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Environmental & Sustainability Policy

August 2018

Environmental and Sustainability Policy

At Firebrand 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 our operations.

Our Environmental/Sustainability Action Plan

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 targets.

Firebrand will:

- Promote responsibility for the environment within the organisation and communicate and implement this policy at all levels within the workforce
- Reduce the use of energy, water and other resources when and wherever possible
- Minimise waste by reduction, re-use 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
- Not prioritise funding needs ahead of sustainability requirements
- Encourage all suppliers to commit to the sustainable development philosophy
- 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.

This action plan is available to all staff on our intranet site and has been drawn to their attention. Senior Management awareness will be raised by briefing at the Executive Group and Leadership forums.

Environmental and sustainability policy June 2017

Key actions:

Ensure continued roll out of electronic records document management system and online services initiatives to reduce need for paper

Target: Systems fully operational by January 2018

Lead: Gordon MacLeod

Reinforce Senior Management Commitment to sustainable development within Firebrand

Target: Policy approved in June 2017

Lead: Gordon MacLeod

Improve Environmental awareness amongst staff and promote green housekeeping issues

Target: Ongoing - Focus Groups created and meetings held

Lead: Gordon MacLeod

Review Policy and Action Plan

Target: Annual review of policy and bi annual review of actions

Lead: Gordon MacLeod

Additional actions

We also responded to government targets by:

- Establishing an Environmental Manager responsibility- Gordon MacLeod
- Preparing and promoting an environmental policy and action plan.
- Setting up environmental focus encouraging staff to make suggestions and decisions
- Arranging automatic shutdown of PC's each evening.
- Closely monitoring utilities consumption
- Where appropriate, increasing recycling options and fitting time clocks on items of equipment which are not required to be powered up 24/07.
- Using environmentally friendly products in kitchen areas.
- Installing light sensors in toilets and kitchen areas

Authorisation & Document Control

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Version History

Version	Author	Issued	Summary of Changes
V.1	Barbara Turner	June 2017	Development of Policy & Procedure
V.2	Barbara Turner	August 2018	Annual Review