# Sustainability Committee 02 Agenda Date: 03.12.24

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| **Item** | | **Staff** | **Time** | **Agenda** |
| 1. | Welcome & Apologies | RM | 2 mins | Proposed attendees  Ruttuja 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 | |  |  |  | | --- | --- | --- | | **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 sent  SDG11 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) | | 4 | Responsible Futures (KD) | * Details of re-accreditation shared in ASM | |
| 5. | Discussion points | - | 20 mins | |  |  |  |  | | --- | --- | --- | --- | | **Point** | **Staff** | **Details** | **Further action required** | | 1 | KD | Single Use Plastic Audit | * Completed * 51% actionable plastics * Initial audit report shared * Graphic in progress | | 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 | | 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. | | 7 | RM | Book Swap. Donations from Rossiter books. Hive Big Book Rescue. | * Over £2500 book value raised – increased engagement | |
| 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 |

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