

# PACES Planning, Operations and Infrastructure Working Group

## Terms of Reference

### Working Group Role:

The Planning, Operations and Infrastructure Working Group will support The President's Advisory Committee on Environment & Sustainability (PACES) in executing Western's Climate & Sustainability Strategy, focused in the following areas:

- Planning and Design
- Building Operations & Maintenance
- Grounds Management & Biodiversity
- Transportation
- Procurement
- Energy & Climate Action (GHG Emissions)
- Air & Water
- Waste
- Utilities and Infrastructure
- Sustainability KPI's

### Working Group Co-Chairs:

The Associate Vice President (Facilities Management) and the Associate Vice President (Housing & Ancillary Services) will act as Co-Chairs of the Planning, Operations and Infrastructure Working Group.

### Working Group Co-Chair Responsibilities:

- Lead the Planning, Operations and Infrastructure Working Group
- Ensure meeting minutes and action logs are complete and maintained
- Sit as a member of the PACES committee
- Facilitate reporting to PACES

### Working Group Membership:

The Planning, Operations & Infrastructure Working Group includes the following members (2021-2022):

- Associate Vice President (Facilities Management)..... Elizabeth Krische (Co-Chair)
- Associate Vice President (Housing & Ancillary Services)..... Chris Alleyne (Co-Chair)
- Undergraduate Student at Large..... Francesca Johnson
- Graduate Student at Large..... Alexander Wray
- Postdoctoral Scholar.....
- Facilities Development & Engineering Representative..... Steve MacDonald
- Landscape Services Representatives..... Mike Lunau
- Faculty Representative..... John Reed
- Financial Services Representative..... Jessica Claeys
- Sports & Recreation Representative..... Steve Barry
- Indigenous Representative.....
- Procurement Representative..... Peter Jeffs
- Hospitality Services Representative..... Anne Zok
- Communications & Public Affairs Representative..... Stephen Ledgley

### Ad-hoc Membership:

- External community members may be invited to participate on the committee as resources or invited guests on an ad-hoc basis, and will not be permanent members of the committee.

#### Additional Resources:

- Director, Sustainability
- Manager, Energy & Carbon
- Manager, Sustainability & Compliance

#### Membership Term:

- 1 year, renewable term for all student roles
- 2 year, renewable term for all faculty & staff roles

#### Working Group Responsibilities:

- Review existing programs and practices and identify areas for improvement that are aligned with the Climate & Sustainability Strategy
- Advocate and build momentum for sustainability initiatives
- Recommend relevant KPI's that can be used to monitor progress
- Provide guidance for sustainability activities as required
- Report regularly to the President's Advisory Committee on Environment & Sustainability

#### Frequency of Meetings:

Meetings will occur on a bi-monthly basis.

#### Reporting:

The committee will submit regular reports of its meetings to PACES.

#### Review Date:

28 Jan 2021