

Permanently Brilliant

Environmental, Climate and Biodiversity Sustainability Policy



	Last Reviewed: 17/12/21 Next Review: 17/12/22
1. Mission Statement	
<p>Permanently Brilliant recognises that it has a social, civic and moral responsibility to our environment beyond legal and regulatory requirements. We are committed to reducing our environmental impact and continually improving our environmental performance as an integral part of our business strategy and operating methods, with regular review points. We will encourage customers, suppliers and other stakeholders to do the same as a core function of our social enterprise.</p> <p>We have declared a climate and ecological emergency and have this declaration at the heart of all our decisions, operations and purpose.</p>	
2. Responsibility	
<p>The Director, Manda Brookman, is responsible for ensuring that the environmental policy is implemented. However, any employees, or contractors, have a responsibility in their area to ensure that the aims and objectives of the policy are met.</p>	
3. Policy Aims	
<p>We commit to the following as a founding principle of all we do:</p> <ul style="list-style-type: none"> <li>• Complying with and seek to exceed all relevant regulatory requirements.</li> <li>• Putting our understanding of the climate and ecological emergency at the heart of all we do.</li> <li>• Continually improving and monitoring environmental performance.</li> <li>• Continually improving and reducing environmental impacts.</li> <li>• Incorporating environmental factors into business decisions.</li> <li>• Increasing employee, contractor and volunteer awareness and training.</li> </ul>	
4. Policies	
<p>Money</p> <ul style="list-style-type: none"> <li>• We will bank with a bank with clear ethical and pro-environmental policies.</li> <li>• We will only make investments in ethical and pro-environmental options.</li> </ul>	
<p>Food and events</p> <ul style="list-style-type: none"> <li>• We will only use local caterers, venues, businesses and services in our events, training and workshops</li> <li>• We will encourage low impact transport options to all such events, if not online</li> <li>• We will ensure no waste is created, with 100% recycling, repurposing and reuse of anything created at such events, including food</li> </ul>	
<p>Paper</p> <ul style="list-style-type: none"> <li>• We will minimise the use of paper in the office.</li> <li>• We will reduce packaging as much as possible.</li> <li>• We will seek to buy recycled and recyclable paper products.</li> <li>• We will reuse and recycle all paper where possible.</li> </ul>	
<p>Energy and Water</p> <ul style="list-style-type: none"> <li>• We will seek to reduce the amount of energy used as much as possible.</li> </ul>	

<ul style="list-style-type: none"> <li>• Lights and electrical equipment will be switched off when not in use.</li> <li>• Heating will be adjusted with energy consumption in mind.</li> <li>• The energy consumption and efficiency of new products will be taken into account when purchasing.</li> </ul>
<p>Office Supplies</p> <ul style="list-style-type: none"> <li>• We will prioritise a sharing and repurposing culture in relation to all procurement</li> <li>• We will evaluate the environmental impact of any new products we intend to purchase.</li> <li>• We will favour more environmentally friendly and efficient products wherever possible.</li> <li>• We will reuse and recycle everything we are able to.</li> </ul>
<p>IT</p> <ul style="list-style-type: none"> <li>• We will remove e-mail footers and embedded jpg's from internal and reply e-mails with trails.</li> <li>• We will use a low impact server for our website, and use an ethical and BCorp or other certification accredited tech and website service</li> <li>• We will seek, after appropriate security and data removal processes, to have IT equipment re-used rather than direct disposal or recycling.</li> </ul>
<p>Transportation</p> <ul style="list-style-type: none"> <li>• We will reduce the need to travel, restricting to necessity trips only.</li> <li>• We will promote the use of travel alternatives such as e-mail or video/phone conferencing.</li> <li>• We will make additional efforts to accommodate the needs of those walking, using public transport or bicycles.</li> <li>• We will favour 'green' vehicles and maintain them rigorously to ensure ongoing efficiency.</li> <li>• We will explore opportunities for staff to work from home, where appropriate, reducing their need to commute.</li> <li>• We will explore other alternatives to air travel, where appropriate, such as train within UK or video-conferencing overseas and have a no-fly policy across all areas of work</li> </ul>
<p>Maintenance and Cleaning</p> <ul style="list-style-type: none"> <li>• Cleaning materials used will be as environmentally friendly as possible.</li> <li>• Materials used in office refurbishment will be as environmentally friendly as possible.</li> <li>• We will only use licensed and appropriate organisations to dispose of waste.</li> </ul>
<p>Monitoring and Improvement</p> <ul style="list-style-type: none"> <li>• We will comply with and seek to exceed all relevant regulatory requirements.</li> <li>• We will continually improve and monitor environmental performance.</li> <li>• We will continually improve and reduce environmental impacts.</li> <li>• We will incorporate environmental factors into business decisions.</li> <li>• We will increase employee awareness through training.</li> <li>• We will review this policy and any related business issues at our regular meetings.</li> </ul>
<p>Culture</p> <ul style="list-style-type: none"> <li>• We will involve staff in the implementation of this policy, for greater commitment and improved performance.</li> <li>• We will update this policy at least once annually in consultation with staff and other stakeholders where necessary.</li> <li>• We will provide staff with relevant environmental training.</li> <li>• We will work with suppliers, contractors and sub-contractors to improve their environmental performance.</li> <li>• We will use local labour and materials where available to reduce CO2 and help the community.</li> </ul>

Signed  \_\_\_\_\_

Position \_\_\_\_\_ Director \_\_\_\_\_

Date \_\_\_\_\_ 17/12/21 \_\_\_\_\_