**Environmental Policy**

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| --- | --- | --- | --- |
| **Author/Owner** | Operations Director | | |
| **Equality Impact Assessment** | Yes | Date: | |
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| **Approved by** | Managing Director | | Date: 22/10/2024 |
| **Distribution** | Barnsley Hospital NHS Foundation Trust – intranet  Please note that the intranet version of this document is the only version that is maintained.  Any printed copies must, therefore, be viewed as “uncontrolled” and, as such, may not necessarily contain the latest updates and amendments. | | |

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1. **Introduction**

Barnsley Facilities Services (BFS) aims to minimise environmental damage and promote environmentally friendly practices.

The NHS produces 18 million tonnes of CO2e (Mt CO2e) each year, representing 25% of England’s public sector emissions. In 2019, the UK became the first major economy to commit to net zero by 2050. In 2020, the NHS set out its intent to support this ambition through its ‘Delivering a ‘Net Zero’ National Health Service’ report. The report sets a clear target for achieving a net zero health service for direct emissions by 2040 and indirect emissions by 2045.

**2.0 Objective**

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| BFS will comply with legislation designed to protect the environment and will actively promote practices to minimise any environmental damage that the BFS Business could cause. |
| BFS aims to:   * Reduce CO2 emissions from its buildings in line with the Delivering a ‘Net Zero’ NHS as described within the Trust-approved Green Plan 2022-2027. * Construct sustainable healthcare buildings to reduce waste, energy, and resource use; save money, reduce negative environmental impacts, and benefit health. * Purchase materials locally (where practical) benefiting local businesses, reducing traffic, air pollution and transportation costs. * Develop the Good Corporate Citizenship model. * Work with appropriate local authorities and organisations to develop joint initiatives. * Improve the environment of the occupied buildings, with the result of increasing patient and staffs’ well-being. * Obtain and maintain BS EN ISO 14001:2015 accreditation |

**3.0 PROCEDURE/GUIDELINES/PROCESS**

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| **Statutory Requirements** |
| BFS recognises the importance of legislation, which is designed to preserve the environment, and in particular, the Environmental Protection Act 1991. |
| Particular attention will be paid to the requirement to meet the Environmental Protection Act and Duty of Care requirements for the safe collection and disposal of waste. (See Waste Management Policy). |
| BFS will minimise the volume of waste generated by its activities. Whilst maximising opportunities presented by the Waste Hierarchy (Prevent, reuse, recycle, recovery and disposal)  Legislation other than E.P.A. 1991 has significant impact upon the environment, for example, the Control of Substances Hazardous to Health (C.O.S.H.H.) and Noise at Work Regulations. BFS will ensure that it complies with any such statutory requirements. |
|  |
| **The Environment and Energy** |
| BFS, wherever possible, will work in the spirit of the BHNFT Green Plan and Decarbonisation plan and principles established within. |
|  |
| **Waste Management** |
| See Waste Management Policy in the Organisational Policies Manual for details of our waste management actions taken to minimize the environmental impact generated by activities conducted. |
| **Procurement** |
| The Procurement Strategy will incorporate within its brief sustainable procurement as a key requirement of the department’s objectives. |
| Specifications of materials and products used by the Trust / BFS, will consider their use's impact on the environment. |
| The procurement process will include, within its evaluation criteria, considerations that have  an impact on the environment, sustainability, and whole life cycle costs. |
| **Grounds and Gardens** |
| The grounds and gardens of the Hospital will be maintained to have the most beneficial environmental impact possible, whilst considering health, safety, and appearance expected appropriate to the setting. |
| Products used to maintain the grounds and gardens will be the most environmentally friendly as possible.  Identify and implement means of ensuring biodiversity exists within the grounds. |
| **Buildings** |
| All new buildings and developments will be designed as far as practicable, with environmental consideration in mind.  Ensuring compliance with building control / CDM regulations with consideration given to future proof installations to ensure Net Zero objectives are achieved. |
| As part of the environmental considerations of buildings, the Trust / BFS will ensure that energy saving features is part of the design. |

**4.0 Roles and responsibilities**

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| **BFS Managing Director**  Overall responsibility for ensuring compliance with all statutory regulations and guidance related to environmental management, energy management and sustainability. The accountability implementation of these is devolved to Operations Director. |
| **BFS Operations Director**  Has overall responsibility for good corporate citizenship and sustainability, which encompasses environmental management, within BFS and its client group/group owner in the Trust. |
| **Estates Management Team**  Is responsible for managing the Trust’s use of energy and its impact on the environment, developing and initiating Energy Management Schemes, offering advice on energy issues and arranging appropriate education on Energy Management issues. |
| **Head of Facilities**  The Head of Facilities is responsible to the BFS Operations Director for the day-to-day management of waste and for ensuring compliance with changing legislation. |
| **Employees**  All BFS employees are responsible for adherence to the requirements of this policy. |
|  |

