****

**Background:**

The University of Edinburgh is committed via its Climate Action Plan (2012) to reducing carbon emissions in line with targets set out by the Scottish Government. In addition the Strategic Plan of the university (2012-16) has an objective to minimise our impact on the environment, and states that one of the ways to achieve this is through “procurement of goods and services in ways that maximise efficiency and effectiveness while minimising social, environmental and other impacts” as well as “reduce waste and maximise recycling”.

Advances in technology mean that a number of items of equipment commonly found within laboratories can now be replaced with substantially more energy efficient or otherwise more sustainable items (i.e. lower water consumption or waste production, or use of less hazardous chemicals).

A fund totalling c.£5,000 has been allocated from the Department for Social Responsibility and Sustainability. Individual grants from this fund will not exceed £500. This fund is designed to support labs in their aims to become more sustainable while also improving science in three ways:

1. Providing grant funding to support the purchase of sustainable new equipment to allow the retirement of old equipment. The applicant would be asked to provide proof that the equipment has been either disposed of appropriately via University of Edinburgh waste streams, or donated to a registered charitable body outside of the University of Edinburgh.
2. Providing top up funding to cover any difference in costs between ‘standard’ models of equipment and ‘eco’ models of equipment.
3. Providing grant funding to support auxiliary equipment e.g. plug-in timer controls to allow existing equipment to be operated more sustainably.

Possible equipment which may be covered by this fund could be (non-exhaustive list):

|  |  |
| --- | --- |
| **Item** | **Potential annual saving** |
| ULT freezers | £500 |
| Chillers (replacing mains water cooling) | £400 |
| Drying Ovens | £300 |
| Water baths | £150 |
| -20⁰C freezers | £100 |
| Incubators or incubator-shakers | £50 |
| Heater-stirrers | £50 |
| Chemical ovens | £50 |

**Details:**

The Energy Coordinator for your building (see appendix) has been given an **‘electricity monitor’**. If you require further electricity monitors please contact Andrew Arnott ([Andrew.arnott@ed.ac.uk](mailto:Andrew.arnott@ed.ac.uk) 0131 650 4064) as there may be a small number of spare meters available. Please use this to measure the existing electricity consumption of various items of equipment around your lab in order to identify which items would provide the best savings, and to monitor the new equipment. The equipment should be monitored for a representative length of time (i.e. if it operates under the same conditions for the same length of time each day, then only 24h would need to be measured. If the equipment operates differently between week-days and weekend-days then a week or longer would be recommended to give a representative measurement). In order to fast-track the progress of grant applications it is not expected that any applicant would need measure the electricity for longer than 28 days. Data gathered via the electricity monitor should be extrapolated out to obtain an annual figure.

To measure water or waste savings, or substitution of hazardous chemicals, please contact Andrew Arnott to discuss methodology.

When describing the performance of the new item of equipment it is acceptable to quote from manufacturers data unless alternative independent testing data is available, which would be preferable.

The closing date for applications is **noon on** **02/12/2015.** Applications will be judged by a selection panel consisting of representatives from the Department for Social Responsibility and Sustainability, and from the Procurement Department. Applications will be judged on a case by case basis and preference will be given for those with match funding, and those with a low £/tonneCO2E saved ratio. Decisions will be communicated to all applicants (successful and unsuccessful) by **16/12/15.**

Successful applicants will be able to use the email correspondence notifying them of their successful application to raise an EIT for the agreed amount. The successful applicant should then make their own arrangements to purchase the equipment following all relevant procurement rules, regulations and guidelines.

Applications should not be made retrospectively for items of equipment which have already been purchased outwith this scheme.

Once the new item has been purchased and is installed for usage successful applicants will be asked to monitor the performance of the item for a representative length of time up to 28 days. If the item was predicted to give energy savings an electricity monitor should be used to monitor the performance. To measure water or waste savings, or substitution of hazardous chemicals, please contact Andrew Arnott to discuss methodology. The data gathered during this process should be provided to Andrew Arnott no later than 6 weeks after the item has commenced usage in a 500 word report. This report will be submitted for the 2016 Special Awards run by the department for Social Responsibility and Sustainability.

In addition, successful applicants would be required to provide a one page summary report of their project 6 months following the purchase.

