

Environmental Policy 2024

Incorporating Policy and Arrangements

Environmental Policy

Revision Date: January 2024

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1.0 Policy

1.1 Environmental Policy Statement

This policy applies to all areas and operations of Walkers Cleaning and Support Services undertakings.

Walkers Cleaning and Support Services principle operations are under taken within commercial sector for various clients. We recognize that our operations interact with the environment and are firmly committed to eliminating or reducing adverse impacts.

In particular, Walkers Cleaning and Support Services will achieve this through our commitment to:

- ✔ Comply with all relevant legislation and regulations.
- ✔ Review the actual and potential environmental impacts for all activities.
- ✔ Strive for continual improvement in environmental performance through setting objectives and targets and developing key performance indicators.
- ✔ Employ best practice to prevent pollution, minimize waste and maximize the efficient use of resources (materials, fuel and energy).
- ✔ Identify and manage key risks and have arrangements in place to respond to all foreseeable emergencies.
- ✔ Involve employees and contractors in our environmental programs and provide training to enable them to discharge their responsibilities.
- ✔ Engage in communication with supplier's to encourage their participation in environmental best practice.
- ✔ Produce annual environmental report to set out progress to employees, regulators, clients, suppliers and other interested parties.

Every employee has an individual responsibility to help meet the requirements of this policy. All constructive ideas for minimizing adverse environmental impact can be discussed with your supervisor or myself.

Signed:



