

## Union Council Agenda

**Date: 28<sup>th</sup> Jan 2021**

### Agenda

UC01	<b>Housekeeping</b>	5 Mins
UC02	<b>Statement from chair</b>	5 Mins
UC03	<b>Minutes of the Last Meeting / matters arising from last minutes.</b>	5 Mins
UC04	<b>Cycle of business</b>	5 Mins
UC05	<b>Reports</b> <ul style="list-style-type: none"> <li>a. Trustee Board Report</li> <li>b. Student Officer Committee (SOC) Report</li> <li>c. Full time Officer Reports</li> </ul>	20 Mins
	<b>Access Break (every hour on the hour)</b>	5 Mins
UC06	<b>Society and Peer Support Group Constitutions</b>	15 Mins
UC07	<b>Motions</b>	30 Mins
UC08	<b>Any other Business / Open Discussion</b> <ul style="list-style-type: none"> <li>• Any other business items are matters which committee members could not have become aware of before the agenda closed. These items can be submitted to the Chair up to 24 hours before the start of the meeting for their consideration.</li> </ul>	10 Mins
<b>Date, time and place of next meeting</b>		

### Section 1: Housekeeping

*To note*

#### Code of conduct

<https://www.uea.su/union/memberscodeofconduct/>

#### Minutes from the previous meeting

<https://www.uea.su/democracy/unioncouncil/councildocumentsandnotices/>

a) **Expenses** <https://www.uea.su/democracy/unioncouncil/councilinfo/expenses/>

Remember – the Union (of UEA students) may be able to reimburse you for travel or career expenses that you incur attending this meeting. Please contact Esin D’Amery, Head of Campaigns and Policy on [E.DAmery@uea.ac.uk](mailto:E.DAmery@uea.ac.uk) for more details.

#### Online meeting facility [on website]

If you cannot attend in person on Thursday and would like to use the online facility, please email Esin at [E.DAmery@uea.ac.uk](mailto:E.DAmery@uea.ac.uk) before 5pm on the day of the meeting.

**b) Articles of Association & Bye-Laws** <https://www.uea.su/union/governance/constitution/>

The SU is governed by the [Articles of Association](#), and its attached rule book, the [Bye-Laws](#).

**Section 2: Statements from the Chair:**

*To Note*

**Section 3: Minutes of the Last Meeting / matters arising from last minutes**

*To Approve*

The committee is asked to check the minutes for accuracy

<https://www.uea.su/democracy/unioncouncil/councildocumentsandnotices/>

**Section 4 Cycle of business:**

**Section 5: Reports**

*To Note*

**Trustee Board Report-**

The Trustee Board is the governing body of the Union and is responsible for setting the strategy of the Union, ensuring its good governance, overseeing its financial performance and its legal compliance. The Board is made up of Student Officers, Student Trustees elected by Union Council and four outside external expert Trustees. The Chair who is a Student Officer reports to Council and, as with SOC, you can scrutinise the work of the Trustees and hold them to account.

**Student Officer Committee (SOC) Report -**

The elected Student Officers meet as the Student Officer Committee (SOC) where they decide on how to run campaigns and on how to implement the policies passed by Union Council. This section is your chance to scrutinise the work of SOC and to hold the Student Officers to account for the work they have been doing on your behalf.

**Full time Officer Reports**

**Lizzie Payne: Activities and Opportunities**

Item	Update
Manifesto to Priorities	Financial transparency of the University's finances Refund agreement on SAM Club membership refund agreement
Campaigns	Planning #UEAyourWay (launching 1st Feb)- a campaign to highlight all the great opportunities at uni - clubs and socs, Buddy(su), Do something Different, volunteering and becoming a committee member. Got a club and society

	Spotlight happening to highlight some of the great things committees are putting on for their members. We're also giving committees the choice to make their membership free during a three week window for any student to join. Working with UEA sport and Sports exec on Clash of the clubs (launching 1st Feb), and also on Top of the Socs with the opps team which is launching mid feb.
AOB	

