

**ENVIRONMENTAL POLICY**

**This Policy details the principles behind the College's Environmental Management System**

*Homerton College aims to manage its estates, buildings, facilities, catering and conferencing provision in a way that supports environmental sustainability. The College will endeavour to conserve natural resources and prevent environmental pollution in order to recognise its responsibility to combat climate change and bring about an ongoing improvement in its environmental performance.*

**It will incorporate, where achievable, the University of Cambridge Environmental Sustainability Vision, Policy and Strategy.**

*‘The University of Cambridge is committed to making a positive impact through outstanding environmental sustainability performance.’*

<http://www.environment.admin.cam.ac.uk/policy>

**The College will comply fully with environmental legislation along with officially approved codes of practice. As part of** **a broader environmental management strategy Homerton College will aim to:**

* Develop sound management policies which encourage environmentally sound practices. Set and review clear, realistic and objective targets for reducing our impact on the environment.
* Increase awareness of environmental responsibilities amongst Fellows, staff and students. Incorporate environmental considerations into the planning of our services. Educate our employees to understand the College’s environmental impact and provide training so they know what they can do in their particular role to minimise these effects. Consider the likely environmental effect of College activities and developments on the local community.
* Have regard to environmental factors as far as practicable in respect of the development of the College estate.
* Where appropriate, work with other organisations to promote appropriate environmental policies and expect similar environmental standards from all parties with whom the College deals.
* Maximise the amount of waste that is recycled and reused and minimise the quantity of non-recyclable refuse. Commit to the further reduction, re-use and re-cycling of materials and products.
* Minimise consumption of water.
* Reduce energy consumption, especially of energy derived from fossil fuels, in all College property and pursue options to generate its own energy through renewable sources where practicable. Invest in energy efficient plant machinery when replacing existing machines and purchasing new.
* Endeavour to source seasonal, local, sustainable food whenever possible. Give preference to suppliers who demonstrate strong environmental performance. Give preference to local suppliers in order to reduce delivery miles.
* Regularly review and minimise the use of chemical and other pollutants.
* Maintain the grounds and buildings of the College in an environmentally sensitive way that supports indigenous species of wildlife and uses natural materials where possible.
* Encourage modes of transport used by Fellows, staff and students which minimise the environmental impact. Encourage an environmentally sound transport strategy – (ofo or equivalent etc).
* Commit to the continued improvement of our environmental management system.
* Identify environmental best practices in order to achieve our aim of long-term sustainability.
* Review this policy on an annual basis to accommodate changes in legislation and new developments within the organisation.
* Make this policy available to all interested parties on request.

**Homerton College has reviewed the impact of their activities on the local and wider environment and have the following agreed practices in place:**

Waste Management

* All waste will be disposed of in the most efficient, safe and ecologically sound manner practicable.
* Where possible all glass, paper, cartons, plastic and tetra products will be sorted and recycled, waste green matter will be composted off site at efficient purpose built facilities and confidential shredded documentation will be recycled. General refuse will be compacted prior to disposal by contractors to minimise cubic meterage used for landfill.
* The College will endeavour to monitor and improve upon the level of waste generated and reduce the amount of waste that it produces from College kitchens, the Buttery and Combination Room, staff offices and student accommodation.
* Make full use of the recycling facilities.
* Promoting the reuse of items and waste recycling among staff, students and conference guests through training, posters and incentives.
* Recycling or reusing withdrawn books from the library.
* Promote the reuse of towels during the conference season.
* Recycling or safely disposing of all white goods, computers and electrical appliances, using reusable resources and containers and avoiding unnecessary packaging where possible, always purchasing recycled resources where these are both suitable and available.
* Returning print cartridges to the manufacturers and office suppliers for refilling.
* Provide sufficient, accessible and well-publicised collection points for recyclable waste, with responsibility for recycling clearly allocated.
* Making specific arrangements for events, such the May Ball/June Event and ‘Bops’, where significant recyclable waste is likely to be produced, in order to both minimise the waste produced and maximise what is recycled/reused.
* Minimise laundry collections – fortnightly.
* Make arrangements at the end of each term to recycle clothing that has been left.
* Where possible all glass products from the catering department, bar and student accommodation is sorted and recycled.

Energy Use

It is recognised by Homerton College that efficient use of energy is economically and environmentally essential. Therefore the following practices are employed:

* All new and refurbished buildings are fitted with Building Management Systems which monitor and control temperatures and airflows throughout. Where possible energy is controlled and tailored to minimise usage (motion sensored LED lighting, individually controlled energy efficient adjustable heating appliances etc).
* Air conditioning is limited to servicing rooms holding high intensity heat producing IT equipment and the Archive.
* New buildings are constructed to maximise use of structure in providing thermal insulation and low pressure under floor heating has been recently utilised to fully exploit this. Recycled and/or sustainable building materials will be used where possible.
* Sites will produced accurate gas and electricity consumption records from meter readings. Targets will be set to reduce consumption by monitoring of BMS system, CRC monitoring and billing system.
* Where practicable, the College purchases electrical appliances that have an A or B rating. In many cases, A rated products are comparably priced to lower efficiency products. Give preference to the most energy efficient and environmentally sound appliances available; this includes using energy-saving lightbulbs.
* Encouraging its staff, students and conference guests to save energy through visible reminders and information to increase awareness. This particularly concerns turning off electrical appliances when not in use in both communal and residential rooms.
* Monitoring and understanding the importance of different sources of College energy consumption, and setting appropriate and measurable targets for a reduction in certain areas of consumption and/or in the overall consumption of energy.
* Consider renewable energy and carbon-neutral energy options.

