POLICY / PROCEDURE

Document Title	**Environment and Sustainability Policy**
Version	**Version 3**
Approved by	**Executive Team**
Date approved	**October 2019**
Effective date	**October 2019**
Date of next review	**October 2022**
Lead responsibility	**Executive Director of Finance and Resources**

1.   Purpose

1.1.   The purpose of this policy is to outline the College's approach to sustainable development across the full array of its activities, acknowledging that:

- Human activities put a strain on the environment with potentially devastating effects worldwide on economies, societies and the environment;

- Economic growth and development of our communities is a necessity for survival but we have to reconcile our needs with those of the environment to make this happen;

- Sustainable development can have a positive impact on local economies, communities and the environment;

- The College has a significant role to play in incorporating sustainable development into our operations and the lives of the individuals, communities and business that we serve.

1.2.   The College aims to be regarded as a leader of the sustainability agenda in Further Education. Sustainability has been defined as '**meeting the needs of the present without compromising the ability of the future generations to meet their own needs'**. Through its focus on sustainability, The College will:

- Achieve enthusiasm and commitment from staff, students and partners

- Provide all students with the opportunity to explore aspects of sustainability across all areas of the curriculum

- Achieve measurable reductions to its carbon footprint.

2.   Scope

2.1.   This policy applies to all employees within the College.

3.   Policy / Principles

3.1.   Through the Environment and Sustainability Policy, The College aims to:

3.1.1.   Adopt, as far as possible, recognised good practice across all of its operations.

3.1.2.   Comply with all applicable legal requirements.

3.1.3.   Regularly review Sustainability targets against appropriate benchmarks.

3.1.4.   Provide all learners with the opportunity to raise awareness of sustainability issues through sustainability related curriculum and enrichment activities.

3.1.5.   Encourage sustainable travel by staff, learners and partners.

3.1.6.   Promote the conservation of material resources to reduce environmental impact.

3.1.7.   Purchase from local, or near local, suppliers wherever possible

3.1.8.   Implement an effective waste management procedure that will reduce the use of landfill by recycling opportunities.

3.1.9.   Improve energy efficiency on the college estate and monitor energy consumption against past performance.

3.1.10.   Follow sustainable construction principles in all new building developments and refurbishments of existing buildings.

3.1.11.   Communicate the Sustainability Policy to all learners and staff.

3.1.12.   Raise awareness about Sustainability with learners, staff, visitors and others.

3.1.13.   Ensure that information on the College's progress in Sustainability is made available to learners and staff.

3.1.14.   Work with external partners and the community.

4.   Relevant Legislation / Regulation

4.1.   The following legislation and regulations apply to this policy / procedure:

- This Policy is required by the Skills Funding Agency, and in particular, the requirements surrounding European Social Fund match funding arrangements.

5.   Accountability

5.1.   The Executive Director of Finance and Resources is responsible for the drafting and implementation of this policy.

5.2.   The Executive Director of Finance and Resources is also responsible for ensuring that this document is regularly reviewed and updated – and is the first contact point for managers seeking advice and guidance about the Environment and Sustainability Policy or making enquiries about its interpretation.

5.3.   All managers are responsible for ensuring that they and their team members follow the requirements set out in this document.

5.4.   All employees are responsible for adhering to the requirements set out in this document.

6.   Equality & Diversity

6.1.   The College has paid due regard to equality considerations during the preparation and implementation of this Policy and Procedure.

6.2.   These considerations included the potential for any differential negative effect on the grounds of age, disability, gender reassignment, pregnancy and maternity, race (including ethnic or national origins, colour or nationality), religion or belief (including lack of belief), sex, sexual orientation, marriage or civil partnership.

6.3.   The College's judgement is that there is no such negative effect on those grounds and, consequently, no potential breach of the Equality Act 2010.

6.4.   The operation of this Policy will be monitored by the Human Resources Manager in order to establish that no unlawful discrimination is taking place and to identify opportunities for the College to enhance equality of opportunity and fair treatment.

7.   Review

7.1.   This document will be reviewed by the end of October 2022.

7.2.   The Executive Director of Finance will undertake this review, taking into account the outcomes of the monitoring process, legislative changes and developments in good practice.

7.3.   As part of the review, the Director of Finance and Resources will seek and consider the views of the College's employees and of the recognised trade unions.

7.4.   The outcome of the review will be reported to the Senior Management Team.

8.   Document Identification

Category [select ONE only]	☐Programmes/courses ☐Partnerships ☒Finance ☐Quality ☐Governance ☐Health and safety ☐Facilities ☐Computer Services ☐MIS ☐Admissions ☐Teaching and learning ☐Personnel
Audience [select ALL that apply]	☒Employees ☐Learners ☐Partners ☐Suppliers