# SUSTAINABILITY EMBEDDING ACTION PLAN

## **EMBEDDING STEPS**

There are several steps to consider in turning a short-term improvement into a sustainable change.

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| **SUSTAINABILITY EMBEDDING IDEAS** | |
| **Carbon Footprint** | Look for quick wins. What are the small jobs you can do, and changes you can make, that will make a positive impact now? What is your 'sustainability housekeeping' to do list? Let's get those things done now. Greater Manchester has set a target of becoming Carbon Neutral by 2038 [GMCA Environment Plan](https://www.greatermanchester-ca.gov.uk/what-we-do/environment/five-year-environment-plan/).  You can determine actions that your business could take to move towards NetZero by carrying out a carbon footprint audit.  You could also increase awareness of climate change and carbon footprints.  The Carbon Literacy project offers a training pack for [SMEs Carbon Literacy for SMEs](https://carbonliteracy.com/smes/)  [Green Economy](https://carboncalculator.greeneconomy.co.uk/) have a Carbon Calculator Tool to help you get started and [NetZero resources](https://www.greeneconomy.co.uk/tools/resources/) |
| **Circular Economy** | In a circular economy materials do not become waste and are reused through processes such as repairs, refurbishment and recycling [Circular Economy Introduction](https://www.ellenmacarthurfoundation.org/topics/circular-economy-introduction/overview).  Examining where waste is generated in your organisation can lead to opportunities to repurpose materials. |
| **Supporting Your Community** | Greater Manchester and other local administrations have support for businesses who want to work with their local community.  This could include small actions such as holding a staff volunteering day, or longer term projects such as donating materials to local charities or offering local people employment/work experience opportunities. |

## **INSTRUCTIONS**

Use this documentto build an **Embedding Action Plan** for **Sustainability**.

Additionally, you can use this as a template to take notes on what you’ve learned or record your thoughts about how the topic impacts your business.

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| **Date: \_\_\_\_\_\_\_\_\_\_\_\_\_** | **Topic:** |
| **How often will you review this topic / your approach?** |  |
| **Where will you get new information from?** |  |
| **What other support do you need to access?** |  |
| **Other notes and ideas:** |  |

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| Action Reference | Action | Who is responsible for implementing the action? | What is the planned deadline for the action? | How will you measure the success of this action? |
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