

Sustainability Operations Group – Terms of Reference

1. Purpose

The Sustainability Operations Group ‘SustOps’ (herein referred to as the ‘Group’) is to provide top level management for the operational aspects of sustainability at the School in order to deliver LSE’s commitments to reduce our environmental impact as set out in our sustainability and energy policies.

The Group will report to the Sustainability Leadership Board on all matters relating to environmental and energy impacts of the ‘Our School’ pillar of the Sustainability Strategic Plan.

2. Responsibilities

- Set, monitor and report on performance against, our operational sustainability objectives and targets, including net-zero carbon on Scope 1 and 2 by 2030 and Scope 3 by 2050;
- Advise on the governance, mechanisms and resources required to deliver actions effectively across the School;
- Secure the relevant resources to deliver the Sustainability Strategic Plan across the School, including allocating responsibilities;
- Approve operational sustainability strategies and plans;
- Proactively monitor and respond to strategic sustainability risks and opportunities;
- Receive reports from Environmental Working Groups (Estates, Residences, Catering), Students and other LSE bodies relating to operational sustainability;
- Ensure continual improvement in environmental and energy performance;
- Champion sustainability by ensuring effective communication on relevant issues,
- Provide sign-off for external sustainability partnerships with an operational impact; and
- Review and recommend sustainability and energy policies to the Sustainability Leadership Board.

3. Membership

The Group is formed of the following members:

Julian Robinson	Director of Estates (Co-Chair)	Estates Division
Steph Van de Pette	Head of Sustainability (Co-Chair)	Estates Division
Richard Jenden	Director of Property & Space Strategy	Estates Division

Allan Blair	Director of Facilities Management	Estates Division
Cheryl Smitham	Deputy Director of Capital Development - Campus	Estates Division
Daniel Prendergast	Assistant Director of Facilities Management <i>[Estates EMWG Chair]</i>	Estates Division
Cristian Martin	Director of Procurement	Finance Division
David Jones	Head of Catering <i>[Catering EMWG Chair]</i>	Residential Services & Catering Division
Hannah Kearns	Head of Residential Operations <i>[Residences EMWG Chair]</i>	Residential Services & Catering Division
Iain McCracken	Director of Service Delivery	Digital & Technological Services Division (DTS)
Harriet Carter	School Manager	Global School of Sustainability (GSoS)
Iris Fu (26/27)	Activities & Communities Sabbatical Officer Su.Activitiescommunities@lse.ac.uk	LSE Students' Union (LSESU)
TBC (26/27)	Chair of Sustainable Futures Student Society	LSE Students' Union (LSESU)
Shreya Prasad (26/27)	Ethics & Sustainability Advisor	LSE Students' Union (LSESU)
Attendee to be determined in consultation with Head of Sustainability prior to each meeting	Nominated representative of recognised trade unions	UCU / UNISON / Unite
Copies to:		
Esther Munro	CEO	LSESU

Members may, in exceptional circumstances, send a deputy to attend in their absence, but every effort should be undertaken by members to ensure their attendance is regular and consistent. Additional attendees may be invited as needed.

4. Quorum

Five members are required for a quorum including the Chair.

5. Frequency of meetings

Once a term.

6. Reports to

Sustainability Leadership Board.

7. Review

The Group terms of reference and membership will be reviewed annually.

Version control	
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