



Environmental Sustainability Policy

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Environmental Sustainability Policy

1. Purpose

Salford Foundation recognises that we have an impact on the environment and want to minimize any negative impact within our area of operation. We are committed to environmental sustainability, reducing our carbon emissions to minimize any impact and becoming carbon net zero by 2050.

The **Board of Trustees** is responsible for strategic direction and the **Senior Management Team** is responsible for operational implementation of this policy including:

1. Ensuring compliance with relevant environmental standards, legislation and regulation.
2. Managing associated risks relating to environmental factors and mitigating against these.
3. Developing an energy efficiency strategy to sustain the organization into the future.
4. Reviewing our environmental performance and identifying areas for improvement.
5. Measuring our impact and reporting on carbon emissions and achievement against targets in our annual carbon reduction plan.
6. Promoting our environmental sustainability policy to stakeholders.

We are committed to the following actions to support and contribute to achieving environmental sustainability:

2. Recycling

- Promoting the recycling of cardboard, paper, plastics, glass, cans, food waste and other materials wherever possible.
- Ensuring the safe and appropriate disposal of materials that may have an impact on the environment, especially any electronic equipment disposed of in line with WEEE Regulations.
- Using recycled and recyclable products for supplies whenever appropriate and only buying supplies that are needed.
- Review of recycling and safe disposal procedures by the **Health and Safety Group**.

3. Reducing

- Reducing our consumption of paper by using e-communications and electronic storage wherever possible with staff, volunteers, service users and partners.
- Promoting our website to encourage visitors and stakeholders to download information and publications rather than requesting hard copies.
- Using social media and online platforms to raise awareness, connect, inform and update stakeholders about our work.

4. Energy efficiency savings

- Reviewing our energy bills annually and seeking external advice and guidance on energy efficiency grants and measures.
- Sourcing and implementing cost-effective energy saving measures within premises to improve our energy efficiency.
- Promoting energy awareness to staff and contributing to energy efficiency reduction by switching off electrical equipment when not in use.
- Ensuring that heating and ventilation systems are regularly maintained and used effectively and efficiently.

5. Transport

- Promoting environmentally friendly forms of transport and public transport wherever possible to staff, service users, volunteers and partners.
- Becoming a cycle friendly employer and promoting a cycle to work and loan scheme for staff.
- Reducing staff travel by communicating electronically by email, telephone, and video call rather than in person.
- Using hybrid working, teleconferencing and video calls to reduce multiple staff and partner travel.

6. Service Delivery

- Recruiting and retaining local staff from within Greater Manchester and the areas where we operate.
- Working with stakeholders and partners to enhance our environmental sustainability and implement best practices.
- Exploring the use of ICT in our service delivery to improve our efficiency and reduce our environmental impact.
- Raising awareness of environmental sustainability and energy efficiency awareness to staff, service users, volunteers, suppliers and partners.
- Developing and delivering environmental projects and social action projects in our local communities working with service users and partners.

7. Purchasing and procurement

- Using local suppliers when sourcing goods, services or works to minimize carbon emissions and our impact on the environment.
- Considering the whole life cycle cost and impact of delivering activities when purchasing goods, services or works and making purchasing decisions.
- Specifying and using environmentally friendly products and/or recycled or refurbished products when purchasing goods, services or works.

8. Responsibility

The **Business Development Manager** will be responsible for implementing this policy, ensuring compliance, reporting on KPIs and annually and reviewing this policy annually. They will work with SMT to prepare the **Annual Carbon Reduction plan**.