

## **Community Transport Waltham Forest**

### **Environment Policy**

Community Transport Waltham Forest provides a group transport service and related services to a broad range of community organisations, and public sector clients in Waltham Forest.

Community Transport Waltham Forest (CTWF) accepts responsibility for the effect its operations have on both the local and global environment and is committed to reducing them. CTWF has developed and introduced practices that are friendly to the environment and society to demonstrate that we:

- Taking the lead in promoting good practice
- Are saving money by using resources more efficiently
- Have sustainability policies in place to potential sources of grant aid
- Minimising our demands on the earth's resources
- Measuring our impact on the environment and set targets for on going improvement
- Complying with all relevant legislation

In order for CTWF to conduct business in the most sustainable way we have:

- The commitment of senior management and our management committee to a sustainable approach to managing our services
- Assigned responsibility for sustainability to the Director
- Set challenging but achievable targets –and we will report on progress
- Worked with funders, supporters, suppliers, our users, and other voluntary organisations to develop good practice.
- Taken action now and plan to take more in the future to limit our impacts on the environment
- Provided relevant training for key staff and volunteers.

The actions we will take are

- Use less
- Check on the social impacts of purchases
- Acquire goods that are made from recycled materials, come from sustainable sources or use less energy when is use.
- Throw away less and send waste to recycling or reuse

The principle activities to achieve this include:

- Minimising the environmental impacts of our transportation services through our methods of vehicle and fuel selection
- Reducing, re-using and recycling waste
- Conserving energy, water, paper and other resources efficiently
- Reducing paper use printing double sided, reuse paper, materials where possible.
- Use our own buying power to reduce social and environmental impacts when procuring office supplies, energy, accommodation, venues, food ,etc by choosing recycled, fair trade, or local or sustainably produced products.
- Meet or exceed all the environmental legislation that relates to the organisation
- Use an accredited programme to offset the greenhouse gas emissions generated by our activities.

All our staff have been made aware of our policy and it is also made available to our customers and users via our website.

The director of CTWF is responsible for ensuring the policy is carried out in practice. We will review the policy annually and set ourselves new targets and actions each year.

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_