

- 5.5. Intend now to develop a more substantial document which will sit underneath the charter.
- 5.6. Website has been created sustainablefoodlancashire.org.uk and is still being developed. Invitation to the any members who would like to contribute to the website or have links to their projects included.
- 5.7. 'Food Champions Training' is being piloted on 4th November. The champions will host cafes/classes in community venues in Preston in order to get to hard to reach groups. Work ongoing to make connections between students and communities and to give students work experience. The project will be evaluated by EHU.
- 5.8. Preston Food Waste Campaign has gained momentum. It started with a disco soup event took place where food was donated, chefs volunteered their time. Campaign continues to grow. Working in Blackpool and Blackburn. Champions will be trained to do pop up cafes. Working with Lancashire council to find a permanent venue to host the café. Campaign gaining much free publicity with interviews in Lancashire TV, radio Lancashire and Lancashire Life magazine.
[LD joined the meeting]
- 5.9. Post presentation discussions:
- 5.9.1. Are mature students involved in the projects? Mature students from EHU will be carrying out champion training.
- 5.9.2. New Canadian film called 'Just Eat It' available for screenings. SFL would like to organise a screening and discussion session. There is a licence fee to show the film.

Action: All Any members interested in hosting please contact Kay Johnson.

- 5.9.3. There was a 50/50 split in response to the survey.
- 5.9.4. LJMU, Liverpool Hope and UCLan have all signed up to sustainable fish cities but LJMU appears to be the only one listed on the website.

Action: RHD to share Ruth Westcott's details for Liverpool Hope and UCLan to query their status.

Action: RHD to query with Kay Johnson and Ruth Westcott.

- 5.9.5. Bid in Preston to build on food waste campaign. Sainsbury's have £1million to work on reducing household food waste.
- 5.9.6. SFC conference next March in Liverpool. Rachael proposed that this may present an opportunity for this group to work on a group project which could then be linked with the sustainable food groups. Group Sustainable Food or Grow Project. Group asked for suggestions.

Action: All to send through any suggestions to RHD

Action: KJ to introduce Josh Balmer and Mark Doris to this group.

- 5.9.7. SU in Manchester have created a video for students about how not to waste food.

6. Group Objectives

- 6.1. The groups 4 objectives as listed on the website act as its terms of reference. LM suggested making an amendment to specifically reference climate change as an aim.

Action: RHD to circulate proposed amendment for comment.

7. Visit to Food Grow Project

- 7.1. Group toured the grounds of UCLan visiting the secret garden, allotments, fruit trees and biomass boiler.
[Emma left the meeting]

- 7.2. Post visit discussions around how to sustain the spaces during summer time. Suggestions included utilising community groups, linking with the language schools to involve foreign students during summer period which also broadens the demographic of students engaged with the SU, involving catering staff, linking with primary schools and brownies etc...
- 7.3. Excess produce can be used to support community by donating to foodbank.
- 7.4. Allotment planning at UCLan were supported by a landscaper.
- 7.5. Request from the group for students from other universities to come and visit the project at UCLan.
- 7.6. Horticultural students from Myerscough College came in to plant some of the allotments as show pieces. **JJ** to share those contact details with the group.

Action: **JJ** to share details with the group.

8. Sustainability Update from UCLan

- 8.1. Have ISO14001 since 2010. LC focuses on carbon management. CC has a co-ordinator role with waste, procurement and other colleagues. Awarded NUS green fund which funded Emma's post, in post 2 years now. Previously FM worked with the SU campaigns officer, however they had competing priorities and the person in role changed each year. Having a specific person in post in SU has transformed their work. Green funding ran out this year however the university has stepped in to fund the dedicated SU role for the coming year. Emma has been successful in bidding for small pots of money for various projects.
- 8.2. In addition they have developed a 'green team' in FM, bringing together all those with a role in sustainability. A specific shared email address for any enquiries ensures that enquiries will always be picked up and knowledge shared among the various members of FM who are involved in sustainability in some way.
- 8.3. Currently developing an edible campus guide. Have already created an energy trail, walking campus map and recycling guide which are all distributed at engagement events and also available online.
- 8.4. Recycling rate is over 90% including Refused Derived Fuel (RDF) but approx. 40% excluding RDF. Source segregating is a priority as generate income from segregated recyclables.

