Sustainability Policy

Fareport Training Organisation Limited (FTO) is committed to promoting the principles of sustainability. FTO aims to protect and enhancement of the environment to both staff and learners regarding environmental issues. FTO recognises that it can contribute towards conservation and protection of the environment. FTO has resolved to improve its own environmental practices and to promote awareness of environmental responsibilities among all staff and learners. FTO aims to not only promote good sustainability practice within our own organisation, but to encourage our stakeholders to do likewise.

Background

The Brundtland Commission, formally known as the World Commission on Environment and Development, published its influential report *Our Common Future* in 1987. The report served as a key reference point for the emerging concept of sustainable development, warning that unrestrained economic growth could lead to the depletion of natural resources and long-term environmental damage.

It introduced the now widely accepted definition of sustainable development:

"Development that meets the needs of the present without compromising the ability of future generations to meet their own needs."

In response to global and domestic environmental concerns, the UK Government launched its national strategy for sustainable development, titled 'Securing the Future', in March 2005. This strategy set out a framework for action across government, businesses, and communities, built around four key priority areas:

- Sustainable consumption and production
- Climate change
- Natural resource protection
- Sustainable communities

The UK passed landmark legislation introducing the world's first long-term, legally binding framework to tackle climate change. The Climate Change Act 2008, which became law on 26th November 2008, committed the UK to reducing greenhouse gas emissions by at least 80% by 2050, compared to 1990 levels.

As part of the Act's implementation, the UK established a series of legally binding five-year carbon budgets. The first three budgets set a trajectory to reduce emissions by around 34% by 2020, in line with recommendations from the Committee on Climate Change. By 2020, emissions had fallen to around 49–51% below 1990 levels, depending on how it's measured (territorial vs. net emissions).

- The COVID-19 pandemic had some impact in 2020 due to decreased travel and energy demand.

As a result, strategic frameworks such as the **Sustainable Procurement Strategy (2007)** and the **Sustainable Development Action Plan** were developed. The key principles include:

- **Efficiency** – using influence to drive innovation and better product design.
- **Equality** – encouraging inclusive employment practices among suppliers.
- **Competition** – promoting supplier diversity within supply chains.

Providers therefore have contractual obligations to actively promote sustainable development. Fareport has considered the following priorities within this Policy and the Environmental and Sustainable Development Action Plan:

- Waste minimisation
- Energy and transport use
- Promotion of public transport
- Staff awareness and engagement

Compliance with Environmental Legislation and Assurance of Best Practice

FTO is committed to complying with all relevant environmental legislation and regulatory requirements. We give full assurance of:

- **Waste Disposal:**
  Ensuring all waste is managed and disposed of by a **licensed and registered waste carrier**, in strict accordance with current government regulations and environmental best practices.
- **Electrical and Electronic Waste (WEEE):**
  Full compliance with the Waste Electrical and Electronic Equipment (WEEE) Regulations, ensuring responsible disposal or recycling of all electronic and electrical equipment, and maintaining records where required.
- **Hazardous Waste Management:**
  Identifying and properly handling any hazardous materials in line with the Hazardous Waste Regulations, including secure storage, transportation by licensed handlers, and proper documentation (e.g., consignment notes).
- **Duty of Care Obligations:**
  Fulfilling our legal Duty of Care for waste by keeping accurate records, ensuring secure and responsible handling, and working only with approved waste service providers.
- **Sustainable Purchasing and Resource Use:**
  Giving preference to suppliers and products that support environmental sustainability, such as recycled content, low-energy appliances, or eco-certified services.

- **Continuous Improvement and Monitoring:**
  Regularly reviewing environmental practices and compliance status and seeking opportunities to improve our environmental performance across operations.

Principles/ Aims

This policy is guided by the following core principles:

