

Sustainable Information Technology Group (SITG)

Tuesday 23 January 2018, 2pm

Ochil Room, Charles Stewart House

AGENDA

1	Minute To <u>approve</u> the minute of the previous meeting on 9 May 2017 and <u>raise</u> any matters arising	Α
2	IT in 2020 Vision To <u>discuss</u> outcomes from the workshop on 25 October and <u>agree</u> next steps	В
3	Sustainable IT Implementation Plan To <u>receive</u> an update from the Engagement Manager	C
4	Utilities Programme - Pathways to 10% & Sustainable Campus Fund To <u>note</u> and <u>discuss</u> a paper from the Head of SRS Programmes	D
5	IT Energy Footprint & Prioritised Projects for Energy Savings To <u>receive</u> an update from the Director of ITI	Verbal
6	Sustainable ICT Procurement & Recent Research Bids (Make ICT Fair) To <u>receive</u> an update from the Research and Policy Manager	Verbal
7	Energy Engagement in IS To <u>receive</u> an update from the Engagement Manager	Verbal
8	ICT in the Context of Reuse To <u>receive</u> an update from the Engagement Manager	Verbal
9	Any Other Business To <u>consider</u> any other matters from Group members including:	Verbal
	 Outcome of Printing & Imaging Proposal to IT Committee 	



AGENDA UNIVERSITY OF EDINBURGH

MINUTE OF A MEETING of the Sustainable IT Group held in the Cuillin Room, Charles Stewart House on Tuesday 9 May 2017.

Present:Dave Gorman (Convener), Director of Social Responsibility and Sustainability
Paul Clark, Head of IT for CMVM
Victoria Dishon, IT Liaison Officer, College of Science and Engineering
Joe Farthing, SRS Communications Manager
Lesley Greer, Service Team Manager, Learning Spaces Technology
Robert MacGregor, AECOM & Estates
Abdul Majothi, Head of IT Consultancy Services
Fraser Muir, CAHSS Chief Information Officer
Graham Newton, Desktop Services Team Leader, ITI Desktop Services
Caro Overy, Engagement Manager
George Reid, Procurement Manager

Apologies: Michelle Brown, Head of SRS Programmes Fiona Carmichael, Computing Support Officer, Literatures, Languages & Cultures Grant Ferguson, Head of Estates Operations Kate Fitzpatrick, Waste & Recycling Manager Jenna Kelly, Students' Association VP Services Simon Marsden, Director IS Applications Division Euan Murray, Development Team Manager, Learning Spaces Technology Ruaridh Stern-Mackintosh, EUSA IT & Systems Manager Tony Weir, Director IT Infrastructure

1 Minute

The Convener welcomed new members Victoria Dishon, IT Liaison Officer for the College of Science and Engineering, and Abdul Majothi, Head of IT Consultancy Services, as well as delegates standing in for absent members.

The minute of the meeting held on 31 January 2017 was approved as a correct record subject to one amendment - the final paragraph under Matters Arising to read: 'Fraser Muir was in discussion with service management in ISG who were in contact with mobile contract providers on actively promoting the use of Fairphone.'

2 Printing & Imaging – Proposal to IT Committee

SITG noted a copy of the paper that the Director of IT Infrastructure would present to IT Committee on 11 May proposing formulation of a University policy on cloud printing by default, using large multifunction devices, with local printers only as a last resort. The CAHSS Chief Information Officer would take a recommendation to the Desktop CAB to implement cloud queues by default across all devices, to reinforce cloud as the primary printing route.

<u>Action – PC</u> to feed back to the Group whether ITC approved the paper.

3 IT in 2020 Vision

The proposed Vision was intended to parallel one developed by the Sustainable Laboratories Steering Group. While SLSG was developing visions for 2020, 2025, and 2040, looking that far ahead was problematic for IT.

SITG noted that understanding IT supply chains would be key, and the Group would aim to take this to the next level by 2020. There was considerable work ongoing in the area within the sector - including the Scottish Government framework, Electronics Watch, and investigations carried out by suppliers such as HP - and the procurement process for IT was already very focused on supply chains. UoE would need to leverage its name and influence to support this aim. The key issue would be ensuring policy was enforced, as there was not as yet enough practical monitoring. The Scottish Government would need to change its evaluation criteria to focus more on quality than cost. SITG noted the success of the recent student project investigating the UoE supply chain for lentils, which found that these measures could make a difference on the ground.

