

## **Low Carbon Oxford Steering Group 2015-16:**

### Terms of Reference

The Low Carbon Oxford partnership was initiated five years ago to challenge and support organisations in the City of Oxford to reduce their own carbon emissions and act collectively to reduce city-wide emissions by 40% by 2020.

In those five years we have increased the reach of the partnership to forty-two members. Pathfinders have taken significant steps to reduce carbon emissions including the solar panel installations at Oxford Bus Company and BMW. Collectively we have reviewed our emissions, exposed the emissions associated with food supply and taken a forward look on the low carbon economy.

### **Objectives:**

With five years until 2020 it is time to take stock of our progress and challenge ourselves to meet our 40% reduction target. John is establishing a small steering group which will:

- Take stock on progress of Low Carbon Oxford against its charter and expectations since its inception five years ago
- Provide a strategic steer to pathfinders on how to achieve the greatest carbon emissions reductions
- Challenge and support individual pathfinders to take action
- Identify and initiate projects that will take Oxford beyond the expectations of national policy or short term economic drivers and maintain Oxford's position at the vanguard of low carbon cities.

### **Terms of Reference:**

- The group will meet quarterly for about an hour each time.
- If members can commit some additional time, for example to meet with other pathfinders, in order to help deliver on the objectives that would be wonderful but not obligatory.
- The group's activities will be in the 2015-16 financial year. At the end of this time the objectives, terms of reference and membership will be reviewed.

### **Members:**

- Cllr John Tanner, Oxford City Council (Chair)
- Barbara Hammond, CEO of Low Carbon Hub
- Luke Marion, Finance Director of the Oxford Bus Company
- Sue Holmes, Director of Estates & Facilities Management at Oxford Brookes University
- Nick Eyre, Senior Research Fellow at the Environmental Change Institute, University of Oxford

### **Revised criteria for success**

This set of criteria for success is a revision of the set approved by the OSP in its 'Vision and Critical Success Factors' document. The document was intended as a live vision and this update to the criteria is based on the discussion of the first LCO steering committee meeting on 2<sup>nd</sup> April 2015.

<b>Criteria</b>	<b>Description</b>
CSF 1	The programme for realising this Vision must be appropriately structured and funded with effective governance, accountability, management and expert in-put.
CSF 2	We must measure and understand where we are today regarding GHG emissions in order to identify and prioritise the necessary actions to reach our emissions target.
CSF 3	We must build a capability to move forward on our journey by rapidly piloting ideas, learning from them and rolling out solutions
CSF 4	We must successfully engage all the city's stakeholders on this journey in order to encourage and support them to embed climate change mitigation and adaptation in their operations and enjoyment of the city
CSF 5	We must transform the city's infrastructure
CSF 6	We must build a compelling and viable new economic model for our new sustainable city and attract the skills and investment needed to implement it through effective marketing and communication of our journey and sustainable brand.