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Single-Use Plastic / Plastic Reduction	Investigate a new takeaway container reuse scheme with SOS-UK and Green Team.	1. Reserach scheme and undertake student engagement to get feedback. 2. Create intervention and trial period and train staff. 3. Monitor changes through purchasing order history .	Count uptake of the scheme.	 	2019-2020 Implement Easter 2020	Commercial: Millie Baker	
Single-Use Plastic / Plastic Reduction	Reduce the number of unnessary single-use plastic products used for The Students' Union operational purposes.	1. Review the plastic audit completed 18-19 of all the single-use plastic. 2. Action from the listings of single-use plastic to be reduced/replaced/irraticate from norm.	Using the measure of how much single-use plastic was used perviously. To what is to be used in the future. Measure plastic not set to landfill.	Single- Use Plastic 	Review- Feb 20 Priority List - March 20 Action - April 20	Buildings: Donna Prince	
Single-Use Plastic / Plastic Reduction	Work with sports clubs to ensure they are promoting sustainable use of plastic - e.g. reusable sports bottles.	1) Promote the opportunities for clubs to include a reusable sports bottle as part of their kit packages. 2) Liaise with Rhino to find out how many water bottles have been purchased through the online shop.	Annual recording of the number of clubs that take this up through Greener Futures criteria.	 	Review annually to identify how many clubs take this up, or offer as part of their kit packages.	President: VP Sport and Health Opportunities: Sports Development Manager	Ongoing - with review throughout the year, but primarily annually.
Single-Use Plastic / Plastic Reduction	Improve wastage recording accuracy through EPOS system.	1. Investigate the potential for recording catering wastage through tills. 2. Process Union 2 wastage as returns rather than wastage.	Wastage data from EPOS system.	  	Jul-20	Commercial: Millie Baker and Harry Trett Finance: Harry Stone	
Single-Use Plastic / Plastic Reduction	Achieve further reduction in single-use coffee cups.	Work with My Coffee Station on alternatives to single-use coffee cups and/or encouraging use of reusable.	EPOS data can be used to measure.	  	Jul-20	Commercial: Hayley Foulkes	



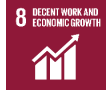


<p><b>Single-Use Plastic / Plastic Reduction</b></p>	<p>Plastic-free, zero-waste section of The Shop development.</p>	<ol style="list-style-type: none"> <li>1. Review the outcomes of partnership work with Bristol Zero Green and student feedback.</li> <li>2. Agree on a business case and secure funding</li> <li>3. Purchase scales and create vinyls with marketing.</li> <li>4. Populate with products: e.g. recycled toilet rolls, plastic-free sanitary products, SUMA product.</li> <li>6. Monitor changes through purchasing order history and profit and loss.</li> </ol>	<p>Products ordering and sales, student engagement in development.</p>		<p>01/06/2019</p>	<p><b>Commercial: Hayley Foulkes</b></p>	<p>Research at Bower and Frenchay around student engagement: 98 students. Data to be analysed to look at feasibility of products. Set up October 2019.</p>
<p><b>Responsible Consumption / Student Engagement</b></p>	<p>Re energise the book swap currently in place at Frenchay, Engagement Space.</p>	<ol style="list-style-type: none"> <li>1. Review current provisions and invest in further stock and promotion</li> <li>2. Hold informal activities aimed at books</li> </ol>	<p>Interaction with books and an increase in donations and re-use on the waste hierarchy.</p>		<p>Review -Nov/Dec Plans - Jan/Feb Launch March/April</p>	<p><b>Buildings: Donna Prince and Jane Garrihy</b></p>	
<p><b>Responsible Consumption : Food Waste</b></p>	<p>Monitor and reduce food wastage from commercial areas.</p>	<ol style="list-style-type: none"> <li>1. Develop staff training in proper food waste recording.</li> <li>2. Monitor food waste as a strategic Key Performance Indicator.</li> <li>3. With support from the Finance Team, implement new a stock system, to include better food waste recording.</li> <li>4. Review event catering and buffet provision to reduce food waste caused by over-preparation.</li> <li>5. Review event catering and buffet provision to reduce food waste caused by over-preparation.</li> </ol>	<ol style="list-style-type: none"> <li>1. Stock take result.</li> <li>2. No more than 2% wastage vs. sales value.</li> <li>3. Record food waste from each buffet and add to EPOS system for proper tracking.</li> </ol>		<p>March - July 2020</p>	<p><b>Commercial: Paul Dingley</b></p>	