Water Management

* All water systems are managed and maintained to minimise wastage. In addition shower systems are designed to spread water efficiently and thereby cut consumption. Water usage will be monitored via meter readings and/or billing records and we will endeavour to improve upon usage. Purchasing the most efficient washing machines and other appliances available which have an economy setting as default.

Transport

* Where possible staff and students are encouraged to use cycles or public transport for commuting and any business related travel. Visitors and guests are also encouraged to arrive and depart using public transport or cycles. Bicycle racking is provided throughout the College and further sheltered bicycle racking is planned.

Conservation

* Ensuring that all cleaning products used by College staff have a minimal detrimental impact on the environment, are biodegradable and non-toxic, even where this exceeds the Control of Substances Hazardous to Health (COSHH) regulations. No products used containing bleach.

Procurement

* Give preference to products and services that are manufactured, and can be used and disposed of, in an environmentally and socially responsible way.
* Ensure that sustainability criteria are included in specifications to suppliers.
* Ensure that agreed sustainability criteria are used in the award of contracts.
* Ensure that internal purchasers regularly audit their consumption of goods and materials in order to increase and maintain usage of sustainable products and minimise waste.
* Enhance employee awareness of relevant environmental and social effects of purchases through appropriate training via induction programmes and in continuing professional development.
* Provide guidance and relevant product information to staff members to allow them to select sustainable products and services.
* Ensure non-discrimination against smaller suppliers and actively encourage their participation in tendering opportunities.
* Our sustainable food policy applies to catering outlets managed by the College but we would use our experience to spread good practice across the College.

Ongoing Practices

Gardening

* From an environmental perspective the gardens are a wonderful asset; shrubs near the road and railway line help to reduced air pollution (aiding the removal of airborne pollutants), shrubs and trees can also help to reduce noise pollution by buffering. Trees and other plants absorb carbon dioxide and release oxygen and soil erosion is decreased via plants slowing down the flow of water (allowing it to soak into the ground) and plant roots anchor soil (reducing soil being blown or washed away).
* We have several large conservation areas which are planted up with a variety of plants to encourage biodiversity and the grounds contain several undisturbed areas for wildlife.
* We have a pond area which encourages wildlife and biodiversity.
* All our green waste is recycled off site
* The trees are regularly inspected to monitor their health and maintenance work regularly carried out on them. If a tree reaches the end of its life and is felled we always replace with at least one new tree. On top of that we have (and will continue to do so) planted many new trees.
* We always plant our borders with appropriate plants for the area therefore reducing the need for extra watering and feeding.
* The minimum amount of chemicals are used in our gardens and grounds.

Porters

* Reduce the amount of printing/photocopying by using on-line data and only printing out a hard copy if required once. NO print out until weekly changes are complete and if late additions arrive only print off the amended sheet not the whole document. This will reduce ink, paper, wastepaper, shredding etc.
* Reduce costs and volume of fossil fuels, turning off lighting and heating whenever possible in unoccupied buildings.  Ensure windows and doors are closed in cold weather and automatic doors are operating correctly in winter opening so as to save energy on heating.
* Reduce use of private cars with car share scheme.  Reduce use of College taxi account, plan journey to incorporate, walk, cycle or local bus use.

Housekeeping

* Continue with current excellent recycling program.
* Continually investigate potential improved recycling and energy saving practices and implement where possible.

Building Services

The Building Services Department commit to on-going reductions in energy consumption.

* With commitment to the reduction in our carbon footprint, whilst complying with all relevant legislation and seeking to achieve beyond that wherever we possibly can.
* We will set, monitor and attain all of our objectives and targets for managing our environmental performance and budget each year, for the procurement of energy devices that will prove to reduce energy costs and Co2 emissions.
* We will use the appropriate technology for the conservation of energy.
* We will use materials from sustainable and responsibly managed sources.
* We will ensure, together with our architectural design team, that all of our buildings are constructed and operated to optimise their environmental performance.
* We will, through careful monitoring of our (Siemens Design) Building Management systems, seek to reduce our CO2 emissions.
* The Building Services Management Team will review and evaluate our performance, on an annual basis and update our programme accordingly. We will seek new initiatives and will set measurable targets for future progress.
* We will seek to reduce our energy costs and emissions each year through progressive use and installation of LED lighting and other energy saving equipment and appliances throughout the campus.

Catering

* See separate sustainability policy – (link………………………………)