



Environmental Action Plan

July 2018 – June 2019

Business in the Community NI's Core Environmental Objectives are:

- Maintain an energy management and monitoring programme
- Become exemplars for the circular office initiative
- Encourage staff to use active and sustainable modes of transport
- Reduce the use of resources by activities at our offices and through our events
- Implement the Business & Biodiversity Charter principles
- Maintain certification of the Environmental Management System to BS 8555 Phase 3
- Maintain the Gold standard in the NI Environmental Benchmarking Survey

Objective	Potential Actions	Timescale	Responsibility	Progress
Energy Management	<ul style="list-style-type: none"> • Maintain energy awareness/management programme and investment in energy efficient equipment 	Ongoing	Eco Team	
	<ul style="list-style-type: none"> • Continue to record and monitor energy consumption at Bridge House and BEAM 	Ongoing	Kyle & John	
Waste Management	<ul style="list-style-type: none"> • Create and implement a circular office plan 	January	Peter	
	<ul style="list-style-type: none"> • Ensure adequate facilities for waste segregation: Paper, card, plastics, tins/cans, ink/toner cartridges, glass, batteries, mobile phones and food waste 	Ongoing	Eco Team	
	<ul style="list-style-type: none"> • Maintain communication of waste management procedures 	Ongoing	Eco Team	





Transport	<ul style="list-style-type: none">● Continue monitoring business travel – car, air, bicycle, car sharing miles	Ongoing	Eco Team
	<ul style="list-style-type: none">● Promote sustainable transport options for travel including events and meetings, incorporating the new Glidder where possible	October	Eco Team
	<ul style="list-style-type: none">● Promote the Cycle to Work Scheme and Salary Sacrifice Scheme	November	Eco Team
	<ul style="list-style-type: none">● Work with Sustrans to support and enable staff to cycle to work	November	Eco Team
	<ul style="list-style-type: none">● Continual investment in and promotion of technology eg Skype for Business and Teams to reduce travel	Ongoing	Brian
Resource Consumption	<ul style="list-style-type: none">● Develop and implement a Sustainable Events Policy and guidance material	December	Peter
	<ul style="list-style-type: none">● Develop and implement a Sustainable Procurement Policy	September	Keelin /Finance
	<ul style="list-style-type: none">● Continual investment in and promotion of technology to focus on becoming paperless	Ongoing	Brian
	<ul style="list-style-type: none">● Continue monitoring paper consumption	Monthly	Kyle & John
Biodiversity	<ul style="list-style-type: none">● Apply principles of the Business & Biodiversity Charter	March	Eco Team





Environmental Management System	<ul style="list-style-type: none"> • Ensure compliance with all environmental legislation and conduct six monthly legal checks 	Aug / Feb	Keelin & Ian
	<ul style="list-style-type: none"> • Maintain appropriate Environmental Management System documentation 	Ongoing	Keelin
	<ul style="list-style-type: none"> • Seek continuous improvement in environmental performance 	Jul / Jan	Keelin
	<ul style="list-style-type: none"> • Prepare for EMS re-certification assessment in line with the new BS8555:2016 Standard 	August	Keelin
	<ul style="list-style-type: none"> • Periodically check integrity of oil tank at BEAM and record findings 	Quarterly	Ian/John
NI Environmental Benchmarking Survey	<ul style="list-style-type: none"> • Ensure adequate environmental management arrangements are in place 	Ongoing	Eco Team
	<ul style="list-style-type: none"> • Ensure systems are in place to measure, monitor and report the organisations environmental performance 	Ongoing	Eco Team
	<ul style="list-style-type: none"> • Compile a gap analysis report for the 2018 NI Environmental Benchmarking Survey submission 	January	Kyle

Kieran Harding

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<i>Eco Team Members</i>	<i>Heather; Ian; John; Keelin; Kyle; Maria; Peter</i>
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