



**“Enabling Students to Accomplish their Academic Goal”**

## **Sustainability and the Environment Policy**

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## 1. Introduction

Bellmont College is committed to promoting environmental responsibility, sustainability, operational resilience and socially responsible institutional development throughout all areas of College activity. Belmont College recognises that sustainability is not an isolated estate matter. It forms part of good governance, student protection, quality assurance, financial stewardship, equality, accessibility, staff practice, student engagement and long-term institutional resilience.

Bellmont College currently delivers higher education provision in collaboration with Liverpool Hope University. Students may receive teaching, support and local services from Belmont College while the award, academic regulations and elements of academic oversight are governed through Liverpool Hope University arrangements, depending on the programme and the applicable partnership framework (*Liverpool Hope University Terms and Conditions*) (*Liverpool Hope University Student Guide to Regulations and Policies*).

Bellmont College is also seeking Office for Students approval for its own funding arrangements and wider institutional development. Belmont College recognises that this may affect future processes, responsibilities, reporting lines, partnership delivery models and operational arrangements. Any such development is managed carefully, proportionately and transparently, with student interests, continuity of study and environmental responsibility remaining central to decision-making (*CAP1 Belmont College Student Protection Plan and Policy*) (*BCP2 Belmont College Business Continuity Plan*).

This policy retains Belmont College's local identity and operational context while drawing on relevant sector practice and public information from Liverpool Hope University. Liverpool Hope University's public sustainability information places emphasis on environmentally sustainable, economically feasible and socially responsible operations, supported by carbon management, energy, waste, biodiversity, travel, water and procurement initiatives. Belmont College applies those themes in a proportionate way to its own size, premises, curriculum, digital delivery model and partnership responsibilities.

This policy is read alongside Belmont College's wider governance, academic quality assurance, business continuity, student protection, health and safety, equality and data protection arrangements (*QGP1 Belmont College Quality Assurance Handbook*) (*BCP1 Belmont College Risk Management Policy*) (*SWP2 Belmont College Equality, Diversity and Inclusion Policy*).

## 2. Purpose of the Policy

The purpose of this policy is to establish a clear, practical and institution-wide framework for promoting sustainability and environmental responsibility at Belmont College. It explains how Belmont College integrates sustainability into decision-making, operational planning, teaching and learning, digital systems, procurement, facilities management, student engagement and governance oversight.

The policy supports Belmont College in reducing unnecessary environmental impact, using resources responsibly, strengthening operational continuity, improving student and staff awareness, and ensuring that sustainability decisions are fair, transparent and consistent with student protection responsibilities.

This policy is also intended to support institutional readiness for future regulatory development. As Belmont College moves towards potential OfS registration and direct funding arrangements, sustainability is considered as part of governance, risk management, public information, business continuity, estate planning, procurement, financial sustainability and student experience assurance.

The operational purpose of this policy is to give staff, students, directors, partners, contractors and visitors a readable statement of how Belmont College approaches environmental responsibility and how this work is implemented, monitored and reviewed through Belmont College's committees.

### **3. Scope of the Policy**

This policy applies to all staff, students, directors, contractors, visitors, associate lecturers, external advisers, collaborative partners and individuals acting on behalf of Belmont College. It applies to activities undertaken on College premises, through digital learning environments, through partnership delivery arrangements and through off-site activity conducted in the name of Belmont College.

The policy applies across teaching and learning, campus operations, digital systems, procurement activity, events, travel, waste management, health and safety arrangements, business continuity, quality assurance, student engagement, staff development, governance oversight and public information.

Where provision is delivered under collaborative arrangements with Liverpool Hope University, Belmont College ensures that sustainability-related operational decisions remain consistent with partnership responsibilities and do not compromise student protection, academic standards, quality assurance or students' ability to continue and complete their studies (*Liverpool Hope University Student Protection Plan*) (*CAP1 Belmont College Student Protection Plan and Policy*).

The policy does not replace statutory health and safety, safeguarding, data protection, finance or procurement requirements. Where specific legal duties or partner requirements apply, those requirements are followed in addition to this policy.

