

Environmental and Sustainability Policy

Updated: December 2015

Next revision date: December 2016

Develop recognises that in its day to day role in providing high quality education, the activities we undertake have the potential to impact on the environment.

Develop is committed to embedding continuous environmental improvement into its business model and ethos and recognises the important role it has to play in developing the environmental stewardship of staff, learners and visitors and supporting environmental enhancement, protection and the low carbon agenda throughout the delivery of our services.

Develop will work within the key principles and objectives set out in this policy:-

1. Key Principles

- Develop is committed to the principles of sustainability and minimising the adverse impact of its activities on the environment and has resolved to improve its own environmental practices by continuous improvements in environmental performance and the minimisations of waste and pollution.
- Environmental regulations, laws and codes of practice will be regarded as setting the minimum standards of environmental performance.
- Develop will monitor and review our activities on an ongoing basis to ensure we are operating efficiently and sustainably whilst minimising our environmental impact as far as practicable in order to conserve natural resources and limit environmental pollution.

2. Objectives

- Comply with relevant statutory regulations/official codes of practice
- Increase awareness of environmental responsibilities amongst staff / learners engaged on its programmes
- To ensure that the management of existing buildings minimises environmental impacts by using the principles of sustainable procurement* and sustainable consumption
- Promote a purchasing policy giving preference, as far as practicable to those products and services which cause least damage to the environment
- Reduce our consumption of energy, water, paper and other resources through raising awareness and monitoring usage

- Ensure staff and learners are aware of any materials or activities being undertaken that may cause waste or pollution and ensure that waste is disposed of responsibly and appropriately and pollution is minimised
- Reduce waste by re-using and recycling and by using refurbished and recycled products and materials
- To promote the use of more sustainable modes of business transport by encouraging staff to use public transport, car share and cycle whenever possible.
- ***Sustainable Procurement** – is a process whereby organisations meet their needs for goods, services, works and utilities in a way that achieves value for money on a whole life basis in terms of generating benefits not only to the organisation, but also to society and the economy, whilst minimising damage to the environment. Sustainable procurement should consider the environmental, social and economic consequences of: Design; non-renewable material use; manufacture and production methods; logistics; service delivery; use; operation; maintenance; re-use; recycling options; disposal; and suppliers' capabilities to address these consequences throughout the supply chain.

3. **Scope**

To cover all activities undertaken by Develop

4. **Staff Responsibility**

- All Staff
- CEO has overall and final responsibility for all matters relating to the Environmental and Sustainability Policy and ensures that adequate resources are made available to implement this policy effectively.
- The day-to-day operational responsibility for the Environmental and Sustainability Policy is delegated to the Health & Safety Manager, who will ensure that:
 - An action plan is drawn up to ensure the objectives of this policy can be delivered.
 - Adequate arrangements are made to bring this policy to the notice of all staff, learners, learning providers and visitors.
- The effectiveness of this policy and the implementation of the action plan are reviewed during the Health & Safety and Environmental forum.

5. **Indicators of a Successful Policy**

- An action plan has been devised which outlines procedures with regard to procurement and recycling
- Improved energy and water efficiency leading to reduced charges
- More effective use of resources and consumables
- Staff awareness of sustainability issues and involvement with implementation of this policy
- Use of sustainability as a marketing/communication tool
- Monitoring and evaluation of the policy and action plan will take place through the Health & Safety and Environmental forum.

6. **Supporting Documents**

- This policy should be read in conjunction with the following documents:
- Disability Statement
- Equality & Diversity Policy
- Guide to the New Finance Forms
- Health and Safety Policy
- Quality Policy

Policy signed by CEO:

Mark Pike

Date: September 2016