<p><b>Responsible Consumption - Paper Consumption</b></p>	<p>Reduction of paper associated with leadership elections year on year.</p>	<ol style="list-style-type: none"> <li>1. Training for candidates.</li> <li>2. Leadership Race elections review – strategies to reduce printing and physical campaign materials - consider paperless election option.</li> <li>3. Central elections team producing less papers</li> <li>4. Training around creative sustainable campaigning.</li> </ol>	<ol style="list-style-type: none"> <li>1. Candidates training. includes a talk about SDGs</li> <li>2. Stop printing candidate newspapers.</li> <li>3. Prospective candidate attendance at training.</li> <li>4. Survey candidates about paper use prior to election.</li> </ol>	  	<p>February - May 2019. Feb nominations class and training (including survey) elections week 2-5 March, post election review April/May</p>	<p><b>Representation: Leads Will Hoskin &amp; Jo Messore. Key staff throughout The SU to feedback.</b></p>	
<p><b>Responsible Consumption - Paper Consumption</b></p>	<p>Reduce physically printed posters and flyers in The Students' Union and on campus.</p>	<ol style="list-style-type: none"> <li>1. Invest in lockable poster boards to replace broken boards, to reduce the number of posters needing to be replaced. (complete)</li> <li>2. Continued emphasis on increasing social media following and engagement to help reduce reliance on printed media.</li> <li>3. Increase email open rates to increase the effectiveness of the channel and to help to reduce reliance on printed media.</li> <li>4. Question print orders to minimise the number of materials being printed and encourage people to use digital channels more.</li> </ol>	<ol style="list-style-type: none"> <li>1. Less money spent on printing.</li> <li>1. Less physical printing orders created - data tracked from printing orders by Graphic Designer.</li> <li>2. Increased following on social media.</li> <li>3. Increased open rates for emails (from 18% to 26%).</li> <li>4. Question any requests for external printing where Marketing are not responsible for distribution.</li> </ol>	  	<p>Jul-20</p>	<p><b>Marketing Co-ordinator: working with all departments</b></p>	<p>1, Complete.</p>
<p><b>Responsible Consumption - Paper Consumption</b></p>	<p>Rollout use of reusable note pads across the relevant commercial services staff.</p>	<ol style="list-style-type: none"> <li>1. Purchase reusable note pads for all senior department staff.</li> </ol>	<p>Reduction in paper notepad purchases</p>		<p>May-20</p>	<p><b>Commercial: Paul Dingley</b></p>	

<p><b>Responsible Consumption - Paper Consumption</b></p>	<p>Reduction of paper associated with leadership elections year on year. The Students' Union's elections campaign will be paperless by 2020.</p>	<ol style="list-style-type: none"> <li>Digital training for candidates</li> <li>Leadership Race elections review – strategies to reduce printing and physical campaign materials - consider paperless election option.</li> <li>SU elections producing less papers - decrease or remove completely, the number of newspapers printed for the campaign in 2020</li> <li>Devise additional training to help candidates to reuse materials/use other promotional techniques to reduce need to physical print</li> <li>Production of materials which can be used year on year</li> </ol>	<ol style="list-style-type: none"> <li>Candidates trained.</li> <li>Number of papers ordered, decrease year on year.</li> <li>Prospective candidate attendance.</li> </ol>	  	<ol style="list-style-type: none"> <li>Late Feb</li> <li>Late Feb</li> <li>Mid Jan through mid Feb, review mid April</li> </ol>	<p>Jo Messore (Representation and Marketing Co-ordinator)</p>	
<p><b>Responsible Consumption - Paper Consumption</b></p>	<p>Reduce Printing Levels in Union 1 by 5%.</p>	<ol style="list-style-type: none"> <li>Provide monthly usage statistics to all Department Managers, plus reminder to encourage all staff to think before they print.</li> <li>Monitor month on month changes.</li> <li>Meet with key printing departments to look at ways to reduce printing.</li> </ol>	<p>Through monitoring print figures comparing January 2020 with January 2021</p>		<p>January Managers meeting presentation, monthly stats in managers meeting thereafter, beginning of April.</p>	<p>IT: David Sheldon, Harry Stone</p>	
<p><b>Responsible Consumption - Paper Consumption</b></p>	<p>Move casual staff timesheet process to online platform.</p>	<ol style="list-style-type: none"> <li>Investigate online casual pay platforms for cost and suitability.</li> <li>Present platform to managers with casual staff.</li> <li>Trial system in Commercial Services.</li> <li>Implement in a new academic year.</li> </ol>	<p>Reduction in paper use can be measured through printing costs/paper use.</p>	 	<p>Jul-20</p>	<p>Commercial: Paul Dingley</p>	
