

Environmental Sustainability Committee (ESC)

1. CONSTITUTION

The Environmental Sustainability Committee (ESC) reports to the Planning and Resources Committee (PRC).

2. MEMBERSHIP

The Committee will comprise the following membership:

- Vice-President for Social Responsibility (Chair)
- Head of Environmental Sustainability (Deputy Chair)
- University Academic Carbon lead
- University Academic lead for Environmental Sustainability
- Director of Estates and Facilities
- Director of Social Responsibility
- Director of Compliance and Risk
- Deputy Director of Estates and Facilities
- Senior representative from the Directorate of Finance
- Student Union Exec Team member with a remit for Environmental Sustainability
- Three senior academics (one per Faculty) with a remit for social responsibility
- Trade Union Representative
- Student Representative

Additional membership will be co-opted to the Committee if required by majority vote of the existing members.

A quorum shall be 50% members including the Chair or his/her nominated deputy.

3. ATTENDANCE AT MEETINGS

- Members must attend at least three of the four meetings per year except in extenuating circumstances.
- Invited members of ESC will meet with the Chair of the Committee on an annual basis.
- The ESC may require the attendance of any University employee (or agent of the University) at a particular meeting.

4. FREQUENCY OF MEETINGS

- Meetings shall be held quarterly.

5. OVERVIEW

- The role of this Committee is to ensure that the University meets its environmental sustainability ambitions and commitments.

6. SCOPE AND DUTIES

- To report and provide assurance to the PRC regarding progress towards:-
 - The city's decarbonisation pathway and 2038 target for zero carbon
 - Eliminating avoidable single use plastics by 2022
- To provide strategic oversight and delivery of strategy, policy and action plans on matters relating to environmental sustainability and to recommend action to improve environmental performance.
- To recommend for approval strategies, policies and action plans in support of the University's environmental sustainability ambitions and commitments, and to review and recommend strategies, policies, plans, procedures and programmes of other committees in connection with environmental sustainability where appropriate.
- To oversee the delivery of environmental sustainability strategy, policy and action plans, monitoring and reviewing environmental sustainability performance, advising on resources to enable delivery and making recommendations to the PRC where necessary.
- To require that PS Directorates / Offices and Faculties support the University's environmental sustainability ambition and commitments by identifying actions and resource to improve environmental performance.
- To draw together subcommittees /task and finish groups as and when needed to deliver environmental sustainability strategies, policies and action plans, and progress commitments and targets.
- To lead and deliver on environmental sustainability matters at the University.

7. AUTHORITY

- The ESC is empowered to examine and investigate any activity or inactivity within the University in accordance with the above scope and duties.

8. REPORTING

- Minutes of ESC meetings shall be formally recorded and submitted to PRC at its next scheduled meeting.
- ESC will submit an annual report to the Audit Committee which will be presented to the Board of Governors.
- ESC will receive environmental sustainability reports from members and chairs of task & finish/ steering / special interest groups on a quarterly basis, which will be circulated to members of ESC. The confirmed minutes from the meetings will be circulated to all members of ESC.

9. REVIEW

- These Terms of Reference will be reviewed annually in September.
- Minor amendments to the Terms of Reference may be made by ESC members when required to reflect the changing remit.