



Sustainability Operations Group – Terms of reference

1. Purpose

The Sustainability Operations Group (the 'Group') is to provide top level management for the operational aspects of sustainability at the School. The Group will be permanent and provide top level management for the operational aspects of sustainability at the School. It will advise and report to the Sustainability Leadership Board on all matters relating to environmental and energy impacts of the Operations strand of the School's Sustainability Strategic Plan. The Group will:

- 1.1 deliver against LSE's commitment to reduce its environment impact as set out in its Sustainability and Energy policies; in particular to achieve net-zero carbon on its own greenhouse gas emissions by 2050 at the latest, and net-zero on Scope 1 and 2 by 2030; Work towards a zero environmental impacts estate;
- 1.2 embed sustainability within the core activities, support services and governance structures of the School, in order to achieve 1.1 above.

2. Responsibilities

- 2.1. Review and recommend the Sustainability Policy and the Energy Policy, any associated plans and the Annual Sustainability Report to the Board for approval by SMC;
- 2.2. Maintain a Sustainability Action Plan that delivers the aims of the Sustainability Strategic Plan
- 2.3. Set, and monitor performance against, sustainability objectives and targets.
- 2.4. Advise on the governance, mechanisms and resources required to deliver actions effectively and embed continuous improvement in sustainability across the School's activities - including recommending interim targets and transparent reporting mechanisms;
- 2.5. Secure the relevant resources to deliver the plan and other sustainability and environment/energy-related activities across the School, including allocating responsibilities;
- 2.6. Guide LSE sustainability operational approach, integrating sustainability within organisational objectives and processes, whilst taking into account strategic risks and opportunities.
- 2.7. Ensure continual improvement in environmental and energy performance
- 2.8. Champion sustainability by ensuring communication on relevant issues, and demonstrating sustainability leadership within the Higher Education sector (particularly in London), and identifying suitable community initiatives to participate in.

3. Membership

- 3.1. The Group will be formed of the following members who will take a lead in driving action across the School (plus additional attendees to be invited as needed where this will enhance action):

Chair, Director of Estates
Chief Operating Officer
Chief Information Officer
Director of Facilities Management
Director of Procurement
Head of Catering
LSESU Ethics & Environment Officer

Sustainable Futures Student Society reps
HR representative
Staff Networks/Unions representative
Grantham Research Institute representative
Head of Sustainability
Environmental Manager
Carbon Reduction Manager

4. Secretariat

Environmental Manager

5. Quorum

Four members will normally be a quorum.

6. Frequency of meetings

Once a term.

7. Receives reports from

- 7.1. Environmental working groups (Estates, Residences, Catering, Students) as appropriate.
- 7.2. Other delivery structures.

8. Reports to

- 8.1. Sustainability Leadership Board – circulating minutes and papers for information as well as additional reports or recommendations as needed;
- 8.2. Updates to Council, FERM and other fora as requested.

9. Review

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

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