<p><b>Responsible Consumption - Paper Consumption</b></p>	<p>Maintain the reduced level of printing in Finance</p>	<ol style="list-style-type: none"> <li>Introducing paperless software where appropriate (Online expenses introduced to permanent staff Aug 18. Expand online processes to other areas such as clubs and societies).</li> <li>Centralised company printing budgetary responsibilities (Buildings Manager is issuing monthly emails, which tracks print spends by departments, enabling us to challenge on over use.)</li> </ol>	<p>Prior norm of 18000 finance prints/year was reduced to 6000/year. This is to be maintained. IT to read finance coded prints from the system. For the wider company, the budgeted spend on printing and appropriate stationery was £10.2k for 17/18 (based on historical spending) with an actual spend of £8.2k.</p>	<p>Paper and Ink Usage</p>  	<p>Measured every July</p>	<p>David Sheldon (IT manager) &amp; Donna Prince (Buildings manager) Michael Blades (Finance Manager)</p>	




<p><b>Responsible Consumption - Paper Consumption</b></p>	<p>Continue to monitor and review paper usage in line with IT targets (5% reduction).</p>	<ol style="list-style-type: none"> <li>1. Provide monthly usage statistics to all Department Managers, plus reminder to encourage all staff to think before they print.</li> <li>2. Monitor month on month changes.</li> <li>3. Meet with key printing departments to look at ways to reduce printing.</li> </ol>	<p>Through monitoring print figures comparing January 2020 with January 2021.</p>		<p>January Maagers meeting presentation, monthl stats in managers meeting thereafter, beginning of Apri</p>	<p><b>IT: David Sheldon</b>, Harry Stone</p>	
<p><b>Responsible Consumption</b></p>	<p>EPOS Fairtrade commitment</p>	<ol style="list-style-type: none"> <li>1. Product and Sales mix information to be tracked and provided via EPOS system.</li> </ol>	<p>EPOS system figures to be compared YOY.</p>	<p>Fairtrade</p> 	<p>Bi-annual reviews</p>	<p>Michael Blades (Finance Manager)</p>	
<p><b>Responsible Consumption</b></p>	<p>EPOS MEAT/VEGE/VEGAN work</p>	<ol style="list-style-type: none"> <li>1. Product and sales mix information to be tracked and provided via EPOS system.</li> <li>2. Labelling changes to make customers more aware of purchase.</li> </ol>	<p>EPOS system figures to be compared YOY.</p>	<p>Sales mix work</p> 	<p>Bi-annual reviews</p>	<p>Michael Blades (Finance Manager)</p>	
<p><b>Responsible Consumption: Zero Waste Shop</b></p>	<p>Promote The Students' Union's Zero Waste Shop .</p>	<ol style="list-style-type: none"> <li>1. Create a comprehensive marketing campaign to publicise The Union's Zero Waste Shop.</li> <li>2. Work with the Commercial Team regarding point of sale advertising and signage.</li> </ol>	<ol style="list-style-type: none"> <li>1. Create and publish print and digital communications and capture engagement in digital communications.</li> <li>2. Screenshots of current promotion on digital screens, on social media and e-newsletters.</li> <li>3. Poster and signage for The Shop.</li> </ol>		<p>Mar-20</p>	<p><b>Marketing Co-ordinator and Graphic Designer</b></p>	
<p><b>Responsible Consumption: Zero Waste Shop</b></p>	<p>EPOS Zero Waste Shop.</p>	<ol style="list-style-type: none"> <li>1. Moving ever larger areas of trade to zero waste products.</li> <li>2. Specific marketing to encourage the transition.</li> </ol>	<p>EPOS system figures to be compared YOY.</p>	<p>Zero waste shop</p> 	<p>Bi-annual reviews</p>	<p>Michael Blades (Finance Manager)</p>	




Responsible Consumption	Implement Sustainable Event Guide for the organisation of Commercial Services events, feeding back on challenges where they occur e.g. sourcing of local products due to NUS affiliation	1. Use Sustainable Event Guide as part of event organisation. 2. Feedback any challenges to Community Manager.	Measure the extent to which we can comply (percentage of boxes ticked on checklist).		Feb-20	Commercial: Paul Dingley, Millie Baker and Harry Trett	
Responsible Consumption	Continue to identify alternatives to travel for sports clubs and societies and promote sustainable travel options.	1. Continue the annual tracking of coach travel by our sports clubs in BUCS fixtures. 2. Promote active/sustainable travel where possible for clubs and societies (i.e. cycling to training, car sharing). 3. Investigate electric/hybrid transport options as alternatives to current transport providers for BUCS.	Annual tracking of transport usage. Reducing bus/coach usage where possible, and ensuring sharing coaches when possible.	 	Review annually to identify options for reduction e.g. look into alternative coach companies that are more eco friendly.	Opportunities Manager Sports Development Coordinator/Club Coordinator	Ongoing - with review throughout the year, but primarily annually.
