

Carbon Reduction Policy



There is strong consensus within the scientific community that climate change is occurring and is caused by human activity. As a responsible organisation, we are therefore taking steps to reduce our own carbon emissions, which makes good sense environmentally and economically. We are committed to reducing the environmental impact of our operations and will ensure that all is done to limit our contribution to climate change and the adverse impact this has on the world.

As a competitive commercial business, we need to balance environmental commitments with other considerations such as operational and financial constraints. It is nonetheless our aim to ensure environmental commitments become an integral part of our day-to-day activities, that we seek ways to continually improve our environmental performance and operate in a responsible manner including reducing waste and making reductions in our carbon emissions from heat, power, and travel.

Our environmental management system is aligned with the best practice within ISO 14001, and we will maintain this as a minimum standard for all present and future environmental and carbon reduction initiatives. We will ensure we operate within all environmental, legal, and other requirements as imposed by UK law and best practice.

The aim of this policy is to control our impact on the environment through the following objectives:

1. Minimise our contribution to pollution by reducing our carbon emissions and waste together with recycling, reusing, and reducing wherever possible.
2. Assess the adverse effects our operations may have on the environment and seek ways to minimise them.
3. Introduce into our procurement practice supplier selection criteria based on a minimum environmental standard.
4. Promote environmental awareness to all stakeholders including the induction of new staff.
5. Monitor, report and reduce carbon emissions specifically from heat, power, and travel.

We will achieve the objectives through the following activities:

- a) Selecting the most appropriate form of travel considering carbon emissions as well as other business factors, and only travel when necessary.
- b) Transitioning our vehicle fleet to hybrid or electric powered.
- c) Ensuring that our buildings are operated in such a manner so to optimise use and reduce emissions through control of heat and power, such as upgrading to LED lighting and improving insulation.
- d) Reducing waste through control of packaging for purchased goods.
- e) Recycling all appropriate waste such as paper, card, metals, and plastics.
- f) Reducing our use of plastics.
- g) Ensuring that the induction process for new starters contains information about this policy and obligations to adhere to it.
- h) Challenging behaviour of colleagues who act in a manner contrary to this policy.
- i) Implementing a central reporting mechanism to allow senior management to be informed about environmental issues within the organisation and achievements made in reducing the overall environmental impact.
- j) Expanding the availability and use of new technologies to allow for changes in behaviour particularly around travel, e.g. greater use of video conferencing and expand the 'virtualisation' of IT systems.
- k) Including in supplier selection and review criteria minimum environmental standards expected of current and future suppliers for purchased goods and services.

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All of our people are responsible for complying with this policy and supporting our efforts to minimise our impact on the environment. Management and all those in a supervisory role have the responsibility for implementing the policy within their areas of responsibility and should ensure that environmental issues are given adequate consideration in the planning and execution of our operations, services, and projects.

A handwritten signature in black ink, appearing to read 'PK' or 'Paul Kent', written in a cursive style.

Paul Kent
Director