

**EAUC-Scotland Forum Meeting Minutes
Edinburgh Napier University
Wednesday 20 September 2017, 10.30 – 12.30**

Attendees

Angus Allan	AA	South Lanarkshire College (VC)
Bill Grace	BG	Dundee & Angus College (VC)
Cara Lubuschagne	CL	Sustainable Scotland Network
Charlotte Lee-Woolf	CLW	University of Edinburgh
Claire Roxburgh	CR	University of the West of Scotland
David Beards	DB	Scottish Funding Council
David Jordan	DJ	University of Stirling
Gillian Gibson	GG	EAUC-Scotland
Iain Patton	IP	EAUC (VC)
Jackie Beresford	JB	Dundee & Angus College (VC)
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
Kate Murray	KM	Edinburgh Napier University
Laura Cristea	LC	NUS Scotland (VC)
Michael Mackenzie	MM	EAUC-Scotland
Michelle Brown	MB	University of Edinburgh
Rebecca Petford	RP	EAUC-Scotland
Stewart Miller	SM	University of Glasgow
Trudy Cunningham	TC	University of Dundee

Item	Minutes	Action
1.	<p>Welcome and Apologies (JP)</p> <p><u>Apologies</u></p> <p>Bruce Laing Queen Margaret University Chris Larkins Heriot-Watt University Christine Laing Fife College Dean Drobot University of Strathclyde Fraser Lovie University of Aberdeen Lorraine Corbett Heriot-Watt University Sam Hartley EAUC-Scotland</p>	
2.	<p>The SDG Accord (Iain Patton – EAUC) - www.sdgaccord.org</p> <ul style="list-style-type: none"> • Launched at World Environmental Education Congress 2017 in Vancouver last week 	

	<ul style="list-style-type: none"> • 17 goals – one dedicated to education – all can be delivered through FHE. • A common language allows us to align with what we are all doing with each other as well as government. Use them as a framework. • Aim of signing Accord is to celebrate FHE’s contribution to sustainability, and to commit to each other to do more • Looking to have the head of institutions but also as many practitioners as possible to sign too, to encourage momentum. • Pam Gillies (Glasgow Caledonian University) first Principal to sign <p><i>JT: Is there an outline of direct benefits for FHEs if they adopt the Accord so that there is evidence to take to senior leaders?</i> <i>AA: Agree that it would be useful to have a few bullet points as the key outcomes.</i> <i>IP: Something that is being worked on at the moment and will be published once completed. The Accord is not just for people to sign up to then forget but action much be taken. Discussions underway around annual reporting to show the work that is happening and hopefully tie into the UN’s annual review of SDG work.</i></p> <p><i>LC: Interested in how students can get involved.</i> <i>IP: NUS have been one of the first signatories and students are a key player for moving the Accord up the agenda for senior leadership</i></p> <p><i>MB: Also heard about the Accord through the Finance Directors group at University of Edinburgh – really encouraging to see this and helps support multiple areas of the institution.</i></p> <p><i>DB: There is HE funding for research partnership in developing countries through SFC that could link in with the SDG Accord. Global Challenges Research Fund and Newton Fund.</i> <i>IP: Great scope for research partners – many international bodies have also signed the accord.</i></p>	
3.	<p>Introductions and Key Projects from Attendees</p> <p>MB: Energy projects and engagement TC: New bike lockers are being installed, easier design for movement. More details here MM: ‘Professional Department Engagement Project’ at EAUC-S DJ: Sustainability Steering Group and replacing water network on campus CLW: Business development; looking to put a bid in for Salix SFC CR: New campus development, linking with wind turbine – hoping it to be carbon neutral. Water source heat pump at Ayrshire campus DB: Global Challenges Research Fund JW: Students working with Woodland Trust and a feasibility study for</p>	

	<p>SHARC system. JJ: Outcome agreement for EAUC-Scotland SM: Recruitment run for GUEST student environment group JT: Curriculum engagement and student projects RP: Income generation CL: Supporting the PBCCD submissions KM: Sustainable Procurement TSN. Reviewing university's Modern Slavery Act statement BG/JB: Engagement with staff and students especially around recycling LC: Scottish Government Climate Change Bill; working with student community to raise awareness of it AA: Climate Week with students. Procurement and reduction of waste especially with food JP: Procurement and sustainability embedment throughout institution</p>	
4.	<p>Scotland Convenor's Update (JP)</p> <p>Update to EAUC-UK Board which will happen Monday 25 September. Jamie feeds the update from the Scottish Forum Meeting into the Board. New Welsh and Irish Office Bear Groups have been set up following a similar format to our Scottish example.</p> <p>You can contact the Scottish Office Bearer Group:</p> <p>Jamie Pearson EAUC Scotland Convenor Higher Education OBG Representative Edinburgh Napier University j.pearson@napier.ac.uk</p> <p>Angus Allan Further Education OBG Representative South Lanarkshire College angus.allan@slc.ac.uk</p> <p>Michelle Brown Higher Education OBG Representative University of Edinburgh m.h.brown@ed.ac.uk</p> <p>Christine Laing Further Education OBG Representative Fife College christinelaing@fife.ac.uk</p>	

