

## 100% Electric

University trials  
new electric  
vehicle

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## FD Charities, the chosen one's

**MACMILLAN.**  
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**Martin House**  
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Chrissie  
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# fd matters

CAMPUS SUPPORT SERVICES

RESIDENTIAL SERVICES

ESTATES

COMMERCIAL SERVICES

SUSTAINABILITY

April 2015

News & Views from the Facilities  
Directorate at the University of Leeds.

## New FD Building

The New FD building is based on this design.



Plans are shaping up for the big move to the new FD offices in September 2015. The move is necessary as the current estates building will be demolished to make room for development work in the northeast quarter of campus, plus some offices will be lost within University House (affecting parts of Residential Service and Commercial Services) as part of the expansion of Student Education Services. This has created an opportunity to bring together large parts of the FD team, including services from Cromer Terrace, and will encourage better connectivity leading to a sense of greater unity across the FD.

Throughout March, a series of discussion meetings were held to gather feedback and suggestions from staff to help plan and prepare for the relocation and integration of staff into the new premises. A questionnaire was also circulated. This feedback will be used to make decisions in the interest of the majority of staff to enable a productive and happy place to work.

The project will now move very quickly into ensuring that everything is ready for the September move deadline and key people across the FD will be directed to lead on necessary tasks such as design and build, IT

infrastructure and procurement of equipment.

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*The move is necessary as the current estates building will be demolished to make room for development work*

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If you have any questions about the FD move, please speak to a member of the senior team.

The Estates Building Green Impact Team are raising money for our FD Charities by organising a competition to guess the name of the new Building. Why not get involved and make your own guess at a cost of £1, with all proceeds going to a good cause. In the event of no-one guessing the name, or if several people guess right, a name will be drawn from a hat, with the lucky winner receiving a delicious Chocolate Cake. There is a form and collection box in room 2.01 in Estate Services, and the competition will be open until 1st May. So please put on your thinking cap and come along to make your suggestion.





# SUPPORTING INNOVATION: *So what's new?*



The lines for this year's General Election now seem to be well and truly drawn, with each party going all out to try to win your vote and mine. Each of them will highlight issues where they believe they have particular strengths – and there are times when they will shift the focus from one area of policy to another, in order to make the most of those strengths. It is that change in emphasis that they hope make a significant difference to their performance and ultimately to the election result.

The University's performance in the recent Research Excellence Framework (REF) exercise

gave some cause for satisfaction as it highlighted excellence in several areas. We have improved our scores in many subjects – and yet we have slipped a few places in the overall table as other institutions have improved at an even faster rate.

In the revised University strategy we were already planning to increase our investment in research and innovation, and we have some ambitious plans to support that. The '250 Great Minds' scheme aims to recruit 250 exceptional University Academic Fellows over the next three years, (they should then become Associate Professors) while the Anniversary Scholarships

programme will encourage 220 more postgraduate researchers to join us at Leeds over the next two years.

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*Every good university has some particular strengths and Leeds is no exception – we can point to medical technologies, high value engineering, climate and environment, nanotechnology, to name but a few.*  
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Every good university has some particular strengths and Leeds is no exception – we can point to medical technologies, high value engineering, climate and environment, nanotechnology, to name but a few. There is some truly great work taking place across campus – and collaborations between different researchers in different areas are key to that.

So far, so good. But if they are going to fulfil their potential, great minds need access to great facilities.

Investing in the campus has been a consistent theme in recent years – and some of this investment has rightly been focused on improving the student experience. Two major initiatives are now being planned to support the University's research and innovation work. The North East Quarter development will see the schools of Physics and Computing relocating to


a new building between Chemistry and Engineering, opening up opportunities for closer working.

In addition the new University Innovation and Enterprise Centre will help drive innovation in technology-led companies and encourage new start-up businesses. The Centre will provide a high profile symbol of the University's commitment to innovation, encouraging greater collaboration both within the university and with partners in the city and wider region. It will occupy some of the Orange zone area, where the multi-storey car park is being built – and a pedestrianized area will provide a new gateway into campus and space for future growth.

Closer working across the Facilities Directorate will also become easier as we finally bring together the different parts of the Directorate, with campus support, estates, residential services and sustainability moving along with finance, HR and some parts of Commercial Services to a purpose built modular building on the site of the old Bright Beginnings nursery. Although some colleagues will remain in University House, or The Edge, it will be good for more of us to be together in one place.