Responsible Consumption	Zero consumption of balloons or helium.	Opportunities will not use balloons or helium at the annual Sports Awards, or the Societies Awards.	Ensure that the organising groups of these events and the venues are aware of the commitment to this, and ensure that no balloons or helium are used. Compare to the use of balloons/helium in 2018-2019.	 	January - May 2020 (planning and event timeline)	Opportunities Manager Sports Development Manager Club Coordinator VP Sport & Health Societies Development Coordinator VP Societies & Communications	January - May 2020
Responsible Consumption	More sustainable decorations for the SEAs, no balloons, no single-use plastics.	Looking to change the decoration for the SEAs and finding a more sustainable option, reusable or organic rather than single-use plastics.	No balloons, no single-use plastics and instead will source organic and/or reusable decorations.		Awards date 24 March, most decoration decided upon by early Feb	Representation: Jane Ojiako, Will Hoskin, Hannah Tucker & Roshin Chummun planning Awards.	
Responsible Consumption	Looking at the sustainability of the trophies, recycled wood.	Keeping the upcycled wood trophies.	All awards are upcycled wood and certificates. No new glassware, non upcycled wood.		Awards date 24 March, trophies ordered by end Feb	Representation: Will Hoskin	







<p><b>Responsible Consumption</b></p>	<p>Review and update department plastic audit. New areas to look at will include:</p> <ol style="list-style-type: none"> <li>1. Canned alternatives to plastic soft drinks bottles in licensed areas.</li> <li>2. Alternatives to current plastic jam portions.</li> <li>3. Alternative sandwich supply i.e. moving to Honest Crust range rather than traditional Ginsters range.</li> </ol>	<ol style="list-style-type: none"> <li>1. Review current situation.</li> <li>2. Update audit.</li> <li>3. Review after six months.</li> </ol>	<p>Monitored through purchases of single-use plastic items vs. reusable/alternative.</p>		<p>Review March 2020 second review October 2020</p>	<p><b>Commercial: Paul Dingley</b></p>	
<p><b>Responsible Consumption</b></p>	<p>Investigate potential system through EPOS for recording packaging of products and associated deliveries.</p>	<ol style="list-style-type: none"> <li>1. Meet with EPOS Team to scope project in February 2020.</li> <li>2. Set up EPOS system to record packaging of products e.g. plastic bottle, aluminium can.</li> <li>3. Set up EPOS system to record associated packaging e.g. cardboard box, plastic-wrapped case, blue plastic catering bag.</li> </ol>	<p>Packaging data/reports through EPOS once set up is complete.</p>		<p>Jul-20</p>	<p><b>Commercial: Hayley Foulkes, Millie Baker and Paul Dingley</b> <b>Finance: Michael Blades and Harry Stone</b></p>	
<p><b>Responsible Consumption</b></p>	<p>Sustainable Pension Planning.</p>	<p>Consistent and regular review of the sectors pensions liability recovery.</p>	<p>Sector health from accounts and related party review.</p>		<p>Monthly</p>	<p>Michael Blades (Finance Manager)</p>	
<p><b>Responsible Consumption - Freshers' Fair</b></p>	<p>Reduce waste at the Freshers' Fair.</p>	<ol style="list-style-type: none"> <li>1. Work with a waste company to monitor how much waste is recycled, reused and incinerated as well as the total weight of waste.</li> <li>2. Work with commercial suppliers to encourage them to reduce printed materials handed out at the fair and look to at sustainable alternatives in terms of giveaways.</li> <li>3. Work with Opportunities to encourage sports teams and societies to reduce print materials handed out at the fair and look into sustainable alternatives for giveaways.</li> </ol>	<ol style="list-style-type: none"> <li>1. Source breakdown of statistics and weight of total waste.</li> <li>2. Reduce wastage from leftover leaflets etc.</li> <li>3. Reduced wastage from leftover materials etc.</li> </ol>	 	<p>Sep-20</p>	<p><b>Marketing Co-ordinator, Opportunities Manager</b></p>	











<p><b>Responsible Consumption: Fairtrade</b></p>	<p>Increase purchasing and sale of Fairtrade products across commercial areas.</p>	<ol style="list-style-type: none"> <li>1. Review current offer in commercial areas, purchasing and sales, and identify areas to improve promotion or increase the range of Fairtrade products.</li> <li>2. Review products from NUS and engage the Sustainability Committee in product selection as needed.</li> <li>3. Work with Marketing on Fairtrade Fortnight campaigns and year-round promotion.</li> <li>4. Work with Marketing to display items in The Shop in the most attractive and informative way.</li> <li>5. Evaluate the impact of these interventions.</li> </ol>	<p>Fairtrade product sales value 2018/19 v 2019/2020</p>	 	<p>01/03/2020</p>	<p><b>Commercial: Paul Dingley</b> Finance: Michael Blades</p>	
