

Citizens Advice Tameside Environmental Policy

At Citizens Advice Tameside we know that to build a healthy and prosperous organisation, we need a healthy environment. The bureau is therefore committed to identifying and tackling the environmental impacts of operations and services, and influencing others to do the same; prioritising areas where we can make the most impact. This is about more than one-off actions; it's about ensuring we have an environment that allows us, our children and our grandchildren to prosper.

We have already made a good start, implementing a wide range of waste, energy and business travel improvements. An Environmental Management System has been adopted to make sure environmental considerations are consistently put at the heart of how we operate.

This policy covers bureau premises managed and occupied by employees, and cuts across all services.

The bureau will continually improve environmental performance and deliver value for money across these areas by:

- Through our cooperative approach, taking the lead whilst encouraging and influencing others to do their bit so that the whole community can realise the benefits of excellent environmental stewardship.
- Complying with, and where possible exceeding, the standards set by environmental legislation, permits, codes of practice, audited awards, and voluntary agreements.
- Integrating environmental considerations as a key aspect of the process of policy and strategy development.
- To maximise waste management performance through the continued implementation of viable waste reduction, reuse and recycling initiatives. Preventing pollution at source through training, measurement and good management.
- Reducing carbon emissions from buildings and transport in line with local, regional and national targets, saving energy, supporting community renewable energy projects, and minimising climate change impacts. We are dedicated to achieving Net Zero emissions by 2050, adhering to the principles of the Science-Based Target Initiative.

In order to reduce our carbon footprint we will:

- As part of our core offer to clients to provide Advice in improving the energy efficiency of clients homes
- Encourage walking and cycling as an option for staff and volunteers
- Reduce usage of single use plastics, by encouraging staff and volunteers to have reusable containers and use the refill stations

- Encourage staff and volunteers to use public transport, or car sharing, where possible
- Encourage recycling within the office where practical
- We will buy, use, and dispose of goods in a sustainable way so that our collective decisions do not add indirectly to the burden of climate change
- Ensure all staff and volunteers are aware of energy saving within the office environment through prudent use of lighting and heating and minimise water usage in all our locations
- Where possible encourage the use of local, nearby supplier's/supply chain to reduce carbon footprint
- Optimising water use and cutting wastewater discharges through monitoring and reduction initiatives.
- Implementing our social value procurement policy.
- Identifying measures to promote biodiversity opportunities within the bureau and the borough through partnership working between public, private and third sectors.

Adopted: January 2023

Reviewed: July 2023

Reviewed: July 2024

Reviewed: July 2025

Reviewed: July 2026