



JAMES WILBY

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Sustainability Policy

1	10/11/2025		Under Review	Jackie Gee	
1	06/02/2026	05/02/2027	Approved		Viviana Baker
ISSUE	DATE	Review Date	STATUS	ISSUED BY	APPROVED BY

Sustainability Policy

1. Policy Statement

We are committed to reducing our environmental impact and operating in a responsible, sustainable way while delivering high-quality transport services and driver training. We recognise that transport has unavoidable environmental impacts and we aim to minimise these through efficient operations, responsible resource use, and continuous improvement.

2. Scope

This policy applies to:

- All staff, instructors, assessors, and contractors
- Learners while engaged in training
- All premises, vehicles, and equipment
- Classroom, yard-based, and on-road training
- Procurement and supplier relationships

3. Key Objectives

We aim to:

- Reduce fuel consumption and vehicle emissions
- Minimise waste and increase recycling
- Reduce energy and water usage
- Promote environmentally responsible driving practices
- Work with environmentally responsible suppliers
- Raise awareness of sustainability among staff and learners

4. Environmental Impact Areas

Vehicle Use & Fuel Efficiency

We will:

- Promote eco-driving techniques during training
- Encourage smooth acceleration, gear use, and anticipation
- Maintain vehicles regularly to ensure efficient operation
- Reduce unnecessary idling
- Plan training routes to minimise congestion and wasted mileage

Energy Use

We will:

- Switch off lights and equipment when not in use
- Use energy-efficient lighting where possible
- Monitor electricity usage
- Encourage responsible heating and cooling practices

Waste & Recycling

We will:

- Recycle paper, cardboard, and suitable plastics

- Minimise printing and encourage digital records
- Dispose of hazardous waste (e.g. oils, batteries) responsibly
- Reduce single-use plastics where practical

Paper & Digital Working

We will:

- Use electronic records where possible
- Provide digital learning materials
- Print only when necessary
- Use double-sided printing

Procurement & Suppliers

We will:

- Consider environmental impact when choosing suppliers
- Use recycled or sustainable materials where feasible
- Work with partners who demonstrate environmental responsibility

5. Responsibilities

Management

- Endorse this policy
- Set sustainability objectives
- Monitor progress

Staff & Instructors

- Follow sustainable practices
- Promote eco-driving to learners
- Report wasteful practices or opportunities to improve

Learners

- Follow site recycling and environmental procedures
- Practice eco-driving techniques during training

6. Monitoring & Continuous Improvement

We will:

- Review energy and fuel usage periodically
- Identify areas for improvement
- Set realistic improvement targets
- Review this policy annually

7. Legal & Compliance

We will comply with:

- Environmental Protection Act 1990
- Waste management regulations
- Duty of Care for waste disposal

- Local authority environmental requirements

8. Communication & Awareness

- This policy will be shared with staff and learners
- Sustainability guidance included in staff induction
- Good practice promoted on-site and in training sessions

9. Practical Examples of Actions

Examples we aim to implement:

- Eco-driving module within driver training
- "Switch off" signage in classrooms and offices
- Recycling points in training centres
- Monitoring fuel usage trends
- Encouraging car sharing for staff where possible

10. Policy Review

This policy will be reviewed annually or sooner if:

- There are changes to legislation
- New premises or vehicles are introduced
- Significant environmental incidents occur