



2.4 Environmental Sustainability Development Policy 2022 - 2023



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Policy Statement

Orangebox recognise that in our day-to-day operations we impact on sustainable development in a number of ways.

We are committed to promoting prosperity while protecting the planet.

We will provide our stakeholders with safe, reliable and responsive support and training services in a sensitive manner that recognise that ending poverty must go hand in hand with strategies that build economic growth and address a range of social needs including education, health, social protection and job opportunities, while tackling climate change.

We believe that a sound sustainability policy contributes to our competitive strength and benefits our stakeholders and employees by contributing to the overall well-being and economic health of the communities we serve.

We are committed to continuous improvement in our Performance and overall support of Government and UN policy for sustainable development. We will work with our employers to support their sustainability targets and UN Global Goals that align with those of Orangebox.

Commitment

Orangebox is committed to:

- Integrating sustainable management into our business activities;
- Complying fully with the letter and spirit of the UN and the UK environmental laws and regulations as a minimum level of performance and strive to secure fundamental reforms that will improve Orangebox' s effectiveness and reduce the cost of compliance;
- Minimising risk and protecting our employees and the communities in which we operate by employing safe technologies and operating procedures, as well as being prepared for emergencies;
- Monitoring progress regularly to identify our strengths and weaknesses, and to highlight any action required to improve our impact on the environments in which we operate;
- Communicating progress on sustainable issues internally and externally;
- Considering environmental factors and the full acquisition, use and disposal costs when making planning, purchasing, and operating decisions. This consideration is to be extended to other Stakeholders;
- Providing appropriate health & safety and training and educate employees to be responsible and ensure that compliance with Health, Safety & Sustainability legislation is maintained through regular training and updates.

To promote sustainable development, we will implement the following measures:

Conducting an annual audit of our key environmental objectives, in the light of technological options, financial concerns and the views of our stakeholders.

Ongoing measurement of our current environmental impact, setting and communicating to staff, targets to improve environmental performance explaining the role and contribution that all stakeholders have in reducing environmental impact.

- Ensuring compliance with relevant existing environmental legislation regulations and voluntary codes of environmental conduct appropriate to our business
- Including sustainable business practices within our agreed operating procedures
- Training and informing staff in line with this policy
- Implementation of localised and specific development plans.

In 2019 The Environment Bill was brought into force across England and Wales. This will be overseen by the Office for Environmental Protection (OEP). The OEP will advise the UK government on any proposed changes to environmental law.

Our Policy takes account of:

UN Global Goals and inclusive of UK Legislation and Regulations

We will be mindful of Local Strategies in areas where we have a footprint and those of the Employers that we work with.

Aspects and Impacts

Orangebox recognise that in conducting our business we have an impact on sustainability and therefore a shared responsibility to demonstrate our partnership with the UN Global Goals. The most significant UN Global Goals that we impact have been identified as;

Global Goal 4: Ensure inclusive and equitable quality education and promote lifelong learning opportunities for all

- 4.1 By 2030, ensure that all girls and boys complete free, equitable and quality primary and secondary education leading to relevant and effective learning outcomes
- 4.2 By 2030, ensure that all girls and boys have access to quality early childhood development, care and pre-primary education so that they are ready for primary education
- 4.3 By 2030, ensure equal access for all women and men to affordable and quality technical, vocational and tertiary education, including university
- 4.4 By 2030, substantially increase the number of youth and adults who have relevant skills, including technical, vocational skills for employment, decent jobs and entrepreneurship
- 4.5 By 2030, eliminating gender disparities in education and ensure equal access to all levels of education and vocational training for the vulnerable, including persons with disabilities, indigenous peoples and children in vulnerable situations
- 4.6 By 2030, ensure that all youth and a substantial proportion of adults, both men and women, achieve literacy and numeracy

- 4.7 By 2030, ensure that all learners acquire the knowledge and skills needed to promote sustainable development, including, among others, through education for sustainable lifestyles, human rights, gender equality, promotion of a culture of peace and non-violence, global citizenship and appreciation of cultural diversity and of culture's contribution to sustainable development
- 4a Build and upgrade education facilities that are child, disability and gender sensitive and provide safe, non-violent, inclusive and effective learning environments for all
- 4b By 2020, substantially expand globally the number of scholarships available to developing countries, in particular least developed countries, small island developing States and African countries, for enrolment in higher education, including vocational training and information and communication technology, technical, engineering and scientific programmes, in developed countries and other developing countries
- 4c By 2030, substantially increase the supply of qualified teachers, including through international cooperation for teacher training in developing countries, especially least developed countries and small island developing States

Orangebox has adopted the following commitments to address the impact:

- Conducting an annual review of our key objectives, in the light of technological options, financial concerns and the views of our stakeholders
- Ongoing measurement of our current environmental impact, setting and communicating to staff, targets to improve environmental development performance
- Explaining the role and contribution that all stakeholders have in contributing to our impact
- Reviewing current and future practice
- Introducing incentives to influence travel choices and encourage use of low impact travel options where possible
- Including environmental criteria when purchasing goods and services
- Ensuring compliance with relevant existing legislation, regulations and voluntary codes of conduct appropriate to our business
- Including sustainable business practices within our agreed operating procedures
- Training and informing staff in line with this policy
- Implementation of localised and specific development plans.

We expect our employees and partners to help us meet our targets by:

- Providing feedback on how we are doing and how we could do better.

