

## Volunteers - Environmental Policy

Version Number	1
Date of Equality Impact Assessment	17/12/15
Date approved by HWWB Board	07/03/16
Author	Jo Karasinski
Date Implemented	07/03/16
Last revised	
Next revision due	07/03/18
Volunteer Training delivered	As per Volunteer training timetable
<p>The policy on the HWWB website is the only policy that is updated. Please note that it is the individual HWWB staff, board member or volunteer to ensure that they are reading the most current version of this policy. This can be done by checking the version number shown above against the version number of the policy filed here: <a href="http://www.healthwatchwestberks.org.uk">www.healthwatchwestberks.org.uk</a></p> <p><b><u>If required this policy can be supplied in different formats</u></b>  <b><u>Tel: 01635 886 210 or email: <a href="mailto:contact@healthwatchwestberks.org.uk">contact@healthwatchwestberks.org.uk</a></u></b></p>	

### Responsibilities

**1 HWWB Board**

Have overall responsibility for volunteers within HWWB

**2 HWWB Chief Officer (CO)**

HWWB Board have delegated to the HWWB CO the responsibility for developing policies and procedures for volunteering at HWWB and to ensure these are implemented effectively.

**3 HWWB Staff and volunteers**

All HWWB staff and volunteers are required to read and implement the policies and procedures.

## Volunteers - Environmental Policy

### 1. Environmental Statement

HWWB believes that organisations are responsible for achieving good environmental practice and operating in a sustainable manner. We recognise that our activities have an impact on the environment in terms of the use of raw materials, emissions to air and water and waste generation, and seek to minimise this as far as is reasonably practicable.

### 2. Environmental Commitments

HWWB is committed to:

- compliance with all environmental legislation, regulations and codes of practice relevant to the sector in which it operates
- continual improvement in its environmental performance
- preventing pollution

### 3. Environmental Objectives

It is HWWB policy to:

- make efficient use of natural resources by conserving energy and water, minimising waste and recycling where possible
- meet its duty of care requirements in relation to waste by compliance with SeAp's (responsible body) directions as to safe keeping of waste and waste disposal
- use recycled materials wherever these can be commercially justified
- keep transport use to a minimum
- chose suppliers who are able to demonstrate they recognise and reduce the environmental impact of their products and transportation

### 4. Policy Implementation and monitoring

- the HWWB board mandates Andrew Sharp, Chief Officer to take executive responsibility for taking forward and implementing this policy.
- Jo Karasinski, Development Officer, is responsible for ensuring volunteer awareness of environmental issues and compliance.

- this policy will form part of the induction process for new volunteers and training updates will be given when required on changes to legislation
- HWWB will review this policy on an annual basis, taking account of any changes within legislation, our organisation and other factors.
- HWWB will make this policy available when requested to do so to interested parties including members of the public.

## Equality Impact Assessment Form

Screening determines whether the policy has any relevance for equality, i.e. is there any impact on one or more of the protected characteristics as defined by the Equality Act 2010. These are:

- Age
- Disability
- Gender Reassignment
- Marriage and Civil Partnership
- Pregnancy and Maternity
- Race
- Religion or belief (including lack of belief)
- Sex
- Sexual Orientation

1 Name of policy/procedure being assessed:	HWWB - Policies - Volunteers - Environment
2. Is this a new or existing policy/procedure?	New
3. What is the function of the policy/procedure?	To guide board members and volunteers on the procedures HWWB has in place in respect of protecting the environment
4. What is it trying to achieve and why?	Ensure volunteers understand HWWB approach to environmental issues
5. Who is intended to benefit and how?	Volunteers - understand the measures HWWB has put into place to protect the environment as far as possible.
6 Is there any potential for differential impact (negative or positive) on any of the protected characteristics?	No
7. Is there any possibility of discriminating unlawfully, directly or indirectly, against people from any protected characteristic?	No
8. Could there be an effect on relations between certain groups?	No
9. Does the policy explicitly involve or focus on a particular equalities group i.e. because they have particular needs?	No
Signed - Signature: Jo Karasinski Name: JO KARASINSKI Position: Development Officer Date: 17/12/15	

HWWB - Policies - Environmental Policy

