



Environmental and Sustainability Policy

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Responsible	Sustainability Group	
Version	Revision Details	Date

Table of Contents

1. Purpose and scope.....	3
2. Aim and objectives	3
3. Key Actions: 5-year business plan	4
4. Data Protection.....	5
5. Equality, Diversity and Inclusion	5

1. Purpose and scope

- 1.1 CPL group is committed to protecting the environment of the Earth. This policy sets out the group's aims, objectives, and plan for reducing its environmental impact.
- 1.2 The Group Leadership Team (GLT) have enabled the Sustainability Group with the responsibility for ensuring these aims and objectives are met. Day to day tasks in relation to monitoring and reporting will be performed by the Business Services Team as part of their business support function.

2. Aim and objectives

- 2.1 The group's aim is to enable a sustainable future by minimising the environmental impact from its activities.
- 2.2 The group will assess the environmental impacts of its operations and set objectives and targets to improve its environmental performance. The group will regularly review these targets.
- 2.3 The group will:
 - promote responsibility for the environment within the organisation and communicate and implement this policy to all employees.
 - set up and monitor the effectiveness of environmental objectives.
 - minimise the use of energy, water, and other resources.
 - prevent pollution and reduce waste by reduction, re-use, and recycling methods.
 - comply with applicable legal requirements and other requirements to which the group subscribes which relate to its environmental aspects.
 - ensure that company policies and services are developed in a way that is complimentary to this policy.
 - identify and provide appropriate training, advice, and information for employees to encourage and motivate them to develop new ideas and initiatives and carry out their tasks in an environmentally responsible manner.
 - provide appropriate resources to meet the commitments of this policy.
 - promote and encourage protection of the environment by promoting the use of sustainable resources, and sustainable work practices including having a dedicated Sustainability group with members from the GLT and Board
 - reduce the use of paper by circulating all company documents in soft copy format.
 - set up a company SharePoint site to store all company documents.
 - measure the group's carbon footprint and produce a carbon management plan to achieve net zero emissions.

- measure the carbon footprint of each employee's journey to work and incentivise staff to reduce their personal carbon footprint.
- promote business travel with the lowest environmental impact as per the group travel policy.
- promote the use of MS Teams for both internal and external meetings.
- where practicably possible, provide the opportunity for employees to be assigned an initiative linked to a sustainability objective.
- promote and encourage involvement in local environmental initiatives/schemes.
- promote the benefits of sustainability to all members and customers and support them in achieving their own sustainability goals.
- ensure sustainability measures and practices are incorporated into all contracting processes.
- encourage environmental protection among suppliers and subcontractors.

3. Key Actions: 5-year business plan

3.1 The following key actions have been taken from the groups 5-year business plan in relation to achieving the aims and objectives of this policy:

1. Create an Environmental Management System (EMS)
2. Produce an Environmental and Sustainability Policy
3. Calculate the groups carbon footprint.
4. Create a Carbon Management (reduction) Plan
5. Conduct an internal environmental SWOT analysis.
6. Conduct an external environmental STEEPLED analysis.
7. Set up an intranet site to promote environmental initiatives and deliver employee training.
8. Reinforce Board and GLT commitment.
9. Improve environmental awareness amongst employees and promote green housekeeping issues.
10. Donate employee time throughout the year to volunteer for and support local initiatives.
11. Donate monies each year for planting new trees.
12. Ensure sustainability projects are given priority for grant funding.
13. Evaluate environmental performance and the effectiveness of the system.
14. Promote best environmental practice amongst the group's members, customers and suppliers.
15. Achieve ISO 14001 accreditation.

- 3.2 The group is committed to continual improvement of environmental performance. This policy will be communicated to all staff, contractors and suppliers and be available for the public.

4. Data Protection

- 4.1 The processing of personal data collected as part of this policy is in accordance with the Group's Data Protection Policy. Data collected as part of this policy is held securely and accessed by and disclosed to individuals only for the purposes of legal compliance and the scope of this policy. Employees should immediately report any inappropriate access or disclosure of employee data in accordance with the Group's Data Protection Policy as this constitutes a data protection breach.

5. Equality, Diversity and Inclusion

- 5.1 CPL Group unlawful or unfair discrimination and underpin the group's values. is an equal opportunity employer. This is not only a legal requirement underpinned by the Equality Act 2010 but also a commitment from the group. As an employer, the group embraces equality, diversity, and inclusion (EDI) and seeks to ensure that its policies are free from unlawful or unfair discrimination and underpin the group's values.