

**DURHAM UNIVERSITY  
ENVIRONMENTAL SUSTAINABILITY STRATEGIC PLANNING GROUP**

**Thursday 7<sup>th</sup> March 2024  
09:00-11:00**

**Microsoft Teams Meeting**

**Attendees:** David Loudon (DL), Linda Joyce (LJ), Yvonne Flynn (YF), Jennie Brownlow (JB), Mick Corner (MC), Henry Morris (HM), Tom Bray (TB), JP Dunne (JPD), Mick Corner (MC), Michael Harkness (MH), Jason Scotney (JS)

**Apologies:** Petra Minnerop (PM)

No.	Agenda Item	Action
1.0	<b>Welcome, Introductions and Apologies</b>	
	Introductions were made by all members of the ESSPG.  Apologies received from: Skye Carroll (SC), Martin Pout (MP), Claire Warwick (CW), Jane Robson (JR), Isobel Warwick (IW)	
2.0	<b>Chairman's Business</b>	
	<ul style="list-style-type: none"> <li>There were no updates</li> </ul>	
3.0	<b>Minutes of Last Meeting</b>	
	<ul style="list-style-type: none"> <li>Minutes from the previous meeting were agreed as a true record by the group.</li> </ul>	
4.0	<b>Matters Arising from Minutes</b>	
	<ul style="list-style-type: none"> <li><b>TB</b> confirmed that there were no comments on the Terms of Reference.</li> <li><b>TB</b> confirmed that the management system is complete. An update was provided by <b>TB</b>, the platinum award was maintained during the audit.</li> <li><b>DWL</b> gave thanks and congratulations to the team.</li> <li><b>LJ</b> provided an update on the cleaning products. Lisa Blundell provided advice on storing chemicals. A hazardous waste process has been identified.</li> <li><b>DWL</b> to speak to ACS regarding cleaning products.</li> </ul>	<b>DWL</b>
5.0	<b>My Greenspace Movement Update</b>	
	<ul style="list-style-type: none"> <li>The Greenspace Movement is a movement that everyone can join, individuals can win £20, and teams can donate £200 to a chosen charity.</li> <li>An estimate of 64.2 tonnes of CO2 has been saved.</li> <li>There have been 224 journeys made via sustainable travel and 24.9 tonnes of CO2 avoided.</li> <li>Travel Buddy scheme was soft launched in Easter last year. More people than last year are now car sharing. Car share parking bays are being investigated.</li> <li><b>TB</b> raised that by the end of the year, targets will be made which will be around £15,000.</li> </ul>	

	<ul style="list-style-type: none"> <li>There were no questions raised.</li> </ul>	
6.0	<b>EcoCampus – External Audit Outcome</b>	
	<ul style="list-style-type: none"> <li>Platinum award was achieved. A report will be shared by <b>TB</b>.</li> </ul>	
7.0	<b>Environmental Sustainability Action Plan &amp; Indicators</b>	
	<ul style="list-style-type: none"> <li><b>TB</b> confirmed that there were 49 actions and 81 indicators. This has proved to be difficult as it is hard to manage so many actions.</li> <li>New proposal – Using EcoCampus Management System to identify risks. This group will be focused on the strategic issues.</li> <li>Further updates will be provided in due course.</li> <li>The aspects and impacts register will provide the top performing activity. The score will be worked through by the team. The tracker will help keep numbers to a low to be able to clearly read through at ESSPG meetings. The wider indicator will still be kept to refer back to as a whole.</li> <li><b>LJ</b> confirmed that in the future there will be a new process to roll out disposable cups and start using reusable cups.</li> </ul>	
8.0	<b>Greenspace Sustainability Report 2022/23</b>	
	<ul style="list-style-type: none"> <li>The report has been drafted over the last 4 months and feedback was received by Karen O'Brien.</li> <li>In the future, the report will be more focused on the KPI's for this meeting.</li> </ul>	
9.0	<b>People and Planet Update</b>	
	<ul style="list-style-type: none"> <li>26<sup>th</sup> in people and planet score – world class University</li> <li>A gap analysis has been completed to find out where the short fall is. There is still room for improvement and EcoDU are campaigning for a Carbon Management plan.</li> <li>There were issues raised regarding bins and members of the public not using them correctly. This will be investigated by <b>TB</b>.</li> <li><b>TB</b> confirmed that carbon emissions have increased since last year.</li> <li><b>DWL</b> gave thanks and congratulations.</li> </ul>	
10.0	<b>Short Written Updates</b>	
10.1	<b>Integrated Sustainable Travel Plan</b>	
	<ul style="list-style-type: none"> <li>The team are looking into creating an EV scheme like the cycle to work scheme. This has been approved by UEC.</li> <li>The cycle to work scheme may be upped to 3000 from 2000 spaces.</li> <li>New cycle sheds have been approved at UEC for Stephenson College.</li> <li>Allen Armstrong and Alfie Wallace have created a policy with <b>YF</b>. This will be sent for approval.</li> <li>A high number of EV chargers will be at Boldon House.</li> <li>In the first 2 months of the year, there have been around 10 bike thefts per month recorded.</li> <li>Improvements are being made to the park &amp; ride at Howlands.</li> <li>The transport plan for DUBS Waterside building will be discussed at the Project Board by <b>DWL</b>.</li> </ul>	<b>DWL</b>