Mr Lee Walker

Managing Director

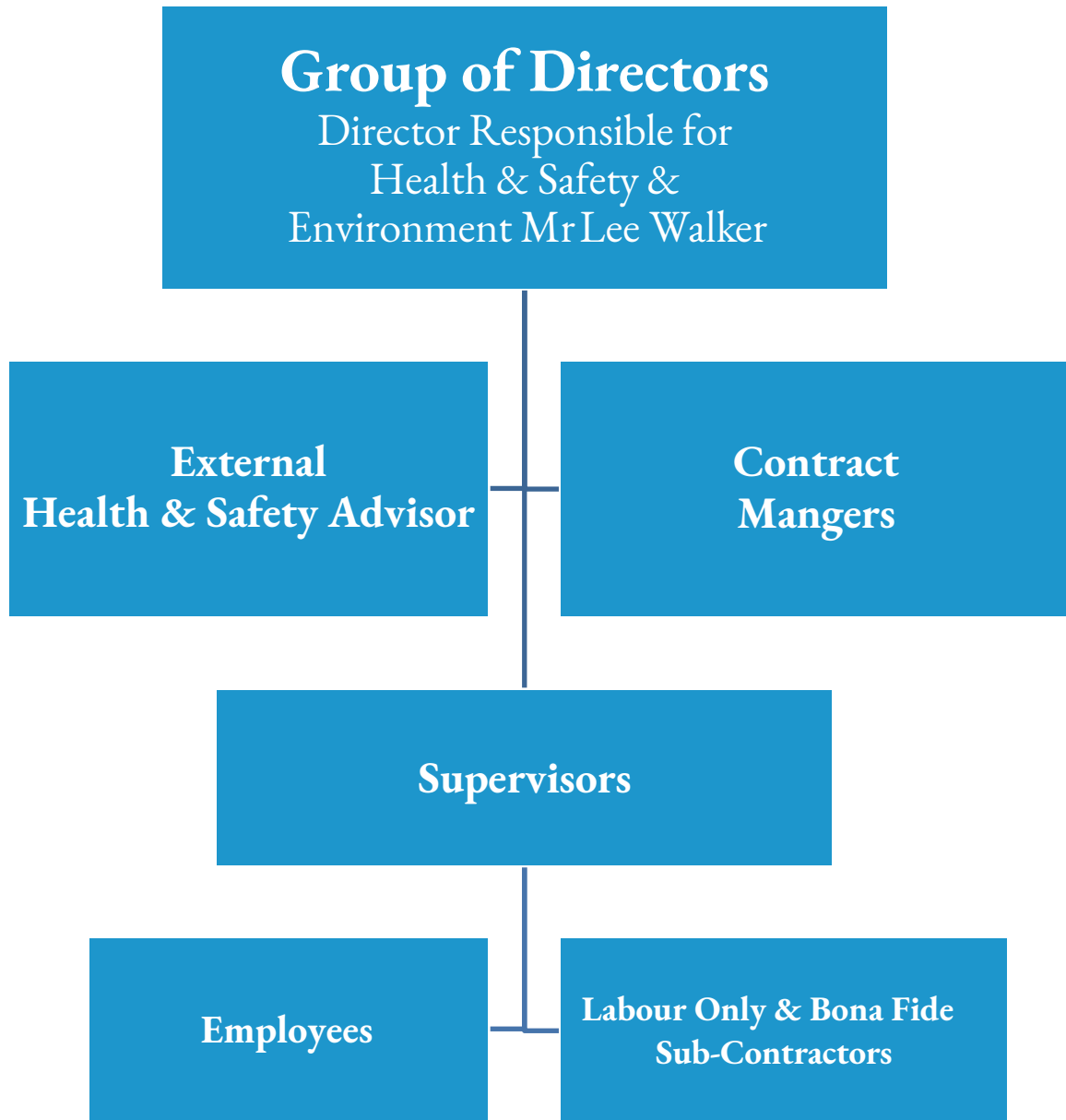
Dated: January 2024

This policy will be reviewed on an annual basis, or; If there is reason to suspect it is no longer valid, or;

If there has been a significant change in the matters to which it relates.

2.0 Organizational Arrangements

2.1 Organization Diagram.



2.2 The Responsibilities of Mr Lee Walker.

Mr Lee Walker has overall responsibility for ensuring that all employees understand their role, accountability and involvement in contributing to meeting the aims and objectives of the company's environmental policy.

Further responsibilities include:

- ✓ To ensure that an environmental policy has been prepared and to update and review at regular intervals.
- ✓ To ensure that the organizations vision and direction in relation to environmental matters is consistent with current socio-economic factors.
- ✓ To agree and endorse the environmental policy and corporate objectives of Walkers Cleaning and Support Service.
- ✓ To develop policy commitments, review action plans and environmental targets.
- ✓ To ensure that the organization complies with all statutory legal requirements.
- ✓ To monitor environmental performance, management systems and internal procedures.
- ✓ To develop targets for procurement and requirements of stakeholders, contractors and suppliers.
- ✓ To ensure regulatory compliance and continual improvement in all environmental aspects.
- ✓ To identify employee training needs and maintain an environmentally aware workforce.

2.3 The Responsibilities of the Health and Safety Advisor.

- ✓ To provide professional advice and support to Walkers Cleaning and Support Service on environmental issues, aspects and legislation.
- ✓ To develop, when requested, environmental procedures, programs and achievable targets.
- ✓ To monitor environmental performance, management procedures and systems within the company.
- ✓ To review overall environmental performance, identify weaknesses and make appropriate recommendations to Mr. Lee Walker.
- ✓ To inform Mr. Lee Walker of any relevant changes to environmental legislation and industry guidance.

2.4 Responsibilities of the Managers and Supervisors.

- ✔ To comply with all internal company procedures, work to achieve compliance with environmental legislation and to strive for continual improvement.
- ✔ To promote the company environmental policy and general awareness of the adverse environmental impacts.
- ✔ To ensure employees under their direct control are informed and aware of any specific environmental aspects of their work activities.
- ✔ To ensure employees or sub-contract staff undertake work processes in accordance with the company policy and any training received.
- ✔ Collect and submit data and results of environmental performance to Mr. Lee Walker.

2.5 Responsibilities of the Employees and Sub-contractors.

- ✔ To comply with all internal company procedures, work to achieve compliance with environmental legislation and to strive for continual improvement.
- ✔ To promote the company environmental policy and general awareness of the adverse environmental impacts.
- ✔ To ensure work processes are under taken in accordance with the company policy and any training received.
- ✔ To inform the company of any areas of environmental management that may give rise to concern

3.0 Arrangements

3.1 Aims and Objectives.

The aims and objectives of Walkers Cleaning and Support Services are to ensure that the environment aspects of the company undertakings do not have any adverse environmental impact.

Where it is not possible to eliminate the impact, to reduce or minimize the environment impact by the use of recycling, waste separation and other techniques.

Walkers Cleaning and Support Services recognizes that an essential management principle is that objectives and targets aim to be “S.M.A.R.T”

Specific	Objectives and targets should be clear in their intention and results. Specific responsibilities should be assigned to individuals.
Measurable	Performance indicators should be used to assess quantifiable results so that the degree of achievement or failure can be identified.
Agreed	All stakeholders and individuals involved or responsible for environmental aspects and achieving targets should have an opportunity to contribute and comment on it.
Realistic	Targets and objectives should be achievable in relation to resources available and other business priorities, but not too easily reach.
Time-based	Targets and objectives should be achieved in a given known time frame. If the objective time period is many months or years monitoring or progress should be

3.2 Air.

Walkers Cleaning and Support Services will ensure, through its maintenance and purchasing program, that's it immobile machinery meets the emissions of gaseous and particulate pollutant levels outlined in various E.U. Directives and that continuous improvement is achieved.

