**Beds SU Sustainability SMART Action Plan 2022-23**

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| action | Specific | Measureable | appropriate | realistic | time | staff lead | progress status |
| sustainability champion | Successful election of a Sustainability Champion form existing staff team | Having a Sustainability Champion in place for academic year 2022-23 | To ensure success in leading sustainability related work within Beds SU a designated person needs to be allocated for the role.  | This position is offered to all Beds SU staff members with an incentive attached to it.  | February 2023 | HR | Completed |
| Departmental plans | Sustainability embedded into Departmental Action Plans  | Finalised Departmental Plans | Departmental Plans guide the work of the different Beds SU departments for the upcoming academic year and therefore have to include ‘sustainability’ aspects in it.  | With the CEO being committed to Sustainability, he will ensure this is included. | Start of the 2022-23 academic year | CEO and the rest of the SLT | Completed |
| beds su sustainability committee | Establishing a Beds SU Sustainability Committee with a broad membership across the union staff and that meets every 4 weeks | Regular meetings (meeting minutes) that result in actual change.  | To ensure union wide commitment to sustainability this group of staff with a member of each department would help advocate for change in their departments for both staff and students.  | This will allow for a more efficient and collaborative sustainability work across the union.  | Term 1 of 2022-23 academic year | Sustainability Champion | Completed  |
| Staff training | Identifying enhanced sustainability related training courses and making them available for all Beds SU staff | Increased access to and awareness on sustainability related training for all Beds SU staff.  | Sustainability should be in the heart of Beds SU operations and therefore training on the matter is required for all Beds SU staff (old and new) | Various online training platforms offer quality training that is easily accessible for free. Staff development funds are also available for any courses that are charged for.  | Term 2 of 2022-23 academic year | HR and Beds SU Sustainability Committee | Ongoing |
| Website | Updating Beds SU sustainability webpage | Having an up-to-date information on the sustainability part of the Beds SU webpage  | Up to date and user friendly webpage is key to maximise engagement on it.  | With changing website providers all of the information is being examined and updated throughout the whole of Beds SU’s website including this area.  | Term 2 of 2022-23 academic year | MarComms team and Sustainability Champion | Completed |
| campaign | Lead on at least one sustainability related awareness campaign tailored to needs/interests of Beds students  | Including various communication tools and partners to reach/involve/impact as many students possible for maximum impact.  | Being a low engagement union, it is particularly important to ensure that the chosen campaign would be specifically tailored to relate to a large number of students to gain attraction but also to identify ways to lobby on behalf of students to have a tangible impact.  | By identifying an area where awareness can be raised but also further impact is possible without students actual engagement would ensure a successful campaign. | Completed by July 2023 | SLT and Sustainability Champion | Ongoing |