

Role and Responsibility Matrix				
Stakeholder	Sustainability Team	Centre for Innovation in Education	Module Leader/ Academic Supervisor	Students
Provide briefs for the living lab projects based on the KPIs set out in the Sustainability Strategy	✓			
Provide supporting data and information that we have available to aid and support the development and completion of living lab projects	✓			
Monitor progress of living lab projects in line with sustainability KPIs	✓			
Embed the living lab briefs into modules ensuring they align with the strategic objectives of the University and create opportunities for interdisciplinary projects		✓	✓	

Develop assessments aligned with the living lab briefs, that also meet school/discipline requirements		✓	✓	
Act as the point of contact for students taking part in the living lab programme			✓	
Communicate the progress of the living lab project to the Sustainability Team			✓	
Provide feedback to students on behalf of the Sustainability Team regarding the impact of the living lab project			✓	
Complete the living lab project in line with the brief provided				✓
Evaluate the project annually and report progress to the Sustainability Committee and Education Committee	✓			