Giving an increased focus to research and innovation will help ensure that we retain our position as one of the UK's leading universities and as ever within the facilities directorate we will play our part in supporting that. We remain a very strong team – within a very strong university. The investment that the University is making in highlighting our strengths and developing research and innovation will, we trust, enhance our reputation and performance for years to come.


## Energy Spotlight



Don't forget to check out Energy Spotlight, the University's energy management software that allows users to check the energy consumption of University buildings. The data displayed is live, and you can also see each building's carbon footprint. It is accessible to all via [www.leeds.ac.uk/energyspotlight](http://www.leeds.ac.uk/energyspotlight)

In conjunction with the new Strategy launch, the new sustainability website has been launched and will be an efficient way to keep up to date with opportunities to get involved and updated with the latest news within the service.

[www.leeds.ac.uk/sustainability](http://www.leeds.ac.uk/sustainability)



## TOP 5 FOR UNIVERSITY OF LEEDS SPORTS FACILITIES

As part of the recent Times Higher Education Student Experience Survey Leeds has achieved a fantastic joint fifth place in the 'Good Sporting Facilities' category, a result which has been retained for the fourth year in a row due to the continuous investment and development of the sporting facilities and experience at here at Leeds.

The Sport & Physical Activity service at University of Leeds is committed to inspiring students through an exceptional experience and over the past year alone over £2M has been invested into facilities such as the £1.2M refurbishment of The Edge. This included an extension to the fitness suite and brand new state-of-the-art fitness equipment which has made it one of the largest gyms in the country. A brand new £1M boat house was also opened in September with room for 50 boats and indoor training and changing areas which has given the University boat club a home and increased engagement with the local community.







## UK Employee Experience Award

Commercial Services has won two awards at the recent UK Employee Experience Awards. These awards, in the Business Transformational Change and Delivering Customer Experience categories, are in recognition for the continued investment in and commitment to the people who work within the service.

Over the past 3 years Commercial Services has implemented a transformational change project to achieve its vision of 'being financially sustainable and delivering an excellent customer experience'. The project has focused on the creation of a shared organisational culture and vision that has been owned and led by the staff within the service and who have been empowered to shape, influence and lead the changes needed. The consequence being Commercial Services have achieved a dramatic increase in staff and customer satisfaction and improved financial performance.

On Friday 27th March members of staff from across the service travelled to London to present to two judging panels and received some excellent feedback that

praised the way 'staff had been at the heart of the change' and the distinctive approach of 'empowering staff throughout the organisation to lead and contribute to the change'.

“

*We are delighted to receive these awards which are recognition for the entire Commercial Services team for their effort, focus and commitment to transforming our service*

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Rob Wadsworth, Head of Sport & Physical Activity who led the award submission on behalf of Commercial Services said, "We are delighted to receive these awards which are recognition for the entire Commercial Services team for their effort, focus and commitment to transforming our service. Whilst we recognise the project remains ongoing we feel we have made excellent progress over the past 3 years and this is due to the passion and enthusiasm of our staff, who have all contributed to the success to date."

The Employee Experience Awards celebrate best practice in the delivery and improvement of great employee experience and recognise the link between great employee experience and great customer experience.

# FD CHARITIES

## What they are and how staff can get involved

Staff from across the Facilities Directorate raise a substantial amount of money for various different charities up and down the UK each year. Earlier this year a working-group was established within the FD to look at the contributions we make for aid organisations and assess whether there was anything we could do to make a much larger contribution.

It was decided that in order to make the biggest impact possible the Facilities Directorate should come together to support one local and one national charity each year, that way our staff would be able to make a sizable donation to the chosen charities.

A few months ago nomination forms were sent to staff giving them the option to choose one local and one national charity for 2015. All the nominations were then counted and the winning charities were those which had the most nominations, these were:

**Martin House**  
children's hospice

### Martin House Hospice (local)

The aim of Martin House is to provide family led care for children with life shortening conditions. It is a place where children, young people and their families can come to stay from time to time along their journey and find support, rest and practical help.

Find out more online: [www.martinhouse.org.uk](http://www.martinhouse.org.uk)

**MACMILLAN.**  
CANCER SUPPORT

### Macmillan Cancer Support (national)

No one should face cancer alone. So when people need someone to turn to, Macmillan are there. Right from the moment of diagnosis, throughout treatment and beyond, they are a constant source of support, giving patients and family the energy and inspiration to help take back control of their life.

