

## **Environment Policy**

### **Our Aim**

Torpoint Town Council is firmly committed to the principles of sustainability and cares for the environment through its own practices and by encouraging others. The Council recognises that its activities impact upon the environment through its routine internal operations, its infrastructure development and its influence on the wider community. We will endeavour to be as conscientious as possible about conservation, use of resources and recycling, having adopted a Climate Emergency Action Plan at the August 2022 council meeting.

### **Policy**

The Council will keep aware of the environmental regulations that apply to its business and ensure that its legal obligations are met. The Council will operate suitable procedures and systems in order to reduce the amount of waste going to landfill and look at ways to limit its environmental impact. The Council will communicate this policy to staff and Members through typical channels such as team meetings, work planning, website and social media. It will encourage suggestions of ways to reduce the environmental impact. The Council will minimise the amount of commercial waste being produced per employee and waste going to landfill, and encourage environmentally-friendly ways of working through its processes, such those listed below:

### **General**

- Maximise energy efficiency e.g. through use of LED light bulbs, insulation of pipes and regular monitoring of temperature levels in all premises
- Source materials and services locally where possible
- Consider the durability and end-of-life disposal implications of products before purchasing
- Find ways to reduce water consumption and checking for leaks
- Promote and use local recycling initiatives
- Turn off machinery, electrical appliances and lights when not in use
- Minimise travel and encourage car sharing
- Ensure suppliers and contractors are aware of our environmental policy
- Dispose of waste properly to prevent pollution or harm
- Carry out energy audits of Council Chambers building and Library and Community Hub and take appropriate action
- Use of recycling bins at the Council Chambers building and Library and Community Hub

### **Office and Administration**

- Purchase paper with a minimum of 80% recycled ingredients
- Only print/photocopy when necessary and recycle waste paper
- Use both sides of paper whenever possible
- Print the required number of newsletters as is necessary and utilise spare copies in the Library and Community Hub
- Recycle used equipment where possible
- Use email or telephone in preference to the postal service

## **Management and maintenance of outdoor amenities**

- Use recycled materials where appropriate
- Use sustainable energy sources where appropriate
- Assess chemicals used (e.g. cleaning/gardening) and ensure their appropriate safe disposal
- Minimise use of harmful pesticides
- Compost and shred garden waste
- Minimise use of peat based composts
- Encourage the creation and protection of wildlife habitats
- Review ground maintenance regimes to improve biodiversity

Date: June 2025

Next Review Date: June 2027

© Copyright 2019 (SLCC)

The Society of Local Council Clerks is a company limited by guarantee and registered in England and Wales with company registration number 10566132.  
Registered office: 8, The Crescent, Taunton, Somerset TA1 4EA.