



Environmental Statement 2017

The Educ8 Group consists of Educ8 Ltd, Educ8 Training and Network Training Services.

Our head office is based in London House Ystrad Mynach, with satellite offices in Tredomen and Port Talbot.

The services provided by the Company are split between office based staff and field based staff. We delivery apprentices out in the workplace via Welsh Government Funding. Field based staff use their own vehicles for business purposes.

The main environmental impacts for the Group are:

- Use of fuel and the production of Co2 by private vehicles
- Consumption of energy by office based activities (IT equipment, printers, photocopies and lighting).
- Heating of office space
- Use of materials such as paper, stationary supplies
- Production of waste (paper, cardboard, cans, plastics)

Policy statement

Educ8 Group will seek to promote the conservation and sustainable use of natural resources and to minimise environmental pollution in all of its activities, and through its influence over others. The organisation will review each of its policies, programmes and services, and act wherever necessary to meet the standards set out in its policy.

The Board of Directors have committed the organisation to the effective implementation and the operation of the Environmental Management System (EMS) and as such have committed the necessary resources to permit this. Moreover, Educ8 Group Board of Directors commit to a full annual review of the environmental management system, which will be recorded and signed off each year.

The main environmental impacts of the business include energy usage, the disposal of waste and transport impacts. In recognising these impacts, we have made a commitment to continual environmental improvement and to protect the environment, including pollution prevention. We are committed to providing a quality service in a manner that ensures a safe and healthy workplace for our employees and minimises our potential impact on the environment. We are committed to meeting our compliance obligations including legislative and voluntary commitments made. We will operate in compliance with all relevant environmental legislation and we will strive to use pollution prevention guidance and environmental best practices in all we do.

In recognising these impacts, through demonstration of continual environmental improvement and a commitment to pollution prevention, Educ8 Group will:

- Integrate environmental management into all organisational activities
- Guarantee compliance with all relevant local, national and international legislation and regulations
- Ensure all learners and staff, including contractors, actively support our environmental programmes
- Communicate our environmental policy effectively to all interested, both internal and external parties.
- A commitment to achieving continual improvement in our environmental performance and preventing pollution. This will be in agreement to the improvement plan.
- The minimisation of materials and energy usage in all operations.
- The safe disposal of waste where reuse or recycling is not economically viable.
- The provision of appropriate resources and the necessary training for staff, to ensure that they are able to fulfil the commitment given in this policy.
- Review modes of transport and will promote alternative sustainable forms of transport where practical.
- Include environmental management and issues in our staff induction programmes, meetings and learners training. Also engage with the community and bring sustainability issues across to them.

Waste Management

Educ8 Group recognises it has a role in furthering and improving the management of all waste via:-

- Encouraging all staff and customers to use less, then re-use and only then recycle
- Longer term, only dealing with suppliers that have sound environmental systems in use
- Linking with all suppliers to encourage the use of unnecessary packaging
- Encourage all staff to recycle all office waste materials, ie, office waste paper, ink and toner cartridges, bought in catalogues and leaflets, aluminium cans, plastic bottles
- Using only approved / registered waste carriers to handle waste materials
- Use email and text messaging for all internal communications to reduce the usage of paper
- Monitor the types and quantities of waste to where savings can be made

Sustainable Procurement

Educ8 Group recognises it has a vital role in furthering sustainable development, through its procurement of offices, goods and services. Procurement decisions have a major socio-economic and environmental implication, both locally and globally, now and for future generations. Educ8 Group will therefore strive to:-



People, Education & Awareness:

Communicate the sustainable procurement policy to all staff and suppliers

Policy and Communication:

Consider the cost / benefit of environmentally preferable goods & services as viable alternatives
Investigate opportunities for recycling & re-use of materials where suitable / appropriate
Investigate the impact of Educ8 Groups expenditure on goods / services to identify the potential environmental impact
Work in partnership with suppliers and other organisations to improve sustainable procurement
Assess the environmental risk to Educ8 Group with a commitment to continually improving sustainable performances

Procurement Processes

Promote best practices for sustainable procurement
Ensure that suppliers environmental credentials are, where possible, considered when the supplier evaluation / approval process is completed
Specify, where possible, the use of environmentally friendly goods and services
Ensure that consideration is given within all specifications for suppliers to submit offers / quotes for environmentally friendly alternatives

Engaging Suppliers of Goods & Services

Educate our suppliers of goods / services regarding the Educ8 Group environmental sustainability policy
Work with our key suppliers to make sustainability improvements

Energy Management

Educ8 Group recognises it has a role in furthering and improving energy management via:-