**Application form table:**

|  |  |
| --- | --- |
| Laboratory location/name |  |
| Contact name |  |
| Contact email |  |
| Contact phone no. |  |
| Equipment/opportunity description |  |
| Age of current equipment |  |
| Are any grant award conditions applicable in relation to your current equipment? |  |
| Current annual impact (kWh energy, m3 water, or tonnes waste) of the old item to be replaced |  |
| Predicted annual impact (kWh energy, m3 water, or tonnes waste) of the new replacement item |  |
| Grant amount requested (£) |  |
| Lab/School/College contribution to the capex cost (£) |  |
| Expected lifespan of the item (years) |  |
| Any additional operational costs the new item will have when compared with the old item (i.e. greater consumption of consumable items which require regular re-purchasing and waste disposal) |  |

**Appendix:**

Energy Coordinators

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name** | **Email address** | **Location** | **Title** | **Phone** |
| Graham Walker | G.Walker@ed.ac.uk | Crew Building, Labs and Annexe | TECHNICAL OFFICER | 01316505982 |
| Stuart McLean | Stuart.Mclean@ed.ac.uk | 13 Infirmary Street | Category Team Manager |  |
| Pamela Macdonald | pmacdon2@exseed.ed.ac.uk | Anne Rowling Regenerative Neurology Clinic | Senior Secretary/Administrative Assistant |  |
| Alister Hamilton | Alister.Hamilton@ed.ac.uk | Faraday Building | Senior Lecturer |  |
| Diane Reid | Diane.Reid@ed.ac.uk | Faraday Building |  |  |
| David Sterratt | david.c.sterratt@ed.ac.uk | Informatics |  | 651 1739 |
| Stewart Franklin | stewart.franklin@ed.ac.uk | Joseph Black | TECHNICAL OFFICER |  |
| Ron Brown | Ronald.Brown@ed.ac.uk | Joseph Black | TECHNICAL OFFICER | 0131 650 7532 |
| Mark Patrizio | Mark.Patrizio@ed.ac.uk | 1 George Square | Senior Technical Officer (Research) | 50 3510 |
| Aileen Brown | Aileen.Brown@ed.ac.uk | Hospital for Small Animals | Deputy Head of School ( Clinical Services) | 01316507650 |
| Niko Ovenden | Niko.Ovenden@ed.ac.uk | Teviot Medical Quad | Director of Professional Services | 01316506693 |
| Bryan Mitchell | B.Mitchell@ed.ac.uk | Fleeming Jenkin | TSO (Buildings Coordinator) | 650 4865 |
| Rachel Clough | rachel.clough@ed.ac.uk | 13 Infirmary Street | Business Administrator | 0131650 9776 |
| Gill Law | G.Law@ed.ac.uk | James Clerk Maxwell Building, Peter Guthrie Tait Road | Graduate School Secretary | 0131 650 5085 |
| Gordon Waugh | Gordon.Waugh@ed.ac.uk | Grant Institute | DEPARTMENT ADMINISTRATOR | 01316504847 |
| Fleur Ruckley | Fleur.Ruckley@ed.ac.uk | 13 Infirmary Street | Waste and Environmental Manager | 0131 651 4287 |
| Neil Wood | Neil.A.Wood@ed.ac.uk | James Clerk Maxwell Building, Peter Guthrie Tait Road | Technical Services Manager | 01316505269 |
| Kimberley Moore Ede | kimberley.mooreede@ed.ac.uk | Chancellors Building | Administrative Secretary | 242 6644 |
| Nick Johnson | Nick.Johnson@ed.ac.uk | James Clerk Maxwell Building, Peter Guthrie Tait Road | Applications Consultant | 0131 6513388 |
| Janet Philp | j.philp@ed.ac.uk | Hugh Robson Building | School Administrator |  |
| Rachel Travers | Rachel.Travers@ed.ac.uk | Minto house | Reprographic Technician | 502377 |
| Davy Gray | David.Gray@eusa.ed.ac.uk | Potterrow |  | 0131 650 9903 |
| Sandra Kinnear | Sandra.Kinnear@ed.ac.uk | Pollock Halls, 18 Holyrood Park Road | Accommodation Manager (Flats) | 0131 651 2115 |
