



**NCG Energy, Environment & Sustainability Policy 2020**

Date Approved:	29 <sup>th</sup> January 2020
Review Date:	29 <sup>th</sup> January 2021
Approved by:	Executive Board
Responsible Manager(s):	Director of Property and Development
Accessible to Staff / Learners / Clients	Yes

**1. Consultation**

Consultation undertaken with:-

Professional Services	Yes
Carlisle College	Yes
Kidderminster College	Yes
Lewisham College	Yes
Southwark College	Yes
Newcastle College	Yes
Newcastle Sixth Form College	Yes
West Lancashire College	Yes

**2. Applicability of NCG Sustainability Policy to the organisation**

This policy applies to:-

Professional Services	Yes
Carlisle College	Yes
Kidderminster College	Yes
Lewisham College	Yes
Southwark College	Yes
Newcastle College	Yes
Newcastle Sixth Form College	Yes
West Lancashire College	Yes

### 3. Scope and purpose of the policy

NCG is committed to ensuring sustainability is a key requirement across all of its activities, which is understood and engaged in by all stakeholders who interact with NCG.

This policy addresses this challenge within an overarching framework, which has 3 guiding principles: -

- 1) Prevention of pollution
- 2) Complying with all relevant legislation
- 3) Measurable continuous improvement

In this context, sustainability is taken to mean

*“Responsible and pro-active decision-making and innovation that minimises negative impacts and maintains balance between ecological resilience, economic prosperity and social vibrancy now in and in the future”*

- Reduce consumption and costs whilst satisfying the divisions needs for energy and water.
- Reduce the environmental impact of the divisions through better management of its material resources.
- Integrating environmental and sustainable principles into the divisions operational procedures and promoting best practice at every level.
- A commitment to the protection of the environment, including prevention of pollution.
- A commitment to fulfil the institution's compliance obligations
- Ensure targets are met as outlined in the NCG Carbon Management Plan, Environment & Sustainability Action Plan.
- Re-use equipment where possible, increase recycling and promote the use of recycled materials in products and buildings.
- A commitment to the continual improvement of the environmental management system to enhance environmental performance.

### 4. Policy Statement

NCG will provide access to appropriate environmental guidance for all our employees, students and subcontractors to encourage them to support our sustainability commitment.

NCG will identify, monitor, record and minimise all key aspects of its operations that could result in an adverse impact on the environment. This will include discharges to water, land and air emissions.

NCG Divisions will identify and provide adequate human and financial resources required to implement Environmental Management Systems that are most relevant to each division and encourage progress in each division, taking their starting point and specific circumstances into account.

The above actions will support a culture of continuous improvement in 3 key areas:-  
**Estates Management.** Including energy use, carbon management, water use,



pollution prevention, waste management and reduction, building improvements including renewables and biodiversity

**Sustainable Procurement and Supply.** To include supply chain engagement, ethical and fair procurement, sustainable and innovative Information Communication Technology, contractor engagement, recycled and recyclable materials, reducing waste including packaging and food waste.

**Engagement.** Including engagement of staff, learners, partners and stakeholders by making available relevant training, providing support and guidance and awareness raising, leading to behaviour change, embedding sustainability into the culture of the NCG.

## **5. Implementation of this Policy**

### **NCG HSE Council**

Assessing the effectiveness of our Sustainability Policy will be undertaken by the NCG HSE Council. This group will meet annually at the beginning of the academic year and will be chaired by the CEO. It would be helpful if this could be “before the start of the academic year”.

The membership of the group will include appropriate representation from all the divisions. Its main function is to provide leadership and commitment to sustainability. It will assist the divisions in delivering the aims of this policy. The Management group will be informed by environmental information provided by the divisions via an annual review. Plans, targets and updates, highlighting results and achievements as well as further opportunities for improved sustainability will be considered by the Group. This will in turn ensure the aims of the policy are successfully monitored.

### **Divisional Groups**

Professional Services
Carlisle College
Kidderminster College
Lewisham College
Southwark College
Newcastle College
Newcastle Sixth Form College
West Lancashire College

The divisional groups will be responsible for planning, setting appropriate local targets and implementing changes within their sphere of influence. These groups will meet a minimum of 3 times per annum, operate with agreed terms of reference and be supported by the NCG Head of Safety, Health and Environment and the Group Energy & Sustainability Officer. The main activities will consist of gathering environmental information, target setting, supporting campaigns and initiatives, and informing the



HSE Committees/Councils of successes and barriers to progress and most importantly embedding sustainability into the culture of NCG.

## **6. Policy Review**

The review of the policy will be carried out on a yearly basis and or if significant changes in environmental legislation.

## **Appendix I**

### **Composition of Sustainability Groups (HSE Committees/Councils)**

Below is the required composition of groups, although wider membership is actively encouraged especially where an individual has specialist knowledge or an enthusiasm for sustainability.

#### **NCG HSE Council**

Chaired by: CEO

Group Head of Health, Safety and the Environment

Group Energy & Sustainability Officer

Representatives of each of the divisional and Group Services groups

#### **Divisions**

Chaired by: Principal/MD

Group Energy & Sustainability Officer

Divisional Head of Health and Safety

Divisional Head of Estates

Members of SLT/SMT

Representatives of:

Curriculum development

Quality

Staff

Students