

Environmental Sustainability Policy

Policy Review Committee

Chairman **Mike Burrows**

Secretary **Tracey Crutchley**

Section 1 – Introduction

This policy concerns the implications of the Environmental Sustainability Policy as it applies to Windmill Hill Community Forum Ltd trustees, employees, volunteers and students.

Access

Forum trustees, employees, volunteers and students are made aware of the existence of this policy and have open access to it:

- On paper in a folder in the Telematics Centre
- Electronically on the Forum website at www.whcf.org.uk/policies

This policy is reviewed annually and may be revised in response to feedback from Forum personnel and external organisations.

Section 2 – Policy Statement

We are committed to sustainable development (meeting the needs of the present without compromising the ability of future generations to meet their own needs) as a guiding principle within our work. Concern for the environment is an integral and fundamental part of this commitment. Our aim is to reduce the impact on the environment from all our operations.

We will assess the environmental impacts of our operations and set objectives and targets in order to improve our environmental performance. We will regularly review these targets.

Section 3 – Action Plan

1. Create an Environmental Management System
2. Improve Environmental awareness and actively promote green housekeeping issues amongst staff , volunteers and students
3. Maintain an electronic records document management system in order to reduce paper transactions
4. Regularly review our Policy and Action Plan

Section 4 – Implementation

To demonstrate our commitment to Environmental Sustainability we will;

- promote responsibility for the environment within the organisation and communicate and implement this policy at all levels within the workforce and volunteers;
- reduce the use of energy, water and other resources;
- minimise waste by reduction and recycling methods;
- comply with all relevant environmental legislation/regulation;
- ensure that our policies and services are developed in a way that is complimentary to this policy;
- identify and provide appropriate training, advice and information for staff and encourage them to develop new ideas and initiatives;
- provide appropriate resources to meet the commitments of this policy; and
- promote and encourage involvement in local environmental initiatives/schemes.

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