

THE BRIDGES COMMUNITY TRUST

P21: Environmental Impact and Sustainability Policy



1. Environmental Policy Statement

The Bridges Community Trust care about the environment and are committed to providing our services in a way that protects and preserves it, and is compliant with the relevant prevailing legislation.

We are a small organisation with limited environmental impact and limited control over our physical environment, however we aim to achieve sustainability and continuous improvement in our environmental performance by:

- Minimising both material and energy waste
- Use of recyclable/renewable materials where possible
- Reduce/limit pollutants

We endeavour to minimise impact and maximise sustainability of our operations on the environment by adopting good working practices, training and continuous review with all stakeholders. However, as a small organisation, resource availability may impact on the ability of the Trust to maintain optimum environmental impact and sustainability.

2. Waste Management and Procurement

Reduction of waste through efficient use of resources and effective management systems. We aim to procure goods and services through suppliers and contractors whose environmental practices correspond with our own. Duty of Care Waste Disposal Notices are held on file.

3. Power Consumption (Use of Fossil Fuel Energy – Electricity and Gas)

We seek to reduce power consumption as far as possible whilst maintaining comfortable working conditions for staff and clients. We aim to switch off all electrical equipment and computers when not in use and turn heating down or off when conditions allow and turning lights out in rooms when they are not being used.

4. Communication of Environmental issues

All Policies and Procedures of The Bridges Community Trust are reviewed on a rolling basis and are available for anyone to view being available at all times in the office and circulated to Board Members and Staff following review in order they are aware of any changes. New members of Staff/Board/Volunteers are made aware of the policies and procedures of the Trust.

ENVIRONMENTAL AND SUSTAINABILITY PLAN

Sustainability Target	Action	By Who	Comments
<p>Reduction in Energy Usage (Fossil Fuel)</p>	<p>Turn off all electrical appliances, including computers and printers, when not in use, over weekends and during holiday closures</p> <p>Avoid leaving appliances on standby mode when leaving the office</p> <p>Turn lights off when a room is not in use</p> <p>Turn heating down/off when possible, adjusting radiators in various parts of the office, whilst retaining a comfortable working environment for Staff and visitors to the office</p> <p>Source renewable energy where possible</p> <p>Purchase energy efficient appliances/equipment where possible.</p>	<p>Finance and Operations Manager TBCT Staff Members External Users of the facilities</p>	<p>Monitoring of environmental practices is the responsibility of all staff and users of the office and monitoring and awareness is an ongoing daily process by all staff members</p> <p>Notices are present to remind users to turn off lights in rooms when not being used.</p>

Sustainability Target	Action	By Who	Comments
Reduction in Water Usage	Use only what is necessary Do not overfill kettle Variable flush system on toilets, only use short flush when possible. Take immediate action to repair water leaks, dripping taps etc	Finance and Operations Manager TBCT Staff Members External Users of the facilities	
Reduction in Emissions from vehicles used for work purposes	Where possible, Staff should walk, cycle or use public transport		
Consumables and Waste	Recycle waste paper, used toner cartridges etc Purchase recycled toner cartridges if appropriate Print double sided/black and white/draft print where appropriate Purchase in bulk and from local suppliers where possible to reduce transportation mileage		