



Groundwork South Yorkshire

Environmental Policy

GWSY 015

Approved by the Board of Trustees November 2015

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## **1. Introduction**

GWSY operates as an independent charitable trust within the Groundwork federation. Our common purpose is to encourage sustainability amongst the public and business environment through environmental action and education. We are committed to the sustainable development of open and green spaces with local communities, public bodies and private business. In striving to carry out all its operations in an environmentally sensitive manner, the trust endeavours to minimise the consumption of resources and follow good environmental practice on energy use and waste management.

## **2. Commitments and Objectives**

Groundwork GWSY is committed to reducing the impact of our undertakings upon the environment and shall appoint and retain a competent advisor to assist them in meeting their obligations.

We shall use the guidance set out in ISO14001: 2004 'Environmental Management Systems' (EMS) to help structure our activities and to help us to continually improve our environmental performance and reduce our environmental impact. This includes:

- We shall ensure that the policy of the organisation is documented and maintained to be appropriate to the size and nature of the environmental impacts of our activities and services
- We are committed to continual improvement of our environmental standards and behaviours
- We are committed to the prevention or mitigation of pollution
- We are committed to complying with all applicable legal requirements and with other requirements which relate to the environment
- The management system shall provide a framework for setting and reviewing environmental objectives and targets
- Increase awareness of the EMS amongst staff, subcontractors and preferred suppliers, through awareness and communication of the policy
- This policy shall be communicated to all persons working for GWSY and any individuals or businesses on behalf of the company
- This policy shall be displayed within the organisation at all times and shall be available to all interested parties

In order to meet this commitment, Groundwork GWSY shall pursue the following objectives:

- To ensure compliance with all applicable environmental legislation and guidance
- To reduce emissions
- To prevent or mitigate pollution
- To improve waste management practices and waste minimisation
- To reduce consumption of natural resources and improve our resource efficiency
- To continuously assess our environmental performance
- Reduction in consumption of non renewable energy
- Increased use of green travel

The Board of Trustees shall be ultimately responsible for ensuring that the Environmental Policy is implemented in practice.

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It should be noted that disciplinary action may be taken against employees who persistently and deliberately flout the requirements placed upon them by statutory provisions and by this policy.

### **3. Environmental Policy**

The trustees shall define the company environmental policy and ensure that, within the defined scope of its environmental management system it:

- Is appropriate to the nature, scale and environmental impacts of its activities, products and services.
- Includes a commitment to continual improvement
- Includes a commitment to the prevention or mitigation of pollution.
- Includes a commitment to comply with applicable legal requirements
- Provides the framework for setting and reviewing environmental objectives and targets.
- Is documented, implemented and maintained.
- Is communicated to all persons working for or on behalf of the company
- Is available to the public

### **4. Environmental Competence**

The company shall retain internal competent advice in respect of environmental management from the EMS trained Quality Manager and external competent advice from Paul Elcoat of Elcoat Ltd.

Appropriate staff shall receive environmental awareness training which shall include the application of company policies, procedures and rules and any specific situations that they may be expected to deal with in the course of their work.

### **5. Compliance Identification and Registration**

So that the company is prepared to deal with the demands of current and future legislative requirements a compliance register shall be maintained. The compliance register shall be updated as appropriate and reference should be made to the 'Compliance Register' held on the company intranet.

### **6. Environmental Risk Assessment**

Prior to commencing work on site, a specific environmental risk assessment may be completed if appropriate.

Methods shall be planned that shall reduce the environmental risk to a level which is as low as reasonably practicable.

### **7. Emissions**

The organisation shall ensure that potentially harmful emissions into the environment are appropriately controlled and reduced by a process of impact identification, measurement and continual improvement.

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The organisation shall ensure that vehicles and equipment are well maintained as recommended by the manufacturer, to be as emissions efficient as possible. Local suppliers shall be used where possible in order to avoid unnecessary road transport miles.

### **8. Pollution**

All operators shall be trained in practices designed to prevent pollution including the reading of COSHH assessments.

The company shall use biodegradable products where such are available.

All operational vehicles shall carry a spill kit and a dry powder fire extinguisher.

### **9. Waste Management**

All waste material shall be sorted and removed to appropriate recycling facilities.

### **10. Consumption of Natural Resources**

Although not a manufacturer and not needing to use a significant amount of natural resources to undertake our service, it is an aim of this company to reduce its consumption of natural resources where possible.

### **11. Control of Substances Hazardous to Health**

Hazardous substances include any substance that could cause harm or irritation to employees or others, or harm to the environment. They include fuels, oils, chemicals, pesticides, preservatives or similar.

Substances considered for use shall be assessed and less harmful substances shall be used wherever practicable. Assessments and details of their safety precautions shall be made available to employees at the offices and where the substances are stored and used.

Employees shall be kept informed of the hazards that they are exposed to and to the relevant safety precautions.

### **12. Emergency Preparedness and Response**

The company shall establish, implement and maintain a procedure to identify potential emergency situations and potential accidents that could have an impact upon the environment and shall state how it shall respond to these incidents.

The company shall respond to actual emergency situations and accidents and prevent or mitigate associated adverse environmental impacts.

### **13. Monitoring and Review**

The board of directors and senior management shall review the company environmental management system, on an annual basis, to ensure its continuing suitability, adequacy and effectiveness.

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Reviews shall include assessing opportunities for improvement and the need for changes to the environmental management system, including the environmental policy and environmental objectives and targets.

Records of the management reviews shall be retained.

The outputs from the management review meetings shall include any decisions and actions related to possible changes to environmental policy, objectives, targets and other elements of the environmental management system, consistent with the commitment to continual improvement.



Signed:

(Chair)

Date: 16<sup>th</sup> November 2015



Signed:

(Executive Director)

Date: 16<sup>th</sup> November 2015

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