

ENVIRONMENTAL POLICY

PURPOSE OF THE POLICY

Solace Women's Aid (Solace) delivers a range of activities and services for women and their children experiencing domestic and/or sexual violence.

It aims to operate in an environmentally responsible manner in all areas of its work.

The Board of Trustees, the Senior Management Team and all staff within Solace are committed to the organisation operating in a manner which safeguards the environment and will aim to ensure continuous improvement in relation to environmental issues is achieved.

The organisation will comply with relevant environmental legislation and stakeholder and service delivery requirements.

RELATED POLICIES AND PROCEDURES

- Contracting policy
- IT policy
- Mobile/Telephony policy
- Health and Safety policy
- Expenses policy

POLICY STATEMENT

Solace is committed to preventing pollution and reducing the environmental impact of the organisation's activities by:

- Working closely with stakeholders & service users
- Preventing pollution of water, land and air
- Minimising waste and reusing or recycling materials
- Disposing of waste responsibly
- Conserving energy sources

The organisation will review its activities on a regular basis with a view to achieving improvement in environmental performance.

The organisation will aim to raise awareness of environmental issues by encouraging the participation and training of all employees and informing any sub-contractors of the relevant issues.

Environmental Management Representatives (Director of Finance and Resources and IT and Facilities Coordinator) will report to senior management and recommend continuous improvements.

1.0 PRINCIPLES

Solace will continue to monitor environmental legislation and developments in relation to waste disposal, recycling etc and will apply best practice to internal and external practices and procedures wherever possible.

The conservation of energy will be reviewed on a regular basis with the aim of introducing measures which will reduce consumption.

The organisation will aim to make use of sustainable resources especially with regard to: a) the use of paper b) use of materials.

Solace will aim to encourage use of public transport as outlined in the Expenses Policy. Where this not possible, vehicles are to be used only when reasonably practicable.

Solace encourages its staff who are able to cycle to work to use this medium of transport and is a recognised employer of the Cycle to Work scheme promoted by the government.

Solace will aim to increase the organisation's use of recycled products, provided the standard of quality is maintained, and wherever possible increase the level of recycling of waste products. Refuge and service managers will consider the use of recycled goods (e.g. furniture) prior to purchasing new items.

Personnel employed by the organisation will be provided with environmental guidance including Solace's environmental policies during the course of their induction.

Whenever possible, Solace will give preference to purchasing environmentally preferable products that meet current performance, and safety regulations.

Solace works in conjunction with a range of organisations and where possible will promote the benefits of environmental awareness amongst these partner organisations.

2.0 ACTION PLAN

An Environmental audit is part of the organisation's internal audit framework. It will be carried out annually for all teams and the organisation. Targets and an action plan for the following year are drawn up and agreed by all relevant parties.

Solace has achieved the ISO 14001 accreditation and seeks to maintain this status annually through external environment audits.

3.0 MONITORING AND REPORTING

The organisational environmental action plan will be reviewed against targets quarterly, including the actions of all relevant teams

Regular monitoring of activities in terms of environmental issues will be undertaken by the Health & Safety and Environmental Committee and senior management. They are reported to the Health and Safety Environmental Review Management Committee, Refuge Management and Senior Management Meetings on a regular basis.

Reviewed: March 2016

Next review: March 2019