### Em Anderson: Welfare, Community, and Diversity Officer

Item	Update
Campaigns	<ul style="list-style-type: none"> <li>• Campaign work has been my main focus so far since the winter break</li> <li>• Written to local MPs about lobbying the Government on better support for students</li> <li>• Producing campaign resources for lobbying the Government on better support for students</li> <li>• Lobbying the University to better communicate mental health support available to students</li> <li>• Meeting and working with officers from other SUs to ensure we're doing the best we can to support students</li> </ul>
Meetings	<ul style="list-style-type: none"> <li>• Project 17: COVID-19 Impacts on Mental Health</li> <li>• Met with UCU reps</li> <li>• Postgrad Committee</li> <li>• Student Experience Committee coming up next week</li> <li>• Meetings with the VC'</li> </ul>
AOB	

### Callum Perry: Undergraduate Education Officer

Item	Update
Manifesto Priorities	<ul style="list-style-type: none"> <li>• A more effective process of gaining student feedback and voice in Education.</li> <li>• Celebrating the success of student reps and increasing their profile.</li> <li>• All students feel like they are part of a community and identify themselves as a student in their learning.</li> <li>• Making feedback more agile.</li> <li>• Looking at issues in assessment.</li> </ul> <p>Contact details – <a href="mailto:callum.perry@uea.ac.uk">callum.perry@uea.ac.uk</a></p>
Campaigns	<ul style="list-style-type: none"> <li>• Fees letter to the VC asking for support to lobby the government and what the university can do to support its students.</li> <li>• LET/SU support in your learning project being rolled out -more PAL workshops across schools and UG Dissertation cafes scheduled for Feb and March.</li> <li>• Successfully built the Education Hub (launched on Wednesday this week)</li> <li>• BAME Ambassadors recruited and working with them on reading list diversity.</li> <li>• Academic Integrity Campaign being planned.</li> <li>• New Student Partnership Agreement approved.</li> <li>• Working on Academic Society agreement.</li> <li>• Asked for the Pronouns option to be added to name displays and looking to write guidance with Education Committee.</li> <li>• Working with other SU's to lobby the government on Tuition Fees</li> <li>• Improved signage in the Library by doing comms collaboration around masks.</li> <li>• Working on a student inclusivity submission for OfS to inform them about university progress.</li> </ul> <p>Collaborating with PTO's on inclusivity in education campaign.</p>
Meetings	<ul style="list-style-type: none"> <li>• Successfully gained a safety net and no detriment policy.</li> <li>• Successfully approved ECOSIA work as the new sustainable default search engine for the university.</li> <li>• Successfully rolled out student consultation for course review changes.</li> <li>• Successfully worked with UEA on wavering reassessment fees for this academic year.</li> </ul>

	<ul style="list-style-type: none"> <li>• Successfully written a Sensitive Content Warning Guidance to be approved for the university.</li> <li>• UG Dissertation cafes are back this year – head to <a href="http://www.uea.su">www.uea.su</a> to find the dates on the calendar.</li> </ul> <p>Academic Health Kits going to be distributed next semester</p>
AOB	<ul style="list-style-type: none"> <li>• Meet every week with Deputy VC and academic directors to talk about issues with online learning, timetabling and safety next, with your questions.</li> <li>• Regular meetings with our Education Committee to push work around quality of teaching and learning.</li> <li>• Meetings around student technology and laptop loaning.</li> <li>• Meeting with Library around e-text availability and teaching spaces availability.</li> </ul> <p>Along with all the regular meetings around inclusivity in the curriculum, covid-19 updates and teaching and learning in general.</p>

