

ENVIRONMENTAL & SUSTAINABILITY POLICY

A) PURPOSE

Age UK Blackburn with Darwen is committed to sustainable development and delivery within its operations and also recognises its legal and social responsibilities in relation to the environment. Our aim is to balance the sustainability of our charitable objects whilst reducing the impact on the environment from our activities. This Policy sets out how this will be achieved.

B) SCOPE

The policy applies to all operations and personnel of Age UK Blackburn with Darwen the Registered Charity and its Subsidiaries.

C) POLICY

We will incorporate, into all relevant decision making, the waste hierarchy principles of eliminate, reduce, reuse, recycle, and disposal with disposal being the least preferred option and elimination being the most preferred.

D) MATERIALS & RESOURCES

Our procurement processes will automatically consider if an item needs to be purchased at all. Where purchase is necessary, we will, whenever possible, use local suppliers, seasonal produce, recycled goods, and sustainable and ethical providers to minimise both packaging waste and carbon footprint.

We will phase out the use of 'single use' plastics and will ensure that reusable/ recyclable items are utilised in preference.

Electronic communication and electronic filing will be our primary methodology to minimise the use of paper and reduce printing.

We will work with our IT and telecoms suppliers to use our systems in as sustainable and efficient ways as possible.

E) MANAGING WASTE

Throughout the organisation, we will recycle everything that it is possible to recycle, utilising local schemes for waste management. We will also dispose responsibly of anything that is unable to be recycled to avoid items being sent to landfill.

F) ENERGY USE

Renewable and green energy suppliers will always be considered in any review of utility providers and will be chosen whenever viable.

Energy reduction initiatives will be implemented, monitored, and evaluated throughout the organisation.

Personnel will also be encouraged to save energy through the most efficient use of technology.

G) WATER USE

We will encourage the efficient use of water throughout all of our operations encouraging both the reduction and reuse of water.

H) EMISSIONS & TRANSPORT

When purchasing or leasing organisational vehicles, we will utilise local suppliers where we can and also prioritise consideration of the environmental impact of emissions to minimise pollution.

We will encourage our personnel to utilise public transport, active travel, and other eco-friendly travel options and also to share transport, whenever possible.

Meeting timings and locations will be coordinated to minimise travel with online meetings being used to support this.

Service delivery journeys will be provided only as necessary and will always be planned to minimise travel.

I) FINANCE & INVESTMENTS

When choosing investments and other financial products, we will always consider companies that care about the environment, society, and good governance and have ethical and sustainable practices in place. These will be selected whenever this is possible to do so whilst also meeting the trustees responsibilities to deliver our charitable objects and make best use of the charity's financial resources.

J) IMPLEMENTATION

As part of our business plan the organisation has in place an Environmental & Sustainability Action Plan and through this we will assess the environmental impacts of our operations and set out objectives, actions, timescales and resources required to meet the objectives in this policy and to support continuous improvement.

The organisation's senior management team will consider the Environmental and Sustainability action plan as a standard agenda item at its meetings dealing with business planning and development and quality matters.

All relevant organisational policies will include reference to the plan.

K) RESPONSIBILITIES

The Board are responsible for setting the overall strategy and business plan for the organisation and for ensuring that this pays due regard to matters related to environmental and sustainability issues. The Board also maintains oversight of the implementation of any action plans through a regular cycle of management reporting.

The Head of Business Development is responsible for ensuring that the policy is implemented and that adequate resources are available to support this and for development and along with the senior management team for championing a sustainability agenda.

The senior management team are responsible for the development and delivery of the Environmental & Sustainability action plan working with their staff teams.

Line and service managers are responsible for ensuring that all aspects of their services comply with the policy and adopt a continuous improvement approach.

All staff and volunteers must comply with all aspects of this policy and ensure their actions support and promote environmental sustainability.

Adopted March 2023

Last reviewed March 2026

Next due for review March 2028

<https://ageukbwd.sharepoint.com/sites/FS-Policies/Shared Documents/Environmental & Sustainability policy.docx>