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| **TITLE** | **Environmental Policy** |
| **CATEGORY** | Policy |
| **REFERENCE** | HS01-P02 |
| **VERSION** | 1 |
| **DATE** | Draft |
| **REVIEW DATE** | December 2022 |

High Life Highland (HLH) is a charity registered in Scotland, formed on 1 October 2011 by The Highland Council.

Operating in the largest region in Scotland covering nearly 10,000 square miles in the north, HLH develops and promotes opportunities in culture, learning, sport, leisure, health and wellbeing across nine services throughout the whole of the Scottish Highlands, for both residents and visitors.

The region is home to stunning scenery and many natural resources.

The Charity appreciates its privileged location and fully accepts its responsibility to act in an environmentally sensitive manner.

**Introduction**

**1. Purpose of the policy**

HLH recognises that there are a number of environmental impacts associated with some of the activities and services provided to the wider community within the Highlands. HLH is committedto minimise any negative impacts by incorporating consideration of the environment into its planning, decision-making and processes.

* 1. **Objectives**

The objectives of the charity’s Environmental Policy are to:

* + To align with Scottish Government and Highland Council’s environment/net zero targets as far as reasonably practicable.
	+ Make the most efficient and effective use of all resources, encouraging its staff and customers within its community to develop a sustainable approach to the activities it undertakes.
	+ Encourage and facilitate sustainable modes of transport whilst on HLH business.
	+ Minimise its carbon emissions where viable and develop and implement effective energy and water conservation measures.
	+ Reduce overall waste production and increase the reuse and recycle component of its waste stream.
	+ Apply and review its Sustainable Procurement Policy and support the principles of fair trade.
	+ Manage its grounds and facilities in an environmentally and biodiversity-sensitive manner.
	+ Foster environmental partners to support change.

**1.2. Roles and Responsibilities**

The charity’s Chief Executive Officer (CEO) supported by the HLH Executive Team are responsible for the implementation of this policy and any associated strategy, the Environmental policy and strategy will be embedded as a key action within each HLH Service’s delivery planning processes.

The **Health and Safety and** **Environmental Compliance Committee** will monitor the charity’s environmental compliance on behalf of the Board and will review the Environmental Policy, and where required will refer environmental aspects of the charity’s activities, as appropriate, to the HLH Board. From time-to-time, the Committee’s monitoring role may be supported by external advisors as deemed appropriate.

The Health and Safety and Environmental Compliance Committee is supported by the **Executive Team.** Theoverall responsibility of the Committee sits within Corporate Services with day-to-day delivery being undertaken by the **Principal Estates Manager**. The Principal Estates Manager will recommend specific areas of environmental performance, they will also undertake monitoring that will be reported to and scrutinised by the Health and Safety and Environmental Compliance Committee, this committee will in-turn report annually to the HLH Board.

The charity also has a number of departments and officers with special responsibility for implementing aspects of its Environmental Policy. These include the **Estates Manager, Heads of Service, Finance Department** and **Operational Management.**

The **HLH staff and customers** are key partners in improving the charity’s environmental performance. Appropriate environmental-related training will be identified and offered to staff to support them in enacting this policy.

1. **Policy implementation and corporate commitment**

**2.1.** In accordance with our commitment to **‘best environmental practice’**, as articulated in the HLH Environmental Strategy, the charity will undertake the following activities in order to promote effective environmental management:

* Identify the environmental aspects of HLH operations and develop mechanisms to monitor and mediate the significant impacts of these.
* Identify and implement best practice to improve environmental performance supported through training and guidance for HLH’s staff and wider community of users, as appropriate.
* Use best practice in our implementation of activities.
* Use best practice in engagement with the charity’s staff, community, neighbours, and business partners to progress environmental awareness, initiatives and exchange ideas and activities that improve the performance of all.
* Monitor and report on the charity’s progress towards best environmental practice.
* Promote awareness across the organisation and wider community of the need to achieve sustainable use of resources for the benefit of HLH and society as a whole.
* Ensure that we are compliant with legal requirements and can demonstrate our compliance through appropriate procedures and management information.

**Version history**

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| --- | --- | --- | --- | --- |
| **Version** | **Title** | **Status\*** | **Date** | **Notes** |
| 1 | Environmental Policy | Created | December 2021 |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |
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**\*Status Key**

Created = a new policy

Updated = previous version retained with amendments/additions

Reviewed = existing version considered to need no amendments/additions

Archived = No longer required