

SUSTAINABILITY AND CLIMATE CHANGE STRATEGY

OUR VISION: THE ROADMAP TO 2030 AND BEYOND

(THIS DOCUMENT SHOULD BE READ IN CONJUNCTION WITH THE ESTATES STRATEGY)

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Contact:	Deputy Principal, Corporate Resources
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1.0 Introduction

This policy details the commitment of the College in ensuring that its impact on the environment both locally and globally is minimised. It will do this via sensible use of resources, energy, and in its purchasing and waste management policies. The College also has a commitment to meet all environmental legal and other requirements.

The College will make every effort to conserve and enhance natural resources to create a sustainable environment both in its current and future estates. The College acknowledges that climate change is now a major and urgent sustainability issue and seeks to responsibly use resources and to strive to continually improve its environmental performance.

1.1 Sustainability

Sustainability has been defined as '***meeting the needs of the present without compromising the ability of the future generations to meet their own needs***'.

2.0 Policy Statement

The College recognises that it can contribute towards conservation and protection of the environment. It has resolved to improve its own environmental practices and to promote awareness of environmental responsibilities among all staff and students. This is to be achieved through the following aims and objectives.

1 Building Research Establishment Environmental Assessment Method

2 Combined Heat & Power

3 Waste Electrical and Electronic Equipment Directive

3.0 Vision and Strategic Aims

The United Kingdom has set itself a vision to have the world-leading education sector in sustainability and climate change by 2030. In order to achieve this the UK has set itself the following strategic aims

1. Excellence in Education and skills for a changing world: preparing young people for a world impacted by climate change through learning and practical experience.
2. Net zero: reducing direct and indirect emissions from our buildings, driving innovation to meet legislative targets and providing opportunities for students to engage practically in the transition to net zero.
3. Resilience to climate change: adapting our buildings and systems to prepare for the effects of climate change.
4. A better environment for future generations: enhancing biodiversity, improving air quality and increasing access to, and connection with, nature in and around our site.

3.1 Our aims

- To improve awareness and understanding of environmental issues and sustainable development in the College
- To encourage all staff and students to be active participants in environmental initiatives
- To improve the way the College manages its own environment and estates
- To work with the local community, public and private sector organisations to improve the local environment and promote sustainable development
- To improve energy performance and reduce the carbon footprint of the estate
- Integrating environmental and sustainable principles into the College's operational procedures and promoting best practice at every level
- To maintain ISO14001 to measure, monitor and review the performance of the College
- To work to play our part in reducing public sector emissions against our baseline figure by
 - 50% by the end of Carbon budget 5 (2032)
 - 75% by the end of Carbon Budget 6 (2037)

4.0 Objectives

4.1 Environmental awareness

- To promote the concept of sustainability and individual accountability amongst staff and students
- To conserve resources through improving college awareness
- To provide opportunities for staff training in environmental matters both in-house or through attendance at seminars, courses and working parties
- To organise and/or support environmental awareness-raising events

- To encourage the inclusion of environmental awareness in all aspects of the curriculum
- To avoid the unnecessary use of products and substances that damage the environment

4.2 Environmental Initiatives

- To establish environmental management procedures among staff with managerial or operational responsibilities for activities that affect the College's impact on the environment
- To encourage staff suggestions on ways to improve practices which impact on the environment
- To identify specific responsibilities within job descriptions and contracts, which will support the College's Environmental Policy
- To plan, monitor and review and report on initiatives through the College sustainability committee

4.3. Environmental Management

4.3.1 Overview

To continue developing good practice, including a 5 year action plan based on an annual environmental audit.

4.3.2 Energy and Water

- To conserve energy by progressively improving heating and lighting systems, and investing in energy efficient copiers, IT and electrical equipment
- To effectively control cooling and heating to minimise carbon production whilst maintaining an effective environment for teaching and learning
- Implementation of effective insulation measures
- Monitoring and reduction where possible of water usage
- Monitoring of water temperatures
- To conserve water by gradually installing water saving devices as and where appropriate
- To encourage, where possible, the use of alternative energy and water resources

4.3.3 Buildings and Grounds

- To ensure that all building work undertaken has the concept of sustainability as a central issue within the working brief and uses BREEAM¹ assessment for major new builds and refurbishments
- Design to utilise the maximum usage of natural light and ventilation, avoiding where possible air conditioning systems in both existing and new builds

- To investigate and utilise newer energy sources such as CHP₂ and waste heat recovery where possible
- Sustainable management of green spaces, wildlife and natural habitats
- Minimal usage of chemical pesticides, insecticides and artificial fertilisers
- In the maintenance of the College to use materials from sustainable resources where possible

4.3.4 Waste Management

- To develop and implement a comprehensive waste management policy
- To use best current practice for handling hazardous waste
- To encourage a change in the perception of waste within the College community
- To ensure compliance with the WEEE ₃directive when disposing of electrical and electronic equipment

4.3.5 Recycling

- To further improve the percentage of waste materials recycled
- To provide means of collecting waste products which can be recycled – batteries, books, cans, glass, furniture, garden waste, laser/copier paper, tyres, metals and some types of plastic etc.