	<ul style="list-style-type: none"> <li>Issues were also raised regarding the location of the Waterside building and that it is far for students who are used to the location of DUBS.</li> <li>The targets for the Waterside building are exceeding expectations.</li> </ul>	
10.2	<b>Estates Decarbonisation Group</b>	
	<ul style="list-style-type: none"> <li>Progress is being made to decarbonise the estate. Roofing works are currently being undertaken at Maiden Castle and Josephine Butler. Emissions will be lowered by almost half by the University.</li> <li>Streams are being investigated for LED lighting. This is currently a working progress.</li> <li>There has been a grant for academic members of staff to undertake a project to see if we could generate heat from mines underneath Durham.</li> </ul>	
10.3	<b>Catering &amp; Procurement Update</b>	
	<ul style="list-style-type: none"> <li>Reusable cups will be made available through Retail. College bars will also receive reusable cups. There has been a push to ensure students are working more sustainable within the bars. The aim of this is to ensure that students are ready for when the new legislations come into place.</li> <li>Catchments in River Wear to dispose of waste. This usually includes plastics and bottles. The main goal is to find a way that littering can be decreased.</li> <li><b>DWL</b> raised that we could try and influence shops around the surrounding Durham area to use reusable items.</li> <li>Durham pound – looking at what the best value is regarding financial and environmental.</li> <li>There have been investigations around carbon rating on menus. Each item gets rated A-D.</li> <li>A new process has been brought in to investigate how non-catering colleges can reduce food waste. The University uses both To Good To Go and To Good To Throw.</li> <li>A meeting was held with BidFood to investigate in season food rather than freighting food.</li> </ul>	
10.4	<b>Biodiversity Sub-Group</b>	
	<ul style="list-style-type: none"> <li>Papers were passed around the group.</li> <li>These will be circulated with the minutes.</li> </ul>	
10.5	<b>Energy and Infrastructure</b>	
	<ul style="list-style-type: none"> <li>There were no further updates. Please refer to item 10.2.</li> </ul>	
10.6	<b>Single Use Plastics Working Party</b>	
	<ul style="list-style-type: none"> <li>Please refer to item 10.3.</li> </ul>	
10.7	<b>Waste &amp; Environmental Compliance</b>	
	<ul style="list-style-type: none"> <li><b>DH</b> will provide an update at the next meeting.</li> </ul>	
10.8	<b>CIS</b>	
	<ul style="list-style-type: none"> <li>Some services have been cancelled over the last few months. More efficient equipment is replacing the old and outdated ones. This provides further space in data rooms.</li> </ul>	

	<ul style="list-style-type: none"> <li>Issues were raised that screens were still left on in academic buildings when teaching was not taking place. <b>JS</b> to catch up with Amy Hedges.</li> <li>Only 2.2KW of energy was used during the Christmas vacation.</li> </ul>	<b>JS</b>
11.0	<b>Any Other Business</b>	
	<ul style="list-style-type: none"> <li>There were no further updates.</li> </ul>	
11.1	<b>Green Gown Awards</b>	
	<ul style="list-style-type: none"> <li>Applications will be opened in the next few weeks and work is being prepared.</li> </ul>	
11.2	<b>WARPit</b>	
	<ul style="list-style-type: none"> <li>There will be an update provided at the next meeting.</li> </ul>	
	<b>Date of next meeting</b>	
	29 <sup>th</sup> May – 13:00-15:00.  Teams meeting.	