<p><b>Energy Reduction</b></p>	<p>Reduce utilities use in commercial areas year on year.</p>	<ol style="list-style-type: none"> <li>1. Review current consumption in commercial areas and identify areas of peak trends</li> <li>2. Review holiday closedown checklist and other energy saving methods, review regular closedown checklist to ensure all non-essential equipment is turned off</li> <li>3. Staff training reviewed and a refresher to be rolled out</li> </ol>	<p>Reduction in electricity usage from UWE Bristol data</p>	  	<p>February - April 2020</p>	<p><b>Commercial: Paul Dingley</b></p>	
<p><b>Energy Reduction</b></p>	<p>Continue to monitor and review utilities used in all of The Students' Union's buildings.</p>	<ol style="list-style-type: none"> <li>1. Review all consumption of The Students' Union's buildings and identify trends.</li> <li>2. From this look into operations and best practices and reasoning to data.</li> <li>3. Ensure staff training reflects any operational changes.</li> </ol>	<p>UWE Estates utilities data - reduced</p>		<p>Jan 20- April 20</p>	<p><b>Buildings: Donna Prince</b></p>	
<p><b>Energy Reduction</b></p>	<p>Reduce laundry by 5%.</p>	<p>Review current provisions and what is operational possible.</p>	<p>amount of washes saved</p>	<p>Reduce utilises (water &amp; electricity)</p>	<p>Review - Oct/Nov Actioned Dec</p>	<p><b>Buildings: Donna Prince</b></p>	








<p><b>Energy Reduction</b></p>	<p>Reduce energy usage of all IT equipment.</p>	<ol style="list-style-type: none"> <li>1. All new IT equipment to be at least A Energy Rating.</li> <li>2. All monitors capable, to have the auto off feature enabled.</li> <li>3. All new monitors must have an auto-off feature available.</li> </ol>	<p>January: Audit monitors that can be auto shut off for this number. February: 100 % completion of auto shut off. March: Work with Energy Team to understand electricity usage impact when changes made.</p>		<p>3 Monthly Review to show on target to reach goals. April reporting on stats and impact.</p>	<p><b>IT: David Sheldon, Harry Stone</b></p>	
<p><b>Student Campaign/Student Engagement</b></p>	<p>Increase engagement of Liberation Officers and groups in The Students' Union's sustainability agenda, with positive outputs.</p>	<ol style="list-style-type: none"> <li>1. Link into Black History Month 'why is my curriculum white activity', to organise a sustainability induction session with the part-time Liberation Officers and invite relevant NFI Societies.</li> <li>2. Provide discussion topics on how sustainability intersects with liberation groups.</li> <li>3. Creation of events and actions to feed into the action plan - student-led.</li> </ol>	<p>Attendance at training, action taken, engagement in follow on activity.</p>		<p>January 2019 training and discussion - March event and outputs - recommendations for sustainability strategy to 2030.</p>	<p><b>Community: Ella Newton</b> Support: Representation: Will Hoskin</p>	
<p><b>Student Campaign/Student Engagement</b></p>	<p>Creation of the UWE Bristol 2030 strategy, and incorporate The Students' Union into this.</p>	<p>SDG mapping and output against the goals. Student consultation into targets. Participate actively in UWE Bristol's 2030 strategy workshops and consultation. Responsible Futures re-audit May 2019. Green Impact Audit 2019 – April. Prep to join ISO14001 in September 2019 – contribute groundwork projects to be part of risk and opportunities matrix.</p>	<p>Creation of plan live, with stakeholder engagement.</p>		<p>2020 (January - July)</p>	<p><b>Community: Rachel Colley</b></p>	

