Green Impact Excellence Project Report

To be completed before 15 May 2023

This update is an opportunity for you to celebrate your hard work and achievements in Excellence. We hope that a lot of your projects will continue after the submission deadline, but you should aim to summarise your work so far, as well as any work due to be completed. Please ensure your project update doesn't exceed 2,500 words.

Name of Team: Robinson College
Excellence Submission Title: Improve sustainability products supplied to guests in college

A summary of your project's achievements

Objective 1 completed but others still in progress

KPI Delivery Update

Please refer back to the KPIs you stated in your project plan and report the progress made. If you didn't quite meet your targets, you can make reference to any challenges in a later section. The most important thing here is to check you've been able to accurately measure your KPIs. Please also mention your target KPIs alongside your actual figures. The table below may be helpful

KPIs (as in project plan)	Revised KPIs (If applicable)	Actual outcomes
Bedroom folders replaced and in place in rooms during conference times.		Completed Successfully
Toiletries packs sourced for more environmentally friendly and new product ordered		Ongoing
Replacement for room service trays sourced		Ongoing

Evaluating the impact of your project

The project has some shorter term, and some longer term actions that will span across two Green Impact years.

Objective 1. The first objective was completed successfully and appears to be working well. Previously we provided a 6 page folder which contained information about the college and their stay. The pages within the folders were printed in colour and each page was laminated. We have a total of almost 300 rooms for guest during conference time and each room had a folder. Due to the changes in information and personnel within our Conference and Catering

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team we have often had to reprint the whole folder for each room.   This is a total of 900 pages of printing and laminating each time we made a change. Our new information is accessible by a QR code that is placed in a plastic stand on the desk in each room. When we want to change any information we can do this at any time without having to print or laminate anything. Most guests have mobile phones with QR readers, but for the few guests that do, we have a hard copy available at the Porters Lodge that they can take to their room. The information can be found via this link:
https://www.robinson.cam.ac.uk/roominfo

Objective 2. We currently are using up the remainder of our toiletries stock so this is a great opportunity to change to something more sustainable/environmentally friendly. Our current packs come in plastic bags which are printed in China so have a large carbon footprint. The tubes of products and the cardboard cartons are also printed, and again are sourced from China. There are some positive environmental credentials with the products which was sufficient when we last purchased them but the global climate crisis has moved on since then so we need to do more. The products I have sourced come in a cardboard 'pillow pack' which is printed with the college logo but these can be printed in the UK. The cardboard is made from recycled material and is recyclable itself. There are two choice of products I am considering – an oxo biodegradable tube or a bottle made with 30% wheat straw, so 30% less plastic.

Objective 3. Again this is in progress, I have decided on a bamboo tray, which is a more sustainable product. I now have to get agreement through budget as to replace all 300 trays in one go will be very expensive.

Project Difficulties and Opportunities

Objective 1. The barrier was that we needed a format that would not get spoilt in the room if it got wet or stained by the guest. I felt that if we had them in a card format standing on the desk we would end up having to replace them when they get torn and tatty. We therefore sourced some plastic stands that we could place the information card in. Whilst it is not ideal to be purchasing plastic we decided that these would never have to be replaced (unless broken, which is unlikely) and therefore would offset the potential to have to continue printing further cards.

Objective 2. No real barriers with this

Objective 3. Within this objective, I wanted to explain about how guests can reduce the water/energy impact on the environment by not requesting fresh towels every day. We do have a system in college but it is not clearly stated anywhere, apart from the guest information, so it is not particularly obvious. To draw the guests' attention to it more, I would like to print this information on the reverse of the new toiletries packs. Once I have decided which option we will go with I will investigate this further but the wording and space is posing a bit of a challenge at the moment so this may be a barrier to completing this and we may have to look at other options.

Objective 4.   We found that we were limited with options that were eco-friendly but I believe we have found the best option there is available by using bamboo trays rather than plastic. The barrier to achieving this objective is financial as it will be expensive to replace almost 300 trays. I will request it in my budget for the new budget year and hope that it is agreed. One opportunity for the new tray is that it only takes smaller kettles. Although we remove the tray, the kettles are left in the rooms during term time for the students to use. The smaller kettle encourage guests and students to boil less water each time, therefore saving energy too.
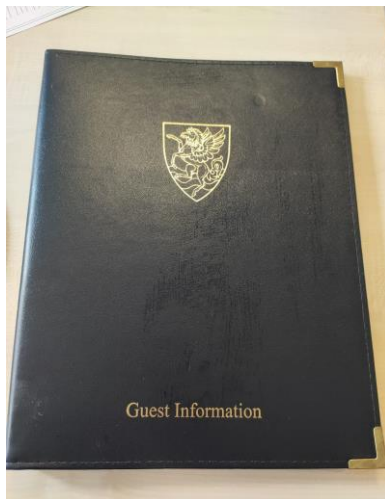
Value added benefits

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The staff in the housekeeping team have benefitted from this initiative both by saving time and storage in the bedmakers cupboards during term time, which is a great benefit as they only have very small cupboards. It has also raised their awareness of our focus to continually reduce our impact on the environment.
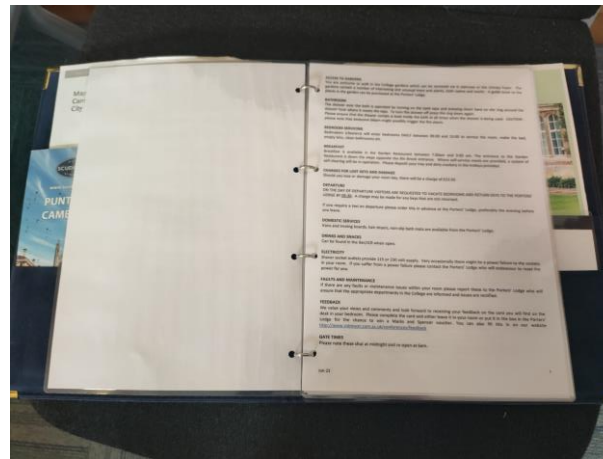
Legacy

The elements of the project that have not yet been completed will be ongoing. I hope that trying to push for continual change will encourage staff to support our ethos and come forward with suggestions in the future.

Photograph

Previous bedroom folder

Inside – laminated pages

New guest information stand

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Current toiletries packs

Potential options for more eco-friendly packs

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Current plastic room service tray

Potential replacement - Bamboo room service tray