**A**

**UNIVERSITY OF EDINBURGH**

**MINUTE OF A MEETING** *of the Sustainable Laboratories Steering Group held on Microsoft Teams on 28th September 2021.*

|  |  |
| --- | --- |
| **Members:** | Michelle Brown, (interim Convener) Head of SRS Programmes  Val Gordon Technical Officer, Institute for Education, Teaching & Leadership  Lee Murphy, Genetics Core Manager |
|  | Andrew Arnott, SRS Projects Coordinator  Chris Litwiniuk, Engagement Manager |
|  | Tony Newjem, Procurement Officer  Claudia Schaffner, Technical Services & Estates Manager, School of Biological Sciences  David Jack, Energy & Utilities Operations Manager  Neil Johnston, Lab Manager, Centre for Cardiovascular Science  Lawrence Dickson (H&S)  Stewart McKay, Technical Services Manager, IGM  Angela Ingram, Service Manager, IGMM  Robert MacGregor, Energy Engineer, Utilities Management  Matthew Sharp, BVS Deputy Director – Business |
|  | Steve McLean, Centre for Cardiovascular Science |
|  |  |
|  |  |
| **Apologies:** | Dave Gorman, Director of Social Responsibility and Sustainability  Brian McTier, Easter Bush Campus Facilities and Services Manager  Sharon Hannah, Bioquarter Campus Operations Manager  Yuner Huang, Early Stage Researcher,Engineering  Candice Schmid, Occupational Hygiene and Projects Manager  David Brown, Technical Services Manager, School of Chemistry  Kate Fitzpatrick, Waste & Recycling Manager  David Gray, Head of the School of Biological Sciences  Julia Laidlaw, Estate Development Manager  Grant Ferguson, Director of Estates Operations  Dean Drobot, Head of Energy and Utilities Management  Glen Cousquer,  Rachael Barton, SRS Projects Coordinator |

|  |  |  |
| --- | --- | --- |
| **1** | **Minute**  Minutes were accepted. | **A** |
| **2** | **Covid impact for labs**  Claudia Schaffner   * + Open-ish throughout   + Move to covid level 0 had a smaller impact than predicted, but there is an increase in lab activity and number of people   + Less people staying in the evening   + More people in offices   + From sustainability perspective - the conversations are coming back to the agenda   Tony Newjem   * + Labs back at 100% from Procurement perspective   + 2 new recruitments   + Record research income   + Supply chains issues     - Priority given to NHS     - Plastics particularly affected     - Anything to diagnostics     - Large orders get trimmed back, keeping orders flowing     - PPE prices stabilising and even going down   Lee Murphy   * + Greater sense of worth of technicians and co-facilities   + Interesting time scientifically, working on covid   + Problems with deliveries of tips, plastics, putting in lots of orders hoping some will arrive, leads to a bit of ineficiency   + Backed by Claudia Schaffner and Steven McLean   Steven McLean   * + Focus on getting people in the building   + Little focus on sustainability as is   Stewart McKay   * + Lack of plastics   + More or less back at full speed   + No alternatives to plastics in some areas     - Looking into this came to nowhere   + Little thinking about sustainability, but in position now   Neil Johnston   * + Not done an awful lot on sustainability   + Trying to set-up a centre committee   + Issues in getting plastics   David Jack   * + Monitoring use of energy at the University   + Seen the same characteristic:   + Longer run-hours   + Increased heating   + Continued use of more energy and gas   + Will keep on until we move away from any additional safety measures   + Med-long term - looking at how to reduce energy consumption   + Changes to the vent in the near future   + No big changes planned   + Safety still priority   + Putting in best estimates as to where we're going to be   + Extreme April/May - colder than expected   Angela Ingram   * + Not at full capacity   + Labs busy since July   + Wide supply chain and labour issues   + Lots of problem solving   + Back at point of thinking about sustainability   Val Gordon   * + Students back in   + A lot more sustainability being brought into programmes   + Linking wellbeing to sustainability   Lawrence Dickson   * + Standing in for Candice Schmidt   + The need to balance sustainability and H&S going forward   + Not expecting any changes in ventilation in the near future   Andy Arnott   * + Interest in alternative ways of doing things |  |
| **3** | **Sustainable Labs Programme Plan with RAG Status Update**  (notes only on areas of comment/question)   * Question about the types of equipment that are being influenced via SciQuest engagement following review of energy use. * KJT lab audits looking at ventilation systems   + Looking to implement the Uni California Irvine approach to regulating ventilation   + Energy Office will be engaging lab users * On plastics:   + Decontaminating is difficult     - Solutions might be around recycling contaminated waste stream | B |
| **4** | **Sustainability Framework**  Verbal report informing that Office Awards are being replaced by Sustainability Framework – received and approved. |  |
| **5** | **Freezer inventory**   * Matt Sharp suggesting Evans and BRF items weren't counted in 2018 * Question on split between archive and lab freezers   + No idea, rule of thumb is 30% archival * Neil Johnston suggesting there is much tighter controls on buying new freezers * **ACTION: request to Neil Johnston to share an outline of his system** | **C** |
| **6** | **Freezer Fund Update**  Update on latest financial performance of the Freezer Fund section of the Sustainable Campus Fund received and approved. | **D** |
| **7** | **Sustainable Estates Design Update**  POSTPONED until next meeting |  |
| **8** | **Technician commitment**   * + Support of 50% for renewal fees for technicians   Question about continuing meetings   * + Seen as priority to restart meetings |  |
| **9** | **AOB**   * EDI and diversifying membership * Group pays an important role * Recognition to Andy * If there any recommendations for improving representation on the group, they could go to Andy * Question about diversifying on hierarchy * **Action to AA to review the remit of the group and see if there are any recommendations on improving EDI** * Promega Helix Gold Award – congratulations to Procurement |  |