| Charles Hill | charles.hill@ed.ac.uk | Charles Stewart House, 9-16 Chambers Street | Project and Planning Manager |  |
| Carol Powers | Carol.Powers@ed.ac.uk | Old College, South Bridge | Management Support Officer |  |
| Brian McTeir | brian.mcteir@roslin.ed.ac.uk | Roslin Institute | Easter Bush Facilities and Estates Liaison Manager |  |
| Dawn Windsor | dawn.windsor@roslin.ed.ac.uk | Roslin Institute | Deputy Campus Facilities and Technical Manager |  |
| Tim King | Tim.King@roslin.ed.ac.uk | Roslin Institute | Deputy Head of School - Operations |  |
| Angie Robertson | Angela.Robertson@ed.ac.uk | Patersons Land | Student Counselling Service Administrator |  |
| Allan Wilson | allan.wilson@ed.ac.uk | Patersons Land | INFORMATION OFFICER |  |
| Mark Marsden | mark.marsden@ed.ac.uk | SCRM Building | CRM Centre Technical Manager |  |
| Caroline Foord | caroline.foord@ed.ac.uk | Chrystal Macmillan Building | Facilities and Records Secretary |  |
| Graham Mackenzie | gmackenz@exseed.ed.ac.uk | 13 Infirmary Street |  |  |
| Alistair Craig | a.craig@ed.ac.uk | Edinburgh College of Art | Head of Technical Services |  |
| Felicity Smail | f.smail@ed.ac.uk | New College | Finance and Resources Administrator |  |
| Stewart McKay | stewart.mckay@igmm.ed.ac.uk | Western General Hospital | Technical Services Manager |  |
| Dawn Nicholls | dawn.nicholls@ed.ac.uk | Dalhousie Land | Project Manager / Business Analyst |  |
| David Brown | david.brown@ed.ac.uk | Ashworth | Building & Technical Manager | 505453 |
| Brendan McGrory | B.McGrory@ed.ac.uk | James Clerk Maxwell Building, Peter Guthrie Tait Road | BTO Technical Support Manager |  |
| Cameron Ritchie | cameron.ritchie@ed.ac.uk | Centre for Sports and Exercise | Head of Operations |  |
| Steven Roberts | steven.roberts@ed.ac.uk | 29 Buccleuch Place (Business School) | School Estates & Facilities Manager |  |
| Simon Christie | Simon.Christie@ed.ac.uk | Centre for Sports and Exercise | Campus Estates Manager |  |
| Liz Bomberg | e.bomberg@ed.ac.uk | Chrystal Macmillan Building | Senior Lecturer | 44 (0)0131 650 4248 |
| Linzie Soave | Linzie.Soave@ed.ac.uk | 32 - 34 Buccleuch Place | SRA Administrative Assistant |  |
| Alan Whyte | Alan.Whyte@ed.ac.uk | 15 Buccleuch Place | Technician |  |
| Chris Hutchings | chris.hutchings@ed.ac.uk | 7 Bristo Square | Chaplaincy Administrator | 01316502598 |
| George Mcmillan | george.mcmillan@ed.ac.uk | Darwin Building |  |  |
| Jane Herkes | jane.herkes@ed.ac.uk | Old College, South Bridge | Administrative Assistant | 01316502135 |
| Megan Cruickshank | megan.cruickshank@ed.ac.uk | Old College, South Bridge | Estates and Facilities Administrative Assistant | 0131 650 2008 |
| Kerry Wilson | kerry.wilson@ed.ac.uk | 33 Buccleuch Place | Business Manager | 650 3800 |
| Penny Scott | penny.scott@ed.ac.uk | Main Library, George Square | Administration Manager | 51 1553 |
| Chris Litwiniuk | chris.litwiniuk@ed.ac.uk | 9 Hope Park Square | SRS Projects Coordinator - Engagement Team |  |
| Val Wilson | v.wilson@ed.ac.uk | bioQuarter | Personal Chair in Early Embryo Development | 50 5862 |
| Greg Anderson | greg.anderson@ed.ac.uk | Michael Swann Building | WTC Laboratory & Technical Manager | 50 7125 |
| Ellie Dora | ellie.dora@ed.ac.uk | 57 George Square | Administrative Officer (Resources) | 51 1213 |
| Helen Sang | helen.sang@ed.ac.uk | 57 George Square | College Estates Officer | 51 3235 |
| Paul Morris | p.g.morris@ed.ac.uk | Teviot Medical Quad | Lecturer | 51 3956 |
