



Environmental & Sustainability Policy

Version: 6

Reviewed – 25/06/2024

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Responsibility: Envisage Managers, Staff and Learners

Aim

It is the objective of Envisage to implement environmental and sustainability processes that engender core behaviours and values with learners, students, customers and staff that embrace the:

- Envisage as an organisation taking positive actions to promoting continual environmental improvement and sustainability through our actions, processes and delivery of education and training.
- Setting and achieving clearly defined sustainable development objectives and targets to reduce our organisational energy usage, waste in the planning and delivery of education and training and lowering our carbon footprint through business improvements to improve efficiency and sustainability.

Environmental & Sustainability Policy

Envisage is committed to the care of the environment we work in and the prevention of waste/pollution in our working and delivery with learners, students and customers.

Envisage ensures that all its activities are carried out in according to relevant environmental legislation and good practice guidance from The Environmental Association for Universities and Colleges (EAUC). Close liaison is maintained with our partner organisations to ensure a proactive environmental & sustainability policy.

The principal areas in which Envisage impacts on the environment are:

- Fuel consumption, in particular electricity and gas
- Reducing CO² emissions from travelling to venues by public transport, not using own vehicles for travel to a venue where the digital delivery can be an option.
- Reduction of water usage in practical and office environments: encouraging staff, learners, students and customers to use refillable water bottles in classroom based teaching, practical sessions and with staff in the office
- Reducing packaging, office and delivery waste
- Recycling of any waste, including adherence to WEEE recycling guidelines
- Increased usage of digital delivery, online resources for learners, students and customer and storage of data where possible in a digital format rather than hard copy. (Unless contractually required)

Operational practice

Envisage seeks to ensure environmental and socially responsible operational practice in all its activities. Accordingly, it is our policy to:

- Develop, implement, and maintain a sustainability action plan as part of our quality improvement plan.
- Minimize consumption of resources – re-use, repair and then recycle wherever possible, and utilise digital versions of documents where feasible.
- Reduce emissions arising from energy use, both in the office and from travelling to a venue – use of MS Teams and Zoom is possible - formal theory-based teaching sessions, catch-ups with learners/students and internal/external meetings.
- Whenever possible we engage with suppliers who have an Environmental and Sustainability Policy.
- Use all suitable opportunities to influence colleagues, partners, and suppliers to improve their own environmental performance.
- Review the Environmental and Sustainability policy and all actions through the Quality Improvement Plan and Self-Assessment Report on an annual basis.
- Conducting reviews of all Envisage policies, management performance standards and operations against internal sustainability targets and best practice standards.

Core activities

Envisage will:

- Require Envisage staff to promote understanding of the principles where possible of sustainability when delivering education and training.
- Promote legislative, economic, technical and market factors, understanding and developments pertaining to the Exercise, Fitness and Well-being sector with learners, students and customers.
- Support learners, students and customers with digital delivery, learning, assessment and resources wherever possible to reduce paper resources and waste.
- Encourage participants to any of our events to consider travel by public transport to reduce CO² emissions or to access meetings via MS Teams or Zoom. We will aim to hold Envisage events at venues that have an Environmental and Sustainability policy.
- Produce our hard copy resources on recycled and low environmental impact materials where possible and run our office in an environmentally friendly way (electricity, heating, WEEE waste regulations, water consumption and working from home if required or possible)
- Advise learners to use online applications via www.envisagetraining.co.uk
- and to view online course material. Where contractually possible or required (Covid-19 pandemic) we will complete any registration and enrolment documentation digitally using encrypted attachments and verified email and mobile phone information.
- Operating in ways that maximise social and economic benefit while minimising any adverse impacts to the local community.

Management and Evaluation

Envisage owner and managers are designated with the overall responsibility for the implementation of the Environmental and Sustainability Policy and its action/development plan within the Quality Improvement Plan (QIP).

At a management and staff level we discuss actions processes and developments through management meetings, the Self-Assessment/Business Improvement process, management meetings and in performance reviews all Envisage staff.

Environmental and Sustainability developments and actions are shared with all Envisage staff and with our learners, students, and customers. Progress on Environmental and Sustainability actions and further development are monitored through management meetings, which reviewed and evaluated within the Envisage QIP and SAR.

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