High Performance Computing would be another key area, offering substantial energy gains. While improvements to individual desktops offered minor gains, the large number of machines made these actions very worthwhile. The HP Desktop Mini range (recommended for normal task work) had seen a substantial drop in energy consumption over the last five years, and solid state drives should reduce this even further. Plans were in place to reinforce the standard Windows power scheme through the Desktop CAB, once all exceptions had been established. There was still a significant amount to do in this area, and while it was in the realm of marginal gains, economies of scale made it worthwhile.

Reuse of equipment where possible should form part of the 2020 Vision, whether internally or within the local area. The running cost of equipment was always taken into account at the purchasing stage as part of the overall price calculation. Energy had been one of the critical components looked at as part of the Storage Area Network replacement.

Looking ahead, solid state drives and cooling for components would be key, including identifying free cooling opportunities in datacentres, and locating datacentres to maximise use of renewables. The continual move to the cloud would also have an impact. Current work looking at datacentre resilience also considered energy implications. The Estates Datacentre Review report would be published later in May.

<u>Action – JR</u> to set up a dedicated workshop for members to discuss the 2020 Vision more fully.

Post-meeting note: workshop held on 25th October 2017.

4 Sustainable IT Implementation Plan

The Implementation Plan served to bring together activities across different areas. Members felt it would be useful to have a carbon scope of sustainable IT, also looking into how this was reflected in reporting. This would have to wait until work on the IT footprint had been finalised. It could then be converted into a percentage, and the impact of items assessed. There was potential for a student project in this area. The carbon footprint of IT was 3-5%, significant, if not major, and rising, even as it grew more efficient.

Headline figures on PC reuse were available but there was opportunity to go into these in more detail.

SRS had spoken to the Engineering IT Committee on opportunities around reuse and the Sustainable Campus Fund.

<u>Action – CO</u> to work on the reuse figures and report back to SITG.

<u>Action – CO</u> to add RAG status for future reporting.

Easysearch, a dedicated search engine, had been installed on open access computers with the result that every search made would raise funds for the Turing Trust. Sponsorship of the Easysearch engine would end this year and talks were ongoing to set up a similar arrangement with another company.

UoE had been working with the Turing Trust to help them recycle equipment, but was not yet in a position to provide them with cascaded machines.

Funding had been awarded by the Scottish Institute For Remanufacture to the Sustainable Business Initiative to develop sustainable delivery models for IT reuse that would be replicable across Scotland. The inception meeting had been held in early May.

Action – CO to report back on progress.

5 IT Energy Footprint & Prioritised Projects for Energy Savings

Work was ongoing to secured data to 100%. All IS managed areas were complete.

<u>Action – TW</u> to give an update at the next meeting.

Post-meeting note: to be covered under agenda item 5.

6 Sustainable Travel Programme Brief

On the University's commitment to become zero carbon by 2040, while the vast majority of emissions were currently from energy, as UoE improved the carbon efficiency of its energy supply, and as it continued to internationalise, business travel (comprising the University fleet, taxis, rail, ferries and aviation) would become a more significant proportion of emissions (approximately 25% by 2025). Domestic aviation versus rail was a sensitive topic for many staff, and arriving in time for 9am meetings was often not possible by other means. However 70% of UK flights were to London. Looking at whole journey costing, it was 1/3 cheaper to take the train, and look around an hour longer.

The initial Sustainable Travel paper was presented to CMG in May 2016. Since then a pilot had been developed focusing on four locations – two support departments and two academic units. Senior management in each area had been approached to determine a feasible approach, and focus groups have been set up to engage with staff on barriers, challenges, and opportunities, with recommendations on what was viable in the area going back to senior management (such as travel clinics, or review of local policies). The key was to establish what meaningful interventions could be made without curtailing academic freedom.

There had been an initial assumption that the University lacked adequate videoconferencing infrastructure. On investigation, it was found to be more a socialising issue than an infrastructure problem. The Group could be reasonably confident that the University's VC suites were well appointed and relatively underused (though this was not the case in Science & Engineering). There were still some challenges with the central suites. They could be difficult to book, and the availability of support staff did not correspond with core times for business calls to China or the US. A major issue was staff confidence in their ability to successfully run a video conference, and resources should be allocated to overcoming this initial barrier, including putting together a business case to have technical staff in attendance to help overcome any initial uncertainty. The majority of calls to staff supporting the suites were about user confidence. Information about the facilities was patchy and difficult to find. At KB, the website was out of date and the suites themselves physically difficult to access. More focus should fall on digital activity in users' own space, using desktop options such as vseen or Skype for Business. Members noted potential software limitations, depending on what was blocked in the country being contacted. Another potential approach was to

make face-to-face meetings in Edinburgh more attractive, looking at the accessibility of meeting rooms and the quality of catering provision.

