



2018-2019 SMART Action Plan

At NTSU we recognize the need for smart and achievable goals this document sets out our goals for 2018-2019 at the end of the period we will produce a report on our achieved goals and review any goals we did not meet. Our main goal not noted in the below is to achieve NUS Green Impact Students' Union Very Good with a long-term goal to achieve Excellent.



Good

NUS Green Impact
Students' Unions

Operational Sustainability						
Objective	Tasks	Appropriate	Realistic	Timescale	Staff responsible	Status
Reduce the amount un-recycled rubbish from our outlets that goes to landfill – primarily focusing on coffee shops.	Determine how many disposable costa cups are used each year and compare to the amount of sales to work out number of disposable cups used.	Baseline quantitative data is key to any objective that wants change		May-17	Dan Gallagher	Complete
	Through campaigns and influencing try to encourage customers 'sitting in' to use a china cup and train staff to ask if a customer is sitting in or taking away.If disposable cups are used educate on parts of the cup that can easily be recycled.	Educating a large amount of people has more of a chance of change than a small amount of people carrying out the duties		Sep-18	Dan Gallagher, Alan Williams, David Kingsbury, Stephen Potter	Ongoing, Rolled out in March ahead of schedule, free biscuits will be offered to anyone sitting in that chooses a china cup.
	NTU recently brought out a re-usable cup for its coffee outlets and offers a discount if the cup is used. This currently isn't feasible at the Costa outlets the SU has but trying to work with the brand to chance this could bring about positive change.	Many Coffee retailers use this model and it seems to be popular		Dec-18	Dan Gallagher, Alan Williams, Stephen Potter	Completed NTSU now sell Costa Re - useable cups and run a promotion in March offering 150 reuseable cups with every 10 hot drinks purchased. If this promotion goes well we will look to extend it. 20p discount is also applied for ANY re useable cup used
Operational Sustainability						
Objective	Tasks	Appropriate	Realistic	Timescale	Staff responsible	Status
Reduce the amount of Utilities the student union uses in an acadmic year aim for a 5% reduction.	Gather baseline data of Kwh used by NTSU is 2016/17 perdioid	Baseline quantitative data is key to any objective that wants change	Achieveable	May-17	Dan Gallagher	Complete

Carry out an assesment of campuses looking for achievable changes the SU can impliment to reduce engergy demand	An assesment will help us identify jey areas of change	Achieveable	May-17	Dan Gallagher, Colin Hutchinson, UPP staff	On Going
As an operational union we have a large events calendar, that is ever increasing gather baseline data on how much energy is reuquired to faciliate the events	As we put on more events in our buildings our energy useage will increase. This may impact on our hope to reduce our energy consumption every year	Achieveable - NTU are currently rolling out in house monitoring equipment that reads energy useage every 30 minutes	Dependent upon technology aim 2019	Dan Gallagher, NTU	On Going
Create information guide for staff that can show ways of them being more energy efficient during their working week. Ensure Closedown procedures are up to date	Many people making a small change every day should make a large posotive change	Achieveable	May-18	Dan Gallagher	Always on going
Assement of the 2016/2017 data set compared to 2017/2018 to see if a reduction was made	Determine if goal was met	Achieveable	May-18	Dan Gallagher	On Going

Operational Sustainability

Objective	Tasks	Appropriate	Realistic	Timescale	Staff responsible	Status
Reduce the amount of single use plastics used in NTSU venue's and outlets	Carry out a survey of where we use single use plastics and evalaute how easy it is to reduce	Baseline quantitative data is key to any objective that wants change	Achieveable	Feb-18	Dan Gallagher	Complete
	Remove straws from all venues	Follows NUS campaign #TheLastStraw	Achieveable	Sep-18	Dan Gallagher, Alan Williams, Stephen Potter	Ongoing, currentlty using biodegradable straws and encouraging staff not to hand out straws. Freshers 2018 we hope to remove straws completely

	Romove plastic cuttlery from all outlets	Follows on from survey feedback from students	Achieveable	May-18	Dan Gallagher, Alan Williams, Stephen Potter, Nic Allit	Ongoing, currently looking into wooden cutlery to replace the plastic cutlery once we have ran out of plastic the switch to wood should be achievable
Campaigning and Influencing						
Objective	Tasks	Appropriate	Achieveable	Timescale	Staff responsible	Status
Promote the NUS Skills survey on campus and get as many students to complete it as possible	Promote the NUS skills survery, through social media, digital signage and newsletter	Feed into our knowledge and help us plan	Achieveable - aiming for 300 responses	Nov-18	Dan Gallagher, David Kingsbury, Mckenzie Orrick, VP's	On Going
Campaigning and Influencing						
Objective	Tasks	Appropriate	Achieveable	Timescale	Staff responsible	Status
Create a student body that helps with Green impact submissions and green initiatives around NTSU and NTU.	Meet with the oportunites manager to asses what student student groups to target with the proposal	See what societies would be worth approaching with the opportunity	Achieveable	Spring -18	Dan Gallagher, Hannah Templeman	Completed
	Discuss with Phill Kynaston about getting being part of a green impact team as part of NTU's HEAR programme	An opportunity to gain extra curricular credit will hopefully encourage students to sign up	Achieveable	Spring 2018	Dan Gallagher, Phil Kynaston	On Going

	Fill out the application form to get Green impact part of the HEAR accreditation	An opportunity to gain extra curricular credit will hopefully encourage students to sign up	Achievable	Deadline is March	Dan Gallagher	Complete
	Advertise the role to students from Freshers 2018	Starting in Freshers should help with uptake and gives the summer to help plan the programme	Achievable	2017-2019	Green Impact Team/ Comms team	On Going
	Carry out meetings with potential students to the role, see what ideas they would like to put forward for the next academic year, once approved meet with them monthly to discuss issues and ideas and then get them to run a campaign in conjunction with NTSU		Achievable	2017-2019	Green Impact Team	On Going
Campaigning and Influencing						
Objective	Tasks	Appropriate	Achievable	Timescale	Staff responsible	Status
Improve the engagement in campaigns with sustainability themes	Run at least one environmental campaign per year.		Easily achievable	May-19	Dan Gallagher, VP Community. Activities Dept.	On Going
	Have at least 20 students involved and engaged in the campaign		Achievable	May-19	Dan Gallagher, VP Community. Activities Dept.	On Going
Campaigning and Influencing						
Objective	Tasks	Appropriate	Achievable	Timescale	Staff responsible	Status
Increase the awareness of our Green impact awards for lecturers and students in our awards season	Increase our social media presence on the awards and why students should nominate staff for the award		Achievable	2018-2019	Dan Gallagher	On Going
	Feed the information to course reps to encourage students to vote for staff members		Achievable	2018-2019	Jelena Matic	On Going
	Hit at least 5 nominations for each award category		Moderate	2018-2019		On Going