### Hamish Williams: Campaigns and Democracy Officer

Item	Update
Manifesto Priorities	<ul style="list-style-type: none"> <li>- Free parking on campus for placement students</li> <li>- The re-opening of the Edith Cavell Building as a place of respite for our students in the NHS.</li> <li>- An 8-week rent rebate for students in soft nomination agreements e.g. Pablo Fanque.</li> </ul> <p>Private Sector Rent –</p> <ul style="list-style-type: none"> <li>- We’ve written to our Home Run landlords, asking them to consider and support the needs of their tenants during this challenging time.</li> <li>- We have also sent a letter lobbying our local MP’s Clive Lewis &amp; Chloe Smith to support Government led rent rebates for students in the private sector. We’re working on providing the resources so that you guys can easily do the same (they may even be published now).</li> <li>- On Friday 22nd January we asked the VC and the University to add their clout to this matter and they agreed to support us. We will be working together to draft further letters to landlords and to the Eastern Landlords Association.</li> </ul> <p>Looking Forward –</p> <ul style="list-style-type: none"> <li>- Democracy Review: w/ Tyler Bell &amp; Tristan Pollitt</li> <li>- Officer Review: w/ Laura Taylor &amp; Lucy Hawker</li> <li>- Recycling &amp; Student Waste project: w/ Eva Korczynski</li> <li>- Sustainability Awards: w/ Em Anderson, Eva Korczynski &amp; Sophie Ciurlik Rittenbaum</li> <li>- Men’s Mental Health &amp; Wellbeing: w/ Students, Sports Execs, Advice Team, Opps Team</li> <li>- Shop Boycotts &amp; Policies</li> </ul>
Meetings	<ol style="list-style-type: none"> <li>1. Graduation Planning – 17/12</li> <li>2. Postgraduate Committee – 12/01</li> <li>3. Management Committee – 12/01 &amp; 26/01</li> <li>4. University Council – 25/01</li> <li>5. Men’s Mental Health Discussion – 14/01</li> <li>6. Student Officer Committee – 14/01</li> <li>7. Rent Meeting with Sussex Student Union Sabbs – 19/01</li> <li>8. SU Officers Rent Discussion (Strategy meeting with other SU Sabbs) – 19/01</li> <li>9. Interviews for a new Chair of University Council – 21/01</li> <li>10. University Council – 25/01</li> </ol>
AOB	

### Ayane Hida: Postgraduate Education Officer

Item	Update
Manifesto Priorities	<ul style="list-style-type: none"> <li>• More opportunities/supports for PGs</li> <li>• PG events before/after lockdown both online and in person</li> <li>• Have been pressuring university for fair treatment for PGT and PGR</li> <li>• Recruited all PG Faculty Convenors</li> <li>• UEA Sports have agreed to make more efforts on PG sports engagement</li> <li>• PGR writing retreats with LTS</li> <li>• International students</li> <li>• Pressuring university to consider international students</li> <li>• Writing a letter to VC specifically about international students' concerns</li> <li>• Anti-discrimination</li> <li>• Engaging/promoting the internal/external workshops</li> </ul>
Meetings	GSSF, Aurora Student Council, Student Forum, Meeting with Student Service for PGR students' interaction, Improving Student Mental Health: A Population-Level Approach, Postgraduate Assembly, Postgraduate Committee, Education Committee, AHRC, Meeting with VC, Meeting with Senior Faculty Manager in HUM re PGR place, Student and Staff Forum, E&D student meeting, Trustee Board, PG activity, Meeting with PVC, PG meet up, PGR meet up, PGR writing retreats with LTS, LTQC, LTC, SU Anti-Racism, WP meeting, Meeting with Doctoral College staff, Facebook Live Q&A, SOC, Doctoral Training Employability Group, Doctoral College Executive, Meeting with UCU, Student Loneliness working group, BAME staff meeting, Management Committee, Course Rep Academy, White Allyship Training, PGR space working group
AOB	Regular catch ups with PGTs and PGRs to see what they are feeling For further detail, contact me at: <a href="mailto:a.hida@uea.ac.uk">a.hida@uea.ac.uk</a>