<p align="center"><b>Student Campaign/Student Engagement</b></p>	<p>To support the 2019/2020 student Sustainability Committee to lead a behaviour change campaign - Changing Consumerism - in collaboration with the Sustainability Officer, Green Team members and Representation Department.</p>	<ol style="list-style-type: none"> <li>1) Regular meetings to be supported by staff</li> <li>2) Project management and effective campaign training to be delivered by the old committee in a handover session/social</li> <li>3) One key campaign run and evaluated</li> <li>4) AGM in May</li> <li>6) Committee members supported to run a series of smaller 'one-off' events</li> <li>7) Committee to speak at a Green Team event</li> </ol>	<p>Survey of committee pre and post to see knowledge and skills development</p> <ol style="list-style-type: none"> <li>1. Committee meetings held once per fortnight (and increase from one per month)</li> <li>2. Committee campaigns launched – (Impact assessment will be delivered for each one)</li> <li>3. Committee events run – (Impact assessment will be delivered for each one)</li> <li>4. Run a successful AGM with a handover in the spring term</li> <li>5. Number of positions filled for 19/20 in March/April election – Goal: 10 to include at least one student from the Faculty of Business and Law, and one Glenside student and one and City Campus student</li> <li>6. Number of green socials run by committee: 5 (to follow meetings)</li> <li>7. Create a series of committee social media posts/videos/articles to promote work to other students (monitor number of hits)</li> </ol>		<p>May 2019: Handover campaign training session and social, 10/13 positions filled  October 2019: Successful AGM  November 2019: Headline campaign theme decided  December 2020: Market research survey to identify key focus areas  February 2020: Promote campaign as part of Feel Good Feb - Farmers Market  March 2019: Campaign Events week (16)  April 2019: Evaluate campaign  May 2019: Handover</p>	<p><b>President: Sustainability Officer and Sustainability Committee</b>  <b>Community: Student Sustainability Engagement Coordinator</b></p>	
<p align="center"><b>Student Engagement</b></p>	<p>Engage with the Sustainability Committee on the topic of sustainable finance practices</p>	<ol style="list-style-type: none"> <li>1. Review the finance/investment regulations with the Sustainability Committee representatives.</li> <li>2. Present discussions at the F&amp;GP committee/Board.</li> <li>3. Feedback any changes or challenges to the sustainability committee.</li> <li>4. Enact any approved updates by July 2019.</li> </ol>	<ol style="list-style-type: none"> <li>1. Engagement time given</li> <li>2. Board/F&amp;GP discussion time</li> </ol>	<p>Banking and investments policies &amp; regulations</p> 	<p>December 2018 &amp; February 2019 F&amp;GP meetings to hold planning and action discussion before 18/19 year end.</p>	<p>Michael Blades (Finance Manager)</p>	
<p align="center"><b>Student Campaign/Student Engagement</b></p>	<p>Communicate sustainability wins and promoting sustainability projects and outcomes.</p>	<ol style="list-style-type: none"> <li>1. Publish an article on Excellent Green Impact Accreditation.</li> <li>2. Work with the Community Team to generate year round content keeping sustainability in the news feed.</li> <li>3. Work with the Sustainability Co-ordinator to create a schedule of sustainability content for social media.</li> </ol>	<ol style="list-style-type: none"> <li>1. Capture engagement with a news story</li> <li>2. Publish stories and capture engagement throughout the year, using findings to shape future content</li> <li>3. Publish social media posts on Facebook, Twitter, Instagram and Snapchat.</li> </ol> <p>Capture engagement at the end of each term to review reach</p>		<p>Jul-20</p>	<p><b>Marketing Co-ordinator / Graphic Designer.</b></p>	<p>1, Complete - article published in August 2019.</p>

<p><b>Student Campaign/Student Engagement</b></p>	<p>Review opportunities for promoting The Students' Union's commitment to the Sustainable Development Goals (SDGs).</p>	<p>1. Review how SDGs are currently promoted. 2. Review how the organisation's commitment to the SDGs is reported via other channels i.e social media etc.</p>	<p>1. Review of website 2. Review of other digital channels (social media, blogs, news stories)</p>		<p>Review in March 2020.</p>	<p><b>Marketing Co-ordinator and Community (SSEC) and Sustainability Committee</b></p>	
<p><b>Student Campaign / Student Engagement</b></p>	<p>Promote The Students' Union's commitment to National Tree Week.</p>	<p>1. Promote The Students' Union's partnership and pledge with UWE Bristol, to plant a forest the size of Frenchay Campus on the website. 2. Work with the UWE Bristol Press Office regarding a joint release for media. 3. Promote the Green Team National Tree Week Walk and cake sale on social media.</p>	<p>1. Capture engagement from the website. 2. Issue release and capture coverage. 3. Capture engagement of social media posts.</p>		<p>Nov-19</p>	<p><b>PR and Communications Co-ordinator / Marketing Assistant</b></p>	<p>Complete - <b>need to gather evidence</b></p>
