

Environmental Policy

Section 11

Date February 2025

Review Date February 2028

Document Prepared By	Chelsea Kelton	Document Approved By	Briony Fawcett
Signature	<i>C. Kelton</i>	Signature	<i>B. Fawcett</i>
Date	17/02/2025	Date	19/02/2025

Change Record

Issue	Date	Section(s) Affected	Description of Change / Change Request Reference / Remarks
1	11/02/2019	All	New Policy Produced
2	28/04/2021	All	Document Fully Formatted
3	14/02/2022	All	Full document – three yearly review
4	17/02/2025	All	Full document – three yearly review
4	17/02/2025	Section 1	Amended to include Lancashire Council



Contents

1. Policy
2. Management Involvement
3. Waste Reduction
4. Consumption of Utilities
5. Transportation
6. Procurement
7. Targets
8. WEEE Policy

PHX Training aims to foster among its Employees, Suppliers, Customers, and Communities local to its operations, an understanding of environmental issues in the context of its business. Our collective task is to ensure that we continually improve the environmental impact of our total global activities.

PHX Training acknowledges and takes responsibility for the environmental impact of its activities. The Company is committed to mitigating the impact of its operations on the natural environment.

PHX Training will comply with all relevant environmental legislation. It will work to increase the awareness of environmental responsibility amongst its Employees and Learners. It pledges to maintain all buildings and grounds in an environmentally conscious manner for the benefit of all present and future Employees and Learners.

In the interests of innovation and intellectual excellence, PHX Training is committed to a continuous improvement approach which it will uphold in order to further improve its environmental performance.

PHX Training commits to maximising the proportion of waste that is recycled and minimising the quantity of non-recyclable refuse by;

- Reducing the amount of waste that it produces from PHX Training kitchens, training rooms and Employee offices;
- Making full use of all recycling facilities provided by Cumbria & Lancashire County Council and private Suppliers, including glass, cans, white, coloured and brown paper, plastic bottles, batteries, print cartridges, cardboard and furniture;
- Recycling or safely disposing of white goods, computers and electrical appliances;
- Using reusable resources and containers and avoid unnecessary packaging where possible;
- Purchasing recycled resources where these are both suitable and available;
- Providing sufficient, accessible and well-publicised collection points for recyclable waste, with responsibility for recycling clearly allocated;
- Promoting reuse of items and waste recycling among Employees, Learners and Guests through training, posters and incentives.

PHX Training commits to reducing energy consumption, especially of energy derived from fossil fuels in all Centres by;

- Supporting renewable and carbon-neutral electricity options on any new energy purchasing consortium;
- Appreciating that it is preferable to purchase electricity from a company that invests in new sources of renewable and carbon-neutral electricity;
- Giving preference to the most energy-efficient and environmentally sound appliances available, this includes only using energy-saving light bulbs;
- Providing energy-efficient heating systems, with adjustable controls for individual heating appliances wherever possible;

- Encouraging Employees, Clients and Partners to save energy through visible reminders, and information to increase awareness. This particularly concerns turning off electrical appliances when not in use in all rooms;
- Monitoring and understanding the importance of different sources of PHX Training energy consumption and set appropriate and measurable targets for a reduction in certain areas of consumption and / or in the overall consumption of energy.

PHX Training commits to ensuring that improvements, purchases and developments are environmentally sound by;

- Seeking and acting upon professional advice in order to minimise the adverse environmental impact of any new developments and exceed government regulatory requirements. This includes efficient heating and water systems, appropriate space for recycling, and the use of recycled and / or sustainable building materials where possible;
- Purchasing efficient and environmentally sound appliances and consider replacing the old stock with 'greener', more efficient alternatives.

To minimise consumption of water, PHX Training commits to;

- Repair sources of water leakage, such as dripping taps as quickly as possible;
- Install appliances which reduce water consumption;
- Encourage a decrease in water usage among Employees, Clients and Partners;
- As and when necessary purchase the most efficient dishwasher available which has an economy setting as the default.

To minimise the use of chemical pollutants in PHX Training by Employees, Clients and Partners. PHX Training commits to;

- Ensure that all cleaning products used by Employees have a minimal detrimental impact on the environment, i.e. are biodegradable and non-toxic, even where this exceeds the Control of Substances Hazardous to Health (COSHH) regulations.

2. Management Involvement

The PHX Training Management team will;

- Maintain and continually improve standards through continued compliance with the benchmark standard ISO14001, which sets out to minimize the impact that Company operations have on the environment, standardize compliance for laws, regulations and public requirements and continuously improve these aspects;
- Ensure the best available techniques and overall economic performance is considered when considering the evolution of our activities;
- Promote, monitor and improve environmental performance, developing and working towards specific targets;
- Maintain a standing agenda item of 'environmental issues' on relevant committees, which will report on targets in stated in the following sections of this Policy.



3. Waste Reduction

PHX Training commits to always consider the waste hierarchy when managing all the waste it produces (e.g. prevent, prepare for reuse, recycle, recover, dispose to landfill).

4. Consumption of Utilities

PHX Training will reduce the consumption of energy and reduce our contribution to emissions of fossil fuels by monitoring and managing our consumption and use of energy, promoting energy-saving amongst Employees and Learners and incorporating long-term strategies for efficiency and sustainability into planning and development.

We will aim to continually reduce our carbon footprint.

5. Transportation

PHX Training will monitor and work to reduce our contribution to environmental emissions from travel undertaken for business purposes and actively encourage the use of other means such as public transport, car share, or avoid travel by using such systems as video call via 'Microsoft Teams' or other electronic communication.

6. Procurement

PHX Training will purchase goods and services to minimise adverse environmental effects by considering sustainable procurement, avoiding the use of any hazardous substances wherever possible, and where possible use suppliers committed to improving environmental performance.

7. Targets

The Company will review targets regularly. This Policy is to be reviewed at least once every three years.

Every Employee will receive the necessary environmental training, and by following good practice, have the responsibility to put the above principles into operation.

8. WEEE Policy

The Waste Electrical and Electronic Equipment Directive (WEEE) is an EU initiative to protect the environment by reducing the amount of electrical equipment including PCs, servers, printers, laptops and other electrical products going into landfill sites.

In line with WEEE Regulations, businesses must store, collect, treat, recycle and dispose of WEEE separately from other waste. As well as obtaining and keeping proof that waste electrical, and electronic equipment was given to an authorised waste management company, and was treated and disposed of in an environmentally sound way.

PHX Training will undertake responsibility as a training provider to dispose of these goods in line with European legislation through a registered waste contractor.