4.3.7 Purchasing and Contracts

To encourage:

- purchasing from environmentally friendly suppliers, preferably from local or near local suppliers wherever possible
- the inclusion of sustainable requirements in new contracts
- the avoidance of products that require non-renewable resources or polluting substances in their manufacture
- the purchasing of cleaning materials that are harmless to the environment and biodegradable
- the procurement of products that are minimally packaged

4.3.8 Transport

- To implement the Green Travel Plan
- To encourage car sharing
- To encourage the use of cycling and walking and publish information on the local cycle routes, provide changing facilities and secure bike lock-ups for staff and students
- To promote the use of public transport
- To reduce the number of staff and students driving to the College

- To liaise with the transport officer at the local authority and neighbouring organisations, such as Brunel and Hillingdon Hospital to share ideas and report on initiatives

5.0 Implementation

The Sustainability Working Group will be created to oversee the implementation of the Sustainability Policy.

5.1 Membership of the Group *will aim* to include the following

Deputy Principal Corporate Resources (Chair)

HR Manager/Director

Estates Representative

One Head of School / Service Area

Marketing Representative

Up to two members of Teaching Staff

Up to two members of Non-Teaching Staff

One student (nominated by the Student Executive or in their absence, a member of Student Support)

Student groups to be convened as appropriate throughout the year.

Interested parties will be invited to participate from time to time.

5.2 The Group will have the following role

To establish the baselines for environmental performance

To promote the Sustainability and Environmental Agenda within the College, and the Further Education sector

To promote Local and community engagement and working collaboratively with our Partners

To set targets for improving performance and preparation of a Sustainability Action Plan

To identify the resources required for implementation and incorporate these into the College's planning and budgeting process

To monitor environmental performance

To produce an annual report on the College's environmental performance for consideration by the Senior Leadership Team and the Governing Body.

5.3 The Sustainability Working Group will meet at least once per term.

6.0 Action Areas / Action Plan / Annual Audit

Action Area 1: Climate Education

Action Area 2: Green Skills and Careers

Action Area 3: Education Estate and digital Infrastructure

Action Area 4: Operations and Supply chains

Action Plan

	Objective	Responsible Person	Evidence / Action	Date	Comment	RAG / Action Area
6.1	Annual Carbon Footprint reporting on College website with the aim reducing carbon emission year on year by 5%	Head of Estates	Report on College website	July 2022	KPI performance attached as at March 2022	AA3
6.2	Energy Usage: Reduction of CO ₂ emissions: Reduce the Display Energy Certificate (DEC) by 1 rating. The %Average can be worked out from the eMandate.	Head of Estates	Dec cert not due for renewal until November 2022	July 2022	Lowery Operational rating is C. Main Building Operational Rating is D	AA3
6.3	Energy usage: Encourage the change from fossil fuel powered vehicles to electrical vehicles and install controlled charging points and put a policy in place.	SLT	Factor in the installation of further charging points as part of the new building for the Construction workshop. Explore the introduction of car charging points in the main car park. Draft a policy for approval by SLT.	Charge points by Sept 2022. Policy by Sept 2022	.	AA3
6.4	Drive the sustainability and recycling of course materials use within the College. Targeted within the Construction, Engineering and Automotive departments. To include wood, copper, metals, plastics and oils and whole unit applications such as cars,	Curriculum Directors	Develop a full waste recycling and reuse policy for materials within all curriculum departments and monitor recycling and scrappage flow.	Dec 2022	Waste audit report commissioned from Bywaters. Paper presented to Sustainability group meeting	AA1 & AA3

