to be completed once staffing resources allow.

7 FORTHCOMING MEETINGS

No dates confirmed yet.

NH July 2014