

## **Environmental & Sustainability Policy**

**Last updated: 25th June 2026**

**Next review: 25th June 2027**

### **1. Our commitment**

Participation People is committed to reducing our environmental impact and embedding sustainability into the way we work.

We recognise that protecting the environment is a shared responsibility. Through thoughtful decision-making, responsible procurement and continuous improvement, we aim to minimise our environmental footprint while creating positive social impact for the communities we work alongside.

Sustainability forms part of our organisational strategy, and we encourage our employees, partners, suppliers and stakeholders to support this commitment.

### **2. Purpose**

This policy outlines how Participation People works to reduce its environmental impact and promote sustainable practices across all areas of the organisation.

It demonstrates our commitment to:

- reducing waste and preventing pollution
- using natural resources responsibly
- lowering our carbon emissions
- making environmentally responsible purchasing decisions
- encouraging sustainable ways of working
- continually improving our environmental performance.

### **3. Scope**

This policy applies across Participation People and guides our employees, contractors and volunteers in making environmentally responsible decisions during the course of their work.

Environmental considerations are incorporated into our day-to-day operations, project planning and organisational decision-making wherever reasonably practicable.

## **4. Our environmental commitments**

Participation People is committed to:

- continually improving our environmental performance
- reducing the environmental impact of our activities
- considering environmental factors when making business decisions
- increasing awareness and understanding of sustainability across our organisation
- complying with all relevant environmental legislation and regulatory requirements.

Our environmental priorities include:

- reducing waste
- improving recycling and reuse
- increasing energy efficiency
- conserving water
- reducing carbon emissions
- supporting biodiversity
- promoting sustainable resource management.

## **5. Sustainable operations**

We aim to reduce the environmental impact of our daily operations through practical measures, including:

### **Paper and resources**

We work to minimise unnecessary printing, reduce packaging, reuse materials wherever possible and purchase recycled or recyclable products where appropriate.

### **Energy and water**

We encourage responsible energy and water use across all working environments by:

- reducing unnecessary energy consumption
- using energy-efficient equipment and lighting wherever possible
- considering environmental performance when purchasing new equipment
- encouraging responsible heating and electricity use.

## Office equipment and purchasing

Before purchasing new equipment, we consider whether needs can be met through sharing, repairing, hiring, refurbishing or reusing existing resources.

Where purchases are required, we seek environmentally responsible products and suppliers wherever practical.

## Travel

We aim to reduce unnecessary travel by:

- making effective use of online meetings and digital collaboration
- encouraging public transport and active travel where appropriate
- considering environmental impact when planning travel
- supporting lower-emission transport options whenever feasible.

## Cleaning and maintenance

Where possible, environmentally responsible cleaning products and maintenance practices are used throughout our operations.

## 6. Sustainable procurement

Participation People recognises that environmental responsibility extends beyond our own organisation.

When selecting suppliers and partners, we seek to work with organisations that demonstrate responsible environmental practices wherever reasonably possible.

This includes considering:

- environmentally certified products
- recyclable or minimal packaging
- sustainable production methods
- opportunities for repair, refurbishment and reuse
- supplier sustainability commitments.

Environmental considerations may also form part of our procurement and tendering processes where appropriate.

## 7. Circular economy

We support circular economy principles by seeking opportunities to:

- extend the life of equipment and resources

- prioritise repair, refurbishment and reuse
- reduce waste generated through our activities
- encourage suppliers to consider the full lifecycle of products
- minimise unnecessary consumption.

## **8. Digital sustainability**

Technology plays an important role in reducing our environmental impact.

We continue to develop digital ways of working through:

- digital document management
- paper-light working practices
- virtual meetings where appropriate
- technology that improves the efficient use of resources.

## **9. Community and biodiversity**

Our commitment to sustainability extends beyond our own organisation.

Where opportunities arise, we aim to:

- support environmental initiatives within our communities
- work alongside schools, partners and local organisations on environmental projects
- encourage staff volunteering that benefits local environments
- contribute positively to biodiversity through responsible environmental practices.

## **10. Carbon reduction**

Participation People is committed to reducing its carbon footprint over time.

We work to identify opportunities to reduce emissions through our operations, travel, procurement and energy use.

Where appropriate, we may support verified carbon reduction or offsetting initiatives as part of our wider environmental strategy.

## **11. Monitoring and continuous improvement**

Environmental performance is monitored and reviewed regularly.

We are committed to:

- measuring and improving our environmental performance
- reviewing our objectives as our organisation develops
- increasing staff awareness through training and engagement

- embedding sustainability into organisational planning and decision-making
- reviewing this policy regularly to ensure it reflects current legislation, best practice and organisational priorities.

## **12. Governance**

Responsibility for overseeing this policy sits with Participation People's leadership team.

Environmental performance is reviewed as part of our wider organisational planning, and sustainability remains an important consideration in how we develop our services and operate as an organisation.

## **13. Review**

This policy is reviewed annually, or sooner if legislation, organisational priorities or environmental best practice changes.