

# Environmental and Sustainability Policy

## 2011

### **Our Mission Statement**

*To make a measurable contribution to the regions skills and qualifications by providing Merseyside people, schools and employers with high quality, flexible training and support.*

### **6 Promises**

- To provide effective and relevant quality training for learners and employers
- To respect and support our learners as individuals and ensure their safety
- To operate a zero-tolerance approach to any form of discrimination
- To respond quickly to the needs of our clients
- To continually strive for excellence in all we do
- To continue providing the best employment opportunities for learners

## **Environmental and Sustainability Policy**

**tpm** (Training Plus merseyside Ltd) is committed to the principles of sustainability of its provision to the learners employers and staff; financial management, equality and diversity, quality of provision and service delivery maintenance and improvements are all detailed in our Strategic Plan 2011 – 14, this policy is specifically about minimising the adverse impact of **tpm**'s activities on the environment. The company seek solutions to environmental problems through adopting sound principles and implementing good practice.

### **Definitions**

**Sustainability:** Meeting the needs of the present without compromising the ability of future generations to meet their own needs. Sustainable development must address environmental, economic and social factors and the interrelationships between them.

**Environment:** Surrounding conditions, influences or forces by which living forms are influenced and modified in their growth and development.

### **tpm recognises its responsibility to:**

- Develop environmental awareness in learners, staff, visitors and corporate connections.
- Manage the company in an environmentally responsible manner, as far as is reasonably practicable, so as to minimise the adverse impact of its activities on the environment.
- Ensure that its practice's exceed minimum legal requirements for reducing adverse environmental impact.
- Deliver awareness of best environmental practice and encourage sustainable use of land-based resources in its education and training activities.
- Balance the imperatives of cost efficiency with sustainability and environmental best practice.

### **tpm is committed to being guided by the following principles:**

- The practice of responsible energy utilisation and management through reduced consumption and the encouragement of energy efficiency throughout the company.
- The creation of a high quality working and learning environment through the discouragement of litter, graffiti, noise and light pollution.
- The choice of products and suppliers which minimise negative environmental impacts subject to necessary budgetary constraints.
- The minimisation of waste by reduced consumption and the development of effective waste management and recycling procedures.
- The avoidance of the unnecessary use of hazardous materials and processes, and the taking of all reasonable steps to prevent damage to either public or ecological health where such materials are in essential use.
- The continued monitoring of its environmental policies and practice.

**tpm is committed to the management of continual change by seeking ways of:**

- Improving heating efficiencies throughout the building by regulation of the boiler systems during the year and yearly maintenance.
- Encouraging staff to switch off lights when rooms are not in use.
- Researching different recycling methods for paper / bottles / plastic etc.
- Reducing the use of paper by introducing e-portfolio learning and access to resources via an electronic storage system.
- Monitoring staff travel expenses, looking at better ways for staff to plan travel routes effectively so reducing unnecessary journeys.
- Continuing to improve the communication with staff, learners, and employers by means of emails, telephone and use of social network sites.

**Dissemination of the Policy**

**tpm** Environmental and Sustainability Policy will be made available to all learners, employers and staff. New staff will be made aware of the policy through Induction and existing staff through continual updates. Learners will be made aware of the Environmental and Sustainability Policy through Induction and referred to during their length of time on programme. Copies of the Policy will be available within the “Employer Manual” which is issued to all employers.

The Environmental and Sustainability Policy will be promoted widely throughout the centre and accessed via the company website.

**Responsibility, Authority and Implementation**

The Board of Director’s have overall responsibility for the implementation of the Environmental and Sustainability Policy; all staff have a responsibility for ensuring the implementation of the Policy as employees of the company, for themselves, as in ensuring learners continue to be made aware of their role in upholding the policy as well as them being expected to act within the spirit of the policy.

**Organisation Review and Evaluation of the Policy**

The Board of Director’s will meet on an annual basis for the purposes of:

- The implementation of the Strategic Plan in planning processes of changing priorities and demands in environmental issues as they affect the company.
- Oversee, monitor and review the development and implementation of the Environmental and Sustainability Policy to ensure effectiveness of the policy.

Director Responsible: \_\_\_\_\_

Signature: \_\_\_\_\_

Date of Implementation: \_\_\_\_\_