**5.0 Associated documents and references**

NHS Estates ‘Net Zero’ Carbon Delivery Plan – Summary Report

NHS Delivering a ‘Net Zero’ National Health Service

Climate Change Act 2008

Barnsley NHS FT Green Plan 2022-2027

Environmental Protection Act 1991

|  |
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| **DEFINITIONS** |
| **CO2e**  Equivalent carbon dioxide, a measure of how much global warming a greenhouse gas may cause, as an equivalent to carbon dioxide. |
| **ERIC Returns**  Estates Returns Information Collection, an annual requirement placed on all Trusts to provide specific data, including energy and water consumption as well as waste generated. |
| **Sustainability**  Meeting our needs today without compromising the ability of others to meet their needs tomorrow.  **Green Plan**  This plan provides the supporting detail to achieving the NHS net zero targets and has been approved by Trust board |

**6.0 Training and resources**

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|  |
| To help promote BFS’s environmental policy, awareness in environmental issues, will be provided for staff. |
| Sustainability Group (run by the Trust) remains in place and is supported by the Estates Management team with an aim to work through the action plans identified within individual workstreams. Managers and staff with purchasing responsibilities will be educated in the requirements of buying the most environmentally friendly products possible. |

**7.0 Monitoring and audit**

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| Energy, Utility, Waste and Transport are monitored as part of the ERIC (Estates Return Information Collection) return to benchmark the Trust's performance against other Trusts. |
| Measuring energy use, water used, waste production and compare usage to the agreed targets. |

**8.0 Equality and Diversity**

BFS is committed to an environment that promotes equality and embraces diversity in its performance as an employer and service provider. It will adhere to legal and performance requirements and will mainstream equality, diversity and inclusion principles through its policies, procedures and processes. This policy should be implemented with due regard to this commitment.

To ensure that the implementation of this policy does not have an adverse impact in response to the requirements of the Equality Act 2010 this policy has been screened for relevance during the policy development process and a full equality impact assessment is conducted where necessary prior to consultation. BFS will take remedial action when necessary to address any unexpected or unwarranted disparities and monitor practice to ensure that this policy is fairly implemented.

This policy can be made available in alternative formats on request including large print, Braille, moon, audio, and different languages. To arrange this please refer to Barnsley Hospitals NHS Foundation Trust’s translation and interpretation policy in the first instance.

BFS will endeavor to make reasonable adjustments to accommodate any employee/patient with particular equality, diversity and inclusion requirements in implementing this policy. This may include accessibility of meeting/appointment venues, providing translation, arranging an interpreter to attend appointments/meetings, extending policy timeframes to enable translation to be undertaken, or assistance with formulating any written statements.

**8.1 Recording and Monitoring of Equality & Diversity**

BFS understands the business case for equality, diversity and inclusion and will make sure that this is translated into practice. Accordingly, all policies will be monitored to ensure their effectiveness.

Monitoring information will be collated, analysed and published on an annual basis as part of Equality Delivery System. The monitoring will cover the nine protected characteristics and will meet statutory employment duties under the Equality Act 2010. Where adverse impact is identified through the monitoring process the Trust will investigate and take corrective action to mitigate and prevent any negative impact.

**Appendix 1**

**EQUALITY IMPACT ASSESSMENT**

**INITIAL ASSESSMENT STAGE 1 (part 1)**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Department:** | BFS Corporate | | | **Division:** | | BFS |
| **Title of Person(s) completing this form:** | Head of Operations & Compliance | | | **New or Existing Policy/Service** | | NEW |
| **Title of Policy/Service/Strategy being assessed:** | Environmental Policy | | | **Implementation Date:** | | November 2024 |
| **What is the main purpose (aims/objectives) of this policy/service?** | To set out how BFS intend to manage their Environmental impact | | | | | |
| **Will patients, carers, the public or staff be affected by this service?**  Please tick as appropriate. |  | Yes | No | | If staff, how many individuals/which groups of staff are likely to be affected?  All BFS and Trust staff through environmental impact | |
| Patients | ✔ |  | |
| Carers | ✔ |  | |
| Public | ✔ |  | |
| Staff | ✔ |  | |
| **Have patients, carers, the public or staff been involved in the development of this service?**  Please tick as appropriate. | Patients |  |  | | If yes, who did you engage with? Please state below:  Cluster leads and heads of departments | |
| Carers |  |  | |
| Public |  |  | |
| Staff | ✔ |  | |
|  |  |  | |
| **What consultation method(s) did you use?** | Face to Face meetings/Teams Meetings/e-mail. | | | | | |

**Equality Impact Assessment Stage 1 PART 2**

**Based on the data you have obtained during the consultation what does this data tell you about each of the above protected characteristics? Are there any trends/inequalities?**

|  |
| --- |
| **The Environmental Policy is to protect our natural environment and as such does not have any direct affect on any protected characteristic.** |

**What other evidence have you considered?** Such as a ‘Process Map’ of your service (assessment of patient’s journey through service) / analysis of complaints/ analysis of patient satisfaction surveys and feedback from focus groups/consultations/national & local statistics and audits etc.