- Controlling activities when systems are not in use, ie, switch off at night
- Consider the use of sensor based lighting systems
- Promote the use of low energy light bulbs at all premises in use
- Encourage staff to use only water needed when boiling kettles
- Promote the use of low energy heating equipment
- Consider the use of Solar panels on all roofing areas under the direct control of Educ8 Group
- Monitor all energy usage via spreadsheet on a monthly basis to consider where improvements can be made
- Review the Maintenance of all water based appliances to prevent wastage, ie, all leaking taps are repaired

Travel and Transport

Educ8 Group recognises it has a role in furthering and improving the efficiency of work based transport and travel and aims to promote the benefits of fuel efficient motoring and increase awareness of alternative modes of transport, in particular for employees via:-

- Encouraging car sharing, where more than one person is visiting
- Arranging effective meetings preventing duplication
- Consider the use of teleconferences, if at all possible
- Reviewing workloads to minimise unnecessary travel
- Providing information on local & national transport links
- Providing information on exhaust emission levels of vehicles and hybrid cars, enabling staff to make quantifiable decisions
- Reviewing fuel types of vehicles used by all staff and encourage them to purchase more environmentally fuel efficient modes of transport

Refurbishments

Educ8 Group and its member organisations acknowledge that for any new building or building refurbishments undertaken, due consideration should be given to environmental and sustainable impact.
Partners should plan to manage the impact on the whole environment and where possible the use of sustainable materials considered.

Strategic aims

Educ8 Group and its member organisations has developed eight strategic aims which will be monitored on a quarterly basis.

- To actively promote and maintain a positive commitment to environmental sustainability
- To ensure that all key staff, learners, customers, suppliers and sub contractors are aware of and comply with the organisational environmental policy
- Provide necessary and appropriate resources to effectively implement the organisations environmental policy
- Provide systems and procedures to ensure objectives and targets have been met in order to improve environmental management and performance and reduce environmental impacts
- Reduce the impact arising from the consumption of energy, transport, the generation of waste and the consumption of office materials
- Reduce, Re-use, Recycle, Reconsider, Refuse
- To achieve environmental excellence through the implementation of an Environmental Management System that meets the requirements of the Green Dragon Environmental Standard™ whilst also supporting government policy for sustainable development
- To work with the local community, public and private sector organisations to promote environmental awareness and sustainable development

We have a strong commitment to improving the skills of the people and businesses in our communities. We are passionate about helping people achieve things that they never thought were possible and we strive to help make South Wales a better place to live and do business.



In fact, our company Vision & Values are what set us apart from the competition as they inform everything that we do; from the people we recruit to the services that we offer.

We have made a commitment to continual environmental improvement and to protect the environment, including pollution prevention. We are committed to meeting our compliance obligations including legislative and voluntary commitments made.

The company's main targets and objectives are to reduce energy consumption, improve waste management practices, decrease our carbon emissions and increase awareness about sustainability. As a company, we aim to promote our policy in every way possible through the use of our website and intranet, in order for learners and staff to see.

ESDGC is a key part whilst delivering to our learners and each month all our assessors will discuss one of the 7 themes of ESDGC with them to promote the education of sustainability and global citizenship. All staff at Educ8 will receive annual training on ESDGC providing an update on our responsibilities to promote sustainability in all that we do.

We aim to reduce our waste and recycling by educating our staff and procurement department to reduce packaging where possible and use only what we need. We have targeted ourselves with reducing our energy by 2% through the education of our staff how we use our energy.

Due to the nature of our business (assessors), our mileage levels are high. To combat this, we encourage car sharing and looking at matching learners to the geographical areas of our assessors. Furthermore, the mileage of each member of staff is recorded monthly and the carbon emissions of this will be calculated. We aim to reduce Co2 from vehicle by 3%.

The company has consumed the following resources:

August 2016 – July 2017

Mileage	Miles	Co2
Group	519,130	152.3 tonnes

Gas	Kwh	Co2
Group	41021.895	7.5 Tonnes

Electricity	Units	Co2
Group	32,266	11.5 Tonnes

Water	Cu meters
Group	138

Waste	0.74 Tonnes
Recycling	0.28 Tonnes
Confidential Shredding	0.75 Tonnes

Signed: *Tracey O'Neill*

Head of Business Improvement (Senior Management)

Dated: October 2017

Environmental Statement Validation

The information contained within this Environmental Report has been sampled and validated by the Green Dragon auditor and found to be a fair and accurate assessment of the organisation's activities and environmental performance over the past year within the organisation's defined scope.

Lead Auditor:	Jake Griffiths
Auditing Organisation:	Green Business Centre
Date of Audit:	21st November 2017
Valid Until:	20th November 2018



Validation of the Environmental Report does not confirm certification of the organisations Environmental Management System to the Green Dragon Standard. Confirmation of certification can be made by obtaining a copy of the organisations valid Green Dragon certificate or visiting the Green Dragon website at www.greendragonems.com.