

Green Impact is back for 2019/20!

A guide to what's changed – for existing Green Impact teams



What's changed this year?

- A number of minor edits to the wording of the criteria have been made throughout the workbook. See overleaf for a more detailed breakdown of which criteria have changed.
- **Note:** wherever new criteria have been added into the workbook or old criteria have been deleted, this may have changed criteria numbers. Bear this in mind when migrating actions from the previous year (see guidance below).
- **NEW MEASURABLE ACTIONS:** *several actions have an extra box below the 'upload evidence' link, which will allow a quantification of the impact of these criteria. While it's not compulsory to fill this box out, please try to complete it as we will use this information to measure impact at the end of the year.*

Workbook reminders and tips

Migrating previous years' evidence – if your team took part in previous years, you can transfer evidence and actions from previous years' workbooks to this year's. For full details see the workbook guide at www.environment.admin.cam.ac.uk/guidance or check our events page (www.environment.admin.cam.ac.uk/events) for details of webinars on this topic.

Printing the workbook – remember that there is a printer symbol in the top right-hand corner on each of the criteria pages. This lists the criteria in a print-friendly format, although of course we recommend you only print if absolutely necessary! There's also an option to download an excel copy of the workbook.

Changing the membership of your team – any new members of your team need to register themselves. To remove members of your team who are no longer involved, email greenimpact@admin.cam.ac.uk with their details.

What are the options for Gold-winning teams?

There are two options for Gold-winning teams who want to go even further:

1. Go for **Platinum**. Platinum is similar to Gold and works in the same way, but requires a new and challenging points total to be met! This is good for teams who want to do more, but are keen to follow the structure provided by the Gold tab.
2. Go for **Excellence**. Now in its third year, Excellence projects are a way for your team to take a break from the 'normal' workbook and focus on one bigger project. For a briefing document on Excellence, visit: www.environment.admin.cam.ac.uk/guidance.

Excellence support

For those teams opting to carry out an Excellence project, visit the link below for the four documents needed at each stage of the year: www.environment.admin.cam.ac.uk/guidance. Feel free to contact us to discuss your project ideas.

This year's event calendar

- Spotlight on Reduce and Reuse month – **November**
- Spotlight on Carbon Month – **February**
- Spotlight on Biodiversity Month – **April**

What support is available?

- In October, training was carried out for Green Impact Project Assistants. These are students trained in leading or assisting Green Impact teams in completing the workbook. If you need some extra support this year, why not get in touch?
- Keep an eye on the Greenlines newsletter, or the bi-weekly digest (sent to your Environment & Energy Coordinator) for details of events, ideas and more.
- Email greenimpact@admin.cam.ac.uk or call 01223 337786 with any questions.

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To download a copy of this document, and other guidance, visit www.environment.admin.cam.ac.uk/guidance

Going for Bronze, Silver or Gold? Here's a quick guide to which Bronze actions have changed number from last year:

The **Bronze** criteria have been re-ordered as follows:

Unchanged criteria:

- B001, 3, 4, 5, 7, 9, 10, 12, 13, 15, 18 are in the same place

Changed criteria numbers:

- B006 is now B002
- B002 is now B006
- B016 is now B008
- B017 is now B011
- B019 is now B014
- B008 is now B016
- B011 is now B017
- B014 is now B019

Going for Silver or Gold? Here's a quick guide to which Bronze actions need refreshing:

- **B001** – This criteria ideally needs refreshing with a more recent set of minutes.
- **B002*** – This criteria states 'within the last 12 months' so should be completed. Note however that implementing one of the ideas is not required within the last 12 months. Compared to previous years, B002 now allows for environmental issues wider than energy to be considered.
- **B003** – Send the Environment and Energy section two photos from this year.
- **B004** – Upload some evidence of communication this year (note Gold G008 could fulfil this criteria).
- **B005** – Upload evidence of involvement (although note that Silver criterion S004 or Gold criteria G033 G055 or G069 could fulfil this requirement).
- **B006*** – This doesn't need refreshing, although be aware that auditors may ask to speak to new members of staff.
- **B007** – This criteria should be completed again. See <http://www.environment.admin.cam.ac.uk/top-tips> for inspiration!
- **B008*** – No update required assuming system still in place (however keep an eye out for new posters on www.environment.admin.cam.ac.uk/posters).
- **B009** – No update required assuming stickers and posters are still in place (it is best practice however to replace these on a reasonably regular basis).
- **B010** – No update required assuming no change to light switches.
- **B011*** – Update required, however this criteria could link to completing G057–78.
- **B012** – Update required, however this could link to Silver S013 or Gold G049/51.
- **B013** – Update required, however this could link to Silver S013 or Gold G049/51.
- **B014*** – No update required assuming ongoing awareness.
- **B015** – No update required assuming system still in place.
- **B016*** – This criteria states 'within the last 12 months' however this criteria only needs updating if new units have been installed.
- **B017*** – No update required assuming policy still actively practiced.
- **B018** – No update required assuming no change to settings.
- **B019*** – No update required assuming system still in place.

***Note change to criteria number/content from last year's workbook.**

Going for Gold? Here's a quick guide to which Silver actions need refreshing:

The **order of the Silver** actions are unchanged, other than minor wording changes.

- **S001** – No update required assuming no change to EEC.

- **S002** – No update required as this criteria is not time-limited, however we would encourage continual engagement with students.
- **S003** – No update required assuming no change to senior management involvement.
- **S004** – Update required, however note that Gold criteria G011, 33, 35, 55, or 69 could help fulfil this requirement.
- **S005** – Needs updating, however note that this could be an update to the audit OR implementation of an action.
- **S006** – No update required assuming no change to heater use.
- **S007** – No update required.
- **S008** – No update required assuming practice still active.
- **S009** – No update required, however best practice would be to review whether any new equipment is in place.
- **S010** – No update strictly required, although it is recommended that regular checks are carried out/staff updated.
- **S011** – No update required assuming no change to policy.
- **S012** – Update required.
- **S013** – No update required assuming practice is ongoing.
- **S014** – No update required assuming target met.
- **S015** – Update required, if applicable.
- **S016** – No update required assuming labels still in place.
- **S017** – No update required, assuming no change to water provision.

Changes to Gold criteria:

- **Gold G006, G029, G036, G040, G041, G042, G047, G050, G053** have had wording updated to reflect new standards or different ways of meeting the criteria.
- Some other Gold criteria have also had their points slightly increased or reduced (the total points available is the same). Criteria **G051** has up to 15 points available, subject to how it is implemented.
- **Gold action G026 is a new action. The previous action G026 can now be found in the three identical actions G087, 88 and 89** which are flexible criteria allowing teams to get points for actions not listed elsewhere in the workbook.

Changes to Colleges criteria:

- Several **College** criteria have had minor wording changes and tweaks to point allocations.
- There are several new **College** criteria – **CT016, CT092 and CT093**.

Changes to Labs criteria:

- The **Labs** tab has been kept largely the same, albeit with updates to the wording of a number of criteria. However, scoring of most criteria have been changed to reflect the difficulty of each criterion. The total number of points available across the whole Labs tab is unchanged, but you may need a different number of actions to get the same award as last year.