Most works are under taken in the open air and, except in high winds or unusable locations.

3.3 Communication.

Effective two-way communication between employees at all levels is seen by Walkers Cleaning and Support Services as an important part of ensuring the protection of the environment. Walkers Cleaning and Support Services will work with all persons affected by their undertakings to ensure that information on environmental aspects and impacts are shared.

Communication with employees will take various forms and employees are reminded that they may raise any environmental issue with any member of management in total confidence. Employees are actively encouraged to raise any concerns they may have in relation to environmental aspects.

3.4 Contaminated Land.

Walkers Cleaning and Support Services does not undertake operations that affect or disturb land.

3.1 Energy Conservation.

Increasing energy costs, coupled with National and Governmental needs for energy conservation, has resulted in “Energy Management” being regarded as an important task in all of the work activities undertaken by Walkers Cleaning and Support Services.

Walkers Cleaning and Support Services recognizes that energy efficient measures can be achieved through the correct selection of appropriate plant and equipment. Walkers Cleaning Service vans are dual fuel powered.

Energy saving requirements may also involve such things as ensuring a piece of plant has completed all necessary tasks before being withdrawn from a project as its return to site at a later date will result in poor logistic management and added pollution.

3.2 Environmental Protesters.

At Walkers Cleaning and Support Services we consider that, through the implementation of this policy document, we are doing our practical utmost to protect the environment during all our activities. However, should we ever experience the onset of environmental campaigners on to any of our worksites, we shall attempt to deal with them in the most respectful and considerate manner possible.

It is our primary interest to ensure our employees and staff work without fear of verbal abuse and physical violence from individuals who may disagree with our work methods, chosen locations or motives. It will therefore be the responsibility of our site management to contact the police immediately in the event of protesters congregating on, or around, any of our work sites.

Our security measures shall always be of a sufficient extent to prevent the entrance of intruders on to our work sites. Should an unauthorized individual happen to gain access to a work site there is a distinct possibility that they could be injured by hazardous process or item of plant/ equipment.

It is in the interest of safety that intruders shall be prohibited from entering any work site where work activities are taking place.

Should any environmental campaigners which to peacefully scrutinize our methods of work we shall be glad to provide them with documented proof that our concerns lay very much within the preservation of our environment, as outlined in the contents of this policy.

3.3 Local Community Engagement.

Walkers Cleaning and Support Services accepts that, although the community may not have a direct relationship with our projects, it is never the less impacted by our work activities and the result and infrastructure.

Any complaints we receive about our activities are responded to quickly and recorded so that we can improve our performance.

Because we recognize that our activities can sometimes be disruptive, increasingly we (with the assistance of our clients) are adopting pro-active community engagement activities. This involves informing our neighbors of our activities and ascertaining if there are any key sensitive dates or events for the local community.

3.1 Noise.

Walkers Cleaning and Support Services will undertake to work within the parameters outlined by the Client or the Local Authority to restrict noisy activities to the time periods requested. All Controls will be applied including a rigid maintenance regime, sufficient damping down, lagging and other acoustic controls to ensure there duction of noise.

Walkers Cleaning and Support Services will undertake to act proactively, to ensure elimination of unnecessary noise and to reduce noise that is produced to an acceptable level. We shall attempt to achieve this by maintaining equipment in good working operation and encouraging our staff to report noisy equipment to our supervisors when it requires attention.

The Best Available Techniques (BAT) will be used to prevent the effect of noise to the limit reasonably practical having regard to the local conditions and circumstances, to the current state of technical knowledge and to the financial implications.

3.2 Office Waste.

Through careful and efficient office management and the implementation of a quality system, the amount of waste created is kept to an absolute minimum. Walkers Cleaning and Support Services is also promoting the recycling of office waste wherever possible.

Electrical energy is conserved by the use of high efficiency, fluorescent lighting which is switched off in rooms which are not in use. Natural gas energy used in heating systems is conserved by regular maintenance, servicing and individual thermostatic controls.

3.3 Preventing Fly Tipping of Site Waste.

Walkers Cleaning and Support Services is committed to dealing with improving local environmental quality and tackling waste crime such as fly-tipping. We acknowledge that illegal disposal of waste is an anti-social behaviour that is adversely affecting our local environments and reducing civic pride.

To prevent fly-tipping, producers of waste must ensure that it remains under their control until correctly disposed of. Contractors are to arrange removal of their waste by a registered waste carrier or to a licensed land fill site, in accordance with the Duty of Care provisions of the environmental Protection Act 1990.

