

Green Impact – Action Plan 2023/24 - 300+ required for excellent)

	Evidence available	Evidence/action required	By who: / Evidence submitted	By When:	Status/Traffic Light:
Theme: Knowledge & Understanding					
<i>Mandatory Criteria</i>					
1. The Guild has carried out relevant primary research amongst its students to inform its sustainability work, and has published the findings. (8)	Using previous research and writing a narrative around it Community Wardens student survey and focus groups data	Previous research Report on student survey		End Of April End of April	80% (8)
<i>Optional Criteria</i>					
1. The union has proactively promoted the annual national NUS sustainability skills survey , taking place Nov-Dec 2023, amongst its students, and contributed a good number of respondents. (7)	Nus have given us the details – the Guild is in the process promoted it	LM and C&M are working on promoting this – require 100+ for full marks and results NOT ACHIVED – MISSED DEADLINE	Lee & C&M	End of Dec 23	80% (5)
2. The union has engaged its course reps in understanding how sustainability is covered in the formal curriculum, and is building an evidence base on this. (5)	Reps have received sustainability	Campaigns Coordinator to develop the evidence with the senior representation coordinator Upload power point presentation		March 2024	(10)
3. The union has successfully worked with the institution to embed sustainability into their existing monitoring and evaluation processes. (5)	Sustainability task group (At least 4 points available by these attempts to engage with the Institution but working with UOB sustainability manager this could be developed so that more points could be attained)	Upload the sustainability task group action plan which the Guild helped to shape		April 2024	
Theme: Leadership & Strategy					
<i>Mandatory Criteria</i>					
1. The union has one or more elected representative that proactively champions sustainability. (10)	Evidence exists. E&E officer Sports officer, a suitable narrative needs to be written (main sustainability campaign, Go Green week & UOB sustainability group.	Need to clearly demonstrate how they have championed sustainability this year – encourage record keeping around activity and events. write a narrative by end of April 2023	Lee Evidence: TOR RD FM JD Boot Camp White Paper Non Sab JD Link to SO on Guild Website	March 2024 April 2024	100% (10)
2. The union has an active and productive sustainability committee or working group. (10)	E&E committee with regular minutes	Copy of all agenda and minutes as evidence.	All Evidence: Action Tracker Committee Notes TOR	February 2024	100% (10)
3. There is demonstrable commitment to sustainability from one or more senior member of staff in the union. (5)		Lee & Nick to write narrative around SMT support by end of April	Lee & Nick Evidence: Request of Funds to HoF Available funds incentives from HoF	April 2024	100% (5)

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			Meeting Notes to confirm HOF involvement Net Zero Boot Camp notes from CEO Net Zero White Paper from CEO LMTW		
4. Sustainability is substantively included in the union's strategic plan.(10)	Evidence exists -Green Impact is included in the enablers – it is substantially included in some departmental plans such as Facilities.	Lee to uploaded section of the plan – regarded as complete	Lee C&M Comms E&E Comms DFS Coms S-Plan Final Doc Staff Forum Slide Deck LMTW	January 2024	100% (10)
5. The union has proactively and constructively engaged senior institutional leaders and/or trustees in sustainability, resulting in positive outputs (10)	Sustainability task group? Relationship with UOB sustainability manager	Notes of meetings Go green week workshops re student feedback, this is regarded as a major output.	Lee & Florrie	January – April 2024	100% (10)
<i>Optional Criteria</i>					
6. The institution substantively refers to sustainability in their strategic plan and/or teaching and learning plan and/or graduate attributes. (10)	Potential to lobby through UOB sustainability manager to sit on workgroups to develop strategic framework	UOB sustainability manager and Sports officer to see how this can be achieved	Cat/ IS	March 2024	50% (5)
Theme: Partnership & Policy					
<i>Mandatory Criteria</i>					
1. The union's website contains information on what the union is doing on sustainability, and how students can get involved. The information is easy to find, up to date and engaging. (10)	The evidence exists There is a web page on the Guild's website but a review is required led by C&M.	The web page is being reviewed weekly and this work agreed in Communications Coordinator work schedule – some input from members of E&E committee required and key document updated (E&E&P, environmental impacts and smart action plans) E&E Policy is on webpage	C&M/ Lee	February 2024	100% (10)
2. The union adequately resources its sustainability work. (10)	Evidence exists - Salix fund Building wish list Facilities budget, Wardens & Mentors Campaigns budget	Develop a suitable narrative by the end of April 2023	Lee Evidence CH – JD SO -JD Budget to show Environmental Budget available/funding	March 2024	100% (10)
3. The union actively supports staff in professional development on sustainability. (10)	Staff forum presentation Community Wardens complete training on sustainability, waste management and local authority procedures with guest speakers and its PSP's Inductions	Develop a presentation on sustainability for next staff forum in April Community Warden training plan Section delivered to staff	Rachel Lee	March 2024 April 2024	100% (10)