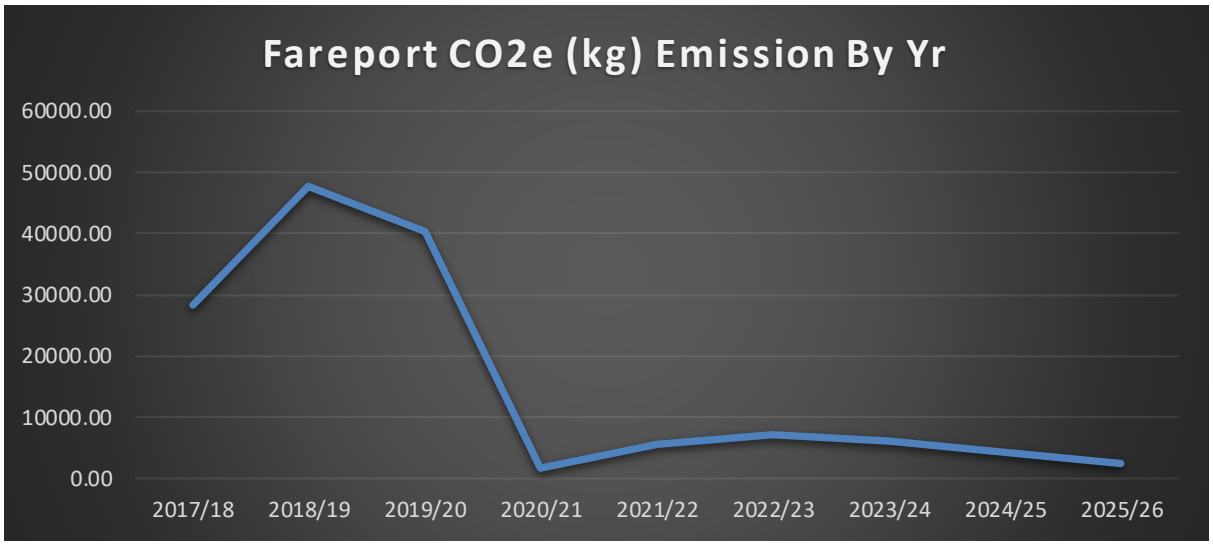
- **Legal and Regulatory Compliance**
  To ensure full adherence to all relevant legislation, regulations, and codes of practice applicable to FTO.
- **Sustainable Decision-Making**
  To incorporate sustainability considerations into business planning and decision-making processes at all levels.
- **Staff Awareness and Responsibility**
  To ensure all staff are informed about this policy and understand their individual roles and responsibilities in supporting sustainable work practices.
- **Stakeholder Engagement**
  To actively promote awareness of this policy among stakeholders and encourage the adoption of sustainable management practices throughout our wider networks.

Objectives

- Where possible recycle waste. This is especially with regards to domestic waste and team members will take own domestic waste to the local re-cycling centre
- Use registered waste collection agents which includes electrical waste
- Contract with a shredding paper waste organisation in-line with GDPR, who in-turn re-cycle the waste
- Carbon footprint reduction using technologies for teaching, learning and assessment where appropriate. ‘Cut the Carbon’ project 2011 enabled FTO to monitor and trial effective methods which were adopted by all staff
- All staff to incorporate relevant environmental training within the curriculum where appropriate
- External visits to be planned by location to reduce the travel distance, therefore reduced fuel costs & increased use of e-technology to reduce visits
- When and where appropriate, team members work from home to reduce distance travelled
- Where possible use of public transport is encouraged
- Staff training to incorporate best use of technology to reduce the carbon footprint
- Maintain and develop appropriate local and regional partnerships to maximise benefits to the community

- Support local markets, ethical and fair-trade, and social responsibility initiatives within the community
- Consider sharing facilities with the local community agencies and groups to make the best use of resources (i.e. through partnership work and utilise employer workspaces for central training locations)
- Continue to reduce printing by the enhanced use of e-resources and e-storage of documentation
- Re-cycling of stationary such as folders and other equipment on a regular basis

As part of our ongoing commitment to sustainability, we have tracked our carbon emissions annually since 2017 and set progressive targets for reduction. Between 2024/25 and 2025/26, we achieved a **43% reduction**, equating to a saving of approximately **1,847.08 kg of CO_2 emissions.**



These findings are the basis of FTO's carbon reduction commitment.

Signed by

Natalie Cahill, Chief Executive
Reviewed: April 2026

Environmental and Sustainability Implementation Plan

2023-2028

Area	Action	Lead	Review Date	Success Indicator
Carbon Reduction	Conduct annual travel audit and promote remote delivery where feasible	Team Managers/ Board	March 2027	10% reduction in mileage-related CO_2 emissions
Energy Use	Install smart meters and conduct energy usage assessment	Board	6 monthly	5% reduction in energy bills
Waste Management	Introduce labelled recycling stations and reduce single-use plastics	Board	March 2027	80% of waste diverted from landfill
Staff Engagement/ Communication	Commitment to communication to staff and to include training programmes	Board	Annually	Increased communication with staff and stakeholders inc. social media & Awareness Day promotion
Procurement	Review suppliers for sustainability credentials (e.g. ISO 14001)	Management/ Board	Annually	100% of new suppliers reviewed for sustainability
Reporting & Review	Commitment to include environmental and sustainability issues and measures in annual report. Demonstrable success with easy wins	Board	Annually	Report completed and shared with stakeholders