

**SMART Action Plan Sustainability Priorities**

**This is an action plan for some priority actions for sustainability in departments**

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| **Action** | **Specific** | **Measurable** | **Time** | **Staff Responsible** | **Status** |
| Take finances paperless | Move to approval max dext and student groups finance systems | Launched an using system | Done by September 2021 | Finance team and Activities Manager | Complete |
| Increase awareness of sustainability in student groups | Create sustainability guide. Start what footprint scheme  Ensure sustainability is part of the grant scheme | Guide complete  Scheme in place and promoted to students  Grant criteria updated | March 2022 | Activities Coordinator and Activities Manager | Ongoing |
| Making our club more sustainable | Transition to sustainable cleaning products for our Bars  Transition to plastic cups | Change of cups  Change our cleaning products | Sept 21 | Bar and event manager | Complete |
| To establish an organization wide sustainability plan and baseline targets in the future | To commission an external sustainability audit on the organization  Develop a strategy document with targets | Commission complete  Targets set | August 22 | SLT | Ongoing |
| To reduce our print materials for marketing purpose | Create long lasting poster designs with QR codes to website rather constantly changing them  Put key messages on posters rather than things that go out of date | Decreased expenditure by £500 or more | July 22 | Marketing Team | Ongoing |
| To increase sustainability awareness as part of the SLDP | To run a sustainability focused SLDP session | Session to happen and have over 10 attendees | August 22 | Voice Team | Complete |