CORPORATE SOCIAL RESPONSIBILITY POLICY

This policy is available on-line at: www.tynecoast.ac.uk

- We will consider any request for this policy to be made available in an alternative format or language.   Please note that the College may charge for this. Please contact Student Services

- We review our policies regularly to update them and to ensure that they are accessible and fair to all. We welcome suggestions for improving the accessibility or fairness of this policy.

- All our policies are subject to equality impact assessments*. We are always keen to hear from anyone who wishes to contribute to these impact assessments. Please contact Student Services

*Equality Impact Assessments are carried out to see whether the policy has, or is likely to have, a negative impact on grounds of: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex or sexual orientation.

Approved by:	Version:	Issue Date:	Review Date:	Contact Person:
Board	v.4.1	July 2017	July 2020	Head of Estates

Equal Opportunities: Impact Assessed

POLICY NUMBER 14

1   Policy Statement
Corporate social responsibility (CSR) is a term used to describe when businesses look beyond their initial duty to their staff and customers (or students in the case of a college), and acknowledge that their actions have a wider impact.
Undertaking a programme of CSR activities encourages businesses to operate in more sustainable, ethical and charitable ways enabling them to take positive, ethical actions which support the community as a whole.
A key element of CSR is that an organisation recognises it can contribute towards the conservation and protection of the environment. South Tyneside College has resolved to improve its environmental and sustainable practices and to promote awareness of environmental responsibilities among staff and students.

2   Scope
The purpose of the Corporate Social Responsibility policy is to ensure that in the conduct of our activities South Tyneside College will take its social responsibilities very seriously and see this as an essential part of business. As a medium sized mixed economy college and as an employer, it has a major role to play in the social and economic welfare of the borough of South Tyneside and the wider region, our international community and an ethical responsibility to our planet by taking positive action.

- As part of the College experience, students are encouraged to consider their own social responsibility through the tutorial programme and pro monitor, a college network system, which covers the themes of Every Citizen Matters (being healthy, staying safe, enjoying and achieving, making a positive contribution and economic well-being).

- The College will continue to include staff and students views about sustainable issues to help encourage a behavioural change and enable individuals to make an informed choice. This will be through participation in and promotion of its sustainability working party.

- The College will continue to expand, develop and evaluate its sustainability programme which is developed by its cross college sustainability task group. The Group will ensure that it contributes to the efficacy of the College, as well as being an advisory group promoting schemes which will endeavour to limit any adverse effects on human and physical environments, and on ecological systems. It will seek to ensure compliance with all current legislative requirements, and adopt a strategic approach to addressing sustainable development issues by considering the economic, social and environmental implications of our activities and developments.

- The College has a programme of activities each year to reduce its Carbon emissions, increase its promotion of health and welfare

participation, strengthen and embed its Equality and Diversity provision and seek a continual widening of its local and wider community links.

3   Legislation

Due to the volume of legislation which is applicable to the environment and sustainability policy it has not been included in this document.

4   Responsibilities:

Individual accountabilities for the implementation of the policy are as follows: -

4.1   Corporate

Ultimate responsibility for social responsibility issues rests with the Board of Governors as the employer. The Chief Executive has executive responsibility for all aspects of the Policy and will, together with the Board of Governors, ensure that proper procedures are in place to fully implement it.

4.2   Deputy Chief Executive.

The deputy Chief Executive will ensure that such resources are available, where practicable to enable the college community to develop and undertake such actions which are agreed to promote this policy.

4.3   Estates Manager

The Estates Manager will act as the catalyst for activity and commitment to environmental management and sustainable development.

Duties of the Estates Manager include, to:

- endeavor to provide advice and technical information, where appropriate, to senior managers and all line managers to enable the College to discharge its statutory, common and moral obligations, keeping staff and Managers abreast of changes in Environmental Legislation and Codes of Practice.

- ensure, at minimum, legal compliance and reduce risk of non-compliance

- identify opportunities for continuous environmental improvement and implement programmes to deliver these
- promote and coordinate the integration of environmental management and sustainability issues into policies, products, services and operations

- assist the College to perform more efficiently and therefore more competitively, which in turn promotes environmental and social improvements.

- provide technical support and advice to internal clients on projects, and on building modifications that have environmental impacts and aspects.

4.4   Curriculum/Business Support Heads

Designated managers such as College Principals, Directors, Heads of School and Heads of Service have responsibilities for aspects of the Policy within their areas.

5   Actions to Implement and Develop the Policy

South Tyneside College aims to understand the impacts of its undertakings both socially, ethically and on the environment. The College aims to find solutions to its obligations by adopting sound principles and best practice, both within its immediate surroundings and in the wider community. The College accepts responsibility to demonstrate environmental protection and enhancement through appropriate teaching and institutional practice. The College CSR policy involves all staff and students and seeks to:

- Promote health and wellbeing in conjunction with its Health and Safety policy and HR initiatives

- Recognise that the minimum acceptable level of CSR performance is that laid down by legislation

- Promote energy efficiency, responsible energy management and the minimisation of waste and limit its environmental impact.

- Promote sustainability & sustainable development in our activities and developments

- Promote the responsible use of water and support the conservation of water resource initiatives

- Promote its involvement in social and charitable interaction with the local and wider communities.

- Avoid the unnecessary use of hazardous materials and processes and take all reasonable steps to prevent damage to the environment where such materials are essential in use

- Promote the visual amenity of the College Campus through the design and location of buildings and structures and through the enhancement of the natural beauty of the gardens and grounds

- Provide training for appropriate staff and promote general awareness of the CSR policy to all staff and students

- Encourage the use of public transport and the provision of facilities for the disabled, pedestrians and cyclists

- Support the use of products and services of suppliers whose own policies are in accord with that of the College

6 Monitoring and Evaluation

Responsibility for monitoring and evaluation of the policy lie with the College's Head of Estates, in consultation with College Senior Management team or Senior Executive Group.

An annual report is to be produced highlighting developments and progress in all areas of the CSR

7 Related Policies

- Equality and Diversity Policy

- Health and Safety Policy