These commitments represent Orangebox UK's Policy on responsibility and sustainability, applicable across our UK business operations. It is endorsed by our Board and senior management and communicated to all staff and is on the Website.

Orangebox recognises that as a result of our business activities we are having an impact on the communities, people and environment in which we deliver.

We have introduced key documents to support the continuous development of our commitments regarding the Sustainability Development agenda.

A number of documents have been produced in order for us to demonstrate and reduce our impact on the environment, these documents are:

- **Company Aspect and Impact Register**
- **Environmental Legislative Register**
- **Our Healthy Planet Audit Review**
- **Our Healthy Planet Environmental Development Plan**
- **Orangebox in the Community**
- **Orangebox Employer UN Global Goals Matrix**

The above documents all have clear links into one another that relates to our over-arching policy. These documents will be reviewed on a regular basis and all information will be shared with key stakeholders across the business.

This agenda is supported by the Board and promoted from the very top within the organisation. The Director of Development and Innovation is the Sponsor at Board Level within the organisation.

Regular forums will be scheduled with Key Stakeholders to ensure all “Best Practice” activities are rolled out and shared throughout the business.

Our Commitment to our Partners

Orangebox recognises how important it is to work collaboratively with all partners across our portfolio in order to share best practice and our key objectives, which will result in a far greater carbon footprint reduction and increased awareness of our joint commitment to environmental and sustainability development.

Orangebox will:

- Share best practice with all of its partners in order that we are consistent in our approach to improve and achieve standards.
- Consult with all our partners on matters such as the UN Global Goals, green incentives, target setting and formulation of appropriate policies.
- Source and share any awareness training that will increase knowledge and commitment across all our stakeholders.
- Encourage all partners to share their Environmental & Sustainable Development practices and documentation with each other to ensure we are supporting each other to improve existing systems.
- Publicise data such as energy consumption, paper usage, business mileage and recycling along with development plans and key objectives that will enable us to demonstrate year on year reductions and continuous development.

Sustainability in Estates Management

Orangebox will manage its current estates in such a manner so as to minimise environmental impact. Similarly, it will seek to assess and minimise the environmental impacts of any future projects. It will support these principles in a range of ways:

Energy Management

Orangebox will set annual targets for energy use and actively monitor these throughout the year. It will seek to reduce energy usage and educate staff and learners in best practice in reducing energy consumption. Orangebox procures its energy through utility providers and ensures the best value and takes advantage of energy from sustainable sources in those contracts. Where we operate from a shared building, we may not be able to set targets as these are set by the building landlord but we would strive to work with the landlord and other tenants to support the reduction in usage.

Waste Management

Orangebox will set annual targets for waste and actively monitor these throughout the year. It will seek to reduce waste materials and educate staff and learners in best practice in reducing wastage. Orangebox will segregate waste materials to maximise recycling opportunities and, wherever possible, a cost benefit to Orangebox. Controlled or hazardous waste will be monitored and minimised. All such waste will be disposed of in accordance with applicable legislation. Waste disposal will be managed in such a way so as to minimise the number of collections and amount going to landfill.

Maintenance and Lifecycle Costs

For all new build and refurbishment projects, Orangebox will assess the full lifecycle costs of the project and ensure that it is affordable and that future budgets are created and maintained to ensure funding is in place to meet these costs.

In addition, full planned and preventative maintenance programmes will be implemented and funded. To support the development, management and funding of maintenance programmes, condition surveys will be commissioned.

Sustainability in Teaching and Learning

Orangebox will ensure that teaching staff and learners are aware of the issues involved in sustainability and that they understand how Orangebox approaches these and also how they, as individuals, can have a positive impact. It will do this in a number of ways: -

Sustainability Reporting

- Through the SMT meetings,
- Curriculum Development
- Orangebox will develop curriculum streams that include sustainable development.
- Learner Awareness

- Orangebox will raise awareness of sustainability issues with learners and employers and encourage participation in activities, which support this.
- Sustainability in the delivery of Support Services

In addition to key responsibilities such as Facilities/Estates, Orangebox acknowledges that all support services must all contribute to the sustainability development agenda.

It will support this in the following ways:

Through meetings with Senior Managers, staff members will be able to represent views and give feedback. They will have the opportunity to broaden their own understanding and to share their knowledge with others.

Communications

Through a programme of regular communications, all staff and learners will be made aware of how they can personally take responsibility for their own environmental impact and how they can contribute to Orangebox's plans.

- Offer all Orangebox users' access to facilities which enable them to recycle their waste as an alternative to landfill. We are able to capture and recycle paper, books, cardboard, electrical items, toner/ink cartridges, glass, batteries and mobile phones.
- Send all our general waste (Bagged Waste) to a local Energy from Waste plant **where these exist**.
- Have procedures in place to ensure redirection of all environmentally hazardous items away from landfill to controlled disposal and recycling facilities. We capture all battery varieties, light tubes & bulbs, CRT monitors.
- Work with charities to provide the local community and third world countries with redundant Orangebox PCs & other recyclable items as an alternative to disposal, when possible.

Sustainable Procurement

The purpose of this policy is to encourage staff to consider sustainability as a factor in the procurement of goods and services. Orangebox recognises that Procurement decisions have a major socio-economic and environmental implication, both locally and globally, now and for future generations. Orangebox will therefore strive to promote the principles of sustainability in all its activities through:

The strategies identified within this policy are detailed and monitored through the Our Healthy Planet Environmental Development Plan.