	Evidence available	Evidence/action required	By who: / Evidence submitted	By When:	Status/Traffic Light:
4. The union has successfully engaged with its clubs, societies, and other student networks on sustainability. (6)	Evidence available Talk to SG	Progress from Tier structure to be written into the submission by the end of January Newsletters? Green Impact training for groups ?		January 2024	
5. The union is actively working in partnership with the institution to attain and/or retain one or more external sustainability accreditation programme. (5)	Fairtrade working group – as accreditation is in progress completed – LM to confirm	To have meetings with University Fairtrade rep. Need to carry out at least one Fairtrade event at the Guild.	Lee	February/March 2024 March 2024	(5) 100%
6. The Union has proactively engaged with its Liberation Officers/groups on sustainability topics	To see if one of the liberation officers can be represented on E&E committee at FTOG	To discuss with Liberation groups at FTOG Liberation officers sits on next E&E committee in May		January 2024 May 2024	(5) 100%
<i>Optional Criteria</i>					
1. Sustainability is a popular category in the union's teaching awards, with a variety of applications covering different disciplines.(5)				January 2024	
2. The union has one or more active sustainability society or club. (5)	Evidence available. Check list of clubs from last year with Student Groups Manager Go Green Week – Conservation, VegSoc, Environmental?	To speak to managers to get list		February 2024	(5) 100%
3. Sustainability is referenced in the job descriptions of all new staff. (5)	Currently in place.	Most recent job description for evidence	Lee & HR	Feb 2024	
4. The union has one or more active policy commitment relating to sustainability, passed within the last three years, and has published it. (5)	Evidence available. E&E Policy - TOR	E&E policy going to January E&E committee To ensure the policy is up to date and included in the Guild website before the end of March 2023.	Lee	January 2024 March 2024	
Theme: SU Operations					
<i>-Mandatory Criteria</i>					
1. The union has identified its most significant negative environmental impacts , and published them. (5)	Evidence available – existing document will require updating after completion of February discussions with Estates	Lee to update document and publish on new look website section before the end of March 2020.	Lee	March 2024	
2. The union has a book collection point for students and staff to swap with each other and/or donate (10).	Officers to agree book point in study space	Officers to Agree ?		March 2024	
3. The union delivers or supports a reuse and recycling initiative in student halls/accommodation to rehome unwanted items at the end of the academic year (10)	Hall reps initiative Junk busters	Student groups department to progress Wardens & mentors to progress		March 2024 March 2024	
4. The union provides and promotes sustainable beauty and/or personal hygiene products (10).	To look at toilet provision & any other in-house evidence.	Lee to assess toilet provision with suppliers Speak to C&M re their external clients	Lee	February 2024	

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	We can already get two points just by making a statement around how we promote ethical purchases in go green week				
5. The union is committed to Fairtrade clothing and products (10)	Evidence is available -There is a commitment to Fairtrade. Guild and the University has a joint accreditation – Lee to follow up	Fair trade assessment application with University Lee – to collate. List of Fairtrade items in the Guild as evidence	Lee & HR	March 2024	
6. The union has a SMART action plan on sustainability, and has published it. It should include both operational sustainability and campaigning and influencing. (15)		Updated Action for March E&E committee Make sure it is published on the website	Lee	January 2024 March 2024	
7. The union has implemented energy efficiency measures to reduce the amount of one or more utility over the last three years (10)		Lee to continue to monitor each month and send out updates to staff praising and encouraging them to save energy.	Lee & UoB Estates	Ongoing	
8. The union is powered by more than 10% renewable energy either bought or generated and/or the union is working with the institutions to increase the percentage of renewables in its energy mix.(10)	Estates have been requested to ensure a higher % of renewable energy in the energy mix	Estates to write a confirmation that there was a large scale move to renewable energy in November 2022 – more than 80%	Lee & UoB Estates	March 2024	
<i>Optional Criteria</i>					
1. The union has a system in place to compost its waste organic matter from staff kitchens, beverage and/or catering facilities (10)		Lee to have discussions with Veolia	Lee	January 2024	
2. The union does not use balloons and/or helium at events (10).		To develop narrative around the policy on balloons	Lee	April 2024	
Theme: Outreach & Collaboration					
<i>Mandatory Criteria</i>					
1. The union has collaborated with, or supported, another students' union (FE or HE) on sustainability (10).	Community wardens collaboration with Coventry	Develop and save the evidence Meeting agendas	wardens & mentors	Jan/Feb./March 2024 March 2024	
<i>Optional Criteria</i>					
1. The union has collaborated with, or supported, one or more community organisation on sustainability (10).	Community Wardens to provide narrative photos, outputs of work with council, Police, schools and community groups etc	Community Wardens to provide narrative	Rachel	April 2024	
Theme: Campaigning & Influencing					
<i>Mandatory Criteria</i>					
• None					
<i>Optional Criteria</i>					
1. For this section identify one key sustainability campaign you are implementing this year, and use each	Declaring a climate emergency campaign but need to develop each section – nominal scoring figures in the first instance to	Develop the plan to match the Green Impact criteria		March 30 th 2024	