<p><b>Student Campaign/Student Engagement</b></p>	<p>Increase course rep engagement with ESD Agenda: Creation of sustainability department reps within course rep structure.</p>	<p>1. Sustainability, academic resources, diversity and inclusivity are the three areas that Department Reps are working on. 2. Each of the areas has specific training from UWE Bristol corresponding to each team to make sure they know what they can do and who to work with.</p>	<p>Department Reps taking up the roles and attending the training. Look at rep feedback collated into specific streams. Regular meetings between department reps from different departments to engage in cross course actions.</p>		<p>Elections - Nov, Training Nov/Dec, meeting Feb/Mar/Apr</p>	<p><b>Representation: Hannah Tucker &amp; Roshin Chummun</b></p>	<p>Majority of Department Reps elected early November, some gaps remain Department reps coopted to fill the positions.</p>
<p><b>Student Campaign/Student Engagement</b></p>	<p>Increase training and knowledge for course reps to effectively challenge the University and support the ESD agenda: improving engagement in sustainability at the Rep Conference.</p>	<p>Specific Rep Conference session on sustainability.</p>	<p>Rep Conference attendance and feedback</p>		<p>Rep Conference late November</p>	<p><b>Representation: Will Hoskin, Hannah Tucker &amp; Roshin Chummun organising conference. Georgie Gough delivering session</b></p>	<p>Rep conference overall numbers down on last year however more students attended the sustainability session this year than last.</p>
<p><b>Student Campaign/Student Engagement</b></p>	<p>Embed sustainability knowledge further in course rep training: Sustainability is a trait of a good rep, review of the UN SDGs.</p>	<p>As part of the rep training development we are including a more interactive section around traits of a rep and the UN SDGs.</p>	<p>Rep feedback on session and areas looked into.</p>		<p>Delivered November, review and rewrite June/July</p>	<p><b>Representation: Hannah Tucker &amp; Roshin Chummun delivering training</b></p>	<p>In person training delivered to 65% of reps over a two week period, Online training sent out to remaining reps.</p>
<p><b>Student Campaign/Student Engagement</b></p>	<p>Increase the number of clubs and societies engaged with Greener Futures Programme by 25%.</p>	<p>1. Review of 2019 uptake. 2. Launch of Greener Futures Programme 2019-2020 at Sports and Societies Conferences. 3. Create a promotional video with two Presidents to encourage sign-ups and support actions. 4. Support groups signed up to complete their workbook with workshops. 5. Greener Futures Awards presented at Sports and Societies Awards May 2020.</p>	<p>Monitored through uptake and submissions via the Green Team, liaising with relevant elected officers to push the promotion of this.</p>		<p>Review January 2020 for additional push for sign ups in January Conferences and reminder of the things required to obtain points.</p>	<p><b>Community: Student Sustainability Engagement Coordinator</b> Opportunities: Societies Development Coordinator Presidents: VP Sport &amp; Health and VP Socs &amp; Comms</p>	<p>Ongoing for completion May 2020 (for presentation at Sports and Societies Awards).</p>

<b>Student Campaign/Student Engagement</b>	Continue to support and encourage sustainability societies and sports clubs.	<ol style="list-style-type: none"> <li>1. Ensure existing sustainability societies and sports clubs are supported through their activities.</li> <li>2. Encourage blog articles / press releases to showcase actions and impact of the groups.</li> <li>3. Ensure that any newly affiliated sustainability Sports Clubs and Societies are supported in their ratification and set up.</li> </ol>	<p>Monitored through monthly recording of existing clubs and societies.</p> <p>Continual promotion of the ability for new clubs and societies to be able to be set up, and the process for doing this.</p> <p>Monitor press releases and social media for impact.</p>	 	<p>Review at the beginning of each year how many sustainability clubs and societies exist.</p> <p>Review at the end of the year how many sustainability clubs and societies exist. Identify the levels of activity within those active groups.</p>	<p><b>Opportunities: Societies Development Coordinator</b></p> <p>Presidents: VP Sport and Health and VP Socs and Comm</p> <p>Community: Student Sustainability Engagement Coordinator (for directing people to how to set up new clubs/socs)</p>	Ongoing - with review throughout the year, but primarily annually.
