

TITLE: **ENVIRONMENT AND SUSTAINABILITY PROCEDURE**

APPROVED BY: SMT

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POLICY OWNER: David Sharrock

POSITION:  
Director of Facilities

VERSION: 3

LAST UP-DATED: August 2019

REVIEW DATE: September 2022

## 1.0 Objective

1.1 Runshaw College serves the community by providing supportive and effective education and training to the highest possible standard. In providing this service the College inevitably impacts on the environment. The College therefore has a responsibility to seek to mitigate any potentially undesirable effects from its activities, and to undertake a positive role in managing ecology, the use of natural resources and disposal of waste; and through leadership and education, to promote environmental awareness and sustainable development.

## 2.0 Definitions

2.1 Sustainable development is defined as “*meeting present needs without compromising the ability of future generations to meet their own needs*” (Bruntland 1987). Sustainability is a process of ensuring the wise use of all resources within a framework in which environmental, social and economic factors are integrated.

## 3.0 Scope

3.1 All staff should endeavour to apply this procedure, to all aspects of the College’s operation, its delivery of the curriculum and support services. Sustainability issues particularly impact on the following areas of College activities: accommodation; space utilisation; grounds maintenance; catering; energy, water and waste management; use and recycling of materials; health and safety; procurement; curriculum delivery; community relationships; and use of transport.

## 4.0 Relationship to guidelines, procedures, other policies and legal requirements

4.1 This procedure should help enable the College to meet all legislative environmental requirements. Travel arrangements to and from the College are dealt with in the College’s Travel Plan. Procurement practices are covered in the College’s Procurement Policy. Social inclusion aspects of sustainability are included in the College’s Equality and Diversity Policy.

## 5.0 Commitment to a sustainable environment

5.1 The College is committed to working towards a sustainable environment. It will aspire to increase awareness and understanding of local, national and global environmental issues and, through its own practices, strive to conserve, sustain and improve the environment. It will embed sustainability into its mission, strategy and operational objectives by:

- 5.2
  - Making sustainability integral to teaching, learning and support services activities;
  - Taking positive actions to promote continuous environmental improvement; and
  - Setting and achieving clearly defined sustainable development objectives and targets.

## 6.0 Undertakings to achieve a sustainable environment

6.1 The College undertakes to:

- 6.2 Encourage students and staff to incorporate informed sustainability perspectives in their work.
- 6.3 Develop and deliver appropriate teaching and learning that exposes all students to concepts of social, ecological and ethical stewardship.
- 6.4 Take a leadership role in sustainability by:
- Setting best practice standards, meeting or surpassing requirements of environmental legislation;
  - Promoting awareness of legislative, economic, technical and market developments that assist progress towards sustainability;
  - Including environmental issues in staff and student induction and development and ensuring that all are aware of the need to endeavour to apply in practice the aims of this procedure; and
  - Committing funds to and re-investing savings back into, environmental improvements within the College, within budgetary constraints.
- 6.5 Contribute to stable community by:
- Developing and maintaining relationships that create opportunities for sharing experiences and knowledge of sustainability issues;
  - Operating in ways that create social and economic benefit while minimising any adverse impacts to others; and
  - Investing in staff development, valuing stakeholder involvement and promoting social inclusion and equity.
- 6.6 Maintain and develop the College in a sustainable manner by:
- Promoting continuous improvement in maintenance practices;
  - Including sustainability considerations for designers and contractors working on building refurbishment and grounds maintenance or landscaping projects. Consider BREEAM criteria;
  - Developing procurement procedures to ensure social, ethical and environmental criteria are aimed at achieving best value;
  - Maximising the efficient use of energy, water and materials;
  - Improving pollution prevention measures;
  - Increasing the use of renewable resources;
  - Reducing the use of paper by critically appraising the need for use and by double-sided copying and use of electronic mail, the intranet and other technology;
  - Minimising waste and use of non-renewable resources;
  - Encouraging repair, reuse and recycling before responsible disposal of surplus or waste materials;
  - Responsibly caring for and protecting the College's natural heritage site, its grounds, indigenous flora, fauna and wildlife; and
  - Promoting practical measures to reduce the impact of travel to and between College sites.
- 6.7 Monitor and report on progress towards sustainability by:
- Managing responsibly the social, environmental and economic impacts of College policies, procedures, practices and assessing potential improvements in the College's decision-making processes;
  - Conducting reviews of all College policies and procedures, management performance standards and operations against sustainability targets and best practice standards; and
  - Making the results of social, environmental and sustainability audits and impact assessments carried out by, or for the College available to stakeholders.

## 7.0 **Compliance and verification**

- 7.1 The application of this procedure may be subject to audit. The Estates Department will monitor sustainability performance data and may check the application of the relevant policies and procedures. A report on the College's sustainability activities, including achievement of strategic objectives for sustainability, will be presented annually to the Finance Committee by the Director of Facilities.