SITG recommended that a Communications Plan be developed for the pilot.

Action – All members to email JF with any further comments or questions.

<u>Action – JF</u> to report back to the Group on the pilot, consulting on any infrastructure or policy improvements.

7 Utilities Programme - Pathways to 10% & Sustainable Campus Fund

The energy target was a 10% reduction from a 2014-15 baseline. The Campus Fund had been created to support delivery, and was just about to make its first annual report to Estates Committee.

The multifunction device project discussed at UWG had not been approved – it was felt that this was normal capital business and hence out of scope for the SCF. Alternative funding may be found from underspend elsewhere. If it could be done by the end of July, the SRS Department may be able to contribute.

Action – CO to follow up with Bob O'Malley.

The SCF was still hoping to fund £1/4M of IT equipment this year or next, as part of the datacentres project. The fund would have £1M total to spend next year.

Action – All to share their ideas on any potential projects.

8 Sustainable ICT Procurement & Recent Research Bids (Make ICT Fair)

UoE was in the running for a large European bid of £3M over 4 years as part of a larger team of 12 partners from 9 countries, including NGOs, working to build a movement for change within IT supply chains and designed to influence the European Parliament and Commission. UoE would receive 10% of the funding. Plans included getting a researcher to work with the School of Social and Political Science.

Action – DG to report back with more information in due course.

Post-meeting note: to be covered under agenda item 6.

9 Energy Engagement in IS

The Engagement Manager thanked colleagues for their support in getting the six IS Energy Coordinators in place. One of the first tasks would be carrying out a full audit of the Main Library to establish what more could be done in the area.

10 ICT in the Context of Reuse

To the end of the third quarter of 2016-17, 84tCO₂e had been saved, with indicative savings of £88K. 53 PCs had been reused internally, with 125 going to charitable partners. SITG noted time pressure around transitioning the PC Reuse Intern into an open-ended post within IS, with his contract currently due to finish at the end of July. The CIO wanted a central storage space secured for the project before the job description could be drawn up. Estates were struggling to source a suitable location that was easily accessible by van, with any space coming up in the central area prioritised for teaching in the first instance. There was nothing suitable in Argyle House. Locations further out of town were being considered. The PC Reuse project was currently housed within the Turing Trust, but IS would want to scale the project up which its current location could not accommodate. There were empty plant rooms at Holyrood that might be suitable.

Action – AM to forward the email request to DG & RM.

5

Ε



Sustainable IT Group

23rd January 2018

IT in 2020 Vision

Description of paper

This paper presents feedback from the Sustainable IT Vision workshop held for Sustainable IT Group in October 2017 in the form of a draft vision statement for Sustainable IT at University of Edinburgh and notes of the discussion held.

Action requested

Sustainable IT Group is requested to feedback on the draft Sustainable IT vision statement and propose next steps for strategic alignment with other related business and actions to be taken with relevant governance. It may also be relevant to consider whether the timeframe of the proposed vision be extended beyond 2020.

Recommendation

It is recommended that members provide feedback on the vision statement to ensure it is fit for purpose, and to consider whether the timeframe be extended beyond 2020.

Background and context

Sustainable IT Group currently meets biannually and works to a Sustainable IT Implementation Plan, which is reported against and updated annually. It was previously recognised that this is compiled from activities and projects already planned or otherwise emergent, rather than vision-led, so it was proposed that a vision be developed for Sustainable IT by Group members. The draft vision was initially intended to last until 2020, but the Group is asked to consider whether a longer timeframe would be appropriate.

Discussion

Draft Vision Statement

The University of Edinburgh aspires to provide IT that supports world class research and teaching through the use of energy efficient equipment and services with a sustainable and socially responsible impact throughout its lifecycle. We will work to source IT equipment and infrastructure produced and manufactured in a socially responsible way, choose solutions that are the most energy efficient and sustainable for their function, and prioritise reuse at the end of equipment life while implementing Circular Economy practice where possible. We will identify new ways in which our ICT can have positive impacts on society and our community locally. We will take a living labs approach to ensure that we are making evidence based decisions.

Notes from Sustainable IT Vision Workshop

The following points were captured in a workshop held for Sustainable IT Group on 25/10/17 to develop a vision.