Find out more online: [www.macmillan.org.uk](http://www.macmillan.org.uk)

If you would like to join the fundraising team to help organise events and raise money for these great charities then please contact:

Lisa Wood (Email: [l.wood@adm.leeds.ac.uk](mailto:l.wood@adm.leeds.ac.uk), Tel: 0113-343-6100) or  
Helen McDonald (Email: [h.s.mcdonald@leeds.ac.uk](mailto:h.s.mcdonald@leeds.ac.uk), Tel: 0113 343 5080)



## KINGS CAMPS ARE RETURNING TO THE EDGE THIS SUMMER!

Give your children an active summer, filled with fun sports and activities, theme days as well as the new end of camp 'Kings Experience'! Learning new skills, making friends, and having fun is all part of the Kings Camps experience, with qualified and experienced coaches inspiring children to enjoy an active lifestyle.

The camp is scheduled throughout July and August and make sure not to forget to quote VSD25 to enjoy a 15% staff discount on your Kings Camps bookings as University staff Member.

For more information visit our website [www.kingscamps.org](http://www.kingscamps.org)







## EMPLOYABILITY AND PROFESSIONAL DEVELOPMENT THROUGH SPORT

On Monday 20th April, 4 times Ironman World Champion, Chrissie Wellington, spoke at the university as the finale event to SPA's first semester of student leadership and professional development activity, a new strand of the our Sport and Physical Activity Strategy. Chrissie's message was clear – strong leadership has a positive effect on developing successful individuals and teams.

Over the past 5 months, led by Andy Lockwood (Professional Development Manager) and supported by the wider Gryphons Sports Development Team, SPA have been working collaboratively with key partners across the university and beyond to pilot a programme of activity that uses the power of sport to help our students develop, recognise and articulate the key leadership skills that prospective employers

are seeking from graduates. Working closely with partners such as the Careers Centre, Student Opportunities and Enhancement, Educational Engagement, LUU, Leeds Active Schools and West Yorkshire Sport, SPA are building a framework that provides students the opportunity to understand and develop their own leadership style and philosophy, increase our student workforce and giving something back to the local community.

From September 2015, the Gryphons Sports Development Team will be administering a number of different programmes to support our students' development through sport including:

- Emerging Leaders Programme
- Sports Leadership Academy
- Coaching Scholars Programme
- International Sports Volunteering

We believe that we will have a positive impact through this work contributing, in our own small way, to the university's ambition of having 77% of our students in graduate level employment or further study within 6 months of leaving university.

*Chrissie's message was clear – strong leadership has a positive effect on developing successful individuals and teams.*

Chrissie Wellington's lecture signifies both the end of our pilot schemes and also the start of a very exciting few years ahead.

## HIVE MOVING TO ROOFTOP



The first beehive to be sited on a roof space on campus was placed on the new Laidlaw Library by the new University of Leeds 'Hive Network'. The network, a collaborative project between the School of Earth and Environment's 'Sustainability Action Group' (SAG) and the Facilities Directorate, successfully transported the colony to their new home, which has been designed to form a beautiful garden space which will eventually have three beehives in the area. Each hive will be linked with sensors that will tell us how the hives are performing including hive acoustics, bee activity, humidity and temperature.

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This information can be accessed via the internet and will allow anybody to see how our hives are performing in real time. Although the hives will still rely on the network's beekeepers providing regular checks, this technology will give people an interesting insight into the hives whilst also creating research opportunities in the future for the University. The Laidlaw Library will have a soft opening from spring with the official opening due to take place on the 7 July.

## NEW deli(very) Menus

Following an extremely successful 18 months for Deli(very), the GFAL team have been busy ensuring that the menus are constantly refreshed and providing the best choices for our customers. The team have recently rolled out the fantastic new seasonal menus, but they have also been busy making some tasty additions to the main menu options.

The 'Slice of Summer' and 'Deluxe Summer Spread' menus both come with an option of dessert and FREE Orange Juice and Water, but best of all, all of the dishes are homemade! Amongst the new additions keep an eye out for the sunshine-inspired Crispy Salmon Bites with a Sesame and Coriander Crust accompanied with a Thai dipping sauce and our Harrogate Blue Cheese and Red Onion Nuggets with a Spicy Pickle which we are sure will become customer favourites.