### **4. Regulatory and Legal Framework**

Belmont College operates this policy within the following consolidated regulatory, legal and quality assurance framework.

<b>Requirement</b>	<b>Relevance to this policy</b>
Higher Education and Research Act 2017 and Office for Students conditions	Support governance, student protection, consumer protection, quality, standards, accountability and provision of information.
Competition and Markets Authority expectations and consumer protection law	Support clear, timely and accurate student information, fair terms, fair treatment, complaint routes and transparent communication.
UK Quality Code for Higher Education	Supports strategy, governance, collaborative working, student partnership, equality, sustainability, monitoring and enhancement.
Equality Act 2010	Requires inclusive practice, non-discrimination and reasonable adjustments when operational or sustainability changes are implemented.
UK GDPR and Data Protection Act 2018	Require lawful, fair, transparent and secure handling of data used for monitoring, engagement, reporting and committee assurance.
Health and Safety at Work etc. Act 1974 and related regulations	Support safe premises, facilities, events, equipment, operational resilience and safe learning environments.
Environment Act 2021, Climate Change Act 2008, Environmental Protection Act 1990 and Waste (England and Wales) Regulations 2011	Inform waste management, resource efficiency, pollution prevention, environmental responsibility and carbon reduction expectations where applicable.
Energy, estates and procurement requirements	Support responsible resource management, supplier stewardship, energy efficiency and value for money according to Bellmont College size and premises arrangements.
Liverpool Hope University partnership requirements	Apply where sustainability, public information, operational continuity or environmental decisions affect collaborative provision or shared responsibilities.

## **5. How this Policy Supports Students, Staff and Sustainable Operations**

Bellmont College recognises that sustainability is easiest to implement when it is connected to the everyday experience of students and staff. The table below summarises how the policy works in practice across the student and operational journey.

<b>Student/operational stage</b>	<b>What students and staff can expect</b>	<b>Implementation route</b>
Information and recruitment	Applicants and students receive clear information about programme delivery, location, digital requirements, attendance expectations and material operational changes.	Public information checks; Recruitment, Admissions and Registry Committee; Quality Committee; Consumer Protection monitoring.
Enrolment and induction	Students understand their responsibilities for responsible resource use, respectful behaviour, digital learning, attendance, wellbeing, health and safety and College policies.	Induction records; ( <i>QGP3 Belmont College Student Handbook</i> ); Student Staff Committee; student support briefings.
Teaching and learning	Delivery uses resources responsibly while maintaining academic quality, accessibility, inclusion and continuity of study.	Learning and Teaching Committee; Academic Committee; module review; student feedback.
Digital learning and administration	Digital systems support reduced paper use, continuity, accessibility, data security and effective communication.	Senior Management Committee; Audit and Risk Committee; IT and data protection review; Business Continuity review.
Campus operations and facilities	The physical environment is safe, accessible, efficient and managed responsibly.	Health and Safety oversight; Safeguarding and Prevent Committee; Senior Management Committee; facilities checks.
Procurement and resource use	Purchasing and resource decisions consider value for money, environmental impact, supplier reliability, accessibility and continuity.	Senior Management Committee; finance/procurement controls; ( <i>BCP1 Belmont College Risk Management Policy</i> ); Board of Directors oversight where material.
Change, disruption or institutional development	Environmental or operational change is planned, communicated and mitigated so students are not unfairly disadvantaged.	( <i>CAP1 Belmont College Student Protection Plan and Policy</i> ); ( <i>BCP2 Belmont College Business Continuity Plan</i> ); Quality Committee; Board of Directors.

## 6. Core Sustainability and Environmental Principles

Bellmont College's approach is based on practicality, proportionality, transparency, student protection and continuous improvement. Belmont College does not treat sustainability as a separate initiative that sits outside academic quality or operational governance. It is

embedded into decision-making in a way that supports learning, wellbeing, access, resilience and responsible institutional development.

Responsible resource use means that Belmont College seeks to reduce unnecessary consumption of energy, paper, materials and other resources while ensuring that students continue to receive the services, learning resources and support represented to them.

