

ENVIRONMENTAL POLICY

Mission Statement

The Ratby Library and Community Group, a Community Incorporated Organisation, is run and managed entirely by volunteers. We recognise that we have responsibility to the environment beyond legal and regulatory requirements. We are committed to reducing our environmental impact and continually improving our environmental performance as an integral part of our business strategy and operating methods with regular review points. We will encourage customers, suppliers and other stakeholders to do the same.

Responsibility

Mr Ken Hunnybun (Chair) is responsible for ensuring that the environmental policy is implemented. However all volunteers carry a responsibility in their areas to ensure that the aims and objectives of the policy are met.

Energy and water

1. We will seek to reduce the amount of energy and water used as much as possible.
2. We will seek to minimise our building's carbon footprint.
3. Lights and electrical equipment will be switched off when not in use.
4. Heating will be adjusted with energy consumption in mind, whilst recognising that we must ensure a temperature appropriate for a public access building into which senior citizens will be welcomed.
5. The energy consumption and rating of new products will be taken into account when making purchasing decisions.

Library Administration and Crow Pie kitchen and cafeteria

1. Minimise waste by evaluating operations to ensure they are as efficient as possible
2. Actively promote internal re-use or recycling and seek a similar commitment from our users and suppliers.
3. We will favour environmentally friendly and efficient products where ever appropriate.
4. We will constantly monitor the use of paper to identify alternative methods of recording that would be more efficient.
5. We will monitor food waste in an effort to reduce the amount thrown away.

Grounds maintenance

1. Contracts for Grounds Maintenance will have regard to the machinery used and the number of times in the year that the work is undertaken.
2. The disposal of cuttings will be monitored to ensure our sub-contractor uses regulated sites.

Maintenance and cleaning

1. Cleaning materials used will be as environmentally friendly as possible.
2. Subcontractors used in our refurbishment and maintenance programmes will be committed to using materials that are as environmentally friendly as possible.
3. We will only use licensed and appropriate organisations to dispose of waste.

Monitoring, Improvement & Culture

1. We will comply with whilst seeking to exceed all relevant regulatory requirements.
2. We will seek to continually improve and monitor environmental performance.
3. We will seek to continually improve and reduce environmental impacts.
4. We will incorporate environmental factors into our business decisions.
5. We will increase volunteer awareness through training.
6. We will seek to use local labour and materials where practicable to reduce CO² and lower our carbon footprint.
7. We will review this policy annually in consultation with our volunteers and other stakeholders and monthly at our Trustee meetings.
8. We will update this environmental policy as and when necessary.

The Trustees of the Ratby Library & Community Group

All trustees have approved this Policy. They are: Mr Ken Hunnybun (Chair), Mrs Avril Hunnybun (Secretary), Nathan Dickman (Treasurer), Mr Daniel Green (Youth Trustee), Christine Reid (Trustee), Adrian Russell (Trustee).

RESPONSIBLE OFFICER	RESPONSIBLE OFFICER
Mr Ken Hunnybun	27 / FEB / 2017

Review Date - Monday, 08 January 2018