9. Online Teaching Resource

- 9.1. Resources have been uploaded to the North West EAUC page under the following route: Home > Member Zone > Regions > England-North West
- 9.2. All new items on the sustainability exchange are linked to the resource page.
- 9.3. All members asked to send comments, feedback or any additional resources to Seth by end November.

10. Sustainable Procurement

- 10.1. Action from last meeting to develop a list of successful contractors so that organisations can benefit from experience of others. Since last meeting PR started to develop a spreadsheet of suppliers. However difficulty arose about how to develop it in such a way that doesn't breach data protection.
- 10.2. PB suggested compiling a list stating only who competed for the contract and who won it. Not including costs or other sensitive information.
- 10.3. Group agreed that there would be a value in knowing who has completed which procurement exercises.

10.4. Several organisations are limited as colleagues limited to purchasing through the NWEPC. Some members have experienced difficulties with being able to find a supplier within the consortium who supplies the product that they are looking for.

10.5. Member proposed that where items required fall outside the framework these are listed and sent to the NWEPC so that they can improve the service.

Action: RHD to feedback comments to PR.

11. Any Other Business

11.1. Benchmarking: RHW proposed developing a spreadsheet listing which organisations have which accreditations. Green scorecard is currently out to consultation. There will an opportunity to benchmark. It will be more collaborative and less competitive. It will be a more qualitative measure.

11.2. Funding for allotment/garden project: Myerscough SU looking for suggestions for possible funding for allotment/garden projects. Suggestions from the group: biglotteryfund.org.uk / younglancashire.org.uk / lancashirefund.org.uk / Emma from UCLan may be able to advise, as may Kay Johnson or Lucy from the SFC Liverpool.

Action: SK to add JJ to the jiscmail and send the presentation slides.

Action: SK to share JJ email with the group.

11.3. Carbon Management Plans:

11.3.1. Discussion about carbon management plans, bench marking and target setting. Institutional benchmark is set at 2005/2006. EHU set 5% reduction but not met it. UCLan have not met their target. Liverpool Hope developing a new plan but targets based on 2005/2006 benchmark with a 2.5% year on year target reduction. LJMU have reduced carbon each year but not in a way that is recognised by carbon trust. Planning to develop a shorter document that is more flexible and adaptable.

11.3.2. There was a discussion on jiscmail for those interested to join – visit the NW EAUC regional group's webpage at www.eauc.org.uk/join_the_north_west_regional_group and follow the instructions to be included on the mailing list.

Action: SK to ask John Hindley whether he could host a network meeting and to present on how they use their carbon data.

11.3.3. The group noted the Responsible Futures accreditation being run by the NUS; UCLan and Chester are presently accredited.

12. Date and Venue of Next Meeting

12.1. **LM** offered to host the next meeting. Date and time to be confirmed.

ACTIONS:

3.1. All Nominations are open for members to step up to the roles of support convener and secretary. An email will be circulated post meeting inviting nominations.

4.1. PB agreed to contact UU on behalf of group.

5.9. All Any members interested in hosting please contact Kay Johnson.

5.9. RHD to share Ruth Westcott's details for Liverpool Hope and UCLan to query their status.

5.9. RHD to query with Kay Johnson and Ruth Westcott.

5.9. All to send through any suggestions to RHD

5.9. KJ to introduce Josh Balmer and Mark Doris to this group.

6.1. RHD to circulate proposed amendment for comment.

7.6. JJ to share details with the group.

10.5. RHD to feedback comments to PR.

11.2. SK to add JJ to the jiscmail and send the presentation slides.

11.2. SK to share JJ email with the group.

12.1. LM to confirm as host for next meeting.