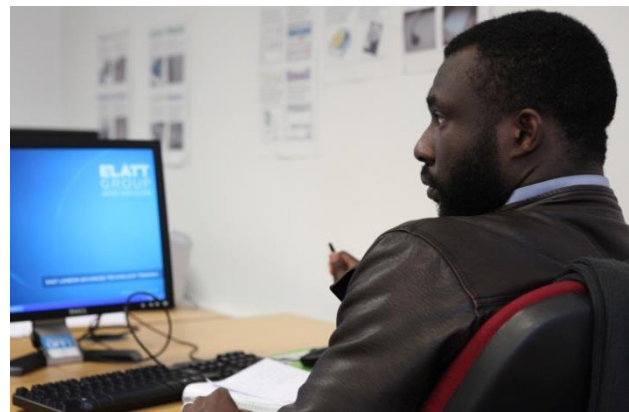


POSITIVE IMPACT

A VISION FOR A SUSTAINABLE FUTURE

SUSTAINABILITY STRATEGY

2013-2018



INTRODUCTION

ELATT supports its key stakeholders to make informed decisions that lead to positive sustainable practices at an organisational level and within the communities where we operate. Our programmes have a strategic focus on Positive Impact and we continually strive to find effective approaches to developing sustainable strategies and processes. We draw upon the expertise of our partners and associates such as the Third Sector National Learning Alliance, Investors in People, Google, East London Business Alliance and Tech City to improve and develop our sustainable business practices.

Integrating sustainable thinking into our day to day activities as a charity and education provider enables ELATT to bring positive change to the way we operate, build effective relationships and develop wider awareness of the importance of sustainability. As a result, we have inspired our staff and students and key stakeholders to participate in Positive Impact: A Vision for a Sustainable Future.

Our achievements to date demonstrate how we can continue to evolve and change proactively to ever changing social climate and global system pressures and trends. Our commitment to sustainability is ingrained with the fabric of our organisational activities. We recognise that this will help our charity grow, tackle inequality and continue to sustain organisational resilience in an increasingly competitive market-place in the third sector.

To ELATT in 2017, sustainability means:

- Economic & financial opportunity for the individuals we support.
- Economic progress for the marginalised communities we work with.
- Protection of the environment.
- Sustainable progress for the organisation and its people.

Achieving these aims outlined above is the purpose of **POSITIVE IMPACT 2013-2018**.

Next update: January 2019

OUR PRIORITIES

Between 2013 and 2018 we aim to:

- Priority 1** **Support economic and social progress for our students.**
- Priority 2** **Support the economic and social progress of our community.**
- Priority 3** **Protect the environment through efficient use of resources.**
- Priority 4** **Achieve sustainable progress for our organisation and its people.**

OUR TARGETS

Priority 1 **Support economic and social progress for our students.**

We will:

Ensure that the most marginalised people from our communities can access learning and progress in life and work.

Ensure that financial barriers, such as childcare and travel support and access to resources, do not prevent disadvantaged groups from accessing learning.

Our Actions:

- Ensure that tutors take opportunities to incorporate sustainable development, environmental awareness and social skills into curriculum activities, helping students improve both quality of life and employability.
- Develop a partnership with a Welfare and Debt Advice specialist agency to provide this support on-site.
- Work with the East London Business Alliance, Business in the Community and through our own initiative to develop support services with firms in the City of London and Tech City and to improve job prospects for our students.
- Host local Councillor's surgery onsite to ensure our students engage with existing political infrastructure.
- Encourage students to feel confident about making positive contributions to society, considering issues such as equality of opportunity, diversity and the environment.
- Develop our Volunteering Programme to help students give their skills to the local community and improve their own life chances.
- Challenge our students to use their individual talents so that they can contribute to the economic prosperity of their local community and the environment, and empower them with sustainable social behaviours.

Priority 2 Support the economic and social progress of our communities.

We will:

Work with our landlord and funders to invest in our premises at 260 Kingsland Road, making the venue fully accessible to those with restricted mobility and making use of the corridor and ground floor space for community benefit.

Enable local tech start-ups with social values to benefit from our resources and location in the heart of Tech City.

Secure a new premises in an area of rapidly growing need in outer London in order to share our expertise in regeneration in Hackney for target groups outside of the borough.

Maintain excellent partnerships, in the private, public and voluntary sectors, in order to provide the best possible service and scope to our target groups.

Develop new solutions to affordable childcare through partnership with specialist agencies.

