Sustainability Committee 02 Agenda Date: 03.12.24

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| **Item** | **Staff**  | **Time** | **Agenda** |
| 1. | Welcome & Apologies | RM | 2 mins | Proposed attendeesRuttuja Mane (SU President – Sustainability Lead)Nika Popovic (HR)Sophie Smith (Student Activities Manager)Nick Ward (Venue & Events Supervisor)Clement Servini (Marketing, Communications, & Commercial Manager)Antonia Rossiter-Eaglesfield (Director of Representation & Membership)Kim Dawson (Sustainability Advisor) |
| 2. | Approval | RM | 1 min | APPROVED |
| 3. | Matters Arising  | RM | - |  |
| 4. | Standing items  | RM, KD | 5 mins |

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| **Item** | **Details** | **Update** |
| 1 | UW Sustainability Committee (RM) | N/A scheduled for January  |
| 2 | Annual Objectives 24-25 (KD) | **Progress updates**SDG1Housing guide complete SDG10 Elections accessibility recs sentSDG11 New relationship with Community Rail Partnership who have agreed to review map for increased accessibility. |
| 3  | Green Impact (RM) | * Staff Eco training – Thank you BB (ARE/OW)
* Ethical Procurement guidance complete & shared before next committee for feedback
* Sustainable Skills Survey (367 responses)
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| 4 | Responsible Futures (KD) | * Details of re-accreditation shared in ASM
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| 5. | Discussion points | - | 20 mins |

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| **Point** | **Staff** | **Details** | **Further action required** |
| 1 | KD | Single Use Plastic Audit | * Completed
* 51% actionable plastics
* Initial audit report shared
* Graphic in progress
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| 2 | SS | ToR update due | * Members to send feedback to KD before next meeting
 |
| 3 | ARE | Policy & guidance passed at SC | * KD has updated and added to website
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| 4 | NW | Go Green Week is booked. We are doing Fairtrade FAC. | * Considerations around young children visiting during student lunch NW to update in due course
 |
| 5 | NP | Make it Green 24-25 Dates in diary – Bug houses | * Roles assigned
 |
| 6 | CS | WSUS Marketing – National tree week (23rd) | * Unable to promote due to capacity.
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| 7 | RM | Book Swap. Donations from Rossiter books. Hive Big Book Rescue.  | * Over £2500 book value raised – increased engagement
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| 6. | AOB |  |  | 1. ARE – Could we do more to promote Frank the Tree.

**AOB1-03/12** KD to add as point for consideration to wildlife photo competition. Next meeting: 18/02/25 11am  |

**Matters arising - Actions**

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| **WSUS Sustainability Committee 01-24/25 October**  | **Action** | **Details** | **Progress** | **Next steps** |  |
| **SI1-10/24** | RM to share WSUS approach of alternating years for accreditations.  | KD has added a comment to preparatory notes for RM’s attendance at UW Sustainability committee in January.  | RM to take to UW Sustainability Committee in January. |  |
| **DP5-10/24**  | SS to share dates with KD. | Dates shared with KD. KD added to diary.  | KD to speak about sustainability at SAC.  |  |
| **DP11-10/24**  | KD to send MRF for poster explaining where to donate. | KD sent MRF to CS 15.10.24 | Complete  |  |
| **DP12-10/24** | RM to find out who leads COOP food & BIC writing schemes in Hines | **CARRY OVER TO NEXT MEETING** |
| **AOB2-10/24**  | KD to find out the process for booking time on the Swell printer and share with staff  | KD attended swell printing demo with Steve – DDS. Staff made aware. | KD passed on info to EDI committee.  |  |
| **AOB3-10/24** | CS to add a reminder to MRF that accessible formats should be uploaded where possible. | Complete  | N/A |  |
| **WSUS Sustainability Committee 02-24/25 December** | **DP12-10/24** | RM to find out who leads COOP food & BIC writing schemes in Hines |  |  |  |
| **AOB1-03/12**  | KD to add promotion of Frank the tree as point for consideration to wildlife photo competition. | Complete | N/A |  |

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| **CODE** | **DETAILS** |
| MA | MATTERS ARISING |
| SI | STANDING ITEMS |
| DP | DISCUSSION POINTS |
| AOB | ANY OTHER BUSINESS |