1. Data Centres

- Align increase in resilience with energy efficiency measures.
- Where new data centres are opened, install flagship renewable energy installations and low carbon solutions to ensure a substantial proportion of energy consumption in IT is from renewable sources.
- Optimise server efficiency and configuration through encouraging use of consolidated and centralised services across the University. This principle also applies to printing and software.
- 2. Devices
- Develop evidence base to ensure most energy efficient option is always chosen e.g. Projector based solutions to replace smartboards are becoming available. Where options are available, we need to understand the respective sustainability impacts.
- Select devices with the lowest consumption possible for the performance required to be selected – Computing Officers to engage with users to establish this e.g. Laptops, PC desktops, Raspberry Pi
- Recognise trend in BYOD (Bring Your Own Device) provide drop-off point for electronic waste for students to use. This could be provided by CCL North and could also give them space to sell their Re:Born products. There may be a risk around data, so it would need to be clear that the University is not responsible for anything gathered and wiped, and is not involved in the giving of the personal machines from students (and staff?) to CCL North.
- Paper encourage paperless systems and reduction in printing. Use the most environmentally friendly paper option, so unbleached recycled paper where this is possible. Ensure recycling facilities are available.
- Encourage use of Fairphones and continue to update devices as ethical and responsible alternatives become available.
- Promote and enable use of video conferencing facilities to reduce carbon emitted through business travel.
- 3. Monitoring and displaying data
- Track and monitor and share information on device charging (student BYOD trend) – School of Literature Languages & Culture already do this and haven't seen a big spike in energy consumption through providing charging points. Energy data is also displayed on screens.
- 4. Suppliers
- Engage with cloud software service providers to ensure they are taking steps to improve energy efficiency (energy performance is better than our in-house equivalents in many cases as spaces more consolidated and software services are the companies' core business) – integrate energy efficiency into relationships with software service suppliers.
- Discourage purchase of new equipment when refurbished equipment is available, and continue internal and external reuse of equipment to enable this.
- Continue to work with WEEE contractor to increase external reuse of machines and equipment.

- Explore leasing options as they become available to reduce purchasing and enact Circular Economy principles.
- Take a Living Labs approach to IT equipment to test new options and ideas and use the specific context of the University to carry out research that can inform better operations.
- 5. Social Responsibility
- Global supply chains impact (Conflict Minerals Policy, Make ICT Fair etc.) We need to understand this and work towards entirely clean global impact in terms of working conditions by 2040.
- Local aspect Work through Community Engagement programme to have impact here, continue Digital Ambassadors, share skills as well as equipment (PC reuse with Remade in Edinburgh but could also look at working with Job Centre to help people fill in online Universal Credit forms).

Next steps/implications

Next steps to be determined from recommendations and feedback of the Group.

Consultation

This paper has been developed by the Department for Social Responsibility & Sustainability following the October Sustainable IT Vision Workshop, including consultation with Dave Gorman (Director of SRS) and Michelle Brown (Head of SRS Programmes).

Further information

<u>Author & Presenter</u> Caro Overy Engagement Manager, Department for Social Responsibility & Sustainability 16 January 2018

Freedom of Information

This paper is open.

8



THE UNIVERSITY of EDINBURGH

Sustainable IT Group

Tuesday 23 January 2018, 2pm

Sustainable IT Implementation Plan

Description of paper

This paper updates on progress against the Sustainable IT Implementation Plan.

Action requested

SITG is asked to note progress and contribute suggestions for next steps as the existing Implementation Plan meets the end of its timescale.

Resource implications

There are no resource implications beyond how Sustainable IT fits within core business.

Equality & Diversity

Although due consideration has been given to equality and diversity as a key element of the SRS agenda and we do not currently think that an Equality Impact Assessment is required, we will continue to monitor issues within our work.

Next steps/implications

Following feedback from the Group, a Sustainable IT Implementation Plan will be developed to take activities forward in 2018 and beyond.

Consultation

This paper has been developed by the SRS Engagement Manager.

Further information

Author & Presenter Caro Overy, SRS Engagement Manager 16 January 2018

Freedom of Information

This paper may be included in open business.



Sustainable IT Implementation Plan 2017

Following review of progress against the Sustainable IT Implementation Plan 2016 and taking account of other relevant governance, including the ongoing work of the Utilities Working Group and the recent launch of the University of Edinburgh Climate Strategy, below is the proposed Sustainable IT Implementation Plan 2017.

Sustainable IT Group is asked for feedback, additions, and confirmation of actions assigned.

