

Version 4: July 2022
Review Date: July 2023
Owner: V Martin



Sustainable Development Policy and Implementation Plan
ESF Widening Participation through Skills Project
Project Reference: 05S16P00538

Our strategic ambition for sustainable development is to be a customer focused, socially responsible project, demonstrating sustainability in all our activities and ensuring our staff, partners and participants/beneficiaries are aware of economic, environmental, social and ethical issues including the importance of social enterprise, community engagement and volunteering.

We will ensure that our activities are carried out in conformance with EU & UK legislation and other requirements that may be placed upon the project by our partners, local government, customers and neighbouring demands. We endeavour to provide and promote a cleaner, safer environment and are proactive in progressing environmental matters.

To ensure our continued commitment to Sustainable Development we aim to:

- Promote resource efficiency by:
 - Minimising energy consumption
 - Minimising waste and promoting recycling
 - Minimising the use of travel and promote the use of public or green transport where possible
 - Ensuring staff and students/participants are well informed regarding best practice
 - Ensuring that our policies are available to, adopted by and enforced by all partners and sub-contractors
- Promote sustainable procurement
- Fully comply with all legal and other requirements, including health and safety regulations, that may also relate to our environmental aspects. This will include ensuring that all partners and sub-contracts
 - Dispose of waste using a registered waste collector
 - Observe and comply with the Waste Electrical and Electronic Equipment (WEEE) regulations.
- Communicate this policy and its obligations and responsibilities to participants and future delivery partners.
- Fully commit to the prevention of pollution to air, water and land.

Responsibility for this Policy resides with the University of Plymouth and its delivery partners for the ESF Widening Participation through Skills Project.



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Targets and Objectives:

When undertaking activities as detailed in the ESF Widening Participation through Skills project, the University of Plymouth and its partners will aim to;

- Minimise energy consumption
- Minimising waste and promoting recycling
- Minimising the use of travel and promote the use of public or green transport where possible

To do this the project aims to undertake the following during the project’s lifetime:

Project Objective	Project Target
Encourage car sharing/sustainable travel practises by project staff.	For all Project Management Group Meetings held face-to-face, booked car parking spaces will be restricted to 50% of cohort attending the meeting. Following Covid-19, this will be reduced further with the majority of such meetings held on-line. The option of ‘hybrid’ meetings will also be offered should face-to-face meetings be held.
Reduction in travel mileage - staff	Project Management Group Meetings will be held in a venue which minimises travel mileage by attendees when face-to-face meetings occur.
Reduction in travel mileage - participants	Use of venues/consideration of timings of sessions to best match public transport schedules.
Reduction of environmental impact via the use of paperless/electronic promotional materials	The partnership will include the use of electronic/paperless means of promoting the project via the use of Facebook, twitter, e-mail marketing, websites and on-line press releases.
Electronic project documents	All key project documents will be disseminated across the partnership electronically via email. Thus reducing the reliance on paper and postal services.
On-line/distance learning project delivery method	The project will deliver a minimum of 4 modules via on-line/distance learning methods.



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All staff will be encouraged to attend environmental awareness courses/provided with an opportunity to raise their awareness of sustainability issues	A minimum of one member of staff for each delivery partner will attend/undertake this activity.
Highlight sustainability issues within teaching and learning where suitable.	Sustainability will be highlighted in social science options and via the environment and sustainable living programme to participants.
Re-use/recycled of teaching, learning and support materials where possible.	Many of the modules delivered as part of the project will be run more than once during the project lifetime. This will enable teaching and learning resources to be re-used/recycled.

This is a working document and will be subject to amendments and change within the life of the project.



Signed:

Adrian Dawson

Director of Research and Innovation

