

ENVIRONMENTAL & SUSTAINABILITY POLICY

Purpose

1. Richmond American University London (the “University”) is committed to operating in an environmentally responsible and sustainable manner across its London campus at Chiswick Park and its Leeds campus at Weetwood Hall.
2. The purpose of this policy is to establish the University’s environmental and sustainability commitments, define responsibilities for implementation and oversight, set expectations for staff, students, contractors, and visitors, and provide a framework for sustainable operational decision-making. The policy also supports compliance with relevant environmental legislation, landlord requirements, and institutional objectives.
3. This policy supports the University’s wider commitment to corporate social responsibility, operational resilience, and the wellbeing of the University community.

Scope

4. This policy applies to:
 - 4.1 all University staff;
 - 4.2 students;
 - 4.3 contractors and suppliers working on behalf of the University;
 - 4.4 visitors and third parties using University premises; and
 - 4.5 all University-controlled operations and activities undertaken at both the London and Leeds campuses.
5. The policy should be read alongside associated University policies and procedures, including:
 - 5.1 Water Management Standards;
 - 5.2 Sustainable Travel Guidance;
 - 5.3 Health and Safety Policy;
 - 5.4 Contractor Rules and Regulations;
 - 5.5 Business Continuity Policy; and
 - 5.6 Emergency Management documentation.

Policy Statement

6. The University recognises that its operations have an environmental impact and is committed to managing this responsibly and proportionately.
7. The University will seek to reduce unnecessary energy and water consumption, minimise waste generation, increase recycling, support sustainable travel and low-carbon transport options, and promote environmentally responsible behaviours across the University community. The University will also support biodiversity and sustainable campus environments where reasonably practicable and will integrate sustainability considerations into operational and strategic decision-making.
8. The University will work collaboratively with landlords, partners, suppliers, students, and staff to support continuous environmental improvement.
9. Environmental sustainability will be considered as part of operational planning, procurement, maintenance activities, refurbishment projects, and campus management decisions where reasonably practicable and proportionate.

Roles and Responsibilities

10. Estates & Facilities: The Estates & Facilities team is responsible for overseeing implementation of this policy and monitoring environmental and sustainability initiatives across University operations. This includes monitoring utility usage and environmental performance data where available, liaising with landlords and service providers regarding sustainability initiatives and environmental performance, supporting waste management and recycling arrangements, promoting operational improvements and awareness initiatives, and supporting sustainable procurement and facilities management practices where reasonably practicable. Significant environmental risks, issues, or improvement opportunities should be reported through appropriate governance channels.
11. Managers: Managers are responsible for supporting implementation of this policy within their areas of responsibility, encouraging environmentally responsible working practices, ensuring staff are aware of relevant sustainability expectations and procedures, and escalating environmental concerns or operational issues where appropriate.
12. Staff and Students: All staff and students are expected to use energy, water, and resources responsibly, follow recycling and waste segregation arrangements, avoid unnecessary waste, support sustainable travel initiatives where reasonably practicable, and report environmental hazards, leaks, waste issues, or concerns to the appropriate department.
13. Contractors and Suppliers: Contractors and suppliers are expected to comply with relevant environmental legislation and University requirements, dispose of waste responsibly, minimise environmental impact while undertaking works or services, avoid

unnecessary pollution, excessive waste, or environmental damage, and cooperate with University and landlord environmental controls and procedures.

14. Failure by contractors to comply with environmental requirements may result in corrective action, removal from site, review of contractor status, or termination of contractual arrangements where appropriate.

Energy & Water Management

15. The University will work collaboratively with landlords and service providers to support efficient and sustainable energy and water management.
16. To support implementation of this policy, the University may undertake measures including:
- 16.1 support initiatives intended to reduce unnecessary energy consumption;
 - 16.2 encourage responsible use of heating, lighting, cooling, and electrical equipment;
 - 16.3 support the use of renewable electricity arrangements where available;
 - 16.4 promote water conservation measures and leak reporting;
 - 16.5 support efficient fixtures and water-saving technologies where reasonably practicable; and
 - 16.6 consider sustainability and efficiency during maintenance and improvement works.
17. Staff and students are expected to avoid unnecessary energy and water use and report faults or excessive consumption concerns.