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action as a framework to fully plan, implement and review the initiative. All questions in this section must relate back to your chosen example. The aim is to encourage unions to invest time and effort into single, well-planned, impactful sustainability campaigns. Please keep your responses concise. Submit the name of your campaign or initiative in the comments box (2).	acknowledge that the campaign has been launched and that a statement has been agreed for approval by E&E committee at the January meeting.				
2. Context and need: why this issue? Submit why you chose this campaign or initiative in the comments box (3).	none				
3. Aim and milestones. Submit the campaign or initiative aim and milestones either as uploaded evidence or in the comments box (5).	none				
4. Campaign plan: what will you do? When will you do it? Submit the campaign plan either as uploaded evidence or in the comments box (5).	none				
5. Partnerships: who are your allies? Who will you work with? Tell us either as uploaded evidence or in the comments box (5).	none				
6. Progress and impact: how have you got on? What else do you need to do? Tell us either as uploaded evidence or in the comments box (5).	none				
7. Student engagement: how have you engaged students in your campaign? Tell us either as uploaded evidence or in the comments box (5).	none				
8. Communications, social media and publicity: how have you communicated your campaign? Tell us either as uploaded evidence or in the comments box (5).	none				
9. Learnings / reflections: what went well? What went wrong? What did you learn? Tell us either as uploaded evidence or in the comments box (5).	none				
10. Images: please send us some quality images so we can promote your efforts in our Green Impact showcase by uploading them as evidence (5).	none				
Theme: Outcomes					
<i>Mandatory Criteria</i>					

	Evidence available	Evidence/action required	By who: / Evidence submitted	By When:	Status/Traffic Light:
1. The union has identified positive outcomes for students through its sustainability work (20).	Wardens & mentors Community Wardens to provide updated outcomes measurements based on last year. This will include observational data, a student survey and focus groups	Lee & Wardens & Mentors to develop Narrative and stats		February 2024 March 2024	
<i>Optional Criteria</i>					
1. The union has identified positive outcomes for the natural environment through its sustainability work (20).	Biodiversity working group Wardens & mentors (to provide evidence on outcome measurements like last year – litter picks, junk busters, gardening etc)	follow up with Dave O'Driscoll at the University Any mini meadows or similar projects	Wardens & Mentors	February 2024 March 2024	
2. The union has identified positive outcomes for the students' union through its sustainability work (20).	Community Wardens to provide updated outcomes measurements based on last year - Engaging under-represented groups, collaborating with the university and community partners etc	Community Wardens provide evidence of messages plus positive feedback from students and outcomes Community Wardens KPIs		February 2024	
3. The union has identified positive outcomes for the institution through its sustainability work (20).	Community Wardens outcomes and impacts Cleaner and greener documents	Provide the evidence		February 2024	
4. The union has identified positive outcomes for the wider community through its sustainability work (20).	Community Wardens to provide updated outcomes measurements based on last year - Engaging resident complaints, resolving complaints, improving appearance of the community, etc	Community Wardens to provide updated outcomes measurements based on last year.		February & March 2024	
Theme: Self defined					
<i>Mandatory Criteria</i>					
• None					
1. Use this section to tell us about innovative actions or initiatives that you have done that you think are worthy of recognition. You should only write about actions or initiatives that you feel are not adequately covered elsewhere in your submission (10). Please outline one initiative or action per criteria in the comments box; you may also upload supporting evidence.	Plastic free our work with Canal & River Trust and world against single use plastic			March 2024	
2. <i>As above (10)</i>	Reducing single use plastic in Joes			April 2024	
3. <i>As above (10)</i>	Currently no evidence				