**Faculty of Health and Life Sciences**

**Faculty Sustainability Committee**

**Terms of Reference 2023/2024**

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| **Membership** |  |
| **Role** | **Name** |
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| Deputy Pro-Vice-Chancellor (co-Chair) | Professor Rich Smith \* |
| Deputy Director of Faculty Operations (co-Chair) | Jo Shuttleworth \* |
| Faculty Executive Officer | Sarah Downing |
| Biosciences representative | Dr Sophie Nedelec |
| Psychology representative | Professor Natalia Lawrence \* |
| Clinical and Biomedical Sciences representatives | Dr Steph Bull  Christine Flaxman  Dr Talitha Kerrigan  Dr Jan Vollert |
| Public Health and Sport Sciences / Cornwall representative | Dr Tim Taylor \* |
| Health and Care Professions representative | Professor Richard Kyle |
| Health and Community Sciences representative | TBC |
| LSI representative | Dr Wolfram Moebius |
| Biomedical Research Centre representative | Lizzie Caughey |
| Technical Services representatives | Dr Judith Bannerman  Dr Annie Knight  Dr Adam Thompson |
| Estates representative | Ian Millar |
| Student representatives (Undergraduate) | TBC |
| Student representatives (Postgraduate Research) | Merlin Davies-Abraham \*  Annika Jaitner  Jack Jarvis \* |
| Postdoctoral Research Impact Fellow (Business School) | Dr Ria Poole |
| Faculty Infrastructure lead | Jay Amies |
| University Sustainability representative | Joanna Chamberlain |
| Health and Safety Advisor | TBC |

\* Denotes an Advocate Climate Taskforce (ACT) Member

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| **Accountable to** | Faculty Executive Board |
| **Meeting frequency** | Termly, with Task and Finish Groups to drive forward actions between meetings |
| **Quorum** | In order to be quorate the following must be present:   * One Co-Chair, plus 1 x ACT member: * A minimum of 50% of members |
| **Remit** | The Faculty Sustainability Committee will empower, through the principle of effective and appropriate delegation, members to progress its work, to oversee discrete projects as necessary and provide concise termly updates for the consideration of the Committee. |
| **Role** | * To develop an overall sustainability action plan for the Faculty, with particular attention to addressing the Faculty carbon footprint and net environmental gain within the context of the Environment and Climate Emergency. The policy should contain a set of cross-Faculty actions and approaches as well as recommendations for individuals and departments to consider. * To share, incentivise and celebrate ideas and good practice across the Faculty. * To act as the HLS voice regarding wider University discussions. * As data availability develops, to have overall responsibility for establishing Faculty carbon reduction and net environmental gain targets and tracking their progress. * To have oversight of departmental approaches and actions. Each department within the Faculty will form a departmental sustainability group to determine approaches and actions locally, recognising the different contexts and priorities that exist. * The Faculty Sustainability Committee will be responsible for any future budget and resources allocated to the delivery of sustainability policy and targets. |
| **Inclusion** | * Membership and terms of reference will be reviewed annually to ensure that they remain appropriate and that there is diversity of representation, whilst bearing in mind that many members are determined by their Faculty role. * Nominated replacements will be made for any member on parental or long-term sick leave. * All members of this Group will have completed the University’s mandatory Equality & Diversity training. * The timing of meetings will take account of other responsibilities (e.g. academic, clinical and caring) to enable as many members as possible to attend. * Meetings will take place in rooms/venues which are accessible to all participants and have online meeting facilities (where possible), in order to enable members for whom attending in person may be difficult. |
| **Administration** | * Any papers to be discussed will be circulated at least 3 working days prior to the meeting. * The Sustainability Committee will use SharePoint to work collaboratively and to share documents/papers/minutes securely. |

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| Terms of Reference approved by this committee: |  |
| Approved by Faculty Executive Board: |  |
| Date of next review: | September 2024 |