	motorcycles and tooling.					
6.5	Water: A reduction in water usage 2% per year by way of number of actions including reducing pressure to the taps for the washbasins.	All Heads of Departments. Lead is Head of Estates.	Dec cert. Fit flow restrictors to basin taps or replace taps with ones with built in flow restrictors. Change shower heads in Hair and Beauty and changing rooms with flow restricting shower heads.	30/10/21	Shower heads changed in Hair and Beauty. Flow restrictors fitted. PM to get usage certificate	AA3
AA3	Waste: To increase recycling sites to 57.5% of total waste volume. Current rate is 52.5% for the last academic year.	All Heads of Departments. Lead is Head of Estates.	Waste management report. Reduce the amount of small waste bins in offices and rooms and replace with one for paper and recyclables and one for food contaminated waste in staff rooms and kitchenettes. Introduce food specific waste bins for use by caterers. Recycle all metal waste.	July 2022	An assessment has been arranged by the College's waste disposal company to see how we can further increase the volume of recycling. Audit paper produced to present to Sustainability Group meeting.	AA3
6.7	Waste: Dispose of waste electrical goods in line with the WEEE ₃ directive. Raise awareness among Staff.	All Heads of Departments. Lead is Head of Estates.	Waste management report received. Arrange containers to collect waste electrical goods.	In place May 2021	A free arrangement has already been put in place for disposal of small to medium sized items. Larger items can also be disposed of by arrangement with the Estates Department	AA3 & AA4
6.8	Waste: Responsible disposal of bulb and fluorescent tubes containing mercury.	Head of Estates		In place May 2021	A facility is already in place with the waste management company. Bulbs are stored in special containers and when full are taken away for controlled disposal.	AA3 & AA4

6.9	Standards: To achieve accreditation for ISO14001.	Head of Estates	Accreditation maintained following external review	July 2022		AA1
7.0	To raise awareness through wider and more regular publicity and a programme of events in conjunction with Student Services	Head of Marketing	Events held / events planned to include Induction event for students. Our waste disposal company are keen to attend events to promote awareness of the green initiatives they run.	April 2022	Term 1 Student Conference themed on Climate Emergency The College is in active conversation Youth Climate Swarm to deliver a seminar on Climate topic.	AA1
7.1	To plan to replace the gas heating boilers with ground source or air source heat pumps	Head of Estates	Factor in costs to Estates Strategy.	Dec 2021	Initially, due to the fact that this is very new technology, which is still being developed, boilers will be replaced with more energy efficient ones that will reduce gas consumption.	AA3
7.2	Increase the amount of Photovoltaic (Solar) panels installed on the roof of the main College building generating electricity and hot water.	Head of Estates	Factor in costs to Estates Strategy	July 2022	Two cost proposals have been received. They will be considered by SLT subject to available funding.	AA3
7.3	All refurbishment works involve replacing existing lighting with LED. Also instigate a programme to replace lighting gradually.	SLT	Specification for refurbishment works. Factor in costs to Estates Strategy.	Ongoing	To be factored into refurbishment programme. Currently as lamp units fail they are being replaced by LED.	AA3

7.4	Replace switching for lighting to sensor operated switches. Fit all air conditioning with lockable pre-programmed controls.	Head of Estates	Specification for refurbishment works. Factor in costs to Estates Strategy	Ongoing	Air conditioning is fitted with lockable controllers and checks will be carried out on the setting to see they are set properly. Controllers checked but some will need to be replaced / upgraded as they cannot be locked to prevent tampering.	AA3
7.5	Estates Management: Visual display in the reception area to show aggregated BMS meter readings.	Head of Estates	Procure as part of new build	July 2022	The old BMS was destroyed in the flood. A new one will be installed as part of the boiler repairs. Will need to check if this is feasible to link into new system.	AA1, AA2 & AA3
7.6	Insulation: Replace windows on main building with double glazed units, (preferably self-cleaning glass). Upgrade roof thermal insulation.	SLT		July 2022	Currently dependant on the success of funding bids	AA3
7.7	Recycle hair cuttings which are collected free of charge and can be re-used in the manufacture of boom to control oil spillages at sea. Recycle metal hair product containers	Head of Hair and Beauty	Contact Green Salon Collective to put in place.	Oct 2021	Hair recycling arrangements in place.	AA4