Waste transfer note (WTN) must be created for each load of waste that leaves our sites. The WTN will contain enough information about the waste to enable anyone coming to contact with it to handle it safely and either dispose of it or allow it to be recovered whilst maintaining compliance with the Law.

We shall describe on the WTN, both in words and by reference to the appropriate codes in the European Waste Catalogue (EWC), the quantity and type of each different waste being transferred.

Walkers Cleaning and Support Services shall never rely on waste carriers or waste management contractors to describe our waste for us on WTN's. We as the producer are in the best position to accurately describe our waste.

Walkers Cleaning and Support Services will keep copies of all WTN's for at least two years. Whatever the destination of our business wastes and whichever organizations are handling them, it will help us to prove that we have properly discharged our Duty of Care by undertaking periodic audits. This will enable us to ensure that our wastes are being handled correctly from the moment they leave our premises to the final point of disposal or recovery.

3.1 Preventing Fuel Entering Adjacent Water courses and Drainage Systems.

The Risk of spillage is at its greatest during refuelling of plant. Walkers Cleaning and Support Services will adopt the following precautions to prevent fuel spillage entering water courses:

- ✔ Where possible, we shall refuel mobile plant in a designated area, preferably on an impermeable surface and away from any drains or watercourses.
- ✔ Keep a spill kit available.
- ✔ Never leave a vehicle unattended during refuelling or allow our staff to jam open a delivery valve.
- ✔ Check hoses and valves regularly for signs of wear and ensure that they are turned off and securely locked when not in use.
- ✔ Diesel pumps and similar equipment shall be placed on drip trays to collect minor spillages. These will be checked regularly, and any accumulated oil be removed for disposal.

In the event of a spillage on site, the material shall be contained (using an absorbent material such as sand or soil or commercially available booms), and the Environment Agency will be notified immediately.

3.2 Prevention of pollution from Plant and Machinery.

In order to prevent materials leaking from static plant, such as company vans, contaminating the ground and being washed into drainage systems, Walkers Cleaning and Support Services shall place static plant on drip trays or bonded areas.

Facilities for washing plant and equipment which could be contaminated with chemicals will be provided.

3.3 Protection Strategy for Wildlife, Trees, Water courses and Landscape Features.

It is important to Walkers Cleaning and Support Services as a company to minimize the impact of our services on local wildlife.

Planning law may require us to undertake formal Environmental Impact Assessment (EIA) if the development is a sizable one.

Our key considerations and actions include:

- ✔ A wildlife friendly approach to cleaning activities, according to location (such as nesting platforms and boxes, niches in the roof space).
- ✔ Not to interfere or disturb pockets and corridors of wildlife, enabling the habitats to connect to surrounding areas of environmental value, providing migratory and transit routes.
- ✔ To use materials with similar PH values so as not to adversely affect adjoining habitats by “leaching”

Walkers Cleaning and Support Services will conduct our activities and operations to reflect best environmental practice and implement environmental management system to pursue sustainability, continual improvement and prevention of pollution.

In particular, we will:

- ✔ Comply with all applicable legal and other requirements.
- ✔ Identify environmental aspects and prioritize action to reduce them.
- ✔ Set challenging targets to reduce our environmental impacts and regularly review progress.
- ✔ Raise awareness to the environment amongst our employees through training and communication of environmental performance.
- ✔ Report annually on our progress and performance, making this available both within our head office and externally.
- ✔ Undertake regular management reviews to ensure that our environmental management system, our aims and objectives remain effective.

All of our work activities shall be completed in accordance with the requirements of The Conservation (Natural Habitats) Regulations 1994 and The Wildlife and Country side Act 1981.

3.5 Purchasing.

Walkers Cleaning and Support Services will ensure that all our wholesalers and suppliers provide us with goods and materials that have limited environmental impact. We aim to achieve this by:

- ✔ Purchasing goods, plant and materials which can be manufactured, used and disposed of in an environmentally responsible way.
- ✔ Meeting where appropriate, the standards required by all environmental legislation.
- ✔ Purchasing plant and equipment which will have a long working life and can be recycled when the service life has ended.
- ✔ Purchasing items which can be operated in an energy efficient manner.
- ✔ Purchasing items that are of the best quality, have replacement parts and are not part of the “throw away culture”.
- ✔ Selecting suppliers and contractors who are themselves undertaking measures to make environmental improvements.
- ✔ Purchasing equipment with due consideration for the noise, emissions and vibration it produces.

3.6 Recycling.

Walkers Cleaning and Support Service is committed to minimizing all waste in its operations and works. Where waste may be produced, every effort will be made to recycle such materials and packaging.

Walkers Cleaning and Support Service will make full use of recycling facilities provided by the Supplier, Manufacture, Client or Local Authority.

