



ANZCA Environmental Sustainability Network

Terms of Reference

Version No: 1.1

Date of issue: 6 August 2021

Purpose

The Environmental Sustainability Network (ESN) is a community of practice for fellows, trainees, SIMGs and non-ANZCA members to come together to collaborate, educate, advocate and share experiences in the field of environmental sustainability for anaesthesia, pain and perioperative medicine. The goal being to promote sustainability and sustainable practices, and ensuring there remains a focus and commitment to minimising the health impact of climate change.

The vision of the network is to position ANZCA as a proactive leader and advocate for environmental sustainability. The purpose of the network is to “advocate, collaborate and promote initiatives and projects related to environmental sustainability within anaesthesia, perioperative and pain medicine”. This will in turn raise the community profile of environmental sustainability initiatives within the healthcare system, specific to anaesthesia, pain and perioperative medicine.

The Environmental Sustainability Network (ESN) reports its activities to the Professional Affairs Executive Committee (PAEC) via the Environmental Sustainability Network Executive.

Terms of reference

The ESN roles include:

- Providing a community for members with similar interests in environmental sustainability to come together and network.
- Supporting experienced fellows to mentor others in their area of expertise.
- Engaging with a broader section of fellowship on environmental sustainability through regular promotion within college publications and social media channels.
- Allowing fellows, trainees and SIMGs to collaborate on projects that relate to environmental sustainability.
- Supporting and promoting the development of research into environmental sustainability, including the newly created ANZCA research grant in sustainability.
- Acting as a conduit for collaboration and improvements in environmental sustainability.
- Conducting regular webinars or events which will be supported by the college, following review of content and ensuring costs can be factored into BAU ensuring all events are run at cost neutral.

The role of the ESN executive is to provide overarching support to the ESN, determine which projects and initiatives are suitable for college support, and lead the way for future collaborations with members throughout Australia and New Zealand. The ESN executive may be consulted by ANZCA Council on additional opportunities and initiatives as they arise.

The roles of the ESN do NOT include:

1. Determining the broader environmental sustainability work of the college.
2. Funding and research into environmental suitability (unless this is sourced from external providers or via appropriate channels within the ANZCA Research Foundation).
3. Developing corporate policies in relation to environmental sustainability.
4. Initiating work or promulgating messaging in relation to environmental sustainability on behalf of the college.

The following are delegated roles from PAEC:

1. Establishment of a formal network to support the community of practice.

The following require approval of PAEC:

1. Appointment of ESN executive members;
2. Initial work plan developed for the pilot period of the ESN.
3. Changes to the ESN regulations and terms of reference (requires Council approval following PAEC endorsement).

The important groups for coordination/communication for the Environmental Sustainability Network are:

1. Professional Affairs Executive Committee (oversight and governance)
2. ANZCA Council (governance)
3. FPM Board
4. FPM Professional Affairs Executive Committee
5. The Fellowship Affairs Unit (via the Executive Director, Fellowship Affairs)
6. Policy and Communications Unit (Via the Executive Directors, Policy and Communications)
7. Other senior staff as relevant for particular projects
8. The Research Committee

MEMBERSHIP

The membership of the ESN is open to fellows, trainees, SIMGs and non-members.

The ESN executive will be formed with up to 5 members and a chair. PAEC will appoint the ESN executive chair and members.

Membership of the ESN executive will take into consideration:

- interest in environmental sustainability
- diversity
- geographical representation (Australian regions and New Zealand)
- FPM representation

ANZCA staff members may attend meetings of the ESN executive as required as non-voting attendees.

MEETINGS

The ESN executive will have a minimum of four videoconference meetings per year.

The discussions of the ESN executive are confidential to its members although activities will be broadly reported to the wider ESN. Conflicts of interest will be managed in accordance with the ANZCA conflict of interest policy.

The members of the ESN executive will undertake their work in accordance with relevant ANZCA policies. Bullying, discrimination and harassment will be managed, as relevant, in accordance with the ANZCA Policy on Bullying, Discrimination and Harassment for fellows and trainees Acting on behalf of the college or undertaking college functions (available on [Networks](#) and staff policies (available by contacting the CEO at ceo@anzca.edu.au).

REPORTING

Regular reports will be submitted to PAEC on the status and updates of the ESN via the ESN executive.

ADMINISTRATIVE SUPPORT

Administrative support for the ESN will be from the membership services unit within the fellowship affairs unit.

Any costs associated with the network will be subject to substantiation, application and approval within the annual ANZCA budget process. Any face-to-face meetings or events will be approved and co-ordinated via college processes within the membership services unit. It is anticipated that expenses will be negligible.

FINANCIAL REPORTING AND PLANNING

1. The roles of the ESN executive include:
 - a. Developing an annual work plan and report on the activities of the ESN.

CHANGE CONTROL REGISTER

Version	Author	Reviewed by	Approved by	Changes
1	Hannah Sinclair, Manager Membership Services	Jan Sharrock, ED Fellowship Affairs, Dr Scott Ma, Chair of ESWG and Councillor	PAEC	Creation

1.1		Dr Scott Ma		Review of ESN's roles
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Date of next review	August 2022
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