

Environmental Sustainability Policy & Carbon Reduction Plan

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Environmental Sustainability Policy & Carbon Reduction Plan

Policy Statement

JCL Skills Solutions (JCL) is committed to conducting its operations in an environmentally responsible and sustainable manner while supporting the UK's legally binding commitment to achieve Net Zero greenhouse gas emissions by 2050.

As a national education, employability and workforce development provider, we recognise that sustainability extends beyond reducing our own environmental impact. We have an important responsibility to influence learners, employers, staff, partners and the wider communities we serve by embedding sustainable practices throughout our organisation and promoting the development of the skills required for a greener economy.

Although JCL operates a predominantly remote delivery model with a relatively low operational carbon footprint, we recognise that every organisation has a responsibility to continuously reduce its environmental impact. We are committed to measuring, monitoring and reducing our greenhouse gas emissions, improving resource efficiency, embedding sustainable procurement practices and promoting environmental awareness throughout all areas of the business.

This Environmental Sustainability Policy and Carbon Reduction Plan establish our commitment to continuous environmental improvement, responsible corporate governance and transparent reporting. It provides the framework through which we will manage our environmental responsibilities, monitor our carbon emissions and support the transition to a low carbon economy.

Our commitment supports:

- The Climate Change Act 2008 (2050 Target Amendment) Order 2019
- UK Net Zero Strategy
- Procurement Policy Note (PPN) 006 - Taking Account of Carbon Reduction Plans
- Greenhouse Gas (GHG) Protocol Corporate Accounting Standard
- UK Government Environmental Reporting Guidelines

2. Scope

This policy applies to all activities undertaken by JCL including:

- Corporate governance and strategic management.
- Curriculum planning and delivery.
- Learner recruitment and support.
- Employer engagement.
- Business travel.
- Procurement and supplier management.
- Information technology.
- Homeworking arrangements.

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- Resource management.
- Waste management.
- Digital infrastructure.
- Contract delivery across England.

The policy applies to:

- Directors
- Employees
- Freelance Associates
- Tutors
- Development Coaches
- Contractors
- Consultants
- Volunteers
- Any individual representing JCL Skills Solutions.

Whilst JCL delivers provision through a predominantly remote operating model and does not maintain permanent office accommodation, environmental sustainability remains an integral consideration in all business decisions and operational activities.

3. Net Zero Commitment

JCL is committed to achieving Net Zero greenhouse gas emissions by 2050, in line with the UK Government's national commitment.

We recognise that environmental sustainability is an integral component of responsible corporate governance and is essential to ensuring the long-term resilience of our organisation, our communities and the sectors we support.

Our commitment includes:

- Measuring organisational greenhouse gas emissions annually.
- Establishing and maintaining a verified carbon emissions baseline.
- Reducing operational emissions year-on-year.
- Minimising unnecessary business travel.
- Maximising the use of digital technologies.
- Embedding sustainability within procurement decisions.
- Supporting learners to develop the knowledge and behaviours required for sustainable employment.
- Promoting environmental awareness amongst staff, learners and employers.
- Working collaboratively with partners to improve environmental performance across our delivery network.

Environmental sustainability will be embedded within strategic planning, operational decision making, contract delivery and continuous improvement activities.

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4. Objectives

JCL has established the following strategic environmental objectives.

Carbon Reduction

- Establish and maintain an organisational greenhouse gas emissions baseline.
- Reduce operational greenhouse gas emissions by 30% by 2030 against the 2025/26 baseline.
- Achieve Net Zero greenhouse gas emissions by 2050.

Sustainable Operations

- Maintain a predominantly digital, paper-light operating model.
- Reduce unnecessary business travel through effective use of remote technologies.
- Encourage sustainable travel options wherever operationally practicable.
- Minimise waste generation across all business activities.

Sustainable Procurement

- Integrate environmental considerations into procurement decisions.
- Work with suppliers who demonstrate responsible environmental practices.
- Reduce unnecessary packaging and promote recycled or sustainable materials where appropriate.

Green Skills

JCL recognises that one of its greatest environmental contributions is through education.

