

Environmental Policy

This document is relevant to:	
Trustees	✓
Staff	✓
Volunteers	✓

Purpose

Dorset Mind is committed to ensuring that any impact upon the natural and built environment resulting from its operations is minimised.

As Dorset Mind does not currently own or manage any of the buildings in which it delivers its services, all those involved in managing the charity or delivering its services, will follow any guidelines issued by occupiers with regard to saving energy and resources, reducing consumption and recycling. If no guidelines exist, then the general concepts outlined in this policy will be followed by Dorset Mind.

Policy

Generally, Dorset Mind will:

- help save energy
- travel wisely
- shop ethically
- save resources
- care for the environment it operates in.

On an annual basis, each Dorset Mind service will complete an Environmental Impact Assessment (appendix 1) and develop and implement an Environmental Impact Reduction Plan (appendix ii).

Saving Energy

Turning off lights in unused rooms; turning off electrical appliances at the mains.

Travelling Wisely

Using public transport as much as possible; (also the promotion of public transport links for our services on leaflets and website); encouraging lift-sharing, promotion of eco-driving.

Shopping Ethically

Using local caterers for events; encouraging buying from local companies with an environmental and ethical policy; encouraging thinking before shopping (do I need this?, can I use something I already have?, can I buy second-hand/pre-owned?).

Saving Resources

Buying items which can be re-used rather than disposables; donating any excess equipment to charities or specialist organisations; recycling printer cartridges, using email instead of post; only printing documentation when necessary.

Caring for the Environment We Operate in

Raising awareness with those who use our services about how to create a greener future; promoting conservation volunteering as a beneficial activity.

Appendix ii

Impact Reduction Action Plan



Responsibilities

The Chair of Trustees is responsible for managing this policy and overseeing its implementation. The Chief Executive is responsible for implementing the policy within their areas of work, and for overseeing adherence by staff and volunteers. Every member of staff and every volunteer should take personal responsibility for conforming to it.

Associated Policies and Procedures

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The equality impact of this policy has been considered and Dorset Mind believes that it complies with its commitment to equality as stated in its Equality Policy

Policy Ownership

Policy Name	Version	Doc ref
Environmental Policy	2.0	Environmental Policy

Policy Owner	Chair of Trustees
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Approval Status

Date adopted by Trustees	November 2014		
Date published	Reviewed February 2016	Date for next review	February 2018

Consult the Dorset Mind website for the latest version of this policy.

Document Control

Reviewers

Name	Position
Ian Prankerd	Trustee
Chris Price	Chair of Trustees
Lyne Barnes	Staff

Change History

Issue	Date	Author	Reason
1.0	Jun 14	Jackie Lillywhite	
2.0	Feb 16	Chris Price	Reviewed and updated