Deluxe Summer Spread

just  
£9.95pp

just  
£7.95pp

## Some more additions to our NEW Menu...

The NEW changes includes the launch of some fantastic new Fresh Sharing Platters such as the delicious Rustic Sandwich Platter, a Sushi Platter and traditional homemade Quiches, plus some innovations to the Yorkshire and Totally Veggie finger buffet menus.

The menus are now available to order and you can find full details of the new menus online at: [gfal.leeds.ac.uk/delivered-food](http://gfal.leeds.ac.uk/delivered-food)



Slice of Summer



# NEW SUSTAINABILITY STRATEGY AND WEBSITE LAUNCHED



The Sustainability Strategy for the University of Leeds is now officially launched. Following extensive consultation with staff and students, the commitments and direction are framed around four key themes:



# ENERGY REDUCTION THROUGH CARBON SAVING ACTIONS: *CLIMATE HUBS*

**I**n January the Sustainability Service launched Climate Hubs, a new carbon-reduction initiative across campus. The scheme is an online network of staff and students interested in tackling climate change by implementing carbon saving actions to their University department, at home, or in wider Leeds. These actions could be reducing business travel, switching to more efficient lighting or eating less meat – Hub members choose what is most appropriate to their department. In addition, members share and discuss ideas related to Climate Change on Yammer, the communication medium for the scheme. The scheme is progressing well, with over 30 members and 5 specific Hubs in Engineering, Earth & Environment, Sustainability & HR, SDDU, and LUBS. For instance,

the Sustainability Service is looking into draught proofing and installing timers on water boilers, coolers, and lights. All Staff and Students are welcome to join the scheme – if you would like to find out more, please email: [sustainability@leeds.ac.uk](mailto:sustainability@leeds.ac.uk).

*The scheme is an online network of staff and students interested in tackling climate change by implementing carbon saving actions*

# NO GAS PLEASE, WE'RE ELECTRIC!

For the last few weeks, staff in Estates have been trialling a new electric van. The vehicle from Nissan is the e-NV 200 and has been driven by Estates staff to gather feedback on its suitability for use at the University.

bullet train through the speakers. The car is very efficient and can be driven about 75 miles on a full charge. David Johnson, Estates Mechanical supervisor, has been testing the vehicle and said "It is completely different as you barely hear anything as the car starts moving. There is plenty of space for our gear and we can charge the vehicle on site".





# Award Congratulations to Gemma Smales

Congratulations to Gemma Smales, Assistant Duty Manager at The Edge who won the Vice-Chancellors Award for Health and Safety and the Driving Health and Safety Change award!! Rob Wadsworth, Head of Sport & Physical Activity said "Gemma is a wonderful member of the team and takes a proactive approach to her role and always goes the extra mile. This award is a great recognition for her and also the work done by the wider Lifeguard team at The Edge."

Gemma wasn't the only FD member of staff to be recognised, teams from Residences and Estates both picked up awards.

Jonathon Matthews and Colin Richardson from the Estates, Grounds and Gardens team won the 'Team which has made a health and safety change' award.

The St Marks Residences Site Team won the 'Beacons of Good Practice' award and also the 'Supporting Health and Safety Award'.

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*Congratulations to all of those teams and members of staff across the FD who are making a real difference to health and safety at the University!*  
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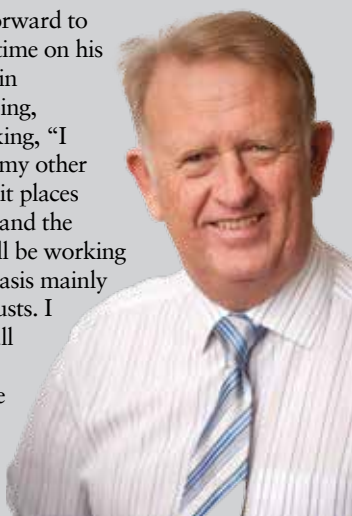


## BEST WISHES TO 2 LEAVERS

After 14 years working in Estates, Steve Winter resigned at the end of March, 2015 from his position as Head of Maintenance and Operations. He was joined by Steve Ainsworth, Maintenance Manager who resigned after 8 years of working in the same service. Steve Winter's remit included the maintenance and operations of engineering works, building works, asset management, grounds and gardens and compliance.



