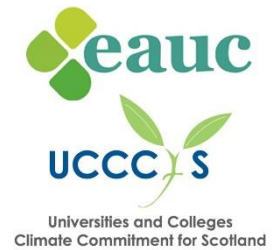


Date: Wednesday 13th December 2017
Time: 14:00-16:00
Venue: Glasgow Caledonian University
Resources: [Available here](#)



MINUTES:

EAUC-S Waste Management Topic Support Network

Attendees:

Trudy	Cunningham	Environment & Sustainability Officer	University of Dundee
Samantha	Hartley	Scotland Programme Administrator	EAUC
Laura	McLean	Sustainability Officer	West College Scotland
Spela	Raposa	Environmental Awareness and Recycling Officer	University of Strathclyde
John	Major	Stores Manager	University of Glasgow
Barrie	Stewart	Facilities Manager	Glasgow School of Art
Allison	Dixon	Head of Campus Services	Robert Gordon University
Paulo	Cruz	Sustainability Officer	Glasgow Caledonian University

Apologies:

Stewart	Miller	Energy Efficiency and Carbon Reduction Officer	University of Glasgow
Steven	Giannandrea	Soft Services Manager	City of Glasgow College
Sarah	McNeil	Waste officer	The University of Edinburgh

SUMMARY OF RESOURCES

Smart Bins

- Egbert Taylor website for access to Big Belly information [here](#)
- Adaptable smart bin technology [here](#)

Cigarette Litter

- Ballot Bins are accessible [here](#)

Waste Minimisation

- Single-use cup Best practice guide from Promoting Sustainable Behaviors Sharing Series [here](#)
- Exploring the Single use coffee cup challenge Webinar recording and resources [here](#)
- Return to sender Stickers for junk mail information [here](#) and templates available to download from the resource page on the [Sustainability Exchange](#)
- Packaging reduction scheme with Office Depot information [here](#)

Waste Data

- Highlander paper waste shredders [here](#)

European Week for Waste Reduction

- European Week for Waste Reduction twitter [here](#)
- Climate Change in Scotland documentary available [here](#)

	SUMMARY OF DISCUSSIONS	ACTIONS
	<i>EAUC-Scotland organised a trip to waste treatment facilities that took place before this meeting on the 13th December (9am-13:30pm), these were hosted by William Tracey and Energen Biogas. These trips gave an in-depth insight into how our waste is dealt with and the issues that arise from this.</i>	
1	<p>Welcome, Apologies and Introductions</p> <p><i>Paulo Cruz, Waste Management TSN Convener / Glasgow Caledonian University</i> <i>Trudy Cunningham, Waste Management TSN Convener / University of Dundee</i></p> <ul style="list-style-type: none"> • Everyone was welcomed to the meeting. • Paulo was introduced as the new co-convener for the network. • Trudy gave apologies for early departure. 	
2	<p>Discussion: Smart Bins</p> <p><i>Trudy Cunningham, Waste Management TSN Convener / University of Dundee</i> <i>Paulo Cruz, Waste Management TSN Convener / Glasgow Caledonian University</i></p> <ul style="list-style-type: none"> • Big Bellies are a popular brand of smart bins that were installed at the University of Dundee with funding from Zero Waste Scotland • These bins are solar powered and have the function of compressing the waste and notifying by email or text when they are full • The compression aspect of these bins can cut emptying frequency in half • The data recovered from the bins shows usage patterns and can help to inform waste strategies, bin placements, behavior change and recycling rates • There is now new technology where the measuring function of the Big Bellies can be inserted into any bin, this lacks the compressor function but still provides useful data and could reduce emptying rates • Egbert Taylor now own the Big Belly software in the UK • The University of St Andrews are looking into their new Smart Campus so are interested in this technology and the benefits of it • It is discussed that a visit to the University of Dundee's Smart Bins would be good for the next meeting 	SH: Agenda possible Smart Bins demonstration for next TSN
3	<p>Discussion: Cigarette Litter</p> <p><i>Paulo Cruz, Waste Management TSN Convener / Glasgow Caledonian University</i></p> <ul style="list-style-type: none"> • Cigarette litter is a huge issue for all campus's and is difficult to tackle • Having a 'Smoke-Free' campus does not solve the issue of litter if there is nobody to police it and also no facilities so this means this will encourage more litter. If there is nobody to police this it will not be upheld and if this <i>is</i> upheld then it simply moves the litter elsewhere and can cause problems with neighbors and local councils • City campuses cannot be smoke-free due to through-traffic • The location of bins and smoking facilities can change behavior and the concentration of smokers in certain areas • Voting bins are an interesting alternative to normal cigarette bins that encourages correct disposal by allowing smokers to vote with their cigarette butts on a certain topic, with a glass pane into each section to view how the rest of the contributors have voted. These cost around £250. The questions can be changed with magnetic letters. One brand of these are Ballot Bins 	SH: Enquire with ZWS about