### Section 6: Reports Club, Society and Peer Support Group Constitutions

*To Approve*

SOCIETY NAME	BIT ABOUT	COUNCIL VERDICT
Biochemistry Society	Biochemistry Society will become a hub for its members; a hub to form community, a hub to meet friends, a hub to amplify voices between the two areas of science. A place where everyone is welcome, and anyone can both relax and enjoy their university experience away from their studies, but also develop their academic knowledge and transferable skills. For those who only have an interest in the subject will find benefit from becoming a member, from the opportunity to expand their learning to finding others who they can learn with.	Approve
Just Love Norwich	The objects/aims of the group shall be: The official vision of Just Love	Approve

	<p>UK is to 'inspire and release every Christian student to pursue the biblical call to social justice'. As the Norwich team, we want to see real change in our city. We believe that as Christian students at UEA we have a responsibility to empower and engage with our local communities and our global neighbours. Just Love exists nationally to equip students to embrace the life of loving service we believe we are called to.</p>	
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The below society is to be considered separately – outside of the block approvals due to the turbulent political nature of the area. Society Executive committee thought it would be best to consider this society separately.

SOCIETY NAME	BIT ABOUT	COUNCIL VERDICT

## Section 7: Policy Papers

*To Approve*

(This section covers motions that councillors have sent in for debate. For more information on what a motion is, or how to write one, click here: <https://www.uea.su/democracy/unioncouncil/>  
<https://www.uea.su/democracy/unionpolicy>

What's really on the menu
<p>Proposer: Ellie Armstrong-Mortlock (trampolining union council rep)            Seconder: Lizzie Payne (Activities and opportunities officer)</p>
<p><b>Summary:</b>            To mandate the SU to push for better labelling across not only their outlets, but the University owned outlets to protect both students who have food allergies and those who do not eat certain foods due to religious or ethical beliefs.</p>
<p><b>Council Notes</b></p> <ol style="list-style-type: none"> <li>In 2019, Union Council voted to remove the notion “May Contain Nuts” which sought to protect students with allergies.</li> <li>In 2018, an article by Concrete reported two incidents involving mis-labelling on campus. <a href="https://www.concrete-online.co.uk/campus-food-endangering-students-allergies-claimed/">https://www.concrete-online.co.uk/campus-food-endangering-students-allergies-claimed/</a></li> <li>Concrete Confessions reported problems in late 2020 with vegan students finding meat within products sold on campus.</li> <li>Multiple students are affected by food allergies, which can be life threatening.</li> </ol>
<p><b>Council Believes</b></p> <ol style="list-style-type: none"> <li>The SU should push for food allergy labelling across their outlets and those of the university. Students should be able to find this information quickly and it should be very evident as to what the allergens are.</li> <li>Staff should use clearly labelled utensils for handling meat-free products, such as using green serving utensils</li> </ol>

ONLY for vegan products.

### Council Resolves

1. The SU should push for food allergy labelling across their outlets and those of the university. Students should be able to find this information quickly and it should be very evident as to what the allergens are.
2. Staff should use clearly labelled utensils for handling meat-free products, such as using green serving utensils ONLY for vegan products.

### Refund the tuition fee

**Proposer:** Callum Perry (Undergraduate Education Officer) and Ayane Hida (Postgraduate Education Officer)

**Seconded:** Kevin Hyde (Students with Disabilities Officer)

#### Summary:

Covid-19 has been affecting our students drastically since March 2020 when UEA shut down and shifted most of the modules to online. After the academic year 20/21 started, most students were experiencing largely (if not total) online learning. Students came from various parts of the UK or different countries, such as Mexico and China, to attend online modules. UEA laid out to students that they would get **some** face-to-face teaching, however, most of the content was online and there were many students who did not receive any face-to-face teaching. Despite the Universities positive approach to online learning, to keep students learning, the access to facilities and resources is much diminished for this years' cohort and is thus not the same experience.