Our Actions:

- Negotiate the completion of DDA-compliant work with the Landlord at 260 Kingsland Road.
- Commission designs from an architect on alternate use of space at Kingsland Road, incorporating a single point of entry from the street and integrating the current corridor space.
- Identify potential sources of external funding for development of the building, including free reserves, the Skills Funding Agency, donations and charitable trusts and foundations.
- Expand delivery and business strategy to increase delivery in outer London boroughs in accordance with need as established in the London Poverty Profile.
- Work with contacts in Waltham Forest and/or Newham to build ELATT's presence and secure long-term rented accommodation.
- Secure a permanent premises in outer-London.
- Advertise ELATT as a hot-desk venue for IT start-ups.
- Develop plans to increase the potential of 260 Kingsland Road for this use.
- Maintain and develop links with community groups, employers and council services to reduce duplication, maximise efficiency of public funding and provide joined-up services to those in need.
- Develop our Volunteering Programme so that more local groups can benefit from the skills and abilities of our student body.
- Extend the Pop Up Childcare model to all community delivery venues.
- Ensure ELATT can facilitate eligibility for all students through diverse income sources.

Priority 3 Protect the environment through efficient use of resources.

We will:

Ensure the staff team maximise environmental and cost efficiency of resources.

Ensure student teaching and learning resources maximise environmental and cost efficiency.

Undergo a rigorous annual audit of resources to ensure optimisation of existing resources and reduction of wastage.

Our Actions:

- Secure re-accreditation in the Green Mark Level 2 and involve all staff and volunteers in the process.
- Maintain a robust Asset Register, and aim to extend the useful lifespan of all equipment to 5 years through careful and timely upgrading.
- Focus staff on two key themes 1) Reducing printing and 2) Reducing energy use.
- Reducing printing by 10%, measured in volume as invoiced from Ricoh.
- Establish a Staff Intranet through Office 365, allowing access to forms, templates and teaching resources from any site.
- Introduce online discussion boards through Yammer as an alternative internal communication means to email, ensuring fluid, comprehensive and open staff discussion in an all-online environment.
- Train staff in the correct use of Excel spreadsheet layout or saving to .pdf in order to reduce wastage.
- Tutors to use new VLE facility online to reduce printing, and encourage students to save notes onto USB sticks.
- IT Tutors to implement e-portfolios initially for higher-level courses.
- Course Induction to include a reminder on use of printers for students at Kingsland Road, ensuring prints are not mislaid at the wrong printer.
- Reducing energy use by 5%, measured by units used against delivery volume.
- Tutors to review the messages related to energy/paper use at Course Induction.
- Establish a student Intranet and VLE, facilitating access to learning resources and class interaction offsite.
- Tutors to remind students of the importance of turning off PCs, monitors, lights and air conditioning in unused classrooms.
- All staff & volunteers to turn their monitors off or laptops when not in use.
- Staff to make use of the light switches at Kingsland Road to reduce the use of unnecessary lighting.
- Staff to maintain the Air Conditioning at no higher than 23° in summer time or in 21° winter time.
- IT Support to set Power Saving settings as default on PCs (e.g. monitor use, hard-drive use).

Priority 4 Focus on sustainable progress for our organisation and its people.

We will:

Become accredited as a Living Wage Employer by December 2013 and maintain accreditation in the long-term, ensuring sustainable progress in income for our staff team.

Benchmark the quality of our leadership and management in relation to the continuous development of our people against external quality benchmarks.

Participate in delivery of Best Practice Workshops for the sector through our status as Investors in People Gold and provider of ETF Excellence in Leadership, Management and Governance training.

Continue to diversify our income base, increasing our funding from non-government sources such as charitable trusts and foundations and corporate giving, and maintaining a sustainable balance of grant and output funding.

Our Actions:

- Work with our suppliers to ensure their contracted staff who are delivering services for ELATT, receive pay equal or exceeding the London Living Wage.
- Apply for Living Wage accreditation by November 2013 and maintain in future years.
- Participate in the Great Place to Work staff survey 2014 in order to benchmark the quality of our leadership and management and staff development against the GPTW standard, and develop best practice in staff motivation.
- Improve our quality of leadership and management and staff development until ELATT secures a position in the Top 100 best places to work in the not-for-profit category.
- To work with pan-London agencies to share and promote our sustainability experiences and best practice with other charities and small businesses.
- To work with the Third Sector National Learning Alliance to highlight to central government the value of the Third Sector offer within the skills landscape, to reach disadvantaged groups who would otherwise not engage with learning.
- To continue our Business Development target of securing funding from at least 5 non-governmental sources per year to account for 20% of our annual income.
- To maintain turnover at £1.5mill+ per year, in order to ensure long-term maintenance of free reserves and provide options to invest in capital projects both in existing and new locations where need is high.

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