



ENVIRONMENTAL POLICY

A) INTRODUCTION

We aim to be an environmentally friendly organisation by promoting good sustainability practice, reducing the environmental impact of all our activities, and helping our members and suppliers to do the same. A culture will be fostered within LUPC that ensures all employees understand they can make a significant contribution to being an environmentally friendly organisation.

LUPC aims to be net zero, through a combination of emissions reductions, plus limited offsetting where this is not possible, by the end of 2022/2023.

This policy is to comply or exceed the requirements of environmental legislation and regulation and supports the LUPC Responsible Procurement Strategy and the LUPC Corporate Strategy.

B) PRINCIPLES

The principles of the organisation environmental policy are as follows:

- 1) To integrate sustainability considerations into all our business decisions.
- 2) To minimise the impact on the environment of all office and transportation activities.
- 3) To preferentially choose environmentally friendly products when purchasing any product used within the organisation.
- 4) To aim to reduce levels of emissions wherever possible.
- 5) To ensure that all staff are fully aware of our Environmental Policy and are committed to implementing and improving it.
- 6) To continually strive to improve our sustainability performance.

C) PRACTICAL STEPS

In order to put these principles into practice we will:

- 1) When travelling to meetings
 - a) Walk, cycle and/or use public transport to attend meetings, site visits, apart from in exceptional circumstances where the alternatives are impractical and/or cost prohibitive.
 - b) Include the full costs of more sustainable forms of transport in our financial proposals, rather than the least cost option which may involve travelling by car or air. Where the only practical alternative is to fly, we will include costs for full air fares and appropriate offsets.
 - c) Avoid physically travelling to meetings where alternatives are available and practical, such as using teleconferencing or video conferencing, and efficient timing of meetings to avoid

multiple trips. These options are also often more time efficient, while not sacrificing the benefits of regular contact with members, partners, and suppliers.

2) When purchasing equipment/consumption of resources

- a) Minimise our use of paper and other office consumables, for example by double-siding all paper used, and identifying opportunities to reduce waste.
- b) As far as possible arrange for the reuse or recycling of office waste, including paper, computer supplies and redundant equipment.
- c) Reduce levels of energy consumption. We already have a supplier that provides us with 100% renewable energy.

3) Other activities

- a) Measure our carbon emissions and reduce them year on year.
- b) Eliminate single use plastic from our premises.
- c) Encourage staff to use reusable coffee/tea cups and to cease using disposable cups.
- d) Implement an internal recycling program. Create clear signs for compost, general waste, and recycling bins.
- e) Create a volunteer day for staff. Employees will be encouraged to nominate a charity of the year, and this will be used as a team building day.
- f) Encourage staff to move towards paperless communication. Already our paper is 100% recycled, this includes kitchen and toilet paper.
- g) Invest in indoor plants for the office. This will help reduce stress and anxiety and to reduce air pollutants.
- h) Improve our buying practices for more sustainable products and to support business with a social or environmental mission.



Don Bowman

LUPC Director

May 2022

Review interval	Next review due by	Next review start
Annually	May 2023	February 2023

Version history

Version	Date	Changes	Reviewed by	Approved by
1	May 2022	various	Responsible Procurement Lead LUPC Director	LUPC Director