Universities and their staff have been working hard to keep up with the rapidly changing national situation. The Government has been unclear and indecisive, leaving students and university staff with little guidance. The pandemic has exacerbated many existing inequalities and social issues those caused by the marketisation of education. This has forced universities to compete for students and brought some to the edge of financial collapse even before the pandemic. Universities do not have the funds to refund tuition fee and we believe this responsibility sits with the Government.

We believe the SU should continue to support students and encourage them to come together and put collective pressure on the government together. This is a national priority and one that has been of particular concern to UEA students. We want to empower students to write to their MP's and ministers about the current situation and join the national conversation with NUS (National Union of Students). We cannot ignore students' calls and we wish to support them in the best way possible to ensure their voices are heard and their demands are met.

### Council Notes

1. We estimate the Government has spent approximately £210bn on the pandemic, including £112bn supporting UK businesses so far. To date, the UK Government has spent NO MONEY to support universities with learning and teaching costs or accommodation fees. UEA's eight-week rent rebate will cost the University £5m at a time when their finances are severely challenged by the pandemic.
2. Some universities are at risk of financial collapse, and UEA is not immune to the financial pressures created by the pandemic.

### Council Believes

1. We believe the responsibility of tuition fee refunds sits with the Government.
2. The lack of Government support for UK Higher Education institutions is disgusting; we feel this is a deliberate attempt by the Government to undermine Universities in the UK.
3. We believe students and UEA should unite in their call for the Government to support Universities financially.



**Council Resolves**

1. To mandate the Undergraduate and Postgraduate Education Officer to work the university on actively monitoring the quality of online teaching.
2. To lobby the university to campaign with students for fair HE funding, including compensation for students.
3. To mandate the full-time officers to work with NUS and other Student Unions to create national pressure.
4. To mandate the full-time officers to lobby the government on reducing tuition fees for academic year 20/21 as recommended by an independent enquiry which the Government should commission. The same process should be carried out to identify fee reductions for 21/22 based on the expectation that most but not all services will return for the next academic year.
5. To mandate the Undergraduate and Postgraduate Education Officers to lobby the government for increased funding for universities to meet the costs of increased and high-quality online learning and teaching costs, COVID secure face-to-face learning and teaching.

Name of your motion: **(Student Rent & COVID: A Campaign Approach)**

Proposer: Hamish Williams  
 Seconder: Sophie Atherton

**Summary:**

Let's make no mistake, the COVID-19 pandemic has TRANSFORMED students' experience of university not just at UEA but across the country and it has presented many new and difficult challenges on top of already existing pressures. Throughout this you guys have remained vocal about these pressures and continue to help us challenge the University to provide the necessary support that is needed. Most recently, we've been able to both work with and demand from the University concessions and assistance on several things including:

1. An 8-week rent rebate for those in UEA Accommodation
2. An 8-week rent rebate for those in soft nomination agreements, e.g. Pablo Fanque House
3. The implementation of a thorough Safety Net & No Detriment Policy
4. The removal of reassessment fees
5. The re-opening of the Edith Cavell building as an area of respite for our students in the NHS
6. Free parking on Campus for placement students
7. An agreement with the University as to the nature of club membership refunds.
8. And a final agreement that SAM refunds for sports club memberships will be made at the end of the academic year in light of how much sport will have taken place.

This is just a drop in the ocean we're not done yet. We know that together we've got a lot of work to do in the coming weeks and we hear you guys loud and clear.

Yet one of the major challenges as outlined above concerns the imposition of the latest lockdown on Tuesday 05<sup>th</sup> January 2021 and its impact on student accommodation and rent. These consequences are a direct impact of the lack of Government support for higher education throughout this pandemic. Like many universities, UEA is not immune to the financial impact of COVID and the damning absence of Government support for students & higher education is telling at a time when students clearly deserve better. Whilst UEA has taken steps to offer an 8-week rent rebate for those students unable to occupy their UEA accommodation, the financial constraints of COVID and the absence of Government assistance for universities and their students has meant that their action on this front remains limited. In truth, it simply isn't enough, and our students deserve MORE. If the Government can support businesses, then it can support students too.



