

SMART Action Plan

S- Be **Specific** about what you want to achieve, do not be ambiguous, communicate clearly.

M- Ensure your result is **Measurable**. Have a clearly defined outcome and ensure this is measureable (KPIs).

A- Make sure it is **Appropriate**. Is it an **Achievable** outcome?

R- Check that its **Realistic**, it must be possible taking account of time, ability and finances.

T- Make sure it is **Time** restricted. Set yourself an achievable time frame, set deadlines and milestones to check your progress.

Action	Specific	Measurable	Appropriate	Realistic	Time	Staff Responsible	Status
Action on food waste going to the landfill	Divert food waste from landfill in Caledonian Court (on-campus accommodation) by setting up a food waste recycling scheme	<ul style="list-style-type: none"> Scope project: 2 Focus Groups By-in from the university 100 food waste bins introduced into flats Half of flats diverting food waste through use of food recycling bin 	<p>Food waste creates methane, which contributes to global warming but can be harnessed for energy usage if recycled properly.</p> <p>Food waste in on-campus catering outlets is already established.</p>	Will need to get buy-in both from students in accommodation and from the university (piggyback on their food recycling contracts). Realistically looking at ground work (discussions with stakeholders) to build political will and make a case for change in year one with roll-out in year 2	1.5 – 2 years	<p>E& E officer (lead)</p> <p>Student Voice Team leader (support)</p> <p>FTO Team (stakeholder engagement)</p>	<p>Ongoing</p> <p>Scoping phase completed</p> <p>Buy-in phase in process</p>

Action on clothing waste	Set up a uniform re-use scheme for students with uniformed placements	<ul style="list-style-type: none"> • Scope project • Scheme introduced • 50 items donated • 80% of donated items rehomed 	The largest programme at GCU is nursing and along with other allied health courses, around 1/3 of UG students are on a uniformed placement.	<p>Buy-in from students to use the scheme</p> <p>Storage for uniforms</p> <p>Collection and redistribution points established</p>	1 – 2 years	<p>E&E Officer 2023/24 (lead)</p> <p>Student Voice Team Leader (23/24 support; 2024/25 lead)</p> <p>FTO Team (stakeholder engagement)</p>	<p>Ongoing</p> <p>Scoping completed</p> <p>Established collection completed</p> <p>Redistribution Ongoing</p>
Fairtrade Accreditation	Retain Fairtrade Accreditation with the university	<p>SA staff lead and FTO lead on the steering group</p> <p>Tending process for clothing supplier to include Fairtrade or similar</p> <p>Fairtrade coffee and tea in staff room</p>	Fairtrade is a reputable and rigorous accreditation scheme for both ethical and environmental aspects	Previously Fairtrade accredited	1 year	<p>FTO E&E Lead (Lead)</p> <p>SVTL (Support)</p>	Achieved