We will embed sustainability, environmental awareness and responsible working practices throughout curriculum planning, programme design and delivery. Sustainability will be incorporated where appropriate to ensure learners understand their environmental responsibilities and develop the knowledge, skills and behaviours expected by modern employers. This approach will remain responsive to emerging industry requirements, government priorities and the evolving green skills agenda, regardless of sector or programme.

Where appropriate, programmes will include content relating to:

- Sustainable working practices.
- Environmental responsibility.
- Waste reduction.
- Energy efficiency.
- Climate awareness.
- Green employment opportunities.

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Governance

Environmental performance will form part of the organisation's annual business planning, governance reporting and continuous improvement arrangements.

5. Carbon Reduction Plan

Purpose

This Carbon Reduction Plan forms part of JCL Skills Solutions' Environmental Sustainability Policy and demonstrates our commitment to reducing greenhouse gas emissions in accordance with the UK Government's Net Zero Strategy and Procurement Policy Note (PPN) 006.

As an independent training provider operating across England, JCL recognises its responsibility to minimise the environmental impact of its operations whilst supporting learners, employers and communities to develop the knowledge, skills and behaviours required for a more sustainable future.

Our approach reflects the scale and nature of our organisation. JCL operates a predominantly remote delivery model, utilising digital technologies, virtual learning platforms and flexible working arrangements to minimise unnecessary travel and reduce our overall environmental footprint.

The organisation is committed to:

- Measuring and reporting organisational greenhouse gas emissions annually.
- Establishing a robust emissions baseline.
- Setting realistic and measurable carbon reduction targets.
- Reducing emissions through continuous improvement.
- Reviewing environmental performance through Board governance arrangements.
- Publishing annual progress against this Carbon Reduction Plan.

6. Greenhouse Gas Emissions

Reporting Methodology

JCL will calculate organisational greenhouse gas emissions using the latest UK Government Greenhouse Gas Conversion Factors for Company Reporting (DEFRA) together with the Greenhouse Gas Protocol Corporate Accounting and Reporting Standard.

Reporting will include, where applicable:

- Scope 1 - Direct emissions.
- Scope 2 - Purchased electricity.
- Scope 3 - Other indirect emissions.

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The organisation recognises that its operating model results in relatively low direct emissions, with most environmental impacts arising through indirect operational activities such as business travel, procurement and homeworking.

Organisational Boundary

The following operational activities are included within this Carbon Reduction Plan:

- Corporate management.
- Remote working.
- Business travel.
- Staff commuting (where appropriate).
- Procurement.
- Courier and postal services.
- ICT infrastructure.
- Digital learning platforms.
- Waste management.
- Contract delivery activities.

Baseline Emissions

JCL has adopted 2025/26 as its baseline reporting year, representing the organisation's first complete reporting period following establishment of full operational delivery.

The baseline provides the reference point against which future environmental improvements will be measured.

Baseline Emissions Summary (Estimated)

Emissions Source	Tonnes CO ₂ e
Scope 1 – Direct Emissions	0.0
Scope 2 – Purchased Electricity	0.0
Scope 3 – Indirect Emissions	8.7*
Total Estimated Emissions	8.7

*Estimated baseline based on JCL's operating model. Future annual reporting will refine these figures using verified operational data and the latest DEFRA conversion factors.

Current Reporting Year

Reporting Year: 2025/26

Emissions Source	Tonnes CO ₂ e
Scope 1 – Direct Emissions	0.0
Scope 2 – Purchased Electricity	0.0
Scope 3 – Indirect Emissions	8.7
Total Estimated Emissions	8.7

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As this represents JCL's initial reporting year, the baseline and current reporting figures are aligned. Future reporting cycles will demonstrate annual reductions against this baseline.

7. Carbon Reduction Targets

JCL has established the following strategic environmental objectives.

By 2027

- Complete annual organisational carbon assessments.
- Embed environmental sustainability into all corporate planning.
- Deliver annual carbon awareness training for all employees.
- Ensure environmental considerations are incorporated into procurement decisions.
- Maintain a predominantly digital operating model.

By 2030

JCL will seek to achieve:

- A 30% reduction in greenhouse gas emissions against the 2025/26 baseline.
- A 25% reduction in business travel emissions through improved digital collaboration.
- Continued reduction in paper consumption through digital-first processes.
- Increased use of environmentally responsible suppliers.
- Continued improvement in resource efficiency across all operations.