|  |
| --- |
| **ISO 14001**  **Green plan**  **Best Practice Documents** |

**Equality Impact Assessment Stage 1 PART 3**

**ACCESS TO SERVICES**

**What are your standard methods of communication with service users?**

**Please tick as appropriate.**

|  |  |  |
| --- | --- | --- |
| **Communication Methods** | **Yes** | **No** |
| **Face to Face Verbal Communication** | ✔ |  |
| **Telephone** | ✔ |  |
| **Printed Information (e.g. leaflets/posters)** | ✔ |  |
| **Written Correspondence** | ✔ |  |
| **E-mail** | ✔ |  |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Protected Characteristic** | **Positive Impact** | **Negative Impact** | **Neutral Impact** | **Reason/comments for positive or negative Impact**  **Why it could benefit or disadvantage any of the**  **protected characteristics** | | **Men** |  |  | ✔ | No effect on persons, should be better for the environment | | **Women** |  |  | ✔ | No effect on persons, should be better for the environment | | **Younger People (17 – 25) and Children** |  |  | ✔ | No effect on persons, should be better for the environment | | **Older people (60+)** |  |  | ✔ | No effect on persons, should be better for the environment | | **Race or Ethnicity** |  |  | ✔ | No effect on persons, should be better for the environment | | **Learning Disabilities** |  |  | ✔ | No effect on persons, should be better for the environment | | **Hearing impairment** |  |  | ✔ | No effect on persons, should be better for the environment | | **Visual impairment** |  |  | ✔ | No effect on persons, should be better for the environment | | **Physical Disability** |  |  | ✔ | No effect on persons, should be better for the environment | | **Mental Health Need** |  |  | ✔ | No effect on persons, should be better for the environment | | **Gay/Lesbian/Bisexual** |  |  | ✔ | No effect on persons, should be better for the environment | | **Trans** |  |  | ✔ | No effect on persons, should be better for the environment | | **Faith Groups**  **(please specify)** |  |  | ✔ | No effect on persons, should be better for the environment | | **Marriage & Civil Partnership** |  |  | ✔ | No effect on persons, should be better for the environment | | **Pregnancy & Maternity** |  |  | ✔ | No effect on persons, should be better for the environment | | **Carer Status** |  |  | ✔ | No effect on persons, should be better for the environment | | **Other Group**  **(please specify)** |  |  |  |  |   **Other (Please specify)** |  |  |

**If you provide written correspondence is a statement included at the bottom of the letter acknowledging that other formats can be made available on request?**

**Please tick as appropriate.**

|  |  |
| --- | --- |
| **Yes** | **No** |
|  | ✔ |

**Are your staff aware how to access Interpreter and translation services?**

|  |  |  |
| --- | --- | --- |
| **Interpreter & Translation Services** | **Yes** | **No** |
| **Telephone Interpreters (Other Languages)** |  | ✔ |
| **Face to Face Interpreters (Other Languages)** |  | ✔ |
| **British Sign Language Interpreters** |  | ✔ |
| **Information/Letters translated into audio/braille/larger print/other languages?** |  | ✔ |

**EQUALITY IMPACT ASSESSMENT – STAGE 1 (PART 4)**

**INITIAL ASSESSMENT (PART 5)**

Have you identified any issues that you consider could have an adverse (negative)

impact on people from the following protected groups?

|  |  |
| --- | --- |
| YES | NO |
|  | ✔ |

**IF ‘NO IMPACT’ IS IDENTIFIED Action: No further documentation is required.**

**IF ‘HIGH YES IMPACT’ IS IDENTIFIED Action: Full Equality Impact Assessment Stage 2 Form must be completed.**

**(c) Following completion of the Stage 1 Assessment, is Stage 2 (a Full Assessment)**

|  |  |
| --- | --- |
| **YES** | **NO** |
|  | ✔ |

**necessary?**

**Assessment Completed By: Gill Lammas** **Date Completed: 06/09/2024**

Line Manager: Mat McKechnie Date ……………………………..

Head of Department: Rob McCubbin Date ……………………………..

**When is the next review? Please note review should be immediately on any amendments to your policy / procedure / strategy / service.**

|  |  |  |
| --- | --- | --- |
| **1 Year** | **2 year** | **3Year** |

**Appendix 2**

**Glossary of terms**

BFS Barnsley Facilities Services Limited

BHNFT/Trust Barnsley Hospital NHS Foundation Trust

CO2e Equivalent Carbon Dioxide

ERIC Estates Returns Information Collection

**Appendix 3**

Maintain a record of the document history, reviews and key changes made (including versions and dates)

|  |  |  |  |
| --- | --- | --- | --- |
| **Version** | **Date** | **Comments** | **Author** |
| 1 | Sept. 2024 | New policy in line with ISO 14001 | M McKechnie |
|  |  |  |  |
|  |  |  |  |

**Review Process Prior to Ratification:**

|  |  |
| --- | --- |
| **Name of Group/Department/Committee** | **Date** |
| Operations Group |  |
| BFS Board | 22/10/2024 |
|  |  |
|  |  |