Student-centred sustainability means that environmental improvements do not create avoidable barriers to learning. Digital alternatives, reduced paper use, changes to timetabling, travel arrangements or facilities are considered alongside accessibility, disability support, digital poverty, caring responsibilities and student wellbeing (*SWP2 Belmont College Equality, Diversity and Inclusion Policy*) (*SWP1 Belmont College Reasonable Adjustment and Special Considerations Policy*).

Operational resilience means that sustainability decisions support continuity of study, financial sustainability, safe premises, business continuity and the ability of Belmont College to respond to disruption (*BCP2 Belmont College Business Continuity Plan*) (*CAP1 Belmont College Student Protection Plan and Policy*).

Transparency and accountability mean that sustainability actions, risks and improvements are recorded, reviewed and escalated through the appropriate committee route. Belmont College avoids presenting environmental claims in a way that is vague, misleading or unsupported. Public information is accurate and capable of being relied upon by students and stakeholders (*QGP5 Belmont College Information Governance, Public Information and Transparency Policy*) (*CAP2 Belmont College Consumer Protection Policy and Implementation Framework*).

## **7. Environmental Responsibility and Sustainable Operations**

Belmont College promotes environmentally responsible operational practice across its premises, administrative processes, student services and academic delivery. Belmont College focuses on measures that are realistic for its size and operational context while still contributing to wider environmental responsibility.

Operational priorities include reducing unnecessary energy use, encouraging staff and students to switch off equipment when not required, reviewing heating, lighting and ventilation practices where practicable, reducing unnecessary printing, promoting electronic documentation, supporting responsible use of learning resources and encouraging appropriate recycling and waste reduction.

Belmont College applies the principles of rethink, reduce, reuse, recycle and responsible disposal when managing resources. Where waste is produced, staff follow local arrangements for safe disposal, confidentiality, data protection and environmental responsibility. Confidential waste are managed in accordance with data protection requirements (*BCP5 Belmont College General Data Protection & Regulation (GDPR) Policy*).

Sustainability initiatives are proportionate and evidence informed. Where a proposed action may affect programme delivery, assessment, student support, access arrangements or

wellbeing, the impact is considered before implementation and escalated through the appropriate committee if there is a risk to students.

## **8. Sustainable Learning, Teaching and Digital Operations**

Bellmont College recognises that learning, teaching and assessment can contribute to sustainable practice through efficient use of resources, careful use of digital platforms, accessible communication and appropriate integration of environmental awareness into academic and professional development activity.

Bellmont College encourages academic and professional services teams to use digital materials where appropriate, reduce avoidable printing, make learning resources accessible through approved platforms, and ensure that digital learning does not exclude students who require reasonable adjustments or support (*QGP3 Belmont College Student Handbook*) (*SWP1 Belmont College Reasonable Adjustment and Special Considerations Policy*).

Digital learning and electronic administration support sustainability only when they are secure, accessible, reliable and well governed. Belmont College considers cybersecurity, data protection, digital continuity, staff training and student guidance as part of sustainable digital operations (*BCP5 Belmont College General Data Protection & Regulation (GDPR) Policy*) (*BCP2 Belmont College Business Continuity Plan*).

The Learning and Teaching Committee and Academic Committee consider sustainability where it affects curriculum design, learning resources, assessment practice, student engagement, online learning, academic continuity and student outcomes. Belmont College considers opportunities to support student awareness of responsible business, environmental risk, ethical leadership and sustainability where relevant to programme aims and learning outcomes.

## **9. Campus Operations, Estates and Facilities**

Bellmont College recognises that safe, accessible and well-managed physical learning environments contribute significantly to student experience, operational continuity and institutional wellbeing. Estates and facilities arrangements support environmental responsibility while also meeting health and safety, safeguarding, accessibility and student support requirements.

Bellmont College maintains premises arrangements that support safe access, responsible resource use, appropriate maintenance, emergency preparedness, welfare, fire safety, reasonable adjustments and operational continuity (*HSP2 Belmont College Health and Safety Policy*) (*HSP1 Belmont College Safeguarding and PREVENT Policy*).

