Sustainable Development Policy

**Making a Difference (South) Project**

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| **Maintenance Policy Owner** | Making a Difference (South) Contract Manager |
| **Version** | 2 |
| **Review** | Annual |
| **Next review** | Oct 2022 |

**The Making a Difference (South) vision for Sustainable Development**

Education Development Trust’s environmental management policy aims to create a companywide culture where consideration for our environment is incorporated into our corporate decision making and the principle of efficiency is aligned with our commitment to deliver customer, stakeholder and beneficiary value. We aim to ensure that our Making a Difference (South) project (the “**project**”) is socially, financially and environmentally sustainable, and both promotes and demonstrates sustainable approaches through all our project activities - across both the project itself and our wider organisation. Education Development Trust is committed to complying with relevant environmental legislation including the Waste Electrical and Electronic Equipment regulations.

**In line with our Corporate Sustainability Policy this Making a Difference (South) policy focuses on:**

* Developments which are inclusive, innovative and sustainable
* The empowerment and development of all our staff
* Individual and corporate responsibility and accountability
* Diversity and the application of our global experience to all that we do
* Commercial disciplines and efficiency

**Development and Governance of Strategy**

**Targets**

* Being informed by best practice from across Education Development Trust and beyond, and ensuring that all project targets and action plans as a minimum reflect company-wide thresholds
* Ensuring that all project good practice is effectively shared cross-company through established EDT communication channels.

**Working in Partnership**

* Working with agencies, suppliers and employers who adhere to the values of our Sustainability strategy.
* Seeking opportunities to support local communities across the Coast to Capital region, for example through charity work, volunteering, work experience, jobs retention and creation.
* Refining our policy and plan, and sharing our knowledge, through a process of consultation.

**Measure, Review and Reinforce**

* Regularly monitoring, reviewing and evaluating advice, guidance and recommendations ensuring that plans are included in staff induction, training and review.
* Benchmarking against good practice standards and targets and securing positive endorsement through external recognition, kitemarks and awards.

**Development Areas**

**Promoting Good Governance**

* Establishing within the Careers directorate a Sustainability Champion to ensure application and improvement across the project, and ensure best practice is shared across the wider Careers and Employability Directorate and Education Development Trust.
* Consulting with key partners and stakeholders (e.g. Croydon Local Authority).
* Benchmarking baseline plans and targets.
* Providing training to all employed staff and contractors.
* Promoting sustainability ethics and values in communication and company ethos.
* Promoting diversity and opportunity.
* Reviewing and evaluating progress and impact regularly against best practice standards including those set by our clients.
* Celebrating success with our staff and stakeholders.

**Sustainable Communities**

* Developing local experience and skills which will contribute to local skills, talent and business growth
* Working in co-operation with local organisations particularly employers for wider benefit.
* Using local supply chains and businesses including social enterprise where possible.
* Encouraging volunteering, work experience and internships and charity involvement.
* Identifying local initiatives to support, in consultation with local councils and stakeholders.
* Selecting office locations which match Carbon Trust good practice standards for design and construction.

**Climate Change and Energy**

* Minimising business and training travel as part of green travel plan.
* Reviewing and improving usage of products and equipment that contribute to climate change and energy wastage.
* Implement low energy approaches to reduce electricity and gas usage through practical measures. Encouraging use of public transport and car sharing for business travel e.g. by strict criteria for onsite car parking spaces.
* Facilitating home working where appropriate.
* Promoting and enabling cycling to work.

**Sustainable Consumption and Production**

* Favouring the purchasing of fair trade, eco-friendly furniture, cleaning and office products, IT equipment. This applies to products supporting both office and home working staff.
* Encouraging recycling and waste management for paper, card, plastics and toners/cartridges.
* Reviewing operational and communication processes, both for office based and home working employees, to reduce wastage and increase efficiency.
* Selecting ‘green’ badged products and resources.

**Natural Resource Protection and Environmental Enhancement**

* Increasing the range of ‘green’ venues used for conferences and training events.
* Reducing expenditure on corporate hospitality and encouraging a ‘brown bag’ approach.
* Using IT and media solutions to reduce meeting and training travel (e.g. video and teleconferencing, e-learning).
* Getting involved in local, national and international environmental and resource protection awareness raising events.
* Incorporating sustainable approaches into home working arrangements.

**Roles and Responsibilities**

The responsibility for the overall development and application of the project’s Sustainable Development Policy is the Making a Difference (South) Contract Manager. Annual review of the Policy will be undertaken by the Contract Manager and the Assistant Director (South). The Plan will be monitored on a quarterly basis by the Contract Manager, who will escalate any identified issues or under-performance against targets to the Careers and Employability Senior Leadership Team.

The Careers and Employability Senior Leadership Team have a remit to ensure that the review of this Policy and its associated Implementation Plan informs the review of Education Development Trust’s Corporate Sustainability Policy by Education Development Trust’s Executive Management Team.