3.1 Recycling Materials.

Walkers Cleaning and Support Service believes that sustainable waste management is achievable by committing ourselves to a waste strategy that is based on the following waste hierarchy:

Reduce	We shall only order the amount of cleaning materials that we actually need.
Re-Use	We shall choose cleaning materials that can be broken down in component parts at the end of their life and re-used.
Recovery	We will use recycled materials in our purchases. This includes recycling, composting and waste-to-energy

3.2 Removal of Trees with Preservation Order.

Walkers Cleaning and Support Service is aware that with certain exceptions, it is illegal to fell trees in Great Britain without prior Forestry commission approval.

A Tree Preservation Order (TPO) is made by the Local Planning Authority, usually a local council to protect specific trees and woodland from deliberate damage and destruction. TPO's prevent the felling, topping, lopping or uprooting of trees without permission from the planning authority.

Walkers Cleaning and Support Service accepts that, if we should deliberately destroy a tree, or damage it in a manner likely to destroy it, we could be fined up to £20,000 if convicted in the magistrates' court. We are aware that we will have to plant a replacement tree if the tree was cut down or damaged.

Walkers Cleaning and Support Services shall seek permission from the Forestry Commission to fell any growing trees that maybe present on any of our sites. We shall not begin felling until we have received permission or license from the Forestry Commission. We are aware that a license shall be issued within 10 weeks from receipt of application.

If we are unsure as to whether or not a tree is covered by a protection order, we shall visit the local planning authority office to inspect the details of TPO's in operation within the surrounding area.

3.3 Storage and Use of Chemicals, Fuels/Oil and other Hazardous Substances.

Chemicals will be stored in secure designated storage locations in accordance with the appropriate regulatory requirements, including the (CoSHH) Control of Substances Hazardous to Health (Amendment) Regulations 2004 and the Control of Pollution (Oil Spillage) (England) Regulations 2001. Refueling of plant and machinery will be undertaken in accordance with specified procedure that may include the designation of refueling areas. Spill contingency plans will be drawn up and included in these procedures.

Fuels and oils shall be stored in a container which is of sufficient strength and structural integrity to ensure that it is unlikely to burst or leak in its ordinary use.

3.4 Training.

All employees will be given training in general environmental awareness, task specific procedures and methods that will be used to reduce or minimize the impact to the environment by undertakings of the company. The Health and Safety advisor will assist Mr. Lee Walker in identifying training needs throughout the company and preparing appropriate training programs.

3.1 Water.

The Employees of Walkers Cleaning and Support Service are aware of the importance to protect the integrity of ground water, rivers, lakes and other elements of the water system.

The company recognizes duties under the Ground water Regulations 1999, Anti-Pollution Works Regulations 1999 and the Water Resources Act 1991. In particular, section 85 of the Water Resources Act 1991 which states that, 'no person shall cause or knowingly permit any poisonous, noxious or toxic material or solid waste to enter controlled water'. The term "Cause" means not only deliberately releasing any polluting matter, but also causing the pollution accidentally by being the operator of a plant or process.

3.2 Waste.

Because of its area of operations Walkers Cleaning and Support Service produces very little waste, however we will use the waste management approach to achieve our aims and targets as outlined below:

- ✓ Reduce the amount of waste produced to a minimum.
- ✓ Re-use and recycle, wherever reasonably practical.
- ✓ Responsible disposal of wastes, including waste segregation and compaction.

This will be achieved by identification of:

- ✓ Sources and processes of loss and waste.
- ✓ Quantities, quality and type of waste.
- ✓ Opportunities for re-use and recycling.

Walkers Cleaning and Support Service recognizes its Duty of Care under the Environmental Protection Act 1990, the Environmental Protection (Duty of Care) Regulations 1999, Hazardous Waste Regulations (England and Wales) 2005 and other associated statutory provisions.

'Hazardous Waste' will only be released to a licensed 'Registered Carrier' after proof (original only) has been produced by an 'authorized person' has been seen and a copy retained.

All parts of the 'waste transfer note' will be suitably completed with a copy remaining with Walkers Cleaning and Support Service. 'Hazardous Waste' disposal records are to be retained for 3 years after deposit of the waste.

Whereover 200kg of 'Hazardous Waste' is produced over a 12-month period on our sites or premises, Walkers Cleaning Service will register that location with the Environment Agency, annually after the initial notification.

All waste will be suitably packed to ensure the safety of others during storage and carriage, and have a unique consignment code consisting of letters, numbers or a symbol. The packaging must also prevent spillage, leakage, waste blowing or falling or the pilfering of contents by third parties.