

Edinburgh Sustainable Development Partnership

Terms of Reference

These terms of reference (TOR) are based on the old national Sustainable Development Commission, the Brighton & Hove Sustainable City Partnership TOR, the Edinburgh Children's Partnership TOR, an understanding of requirements relating to the city's Single Outcome Agreements and the Partnership Agreement of the Edinburgh Partnership.

1. Vision

- 1.1 The Partnership has adopted the 'Sustainable Edinburgh 2020' vision: "Edinburgh in 2020 will be a low carbon, resource efficient city, delivering a resilient local economy and vibrant flourishing communities in a rich natural setting."

2. Mission

- 2.1 The purpose of the Edinburgh Sustainable Development Partnership is to provide the city and its key stakeholders with strategic, cross-sector leadership on the sustainable development of Edinburgh.
- 2.2 The Partnership will form part of the Community Planning Partnership arrangements for the city as a cross-cutting partnership operating within the Edinburgh Partnership

3. Remit and Strategic Objectives

The Edinburgh Sustainable Development Partnership objectives and activities are explicitly linked to national outcomes 1,3,12 and 14:

1. *We live in a Scotland that is the most attractive place to do business in Europe;*
3. *We are better educated, more skilled and more successful, renowned for our research and innovation.*
12. *We value and enjoy our built and natural environment and protect it and enhance it for future generations*
14. *We reduce the local and global environmental impact of our consumption and production.*

- 3.1 To profile and promote the city's sustainability strategy 'Sustainable Edinburgh 2020' and to learn from others;
- 3.2 To act as a nexus for sustainability good practice, knowledge, awareness, actions and players in Edinburgh;
- 3.3 To identify aspects of the city's life that could benefit from stronger action around sustainability and collaborate to stimulate and deliver appropriate improvements;
- 3.4 To represent sustainability interests at governance level;
- 3.5 To agree and drive demonstrable commitments, actions, targets in outcomes relating to sustainable development in Edinburgh;
- 3.6 To ensure that all sectors in the city are active members of the partnership;

- 3.7 To foster debate both within and outwith the partnership on key issues relating to the city's sustainability;
- 3.8 To identify and develop opportunities for synergies between partners that are mutually beneficial and increase sustainability capacity in the city.
- 3.9 To review the partnership's progress annually with respect to its remit.

4. Membership

- 4.1 The ESDP will endeavour to ensure membership encompasses a range of prominent organisations operating in different sectors within the city of Edinburgh.
- 4.2 Members at each meeting are not only present as a representative of their individual organisation, but also as a representative of their sector (whether social, economic, environmental or cultural).
- 4.3 As each meeting is thematically arranged, organisations may wish to select their representative for each meeting based on knowledge, experience and potential contribution to the partnership meeting, rather than maintaining a permanent representative.
- 4.4 All members of the Partnership commit to supporting the agreed objectives and to:
 - 4.4.1 Proceeding with openness, integrity and respect to others;
 - 4.4.2 Building and developing trust and cooperating between themselves and other partners;
 - 4.4.3 Taking back to the body/bodies they represent, issues which fall outside their mandated authority;
 - 4.4.4 Constructively challenging and dealing with problems which limit the effectiveness of the group.

See Appendix 1 for list of potential Members

5. Sub-Groups

- 5.1 Sub-groups (e.g. the Edinburgh Community Energy Projects Group, Edible Edinburgh, Edinburgh Biodiversity Partnership) can be set up and people co-opted onto these at the agreement of the membership;
- 5.2 It will be a standing item on the agenda for the chair of these sub-groups to report to the ESDP on their commitments, actions, targets and outcomes.

