



Environmental and Social Governance Plan

This Issue	November 2024
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Introduction

Active Surrey's approach to environmental and social governance (ESG) is about the impact we make on society, the environment and the economy. Having an effective ESG policy is not only the moral thing to do but it simply makes sense, adding value to the organisation itself, and ensuring it operates in a sustainable way.

We must make informed choices to join in combatting climate change and other environmental problems as well as considering our social and economic impact in all decision making. We also need to use our influence to champion sustainability across the sport and physical activity sector and beyond.

This policy is the first step in considering what we might realistically be able to measure and positively influence across our organisation's environmental and social impact.

Our Local Context

As an organisation hosted by Surrey County Council (SCC) there is much we can't control when it comes to our environmental and social impact, but we benefit from energy economies of scale and access to other 'green' opportunities by being part of a larger organisation.

Our Ambitions

We actively support and benefit from SCC's purpose to ensure that No-one is left behind and sitting beneath this is the commitments to a Greener Future; Tackling Health Inequality; Growing a sustainable economy so everyone can benefit; Empowered and thriving communities.

The Council declared a climate emergency in 2019 and has a target for its operations to be net carbon neutral by 2030, with the whole county working towards the same goal by 2050. We will play our part in this goal.

Areas that we can objectively monitor and influence ourselves are split into main four categories and subcategories, detailed below. These will be updated as our work and thinking evolves.

Our Ambitions

There are four relevant areas that we believe we can positively influence in our work:

1. Our own work environment and day to day practices
2. The events we run directly
3. The programmes we fund
4. Our strategic work – greener communities

As an Affiliate member of the British Association for Sustainable Sport, we have considered which of the 12 BASIS principles we can influence and reflected them in our commitments across these four categories. The principles we believe we can address include:

Environmental

- Waste Management
- Transport and travel
- Food and drink
- Biodiversity and habitats

Social

- Accessibility and equality
- Healthy options
- Engagement and education

Economic

- Economy and community

Working Group

We have established an ESG working group to raise the profile of our work across teams within AS and to further enhance the ways in which AS can move this agenda forwards. The team will meet for the first time in November 2024.

1. Our work environment & everyday practices

Action 1.1	To cut unnecessary travel and pollution, staff are allowed to work from home, with a target of two days per week in the office for full time staff. Options for online attendance at meetings (with line manager discretion) will always be offered
Responsibility	All staff, monitored by line management with adjustments for working patterns including part time staff.
Target Completion Date / Progress	Ongoing. Full time staff typically come into the office for 2 days per week. Where being physically present in meetings isn't possible, people dial in using Teams.

Action 1.2	Car sharing for multiple staff attending the same external meeting will be encouraged, but where impractical the use of electric pool cars will be advocated. To facilitate, we will encourage all staff to register for use of (and trained on) onsite electric pool cars as well as reminding staff about availability of e-bikes for local journeys.
Responsibility	Eco champions with support of Head of Strategic Relationships
Target Completion Date / Progress	December 2024 for walk-through at Team Meeting of how to register for Pool Cars and how to set up an e-bike.

Action 1.3	We will influence external partners / hosting organisations in their own environmental and social policy choices, promoting environmental and inclusion campaigns to our club and provider audiences via external marcomms.
Responsibility	Eco champion & Marketing Lead
Target Completion Date / Progress	Ongoing

Action 1.4	All staff to receive further training on sustainability & environmental awareness, plus accessibility: <ul style="list-style-type: none"> • All staff to complete 'Climate change & Surrey' course on SCC portal (Elearning 15031) • All staff to undertake / revisit 'Creating accessible documents' training on SCC portal (Elearning 18128)
Responsibility	Eco & Diversity champions respectively, with checks by line managers
Target Completion Date / Progress	All training to be completed by end Q3 24/25. New starters to have modules included in induction.

Action 1.5	Internal campaign: 'Declutter December' to be run at end of year to encourage all staff to delete long obsolete files.
Responsibility	Eco champion
Target Completion Date / Progress	End Q3 2024

Action 1.6	When communicating with the public we will use appropriate language that does not discriminate against any under-represented groups and strive to use language that actively engages people from under-represented groups – for example through social media posts, printed materials and recruitment campaigns. This will be addressed through staff training initially.
Responsibility	Eco champion Marketing and Communications Lead and all staff subsequently
Target Completion Date / Progress	Training on new brand guidelines (including tone of voice) completed October/November 2024.

2. Our work environment & everyday practices

Action 2.1	When planning any project/intervention we will adhere to our stated objectives around involvement of residents/beneficiaries in co-designing the work. Sometimes time pressures can make this more difficult to achieve but we must be resolute in making sure that we follow through on this.
Responsibility	Head of Strategic Relationships, Head of Health, Marketing & Communications Lead
Target Completion Date / Progress	Ongoing in general, BAU programmes.

Action 2.2	<p>When sourcing products – particularly if they are to be used as giveaway items for programmes or at events – we will choose the most sustainable, environmentally friendly options where they realistically exist.</p> <p>We will reduce the size and scope of printed materials that we produce, utilising digital channels where practical, but being mindful of digital exclusion.</p> <p>Wherever feasible we will organise or promote green or shared travel to venues.</p>
Responsibility	All programme owners, plus Marketing and Communications Lead for print.
Target Completion Date / Progress	Ongoing in general, BAU programmes.

Action 2.3	<p>Projects coordinated or delivered by Active Surrey will increasingly focus on inclusion and sustainability connected to physical activity.</p> <p>We will challenge ourselves when defining projects – is this contributing to No one left behind?</p> <p>We will re-use more rather than buying new when we purchase things.</p> <p>We will aim to source purchases/services locally where practical</p> <p>We will recycle all packaging and waste where possible.</p> <p>We will encourage sharing of resources including lending/borrowing.</p>
Responsibility	Head of Strategic Relationships
Target Completion Date / Progress	Launch at December Team Meeting

3. The programmes we fund

Action 3.1	<p>In cases where we directly fund organisations to deliver programmes we will ask for copies of their own ESG policies as a condition of receipt of funds and challenge their practices if necessary.</p> <p>We will share with them external information/campaigns around green and inclusive topics that may be relevant to their own programme delivery.</p>
Responsibility	Head of Strategic Relationships
Target Completion Date / Progress	Check to ensure this is happening during Q4 2024/25, then BAU.

4. Strategic influence

Action 4.1	<p>We will work with partners in the County Council and elsewhere to push forward their plans for Active Environments as outlined in Surrey's <u>Movement for Change</u> strategy, prioritising programmes which encourage sustainable activity choices and increase diversification of access to green spaces for all.</p> <p>Through our marketing and communications, we will continue to promote everyday messages relating to active travel, sustainability and the benefits of exercising outdoors, particularly where we can involve local groups.</p>
Responsibility	<p>SCC Active Travel and Strategy – Head of Strategic Relationships</p> <p>Public messaging - Marcomms Lead</p>
Target Completion Date / Progress	Refresh at December 2024 Team Meeting

Action 4.2	We will further develop our networking offering for key strategic stakeholders and delivery partners around the county – shining a spotlight on issues and themes with a relevance to inclusion campaigns.
Responsibility	Head of Strategic Relationships, Head of Health, Workforce Manager
Target Completion Date/Progress	At least 2 networking events per year focussed on Social Governance themes.

Version Control

Policy Owner & Frequency of review	Head of Strategic Relationships and Strategy & Development Committee Every year (for progress updates / new target setting) unless management or legislation require it sooner.
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AS ACTIVE SURREY

