

UNIVERSITY OF EDINBURGH

MINUTE OF A MEETING of the Social Responsibility and Sustainability Committee held in the Raeburn Room, Old College on Monday 17 October 2016.

Present: Pete Higgins (in chair), Dean of Students, CHSS
 Karen Bowman, Director of Procurement
 Michelle Brown, Head of SRS Programmes
 Laura Cattell, Head of Widening Participation
 Moira Gibson, External Affairs Manager, Communications & Marketing
 Dave Gorman, Director of Social Responsibility and Sustainability
 Gary Jebb, Director of Estates
 Jenna Kelly, EUSA Vice President Services
 Lesley McAra, Assistant Principal Community Relations
 Jane Norman, Vice-Principal People and Culture
 Janet Philp, Joint Unions Liaison Committee
 Heather Rea, Project Lead, Beltane Public Engagement Network

In attendance: Joe Farthing, SRS Communication Manager, for item 6

Apologies: Charlie Jeffery (Convenor), Senior Vice Principal
 Gavin Douglas, Deputy Secretary Student Experience, USG
 Hugh Edmiston, Director of Corporate Services
 Zoe Lewandowski, Director of Human Resources
 Phil McNaul, Director of Finance
 James Smith, Vice Principal International

- 1 In the absence of the Senior Vice-Principal, the Vice Convenor chaired the meeting. Members welcomed incoming EUSA VPS Jenna Kelly. The Vice Convenor noted impending changes to roles, with AP Community Relations taking on the vice-convenorship in the new year.

A

The minute of the meeting on 2 June 2016 was approved as a correct record.

2 Matters Arising

There were no matters arising not covered on the agenda or in post-meeting notes.

STRATEGIC AND SUBSTANTIVE ITEMS

3 University Climate Change Strategy 2016-2026

B

SRS Committee noted the University's Climate Change Strategy 2016-2026, approved by CMG on 30 August and Court on 26 September. The strategy would be launched at an evening event at ECCI in late November, with mini-launches on each campus. Local MSPs and NGOs would be notified. A three-year Implementation Plan would be developed and presented to the Committee. A renewables group chaired by the Director of Finance would report back in summer/autumn 2017.

Members recommended that greater mention be made of activity in the Schools, the MSc Carbon Management, and the Sustainable Development degrees.

4 University Procurement Strategy 2016

C

The Committee endorsed the University Procurement Strategy 2016, to be formally approved by Court and made public by 31st December 2016 in accordance with the new procurement law. The work of the procurement risk management executives (PRiME) would continue. The strategy would be reviewed annually and supporting materials (including action plans and KPIs) would inform future reports to SRSC.

5 SRS Strategy Review

D

SRS Committee endorsed a project plan for review of the SRS Strategy 2010-20. The project would run from October 2016, intending to publish a revised strategy in spring

2018. The Committee would oversee review and development, with the SRS Department responsible for coordination and management.

Members recommended that the plan be tied in to new legal obligations, align closely to existing strategies, and make use of expertise within the Schools on the theory, research and practice of SRS. Members noted the intention to seek a Court seminar in late 2017.

Action – DG to remove the reference to the Rector, and ensure Estates Committee were consulted.

6 SRS Staff & Student Surveys and Response

E

The SRS Communication Manager presented an overview of findings from the SRS Staff and Student Surveys, carried out in spring 2016 to inform future programming and reporting. Priority areas included treatment of staff and employed students, equality & diversity, widening participation, and free drinking water.

SRS would create responses to priority issues, increase promotion of Warp-it, Be Sustainable training, the Switch campaign & Energy Coordinator role, review drinking water feedback and run the surveys again next year.

Action – GJ to investigate drinking water provision with EUSA and SOAG.

Post meeting note: GJ to fund an internship in early 2017, agree with EUSA and SRS.

Action – JF to circulate findings in full, included weighed priorities for the highest impact areas.

Action – All members with questions on methodology or data analysis to contact JF.