Environmental considerations may affect building management, energy efficiency, heating and cooling, lighting, cleaning, maintenance, emergency procedures and continuity planning. Decisions balance sustainability with legal duties, student wellbeing and the practical requirements of teaching and support.

Where an estate-related issue, utility failure, transport disruption, environmental incident or premises limitation may affect students' ability to attend, engage or complete assessments, the matter is escalated through the Senior Management Committee and relevant committee route. If the issue may materially affect continuation of study, Belmont College applies its student protection and business continuity arrangements (*CAP1 Belmont College Student Protection Plan and Policy*) (*BCP2 Belmont College Business Continuity Plan*).

## **10. Procurement, Travel, Events and Resource Management**

Bellmont College recognises that procurement and resource management can have environmental, financial and reputational impacts. Belmont College seeks to make purchasing decisions that consider value for money, operational reliability, environmental impact, accessibility, supplier suitability, data protection, safeguarding and continuity of service.

Where goods or services are purchased, staff consider whether the purchase is necessary, whether existing resources can be reused, whether digital or lower-impact alternatives are suitable, whether the supplier can provide reliable service, and whether there are any conflicts of interest or procurement risks (*QGP6 Belmont College Conflict of Interest Policy*) (*BCP1 Belmont College Risk Management Policy*).

Travel and events are planned in a way that balances environmental responsibility with educational purpose, accessibility, safety, cost, wellbeing and student engagement. Where digital participation is appropriate and does not disadvantage students, it may be used to reduce unnecessary travel. Where face-to-face attendance is educationally or operationally necessary, staff consider efficient scheduling and clear communication.

Events, meetings and student activities avoid unnecessary waste and use electronic communication where appropriate. However, paper or alternative formats remain available where required for accessibility, reasonable adjustment, safeguarding, assessment integrity or effective student communication.

## **11. Partnership Delivery, Public Information and Institutional Development**

Bellmont College currently works with Liverpool Hope University and recognises that partnership delivery requires clear governance, operational coordination, quality assurance oversight and accurate communication. Sustainability and environmental matters are managed in a way that does not conflict with partnership obligations or disadvantage students studying on Liverpool Hope University awards.

Where operational or sustainability decisions affect collaborative provision, Belmont College liaises with Liverpool Hope University where appropriate. This may include matters relating to programme delivery, access to learning resources, digital systems, teaching location, timetabling, continuity planning or student support (*Liverpool Hope University Student Guide to Regulations and Policies*) (*QGP1 Belmont College Quality Assurance Handbook*).

Public information about sustainability is accurate, balanced and proportionate. Bellmont College does not make unsupported claims about environmental performance, carbon reduction, procurement standards or future commitments. Where sustainability information is included in marketing, course information, student handbooks or public webpages, it is reviewed through normal public information controls (*QGP5 Bellmont College Information Governance, Public Information and Transparency Policy*).

As Bellmont College seeks OfS approval for its own funding arrangements, Bellmont College reviews sustainability responsibilities alongside governance, student protection, risk management, finance, data, estates, quality assurance and partnership arrangements. Any significant change is communicated clearly and managed in a way that protects students' interests (*CAP2 Bellmont College Consumer Protection Policy and Implementation Framework*).

## **12. Equality, Accessibility, Wellbeing and Student Protection**

Bellmont College is committed to ensuring that sustainability and environmental arrangements are inclusive, accessible and fair. Environmental initiatives support responsible practice but do not create avoidable barriers for disabled students, students with health conditions, commuting students, students with caring responsibilities, digitally excluded students or students who require alternative formats or adjustments.

When planning operational changes, digital changes, estate arrangements, travel expectations, paper reduction measures or emergency responses, staff consider equality impacts and reasonable adjustment requirements (*SWP2 Bellmont College Equality, Diversity and Inclusion Policy*) (*SWP1 Bellmont College Reasonable Adjustment and Special Considerations Policy*).

