

Civic Trust House Environmental Policy

Purpose

Civic Trust House is committed to promoting environmental sustainability in all its activities. We aim to lead by example, fostering a culture of sustainability within our community to reduce our environmental impact, enhance resource efficiency, and protect the planet for future generations.

Scope

This policy applies to all staff, visitors, and contractors working with or within Civic Trust House, covering all operations, including energy use, waste management, water conservation, procurement, transportation, and biodiversity.

Key Objectives

1. **Energy Efficiency**
 - Utilise energy efficiently while preserving the historical integrity of the building.
 - Prioritise energy-saving equipment and devices.
 - Monitor energy usage and encourage best practices to minimise consumption.
 - Aspire to transition to renewable energy suppliers.
2. **Waste Reduction and Recycling**
 - Maintain a strict waste segregation policy for recycling and landfill.
 - Support waste reduction initiatives and prioritise the repair and reuse of equipment.
3. **Water Conservation**
 - Encourage efficient water use and adopt practices to minimise consumption.
4. **Sustainable Procurement**
 - Partner with suppliers committed to sustainability and prioritise environmentally friendly products.
 - Choose biodegradable cleaning products and other environmentally responsible items.
5. **Transportation**
 - Encourage staff to use sustainable transportation options and support facilities that promote these practices.
6. **Biodiversity and Climate Adaptation**
 - Support local biodiversity through landscaping practices that enhance ecological sustainability.
 - Prepare for climate risks such as flooding by implementing adaptive measures.
7. **Compliance and Continuous Improvement**
 - Comply with and exceed relevant environmental legislation and standards.
 - Regularly review environmental practices and set measurable goals to ensure continuous improvement.

Responsibility

Civic Trust House management is responsible for implementing and monitoring this policy. All staff, tenants and visitors are expected to adhere to the policy and contribute to its objectives.

Review and Monitoring

This policy will be reviewed annually to maintain relevance and effectiveness, with a focus on exceeding environmental management standards and improving practices.

Conclusion

Civic Trust House demonstrates its commitment to sustainability and environmental stewardship through this policy. By working together, we can reduce our environmental impact and contribute to a more sustainable future for our community.

Signed:

Allin Gray

Chairperson

Date: 16 October 2024

Civic Trust House Environmental Plan

1. Energy Efficiency Initiatives

- Continue efforts to secure funding for better heating controls, including separate zones for all four floors, and roof insulation in 2024.
- Maintain window draught-proofing and chimney draught excluders.
- Monitor energy use of devices and machines, ensuring staff fully shut down devices.
- Explore opportunities to purchase renewable energy from suppliers with a strong sustainability commitment. In October 24 we switched our electricity supplier to Community Power making our electricity supply renewable.

2. Waste Reduction and Recycling

- Keep appliances in use as long as possible, investing in repairs.
- Consider reconditioned machines as a first option when replacing equipment.
- Compost food and garden waste through a newly introduced compost bin in 2024.

3. Water Conservation Practices

- Continue using the dishwasher's eco setting to save water and energy.
- Avoid hand washing dishes where possible and run the dishwasher only when full.

4. Sustainable Procurement

- Ensure all suppliers and partners share Civic Trust House's sustainability values.

- Review procurement choices using sustainability criteria, including the Ethical Shopping Guide for manufactured goods.
 - Continue using biodegradable cleaning products and FSC-certified virgin printer paper, replacing recycled paper that caused damage to machines.
- 5. Transportation Support**
- Promote the use of public transport, cycling, walking, and carpooling.
 - Maintain access to the Leap Card and BikeShare Scheme card for staff use.
 - Pursue funding in 2024 for facilities that support sustainable transportation, such as a drying room for wet clothes.
- 6. Biodiversity and Climate Adaptation**
- Further investigate the possibility to expand garden areas by reducing car parking space, encouraging biodiversity through pollinator-friendly plants.
 - Secure funding in 2024 to install raised garden beds, hedges, and improved drainage to address rising sea levels and flood risks.
 - Continue avoiding the use of weedkillers.
- 7. Monitoring and Reporting**
- Set measurable environmental targets and report progress annually to ensure accountability and continued improvement, based on the Basic Sustainability Assessment Tool.
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By separating the **policy** and **plan of action**, the policy clearly states the organisation's principles and commitments, while the action plan details specific steps to achieve those objectives.