

Green Group

Terms of Reference – May 2020

Overview and purpose of the Green Group

Overview

- Aquila Services Group has adopted the overall purpose statement of 'Making a better, more sustainable, socially responsible world'. This reflects the ambition of the Group to ensure that its work has a positive impact in the sectors and communities in which it works.

Purpose

- The 'Green Group' has been created as an employee led group, with representation from across Aquila. It has responsibility for driving Aquila's approach to become a carbon neutral and climate conscious organisation.

Scope

The scope of the Green Group includes:

- To work and develop initiatives across the whole of the Aquila Services Group
- To develop and make recommendations on appropriate initiatives for approval from each Leadership Team within the Group
- The initial scope of the Green Group will be on supporting Aquila to become a carbon neutral organisation. The scope of the Group is not however solely restricted to achieving carbon neutral status and may overtime extend to other climate change / environment / sustainability issues

Objectives

Key objectives of the Green Group include:

- Enable Aquila to become a carbon neutral organisation
- Identify and develop a range of other initiatives to mitigate our impact on the environment
- Help to develop Aquila as an attractive employer (for current and future employees)
- Support the development of collaborative working with staff from across Aquila

Role and responsibilities

The role of the Green Group includes:

- Developing and implementing a programme of activities to ensure that Aquila achieves the objective of being a carbon neutral and climate conscious organisation
- Being responsible for developing, implementing and monitoring the impact / success of appropriate carbon neutral and climate conscious activities
- Raising awareness amongst all employees about climate change, environment and sustainability issues
- Working to change behaviours to help achieve objectives / targets associated with climate change, environment and sustainability initiatives
- Pro-actively information sharing on climate change, environment and sustainability initiatives to staff across Aquila
- Working to embed climate conscious values in all areas of our work
- Supporting the development of any external marketing and communications messages related to the scope of the Green Group
- Being responsibility for developing / monitoring / reviewing Group wide environment and sustainability related policies and procedures

The role of individual Green Group Members includes:

- Work collaboratively with all other Green Group members to develop and implement the agreed range of initiatives and activities
- Acting as a 'champion' to promote and support all Green Group initiatives within each individual part of the organisation

- Act as a link between the Green Group and each individual part of the organisation to provide updates / present initiatives for approval / collect feedback etc.
- Where required take a lead on developing and implementing individual initiatives included within the scope of the Green Group

Accountability, membership and working practices

Accountabilities

- The Green Group is accountable to the Boards of Aquila and each of the subsidiaries. The role of the Green Group is to make recommendations for review and agreement from each Board prior to implementation. This ensures that whilst there is a collective approach to developing initiatives, each activity implemented to approach to each individual subsidiary.
- The Green Group does not have a specific budget, it is however able to make recommendations for approval to Boards within Aquila for review and approval.

Membership

- The Group will include circa nine members in total, with appropriate representation from each part of the organisation
- Membership will be reviewed if and when the structure of Aquila changes or when an existing member leaves the Green Group
- The Green Group is intended to be 'employee led' but will include one senior leader from Aquila or one of its subsidiaries to provide support and guidance

Working practices

- The Green Group will meet at least once a month, or more frequently when required (e.g. as part of the initial set-up and planning)
- A Chair will be nominated and selected from the membership of the Group. A new Chair will be appointed every 6 months.