He is looking forward to spending more time on his outside interest in particular climbing, walking and biking, "I want to pursue my other interests and visit places around Europe and the World. I will still be working on a freelance basis mainly for the NHS Trusts. I want to thank all my friends and colleagues in the M & O section and other staff within Estates".



I wish everyone the best for the future!

# stafffestival2015

## FRIDAY 3 JULY... SAVE THE DATE

Return to your fondest memories of the hot season at this year's Staff Festival! Whether it be that holiday at the beach, that one sunny tune or that certain summery snack, "Here Comes Summer" brings them to life on campus.

Featuring a lively programme of seasonal food and drink, creative competitions and entertainment for sun seekers of all ages, university staff as well as family and friends are warmly welcome to join in on the activities in and around the refectory.

Find out more at [staff-festival.leeds.ac.uk](http://staff-festival.leeds.ac.uk)

# here comes summer!

@UoL\_StaffFest

UNIVERSITY OF LEEDS



# SUPPLIERS EXHIBITION



Teams from across the Facilities Directorate came together last month to host, manage and promote the University's Suppliers Fair. This year's event took place at the end of March, in its traditional slot before the Easter holidays, in the Sports Hall at The Edge Health & Fitness Centre.

*"The Suppliers Fair was a great success and proof again that we can all work as a team to help deliver large-scale University events."*

All staff at the University were invited to visit the Suppliers Fair for the opportunity to speak to over 50 exhibitors; including

staff from our own Directorate such as MEETinLEEDS, Great Food at Leeds, The Edge and The Print & Copy Bureau (PCB), all on hand to answer questions about their services on the day.

In the lead up to the fair the Events Management team from MEETinLEEDS worked closely with The Edge to secure the venue and manage the logistics of putting on the exhibition. The team from MEETinLEEDS also liaised with; PCB who printed the event guides, invitations and posters; Great Food at Leeds who delivered the catering; the Post Room who ensured that the invites were distributed and Facilities Support Services (FSS) who assisted with porters on the day.

The Suppliers Fair was a great success and proof again that we can all work as a team to help deliver large-scale University events.

## New system for Health & Safety and Sustainability

As a one stop shop for all Health & Safety and Sustainability documentation and to help those of us who undertake inspections, we have invested in a new piece of software called EQMS. The system will help to ensure we can achieve OHSAS 18001 and ISO 14001 accreditation. OHSAS 18001 is framework for best health and safety practice with 14001 focusing on improvements to our environmental performance.

Whilst a project team is currently working

in the background to ensure a smooth as possible transition, early indications are very positive. We envisage it will bring consistency across the FD and improve efficiency as it incorporates many automated features. The project team reports it is extremely user friendly and easy to use and aim to introduce it across the FD over the next few months, training will be given where required. For more information about EQMS please speak with the FD Safety Team or the Sustainability Service.



## NEW TEAM MEMBERS

Residential Services would like to welcome two new Managers to the team. Michael Longstaff has joined the team of Senior Residences Managers and will be responsible for the main residences on

campus as well as Sentinel Towers. Sara Short will be joining the Residence Management team in May and will be managing St Marks Residences.



## MEETinLEEDS' sustainability focus

As more and more people wake up to the need for more sustainable ways of working and meeting, our conference and events arm, MEETinLEEDS is leading the charge. Not only is it attracting more conferences about sustainability to the University, it is receiving endorsements from key players including The Soil Association and Green Tourism.

Last month, the University hosted the Environmental Association for Universities and Colleges (EAUC) Annual Conference, including the Further Education Sustainability Summit and Transformational Leadership Summit for key people from across the FE sector, and received The Soil Association's Gold Award for its menus.

And it is now busy organising the 11th International Conference of the European Society for Ecological Economics (ESEE) June 30 – July 3, a conference with the aim of exploring solutions for the transformation to a sustainable society.

MEETinLEEDS Sales and Marketing Manager, Harriet Boatwright said:

"Sustainability is the word on everyone's lips and the team has worked hard to not only help attract prestigious conferences and events focussed on sustainability to the University but to ensure that we work towards ensuring our environmental footprint leaves barely a trace before, during and after the events."