### Council Notes

- *Prior to the impact of COVID-19 the plan was that UEA would have a controlled deficit of £3 million – this deficit was 'controlled' as it was being invested into developments around the University.*[\[1\]](#)
- *However, given the rapid impact of COVID-19 on revenue and also on the need to invest in measures against it, UEA is now projecting an overall operating deficit of £18.8 million for 2020/21.*[\[2\]](#)
- *We acknowledge that the University has sought to mitigate this with furlough, increment freezes, & pay cuts for senior staff and the executive team.*
- *On the other hand, we estimate that the UK Government has spent approximately £210bn on the pandemic including offering £112bn to support UK businesses.*[\[3\]](#)
- *In comparison students have received next to NOTHING.*
- *This call for Government action is quickly becoming a cross party issue. Not only is there support from Liberal Democrat & Labour politicians but there is also increasing backing amongst Conservative MP's for the Government to support and provide for student rent rebates & tuition fee refunds, as seen in the House of Commons on Tuesday 12<sup>th</sup> January 2021.*[\[4\]](#)
- *Just the other week, the Liberal Democrat MP Wera Hobhouse & the Conservative MP Sally-Ann Hart added their voices to the matter. Hart called for Downing Street to acknowledge the "...**raw deal...**" that students have had this year and called for greater Government support for students, suggesting that: "**We can start by reducing their university fees for the COVID-19 period and not asking them to pay rent on the accommodation that they are being asked not to stay in.**"*[\[5\]](#)
- *On Monday 18<sup>th</sup> January, Emma Hardy the Labour MP for Hull West & Hessle slammed the Education Secretary Gavin Williamson for the fact that students are paying rent on properties they have been instructed not to use and called for them to acknowledge and take action on the pressures that many students are now facing.*[\[6\]](#)

### Council Believes

- **We believe** that the way the Government has treated students throughout this pandemic is inexcusable.
- **We believe** that students do deserve rent rebates!
- **We believe** that at present, UEA cannot finance the necessary rent rebates that students rightly deserve as a result of COVID and its financial impacts → THIS SUCKS we know but we will continue to push UEA to support students better in other ways.
- **We therefore believe** that the responsibility to finance these rent rebates sits with the Government!
- **We believe** that this is the time for students and higher education institutions alike to unite and DEMAND from the Government full and comprehensive financial support, including the provisions for rent refunds both in University Accommodation & in the Private Sector.

## Council Resolves

1. To mandate the Full-Time Officers to work with Students, Student Unions and other Higher Education Institutions such as NUS to lobby the Government that the below demands are met:

### We demand that the Government:

- Reimburse universities for the loss of accommodation revenue so they can reimburse students for accommodation they can't use in the academic year 2020/21.
  - Increase funding for universities to meet the costs of increased and high-quality online learning and teaching, COVID secure face-to face learning and teaching, and additional student mental health and wellbeing costs.
2. As part of this campaign against the Government, to also mandate the Full-Time Officers to:
    - Begin & promote a comprehensive letter writing campaign to local officials and the Government detailing our above demands, in alliance with other Student Unions.
    - To provide the resources and templates for students to do the same, including postage costs.
    - If they are in a position to do so, to also encourage students to ask their parents and/or guardians to also participate in the same letter writing campaigns.
    - To write to the Minister of Universities & the Secretary of State for Education, detailing our disappointment and our demands.
  3. To also mandate the Full-Time Officers to work with and push the University to ensure that the demands that follow are met:

### We demand that the University:

- Increase the size and scope of the University hardship funds to aid digital poverty, students from widening participation backgrounds and international students, whose financial experience is largely inequitable in comparison to home students.
- Actively monitor the quality of online teaching.
- Support students/the SU in demanding the Government provide financial support for universities and students.
- Provide sufficient provision to support student mental health.
- Actively work towards greater financial transparency with their students, providing regular updates as to the fiscal condition of the organization as far as they are allowed.
- Have the Vice-Chancellor participate in a live online Q&A with students.

