

# SUSTAINABLE DEVELOPMENT COMMITTEE

## Terms of Reference

Purpose: To advise and make recommendations to the University Executive Committee on the governance and implementation of the Sustainability Strategy of the University's Strategic Plan.

1. To review, approve and advise on the University's commitments, profile and performance in Sustainability, including delivery of its Sustainability Strategy and annual reporting on Sustainability.
2. To raise critical issues and make recommendations to the University Executive Committee, regarding governance, policy, resourcing and implementation of Sustainability.
3. To support the reporting and improvement requirements of ISO 14001: 2015 and to oversee the development of the University's Environmental Management System (EMS) and related legislative and compliance issues.
4. To develop, approve and monitor the implementation of the University's Carbon Management Plan and related policies and plans for Sustainability (including energy, waste, water, transport, catering, technology, procurement, investment).
5. To inform, support and monitor institutional progress in education and research for Sustainability, as well as academic staff development provision in this area.
6. To inform, support and promote institutional development, good practice and active engagement in Sustainability amongst staff, students and other stakeholders.
7. To advise on and promote liaison with external bodies and the local community on Sustainability and related matters.
8. To advise University Council and University Committees, on Sustainability and related matters.
9. To consider matters related to equality and diversity, risk and integrity arising from the remit of the Committee.

### Specific Policy Responsibilities

Sustainable Development

### Mode of Operation

#### Chair

Director of Sustainability

#### Vice Chair

Director of Estates

#### Officer

Academic Registry

### Terms of Office

Nominated Academic Staff Member from each Faculty: 3 years

### Quorum

One- half of the total membership which must include either the designated Chair or Vice-Chair

### Frequency of Meetings

2 times per year

### Reporting Line

University Executive Committee

### Sub-Groups

Operations Working Group  
Engagement Working Group  
Academic Working Group

### Submission/Availability of Minutes

Copies of all minutes will be forwarded to the University Executive Committee and held by the Academic Registry. Minutes will also be published on the University website.

## SUSTAINABLE DEVELOPMENT COMMITTEE

Membership		Appointment Dates
Director of Sustainability (Chair)	Dr Alex Ryan	
Director of Estates (Vice Chair)	Dr Nigel Wichall	
Sustainability Operations Manager	Michael Checkley	
Sustainability Engagement Manager	Miriam Webb	
HSE and Quality Manager	Jonathan Wye	
Contracts and Procurement Manager	Robin Hare	
Head of Facilities	Andy Simpson	
IT Services Representative	Robin Livesey	
LIS Representative	Allison Davis	
Human Resources Representative	Ruth Davies	
Academic Development Unit Representative	Ros O' Leary	
Student Services Representative	Simon Dove	
Chief Executive of Students' Union	Tom Newman	
President of Students' Union	Raphaella Ward	
Students' Union Representative	Rosie Hillas	
Academic Staff Representative - Faculty of Arts and Technology	Bill Burford	Oct 2014 – Sept 2017
Academic Staff Representative - Faculty of Business, Computing and Applied Sciences	James Derounian	Oct 2015 – Sept 2018
Nominated Trades Union Representative	Professor Frank Chambers, UCU	
University Council Sustainability Representative	Karen Morgan	