6. Format

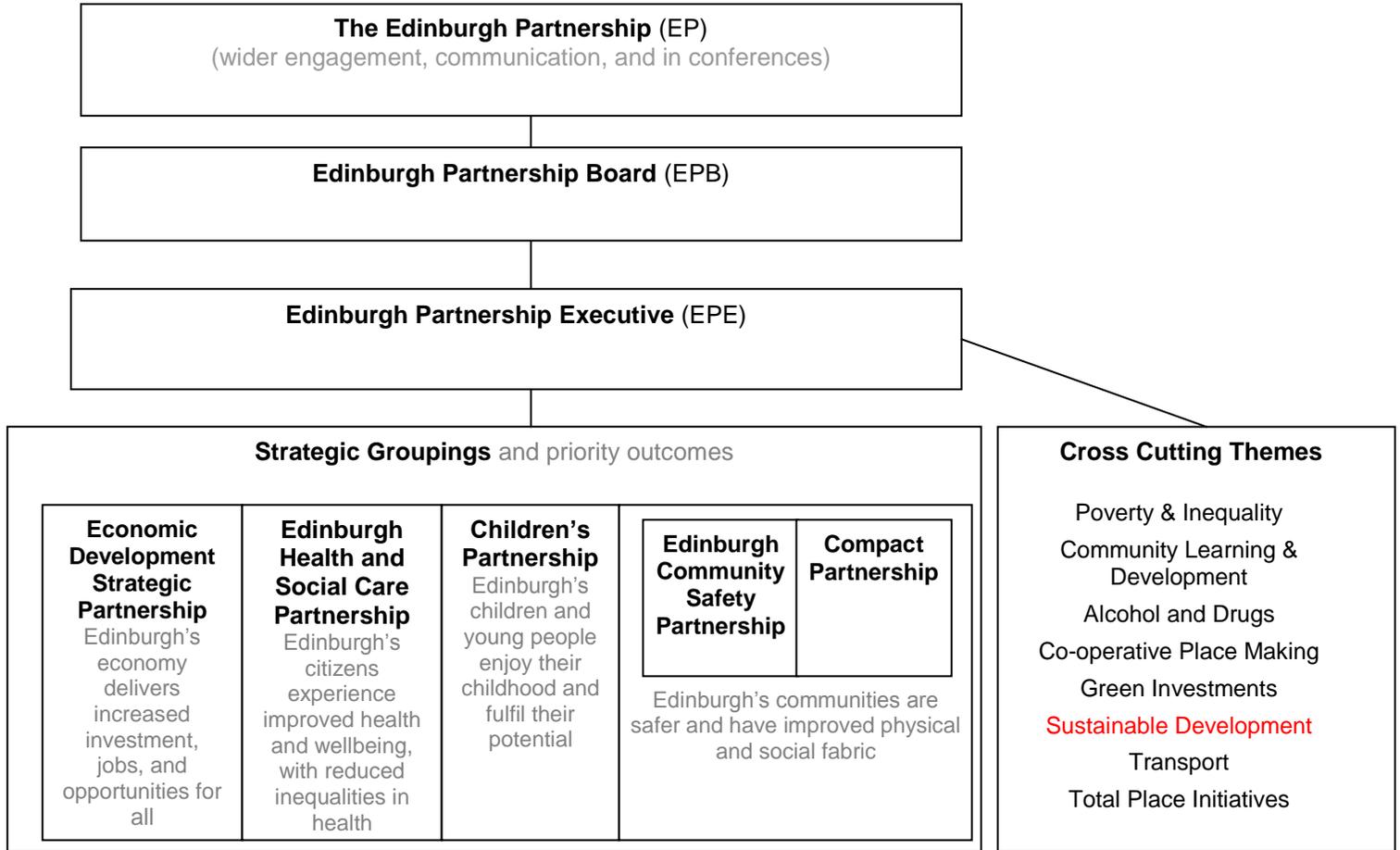
- 6.1 The partnership will meet 4 times per annum, with each meeting organised around a selected core theme;
- 6.2 The location for the meetings will not be fixed, in order for the venue to be specific to each meeting's selected theme;
- 6.3 A request for agenda items will be circulated to all members during the period of 28 and 21 days before the meeting;

- 6.4 A final agenda, relevant papers and relevant information will be circulated 5 working days before the meeting;
- 6.5 Chair, Vice-Chair and Secretary will be elected positions, held for a two year period;
- 6.6 Decisions should be reached by consensus or by one member, one vote if necessary;
- 6.7 The ESDP must present regularly to the Executive and Board of the Edinburgh Partnership to report on actions and progress.

These Terms of Reference, including membership, can be amended with the approval of over 50% of members.

Structural Fit

The Edinburgh Sustainable Development Partnership will appear as a 'Cross Cutting Theme', working as part of all the strategic groupings across the city and reporting to the Edinburgh Partnership.



Appendix 1: Potential Membership List

Sector/ Attributable Pillar of Sustainability	Organisations
Social	EVOC The City of Edinburgh Council NHS Lothian Police Scotland Edinburgh Compact (Strategic Partnership) Edible Edinburgh (Chair)
Economic	Edinburgh College Queen Margaret University/Universities Scotland Edinburgh Napier University University of Edinburgh Scottish Enterprise Edinburgh Business Forum Edinburgh Chamber of Commerce
Environmental	Edinburgh Centre for Carbon Innovation Edinburgh Community Energy Projects Group (Chair) Edinburgh Biodiversity Partnership (Chair) Changeworks Transition Edinburgh Adaptation Scotland Edinburgh and Lothians Greenspace Trust Lothians and Fife Green Network Partnership Scottish Natural Heritage Scottish Environment Protection Agency Scottish Water
Cultural	Artlink Creative Carbon Scotland Festivals Edinburgh VisitScotland Edinburgh World Heritage Historic Scotland Cockburn Association Saltire Society Scotland

Quota:

- 1 Universities Representative
- 1 Vocational education Representative
- 1 Voluntary/Charity Sector Representative
- 1 Edinburgh Business Forum/ EDSP Representative
- 1 CPST Representative
- 1 Neighbourhood Partnership Representative