7.8	The College to launch a student conference to raise awareness on climate emergency and gather feedback on how learners can get involved to make the College more sustainable.	Head of Marketing SU	<ul style="list-style-type: none"> • Theme term 1 Student Conference on Climate Emergency • SU team to gather student feedback from the conference 	1/2/22	<ul style="list-style-type: none"> • Term 1 Student conference took place on Thursday 25th November 2021 12.30pm – 1.30pm LRC which was themed around climate emergency. 	AA1
7.9	The College to introduce a meat-free Monday that encourages students and staff to reduce meat in their diet for their health and the health of the planet.	Head of Estates	<ul style="list-style-type: none"> • Meetings have been held with CaterLink to explore and introduce the offer of a meat-free Monday. • PM is looking at impact data – cost savings/greater or lesser uptake of meals on Meat Free Mondays • AM will canvas student feedback and report back. 	17/01/22	<ul style="list-style-type: none"> • The College has now introduced a meat-free Monday menu. • Caterlink confirmed a drop in sales on Mondays. 	AA4
8.0	The College to invite guest speakers and activists, who are experts in their field, to discuss climate emergency theme in more details that encourages further active involvement from the student body.	Head of Marketing	<ul style="list-style-type: none"> • Discussions being held with organisations in the environmental and volunteering sector. 	April 2022	<ul style="list-style-type: none"> • The College is in active conversation with Youth Climate Swarm to deliver a seminar on Climate topic. • Update June 2022: Guest speaker had no availability. Key actions undertaken to explore for next year • Embedded climate theme into tutorial scheme of work for 22/23 • Enrichment to further explore speaker sessions • Collaborating with other educational providers and community partners to 	AA1

					develop a green project in term 1.	
8.1	The College to improve bike rack facilities that will encourage further students and staff to cycle to College.	Head of Estates	<ul style="list-style-type: none"> Estates to investigate potential locations for new racks. Estates are in contact with Waltham Forest Local Authority to supply two covered bike sheds 		<ul style="list-style-type: none"> An email has been sent to resume exploring this as an option. Still awaiting a response. Meeting held with LBWF re: cycling. 	AA3
8.2	The College to install more water refill stations	Head of Estates	<ul style="list-style-type: none"> Estates to investigate potential locations for new water coolers. This will be dependant on water supply and power for the coolers. 		The existing two machines are being upgraded and suitable locations to enable a further three to be installed have been identified and ordered. Awaiting installation.	AA3
8.3	The College to implement a Green Impact Award, that celebrates the small steps students and staff are taking to reduce the personal and the College's carbon footprint.	SLT	<ul style="list-style-type: none"> CB identifying criteria to make an award. 	July 2022	The Green Impact Award will be incorporated into the end of year Students Awards Ceremony.	AA1
8.4	The College to review the designs of promotional items, that ensures better usage of items e.g. bottles, mugs	Head of Marketing	<ul style="list-style-type: none"> AB to work with students to review promotional items and collate ideas about what they would like to go forward. Design challenge will be launched during the second half of term 2, in line with Marketing procurement. 	April 2022	<p>Brief held with Creative and Media students to develop design concepts for promotional material.</p> <p>Procurement will begin in June 2022.</p> <p>Update June 2022:</p> <ul style="list-style-type: none"> Market research completed with learners during term 3. Eco pricing sourced for merchandise 	AA4

8.5	The College to review printing credits issued to students.	Head of IT for usage data. SLT for funding decision.	<ul style="list-style-type: none"> All students are issued £5 free printing credits per term. Creative Arts students receive £15 free printing credit To explore usage data 	20 Feb 2022	Awaiting usage data to be supplied via the IT Department.	AA4
8.6	More trees to be planted by the College that supports carbon offsetting.	Head of Estates	<ul style="list-style-type: none"> Estates to liaise with ground maintenance company to supply trees 	February / March 2022	<ul style="list-style-type: none"> Six new trees were provided by the ground maintenance company and have been planted prior to Christmas. Eighteen more trees to be provided by the developers Countryside. A Japanese Cherry Tree was planted by SEND students. 	AA3 Partially completed
8.7	Place more recycling bin facilities around the College that encourages students to dispose general waste.	Head of Estates	<ul style="list-style-type: none"> Place more recycling bin facilities in key hotspot areas. Students to keep the College campus clean and dispose of waste appropriately. 	10/2/22	PM is in the process of identifying the sites of recycling bins and sourcing additional bins where required.	AA3 & AA4 Partially Completed
8.8	Water: A reduction in water usage 2% per year, per site, by way of number of actions including reducing pressure to the taps for the washbasins	All Heads of Departments. Lead is Head of Estates for data	<ul style="list-style-type: none"> Monitor usage from water bills 			AA3 & AA4
8.9	Seek to develop Curriculum content to include sustainability for example in Construction and in STEM	Curriculum Directors	<ul style="list-style-type: none"> Study modules in climate change, green materials, energy efficiency, 	01/09/2022		AA1 & AA2

			impact of energy and water use.			
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An annual audit will be carried out. The College will use this and other benchmark statistics as a means to measure and continually improve its environmental performance. The plan will be reviewed and updated annually to respond to new opportunities, scientific updates, evidence and data.