| Vincent Ranaldi | V.A.Ranaldi@ed.ac.uk | Hugh Robson Building | Departmental Operations Manager/Joint Deputy Director |  |
| Pamela Lennox | pamela.lennox@ed.ac.uk | Chancellors Building | Administrative Secretary |  |
| Eric Tittley | ert@roe.ac.uk | Royal Observatory | High Performance Computing Specialist | 75 366 |
| Caroline McEachen | Caroline.McEachen@ed.ac.uk | Charles Stewart House, 9-16 Chambers Street | Personal Assistant to the Directorate | 650 8189 |
| Alex Peden | a.peden@ed.ac.uk | Western General Hospital | Research Associate | 537 1980 |
| Janet Craig | janet.craig@ed.ac.uk | Drummond Street | Occupational Health Manager | 51 4302 |
| Jan Thomson | jan.thomson@eup.ed.ac.uk | Holyrood Road | Head of Finance | 50 4218 |
| Gael Campbell | gael.campbell@ed.ac.uk | Main Library, George Square | Office Manager | 50 6828 |
| Ellen Grunewald | ellen.grunewald@ed.ac.uk | Western General Hospital | Research Fellow | 51 1039 |
| Gordon Findlater | gordon.findlater@ed.ac.uk | Medical School -Teviot Place | Personal Chair of Translational Anatomy |  |
| Mike Kerr | m.j.kerr@ed.ac.uk | Teviot Medical Quad | Teaching Manager (Technical Support) |  |
| Emma Eliasson | Emma.Eliasson@ed.ac.uk | Royal Edinburgh Hospital | Research Assistant |  |
| Frank Henzell | Frank.Henzell@ed.ac.uk | 13 Infirmary Street | Risk Analysis Officer |  |
| Tim King | tim.king@roslin.ed.ac.uk | New Vet School | Deputy Head of School (Operations) |  |
| Iwona Andrzejewska | Iwona.Andrzejewska@ed.ac.uk | 1 Roxburgh Street |  |  |
| David Nutter | david.nutter@bioss.ac.uk | James Clerk Maxwell Building, Peter Guthrie Tait Road | IT Manager |  |
| David Chavasse | Dave.Chavasse@ed.ac.uk |  | Landscape Depute Manager |  |
| Erika Bullen | Erika.Bullen@ed.ac.uk | Western General Hospital | Support Lead and IT Developer |  |
| Jim Hart | j.hart@napier.ac.uk | Edinburgh Centre for Carbon Innovation |  |  |
| Summer Wight | Summer.Wight@ed.ac.uk | Teviot Medical Quad | UG Teaching Organisation Administrator |  |
| Christina Mainka | C.Mainka@ed.ac.uk | Western General Hospital | E-Facilitator for Clinical Trials MSc |  |
| Billy Wardrop | Billy.Wardrop@ed.ac.uk | 21 Buccleuch Place | Web CMS Support Officer |  |
| Ceri Mick | ceri.mick@ed.ac.uk | Causewayside, 160 | PA/Administrator |  |
| Julie Daubenspeck | julie.daubenspeck@ed.ac.uk | 7 Bristo Square | Administrative Officer |  |
| Elizabeth McDowell | elizabeth.mcdowell@ed.ac.uk | Child Life and Health Rhsk | IT Manager |  |
| Lee Bunce | Lee.Bunce@ed.ac.uk | Main Library, George Square | Statistics and Systems Coordinator |  |
| Craig Watt | Craig.Watt@ed.ac.uk | Ann Walker Building | School Facility Unit Officer |  |
| Craig Cameron | Craig.Cameron@ed.ac.uk | Forrest Hill | Trades Support Assistant |  |
| Louise Donaldson | Louise.Donaldson@ed.ac.uk | Pollock Halls, 18 Holyrood Park Road | Trades Support Assistant |  |
| John Mowat | John.Mowat@ed.ac.uk | 1 Roxburgh Street |  |  |
| John Glendinning | j.glendinning@ed.ac.uk | George Square, 50 | Technical Officer | 50 3971 |
| Sophie Haupt | sophie.haupt@ed.ac.uk | Daniel Rutherford | Plant Sciences Facilities Manager |  |
| Shuna Colville | shuna.colville@ed.ac.uk | Anne Rowling Regenerative Neurology Clinic | Rowling Clinic and Research Project Manager |  |
| Philippa Hope | pip.hope@ed.ac.uk | Queens Medical Research Institute | Senior Laboratory Manager |  |