



Environmental Policy

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Version 1.6
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1. Introduction

At Colchester Borough Homes we recognise that good environmental management must be an integral part of our operations and activities.. This policy statement makes a commitment from us to endeavour to maintain a continual and measurable improvement to the aspects of our environmental performance and reducing our own environmental impact, whilst maintaining economic viability.

There are several pieces of legislation that we must abide by including but not limited to: the Environmental Protection act 2021, The waste (England & Wales) (Amendment) Regulations 2012, the Controlled Waste (England & Wales) regulations 2012, the Special Waste Regulations 1996 and the Control of Substances Hazardous to Health Regulations 2002

2. Environmental arrangements

We are:-

- Using an Environmental Management System and a management structure that recognises its responsibilities to maintain that system.
- Complying with or exceeding all environmental, legal, and other requirements.
- Adopting principles of best practice and best technology wherever possible.
- Conserving energy and other natural resources by adopting energy saving measures in all areas under our control.
- Maintaining a procurement strategy that reflects best environmental practice whilst at the same time reducing usage of resources such as paper within our offices so far as practicable.
- Reducing the amount of waste produced within our operation so far as is practicable.
- Ensure waste that we do produce is disposed in a manner that reflects best environmental practice.
- In order to upgrade our housing stock leading to a reduction of fuel poverty for our residents, we adopt a holistic approach to sustainability through striking a balance between the three pillars of sustainability, environmental, social, and economic. (See the Colchester Borough Council Asset Management Strategy, 2022 – sections 8 & 9 for further detail).
- Sharing our knowledge and expertise of Low Carbon Technologies with other Social Enterprises.
- Active members of national energy savings, renewable energies, and low carbon technology groups to learn of and to apply best practice to our endeavours.

- Ensuring staff are reporting internally, using the Colchester Borough Homes electronic system, any environmental incidents or near misses.
- Ensure environmental incidents, near misses and actions taken are detailed in health and safety reports to Directors and Senior Managers plus shared at the Health and Safety forum.

3. Roles and responsibilities

3.1 As an organisation Colchester Borough Homes will:

- Monitor and continually improve our environmental performance
- Meet the requirements of all environmental compliance obligations relevant to the organisation
- Provide staff with training in respect to their environmental roles and responsibilities
- Minimise the impact our day-to-day activities have on the environment
- Undertake an audit of the environmental legislation and compliance register annually

3.2 Senior managers, heads of service, managers will:

- Always comply with Colchester Borough Homes environmental procedures and identify and implement any procedures relevant to their area of responsibility.
- Ensure that work related hazards are identified, suitable and sufficient risk assessments are undertaken, and appropriate control measures put in place to manage associated risks.
- Ensure that they and their staff have sufficient information, instruction, training, and supervision to complete working tasks safely.
- Ensure that any safe working procedures are appropriately maintained.

3.3 All colleagues will:

- Ensure resources are used efficiently and complete working activities in a responsible way being aware of impacts to the environment
- Follow Colchester Borough Homes policies and procedures
- Complete any training relevant to their role
- Take reasonable care of their own health and safety and others who may be affected by their working activities.

4. Training

All colleagues are required to complete the following training courses during induction and in line with mandatory training programme requirements

- Control of Substances Hazard to Health E-Learning modules
- Sharps awareness

5. Supporting documents

In order to comply with Colchester Borough Homes approach to managing the risks associated with the environment and achieve the standards set out above, additional environmental documentation is available on SharePoint as listed below.

Principal Environmental Documents	
ENV002	Environmental Legislation Register and Compliance Register 2018
ENV003	Environmental Manual 2015
ENV004	Environmental Aspects & Risk Assessments 2018
ENV006	Site Waste Management Plan - Golbeck's Road 2013
ENV007	Environmental Responsibilities Organogram 2015

Document control sheet

Title	CBH Environmental Policy					
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Document amendment history

Version	Type	Date	Brief description of changes
1.0	New	January 2007	New policy
1.1	New version	January 2011	Reviewed and resigned - no changes required
1.2	Minor revision	January 2013	Reviewed following BSI assessment - additional paragraph added
1.3	Minor revisions	July 2013	Formatted in CBH Corporate format
1.4	Minor revisions	October 2015	Reformatted in CBH Corporate format. Minor updates to document references.
1.5	Minor revisions	December 2018	3-year review, some change to wording so as to more accurately reflect CBH environmental procedures.
1.6	Policy review	December 2021	3-year policy review and update, references to ISO standards removed.