



## ENVIRONMENTAL POLICY

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### A) INTRODUCTION

This policy aims to comply with, and in some cases exceed, the requirements of environmental legislation and regulation in the UK and supports the LUPC Responsible Procurement Strategy and the LUPC Corporate Strategy.

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 is fostered within LUPC that ensures all employees understand they make a significant contribution to being an environmentally friendly organisation.

### B) PRINCIPLES

The principles of the organisation environmental policy are as follows:

- 1) To integrate environmental sustainability considerations into all of 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.
- 7) To influence and support our members and framework suppliers towards continuous improvement in environmentally sustainable practices.

### C) PRACTICAL STEPS

To put these principles into practice we will:

- 1) Measure our carbon emissions.
- 2) Develop a Carbon Reduction Plan in line with [PPN 06/21](#) guidance.
- 3) Report on our carbon emissions on an annual basis.
- 4) Purchase carbon offsets to mitigate those emissions we are not able to reduce, limiting offsets to the absolute minimum in line with the constraints of the organisation.
- 5) Make improvements year on year towards setting a validated, science-based net zero target, realising near term goals by 2035 and the long term target by 2050.
- 6) 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. Travel companies will be requested to provide this service as part of their agreement.

- 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.
- 7) 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.
- 8) Other internal activities:
- a) Eliminate single use plastic from our premises.
  - b) Encourage staff to use reusable coffee/teacups and to cease using disposable cups.
  - c) Implement an internal recycling program. Create clear signs for compost, general waste, and recycling bins.
  - d) Encourage staff to move towards paperless communication. Already our paper is 100% recycled, this includes kitchen and toilet paper.
  - e) Invest in indoor plants for the office. This will help reduce stress and anxiety and air pollutants.
  - f) Improve our buying practices for more sustainable products and support business with a social or environmental mission, e.g., FairTrade, GOTS, B Corp.
- 9) Influence continuous environmental sustainability improvements:
- a) Assess framework agreements for environmental impact
  - b) Include reasonable requirements of suppliers, in line with public procurement regulations to drive ongoing environmental measures and improvements
  - c) Review supplier progress towards continuous improvement in environmental sustainability
  - d) Offer supplier support programmes to achieve continuous improvement in environmental sustainability in line with allocated budgets and available expertise.
  - e) Offer member support programmes to achieve continuous improvement in environmental sustainability.



Don Bowman

LUPC Director

October 2023

Review interval	Next review due by	Next review start
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Annually	October 2024	June 2024
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**Version history**

<b>Version</b>	<b>Date</b>	<b>Changes</b>	<b>Reviewed by</b>	<b>Approved by</b>
1	May 2022	-	Responsible Procurement Lead LUPC Director	LUPC Director
2	October 2023	various	Responsible Procurement Lead LUPC Director	LUPC Director