By 2050

- JCL is committed to achieving Net Zero greenhouse gas emissions across organisational activities.

Progress will be reviewed annually through the Senior Leadership Team and Governance Board.

8. Carbon Reduction Initiatives

JCL has already implemented several initiatives that contribute towards reducing its environmental impact.

Remote First Operating Model

The organisation operates a fully remote workforce, significantly reducing emissions associated with:

- Daily commuting.
- Office energy consumption.
- Heating.
- Lighting.
- Water usage.

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- Office waste. Digital collaboration tools are utilised wherever possible to reduce unnecessary travel whilst maintaining high-quality learner and employer engagement.

Digital Delivery

JCL delivers a significant proportion of learning through digital platforms including Microsoft Teams and cloud-based learning technologies.

This approach reduces:

- Printed learning materials.
- Travel requirements.
- Paper consumption.
- Administrative processing.

Learners are encouraged to access electronic resources, submit assessments digitally and utilise online communication channels.

Sustainable Business Travel

Where travel is necessary, JCL seeks to minimise environmental impact by:

- Prioritising virtual meetings where appropriate.
- Planning journeys efficiently.
- Encouraging rail travel where practical.
- Reducing unnecessary single occupancy journeys.
- Combining multiple meetings within a single visit where possible.

Paper Reduction

JCL continues to operate a paper-light environment through:

- Digital enrolment.
- Electronic signatures.
- Cloud document storage.
- Online learner records.
- Digital quality assurance systems.
- Electronic governance documentation.

Printing is undertaken only where operationally necessary.

Sustainable Procurement

Environmental considerations are incorporated into procurement decisions wherever reasonably practicable.

This includes consideration of:

- Supplier environmental policies.
- Sustainable sourcing.
- Product lifecycle.
- Recyclability.

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- Packaging.
- Digital alternatives.
- Energy efficiency.
- Local purchasing opportunities where appropriate.

Suppliers demonstrating a commitment to environmental sustainability are encouraged wherever value for money and operational requirements allow.

Waste Reduction

Although JCL operates without permanent office accommodation, the organisation seeks to minimise waste by:

- Reducing paper usage.
- Encouraging digital documentation.
- Reusing IT equipment where appropriate.
- Recycling electronic equipment through approved providers.
- Minimising unnecessary packaging.
- Reducing single use plastics during face-to-face events.

9. Green Skills and Curriculum

JCL recognises that its greatest contribution to environmental sustainability extends beyond reducing its own operational carbon footprint. As an education and skills provider, we have an important role in preparing learners for the transition to a more sustainable economy by embedding environmental awareness, responsible behaviours and sustainable working practices throughout the learner journey.

Where appropriate, environmental sustainability will be integrated into curriculum planning, teaching, learning and assessment to reflect the needs of employers, industry and society. This will ensure learners develop not only the technical knowledge required for employment, but also an understanding of how sustainability influences modern workplaces and professional practice.

The extent and nature of sustainability content will be proportionate to the programme of learning, occupational requirements and employer expectations. This may include consideration of resource efficiency, environmental legislation, responsible use of materials, waste reduction, energy awareness, digital sustainability, ethical procurement, climate awareness and wider environmental responsibilities relevant to the workplace.

JCL will continue to review curriculum content in collaboration with employers, awarding organisations, funding bodies and sector stakeholders to ensure programmes remain current, responsive and aligned with emerging environmental priorities, green skills requirements and labour market needs.

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In addition, learners will be encouraged to adopt sustainable behaviours throughout their learning experience by promoting:

- Responsible use of resources and learning materials.
- Digital first ways of working where appropriate.
- Reduction of unnecessary waste.
- Sustainable travel choices where practicable.
- Environmental awareness in the workplace and wider community.
- Individual responsibility for supporting a more sustainable future.

By embedding sustainability as a cross-cutting theme, rather than limiting it to specific sectors or programmes, JCL aims to ensure all learners are equipped with the knowledge, behaviours and values needed to contribute positively to environmental sustainability throughout their careers.

10. Sustainable Procurement and Operations

JCL is committed to ensuring that environmental sustainability forms part of purchasing and operational decision making. Whilst recognising the importance of achieving value for money, procurement decisions will also consider the environmental impact of products, services and suppliers wherever reasonably practicable.

