



**Environmental Policy**  
**Calderdale Valley of Sanctuary**  
**Review Date Dec 2022**

## 1. Introduction

1.1. Calderdale Valley of Sanctuary is committed to running our organisation in the most environmentally sustainable way possible. This policy sets out the steps taken by Calderdale Valley of Sanctuary to minimise damaging environmental impacts and support sustainable practices. This policy enables us to meet all relevant environmental legal compliance, work to prevent pollution, and demonstrates our commitment to continuous environmental performance.

## 2. Scope

2.1. This policy covers all aspects of our management and delivery of Calderdale Valley of Sanctuary's work, in particular:

- 2.1.1. Our equipment
- 2.1.2. Heating and lighting
- 2.1.3. Electrical equipment
- 2.1.4. Chemicals
- 2.1.5. Transport
- 2.1.6. Purchasing of supplies
- 2.1.7. Waste and recycling

## 3. Equipment

3.1. Calderdale Valley of Sanctuary's equipment use is designed to enable efficient use of resources by the voluntary and community sector in Calderdale.

3.2. By making available a shared pool of equipment, we enable groups to:

- 3.2.1. Reduce their individual consumption of resources
- 3.2.2. Reuse equipment without having to store it
- 3.2.3. Return equipment to a central point for repair if it becomes damaged
- 3.3. Use recycled paper at no additional cost

#### 4. Heating and lighting

4.1. In selecting an electricity supplier, we consider the proportion of renewable energy sources

alongside cost. Our current electricity supplier is XXX and we are on a 100% renewable tariff.

4.2. We do not have control over the choice of supplier.

4.3. We use LED light bulbs throughout.

4.4. We have an efficient combi boiler for our hot water, which is regularly maintained. Our central

heating relies on an older boiler, which will need to be replaced within a few years.

4.5. We use thermostatic valves on all radiators, to control the temperature in each area of the

building.

#### 5. Electrical equipment

5.1. All computers are set to save power by going to sleep after 30 minutes without being used.

5.2. We turn off all electrical equipment (except the laser copier, server, router, telephone system and fridge) at the end of each day.

#### 6. Chemicals

6.1. We use chemicals for cleaning the premises.

6.2. All chemicals are used and disposed of in accordance with the COSHH regulations (see Health &

Safety Procedures for more details).

#### 7. Transport

7.1. All our staff travel to work on foot, by bicycle or on public transport where possible.

7.2. We do not provide car parking facilities.

7.3. When organising events, we ensure that we use venues that are easily accessible by public transport.

## 8. Purchasing of supplies

8.1. We buy catering supplies from local shops, using Fair Trade brands whenever possible.

8.2. We minimise plastic waste by buying cleaning products in bulk and refilling containers.

## 9. Waste and recycling

9.1. We reuse cardboard boxes and packaging, and encourage our users to do so

9.2. We always attempt to repair equipment before disposing of it. If we are disposing of any equipment that can still be used, we give it away to other local community groups.

9.3. We recycle all paper, cardboard, glass, plastic and batteries, using Magpie's collection service.

9.4. We recycle used ink and toner cartridges.

## 10. Monitoring and review

10.1. This policy will be reviewed in December 2022