Sustainability decisions may also affect wellbeing. For example, changes to room use, heating, lighting, ventilation, online delivery, travel expectations or access to support services may affect students differently. Bellmont College considers wellbeing, safeguarding and mental health implications when implementing operational changes (*SWP4 Bellmont College Mental Health and Wellbeing Policy*) (*HSP1 Bellmont College Safeguarding and PREVENT Policy*).

Where environmental disruption or operational change creates a risk to continuation of study, Bellmont College considers mitigation, support, alternative arrangements, communication and redress where appropriate (*CAP1 Bellmont College Student Protection Plan and Policy*) (*CAP4 Bellmont College Fees, Refunds and Compensation Policy*).

## **13. Staff Awareness, Student Engagement and Institutional Culture**

Effective sustainability depends on everyday behaviour as well as formal policy. Bellmont College promotes awareness among staff and students so that sustainability becomes part of institutional culture rather than a one-off initiative.

Staff are encouraged to consider sustainability when planning teaching, meetings, printing, procurement, events, facilities requests and student communications. Students are encouraged to contribute ideas and feedback through representative routes, surveys, committees and informal engagement.

Bellmont College uses student voice mechanisms to identify practical improvements. Student representatives, the Student Staff Committee and any Student Experience Committee provides routes for students to raise concerns or suggestions about facilities, travel, digital access, resource use, wellbeing, learning environments and environmental responsibility (*LTP11 Belmont College Student Partnership – Declaration of Authenticity*) (*QGP3 Belmont College Student Handbook*).

Bellmont College communicates sustainability responsibilities in plain language and avoids excessive technical language. Students and staff understand what is expected of them and how their feedback is considered.

#### 14. Governance and Committee Implementation Framework

Sustainability and environmental responsibility are implemented through Belmont College’s governance and committee structure. The purpose of this structure is to ensure that sustainability matters are identified, assessed, acted on, monitored and escalated where necessary.

The implementation model is: identify the sustainability or environmental issue; assess the impact on students, staff, quality, equality, cost and operations; assign an owner; take proportionate action; report through the relevant committee; escalate material risks; and close the action only when evidence shows completion (*QGP1 Belmont College Quality Assurance Handbook*) (*BCP1 Belmont College Risk Management Policy*).

Committee / Body	How it implements this policy
Board of Directors	Holds ultimate oversight for institutional governance, sustainability, financial stewardship, student protection, risk and long-term resilience. Approves this policy and receives assurance on significant risks, strategic developments and implementation.
Audit and Risk Committee	Monitors sustainability-related risks including business continuity, cyber resilience, premises disruption, compliance, data protection, supplier risk and operational failure, and escalates assurance matters to the Board of Directors.
Senior Management Committee	Leads operational implementation, resources, business continuity, procurement oversight, facilities planning and corrective actions. Ensures sustainability decisions are realistic and student-centred.

<b>Committee / Body</b>	<b>How it implements this policy</b>
Academic Committee	Receives assurance where sustainability affects curriculum, learning resources, academic continuity, student outcomes, programme delivery or partnership academic responsibilities.
Quality Committee	Provides central assurance that sustainability-related changes support quality, student experience, public information accuracy, complaints learning and continuous improvement.
Learning and Teaching Committee	Reviews sustainability in learning, teaching, assessment, blended learning, digital resources, academic support, curriculum relevance and inclusive delivery.
Recruitment, Admissions and Registry Committee	Monitors accurate applicant information, digital admissions processes, student data, registration communications, records, attendance and operational efficiency.
Student Staff Committee	Acts as a student-facing route for feedback on facilities, digital access, resources, wellbeing, accessibility and sustainability improvements.
Safeguarding and Prevent Committee	Considers safeguarding, welfare, online safety and safe learning environment implications of operational or environmental changes.
Equality, Diversity and Inclusion Committee	Reviews equality, accessibility and inclusion implications of sustainability initiatives, premises arrangements, digital operations and communications.