Waste Management & Recycling

18. The University is committed to reducing waste and supporting recycling initiatives across both campuses.
19. The University will:
- 19.1 support waste segregation and recycling arrangements;
 - 19.2 work with landlords and waste providers to minimise waste sent to landfill where reasonably practicable;
 - 19.3 encourage reuse and reduction of unnecessary packaging and single-use materials;
 - 19.4 provide appropriate recycling facilities where feasible; and
 - 19.5 promote awareness of responsible waste disposal.

20. Staff, students, contractors, and visitors are expected to:

- 20.1 use waste and recycling facilities appropriately;
- 20.2 dispose of waste responsibly;
- 20.3 comply with campus waste arrangements; and
- 20.4 avoid contamination of recycling streams.

21. Repeated or deliberate failure to follow waste management requirements may be addressed through relevant University conduct or contractor management processes.

Sustainable Travel

22. The University supports sustainable and low-carbon travel options where reasonably practicable.

23. The University will:

- 23.1 encourage the use of public transport, cycling, walking, and shared travel arrangements;
- 23.2 support access to cycle storage and associated facilities where available;
- 23.3 encourage consideration of remote or hybrid meetings where operationally appropriate; and
- 23.4 align travel initiatives with the University Sustainable Travel Guidance and landlord transport initiatives.

24. The University recognises that operational, accessibility, safeguarding, and business requirements may require travel arrangements that are not always the most sustainable option.

Biodiversity & Campus Environment

25. The University will support biodiversity and environmentally responsible campus environments where reasonably practicable. This may include:

- 25.1 supporting landlord-led sustainability and biodiversity initiatives;
- 25.2 encouraging environmental engagement activities;
- 25.3 considering planting and green space opportunities where feasible; and
- 25.4 supporting projects that contribute positively to the campus environment and wellbeing of the University community.

26. Due to the nature of the University's leased estate arrangements, some environmental and biodiversity controls remain under landlord management.

Teaching, Research & Community Engagement

27. The University supports incorporation of sustainability considerations into teaching, research, and community engagement activities where appropriate.
28. This may include:
- 28.1 integrating sustainability themes into academic programmes and research;
 - 28.2 supporting student-led sustainability initiatives and projects;
 - 28.3 participation in external sustainability frameworks or partnerships where appropriate; and
 - 28.4 supporting community engagement and charitable initiatives aligned with the University's values.
29. Academic freedom and curriculum ownership remain subject to the University's established academic governance arrangements.

Monitoring, Reporting & Review

30. The University will monitor implementation of this policy through operational oversight, engagement with landlords and service providers, and review of relevant environmental information where available.
31. This may include:
- 31.1 utility and consumption data;
 - 31.2 waste and recycling information;
 - 31.3 sustainability initiatives and projects;
 - 31.4 operational audits or inspections; and
 - 31.5 feedback from staff, students, or stakeholders.
32. Significant environmental risks, incidents, or non-compliance issues may be escalated through appropriate management or governance channels.
33. The policy will be reviewed periodically, and may also be reviewed following significant operational, legislative, environmental, or organisational change, to ensure it remains appropriate, proportionate, and aligned with University requirements.

Non-Compliance

34. Failure by staff, students, contractors, or visitors to comply with this policy or associated environmental controls may result in management intervention or corrective action, removal of access to facilities or activities where appropriate, escalation through student

or staff conduct procedures, contractor performance review or removal from approved arrangements, and/or reporting to relevant authorities where legally required.

35. The University reserves the right to take proportionate action where environmental risks, repeated non-compliance, or irresponsible behaviours create operational, legal, safety, or reputational concerns.

VERSION MANAGEMENT

Responsible Department: Estates and Facilities			
Approving Body: University Board (on recommendation of Operations Committee)			
Version no.	Key Changes	Date of Approval	Date of Effect
1.0	Initial Version	2 June 2026	September 2026
		Restricted Access? <i>Tick as appropriate:</i> Yes ☐ No ☒	