

Approved SSG: 8th July 2022
Review date: 8th July 2023

Terms of Reference - Sustainability Steering Group (SSG)

Purpose of the group

The SSG exists to provide directional guidance on delivering the requirements of the UN Sustainable Development Goals Education Accord signed by Karen Cox in February 2018.

The steering group has responsibility for leading development and implementation of a University-wide Sustainability Strategy.

The steering group will also further the management review function of the University's Environmental Management System by providing relevant information on request endorsing the findings, agreeing or specifying actions arising and passing the report to EG or the relevant board.

The Steering Group has authority to direct actions towards achieving the Sustainable Development Goals across the whole institution through teaching, research & innovation, administration, operations and engagement with civic society.

Functions of the group

- Oversee and provide directional guidance on Kent's Sustainability Strategy and its implementation across the University
- To review and endorse the findings of the Environmental Management System Management Review and agreeing or specifying actions arising.
- Monitor progress and provide guidance in the delivery of the Sustainability Strategy, including progress against targets and objectives.
- To develop and support working groups to deliver against targets and objectives
- Act as ambassadors for embedding Sustainability across Kent's Divisions, Departments and realm of wider influence
- Ensure that sustainability risks and opportunities are identified relevant to the context of the organisation and incorporated into strategic decision making.

Meetings

Meetings will be held at least quarterly and be chaired by the DVC Education and Student Experience. Meetings will be minuted and an action list produced for all the members following each meeting.

Membership:

Chair – Richard Reece (DVC Education and Student Experience)

Secretary - tbc

Note: Members will represent one of the main delivery streams but due to the overarching and cross-cutting nature of sustainability their responsibility and activity may not be limited to that particular stream

Leadership

Student Union Officer- Kent Union president - Zaid Mahmood

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Corporate Comms Representative- Tim Davies
Sustainability Team - Catherine Morris
Finance – Frank Richardson
MORA – James Blackwell

Campus Operations

HSES - Jim Bloor
Estates and Commercial Representatives (4) – Trevor Pereira, Keith Williams, John Kingsland, Gary Law
Procurement Representative- Mark Reed

Community

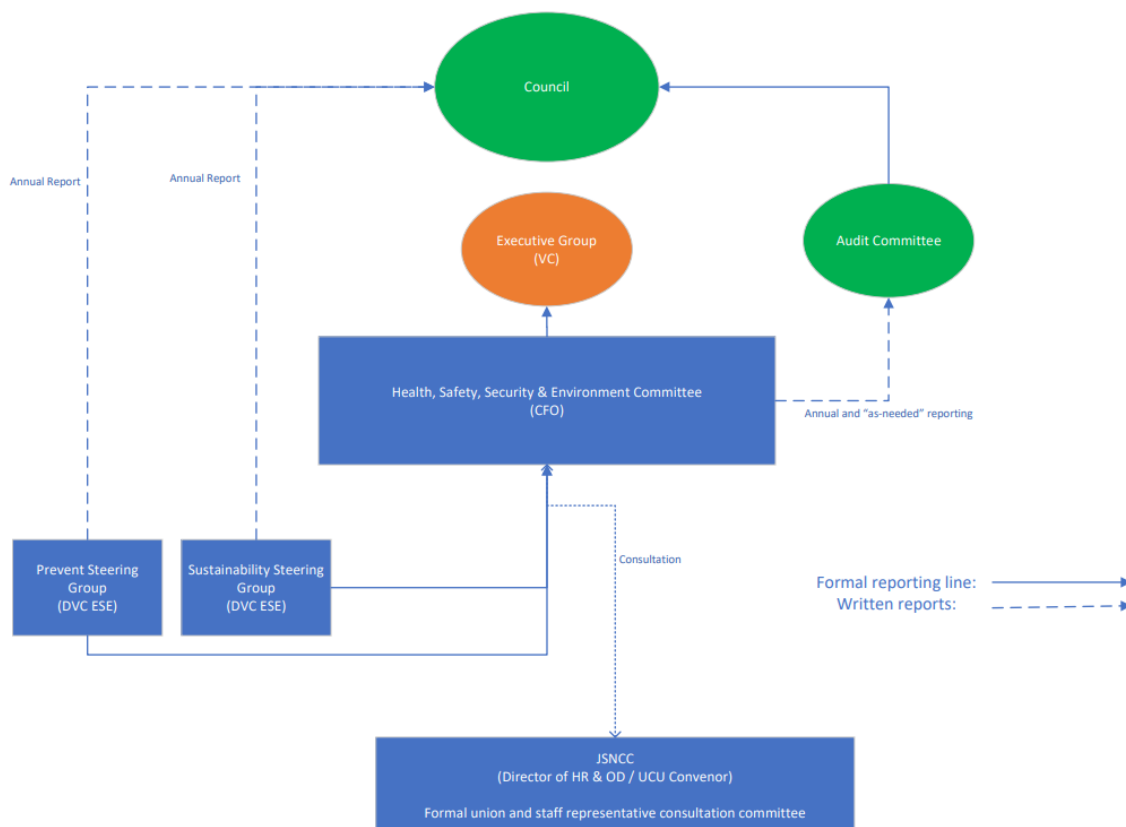
Sustainability Team - Emily Mason
International Impact - Anthony Manning
Research & Innovation Representative- Simon Barnes
Student Sustainability Network Chair – James Bonthron

Learning, Teaching and Research & Innovation

Academic Representatives (2) – Joseph Tzanopoulos (SAC), Sideeq Mohammed (KBS)
Careers and Employability – James Corbin
Academic Strategy - Louise Naylor

Reporting structure

The Sustainability Steering Group will formally report to the Health, Safety, Security and Environment Committee through to EG or to the relevant board(s) through the DVC Education and Student Experience. The group also has a reporting line to Council and will provide an annual report on Sustainability.



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Reports

The steering group will receive reports directly from the Environmental Management System (EMS) Team

Reports from the following sub-groups will also be received via the EMS review team

- Operational Sustainability Team
- Futureproof sustainability champions network
- Sustainable Food Steering group
- Biodiversity network

A number of groups will report informally directly to the SSG as shown by the diagram overleaf.

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