<sup>[2]</sup> Ibid.

<sup>[3]</sup> <https://www.nao.org.uk/wp-content/uploads/2020/09/COVID-19-cost-tracker-2020-09-08.pdf>

<sup>[4]</sup> <https://hansard.parliament.uk/commons/2021-01-12/debates/A9F122DF-3DB0-404A-9DF0-CF1709E14DA2/Covid-19#contribution-5957E440-54A8-449D-B4A0-F6A537331916>

<sup>[5]</sup> Ibid.

<sup>[6]</sup> <https://hansard.parliament.uk/Commons/2021-01-18/debates/B67D4948-CC32-4345-A070-8A94B23D8C92/FurtherAndHigherEducationEndOfTransitionPeriod#contribution-E5AB2B9B-B828-46FC-9D34-627DC3AA6085>

<b>Travel Policy Motion</b>
Sponsor: Sophie Ciurlik Rittenbaum (Non-portfolio Part-time Officer) Secunder: Aron Sandys (Sustainability Society Union Representative)
<p><b>Summary:</b>          We, as students of the UEA, request that the University makes the minimisation of environmentally harmful impacts a key principle of its travel policy going forward. The University has declared a ‘Climate and Biodiversity Emergency’ and committed to achieving net zero greenhouse gas emissions by 2050 as well as to emit no more than its fair share of greenhouse gas emissions in line with the Paris Agreement and UK legislation. We ask that UEA implements a number of concrete measures immediately to reduce the environmental impact of staff and student travel in line with these commitments.</p>
<p><b>Council Notes</b></p> <ol style="list-style-type: none"> <li>1. In June 2019, UEA declared a ‘Climate and Biodiversity Emergency’. It committed to achieving net zero greenhouse gas emissions by 2050, and in the summer of 2019, UEA agreed that the carbon budget for the UEA’s is 147kt of CO<sub>2</sub> in “Setting Paris Agreement Aligned Climate Change Commitments for the University of East Anglia”<sup>1</sup>.</li> <li>2. Emissions from travel, especially air travel, are known to account for a significant share of the total greenhouse gas emissions of Higher Education institutions. The HEFCE (Higher Education Funding Council for England “Measuring Scope 3 Carbon Emissions”, 2012) estimates that travel emissions from all travel represent 23% of the HE sector’s emissions, and emissions from air travel are likely to constitute the largest part of these travel emissions.<sup>2</sup></li> <li>3. Premium and business class air travel is particularly greenhouse gas intensive, as premium seats take up more floor space in aircraft. According to a study by the Chalmers University of Technology, is estimated that spaces on economy class uses an area that is 1.2 times less than the area used by premium class spaces and uses an area 2.2 times less than the area used by business class spaces. (Chalmers University of Technology, 2019).<sup>3</sup></li> <li>4. Other Universities in Europe have already committed to Travel Policies that acknowledge the urgency of decarbonisation, such as the University of Neuchâtel, which levies a carbon tax on all plane journeys,<sup>4</sup> and Lund University, which stipulates that business travel shall be planned and undertaken in such a way that any negative impact on the environment is limited to greatest possible extent.</li> <li>5. The Centre for Sustainability Studies at the University of Lund asks staff to prioritise ground travel for destinations within Sweden and international destinations within 12h from Lund</li> <li>6. Both the University of Edinburgh and the University of Strathclyde ask staff to sign a travel pledge committing to limit their air travel.<sup>7</sup> 5. In 2012, the UEA Student Union Council passed 1285 UUEAS Sustainable Transport policy, a similar policy that pushed the university to promote more sustainable transport and limit greenhouse gas intensive transport in an effort to mitigate climate change.</li> </ol>
<b>Council Believes</b>

1. That UEA is ideally positioned to join this vanguard of universities championing change and that as COP26 approaches, now is an ideal moment for UEA to boost its sustainability credential by matching its policies to its words.

