

Environmental Sustainability Steering Group (ESSG)



Reports to	Infrastructure Committee
Sub-groups	EMS Delivery Group and task and finish groups (as required)
Frequency	Once every term, or as required.
Date current ToR approved	April 2026
Review of effectiveness	To be completed every 2 years

Purpose

The Environmental Sustainability Steering Group (ESSG) will ensure the delivery of the R2030s 'Environmental Sustainability' Strategic Enabler across Royal Holloway. Specifically, the group will help achieve the University's environmental objectives by:

- Providing strategic direction for how the University will achieve net zero, continue waste reduction, improve water efficiency, and increase biodiversity and climate resilience on campus.
- Offering a single reporting structure, via the chair, for environmental sustainability to Infrastructure Committee, Executive Board, and University Council, that recognises progress, celebrates successes and identifies challenges.
- Overseeing the delivery of the University's ISO 14001-certified Environmental Management System (EMS), reviewing all internal and external audit reports and related actions.

The small core group, which will meet approximately once-termly, will commission wider task and finish groups to address cross-University sustainability risks and opportunities as they arise.

Membership

Pro-Vice Chancellor - Academic Strategy, Planning and Resource	Mark Fellowes (Chair)
Chief Operating Officer	Stephen McAuliffe
Head of Sustainability	Mark Berry (Secretariat)
Sustainability Data Analyst	Anastasia Holley
Energy and Environment Manager	Hannah Johnson
Head of Internal Communications	Jennifer Rich
Students' Union President	Matthew Paterson

Papers and minutes

Once an agenda has been approved by the chair, a full paper pack will be collated and shared by the secretariat ahead of the meeting. Minutes will then be shared for approval at subsequent meetings.

Where required, ad hoc business items will also be discussed via email circulation, including for the approval of papers that sit outside of the regular meeting rhythm.