<p>5.</p>	<p>Scotland Manager's Update (RP)</p> <p>See Scotland Manager's Report here.</p> <p><u>Highlights</u></p> <ul style="list-style-type: none"> • Sam Hartley joined teamed as the Programme Administrator • MM initially joined the team through University of Edinburgh intern programme, returning now to do more work on Professional Department Engagement Project he started • Income generation • Networks Programme – to be launched soon • SFC Outcome Agreement Managers engagement • Recommended Reporting Webinar Training. Resources here • Sector Helpline. Information here • TSN & Regional Group Review – investigating 'Sustainable Food' TSN and 'Adaptation' TSN • Soil Association 'Food for Life' Webinar. Sign up here. • Scottish Government Climate Change Bill FHE Sector Response • Intern Placement Programme – looking at EAUC training and supplying interns. Supported through the EAUC-S Office and directly for FHEIs. <p><i>Noted by Forum to research Terms & Conditions of institution HR and internal intern programmes.</i></p>	<p>All: Please circulate Soil Association event to catering and facilities teams</p>
<p>6.</p>	<p>Public Sector Reporting (CL)</p> <p>Deadline 30 November 2017</p> <p>See SSN's PBCCD FHE Presentation here. Guidance on areas for improvement – going further than the basic information</p> <ul style="list-style-type: none"> • Section 1 – Profile Standard information provide as much detail as possible • Section 2 – Governance, Management & Strategy Think about how effective management and governance of sustainability is at your institution; is there high-level engagement? Evidence that governance structures are working. • Section 3 – Emissions targets and projects SSN have been sharing examples of best practice, find these here. <p><i>SM: Having to include residential areas for recycling but numbers come from local authorities.</i></p> <p><i>Comments from Forum on overlap with residential areas, and halls of residence etc. for waste rates for reporting.</i></p> <p>CL: Worth working with Local Authorities to define boundary for</p>	

	<p>both to reduce double-counting reporting. Also make sure that within the reporting explain any issues that occur for accuracy.</p> <p><i>TC: is there monitoring of the site to know how often the reports are accessed by external bodies</i></p> <p>CL: Not at the moment and SSN team use the website data quite a lot so could skew results</p> <p><i>SM: Looking to produce a report that is digestible for students and staff. Infographic or graphs.</i></p> <p>CL: Carbon Footprint & Project Register Tool also useful for creating graphs and feeding into the PBCCD. EAUC-Scotland and SSN will look into creating a template for institutions to create some digestible and useful information from the submissions.</p> <ul style="list-style-type: none"> • Section 4 – Adaptation Focus as much as possible on the first two questions if you are early in the adaptation process. This area could do with a lot of work by FHEIs. Find FHE Adaptation resources here. • Section 5 – Procurement Education sector performing well in this section but always room for improvement. Procurement TSN Notes and SSN Presentation here. • Validation <i>JT & TC: Could sector members be trained up by EAUC-S to audit each other for validation section?</i> RP: Possible in longer term but would need exploration. Considering EAUC-S Consultancy offering for 2017 submissions, with details to be confirmed. 	<p>MB to send InDesign templates to help with the process. EAUC-Scotland to work with SSN on a template</p>
7.	<p>Scottish Climate Change Bill Sector Response (JT)</p> <p>Consultation draft was circulated with Forum before the meeting. All final comments requested to be received by lunchtime 21 September in order to be submitted to Scottish Government by 22 September for the deadline.</p> <p>Concerns noted generally with CC Bill around:</p> <ul style="list-style-type: none"> • Focus on territorial rather than consumption emissions • Misleading impact of reduction of carbon intensity of grid in suggesting progress despite little effort to reduce energy consumption – need to also increase efficiency of use to reach targets. Published statistics should clarify where progress lies. 	

	<p>Noted by Forum to keep the response focused on the targets rather than the implementation of the target as the latter will be more to do with the Climate Change Plan and Strategy.</p>	
8.	<p>Engaging Professional Services Departments with Sustainability Project (MM)</p> <p>The two departments engaged in the first month of the project were Marketing and Finance.</p> <p>MM ran workshops/meetings with departments and sustainability colleagues and put together engagement guides. Once completed and finalised, these will be made available to support the sector as part of EAUC-Scotland's current programme of work.</p> <p>The current departments of focus are ICT and HR. If you have any experience of ICT or HR intersecting with sustainability, or any experience in these fields at all and would be happy to share with MM, please contact him on: mmackenzie@gmu.ac.uk</p>	
9.	<p>AOCB</p> <p>Climate Psychology Alliance – contact John Thorne if you are interested in joining the group.</p> <p>Next CPA Meeting will be Monday 2 October 2017 at 4-6pm (Location: TBC, Edinburgh)</p>	
10.	<p>Next Forum</p> <p>Hopefully to be combined with a Christmas lunch 7 December 2017 (12.00 - 16.30) Location TBC</p>	

Notes prepared by Gillian Gibson, Scotland Programme Coordinator, EAUC