### **Council Resolves**

To demand that the University

1. Makes the minimisation of environmentally harmful impacts a key principle of its travel policy going forward.
2. Discourages greenhouse gas intensive travel as much as possible and instead facilitates travel with minimal greenhouse gas emissions, by accommodating longer travel times and financing more expensive travel options where this demonstrably lowers a journey's greenhouse gas emissions.
3. Gathers data on carbon emissions from student and business travel systematically and monitors these as part of its efforts to achieve net zero.
4. Ensures prospective travellers have easy access to information on the respective greenhouse gas emissions of different travel options prior to booking travel to make informed travel choices. For students who must travel by air, specifically for students outside of western Europe, the university should make information on relative greenhouse gas emissions of flying in economy versus flying in a premium and business classes easily accessible.
5. Does not allow 'premium' and 'business' class travel to be claimed as a staff expense except when this is necessary for medical reasons.
6. Commits to only ground travel within the UK (including Northern Ireland) and to mainland western European countries\* except when this would imply unreasonable hardship, for example, if individuals have caring responsibilities or medical conditions.

\* The list of countries considered to be within Western Europe are defined as: Andorra, Austria, Belgium, Denmark, France, Germany, Italy, Lichtenstein, Luxembourg, Monaco, the Netherlands, Portugal, Republic of Ireland, San Marino, Spain, and Switzerland, using the list of defined Western European countries in the 2012 Union Council motion 1285 UUEAS Sustainable Transport policy<sup>8</sup>. In addition, travel to islands that are part of the listed Western European countries and the UK is exempt from this policy.

- 1 [https://ueanorwich-my.sharepoint.com/:w:/g/personal/fvw19hju\\_uea\\_ac\\_uk/Ef9DPo\\_NLlIqXz6sihwTBgBhtP89lZSa7eD-hj1J2ojEA?e=rHS18n](https://ueanorwich-my.sharepoint.com/:w:/g/personal/fvw19hju_uea_ac_uk/Ef9DPo_NLlIqXz6sihwTBgBhtP89lZSa7eD-hj1J2ojEA?e=rHS18n) 2 <https://dera.ioe.ac.uk/13477/1/supplyemissionreporting.pdf> 3 <https://travelandclimate.org/sites/default/files/Methodology-report-Travel-and-Climate-Version-2.pdf> 4 <https://www.unine.ch/durable/deplacements-avion> 5 <https://www.staff.lu.se/sites/staff.lu.se/files/regulations-for-business-travel-at-lund-university.pdf> 6 [https://www.lucus.lu.se/sites/lucus.lu.se/files/lucus\\_travel\\_policy.pdf](https://www.lucus.lu.se/sites/lucus.lu.se/files/lucus_travel_policy.pdf) 7 See [https://www.sustainabilityexchange.ac.uk/travel\\_better\\_package](https://www.sustainabilityexchange.ac.uk/travel_better_package); <https://www.ed.ac.uk/transport/news/sign-fair-pledge>; <https://www.strath.ac.uk/professionalservices/sustainablestrathclyde/sustainabletravel/airtravel/> 8 <https://www.uea.su/pageassets/democracy/unionpolicy/1285-UUEAS-Sustainable-Transport-Policy-6-12-12.pdf>

### **Section 8: A.O.B**

*To Consider*

### **Reports from University & Students' Union Committees**

The Full Time Officers and some Councilors sit on key University Committees, if any big issues are coming up that will affect students, they report them to Council.

### **Date, time and place of next meeting:**

