

Environmental Management

1.0 Purpose

NCHA are committed to environmental management and to fully complying with all relevant legislative and good practise guidance. This is shown by having an environmental policy and strategy approved by the board and having staff specifically employed to progress our environmental position: the Energy and Environmental Services Co-ordinator. A recent strategy planning day for Supported Housing voted environmental issues the number one issue to work on and for Housing with Care and Support to address further.

HWCS are further committed to environmental management by working towards achieving the British Standard Institute BS EN ISO14001:2004 standard in Environmental Management Systems. A management representative has been appointed who is responsible for implementing the system and integrating it into the existing Quality Management System. This person will also carry out the reviews required and ensure that any issues are brought to the attention of top management. The scope of the proposed registration will be the Direct Provision of Housing With Care and Support and it is anticipated that all directly managed projects will be included within the 14001 registration.

2.0 Supporting Documentation:

<http://www.ncha.org.uk/Energy/default.aspx>

http://www.energysavingtrust.org.uk/uploads/documents/housingbuildings/ha_energy_strategy_nottingham_cs.pdf

3.0 Background

NCHA's Health and Safety Policy includes the following statement:

Environmental Management

It is our policy to do all that is reasonably practicable to:

- *Maintain current and reliable information on the environmental impact of the goods and services that we supply and make this available on demand to enable our clients to make informed choices.*
- *Understand the sensitivities of our clients, including the pressures of growing and changing statutory and public concern about environmental issues, and assist them in complying with environmental best practice.*
- *Identify opportunities to reduce any environmental impact of our activities at an early stage and adopt these changes where appropriate.*

- *Communicate our environmental performance both within the Association and to the external community.*
- *Raise staff awareness of environmental issues and promote individual good practice.*
- *Require our suppliers to provide goods and services with the minimum adverse environmental impact, and give preference to environmentally aware suppliers whenever possible.*
- *Ensure that we purchase goods and materials which comply fully with UK government and EU legislation and recognised environmental best practice.*
- *Make efficient and environmentally responsible use of energy, water and other natural resources.*
- *Take all reasonable steps to prevent pollution of both the local and wider environments.*
- *Employ sound waste management practices.*
- *Develop and maintain emergency procedures to deal effectively with any significant environmental hazards which may arise as a result of our activities.*
- *Recycle equipment, waste products, and redundant items and reduce the consumption of consumables.*
- *Use, store, control and dispose of hazardous materials in line with the best environmental practices.*
- *Employees are asked to co-operate in the operation of this policy and make a positive contribution to environmental protection by making themselves aware of the Association's environmental policy and complying with the control measures in place.*

NCHA's Sustainability Strategy will be the driver for improving NCHA's environmental performance. It will be geared towards the nature and scale of the environmental impact of the association's activities, products and services.

What NCHA wants to achieve through the Sustainability Strategy:

- Obtain real benefits for tenants through the affordable warmth aims of the strategy, in compliance with the government's drive to eradicate fuel poverty.
- Improve external partnerships; NCHA will work with contractors, suppliers and other partners to improve environmental performance when working for the association. Raise awareness by encouraging actions aimed at improved sustainability practices.
- Enhance environmental performance. Research approaches including products to assist in delivering energy efficient and sustainable developments. Act to reduce the impact of carbon emissions on climate change in accordance with the UK's commitment to the Kyoto Protocol. The association can play a key role in helping to reduce the carbon emissions produced directly from fossil fuel. This will include the efficient use of energy and water in all of the association's buildings. In addition, travel will form part of the strategy to reduce the amount of fuel used by vehicles on association business and staff's travel to work patterns.
- Better management, efficiency and value for money. Research schemes to effectively comply with the requirements of Ecohomes (very good and excellent), Decent Homes standards, The Client's Charter and the Code for Sustainable Homes.

- Research funding opportunities to deliver statutory requirements relating to energy efficiency and sustainability
- Build on NCHA's reputation for innovative environmental work. To generate opportunities to market and promote NCHA (and Longhurst) via newsworthy work in the energy and sustainability fields. Identify at least one scheme annually to seek grant monies to fund and deliver an innovative renewable development scheme to deliver energy efficiency and carbon emission reductions.

4.0 Details

4.1 Legal and good practice implications

NCHA's Environmental Services Co-ordinator ensures that NCHA is up to date with legal requirements and developments by getting up to date information from the following sources:

National Energy Action, East Midlands Rural Assembly, East Midlands Development Agency, House mark (online newsletter), Government Office in the East Midlands, Centre for Alternative Technology, Hockerton Housing Project, Housing Corporation, Energy Saving Trust and the netregs website. NCHA also gets National Housing Federation briefing notes and briefing notes from Anthony Collins, our solicitors.

For related issues, NCHA has a Workplace Health and Safety Adviser. To assist, advise and update us on safety matters, the company Safety Measures are employed to give us Information, Instruction and Training, particularly in the event of changes in law or new legislation.

Our Workplace Health and Safety Adviser keeps abreast of legislation by subscribing to Croners, Indicator Limited and Safety Practitioner Publications.

Main effects on the environment: NCHA's work interacts with and affects the environment mainly through building, purchases, utility usage, staff transport and disposal of waste.

4.2 Awareness

NCHA's Energy and Environmental Services are advertised on NCHA's website: <http://www.ncha.org.uk/Energy/default.aspx> . Associated ebrieffs by which environmental issues are promoted to staff are also sent out.

The Health and Safety policy and so the environmental policy are covered in block induction and all staff sign and return a slip to show they have read and understood the policy. There is also a session within NCHA's corporate induction on our environmental management, given by our Energy and Environmental Services Co-ordinator which covers this policy.

Service users in our accommodation are offered an Energy Efficiency Leaflet as part of their Housing and Contracts Management sign up process.

Stakeholders are informed electronically of our environmental initiatives via our magazine [Forefront](#).

Our Energy and Environmental Services Co-ordinator gives talks to external agencies about the energy/environmental work at NCHA.

4.3 Other

Substances hazardous to health and clinical waste arising at projects are covered by our health and safety policies.

Recycling: A system for recycling plastic bottles, cans and tins, paper (in offices) and printer cartridges has been introduced to the three main offices at NCHA.

Advice: Advice and “turn it off” stickers can be obtained from our Energy and Environmental Services Co-ordinator.

Procurement: NCHA has a procurement champions group, who have agreed that environmental issues will be considered as part of the tendering process.

Waste electrical equipment: In line with the WEE (Waste electrical equipment) regulations, as a business that disposes of waste electrical equipment we need to ensure that our electrical waste goes for recycling. Head Office have a skip for the disposal, collection and recycling of waste electrical equipment. At projects, larger items should be removed by the suppliers of the replacement, small items can be brought to the Head Office skip at a time convenient to the project.

Service users can get energy saving light bulbs from the Maintenance Department.