

## WSU Sustainability Committee Minutes

Tuesday 12/06/23 1:30-2:30pm

### Agenda

	<b>Item</b>	<b>Responsible</b>	<b>Timing</b>
1.	Welcome and Apologies	AL	2 min
2.	Matters Arising/Minutes approval	ARE	3 mins
3.	Update from University Sustainability Strategy Group- RF Action Plan	AL	4 mins
4.	Single use plastics audit	ASB	5 mins
5.	GISU Update <ul style="list-style-type: none"> <li>• How are we going to do things next year</li> <li>• What outcomes would we like to see in 2023-24</li> </ul>	ASB	3 mins
6.	SU Operational Plan 2022-23	AL	5 mins
7.	Sustainability Promotion  Discussion: how we can promote what we do (social media, website etc.)	ASB	10 mins
8.	Environ Menstrual Week Campaign	ARE	3 mins
9.	SMT policy  ARE to present policy and AL to lead a discussion	ARE	15 mins
10.	World Environment Day quiz  Feedback and thoughts	ASB	3 mins

### Attendance

Al Linforth	President	AL
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Antonia Rossiter-Eaglesfield	Director of Representation and membership Services	ARE
Anna-Symone	Student Communities Coordinator	ASB
Clement Servini	Marketing, Communications and Commercial Manager	CS
Shona Williams	Venue and Events Supervisor	SW
Apologies		
Sarah Czyrko	Finance and Admin Assistant	SC

Minutes

	<b>Item</b>		
2.	<b>Matters Arising</b>		
	<b>Item:</b>	<b>Action Required:</b>	<b>Progress</b>
	01	<b>ACTION 01:</b> AL to get ARE onto the Uni Sustainability Strategy Group Meeting	Completed
	02	<b>ACTION 02:</b> ASB and ARE will work on the single use plastic audit and circulate round when have improved this more and think it could be useful to take it to an all-staff meeting	Completed
	03	<b>ACTION 03:</b> CS to go in place of ASB and AL at the next SSG and feedback to the committee.	Completed
	04	<b>ACTION 04:</b> AL and ASB to update the ops plan with the progress we have been making.	Completed
	05	<b>ACTION 05:</b> ASB to add Thatcher tree into Green Impact Submission.	Completed
3.	<b>Update from University SSG</b>		
	<p>Our Monthly Responsible Future (RF) catch-ups with the University have been broken up into two smaller 45-minute meetings; SU sustainability Catch ups and RF catch ups that happen every six weeks. There was a presentation by Jordi gale about her visit to Ca' Foscari University in Venice with a Sustainability focus on the work they have been undertaking in this area and met the Sustainability team to learn more about their practices (flood defence, merchandise, water bottles)</p>		
4.	<b>Single use Plastics Audit</b>		
	<p>ASB shared the single use plastic audit with the group which looked at things such as single use cups on the bar, sanitary products, waste bags, stationery, laminating paper, freebies. Particular focus on single use plastic cups on the bar which were bought for varsity for capacity. <b>ACTION 01:</b> CS, Barney, and Sophie S to look at incorporating reusable cups when planning for Varsity 2023-24.</p> <p>ARE thought it would be a good idea if the audit is shared with wider staff to update where they may be using single use plastics. <b>ACTION 02:</b> ASB to make single use plastic audit available on O Drive and ARE to send out to wider staff to update where they may be using single use plastics.</p>		

