



Bude Coastal Community Team CIC Environment and Sustainability Policy & Implementation Plan

Bude Coastal Community Team (BCCT) cares about the environment and is committed to providing its services in a way that protects and preserves it. Although we are a small company with limited environmental impact and limited control over our physical environment, we aim to achieve continuous improvement in our environmental performance and encourage good practice among our Directors, employees, contractors, members, associates and the wider community. Action on all parts of this policy will be the responsibility of all Directors.

1. Environmental legislation

We will identify and comply with environmental legislation relevant to our business and maintain adequate records.

2. Climate Emergency Declaration and Partnership

Cornwall Council made a formal climate emergency declaration in January 2019, committing itself to preparing a report outlining how to reduce carbon emissions and to work towards becoming carbon neutral by 2030.

In September 2019, Bude-Stratton Town Council also declared a climate emergency, established a Climate Change and Environment Committee, and resolved to achieve carbon neutrality by 2030. In March 2020, the Council agreed a Carbon Action Plan and commissioned a Carbon Audit of its own operations and services. The Carbon Action Plan committed the Council to working with community-led organisations and the wider community to achieve carbon neutrality across the town by 2030.

BCCT fully supports the actions of both Cornwall Council and Bude-Stratton Town Council in declaring a climate emergency and taking steps to achieve carbon neutrality by 2030.

In 2019, BCCT signed a Memorandum of Understanding with Cornwall Council, Bude-Stratton Town Council and the Cornwall and Isles of Scilly Local Enterprise Partnership to deliver a range of projects in partnership (the Bude-Stratton Strategic Programme). A number of these projects have a direct focus on environmental improvements and carbon reduction. BCCT is fully committed to bringing these projects to fruition.

3. Management Responsibility

The Directors will ensure that appropriate resources are made available to allow for the effective implementation of the environmental management system. The Directors will make time and assume responsibility for environmental issues. Responsibilities will include:

- Keeping the environmental policy up to date
- Co-ordinating any environmental improvements we make
- Implementing and maintaining the environmental management system
- Keeping fellow Directors, employees, contractors, members and associates aware of environmental issues including this environmental policy

4. Operational Practice

BCCT endeavours to minimise the impact of our operations on the environment by taking into account best practice.

5. Waste Management and Procurement

BCCT seeks to reduce waste through efficient use of resources and effective management systems. We aim to procure goods and services through suppliers and contractors whose environmental practices correspond with our own.

6. Communication of Environmental issues

Environmental issues and our environmental performance are matters of key interest to our stakeholders. We will communicate openly about our environmental policies, plans and performance. We shall ensure that Directors, employees, contractors, members, and associates are aware of and understand our environmental policy, key environmental issues relating to our operation, objectives and targets and their roles and responsibilities in relation to these.

7. Continuous Improvement

We assess our environmental impact as part of our understanding of our overall impact on society. This forms part of our overall performance improvement framework, which is an annual cycle.

Areas for consideration will include:

- Legal issues and other requirements
- Existing environmental management
- Raw materials
- Storage
- Energy
- Waste
- Packaging
- Transport
- Community issues

Implementation Plan

1. Recycling

BCCT currently operates without office premises, but places a responsibility upon all Directors, employees, contractors, members, and associates to appropriately recycle the following wherever possible:

- Paper: Cardboard
- Plastic cups and bottles
- Glass bottles
- Aluminium cans

We will also recycle the following:

- Printer cartridges.
- Unwanted computer equipment.
- Computer floppy disks and memory sticks are cleared of data and re-used

A waste log will be kept to allow us to evaluate the amount of recycling and landfill waste for us to continually improve.

To be reviewed: 01 May 2023
By: BCCT Chairman

2. Reducing waste

We will try to limit mail-outs by combining information. This is further reduced by referring

people to our website where appropriate or offering to send out by e-mail.

Contractors/project staff will be encouraged to minimise paper wastage by using the double-sided and/or two-to-a-page where possible and to only print when a hard copy is necessary. Contractors/project staff will also be encouraged to limit duplication of information e.g. email the administrator meeting notes/development and action plans instead of printing.

The administrator will proactively discourage unsolicited mail.

Project staff will be requested to use paperclips and not single use staples where possible.

To be reviewed: 01 May 2023
By: BCCT Chairman

3. Re-use

File and filing boxes will be re-labelled and re-used.

We will buy recycled paper and other paper-based stationery products.

We will re-use memory sticks, files, and Polly-pockets.

To be reviewed: 01 May 2023
By: BCCT Chairman

4. Transport

We have a policy for Directors, project staff, volunteers, and project participants / beneficiaries to use public transport wherever possible. However, this is balanced against the cost of time taken to use public transport and practical issues such as transport of equipment and materials. We have no stated policy on encouraging clients to come to us rather than us going to them. It is clearly of value to see clients' sites from time to time.

To be reviewed: 01 May 2023
By: BCCT Chairman

5. Utilities and power consumption

All possible computers, photocopiers, lights, and other electrical equipment should be turned off at the end of the day.

To be reviewed: 01 May 2023
By: BCCT Chairman

Ethical Policies

1. Ethical purchasing

We will buy Fair-Trade and organic products where available. We try to use local social enterprise suppliers for goods/services and local community centres for event hire and catering etc.

To be reviewed: 01 May 2023
By: BCCT Chairman

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Signed: Paul Tilzey, Chairman

Date: 01 May 2020

To be reviewed: 01 May 2023