*"We didn't use any fast fixes, all the food was served on crockery, everything we used was washable rather than disposable and our menus were Fairtrade, local and seasonal"*

The EAUC Conference attracted more than 300 people on both days and incorporated an exhibition in the Sports Hall as well as sessions across the University including a gala dinner in the Refectory.

MEETinLEEDS Conference and Events Manager, Ros Bates said: "We've been planning the event since summer 2014 and wanted to make sure everything was as sustainable as possible in keeping with the theme of the conference. We didn't use any fast fixes, all the food was served on crockery, everything we used was washable rather than disposable and our menus were Fairtrade, local and seasonal with a good presence of organic produce, which helped us achieve The Soil Association Gold Award. We're hoping the feedback from the conference will lead to us hosting many more similar events."

The team is now focussed on the ESEE Conference and an organising committee has been established to ensure it is as sustainable as it can be.

Initiatives include reducing the amount of meat served across the four-day event; serving only vegan food for one day with the money saved invested in local and organic produce; a cycle-powered film festival; setting a target of recycling 95% of waste; offering delegates bicycles and offsetting emissions from the venues, accommodation and catering.

MEETinLEEDS ESEE Event Manager, Anthony Lowe said: "We have taken an approach to this conference which seeks to harmonise the organisation of the conference with its stated aims and we're working with existing University organisations, such as Green Exchange, to combine resources and spread a general awareness about the conference. We're excited about providing delegates with an all-round sustainable experience."

In addition to hosting these events MEETinLEEDS is also supporting the University's new Sustainability Strategy by ensuring sustainability is embedded into its everyday operations and staff from across the events team are focussed on contributing to the University's positive impact.

Harriet Boatwright concluded: "Sustainability is a key growth area for MEETinLEEDS and we want to gain a reputation for continually working to achieve more sustainable experiences for delegates."



# Year Beginning Meeting 2015

In April, Residential Services hosted their "Year Beginning Meeting". The 2 day event engaged staff with strategic objectives for the year ahead and offered a number of workshops and training sessions, where staff collaborated on new ideas and improvements for the service, including the intake experience, the ISO 9001 Quality Management Standard and International Students Experience. Residential Services were pleased to welcome Martin Blakey CEO of Unipol Student Homes, who provided

an Accommodation Sector Update. Day 2 focused on building on Values, including Team Work and Collaboration, teams were required to create and design a product that was later pitched to a Dragons Den. Based on the popular BBC television program, the team of Dragons included Mike Ferraby Head of Finance and Ian Robertson Head of Residential Services, who played their roles very well, made tough decisions and were careful in their investments!



## Values Awards

Concluding the Year Beginning Meeting, Residential Services presented Values Awards to the following people:

Nicola Smith, Human Resources, for Service Equality  
Maggie Cooper, Dedication and Commitment  
Cheryl Gray, Dedication and Commitment  
Pauline Wilkins, Teamwork and Cooperation  
Helen Williams Taylor, Teamwork and Cooperation  
David Owen, Creativity and Innovation  
Accommodation Services, Team Award, Excellence

## UNIVERSITY TRAIL-BLAZERS

Fourteen staff and students recently volunteered to work at the former colliery site of Ledston Luck Nature Reserve, near Kippax. Their challenge was to broaden footpath access on the site, construct piles of brush to provide further cover for insects and birdlife and clear sections of scrub that encroached on the meadows. The site has a diverse range of inhabitants including over 4000 Bee, Common Spotted and Southern Marsh Orchids, plus invertebrates including Emperor Dragonflies and both large Red and Emerald Damselflies.

By working with Yorkshire Wildlife Trust, the University

volunteers not only help the Trust and the local reserves in the Leeds area, but also help to achieve the objectives set out in both the University's Sustainability Strategy, and its own Biodiversity Action Plan: [www.leeds.ac.uk/sustainabledevelopment/](http://www.leeds.ac.uk/sustainabledevelopment/).

For further information on how you can help volunteer with Yorkshire Wildlife Trust, please contact Jessica Thompson, Membership and Legacy Manager:  
Tel: 01904 659570, or  
E-mail: [jessica.thompson@ywt.org.uk](mailto:jessica.thompson@ywt.org.uk).

*"The site has a diverse range of inhabitants including over 4000 Bee, Common Spotted and Southern Marsh Orchids, plus invertebrates including Emperor Dragonflies and both large Red and Emerald Damselflies"*



100% recycled  
This leaflet is printed on 100% recycled paper