

UNIVERSITY OF EXETER

Environment & Climate Emergency – Thematic Forums (Initiative development meetings)

Aim

The aim will be to discuss, debate and support the Thematic Forums to Environment & Climate Emergency action plans by identification of initiatives which reduce the environmental and carbon footprint and or enhance outcomes.

Initiatives related to research, education, location, operations and technical capability, grants and all aspects of the University of Exeter should deliver solutions and or establish activities which address and combat climate emergency (including but not limited to adaptation, mitigation and environmental net gain).

Initiatives may relate to activities undertaken by University of Exeter and /or its partners and support the delivery of the University of Exeter; Environment and Climate Emergency Working Group Report (Nov 2019) Goals and Recommendations.

The goals are :

Goal 1: Be carbon neutral (net zero) for direct carbon emissions from energy use (Scope 1 & 2 emissions¹) by 2040 via a front-loaded approach to reduce emissions by 75% by 2030 – plans are already in place to 2025,

Goal 2: Be carbon neutral (net zero) for indirect emissions (scope 3¹) by 2050 (50% by 2030); requiring new ways of working; partnerships with other organisations to jointly tackle reduction and establish alternative infrastructure and solutions to reduce to net zero.

Goal 3: To pursue a policy of ‘environmental net gain’ on our estates, and to use our research and education to deliver environmental net gain within region, country and across the globe; requiring new ways of working.

Goal 4: To be in the top five Universities in national sustainability rankings within sector by 2025, and in the top three Russell Group Universities.

¹ Scope 1 emissions from sources that are owned or controlled (e.g. fuel combustion, company vehicles, and fugitive emissions) Scope 2 emissions linked to purchased electricity, heat & steam. Scope 3 all other indirect emissions (e.g. purchased goods & services, sold products, transportation (up & down stream) business travel, commuting, waste, investments, leased assets & franchises)

NOTE: R7 = International Funding via top slicing international students fees

R1 Data/ Reporting	R2 Core Values	R3 Governance	R4 Education	R5 Research	R6 Global	R8 Regional SWCAN
R9 Divestment	R10 Energy	R11 Building & Space	R12 Labs	R13 Digital	R14a Local Travel	R14b Business Travel
R15 Procurement	R16 Waste	R17a Hospitality	R17b Catering	R18 Biodiversity	R19 Behaviour & Cultural Change	R20 Comms

The recommendations are:

Terms of Reference

The Forum will:

- 1) Support in the continual development of initiatives, ideas and activities that contribute toward delivering the recommendations of the University of Exeter Environment & Climate Emergency which when combined support the delivery of the Environment and Climate Emergency goals.

- 2) The forum will evaluate and prioritise which initiatives are 'dial movers', most impactful and to be taken forward.
- 3) Initiatives to be taken forward will be assessed by the Environment and Climate Emergency Team for their carbon, environmental and cost savings, benefits etc will be evaluated and undergo technical review to establish
 - i. alignment with strategic goals,
 - ii. review and assessment of primary and secondary benefits, impacts and implications,
 - iii. review of implementation ease/efficacy and effect,
- 4) Following assessment, initiatives to be taken forward (meeting the benefits mapping criteria e.g. payback /ROI / P&L Impact (dependant on initiative) and delivery of meaningful pan university transformational change) i.e. those which contribute to addressing the Climate Emergency will be shared with Colleges and Professional Service teams for consideration and incorporation into their Climate Action Plans.
- 5) The Forum will be a pan University open meeting to discuss and debate best available options, best practice and challenges and issues.
- 6) The Forum will provide a link between the Environment & Climate Emergency Team and the University community, internal and external partners, suppliers as required to ensure a collective and ongoing approach to Environment & Climate Emergency.
- 7) The Forum will review and determine regulations, charging, operational management and enforcement requirements considerations to be proposed to the Environment and Climate Emergency Board, need for additional governance etc.
- 8) The Forum will continual review new initiatives in order to establish a pipeline approach to tackling the Environment and Climate Emergency.

Frequency of meetings:

The Forums will meet monthly as a conference call, meeting face to face only when there is need for demonstration which cannot be webcast via the Universities virtual conferencing system Skype.

The frequency of meetings will be reviewed regularly to assess continued need for the Forum, changes required and membership, its ToR and its effectiveness.

Reports to:

The Forum outputs will be reported to the Environment & Climate Emergency Board via the Head of Environment & Climate Emergency

All outputs will be recorded on the Environment and Climate Emergency SharePoint and papers, action minutes recorded electronically, with a focus on LEAN/AGILE working.

Membership:

The Forum will be chaired and hosted by the Environment and Climate Emergency Team with open invitation pan University for all interested and contributing staff, suppliers, partners and students.

Sub-committees and working groups will be convened as appropriate.

Consultation:

Individuals / groups will be consulted / invited to attend, as required for specific actions or agenda items:

Dr. Emma Page

Head of Environment & Climate Emergency Team

Appendix A – Thematic Forum Agenda

Each thematic forum (R1-20) will:

1. Provide Progress update on the theme, from Environment and Climate Emergency Team and participants of the Forum.
2. Review proposed actions against the Transformational Change Categories:
1 – Measure and Monitor, 2 – Footprint Management, 3 – Build Resilience, 4 – Enhance, 5 – Transformational.
3. Review feedback from contributors to identify dial movers, quick wins and priorities, and prioritise using ‘Stop, Start, Continue’ planning aid.
4. Identify any key areas for student and/or staff engagement opportunities.
5. AOB

Notes will be tracked in an Initiatives Tracker by each theme in the ‘Thematic Forum’ workbook, which can be found in the Thematic Forum folder in the Climate Emergency SharePoint. In this workbook there is a designated tab per theme which includes a table of Transformational Change Categories, Contributor Feedback and Stop, Start, Continue, as well as an Initiatives Tracker to monitor progress.

Appendix B – Capture and tracking of Initiatives

1. Transformational Change Categories

LEVEL	
5	Transformational
4	Enhance
3	Build Resilience
2	Footprint Management
1	Measure and Monitor

2. Thematic Forum – title / contributors
3. Initiative approach - Stop, Start, Continue
4. Initiatives Tracker

Ref	Initiative description	Environmental Saving	Start Date	Finish date	Contributor	Email address
1						
2						
3						
4						
5						