**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 measurable (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.

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| **Action** | **Specific** | **Measurable** | **Appropriate** | **Realistic** | **Time** | **Staff Responsible** | **Status** |
| 1.Creating and updating a Sustainability landing page | Landing page will include resources for students and updates from the SU and campaigns. Landing page will be accessible from the home page. | To have 100 website page views during the 2024/25 academic year.  | Not currently a sustainability page on the SU website - there will be a hub for students to engage with sustainability at the SU.  | Time taken is realistic – no other resource required.  | Page to be linked from the website home page by the 30th of April 2024. | Saranna  | Complete |
| 2.Green Impact | GISU workbook submitted by our GISU team before the deadline, audit takes place, award given. | Internal estimation of points as work progresses, with final workbook externally audited.  | Students have talked about theimportance of inclusivity,environmental sustainabilityand understanding how theycan make the most of thestudents’ union. This ethos guides our strategy and our GISU work.  | Aiming for at least 85 points which is ‘Good’. This is a significant improvement from 2022/23. | GISU team meet at least monthly across the year to maintain a consistent level of engagement with the process. | PhilConnieSarannaKaren(the GISU team) | Complete |
| 3. Gathering student feedback | To inform SU activity and strategy relating to sustainability, climate action, and wellbeing. Gather feedback through face-to-face pop-ups and surveys. | To engage with 50 students during in-person pop up on climate action, to engage 200 students via online survey on climate action.  | We need to centre student voice so that we can effectively respond to the needs of our student community.  | Gathering student feedback is part of standard SU activity. Budget can be allocated to increasing student engagement.  | Pop-up held and survey opened before the end of the academic year 2023/24. This gives the SU time to analyse data before the end of the current Sabbatical term, ready for the incoming Sabbatical team. | Phil+ Comms team | In progress -Pop-up complete |