A Energy	Maximise energy efficiency in IT across the University
B Resource Efficiency	Maximise resource efficiency in IT across the University
C Social Responsibility	Ensure Social Responsibility risks are identified and managed within IT at the University
D Communications & Engagement	Ensure resources on Sustainable IT are available and communicated to all staff and students, with good practice communicated to external stakeholders and relevant networks activated

A Energy: Maximise energy efficient	ciency in IT across th	ne University		
Objective	Colleague(s) responsible	Timeline	Outputs	Progress
A1 Continue to develop an understanding of the energy consumption of IT infrastructure and equipment to establish scope for future measuring, monitoring and targeting	Tony Weir, Dave Gorman	Scope established in time for 2017/18	Scope for energy consumption of IT infrastructure and equipment reporting established	Ongoing
A2 Promote the Sustainable Campus Fund to all IT practitioners across the University	All	April 2017	Projects developed and submitted to Utilities Working Group for funding	Campus Fund promoted, two IT projects submitted with one funded
A3 Report actions taken on energy efficiency to the group and make report available to Utilities Working Group	Include as standing agenda item to be collated and reported to Utilities Working Group	Include in ongoing business	Reports to Utilities Working Group to align with 10% energy reduction goal and projects tracking	Link made with Utilities Working Group and energy efficiency actions
A4 Carbon Scope?? – SRS to develop with Climate Strategy Implementation Plan	Dave Gorman, Liz Vander Meer	TBC		Development ongoing

B Resource Efficiency: Maximise	e resource efficien	icy in IT ac	ross the University	
Objective	Colleague(s) responsible	Timeline	Output	Progress
B1 Establish sustainable systems for internal and external reuse of IT equipment	Bryan MacGregor? Information Services, SRS to advise	March 2017	Sustainable model for IT reuse with process for review in place	Process established. IT Reuse Assistant now in University post implementing this. Ongoing senior management discussion around next steps.
B2 Work with Waste to identify new routes for reuse and (where needed) recycling of IT equipment	SRS, Waste	Ongoing	Ensure joined up University of Edinburgh approach to IT reuse and (where needed) recycling	Ongoing. Waste an active partner in IT Reuse.
B3 Report IT waste figures quarterly, including internal and external reuse, recycling, and carbon and cash value	Information Services, Waste	Quarterly	Quarterly report to SITG	Internal IT Reuse through Warp-it since start of PC Reuse: 574 PCs to end of Q1 17/18 External IT Reuse:155 PCs to end of Q1 17/18 Carbon and cash savings through Warp-it Reuse (all commodities): 432tCO2e/£303,000
B4 Establish scope for reporting on printing/paper use and monitor, including usage of MFDs	Information Services	TBC	Understanding of printing behaviours and paper usage across the University, starting point for reducing paper use	Progress in College of Arts Humanities & Social Sciences

C Social Responsibility: Ensure Social the University				
Objective	Colleague(s) responsible	Timeline	Output	Progress
C1 Maintain the University's membership of Electronics Watch	Liz Cooper, Dave Gorman	Ongoing	Ongoing	Make ICT Research Project now in progress
C2 Monitor the procurement of Fairphones through the University contract and report to the Group	George Reid			TBC
C3 Promote Conflict Minerals Policy and the SPPPT brief on IT to all IT practitioners across the University	Information Services			Resources available online
C4 Work with the Turing Trust to promote their work reusing IT equipment in Africa	Tony Weir, SRS	Ongoing	Increased local and global engagement on sustainable IT	TBC

D Communications & Engagement: Ensure resource students, with good practice communicated to exte	es on Sustainable l ernal stakeholders a	T are available and relevant netw	nd communicated to all staff and orks activated
Objective	Colleague(s) responsible	Timeline	Output
D1 Promote usage of Fairphones through University contract and develop a case study with a Fairphone user	SRS	August 2017	Case study of Fairphone usage
D2 Ensure information and tips on sustainable IT (energy saving, resource efficiency, social responsibility) are up to date and available through SRS staff and student facing channels	SRS	Ongoing	Be Sustainable resources and other information
D3 Draw on existing Circular Economy network currently in development to ensure opportunities are applied within IT	SRS, <mark>Business</mark> School/Sustainable Business Initiative	Dependent on other stakeholders	IT aligned with Circular Economy development



Sustainable Information Technology Group (SITG)

23 January, 2018

Utilities Programme Update - Pathways to 10% & Sustainable Campus Fund

Description of Paper

• This paper serves to update SITG members on recent projects proposed to the Sustainable Campus Fund. This was the 10th tranche of projects reviewed for sign off since August 2016.

Background and Discussion

 On 28th November, Utilities Working Group met to screen projects for the Sustainable Campus Fund. 4 projects were recommended for final review and sign off. On 4th December, Director and Assistant Director of Estates and Head of SRS Programmes (standing in for Director of SRS) approved the projects with Fund support of £124,555 which bring estimated savings of over £16,000 and 88tCO2e each year.

