A meeting of the Environment and Travel Sub Committee was held at 9.30am on Wednesday 13 February 2008, in Committee Room 1 in Whiteknights House.

Minutes

Present:
Mr C Robbins (in the Chair)
Mr I Cruickshank
Mr F Beck
Mr M Hughes
Professor D Malvern
Ms A Powles
Ms T Dawson (secretary)

Apologies were received from Professor T Downes and Dr B O’Callaghan.

Minutes of last meeting (Item 2)

The minutes of the last meeting, held on 12 November 2007, were approved.

Matters arising (Item 3)

07/24 Committee Membership
The Sub-Committee heard that Professor Downes was in the process of finding a suitable replacement for Professor Gray.

0726 Car Parking Charges
The Sub-Committee noted a memo from the Senior Management Board on car parking charges, specifically that the charge would be increased from £3 p.c.m. to £4 p.c.m for staff from 1 August 2008, and that those on Framework 1 would be charged £12 per annum. The Board indicated that they would not consider basing car parking charges on a percentage of salary, and suggested that the Facilities Management Committee consider how the University might achieve the targets set out in the Travel Plan.

It was noted further that it was proposed that the Students’ Union distribute permits to students, and Mr Hughes agreed to speak to Mr Elger about the practicality of how this would be achieved. Professor Malvern added that Education and Health and Social Care students would need permits due to the amount of travelling that was required of them, and accounted for 400-500 permits a year. It was agreed that for fairness to other students in the University, permits for Education and Health and Social Care students should be considered separately, and could perhaps be a different colour to allow them to park at Bulmershe only.
ACTION: Mr Hughes to speak to Mr Elger about the distribution of student permits, and to consider how best to allocate permits to Education and Health and Social Care students.

07/30 Environmental Report – Bins
The Sub-Committee received a paper on the bulk purchasing of Internal Recycling bins, and agreed that there should be a higher emphasis placed on environmental issues. Mr Cruickshank reported that the University was currently only recycling 30-35% of its waste, whilst other universities had managed up to 70%. It was agreed that with the purchase of these recycling bins, individual bins under desks should be removed as University Policy, and staff and students should be required to use recycling bins for their waste. This scheme had been trialled in an area of the University and had worked well. This would save time for cleaners and reduce the landfill tax which is due to rise from £24 per tonne to £40 per tonne in April 2009. It was estimated that the initial cost of the bins would be reclaimed in landfill tax savings in three years. It was agreed that Mr Hughes and Mr Cruickshank should prepare a paper for Facilities Management Committee on purchasing these bins and on making it University Policy to abolish individual bins.

ACTION: Mr Hughes and Mr Cruickshank to prepare a paper for Facilities Management Committee on purchasing recycling bins and on making it University Policy to abolish individual bins.

As part of a move towards a more environmentally friendly university, it was agreed that Mr Hughes and Ms Powles should prepare a paper for the next meeting on Paper and Print issues. This should include recommendations such as introducing a standard University email signature encouraging the reader not to print their email, double sided committee papers and only buying 80% recycled paper.

ACTION: Mr Hughes and Ms Powles to prepare a paper on Paper and Print issues.

07/30 Environmental Report – Bulletin
Mr Cruickshank reported that an article had been published in the Bulletin on RUcarsharing and that he hoped an article on recycling would appear in the next edition. Neither had appeared in Spark, but it was suggested that Mr Cruickshank send both items out on the RUSU email list which went out to students regularly on current issues and campaigns.

07/32 Night Bus
Mr Hughes reported that an article on the Night Bus had gone into Spark and on the RUSU email list, but that it was too early to receive feedback on whether there had been an impact. The Sub-Committee heard that the price had been reduced from £2 to £1, and the route changed to be more Halls orientated.
08/04 Revised Travel Plan (Item 4)

The Sub-Committee received a revised version of the Travel Plan for comment. It was agreed that if the University intended to take the objectives in the Travel Plan seriously, rather than using it just as a Planning document, it needed to consider how to fund this activity, as income from car parking charges would not be sufficient. It was agreed that the Travel Plan should go to Senior Management Board for approval through Facilities Management Committee, with an additional proposal on how much funding would be required on an annual basis to carry out this activity.

**ACTION:** Mr Hughes to consider how much funding would be required annually to deliver the objectives in the Travel Plan.

08/05 Cycle Racks (Item 5)

The Sub-Committee received and noted a paper on the prioritisation on the installation of cycle racks. It was suggested that the project that dealt with the construction of the Business School consider replacing the racks that were lost in this area of campus.

08/06 Other initiatives (Item 6)

The Sub-Committee received a paper on making further modifications to the Pepper Lane entrance. The Sub-Committee agreed that this was a priority, as there was currently a serious risk that an accident could occur, due to a lack of visibility of the new crossing. It was agreed that Mr Hughes should revise the proposal further, and produce a plan that offered additional safety for a minimal cost. As there were no funds remaining in the Travel Fund, Mr Robbins agreed to pay for works out of Facilities Management Directorate reserves for the time being. It was agreed further that the lighting in that area should be changed to white lamps.

**ACTION:** Mr Hughes to revise the proposal on modifications to the Pepper Lane entrance and arrange to have the lighting in that area changed to white bulbs.

The Sub-Committee also discussed the potential removal of bays along Chancellors Way, due to a number of incidents where the bus had caused damage to cars parked there. It was agreed that it would be risky to remove the bays without replacing them elsewhere, and so the bays should be temporarily suspended from use.

**ACTION:** Mr Hughes to arrange for the bays along Chancellors Way to be temporarily suspended from usage.

08/07 Any other business (Item 7)
The Sub-Committee received and noted a financial report, in particular that there were no funds left in the Travel Fund for this year, as they had been allocated to the new bus stops and additional cycle racks outside the library.

Mr Hughes reported that he had been approached about the possibility of using a pool car on campus, which would be at no cost to the University but would need an allocated bay. It was agreed that Mr Hughes should bring a paper on this to the next meeting of the Sub-Committee.

**ACTION:** Mr Hughes to bring a paper on having a pool car at the University to the next meeting.

**08/08** Date of next meeting (Item 8)

Friday 6 June 2008 at 2pm.

**ACTION LIST**

**ACTION:** Mr Hughes to speak to Mr Elger about the distribution of student permits, and to consider how best to allocate permits to Education and Health and Social Care students.

**ACTION:** Mr Hughes and Mr Cruickshank to prepare a paper for Facilities Management Committee on purchasing recycling bins and on making it University Policy to abolish individual bins.

**ACTION:** Mr Hughes and Ms Powles to prepare a paper on Paper and Print issues.

**ACTION:** Mr Hughes to consider how much funding would be required annually to deliver the objectives in the Travel Plan.

**ACTION:** Mr Hughes to revise the proposal on modifications to the Pepper Lane entrance and arrange to have the lighting in that area changed to white bulbs.

**ACTION:** Mr Hughes to arrange for the bays along Chancellors Way to be temporarily suspended from usage.

**ACTION:** Mr Hughes to bring a paper on having a pool car at the University.