

## Environmental Policy

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## Environmental Policy

### Document Control / History

Revision No	Reason for change
2	Updated and reviewed
3	Updated and reviewed, removed references to sustainability and waste
4	Reviewed

### Consultation

Estates and Facilities Director

Estates Manager

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To be read in conjunction with any policies listed in Trust Associated Documents.

### Introduction

- 1.1 With growing concern about environmental issues within society and increases in legislation, environmental management within the NHS is essential. The NHS also has mandatory targets to reduce its carbon footprint, including a 28% reduction of 2013 levels by 2020 and an 80% reduction of 1990 levels by 2050. The Medway NHS Foundation Trust recognises that due to both the scale and diversity of its operations it has a significant impact upon the environment and is committed to continually improving its environmental performance. This policy details the principles upon which this improvement will be made and establishes clear roles and responsibilities of Trust staff.

### Purpose / Aim and Objective

- 2.1 Ensure compliance with all applicable environmental legislation and any other requirements.
- 2.2 Take actions to reduce the amount of energy and water consumed within the Trust. Areas where savings can be made should be identified and prioritised and improvements made.
- 2.3 Increase the environmental awareness of staff via the intranet, global emails, internal staff magazine, poster campaigns and staff talks.
- 2.4 Have a team of Energy/Carbon Champions across the Trust who can act as a source of information for colleagues and can provide feedback to the Energy and Environment Manager (Energy and Environment Team).
- 2.5 Include energy efficiency considerations within the minimum specifications for new projects and identify and manage potential environmental impacts during the planning stages of any works.

### Definitions

#### 3.1 Environmental awareness

- 3.1.1 This means having an understanding of how the activities of the Trust have the potential to have an effect on the environment. For example the energy and water we use the waste we produce and the car journeys undertaken as a result of our operations all impact upon our environment.

#### 3.2 Carbon footprint

- 3.2.1 The burning of fossil fuels (e.g. gas, petrol) releases gases, including carbon dioxide, into the atmosphere, a process that drives climate change. Direct or indirect production of carbon dioxide associated with Trust activity contributes to the organisations carbon footprint, the amount of carbon dioxide produced during a year. The larger our footprint, the more damage we are doing to our environment.

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### (Duties) Roles & Responsibilities

- 4.1 Chief Executive
  - 4.1.1 The Chief Executive has overall responsibility for ensuring compliance with legislation and for the responsible use of Trust resources.
  - 4.1.2 The Chief Executive delegates authority to other employees within the Trust to provide, manage and implement procedures.
- 4.2 Director of Estates and Facilities
  - 4.2.1 The Director of Estates and Facilities is the Executive Lead for the Estates department.
- 4.3 Head of Capital & Estates Compliance
  - 4.3.1 Ensures that the Trust includes environmental considerations within the minimum specifications for new projects.
- 4.4 Head of Estates
  - 4.4.1 Ensures that the Trust is compliant with all current energy and water regulations.
- 4.5 Energy and Environmental Manager
  - 4.5.1 Ensures that energy and water use across the site is monitored.
  - 4.5.2 Ensures that areas for potential energy and water savings are identified and that actions to make savings are recommended for investment consideration.
- 4.6 Senior Sisters/Departmental Managers
  - 4.6.1 Ensure that all staff are aware of and comply with this policy.
- 4.7 All Employees
  - 4.7.1 All staff must use energy and water responsibly.
  - 4.7.2 All staff must bring any shortcomings they are aware of to the attention of their managers.
- 4.8 Co-operation and Co-ordination with other Employers
  - 4.8.1 The Medway NHS Trust operates a multi-occupancy site with the employees of other organisations and contractors working within premises under its control. This may be on a permanent or temporary basis.
  - 4.8.2 Employees of the Medway NHS Trust also work within premises under the control of other employers. Where either is the case, the Trust shall;
    - Co-operate with the other employers concerned so far as necessary to enable them to comply with the relevant statutory provisions.

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- Take all reasonable steps to co-ordinate the measures taken to by the Trust to comply with relevant statutory provisions, with the measures taken by the other employer.

### RELEVANT LEGISLATION, STANDARDS & GUIDANCE

5.1 The following pieces of legislation require us to monitor and report on our energy use and encourage organisations to reduce consumption.

5.1.1 Climate Change Act 2008

5.1.2 The CRC Energy Efficiency Scheme Order 2010

5.2 The following standards and guidance require us as to monitor, report on and/or consider our energy and water consumption and waste production.

5.2.1 The Estates Returns Information Collection (ERIC). Mandatory NHS Estates and Facilities reporting, allowing our efficiency to be compared with other Trusts.

5.2.2 SDU (Sustainable Development Unit) (2009) Saving Carbon, Improving Health: NHS Carbon Reduction Strategy for England. Guidance from the SDU for reducing our carbon footprint in line with legislative requirements.

5.2.3 SDU 2014 document Sustainable, Resilient, Healthy People and Places

5.2.4 Trust Annual Report.

### Monitoring and Review

What will be monitored	How/Method/Frequency	Lead	Reporting to	Deficiencies/ gaps Recommendations and actions
Policy review	Every three years	Author	Director of Estates and Facilities	Any legislative changes updated as & when they occur would be implemented within the policy.
Energy consumption and spend	Monthly using meter readings and bills	Environment Manager	Director of Estates and Facilities	Energy and Environmental Manager with input from any departments / areas that are identified as needing action.
Water consumption and spend	Monthly using meter readings and bills	Energy and Environmental Manager	Director of Estates and Facilities	Energy and Environmental Manager with input from any departments / areas that are identified as needing action.
Implementation of projects for energy reduction	Through the continuous review of site activities	Energy and Environmental Manager	Director of Estates and Facilities	Energy and Environmental Manager with input from any departments / areas that are identified as needing action.

### Training and Implementation

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7.1 N/A

### Equality Impact Assessment Statement & Tool

All public bodies have a statutory duty under The Equality Act 2010 (Statutory Duties) Regulations 2011 to provide “evidence of analysis it undertook to establish whether its policies and practices would further, or had furthered, the aims set out in section 149(1) of the [Equality Act 2010]”; in effect to undertake equality impact assessments on all procedural documents and practices. Authors should use the Equality Impact Toolkit to assess the impact of the document.

In the first instance this will mean screening the document and, where the screening indicates, completing a full assessment. The Toolkit can be found on the Trust website <http://www.medway.nhs.uk/our-foundation-trust/publications/equality-and-diversity/equality-impact-assessments/>

A document will not be considered approved until the author has confirmed that the screening process has been carried out and where required a full impact assessment has been completed. Where a full assessment is completed this should be submitted along with the document for approval.

### References

Document	Ref No
<b>References:</b>	
<b>Trust Associated Documents:</b>	

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