7 SRS Programmes Q4 Report 15/16

F

The Committee noted the Annual SRS Programmes Report against 7 priorities: carbon and energy savings; resource efficiency; supply chain SRS; responsible investment; localised advice and projects; community / public engagement; and links to learning and teaching. Outcomes and outputs were tied to KPIs, including the 10% energy saving target.

Members urged that energy issues should continue to have a high priority, having the greatest immediate impact. Responsible investment was identified as a priority due to its reputational impact.

8 Community Engagement Strategy: Progress Report

G

Members discussed a paper from the Assistant Principal Community Relations and Head of External Affairs on activity undertaken in line with the three key aims of the Community Engagement Strategy approved in February: building relationships between University, city and communities; enhancing community relations through research, teaching and learning; and enhancing interaction and understanding between the University and its communities.

A news item on the Community Engagement Strategy had been published on the University homepage, UoE had signed up to the Scottish Government social impact pledge, a workshop for Community Engagement practitioners was held in June and for SRS Committee members in October which helped build a business case for resources to collate baseline data.

Action – LM & MG to report back on progress at the next meeting.

9 SRS Annual Report 2015/16 and Key Narratives/Themes for 2016/17

H

SRS Committee approved the 2015/16 Annual Report and key narratives and themes for 2016/17. Members recommended incorporating outcomes from the staff and student surveys.

Action – DG to highlight on p115 that 53% of total procurement spend was with SMEs.

Action – LC to liaise with Julia Simon on initial findings due in the next six months.

Action – All to share further feedback on priorities to autumn 2017.

10 Modern Slavery

I

The Committee endorsed the University's statement in relation to the Modern Slavery Act 2015. UoE had a legal duty to report on policy and due diligence to ensure it was not complicit in its own operations or across its supply chain.

Members acknowledged that the University, as a large organisation networked and drawing goods and services across the world, did not have the resource to give full assurance on modern slavery in its supply chains. It was recommended that the statement be shortened, that the comment section make clear that UoE was committing to an outcome, and "we have in place systems" be amended to indicate that while UoE had aspirations, these systems were not as yet in place.

Action – MB and KB to adjust the text and take the statement on to CMG, PRC and Court.

ITEMS FOR FORMAL APPROVAL/NOTING

11 Measuring Performance & Sustainability Benchmarking Update

J

The Head of SRS Programmes updated the Committee on development of an internal benchmarking framework to measure and support SRS performance across academic schools and support groups. SRS participated in a range of benchmarking across the University and the sector. AUDE was looking at the methodology for environmental metrics around estates. UoE was an active participant in the People & Planet Green League and a finalist in the Green Gown Awards. SRS, Estates and Finance were working with the Business School to develop an internal benchmarking project.

Action – MB to follow up with PH on SRS issues in learning, teaching and research.

Action – All members to share their feedback with the Secretary.

12 Staff Training, Learning & Development for SRS

K

SRS Committee noted a project report from the Vice Convenor on SRS training and professional development opportunities for UoE staff. Members emphasised the importance of including SRS issues in staff induction. The University-wide SRS course previously discussed by the Committee was about to be delivered. The ultimate aim was for this course to be mandatory.

The Committee recommended that the course should be practical, taking a 'deeper dive' to show why SRS issues were important to the University, then focusing on how this fitted within individual roles. Members noted the range of change initiatives happening and that any course should be developed to fit within other priorities.

Action – MB & PH to review proposals and come back to the Committee with a considered view.

Action – PH to consult with the Vice-Principal People and Culture and Heads of School.

13 Embedding SRS Issues into Learning & Teaching: The development of an optional on-line undergraduate course

L

The Committee noted a proposal paper from the Vice Convenor on development of an online optional course embedding SRS into the curriculum, to run from January 2017.

Action – PH to report to and back from Learning and Teaching Committee.

Action – CJ to write to Heads of School to ensure staff were aware of the course.

14 Any Other Business

No items raised.