Project number	Name	Building name	SCF contribution	Total cost	Annual saving £	Annual carbon saving tCO2e	Payback period	NPV	IRR	ROI	School approv al	SCF score	Lead organisa tion
2017/SC													Estates
F/27	Boiler replacement	Multiple	£118,385	£118,385	£16,000	84.4	7	£41,503	10%	103%	yes	12	
2017/SC	Spectral lamp												School of
F/30	replacements	JCMB	£1,250	£2,500	£210	0.8	11.9	-£11	6%	68%	yes	13	Physics
2017/SC	Talbot Rice Gallery	Talbot											Estates
F/32	Lighting	Rice	£4,200	£4,200	£420	1.9	10.0	-£12	6%	50%	yes	10.5	
	New College												Estates
2017/SC	reception draught-	New											
F/34	proofing	College	£720	£720	£140	0.7	5.3	£633	17%	183%	yes	12	
Total			£124,555	£125,805	£16,770	88	8.6						

- Running Total August 2016 to 4th December 2017: £812,884. Current projects included bring estimated annual savings of £294,000 and approximate 1,000tCO2e. Attached annex has summary of sign off.
- Small projects fund allocation of £25,000 has mostly been allocated. Request to be made to top this up.

Sustainable Campus Fund - Summary of Projects Confirmed to Date

Reviewed / Ammended by MBrown: 8 Dec 2017

16

	Projects Approved										
R	eference	Previous reference used	Name	Location	Total project cost*	Funding requested (from SCF)	School contribution	Estimated annual cost savings	Estimated annual carbon saving (tCO2e)***	IRR	Comments from Sign Off
ŀ	Key Projects										
1 2	016/SCF/ 004	#SCF-2016-004	Replace CV fume cupboards with VAV and install auto sash closer	Joseph Black	£136,267 (original figure did not include VAT)	£136,267	-	£64,000	392	47%	Approved on 12 Sept. subject to confirmation of final figures and tender validation. Original figures was £113,556 with IRR of 56%)
2 2	016/SCF/005	#SCF-2016-005	Drying oven replacement	MVM and CSE	£25,300	£25,300	-	£8,100	36	31%	Approved on 12 Sept
3 2	016/SCF/030	#SCF-2016-030	Vented cupboard conversion	QMRI	£14,040	£14,040	-	£17,940	104	128%	Approved on 12 Sept subject to confirming H&S approvals.
4 2	016/SCF/035	#SCF-2016-035	Energy Saving Lift Cars (Switch Off Sensors)	Estate Wide	£20,833	£20,833	-	£8,300	37	40%	Approved on 12 Sept.
5 2	016/SCF/033	#SCF-2016-033	Replace Forum UPS at Informatics Forum	Informatics	£25,000 Currently being reviewed	£25,000	-	£11,000	49	44%	Approved subject to confirmation of final figures and sign off on physical location of equipment TBC if inclusive of VAT. <i>NOTE - this may need to return for approval due to project changes</i>
6 2	016/SCF/036	#SCF-2016-036	Joseph Black Helium Recovery	Joseph Black	£49,000	£24,500	£24,500	£8,000	<1	15%	Approved on 21 October
7	016/SCF/40		Replace mains-to-drain water cooling with closed circuit chillers at Joseph Black	Joseph Black	£22,200	£19,980	£2,220	£4,600	1	16%	Approved on 9th March on condition of clarification of savings and any knock on <i>impacts</i> . As per UWG recommendation.
0 2	017/SCF/1		IGMM improvements on the back of KJ Tait report	IGMM	£102,000	£102,000	0	£37,000	179	34%	Approved on 9 March. As per UWG recommendation. Subject to numbers check.
2 9	016/SCF/43		CSE Lighing upgrades to LEDs + Controls	Centre for Sports and Exercise	£130,000	£130,000	-	£25,300	114	19%	Approved on 30 March. Scoring did not include the estimated 30k for labour (included in notes) as it was previously understood that these would sit outside of the fund. However, this needs to be factored into the overall project evaluation even if it is covered from other budgets. Even with an additional 30K this project was still deemed to be a strong project. Note - update paper by RMacGregor 19 September notes costs or £115,777 with remainding budget in this project line for 'The Salle Project' for £14,223
LO 2	017/SCF/6		Drummond St/ Old Infirmary Lighting Overhaul	Old Infirmary	£24,000	£24,000	0	£3,300	15	12%	Approved on 2nd May
