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connexions

STAFFORDSHIRE

*Connexions Staffordshire Sustainability Policy*

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Policy

(To be reviewed annually)

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## **Sustainability Policy**

### **Our Vision**

To operate in a way in that enables all people to realise their potential and improve their quality of life whilst at the same time following and promoting good sustainability practice, reducing the environmental impacts of all our activities, and helping our clients, partners and sub-contractors to do the same.

### **Background**

Sustainable development can be defined as *“Development that meets the needs of the present, without compromising the ability of future generations to meet their own needs”*

(Brundtland Commission Report, ‘Our Common Future’, 1987)

In 2005, the Government launched the UK’s third sustainable development strategy ‘Securing the future’ which focuses on four objectives:

- Social progress which recognise the needs of everyone.
- Effective protection of the environment.
- Prudent use of natural resources.
- Maintenance of economic growth and employment.

The EU’s Strategy ‘Sustainable Europe for a Better World’ is a third dimension to the Lisbon Strategy and reflects that people all around the world understand the need for sustainable development. Indeed, sustainable development is a regulatory cross-cutting theme across all of the EU Structural Funds and the European Social Fund (ESF) is committed to integrating sustainable development across all project delivery arrangements.

### **Principles**

We are committed to:

1. Embedding sustainability into our community through the establishment of good leadership and management processes.
2. Ensuring all our employees are fully aware of our Sustainability Policy and are committed to implementing and improving it.
3. Ensuring suppliers, partners and sub-contractors are aware of our Sustainability Policy and encouraging them to adopt sound sustainable management practices.
4. Promoting sustainability amongst our clients and our community.
5. Minimising the impact on sustainability of all our activities.
6. Annually reviewing and continually striving to improve our sustainability performance.

*All About You*

7. Meeting, and where appropriate striving to exceed, all applicable legislation, regulations and codes of practice.

## Strategy

- **To embed sustainability into our community through the establishment of good leadership and management processes we will:**
  - Appoint a Sustainability Champion at senior management level who will lead, own and be accountable for sustainability within Connexions Staffordshire.
  - Ensure the Sustainability Champion and key staff who have major influence over business activity within the Company undertake advanced training, which will include building sustainability criteria into the various stages of the business cycle.
  
- **To ensure all our employees are fully aware of our Sustainability Policy and are committed to implementing and improving it we will:**
  - Ensure all employees undertake basic sustainability training which will include an overview of the principles of sustainability and examples of good practice.
  - Build basic sustainability training into the induction process.
  - Post the Sustainability Policy on the Company's Intranet.
  
- **To ensure suppliers and contractors are aware of our Sustainability Policy and encourage them to adopt sound sustainable management practices we will:**
  - Ensure sustainability is considered in relation to all procurement contracts.
  - Ensure sustainability is built into the sub-contracting process.
  
- **To promote sustainability amongst clients, partners and our local community we will:**
  - Promote equality of opportunity for all and the removal of barriers to accessing opportunities, as set out in our Equal Opportunities Policy.
  - Undertake fundraising projects within the local and wider community which will promote inclusion and enhance the lives of others.
  - Promote opportunities for learning, culture and leisure.
  - Maximise everyone's access to the skills and knowledge that are necessary to play a full part in society.
  - Publicise our commitment to sustainability on our website.

- **To minimise the impact on sustainability of all our activities we will:**
  - Ensure employees avoid physically travelling to meetings/events where alternatives are available and practical, such as using teleconferencing, video conferencing, and efficient timings of meetings to avoid multiple trips.
  - Where it is not possible to avoid travelling to meetings/events, employees will be encouraged to use public transport wherever possible.
  - Select goods and services which have minimal impact on natural resources and avoid the exploitation of individuals, communities or organisations.
  - Implement a waste management practice that disposes of materials responsibly and recycles to reduce waste output to landfill.
  - Develop and maintain premises with due regard to environmental impact and social value.
  - Minimise our use of paper and other office consumables by, for example, printing double-sided and not printing emails.
  - Reduce energy consumption of office equipment by purchasing energy efficient equipment and good housekeeping.
  - Purchase energy from a supplier committed to renewable energy.
  - Ensure that timber furniture and any other timber products are recycled or from well-managed, sustainable sources and are Forest Stewardship Council (FSC) certified.
  - Purchase fair-trade beverages.
- **To annually review and continually strive to improve our sustainability performance we will:**
  - Undertake an annual self assessment which will include an expenditure analysis to identify savings and provide measurable data from which to assess sustainability progress and benchmark our performance against other organisations.
  - Report performance to the Senior Management Team, the Resources Committee, and the Board.
- **To meet, and where appropriate strive to exceed, relevant legislation, regulations and codes of practice we will:**
  - Ensure the Sustainability Champion keeps up to date with relevant legislation, regulations and codes of practice.

- Include compliance with relevant legislation, regulations and codes of practice in the annual self assessment of sustainability performance.