JCL will seek to:

- Purchase products with reduced environmental impact.
- Minimise unnecessary packaging.
- Prioritise digital solutions over paper-based alternatives.
- Procure recycled or recyclable materials where appropriate.
- Extend the lifecycle of equipment wherever practical.
- Dispose of IT equipment responsibly through approved recycling providers.
- Consider supplier environmental credentials during procurement activities.
- Encourage suppliers to demonstrate their own commitment to reducing greenhouse gas emissions.

The organisation will continue to review procurement arrangements to identify opportunities to improve environmental performance without compromising quality, learner experience or contractual requirements.

11. Raising Awareness and Engagement

Creating a sustainable organisation requires the active participation of staff, learners, employers and stakeholders.

JCL will promote environmental awareness by:

- Providing environmental awareness information during staff induction.
- Sharing sustainability updates through internal communications.

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- Promoting environmentally responsible behaviours.
- Encouraging staff to identify opportunities for environmental improvement.
- Embedding sustainability within organisational planning.
- Promoting digital collaboration to reduce unnecessary travel.
- Sharing examples of good environmental practice with learners and employer partners.

Where appropriate, environmental awareness activities may include:

- National sustainability campaigns.
- Waste reduction initiatives.
- Paper reduction campaigns.
- Digital working initiatives.
- Local community environmental projects.
- Green Skills awareness events.

JCL believes that creating a culture of continuous environmental improvement is fundamental to achieving long-term sustainability objectives.

12. Monitoring, Reporting and Accountability

JCL is committed to transparent monitoring and reporting of environmental performance.

Environmental performance will be monitored through:

- Annual greenhouse gas emissions reporting.
- Carbon reduction progress against agreed targets.
- Procurement reviews.
- Business travel monitoring.
- Paper consumption.
- Digital working metrics.
- Governance reporting.
- Annual policy review.

Environmental performance will be reported annually to the Senior Leadership Team and Governance Board. The organisation will publish updates on progress towards its Net Zero commitment and identify opportunities for continuous improvement. Where appropriate, carbon reduction performance will also inform strategic planning, operational improvements and investment decisions.

13. Responsibilities

Governance Board

The Governance Board has overall responsibility for providing strategic oversight of environmental sustainability and ensuring that the organisation maintains an effective framework for managing environmental risk and continuous improvement.

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The Board will:

- Review environmental performance annually.
- Monitor progress against carbon reduction objectives.
- Support continual improvement.
- Ensure environmental sustainability remains aligned to organisational strategy.

Managing Director

The Managing Director is accountable for:

- Implementation of this policy.
- Allocation of appropriate resources.
- Annual review of environmental performance.
- Approval of carbon reduction objectives.
- Reporting progress to the Governance Board.

Senior Leadership Team

Senior Leaders will:

- Promote environmental responsibility across their areas of responsibility.
- Integrate sustainability into operational planning.
- Monitor compliance with this policy.
- Identify opportunities to reduce environmental impact.

Managers

Managers are responsible for ensuring that:

- Staff understand this policy.
- Sustainable working practices are promoted.
- Environmental risks are identified.
- Opportunities for improvement are reported.

Employees and Associates

All staff; tutors, development coaches and associates are expected to:

- Work in accordance with this policy.
- Minimise unnecessary waste.
- Reduce avoidable travel.
- Make efficient use of resources.
- Promote environmentally responsible behaviours.
- Identify opportunities to improve environmental performance.

Environmental sustainability is everyone's responsibility.

14. Compliance

JCL will comply with all relevant environmental legislation and recognised standards applicable to its operations, including:

- Climate Change Act 2008 (2050 Target Amendment) Order 2019.

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- Environmental Protection Act 1990.
- Waste Electrical and Electronic Equipment (WEEE) Regulations.
- UK Government Net Zero Strategy.
- Greenhouse Gas Protocol Corporate Standard.
- UK Government Greenhouse Gas Conversion Factors for Company Reporting.
- Procurement Policy Note (PPN) 006 – Taking Account of Carbon Reduction Plans.

Failure to comply with this policy may result in corrective action and, where appropriate, disciplinary action in accordance with JCL policies and procedures. Environmental compliance will be reviewed annually as part of the organisation's governance and quality assurance arrangements.