	<ul style="list-style-type: none"> The group agrees that it would be interesting to enquire with Zero Waste Scotland about any initiatives or funding around reducing cigarette litter 	Cigarette litter resources
4	<p>Discussion: Waste Minimisation</p> <p><i>Paulo Cruz, Waste Management TSN Convener / Glasgow Caledonian University</i></p> <ul style="list-style-type: none"> It is noted that an issue in FHE is that it is a transient population so any efforts on behavior change must be continual and re-establish the basics It is noted that it is possible to extract contact details from the WARP it system to gather contacts who are possibly interested in sustainability, this can end up being a substantial network. These contacts can be used to bounce ideas off and to champion new initiatives or spread awareness Paulo Cruz (Glasgow Caledonian University) started an initiative to reduce the amount of Junk Mail coming into the institution every day. He produced stickers to put in the mail considered to be junk, which means the junk mail is returned to sender and the send will then be charged for this postage. Templates are available to download from the resource page here. This means the staff time within the mail room and administration for departments is wasted less, along with a reduction in waste as the send will then have to deal with the disposal. This initiative reduced the rate of junk mail by 75%. <i>Paulo Cruz (Glasgow Caledonian University) is looking to buy more of these stickers and would be interested in bulk buying with other institutions to reduce costs</i> Single-use coffee cups are a popular target for waste reduction initiatives with many resources around this area. EAUC-S published a best practice guide along with a full webinar with experts in the behavior around this. Promoting KeepCups/reusable helps increase recycling rates due to lack of confusion around this along with reducing fluid contamination in bins Providing water fountains and selling reusable water bottles helps to reduce waste from this source Pallets are a key issue for most institutions and are dealt with in varying ways. Some institutions send them back to the supplier, others get these take for free by the waste management supplier but are charged a pick-up cost, others have sources a contact who will pay per pallet and collect for free. It is possible to get £1 per pallet but this also avoids around £1 in collection from the waste company so a profit of £2 per pallet is gained Office clear-outs can cause issues as it is difficult to find a place or contact to re-use some of the furniture. There is also high quality paper that would be worth more than to send it to landfill (journals, prospectuses). Spela Raposa (The University of Strathclyde) found a contact at WRC recycling to collect high quality paper (11 pallets of prospectus's) and received around £350 for this. The University of St Andrews have a recycling facility on site where they can bale cardboard and sell this for £40/£60 per tonne. It is highlighted that this would be good to visit this site at St Andrews. Trudy Cunningham notes there is also a baler at The University of Dundee so this can be visited at the next meeting also. Excessive packaging in deliveries is highlighted as an issue. Paulo Cruz (Glasgow Caledonian University) has been looking into ways to get suppliers to reduce this. He had been looking at a study for Office depot reducing the packaging in the states and wondered if a similar thing can be done by Lyreco. It is proposed that a consortium could strengthen a voice around this however it would mostly be down to procurement to look into this issue. Samantha Hartley (EAUC-Scotland) suggests that this could be highlighted at 	<p>All: Contact Paulo if interested in co-purchasing junk mail stickers</p> <p>SH: Note down a possible site visit for University of St Andrews</p> <p>SH: Take packaging reduction from suppliers issue to next Procurement TSN</p>

	the next Procurement Topic Support Network Meeting.	
5	<p>Waste Data</p> <p><i>Paulo Cruz, Waste Management TSN Convener / Glasgow Caledonian University</i></p> <ul style="list-style-type: none"> • There are issues around the data received from waste suppliers and how this can be input into the varying reporting required of the university such as PBCCD and HESA reports. • The data can be very difficult to collate if you have a campus that is spread out across different council areas. • It is unclear whether shredding should be included into recycling rates • Highlander is a cheap local shredder that charge 50p a bag 	
6	<p>European week for Waste Reduction (EWWR) (@2EWWR)</p> <p><i>Spela Raposa, University of Strathclyde</i></p> <ul style="list-style-type: none"> • The European week for waste reduction takes place at the end of November (2017: 18th-26th November, 2018: 17th-25th November) • University of Strathclyde has a 7 member estates/sustainability team • They have been building up engagement programmes over the past 2 years with campaigns such as this being a new addition • As part of their 2016 campaign they; Launched KeepCup initiatives, Started Stationery station (Giving out unwanted stationery goods that were found/gifted), Ran recycling challenges, upcycling workshops and film screenings. • It was beneficial to raise the team's profile and engage/form relationships with engaged students • The 2016 campaign helped to influence this years and also there overall engagement strategy as they scoped at what works and is popular with the students and staff • As part of their 2017 campaign they; Relaunched the KeepCup campaign, Circulated junk mail stickers, Simplified and promoted recycling, Ran a film screening (Climate Change in Scotland documentary available here), and held a make your own tote bag workshop • The timing of the week is difficult for students, but this is often the case for any engagement as there is only a select few weeks of the year where it would be preferable for events • The website offers promotional material but can tend to be slightly clunky and confusing to use, but they are active on twitter • The European element is attractive to students and national campaigns are very common but the scope of this event is a good drawing point with a lot of examples from European institutions around engagement ideas • There is a lack of local initiatives so there is definitely scope to partner with local authorities 	
10	<p>Next Meeting</p> <p>As the meetings will now alternate between Glasgow and Dundee due to the partnered Convening the next meeting will take place at the University of Dundee. It is suggested we have a demonstration of the SmartBin Technology from Trudy Cunningham.</p>	All: Advise on next meeting location and discussion topics

11	Thanks and Close <i>Paulo Cruz, Waste Management TSN Convener / Glasgow Caledonian University</i> Thanks to all contributors	
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Minutes prepared by Samantha Hartley, EAUC-Scotland Programme Administrator, December 2017