## 15. Roles and Responsibilities

<b>Role / Body</b>	<b>Responsibilities</b>
Board of Directors	Retains ultimate governance oversight for sustainability, environmental responsibility, student protection, financial stewardship, risk management and long-term institutional resilience.
Chief Executive Officer	Holds executive accountability for ensuring that sustainability, environmental responsibility, student protection, operational resilience and regulatory compliance are considered in institutional decision-making.
Head of Quality and Operations	Owns this policy and coordinates policy implementation, quality assurance monitoring, committee reporting, public information review, regulatory monitoring and evidence collection. Ensures sustainability-related risks and actions are escalated through the appropriate governance route.

<b>Role / Body</b>	<b>Responsibilities</b>
Head of Professional Services	Ensures professional services, admissions, registry, student support, finance-related communications, facilities coordination and operational services support efficient, accessible and sustainable practice.
Head of Academic Programmes	Ensures learning, teaching, assessment, academic support, curriculum planning and academic resource use reflect sustainability principles where appropriate while protecting academic standards and student outcomes.
Head of IT and Human Resources	Supports sustainable digital operations, secure systems, staff awareness, workforce planning, remote working controls, cyber resilience and training arrangements that underpin responsible use of resources.
Programme Coordinators, Module Tutors and Academic Support Tutors	Use resources responsibly, support accessible digital and in-person learning, identify student concerns, promote responsible academic practice and escalate issues that may affect students or continuity of study.
Student Support and Wellbeing Staff	Ensure sustainability-related operational changes are communicated accessibly and that students who may be disproportionately affected are signposted to appropriate support ( <i>SWP4 Belmont College Mental Health and Wellbeing Policy</i> ) ( <i>SWP1 Belmont College Reasonable Adjustment and Special Considerations Policy</i> ).
All Staff	Consider responsible resource use in their roles, avoid unnecessary waste, follow data protection and health and safety requirements, report environmental or facilities concerns promptly and support students to understand relevant expectations.
Students and Student Representatives	Use resources responsibly, engage with digital systems appropriately, follow health and safety and conduct requirements, contribute feedback through student voice routes and report concerns where sustainability, safety, access or wellbeing may be affected.
Contractors, Visitors and Third Parties Acting on Behalf of Belmont College	Follow relevant Belmont College procedures, health and safety instructions, safeguarding expectations, data protection requirements and reasonable environmental standards communicated to them.
Liverpool Hope University and Partner Representatives	Work with Belmont College where partnership procedures, student records, academic oversight, sustainability, operational continuity or student protection responsibilities require coordination.

## 16. Training, Monitoring, Audit and Evidence

Bellmont College provides proportionate guidance and training so that relevant staff understand sustainability responsibilities in relation to resource use, digital operations,

procurement, public information, equality, accessibility, health and safety, business continuity, data protection and student protection.

Monitoring includes policy review, student feedback analysis, committee reporting, risk register review, business continuity review, facilities monitoring, public information checks, complaints and appeals theme analysis, equality monitoring, procurement review where applicable and annual quality assurance activity.

Bellmont College retains evidence including committee minutes, action logs, training records, student feedback reports, risk registers, business continuity records, public information review records, health and safety checks, procurement documentation, incident reports, equality impact considerations and evidence of corrective action. This evidence demonstrates that sustainability is implemented through daily practice and governance oversight, not only stated in policy.

## **17. Conclusion**

Bellmont College is committed to promoting sustainability, environmental responsibility, operational resilience and responsible institutional development throughout all areas of College activity. Belmont College recognises that sustainability is connected to student protection, quality assurance, financial stewardship, equality, wellbeing, safe premises, digital resilience and public trust.

Through this policy, Belmont College undertakes to embed sustainability into governance, operational planning, learning and teaching, procurement, resource use, digital operations, student engagement and institutional review. Belmont College takes a proportionate and realistic approach that reflects its size, location, partnership arrangements and student needs.

Bellmont College continues to work collaboratively with Liverpool Hope University where relevant to maintain academic quality, operational continuity and student protection for students enrolled on collaborative provision. It also recognises that future OfS approval and funding arrangements may lead to changes in governance, reporting or operational responsibilities. Any such transition is managed carefully, transparently and with the protection of students' interests remaining central to institutional decision-making.

<b>Bellmont College Sustainability and the Environment Policy</b>					
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