

## THE MARY WARD CENTRE

### SUSTAINABILITY POLICY

#### **1 PREAMBLE**

- 1.1 Climate change is currently a pressing issue which increasingly dominates international and national governments and public concerns. There is recognition that organisations and individuals alike have a responsibility to where possible effect changes to day-to-day behaviours so as to reduce our contribution to climate change.
- 1.2 Mary Ward Centre is strongly committed to improving its environmental performance and to permeate this message throughout its culture, practices and learning ethos. The Centre recognises it must act as a model to change hearts and minds and behaviours of students, staff and other users.
- 1.3 There is a range of practical benefits to environment sustainability which Mary Ward Centre can enjoy - savings on energy and water bills; improving, maintaining and enjoying a 'green and positive' reputation and image; access to bids and tenders; meeting expectations of our funders; avoiding costs associated with non-compliance with legislation.
- 1.4 Mary Ward Centre's adoption and implementation of a Sustainability Policy has to recognise limitations in relation to the age and public nature of the premises and facilities within extended opening times, the different age-groups and volume of its users, and the varying types and duration of courses. In so doing, realistic and relevant achievable 'sustainability action plan' targets can be set.

#### **2 PREMISES AND OPERATIONS DESCRIPTION**

- 2.1 Premises comprise two converted five floor terraced houses, originally built in the 18th century and substantially extended about 70 years ago. Described as Grade II listed Georgian buildings with Victorian extension, they retain a lot of the original features including timber floors, and Edwardian wood panels, high ceilings, old heating pipe work and radiators.
- 2.2 The building is solely occupied by Mary Ward Centre as classrooms, offices, meeting rooms, computer suites, art and crafts studios, crèche, and café. The building is occupied during term time from 08.00 through to 22.30 hours Monday to Friday, from 09.00 to 18.00 hours on Saturdays and occasional Sundays as courses demand. Outside term time, occupied hours are shorter and confined to weekdays only.
- 2.3 Additional office spaces are rented in adjacent Old Gloucester Street and classrooms are leased off-site for widening participation courses and other activities.
- 2.3 The Centre employs approximately 200 full-time and part-time staff. There are up to 350 students on the premises at any one time together with public café users and occasional visitors. There are 6,000 students a year with an age range from 17 through to 60 plus. There is a crèche for students' children.

### **3 POLICY**

Mary Ward Centre is committed to reduce the impacts our operations have on the environment by continually reviewing and improving our environmental performance. This commitment is supported by Senior Management Team, all Centre staff and the Management Committee.

This policy sets out the various approaches to managing and minimising such impacts.

#### **3.1 A Commitment to Raising Awareness**

Mary Ward Centre recognises that sustainable development can only be achieved if everyone in the organisation knows about the Policy and accepts individual responsibility for putting it into practice. Therefore, the Centre is committed to ensuring that all staff and students are made aware of this Policy and develop a clear understanding of how it applies to them individually. We will imbed this commitment into our relationships with our partners and the local community.

Where required, training will be provided to staff on the importance of incorporating environmental considerations in their daily activities.

#### **3.2 Responsible Purchasing**

Mary Ward Centre recognises that environmentally responsible purchasing will help create and sustain markets for environmentally sensitive products. The Centre is committed to this goal by purchasing products that promote zero waste, contain a high degree of recycled contents, and are produced in an environmentally sustainable manner which demonstrates maximum durability or biodegradability, repairability, energy-efficiency and, where possible, non-toxicity.

Where possible, the Centre will take reasonable steps to assess suppliers' policies and practices, and will aim not to purchase goods or services from a supplier if the supply chain employment conditions are found to be unacceptable and there is no demonstrable improvement plan.

#### **3.3 Maximum energy efficiency and conservation**

Mary Ward Centre is committed to maximising energy efficiency in heating, cooling, lighting and water systems. The organisation actively encourages staff participation in energy reduction measures.

The Centre is committed to the long-term goal of maximum use of renewable energy sources.

#### **3.4 Waste management, primarily through reduction, secondarily through reuse, and finally through recycling**

Mary Ward Centre will follow the principles of 'Reduce, Reuse, Repair, Recycle' in managing its environmental impact.

The Centre is committed to:

- waste reduction
- reusing materials in order to maximise economic, environmental, and energy efficiency
- comprehensive recycling as a last resort, and as a means to transform waste into a resource

- 3.5 Sustainable design principles in land-use, landscape and building planning**  
Mary Ward Centre supports landscaping and grounds maintenance practices that promote integrated pest management and use of native vegetation.

This policy implements all applicable European, national and local laws, regulations and executive orders.

- 3.6 Travel and transport**  
Mary Ward Centre will endeavour to minimise staff travel to meetings by road and air through encouraging people to use trains, bicycle and telephone conferencing wherever possible.

- 3.7 Implementation**  
Mary Ward Centre has set up a sustainable development working team "The Green Champions Group", which will be responsible for monitoring compliance with this Policy. The Green Group is formed of representation from academic departments, student services team, facilities, café and students. It is mandated by the Health & Safety Committee to compile a relevant and realistic action plan to provide direction and work towards implementing this Policy. Each action plan will set measurable objectives and targets, and the Centre will review its performance against these annually.

This Policy statement shall be reviewed on a regular basis and updated as needed by the Green Champions Group and the Health & Safety Committee.

The ultimate responsibility for Mary Ward Centre's environmental performance lies with the Principal, however day-to-day implementation of the Policy is driven by the co-ordinated efforts of the Green Champions Group and the Health & Safety Committee working to the Vice-Principal Finance & Resources.

Successful implementation of this Policy requires the participation of all staff, students and other Centre users.

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