2	017/SCF/8		BMTO lighting	Teviot Quad	£31,200	£31,200		£3,980	18	11%	Approved on 19 June
11 12 2	017/SCF/16		Recirculated water chillers in teaching labs	Joseph Black	£11,700	£11,700		£3,355	1	26%	Approved on 19 June
L3 2	017/SCF/15		Charteris Land Lighting Upgrades	Charteris Land	£11,400	£11,400		£1,500	7	11%	Approved on 19 June
₄ 2	017/SCF/17		Waterless condensers in School of Chemistry teaching labs	Joseph Black	£24,000	£24,000		£5,500	2.8	22%	This project was originally reviewed in May 2017 and at that time sent back for further contribution and reworking. Screened again and recommended by UGW in June 2017.
2	017/SCF/19		50 GS actuators	50 George Square	£12,000	£12,000		£2,600	11.7	20%	UWG screened and recommended the project for funding in June 2017Members recommended using the same contractor who had installed actuators at Roslin and Informatics, which had only one breakdown in seven years of operation.
2	.017/SCF/24		EMMAC Geosciences Chiller replacer	Grant Institute	£19.666	£9.666	£10.000	£1.600	6.3	5.4	Approved on 13th October
2	017/SCF/23		JCMB pipe insulation	JCMB	£6,000	£6,000		£2,500	13.2	2.4	Approved on 13th October
2	017/SCF/26		PC Reuse project	University wide	£22,686	£22,686		£56,000)	0.4	Approved on 13th October
2	U1//SCF/2/ ub Total Key Projects		Boiler replacement	Multiple	£118,385	£118,385	£36 720	£16,000	987	10%	
						,					
c	Small Projects Fund										
.7 2	016/SCF/39-1	#SCF-2016-007			£100	£100				500%	
2 .8	016/SCF/39-2	#SCF-2016-008	Fit timer plugs to drying ovens, temperature controlled centrifuges and temperature controlled shakers	MVM and CSE	£100	£100	-	£3,000	12	750%	GJ/DG confirmed too small for SCF but micro-project fund set up with 10k originally allocated for small projects such as these. UGW then confirmed a pot of £25k allocated for small projects which are valued less than 10k
19 2	016/SCF/39-3	#SCF-2016-009			£100	£100				750%	
2 1 2	016/SCF/6		Drying oven replacement	Chancellors Building	£100 £1,100	£550	£550	£350	2	31%	Approved on 12 Sept.
22 2	017/SCF/5		HRB LED Dissection Lamps	Hugh Robson Building	£1,500	£1,000	£500	£320	1	17%	Approved. As per UWG recommendation funding was agreed. RM update paper notes costing of £1000 in total and project complete
23 2	016/SCF/037	#SCF-2016-037	Variable Vacuum Pumps	Langhill Farm	£7,700	£7,700		£1,346	5	12%	Approved on 21 October
24 2	017/SCF/7		Paterson's Land Pipe Insulation	Paterson's Land	£3,000	£3,000		£800	4	24%	Approved on 30 March
25 2	017/SCF/5		HRB Lighting Controls	Hugh Robson Bldg	£3,300	£2,950	£350	£1,200	6	34%	Approved on 30 March
262	U1//SCF/11 017/SCF/25		Urying Cabinet (Eco Difference)	Ashworth Labs	±1,607 £2,150	±1,607 £550	£1 600	±350 £80	2	20% 6.6	Approved on 2nd May
2	017/SCF/30		Spectral lamp replacements	JCMB	£2,500	£1,250	£1,250	£210	0.8	6%	Approved on 4th December
2	017/SCF/32		Talbot Rice Gallery Lighting	Talbot Rice	£4,200	£4,200	· ·	£420	1.9	6%	Approved on 4th December
2	017/SCF/34		New College reception draughtproof	New College	£720	£720		£140	0.7	17%	Approved on 4th December
S	ub Total SmallProjects					£23,927	£4,250	£8,216	35.7		

Freezer Fund									
27 SCF-2016-038	Freezer Fund	Estate Wide	£20,000	£20,000	Yes (see paper)	£4,550	23	22%	Approved 20k fund subject to due diligence for each.

Totals				
All SCF Allocated to date	£812,884	£293,341	1,046	
Subtotals				
Key Projects	£768,957			
Small Project Fund : Projects Under 10k (spend approval to 25k)	£23,927			
Freezer Fund	£20,000			

Small Projects - for sign off by Director of SRS - screened and recommended by the Utilities Working Group

Notes

*lighting projects may include additional costs which are not tracked within the fund

*equipment replacement will only include the 'eco top up' cost and not the total cost of the equipment