<b>Student Engagement</b>	Develop the bike loan scheme.	<ol style="list-style-type: none"> <li>1. Investigate the cost of purchasing additional bikes for 2020/21 academic year.</li> <li>2. Roll out the bike loan scheme at Glenside and Bower Ashton, launching at their respective Welcome Fairs.</li> </ol>	Number of bikes loaned in 2020/21 academic year, percentage of bike loans from each campus.	 	Aug-20	<b>Commercial: Hayley Foulkes</b>	
<b>Student Engagement</b>	Install a green roof on top of the bike container outside U Block Shop.	<ol style="list-style-type: none"> <li>1. Discuss project with Grounds Team.</li> <li>2. Cost up green roof.</li> <li>3. Propose cost to CEO for introduction ahead of 2020/21 academic year.</li> </ol>	Successful introduction of green roof.		Aug-20	<b>Commercial: Paul Dingley with support from UWE Grounds Team and Sustainability Committee (SC idea to "green" the campus)</b>	
<b>Student Campaign / Student Engagement</b>	Support a Farmers' Market on campus.	<ol style="list-style-type: none"> <li>1. Create a marketing campaign to promote a Farmers' Market project led by the Presidents.</li> </ol>	<ol style="list-style-type: none"> <li>1. Capture engagement with a news story.</li> <li>2. Capture engagement in social media posts.</li> </ol>		Jul-20	<b>Marketing Co-ordinator</b>	
<b>Staff Culture</b>	Improve staff awareness of sustainability and organisation sustainability goals through continuous review of new starter process and inductions.	<ol style="list-style-type: none"> <li>1. Embed "Sustainability Gold", programme to our awards and recognition programme. Promote employee awareness of their carbon footprint. Creating an employee action plan to reduce or offset.</li> </ol>	60% active action plans.		01/07/2020	<b>HR: HR Manager/HR &amp; Recruitment Co-ordinator</b> Josie Alford Support	
<b>Staff Culture</b>	Introduce Period Poverty.	<ol style="list-style-type: none"> <li>1. Create awareness and a menstruation station-products and wellbeing available to employees.</li> <li>2. PHR updated sickness reason to highlight and promote wellbeing.</li> </ol>	<p>Awareness by colleagues.</p> <p>Make sure the summary is a reflection in sickness absence recording.</p>	 	01/10/2019	<b>HR: Mark Walker: HR Manager</b>	Implemented
<b>Staff Culture</b>	Improve Payday Events.	<ol style="list-style-type: none"> <li>1. Promote the use of non plastics items.</li> <li>2. Reduction in meat consumption due to vegetarian options.</li> <li>3. Create community interactions, which support social wellbeing.</li> </ol>	Orders from commercial.		year round	<b>HR: Mark Walker: HR Manager</b>	

Staff Culture	Promote the Volunteering Policy to staff and increase the use of this employee benefit.	Ensure colleagues are aware of volunteering policy through the Voice Committee and emails.	Uplift in volunteering activity. 15% of employees actively supporting.		01/07/2020	HR: Mark Walker: HR Manager and VOICE Committee members	
Staff Culture	Promote Hardship Policy.	A clear process for colleagues who experience hardship. Criteria for financial support identified. Licensed manager aware of providing one warm meal a day to colleagues experiencing hardship.	Understanding by all managers of how our organisation can best support colleagues experiencing hardship.			HR: Mark Walker: HR Manager and Board of Trustees	Implemented, further promotion needed.
Staff Culture	Continue to increase and implement sustainability initiatives that have positive health benefits for staff.	1. Review of National Wellbeing Charter: promote health and wellbeing for colleagues/promote physical activity and benefits. 2. Implement/maintain Wellbeing Calendar re staff activities/events. 3. Promote activity challenge to community, with 50% uptake by staff.	1. Accreditation including excellence in at least three of the charter criteria. 2. A number of staff engaged in activity challenges. 3. Data shows positive benefits to wellbeing and sustainability outcomes.		01/02/2019	HR: HR Manager/HR & Recruitment Co-ordinator Josie Alford Support	Accreditation with Excellence/ Ongoing
Staff Culture	Implement Wellbeing Committee.	1. Review the sustainability of current well being offering. 2. Implement well-being contact points across campus. 3. Promote well-being initiatives across campuses.			08/2019 Ongoing	HR: Mark Walker: HR Manager	Committee implemented. Point 2 & 3 to be actioned.
Strategy	Include sustainability in Commercial Services Strategic Plan 2022. This will focus on longer-term actions and goals, for example supporting UWE Bristol's aim to be carbon neutral by 2030, supporting UWE Bristol's work around plastic reduction (Plastic Pact) and working with NUS on supplier sourcing.	A strategic plan is in place, and staff are aware of priorities and how each department can support The Students' Union's overall strategy.	A strategic plan is in place and are staff are aware of priorities and how each department will support The Students' Union's overall strategy.		Jul-20	Commercial: Paul Dingley	