5.	<p><b>GISU Update</b></p> <p>Awaiting GISU accreditation which will be awarded in July. It is also still unconfirmed whether we will continue with GISU next year, however our sustainability work will still continue. Coming out of the audit, it was felt that we had a lot to talk about regarding the Community Cupboard as part of Cost-of-Living Campaign but felt weaker in relation to other areas. ARE discussed how it would be good to have a session around what Cost of Living looks like now e.g., are students not turning the heating/lights etc., due to costs. This could then inform our work e.g., "Energy Saving Tips". CS discussed that suggestions from the insights work included having logos to badge certain pieces of work similar to that of the SDG's which could make our sustainability work. SW discussed the possibility of working with the Residential Life Team and the SU collecting stuff that students moving out have left. <b>ACTION 03:</b> SW to contact Residential Life Team to see if the SU can house any stuff that they collect from students moving out of Halls. Discussed income for the Community Cupboard. The request AL put in for the Community grant was declined. SW mentioned tying in with other local organisations to see if they could be a source of income/relationship. Also discussed what is happening with the Thatcher's tree. SW is awaiting a response regarding where the tree can be planted but have received no further update. <b>ACTION 04:</b> ARE to bring in soil for the Thatcher's tree whilst we await a response from University Estates. Discussed how we can shout about and promote our GISU score and accreditation and decided this could be done on social media, as a press release, on the Website, in the University Daily update and/or as a TikTok.</p>
6.	<p><b>SU Operational Plan 2022-23</b></p> <p>No updates on the Operational Plan</p>
7.	<p><b>Sustainability Promotion</b></p> <p>Discussed how the webpages could be made more engaging with multi-media and interesting graphics that capture snapshots of our GISU work rather than just stating what award we got, and these could be shared on social media over a couple of weeks. <b>ACTION 05:</b> ASB to update and refresh content of the SU sustainability pages ready for new starters in September and ASB to put in a media request to promote our GISU score and work. Discussed the nature of the plants in the Hangar and that although they are being watered, they are still dying. The group spoke about how to revive the plants and that it could be good to have an all-staff green day/afternoon where we come together to help the plants in our spaces <b>ACTION 06:</b> ARE to speak to SMT about a potential Staff Green Afternoon. We also talked about getting Katy Boom involved and any resources she has. <b>ACTION 07:</b> ASB to reach out to Katy Boom to see if she has any resources for the SU to help our plants. SW also mentioned reaching out to other organisations to see if they would be willing to donate any plants, they have to the Hangar. <b>ACTION</b></p>

	<p><b>08:</b> SW to reach out to organisations asking if they could donate any plants to the SU/Hangar spaces.</p>
8.	<p><b>Environ Menstrual Week Campaign</b></p> <p>Discussed the Environmenstrual Campaign that runs from the 16<sup>th</sup> -20<sup>th</sup> October looking at sustainable alternatives to period products specifically tampons and pads as these contact plastics <a href="https://www.wen.org.uk/wp-content/uploads/Environmenstrual-Action-Toolkit-1-1-1.pdf">https://www.wen.org.uk/wp-content/uploads/Environmenstrual-Action-Toolkit-1-1-1.pdf</a> Thought it could be really good if they could give us any freebies, products or do workshops with students about sustainable period products. They also have social media resources, so these have been passed on to CS. <b>ACTION 09:</b> ARE to keep an eye on Environmenstrual campaign to see if there is anything closer to the time</p>
9.	<p><b>SMT policy</b></p> <p>Discussed the policy submitted by a student that discussing domestic air travel and further discussions following Varsity that as staff we should be thinking about how we get to and from Work e.g., carpooling, train travel, green travel wherever possible. <b>ACTION 10:</b> ARE to create a shared document starting work on formulating an SU policy that will be shared with Rob and Matt</p>
10.	<p><b>World Environment Day quiz</b></p> <p>Feedback from Wufoo suggested that everyone enjoyed the quiz, all feedback said the quiz could be longer and could be longer as well as encompassing other areas of the SU (such as a social media quiz as suggested by CS) not just sustainability and ASB hosting them. It was felt that this could be good for staff morale and wellbeing. Feedback also made the suggestions to use Kahoot or Speed Quiz (used in the Hangar). Also spoke about whether there need be prizes at every quiz. It was felt that prizes aren't always necessary or potentially having one big prize at the end of a semester which is like a prize draw. <b>ACTION 11:</b> ASB, AL, SW to take regular staff quizzes to Staff Consultative Forum (SCF).</p>
12.	<p><b>AOB</b></p> <p>No updates</p>

## ACTIONS

**ACTION 01:** CS, Barney, and Sophie S to look at incorporating reusable cups when planning for Varsity 2023-24

**ACTION 02:** ASB to make single use plastic audit available on O Drive and ARE to send out to wider staff to update where they may be using single use plastics.

**ACTION 03:** SW to contact Residential Life Team to see if the SU can house any stuff that they collect from students moving out of Halls

**ACTION 04:** ARE to bring in soil for the Thatcher's tree whilst we await a response from University Estates.

**ACTION 05:** ASB to update and refresh content of the SU sustainability pages ready for new starters in September and ASB to put in a media request to promote our GISU score and work.

**ACTION 06:** ARE to speak to SMT about a potential Staff Green Afternoon. We also talked about getting Katy Boom involved and any resources she has

**ACTION 07:** ASB to reach out to Katy Boom to see if she has any resources for the SU to help our plants.

**ACTION 08:** SW to reach out to organisations asking if they could donate any plants to the SU/Hangar spaces.

**ACTION 09:** ARE to keep an eye on Environmental campaign to see if there is anything closer to the time

**ACTION 10:** ARE to create a shared document starting work on formulating an SU policy that will be shared with Rob and Matt

**ACTION 11:** ASB, AL, SW to take regular staff quizzes to Staff Consultative Forum (SCF).