

## Sustainability Steering Group

### Aims:

1. To provide advice and help to enable continuous improvement in the University's performance in relation to the sustainability.
2. To articulate the University's vision for sustainability that moves the agenda beyond risk-based compliance to a truly sustainable university, building on the legacy of 2015 Green Capital.
3. To undertake horizon-scanning that may impact on the University's delivery on its commitment to Sustainability, as well as identifying potential new opportunities.
4. To validate and, where appropriate define, relevant performance measures against relevant priorities as outlined in the University Strategic Plan.
5. Act as a forum for collaborative working especially around Bristol Futures as well as enterprise, innovation, research, the student body and sustainability;
6. To monitor progress against these performance measures, including the University sustainability pledges and UNESCO gap commitment, aligned to reporting against the University Implementation Plan.
7. To highlight progress across the University and to help identify blockages/barriers, as well as providing an appropriate level of critical challenge for the institution.
8. Assisting the University in taking a leading role in higher education sustainability initiatives and using this role to lead and challenge the sector, as well as raising the University's profile, locally, nationally and internationally on this agenda.
9. To assist in encouraging partnership working with Bristol Green Capital Partnership and Bristol Health Partners.
10. To encourage engagement with external stakeholders within our supply chain.
11. To report to the VC via UPARC.

### Membership

- The Institutional Lead for Sustainability (PVC for Education) will chair the Sustainable Steering Group.
- In the absence of the Chair, the Vice-Chair will act as Chair.
- Members may send a representative if they cannot attend a meeting.

Constituency	Name	Initial appointment date	End date of current term of office
Institutional Lead for Sustainability (Chair)	Judith Squires	[INSERT DATE] e.g. 01/01/2012	[INSERT DATE] e.g. 31/12/2015
Lead for ESD	Chris Willmore		
Head of Sustainability	Martin Wiles		

Constituency	Name	Initial appointment date	End date of current term of office
Cabot Institute Director	Rich Pancost		
Director of Communications & Marketing	Maggie Leggitt		
Bristol SU Student Living Officer	Stephen Le Fanu		
Bristol SU Sustainability Coordinator	Amy Walsh		
Manager of Bristol Student Hub	Emma-Jane Manion		
Manager of Cabot Institute	Hayley Shaw		
Deputy Head of Public Engagement	Fiona Hyland		
Head of Procurement	Anj Cooke		
A Head of School Representative	TBC		
A Manager from a URI	TBC		
Chair of Bristol SU Sustainability Committee	Adela Simonova		

### Quorum

- Five members, including either the chair or Vice-Chair must be present.

### Secretary

Gillian Nash – Sustainability Administration Coordinator

Tel:

Email:

- The responsibilities of the secretariat will be rotated across relevant University departments and divisions on an annual basis.

### Terms of Reference

- Members are invited to join by the Institutional Lead for Sustainability in consultation with the Head of Sustainability (Estates) and Institutional lead for Education for Sustainable Development. They will serve an initial term of one year. Thereafter this term may be extended for a further two years by mutual consent, and in exceptional circumstances for further periods should this be in the best interests of the University.

### Attendance at meetings

- Up to 4 additional members at the request of the Chair of the Sustainability Steering Committee.

### Frequency of Meetings

- Meetings will normally be held every three months. The Chair may request additional meetings if they consider it appropriate.

- The group can take decisions via email between meetings, subject to the Chair's approval.
- Formal minutes will be taken at each meeting and reported as an agenda item in the next suitable (UPARC) meeting.

**Authority**

- The Sustainability Steering Group advises the Institutional Lead for Sustainability on how the University will meet its four key sustainability pledges and wider sustainability goals, as well as advising on any sustainability recommendations the Institutional Lead for Sustainability would take to UPARC and SIB.