Karen Blake Coaching Ltd

Environmental Sustainability and Carbon Reduction Policy
Last Reviewed: 17/08/2024
Next Review: 17/08/2025

Mission Statement

Karen Blake Coaching Ltd ("KBC") recognises that it has a responsibility to the environment beyond legal and regulatory requirements. KBC is committed to promoting the protection and enhancement of the environment, raising awareness among staff, learners and partners, and continually reducing its environmental impact as part of its business strategy.

As a training and coaching provider operating primarily online and digitally, KBC acknowledges the contribution it can make to environmental sustainability through its remote delivery model, reducing the need for travel and paper-based resources.

We will continue to work towards minimising our carbon footprint and promoting responsible environmental practices across all aspects of the business.

Our Aims

We will:

- Comply with, and where possible exceed, applicable environmental regulations.
- Continually monitor and improve environmental performance.
- Incorporate environmental considerations into business decisions.
- Engage employees, partners, suppliers and subcontractors to support environmental improvements.
- Support the UK Government's wider ambitions to achieve Net Zero carbon emissions.

Policy Areas

Paper & Digital Resources

- Minimise use of paper through digital platforms, online delivery, and electronic resources.
- Use recycled or recyclable materials where paper use is necessary.
- Reuse and recycle printed materials wherever possible.

Energy & Water

- Reduce office energy consumption by monitoring usage.
- Switch off lights, equipment and heating when not in use.
- Purchase energy-efficient equipment wherever possible.
- Monitor utility suppliers for greener alternatives.

Office Supplies & Purchasing

- Assess environmental impact before purchasing new equipment or supplies.
- Prioritise suppliers with sustainable credentials.
- Use local suppliers where practicable to reduce carbon emissions.

Transportation

- Reduce non-essential travel; utilise remote meetings, e-learning, and online coaching.
- Promote video conferencing as default for partner and learner communication.
- Support staff and visitors to use public transport where feasible.

Waste Management

- Follow correct procedures for safe disposal of waste.
- Use licensed waste disposal contractors.
- Maximise recycling and reuse of all materials.

Cleaning & Maintenance

- Use environmentally friendly cleaning products.
- Source refurbishment materials responsibly where required.

Supply Chain & Subcontractors

- Engage suppliers and partners who demonstrate good environmental practices.
- Encourage subcontractors to adopt sustainable behaviours.

Monitoring & Improvement

- Regularly review environmental objectives at management meetings.
- Continually seek improvements in reducing waste, emissions and environmental impact.
- Update this policy at least annually in consultation with staff.

Staff Awareness

- Provide staff with relevant environmental awareness training.
- Encourage involvement in sustainability initiatives.

Responsibility

The Director (Karen Blake MCDI MIEP MInstLM) holds overall responsibility for ensuring this policy is implemented and reviewed. All staff, contractors and subcontractors share responsibility for meeting the aims of this policy within their areas of work.

Signed:
Karen Blake
Position: Director
Date: 17/08/2024