



Terms of Reference

Purpose:

The **Sustainability Sub Committee (SSC)** exists to oversee the development and delivery of sustainability in support of the University Strategy, the Sustainability Strategy and the wider sustainability agenda. It oversees the policies, guidance and action plans which support the Sustainability Strategy and make up the EMS (Environmental Management System) as well as acting as the Management Review Group for the EMS. It co-ordinates the University's activities and responses in this area reporting into the Health, Safety and Environment Committee such that it ultimately reports through to Council providing visibility, overview and assurance in these areas.

Aims: (and measure of success)

The Sustainability Sub Committee aims to:

- Support delivery of the Sustainability elements of the University Strategy and the contribution sustainability makes to the overall strategy.
 - Measure: Any evidence specific to delivery of the University Strategy
- Oversee the development and delivery of the Sustainability Strategy.
 - Measure: Strategy delivered by December 2022
 - Measure: Development and delivery of an annual Sustainability Action Plan
- Provide direction on the development and delivery of policies, guidance and action plans which support the Sustainability Strategy across research, teaching, enterprise and operations.
 - Measure: the number of policies, guidance and action plans developed and delivered
- Receive reports on the progress of the above from the relevant stakeholders.
 - Measure: detailed progress reports against action plans to be received from at least 6 key areas during the course of the year selected from:
 - Waste & Resources
 - Emissions and Discharges
 - Travel & Transport
 - Biodiversity
 - Educating for Sustainable Development
 - Sport
 - Procurement
 - Food (Catering & Retail)
 - Imago
 - LSU
- To receive reports on the EMS, undertake Management Review of its progress and provide guidance on its continual improvement.
 - Measure: Completion of the EMS Management Review in May
- To ensure compliance with our Sustainability obligations and review performance against best practice in the sector and more widely.
 - Measure: Completion of our Sustainability obligations which currently include:
 - Sustainability Leadership Scorecard
 - Sustainable Development Goals Accord
 - ISO14001 Obligations
 - People & Planet Green League (not a formal obligation yet)

- THE Impact Rankings
- QS World Sustainability Rankings
- To monitor national and international legislative and policy developments, and be advised on their implications for the University.
 - Measure: Maintain legal compliance
- To receive reports from and provide guidance to any subgroups of the SSC.
 - Measure: Maintain and develop subgroups of the SSC
- To report after each meeting to other appropriate sub committees and committees on any related matters as required.
 - Measure: Number of reports to other appropriate sub committees and committees
- To provide an annual report to Senate and Council and ensure that Senate and Council are provided with the information required to discharge their duties around Sustainability and Environmental Compliance.
 - Measure: Delivery of an annual report to Senate and Council

Reports to:

- Health, Safety and Environment Committee and other Committees as required.
- Representations may also be made by the Chair to ALT and PSLT

Works alongside:

- The Loughborough Net Zero Group.
- The Health, Safety and Environment Compliance Sub Committee.

Sub-Groups:

The SSC will receive reports from and provide guidance to:

- The Biodiversity Working Group (includes the Woodland Management Group).
- Transport Sustainability Group.
- Any Task and Finish Groups that shall be created to support delivery of the agenda.

Meets: 3 times per year

Membership of the Sustainability Sub Committee:

Position:	Role:	Representative:
Director of Estates & Facilities Management	Chair	Graham Howard
Director of Maintenance, Engineering & Sustainability	Deputy Chair	Rob Sparks
Sustainability Manager	Convenor. Reports on Strategy, Travel & Biodiversity	Robyn Reeve
Environmental Manager	Secretary. Reports on Waste, Resource Efficiency, Pollution Prevention, Compliance, EMS	Nik Hunt
A Dean	Member	Paul Conway
Operations Manager(s)	Member.	Ruth Casey Simon Fawcett Judy Billington
Academic with Sustainability interest	Member. Reports on Education for Sustainable Development (ESD)	Rob Wilby
Snr E&FM Manager	Member. Reports on Sustainable Construction	Martin Channell
Energy Manager	Attendee when required. Reports on Energy but this will, on the whole, be covered the LUNZ Group	Greg Watts
Sustainable Travel Officer	Attendee when required. Reports on Travel & Transport	Elliott Brown
Catering representative	Member. Reports on Sustainable Catering	Dan Brazil
Retail representative	Member. Reports on Sustainable Retail	Karl Christison
Procurement representative	Member. Reports on Sustainable Procurement	Anna Ellis
Organisational Development representative	Member. Reports on Sustainability Training	Sarah Williamson Matt Hope
Sports representative	Member. Reports on Sustainability In Sport	Mark Davies

Imago representative	Member. Reports on Sustainability across the imago venues	Steve Powell
Student Union representative	Member. Reports on Sustainability for the Students Union	Danny Smith
Planning representative	Member	Dawn Matthews
Marketing & Advancement representative	Member	Helen Clarke
Technician representative	Member	Imogen Heaton
Student representative	Member	TBC
Staff representative	Member	TBC

In Attendance: Administrator to assist with minutes if required.

Further Context:

The Terms of Reference and Membership are designed to reflect the sub-committee’s role to oversee and govern the University Sustainability agenda with particular focus on:

- Creating a sustainable campus.
- Developing sustainable students, staff and visitors.
- Encouraging the development of a Sustainable curriculum, research and enterprise.
- Supporting a sustainable community.

In particular the sub-committee shall consider and support the institutional theme **Climate Change and Net Zero** across the core areas of:

- Research & Innovation – we will grow our research and innovation capacity, in areas such as clean energy and the circular economy, to enable the university to play a leading international role in responding to the climate emergency.
- Education – we will develop students who have a high degree of climate change awareness and carbon literacy so that they can take responsibility for sustainable actions in themselves and others.
- EDI – will help diverse communities around the globe adapt and prosper in a changing world climate.
- International – we will bring together our creative, analytical and technological expertise to accelerate a reduction of global emissions.
- Sport – we will use our expertise and influence to help sporting policymakers and organisations in their transition to net zero.
- Partnerships – we will seek and engage strategic partnerships that will strengthen our response to the climate emergency and help accelerate progress towards net zero.
- University – we will engage staff, develop our estate, and change working practises to achieve net zero emissions from our own operations.

Sustainability: meeting our own needs without compromising the ability of future generations to meet their own needs considering the three main pillars of Environmental, Economic and Social. Social Responsibility is a key part of Sustainability.

Sustainability within the University Strategy is delivered through the Sustainability Strategy which can be driven by as well as supporting the 17 UN Sustainable Development Goals (SDG’s). Loughborough University is signed up to the SDG Accord the purpose of which:

1. is to inspire, celebrate and advance the critical role that education has in delivering the Sustainable Development Goals (SDGs) and the value it brings to governments, business and wider society.
2. is a commitment learning institutions are making to one another to do more to deliver the goals, to annually report on each signatory's progress, and to do so in ways which share the learning with each other both nationally and internationally.

The 17 SDG’s can be found here: <https://sdgs.un.org/goals>

These proposed final Terms of Reference should be reviewed in 12 months as part of the check of the effectiveness of this Sub-Committee.