***minor edits to carbon calculations to align with project tracker (July 2017)

Projects Reviewed	and Not (or not yet) Approved							
1 2017/SCF/13	Cloud Printing	Whole Campus	£32,20	0 £32,200		D £6,800	31	Rejected 2nd May at Director review - IS Core Business vs Carbon Savings. 15k of other funds available 13% from CSG as per Sustainable ICT Discussions. 15K contribution via SRS/CSG.
2016/SCF/46 2	Lighting at Christina Miller Building (School of Chemistry)	Joseph Black	£82,25	0 82,250) (0 £6,800	34	9 March 2017 - Not approved at Director review at this time. On hold. Whereas the UWG recommended 5% for funding it was decided that this would be on hold for the moment given long payback period and other projects which may need prioritisation. Will stay 'on hold' for review in a few months.
3 2017/SCF/2	IGMM lighting improvements on the back of KJ Tait report	IGMM	£140,00	0 £140,000) (D £9,700	49	9 March - Not approved at Director review. As per UWG recommendations. Look for funding through other routes.
2017/SCF/3 4	Glasswasher at Chancellors	Chancellors	£12,00	0 £6,000) £6,000) £2,180	3	9 March - Not approved at Director review for full funding. As per UWG recommendation SCF would not 13% fund the full cost but would top up for most efficient model. Further clarification on proposal needed (currently SCF for ½ of cost)
2017/SCF/4	IGMM large drying oven	IGMM	£3,56	7 £2,142	2 £1,425	5 £300	2	 9 March Not approved at Director review for full funding. As per UWG recommendation SCF would not fund the full cost but would top up for most efficient model. That would need to be specified in proposal.
7 2016/SCF/34	Mercury - free microsocp	Roslin	14983	9983	5000	1010		Rejected at UWG. While the proposal did noffer some small saving the emphasis was on the overall approach tas a more environmetnally friendly way to do microspocy. UWG rejected the proposal at this stage as it did not offer the expected energy, carbon and financial savings.
2016/SCF/1	Replace old -80 freezers. Initial replacement rou	IN MVM	117.00	11700		9000	40	Rejected at UWG. Noting the long payback periods, members were unable to approve these proposals in their current form, as they did not stack up well against the criteria. Departments would be asked to offer more than match funding in order to offset the longer payback periods. It was agreed that proposals 2 involving paybacks beyond the eight year mark would nto be included.
	Replace old -80 freezers. Initial replacement round. No match funding				-			Rejected at UWG. Noting the long payback periods, members were unable to approve these proposals in their current form, as they did not stack up well against the criteria. Departments would be asked to offer more than match funding in order to offset the longer payback periods. It was agreed that proposals
9 2016/SCF/2			13,00	0 11000)	1000	4	2 involving paybacks beyond the eight year mark would nto be included.
10 2016/SCF/3	round. No match funding		27,50	0 12,375	5	2500	11	Rejected at UWG. Noting the long payback periods, members were unable to approve these proposals in their current form, as they did not stack up well against the criteria. Departments would be asked to offer more than match funding in order to offset the longer payback periods. It was agreed that proposals involving paybacks beyond the eight year mark would nto be included.
2017/SCF/18	13 Infirmary St Lighting	13 Infirmary Street	£12,600	D £12,600		£1,750	7.8	Not approved at June UWG. Comments: While this was a good project, members felt that estimated costs were high for just tube replacement and recommended approaching framework suppliers for further quotes. Action – CO to take the proposal back and review costs before the next sign off meeting.
2017/SCF/21	Old College lighting	Old College	£11,10	D £11,100)	£1,170	5.2	UWG recommended the project for funding, subject to confirmation that there were no conflicting plans. Upon further checking, timescales would not match (clarified with Karen Adamson and David Baratt via email to Caro Overy)
2016/SCF/39-6	IAD suspended ceiling	1 Morgan lane, IAD	£1,200) £1,200)	£600	2.7	50% UWG screened and recommended the project for funding, provided technical issues were mitigated. At Directors review (20 July) it was decided that this should be funded 'business as usual' via estates. Project would go ahead but not with SCF funding. MB sent onto George Boag (28 July)
SCF-2016-031	Aircuity demand based ventilation	SCRM	171,705	5 171,705	5	34,700	253	Approved end of July. However, revised figures received following a supplier visit had not been favourable, giving a payback of over 10 years which no longer met SCF criteria. SCRM did not have the operating hours or change rate of the Cambridge labs. Currently operating eight hours per day, if extended this could make some difference, but was unlikely to be sufficient to get the payback back to 7 years. This was a common issue the group had observed with other projects, where operational changes had taken the proposal out of payback. Members felt the pilot was still worth doing, but would need to meet the criteria to be recommended for SCF funding. UWG agreed to remove this project from the list and release the funds. Estates were keen to go ahead with the pilot, which would be useful in designing new builds, and would look to fund it via another route.

17